March 27, 2018  Regular Meeting  10:00 AM

COUNTY BOARD ROOM
421 N. COUNTY FARM ROAD
WHEATON, IL  60187

Chairman
Daniel Cronin

District 1
Paul Fichtner
Donald Puchalski
Sam Tornatore

District 2
Elizabeth Chaplin
Peter DiCianni
Sean Noonan

District 3
Gary Grasso
Greg Hart
Brian Krajewski

District 4
Grant Eckhoff
Tim Elliott
Amy Grant

District 5
Janice Anderson
James Healy
Tonia Khouri

District 6
Robert Larsen
Kevin Wiley
James Zay

County Administrator - Thomas Cuculich
Deputy County Administrator - Sheryl Markay
1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. INVOCATION
   A. Andrew Hougan, Chaplain - DuPage Care Center

4. ROLL CALL

5. CHAIRMAN'S REPORT
   A. Northwestern Memorial Foundation check presentation
   B. Fair Housing Month proclamation
   C. DuPage Pads Continuum of Care Snapshot
   D. Election Commission Presentation - Joe Sobecki

6. PUBLIC COMMENT

7. CONSENT ITEMS
   B. Minutes -- County Board Minutes - 1/23/18
   C. Minutes -- County Board Minutes - 2/13/18
   D. Payment of Claims -- 3/13/18 Paylist
   E. Payment of Claims -- 3/16/18 Paylist
   F. Payment of Claims -- 3/20/18 Paylist
   G. Wire Transfers -- 3/15/18 Wire Transfer
   H. Wire Transfers -- 03/16/18 Wire Transfer
   I. Wire Transfers -- 03/20/18 Wire Transfer
   J. Consent Item -- Treasurer's Report of Investments and Deposits - March 2018
   K. Consent Item -- Consent Agenda 3/27/2018

8. COUNTY BOARD - ZAY
Committee Update

A. CB-R-0053-18 RESOLUTION -- CB-R-0053A-18 - Correction of Scrivener's Error in Resolution CB-R-0053-18 amending the term date of Donald C. Sharp to January 29, 2022

B. CB-R-0069-18 RESOLUTION -- CB-R-0069A-18 - Correction of a Scrivener's Error in Resolution CB-R-0069-18 amending the term date of Blanche H. Fawell to December 14, 2018

C. CB-R-0116-18 RESOLUTION -- Appointment of Herbert A. Getz to the DuPage Airport Authority

9. **FINANCE - FICHTNER**

Committee Update

A. FI-R-0095-18 RESOLUTION -- Establishing the Cool DuPage Property Assessed Clean Energy (PACE) Program

B. FI-R-0102-18 RESOLUTION -- Acceptance & Appropriation of the Thirtieth (30th) Year Emergency Solutions Grants FY2018, Company 5000 – Accounting Unit 1470, $505,443.00

C. FI-R-0103-18 RESOLUTION -- Acceptance & Appropriation of the Twenty-Seventh (27th) Year HOME Investment Partnerships Grant FY2018, Company 5000 – Accounting Unit 1450, $5,871,396.00

D. FI-R-0104-18 RESOLUTION -- Acceptance & Appropriation of the Forty-Fourth (44th) Year Community Development Block Grant FY2018, Company 5000 – Accounting Unit 1440, $8,633,120.00

E. FI-R-0109-18 RESOLUTION -- Appropriation for the Crime Laboratory Fund Company 1300, Accounting Unit 4440 $25,000

F. FI-R-0110-18 RESOLUTION -- Acceptance and Appropriation of the Title IV-D Program Grant PY19, Intergovernmental Agreement No. 2017-55-013-K3B Company 5000 - Accounting Unit 6570 $610,000

G. FI-R-0114-18 RESOLUTION -- Financial Support for the activities of the DuPage County Heroin-Opioid Prevention and Education (HOPE) Taskforce in the amount of $100,000

H. FI-R-0115-18 RESOLUTION -- Bank Depositories

I. FI-R-0117-18 RESOLUTION -- Budget Transfers 3-27-18 Budget Transfers Various Companies and Accounting Units

J. FI-R-0118-18 RESOLUTION -- Placing Names on Payroll
K. FI-P-0098-18 Recommendation for the approval of a contract purchase order between the County of DuPage and Rock, Fusco & Connelly, LLC, to provide consultation services related to collective bargaining matters for labor negotiations, for the period of April 1, 2018 through November 30, 2018, for County Board, for a contract total amount not to exceed $75,000. Other Professional Service not subject to competitive bidding per 55 ILCS 5/5-1022(a). Vendor selected pursuant to DuPage County Code Section 2-300.4-108 (1) (b).

L. FI-P-0099-18 Recommendation for the approval of a contract purchase order to AON Consulting, Inc., to provide assistance and evaluation of the County's Health and Wellness Benefits for Human Resources. This contract covers the period of April 1, 2018 to March 31, 2021, for a contract total amount not to exceed $360,000, per most qualified offer per request for proposal 18-017-BF.

M. Change Order -- FI-P-0122B-17 - AMENDMENT to Resolution FI-P-0122A-17 (2470-0001 SERV) issued to Rock, Fusco & Connelly for professional legal services for defense of County and Sheriff deputies, to increase the contract $200,000, resulting in an amended contract total not to exceed $250,000 an increase of 400.00%.

10. ANIMAL CARE & CONTROL - KRAJEWSKI

Committee Update

A. Authorization for Overnight Travel -- Volunteer/Rescue/Foster Coordinator to attend conference in Austin, TX from February 9, 2018 - February 13, 2018. Expenses to include registration, transportation, miscellaneous expenses, and per diem for an updated approximate total of $1,367.68.

11. DEVELOPMENT - TORNATORE

Committee Update

Regulatory Services

A. DC-O-0016-18 ORDINANCE -- Z18-003-Tempco Heater Electric Company: To approve the following zoning relief: 1. Conditional Use to allow parking lot off site from the principal use; 2. Map Amendment from R-4 Single Family Residential to O-Office; 3. Variation from the following yard requirements: a. Front yard from 40 feet to 12 feet; b. South side yard from 40 feet to 12 feet; c. North side yard from 20 feet to 12 feet; d. West rear from 40 feet to 12 feet. (Addison/Dist. 1) ZBA Vote to approve: 6 Ayes, 0 Nays, 1 Absent Development Committee Vote to approve: 5 Ayes, 0 Nays, 1 Abstain
B. DC-O-0017-18 ORDINANCE -- Z18-001-Rutledge: To approve the following zoning relief: 1. Variation to allow detached accessory buildings to be located in front of the front wall of the principal building (House). 2. A conditional use to increase the square footage of detached accessory buildings not to exceed 1,100 sq. feet for a cumulative total. (Winfield/ Dist. 6)  ZBA Vote to approve: 6 Ayes, 0 Nays, 1 Absent Development Committee Vote to approve: 6 Ayes, 0 Nays

C. DC-O-0018-18 ORDINANCE -- Z18-002-Bertsche: To approve the following zoning relief: A Variation to allow a detached accessory building (Hobby Room) to be located in front of the front wall of the principal building (House). (Winfield/Dist. 6)  ZBA Vote to approve: 6 Ayes, 0 Nays, 1 Absent Development Committee Vote to approve: 6 Ayes, 0 Nays

D. DC-O-0019-18 ORDINANCE -- Z17-032-WOLF: To approve the following zoning relief: Conditional use for dog kennel in Residential District (Bloom/Dist. 1) ZBA Vote to approve: 6 Ayes, 0 Nays, 1 Absent Development Committee Vote to approve: 6 Ayes, 0 Nays

E. DC-P-0082-18 Recommendation for approval of a contract purchase order to Harris Govern, for annual software maintenance and support services, as needed, for the period April 1, 2018 through March 31, 2019, for Building & Zoning - $17,584.32, Division of Transportation - $9,524.84, and Public Works - $3,663.40, for a contract total amount not to exceed $30,772.56; Per 55 ILCS 5/5-1022 "Competitive Bids" (c) not suitable for competitive bids -Sole Source. (Support for Govern System)

12. ECONOMIC DEVELOPMENT - KHOURI

Committee Update

A. ED-R-0113-18 RESOLUTION -- DuPage Convention and Visitors Bureau Designation of Representation for Grant Purposes

B. FI-R-0100-18 RESOLUTION -- Financial Support for the DuPage Convention and Visitor's Bureau Activities in the amount of $50,000

13. HEALTH & HUMAN SERVICES - LARSEN

Committee Update


C. HHS-P-0090-18 Recommendation for the approval of a contract purchase order to Quality Placement Authority, LLC, for supplemental staffing services, for the DuPage Care Center, for the period April 10, 2018 through April 9, 2019, for a contract total not to exceed $30,000.00, per renewal option under proposal #P17-003-GV, first optional one year renewal.

D. HHS-P-0091-18 Recommendation for the approval of a contract purchase order to Maxim Healthcare Services, for supplemental staffing services, for the DuPage Care Center, for the period April 10, 2018 through April 9, 2019, for a contract total not to exceed $170,000.00, per renewal option under proposal #P17-003-GV, first optional one year renewal.

E. HHS-P-0092-18 Recommendation for the approval of a contract purchase order to Brightstar Care of Central DuPage - Wheaton, for supplemental staffing, for the DuPage Care Center, for the period April 10, 2018 through April 9, 2019, for a contract not to exceed $420,000.00, per renewal option under proposal #P17-003-GV, first optional one year renewal.

F. Change Order -- HHS-P-0384B-17 Amendment to Resolution HHS-P-0384A-17 (purchase order 2771-0001), issued to Healthy Air Heating & Air, Incorporated, to provide mechanical (HVAC) weatherization labor and materials for the Weatherization Program, to increase the encumbrance in the amount of $62,216.00, for additional grant funding received by the Illinois Department of Commerce and Economic Opportunity (ILDCEO), resulting in an amended contract total amount not to exceed $855,093.00. (Weatherization Grant)

14. JUDICIAL/PUBLIC SAFETY - ECKHOFF

Committee Update

A. JPS-R-0105-18 RESOLUTION -- Approving an Intergovernmental Agreement With Wayne Township for Police Services

B. JPS-R-0106-18 RESOLUTION -- Approving an Intergovernmental Agreement With Milton Township for Police Services

C. JPS-R-0107-18 RESOLUTION -- Approving an Intergovernmental Agreement With York Township for Police Services

D. JPS-R-0111-18 RESOLUTION -- Approving an Intergovernmental Agreement With Bloomingdale Township for Police Services

E. JPS-P-0094-18 Recommendation for the approval of a contract purchase order to Jillian Ruggiero, of Ruggiero & Associates, P.C. to provide professional services as a conflict attorney assigned to juvenile cases for the period of May 1, 2018 through April 30, 2019 for the 18th Judicial Circuit Court, for a contract total amount not to exceed $45,000.00. Other Professional Service not subject to competitive bidding per 55 ILCS 5/5-1022(a). Vendor selected pursuant to DuPage County Code Section 2-300.4-108 (1) (b).
F. JPS-P-0095-18 Recommendation for the approval or a contract purchase order issued to Axon Enterprise, Inc for purchase of Tasers for the Sheriff’s Office, for a contract total amount not to exceed $29,403.20, per 55 ILCS 5/5-1022 “Competitive Bids” (c) not suitable for competitive bids - Sole Source. (Equipment for the Sheriff’s Department)

G. JPS-P-0096-18 Recommendation for the approval for a contract purchase order issued to Unified Power for the labor to remove, replace and recycle battery strings on the UPS for the Circuit Court Clerk, for a contract total amount not to exceed $27,947.26, per 55 ILCS 5/5-1022 “Competitive Bids” (d) IT/Telecom purchases under $35,000.

H. Change Order -- JPS-P-0062C-17 Amendment to Resolution JPS-P-0062B-17 (Purchase order 2359-1 SERV), issued to Public Safety Direct to furnish and install new equipment in Sheriff Vehicles, for a change order to increase the purchase order $5,000.00 for the Sheriff's Office, for an amended contract total amount not to exceed $187,824, an increase of 2.73%. (2359-0001)

15. PUBLIC WORKS - HEALY

Committee Update

A. FM-P-0089-18 Recommendation for the approval of a contract purchase order to Ashland Door Solutions, LLC., to provide door maintenance, door sales and installation, as needed for County facilities, for Facilities Management, for the period April 15, 2018 through April 14, 2019, for total contract amount not to exceed $45,690.00, per renewal option under bid award #15-054, third and final option to renew

B. PW-P-0083-18 Recommendation for the approval of a contract purchase order to Univar USA Inc., for Sodium Bisulfite for the Woodridge and Knollwood wastewater treatment facilities for Public Works, for the period April 1, 2018 through March 31, 2019, for a total contract amount not to exceed $31,836.00, per lowest responsible bid #18-031-JM

C. PW-P-0084-18 Recommendation for the approval of a contract purchase order to Olin Chlor Alkali Products and Vinyls for Sodium hypochlorite for the Woodridge and Knollwood Treatment Facilities, for Public Works, for the period April 1, 2018 through March 31, 2019, for a total contract amount not to exceed $55,800, per lowest responsible bid #18-028-JM

D. PW-P-0085-18 Recommendation for the approval of a contract purchase order to Kemira Water Solutions, Inc., for liquid ferric chloride for the Knollwood Wastewater Facility, for Public Works, for the period April 1, 2018 through March 31, 2019, for a total amount not to exceed $148,500.00, per lowest responsible bid #18-029-JM

E. PW-P-0086-18 Recommendation for the approval of a contract purchase order to Ozinga Ready Mix Concrete, Inc, for the purchase of Class SI Concrete, for Public Works and Facilities Management Departments for the period April 1, 2018 through March 31, 2019, for a total contract amount not to exceed $55,000.00, per lowest responsible bid #18-040-GV
F. PW-P-0087-18 Recommendation for the approval of a contract purchase order to Vulcan Construction Materials LLC, for the purchase of coarse and fine aggregates, for Public Works, for the period April 1, 2018 through March 31, 2019 for a total contract amount not to exceed $65,000.00 per lowest responsible bid #18-039-GV.

G. PW-P-0088-18 Recommendation for the approval of a contract purchase order to Alexander Chemical Corporation, to furnish and deliver Calcium Nitrate for the Knollwood Wastewater Treatment Facility, for the period April 1, 2018 through March 31, 2019, for a contract total amount not to exceed 38,340.00, per lowest responsible bid #18-030-JM

16. TECHNOLOGY - WILEY

Committee Update


B. Change Order -- TE-P-0452B-17 - Amendment to Resolution TE-P-0452A-17 (County Contract 2875-0001-SERV), issued to BMC Software, Inc., for annual software licensing and support for Control-M automated job scheduling software, for Information Technology, to increase the contract $28,488.37 to cover the costs of additional processing task volume to the software license, resulting in an amended contract total of $138,602.82, an increase of 25.87%.

C. Authorization to Travel -- Approval is requested to have the Chief Information Officer attend the Illinois Counties Information Management Association (ICIMA) 2018 Spring Conference in Urbana, Illinois from May 17, 2018 through May 18, 2018 for an approximate cost of $580.00.

17. TRANSPORTATION - PUCHALSKI

Committee Update

A. DT-R-0099-18 RESOLUTION -- Awarding Resolution to Meade, Inc., for the 2018 LED Traffic Signal Upgrade Program, Section 18-TSUPG-03-GM, for an estimated County cost of $759,673.14; Per low bid

B. DT-P-0044-18 Recommendation for the approval of a contract purchase order to FleetPride, Inc., to furnish and deliver heavy truck springs and brakes, as needed for the Division of Transportation, for the period April 1, 2018 through March 31, 2019, for a contract total not to exceed $38,000.00; Per lowest responsible bid 18-022-BF

C. DT-P-0076-18 Recommendation for the approval of a contract purchase order to Ozinga Ready Mix Concrete, Inc., to furnish and deliver Portland Cement Concrete, as needed for the Division of Transportation, for the period April 1, 2018 through March 31, 2019, for a contract total not to exceed $40,000.00; Per lowest responsible bid 18-040-GV
D. DT-P-0077-18 Recommendation for the approval of a contract purchase order to DuPage Materials Company, LLC, to furnish and deliver Bituminous Paving Materials for the Central region, as needed for the Division of Transportation, for the period April 1, 2018 through March 31, 2019, for a contract total not to exceed $30,000.00; Per lowest responsible bid 18-050-GV

E. DT-P-0078-18 Recommendation for the approval of a contract purchase order to Plote Construction, Inc., to furnish and deliver Bituminous Paving Materials for the Northwest region, as needed for the Division of Transportation, for the period April 1, 2018 through March 31, 2019, for a contract total not to exceed $30,000.00; Per lowest responsible bid 18-050-GV

F. DT-P-0079-18 Recommendation for the approval of a contract purchase order to DuKane Asphalt Co., to furnish and deliver Bituminous Paving Materials for the Northeast region, as needed for the Division of Transportation, for the period April 1, 2018 through March 31, 2019, for a contract total not to exceed $30,000.00; Per lowest responsible bid 18-050-GV

G. DT-P-0080-18 Recommendation for the approval of a contract purchase order to Chicago Materials Corporation, to furnish and deliver Bituminous Paving Materials for the Southwest region, as needed for the Division of Transportation, for the period April 1, 2018 through March 31, 2019, for a contract total not to exceed $25,000.00; Per lowest responsible bid 18-050-GV

H. Action Item -- DT-P-0160B-16 – Amendment to Resolution DT-P-0160A-16, issued to TranSystems Corporation, for Professional Phase I Engineering Services for improvements along CH 47/Illinois Prairie Path Aurora Branch, Section 15-00317-06-BT, to increase the funding in the amount of $4,000.00, resulting in an amended contract total amount of $209,791.66, an increase of 1.94% and a cumulative increase of 6.67%

I. Action Item -- DT-0002A-13 – Amendment to Resolution DT-0002-13, Intergovernmental Agreement between the County of DuPage and the Illinois Department of Transportation, for improvements at CH 13/Winfield Road at Mack Road, CH 31/87th Street at Lemont Road, and CH 17/Maple Avenue at Burr Oak Road, Section 11-00232-06-SP, to decrease the funding in the amount of $9,380.59, resulting in a final County cost of $42,378.41, a decrease of 18.12%

J. Authorization to Travel -- Director of Transportation/County Engineer to travel to Bloomington, Illinois from April 11, 2018 through April 13, 2018 to attend the 2018 Spring meeting of the Illinois Association of County Engineers. Expenses to include registration, lodging and meals, for an estimated County cost of $527.50

K. Action Item -- R-010A-82 – First Amendment to Resolution R-010-82, Intergovernmental Agreement between the County of DuPage and the Village of Addison for improvement of CH 22/Addison Road, from Illinois Route 20 to Illinois Route 64, Section 82-00174-02-FP
L. Action Item -- DT-R-0183A-14 – Amendment to Resolution DT-R-0183-14, Local Agency Agreement between the County of DuPage and the Illinois Department of Transportation, for improvements to CH 33/75th Street at Plainfield/Naperville Road, Section 12-00168-09-SP, to increase the funding in the amount of $19,013.17, resulting in a final County cost of $418,777.17, an increase of 4.76%

18. UNFINISHED BUSINESS

19. NEW BUSINESS

20. EXECUTIVE SESSION

A. Pursuant to Open Meetings Act 5 ILCS 120/2 (c) (11) - Pending Litigation

B. Pursuant to Open Meetings Act 5 ILCS 120/2 (c) (2) - Collective Negotiating Matters

21. MEETING ADJOURNED

A. This Meeting is adjourned to Tuesday, April 10, 2018 at 10:00 a.m.
The proceedings of the County Board of DuPage County at a Regular meeting held at the DuPage Center, 421 North County Farm Road, Wheaton, Illinois, on Tuesday, January 23, 2018, at 10:00 A.M.

Meeting called to order with Chairman Cronin presiding.

On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay were present.

Chris Snyder, County Engineer, presented a 30 year anniversary award to John Loper.

Chairman Cronin presented a Resolution Designating January 26, 2018 as Kawasaki Disease Awareness Day to Karen Ayala, Executive Director of the County Health Department.

Member DiCianni moved, seconded by Member Puchalski, that a Resolution Designating January 26, 2018 as Kawasaki Disease Awareness Day be approved and adopted. On voice vote, motion carried.

RESOLUTION DESIGNATING JANUARY 26, 2018
AS KAWASAKI DISEASE AWARENESS DAY

WHEREAS, DuPage County recognizes Kawasaki Disease as a serious illness characterized by inflammation of blood vessels throughout the body, primarily affecting young children, and can lead to permanent heart disease, life-long aneurysms, stent placement, heart transplants, skin disorders and childhood anxiety; and

WHEREAS, Kawasaki Disease, more commonly known as KD, is the number one cause of permanent heart disease in children and is diagnosed in approximately 5,000 U.S. children annually who are primarily under the age of 8; and

WHEREAS, recent instances of young adults suffering heart attacks in their 20’s and 30’s show evidence of old aneurysms and a missed diagnosis of KD as a child; and

WHEREAS, the American Heart Association, the World Health Federation and the National Institute of Health recognize the need for proper and timely diagnosis, education and treatment of KD; and
WHEREAS, the lack of public knowledge and understanding of the disease plays a significant role in the overwhelming numbers of undiagnosed and untreated cases of KD, and the dissemination of inaccurate, misleading information contributes to the obstacles preventing diagnosis and treatment of the disease; and

WHEREAS, missed diagnosis of KD can lead to permanent heart disease and untimely death, placing an unnecessary financial burden on the health care system; and

WHEREAS, there is a need to educate health care professionals, parents and the general public about the disease particularly since people could be unknowingly at risk; and

WHEREAS, studies by the Kawasaki Disease Research Center consistently reveal that through proper and comprehensive diagnosis and treatment, the symptoms and effects of KD can be substantially decreased and quality of life for the individual can be improved.

NOW, THEREFORE, BE IT RESOLVED that I, Daniel J. Cronin, Chairman of the DuPage County Board and members of the County Board do hereby designate January 26 as “National Kawasaki Disease Awareness Day” and encourage DuPage County residents to find out more about the signs and symptoms in order to seek the appropriate treatment and care.

Enacted this 23rd day of January, 2018, in Wheaton, Illinois.

Chairman Cronin presented a Proclamation for the 75th Anniversary of Four Chaplains Sunday to Bruce Mayer, Commander of Post 54, the West Suburban Chapter of the Jewish War Veterans.

Member Puchalski moved, seconded by Member Chaplin, that a Proclamation for the 75th Anniversary of Four Chaplains Sunday be approved.

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PROCLAMATION
75TH ANNIVERSARY OF
FOUR CHAPLAINS SUNDAY

WHEREAS, Sunday, February 4, 2018, marks the 75th anniversary of “Four Chaplains Sunday,” commemorating one of the most inspiring acts of heroism in World War II; and

WHEREAS, four chaplains representing the Methodist, Roman Catholic, Jewish and Dutch Reformed faiths gave their own life jackets to four American servicemen and directed the young soldiers to lifeboats; and
WHEREAS, with their arms linked about each other while they prayed together, the four United States Army Chaplains sank into the cold waters of the North Atlantic with the torpedoed U.S.A.T. Dorchester; and

WHEREAS, the Combined Veterans Association (CVA) sponsors an Annual Remembrance Service honoring the memory of these Four Chaplains; and

WHEREAS, the Jewish War Veterans of America is the host organization of this year’s memorial program at 1:00 p.m. in the Hospital Chapel of the Edward Hines, Jr. VA Medical Center in Hines, Illinois.

NOW, THEREFORE, I, Daniel J. Cronin, Chairman of the DuPage County Board and Members of the County Board do hereby proclaim Sunday, February 4, 2018 as Four Chaplains Sunday in DuPage County to honor the memory of the Four Chaplains who made the ultimate sacrifice to save the lives of four young soldiers.

Passed this 23rd day of January, 2018, in Wheaton, Illinois.

Julie Yurko, President and CEO of the Northern Illinois Food Bank, gave a presentation on how this organization is working to fight hunger in our community.

Chairman Cronin gave the following remarks:

On Thursday, DuPage County joined Chicago-area business and government leaders to launch a powerful economic development effort called the Chicago Regional Growth Corporation. This unprecedented collaboration draws on the vast resources of the City of Chicago and seven collar counties: Kane, Cook, DuPage Kendall, Lake, McHenry and Will to attract business from around the globe and generate jobs. An event kicking off this joint venture was held at m-Hub in Chicago, which is the city’s first innovation center focused on physical product development and manufacturing. Steve Davis and John Carpenter will be representing DuPage County within this consortium.

On January 29th you are all invited to Addison for the dedication of the “ACDC” or Addison Consolidated Dispatch Center. We have certainly come a long way in consolidation of public safety answer points in the last several years, moving from 22 to three in DuPage County, locking in taxpayer savings to the tune of $7 million. I am grateful to Gary Grasso for the hard work and energy he and Grant Eckhoff and the entire Emergency Telephone System Board have devoted to this effort. It will be a great day for the system and a wonderful event for Addison Mayor Rich Veenstra and everyone involved in this effort. Thanks to Linda Zerwin and her staff for the coordination and assistance.
On February 27th, the second meeting of next month, please plan to attend our annual County Board ethics training which will take place directly after the County Board meeting. Attending this session satisfies Board Members’ yearly requirement for ethics training. Again, that’s February 27th after our County Board meeting in this room.

Member Zay moved, seconded by Member Krajewski, that the Consent Calendar be approved. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Healy was not present at the time of roll call. Motion carried.

Member Zay moved, seconded by Member Tornatore, that Resolution #CB-R-0023A-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Motion carried.

RESOLUTION
CB-R-0023A-18
APPOINTMENT OF JAMES R. KRUGER, JR. AS A MEMBER (POLICE) OF THE EMERGENCY TELEPHONE SYSTEM BOARD FOR 9-1-1

WHEREAS, 50 ILCS 750/15.4 provides that the corporate authorities of the County shall establish an Emergency Telephone System Board (“ETSB”) and shall provide for the manner of appointment and the number of members of the ETSB; and

WHEREAS, the DuPage County Board at the June 13, 1989, meeting created the Emergency Telephone System Board for 9-1-1 and on June 25, 2013 in Ordinance OEX-003B-89 amended Section 40-20 of the DuPage County Code pertaining to the ETSB providing for the appointment of one member representing the DuPage Chiefs of Police Association; and

WHEREAS, Daniel J. Cronin has submitted to the County Board his nomination of James R. Kruger, Jr. as a Member (Police Chiefs Representative) of the Emergency Telephone System Board to succeed Bradley J. Bloom for a term expiring December 1, 2020.

NOW, THEREFORE BE IT RESOLVED by the DuPage County Board that the County Board, pursuant to the nomination of the Chairman, does hereby appoint James R. Kruger, Jr. as a Member of the Emergency Telephone System Board representing the DuPage Chiefs of Police Association for a term expiring December 1, 2020; and
BE IT FURTHER RESOLVED that the attached “Notice of Nomination” be attached hereto and made a part hereof; and

BE IT FURTHER RESOLVED that the County Clerk transmit a certified copy of this Resolution to James R. Kruger, Jr.; the DuPage Chiefs of Police Association, 3 Friendship Plaza, Addison, Illinois 60101 and the Executive Director of the ETSB.

Enacted and approved this 23rd day of January, 2018, at Wheaton, Illinois.

Member Zay moved, seconded by Member Puchalski, that Resolution #CB-R-0053-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Motion carried.

RESOLUTION
CB-R-0053-18
APPOINTMENT OF DONALD C. SHARP
TO THE DU PAGE AIRPORT AUTHORITY

WHEREAS, Daniel J. Cronin has submitted to the County Board his appointment of Donald C. Sharp to be a Commissioner of the DuPage Airport Authority; and

WHEREAS, such appointment requires the advice and consent of the County Board under 70 ILCS 5/3.1, as amended.

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that the County Board does hereby advise and consent to the re-appointment of Donald C. Sharp to be a Commissioner of the DuPage Airport Authority for a five year term to commence January 29, 2018 and end January 29, 2023; and

BE IT FURTHER RESOLVED that the “Certificate of Appointment” be attached hereunto and made a part of this Resolution; and

BE IT FURTHER RESOLVED that the County Clerk transmit certified copies of this Resolution to: Donald C. Sharp; Phillip Luetkehans, Schirott & Luetkehans, 105 East Irving Park Road, Itasca 60143; David Bird, Executive Director, DuPage Airport Authority, 2700 International Drive, Suite 200, West Chicago, Illinois 60185; Auditor; Treasurer; Finance Department; State’s Attorney and the County Board Office.
Enacted and approved this 23rd day of January, 2018, at Wheaton, Illinois.

Member Fichtner moved, seconded by Member Healy, that Resolution #FI-R-0045-18 be approved and adopted. On roll call, Members Anderson, Chaplin, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member DiCianni was not present at the time of roll call. Motion carried.

RESOLUTION
FI-R-0045-18
ACCEPTANCE AND APPROPRIATION OF
THE LIHEAP COM ED RATE RELIEF PROGRAM GRANT FY18
COMPANY 5000 - ACCOUNTING UNIT 1500
$15,000
(Under the administrative direction of the Community Services Department)

WHEREAS, Commonwealth Edison Company (ComEd) has retained and contracted with Illinois Association of Community Action Agencies (IACAA) to administer select ComEd Care Programs; and

WHEREAS, the County of DuPage, through the Department of Community Services, has been notified by the IACAA that funds are available to be used to perform services related to the identification of Eligible Customers to participate in the ComEd Care Programs; and

WHEREAS, for its administrative services, IACAA will pay to DuPage County a monthly fee equal to 9% (NINE PERCENT) of the funds approved by ComEd on Eligible Customers’ benefit applications submitted for each month by the IACAA for ComEd Care Programs; and

WHEREAS, to receive said funds, the County of DuPage, through the Department of Community Services, must enter into a Program Agreement with IACAA, a copy of which is attached to and incorporated as a part of this Resolution by reference (Attachment II); and

WHEREAS, the period of the program agreement is from January 2, 2018 through December 31, 2018 or when funds allocated by ComEd to the ComEd Care Programs are exhausted, whichever occurs first; and

WHEREAS, no additional County funds are required to receive this funding; and

WHEREAS, acceptance of this additional funding does not add any additional subsidy from the County; and
WHEREAS, the County of DuPage finds that the need to appropriate said additional funds creates an emergency within the meaning of the Counties Act, Budget Division (55 ILCS 5/6-1003).

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that the Program Agreement (Attachment II) between DuPage County and Illinois Association of Community Action Agencies is hereby accepted; and

BE IT FURTHER RESOLVED by the DuPage County Board that the additional appropriation on the attached sheet (Attachment I) in the amount of $15,000.00 (FIFTEEN THOUSAND AND NO/100 DOLLARS) be made to establish the LIHEAP ComEd Rate Relief Program Grant FY18, Company 5000 - Accounting Unit 1500, for the period of January 2, 2018 through December 31, 2018; and

BE IT FURTHER RESOLVED by the DuPage County Board that the Director of Community Services is approved as the County’s Authorized Representative; and

BE IT FURTHER RESOLVED that should state and/or federal funding cease for this grant, the Health and Human Services Committee shall review the need for continuing the specified program; and

BE IT FURTHER RESOLVED that should the Health and Human Services Committee determine the need for other funding is appropriate, it may recommend action to the County Board by Resolution.

Enacted and approved this 23rd day of January, 2018, at Wheaton, Illinois.

Member Fichtner moved, seconded by Member Healy, that Resolution #FI-R-0046-18 be approved and adopted. On roll call, Members Anderson, Chaplin, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member DiCianni was not present at the time of roll call. Motion carried.
RESOLUTION
FI-R-0046-18
ACCEPTANCE AND APPROPRIATION OF ADDITIONAL FUNDING FOR
THE LOW INCOME KIT ENERGY (LIKE) PROGRAM GRANT FY16
COMPANY 5000 - ACCOUNTING UNIT 1505
$9,000
(Under the administrative direction of the Community Services Department)

WHEREAS, the County of DuPage heretofore accepted and appropriated the Low Income Kit Energy (LIKE) Program Grant FY16, Company 5000 - Accounting Unit 1505 pursuant to Resolution FI-R-0672-16 for the period August 15, 2016 through May 31, 2017; and

WHEREAS, the County of DuPage has been notified by the Illinois Association of Community Action Agencies that additional grant funds in the amount of $9,000.00 (NINE THOUSAND AND NO/100 DOLLARS) are available to be used to continue the LIKE program; and

WHEREAS, the County of DuPage has been notified by the Illinois Association of Community Action Agencies that the grant may be extended to December 31, 2017; and

WHEREAS, no additional County funds are required to receive this funding; and

WHEREAS, acceptance of this additional funding does not add any additional subsidy from the County; and

WHEREAS, the County of DuPage finds that the need to appropriate said additional funds creates an emergency within the meaning of the Counties Act, Budget Division (55 ILCS 5/6-1003).

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that the additional funding in the amount of $9,000.00 (NINE THOUSAND AND NO/100 DOLLARS) be and is hereby accepted; and

BE IT FURTHER RESOLVED by the DuPage County Board that the expiration date of this grant be extended until December 31, 2017; and

BE IT FURTHER RESOLVED by the DuPage County Board that the additional appropriation on the attached sheet (Attachment) in the amount of $9,000.00 (NINE THOUSAND AND NO/100 DOLLARS) be made and added to the Low Income Kit Energy (LIKE) Program Grant FY16, Company 5000 - Accounting Unit 1505, for the period of August 15, 2016 through December 31, 2017; and

BE IT FURTHER RESOLVED that should local funding cease for this grant, the Health and Human Services Committee shall review the need for continuing the specified program; and
BE IT FURTHER RESOLVED that should the Health and Human Services Committee determine the need for other funding is appropriate, it may recommend action to the County Board by Resolution.

Enacted and approved this 23rd day of January, 2018, at Wheaton, Illinois.

Member Fichtner moved, seconded by Member Healy, that Resolution #FI-R-0048-18 be approved and adopted. On roll call, Members Anderson, Chaplin, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member DiCianni was not present at the time of roll call. Motion carried.

RESOLUTION
FI-R-0048-18
ACCEPTANCE AND APPROPRIATION OF ADDITIONAL FUNDING FOR THE ILLINOIS DEPARTMENT OF COMMERCE AND ECONOMIC OPPORTUNITY TRADE ADJUSTMENT ASSISTANCE GRANT PY16 AGREEMENT NO. 16-661006 COMPANY 5000 - ACCOUNTING UNIT 2840 $610,026 (Under the administrative direction of the Human Resources Department)

WHEREAS, the County of DuPage heretofore accepted and appropriated the Illinois Department of Commerce and Economic Opportunity Trade Adjustment Assistance Grant PY16, Company 5000 - Accounting Unit 2840, pursuant to Resolution FI-R-0304-17 for the period April 1, 2017 through September 30, 2018; and

WHEREAS, the County of DuPage has been notified by the Illinois Department of Commerce and Economic Opportunity with Modification #002 to Agreement No. 16-661006 (Attachment II) that additional Trade Adjustment Assistance funds in the amount of $610,026.00 (SIX HUNDRED TEN THOUSAND, TWENTY-SIX AND NO/100 DOLLARS) are available to the Trade Adjustment Assistance Grant PY16, Company 5000 - Accounting Unit 2840, to be used to provide services to unemployed and underemployed DuPage County residents; and

WHEREAS, no additional County funds are required to receive this funding; and

WHEREAS, acceptance of this grant does not add any additional subsidy from the County; and

WHEREAS, the County Board finds that the need to appropriate said grant funds creates an emergency within the meaning of the Counties Act, Budget Division (55 ILCS 5/6-1003).
NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that Modification #002 to Agreement No. 16-661006 (Attachment II) be and is hereby accepted; and

BE IT FURTHER RESOLVED that the additional appropriation on the attached sheet (Attachment I) in the amount of $610,026.00 (SIX HUNDRED TEN THOUSAND, TWENTY-SIX AND NO/100 DOLLARS) be made and added to the Illinois Department of Commerce and Economic Opportunity Trade Adjustment Assistance Grant PY16, Company 5000 - Accounting Unit 2840 and that the program continue as originally approved in all other respects; and

BE IT FURTHER RESOLVED that should state and/or federal funding cease for this grant, the Economic Development Committee shall review the need for continuing the specified program and related headcount; and

BE IT FURTHER RESOLVED that should the Economic Development Committee determine the need for other funding is appropriate, it may recommend action to the County Board by Resolution.

Enacted and approved this 23rd day of January, 2018, at Wheaton, Illinois.

Member Fichtner moved, seconded by Member Healy, that Resolution #FI-R-0049-18 be approved and adopted. On roll call, Members Anderson, Chaplin, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member DiCianni was not present at the time of roll call. Motion carried.

RESOLUTION
FI-R-0049-18
ACCEPTANCE AND APPROPRIATION OF ADDITIONAL FUNDING FOR THE ILLINOIS DEPARTMENT OF COMMERCE AND ECONOMIC OPPORTUNITY WIOA RAPID RESPONSE LAYOFFS AND CLOSINGS GRANT PY17 INTERGOVERNMENTAL AGREEMENT NO. 17-651006 COMPANY 5000 - ACCOUNTING UNIT 2840 $56,337
Under the administrative direction of the Human Resources Department

WHEREAS, the County of DuPage heretofore accepted and appropriated the Illinois Department of Commerce and Economic Opportunity WIOA Rapid Response Layoffs and Closings Grant PY17, Company 5000 - Accounting Unit 2840, pursuant to Resolution FI-R-0433-17 for the period July 1, 2017 through December 31, 2018; and
WHEREAS, the County of DuPage has been notified by the Illinois Department of Commerce and Economic Opportunity with Modification #001 to Intergovernmental Agreement No. 17-651006 (Attachment II) that additional Rapid Response Layoffs and Closings funds in the amount of $56,337.00 (FIFTY-SIX THOUSAND, THREE HUNDRED THIRTY-SEVEN AND NO/100 DOLLARS) are available to the WIOA Rapid Response Layoffs and Closings Grant PY17, Company 5000 - Accounting Unit 2840, to be used to provide services to unemployed and underemployed DuPage County residents; and

WHEREAS, no additional County funds are required to receive this funding; and

WHEREAS, acceptance of this grant does not add any additional subsidy from the County; and

WHEREAS, the County Board finds that the need to appropriate said grant funds creates an emergency within the meaning of the Counties Act, Budget Division (55 ILCS 5/6-1003).

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that Modification #001 to Intergovernmental Agreement No. 17-651006 (Attachment II) be and is hereby accepted; and

BE IT FURTHER RESOLVED that the additional appropriation on the attached sheet (Attachment I) in the amount of $56,337.00 (FIFTY-SIX THOUSAND, THREE HUNDRED THIRTY-SEVEN AND NO/100 DOLLARS) be made and added to the Illinois Department of Commerce and Economic Opportunity WIOA Rapid Response Layoffs and Closings Grant PY17, Company 5000 - Accounting Unit 2840 and that the program continue as originally approved in all other respects; and

BE IT FURTHER RESOLVED that should state and/or federal funding cease for this grant, the Economic Development Committee shall review the need for continuing the specified program and related headcount; and

BE IT FURTHER RESOLVED that should the Economic Development Committee determine the need for other funding is appropriate, it may recommend action to the County Board by Resolution.

Enacted and approved this 23rd day of January, 2018, at Wheaton, Illinois.

Member Fichtner moved, seconded by Member Healy, that Resolution #FI-R-0050-18 be approved and adopted. On roll call, Members Anderson, Chaplin, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member DiCianni was not present at the time of roll call. Motion carried.
RESOLUTION
FI-R-0050-18
ACCEPTANCE AND APPROPRIATION OF ADDITIONAL FUNDING FOR
THE WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) GRANT PY2016
AGREEMENT NO. 16-681006
COMPANY 5000 - ACCOUNTING UNIT 2840
$25,000
(Under the administrative direction
of the Human Resources Department)

WHEREAS, the County of DuPage heretofore accepted and appropriated the Workforce Innovation and Opportunity Act (WIOA) Grant PY2016, Company 5000 - Accounting Unit 2840, pursuant to Resolution FI-R-0167-16 for the period April 1, 2016 through June 30, 2018, as amended; and

WHEREAS, the County of DuPage, for the use and benefit of the DuPage County Workforce Development Division, leases premises for the workNet DuPage Career Center ("Center") and incurs rent and other office rental expenses that are paid using WIOA Grant funding; and

WHEREAS, the County of DuPage, through the DuPage County Workforce Development Division, has Memorandum of Understanding with several of its strategic partners to provide office space in its leased premises in exchange for contributions towards the Center’s rent and other office rental expenses; and

WHEREAS, the County of DuPage has received, from its strategic partners, rent and other office rental expense reimbursement in the amount of $25,000.00 (TWENTY-FIVE THOUSAND AND NO/100 DOLLARS) that need to be appropriated to be used to provide services to unemployed and underemployed DuPage County residents; and

WHEREAS, no additional County funds are required to receive this funding; and

WHEREAS, acceptance of these reimbursements does not add any additional subsidy from the County; and

WHEREAS, the County Board finds that the need to appropriate said reimbursements creates an emergency within the meaning of the Counties Act, Budget Division (55 ILCS 5/6-1003).

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that the contributions received as reimbursement for grant expenses in the amount of $25,000.00 (TWENTY-FIVE THOUSAND AND NO/100 DOLLARS) be and is hereby accepted; and

BE IT FURTHER RESOLVED that the additional appropriation on the attached sheet (Attachment) in the amount of $25,000.00 (TWENTY-FIVE THOUSAND AND NO/100
DOLLARS) be made and added to the Workforce Innovation and Opportunity Act (WIOA) Grant PY2016, Company 5000 - Accounting Unit 2840 and that the program continue as originally approved in all other respects; and

BE IT FURTHER RESOLVED that should state and/or federal funding cease for this grant, the Economic Development Committee shall review the need for continuing the specified program and related headcount; and

BE IT FURTHER RESOLVED that should the Economic Development Committee determine the need for other funding is appropriate, it may recommend action to the County Board by Resolution.

Enacted and approved this 23rd day of January, 2018, at Wheaton, Illinois.

Member Fichtner moved, seconded by Member Healy, that Resolution #FI-R-0051-18 be approved and adopted. On roll call, Members Anderson, Chaplin, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member DiCianni was not present at the time of roll call. Motion carried.

RESOLUTION
FI-R-0051-18
ACCEPTANCE AND APPROPRIATION OF ADDITIONAL FUNDING FOR ILLINOIS DEPARTMENT OF COMMERCE AND ECONOMIC OPPORTUNITY TRADE ADJUSTMENT ASSISTANCE GRANT PY15 AGREEMENT NO. 15-661006 COMPANY 5000 - ACCOUNTING UNIT 2840 $3,737 (Under the administrative direction of the Human Resources Department)

WHEREAS, the County of DuPage heretofore accepted and appropriated the Illinois Department of Commerce and Economic Opportunity (ILDCEO) Trade Adjustment Assistance Grant PY15, Company 5000 - Accounting Unit 2840, pursuant to Resolution ED-R-0145-17 for the period October 1, 2016 through September 30, 2017, as amended; and

WHEREAS, the County of DuPage has received a refund from the vendor in the amount of $3,737.00 (THREE THOUSAND, SEVEN HUNDRED THIRTY-SEVEN AND NO/100 DOLLARS) that needs to be appropriated to be used to provide services to unemployed and underemployed DuPage County residents; and

WHEREAS, no additional County funds are required to receive this funding; and
WHEREAS, acceptance of this refund does not add any additional subsidy from the County; and

WHEREAS, the County Board finds that the need to appropriate said refund creates an emergency within the meaning of the Counties Act, Budget Division (55 ILCS 5/6-1003).

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that the refund received in the amount of $3,737.00 (THREE THOUSAND, SEVEN HUNDRED THIRTY-SEVEN AND NO/100 DOLLARS) be and is hereby accepted; and

BE IT FURTHER RESOLVED that the additional appropriation on the attached sheet (Attachment) in the amount of $3,737.00 (THREE THOUSAND, SEVEN HUNDRED THIRTY-SEVEN AND NO/100 DOLLARS) be made and added to the Illinois Department of Commerce and Economic Opportunity Trade Adjustment Assistance Grant PY15, Company 5000 - Accounting Unit 2840 and that the program continue as originally approved in all other respects; and

BE IT FURTHER RESOLVED that should state and/or federal funding cease for this grant, the Economic Development Committee shall review the need for continuing the specified program and related headcount; and

BE IT FURTHER RESOLVED that should the Economic Development Committee determine the need for other funding is appropriate, it may recommend action to the County Board by Resolution.

Enacted and approved this 23rd day of January, 2018, at Wheaton, Illinois.

Member Fichtner moved, seconded by Member Healy, that Resolution #FI-R-0052-18 be approved and adopted. On roll call, Members Anderson, Chaplin, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member DiCianni was not present at the time of roll call. Motion carried.

RESOLUTION
FI-R-0052-18
ADDITIONAL APPROPRIATION
COUNTY CLERK GIS FUND
COMPANY 1100, ACCOUNTING UNIT 2910
$2,000

WHEREAS, appropriations for the County Clerk GIS Fund for Fiscal Year 2017 were adopted by the County Board pursuant to Ordinance FI-O-0042-16; and
WHEREAS, due to an increase in contractual expenditures, the County Clerk GIS Fund has a need for an additional appropriation in the County Clerk GIS Fund in Fiscal Year 2017; and

WHEREAS, the current budget in the County Clerk GIS Fund does not include sufficient appropriations to accommodate said personnel expenditures; and

WHEREAS, the amount necessary to accommodate said personnel expenditures is $2,000.00 (TWO THOUSAND AND NO/100 DOLLARS); and

WHEREAS, there is projected to be sufficient unappropriated cash in the County Clerk GIS Fund to support an additional appropriation of $2,000.00 (TWO THOUSAND AND NO/100 DOLLARS); and

WHEREAS, the DuPage County Board finds that the need to appropriate said additional funds creates an emergency within the meaning of the Counties Act, Budget Division, (55 ILCS 5/6-1003).

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that the additional appropriation on the attached sheet (Attachment) in the amount of $2,000.00 (TWO THOUSAND AND NO/100 DOLLARS) is hereby accepted and added to the Fiscal Year 2017 Appropriation Ordinance.

Enacted and approved this 23rd day of January, 2018, at Wheaton, Illinois.

Member Fichtner moved, seconded by Member Elliott, that Resolution #FI-R-0054-18 be approved and adopted. On roll call, Members Anderson, Chaplin, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member DiCianni was not present at the time of roll call. Motion carried.

RESOLUTION
FI-R-0054-18
PLACING NAMES ON PAYROLL

WHEREAS, the DuPage County Board heretofore adopted a position classification and Pay Plan for all County employees.

NOW, THEREFORE BE IT RESOLVED that the names as specified below be placed on the regular or temporary payroll at the salaries, classifications, and with the effective date as more particularly set forth below:
CORPORATE FUND

PROMOTIONS

SHERIFF 1000-4401

Effective January 1, 2018
Christopher Norton, Radio Communications Supervisor
Class 2244, Range 410 at $51,119 per year, from
Class 2242, Range 409 at $48,694 per year

NON-CORPORATE FUND

REPLACEMENTS

CARE CENTER 1200-2035

Effective January 13, 2018
Corey Lazzari, Housekeeper I
Class 4210, Range 106 at $10.92 per hour

CARE CENTER 1200-2050

Effective January 24, 2018
Saveina Tanner, Assistant Director of Nursing
Class 4133, Range 315 at $87,500 per year

DIVISION OF TRANSPORTATION 1500-3520

Effective January 11, 2018
Michaeljon Mikulic, Heavy Equipment Mechanic
Class 3321 at $51,500 per year

REPLACEMENTS

Effective February 5, 2018
Joseph Zitella, Automotive Mechanic
Class 3312 at $47,000 per year

EQUITY INCREASES
COMMUNITY SERVICES 5000-1720

Effective January 24, 2018
Kristina Baker, Case Manager
Class 1931, Range 110 at $39,142 per year, from $37,142 per year

Effective January 24, 2018
Nadia Bhatti, Case Manager
Class 1931, Range 110 at $41,182 per year, from $39,182 per year

Effective January 24, 2018
Janet Cather, Case Manager
Class 1931, Range 110 at $39,885 per year, from $37,885 per year

Effective January 24, 2018
Jennifer Chlela, Community Services Manager
Class 1917, Range 312 at $63,414 per year, from $62,215 per year

Effective January 24, 2018
Elissa Cortez, Case Manager Coordinator
Class 1934, Range 111 at $52,292 per year, from $49,792 per year

EQUITY INCREASES

Effective January 24, 2018
Eva Gadomski, Case Manager
Class 1931, Range 110 at $39,885 per year, from $37,885 per year

Effective January 24, 2018
Cinthya Garcia, Case Manager
Class 1931, Range 110 at $40,162 per year, from $38,162 per year

Effective January 24, 2018
Valentin Guzman, Case Manager
Class 1931, Range 110 at $40,203 per year, from $38,203 per year
Effective January 24, 2018
   ShaTonya Herring, Community Services Manager
   Class 1917, Range 312 at $69,928 per year, from $64,728 per year

Effective January 24, 2018
   Christina Jiardina, Case Manager
   Class 1931, Range 110 at $41,265 per year, from $39,265 per year

Effective January 24, 2018
   Vivian Kage, Case Manager
   Class 1931, Range 110 at $42,652 per year, from $40,652 per year

EQUITY INCREASES

Effective January 24, 2018
   Sue Makowski, Community Services Manager
   Class 1917, Range 312 at $59,536 per year, from $58,336 per year

Effective January 24, 2018
   Jean Moccio, Community Services Manager
   Class 1917, Range 312 at $64,440 per year, from $63,240 per year

Effective January 24, 2018
   Yvette Pleimling, Case Manager Coordinator
   Class 1934, Range 111 at $49,680 per year, from $47,180 per year

Effective January 24, 2018
   Kristen Ritchie, Community Services Manager
   Class 1917, Range 312 at $59,536 per year, from $58,336 per year

Effective January 24, 2018
   Dayna Saelens, Case Manager Coordinator
   Class 1934, Range 111 at $48,654 per year, from $46,154 per year

Effective January 24, 2018
   Brandy Schank, Case Manager Coordinator
   Class 1934, Range 111 at $50,294 per year, from $47,794 per year
EQUITY INCREASES

Effective January 24, 2018
Alexandria Thiel, Case Manager
Class 1931, Range 110 at $41,182 per year, from $39,182 per year

Effective January 24, 2018
Anna Tinsley, Case Manager
Class 1931, Range 110 at $52,140 per year, from $50,140 per year

Effective January 24, 2018
Tania Vega, Case Manager
Class 1931, Range 110 at $41,223 per year, from $39,223 per year

RECLASSIFICATIONS

INFORMATION TECHNOLOGY 1100-5010

Effective January 2, 2018
Patrick Goodwin, Principal Business Analyst
Class 1435, Range 313 at $93,305 per year, from Class 1434, Range 312 at $69,359 per year

TEMPORARY

DIVISION OF TRANSPORTATION 1500-3510

Effective January 16, 2018
David Watts, Laborer
Class 3110 at $20.00 per hour

BE IT FURTHER RESOLVED that the County Clerk be directed to transmit copies of this Resolution to the Auditor, Treasurer, Finance Department, Human Resources Department and one copy to the County Board.

Enacted and approved this 23rd day of January, 2018, at Wheaton, Illinois.

Member Fichtner moved, seconded by Member Elliott, that Resolution #FI-R-0055-18 be approved and adopted. On roll call, Members Anderson, Chaplin, Eckhoff, Elliott, Fichtner,
Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member DiCianni was not present at the time of roll call. Motion carried.

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**RESOLUTION**

**FI-R-0055-18**

**BUDGET TRANSFERS-VARIOUS COMPANIES AND ACCOUNTING UNITS FISCAL YEAR 2017 AND 2018**

WHEREAS, it appears that certain appropriations for various County companies and accounting units are insufficient to cover necessary expenditures for the balance of the 2017 and 2018 fiscal years; and

WHEREAS, it appears that there are other appropriations within these companies and accounting units from which transfers can be made at the present time to meet the need for funds.

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that the attached transfers be made within the indicated companies and accounting units.

Enacted and approved this 23rd day of January, 2018, at Wheaton, Illinois.

Member Krajewski moved, seconded by Member Zay, that an Amendment to County Contract 2003-0001-SERV issued to City of Wheaton for water utilities to DuPage Animal Care & Control, to increase the encumbrance $1,000.00 resulting in an amended contract total not to exceed $8,500.00 and extend contract term to November 30, 2017 be approved. On roll call, Members Anderson, Chaplin, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member DiCianni was not present at the time of roll call. Motion carried.

Member Krajewski moved, seconded by Member Elliott, that a Humane Educator and Special Events Coordinator be authorized to travel to a Conference in Lake Buena Vista, Florida, March 6-9, 2018, expenses to include registration, transportation, lodging, miscellaneous expenses and per diem for the estimated total of $909.50. A scholarship was awarded to DCACC’s Humane Educator and Special Events Coordinator by the Association of Professional Humane Educators to assist with registration and travel costs. The scholarship dollars have been applied in the estimated total. On roll call, Members Anderson, Chaplin, Eckhoff, Elliott,
Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member DiCianni was not present at the time of roll call. Motion carried.

Member Tornatore moved, seconded by Member Zay, that Ordinance #DC-O-0010-18 (petitioner Masio) be approved and adopted. On roll call, Members Anderson, Chaplin, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Members DiCianni and Krajewski were not present at the time of roll call. Motion carried.

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**ORDINANCE**

**DC-O-0010-18**

**ZP-Z17-049 (MASIO)**

WHEREAS, a public hearing was held on December 14, 2017 in the DuPage County Administration Building, 421 North County Farm Road, Wheaton, Illinois at 6:00 P.M. before the DuPage County Zoning Board of Appeals and notice of said hearing was duly given; and

WHEREAS, a petition was presented at this hearing requesting the following zoning relief:

A Variation to reduce the side yard setback from 10 feet to approximately 8.5 feet for a garage room addition on the property hereinafter described:

LOT 19 IN BRANIGER’S MEDINAH WOODS UNIT NO. 2 OF SECTION 2, TOWNSHIP 40, NORTH RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN ACCORDING TO THE PLAT THEREOF RECORDED SEPTEMBER 10, 1953 AS DOCUMENT 694670, IN DU PAGE COUNTY, ILLINOIS; and

WHEREAS, the Zoning Board of Appeals having considered in relation to the above requested zoning petition presented at the above hearing and at the recommendation meeting held on December 14, 2017 does find as follows:

**FINDINGS OF FACT:**

1. That petitioner testified that they seek to add a new one car attached garage to their existing home.

2. That petitioner testified that the existing home has an attached two car garage located on the south side of the home which is quite small and does not accommodate the storage or
room for parking all petitioners passenger vehicles and domestic items such as lawn mower and garden materials and lawn furniture.

3. That petitioner testified that they seek to add the new garage on the south side of the home adjacent to the existing garage. The location of the new addition will allow petitioner to have additional garage space on the south side of the home accessible from the existing garage space and reduce the need for an additional driveway and access curb cut on the north side of the property.

4. That petitioner testified that he is permitted to build, (as of right) a detached garage which could be located three feet from the south property line, (much closer than that proposed in the subject petition). However, building a detached garage would require more pavement to access the new detached garage which would necessarily be located behind the house.

- Furthermore building detached garage in the rear of the property would require the removal of a substantial amount of very mature vegetation.

5. That petitioner testified at hearing that he does not conduct any business from the home and would use the garage for storage of his family’s passenger vehicles and domestic items used on the property.

STANDARDS FOR VARIATIONS:

1. That the Zoning Board of Appeals finds that petitioner has demonstrated that the granting of the Variation is in harmony with the general purpose and intent of the Zoning Ordinance, and will not be injurious to the neighborhood, detrimental to the public welfare, or in conflict with the County’s comprehensive plan for development.

2. That the Zoning Board of Appeals finds that petitioner has demonstrated the granting of the Variation will not:

   a. Impair an adequate supply of light and air to the adjacent property as petitioner has demonstrated that there will be at least 8.5 feet of space remaining between the new addition and the property to the south which would provide ample space for emergency personal to access the rear yard. In addition, there is approximately 14 feet of open space on the north side of the property between the north side of the home and the north property line which would allow emergency personal and equipment to access the rear of the property.

   b. Increase the hazard from fire or other dangers to said property as petitioner has demonstrated that there is approximately 14 feet of open space on the north side of the property between the north side of the home and the north property line that would allow for emergency personal and equipment to access the rear of the property.
c. Diminish the value of land and buildings throughout the County as petitioner has demonstrated that the proposed attached garage addition would allow petitioner to park all his passenger vehicles inside an enclosed structure where currently they are parked in front of the home in the driveway. As such, the front of the property would be less encumbered by parked vehicles and provide a more pleasing line of sight in the neighborhood.

d. Increase the potential for flood damages to adjacent property as petitioner has demonstrated that the proposed additional will comply with all other county codes and Ordinance including and additional requirements for stormwater management, drainage or best management practices.

GENERAL ZONING CASE INFORMATION

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<th>CASE#/PETITIONER</th>
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<tbody>
<tr>
<td>OWNER</td>
<td>LUKASZ MASIO, 7N648 Hawthorne Lane, Medinah</td>
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<tr>
<td>ADDRESS/LOCATION</td>
<td>7N648 Hawthorne Lane, Medinah, Illinois</td>
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<tr>
<td>PUBLICATION DATE</td>
<td>November 1, 2017</td>
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<tr>
<td>ZONING REQUEST</td>
<td>Variation to reduce the side yard setback from 10 feet to approximately 8.5 feet for a room addition</td>
</tr>
<tr>
<td>PIN/TWSP./ COUNTY BOARD DISTRICT</td>
<td>02-02-200-010</td>
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<tr>
<td>ZONING/LUP</td>
<td>R-3 SF</td>
</tr>
<tr>
<td>AREA/ UTILITIES</td>
<td>.69 AC. (30,056 SQ. FT.)</td>
</tr>
<tr>
<td>PUBLIC HEARING</td>
<td>December 14, 2017</td>
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GENERAL BULK REQUIREMENTS:

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<th>PROPOSED</th>
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<tr>
<td>Front Yard:</td>
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<td>100 feet</td>
<td>100 feet</td>
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<tr>
<td>West Int. Side Yard:</td>
<td>10 feet</td>
<td>18.5 feet</td>
<td>8.5 feet</td>
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<td>East Int. Side Yard:</td>
<td>10 feet</td>
<td>14.8 feet</td>
<td>14.8 feet</td>
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<tr>
<td>Rear Yard:</td>
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<tr>
<td>Height:</td>
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<tr>
<td>Floor Area Ratio:</td>
<td>.30 (9,000 sq. feet)</td>
<td>Approx. 3000 sq. feet</td>
<td>Approx. 3600 sq. feet</td>
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WHEREAS, the Zoning Board of Appeals having considered in relation to the above and at the recommendation meeting held on January 4, 2018 recommends to approve the following zoning relief:

A Variation to reduce the side yard setback from 10 feet to approximately 8.5 feet for a garage room addition.
Subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s site plan made part of Zoning Petition #Z17-049 MASIO dated December 14, 2017.

2. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs on the property.

3. That in conjunction with the submittal of a building permit the developer provides a landscape plan showing a partial landscape screen on the south side of the new addition. Said screen may consist of existing vegetation or a solid fence that will be credited toward no more than 50% of the required partial landscape screen.

4. That there be no business use conducted on the property and that there be no commercial vehicle, equipment or material parked or stored on the property.

5. That the property be developed in accordance with all other codes and Ordinances of DuPage County; and

WHEREAS, the County Board Development Committee on January 16, 2018, considered the above findings and recommendations of the Zoning Board of Appeals and recommends to concur with the findings and recommends to approve the following zoning relief:

A Variation to reduce the side yard setback from 10 feet to approximately 8.5 feet for a garage room addition.

Subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s site plan made part of Zoning Petition #Z17-049 MASIO dated December 14, 2017.

2. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs on the property.

3. That in conjunction with the submittal of a building permit the developer provides a landscape plan showing a partial landscape screen on the south side of the new addition. Said screen may consist of existing vegetation or a solid fence that will be credited toward no more than 50% of the required partial landscape screen.

4. That there be no business use conducted on the property and that there be no commercial vehicle, equipment or material parked or stored on the property.

5. That the property be developed in accordance with all other codes and Ordinances of DuPage County.
NOW, THEREFORE, BE IT ORDAINED by the County Board of DuPage County, Illinois that the following zoning relief be granted:

A Variation to reduce the side yard setback from 10 feet to approximately 8.5 feet for a garage room addition on the property hereinafter described:

LOT 19 IN BRANIGER’S MEDINAH WOODS UNIT NO. 2 OF SECTION 2, TOWNSHIP 40, NORTH RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN ACCORDING TO THE PLAT THEREOF RECORDED SEPTEMBER 10, 1953 AS DOCUMENT 694670, IN DU PAGE COUNTY, ILLINOIS.

The Zoning Relief is subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s site plan made part of Zoning Petition #Z17-049 MASIO dated December 14, 2017.

2. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs on the property.

3. That in conjunction with the submittal of a building permit the developer provides a landscape plan showing a partial landscape screen on the south side of the new addition. Said screen may consist of existing vegetation or a solid fence that will be credited toward no more than 50% of the required partial landscape screen.

4. That there be no business use conducted on the property and that there be no commercial vehicle, equipment or material parked or stored on the property.

5. That the property be developed in accordance with all other codes and Ordinances of DuPage County; and

BE IT FURTHER ORDAINED by the County Board of DuPage County, Illinois that should any section, clause or provision of this Ordinance be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the Ordinance as a whole or any part thereof, other than the part so declared to be invalid; and

BE IT FURTHER ORDAINED that a certified copy of this Ordinance be transmitted by the County Clerk to the DuPage County Finance Department; DuPage County Auditor; DuPage County Treasurer; Paul J. Hoss, Zoning; State’s Attorney’s Office; DuPage County Health Department; DuPage County Division of Transportation; Lukasz Masio, 7N648 Hawthorne Lane, Medinah, Illinois and Bloomingdale Township Assessor, 123 North Rosedale, Bloomingdale, Illinois 60108.

Enacted and approved this 23rd day of January, 2018, A.D., in Wheaton, Illinois.
Member Tornatore moved, seconded by Member Chaplin, that Ordinance #DC-O-0011-18 (petitioner LSCD of Glen Ellyn, LLC) be approved and adopted. On roll call, Members Anderson, Chaplin, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Members DiCianni and Krajewski were not present at the time of roll call. Motion carried.

ORDINANCE
DC-O-0011-18
ZP-Z17-038 (LSCD of Glen Ellyn LLC)

WHEREAS, a public hearing was held on November 30, 2017 and December 19, 2017 in the DuPage County Administration Building, 421 North County Farm Road, Wheaton, Illinois at 6:00 P.M. before the DuPage County Zoning Board of Appeals and notice of said hearing was duly given; and

WHEREAS, a petition was presented at this hearing requesting the following zoning relief:

A Conditional Use to allow for open storage of boats, trailers, recreational vehicles and campers on the property hereinafter described:

PARCEL 1: LOTS 1 AND 7 IN BLOCK 1 AND LOTS 1, 2, 3 AND 4 IN BLOCK 2 IN HULBERT’S NORTH GLEN ELLYN ADDITION, IN THE WEST 1/2 OF SECTION 2, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED APRIL 13, 1910 AS DOCUMENT 100193, IN DU PAGE COUNTY, ILLINOIS.

PARCEL 2: LOT 2 IN NEWTON’S RESUBDIVISION, NORTH GLEN ELLYN, IN THE WEST 1/2 OF SECTION 2, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JUNE 27, 1934 AS DOCUMENT 346837, IN DU PAGE COUNTY, ILLINOIS.

PARCEL 3: THAT PART OF VACATED FIRST STREET (SHOWN AS FRONT STREET ON AFORESAID HULBERT’S NORTH GLEN ELLYN ADDITION) LYING BETWEEN THE EAST LINE OF HIGHLAND AVENUE AND THE EAST LINE (AS EXTENDED SOUTH) OF LOT 4 IN BLOCK 2 OF AFORESAID HULBERT’S NORTH GLEN ELLYN ADDITION.

PARCEL 4: THAT PART OF SECTION 2, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED BY BEGINNING AT A POINT ON THE WEST LINE OF MAIN STREET, 50.0 FEET NORTH OF THE LAND CONVEYED TO CHICAGO, ST. PAUL AND KANSAS CITY RAILROAD
COMPANY (NOW THE CHICAGO GREAT WESTERN RAILWAY) SAME BEING A STRIP 50.0 FEET WIDE NORTH OF AND ADJOINING THE ORIGINAL RIGHT OF WAY OF SAID RAILROAD COMPANY AND SAID POINT OF BEGINNING BEING THE POINT OF INTERSECTION OF THE NORTH LINE OF A 50 FOOT STRIP DEEDED TO SAID RAILROAD COMPANY IN TRUST FOR STREET PURPOSES, WITH THE WEST LINE OF SAID MAIN STREET; RUNNING THENCE NORTH ON THE WEST LINE OF SAID MAIN STREET 144.0 FEET; THENCE WEST ON A LINE PARALLEL WITH SAID RAILROAD, 50.0 FEET; THENCE SOUTH ON A LINE PARALLEL WITH SAID MAIN STREET, 144.0 FEET TO THE NORTH LINE OF SAID LAND DEEDED FOR STREET PURPOSES; THENCE EAST ALONG SAID STREET LINE, BEING PARALLEL WITH SAID RAILROAD, 50.0 FEET TO THE POINT OF BEGINNING IN DU PAGE COUNTY, ILLINOIS.

PARCEL 5: LOT 1 IN NEWTON’S RESUBDIVISION, NORTH GLEN ELLYN, IN SECTION 2, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JUNE 27, 1934 AS DOCUMENT 346837, IN DU PAGE COUNTY, ILLINOIS.

PARCEL 6: THAT PART OF THE WEST HALF OF SECTION 2, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: BEGINNING AT A POINT ON THE WEST LINE OF THE BLOOMINGDALE ROAD, 294.66 FEET NORTH OF THE NORTH LINE OF THE ORIGINAL RIGHT OF WAY OF THE CHICAGO, GREAT WESTERN RAILROAD; SAID PLACE OF BEGINNING BEING THE NORTHEAST CORNER OF LAND HERETOFORE CONVEYED TO HARVEY MARQUIS AND WIFE BY DEED RECORDED AS DOCUMENT 23024; THENCE WESTERLY ALONG THE NORTHERLY LINE OF SAID LAND SO DEEDED TO MARQUIS, 198.8 FEET MORE OR LESS TO THE NORTHWEST CORNER OF SAID MARQUIS’ LAND; THENCE NORTH PARALLEL WITH THE WEST LINE OF BLOOMINGDALE ROAD; 65.34 FEET; THENCE SOUTHEASTERLY PARALLEL WITH THE NORTH LINE OF THE ORIGINAL RIGHT OF WAY OF THE CHICAGO, GREAT WESTERN RAILROAD 198.8 FEET, MORE OR LESS, TO THE WEST LINE OF BLOOMINGDALE ROAD; THENCE SOUTH ALONG SAID WEST LINE 65.34 FEET TO THE PLACE OF BEGINNING, IN DU PAGE COUNTY, ILLINOIS.

PARCEL 7: THE NORTH 50 FEET (MEASURED ON THE EAST AND WEST LINE) OF THE FOLLOWING DESCRIBED PROPERTY TO-WIT: THAT PART OF SECTION 2, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS BEGINNING AT A POINT ON THE WEST LINE OF BLOOMINGDALE ROAD, NOW KNOWN AS MAIN STREET, 50 FEET NORTH OF LAND CONVEYED TO THE CHICAGO, ST. PAUL AND KANSAS CITY RAILROAD COMPANY (NOW CHICAGO AND GREAT WESTERN RAILROAD COMPANY) BY DEED RECORDED JULY 23, 1891 AS DOCUMENT 46098, SAME BEING A STRIP 50 FEET WIDE NORTH OF AND ADJOINING THE ORIGINAL RIGHT OF WAY OF SAID RAILWAY COMPANY,
SAID POINT OF BEGINNING BEING THE POINT OF INTERSECTION OF THE
NORTH LINE OF A 50 FOOT STRIP DEEDED TO SAID RAILWAY COMPANY,
BY DOCUMENT 46098 IN TRUST FOR STREET PURPOSES WITH THE WEST
LINE OF SAID BLOOMINGDALE ROAD; RUNNING THENCE NORTH ON THE
WEST LINE OF SAID BLOOMINGDALE ROAD, 194 FEET; THENCE WEST ON A
LINE PARALLEL WITH SAID RAILROAD RIGHT OF WAY, 198.08 FEET;
THENCE SOUTH ON A LINE PARALLEL WITH THE WEST LINE OF
BLOOMINGDALE ROAD, 50 FEET; THENCE EAST ON A LINE PARALLEL WITH
SAID RAILROAD RIGHT OF WAY, 148.08 FEET; THENCE SOUTH ON A LINE
PARALLEL WITH THE WEST LINE OF BLOOMINGDALE ROAD; 144 FEET TO
THE NORTH LINE OF SAID LAND DEEDED FOR STREET PURPOSES; THENCE
EAST ALONG SAID STREET BEING A LINE PARALLEL WITH SAID RAILROAD
RIGHT OF WAY, 50 FEET TO THE PLACE OF BEGINNING, IN DU PAGE
COUNTY, ILLINOIS.

PARCEL 8: THAT PART OF THE WEST 1/2 OF SECTION 2, TOWNSHIP 39
NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED
BY BEGINNING AT A POINT ON THE WEST LINE OF THE PUBLIC HIGHWAY
NOW KNOWN AS MAIN STREET, AND PREVIOUSLY CALLED
BLOOMINGDALE ROAD, 537 FEET NORTH, MEASURED ON SAID WEST LINE,
FROM THE NORTHERLY LINE OF THE ORIGINAL RIGHT OF WAY OF THE
CHICAGO, GREAT WESTERN RAILROAD, AND RUNNING THENCE SOUTH
ALONG SAID WEST LINE, 177 FEET TO THE NORTH EAST CORNER OF A
TRACT OF LAND NOW OWNED BY ALBERT E. WILLIAMS; THENCE NORTH 83
DEGREES 29 MINUTES WEST PARALLEL WITH SAID RAILROAD RIGHT OF
WAY AND ALONG SAID WILLIAMS’ NORTHERLY LINE, 196.08 FEET; THENCE
NORTH PARALLEL WITH THE SAID WEST LINE OF BLOOMINGDALE ROAD,
167 FEET TO A POINT IN A LINE MARKED BY A FENCE AS SHOWN ON THE
PLAT OF SURVEY MADE BY HAROLD L. STEINBRECHER UNDER DATE OF
MARCH 24, 1941; THENCE EASTERLY ALONG SAID FENCE LINE 197.2 FEET
TO THE POINT OF BEGINNING, IN DU PAGE COUNTY, ILLINOIS.

PARCEL 9: THAT PART OF POSS STREET IN THE SOUTHWEST 1/4 OF
SECTION 2, TOWNSHIP 39 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL
MERIDIAN VACATED BY PLAT OF VACATION RECORDED APRIL 17, 2009 AS
DOCUMENT R2009-57149 DESCRIBED AS FOLLOWS: COMMENCING AT THE
INTERSECTION OF THE NORTH RIGHT-OF-WAY LINE OF POSS STREET
DEDICATED BY DOCUMENT 100193 WITH THE WEST LINE OF 66-FOOT WIDE
MAIN STREET GLEN ELLYN; THENCE NORTH 83 DEGREES 55 MINUTES 33
SECONDS WEST ALONG SAID NORTH RIGHT-OF-WAY LINE 17.13 FEET TO
THE POINT OF BEGINNING; THENCE SOUTH 00 DEGREES 55
MINUTES 13 SECONDS EAST ALONG A LINE 17 FEET WEST OF AND PARALLEL WITH THE
SAID WEST LINE OF MAIN STREET GLEN ELLYN 46.69 FEET; THENCE NORTH
83 DEGREES 55 MINUTES 33 SECONDS WEST ALONG A LINE 3.66 FEET
NORTH OF AND PARALLEL WITH THE SOUTH LINE OF SAID POSS STREET
236.93 FEET; THENCE NORTH 06 DEGREES 04 MINUTES 27 SECONDS EAST
PERPENDICULAR TO THE LAST DESCRIBED COURSE 46.35 FEET TO THE NORTH LINE OF SAID POSS STREET; THENCE SOUTH 83 DEGREES 55 MINUTES 33 SECONDS EAST ON SAID NORTH LINE 231.25 FEET TO THE POINT OF BEGINNING, IN DU PAGE COUNTY, ILLINOIS; and

WHEREAS, the Zoning Board of Appeals having considered in relation to the above requested zoning petition presented at the above hearing and at the recommendation meeting held on January 4, 2017 does find as follows:

FINDINGS OF FACT:

A. That petitioner testified and submitted evidence at hearing that the subject property is zoned in the I-1 Light industrial zoning district and the use of the property for an enclosed storage facility is a permitted use in the I-1 District.

B. That petitioner testified that they have recently completed the repurposing of the existing building from a printing business and shop into an enclosed storage facility which is currently operational.

C. That petitioner testified that they seek to repurpose and convert the existing parking lot that is no longer required for the repurposed building, into an outdoor area of the storage facility to be used for the storage of residential type storage of items generally including the storage of boats, campers and recreational vehicles and trailers thereto.

D. That petitioner proposes to maintain the existing dimensions of the existing parking lot.

E. That petitioner proposes to repurpose the parking lot with identified storage spaces for each item.

F. That petitioner proposes a locked/keyed entry secure storage lot that is only accessible to the staff and users who have stored items at the facility.

STANDARDS FOR CONDITIONAL USES:

1. That the Zoning Board of Appeals finds that petitioner has demonstrated that the granting of the Conditional Use is in harmony with the general purpose and intent of the Zoning Ordinance, and will not be injurious to the neighborhood, detrimental to the public welfare, or in conflict with the County’s comprehensive plan for development; and specifically that the granting of the Conditional Use will not:

   a. Impair an adequate supply of light and air to the adjacent property as petitioner has demonstrated that the proposed use will be for the open storage of residential type vehicle including campers, boats and recreational vehicles and trailers thereto.

   b. Diminish the value of land and buildings throughout the County as petitioner has demonstrated that the proposed storage use will be for the open storage of
residential type vehicle including campers, boats and recreational vehicles and trailers thereto.

c. Unduly increase traffic congestion in the public streets and highways as petitioner has demonstrated that the proposed access to the site will be controlled so as to limit only those authorized users on site. In addition, petitioner has submitted a traffic pattern study indicating that the proposed storage spaces will be adequately signed and the circulation routes internal and externally will be managed in a manner that will not increase congestion on site or off site on adjacent roadways.

d. Increase the potential for flood damages to adjacent property as petitioner has demonstrated that the proposed storage facility will occur on existing imperviously area that was previously used as the parking lot for the previous user of the facility.

e. That the ZBA finds that petitioner has demonstrated through a templated lease agreement that users of the facility will not be permitted to empty waste including, “Blackwater” waste at the facility or into any drainage areas, drainage facilities or any sewer system.

1. The ZBA further finds that any disposal of any waste on site is a violation of DuPage County Code and would be subject to violation notice and fees and fines and that petitioner has acknowledged through testimony at hearing that they are aware of these codes and will make their lease holders aware of these codes.

Dissenting Opinion:

A. The one dissenting ZBA member finds that the petitioner has not clearly demonstrated how they would prevent users of the storage facilities from emptying their waste from any RV at the site.

GENERAL ZONING CASE INFORMATION

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<th>CASE #/PETITIONER</th>
<th>Zoning Petition Z17-038 LSCD of Glen Ellyn LLC</th>
</tr>
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<tbody>
<tr>
<td>ZONING REQUEST</td>
<td>Conditional Use to allow for open storage (Section 37-14.13 and 37-10.1-2 (m))</td>
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<tr>
<td>OWNER</td>
<td>LSCD OF GLEN ELLYN LC</td>
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<td>November 30, 2017/ December 19, 2017</td>
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WHEREAS, the Zoning Board of Appeals having considered in relation to the above and 
at the recommendation meeting held on January 4, 2018 recommends to approve the following 
zoning relief:

A Conditional Use to allow for open storage of boats, trailers, recreational vehicles and 
campers.

Subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s site plan made part of 

2. That the zoning relief shall inure only to LSCD of Glen Ellyn LLC and shall expire upon 
   the sale or transfer of the property to another owner.

3. That the storage yard be used for the storage of the following items only and that there be 
   no storage of commercial equipment or vehicles or materials associated with commercial 
   or industrial uses:
   a. Boats
   b. Campers
   c. Recreational vehicles
   d. Trailers for boats and recreational vehicles

4. That the owner/developer is to apply for and receive a Building Permit for all 
   construction and/or excavation that occurs on the property.

5. That in conjunction with the submittal of a building permit the developer provides a 
   landscape plan showing full landscape screens around the perimeter of storage yard.
   a. That the full landscape screen may include existing vegetation that currently 
      exists on the perimeter of the storage yard.
b. That no more than 50% credit shall be given towards the full landscape screen for the inclusion in said screening of a solid fence that is at least 6 feet tall.

6. That the property be developed in accordance with all other codes and Ordinances of DuPage County; and

WHEREAS, the County Board Development Committee on January 16, 2018, considered the above findings and recommendations of the Zoning Board of Appeals and recommends to concur with the findings and recommends to approve the following zoning relief:

A Conditional Use to allow for open storage of boats, trailers, recreational vehicles and campers.

Subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s site plan made part of Zoning Petition #Z17-038 LSCD of Glen Ellyn LLC dated December 19, 2017.

2. That the zoning relief shall inure only to LSCD of Glen Ellyn LLC and shall expire upon the sale or transfer of the property to another owner.

3. That the storage yard be used for the storage of the following items only and that there be no storage of commercial equipment or vehicles or materials associated with commercial or industrial uses:
   a. Boats
   b. Campers
   c. Recreational vehicles
   d. Trailers for boats and recreational vehicles

4. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs on the property.

5. That in conjunction with the submittal of a building permit the developer provides a landscape plan showing full landscape screens around the perimeter of storage yard.
   a. That the full landscape screen may include existing vegetation that currently exists on the perimeter of the storage yard.
   b. That no more than 50% credit shall be given towards the full landscape screen for the inclusion in said screening of a solid fence that is at least 6 feet tall.

6. That the property be developed in accordance with all other codes and Ordinances of DuPage County

NOW, THEREFORE, BE IT ORDAINED by the County Board of DuPage County, Illinois that the following zoning relief be granted:
A Conditional Use to allow for open storage of boats, trailers, recreational vehicles and campers on the property hereinafter described:

PARCEL 1: LOTS 1 AND 7 IN BLOCK 1 AND LOTS 1, 2, 3 AND 4 IN BLOCK 2 IN HULBERT’S NORTH GLEN ELLYN ADDITION, IN THE WEST 1/2 OF SECTION 2, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED APRIL 13, 1910 AS DOCUMENT 100193, IN DU PAGE COUNTY, ILLINOIS.

PARCEL 2: LOT 2 IN NEWTON’S RESUBDIVISION, NORTH GLEN ELLYN, IN THE WEST 1/2 OF SECTION 2, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JUNE 27, 1934 AS DOCUMENT 346837, IN DU PAGE COUNTY, ILLINOIS.

PARCEL 3: THAT PART OF VACATED FIRST STREET (SHOWN AS FRONT STREET ON AFORESAID HULBERT’S NORTH GLEN ELLYN ADDITION) LYING BETWEEN THE EAST LINE OF HIGHLAND AVENUE AND THE EAST LINE (AS EXTENDED SOUTH) OF LOT 4 IN BLOCK 2 OF AFORESAID HULBERT’S NORTH GLEN ELLYN ADDITION.

PARCEL 4: THAT PART OF SECTION 2, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED BY BEGINNING AT A POINT ON THE WEST LINE OF MAIN STREET, 50.0 FEET NORTH OF THE LAND CONVEYED TO CHICAGO, ST. PAUL AND KANSAS CITY RAILROAD COMPANY (NOW THE CHICAGO GREAT WESTERN RAILWAY) SAME BEING A STRIP 50.0 FEET WIDE NORTH OF AND ADJOINING THE ORIGINAL RIGHT OF WAY OF SAID RAILROAD COMPANY AND SAID POINT OF BEGINNING BEING THE POINT OF INTERSECTION OF THE NORTH LINE OF A 50 FOOT STRIP DEEDED TO SAID RAILROAD COMPANY IN TRUST FOR STREET PURPOSES, WITH THE WEST LINE OF SAID MAIN STREET; RUNNING THENCE NORTH ON THE WEST LINE OF SAID MAIN STREET 144.0 FEET; HENCE WEST ON A LINE PARALLEL WITH SAID RAILROAD, 50.0 FEET; THENCE SOUTH ON A LINE PARALLEL WITH SAID MAIN STREET, 144.0 FEET TO THE NORTH LINE OF SAID LAND DEEDED FOR STREET PURPOSES; THENCE EAST ALONG SAID STREET LINE, BEING PARALLEL WITH SAID RAILROAD, 50.0 FEET TO THE POINT OF BEGINNING IN DU PAGE COUNTY, ILLINOIS.

PARCEL 5: LOT 1 IN NEWTON’S RESUBDIVISION, NORTH GLEN ELLYN, IN SECTION 2, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JUNE 27, 1934 AS DOCUMENT 346837, IN DU PAGE COUNTY, ILLINOIS.

PARCEL 6: THAT PART OF THE WEST HALF OF SECTION 2, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED
AS FOLLOWS: BEGINNING AT A POINT ON THE WEST LINE OF THE
BLOOMINGDALE ROAD, 294.66 FEET NORTH OF THE NORTH LINE OF THE
ORIGINAL RIGHT OF WAY OF THE CHICAGO, GREAT WESTERN RAILROAD;
SAID PLACE OF BEGINNING BEING THE NORTHEAST CORNER OF LAND
HERETOFORE CONVEYED TO HARVEY MARQUIS AND WIFE BY DEED
RECORDED AS DOCUMENT 23024; THENCE WESTERLY ALONG THE
NORTHERLY LINE OF SAID LAND SO DEEDED TO MARQUIS, 198.8 FEET
MORE OR LESS TO THE NORTHWEST CORNER OF SAID MARQUIS' LAND;
THENCE NORTH PARALLEL WITH THE WEST LINE OF BLOOMINGDALE
ROAD; 65.34 FEET; THENCE SOUTHEASTERLY PARALLEL WITH THE NORTH
LINE OF THE ORIGINAL RIGHT OF WAY OF THE CHICAGO, GREAT WESTERN
RAILROAD 198.8 FEET, MORE OR LESS, TO THE WEST LINE OF
BLOOMINGDALE ROAD; THENCE SOUTH ALONG SAID WEST LINE 65.34
FEET TO THE PLACE OF BEGINNING, IN DU PAGE COUNTY, ILLINOIS.

PARCEL 7: THE NORTH 50 FEET (MEASURED ON THE EAST AND WEST LINE)
OF THE FOLLOWING DESCRIBED PROPERTY TO-WIT: THAT PART OF
SECTION 2, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE THIRD
PRINCIPAL MERIDIAN, DESCRIBED AS BEGINNING AT A POINT ON THE
WEST LINE OF BLOOMINGDALE ROAD, NOW KNOWN AS MAIN STREET, 50
FEET NORTH OF LAND CONVEYED TO THE CHICAGO, ST. PAUL AND
KANSAS CITY RAILROAD COMPANY (NOW CHICAGO AND GREAT WESTERN
RAILROAD COMPANY) BY DEED RECORDED JULY 23, 1891 AS DOCUMENT
46098, SAME BEING A STRIP 50 FEET WIDE NORTH OF AND ADJOINING THE
ORIGINAL RIGHT OF WAY OF SAID RAILWAY COMPANY, SAID POINT OF
BEGINNING BEING THE POINT OF INTERSECTION OF THE NORTH LINE OF A
50 FOOT STRIP DEEDED TO SAID RAILWAY COMPANY, BY DOCUMENT
46098 IN TRUST FOR STREET PURPOSES. WITH THE WEST LINE OF SAID
BLOOMINGDALE ROAD; RUNNING THENCE NORTH ON THE WEST LINE OF
SAID BLOOMINGDALE ROAD, 194 FEET; THENCE WEST ON A LINE
PARALLEL WITH SAID RAILROAD RIGHT OF WAY, 198.08 FEET; THENCE
SOUTH ON A LINE PARALLEL WITH THE WEST LINE OF BLOOMINGDALE
ROAD, 50 FEET; THENCE EAST ON A LINE PARALLEL WITH SAID RAILROAD
RIGHT OF WAY, 148.08 FEET; THENCE SOUTH ON A LINE PARALLEL WITH
THE WEST LINE OF BLOOMINGDALE ROAD; 144 FEET TO THE NORTH LINE
OF SAID LAND DEEDED FOR STREET PURPOSES; THENCE EAST ALONG
SAID STREET BEING A LINE PARALLEL WITH SAID RAILROAD RIGHT OF
WAY, 50 FEET TO THE PLACE OF BEGINNING, IN DU PAGE COUNTY,
ILLINOIS.

PARCEL 8: THAT PART OF THE WEST 1/2 OF SECTION 2, TOWNSHIP 39
NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED
BY BEGINNING AT A POINT ON THE WEST LINE OF THE PUBLIC HIGHWAY
NOW KNOWN AS MAIN STREET, AND PREVIOUSLY CALLED
BLOOMINGDALE ROAD, 537 FEET NORTH, MEASURED ON SAID WEST LINE,
FROM THE NORTHERLY LINE OF THE ORIGINAL RIGHT OF WAY OF THE
The Zoning Relief is subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s site plan made part of Zoning Petition # Z17-038 LSCD of Glen Ellyn LLC dated December 19, 2017.

2. That the zoning relief shall inure only to LSCD of Glen Ellyn LLC and shall expire upon the sale or transfer of the property to another owner.

3. That the storage yard be used for the storage of the following items only and that there be no storage of commercial equipment or vehicles or materials associated with commercial or industrial uses:
   a. Boats
   b. Campers
   c. Recreational vehicles
   d. Trailers for boats and recreational vehicles
4. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs on the property.

5. That in conjunction with the submittal of a building permit the developer provides a landscape plan showing full landscape screens around the perimeter of storage yard.
   a. That the full landscape screen may include existing vegetation that currently exists on the perimeter of the storage yard.
   b. That no more than 50% credit shall be given towards the full landscape screen for the inclusion in said screening of a solid fence that is at least 6 feet tall.

6. That the property be developed in accordance with all other codes and Ordinances of DuPage County; and

   BE IT FURTHER ORDAINED by the County Board of DuPage County, Illinois that should any section, clause or provision of this Ordinance be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the Ordinance as a whole or any part thereof, other than the part so declared to be invalid; and

   BE IT FURTHER ORDAINED that a certified copy of this Ordinance be transmitted by the County Clerk to the DuPage County Finance Department; DuPage County Auditor; DuPage County Treasurer; Paul J. Hoss, Zoning; State’s Attorney’s Office; DuPage County Health Department; DuPage County Division of Transportation; Christopher Barry, 777 Lake Zurich Road, Suite 200, Barrington, Illinois 60010 and Milton Township Assessor, 1492 North Main Street, Wheaton, Illinois 60187.

   Enacted and approved this 23rd day of January, 2018, A.D., in Wheaton, Illinois.
Member Khouri announced that the Illinois income tax increase affects the average salary in DuPage County of $79,658.00 which means we will pay an additional $956.00 a year in income tax to Illinois without any reforms.

Member Khouri moved, seconded by Member DiCianni, that a Workforce Board Coordinator be authorized to travel to East Peoria, Illinois, from May 2-4, 2018, to attend Illinois Department of Commerce and Economic Opportunity monthly meetings to discuss Federal and State policies, allocations and other issues pertaining to the Workforce Innovation & Opportunity Act, expenses to include transportation, lodging and meals for an approximate total of $458.35 (Grant Funded). On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Motion carried.

Member Khouri moved, seconded by Member DiCianni, that a Workforce Board Coordinator be authorized to travel to Springfield, Illinois, from September 12-13, 2018, to attend Illinois Department of Commerce and Economic Opportunity monthly meetings to discuss Federal and State policies, allocations and other issues pertaining to the Workforce Innovation & Opportunity Act, expenses to include transportation, lodging and meals for an approximate total of $349.99 (Grant Funded). On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Motion carried.

Member Khouri moved, seconded by Member DiCianni, that a Workforce Board Coordinator be authorized to travel to Springfield, Illinois, from April 11-12, 2018, to attend Illinois Department of Commerce and Economic Opportunity monthly meetings to discuss Federal and State policies, allocations and other issues pertaining to the Workforce Innovation & Opportunity Act, expenses to include transportation, lodging and meals for an approximate total of $349.99 (Grant Funded). On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Motion carried.

Member Khouri moved, seconded by Member DiCianni, that a Workforce Board Coordinator be authorized to travel to Springfield, Illinois, from January 31 to February 2, 2018, to attend Illinois Department of Commerce and Economic Opportunity monthly meetings to discuss Federal and State policies, allocations and other issues pertaining to the Workforce Innovation & Opportunity Act, expenses to include transportation, lodging and meals for an approximate total of $490.99 (Grant Funded). On roll call, Members Anderson, Chaplin,

Member Khouri moved, seconded by Member DiCianni, that a Director, DuPage Workforce Development, be authorized to travel to Springfield, Illinois, from September 12-13, 2018, to attend Illinois Department of Commerce and Economic Opportunity monthly meetings to discuss Federal and State policies, allocations and other issues pertaining to the Workforce Innovation & Opportunity Act, expenses to include transportation, lodging and meals for an approximate total of $354.35 (Grant Funded). On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Motion carried.

Member Khouri moved, seconded by Member DiCianni, that a Director, DuPage Workforce Development, be authorized to travel to East Peoria, Illinois, from May 2-4, 2018, to attend Illinois Department of Commerce and Economic Opportunity monthly meetings to discuss Federal and State policies, allocations and other issues pertaining to the Workforce Innovation & Opportunity Act, expenses to include transportation, lodging and meals for an approximate total of $462.65 (Grant Funded). On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Motion carried.

Member Khouri moved, seconded by Member DiCianni, that a Director, DuPage Workforce Development, be authorized to travel to Springfield, Illinois, from April 11-12, 2018, to attend Illinois Department of Commerce and Economic Opportunity monthly meetings to discuss Federal and State policies, allocations and other issues pertaining to the Workforce Innovation & Opportunity Act, expenses to include transportation, lodging and meals for an approximate total of $354.35 (Grant Funded). On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Motion carried.

Member Khouri moved, seconded by Member DiCianni, that a Director, DuPage Workforce Development, be authorized to travel to Springfield, Illinois, from January 31 to February 2, 2018, to attend Illinois Department of Commerce and Economic Opportunity monthly meetings to discuss Federal and State policies, allocations and other issues pertaining to the Workforce Innovation & Opportunity Act, expenses to include transportation, lodging and meals for an approximate total of $495.35 (Grant Funded). On roll call, Members Anderson,

Member Larsen announced that the DuPage Care Center will be selling balloons for Valentine’s Day.

Member Larsen moved, seconded by Member Chaplin, that Resolution #HHS-R-0047-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Motion carried.

RESOLUTION
HHS-R-0047-18
AWARDING RESOLUTION ISSUED TO HOMETOWN SUBURBAN VENDING
FOR MANAGING BEVERAGE AND SNACK VENDING MACHINES
FOR THE CARE CENTER AND DU PAGE COUNTY CAMPUS
(13% PROFIT SHARING)

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

WHEREAS, the Health and Human Service Committee recommends County Board approval for the issuance of a contract purchase order to Hometown Suburban Vending, for managing beverage and snack vending machines, for the Care Center and DuPage County Campus, for the period March 1, 2018 through February 28, 2019.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, for managing beverage and snack vending machines, for the Care Center and DuPage County Campus, for the period March 1, 2018 through February 28, 2019, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division to Hometown Suburban Vending, 12358 South Latrobe, Alsip, Illinois 60803, for a profit sharing amount of 13%, per renewal under bid #15-234-BF, first of three one year optional one year renewals.

Enacted and approved this 23rd day of January, 2018, at Wheaton, Illinois.

Member Larsen moved, seconded by Member Elliott, that Resolution #HHS-P-0384A-17 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott,
Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Motion carried.

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**RESOLUTION**

HHS-P-0384A-17

**AMENDMENT TO RESOLUTION HHS-P-0384-17 ISSUED TO HEALTHY AIR HEATING & AIR, INCORPORATED TO PROVIDE MECHANICAL (HVAC) WEATHERIZATION LABOR AND MATERIALS (INCREASE ENCUMBRANCE $299,549.00)**

WHEREAS, Resolution HHS-P-0384-17 was approved and adopted by the County Board on September 26, 2017; and

WHEREAS, the Health and Human Services Committee recommends changes as stated in the Change Order Notice to increase contract 2771-0001 SERV in the amount of $299,549.00, issued to Healthy Air Heating & Air, Incorporated, to provide mechanical (HVAC) weatherization labor and materials, for the period July 1, 2017 through June 30, 2018, for Community Services, under the FY18 Weatherization Program Grants.

NOW, THEREFORE, BE IT RESOLVED that the County Board adopts Change Order Notice, dated November 19, 2017, to contract 2771-0001 SERV, issued to Healthy Air Heating, & Air, Incorporated, to provide mechanical (HVAC) weatherization labor and materials to the FY18 Weatherization Program Grants to increase the encumbrance in the amount of $299,549.00, taking the original contract amount of $493,328.00, and resulting in an amended contract total amount not to exceed $792,877.00.

Enacted and approved this 23rd day of January, 2018, at Wheaton, Illinois.

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Member Larsen moved, seconded by Member Healy, that Resolution #HHS-P-0358A-17 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Motion carried.

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RESOLUTION
HHS-P-0358A-17
AMENDMENT TO RESOLUTION HHS-P-0385-17 ISSUED TO
HEALTHY AIR HEATING & AIR, INCORPORATED TO PROVIDE
ARCHITECTURAL WEATHERIZATION LABOR AND MATERIALS
(INCREASE ENCUMBRANCE $50,371.00)

WHEREAS, Resolution HHS-P-0385-17 was approved and adopted by the County Board
on September 26, 2017; and

WHEREAS, the Health and Human Services Committee recommends changes as stated
in the Change Order Notice to increase contract 2770-0001 SERV in the amount of $50,371.00,
issued to Healthy Air Heating & Air, Incorporated, to provide architectural weatherization labor
and materials, for the period July 1, 2017 through June 30, 2018, for Community Services, under
the FY18 Weatherization Program Grants.

NOW, THEREFORE, BE IT RESOLVED that the County Board adopts Change Order
Notice, dated November 19, 2017, to contract 2770-0001 SERV, issued to Healthy Air Heating,
& Air, Incorporated, to provide architectural weatherization labor and materials to the FY18
Weatherization Program Grants to increase the encumbrance in the amount of $50,371.00, taking
the original contract amount of $72,500.00, and resulting in an amended contract total amount
not to exceed $122,871.00.

Enacted and approved this 23rd day of January, 2018, at Wheaton, Illinois.

Resolution #JPS-P-0028, Recommendation for the Approval of a Contract Purchase
Order to Public Safety Direct, Inc. for repair, maintenance and installation of equipment in
Sheriff’s vehicles and installation of equipment in new Sheriff’s vehicles, for a contract total not
to exceed $130,000.00, was pulled from the agenda.

Member Eckhoff moved, seconded by Member Healy, that Resolution #JPS-P-0062B-17
be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott,
Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore,
Wiley and Zay voted “aye.” Motion carried.
RESOLUTION
JPS-P-0062B-17
AMENDMENT TO RESOLUTION JPS-P-0062A-17
ISSUED TO PUBLIC SAFETY DIRECT TO FURNISH
AND INSTALL NEW EQUIPMENT IN THE SHERIFF’S VEHICLES
(INCREASE CONTRACT $2,824 1.57%)

WHEREAS, Resolution JPS-P-0062-17 was approved and adopted by the County Board on February 14, 2017; and

WHEREAS, Resolution JPS-P-0062A-17 increased the contract $80,000.00 was approved and adopted by the County Board on October 10, 2017; and

WHEREAS, the Judicial/Public Safety Committee, recommends changes as stated in the Change Order Notice to increase purchase order 2359-0001 SERV in the amount of $2,824.00 for the Sheriff’s Office.

NOW, THEREFORE BE IT RESOLVED that the County Board adopts the Change Order Notice to purchase order 2359-0001 SERV issued to Public Safety Direct, to furnish and install new equipment and for the repair and maintenance of existing equipment in sheriff vehicles, to increase the purchase order $2,824.00 for the Sheriff’s Office resulting in an amended contract total amount not to exceed $182,824.00.

Enacted and approved this 23rd day of January, 2018, at Wheaton, Illinois.

Member Tornatore announced that there will be a legislative breakfast on February 9, 2018 and the Springfield Drive Down is postponed until April of 2018.

Member Tornatore moved, seconded by Member Elliott, that Resolution #LEG-R-0039-18, Resolution Adopting the County’s 2018 State Legislative Program, be approved and adopted.

Member Khouri stated that she is happy to see property tax relief on the County’s agenda. This will setup a fair and equitable Property Assessment Committee to look at assessments in Illinois.

Member Tornatore moved, seconded by Member Elliott, that Resolution #LEG-R-0039-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Motion carried.
RESOLUTION
LEG-R-0039-18
RESOLUTION ADOPTING THE COUNTY’S
2018 STATE LEGISLATIVE PROGRAM

WHEREAS, members of the Legislative and Governmental Affairs Committee have communicated with County elected officials and staff regarding the needs of County residents; and

WHEREAS, the Legislative and Governmental Affairs Committee has developed a legislative program consisting of a list of priorities for DuPage County to propose and support during the 2018 spring session of the Illinois General Assembly (herein referred to as “2018 State Legislative Program” and attached as Exhibit A which is incorporated by reference); and

WHEREAS, it is important for the County’s 2018 State Legislative Program to be communicated to the public and to our elected officials; and

WHEREAS, County Board Rules provide that a legislative program and duties related thereto receive the advice and consent of a majority vote of the County Board.

NOW, THEREFORE, BE IT RESOLVED per the recommendation of the Legislative and Governmental Affairs Committee, that the DuPage County Board does hereby advise and consent to the adoption of the attached 2018 State Legislative Program for DuPage County; and

BE IT FURTHER RESOLVED, that staff and the County’s lobbyists are directed to work together with the County’s legislative delegation to advance the 2018 State Legislative Program in Springfield.

Enacted and approved this 23rd day of January, 2018, at Wheaton, Illinois.

RESOLUTION
FM-P-0029-18
AWARDING RESOLUTION ISSUED TEAM PIPE & SUPPLY CO. D/B/A ROYAL PIPE & SUPPLY CO. TO FURNISH AND DELIVER PLUMBING SUPPLIES FOR FACILITIES MANAGEMENT (CONTRACT TOTAL AMOUNT: $60,000.00)

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

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of a contract purchase order to Team Pipe & Supply Co., d/b/a Royal Pipe & Supply Co., to furnish and deliver plumbing supplies, by the specified manufacturers at discounted rates, as needed for County Facilities, for the period February 15, 2018 through February 14, 2019, for Facilities Management.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, to furnish and deliver plumbing supplies, by the specified manufacturers at discounted rates, as needed for County Facilities, for the period February 15, 2018 through February 14, 2019, for Facilities Management, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division to Team Pipe & Supply Co., d/b/a Royal Pipe & Supply Co., 2400 West Lake Street, Melrose Park, Illinois 60160, for a total contract amount not to exceed $60,000.00, per renewal option under bid award #17-010-JM, first option to renew.

Enacted and approved this 23rd day of January, 2018, at Wheaton, Illinois.


RESOLUTION
FM-P-0030-18
AWARDING RESOLUTION ISSUED TO HP PRODUCTS CORPORATION, A FERGUSON ENTERPRISE, TO FURNISH AND DELIVER PLUMBING SUPPLIES FOR FACILITIES MANAGEMENT (CONTRACT TOTAL AMOUNT: $60,000.00)

WHEREAS, bids have been taken and processed in accordance with County Board policy; and
WHEREAS, the Public Works Committee recommends County Board approval for the issuance of a contract purchase order to HP Products Corporation, a Ferguson Enterprise, to furnish and deliver plumbing supplies, by the specified manufacturers at discounted rates, as needed for County Facilities, for the period February 15, 2018 through February 14, 2019, for Facilities Management.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, to furnish and deliver plumbing supplies, by the specified manufacturers at discounted rates, as needed for County Facilities, for the period February 15, 2018 through February 14, 2019, for Facilities Management, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division to HP Products, a Ferguson Enterprise, 4220 Saguaro Trail, Indianapolis, Indiana 46268, for a total contract amount not to exceed $60,000.00, per renewal option under bid award #17-010-JM, first option to renew.

Enacted and approved this 23rd day of January, 2018, at Wheaton, Illinois.

Member Wiley gave an update on the Election Commission website update. He also announced that in mid-February, there will be a kick to replace the tax system.


RESOLUTION
TE-R-0056-18
INTERGOVERNMENTAL AGREEMENT BETWEEN
THE VILLAGE OF LISLE AND THE COUNTY OF DU PAGE FOR
SHARED GEOGRAPHICAL INFORMATION SYSTEM (GIS) SERVICES

WHEREAS, the Village of Lisle (“VILLAGE”) and County of DuPage (“COUNTY”) are public agencies within the meaning of the Illinois “Intergovernmental Cooperation Act”, as specified in the Illinois Statute, 5 ILCS 220/1 et seq., and as authorized by Article 7, Section 10 of the Constitution of the State of Illinois; and

WHEREAS, the purpose of the “Intergovernmental Cooperation Act” and Article 7 of the Constitution of the State of Illinois include fostering cooperation among governmental bodies; and
WHEREAS, the COUNTY and VILLAGE have entered into an Intergovernmental Agreement ("AGREEMENT") to permit County staff to compile geospatial data from the Village of Lisle, update existing geo-spatial data, and support the Village of Lisle’s current ESRI software applications, as specified in the AGREEMENT attached hereto; and

WHEREAS, the Technology Committee has reviewed and recommends County Board approval of the attached AGREEMENT.

NOW, THEREFORE BE IT RESOLVED, by the DuPage County Board that the attached AGREEMENT between the VILLAGE and the COUNTY is hereby accepted and approved, and that the Chairman of the DuPage County Board is hereby authorized and directed to execute the AGREEMENT on behalf of the County; and

BE IT FURTHER RESOLVED, that the County Clerk be directed to transmit certified copies of this Resolution and attached to the Village Clerk, Village of Lisle, 925 Burlington Avenue, Lisle, Illinois 60532 and Conor McCarthy, State’s Attorney’s office.

Enacted and approved this 23rd day of January, 2018, at Wheaton, Illinois.

Member Wiley moved, seconded by Member Elliott, that Resolution #TE-P-0032-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Motion carried.

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

WHEREAS, the Technology Committee recommends County Board approval for the issuance of a contract purchase order to ESRI, Inc., for maintenance and technical support for the County’s enterprise GIS software, for Information Technology, GIS division.

NOW, THEREFORE BE IT RESOLVED, that County contract covering said, for maintenance and technical support for the County’s enterprise GIS software, for the period of March 9, 2018 through March 8, 2019, for Information Technology, GIS Division, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division to
Environmental Systems Research Institute, Inc., 380 New York Street, Redlands, California 92373, for a contract total amount of $111,909.00.

Enacted and approved this 23rd day of January, 2018, at Wheaton, Illinois.

Member Wiley moved, seconded by Member Zay, that Resolution #TE-P-0033-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Motion carried.

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RESOLUTION
TE-P-0033-18
AWARDING RESOLUTION TO CDWG, INC. FOR MICROSOFT PREMIER SUPPORT AGREEMENT (CONTRACT TOTAL AMOUNT: $79,788.15

WHEREAS, pursuant to the Governmental Joint Purchasing Act, 30 ILCS 525/2, the County of DuPage will contract with CDWG, Inc.; and

WHEREAS, the Technology Committee recommends County Board approval for issuance of a contract purchase order to CDWG, Inc., for the renewal of the Microsoft Premier Support Agreement for the period of January 30, 2018 through January 29, 2019, for Information Technology.

NOW, THEREFORE BE IT RESOLVED, that County Requisition, covering said, to enter into a Microsoft Premier Support Agreement, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division to CDWG, Inc., 230 North Milwaukee Avenue, Vernon Hills, Illinois 60061, for a contract total amount of $79,788.15, per procurement authorized by the Governmental Joint Purchasing Act.

Enacted and approved this 23rd day of January, 2018, at Wheaton, Illinois.

Member Puchalski thanked John Loper, Chief of Transportation Planning, for his 30 years of service.

Member Puchalski moved, seconded by Member Healy, that Resolution #DT-R-0211A-17 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff,
Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Motion carried.

RESOLUTION
DT-R-0211A-17
AMENDMENT TO RESOLUTION DT-R-0211-17
K-FIVE CONSTRUCTION CORPORATION
2017 PAVEMENT MAINTENANCE (SOUTH) PROGRAM
SECTION 17-PVMTC-08-GM
(DECREASE $27,787.23 AND CLOSE; 0.73%)

WHEREAS, the DuPage County Board heretofore adopted Resolution DT-R-0211-17 on April 11, 2017; and

WHEREAS, a contract was awarded by County Board Resolution DT-R-0211-17 to K-Five Construction Corporation for the 2017 Pavement Maintenance (South) Program, Section 17-PVMTC-08-GM; and

WHEREAS, the current contract total amount is $3,815,996.67; and

WHEREAS, K-Five Construction Corporation 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 $27,787.23, resulting in a final County cost of $3,788,209.44, a decrease of 0.73%.

Enacted and approved this 23rd day of January, 2018, at Wheaton, Illinois.

Member Puchalski moved, seconded by Member Healy, that Resolution #DT-P-0025-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Motion carried.
RESOLUTION
DT-P-0025-18
AWARDING RESOLUTION ISSUED TO ALDRIDGE ELECTRIC
TO FURNISH, SUPPLY, INSTALL AND REPAIR GUARDRAILS
AS NEEDED FOR THE DIVISION OF TRANSPORTATION
(CONTRACT TOTAL NOT TO EXCEED $60,000.00)

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

WHEREAS, the lowest most responsible bidder has been designated and the Transportation Committee recommends County Board approval for the issuance of a contract to Aldridge Electric, to furnish, supply, install and repair guardrails, as needed for the Division of Transportation, for the period February 1, 2018 through January 31, 2019.

NOW, THEREFORE, BE IT RESOLVED that said contract to furnish, supply, install and repair guardrails, as needed for the Division of Transportation, for the period February 1, 2018 through January 31, 2019, is hereby approved for issuance to Aldridge Electric, 844 East Rockland Road, Libertyville, Illinois 60048, for a contract total not to exceed $60,000.00, per renewal option under bid award #15-006-LG, second and final option to renew.

Enacted and approved this 23rd day of January, 2018, at Wheaton, Illinois.

Member Puchalski moved, seconded by Member Elliott, that Resolution #DT-CO-0002-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Motion carried.

RESOLUTION
DT-CO-0002-18
AMENDMENT TO COUNTY CONTRACT 2747 SERV
ISSUED TO PRIORITY PRODUCTS, INC.
TO FURNISH AND DELIVER WEATHERHEAD HYDRAULIC FITTINGS, HOSES AND CONNECTORS
AS NEEDED FOR THE DIVISION OF TRANSPORTATION
(INCREASE $20,000.00; +100%)

WHEREAS, County Contract 2747 SERV was issued to Priority Products, Inc. on September 5, 2017 to furnish and deliver Weatherhead brand fittings, hoses and connectors, as needed for the Division of Transportation, per lowest responsible bid #17-151-JM; and
WHEREAS, the Division of Transportation has recently performed upgrades to standardize the fleet hydraulic snow plow systems to better attain repair and replacement parts regardless of the manufacturer; and

WHEREAS, in order to keep the County’s full fleet available for use in the event of a snow event, it is necessary to increase the contract funding to allow for continued repair parts throughout the remainder of the contract term; and

WHEREAS, said increase is in the best interest of the County and is authorized by law.

NOW, THEREFORE, BE IT RESOLVED that the County Board adopt the Amendment to County Contract 2747 SERV, issued to Priority Products, Inc., to increase the funding in the amount of $20,000.00, resulting in an amended contract total amount of $40,000.00, an increase of 100%.

Enacted and approved this 23rd day of January, 2018, at Wheaton, Illinois.

Member Elliott moved, seconded by Member Tornatore, that pursuant to Open Meetings Act Sec. 2(c)(2) and (11), the Board go into Executive Session for the purpose of discussing collective negotiating matters and pending litigation. On roll call, Members Anderson, Chaplin, DiCianni, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Eckhoff was not present at the time of roll call. Motion carried.

Meeting reconvened. Pursuant to PA99-0646, Pension Obligation Projections Required by the Local Government Wage Increase Transparency Act, Chairman Cronin declared the Pension Obligation Projections open for discussion.

Under Unfinished Business, Member DiCianni stated that Member Fichtner received a letter from the Sheriff regarding the hiring of a Latent Print Analyst. He wanted the letter to be placed on file.

Member Zay stated that the Sheriff has a budget and a headcount and that he does not need County Board approval to hire. He felt the letter should have been sent to the Chairman and not Member Fichtner.
Under New Business, Member Chaplin thanked the Chairman for sending a letter to our Federal representatives in support of the CHIP program.

Member Tornatore stated that the Men’s Paralympic Hockey team is housed in Bloomingdale and that they are training in Rolling Meadows.

Member Elliott moved, seconded by Member Tornatore, that this meeting of the County Board of DuPage County be adjourned to Tuesday, February 13, 2018 at 10:00 A.M. On voice vote, motion carried.

_____________________________
Paul Hinds, County Clerk
The proceedings of the County Board of DuPage County at a Regular meeting held at the DuPage Center, 421 North County Farm Road, Wheaton, Illinois, on Tuesday, February 13, 2018, at 10:00 A.M.

Meeting called to order with Chairman Cronin presiding.

On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay were present.

Chris Kachiroubas, DuPage County Clerk of the Circuit Court, presented a 25 year anniversary award to Pam Frank and a 30 year anniversary award to Jill Padera.

Chairman Cronin presented a Proclamation of Commendation for Black History Month to Michael Childress, President of the DuPage NAACP, Theresa Dear and Dr. Tracy Scott.

Member Zay moved, seconded by Member Tornatore, that a Proclamation of Commendation for Black History Month be approved.

PROCLAMATION OF COMMENDATION
FOR BLACK HISTORY MONTH

WHEREAS, the month of February is celebrated as National Black History Month, recognizing the heritage and achievements of African Americans; and

WHEREAS, this annual event gives DuPage County residents and all Americans a chance to celebrate the contributions African Americans have made, and continue to make, that are an integral part of our society; and

WHEREAS, the event began in 1925 as “Negro History Week,” created by historian Carter G. Woodson and other prominent African Americans in an effort to raise awareness of African Americans’ contributions to civilization; and

WHEREAS, the celebration was expanded to a month in 1976 during the nation’s bicentennial; President Gerald Ford urged Americans to “seize the opportunity to honor the too-often neglected accomplishments of black Americans in every area of endeavor throughout our history;” and

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WHEREAS, as we mark the 42nd year of National Black History Month, DuPage County joins all Americans in celebrating our Nation’s diverse heritage and culture, and we continue our efforts to create a world that is more just, peaceful and prosperous for all; and

WHEREAS, we recognize and support the efforts of local organizations such as the NAACP, ACT-SO, and Unity Partnership, which seek to nurture a new generation of leaders who will foster collaboration in service to all DuPage residents regardless of their race, religion, ethnic background or economic circumstances.

NOW, THEREFORE, BE IT RESOLVED that I, Daniel J. Cronin, Chairman of the DuPage County Board and Members of the County Board do hereby recognize February as Black History Month here in DuPage County.

Enacted this 13th day of February, 2018, in Wheaton, Illinois.

Chairman Cronin invited Member Jim Healy to speak regarding the NACo news of a check presentation of $17,000.00 to the Ken Moy DuPage Care Center capital campaign.

Chairman Cronin made the following remarks:

It was a big snowfall weekend for us. Our county received snow totals of between 8 to 12 inches Thursday evening through Monday morning. And while this caused a headache for a lot of us, I want to share some compliments our Department of Transportation received for their outstanding snow removal. One person wrote in, complimenting the skill of the snow plow driver in clearing the road, but not burying people out shoveling their driveways. The writer suggests we use this particular driver in training videos. Another resident from the Landsfield neighborhood in unincorporated Downers Grove wrote to say “You guys are doing such a great job plowing the streets! I haven’t seen better!” He asked me to pass the compliment along to our staff, and there you go, I just did! It is important and sometimes hazardous work, keeping our roads, highways and bridges clear in a snowstorm. We ran crews pretty much 24-7 throughout the weekend and I’d like to thank the entire transportation team including Jeff Pieroni, Mike Tuman, Chris Snyder and our Transportation Committee Chairman Don Puchalski for their efforts.

Speaking of transportation, I ask everyone to participate in our Long Range Transportation Planning meetings and survey this month. Information about this effort is available on “DuPage Connects.com.” Some of you already attended the first meeting at Power Forward. Three more meetings are planned: one this Thursday in Addison, February 20th in Carol Stream and February 22nd in Downers Grove. If you cannot make a meeting, we would be delighted to receive your survey input at that same website, “DuPage Connects.com.” Simply click on the survey link and offer your thoughts.
And finally, Valentine’s Day is tomorrow. What better way to celebrate than to show some “love” to our friends and neighbors across the street at the DuPage Care Center? This morning, we’ve had a generous check presentation benefiting those residents. And earlier today, many of us had the opportunity to inflate some balloons that will be delivered to folks at the Care Center. On behalf of Giving DuPage, I encourage everyone to Do Good in DuPage this Valentine’s Day and show your favorite organization, your community, or someone in need a little bit of kindness or generosity this year. Our countywide efforts to Do Good in DuPage continue all year long and we encourage you to join in.

Arlene Kendorski voiced Public Comment regarding transportation forums.

Member Zay moved, seconded by Member Chaplin, that the Consent Calendar be approved. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Healy was not present at the time of roll call. Motion carried.

Member Zay moved, seconded by Member Elliott, that Resolution # CB-R-0069-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Motion carried.

RESOLUTION
CB-R-0069-18
APPOINTMENT OF BLANCHE H. FAWELL TO THE DU PAGE COUNTY ETHICS COMMISSION

WHEREAS, Daniel J. Cronin has submitted to the County Board his nomination of Blanche H. Fawell to be a Commissioner of the DuPage County Ethics Commission; and

WHEREAS, the DuPage County Ethics Ordinance provides that Ethics Commissioners shall be residents of DuPage County; and

WHEREAS, of the five (5) Ethics Commissioners no more than three (3) shall belong to the same political party at the time such appointments are made, with party affiliation determined by affidavit of the appointed Commissioner; and
WHEREAS, during his or her term of office, a Commissioner shall not become a candidate for any elective public office or hold any other elected or appointed public office, except for appointment to a governmental advisory board, study commission or as an ethics official of another governmental entity; and

WHEREAS, Commissioners shall serve a term of two (2) years and until their successors are appointed and qualified; and

WHEREAS, Commissioners shall be compensated at a per diem rate of $175.00 for official meetings of the Ethics Commission, while the Chairman of the Ethics Commission shall be compensated at the rate and in the manner set forth in the Ordinance for all time spent in furtherance of official duties and shall also be reimbursed for reasonable expenses incurred in the performance of such duties.

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that the County Board does hereby appoint Blanche H. Fawell as a Commissioner of the DuPage County Ethics Commission for a term to commence on February 13, 2018 and expire on February 14, 2020; and

BE IT FURTHER RESOLVED that the “Notice of Nomination” be attached hereunto and made a part of this Resolution; and

BE IT FURTHER RESOLVED that the County Clerk transmit certified copies of this Resolution to: Blanche H. Fawell, the Chairman and Commissioners of the DuPage County Ethics Commission, DuPage County Ethics Adviser, Investigator General and all Elected Officials and Department Heads.

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

Member Zay moved, seconded by Member Puchalski, that a County Board Member be authorized to attend the 2018 NACo Legislative Conference in Washington D.C. from March 1-4, 2018, expenses to include registration and meals for an approximate total of $775.00. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Motion carried.

Member Fichtner moved, seconded by Member Zay, that Resolution #FI-R-0061-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Motion carried.
RESOLUTION
FI-R-0061-18
ACCEPTANCE AND APPROPRIATION OF
THE NATIONAL FORENSIC SCIENCE IMPROVEMENT PROGRAM GRANT FY17
INTERGOVERNMENTAL AGREEMENT NO. 717503
COMPANY 5000 - ACCOUNTING UNIT 4520
$28,449
(Under the administrative direction of the DuPage County Sheriff’s Office)

WHEREAS, the County of DuPage, through the DuPage County Sheriff’s Office Crime Laboratory, has been notified by the Illinois Criminal Justice Information Authority that grant funds in the amount of $28,449.00 (TWENTY-EIGHT THOUSAND, FOUR HUNDRED FORTY-NINE AND NO/100 DOLLARS) are available for the continuing implementation of the National Forensic Science Improvement Grant Program; and

WHEREAS, to receive said grant funds, the County of DuPage must enter into Intergovernmental Agreement No. 717503 with the Illinois Criminal Justice Information Authority, a copy of which is attached to and incorporated as a part of this Resolution by reference (Attachment II); and

WHEREAS, the term of the grant agreement is from January 1, 2018 through December 31, 2018; and

WHEREAS, no additional County funds are required to receive this funding; and

WHEREAS, acceptance of this grant does not add any additional subsidy from the County; and

WHEREAS, the County Board finds that the need to appropriate said grant funds creates an emergency within the meaning of the Counties Act, Budget Division (55 ILCS 5/6-1003).

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that Intergovernmental Agreement No. 717503 (Attachment II) between DuPage County and the Illinois Criminal Justice Information Authority is hereby accepted; and

BE IT FURTHER RESOLVED by the DuPage County Board that the additional appropriation on the attached sheet (Attachment I) in the amount of $28,449.00 (TWENTY-EIGHT THOUSAND, FOUR HUNDRED FORTY-NINE AND NO/100 DOLLARS) be made to establish the National Forensic Science Improvement Program Grant FY17, Company 5000 - Accounting Unit 4520, for the period January 1, 2018 through December 31, 2018; and

BE IT FURTHER RESOLVED that should state and/or federal funding cease for this grant, the Judicial and Public Safety Committee shall review the need for continuing the specified program and associated headcount; and
BE IT FURTHER RESOLVED that should the Judicial and Public Safety Committee determine the need for other funding is appropriate, it may recommend action to the County Board by Resolution.

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

Member Fichtner moved, seconded by Member Zay, that Resolution #FI-R-0062-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Motion carried.

RESOLUTION
FI-R-0062-18
ACCEPTANCE AND APPROPRIATION OF THE
U.S. DEPARTMENT OF JUSTICE - NATIONAL INSTITUTE OF JUSTICE
2017 DNA BACKLOG REDUCTION PROJECT GRANT
AGREEMENT NO. 2017-DN-BX-0045
COMPANY 5000 - AGENCY 4510
$238,972
(Under the administrative direction of the DuPage County Sheriff’s Office)

WHEREAS, the County of DuPage, through the DuPage County Sheriff’s Office, has been notified by the U.S. Department of Justice - National Institute of Justice that grant funds in the amount of $238,972.00 (TWO HUNDRED THIRTY-EIGHT THOUSAND, NINE HUNDRED SEVENTY-TWO AND NO/100 DOLLARS) are available to help reduce the number of forensic DNA samples awaiting analysis by increasing the capacity of the laboratory in the DuPage County Sheriff’s Office; and

WHEREAS, to accept Grant Award No. 2017-DN-BX-0045, the County of DuPage must agree to accept the Grant Agreement and Special conditions that apply to Grant Award No. 2017-DN-BX-0045, a copy of which is attached to and incorporated as a part of this Resolution by reference (Attachment II); and

WHEREAS, the term of the grant agreement is from January 1, 2018 through December 31, 2019; and

WHEREAS, no additional County funds are required to receive this funding; and

WHEREAS, acceptance of this grant does not add any additional subsidy from the County; and
WHEREAS, the County Board finds that the need to appropriate said grant funds creates an emergency within the meaning of the Counties Act, Budget Division (55 ILCS 5/6-1003).

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that Grant Agreement and Special Conditions of Grant Award No. 2017-DN-BX-0045 (Attachment II) between DuPage County and the U.S. Department of Justice - National Institute of Justice be and is hereby accepted; and

BE IT FURTHER RESOLVED by the DuPage County Board that the additional appropriation on the attached sheet (Attachment I) in the amount of $238,972.00 (TWO HUNDRED THIRTY-EIGHT THOUSAND, NINE HUNDRED SEVENTY-TWO AND NO/100 DOLLARS) be made to establish 2017 DNA Backlog Reduction Project Grant, Company 5000 - Accounting Unit 4510, for the period January 1, 2018 through December 31, 2019; and

BE IT FURTHER RESOLVED by the DuPage County Board that the DuPage County Sheriff’s Office is authorized to sign Grant Award No. 2017-DN-BX-0045 as Authorized Recipient Official; and

BE IT FURTHER RESOLVED that should state and/or federal funding cease for this grant, the Judicial and Public Safety Committee shall review the need for continuing the specified program and associated headcount; and

BE IT FURTHER RESOLVED that should the Judicial and Public Safety Committee determine the need for other funding is appropriate, it may recommend action to the County Board by Resolution.

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

Member Fichtner moved, seconded by Member Zay, that Resolution #FI-R-0063-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Motion carried.
RESOLUTION
FI-R-0063-18
ACCEPTANCE AND APPROPRIATION OF
THE ILDCEO COMMUNITY SERVICES BLOCK GRANT PY18
NOTICE OF STATE AWARD (NOGA) 18-231028
COMPANY 5000 - AGENCY 1650
$1,039,715
(Under the administrative direction of the Community Services Department)

WHEREAS, the County of DuPage has been notified by the Illinois Department of Commerce and Economic Opportunity that grant funds in the amount of $1,039,715 (ONE MILLION THIRTY-NINE THOUSAND, SEVEN HUNDRED FIFTEEN AND NO/100 DOLLARS) are available to be used to assist low-income individuals and families in becoming self-sufficient; and

WHEREAS, to receive said grant funds, the County of DuPage must enter into NOGA 18-231028 with the Illinois Department of Commerce and Economic Opportunity, a copy of which is attached to and incorporated as a part of this Resolution by reference (Attachment II); and

WHEREAS, the term of the agreement is from January 1, 2018 through December 31, 2018; and

WHEREAS, no additional County funds are required to receive this funding; and

WHEREAS, acceptance of this grant does not add any additional subsidy from the County; and

WHEREAS, the County Board finds that the need to appropriate said grant funds creates an emergency within the meaning of the Counties Act, Budget Division (55 ILCS 5/6-1003).

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that NOGA 18-231028 (Attachment II) between DuPage County and Illinois Department of Commerce and Economic Opportunity is hereby accepted; and

BE IT FURTHER RESOLVED by the DuPage County Board that the additional appropriation on the attached sheet (Attachment I) in the amount of $1,039,715 (ONE MILLION THIRTY-NINE THOUSAND, SEVEN HUNDRED FIFTEEN AND NO/100 DOLLARS) be made to establish the ILDCEO Community Services Block Grant PY18, Company 5000 - Accounting Unit 1650, for the period January 1, 2018 through December 31, 2018; and

BE IT FURTHER RESOLVED by the DuPage County Board that the Director of Community Services is approved as the County’s Authorized Representative; and
BE IT FURTHER RESOLVED that should state and/or federal funding cease for this grant, the Health and Human Services Committee shall review the need for continuing the specified program; and

BE IT FURTHER RESOLVED that should the Health and Human Services Committee determine the need for other funding is appropriate, it may recommend action to the County Board by Resolution.

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

Member Fichtner moved, seconded by Member Zay, that Resolution #FI-R-0064-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Motion carried.

RESOLUTION
FI-R-0064-18
ADDITIONAL APPROPRIATION
SUBSIDIZED TAXI FUND
COMPANY 1000, ACCOUNTING UNIT 1620
$1,105

WHEREAS, appropriations for the Subsidized Taxi Fund for Fiscal Year 2017 were adopted by the County Board pursuant to Ordinance FI-O-0042-16; and

WHEREAS, due to an increase in contractual expenditures and also an increase in revenue, the Subsidized Taxi Fund has a need for an additional appropriation in the Subsidized Taxi Fund in Fiscal Year 2017; and

WHEREAS, the current budget in the Subsidized Taxi Fund does not include sufficient appropriations to accommodate said contractual expenditures; and

WHEREAS, the amount necessary to accommodate said contractual expenditures is $1,105.00 (ONE THOUSAND, ONE HUNDRED AND FIVE DOLLARS); and

WHEREAS, there is projected to be sufficient unappropriated cash in the Subsidized Taxi Fund to support an additional appropriation of $1,105.00 (ONE THOUSAND, ONE HUNDRED AND FIVE DOLLARS); and
WHEREAS, the DuPage County Board finds that the need to appropriate said additional funds creates an emergency within the meaning of the Counties Act, Budget Division (55 ILCS 5/6-1003).

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that the additional appropriation on the attached sheet (Attachment) in the amount of $1,105.00 (ONE THOUSAND, ONE HUNDRED AND FIVE DOLLARS) is hereby accepted and added to the Fiscal Year 2017 Appropriation Ordinance.

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

Member Fichtner moved, seconded by Member Zay, that Resolution #FI-R-0065-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Motion carried.

RESOLUTION
FI-R-0065-18
ACCEPTANCE AND APPROPRIATION OF THE LOW INCOME HOME ENERGY ASSISTANCE PROGRAM HHS GRANT FY18 INTERGOVERNMENTAL AGREEMENT NO. 18-224028 COMPANY 5000 - ACCOUNTING UNIT 1420 $1,398,103
(Under the administrative direction of the Community Services Department)

WHEREAS, the County of DuPage has been notified by the Illinois Department of Commerce and Economic Opportunity that grant funds in the amount of $1,398,103 (ONE MILLION, THREE HUNDRED NINETY-EIGHT THOUSAND, ONE HUNDRED THREE AND NO/100 DOLLARS) are available to be used to assist low-income DuPage County residents by offsetting the rising cost of home energy through direct financial assistance, energy counseling, outreach, and education; and

WHEREAS, to receive said grant funds, the County of DuPage must enter into Intergovernmental Agreement No. 18-224028 with the Illinois Department of Commerce and Economic Opportunity, a copy of which is attached to and incorporated as a part of this Resolution by reference (Attachment II); and

WHEREAS, the period of the grant agreement is from October 1, 2017 through June 30, 2019; and
WHEREAS, no additional County funds are required to receive this funding; and

WHEREAS, acceptance of this grant does not add any additional subsidy from the County; and

WHEREAS, the County Board finds that the need to appropriate said grant funds creates an emergency within the meaning of the Counties Act, Budget Division (55 ILCS 5/6-1003).

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that the Intergovernmental Agreement No. 18-224028 (Attachment II) between DuPage County and Illinois Department of Commerce and Economic Opportunity is hereby accepted; and

BE IT FURTHER RESOLVED by the DuPage County Board that the additional appropriation on the attached sheet (Attachment I) be made to establish the Low Income Home Energy Assistance Program HHS Grant FY18, Company 5000 - Accounting Unit 1420 for the period October 1, 2017 through June 30, 2019; and

BE IT FURTHER RESOLVED by the DuPage County Board that the Director of Community Services is approved as the County’s Authorized Representative; and

BE IT FURTHER RESOLVED that should state and/or federal funding cease for this grant, the Health and Human Services Committee shall review the need for continuing the specified program and related head count; and

BE IT FURTHER RESOLVED that should the Health and Human Services Committee determine the need for other funding is appropriate, it may recommend action to the County Board by Resolution.

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

Member Fichtner moved, seconded by Member Larsen, that Resolution #FI-R-0067-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Motion carried.
RESOLUTION
FI-R-0067-18
BUDGET TRANSFERS-VARIOUS COMPANIES AND
ACCOUNTING UNITS FISCAL YEAR 2017 AND 2018

WHEREAS, it appears that certain appropriations for various County companies and
accounting units are insufficient to cover necessary expenditures for the balance of the 2017 and
2018 fiscal years; and

WHEREAS, it appears that there are other appropriations within these companies and
accounting units from which transfers can be made at the present time to meet the need for funds.

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that the attached
transfers be made within the indicated companies and accounting units.

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

Member Fichtner moved, seconded by Member Chaplin, that Resolution #FI-R-0068-18
be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott,
Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore,
Wiley and Zay voted “aye.” Motion carried.

RESOLUTION
FI-R-0068-18
ABATEMENT OF THE
SPECIAL SERVICE AREA NUMBER THIRTY-ONE
2017 TAX LEVY IN THE AMOUNT OF
$1,563,148

WHEREAS, the DuPage County Board, heretofore adopted Ordinance OFI-002-06,
setting forth the 2017 Tax Levy for Special Service Area Number Thirty-One to be collected in
Fiscal Year 2018; and

WHEREAS, Ordinance OFI-002-06 directs the DuPage County Clerk to levy for the
Special Service Area Number Thirty-One Debt Service Fund in the amount of $2,628,000 (TWO
MILLION, SIX HUNDRED TWENTY-EIGHT THOUSAND AND NO/100 DOLLARS) for
DuPage County’s 2017 Tax Year Levy to be collected in 2018; and
WHEREAS, pursuant to Section 3(e) of said Ordinance, the County has entered into an Administrative Services Agreement with MuniCap, Inc. (“Consultant”) to provide special service area administration services related to Special Service Area Number Thirty-One; and

WHEREAS, pursuant to Section 6 of said Ordinance, the Special Taxes shall be abated each year to the extent that other moneys deposited and available in the debt service fund exceed the special tax requirement as calculated by the Consultant on behalf of the County; and

WHEREAS, pursuant to said Administrative Services Agreement, the Consultant has determined that revenues available in the debt service fund are sufficient to provide for an abatement of the 2017 Special Service Area Number Thirty-One Tax Levy in the amount of $1,563,148 (ONE MILLION, FIVE HUNDRED SIXTY-THREE THOUSAND, ONE HUNDRED FORTY-EIGHT AND NO/100 DOLLARS).

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board, that the 2017 Special Service Area Number Thirty-One Tax Levy be abated in the amount of $1,563,148 (ONE MILLION, FIVE HUNDRED SIXTY-THREE THOUSAND, ONE HUNDRED FORTY-EIGHT AND NO/100 DOLLARS) and that the amount of the 2017 Tax Levy for Special Service Area Number Thirty-One to be levied, before any amounts added by the DuPage County Clerk for the cost of collection, be in the amount of $1,064,852 (ONE MILLION, SIXTY-FOUR THOUSAND, EIGHT HUNDRED FIFTY-TWO AND NO/100 DOLLARS).

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

Member Fichtner moved, seconded by Member Zay, that Resolution #FI-R-0070-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Motion carried.

RESOLUTION
FI-R-0070-18
PLACING NAMES ON PAYROLL

WHEREAS, the DuPage County Board heretofore adopted a position classification and Pay Plan for all County employees.

NOW, THEREFORE BE IT RESOLVED that the names as specified below be placed on the regular or temporary payroll at the salaries, classifications, and with the effective date as more particularly set forth below:
CORPORATE FUND

REPLACEMENTS

SHERIFF 1000-4401

Effective January 17, 2018
  Ashleigh Thorson, Radio Dispatcher
  Class 2242, Range 409 at $43,614 per year

PROMOTIONS

SHERIFF 1000-4410

Effective January 13, 2018
  Paul Biernacki, Deputy Sheriff Corporal
  Class 2235, Range 412 at $95,650 per year, from
  Class 2233, Range 411 at $93,774 per year

Effective January 13, 2018
  Michael Garland, Deputy Sheriff Corporal
  Class 2235, Range 412 at $67,777 per year, from
  Class 2233, Range 411 at $66,448 per year

Effective January 13, 2018
  Jason Weiner, Deputy Sheriff Corporal
  Class 2235, Range 412 at $65,286 per year, from
  Class 2233, Range 411 at $64,005 per year

TEMPORARY

FACILITIES MANAGEMENT 1000-1100

Effective February 14, 2018
  Matthew Moll, Housekeeper I
  Class 4210, Range 106 at $10.92 per hour

NON-CORPORATE FUND

REPLACEMENTS

CARE CENTER 1200-2050

Effective February 5, 2018
  Jakita Steele, Certified Nursing Associate
  Class 4111, Range 108 at $27,040 per year
CARE CENTER 1200-2080

Effective February 14, 2018
Andrew Hougan, Chaplain
Class 4341, Range 312 at $52,000 per year

CARE CENTER 1200-2100

Effective February 5, 2018
Merceda Malay, Dining Services Worker
Class 4237, Range 106 at $22,722 per year

COMMUNITY SERVICES 5000-1720

Effective February 20, 2018
Deborah Simpson, Administrative Specialist
Class 1165, Range 110 at $37,500 per year

Effective February 26, 2018
Roseann Montgomery, Office Assistant
Class 1004, Range 108 at $28,000 per year

PROMOTIONS

PUBLIC WORKS 2000-2555

Effective February 14, 2018
Robert Houston, Water/Wastewater Maintenance Supervisor
Class 3217, Range 212 at $86,190 per year, from
Class 3216 at $61,945 per year

TEMPORARY

CARE CENTER 1200-2050

Effective January 27, 2018
Elaine Smith, Certified Nursing Associate
Class 4111, Range 108 at $19.41 per hour

Effective February 5, 2018
Tierra Macon, Certified Nursing Associate
Class 4111, Range 108 at $13.00 per hour

Effective February 5, 2018
Erica Mitchell, Certified Nursing Associate
Class 4111, Range 108 at $13.00 per hour
Effective February 5, 2018
Candace Ward, Certified Nursing Associate
Class 4111, Range 108 at $13.00 per hour

TEMPORARY

Effective February 5, 2018
Anna Washington, Certified Nursing Associate
Class 4111, Range 108 at $13.15 per hour

BE IT FURTHER RESOLVED that the County Clerk be directed to transmit copies of
this Resolution to the Auditor, Treasurer, Finance Department, Human Resources Department
and one copy to the County Board.

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

Member Fichtner moved, seconded by Member Zay, that Resolution #FI-P-0416A-17 be
approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott,
Fichtner, Grant, Grasso, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore,
Wiley and Zay voted “aye.” Motion carried.

RESOLUTION
FI-P-0416A-17
AMENDMENT TO RESOLUTION FI-P-0416-17
ISSUED TO MESIROW INSURANCE SERVICES, INC. (LANDMARK)
FOR HEALTHCARE PROFESSIONAL LIABILITY INSURANCE FOR THE JAIL
(INCREASE THE CONTRACT $6,398.00)

WHEREAS, Resolution FI-P-0416-17 was approved and adopted by the DuPage County
Board on October 24, 2017; and

WHEREAS, one of the medical doctors at the Jail are reducing their hours and it is in the
best interest of the County to hire an additional psychiatrist; and

WHEREAS, the Finance Committee recommends changes as stated in Change Order
Notice to increase County Contract 2918-0001 SERV in the amount of $6,398.00 to cover the
costs of an additional medical doctor at the County Jail for the period covering February 1, 2018
to December 1, 2018.

NOW, THEREFORE BE IT RESOLVED, that County Board adopts the Change Order
Notice dated February 2, 2018 to County Contract 2918-0001 SERV, to cover the costs of an
additional medical doctor at the County Jail for the period February 1, 2018 to December 1, 2018, to increase the encumbrance in the amount of $6,398.00, resulting in a new amended contract total amount not to exceed $197,984.00.

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

Member Krajewski moved, seconded by Member Elliott, that Resolution #ACC-P-0139C-16 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.

RESOLUTION
ACC-P-0139C-16
AMENDMENT TO RESOLUTION ACC-P-0139B-16 ISSUED TO HENRY SCHEIN ANIMAL HEALTH TO PROVIDE VETERINARY MEDICAL SUPPLIES FOR DU PAGE COUNTY ANIMAL CARE & CONTROL (INCREASE CONTRACT TOTAL AMOUNT $13,000.00)

WHEREAS, Resolution ACC-P-0139B-16 was approved and adopted by the County Board on November 28, 2017; and

WHEREAS, the Animal Care & Control Committee recommends changes as stated in the Change Order Notice to increase Purchase Order 1867-0001 in the amount of $13,000.00 for Animal Care & Control.

NOW, THEREFORE BE IT RESOLVED, that County Board adopts the Change Order Notice dated February 13, 2018, to increase the Purchase Order 1867-0001 issued to Henry Schein Animal Health in the amount of $13,000.00, for Animal Care & Control, resulting in an amended contract total amount of $87,500.00.

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

Member Tornatore moved, seconded by Member Elliott, that Ordinance #DC-O-0013-18 (petitioner Giagnorio) be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan,
Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.

ORDINANCE
DC-O-0013-18
ZP-Z17-018 (Giagnorio)

WHEREAS, a public hearing was held on November 22, 2017 in the DuPage County Administration Building, 421 North County Farm Road, Wheaton, Illinois at 2:30 P.M. before the DuPage County Zoning Hearing Officer and notice of said hearing was duly given; and

WHEREAS, a petition was presented at this hearing requesting the following zoning relief:

1. Variation to allow an existing accessory building in front of the front wall of the house.
2. Variation to reduce the side yard setback from 20 feet to 10 feet on the property hereinafter described:

THE SOUTH 182.00 FEET OF THE NORTH 200.00 FEET OF THE SOUTH 896.50 FEET, BOTH MEASURED ON THE WEST LINE, OF THE WEST 1308.90 FEET, MEASURED ON THE SOUTH LINE, (EXCEPT THE EAST 654.45 FEET THEREOF) OF THE NORTHWEST QUARTER OF SECTION 2, TOWNSHIP 39 NORTH, RANGE 9 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN DU PAGE COUNTY, ILLINOIS; and

WHEREAS, the DuPage County Zoning Hearing Officer having considered in relation to the above requested zoning petition presented at the above hearing does find as follows:

FINDINGS OF FACT:

1. That the petitioner has demonstrated that the garage was built at a time when the zoning code allowed accessory building to be constructed in front of the front wall of the home, irrespective of the fact that the garage was built without a permit.

2. That the subject property is over two acres of land and the existing home of the property is built approximately 386 feet from the front property line.

3. That petitioner indicates that when the garage was built it was built in front of the home as the nearest home to the property was located behind the home on the adjacent property to the south. Furthermore, petitioner has indicted that the only place to build the garage, (other than where it is built) would be to the area of the home where the septic was located as are several mature trees.
4. That the ZHO finds that the location of the existing garage does not impair light or air to adjacent properties given the size of the subject property and the size of the majority of the properties in the area which are all over 2.5 acres in size.

5. That the ZHO finds that the existing garage is adequately screened from adjacent properties by mature vegetation which is required to remain around the garage or be replaced in like manner.

**PETITIONER’S DEVELOPMENT FACT SHEET**

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<thead>
<tr>
<th>GENERAL ZONING CASE INFORMATION</th>
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<tbody>
<tr>
<td>CASE #/PETITIONER</td>
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<tr>
<td>ZONING REQUEST</td>
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<tr>
<td>OWNER</td>
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<td>ADDRESS/LOCATION</td>
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<td>PIN</td>
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<td>TWSP./CTY. BD. DIST.</td>
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<td>ZONING/LUP</td>
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<td>AREA</td>
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WHEREAS, the DuPage County Zoning Hearing Officer having considered in relation to the above recommends to approve the following zoning relief:

1. Variation to allow an existing accessory building in front of the front wall of the house.

2. Variation to reduce the side yard setback from 20 feet to 10 feet.

Subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s site plan made part of Zoning Petition #Z17-018 Giagnorio, dated January 16, 2018.

2. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs on the property.

3. That in conjunction with the submittal of a building permit the developer provides a landscape plan showing full landscape screens around the perimeter of the garage. The required screen can include preservation of existing vegetation.

4. That the detached garage be used for domestic items only and that there be no business use of the facility nor any storage of commercial vehicle or equipment; and
WHEREAS, the County Board Development Committee on February 6, 2018 considered the above findings and recommendations of the DuPage County Zoning Hearing Officer and recommends to concur with the findings and recommends to approve the following zoning relief:

1. Variation to allow an existing accessory building in front of the front wall of the house.

2. Variation to reduce the side yard setback from 20 feet to 10 feet.

Subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s site plan made part of Zoning Petition # Z17-018 Giagnorio, dated January 16, 2018.

2. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs on the property.

3. That in conjunction with the submittal of a building permit the developer provides a landscape plan showing full landscape screens around the perimeter of the garage. The required screen can include preservation of existing vegetation.

4. That the detached garage be used for domestic items only and that there be no business use of the facility nor any storage of commercial vehicle or equipment.

NOW, THEREFORE, BE IT ORDAINED by the County Board of DuPage County, Illinois that the following zoning relief be granted:

1. Variation to allow an existing accessory building in front of the front wall of the house.

2. Variation to reduce the side yard setback from 20 feet to 10 feet on the property hereinafter described:

THE SOUTH 182.00 FEET OF THE NORTH 200.00 FEET OF THE SOUTH 896.50 FEET, BOTH MEASURED ON THE WEST LINE, OF THE WEST 1308.90 FEET, MEASURED ON THE SOUTH LINE, (EXCEPT THE EAST 654.45 FEET THEREOF) OF THE NORTHWEST QUARTER OF SECTION 2, TOWNSHIP 39 NORTH, RANGE 9 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN DU PAGE COUNTY, ILLINOIS; and

Subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s site plan made part of Zoning Petition #Z17-018 Giagnorio, dated January 16, 2018.

2. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs on the property.
3. That in conjunction with the submittal of a building permit the developer provides a landscape plan showing full landscape screens around the perimeter of the garage. The required screen can include preservation of existing vegetation.

4. That the detached garage be used for domestic items only and that there be no business use of the facility nor any storage of commercial vehicle or equipment; and

BE IT FURTHER ORDAINED by the County Board of DuPage County, Illinois that should any section, clause or provision of this Ordinance be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the Ordinance as a whole or any part thereof, other than the part so declared to be invalid; and

BE IT FURTHER ORDAINED that a certified copy of this Ordinance be transmitted by the County Clerk to the DuPage County Finance Department; DuPage County Auditor; DuPage County Treasurer; Paul J. Hoss, Zoning; State’s Attorney’s Office; DuPage County Health Department; DuPage County Division of Transportation; Geralynn Giagnorio, 1N521 Prince Crossing Road, West Chicago, Illinois 60185 and Winfield Township Assessor, 130 Arbor Avenue, West Chicago, Illinois 60185.

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

Member Tornatore moved, seconded by Member Larsen, that Ordinance #DC-O-0014-18 (petitioner Galgano) be approved and adopted.

Member Chaplin left the room to avoid a conflict of interest.

Member Tornatore moved, seconded by Member Larsen, that Ordinance #DC-O-0014-18 (petitioner Galgano) be approved and adopted. On roll call, Members Anderson, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Members Chaplin and Grasso were not present at the time of roll call. Motion carried.

ORDINANCE
DC-O-0014-18
ZP-Z17-053 (Galgano)

WHEREAS, a public hearing was held on January 11, 2018 in the DuPage County Administration Building, 421 North County Farm Road, Wheaton, Illinois at 6:00 P.M. before the DuPage County Zoning Board of Appeals and notice of said hearing was duly given; and
WHEREAS, a petition was presented at this hearing requesting the following zoning relief:

1. Variation to reduce the side yard setback from 20 feet to approximately 10 feet for a garage addition; and

2. Conditional use to allow more than six (6) passenger vehicles to not more than nine (9) passenger vehicles on a residential property on the property hereinafter described:

LOT 2 IN THE GROVE HILLS, (EXCEPT THE EAST 107.25 FEET AS MEASURED PARALLEL WITH EAST LINE THEREOF), BEING A SUBDIVISION IN PART OF SECTIONS 21 AND 22, TOWNSHIP NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED FEBRUARY 19, 1945 AS DOCUMENT 472853, IN DU PAGE COUNTY, ILLINOIS; and

WHEREAS, the Zoning Board of Appeals having considered in relation to the above requested zoning petition presented at the above hearing and at the recommendation meeting held on February 1, 2018 does find as follows:

FINDINGS OF FACT:

A. That petitioner testified that he seeks the zoning relief to allow him to develop a new garage addition on the property in order to store and park the petitioner’s passenger vehicles.

B. That petitioner testified that he is entitled to park six (6) passenger vehicles on the property as well as encumber up to 500 square feet of area for recreational vehicles.

C. That petitioner testified that while he does not have recreational vehicle storage needs he does collect “high-end” passenger vehicles.

D. That petitioner testified that he seeks to store his higher-end passenger vehicles at his home in an enclosed building rather than storing or parking the vehicles off site in a warehouse.

E. That petitioner testified that he proposes to store the vehicles in a garage addition that is adjacent to and connected to his existing garage.

F. That petitioner testified that the home on the property is built at an irregular angle to the generally rectilinear lot and as such, the existing garage on the property is built in a manner that is irregular to the east property line of the property.

1. As such, petitioner testified that he seeks a variation from the required 20 foot side yard setback to accommodate a very small portion of the proposed new garage addition.
2. Petitioner testified that only approximately 50 sq. ft. of the new garage addition will encroach into the required 20 foot side yard setback and only at an acute angle with the bulk of the new addition being built outside of the required 20 foot side yard setback.

G. That petitioner testified that his property is unique; to wit:
   1. The property is approximately 2.25 acres in size;
   2. The property is heavily landscaped and wooded; and
   3. The house is setback approximately 100 feet from the front property line.

H. That petitioner testified that the area adjacent to the garage addition is currently heavily landscaped and petitioner will emplace additional landscaping along the east property lien to buffer the addition from the adjacent property owner to the east.
   1. That petitioner testified and submitted a notarized letter from the property owner to the east indicating that that owner does not object to the variations requests.

STANDARDS FOR VARIATIONS:
1. That the Zoning Board of Appeals finds that petitioner has demonstrated that the granting of the Variation is in harmony with the general purpose and intent of the Zoning Ordinance, and will not be injurious to the neighborhood, detrimental to the public welfare, or in conflict with the County’s comprehensive plan for development.

2. That the Zoning Board of Appeals finds that petitioner has demonstrated the granting of the Variation will not:
   a. Impair an adequate supply of light and air to the adjacent property as petitioner has demonstrated that the proposed building addition only slightly encroaches into the required 20 foot side yard setback and that petitioner has demonstrated that there is adequate landscape screening along the east property line to buffer any impact of the building addition on the property to the east.
   b. Increase the hazard from fire or other dangers to said property as petitioner has demonstrated that the proposed development will comply with all other codes of the County.
   c. Diminish the value of land and buildings throughout the County as petitioner has demonstrated that the proposed development will enable petitioner to park and store his vehicles inside an enclosed building and that building will be buffered from adjacent properties and roadways with existing and proposed landscaping.
   d. Increase the potential for flood damages to adjacent property as petitioner has demonstrated that the proposed development will comply with all other codes of the county including the required regulation of the Countywide Stormwater Ordinance.
PETITIONER’S DEVELOPMENT FACT SHEET

GENERAL ZONING CASE INFORMATION

<table>
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<tr>
<th>CASE #/PETITIONER</th>
<th>Z17-053 Galgano</th>
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| ZONING REQUEST:  | 1. Variation to reduce the side yard setback from 20 feet to approximately 10 feet for a garage addition (Section 37-701.2)  
                      2. Conditional use to allow more than 6 passenger vehicle on a residential property (Section 37-701.1) |
| OWNER            | RICH GALGANO, 24W100 Donwood Circle West, Naperville, Illinois 60540 |
| ADDRESS/LOCATION| 24W100 Donwood Circle West, Naperville, Illinois 60540 |
| PIN              | 08-21-201-061 |
| TWSP./CTY. BOARD DISTRICT | Lisle/District 5 |
| ZONING/LUP       | R-1 SF Residence  
                      0-5 DU AC. |
| AREA             | 2.28 (99,316.8) |
| UTILITIES        | Septic and Well |
| PUBLICATION DATE | Daily Herald: December 21, 2017 |
| PUBLIC HEARING   | January 11, 2018 |

GENERAL BULK REQUIREMENTS:

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<th>PROPOSED</th>
</tr>
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<tbody>
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<td>Front Yard:</td>
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</tr>
<tr>
<td>East Int. Side Yard:</td>
<td>20 feet</td>
<td>29 feet</td>
<td>10 feet</td>
</tr>
<tr>
<td>West Int. Side Yard:</td>
<td>20 feet</td>
<td>31.53 feet</td>
<td>31.53 feet</td>
</tr>
<tr>
<td>Rear Yard:</td>
<td>50 feet</td>
<td>164 feet</td>
<td>164 feet</td>
</tr>
<tr>
<td>Height:</td>
<td>36 feet</td>
<td>36 feet</td>
<td>Not more than 36 feet</td>
</tr>
<tr>
<td>Floor Area Ratio:</td>
<td>.20 (19,863 sq. ft.)</td>
<td>Approximately 7,000 sq. feet</td>
<td>Approximately 835 sq. feet additional to approximately 7,840 sq. feet</td>
</tr>
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</table>

WHEREAS, the Zoning Board of Appeals having considered in relation to the above and at the recommendation meeting held on February 1, 2018 recommends to approve the following zoning relief:

1. Variation to reduce the side yard setback from 20 feet to approximately 10 feet for a garage addition; and

2. Conditional use to allow more than six (6) passenger vehicles to not more than nine (9) passenger vehicles on a residential property.
Subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s site plan made part of Zoning Petition #Z17-053 Galgano, dated January 11, 2018.

2. That the Zoning Relief Conditional Use for nine (9) passenger vehicles shall be valid for five (5) years from the date of approval of the zoning relief.

3. That the Conditional Use for the parking of more than six (6) passenger vehicles to not more than nine (9) passenger vehicles shall inure only to the current property owner Rich Galgano and shall not be transferrable and shall expire upon the sale of the property to another property owner.

4. That there be no more than nine (9) passenger vehicles parked or stored on the subject property and only parked or stored inside the garage buildings.

5. That the garage and garage addition be used for the storage of domestic items only and that there be no commercial use of the building or property and no parking of commercial vehicles and equipment on the property.

6. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs on the property.

7. That in conjunction with the submittal of a building permit the developer provide a landscape plan showing a full landscape screen around the perimeter of the new garage addition.

8. That the property be developed in accordance with all other codes and Ordinances of DuPage County; and

WHEREAS, the County Board Development Committee on February 6, 2018 considered the above findings and recommendations of the Zoning Board of Appeals and recommends to concur with the findings and recommends to approve the following zoning relief:

1. Variation to reduce the side yard setback from 20 feet to approximately 10 feet for a garage addition; and

2. Conditional use to allow more than six (6) passenger vehicles to not more than nine (9) passenger vehicles on a residential property.

Subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s site plan made part of Zoning Petition #Z17-053, Galgano dated January 11, 2018.
2. That the Zoning Relief Conditional Use for nine (9) passenger vehicles shall be valid for five (5) years from the date of approval of the zoning relief.

3. That the Conditional Use for the parking of more than six (6) passenger vehicles to not more than nine (9) passenger vehicles shall inure only to the current property owner Rich Galgano and shall not be transferrable and shall expire upon the sale of the property to another property owner.

4. That there be no more than nine (9) passenger vehicles parked or stored on the subject property and only parked or stored inside the garage buildings.

5. That the garage and garage addition be used for the storage of domestic items only and that there be no commercial use of the building or property and no parking of commercial vehicles and equipment on the property.

6. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs on the property.

7. That in conjunction with the submittal of a building permit the developer provide a landscape plan showing a full landscape screen around the perimeter of the new garage addition.

8. That the property be developed in accordance with all other codes and Ordinances of DuPage County.

NOW, THEREFORE, BE IT ORDAINED by the County Board of DuPage County, Illinois that the following zoning relief be granted:

1. Variation to reduce the side yard setback from 20 feet to approximately 10 feet for a garage addition; and

2. Conditional use to allow more than six (6) passenger vehicles to not more than nine (9) passenger vehicles on a residential property on the property hereinafter described:

LOT 2 IN THE GROVE HILLS, (EXCEPT THE EAST 107.25 FEET AS MEASURED PARALLEL WITH EAST LINE THEREOF), BEING A SUBDIVISION IN PART OF SECTIONS 21 AND 22, TOWNSHIP NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOFRecorded FEBRUARY 19, 1945 AS DOCUMENT 472853, IN DU PAGE COUNTY, ILLINOIS.

The Zoning Relief is subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s site plan made part of Zoning Petition #Z17-053 Galgano, dated January 11, 2018.
2. That the Zoning Relief Conditional Use for nine (9) passenger vehicles shall be valid for five (5) years from the date of approval of the zoning relief.

3. That the Conditional Use for the parking of more than six (6) passenger vehicles to not more than nine (9) passenger vehicles shall inure only to the current property owner Rich Galgano and shall not be transferrable and shall expire upon the sale of the property to another property owner.

4. That there be no more than nine (9) passenger vehicles parked or stored on the subject property and only parked or stored inside the garage buildings.

5. That the garage and garage addition be used for the storage of domestic items only and that there be no commercial use of the building or property and no parking of commercial vehicles and equipment on the property.

6. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs on the property.

7. That in conjunction with the submittal of a building permit the developer provide a landscape plan showing a full landscape screen around the perimeter of the new garage addition.

8. That the property be developed in accordance with all other codes and Ordinances of DuPage County; and

    BE IT FURTHER ORDAINED by the County Board of DuPage County, Illinois that should any section, clause or provision of this Ordinance be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the Ordinance as a whole or any part thereof, other than the part so declared to be invalid; and

    BE IT FURTHER ORDAINED that a certified copy of this Ordinance be transmitted by the County Clerk to the DuPage County Finance Department; DuPage County Auditor; DuPage County Treasurer; Paul J. Hoss, Zoning; State’s Attorney’s Office; DuPage County Health Department; DuPage County Division of Transportation; Rich Galgano, 24W100 Donwood Circle West, Naperville, Illinois 60540 and Lisle Township Assessor, 4721 Indiana Avenue, Lisle, Illinois 60532.

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

Member Tornatore moved, seconded by Member Puchalski, that Ordinance #DC-O-0015-18 (petitioner Pioneer Childcare) be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Hart, Healy, Khouri, Krajewski,
Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.

ORDINANCE
DC-O-0015-18
ZP-Z17-055 (Pioneer Childcare)

WHEREAS, a public hearing was held on January 18, 2018 in the DuPage County Administration Building, 421 North County Farm Road, Wheaton, Illinois at 6:00 P.M. before the DuPage County Zoning Board of Appeals and notice of said hearing was duly given; and

WHEREAS, a petition was presented at this hearing requesting the following zoning relief:

1. Variation to reduce the front yard setback from 40’ to approximately 20’ for a new parking lot; and

2. A Variation to reduce the east corner side yard setback from 30 feet to approximately 5 feet for a new parking lot; and

3. A Variation to reduce the south rear yard setback from 40 feet to approximately 5 feet for a new parking lot on the property hereinafter described:

LOTS 1, 2, 3, 4 AND 5 IN BLOCK 2 IN LASALLE REALTY COMPANY’S VILLA ROOSEVELT, BEING A SUBDIVISION OF THE WEST HALF OF THE WEST HALF OF THE NORTHEAST QUARTER AND THE EAST HALF OF THE NORTHEAST QUARTER, ALL IN SECTION 21, TOWNSHIP 30 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED APRIL 1, 1929 AS DOCUMENT NO. 276750, IN DU PAGE COUNTY, ILLINOIS; and

WHEREAS, the Zoning Board of Appeals having considered in relation to the above requested zoning petition presented at the above hearing and at the recommendation meeting held on February 1, 2018 does find as follows:

Dissenting Opinion:

A. The ZBA member dissenting finds that the petitioner has not demonstrated that the existing parking lot cannot be used for their day care use and that if the County were to grant the zoning relief the County would be perpetuating a legal non-conforming use on the property which includes the building and the driveway on the west side of the building.
• The dissenting member finds that there was value in petitioner sought zoning relief to bring the entire property into conformance and not just the parking area which the dissenting member indicated he would support.

FINDINGS OF FACT:

A. That petitioner testified that they have recently purchased the subject property and have begun renovating same for a permitted use day care center consistent with newly adopted County Roosevelt Road Corridor Land Use Plan Update.

B. That petitioner testified that the previous use was the House of Rattan retail furniture store that had been using the property for approximately 50-60 years.

C. That petitioner testified that the existing parking lot located to the east of the building is a legal non-conforming parking lot that does not meet any of the current setback requirements and pavement requirement of the County Zoning Ordinance.

D. That petitioner testified that in addition to the legal non-conformity of the existing parking lot, the lot does not adequately adapt itself to adequate ingress and egress on to State Route 38, (Roosevelt Road) or to the eastern side street of Wisconsin Avenue.

E. That petitioner testified that they seek zoning relief to develop a new parking lot and access drives that more adequately accommodates uses of the property as well as to accommodate a better flow traffic to and from the site from Roosevelt Road.

F. That petitioner testified that the setback variations will generally be consistent with the existing setbacks of the existing parking lot. However, the new parking lot configuration will be circular as opposed to the existing rectilinear parking areas.

G. That petitioner testified that the new parking lot and access configuration will allow more parking spaces on the property where the parking spaces will be paved and stripped pursuant to the regulations of the County Zoning Ordinance.

   a. In addition, petitioner testified that the new parking configuration will allow for a right-in/right-out only access on Route 38 where that access is now a full access. The right-in/right-out access design is a requirement of IDOT and will insure safer movements to and from the property and reduce congestion along Route 38.

   b. In addition, the proposed reconfiguration will allow for a commercial grade access on Wisconsin Avenue which currently is a smaller residential access.

H. That petitioner testified that the proposed redevelopment of the parking lot will enable better access to the site, better queuing for drop-off and pick-up of children at the facility and will enable petitioner to better secure these areas with landscape screening and on-site traffic controls.
STANDARDS FOR VARIATIONS:

3. That the Zoning Board of Appeals finds that petitioner has demonstrated that the granting of the Variations are in harmony with the general purpose and intent of the Zoning Ordinance, and will not be injurious to the neighborhood, detrimental to the public welfare, or in conflict with the County’s comprehensive plan for development.

4. That the Zoning Board of Appeals finds that petitioner has demonstrated the granting of the Variation will not:

a. Impair an adequate supply of light and air to the adjacent property and roadways as petitioner has demonstrated that the proposed redevelopment of the parking area will enable petitioner to open up the line of site corner at Route 38 and Wisconsin Avenue as the parking area will now be circular instead of rectilinear. The reconfigurations will enable petitioner to provide more open space at the intersections of Wisconsin Avenue and Route 38.

b. Increase the hazard from fire or other dangers to said property as petitioner has demonstrated that the proposed redevelopment of the parking lot will accommodate a better flow of traffic both on site and at access points along Route 38 and Wisconsin Avenue.

- Furthermore, the reconfiguration of the parking lot will allow for access improvements that will be commercial grade access point both in terms of width and design quality and consistent with IDOT design standards.

c. Diminish the value of land and buildings throughout the County as petitioner has demonstrated that the proposed reconfiguration of the parking lot will enhance the overall redevelopment of the property from an antiquated commercial property to a more dynamic use consistent with the newly adopted County Roosevelt Road Corridor Land Use Plan Update.

d. Unduly increase traffic congestion in the public streets and highways as petitioner has demonstrated that the proposed reconfiguration of the parking lot will enable petitioner to park more vehicles on the property than the previous use while at the same time meet the required parking spaces for the day care use per the County Zoning Ordinance, provide new hard surface per the County Zoning Ordinance to replace the existing dilapidated and unpaved parking areas on the site, provide the required parking stalls spacing and stripping per the County Zoning Ordinance where currently there is none.

- In addition, petitioner has demonstrated that the reconfigured parking lot will accommodate a better flow of traffic both on and off site and will alleviate congestion both on and off site with the new IDOT required right-in/right out access point on Route 38 and the improved commercial grade access to the site along Wisconsin Avenue.
e. Increase the potential for flood damages to adjacent property as petitioner has demonstrated that the proposed development will comply with the County Stormwater Ordinance and where there was no true attenuation of drainage on site, the parking lot reconfiguration will be designed to store water in the parking lot and more adequately direct water to the appropriate drainage areas off site.

f. Otherwise impair the public health, safety, comfort, morals or general welfare of the inhabitants of DuPage County as petitioner has demonstrated that the proposed redeveloped to the subject property including the reconfigured parking to accommodate the new use of the property is consistent with the recently adopted Roosevelt Road Transportation Corridor Land Use plan.

PETITIONER’S DEVELOPMENT FACT SHEET

GENERAL ZONING CASE INFORMATION
CASE #/PETITIONER: Z17-055 PIONEER CHILDCARE

ZONING REQUEST
1. Variation to reduce the front yard setback from 40 feet to approximately 20 feet for a new parking lot; and
2. A Variation to reduce the east corner side yard setback from 30 feet to approximately 5 feet for a new parking lot.
3. A Variation to reduce the south rear yard setback from 40 feet to approximately 5 feet for a new parking lot.

OWNER: Pioneer Child Care LLC: Jeannie M. Barae and Nancy Lantz
ADDRESS/LOCATION: 18W375 Roosevelt Road, Lombard
PIN: 06-21-200-017
TWSP./CTY. BD. DIST.: District 2/ YORK
ZONING/LUP: B-1 LOCAL BUSINESS Community Commercial
AREA: 0.47 20,473 sq. feet
UTILITIES: Sewer and water
PUBLICATION DATE: Daily Herald: 11/27/210
PUBLIC HEARING: 01-18-18

GENERAL BULK REQUIREMENTS:

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<thead>
<tr>
<th>REQUIREMENTS:</th>
<th>REQUIRED</th>
<th>EXISTING</th>
<th>PROPOSED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Front Yard:</td>
<td>40 feet</td>
<td>15 feet</td>
<td>20 feet new parking lot</td>
</tr>
<tr>
<td>East Corner Side Yard:</td>
<td>30 feet</td>
<td>20 feet</td>
<td>5 feet new parking lot</td>
</tr>
<tr>
<td>West Corner Side Yard:</td>
<td>30 feet</td>
<td>13.13 feet</td>
<td>13.13 feet</td>
</tr>
<tr>
<td>Rear Yard:</td>
<td>40 feet</td>
<td>20 feet</td>
<td>5 feet new parking and circulation</td>
</tr>
</tbody>
</table>

WHEREAS, the Zoning Board of Appeals having considered in relation to the above and at the recommendation meeting held on February 1, 2018 recommends to approve the following zoning relief:
1. Variation to reduce the front yard setback from 40 feet to approximately 20 feet for a new parking lot; and

2. A Variation to reduce the east corner side yard setback from 30 feet to approximately 5 feet for a new parking lot; and

3. A Variation to reduce the south rear yard setback from 40 feet to approximately 5 feet for a new parking lot.

Subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s site plan made part of Zoning Petition #Z17-055 PIONEER CHILDCARE dated January 18, 2018.

2. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs on the property.

3. That in conjunction with the submittal of a building permit the developer provides a landscape plan showing full landscape screens around the perimeter of the development.

4. That the property be developed in accordance with all other codes and Ordinances of DuPage County; and

WHEREAS, the County Board Development Committee on February 6, 2018, considered the above findings and recommendations of the Zoning Board of Appeals and recommends to concur with the findings and recommends the following zoning relief:

1. Variation to reduce the front yard setback from 40 feet to approximately 20 feet for a new parking lot; and

2. A Variation to reduce the east corner side yard setback from 30 feet to approximately 5 feet for a new parking lot; and

3. A Variation to reduce the south rear yard setback from 40 feet to approximately 5 feet for a new parking lot.

Subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s site plan made part of Zoning Petition #Z17-055 PIONEER CHILDCARE dated January 18, 2018.

2. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs on the property.

3. That in conjunction with the submittal of a building permit the developer provides a landscape plan showing full landscape screens around the perimeter of the development.
4. That the property be developed in accordance with all other codes and Ordinances of DuPage County.

NOW, THEREFORE, BE IT ORDAINED by the County Board of DuPage County, Illinois that the following zoning relief be granted:

1. Variation to reduce the front yard setback from 40 feet to approximately 20 feet for a new parking lot; and

2. A Variation to reduce the east corner side yard setback from 30 feet to approximately 5 feet for a new parking lot; and

3. A Variation to reduce the south rear yard setback from 40 feet to approximately 5 feet for a new parking lot on the property hereinafter described:

LOTS 1, 2, 3, 4 AND 5 IN BLOCK 2 IN LASALLE REALTY COMPANY’S VILLA ROOSEVELT, BEING A SUBDIVISION OF THE WEST HALF OF THE WEST HALF OF THE NORTHEAST QUARTER AND THE EAST HALF OF THE NORTHEAST QUARTER, ALL IN SECTION 21, TOWNSHIP 30 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED APRIL 1, 1929 AS DOCUMENT NO. 276750, IN DU PAGE COUNTY, ILLINOIS; and

The Zoning Relief is subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s site plan made part of Zoning Petition #Z17-055 PIONEER CHILDCARE dated January 18, 2018.

2. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs on the property.

3. That in conjunction with the submittal of a building permit the developer provides a landscape plan showing full landscape screens around the perimeter of the development.

4. That the property be developed in accordance with all other codes and Ordinances of DuPage County; and

BE IT FURTHER ORDAINED by the County Board of DuPage County, Illinois that should any section, clause or provision of this Ordinance be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the Ordinance as a whole or any part thereof, other than the part so declared to be invalid; and

BE IT FURTHER ORDAINED that a certified copy of this Ordinance be transmitted by the County Clerk to the DuPage County Finance Department; DuPage County Auditor; DuPage County Treasurer; Paul J. Hoss, Zoning; State’s Attorney’s Office; DuPage County Health Department; DuPage County Division of Transportation; Pioneer Child Care LLC., Jeannie M.
Barae and Nancy Lantz, 18W375 Roosevelt Road, Villa Park, Illinois 60181 and York Township Assessor, 1502 South Meyers Road, Lombard, Illinois 60148.

Enacted and approved this 13th day of February, 2018, A.D., in Wheaton, Illinois.

Member Tornatore moved, seconded by Member Zay, that Ordinance #T-1-17 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.

ORDINANCE
T-1-17

ZONING PETITION T-1-17 TEXT AMENDMENTS TO THE COUNTY ZONING ORDINANCE RELATIVE MESSAGE CENTER SIGNS, FENCES AND DEVELOPMENT IN SPECIAL MANAGEMENT AREAS
(SECOND READING)

WHEREAS, a public hearing was held on August 31, 2017 in the DuPage County Administration Building, 421 North County Farm Road, Wheaton, Illinois at 6:00 P.M. before the DuPage County Zoning Board of Appeals and notice of said hearing was duly given; and

WHEREAS, a petition was presented at this hearing requesting the following zoning relief:

A Text Amendment to the DuPage County Zoning Ordinance:

1. To allow for the que for message center signs from 5 minutes to 10 seconds.

2. To allow fences to be limited to certain heights in residential zoning districts to accommodate the attenuation of drainage below the fence to wit:

   a. In residential zoning districts where the fence height requirement is no taller than 4 feet change the Code from 4 feet to 4 feet 6 inches.

   b. In residential zoning districts where the fence height requirement is no taller than 6 feet, change the code to 6 feet 6 inches.

   c. In residential zoning districts where the fence height requirement is no taller than 8 feet, change the code to 6 feet 6 inches.

   d. In non-residential zoning districts where the fence height requirement is no taller than 8 feet, change the code to 8 feet 6 inches.

WHEREAS, the Zoning Board of Appeals having considered in relation to the above requested zoning petition presented at the above hearing and at the recommendation meeting held on January 4, 2018 does find as follows:

ZONING REQUEST:

THE ZONING BOARD OF APPEALS FINDS AS follows:

1. In the past 12 months several petitioners have come before the county seeking to reduce the que for message center signs to match the State of Illinois Division Of Transportation allowance of not more than 10 seconds. In all instances the ZBA, Development Committee and County Board have approved the variation requests.

   • As such, Zoning Board of Appeals finds that staff has demonstrated that it is necessary and desirable to amend the Zoning Code to allow for the que for message center signs from 5 minutes to 10 seconds.

2. The County has adopted new policies relative to fencing and adequate drainage underneath the fencing.

   • As such, Zoning Board of Appeals finds that staff has demonstrated that it is necessary and desirable to amend the Zoning Code to allow fences to be limited to certain heights in residential zoning districts to accommodate the attenuation of drainage below the fence to wit:

   a. In residential zoning districts where the fence height requirement is no taller than 4 feet change the Code from 4 feet to 4 feet 6 inches.
   b. In residential zoning districts where the fence height requirement is no taller than 6 feet, change the code to 6 feet 6 inches.
   c. In residential zoning districts where the fence height requirement is no taller than 8 feet, change the code to 6 feet 6 inches.
   d. In non-residential zoning districts where the fence height requirement is no taller than 8 feet, change the code to 8 feet 6 inches.

3. Relative to Stormwater Management the County relies on the DuPage County Stormwater Management Department to review and process all permits in the
unincorporated area for drainage and Stormwater management including the review of properties where floodplain and wetland are present.

a. The County Zoning Ordinance has a “remnant” requirement that any development of uses which disturb a regulatory floodplain and/or wetland must comply with Section 37-423 of the County Zoning Code.

b. Section 37-423 of the County Zoning Code entitled “DEVELOPMENT IN A REGULATORY FLOODPLAIN AND/OR A WETLAND” encompasses everything that is performed by the County Stormwater Department as part of the County Stormwater and Floodplain Ordinance as amended from time to time.

c. Staff has determined that the current language in the County Zoning Code relative to the development in a regulatory floodplain and/or a wetland is redundant and in conflict with the updated requirements for such development found in the Countywide Stormwater Ordinance and addendums thereto, process and guidance documents.

d. As such, Zoning Board of Appeals finds that staff has demonstrated that it is necessary and desirable to amend the zoning ordinance relative to the DEVELOPMENT IN A REGULATORY FLOODPLAIN AND/OR A WETLAND as the regulations, guidance and procedures thereto are CURRENTLY better served through the DuPage County Stormwater and Floodplain Ordinances.

WHEREAS, the Zoning Board of Appeals having considered in relation to the above and at the recommendation meeting held on January 4, 2018 recommends the following zoning relief:

Text Amendment to the DuPage County Zoning Ordinance:

1. To allow for the que for message center signs from 5 minutes to 10 seconds.

2. To allow fences to be limited to certain heights in residential zoning districts to accommodate the attenuation of drainage below the fence to wit:

   a. In residential zoning districts where the fence height requirement is no taller than 4 feet change the Code from 4 feet to 4 feet 6 inches.
   b. In residential zoning districts where the fence height requirement is no taller than 6 feet, change the code to 6 feet 6 inches.
   c. In residential zoning districts where the fence height requirement is no taller than 8 feet, change the code to 6 feet 6 inches.
   d. In non-residential zoning districts where the fence height requirement is no taller than 8 feet, change the code to 8 feet 6 inches.

4. To remove the requirement for a Conditional Use for the development of uses which disturb a regulatory floodplain and/or wetland pursuant to section 37-423 of this chapter;
WHEREAS, the County Board Development Committee on January 16, 2018 considered the above findings and recommendations of the Zoning Board of Appeals and recommends to concur with the findings and recommends to approve the following zoning relief:

Text Amendment to the DuPage County Zoning Ordinance:

1. To allow for the que for message center signs from 5 minutes to 10 seconds.

2. To allow fences to be limited to certain heights in residential zoning districts to accommodate the attenuation of drainage below the fence to wit:
   a. In residential zoning districts where the fence height requirement is no taller than 4 feet change the Code from 4 feet to 4 feet 6 inches.
   b. In residential zoning districts where the fence height requirement is no taller than 6 feet, change the code to 6 feet 6 inches.
   c. In residential zoning districts where the fence height requirement is no taller than 8 feet, change the code to 6 feet 6 inches.
   d. In non-residential zoning districts where the fence height requirement is no taller than 8 feet, change the code to 8 feet 6 inches.


NOW, THEREFORE, BE IT ORDAINED by the County Board of DuPage County, Illinois that the following zoning relief be granted:

Text Amendment to the DuPage County Zoning Ordinance:

1. To allow for the que for message center signs from 5 minutes to 10 seconds.
2. To allow fences to be limited to certain heights in residential zoning districts to accommodate the attenuation of drainage below the fence to wit:
   
   a. In residential zoning districts where the fence height requirement is no taller than 4 feet change the Code from 4 feet to 4 feet 6 inches.
   
   b. In residential zoning districts where the fence height requirement is no taller than 6 feet, change the code to 6 feet 6 inches.
   
   c. In residential zoning districts where the fence height requirement is no taller than 8 feet, change the code to 6 feet 6 inches.
   
   d. In non-residential zoning districts where the fence height requirement is no taller than 8 feet, change the code to 8 feet 6 inches.


BE IT FURTHER ORDAINED by the County Board of DuPage County, Illinois that should any section, clause or provision of this Ordinance be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the Ordinance as a whole or any part thereof, other than the part so declared to be invalid; and

BE IT FURTHER ORDAINED that a certified copy of this Ordinance be transmitted by the County Clerk to the DuPage County Finance Department; DuPage County Auditor; DuPage County Treasurer; Paul J. Hoss, Zoning; State’s Attorney’s Office; DuPage County Health Department and DuPage County Division of Transportation.

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

Member Grant moved, seconded by Member Noonan, that Resolution #EN-R-0060-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.
RESOLUTION
EN-R-0060-18
DU PAGE COUNTY ELECTRONICS RECYCLING PROGRAM
2018 NOTICE OF PARTICIPATION

WHEREAS, the Illinois General Assembly adopted the Solid Waste Planning and Recycling Act (“Act”) under Public Act 85-1198, requiring counties to plan for the management of solid waste and recycling within their jurisdiction; and

WHEREAS, the Illinois General Assembly subsequently enacted the Consumer Electronics Recycling Act (Public Act 100-433/Section 1-20) which obligates counties to express their intention to participate in a manufacturer sponsored electronics collection program (beginning with program year 2019) prior to March 1, 2018 and March 1 of each year thereafter; and

WHEREAS, the COUNTY will have specific duties and requirements pursuant to the Consumer Electronics Recycling Act to help coordinate the collection of covered electronic devices; and

WHEREAS, the Consumer Electronics Recycling Act includes a convenience standard for collection sites in each county within the State of Illinois based on population which is equivalent to five collection sites and/or one-day collection events in the COUNTY; and

WHEREAS, the COUNTY has established four regular collection sites and has worked with a recycling contractor, communities and others to host one-day collection events; and

WHEREAS, the sites have successfully collected and recycled more than 1.3 million pounds of electronics and have been an integral solution for residents to recycle electronics; and

WHEREAS, the Environmental Committee of the DuPage County Board has reviewed the program and recommends that the COUNTY opt into the manufacturer sponsored program.

NOW, THEREFORE, BE IT RESOLVED, that DuPage County has elected to participate in the manufacturer electronics program in program year 2019 and has instructed the Director of Public Works & Operations or his designee to complete and submit the necessary documentation by the deadline of March 1, 2018.

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

Member Larsen moved, seconded by Member Khouri, that Resolution #HHS-R-0066-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott,
Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.

RESOLUTION
HHS-R-0066-18
APPROVAL OF ISSUANCE OF PAYMENTS BY DU PAGE COUNTY TO ENERGY ASSISTANCE PROVIDERS THROUGH THE LOW INCOME HOME ENERGY ASSISTANCE PROGRAM HHS GRANT FY18 NO. 18-224028 IN THE AMOUNT OF $1,182,096

WHEREAS, the County of DuPage receives grant funds and administers the Low Income Home Energy Assistance Program (LIHEAP) Energy Assistance HHS Grant FY18 No. 18-224028, Company 5000 Accounting Unit 1420; and

WHEREAS, the energy assistance budget for the LIHEAP Energy Assistance HHS Grant FY18 No. 18-224028 is $1,182,096 (ONE MILLION, ONE HUNDRED EIGHTY-TWO THOUSAND, NINETY-SIX AND NO/100 DOLLARS); and

WHEREAS, the Illinois Department of Commerce and Economic Opportunity reviews energy assistance applications and directs the County as to the payment amount and the energy assistance provider to be paid; and

WHEREAS, all payments made for the LIHEAP Program are based on payment registers received from the Illinois Department of Commerce and Economic Opportunity; and

WHEREAS, the Health and Human Services Committee recommends County Board approval for the issuance of payments for the LIHEAP Energy Assistance HHS Grant FY18 No. 18-224028, for the period October 1, 2017 through June 30, 2019 for energy assistance, in amounts not to exceed the total grant energy assistance budget.

NOW, THEREFORE, BE IT RESOLVED, that individual payments to provide energy assistance in accordance with the LIHEAP Energy Assistance HHS Grant FY18 No. 18-224028, Company 5000 Accounting Unit 1420, for the period October 1, 2017 through June 30, 2019, for Community Services/LIHEAP, be and it is hereby approved for issuance to the providers on the approved State of Illinois Registers, in amounts not exceeding the grant total of $1,182,096 (ONE MILLION, ONE HUNDRED EIGHTY-TWO THOUSAND, NINETY-SIX AND NO/100 DOLLARS).

Enacted and approved this 13th day of February, 2018, at Wheaton, Illinois.
Member Larsen moved, seconded by Member Khouri, that Resolution #HHS-P-0036-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.

RESOLUTION
HHS-P-0036-18
INTERGOVERNMENTAL AGREEMENT BETWEEN
DU PAGE COUNTY AND PACE SUBURBAN BUS SERVICE FOR
PARA-TRANSIT SERVICES TO LOW INCOME AND
PERSONS WITH DISABILITIES
(CONTRACT TOTAL AMOUNT: $872,590)

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

WHEREAS, the Health and Human Services Committee recommends County Board approval for the issuance of a Contract to Pace Suburban Bus to provide County sponsored transportation services for income eligible persons and persons with disabilities, for the period October 1, 2017 through November 30, 2018, through Ride DuPage for Community Services.

NOW, THEREFORE BE IT RESOLVED, that the County Contract to provide transportation services for income eligible persons and persons with disabilities, for the period October 1, 2017 through November 30, 2018 through RIDE DU PAGE for Community Services, be, and it is hereby approved for issuance of a Contract the Procurement Division to Pace Suburban Bus, 550 West Algonquin Road, Arlington Heights, Illinois 60005, for a contract total amount of $872,590.00, per Intergovernmental Agreement.

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

Member Larsen moved, seconded by Member Chaplin, that Resolution #HHS-P-0037-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.
RESOLUTION
HHS-P-0037-18
AWARDING RESOLUTION ISSUED TO
PAN-O-GOLD BAKING COMPANY FOR THE PURCHASE
OF ASSORTED SLICED BREADS, ROLLS AND SANDWICH BUNS
FOR THE CARE CENTER, JTK ADMINISTRATION
AND JUDICIAL OFFICE FACILITY CAFÉ’S
($30,116.76)

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

WHEREAS, the Health and Human Service Committee recommends County Board approval for the issuance of a contract purchase order of assorted sliced breads, rolls and sandwich buns for the Care Center, JTK Administration and Judicial Office Facility Café’s, for the period March 1, 2018 through February 28, 2019.

NOW, THEREFORE BE IT RESOLVED, that County Contract covering said, for the purchase of assorted sliced breads, rolls and sandwich buns for the Care Center, JTK Administration and Judicial Office Facility Café’s, for the period March 1, 2018 through February 28, 2019, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division to Pan-O-Gold Baking Company, 444 East Saint Germain Street, Saint Cloud, Minnesota 56302-0878, for a total contract amount not to exceed $30,116.76, per lowest responsible bid #17-238-GV.

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

Member Larsen moved, seconded by Member Zay, that a Community Services Information & Referral Coordinator be authorized to attend the Results Oriented Management and Accountability (ROMA) 2018 Spring In-service Continuing Education Program for ROMA Implementers/Trainers in Birmingham, Alabama from April 4-6, 2018, expenses to include registration, transportation, lodging and per diem for approximate total of $960.00 (Grant funded). On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.

Member Larsen moved, seconded by Member Zay, that a Community Services Information & Referral Manager be authorized to attend the Results Oriented Management and Accountability (ROMA) 2018 Spring In-service Continuing Education Program for ROMA Implementers/Trainers in Birmingham, Alabama from April 4-6, 2018, expenses to include registration, transportation, lodging and per diem for approximate total of $960.00 (Grant funded). On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.
funded). On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.

Member Larsen moved, seconded by Member Zay, that a Community Services Database/Report Specialist be authorized to attend the Homeless Management Information System (HMIS) 2018 Spring National Human Services Data Consortium Conference in Pittsburgh, Pennsylvania from April 16-22, 2018, expenses to include registration, transportation, lodging and per diem for approximate total of $1,780.00 (Grant funded). On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.

Member Larsen moved, seconded by Member Zay, that a Community Services HMIS Manager be authorized to attend the Homeless Management Information System (HMIS) 2018 Spring National Human Services Data Consortium Conference in Pittsburgh, Pennsylvania from April 16-20, 2018, expenses to include registration, transportation, lodging and per diem for approximate total of $1,805.00 (Grant funded). On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.

Member Eckhoff moved, seconded by Member DiCianni, that Resolution #JPS-P-0028-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.

RESOLUTION
JPS-P-0028-18
AWARDING RESOLUTION ISSUED TO PUBLIC SAFETY DIRECT FOR THE REPAIR, MAINTENANCE AND INSTALLATION OF EQUIPMENT IN THE SHERIFF’S VEHICLES (CONTRACT TOTAL AMOUNT $130,000.00)

WHEREAS, bids have been taken and processed according to County Board policy: and
WHEREAS, the Judicial/Public Safety Committee recommends County Board approval for the issuance of a contract purchase order to Public Safety Direct Inc., to furnish and install new equipment and for the repair and maintenance of existing equipment in sheriff vehicles and the installation of equipment for new Sheriff's vehicles.

NOW, THEREFORE BE IT RESOLVED, that County Contract covering said, to repair, maintain and install equipment for the Sheriff’s Office vehicles and installation of equipment for new Sheriff's vehicles, for the period of March 1, 2018 to February 28, 2019, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division to Public Safety Direct Inc., 4614 West 137th Street, Crestwood, Illinois 60445, for a contract total amount of $130,000.00, per renewal option under bid award #15-003-JM, third and final of three optional renewals.

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

Member Healy moved, seconded by Member Wiley, that Resolution #FM-P-0038-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.

RESOLUTION

FM-P-0038-18

AWARDING RESOLUTION ISSUED TO
F.H. PASCHEN, S.N. NIELSEN & ASSOC. LLC
FOR GENERAL GOVERNMENTAL SERVICES CONTRACTING (GGSC)
FOR ON-CALL REPAIR AND CONSTRUCTION SERVICES FOR
COUNTY FACILITIES FOR FACILITIES MANAGEMENT
(CONTRACT TOTAL AMOUNT: $475,000.00)

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

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

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

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

Member Healy moved, seconded by Member Zay, that Resolution #FM-P-0040-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.

RESOLUTION
FM-P-0040-18
AWARDING RESOLUTION ISSUED TO TRANE U.S. INCORPORATED TO PROVIDE AN ADAPTIVIEW CONTROL PANEL UPGRADE FOR CHILLER #3 AT THE POWER PLANT FOR FACILITIES MANAGEMENT (CONTRACT TOTAL AMOUNT: $60,000.00)

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

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

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

Enacted and approved this 13th day of February, 2018, at Wheaton, Illinois.
Member Healy moved, seconded by Member Chaplin, that Resolution #FM-P-0041-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.

RESOLUTION
FM-P-0041-18
AWARDING RESOLUTION ISSUED TO
WEATHERPROOFING TECHNOLOGIES, INC. TO PROVIDE
ROOF INSPECTION, PREVENTIVE MAINTENANCE AND MINOR REPAIR
AS NEEDED FOR CAMPUS ROOFS FOR FACILITIES MANAGEMENT
(CONTRACT TOTAL AMOUNT: $122,718.82)

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

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

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

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

Member Healy moved, seconded by Member Noonan, that Resolution #FM-P-0042-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.
RESOLUTION  
FM-P-0042-18

AWARDING RESOLUTION ISSUED TO BUTLER CHEMICAL CO., INC.  
TO FURNISH AND DELIVER WATER TREATMENT CHEMICALS  
FOR FACILITIES MANAGEMENT  
(CONTRACT TOTAL AMOUNT: $105,000.00)

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

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

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

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

Member Healy moved, seconded by Member Noonan, that Resolution #PW-P-0039-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.

RESOLUTION  
PW-P-0039-18

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

WHEREAS, Section 4.2 of the Governmental Joint Purchasing Act authorizes the County of DuPage to procure personal property, supplies and services under any contract let by the State pursuant to lawful procurement procedures notwithstanding the requirements of Section 5-1022 of the Counties Code; and
WHEREAS, the Public Works Committee recommends County Board approval for the issuance of a contract purchase order to Bob Ridings, Inc., to furnish one (1) 2018 Ford F350 Super Cab 4x4 truck, for Public Works.

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

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

Member Healy moved, seconded by Member Noonan, that Resolution #PW-P-0046-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.

RESOLUTION
PW-P-0046-18
AWARDING RESOLUTION ISSUED TO
CURRIE MOTORS FRANKFURT, INC. TO FURNISH
ONE (1) 2018 FORD TRANSIT 250 VAN FOR PUBLIC WORKS
(CONTRACT TOTAL AMOUNT: $26,114.00)

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

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

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

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

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

Member Healy moved, seconded by Member Chaplin, that Resolution #PW-P-0047-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.

RESOLUTION
PW-P-0047-18
AWARDING RESOLUTION TO SUPPLY WORKS FOR THE PURCHASE OF JANITORIAL SUPPLIES FOR THE DU PAGE COUNTY DEPARTMENT OF PUBLIC WORKS
(CONTRACT AMOUNT: $45,000.00)

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

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

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

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

Member Zay moved, seconded by Member Elliott, that Resolution #SM-R-0059-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott,
Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.

RESOLUTION
SM-R-0059-18
INTERGOVERNMENTAL AGREEMENT BETWEEN THE
VILLAGE OF GLEN ELLYN AND THE COUNTY OF DU PAGE, ILLINOIS
FOR THE IMPLEMENTATION OF THE NATIONAL POLLUTANT DISCHARGE
ELIMINATION SYSTEM PROGRAM IN THE WEST BRANCH DU PAGE RIVER
AND EAST BRANCH DU PAGE RIVER WATERSHEDS

WHEREAS, the County of DuPage (“County”) and Village of Glen Ellyn (“Municipality”) are public agencies within the meaning of Illinois Intergovernmental Corporation Act, 5 ILCS 220/1 et seq.; and

WHEREAS, the purpose of the Intergovernmental Cooperation Act and Article 7, Section 10 of the 1970 Constitution of the State of Illinois include fostering cooperation among units of local government in planning and providing services to their citizens; and

WHEREAS, the County has adopted the DuPage County Stormwater Management Plan which recognizes the reduction of stormwater runoff and improving water quality as an integral part of the proper management of storm and flood waters; and

WHEREAS, General National Pollutant Discharge Elimination System (“NPDES”) Permit No. ILR40 authorizes discharges from Small Municipal Separate Storm Sewer Systems (MS4s); and

WHEREAS, MS4s are defined in 40 CFR 122.26(b) (16) as designated for permit authorization pursuant to 40 CFR 122.32; and

WHEREAS, both the County and Municipality have submitted an Illinois MS4 Notice of Intent (“NOI”) to the Illinois Environmental Protection Agency (“IEPA”) for coverage under ILR40; and

WHEREAS, the General NPDES Permit No. ILR40 requires development, implementation, and enforcement of a stormwater management program designed to reduce the discharge of pollutants from small municipal storm sewer systems to the maximum extent practicable to protect water quality, and to satisfy the appropriate water quality requirements of the Illinois Pollution Control Board Rules and Regulations (35 III. Adm. Code, Subtitle C, Chapter 1) and the Federal Water Pollution Control Act (33 U.S.C. § 1251 et seq.); and

WHEREAS, the stormwater management program must include the minimum control measures described in the General NPDES Permit No. ILR 40, Part IV, Section B; and
WHEREAS, the Municipality and County have each determined that they could realize cost savings by utilizing County equipment, vehicles and personnel to complete these minimum control measures, subject to the latter’s availability; and

WHEREAS, the General NPDES Permit No. ILR40 Part IV, Section D authorizes Sharing Responsibility; and

WHEREAS, in consideration of the premises and mutual covenants contained herein, and in the spirit of intergovernmental cooperation, the County and the Municipality have agreed to cooperate with each other in the area of NPDES compliance as set forth in the attached Intergovernmental Agreement.

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that the attached Intergovernmental Agreement between the County of DuPage and Village of Glen Ellyn, is hereby accepted and approved, and that the Chairman of the DuPage County Board is hereby authorized and directed to execute this Agreement on behalf of the County; and

BE IT FURTHER RESOLVED that the DuPage County Clerk be directed to transmit certified copies of this Resolution and the attached Agreement to the Village of Glen Ellyn, 535 Duane Street, Glen Ellyn, Illinois 60137 and Anthony Hayman, State’s Attorney’s Office.

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

Member Zay moved, seconded by Member Larsen, that Resolution #SM-P-0035-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.

RESOLUTION
SM-P-0035-18
AWARDING RESOLUTION ISSUED TO COM ED TO FURNISH ELECTRIC SERVICES FOR STORMWATER MANAGEMENT FACILITIES (CONTRACT TOTAL AMOUNT $34,000.00)

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

WHEREAS, the Stormwater Management Committee recommends County Board approval for the issuance of a contract to ComEd, to provide electric services for Stormwater facilities, for the period of March 1, 2018 through March 1, 2019.
NOW, THEREFORE, BE IT RESOLVED that said contract to provide electric service for Stormwater facilities, for the period of March 1, 2018 through March 1, 2019, be, and is hereby approved for issuance of a contract to ComEd, 2100 Swift Drive, Oak Brook, Illinois 60523, for a contract total amount not to exceed $34,000.00, Public Utility.

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

Member Wiley moved, seconded by Member Chaplin, that Resolution #TE-P-0048-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.

RESOLUTION

TE-P-0048-18

AWARDING RESOLUTION TO PARK PLACE TECHNOLOGIES, LLC
FOR SUPPORT ON SERVER EQUIPMENT
(CONTRACT TOTAL AMOUNT $34,075.48)

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

WHEREAS, the Technology Committee recommends County Board approval for issuance of a contract purchase order to Park Place Technologies, LLC, for the renewal of the post-warranty hardware support contract for server equipment, for Information Technology.

NOW, THEREFORE BE IT RESOLVED, that County Requisition, covering said, for the renewal of the post-warranty hardware support contract for server equipment for the period of March 1, 2018 through February 28, 2019 for Information Technology, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division to Park Place Technologies, LLC, 5910 Landerbrook Drive, Suite 300, Cleveland, Ohio 44114-1573, for a contract total amount of $34,075.48, per 55 ILCS 5/5-1022 “Competitive Bids” (d) IT/Telecom purchases under $35,000.00.

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

Member Wiley moved, seconded by Member Elliott, that Resolution #TE-P-0049-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott,
Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.

RESOLUTION
TE-P-0049-18
AWARDING RESOLUTION TO KARA COMPANY, INC. FOR MANAGEMENT OF THE COUNTY’S GPS CORS SITES (CONTRACT TOTAL AMOUNT: $39,500.00)

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

WHEREAS, the Technology Committee recommends County Board approval for the issuance of a contract purchase order to Kara Company, Inc., for operation, monitoring, and upgrading software and firmware for seven (7) County GPS CORS sites, for Information Technology - GIS Division.

NOW, THEREFORE BE IT RESOLVED, that County Contract covering said, for management of the County’s GPS CORS sites, for the period of January 1, 2018 through December 31, 2018, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division to Kara Company, Inc., 5255 Dansher Road, Countryside, Illinois 60525, for a contract total amount of $39,500.00.

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

Member Wiley moved, seconded by Member Elliott, that Resolution #TE-P-0050-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.

RESOLUTION
TE-P-0050-18
AWARDING RESOLUTION TO CDW-GOVERNMENT, INC. FOR ANNUAL SPLUNK SOFTWARE MAINTENANCE (CONTRACT TOTAL AMOUNT $25,500.00)

WHEREAS, bids were taken in accordance with County Board policy; and
WHEREAS, the Technology Committee recommends County Board approval for issuance of a contract purchase order to CDW-Government, Inc. for the annual Splunk software maintenance, for Information Technology.

NOW, THEREFORE BE IT RESOLVED, that County Requisition, covering said, for the annual Splunk software maintenance, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division to CDW Government, Inc., 230 North Milwaukee Avenue, Vernon Hills, Illinois 60061 for a contract total amount of $25,500.00, per 55 ILCS 5/5-1022 ‘Competitive Bids’ (d) IT/Telecom purchases under $35,000.00.

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

Member Puchalski stated that the Transportation Department received an award for the quick completion of the Highland Avenue and Route 53 project.

Member Puchalski announced that there will be a meeting at 5:00 p.m. at the Addison Park District to discuss DuPage County’s long range transportation plan.

Member Puchalski moved, seconded by Member Krajewski, that Resolution #DT-R-0058-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.

RESOLUTION
DT-R-0058-18
RENEWAL OF MEMBERSHIP AGREEMENT BETWEEN THE COUNTY OF DU PAGE, ILLINOIS AND JULIE, INC. (ESTIMATED COUNTY COST $62,000.00)

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

WHEREAS, the COUNTY is required to be a member of JULIE pursuant to Section 50/3 of the Illinois Underground Utility Facilities Damage Prevention Act (220 ILCS 50/1 et seq.); and
WHEREAS, Resolution DT-R-0679-16 was approved by the DuPage County Board on November 22, 2016 outlining the rights and responsibilities of the COUNTY and JULIE; and

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

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

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

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

Member Puchalski moved, seconded by Member Healy, that Resolution #DT-P-0031-18 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.

RESOLUTION DT-P-0031-18
AWARDING RESOLUTION ISSUED TO BONNELL INDUSTRIES, INC.
TO FURNISH AND DELIVER ONE (1) PUG MILL ASPHALT RECYCLER FOR THE DIVISION OF TRANSPORTATION
(CONTRACT TOTAL NOT TO EXCEED $87,940.00)

WHEREAS, pursuant to Intergovernmental Agreement between the County of DuPage and National Joint Powers Association (NJPA), the County of DuPage will contract with Bonnell Industries, Inc.; and

WHEREAS, the Transportation Committee recommends County Board approval for the issuance of a contract to Bonnell Industries, Inc., to furnish and deliver one (1) Pug Mill Asphalt Recycler for the Division of Transportation.

NOW, THEREFORE, BE IT RESOLVED that said contract to furnish and deliver one (1) Pug Mill Asphalt Recycler for the Division of Transportation, is hereby approved for issuance to Bonnell Industries, Inc., 1385 Franklin Grove Road, Dixon, Illinois 61021, for a contract total not to exceed $87,940.00; Contract let pursuant to the Intergovernmental Cooperation Act (NJPA).
Enacted and approved this 13th day of February, 2018, at Wheaton, Illinois.

Member Puchalski moved, seconded by Member Healy, that Resolution #DT-R-0271A-17 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.

RESOLUTION
DT-R-0271A-17
AMENDMENT TO RESOLUTION DT-R-0271-17
INTERGOVERNMENTAL AGREEMENT BETWEEN THE
COUNTY OF DU PAGE AND THE VILLAGE OF BLOOMINGDALE
CH 4/BLOOMINGDALE ROAD
SIDEWALK REPLACEMENT
SECTION 17-00184-01-SW
(DECREASE $454.08 AND CLOSE; -1.51%)

WHEREAS, the DuPage County Board heretofore adopted Resolution DT-R-0271-17 which authorized the execution of an Intergovernmental Agreement between the County of DuPage (hereinafter referred to as COUNTY) and the Village of Bloomingdale (hereinafter referred to as VILLAGE) for sidewalk replacement along CH 4/Bloomingdale Road, Section 17-00184-01-SW (hereinafter referred to as PROJECT); and

WHEREAS, the current cost of the PROJECT to the COUNTY, by and through the Division of Transportation is $30,100.74; and

WHEREAS, a contract was awarded by the VILLAGE for the PROJECT and the work has been completed and there are allocated and unexpended COUNTY funds remaining under the above referenced Agreement; and

WHEREAS, it is in the best interest of the COUNTY to de-obligate the funds obligated per the above referenced Resolution, and said change is authorized by law.

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that the funds obligated per the Agreement between the COUNTY and the VILLAGE for the PROJECT are hereby decreased in the amount of $454.08, resulting in a final COUNTY cost of $29,646.66, a decrease of 1.51%.
Enacted and approved this 13th day of February, 2018, at Wheaton, Illinois.


Member Chaplin left the room to avoid a conflict of interest.

Member Puchalski moved, seconded by Member Healy, that Resolution #DT-R-0432A-15 be approved and adopted. On roll call, Members Anderson, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Members Chaplin and Grasso were not present at the time of roll call. Motion carried.

RESOLUTION
DT-R-0432A-15
AMENDMENT TO RESOLUTION DT-R-0432-15 ISSUED TO MEADE, INC.
2016-2017 TRAFFIC SIGNAL/STREET LIGHT MAINTENANCE PROGRAM
SECTION 15-TSMTC-00-GM
(DECREASE $1,155.04 AND CLOSE; -0.04%)

WHEREAS, the DuPage County Board heretofore adopted Resolution DT-R-0432-15 on June 23, 2015; and

WHEREAS, a contract was awarded by County Board Resolution DT-R-0432-15 to Meade, Inc., for the 2016-2017 Traffic Signal and Street Light Maintenance Program, Section 15-TSMTC-00-GM; and

WHEREAS, the current contract total amount is $2,640,321.40; and

WHEREAS, Meade, Inc. 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 $1,155.04, resulting in a final County cost of $2,639,166.36, a decrease of 0.04%.
Enacted and approved this 13th day of February, 2018, at Wheaton, Illinois.

Member Puchalski moved, seconded by Member Healy, that Resolution #DT-R-0284A-17 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.

RESOLUTION
DT-R-0284A-17
AMENDMENT TO RESOLUTION DT-R-0284-17
INTERGOVERNMENTAL AGREEMENT BETWEEN THE COUNTY OF DU PAGE AND THE CITY OF WHEATON
CH 23/GARY AVENUE AT JEWELL ROAD
SECTION 17-00237-14-MS
(INCREASE $6,047.55; +21.93%)

WHEREAS, the DuPage County Board heretofore adopted Resolution DT-R-0284-17 which authorized the execution of an Intergovernmental Agreement between the County of DuPage (hereinafter referred to as COUNTY) and the City of Wheaton (hereinafter referred to as CITY) for intersection improvements along CH 23/Gary Avenue at Jewell Road, Section 17-00237-14-MS (hereinafter referred to as PROJECT); and

WHEREAS, the current cost of the PROJECT to the COUNTY, by and through the Division of Transportation is $27,575.24; and

WHEREAS, the construction of the PROJECT has been completed and the COUNTY’s share of PROJECT costs is now anticipated to be $33,622.79; and

WHEREAS, the circumstances that necessitated the change in costs were not reasonably foreseeable at the time the Agreement was signed; and

WHEREAS, an adjustment in funding is in the best interest of the COUNTY and is authorized by law.

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that Resolution DT-R-0284-17 is hereby amended to reflect a cost of $33,622.79 instead of and in place of $27,575.24.
Enacted and approved this 13th day of February, 2018, at Wheaton, Illinois.

Member Puchalski moved, seconded by Member Healy, that Resolution #DT-P-0287B-14 be approved and adopted. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.

RESOLUTION
DT-P-0287B-14
RESCISSION OF SUPPLEMENT NO. 1 APPROVED PER DT-P-0287A-14
AND APPROVAL OF REVISED SUPPLEMENT NO. 1
BETWEEN THE COUNTY OF DU PAGE AND KNIGHT E/A, INC.
PROFESSIONAL PRELIMINARY (PHASE I) ENGINEERING SERVICES
CH 3/WARRENVILLE ROAD OVER
THE EAST BRANCH OF THE DU PAGE RIVER
SECTION 14-00124-04-BR
(RESCIND AND REPLACE SUPPLEMENT #1 IN THE ADJUSTED
AMOUNT OF $40,136.22; NET CHANGE OF $10,246.50)
(COUNTY TO BE REIMBURSED UP TO 80%)

WHEREAS, the DuPage County Board heretofore adopted Resolutions DT-P-0287-14 on December 9, 2014 and DT-P-0287A-14 on June 27, 2017; and

WHEREAS, Resolution DT-P-0287-14 authorized an Agreement between the County of DuPage (hereinafter referred to as COUNTY) and Knight E/A, Inc. to perform Professional Preliminary Phase I Engineering Services for improvements along CH 3/Warrenville Road over the East Branch of the DuPage River, Section 14-00124-04-BR; and

WHEREAS, prior to issuing the Notice to Proceed for Supplement No. 1 services, the COUNTY determined that the scope of services needed to be expanded to address municipal concerns; and

WHEREAS, the DuPage County Board believes that it is in the best interests of the COUNTY to rescind Supplement #1 and replace with Revised Supplement No. 1 for an adjusted amount of $40,136.22 (Net additional increase of $10,246.50).

NOW, THEREFORE, BE IT RESOLVED, that Supplement No. 1 between the COUNTY and Knight E/A, Inc. approved per Resolution DT-P-0287A-14, is hereby rescinded and replaced with Revised Supplement No. 1 for an adjusted amount of $40,136.22, resulting in
an amended contract total amount of $234,795.96, a net change of $10,246.50 and cumulative increase of 20.62%.

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

Member Zay moved, seconded by Member Larsen, that pursuant to Open Meetings Act Sec. 2(c)(11), the Board go into Executive Session for the purpose of discussing pending litigation. On roll call, Members Anderson, Chaplin, DiCianni, Eckhoff, Elliott, Fichtner, Grant, Hart, Healy, Khouri, Krajewski, Larsen, Noonan, Puchalski, Tornatore, Wiley and Zay voted “aye.” Member Grasso was not present at the time of roll call. Motion carried.

Meeting reconvened. Member Elliott moved, seconded by Member Tornatore, that this meeting of the County Board of DuPage County be adjourned to Tuesday, February 27, 2018 at 10:00 A.M. On voice vote, motion carried.

Paul Hinds, County Clerk
Bank Account Payment History

User Name: DP\ERP.FNCYW
Job Name: PMTHISTORY
Step Nbr: 1

Pay Group: 1000
Cash Code: 1414
Class C Accounts Payable

Payment Date: 031318 - 031318
Payment Numbers: -
Payment Code: 7.D.a
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**Payment Date Range**: 03/13/18 thru 03/13/18  
**Payment Currency**: USD

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**Attachment**: 03-13-18 - Paylist (17-18-406 : 3/13/18 Paylist)
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**Payment Code:** CHK

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**Payment Number** | **1063182** | **Payment Date 03/13/18** | **Vendor** | **25536** | **GLOTZBACH, JOAN** | **IX** | **100** | **03/08/18** | **00.00** | **145.02** | **0.00** | **145.02** | **Status Issued** | 
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**Payment Number** | **1063184** | **Payment Date 03/13/18** | **Vendor** | **28539** | **HC NAPER INVESTMENTS I LLC** | **IX** | **100** | **03/09/18** | **00.00** | **1,025.00** | **0.00** | **1,025.00** | **Status Issued** | 
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**Vendor** | **Invoice** | **Voucher** | **Auth PL** | **Due Date** | **Dsc Date** | **Scheduled Amount** | **Discount Amount** | **Net Payment Amount** | **Status** | 
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**Payment Number** | **1063181** | **Payment Date 03/13/18** | **Vendor** | **10401** | **GALLS LLC** | **IX** | **100** | **03/30/18** | **00.00** | **402.92** | **0.00** | **402.92** | **Status Issued** | 
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Bank Account Payment History

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Time 12:15  
Pay Group 1000 GENERAL FUND PAY GROUP  
USD  
Payment Account Payment History  
Payment Date Range 03/13/18 thru 03/13/18  
Payment Currency USD  
Cash Code 1414  
Bank 071923909  
Payment Code CHK

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**AP255 Date 03/13/18**

**Time 12:15**

**Cash Code 1414**

**Bank 071923909**

**Payment Date Range 03/13/18 thru 03/13/18**

**Payment Code CHK**

**Bank Account Payment History**

**Payment Currency USD**

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- SAVIANO, FRAN 20395
- Selden Fox Ltd 12746
- SENTINEL TECHNOLOGIES INC 10214
- SHAH, MILAN 28537
- SIGMA-ALDRICH INC 10376
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*** Cash Code 1414 Total

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**AP255** Date 03/13/18  
Time 12:15

**Bank Account Payment History**

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Job Name: PMTHISTORY
Step Nbr: 2

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**Payment Currency:** USD

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Time: 12:15

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Job Name: PMTHISTORY
Step Nbr: 3

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Cash Code: 1414

Payment Date: 031318 - 031318
Payment Numbers: -
Payment Code: 7.D.a

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**Payment Date Range:** 03/13/18 thru 03/13/18

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AP255 Date: 03/13/18
Time: 12:16

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Class C Accounts Payable

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## Bank Account Payment History

**AP255 Date 03/13/18**
**Time 12:17**
**Pay Group 1500 HWY STREETS & BRIDGES PAY GRP**
**USD**

### Payment Account History

**Payment Date Range 03/13/18 thru 03/13/18**
**Payment Currency USD**

**Cash Code 1414**
**Bank 071923909**

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**Packet Pg. 144**

### Bank Account Payment History

**AP255** Date 03/13/18  
Time 12:17

**Pay Group**: 1500 HWY STREETS & BRIDGES PAY GRP  
USD

Bank Account Payment History

**Cash Code**: 1414  
**Bank**: 071923909

**Payment Code**: CHK

**Payment Date Range**: 03/13/18 thru 03/13/18  
**Payment Currency**: USD

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- **Payment Count**: 1
- **Cash Code 1414 Total**: 1,489.40
- **Pay Group 1600 USD Total**: 1,489.40

- **Payment Date Range**: 03/13/18 thru 03/13/18
- **Payment Currency**: USD
User Name: DP\ERP.FNCYW
Job Name: PMTHISTORY
Step Nbr: 8

Pay Group: 2000
Cash Code: 1414
Class C Accounts Payable

Payment Date: 03/13/18 - 03/13/18
Payment Numbers: -
Payment Code: 7.D.a
Bank Account Payment History

AP255 Date 03/13/18  
Time: 12:17  
Pay Group: 2000 PUBLIC WORKS PAY GROUP  
USD  
Bank Account Payment History  
Payment Date Range: 03/13/18 thru 03/13/18  
Bank: 071923909  
Cash Code: 1414  
Payment Code: CHK  
Page: 1  

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**Payment Code:** CHK

**Cash Code:** 1414

**Pay Group:** 2000 USD

**Payment Date Range:** 03/13/18 thru 03/13/18

**Payment Currency:** USD
Bank Account Payment History

User Name: DP\ERP.FNCYW
Job Name: PMTHISTORY
Step Nbr: 9

Pay Group: 5000
Cash Code: 1414
Class C Accounts Payable

Payment Date: 031318 - 031318
Payment Numbers: -
Payment Code: 7.D.a
## Bank Account Payment History

**AP255 Date 03/13/18**

**Time 12:18**

**Pay Group** 5000 DUPAGE COUNTY GRANTS PAY GROUP USD

**Bank Account Payment History**

**Cash Code** 1414  **Bank** 071923909

**Payment Date Range** 03/13/18 thru 03/13/18  **Payment Currency** USD

**Payment Code** ACH

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**Payment Code** ACH

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**Payment Count** 5

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## Bank Account Payment History

**AP255** Date 03/13/18  
**Time 12:18**  
**Bank Account Payment History**  
**Pay Group** 5000 DUPAGE COUNTY GRANTS PAY GROUP  
**Payment Date Range** 03/13/18 thru 03/13/18  
**Payment Currency** USD  
**Cash Code** 1414  
**Bank** 071923909  
**Payment Code** CHK

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Cash Code: 1414
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Step Nbr: 1

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**Payment Total:**

- **Total Payments:** 17.76 + 227.50 + 6,666.67 + 315.00 + 222.91 + 34,422.00 + 1,281.48 + 2.10 + 59.00 + 1,880.00 + 460.00 + 322.82 = **42,978.80**
## Bank Account Payment History

**AP255 Date 03/16/18**

**Time 13:28**

**Pay Group** 1000 GENERAL FUND PAY GROUP  **USD**

**Cash Code** 1414  **Bank** 071923909

**Payment Date Range** 03/16/18 thru 03/16/18  **Payment Currency** USD

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**T.E.A.M. PIPE & SUPPLY CO** | 10034 | 1063386 | 03/16/18 | 03/16/18 | 237.00 | 0.00 | 237.00 |
**SECRETARY OF STATE** | 10540 | 1063389 | 03/16/18 | 03/16/18 | 10.00 | 0.00 | 10.00 |
**SECRETARY OF STATE** | 10540 | 1063390 | 03/16/18 | 03/16/18 | 10.00 | 0.00 | 10.00 |
**SENTINEL TECHNOLOGIES INC** | 10214 | 1063391 | 03/16/18 | 03/16/18 | 404.22 | 0.00 | 404.22 |
**SIDDIQA, ASRA** | 27620 | 1063392 | 04/13/18 | 03/16/18 | 120.00 | 0.00 | 120.00 |
**SPEEDWAY PREPAID CARD LLC** | 25560 | 1063393 | 03/16/18 | 03/16/18 | 120.00 | 0.00 | 120.00 |||

**Payment Date Range:** 03/16/18 thru 03/16/18

**Vendor** | **Invoice** | **Voucher** | **Auth PL** | **Due Date** | **Dsc Date** | **Scheduled Amount** | **Discount Amount** | **Net Payment Amount** |
---|---|---|---|---|---|---|---|---|
**RITA TACCONA & ASSOCIATES** | 10558 | 1063385 | 03/16/18 | 03/16/18 | 1,500.00 | 0.00 | 1,500.00 |
**T.E.A.M. PIPE & SUPPLY CO** | 10034 | 1063386 | 03/16/18 | 03/16/18 | 237.00 | 0.00 | 237.00 |
**SECRETARY OF STATE** | 10540 | 1063389 | 03/16/18 | 03/16/18 | 10.00 | 0.00 | 10.00 |
**SECRETARY OF STATE** | 10540 | 1063390 | 03/16/18 | 03/16/18 | 10.00 | 0.00 | 10.00 |
**SENTINEL TECHNOLOGIES INC** | 10214 | 1063391 | 03/16/18 | 03/16/18 | 404.22 | 0.00 | 404.22 |
**SIDDIQA, ASRA** | 27620 | 1063392 | 04/13/18 | 03/16/18 | 120.00 | 0.00 | 120.00 |
**SPEEDWAY PREPAID CARD LLC** | 25560 | 1063393 | 03/16/18 | 03/16/18 | 120.00 | 0.00 | 120.00 |
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User Name: DP\ERP.FNMAW
Job Name: PMTHISTORY
Step Nbr: 2

Pay Group: 1100
Cash Code: 1414  Class C Accounts Payable

Payment Date: 031618 - 031618
Payment Numbers: -
Payment Code: -
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**Payment Currency:** USD

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**Pay Group 1100 USD Total**
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Job Name: PMTHISTORY
Step Nbr: 3

Pay Group: 1200
Cash Code: 1414

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Job Name: PMTHISTORY
Step Nbr: 4

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Bank Account Payment History

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Job Name: PMTHISTORY
Step Nbr: 5

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- Payment: 170,496.66
- Discount: 0.00
- Net: 170,496.66

**Cash Code 1414 Total**
- Payment Count: 14
- Payment: 170,496.66
- Discount: 0.00
- Net: 170,496.66

**Pay Group 1400 USD Total**
- Payment Count: 14
- Payment: 170,496.66
- Discount: 0.00
- Net: 170,496.66
Bank Account Payment History

AP255 Date: 03/16/18           JOB SUBMISSION PARAMETERS
Time: 13:30

User Name: DP\ERP.FNMAW
Job Name: PMTHISTORY
Step Nbr: 6

Pay Group: 1500
Cash Code: 1414       Class C Accounts Payable

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**Payment Count:** 10

**Cash Code 1414 Total:** 33,284.00
**Payment Count:** 10

**Pay Group 1500 USD Total:** 33,284.00
**Payment Count:** 10
### Bank Account Payment History

**User Name:** DP\ERP.FNMAW  
**Job Name:** PMTHISTORY  
**Step Nbr:** 7

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Attachment: 03-16-18 - Paylist (17-18-407 : 3/16/18 Paylist)
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- **AP255 Date:** 03/16/18  
  **Time:** 13:31

- **Pay Group:** 1600 CONSERV & RECREATION PAY GROUP  
  **USD**

- **Cash Code:** 1414  
  **Bank:** 071923909

- **Payment Code:** CHK

### Payment Date Range

- **03/16/18 thru 03/16/18**

- **Payment Currency:** USD

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- *** Payment Count: 13 ***

- *** Cash Code 1414 Total: 18,367.30 ***

- *** Payment Count: 15 ***

- *** Pay Group 1600 USD Total: 18,367.30 ***

- *** Payment Count: 15 ***
Bank Account Payment History

User Name: DP\ERP.FNMAW
Job Name: PMTHISTORY
Step Nbr: 8

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**Payment Code: CHK**  
**Payment Date Range: 03/16/18 thru 03/16/18**  
**Payment Currency: USD**

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**Payment Count: 14**  
**Pay Group 2000 USD Total: 256,249.97**  
**Payment Count: 14**
Bank Account Payment History

AP255 Date: 03/16/18           JOB SUBMISSION PARAMETERS
Time: 13:32
User Name: DP\ERP.FNMAW
Job Name: PMTHISTORY
Step Nbr: 9

Pay Group: 5000
Cash Code: 1414       Class C Accounts Payable
Payment Date: 031618 - 031618
Payment Numbers: -
Payment Code:
## Bank Account Payment History

**AP255 Date 03/16/18**  
**Time 13:32**  
**Pay Group 5000 DUPAGE COUNTY GRANTS PAY GROUP USD**

### Payment Date Range
03/16/18 thru 03/16/18

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**Date:** 03/16/18  
**Time:** 13:32  
**Cash Code:** 1414  
**Bank:** 071923909  
**Payment Code:** CHK  

### Payment Date Range

03/16/18 thru 03/16/18  
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**Total Cash Code 1414:** $902,005.20  
**Total Pay Group 5000 USD:** $902,005.20  

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**Packet Pg. 192**
Bank Account Payment History

User Name: DP\ERP.FNMAW
Job Name: PMTHISTORY
Step Nbr: 10

Pay Group: 6000  
Cash Code: 1414  
Class C Accounts Payable

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- **Amount:** 8,000.00
- **Payment Code:** CHK
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- **Pay Group:** 6000 USD

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## Bank Account Payment History

**AP255 Date 03/20/18**

**Time 12:51**

**Pay Group 1000 GENERAL FUND PAY GROUP**

**USD**

**Bank Account Payment History**

**Payment Date Range 03/20/18 thru 03/20/18**

**Payment Currency USD**

**Cash Code 1414**

**Bank 071923909**

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**Attachment: 03-20-18 - Paylist (17-18-408 : 3/20/18 Paylist)**
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**AP255 Date 03/20/18**  
**Time 12:51**  
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**Bank 071923909**  
**Payment Date Range 03/20/18 thru 03/20/18**  
**Payment Code CHK**  
**Payment Currency USD**

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**Pay Group 1000 USD Total**

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AP255 Date: 03/20/18
Time: 12:51

User Name: DP\ERP.FNCYW
Job Name: PMTHISTORY
Step Nbr: 2

Pay Group: 1100  Class C Accounts Payable
Cash Code: 1414
Payment Date: 032018 - 032018
Payment Numbers: -
Payment Code: -
## Bank Account Payment History

### AP255 Date 03/20/18

| Time: 12:52 |

**Bank Account Payment History**

| Cash Code | 1414 |
| Bank Code | 071923909 |

**Payment Code**: ACH

**Payment Date Range**: 03/20/18 thru 03/20/18

**Payment Currency**: USD

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AP255 Date 03/20/18
Time 12:52

Payment Group 1100 GENERAL GOVERNMENT PAY GROUP
USD

Payment Account History

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Payment Currency USD

Cash Code 1414 Bank 071923909

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Payment Numbers: -
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**Time 12:54**  
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- **Bank**: 071923909  
- **Payment Code**: ACH

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**Payment Currency USD**

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**AP255 Date** 03/20/18  
**Time** 12:54  
**Pay Group** 1200 HEALTH AND WELFARE PAY GROUP  
**USD**  
**Bank Account Payment History**  
**Cash Code** 1414  
**Bank** 071923909  
**Payment Date Range** 03/20/18 thru 03/20/18  
**Payment Currency** USD

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User Name: DP\ERP.FNCYW
Job Name: PMTHISTORY
Step Nbr: 4
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### Bank Account Payment History

**AP255** Date 03/20/18  
**Time** 12:55

**Pay Group** 1300 PUBLIC SAFETY PAY GROUP  
**Payment Date Range** 03/20/18 thru 03/20/18  
**Payment Currency** USD

**Cash Code** 1414  
**Bank** 071923909  
**Payment Code** CHK

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Payment Count 4

**Pay Group 1300 USD Total**  
Payment Count 4
Bank Account Payment History

AP255 Date: 03/20/18           JOB SUBMISSION PARAMETERS
Time: 12:57

User Name: DP\ERP.FNCYW
Job Name: PMTHISTORY
Step Nbr: 5

Pay Group: 1400
Cash Code: 1414       Class C Accounts Payable
Payment Date: 032018 - 032018
Payment Numbers: -
Payment Code:
### Bank Account Payment History

**AP255 Date 03/20/18**  
**Time 12:58**  
**Bank Account Payment History**  
**Payment Date Range 03/20/18 thru 03/20/18**  
**Payment Currency USD**  
**Cash Code 1414**  
**Bank 071923909**  
**Payment Code ACH**

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**Packet Pg. 221**
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Step Nbr: 7

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Time: 13:03

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Job Name: PMTHISTORY
Step Nbr: 8

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**Time 13:04**

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**USD**

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**Bank** 071923909

**Payment Code** CHK  
**Payment Date Range** 03/20/18 thru 03/20/18  
**Payment Currency** USD

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**Pay Group 2000 USD Total** 3,833.77  
**Payment Count** 13
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Job Name: PMTHISTORY
Step Nbr: 9

Pay Group: 5000
Cash Code: 1414

Class C Accounts Payable

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| 9,775.00 | 0.00 | 9,775. |

**Payment Code ACH Total**

| 9,775.00 | 0.00 | 9,775. |

**Cash Code 1414 Total**

| 9,775.00 | 0.00 | 9,775. |

**Pay Group 6000 USD Total**

<p>| 9,775.00 | 0.00 | 9,775. |</p>
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**Payment Code**: WTF

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**Payment Count**: 1

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**Cash Code**: 3910

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**Pay Group**: 1200 USD

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**Payment Total**: 6,082.00

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**Payment Code WTF Total**: 6,082.00

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**Cash Code 3910 Total**: 6,082.00

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**Pay Group 1200 USD Total**: 6,082.00

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**Net Payment Amount**: 6,082.00
Bank Account Payment History

AP255 Date: 03/16/18  JOB SUBMISSION PARAMETERS
Time: 12:51

User Name: DP\ERP.FNMTT
Job Name: AP255WIRE
Step Nbr: 1

- Pay Group: 1100
- Cash Code: 3910
  Class C Account
- Payment Date: 031618 - 031618
- Payment Numbers: 
- Payment Code: WTF  Wire Transfer
# Bank Account Payment History

**AP255 Date 03/16/18**  
**Time 12:51**  
**Pay Group  1100 GENERAL GOVERNMENT PAY GROUP**  
**USD**  
**Bank Account Payment History**  
**Payment Date Range 03/16/18 thru 03/16/18**  
**Payment Currency USD**  
**Cash Code 3910**  
**Bank 071000013**  
**Payment Code WTF**

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**Payment Count 1**  
**Cash Code 3910 Total 260,440.52**  
**Pay Group 1100 USD Total 260,440.52**  
**Payment Count 1**

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**Packet Pg. 242**

Attachment: 03-16-18 - 1100-Wire Transfer (17-18-410 : 03/16/18 Wire Transfer)
User Name: DP\ERP.FNMTT
Job Name: AP255WIRE
Step Nbr: 1

Pay Group: 5000
Cash Code: 3910
Class C Account

Payment Date: 032018 - 032018
Payment Numbers: 8618 - 8618
Payment Code: WTF Wire Transfer
## Bank Account Payment History

**Payment Date Range**: 03/20/18 thru 03/20/18  
**Payment Number Range**: 8618 thru 8618

### Vendor Details
- **Vendor**: 28600
- **Invoice**: FIR008618
- **Payment Date**: 03/20/18
- **Vendor**: US DEPT OF HOUSING & URBAN
- **Status**: Issued

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### Payment Summary

- **Payment Total**: 29,100.00
- **Discount Amount**: 0.00
- **Net Payment Amount**: 29,100.00
- **Payment Code WTF**: 29,100.00
- **Cash Code 3910**: 29,100.00
- **Pay Group 5000 USD**: 29,100.00

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**Packet Pg. 244**
MONTHLY REPORT of INVESTMENTS and DEPOSITS

March 2018

Report disclosing the investments and deposits of county moneys as of the first business day of March, 2018, published pursuant to the provisions of Illinois Compiled Statutes, Chapter 55, Section 5/3 - 11007. In accordance with the terms of the aforementioned statute, a copy of this report is transmitted to the County Board Chairman.

GWEN HENRY
DUPAGE COUNTY TREASURER
## DUPAGE COUNTY TREASURER
### INVESTMENT AND DEMAND DEPOSIT REPORT AS OF 02/28/2018

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Total Collector: 4,242,236.31

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<td>Class C Account</td>
<td>14,124,260.77</td>
</tr>
<tr>
<td>MB Financial Bank</td>
<td>Class C Account</td>
<td>7,448,892.20</td>
</tr>
<tr>
<td>JPMorgan Chase Bank</td>
<td>Class C Account</td>
<td>14,811,431.48</td>
</tr>
<tr>
<td>FNBW</td>
<td>Class C Account</td>
<td>339,488.72</td>
</tr>
<tr>
<td>Fifth Third Bank</td>
<td>Class C Accounts Payable</td>
<td>7,021,441.93</td>
</tr>
<tr>
<td>MB Financial Bank</td>
<td>Payroll Account</td>
<td>3,655,942.93</td>
</tr>
<tr>
<td>Fifth Third Bank</td>
<td>GO 2010 Bond - MMA</td>
<td>1,067,928.47</td>
</tr>
</tbody>
</table>

Total Class C / General Fund: 48,670,388.50
**DUPage County Treasurer**

**Investment and Demand Deposit Report As of 02/28/2018**

<table>
<thead>
<tr>
<th>Bank Name</th>
<th>Description</th>
<th>Balance 02/28/2018</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Debt Service</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>US Bank</td>
<td>2005 Transp Bonds Debt Svc</td>
<td>9,748,638.75</td>
</tr>
<tr>
<td>US Bank</td>
<td>2006 Courthouse Bonds Debt Svc</td>
<td>2,310,482.70</td>
</tr>
<tr>
<td>US Bank</td>
<td>2015A Trans Rev Refund Debt Svc</td>
<td>4,000,000.00</td>
</tr>
<tr>
<td><strong>Total Debt Service</strong></td>
<td></td>
<td>16,059,121.45</td>
</tr>
<tr>
<td><strong>Employee Benefits</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Itasca Bank &amp; Trust Co.</td>
<td>Employee Benefit Account</td>
<td>8,182,815.99</td>
</tr>
<tr>
<td><strong>Total Employee Benefits</strong></td>
<td></td>
<td>8,182,815.99</td>
</tr>
<tr>
<td><strong>Class D</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>The Private Bank</td>
<td>Special Fund Account</td>
<td>821.71</td>
</tr>
<tr>
<td>Wheaton Bank &amp; Trust</td>
<td>Class D Escrow</td>
<td>722,497.72</td>
</tr>
<tr>
<td>Wheaton Bank &amp; Trust</td>
<td>Condensation MMA</td>
<td>2,277,897.35</td>
</tr>
<tr>
<td>JPMorgan Chase Bank</td>
<td>Class D Account</td>
<td>423,775.10</td>
</tr>
<tr>
<td>JPMorgan Chase Bank</td>
<td>State's Attorney Forfeiture</td>
<td>1,052,754.07</td>
</tr>
<tr>
<td>JPMorgan Chase Bank</td>
<td>Employees IMRF Account</td>
<td>2,717,297.54</td>
</tr>
<tr>
<td>JPMorgan Chase Bank</td>
<td>Employees Spec Wage Deduction</td>
<td>21,404.35</td>
</tr>
<tr>
<td>JPMorgan Chase Bank</td>
<td>Condemnation Account</td>
<td>57,746.06</td>
</tr>
<tr>
<td><strong>Total Class D</strong></td>
<td></td>
<td>7,274,993.92</td>
</tr>
<tr>
<td><strong>ETSB</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wheaton Bank &amp; Trust</td>
<td>Class D ETSB Account</td>
<td>2,723,993.56</td>
</tr>
<tr>
<td>Wheaton Bank &amp; Trust</td>
<td>Class D ETSB MMA</td>
<td>4,790,180.06</td>
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<tr>
<td><strong>Total ETSB</strong></td>
<td></td>
<td>7,514,173.62</td>
</tr>
<tr>
<td><strong>Health Department</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MB Financial Bank</td>
<td>Board Of Health Account</td>
<td>15,871,480.45</td>
</tr>
<tr>
<td>US Bank</td>
<td>Board of Health EPAY Account</td>
<td>787,307.96</td>
</tr>
<tr>
<td><strong>Total Health Department</strong></td>
<td></td>
<td>16,658,788.41</td>
</tr>
<tr>
<td><strong>Public Works</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>JPMorgan Chase Bank</td>
<td>PW Bond Account</td>
<td>12,626,063.75</td>
</tr>
<tr>
<td><strong>Total Public Works</strong></td>
<td></td>
<td>12,626,063.75</td>
</tr>
</tbody>
</table>

**Total Demand Balances**: 121,208,157.95

**Total Investment Balances (1)**: 332,068,489.85

**Total Demand and Investment Balances**: 453,276,647.80

(1) See Page 3 for details.
### DUPAGE COUNTY TREASURER
### INVESTMENT DETAIL REPORT AS OF 02/28/2018

<table>
<thead>
<tr>
<th>Bank Name</th>
<th>Security</th>
<th>Rate of Interest / Yield</th>
<th>Maturity Date</th>
<th>02/28/2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund Investment Pool</td>
<td>CD</td>
<td>1.200</td>
<td>3/14/2018</td>
<td>4,000,000.00</td>
</tr>
<tr>
<td>Inland Bank and Trust</td>
<td>CD</td>
<td>1.100</td>
<td>3/20/2018</td>
<td>2,000,000.00</td>
</tr>
<tr>
<td>Wheaton Bank and Trust</td>
<td>CD</td>
<td>1.300</td>
<td>3/21/2018</td>
<td>4,000,000.00</td>
</tr>
<tr>
<td>First Nations Bank</td>
<td>CD</td>
<td>0.800</td>
<td>4/5/2018</td>
<td>2,400,000.00</td>
</tr>
<tr>
<td>MB Financial</td>
<td>CD</td>
<td>0.650</td>
<td>4/2/2018</td>
<td>4,000,000.00</td>
</tr>
<tr>
<td>Associated Bank</td>
<td>CD</td>
<td>1.250</td>
<td>5/8/2018</td>
<td>2,000,000.00</td>
</tr>
<tr>
<td>Republic Bank and Trust</td>
<td>CD</td>
<td>1.150</td>
<td>5/20/2018</td>
<td>1,000,000.00</td>
</tr>
<tr>
<td>Associated Bank</td>
<td>CD</td>
<td>1.430</td>
<td>6/14/2018</td>
<td>6,000,000.00</td>
</tr>
<tr>
<td>Associated Bank</td>
<td>CD</td>
<td>1.500</td>
<td>6/20/2018</td>
<td>4,011,999.99</td>
</tr>
<tr>
<td>Wheaton Bank and Trust</td>
<td>CD</td>
<td>1.400</td>
<td>7/7/2018</td>
<td>3,500,000.00</td>
</tr>
<tr>
<td>First Nations Bank</td>
<td>CD</td>
<td>1.442</td>
<td>8/5/2018</td>
<td>2,000,000.00</td>
</tr>
<tr>
<td>First Nations Bank</td>
<td>CD</td>
<td>1.450</td>
<td>9/16/2018</td>
<td>1,000,000.00</td>
</tr>
<tr>
<td>First Nations Bank</td>
<td>CD</td>
<td>1.492</td>
<td>10/24/2018</td>
<td>2,000,000.00</td>
</tr>
<tr>
<td>Inland Bank and Trust</td>
<td>CD</td>
<td>1.350</td>
<td>11/2/2018</td>
<td>4,030,070.22</td>
</tr>
<tr>
<td>First Nations Bank</td>
<td>CD</td>
<td>1.500</td>
<td>11/2/2018</td>
<td>1,000,000.00</td>
</tr>
<tr>
<td>First Nations Bank</td>
<td>CD</td>
<td>1.492</td>
<td>12/3/2018</td>
<td>1,000,000.00</td>
</tr>
<tr>
<td>Providence Bank</td>
<td>CD</td>
<td>1.700</td>
<td>12/23/2018</td>
<td>5,026,321.52</td>
</tr>
<tr>
<td>First Midwest</td>
<td>CD</td>
<td>1.780</td>
<td>2/2/2019</td>
<td>1,000,000.00</td>
</tr>
<tr>
<td>Grand Ridge National Bank</td>
<td>CD</td>
<td>2.015</td>
<td>3/22/2019</td>
<td>2,000,000.00</td>
</tr>
</tbody>
</table>

**Total General Fund Investment Pool**: $52,868,392.13

#### G.O. Bond Investment Pool

| Associated Bank                  | CD       | 1.380                    | 8/29/2018     | 1,006,363.33 |

**Total G.O. Bond Investment Pool**: $1,006,363.33

#### Employee Benefits Investment Pool

| Itasca                           | CD       | 1.000                    | 10/3/2018     | 1,500,000.00 |

**Total Employee Benefits Investment Pool**: $1,500,000.00

#### Health Department Investment Pool

| MB Financial                     | Term DDA | 0.650                    | 4/24/2018     | 5,013,026.70 |
| MB Financial                     | Term DDA | 0.750                    | 1/24/2018     | 5,010,261.46 |

**Total Health Department Investment Pool**: $10,023,288.16

#### ETSB Investment Pool

| William Blair/ First Midwest Bank| Managed Asset Account | 10,155,289.20 |

**Total ETSB Investment Pool**: $10,155,289.20

#### Collector Investment Pool

| BMO/Harris                       | CD       | 1.490                    | 4/27/2018     | 2,500,000.00 |
| MB Financial                     | CD       | 1.520                    | 4/27/2018     | 5,000,000.00 |
| BMO/Harris                       | CD       | 1.497                    | 4/29/2018     | 100,000,000.00 |
| Inland Bank and Trust            | CD       | 1.500                    | 4/29/2018     | 5,000,000.00 |
| Inland Bank and Trust            | CD       | 1.500                    | 4/29/2018     | 10,000,000.00 |
| Wheaton Bank and Trust           | CD       | 1.510                    | 4/29/2018     | 5,000,000.00 |
| Associated Bank                  | CD       | 1.500                    | 4/30/2018     | 60,000,000.00 |
| MB Financial                     | CD       | 1.520                    | 4/30/2018     | 25,000,000.00 |
| BMO/Harris                       | CD       | 1.828                    | 5/1/2018      | 8,000,000.00 |
| Associated Bank                  | CD       | 1.470                    | 5/2/2018      | 5,000,000.00 |

**Total Collector Investment Pool**: $282,584,888.00

**Total Investment Pools**: $332,054,398.86
<table>
<thead>
<tr>
<th>Department</th>
<th>Vendor</th>
<th>PO #</th>
<th>Amount</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transportation</td>
<td>Thomas Engineering</td>
<td>1842 SERV</td>
<td>$(28,820.66)$</td>
<td>Decrease &amp; Close</td>
</tr>
<tr>
<td>OHESM</td>
<td>Advent Systems, Inc.</td>
<td>502 SERV</td>
<td>$(10,476.00)$</td>
<td>Decrease &amp; Close</td>
</tr>
</tbody>
</table>
## Request for Change Order
### Procurement Services Division

**Original Purchase Order #:** 502

**Purchase Order Date:** Dec 1, 2014

**Vendor Name:** Advent Systems Inc.

**Vendor #:** 10691

**Department:** OHSEM

**Dept Contact:** Tom Williams

### Background and/or Reason for Change Order Request:
- Change order to 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 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>$43,175.00</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>$43,175.00</td>
</tr>
<tr>
<td>D Amount of this Change Order</td>
<td>Decrease ($10,476.00)</td>
</tr>
<tr>
<td>E New contract amount (C + D)</td>
<td>$32,699.00</td>
</tr>
<tr>
<td>F Percent of current contract value this Change Order represents (D / C)</td>
<td>-24.26%</td>
</tr>
<tr>
<td>G Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)</td>
<td>-24.26%</td>
</tr>
</tbody>
</table>

### DECISION MEMO NOT REQUIRED

- Close Contract
- Contract Extension (29 days)
- Consent Only
- Change budget code from: to:
- Increase/Decrease quantity from: to:
- Price shows: should be:
- Decrease 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):** 5252

**Phone Ext:** Feb 28, 2018

**Recommended for Approval (Initials):** 5225

**Phone Ext:** Feb 28, 2018

**Reviewed By (Initials Only):**

**Buyer:** 3/1/18

**Procurement Officer:** 3-1-18

**Chief Financial Officer (Decision Memos Over $25,000):** 2-1-18

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

---

**Forms 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 #:** 1842-0001-SERV  
**Original Purchase Order Date:**  
**Change Order #:** 1  
**Department:** Division of Transportation

**Vendor Name:** Thomas Engineering Group  
**Vendor #:** 12743  
**Dept Contact:** Sarah Lobdell

**Background and/or Reason for Change Order Request:**  
Professional Construction Engineering Services for the 2016 Pavement Maintenance Program - South region, Section 16-PV16TC-06-GM  
Decrease/Close

---

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

- ( ) Were not reasonably foreseeable at the time the contract was signed.  
- ( ) 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**

<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>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 (D/A)</td>
</tr>
</tbody>
</table>

---

**DECISION MEMO NOT REQUIRED**

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

**DECISION MEMO REQUIRED**

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

---

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<tr>
<th>SL</th>
<th>6900</th>
<th>Mar 1, 2018</th>
<th></th>
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<tbody>
<tr>
<td>Prepared By [Initials]</td>
<td>Phone Ext</td>
<td>Date</td>
<td>Recommended for Approval [Initials]</td>
<td>Phone Ext</td>
<td>Date</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**REVIEWED BY [Initials Only]**

<table>
<thead>
<tr>
<th>Buyer</th>
<th>Procurement Officer</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Date</td>
<td>3-9-18</td>
</tr>
<tr>
<td>Date</td>
<td>3-9-18</td>
<td></td>
</tr>
</tbody>
</table>

---

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

---

**CONSENT AGENDA**

(*Packet Pg. 251*)

---

**FORM OPTIMIZED FOR ADOBE READER VERSION 9 OR LATER**

---

**2018 MAR-6 AM 8:49**

---

**RECEIVED**

---

**CONSENT AGENDA**

---

**Packet Pg. 251**
Resolution
CB-R-0053-18
CB-R-0053A-18

CORRECTION OF A SCRIVENER’S ERROR IN RESOLUTION CB-R-0053-18

APPOINTMENT OF DONALD C. SHARP
TO THE DUPAGE COUNTY AIRPORT AUTHORITY

WHEREAS, Daniel J. Cronin has submitted to the County Board his appointment of Donald C. Sharp to be a Commissioner of the DuPage Airport Authority; and

WHEREAS, such appointment requires the advice and consent of the County Board under 70 ILCS 5/3.1, as amended.

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that the County Board does hereby advise and consent to the appointment of Donald C. Sharp to be a Commissioner of the DuPage Airport Authority for a term ending January 29, 2022; and

BE IT FURTHER RESOLVED that the “Certificate of Appointment” be attached hereunto and made a part of this resolution; and

BE IT FURTHER RESOLVED that the County Clerk transmit certified copies of this resolution to: Donald C. Sharp; Phillip Luetkehans, Schirott & Luetkehans, 105 E. Irving Park Rd. Itasca, IL 60143; David Bird, Executive Director, DuPage Airport Authority, 2700 International Dr., Suite 200, West Chicago, IL 60185; Auditor; Treasurer; Finance Department; State’s Attorney; and the County Board Office.

Enacted and approved this 23rd day of January, 2018 at Wheaton, Illinois.

________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
IN THE MATTER OF THE APPOINTMENT OF A COMMISSIONER
OF THE DUPAGE AIRPORT AUTHORITY

CERTIFICATE OF APPOINTMENT

I, Daniel J. Cronin, Chairman of the DuPage County Board, with the advice and consent
of the DuPage County Board members, hereby appoint Donald C. Sharp to be a Commissioner
of the DuPage Airport Authority for a term ending January 29, 2022. Donald C. Sharp resides at
668 Highview Avenue, Glen Ellyn, IL 60137, within the territory of the DuPage Airport
Authority.

Daniel J. Cronin, Chairman
DuPage County Board
DU PAGE COUNTY
APPLICATION FORM FOR APPOINTMENT

Name of Board or Agency you are interested in appointment to: DUPAGE AIRPORT AUTHORITY

Have you ever served on this Board or Agency before? YES If so, how long? 22 months

Personal Information

Last Name: Sharp  First Name: Donald  Middle Initial: C.  Date of Birth: [Redacted]

E-mail Address: [Redacted]

Present Permanent Address: [Redacted]  City: Glen Ellyn  State: IL  Zip Code: 60137

County: DU PAGE  Home Phone: [Redacted]  Alternate Phone: [Redacted]

Educational Information

Name and Address of High School Attended: Rockhurst High School, Kansas City, MO

Date of Graduation: 05/15/1986

College/University  Name and Location of School  Degree Earned  Date of Graduation

University of Notre Dame, Notre Dame, IN  BBA - Accounting  1990

Employment & Professional History

Please list current & previous employers.

Employer's Name: Coolfire Solutions  Mailing Address: 415 N. 10th St., 3rd Floor, St. Louis, MO 63101

Employer's Name: Navistar  Mailing Address: 2701 Navistar Drive, Lisle, Illinois 60532
Telephone No.: 2701 Navistar  Position Held: SVP, Global Shared  Employment Dates: Start: 10/01/2 End: 04/30/201

Employer's Name: Valint Consulting  Mailing Address: 98 Stephanie Ln, Glen Ellyn, IL 60137
Telephone No.: 6304529621  Position Held: Founder/Managing D  Employment Dates: Start: 10/01/2 End: 09/30/200

Please list any professional certifications you hold:
Additional Information
Please explain why you wish to serve as an appointee and share any unique qualifications or experience you feel you would bring to this agency.

Since my days at Navistar, I have understood the importance of getting involved in the community. While

Are you a lobbyist registered with the State of Illinois? Yes □ No √
Are you (or your spouse) an elected official? Yes □ No √
If yes, please describe:
Are you (or your spouse) a government employee? Yes □ No √
If yes, please describe:

Volunteer Board & Community Participation History
Please summarize any community involvement and list any government, non-profit or private sector boards on which you currently or previously served as a board member or volunteer.

<table>
<thead>
<tr>
<th>Organization Name</th>
<th>North Central College</th>
<th>Participation Dates: Start: 2011 End: CURRENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Activities</td>
<td>Board of Trustees</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Activities</td>
<td>Board of Trustees</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Activities</td>
<td>Chicago Division Board</td>
<td></td>
</tr>
</tbody>
</table>

Conviction Information
Have you ever been convicted of a criminal offense?: NO
If so, date and location:
Nature of Conviction:
Disposition:

By checking this box and submitting this application, I hereby certify that the foregoing responses are true, accurate and complete. I agree that any misstatement, misrepresentation, or omission of fact may result in my immediate disqualification for appointment. I authorize DuPage County to review my credit and criminal history, and/or to request more information about my background.

“As a condition of the appointment I will have, at the time of my appointment, or as soon thereafter as possible, filed with the County Clerk a Statement of Economic Interest in accordance with the Illinois Governmental Ethics Act.”

Date 01/16/2017
Signature
Resolution
CB-R-0069-18
CB-R-0069A-18

CORRECTION OF A SCRIVENER'S ERROR IN RESOLUTION CB-R-0069-18
APPOINTMENT OF BLANCHE H. FAWELL
TO THE DUPAGE COUNTY ETHICS COMMISSION

WHEREAS, Daniel J. Cronin has submitted to the County Board his nomination of Blanche H. Fawell to be a Commissioner of the DuPage County Ethics Commission; and

WHEREAS, the DuPage County Ethics Ordinance provides that Ethics Commissioners shall be residents of DuPage County; and

WHEREAS, of the five (5) Ethics Commissioners no more than three (3) shall belong to the same political party at the time such appointments are made, with party affiliation determined by affidavit of the appointed Commissioner; and

WHEREAS, during his or her term of office, a Commissioner shall not become a candidate for any elective public office or hold any other elected or appointed public office, except for appointment to a governmental advisory board, study commission or as an ethics official of another governmental entity; and

WHEREAS, Commissioners shall serve a term of two (2) years and until their successors are appointed and qualified; and

WHEREAS, Commissioners shall be compensated at a per diem rate of $175 for official meetings of the Ethics Commission, while the Chairman of the Ethics Commission shall be compensated at the rate and in the manner set forth in the Ordinance for all time spent in furtherance of official duties and shall also be reimbursed for reasonable expenses incurred in the performance of such duties.

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that the County Board does hereby appoint Blanche H. Fawell as a Commissioner of the DuPage County Ethics Commission to fill the remainder of an unexpired term ending December 14, 2018 and

BE IT FURTHER RESOLVED that the “Notice of Nomination” be attached hereunto and made a part of this resolution; and

BE IT FURTHER RESOLVED that the County Clerk transmit certified copies of this resolution to: Blanche H. Fawell; the Chairman and Commissioners of the DuPage County Ethics Commission, DuPage County Ethics Adviser, Investigator General, and all Elected Officials and Department Heads.

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

________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD
Resolution

CB-R-0069-18

Attest: _________________________________

PAUL HINDS, COUNTY CLERK
NOTICE OF NOMINATION

By the power vested in me under the DuPage County Ethics Ordinance, I, Daniel J. Cronin, as Chairman of the DuPage County Board, do hereby nominate Blanche H. Fawell to be a member of the DuPage County Ethics Commission to fill the remainder of an unexpired term ending December 14, 2018.

I hereby submit this nomination to the County Board for its appointment this 13th day of February, 2017.

Daniel J. Cronin, Chairman
DuPage County Board
# DU PAGE COUNTY
APPLICATION FORM FOR APPOINTMENT

Name of Board or Agency you are interested in appointment to: DuPage County Ethics Commission

Have you ever served on this Board or Agency before? No If so, how long? 

---

**Personal Information**

<table>
<thead>
<tr>
<th>Last Name</th>
<th>Fawell</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name</td>
<td>Blanche</td>
</tr>
<tr>
<td>Middle Initial</td>
<td>H</td>
</tr>
<tr>
<td>Date of Birth</td>
<td></td>
</tr>
</tbody>
</table>

E-mail Address: 

Present Permanent Address: 

City: Glen Ellyn  
State: IL  
Zip Code: 60137

County: DuPage  
Home Phone: 
Alternate Phone: 

---

**Educational Information**

<table>
<thead>
<tr>
<th>Name and Address of High School Attended</th>
<th>York Community High School</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date of Graduation</td>
<td>06/01/1973</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>College/University Name and Location of School</th>
<th>Loyola University Chicago</th>
</tr>
</thead>
<tbody>
<tr>
<td>Degree Earned</td>
<td>JD</td>
</tr>
<tr>
<td>Date of Graduation</td>
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<table>
<thead>
<tr>
<th>College/University Name and Location of School</th>
<th>American University Washington D.C.</th>
</tr>
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<tbody>
<tr>
<td>Degree Earned</td>
<td>BA</td>
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<tr>
<td>Date of Graduation</td>
<td>01/20/1977</td>
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---

**Employment & Professional History**

Please list current & previous employers.

<table>
<thead>
<tr>
<th>Employer's Name</th>
<th>Fawell and Associates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Telephone No.</td>
<td>630-665-9300</td>
</tr>
<tr>
<td>Mailing Address</td>
<td>311 S. County Farm Road, Suite H, Wheaton, IL</td>
</tr>
<tr>
<td>Position Held</td>
<td>Attorney</td>
</tr>
<tr>
<td>Employment Dates: Start</td>
<td>07/10/</td>
</tr>
<tr>
<td>End</td>
<td></td>
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</table>

<table>
<thead>
<tr>
<th>Employer's Name</th>
<th>State of Illinois</th>
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</thead>
<tbody>
<tr>
<td>Telephone No.</td>
<td></td>
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<tr>
<td>Mailing Address</td>
<td>500 S. County Farm Road, Wheaton, IL</td>
</tr>
<tr>
<td>Position Held</td>
<td>Circuit Judge</td>
</tr>
<tr>
<td>Employment Dates: Start</td>
<td>10/18/</td>
</tr>
<tr>
<td>End</td>
<td>07/08/20</td>
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<table>
<thead>
<tr>
<th>Employer's Name</th>
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<tbody>
<tr>
<td>Telephone No.</td>
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<tr>
<td>Mailing Address</td>
<td></td>
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<tr>
<td>Employment Dates: Start</td>
<td></td>
</tr>
<tr>
<td>End</td>
<td></td>
</tr>
</tbody>
</table>

Please list any professional certifications you hold: 


DU PAGE COUNTY
APPLICATION FORM FOR APPOINTMENT

Additional Information
Please explain why you wish to serve as an appointee and share any unique qualifications or experience you feel you
would bring to this agency.

As a long time resident of DuPage County I am looking for an opportunity to give back. I believe that my y

Are you a lobbyist registered with the State of Illinois? Yes ☐ No ☑
Are you (or your spouse) an elected official? Yes ☐ No ☑
If yes, please describe: 
Are you (or your spouse) a government employee? Yes ☐ No ☑
If yes, please describe: 

Volunteer Board & Community Participation History
Please summarize any community involvement and list any government, non-profit or private sector boards on which you
currently or previously served as a board member or volunteer.

<table>
<thead>
<tr>
<th>Organization Name:</th>
<th>Participation Dates: Start:</th>
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</thead>
<tbody>
<tr>
<td>Activities:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>-------------------</td>
<td>-----------------------------</td>
<td>------</td>
</tr>
<tr>
<td>Organization Name:</td>
<td>Participation Dates: Start:</td>
<td>End:</td>
</tr>
<tr>
<td>Activities:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Organization Name:</td>
<td>Participation Dates: Start:</td>
<td>End:</td>
</tr>
<tr>
<td>Activities:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Conviction Information

Have you ever been convicted of a criminal offense?: no
If so, date and location: 
Nature of Conviction: 
Disposition: 

☐ By checking this box and submitting this application, I hereby certify that the foregoing responses are true,
accurate and complete. I agree that any misstatement, misrepresentation, or omission of fact may result in my immediate
disqualification for appointment. I authorize DuPage County to review my credit and criminal history, and/or to request
more information about my background.

“As a condition of the appointment I will have, at the time of my appointment, or as soon thereafter as possible, filed with
the County Clerk a Statement of Economic Interest in accordance with the Illinois Governmental Ethics Act.”

Date 01/16/2018 Signature: [Redacted]
County of DuPage

STATE OF ILLINOIS

AFFIDAVIT OF POLITICAL PARTY FOR
PURPOSES OF APPOINTMENT

Affiant, Blanche Hill Fawell being first duly sworn on oath states:

I am a registered member of the Republican (Republican/Democratic/Other) party.

Further, affiant sayeth naught.

(Signature)

Subscribed and sworn to before me
on this 23rd day of January, 2018.

Notary

OFFICIAL SEAL
MARTHA PEREZ
Notary Public - State of Illinois
My Commission Expires 5/12/2019
Resolution  
CB-R-0116-18  

APPOINTMENT OF HERBERT A. GETZ  
TO THE DUPAGE AIRPORT AUTHORITY  

WHEREAS, Daniel J. Cronin has submitted to the County Board his appointment of Herbert A. Getz to be a Commissioner of the DuPage Airport Authority; and  

WHEREAS, such appointment requires the advice and consent of the County Board under 70 ILCS 5/3.1, as amended.  

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that the County Board does hereby advise and consent to the appointment of Herbert A. Getz to be a Commissioner of the DuPage Airport Authority for a term to commence on March 27, 2018 and expire on January 29, 2023; and  

BE IT FURTHER RESOLVED that the “Certificate of Appointment” be attached hereunto and made part of this resolution; and  

BE IT FURTHER RESOLVED that the County Clerk transmit certified copies of this resolution to: Herbert A. Getz; Phillip Luetkehans, Schirott & Luetkehans, 105 E. Irving Park Rd., Itasca, IL 60143; David Bird, DuPage Airport Authority, 2700 International Drive, Suite 200, West Chicago, IL 60185; Auditor; Treasurer; Finance Department; State’s Attorney; and the County Board Office.  

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.  

____________________________________  
DANIEL J. CRONIN, CHAIRMAN  
DU PAGE COUNTY BOARD  

Attest: ______________________________  
PAUL HINDS, COUNTY CLERK
IN THE MATTER OF THE APPOINTMENT OF A COMMISSIONER
OF THE DUPAGE AIRPORT AUTHORITY

CERTIFICATE OF APPOINTMENT

I, Daniel J. Cronin, Chairman of the DuPage County Board, with the advice and consent of the DuPage County Board members, hereby appoint Herbert A. Getz to be a Commissioner of the DuPage Airport Authority for a term to commence on March 27, 2018 and end January 29, 2023. Herbert A. Getz resides at [redacted], Naperville, IL, 60563, within the territory of the DuPage Airport Authority.

________________________________________
Daniel J. Cronin, Chairman
DuPage County Board
Name of Board or Agency you are interested in appointment to: DuPage Airport Authority

Have you ever served on this Board or Agency before? No, if so, how long?

**Personal Information**

Last Name: Getz
First Name: Herbert
Middle Initial: A
Date of Birth: (redacted)

E-mail Address: (redacted)

Present Permanent Address: (redacted)
City: Naperville
State: IL
Zip Code: 60563

County: DuPage
Home Phone: (redacted)
Alternate Phone: (redacted)

**Educational Information**

Name and Address of High School Attended: Mt. Carroll High School, Mt. Carroll, Illinois

Date of Graduation: 05/25/1973

College/University Name and Location of School: Illinois Wesleyan University, Bloomington, IL
Degree Earned: B.A.
Date of Graduation: 05/15/1977

College/University Name and Location of School: Harvard Law School, Cambridge, MA
Degree Earned: J.D.
Date of Graduation: 06/01/1980

**Employment & Professional History**

Please list current & previous employers.

<table>
<thead>
<tr>
<th>Employer's Name</th>
<th>Telephone No.</th>
<th>Mailing Address</th>
<th>Employment Dates Start</th>
<th>Employment Dates End</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aspen Creek Partners</td>
<td>630-355-8902</td>
<td>1045 Royal Bombay Court, Naperville, IL</td>
<td>04/01/84</td>
<td>04/01/84</td>
</tr>
<tr>
<td>Waste Management Inc.</td>
<td>713-512-6201</td>
<td>1001 Fannin Street, Houston, TX</td>
<td>04/01/84</td>
<td>09/18/95</td>
</tr>
<tr>
<td>Bell Boyd &amp; Lloyd</td>
<td>630-372-1112</td>
<td>70 West Madison Street, Chicago, Illinois</td>
<td>06/15/84</td>
<td>04/01/84</td>
</tr>
</tbody>
</table>

Please list any professional certifications you hold:

Admitted to Illinois Bar 1980. License currently inactive.
DU PAGE COUNTY
APPLICATION FORM FOR APPOINTMENT

Additional Information
Please explain why you wish to serve as an appointee and share any unique qualifications or experience you feel you would bring to this agency.

Broad range of professional and management experience at large public corporations, smaller private and government agencies.

Are you a lobbyist registered with the State of Illinois?  Yes ☐  No ☑
Are you (or your spouse) an elected official?  Yes ☐  No ☑
If yes, please describe:
Are you (or your spouse) a government employee?  Yes ☐  No ☑
If yes, please describe:

Volunteer Board & Community Participation History
Please summarize any community involvement and list any government, non-profit or private sector boards on which you currently or previously served as a board member or volunteer.

<table>
<thead>
<tr>
<th>Organization Name</th>
<th>Participation Dates: Start:</th>
<th>End:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Illinois Wesleyan University, Bloomington</td>
<td>05/15/1990</td>
<td></td>
</tr>
<tr>
<td>Activities:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trustee. Vice Chairman and Executive Committee member since 2000.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Community United Methodist Foundaion</td>
<td>01/01/2000</td>
<td>01/01/2010</td>
</tr>
<tr>
<td>Activities:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Founding member and Chairman 2001 - 2005</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Live Downtown Naperville Partners</td>
<td>08/23/2007</td>
<td>12/31/2012</td>
</tr>
<tr>
<td>Activities:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>President and Founding Member - Committee of Naperville Chamber promoting responsible resi</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Conviction Information
Have you ever been convicted of a criminal offense?: No
If so, date and location: 
Nature of Conviction: 
Disposition: 

By checking this box and submitting this application, I hereby certify that the foregoing responses are true, accurate and complete. I agree that any misstatement, misrepresentation, or omission of fact may result in my immediate disqualification for appointment. I authorize DuPage County to review my credit and criminal history, and/or to request more information about my background.

"As a condition of the appointment I will have, at the time of my appointment, or as soon thereafter as possible, filed with the County Clerk a Statement of Economic Interest in accordance with the Illinois Governmental Ethics Act."

Date 01/23/2018  Signature Herb Getz

Packet Pg. 265
HERBERT A. GETZ

CAREER SUMMARY

Entrepreneurial senior executive and general counsel who has directed strategic and tactical initiatives during a period of rapid expansion in highly regulated and dynamic industrial services industries. Executive committee member with broad governance and management experience in both the public and private sectors. Direct personal experience in residential and commercial construction management.

PROFESSIONAL EXPERIENCE

Aspen Creek Partners Inc., Naperville, Illinois 2001 to Present

President

Founder and principal in residential design-build firm specializing new custom homes and major renovation projects in DuPage and surrounding counties. Member – Northern Illinois Home Builders Association; Member – Naperville Area Chamber of Commerce.

Carroll Land Partners, Naperville, Illinois 1997 to 2017

General Partner

Co-founder and general partner of private real estate investment partnership, focused on investments in agricultural and recreational property in Northwest Illinois and Eastern Iowa.


Senior Vice President, General Counsel and Secretary

Elected Senior Vice President in 1995, General Counsel in 1992, Vice President in 1990 and Secretary in 1988. Managed worldwide legal affairs and served as primary counsel to the Board of Directors and senior executive team. Direct management responsibility for structuring, negotiating and executing over 200 acquisition, divestiture, joint venture, financing and other transactions. Additional management responsibilities for corporate human resources, environmental health and safety, government affairs, internal audit and community investment departments.


Vice President and General Counsel

Directed the 50 attorney legal department and served as primary counsel to executive management. Directed highly active mergers and acquisitions practice group, closing 100-200 transactions annually. Implemented the first budgeting and matter management system for a litigation caseload of over 1,000 matters.

Waste Management, Inc., Oak Brook, Illinois 1985 to 1987

Assistant General Counsel

Responsible for legal services relating to parent company mergers, acquisitions, public and private financing and federal securities law matters, administration of the subsidiary corporate records function and management of certain transaction-related litigation. Co-managed project team responsible for $308M initial public offering of Chemical Waste Management, Inc. Co-managed initial listings of Waste Management, Inc. on London, Tokyo, Frankfort, Swiss and Australian Stock Exchanges.

General Counsel

Responsible for management of all legal affairs of solid waste collection joint venture development business from start-up in April 1983 through development of approximately $100 million in annualized revenues by December 1985. Directly participated in the development, negotiation, closing, and administration of approximately 50 joint ventures and 50 follow on acquisitions.

Bell, Boyd & Lloyd, Chicago, Illinois 1980 to 1983

Associate Attorney


BOARD MEMBERSHIPS

Illinois Wesleyan University, Bloomington, Illinois - Trustee (1990 - present); Vice Chairman of the Board and Executive Committee Member (2000 – present).


Cress Creek Country Club, Naperville, Illinois – Director (2000 – 2006); Chairman – Building Committee and By-laws Committee (2000 – 2006). Lead a small team of Board members in obtaining membership approval for and subsequently financing and executing an $8.5 million facilities reconstruction project for this private country club.


OHM Corporation, Findlay, Ohio (NASDAQ: OHM--$500 million environmental remediation services company) Director, Member - Compensation Committee (1995 - 1998).


EDUCATION

Harvard Law School, Cambridge, Massachusetts 1980

Juris Doctor

Illinois Wesleyan University, Bloomington, Illinois 1977
IN THE MATTER OF THE APPOINTMENT OF A COMMISSIONER OF THE DU PAGE AIRPORT AUTHORITY

CERTIFICATE OF QUALIFICATIONS AND ACCEPTANCE OF APPOINTMENT

I, Herbert A. Getz, hereby certify that I reside at [redacted] Naperville, IL, 60563 and that my said residence is located within the territory of the DuPage Airport Authority.

I hereby accept the appointment as Commissioner of the DuPage Airport Authority for a term to expire on January 29, 2023.

Herbert A. Getz

STATE OF ILLINOIS )
 ) SS
COUNTY OF DUPAGE )

I certify that Herbert A. Getz, known to me to be the person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledge that he signed and delivered the foregoing instrument as his free and voluntary act.

GIVEN under my hand and seal this [redacted] day of [redacted], 2018.

________________________
Notary Public
IN THE MATTER OF THE APPOINTMENT OF A COMMISSIONER
OF THE DU PAGE AIRPORT AUTHORITY

OATH OF OFFICE

I, Herbert A. Getz, do solemnly swear that I will support the Constitution of the United States, the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of Commissioner of the DuPage Airport Authority to the best of my ability.

Herbert A. Getz

SUBSCRIBED AND SWORN to before me
This ___ day of ____________, 2018.

_________________________
Notary Public
ESTABLISHING THE COOL DUPAGE PROPERTY ASSESSED CLEAN ENERGY (PACE) PROGRAM

WHEREAS, the County of DuPage (“COUNTY”) is a political subdivision of the State of Illinois, duly organized and operating under the Constitution and the laws of the State; and

WHEREAS, the General Assembly of the State of Illinois adopted Public Act 100-0077 (“Act”), et seq., which provides local units of government with the authority to establish a property assessed clean energy program within the government’s taxing district which creates a low-cost funding mechanism for commercial property owners seeking to complete energy and water efficiency improvements on private property; and

WHEREAS, the COUNTY has determined that facilitating another option for the financing of energy and water efficiency projects is in the public interest and a valid public purpose and is supportive of the County’s Cool DuPage program; and

WHEREAS, the COUNTY intends to increase access to capital for energy improvements through the use of a Program Administrator, who meets the statutory requirements and is selected by a competitive process, who develops a voluntary assessment contract with a property owner and the COUNTY; and

WHEREAS, the Program Administrator will be responsible for working with private lenders that will provide capital for a commercial loan that will be payable semi-annually through the COUNTY’s property tax billing process; and

WHEREAS, energy projects that may qualify for financing include energy efficiency and alternative energy improvements, renewable energy resources and water use improvements, and

WHEREAS, the COUNTY in conjunction with the Program Administrator will develop a report as outlined in Section 20 of the Act which meets the requirement of the statute and includes procedures, forms, for all fees and participation in the program; and

WHEREAS, the Program Administrator or the County designated program manager (CFO, CPO) must report annually to the COUNTY BOARD OR FINANCE COMMITTEE OF THE COUNTY BOARD on the participants in the program, the name, property address, property tax account number, amount of each surcharge billed, collected by the County and remitted to the lender, description of project, any administrative fees, the amount of each loan, the amount of each loan balance and the term of each loan.
NOW, THEREFORE BE IT RESOLVED that I, Daniel J. Cronin, Chairman of the DuPage County Board and Members of the Count Board direct the Finance Department to solicit a Program Administrator in accordance with the DuPage County Procurement Ordinance to develop DuPage County’s property assessed clean energy program.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
MEMORANDUM

Date: March 13, 2018
To: DuPage County Board Members
From: Daniel J. Cronin, Chairman
Re: Property Assessed Clean Energy Financial Program

The Property Assessed Clean Energy Act (Act) was enacted by the General Assembly on August 1, 2017. The Act enables local units of government to establish property assessed clean energy programs which provide commercial entities with access to capital for the completion of specified energy and water efficient projects. The County’s role would be to facilitate the financing for commercial properties that opt to utilize the program. The targeted participants include privately-owned commercial, industrial, non-residential agricultural, or multi-family (of 5 or more units) real property located within DuPage County.

The program would provide access to low-cost, long term financing for energy efficiency, renewable energy and water conservation projects. The financing is repaid as an assessment on the property’s regular tax bill. The benefits to commercial property owners include enabling the installation of comprehensive retrofits that can significantly impact the business’ bottom line immediately with little to no up-front costs. Property values increase as the costs to operate the building are reduced, resulting in a more positive investment.

Qualifying projects are connected with energy and water efficiency and are typically in the following areas: water use, alternative energy or energy efficiency improvement; installation of renewable energy system. In accordance with the Act, the financing may include “any and all of the following: the cost of materials and labor necessary for installation, permit fees, inspection fees, application and administrative fees, bank fees, and all other fees that may be incurred by the record owner pursuant to the installation.”

The County can expect an uptick in economic development as costs of doing business are lowered, making the area more attractive to new and existing business owners. The operating cost reduction supports business expansion and workforce investment. Other tangential benefits include improved air quality and a reduction in demand on the utility grid and on precious water resources.

Property assessed clean energy programs, in varying capacities at both State and local levels, have been adopted throughout the nation including commercial programs in the following states: Arizona, California, Colorado, Connecticut, Washington, D.C., Florida, Georgia, Kentucky, Maryland, Michigan, Minnesota, Missouri, New Hampshire, New Jersey, New York, Ohio, Oregon, Rhode Island, Texas, Utah, Virginia and Wisconsin.

The attached resolution establishing the Cool DuPage Property Assessed Clean Energy Financing Program enables the County to enter into a selection process for a Program Administrator who will be tasked with developing the program elements, procedures, administrative fees and forms in accordance with the statutory requirements for County Board consideration.
Resolution
FI-R-0102-18

ACCEPTANCE AND APPROPRIATION
OF THE THIRTIETH (30TH) YEAR
EMERGENCY SOLUTIONS GRANT FY18
COMPANY 5000 - ACCOUNTING UNIT 1470
$505,443

(Under the administrative direction of
the Community Services Department)

WHEREAS, the County Board passed a motion on March 27, 2018 which adopted the
2018 Action Plan for Housing and Community Development and accepted the Community
Development Commission’s recommendations on projects and funding amounts for the Thirtieth
(30th) Year Emergency Solutions Grant FY18 of $285,654 (TWO HUNDRED EIGHTY-FIVE
THOUSAND, SIX HUNDRED FIFTY-FOUR AND NO/100 DOLLARS); and

WHEREAS, all funding for the program will be provided by the U.S. Department of
Housing and Urban Development; and

WHEREAS, no additional County funds are required to receive said funding from the
U.S. Department of Housing and Urban Development; and

WHEREAS, acceptance of this funding does not add any additional subsidy from the
County; and

WHEREAS, it appears that $219,789 (TWO HUNDRED NINETEEN THOUSAND,
SEVEN HUNDRED EIGHTY-NINE AND NO/100 DOLLARS) will be unexpended from the
Twenty-Ninth (29th) Year Emergency Solutions Grant FY16 and FY17, Company 5000 -
Accounting Unit 1470, and should be added to the Thirtieth (30th) Year Emergency Solutions
Grant FY18, Company 5000 - Accounting Unit 1470 to continue certain program year activities
begun under the Twenty-Ninth (29th) Year Emergency Solutions Grant; and

WHEREAS, the period of performance of this grant is April 1, 2018 to March 31, 2019;
and

WHEREAS, THE County Board finds the need to appropriate said funds creates an
emergency within the meaning of the Counties Act, Budget Division, (55 ILCS 5/6-1003).

NOW THEREFORE, BE IT RESOLVED by the DuPage County Board that the
additional appropriation on the attached sheet (Attachment) in the amount of $505,443 (FIVE
HUNDRED FIVE THOUSAND, FOUR HUNDRED FORTY-THREE AND NO/100
DOLLARS) be made to establish the Thirtieth (30th) Year Emergency Solutions Grant FY18,
Company 5000 - Accounting Unit 1470; and

BE IT FURTHER RESOLVED by the DuPage County Board that the Director of
Community Services is approved as the County’s Authorized Representative; and

BE IT FURTHER RESOLVED that should federal funding cease for this grant, the
Health and Human Services Committee shall review the need for continuing the specified
program and related head count; and
BE IT FURTHER RESOLVED that should the Health and Human Services Committee determine the need for other funding is appropriate, it may recommend action to the County Board by resolution.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

______________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
### ADDITIONAL APPROPRIATION TO ESTABLISH
### THE THIRTIETH (30th) YEAR
### EMERGENCY SOLUTIONS GRANT FY18
### COMPANY 5000 – ACCOUNTING UNIT 1470
### $505,443

#### REVENUE

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<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>41000-0001</td>
<td>Federal Operating Grant - HUD</td>
<td>$505,443</td>
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**TOTAL ANTICIPATED REVENUE** $505,443

#### EXPENDITURES

**PERSONNEL**

<table>
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<tr>
<th>Code</th>
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<tbody>
<tr>
<td>50000</td>
<td>Regular Salaries</td>
<td>$21,800</td>
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<tr>
<td>51010</td>
<td>Employer Share IMRF</td>
<td>2,400</td>
</tr>
<tr>
<td>51030</td>
<td>Employer Share Social Security</td>
<td>1,600</td>
</tr>
<tr>
<td>51040</td>
<td>Employee Medical &amp; Hospital Insurance</td>
<td>3,051</td>
</tr>
</tbody>
</table>

**TOTAL PERSONNEL** $28,851

**COMMODITIES**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>52200</td>
<td>Office Supplies</td>
<td>$350</td>
</tr>
</tbody>
</table>

**TOTAL COMMODITIES** $350

**CONTRACTUAL**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>53000</td>
<td>Auditing &amp; Accounting Services</td>
<td>$500</td>
</tr>
<tr>
<td>53800</td>
<td>Printing</td>
<td>275</td>
</tr>
<tr>
<td>53820</td>
<td>Grant Services</td>
<td>475,467</td>
</tr>
</tbody>
</table>

**TOTAL CONTRACTUAL SERVICES** $476,242

**TOTAL ADDITIONAL APPROPRIATION** $505,443
Resolution
FI-R-0103-18

ACCEPTANCE AND APPROPRIATION
OF THE TWENTY-SEVENTH (27TH) YEAR
HOME INVESTMENT PARTNERSHIP GRANT FY18
COMPANY 5000 - ACCOUNTING UNIT 1450
$5,871,396

(Under the administrative direction of
the Community Services Department)

WHEREAS, the County Board passed a motion on March 27, 2018 which adopted the 2018 Action Plan and authorized the submission of an application for the Twenty-Seventh (27th) year HOME Investment Partnership program for $1,280,596 (ONE MILLION, TWO HUNDRED EIGHTY THOUSAND, FIVE HUNDRED NINETY-SIX AND NO/100 DOLLARS); and

WHEREAS, DuPage County has been informed that the grant application has been approved; and

WHEREAS, all funding for the program will be provided by the U.S. Department of Housing and Urban Development; and

WHEREAS, it appears that $4,256,981 (FOUR MILLION, TWO HUNDRED FIFTY-SIX THOUSAND, NINE HUNDRED EIGHTY-ONE AND NO/100 DOLLARS) will be unexpended from the 26th Year HOME Investment Partnership Program FY17, Company 5000 - Accounting Unit 1450 and should be added to the Twenty-Seventh (27th) year HOME Investment Partnership Program FY18, Company 5000 - Accounting Unit 1450 to continue certain program year activities begun under the Twenty-Sixth (26th) Year HOME Investment Partnership Grant; and

WHEREAS, the County’s HOME Investment Partnership Program expects $333,819 (THREE HUNDRED THIRTY-THREE THOUSAND, EIGHT HUNDRED NINETEEN AND NO/100 DOLLARS) in program income to be available in Program Year 2018 that should be included in the program’s budget; and

WHEREAS, the period of performance of this grant is April 1, 2018 to March 31, 2019; and

WHEREAS, no additional County funds are required to receive said funding from the U.S. Department of Housing and Urban Development; and

WHEREAS, acceptance of this funding does not add any additional subsidy from the County; and

WHEREAS, the County Board finds the need to appropriate said funds creates an emergency within the meaning of the Counties Act, Budget Division, (55 ILCS 5/6-1003).

NOW THEREFORE, BE IT RESOLVED by the DuPage County Board that the additional appropriation on the attached sheet (Attachment) in the amount of $5,871,396 (FIVE MILLION, EIGHT HUNDRED SEVENTY-ONE THOUSAND, THREE HUNDRED NINETY-SIX AND NO/100 DOLLARS) be made to establish the Twenty-Seventy (27th) Year HOME
Resolution
FI-R-0103-18

Investment Partnership Program FY18, Company 5000 - Accounting Unit 1450 for the period of April 1, 2018 to March 31, 2019; and

BE IT FURTHER RESOLVED by the DuPage County Board that the Director of Community Services is approved as the County’s Authorized Representative; and

BE IT FURTHER RESOLVED that should federal funding cease for this grant, the Health and Human Services Committee shall review the need for continuing the specified program and related head count; and

BE IT FURTHER RESOLVED that should the Health and Human Services Committee determine the need for other funding is appropriate, it may recommend action to the County Board by resolution.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

_____________________________
DANIEL J. CRONIN, CHAIRMAN
DUPAGE COUNTY BOARD

Attest: ________________________________
PAUL HINDS, COUNTY CLERK
ATTACHMENT

ADDITIONAL APPROPRIATION TO ESTABLISH
THE TWENTY-SEVENTH (27TH) YEAR HOME INVESTMENT FY18
PARTNERSHIP GRANT
COMPANY 5000 - ACCOUNTING UNIT 1450
$5,871,396

REVENUE

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>41000-0001</td>
<td>Federal Operating Grant - HUD</td>
<td>$5,537,577</td>
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<tr>
<td>46011-0000</td>
<td>Program Income</td>
<td>333,819</td>
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</table>

TOTAL ANTICIPATED REVENUE $5,871,396

EXPENDITURES

PERSONNEL

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>50000</td>
<td>Regular Salaries</td>
<td>$75,250</td>
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<tr>
<td>50040</td>
<td>Part Time Help</td>
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<tr>
<td>50050</td>
<td>Temporary Salaries</td>
<td>2,350</td>
</tr>
<tr>
<td>51000</td>
<td>Benefit Payments</td>
<td>250</td>
</tr>
<tr>
<td>51010</td>
<td>Employer Share IMRF</td>
<td>8,900</td>
</tr>
<tr>
<td>51030</td>
<td>Employer Share Social Security</td>
<td>7,000</td>
</tr>
<tr>
<td>51040</td>
<td>Employee Medical &amp; Hospital Insurance</td>
<td>12,000</td>
</tr>
<tr>
<td>51050</td>
<td>Flex Benefits</td>
<td>250</td>
</tr>
</tbody>
</table>

TOTAL PERSONNEL $119,000

COMMODITIES

<table>
<thead>
<tr>
<th>Code</th>
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</tr>
</thead>
<tbody>
<tr>
<td>52200</td>
<td>Operating Supplies &amp; Materials</td>
<td>360</td>
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</table>

TOTAL COMMODITIES $360

CONTRACTUAL

<table>
<thead>
<tr>
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<td>53000</td>
<td>Auditing &amp; Accounting Services</td>
<td>$7,500</td>
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<td>53500</td>
<td>Mileage Expense</td>
<td>100</td>
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<td>53510</td>
<td>Travel Expense</td>
<td>200</td>
</tr>
<tr>
<td>53610</td>
<td>Instruction &amp; Schooling</td>
<td>150</td>
</tr>
<tr>
<td>53800</td>
<td>Printing</td>
<td>750</td>
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<tr>
<td>53820</td>
<td>Grant Services</td>
<td>5,743,336</td>
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</tbody>
</table>

TOTAL CONTRACTUAL SERVICES $5,752,036

TOTAL ADDITIONAL APPROPRIATION $5,871,396
Resolution  
FI-R-0104-18

ACCEPTANCE AND APPROPRIATION  
OF THE FORTY-FOURTH (44TH) YEAR  
COMMUNITY DEVELOPMENT BLOCK GRANT FY18  
COMPANY 5000 - ACCOUNTING UNIT 1440  
$8,633,120

(Under the administrative direction of  
the Community Services Department)

WHEREAS, the County Board passed a motion on March 27, 2018 which adopted the 2018 Action Plan for Housing and Community Development and accepted the Community Development Commission’s recommendations on projects and funding amounts for the Forty-Fourth (44th) Year Community Development Block Grant FY18 of $3,589,224 (THREE MILLION, FIVE HUNDRED EIGHTY-NINE THOUSAND, TWO HUNDRED TWENTY-FOUR AND NO/100 DOLLARS); and

WHEREAS, all funding for the program will be provided by the U.S. Department of Housing and Urban Development; and

WHEREAS, it appears that $4,937,515 (FOUR MILLION, NINE HUNDRED THIRTY-SEVEN THOUSAND, FIVE HUNDRED FIFTEEN AND NO/100 DOLLARS) will be unexpended from the Community Development Act Fund, Company 5000 - Accounting Unit 1440 to continue certain program year activities begun under the Forty-Third (43rd) Year Community Development Block Grant FY17; and

WHEREAS, the County’s Community Development Block Grant program expects $106,381 (ONE HUNDRED SIX THOUSAND, THREE HUNDRED EIGHTY-ONE AND NO/100 DOLLARS) in program income to be available in Program Year 2018 that should be included in the program’s budget; and

WHEREAS, the period of performance of this grant is April 1, 2018 to March 31, 2019; and

WHEREAS, no additional County funds are required to receive said funding from the U.S. Department of Housing and Urban Development; and

WHEREAS, acceptance of this funding does not add any additional subsidy from the County; and

WHEREAS, the County Board finds the need to appropriate said funds creates an emergency within the meaning of the Counties Act, Budget Division, (55 ILCS 5/6-1003).

NOW THEREFORE, BE IT RESOLVED by the DuPage County Board that the additional appropriation on the attached sheet (Attachment) in the amount of $8,633,120 (EIGHT MILLION, SIX HUNDRED THIRTY-THREE THOUSAND, ONE HUNDRED TWENTY AND NO/100 DOLLARS) be made to establish the Forty-Fourth (44th) Year Community Development Block Grant FY18, Company 5000 - Accounting Unit 1440; and

BE IT FURTHER RESOLVED by the DuPage County Board that the Director of Community Services is approved as the County’s Authorized Representative; and
Resolution
FI-R-0104-18

BE IT FURTHER RESOLVED that should federal funding cease for this grant, the Health and Human Services Committee shall review the need for continuing the specified program and related head count; and

BE IT FURTHER RESOLVED that should the Health and Human Services Committee determine the need for other funding is appropriate, it may recommend action to the County Board by resolution.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

________________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
### REVENUE

41000-0001 Federal Operating Grant - HUD  $8,526,739  
46011-0000 Program Income 106,381

**TOTAL ANTICIPATED REVENUE**  $8,633,120

### EXPENDITURES

#### PERSONNEL

<table>
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<tr>
<th>Category</th>
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<tbody>
<tr>
<td>50000 – Regular Salaries</td>
<td>$428,000</td>
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<tr>
<td>50010 – Overtime</td>
<td>1500</td>
</tr>
<tr>
<td>50040 – Part Time Help</td>
<td>13,000</td>
</tr>
<tr>
<td>50050 – Temporary Salaries</td>
<td>12,500</td>
</tr>
<tr>
<td>51000 – Benefit Payments</td>
<td>7,500</td>
</tr>
<tr>
<td>51010 – Employer Share IMRF</td>
<td>46,000</td>
</tr>
<tr>
<td>51030 – Employer Share Social Security</td>
<td>34,000</td>
</tr>
<tr>
<td>51040 – Employee Medical &amp; Hospital Insurance</td>
<td>56,000</td>
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<tr>
<td>51050 – Flexible Benefit Earnings</td>
<td>1,000</td>
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**TOTAL PERSONNEL**  $599,500

#### COMMODITIES

<table>
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<th>Category</th>
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<tbody>
<tr>
<td>52000 – Furn/Mach/Equip Small Value</td>
<td>$500</td>
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<tr>
<td>52100 – IT Equipment - Small Value</td>
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<tr>
<td>52200 – Operating Supplies &amp; Materials</td>
<td>3,000</td>
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<tr>
<td>52260 – Fuel &amp; Lubricants</td>
<td>100</td>
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**TOTAL COMMODITIES**  $6,600

#### CONTRACTUAL

<table>
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<th>Category</th>
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</thead>
<tbody>
<tr>
<td>53000 – Auditing &amp; Accounting Services</td>
<td>$16,000</td>
</tr>
<tr>
<td>53090 – Other Professional Services</td>
<td>48,000</td>
</tr>
<tr>
<td>53100 – Auto Liability Insurance</td>
<td>100</td>
</tr>
<tr>
<td>53250 – Wired Communication Services</td>
<td>50</td>
</tr>
<tr>
<td>53380 – Repair &amp; Mtce Auto Equipment</td>
<td>1,000</td>
</tr>
<tr>
<td>53410 – Rental of Machinery &amp; Equipment</td>
<td>6,000</td>
</tr>
<tr>
<td>53500 – Mileage Expense</td>
<td>250</td>
</tr>
<tr>
<td>53510 – Travel Expense</td>
<td>9,500</td>
</tr>
<tr>
<td>53600 – Dues &amp; Memberships</td>
<td>3,000</td>
</tr>
<tr>
<td>53610 – Instruction &amp; Schooling</td>
<td>5,000</td>
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<td>53800 – Printing</td>
<td>3,500</td>
</tr>
<tr>
<td>53804 – Postage &amp; Postal Charges</td>
<td>3,000</td>
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</table>
**ATTACHMENT**

**ADDITIONAL APPROPRIATION TO ESTABLISH**
**THE FORTY-FOURTH (44TH) YEAR**
**COMMUNITY DEVELOPMENT BLOCK GRANT FY18**
**COMPANY 5000 - ACCOUNTING UNIT 1440**
**$8,633,120**

<table>
<thead>
<tr>
<th>Item Description</th>
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<tbody>
<tr>
<td>53806 – Software License</td>
<td>2,500</td>
</tr>
<tr>
<td>53820 – Grant Services</td>
<td>7,916,120</td>
</tr>
<tr>
<td>53828 – Contingencies</td>
<td>5,000</td>
</tr>
<tr>
<td>53830 – Other Contractual Expenses</td>
<td>8,000</td>
</tr>
</tbody>
</table>

**TOTAL CONTRACTUAL**  
$8,027,020

**TOTAL ADDITIONAL APPROPRIATION**  
$8,633,120
Resolution
FI-R-0109-18

APPROPRIATION FOR
CRIME LABORATORY FUND
COMPANY 1300, ACCOUNTING UNIT 4440
$25,000

WHEREAS, no budget was established for the Crime Laboratory Fund for Fiscal Year 2018; and

WHEREAS, there is a need to establish a FY2018 budget to take pressure off the General Fund budget; and

WHEREAS, the amount necessary to accommodate expenditures through the remainder of Fiscal Year 2018 is $25,000 (TWENTY-FIVE THOUSAND AND NO/100 DOLLARS); and

WHEREAS, there is estimated to be sufficient unappropriated cash in the Crime Laboratory Fund to support an appropriation of $25,000 (TWENTY-FIVE THOUSAND AND NO/100 DOLLARS); and

WHEREAS, the Sheriff’s Office will monitor the Crime Lab fund balance to ensure there are sufficient funds prior to making purchases; and

WHEREAS, the DuPage County Board finds that the need to appropriate said funds creates an emergency within the meaning of the Counties Act, Budget Division, (55 ILCS 5/6-1003).

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that the appropriation on the attached sheet (Attachment) in the amount of $25,000 (TWENTY-FIVE THOUSAND AND NO/100 DOLLARS) in Company 1300, Accounting Unit 4440 is hereby accepted and added to the Fiscal Year 2018 Appropriation Ordinance.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

_________________________________________
DANIEL J. CRONIN, CHAIRMAN
DUPAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
Attachment

APPROPRIATION
CRIME LABORATORY FUND
COMPANY 1300, ACCOUNTING UNIT 4440
$25,000

FUNDING SOURCE

1300-9101-30000 – Fund Balance $ 25,000

Total Funding Source $25,000

EXPENDITURES

COMMODITIES

52200 – Operating Supplies $ 10,411

Total Commodities $10,411

CONTRACTUAL

53370 – Repair & Mtce Other Equip $ 14,589

Total Contractual $14,589

TOTAL APPROPRIATION
COMPANY 1300, ACCOUNTING UNIT 4440 $25,000
Resolution
FI-R-0110-18

ACCEPTANCE AND APPROPRIATION OF
THE TITLE IV-D PROGRAM GRANT PY19
INTERGOVERNMENTAL AGREEMENT NO. 2017-55-013-K3B
COMPANY 5000 - ACCOUNTING UNIT 6570
$610,000

(Under the administrative direction of the
DuPage County State’s Attorney’s Office)

WHEREAS, the County of DuPage through the DuPage County State’s Attorney’s Office has been notified by the Illinois Department of Healthcare and Family Services that grant funds in the amount of $610,000 (SIX HUNDRED TEN THOUSAND AND NO/100 DOLLARS) are available to be used for the express purpose of the Title IV-D child support enforcement efforts; and

WHEREAS, to receive said funding, the DuPage County State’s Attorney must enter into a renewal of Intergovernmental Agreement No. 2017-55-013-K with the Illinois Department of Healthcare and Family Services, a copy of which is attached to and incorporated as a part of this resolution by reference (Attachment II); and

WHEREAS, the term of the intergovernmental agreement is from July 1, 2018 through June 30, 2019; and

WHEREAS, no additional County funds are required to receive this funding; and

WHEREAS, acceptance of this agreement does not add any additional subsidy from the County; and

WHEREAS, the County of DuPage finds that the need to appropriate said funds creates an emergency within the meaning of the Counties Act, Budget Division, (55 ILCS 5/6-1003).

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that renewal of Intergovernmental Agreement No. 2017-55-013-K3B (Attachment II) between DuPage County and Illinois Department of Healthcare and Family Services is hereby accepted; and

BE IT FURTHER RESOLVED by the DuPage County Board that the additional appropriation on the attached sheet (Attachment I) in the amount of $610,000 (SIX HUNDRED TEN THOUSAND AND NO/100 DOLLARS) be made to establish the Title IV-D Program Grant PY19, Company 5000, Accounting Unit 6570 for the period of July 1, 2018 to June 30, 2019; and

BE IT FURTHER RESOLVED that should State and/or federal funding cease for this grant, the Judicial and Public Safety Committee shall review the need for continuing the specified program and head count; and
Resolution
FI-R-0110-18

BE IT FURTHER RESOLVED, that should the Judicial and Public Safety Committee determine the need for other funding is appropriate, it may recommend action to the County Board by resolution.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
ATTACHMENT I

ADDITIONAL APPROPRIATION TO ESTABLISH
THE TITLE IV-D PROGRAM GRANT PY19
INTERGOVERNMENTAL AGREEMENT NO. 2017-55-013-K3B
COMPANY 5000 – ACCOUNTING UNIT 6570
$610,000

REVENUE

41000-0002 – Federal Operating Grant – HHS $ 402,600
41400-0003 – State Operating Grant – IDHFS 207,400

TOTAL ANTICIPATED REVENUE $ 610,000

EXPENDITURES

PERSONNEL

50000 – Regular Salaries $ 437,654
51010 – Employer Share I.M.R.F. 53,919
51030 – Employer Share Social Security 33,481
51040 – Employee Med & Hosp Insurance 77,730
51050 – Flexible Benefit Earnings 700

TOTAL PERSONNEL $ 603,484

COMMODITIES

52200 – Operating Supplies & Materials $ 2,000

TOTAL COMMODITIES 2,000

CONTRACTUAL SERVICES

53090 – Other Professional Services $ 2,700
53600 – Dues & Memberships 1,816

TOTAL CONTRACTUAL SERVICES 4,516

TOTAL ADDITIONAL APPROPRIATION $ 610,000
STATE OF ILLINOIS

RENEWAL OF INTERGOVERNMENTAL AGREEMENT
between
DEPARTMENT OF HEALTHCARE AND FAMILY SERVICES
and
DUPAGE COUNTY STATE'S ATTORNEY
Agreement No. 2017-55-013-K

WHEREAS, the parties to Intergovernmental Agreement 2017-55-013, acting by and through the Illinois Department of Healthcare and Family Services ("Department") located at 201 South Grand Avenue East, Springfield, Illinois 62703 and the DuPage County State's Attorney, ("Contractor") located at 503 N. County Farm Road, Wheaton, Illinois 60187, desire to renew this Agreement, and

WHEREAS, pursuant to Article 2.2 (Renewals), the Agreement may be renewed for additional periods by each party furnishing written notification of such intent;

NOW THEREFORE, the Intergovernmental Agreement is renewed for the period of July 1, 2018 through June 30, 2019.

All other terms and conditions shall remain in effect.

In Witness Whereof, the parties have hereunto caused this Renewal to be executed by their duly authorized representatives.

Illinois Department of Healthcare
And Family Services

By: Felicia F. Norwood
Director

Date: ________________________

DuPage County, Illinois

By: Signature on File
Robert B. Berlin
State's Attorney

Date: 3-8-18

APPROVED:

By: Lisa Madigan
Illinois Attorney General

Date: ________________________

By: Signature on File
Dan Cronin
Chairman, DuPage County Board

Date: ________________________
Resolution
FI-R-0114-18

FINANCIAL SUPPORT FOR THE ACTIVITIES OF THE DUPAGE COUNTY HEROIN-OPIOID PREVENTION AND EDUCATION (HOPE) TASKFORCE IN THE AMOUNT OF $100,000

WHEREAS, the DuPage County Heroin-Opioid Prevention and Education (HOPE) Taskforce, a special advisory group appointed by the DuPage County Board Chairman, is a collaboration between the DuPage County Board and the DuPage County Board of Health; and

WHEREAS, the HOPE Taskforce operates under the direction of the DuPage County Health Department, and reports jointly to the County Board Chairman, County Board (through the Judicial and Public Safety Committee), and the President of the DuPage County Board of Health; and

WHEREAS, the DuPage County Board recognizes that substantive and comprehensive actions are necessary to address the opioid epidemic within DuPage County; and

WHEREAS, the DuPage County Board identified $100,000 (ONE HUNDRED THOUSAND and NO/100 DOLLARS) in its Fiscal Year 2018 Budget, in Company 1000, Accounting Unit 1180, Account 53831 for this purpose.

NOW, THEREFORE BE IT RESOLVED, by the DuPage County Board that the County of DuPage supports the HOPE Taskforce with a contribution of $100,000 (ONE HUNDRED THOUSAND and NO/100 DOLLARS) to promote the HOPE Taskforce’s work to: 1) Professionally and comprehensively assess opioid use within DuPage County; 2) Recommend effective and actionable policies, initiatives, and programs; and 3) Measure success from desired program and initiative benchmarks and deliverables; and

BE IT FURTHER RESOLVED that the County, for this contribution, will provide the Health Department with four quarterly installments of $25,000 (TWENTY-FIVE THOUSAND AND NO/100 DOLLARS) during Fiscal Year 2018; and

BE IT FURTHER RESOLVED that the County, for this contribution, reserves the right to audit financial documents related to the ultimate expenditure of dollars; and

BE IT FURTHER RESOLVED that the County Clerk transmit a certified copy of this resolution to Karen Ayala, Executive Director, DuPage County Health Department, 111 N. County Farm Road, Wheaton, Illinois 60187.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

________________________________
DANIEL J. CRONIN, CHAIRMAN
DUPAGE COUNTY BOARD

Attest: ________________
PAUL HINDS, COUNTY CLERK
MEMORANDUM

To: Tom Cuculich, County Administrator
Paul Rafac, Chief Financial Officer

From: Karen Ayala, Executive Director

Date: January 24, 2018

RE: HOPE Taskforce Funding Mechanism Proposal

On January 19, 2018 the newly appointed HOPE Taskforce met for the first time and discussed strategies to address the current opioid epidemic. As we move forward, to meet the funding needs for the successful operation of the HOPE Taskforce, I respectfully request the following funding mechanism proposal for your consideration.

DuPage County Health Department will invoice DuPage County on a quarterly basis for $25,000—totaling the $100,000 agreement.

As part of the proposal for the transfer of funds, the responsibilities of the DuPage County Health Department and the HOPE Taskforce include, but are not limited to the following:

1. The HOPE Taskforce will identify potential areas for funding. (based on the framework developed)
2. The HOPE Taskforce will identify a specific project or vendor to fund.
3. DuPage County Health Department will procure items or enter into a contract with a specified vendor discussed and approved by the Taskforce.
4. DuPage County Health Department will be responsible for payment of all claims on a timely basis.
5. DuPage County Health Department will be responsible to report to the County Board Chairman on the progress and expenditures of the Taskforce as requested.

Thank you for your consideration of this proposal and I look forward to speaking with you regarding this request.
Resolution
FI-R-0115-18

BANK DEPOSITORIES

WHEREAS, Gwen Henry, County Treasurer, of the County of DuPage, in the State of Illinois, has, pursuant to 55 ILCS 5/3-11002, requested this County Board to designate banks and savings banks and savings and loan associations in which the funds and monies in her custody as County Treasurer and Ex-Officio County Collector of DuPage County may be deposited.

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that the following named banks and savings banks and savings and loan associations are hereby designated as depositories in which the funds and monies of the County in the custody of Gwen Henry as such County Treasurer and Ex-Officio County Collector may be deposited, to-wit:

Associated Bank
Austin Bank of Chicago
Avenue Bank
BMO/Harris Bank
Bridgeview Bank & Trust
Busey Bank
CIBC Bank
Community Bank of Elmhurst
Fifth Third Bank
First American Bank
First Eagle Bank
First Midwest Bank
First Nations Bank Wheaton
Grand Ridge Bank
Hanmi Bank
Hinsdale Bank & Trust
Illinois Funds
Illinois National Bank
Inland Bank
Itasca Bank & Trust Co.
J.P. Morgan Chase Bank, N.A.
Leaders Bank
Lemont National Bank
Resolution
FI-R-0115-18

Lisle Savings Bank
MB Financial Bank
Old Second National Bank
Oxford Bank & Trust
Parkway Bank
Providence Bank
Republic Bank
Royal Savings Bank
Schaumburg Bank and Trust
U.S. Bank
West Suburban Bank
Wheaton Bank & Trust Co.

BE IT FURTHER RESOLVED, that pursuant to 30 ILCS 235/6 no bank herein designated as a depository shall be qualified to receive such funds or monies until it has furnished, by law, copies of the last two sworn Statements of Resources and Liabilities, which such banks are required to furnish either the Commissioner of Banks and Real Estate or the Comptroller of Currency; and no savings bank or savings and loan association shall be qualified to receive such funds or monies until it has furnished, by law, copies of the last two sworn statements of resources and liabilities, which such savings banks and savings and loan associations are required to furnish either the Commissioner of Banks and Real Estate or the Federal Deposit Insurance Corporation; and

BE IT FURTHER RESOLVED, that each bank and savings bank and savings and loan association designated as depository for such funds or monies shall furnish, by law, copies of all Statements of Resources and Liabilities, while acting as such depository; and

BE IT FURTHER RESOLVED that if such funds or monies are deposited in any bank or savings bank or savings and loan association herein designated as a depository, the amount of such deposits shall not exceed 75% of the Capital Stock and Surplus of such bank, or 75% of the net worth of such savings

bank or savings and loan association, and the County Treasurer and the Ex-Officio County Collector shall not be discharged from responsibility for any such funds or monies deposited in any bank in excess of such limitation; and

BE IT FURTHER RESOLVED, that the County Treasurer and Ex-Officio County Collector may designate account signatories authorized to act with respect to any and all funds or monies placed within the above-named depositories; and

BE IT FURTHER RESOLVED, that should any of the above-named depositories be acquired through merger, acquisition or otherwise, the acquiring or resulting bank shall be designated a depository upon completion of said consolidation without further action of this Board; and
Resolution
FI-R-0115-18

BE IT FURTHER RESOLVED, that this resolution supersedes and nullifies all prior designations of bank depositories; and

BE IT FURTHER RESOLVED, that the County Clerk be and is hereby directed to transmit copies of this resolution to the Auditor, Treasurer, Finance Department, and one copy to the County Board.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

________________________________
DANIEL J. CRONIN, CHAIRMAN
DUPAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
WHEREAS, it appears that certain appropriations for various County companies and accounting units are insufficient to cover necessary expenditures for the balance of the 2017 and 2018 fiscal years; and

WHEREAS, it appears that there are other appropriations within these companies and accounting units from which transfers can be made at the present time to meet the need for funds; and

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that the attached transfers be made within the indicated companies and accounting units.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

____________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: ______________________________
PAUL HINDS, COUNTY CLERK
DuPage County, Illinois  
BUDGET ADJUSTMENT  
Effective June 20, 2016

<table>
<thead>
<tr>
<th>Accounting Unit</th>
<th>Account</th>
<th>Title</th>
<th>Amount</th>
<th>Available Balance</th>
<th>Date of Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>4400 51080</td>
<td></td>
<td>Wearing Apparel</td>
<td>$ 10,000.00</td>
<td>12,300 -</td>
<td>2,300 -</td>
</tr>
<tr>
<td>4410 51080</td>
<td></td>
<td>Wearing Apparel</td>
<td>$ 70,000.00</td>
<td>85,700 -</td>
<td>15,700 -</td>
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<tr>
<td>4418 52200</td>
<td></td>
<td>OPERATING SUPPLIES</td>
<td>$ 25,000.00</td>
<td>48,088.48</td>
<td>123,088.48</td>
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<tr>
<td>4418 53600</td>
<td></td>
<td>DUES &amp; MEMBERSHIPS</td>
<td>$ 5,000.00</td>
<td>17,707 -</td>
<td>12,707 -</td>
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<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td><strong>$ 110,000.00</strong></td>
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</tbody>
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<table>
<thead>
<tr>
<th>Accounting Unit</th>
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<th>Title</th>
<th>Amount</th>
<th>Available Balance</th>
<th>Date of Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>4400 52200</td>
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<td>OPERATING SUPPLIES</td>
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<td>27,421.07</td>
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<td>4400 52220</td>
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<td>WEARING APPAREL</td>
<td>$ 80,000.00</td>
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<td>DUES &amp; MEMBERSHIPS</td>
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<td></td>
<td><strong>$ 110,000.00</strong></td>
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<td></td>
</tr>
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</table>

Reason for Request:  
To cover invoices

Signature on File

Signature on File

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

Finance Department Use Only

Fiscal Year  **2018**  Budget Journal #   Acctg Period

Entered By/Date  Released By/Date  Posted By/Date

Packet Pg. 296
DuPage County, Illinois
BUDGET ADJUSTMENT
Effective June 20, 2016

From: 1000
Company #

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<th>Title</th>
<th>Amount</th>
<th>Prior to Transfer</th>
<th>After Transfer</th>
<th>Date of Balance</th>
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</thead>
<tbody>
<tr>
<td>4415 51080</td>
<td></td>
<td>Wearing Apparel</td>
<td>$ 5,000.00</td>
<td>21,850</td>
<td>16,850</td>
<td>2/10/18</td>
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<tr>
<td>4416 53520</td>
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<td>EXTRADITION/INVESTIGATIVE TRVL</td>
<td>$ 10,000.00</td>
<td>26,651</td>
<td>18,651</td>
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Total $ 15,000.00

To: 1000
Company #

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<th>Account</th>
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<th>Amount</th>
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<th>After Transfer</th>
<th>Date of Balance</th>
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</thead>
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<tr>
<td>4415 52220</td>
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<td>WEARING APPAREL</td>
<td>$ 5,000.00</td>
<td>1330</td>
<td>1,330</td>
<td>2/10/18</td>
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<td>4415 53510</td>
<td></td>
<td>TRAVEL EXPENSE</td>
<td>$ 10,000.00</td>
<td>407.77</td>
<td>10,407.77</td>
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Total $ 15,000.00

Reason for Request:
To cover invoices

Signature on File
dated 2/14/18

Signature on File
dated 2/20/18

Department Head
Chief Financial Officer

Finance Department Use Only
Fiscal Year 2018 Budget Journal # Acctg Period
Entered By/Date Released By/Date Posted By/Date

JPS 3/20
FIN 3/27 CO
DuPage County, Illinois
BUDGET ADJUSTMENT
Effective September 21, 2018

Tort Liability insurance 1100-1212
Company/Accounting Unit Name

<table>
<thead>
<tr>
<th>Accounting Unit</th>
<th>Account</th>
<th>Sub-Account</th>
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<th>Amount</th>
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<th>Date of Transfer</th>
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<tbody>
<tr>
<td>1212</td>
<td>53110</td>
<td></td>
<td>WORKERS COMPENSATION INSURANCE</td>
<td>$330,630.00</td>
<td>357,186.93</td>
<td>26,556.93</td>
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To: 1000

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<tbody>
<tr>
<td>1212</td>
<td>53130</td>
<td></td>
<td>PUBLIC LIABILITY INSURANCE</td>
<td>$330,630.00</td>
<td>(330,630.00)</td>
<td>04</td>
<td>3/21/18</td>
</tr>
</tbody>
</table>

Total $330,630.00

Reason for Request:

To Cover FY17 average

Signature on File

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

Finance Department Use Only

Fiscal Year 2017 Budget Journal # Acctg Period
Entered By/Date Released By/Date Posted By/Date
DuPage County, Illinois
BUDGET ADJUSTMENT
Effective September 21, 2016

From: 1100
Company #

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<tr>
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<th>Date of Balance</th>
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</thead>
<tbody>
<tr>
<td>4320</td>
<td>53090</td>
<td></td>
<td>OTHER PROFESSIONAL SERVICES</td>
<td>$ 12,740.00</td>
<td>25,476.65</td>
<td>12,507.65</td>
<td>3/9/18</td>
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Total $ 12,740.00

To: 1100
Company #

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<th>Date of Balance</th>
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</thead>
<tbody>
<tr>
<td>4320</td>
<td>54090</td>
<td></td>
<td>FURNITURE &amp; FURNISHINGS</td>
<td>$ 12,740.00</td>
<td>12,740</td>
<td>3/9/18</td>
<td></td>
</tr>
</tbody>
</table>

Total $ 12,740.00

Reason for Request:
To pay for invoice for new cabinets/printer stations.

Signature on File

[Signature]

[Date] 3/18/18

Signature on File

[Signature]

[Date] 3-12-18

Activity (optional)

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

Finance Department Use Only

Fiscal Year 2018 Budget Journal # Accdg Period
Entered By/Date Released By/Date Posted By/Date
# BUDGET ADJUSTMENT

Effective September 21, 2016

**DuPage CARE CENTER**  
Company/Accounting Unit Name

### 1. OTHER PROFESSIONAL SERVICES

<table>
<thead>
<tr>
<th>Accounting Unit</th>
<th>Account</th>
<th>Sub-Account</th>
<th>Title</th>
<th>Amount</th>
<th>Prior to Transfer</th>
<th>After Transfer</th>
<th>Date of Balance</th>
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</thead>
<tbody>
<tr>
<td>2000</td>
<td>53090</td>
<td></td>
<td>OTHER PROFESSIONAL SERVICES</td>
<td>$11,500.00</td>
<td>28,025</td>
<td>16,525</td>
<td>3/9/18</td>
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**Total**: $11,500.00

### 2. DUES & MEMBERSHIPS

<table>
<thead>
<tr>
<th>Accounting Unit</th>
<th>Account</th>
<th>Sub-Account</th>
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</thead>
<tbody>
<tr>
<td>2000</td>
<td>53800</td>
<td></td>
<td>DUES &amp; MEMBERSHIPS</td>
<td>$11,600.00</td>
<td>349.47</td>
<td>11,849.47</td>
<td>3/9/18</td>
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</table>

**Total**: $11,500.00

**Reason for Request:**
To allow monies to be transferred for annual membership dues for Illinois Aging Services Network for managed care network of Illinois post-acute healthcare providers who come together to negotiate managed care contracts with various payors in IL.

**Signature on File**  
Date: 2-27-18  
Department Head

**Signature on File**  
Date: 3-12-18  
Chief Financial Officer

---

**Finance Department Use Only**

Fiscal Year: 2018  
Budget Journal #:  
Acctg Period:  
Entered By/Date:  
Released By/Date:  
Posted By/Date:  

---

**HHS**  
FIN (C)  
3/20  
3/27
DuPage County, Illinois
BUDGET ADJUSTMENT
Effective September 21, 2016

From: 1400
Company#

Accounting Unit | Account | Sub-Account | Title | Amount | Prior to Transfer | After Transfer | Date of
Finance Dept Use Only | Available Balance | Date
6130 | 53090 | OTHER PROFESSIONAL SERVICES | $2,755.00 | 210,730.77 | 210,175.77 | 3/7/18

Total: $2,755.00

To: 1400
Company#

Accounting Unit | Account | Sub-Account | Title | Amount | Prior to Transfer | After Transfer | Date of
Finance Dept Use Only | Available Balance | Date
6130 | 51000 | BENEFIT PAYMENTS | $2,755.00 | (2754.44) | 516 | 3/7/18

Total: $2,755.00

Reason for Request:
Need to transfer funds to compensate for vacation payout for FY2017, paid in fiscal year 2018, but for 2017 calendar year. These expenses should be charged back to FY17 per the Auditors.

Signature on File

Department Head
Date

Signature on File

Activity

Chief Financial Officer
3-7-18

Finance Department Use Only

Fiscal Year 2017 Budget Journal # Acctg Period

Entered By/Date Released By/Date Posted By/Date
DuPage County, Illinois  
BUDGET ADJUSTMENT  
Effective September 21, 2016  

Neutral Exchange Site FY17  
Company/Accounting Unit Name  

<table>
<thead>
<tr>
<th>Accounting Unit</th>
<th>Account</th>
<th>Sub-Account</th>
<th>Title</th>
<th>Amount</th>
<th>Available Balance</th>
<th>Prior Transfer</th>
<th>After Transfer</th>
<th>Date of Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>5920</td>
<td>52000</td>
<td></td>
<td>FURN/MACH/EQUIP SMALL VALUE</td>
<td>$ 460.00</td>
<td>460</td>
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<td>3/5/18</td>
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<tr>
<td>5920</td>
<td>52100</td>
<td></td>
<td>I.T. EQUIPMENT-SMALL VALUE</td>
<td>$ 925.00</td>
<td>925</td>
<td></td>
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<tr>
<td>5920</td>
<td>53020</td>
<td></td>
<td>INFORMATION TECHNOLOGY SVC</td>
<td>$ 829.00</td>
<td>829</td>
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</tr>
<tr>
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</table>

Total $ 2,214.00  

<table>
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<tr>
<th>Accounting Unit</th>
<th>Account</th>
<th>Sub-Account</th>
<th>Title</th>
<th>Amount</th>
<th>Available Balance</th>
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</tr>
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<tbody>
<tr>
<td>5920</td>
<td>51000</td>
<td></td>
<td>BENEFIT PAYMENTS</td>
<td>$ 2,214.00</td>
<td>(21328)</td>
<td>72</td>
<td></td>
<td>3/5/18</td>
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</tr>
</tbody>
</table>

Total $ 2,214.00  

Reason for Request:  
To provide budget FY17 Compensated Absences Accrual.  

Signature on File  
Signature on File  

Finance Department Use Only  

Fiscal Year 2017  
Budget Journal #  
Acctg Period  
Entered By/Date  
Released By/Date  
Posted By/Date  

HHS 3/18  
FIN 3/18  

Packet Pg. 302
### DuPage County, Illinois
**BUDGET ADJUSTMENT**
**Effective June 20, 2016**

**From:** 1500  
**Company #**  

<table>
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<tr>
<th>Accounting Unit</th>
<th>Account</th>
<th>Title</th>
<th>Amount</th>
<th>Prior to Transfer</th>
<th>After Transfer</th>
<th>Date of Balance</th>
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</thead>
<tbody>
<tr>
<td>3500</td>
<td>63828</td>
<td>CONTINGENCIES</td>
<td>$38,875.00</td>
<td>130,913</td>
<td>92,038</td>
<td>3/5/18</td>
</tr>
</tbody>
</table>

**Total:** $38,875.00

**To:** 1500  
**Company #**  

<table>
<thead>
<tr>
<th>Accounting Unit</th>
<th>Account</th>
<th>Title</th>
<th>Amount</th>
<th>Prior to Transfer</th>
<th>After Transfer</th>
<th>Date of Balance</th>
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<tbody>
<tr>
<td>3500</td>
<td>51000</td>
<td>BENEFIT PAYMENTS</td>
<td>$38,875.00</td>
<td>38,875.00</td>
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<td>3/5/18</td>
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</tbody>
</table>

**Total:** $38,875.00

**Reason for Request:**  
FY17 Closeout

---

**Signature on File**  
3/5/18

**Signature on File**  
3/5/18

---

**Finance Department Use Only**

**Activity (optional):**

**Chief Financial Officer:**

---

**Fiscal Year:** 2017  
**Budget Journal #:** _________  
**Acctg Period:** _________

**Entered By/Date:** ___________  
**Released By/Date:** ___________  
**Posted By/Date:** ___________

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**Trans 3/20**

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**Fin 3/27**

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**Packet Pg. 303**
DuPage County, Illinois  
BUDGET ADJUSTMENT  
Effective September 21, 2018  

<table>
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<th>Account</th>
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<th>Amount</th>
<th>Prior to Transfer</th>
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<th>Date of Balance</th>
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</thead>
<tbody>
<tr>
<td>2840</td>
<td>50000</td>
<td></td>
<td>REGULAR SALARIES</td>
<td>$15,000.00</td>
<td>3,881,581.88</td>
<td>3,866,581.88</td>
<td>2/27/18</td>
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Total $15,000.00

<table>
<thead>
<tr>
<th>Accounting Unit</th>
<th>Account</th>
<th>Sub-Account</th>
<th>Title</th>
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<th>Date of Balance</th>
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<tbody>
<tr>
<td>2840</td>
<td>51000</td>
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<td>BENEFIT PAYMENTS</td>
<td>$15,000.00</td>
<td>15,000.00</td>
<td>15,000.00</td>
<td>2/27/18</td>
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</tbody>
</table>

Total $15,000.00

Reason for Request:
To provide funds for FY17 compensated abs. accrual.

****Please sign in blue ink on the original form****
## DuPage County, Illinois
### BUDGET ADJUSTMENT
**Effective September 21, 2018**

**DuComm Remodeling Project 6000-1223**
**Company/Accounting Unit Name**

<table>
<thead>
<tr>
<th>From: 6000</th>
<th>To: 1000</th>
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<table>
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<th>Title</th>
<th>Amount</th>
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<th>After Transfer</th>
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<tbody>
<tr>
<td>1223</td>
<td>54010</td>
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<td>BUILDING IMPROVEMENTS</td>
<td>$87,759.00</td>
<td>33959.95</td>
<td>19,330,195,19</td>
<td>3/14/18</td>
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</table>

<table>
<thead>
<tr>
<th>Total</th>
<th>$87,759.00</th>
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</thead>
</table>

<table>
<thead>
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</thead>
</table>

<table>
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<tr>
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<th>Sub-Account</th>
<th>Title</th>
<th>Amount</th>
<th>Prior to Transfer</th>
<th>After Transfer</th>
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<tbody>
<tr>
<td>1223</td>
<td>54040</td>
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<td>CONSTRUCTION ENGINEERING SVC</td>
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<td>87,759.00</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Total</th>
<th>$87,759.00</th>
</tr>
</thead>
</table>

**Reason for Request:**
To Cover FY17 expenditures

**Signature on File**

---

**Finance Department Use Only**

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Budget Journal #</th>
<th>Acctg Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017</td>
<td></td>
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</tbody>
</table>

**Entered By/Date**

**Released By/Date**

**Posted By/Date**

---

**FIN 3/27**

**Packet Pg. 305**

**Attachment: Budget Transfers 03-27-18 (FI-R-0117-18: Budget Transfers 3-27-18)**
Resolution
FI-R-0118-18

PLACING NAMES ON PAYROLL

WHEREAS, the DuPage County Board heretofore adopted a position classification and Pay Plan for all County employees.

NOW, THEREFORE BE IT RESOLVED that the names as specified below be placed on the regular or temporary payroll at the salaries, classifications, and with the effective date as more particularly set forth below:

CORPORATE FUND

REPLACEMENTS

SHERIFF 1000-4401

Effective March 17, 2018
Rebecca Clarke, Radio Dispatcher
Class 2242, Range 409 at $43,614 per year

NON-CORPORATE FUND

REPLACEMENTS

CARE CENTER 1200-2035

Effective March 19, 2018
Roberto Dollente, Housekeeper I
Class 4210, Range 106 at $22,722 per year

COMMUNITY SERVICES 5000-1430

Effective March 28, 2018
Estefania Fabris, Social Services Assistant
Class 1232, Range 108 at $31,000 per year

DIVISION OF TRANSPORTATION 1500-3500

Effective May 7, 2018
Jodie Randell, Senior Account Clerk
Class 1172, Range 109 at $33,000 per year
REPLACEMENTS

DIVISION OF TRANSPORTATION 1500-3520

Effective April 2, 2018
Daniel Morgan, Heavy Equipment Operator
Class 3321 at $51,500 per year

PUBLIC WORKS 2000-2555

Effective March 28, 2018
Christopher Day, Financial Analyst II
Class 1362, Range 312 at $62,500 per year

PROMOTIONS

CARE CENTER 1200-2050

Effective April 11, 2018
Sheleta Sanders, Licensed Practical Nurse
Class 4121, Range 110 at $45,760 per year, from
Class 4113, Range 108 at $30,333 per year

TEMPORARY

COMMUNITY SERVICES 5000-1760

Effective March 28, 2018
Raabiah Ali, Intern
Class 9170 at $10.50 per hour

BE IT FURTHER RESOLVED that the County Clerk be directed to transmit copies of
this resolution to the Auditor, Treasurer, Finance Department, Human Resources Department,
and one copy to the County Board.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

__________________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
WHEREAS, an agreement has been negotiated in accordance with County Board policy; and

WHEREAS, the Finance Committee recommends County Board approval for the issuance of the contract purchase order to Rock, Fusco & Connelly, LLC., to provide consultation services related to collective bargaining matters for labor negotiations, specifically, but not limited to, Local 150 and 399 matters for the period April 1, 2018 through November 30, 2018, for the DuPage County Board.

NOW, THEREFORE BE IT RESOLVED, that County Contract covering said, to provide consultation services related to collective bargaining matters for labor negotiations, for the period April 1, 2018 through November 30, 2018, for the DuPage County Board, for a contract total not to exceed $75,000, be, and it is hereby approved for issuance of a contract by the Procurement Division to Rock, Fusco & Connelly, LLC, 321 N. Clark Street, Chicago IL 60654. Other Professional Service not subject to competitive bidding per 55 ILCS 5/5-1022(a). Vendor selected pursuant to DuPage County Code Section 2-300.4-108 (1) (b).

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

________________________________  
DANIEL J. CRONIN, CHAIRMAN  
DU PAGE COUNTY BOARD

Attest: _________________________________  
PAUL HINDS, COUNTY CLERK
Requisition 25k and over
FI-P-0098-18

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

<table>
<thead>
<tr>
<th>DATE SUBMITTED</th>
<th>CONTRACT TOTAL AMOUNT</th>
<th>CONTRACT TERM</th>
<th>REQUESTING DEPT.</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 21, 2018</td>
<td>$75,000</td>
<td>04/01/18 - 11/30/18</td>
<td>FINANCE DEPARTMENT</td>
</tr>
</tbody>
</table>

SOLICITATION METHOD FOR SOURCE SELECTION

**Decision Memo Required**  Other Professional Services - Detailed Vetting Process Required

- Mary Becker  Completed  03/21/2018 9:17 AM
- Kathy Ostrowski  Completed  03/21/2018 9:36 AM
- James McGuire  Completed  03/21/2018 1:23 PM
- Paul Rafac  Completed  03/21/2018 2:24 PM
- Tom Cuculich  Completed  03/21/2018 2:59 PM
- Kathy Ostrowski  Completed  03/21/2018 3:52 PM
- Finance Committee  Pending  03/27/2018 8:00 AM
- County Board  Pending  03/27/2018 10:00 AM
INDEPENDENT CONTRACTOR AGREEMENT

This AGREEMENT ("Agreement") is effective as of the 1st day of April, 2018 and is entered into by and between the County of DuPage, a body politic and corporate ("County") and, Rock Fusco & Connelly LLC, an Independent Contractor ("Individual").

RECITALS

WHEREAS, the County desires that Individual render certain services more fully described herein; and

WHEREAS, the Individual has demonstrated expertise in providing such services, has represented that it has the requisite knowledge, skill, experience and other resources necessary to perform such services and is desirous of providing such services for the County.

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants contained herein, the parties hereby agree as follows:

1. **Incorporation of Recitals:** The matters recited above are hereby incorporated into and made a part of this Agreement.

2. **Term:** This Agreement is for a term commencing April 1, 2018, and continuing through November 30, 2018, ("Term"), unless terminated sooner as provided herein.

3. **Termination**

   3.1 Except as otherwise set forth in this AGREEMENT, either party shall have the right to terminate this AGREEMENT for any cause or without cause thirty (30) days after having served written notice upon the other party, except in the event of CONSULTANT'S insolvency, bankruptcy or receivership, in which case termination shall be effective immediately upon receipt of notice.

   3.2 Upon such termination, the liabilities of the parties to this AGREEMENT shall cease, but they shall not be relieved of the duty to perform their obligations up to the date of termination, or to pay for deliverables tendered, prior to termination. There shall be no termination expenses.

   3.3 Upon termination of this AGREEMENT, all data, work products, reports and documents produced, because of this AGREEMENT shall become the property of the COUNTY. Further, CONSULTANT shall provide all deliverables within fourteen (14) days of termination in accordance with the other provisions of this AGREEMENT.

4. **Scope of Services:** Individual agrees to provide the services required and, if applicable, set forth on Exhibit "A" including the deliverables set forth thereon ("Services"), in accordance with the terms and conditions of this Agreement. The County may, from time to time, request changes in the scope of Services. Any such changes, including any increase or decrease in Individual's fees, shall be documented by an amendment to this Agreement in accordance with State and County laws.

5. **Compensation and Payment:** Compensation for Services during the initial term shall be based on an hourly rate of $220.00/hour for partners, with a total that will not exceed, Seventy Five Thousand Dollars ($75,000.00), with no reimbursement for expenses. Compensation shall be based on actual services performed during the Term of this Agreement and the County shall not be obligated to pay for any services not in compliance with this Agreement. In the event of early termination of this
Agreement, the County shall only be obligated to pay the fees incurred up to the date of termination. In no event shall the County be liable for any costs incurred or Services performed after the effective date of termination as provided herein. Consultant shall submit invoices referencing this Agreement with such supporting documentation as may be requested by the County. Payments shall be subject to 50 ILCS 505, “Local Government Prompt Payment Act”. Payment will not be made on invoices submitted later than six-months (180 days) after delivery of goods and any statute of limitations to the contrary is hereby waived.

6. **Non-appropriation:** Expenditures not appropriated in the current fiscal year budget are deemed to be contingent liabilities only and are subject to appropriation in subsequent fiscal year budgets. In the event sufficient funds are not appropriated in a subsequent fiscal year by the County for performance under this Agreement, the County shall notify Individual and this Agreement shall terminate on the last day of the fiscal period for which funds were appropriated. In no event shall the County be liable to the Individual for any amount in excess of the cost of the services rendered up to and including the last day of the fiscal period.

7. **Events of Default and Remedies.**

7.1 **Events of Default.** Events of default include, but are not limited to, any of the following:

- (i) Any material misrepresentation by Individual in the inducement of this Agreement or the performance of Services;
- (ii) Breach of any agreement, representation or warranty made by Individual in this Agreement;
- (iii) Failure of Individual to perform in accordance with or comply with the terms and conditions of this Agreement.

7.2 **Remedies.** In the event Individual defaults under this Agreement and such default is not cured within fifteen (15) calendar days after written notice is given by the County, the following actions may be taken by the County:

- (i) This Agreement may be terminated immediately;
- (ii) The County may deem Individual non-responsible for future contract awards. The remedies stated herein are not intended to be exclusive and the County may pursue any and all other remedies available at law or equity.

8. **Standards of Performance:** Individual agrees to devote such time, attention, skill, and knowledge as is necessary to perform Services effectively and efficiently. Individual acknowledges and accepts a relationship of trust and confidence with the County and agrees to cooperate with the County in performing Services to further the best interests of the County.

9. **Assignment:** This Agreement shall be binding on the parties and their respective successors and assigns, provided however, that neither party may assign this Agreement or any obligations imposed hereunder without the prior written consent of the other party.

10. **Confidentiality and Ownership of Documents.**

10.1 **Confidential Information.** In the performance of Services, Individual may have access to certain information that is not generally known to others ("Confidential Information"). Individual agrees not to use or disclose to any third party, except in the performance of Services, any Confidential Information or any records, reports or documents prepared or generated as a result of this Agreement without the prior written consent of the County. Individual shall not issue publicity news releases or grant press interviews, except as may be required by law, during or after the performance of the Services, nor shall Individual disseminate any information regarding Services without the prior written consent of the County. Individual agrees to cause its personnel, staff and/or subcontractors, if any, to undertake the same obligations of confidentiality agreed to by Individual under this Agreement. The terms of this Paragraph 9.1 shall survive the expiration or termination of this Agreement.
10.2 **Ownership.** All records, reports, documents, and other materials prepared by Individual in performing Services, as well as all records, reports, documents, and other materials containing Confidential Information prepared or generated as a result of this Agreement, shall at all times be and remain the property of the County. All of the foregoing items shall be delivered to the County upon demand at any time and in any event, shall be promptly delivered to the County upon expiration or termination of the Agreement. In the event any of the above items are lost or damaged while in Individual's possession, such items shall be restored or replaced at Individual's expense.

11. **Representations and Warranties of Individual:** Individual represents and warrants that the following shall be true and correct as of the effective date of this Agreement and shall continue to be true and correct during the Term of this Agreement.

11.1 **Licensed Professionals.** Services required to be performed by professionals shall be performed by professionals licensed to practice by the State of Illinois in the applicable professional discipline.

11.2 **Compliance with Laws.** Individual is and shall remain in compliance with all local, state and federal laws, County of DuPage ordinances, and regulations relating to this Agreement and the performance of Services. Further, Individual is and shall remain in compliance with all County policies and rules, including, but not limited to, criminal background checks.

11.3 **Good Standing.** Individual is not in default and has not been deemed by the County to be in default under any other Agreement with the County during the five (5) year period immediately preceding the effective date of this Agreement.

11.4 **Authorization.** In the event Individual is an entity other than a sole proprietorship, Individual represents that it has taken all action necessary for the approval and execution of this Agreement, and execution by the person signing on behalf of Individual is duly authorized by Individual and has been made with complete and full authority to commit Individual to all terms and conditions of this Agreement which shall constitute valid, binding obligations of Individual.

11.5 **Gratuities.** No payment, gratuity or offer of employment, except as permitted by the State Officials and Employees Ethics Act, was made by or to Individual in relation to this Agreement or as an inducement for award of this Agreement.

12. **Independent Contractor:** It is understood and agreed that the relationship of Individual to the County is and shall continue to be that of an independent contractor and neither Individual nor any of Individual's employees shall be entitled to receive County employee benefits. As an independent contractor, Individual agrees to be responsible for the payment of all taxes and withholdings specified by law, which may be due in regard to compensation paid by the County. Individual agrees that neither Individual nor its employees, staff or subcontractors shall represent themselves as employees or agents of the County. Individual hereby represents that Individual's valid taxpayer identification number as defined by the United States Internal Revenue Code (social security number or federal employer identification number).

13. **Indemnification:** Individual agrees to indemnify and hold harmless the County, its members, trustees, employees, agents, officers and officials, from and against any and all liabilities, taxes, tax penalties, interest, losses, penalties, damages and expenses of every kind, nature and character, including costs and attorney fees, arising out of, or relating to, any and all claims, liens, damages, obligations, actions, suits, judgments, settlements, or causes of action of every kind, nature and character, in connection with or arising out of the acts or omissions of Individual or its employees.
or its subcontractors under this Agreement. This includes, but is not limited to, the unauthorized use of any trade secrets, U.S. patent or copyright infringement. The indemnities set forth herein shall survive the expiration or termination of this Agreement. Notwithstanding the foregoing, the Individual and County shall not be deemed to have waived any rights, protections or immunities under 745 ILCS 10/1-101, et. seq. (Local Government and Governmental Employees Tort Immunity Act.

14. **Favored Nation:** Individual shall furnish Services to the County at the lowest price that the Individual charges to other similarly situated parties. If Individual overcharges, in addition to all other remedies, the County is entitled to a refund in the amount of the overcharge, plus interest at the rate of 1% per month from the date the overcharge was paid by the County until the date refund is made. The County has the right to offset any overcharge against any amounts due to Individual under this or any other Agreement between Individual and the County, and at the County’s sole option the right to declare Individual in default under this Agreement.

15. **Insurance.**
   15.1 **Automobile Insurance.** If Individual will be driving a vehicle in the course of performing the Services, Individual shall attach a copy of its current automobile insurance card confirming that the vehicle is covered by insurance.

   15.2 **Waiver.** In consideration of the County agreeing to waive its requirement that Individual carry Commercial General Liability Insurance, Professional Liability Insurance and Worker’s Compensation and Employer’s Liability Insurance, Individual agrees to hold the County, its members, trustees, employees, agents, officers and officials, harmless from all liability in any claim or action made by Individual or any third party, and harmless from any judgment awarded by any court or administrative body, for personal injury, disability or death, or damage or destruction of property resulting from or connected with the Services, unless caused by the gross negligence of the County.

16. **Notices:** All notices required under this Agreement shall be in writing and sent to the addresses and persons set forth below, or to such other addresses as may be designated by a party in writing. All notices shall be deemed received when (i) delivered personally; (ii) sent by confirmed telex or facsimile (followed by the actual document); or (iii) one (1) day after deposit with a commercial express courier specifying next day delivery, with written verification of receipt.

   **IF TO THE COUNTY:**
   
   Tom Cuculich, Chief of Staff
   DuPage County Board
   421 North County Farm Road
   Wheaton, IL 60187

   **COPY TO:**
   
   James McGuire, Procurement Officer
   DuPage County Procurement Services Division
   421 North County Farm Road
   Wheaton, IL 60187-3978

   **COPY TO:**
   
   Assistant State’s Attorney Governmental Affairs & Special Litigation Division
   503 North County Farm Road
   Wheaton, Illinois 60187

   **IF TO INDIVIDUAL:**
   
   David L. Miller
   Rock, Fusco, & Connelly LLC
   321 N. Clark Street STE 2200
   Chicago, IL 60654
17. **Entire Agreement and Amendment:** This Agreement, including all exhibits and referenced documents, constitutes the entire agreement of the parties with respect to the matters contained herein. All attached exhibits are incorporated into and made a part of this agreement. No modification of or amendment to this Agreement shall be effective unless such modification or amendment is in writing and signed by both parties hereto. Any prior agreements or representations, either written or oral, relating to the subject matter of this Agreement are of no force or effect.

18. **Governing Law:** This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois without regard to any conflict of law or choice of law principles.

19. **Waiver:** No delay or omission by the County to exercise any right hereunder shall be construed as a waiver of any such right and the County reserves the right to exercise any such right from time to time as often and as may be deemed expedient.

20. **County Approval:** If applicable, This Agreement is subject to approval of the appropriate committee(s) and County Board of the County of DuPage.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their Duly authorized representatives as of the date first above written.

**COUNTY OF DU PAGE**

By: __________________________
JAMES MC GUIRE
PROCUREMENT OFFICER

**ROCK, FUSCO & CONNELLY LLC**

By: __________________________
DAVID L. MILLER
PRINCIPAL
### SCOPE OF SERVICES

<table>
<thead>
<tr>
<th>County’s Purchase Order #</th>
<th>County Resolution #</th>
<th>Contract Name</th>
<th>Contract Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Rock, Fusco &amp; Connelly LLC</td>
<td>04/01/2018 to 11/30/2018</td>
</tr>
<tr>
<td>County’s Project Manager</td>
<td>County’s Project Manager</td>
<td>Tom Cuculich</td>
<td>David L. Miller</td>
</tr>
</tbody>
</table>

This Scope of Services is for Contractors providing to the County certain Services pursuant to the above-referenced Contract and County Resolution.

**DESCRIPTION OF INDIVIDUAL’S WORK:**

Provide consultation services related to collective bargaining matters in accordance with the terms and conditions of this Agreement.

**MILESTONE/DELIVERABLE INFORMATION:**

Provide Invoices on a monthly basis or as required.
# Purchase Requisition

**Procurement Services Division**

**Date:** Mar 14, 2018  
**MinuteTraq (IQM2) ID #:** 12266  
**Department Req #:**  
**RFP, Bid or Quote #:**

## Send Purchase Order To:

<table>
<thead>
<tr>
<th>Vendor: Rock Fusco &amp; Connelly, LLC</th>
<th>Vendor #: 23123</th>
<th>Dept: County Board</th>
<th>Division:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn:</td>
<td>Email:</td>
<td>Attn: Tom Cuculich</td>
<td>Email: <a href="mailto:tom.cuculich@dupageco.org">tom.cuculich@dupageco.org</a></td>
</tr>
<tr>
<td>Address: 321 N. Clark Street</td>
<td></td>
<td>Address: 421 N. County Farm Road</td>
<td>Room: 3-700 County Board Office</td>
</tr>
<tr>
<td>City: Chicago</td>
<td>State: IL</td>
<td>City: Wheaton</td>
<td>State: IL</td>
</tr>
<tr>
<td>Phone: 312-494-1000</td>
<td>Fax:</td>
<td>Phone: 630-407-6013</td>
<td>Fax: 63-407-6001</td>
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</table>

## Send Invoices To:

<table>
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<tr>
<th>Vendor: Rock Fusco &amp; Connelly, LLC</th>
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<th>Dept: County Board</th>
<th>Division:</th>
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<tr>
<td>Attn:</td>
<td>Email:</td>
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<tr>
<td>Address: 321 N. Clark Street</td>
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<td>Address:</td>
<td>Room:</td>
</tr>
<tr>
<td>City: Chicago</td>
<td>State: IL</td>
<td>City:</td>
<td>State: IL</td>
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<tr>
<td>Phone: 312-494-1000</td>
<td>Fax:</td>
<td>Phone:</td>
<td>Fax:</td>
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## Send Payments To:

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<th>Division:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn:</td>
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<td>Address:</td>
<td>Room:</td>
</tr>
<tr>
<td>City: Chicago</td>
<td>State: IL</td>
<td>City:</td>
<td>State: IL</td>
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<tr>
<td>Phone: 312-494-1000</td>
<td>Fax:</td>
<td>Phone:</td>
<td>Fax:</td>
</tr>
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</table>

## Payment Terms

<table>
<thead>
<tr>
<th>F.O.B.</th>
<th>PO 20 Delivery Date</th>
<th>Requisitioner</th>
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</thead>
<tbody>
<tr>
<td></td>
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</table>

## Use for

- Contract Administrator  
- Contract Start Date  
- Contract End Date  
- Requisition Total

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

| 1  | 1  | EA   | Labor Negotiations  | 18  | 1500 | 3500 | 53060 | 37,500.00  | 37,500  |
| 2  | 1  | EA   | Labor Negotiations  | 18  | 2000 | 2665 | 53060 | 37,500.00  | 37,500  |
**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:** County Board  
**Department Contact:** Tom Cuculich  
**Contact Email:** tom.cuculich@dupageco.org  
**Contact Phone:** 630-407-6013  
**Vendor Name:** Rock Fusco & Connelly, LLC  
**Vendor #:** 23123

---

**Date:** Mar 14, 2018  
**MinuteTraq (IQM2) ID #:** 12266

---

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

To secure professional services with labor negotiations, specifically but not limited to Local 150 matters. The contract calls for the following terms: Labor/Employment will be charged monthly under the following class - $220/hr. for partners, total not to exceed $75,000.

---

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

Rock Fusco & Connelly has demonstrated knowledge, skill and experience in providing negotiating services.

---

**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.

This contract provides professional services to the County in representation of its interest with respect to matters of collective bargaining.

---

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

Rock Fusco led our previous local 150 and 399 negotiations. The County was very satisfied with their work and feel that their immediate past experience with these contracts would be advantageous to the County’s position in upcoming negotiations.

---

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

It is recommended that the County Board secure the professional services that Rock Fusco & Connelly provide due to their expertise in collective bargaining matters. Options:

1. Secure another consultant to represent the County in collective bargaining matters
2. Utilize the State’s Attorney’s office to represent the County.

---

**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.

Not to exceed $75,000
# 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: Rock Fusco &amp; Connelly</th>
<th>Vendor #: 23123</th>
<th>Contract Term: 4-1-18 to 11-30-18</th>
<th>Contract Total: $75,000.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept: County Board</td>
<td>Contact: Tom Cuculich</td>
<td>Phone: 630-407-6013</td>
<td>Assigned Committee: County Board</td>
</tr>
</tbody>
</table>

| Description of Procurement/Scope of Work/Background | Labor negotiations specifically, but not limited to, Local 150 and 399 matters; not to exceed $75,000. The County requires experienced representation in negotiation matters. |

| Reason for Procurement | To cover costs of union negotiations |

**FUNDING SOURCE**

☒ Procurement budgeted for (FY and budget code(s)): FY18 50% each 1500-3500-53060 (DOT) and 2000-2665-53060 (PW)

☐ Budget Transfer (Date) ______________ Add'l Information

**DECISION MEMO NOT REQUIRED**

☐ LOWEST RESPONSIBLE QUOTE # or BID # ________________________________ (QUOTE < $25,000, BID ≥ $25,000; attach Tabulation)

☐ RENEWAL, Enter Bid # ________________________________ Intergovernmental Agreement

☐ SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(S) (attach Sole Source Justification form)

☐ PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00 ☑ Public Utility

☐ PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

**DECISION MEMO REQUIRED**

☐ Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)

☒ EXPLANATION OF REQUEST FOR PROPOSAL RFP # ________________________________ (Include Evaluation Summary if applicable)

☐ RENEWAL OF RFP # ______________

☐ PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 50 ILCS 510/2 (Architects, Engineers and Land Surveyors)

☐ OTHER PROFESSIONAL SERVICES (detail vetting process on Decision Memo)

☐ REQUEST WAIVER OF COUNTY BID RULES (only allowable to Statutory Limits)

☐ OTHER THAN LOWEST RESPONSIBLE, BID # ________________________________

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

<table>
<thead>
<tr>
<th>MB</th>
<th>Mar 14, 2018</th>
<th>Prepared By</th>
<th>Date</th>
<th>Recommended for Approval</th>
<th>Date</th>
<th>IT Approval, if required</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>TC</td>
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</table>

**REVIEWED BY (Initials Only)**

<table>
<thead>
<tr>
<th>Buyer</th>
<th>3/21/18</th>
<th>Procurement Officer</th>
<th>3/21/18</th>
</tr>
</thead>
<tbody>
<tr>
<td>☑</td>
<td></td>
<td></td>
<td></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>3-21-18</td>
<td>3-21-18</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>3-21-18</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

FORM OPTIMIZED FOR ADOBE READER VERSION 9 OR LATER
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: Mar 14, 2018

Bid/Contract/PO #: 

<table>
<thead>
<tr>
<th>Company Name: Rock Fusco &amp; Connelly, LLC</th>
<th>Company Contact: Peter Paquette</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Phone: 312-494-1000</td>
<td>Contact Email: <a href="mailto:ppaquette@rfclaw.com">ppaquette@rfclaw.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>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>Citizens for Dan Cronin</td>
<td>Rock Fusco &amp; Connelly, LLC</td>
<td>Checks</td>
<td>$800.00</td>
<td>Feb 3, 2017</td>
</tr>
<tr>
<td>Citizens for Dan Cronin</td>
<td>Rock Fusco &amp; Connelly, LLC</td>
<td>Checks</td>
<td>$1,000.00</td>
<td>Oct 9, 2017</td>
</tr>
<tr>
<td>Citizens for Dan Cronin</td>
<td>Rock Fusco &amp; Connelly, LLC</td>
<td>Checks</td>
<td>$200.00</td>
<td>Feb 26, 2017</td>
</tr>
<tr>
<td>Citizens for Bob Belfin</td>
<td>Rock Fusco &amp; Connelly, LLC</td>
<td>Checks</td>
<td>$2,500.00</td>
<td>Jul 11, 2017</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>David Miller, Attorney</td>
<td>312.494.1000</td>
<td><a href="mailto:dmill@rfclaw.com">dmill@rfclaw.com</a></td>
</tr>
<tr>
<td>James Novy, Attorney</td>
<td>312.494.1000</td>
<td><a href="mailto:jnovy@rfclaw.com">jnovy@rfclaw.com</a></td>
</tr>
<tr>
<td>Lisa Setinc, Accounts Receivable</td>
<td>312.494.1000</td>
<td><a href="mailto:lselin@rfclaw.com">lselin@rfclaw.com</a></td>
</tr>
<tr>
<td>Peter Paquette, Office Manager</td>
<td>312.494.1000</td>
<td><a href="mailto:ppaquette@rfclaw.com">ppaquette@rfclaw.com</a></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:

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: Peter Paquette

Title: Office Manager

Date: Mar 14, 2018

FORM OPTIMIZED FOR ACROBAT AND ADOBE READER VERSION 9 OR LATER

Packet Pg. 319
AWARDING RESOLUTION
ISSUED TO AON CONSULTING, INC.
TO PROVIDE ASSISTANCE AND EVALUATION OF THE
COUNTY’S HEALTH AND WELLNESS BENEFITS
(CONTRACT TOTAL AMOUNT: $360,000.00)

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

WHEREAS, Human Resources requires Health and Wellness Benefits Consulting Services to assist in maintaining competitive and fiscally sound benefit offerings for County employees; and

WHEREAS, the Finance Committee recommends County Board approval for the issuance of a contract purchase order AON Consulting Inc., to provide assistance and evaluation of the County's Health and Wellness Benefits for Human Resources.

NOW THEREFORE BE IT RESOLVED, that the County contract covering said, to provide assistance and evaluation of the County Health and Wellness Benefits for the period April 1, 2018 through March 31, 2021 for Human Resources, be, and it hereby approved for issuance of a contract purchase order by the Procurement Division to AON Consulting, Inc., 200 E. Randolph Street, Chicago, IL 60601, for a contract total amount of $360,000.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: __________________________________
PAUL HINDS, COUNTY CLERK
<table>
<thead>
<tr>
<th>Decision Memo Required</th>
<th>Explanation of Request for Proposal (RFP) Instead of Bid - Most Qualified Offeror</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mary Becker</td>
<td>Completed 03/22/2018 1:26 PM</td>
</tr>
<tr>
<td>Margaret Ewing</td>
<td>Completed 03/23/2018 2:28 PM</td>
</tr>
<tr>
<td>Kathy Ostrowski</td>
<td>Completed 03/23/2018 3:14 PM</td>
</tr>
<tr>
<td>James McGuire</td>
<td>Completed 03/23/2018 3:14 PM</td>
</tr>
<tr>
<td>Paul Rafac</td>
<td>Completed 03/23/2018 3:16 PM</td>
</tr>
<tr>
<td>Tom Cuculich</td>
<td>Completed 03/23/2018 3:21 PM</td>
</tr>
<tr>
<td>Kathy Ostrowski</td>
<td>Completed 03/23/2018 3:32 PM</td>
</tr>
<tr>
<td>Finance Committee</td>
<td>Pending 03/27/2018 8:00 AM</td>
</tr>
<tr>
<td>County Board</td>
<td>Pending 03/27/2018 10:00 AM</td>
</tr>
</tbody>
</table>
**Decision Memo**

**Procurement Services Division**

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

**Date:** Mar 22, 2018

**MinuteTraq (IQM2) ID #:** 12309

**Department Requisition #:**

---

**Requesting Department:** Human Resources

**Contact Email:** margaret.ewing@dupageco.org

**Department Contact:** Margaret Ewing

**Contact Phone:** 630-407-6300

**Vendor Name:** AON

---

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

Approve a three-year benefits consultant agreement with AON for a not-to-exceed price of $360,000.

---

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

The County's healthcare planning and administration consultants provide vital assistance to the Human Resources and Finance Departments in planning and designing the County's self-insured health care program. The consultant provides the County with trend data, information, and research on critical issues regarding rising health care costs and significant changes to federal and state healthcare laws. The consultant assists the County in determining what health care and benefit plans to make available to its employees and implementing best practice methods to reduce costs.

---

**Strategic Impact**

**Financial Planning**

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

The use of a healthcare consultant has been instrumental in controlling the County's health insurance costs while providing cost effective health and wellness benefits to County employees as part of the overall compensation package.

---

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

A Request for Proposal was issued. Fourteen submittals were reviewed and scored. A shortlist of three firms was identified for onsite interviews. The review team of three department heads and two elected officials finalized the selection through consensus.

Partnering with Aon provides the County with a firm with a sizable health and benefits practice, substantial pharmaceutical market experience and extensive public sector experience.

---

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

Approve a three-year benefits consultant agreement with AON for a not-to-exceed price of $360,000.

**Alt 1:** Direct staff to select and recommend another benefits consultant from the RFP shortlist.

**Alt 2:** Direct staff to process another shortlist from the RFP in order to identify a candidate firm for recommending to the Board.

---

**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.

2018: $120,000; 2019 $120,000; 2020 $120,000.
Procurement Review Checklist
Procurement Services Division
This form must accompany all Purchase Order Requisitions
Attach Required Vendor Ethics Disclosure Statement

Date: March 21, 2018
MinuteTraq (IQM2) ID #: 19309

Vendor: AON
Vendor #: 

Dept: Human Resources
Contact: Margaret Ewing
Phone: 630-407-6300

Description of Procurement/Scope of Work/Background
The County searched for qualified providers that will help the Human Resources department maintain competitive and fiscally sound benefit offerings for County employees.

Reason for Procurement
Current consultant's service has been excellent but time to check the market for this service.

FUNDING SOURCE

☐ Procurement budgeted for (FY and budget code(s)):

☐ Budget Transfer (Date) ____________ Add'l Information

DECISION MEMO NOT REQUIRED

☐ LOWEST RESPONSIBLE QUOTE # or BID # ______________________ (QUOTE < $25,000, BID ≥ $25,000; attach Tabulation)

☐ RENEWAL, Enter Bid # ____________________________ ☐ Intergovernmental Agreement

☐ SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)

☐ PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00 ☐ Public Utility

☐ PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

DECISION MEMO REQUIRED

☐ Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)

☒ EXPLANATION OF REQUEST FOR PROPOSAL RFP # 18-017-BF ______________________ (include Evaluation Summary if applicable)

☐ RENEWAL OF RFP # ____________________________

☐ PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 50 ILCS 510/2 (Architects, Engineers and Land Surveyors)

☐ OTHER PROFESSIONAL SERVICES (detail vetting process on Decision Memo)

☐ REQUEST WAIVER OF COUNTY BID RULES (only allowable to Statutory Limits)

☐ OTHER THAN LOWEST RESPONSIBLE, BID # ____________________________

PREPARED BY AND APPROVAL(S) (Initials Only)

Prepared By ____________________________ Date ____________

Recommended for Approval ____________________________ Date 3-23-18

IT Approval, if required ____________________________ Date ____________

REVIEWED BY (Initials Only)

Buyer ____________________________ Date 3-23-18

Procurement Officer ____________________________ Date ____________

Chief Financial Officer (Decision Memos Over $25,000) ____________________________ Date 3-23-18

Chairman's Office (Decision Memos Over $25,000) ____________________________ Date ____________
# Required Vendor Ethics Disclosure Statement

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

<table>
<thead>
<tr>
<th>Company Name:</th>
<th>Aon Corporation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Phone:</td>
<td>312-381-2637</td>
</tr>
<tr>
<td>Company Contact:</td>
<td>Robert Dorsey</td>
</tr>
<tr>
<td>Contact Email:</td>
<td><a href="mailto:rob.dorsey@aon.com">rob.dorsey@aon.com</a></td>
</tr>
<tr>
<td>Bid/Contract/PO #:</td>
<td>18-017 BF</td>
</tr>
</tbody>
</table>

Date: Mar 21, 2018

## 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.

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

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

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

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

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

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

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

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

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

**Signature on File**

Authorized Signature

Printed Name: Robert Dorsey

Title: Senior Vice President

Date: Mar 21, 2018

Attach additional sheets if necessary. Sign each sheet and number each page. Page ______ of ________ (total number of pages)
## COUNTY OF DU PAGE, ILLINOIS
## PROCUREMENT SERVICES DIVISION
## BID TABULATION

### RFP #18-017-BF
### HEALTH BENEFITS CONSULTANT SERVICES

<table>
<thead>
<tr>
<th>Firm</th>
<th>Annual Fee</th>
<th>Annual Commissions</th>
<th>Total for 3 Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>AON</td>
<td>$120,000</td>
<td>$0</td>
<td>$360,000</td>
</tr>
<tr>
<td>CBIZ EMPLOYEE SERVICES</td>
<td>$108,033</td>
<td>$0</td>
<td>$324,099</td>
</tr>
<tr>
<td>WILLIS TOWERS WATSON</td>
<td>$120,000</td>
<td>$0</td>
<td>$360,000</td>
</tr>
<tr>
<td>COTTINGHAM &amp; BUTLER</td>
<td>$60,000</td>
<td>$80,000</td>
<td>$420,000</td>
</tr>
<tr>
<td>HORTON GROUP/HPM PARTNERS</td>
<td>$97,000</td>
<td>$80,000</td>
<td>$531,000</td>
</tr>
<tr>
<td>THE HAYS GROUP</td>
<td>$100,000</td>
<td>$80,000</td>
<td>$540,000</td>
</tr>
<tr>
<td>ASSURED PARTNERS</td>
<td>$110,000</td>
<td>$80,000</td>
<td>$570,000</td>
</tr>
<tr>
<td>ALLIANT/MESIROW</td>
<td>$120,000</td>
<td>$80,000</td>
<td>$600,000</td>
</tr>
<tr>
<td>ARTHUR J GALLAGHER</td>
<td>$120,000</td>
<td>$80,000</td>
<td>$600,000</td>
</tr>
<tr>
<td>MARSH &amp; MCLENNAN</td>
<td>$120,000</td>
<td>$80,000</td>
<td>$600,000</td>
</tr>
<tr>
<td>SEGAL CONSULTING</td>
<td>$120,000</td>
<td>$80,000</td>
<td>$600,000</td>
</tr>
<tr>
<td>USI</td>
<td>$120,000</td>
<td>$80,000</td>
<td>$600,000</td>
</tr>
</tbody>
</table>

### NOTES
1. The review team scored all submittals and selected three firms for onsite interviews on 3-16-2018 (Aon, CBIZ and The Hays Group).
2. Vistanational Insurance Group of Oak Brook, IL submitted a proposal that did not provide pricing and was deemed non-responsive.
3. HPM Partners of Chicago, IL submitted a proposal for "457" consulting only and will be evaluated separately for that scope of service.

<table>
<thead>
<tr>
<th>BID OPENING:</th>
<th>2/1/2018 2:30pm</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADVERTISEMENT:</td>
<td>1/2/2018</td>
</tr>
<tr>
<td>INVITATIONS SENT:</td>
<td>45</td>
</tr>
<tr>
<td>PLAN HOLDERS:</td>
<td>25</td>
</tr>
<tr>
<td>BIDS RECEIVED:</td>
<td>14</td>
</tr>
</tbody>
</table>
AMENDMENT TO RESOLUTION FI-P-0122A-17.

ISSUED TO ROCK, FUSCO & CONNELLY LLC TO PROVIDE PROFESSIONAL LEGAL SERVICES FOR DEFENSE OF COUNTY AND SHERIFF’S DEPUTIES (INCREASE: $200,000).

WHEREAS, County Board approved and adopted Resolution FI-P-0122-17 on March 28, 2017; and

WHEREAS, County Board approved and adopted Resolution FI-P-0122A-17 on December 12, 2017 increasing the contract $25,000; and

WHEREAS, the Finance Committee recommends changes as stated in the Change Order Notice to the Contract 2470-0001 SERV, issued to Rock, Fusco & Connelly LLC, to provide legal services for the defense of County and Sheriff’s deputies, to increase the amount of the contract $200,000 for Finance-Tort Liability.

NOW, THEREFORE BE IT RESOLVED, that the County Board adopts the Change Order Notice dated March 14, 2018 to County Contract 2470-001 SERV, issued to Rock, Fusco & Connelly LLC, to provide legal services for the defense of County and Sheriff’s deputies, to increase the amount of the contract $200,000 for Finance-Tort Liability, resulting in an amended contract total not to exceed $250,000.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

______________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: ________________________________
PAUL HINDS, COUNTY CLERK
Request for Change Order
Procurement Services Division

<table>
<thead>
<tr>
<th>Purchase Order #: 2470-0001 SERV</th>
<th>Original Purchase Order Date: Sep 1, 2016</th>
<th>Change Order #: 2</th>
<th>Department: Finance-Tort Liability</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor Name: Rock, Fusco &amp; Connelly</td>
<td>Vendor #: 23123</td>
<td>Dept Contact: Chris Briggs</td>
<td></td>
</tr>
<tr>
<td>Background and/or Reason for Change Order Request: Professional legal services for defense of County and Sheriff deputies</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

IN ACCORDANCE WITH 720 ILCS 5/33E-9

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

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

DECISION MEMO NOT REQUIRED

1. Cancel entire order
2. Change budget code from: [ ] Close Contract [ ] Contract Extension (29 days) [ ] Consent Only
3. Change budget code to: [ ] Increase/Decrease quantity from: [ ] Decrease encumbrance and close contract [ ] Increase Encumbrance and close contract
4. Price shows: [ ] Increase encumbrance

DECISION MEMO REQUIRED

1. Increase (greater than 29 days) contract expiration from: [ ] Increase Encumbrance and close contract
2. Increase ≥ $25,000.00, or ≥ 10%, of current contract amount [ ] Funding Source 1100-1212-53030
3. OTHER - explain below:

<table>
<thead>
<tr>
<th>CB</th>
<th>X6122</th>
<th>Mar 14, 2018</th>
<th>Date</th>
<th>Recommended for Approval (Initials)</th>
<th>Phone Ext</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>REVIEWED BY (Initials Only)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Buyer: [ ] Date 3-14-18</td>
</tr>
<tr>
<td>Procurement Officer: [ ] Date 3-14-18</td>
</tr>
<tr>
<td>Chief Financial Officer: [ ] Date 3-19-18</td>
</tr>
<tr>
<td>Chairman's Office: [ ] Date 2-18-17</td>
</tr>
</tbody>
</table>

Decision Memo

Procurement Services Division

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

<table>
<thead>
<tr>
<th>Requesting Department: State's Attorney</th>
<th>Department Contact: Gregory Vaci</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Email: <a href="mailto:gregory.vaci@dupageco.org">gregory.vaci@dupageco.org</a></td>
<td>Contact Phone: 630-407-8221</td>
</tr>
<tr>
<td>Vendor Name: Rock Fusco &amp; Connelly</td>
<td>Vendor #: 23123</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.,
Approval of payment

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

Rock Fusco law firm has been retained to represent individual correctional deputies against claims that they are liable for the death of an inmate at the DuPage County Jail. Depositions continue to be taken and will likely exceed 15 in number during the discovery period. In addition, there is a likelihood that an expert will be needed in the area of forensic pathology and counsel has begun to consult with an expert in that field. Discovery has been somewhat contentious and this will cover the estimated cost through the end of the case assuming dispositive motions and trial.

**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.

DNA

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

The SAO has selected this firm based on its experience in representing clients in similar matters.

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

Rock Fusco's involvement in this case would end upon the individuals being dismissed from the case or if there is no longer a conflict for SAO to represent both the individual deputies and the Sheriff's Office

**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.

Costs for Rock Fusco's services are projected to total approximately $250,000 for the entirety of the case.
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: Mar 14, 2018

Company Name: Rock Fusco & Connelly, LLC
Company Contact: Peter Paquette
Contact Phone: 312-494-1000
Contact Email: ppaquette@rfclaw.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 of or in excess of $25,000, shall provide to Procurement Services Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor within the current and previous calendar year to any incumbent county board member, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. The contractor, union or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, "contractor or vendor" includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions.

<table>
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<th>Recipient</th>
<th>Donor</th>
<th>Description (e.g. cash, type of item, in-kind services, etc.)</th>
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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's bid and shall update such disclosure with any changes that may occur.

<table>
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<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>
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<tbody>
<tr>
<td>David Miller, Attorney</td>
<td>312.494.1000</td>
<td><a href="mailto:dmillr@rfclaw.com">dmillr@rfclaw.com</a></td>
</tr>
<tr>
<td>James Novy, Attorney</td>
<td>312.494.1000</td>
<td><a href="mailto:jnovy@rfclaw.com">jnovy@rfclaw.com</a></td>
</tr>
<tr>
<td>Lisa Setin, Accounts Receivable</td>
<td>312.494.1000</td>
<td><a href="mailto:ssetin@rfclaw.com">ssetin@rfclaw.com</a></td>
</tr>
<tr>
<td>Peter Paquette, Office Manager</td>
<td>312.494.1000</td>
<td><a href="mailto:ppaquette@rfclaw.com">ppaquette@rfclaw.com</a></td>
</tr>
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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:

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

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

Authorized Signature

Signature on File

Printed Name: Peter Paquette
Title: Office Manager
Date: Mar 14, 2018
**Other Action Item**

**17-18-417**

<table>
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<th>Request Date:</th>
<th>3/7/2018</th>
<th>Account Code:</th>
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**Purpose of Trip:** (explain fully the necessity of making the trip)

Resubmitting as the Volunteer/Rescue/Foster Coordinator purchased airfare for the other two attending employees.

The American Pets Alive! Conference is an ideal conference for those open admission shelters looking to increase their live release rates and discover the best practices embraced by the most progressive animal shelters across the country. The APA! Conference will provide an opportunity to speak with experts in open admission shelter management, animal care and welfare. We recommend sending members of our leadership and senior team including the Volunteer/Foster/Rescue Coordinator who will have the opportunity to meet, learn from and network with leaders in the progressive animal sheltering industry. Seminar topics include unique presentations divided into the following educational tracks: Dogs, Cats, Organization Building and Sustaining, Politics/Community. With this in mind we recommend also sending our Humane Initiatives & Special Projects Manager and our Senior Animal Caretaker who will benefit the most from the information shared and relationships forged.

**Destination:** Austin, TX

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<th>Date of Return Arrival:</th>
<th>2/13/2018</th>
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(Please include a detailed explanation if different from official business dates)

As the conference begins at 8:00am on Saturday, February 10th, we are requesting the additional hotel night for Friday, February 9th. Additionally, private tours of the local Austin facilities and programs take place on Friday, February 9th & Tuesday, February 13th, warranting an additional night's stay on Monday, February 12th. Note: lodging cost includes all (3) employee hotel rooms to be placed on Manager's credit card.

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

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<td><strong>Total</strong></td>
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Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

______________

DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD
Other Action Item

17-18-417

Attest: _______________________________

PAUL HINDS, COUNTY CLERK
## Tickets

SAT, FEB 10, 2018, 9:00 AM – MON, FEB 12, 2018, 6:00 PM CST

### Enter Promotional Code

<table>
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Sales end on February 12

**Support the cause. Donate here!**

**DONATION**

Sales end on February 12

Fees will be calculated before you place your order.

QTY: 0

ORDER NOW
2017 AMERICAN PETS ALIVE! NO-KILL CONFERENCE SESSION DESCRIPTIONS
2/10/18-2/12/18

GENERAL

Opening Talk: How Austin Did It, with Dr. Ellen Jefferson and Ryan Clinton
Saturday, February 10, 2018 - 8:00 am - 8:50 am
This opening session is designed to give you context about the obstacles, the challenges, the successes and the strategies that made Austin, TX the largest truly No Kill (counting all animals entering the shelter) City in America. You will leave motivated and excited for doing the same thing in your community!

Smart No Kill Road Mapping- No Duplication of Effort in Your Community is Key - Ellen Jefferson, Brent Toellner, Ryan Clinton
Saturday, February 10, 2018 - 9:00 am - 9:50 am
This session is the second step in your journey at AmPA. It will be a step by step tutorial on focusing your work so that it is additive, not duplicative or worse yet inconsequential. You will need to come prepared to take notes and write down questions that you need to know about your community's shelter. You will even leave with an understanding of costs and humanpower needs to accomplish various gap filling. This is not rocket science and we know you can do it! We will show you exactly how!

KEY NOTE ADDRESS Alan Graham of Community First
Saturday, February 10, 2018 - 12:00 pm - 1:00 pm
Alan Graham, founder and CEO of Mobile Loaves & Fishes and the groundbreaking Community First! Village, will discuss the issues surrounding human homelessness and how our human institutions are much like those for animals. He will talk about the future of helping people and how that contributes and compares to animal homelessness in this lunch keynote.

Closing - Ryan Clinton, Ellen Jefferson, Lee Ann Shenefiel
Monday, February 12, 2018 - 12:00 pm - 1:00 pm
Wrap up a weekend of learning and get inspired! Ask questions and get answers that will help you turn your own communities into no-kill communities.

TRACK 1: CATS ALIVE!

Secret Recipe- What You Need to Know to Make a 5-12K Intake Municipal Shelter Reach >90%
Panel - Cheryl Schneider, Brent Toellner
Saturday, February 10, 2018 - 10:00 am - 10:50 am
This session is the third step in understanding how to fill the gaps and reach 90%+ in your community. In this panel, you will hear from a group of municipal (or municipal contract holders) shelter directors whose shelters are finding live outcomes for well over 90% of the all dogs and cats entering their doors. This session is setup to help you understand what a community of your size struggles with, the barriers that can be broken down to get past 90%, and what these directors think are the most important parts of No Kill. The goal we have for you is to leave knowing exactly where your energy is best spent to get your community's save rate up.

Cats are not Small Dogs: Changing the Shelter System to Save More Cats with Monica Frenden
Saturday, February 10, 2018 - 11:00 am - 11:50 am
Animal sheltering in the US began in the 1800's to protect the public from stray dogs and livestock. At some point, cats got added to the mix, but the shelter industry did not change to accommodate a new species with unique needs. A system that was built for dogs is still the model applied to cats. As a result, 70% of cats who enter our nation's shelters each year are killed. Relegated to "second class citizens", the US shelter system is failing cats. What changes do we need to make in our industry, in our programs, and in our communities to change this? We'll take a historical look at where we've been, where we're going, and most importantly, what needs to happen next to finally stop the killing.

Rescuing from Euthanasia List Panel with Palmer Neuhaus and Frances Flower, Clare Callison
Saturday, February 10, 2018 - 1:00 pm - 1:50 pm
This panel explores why it is important to understand exactly who is dying in your municipal shelter and how to get them out alive. Three experts on dogs and cats will talk about the strategies that have helped them save the most lives and to keep them from saving lives that were already saved.

Saving all the Bottle Baby Kittens: From Nursery to Foster Presentation by Casandra Mensing
Saturday, February 10, 2018 - 2:00 pm - 3:50 pm
Austin Pets Alive! has saved over 7,500 neonatal kittens since 2009. In this is a two-part presentation, we'll cover how to start and build a bottle baby nursery, plus how to create a foster network for neonates. During the first hour, Casandra Mensing will share her experience running APA's Nursery, from its meager beginnings to the groundbreaking phenomenon that it is today. In the second hour, Rachel Sherinian will focus in finding, training, and retaining specialized foster families for kittens, whether you have a nursery or not. This presentation will give you the tools to start saving kittens in your community today. Don't miss finding out how we proved the experts wrong and surpassed a 90% survival rate!

Fighting Fungus: Treat, Foster and Adopt Cats and Kittens with Ringworm Presentation with Kristen Hansen
Saturday, February 10, 2018 - 4:00 pm - 4:50 pm
Tens of thousands of cats are euthanized each year solely because they have been diagnosed with ringworm, a highly contagious but highly treatable skin infection about as serious as Athlete's Foot. This workshop will provide you with information on how to identify, house, and treat cats infected with ringworm. From decontamination and medication to adoptions, we will empower you with knowledge to begin saving ringworm cats today.

Maddie's® Idea Lab: Saving Lives and Spreading Good Ideas by Sheila D’Arpino from Maddie's Fund®
Saturday, February 10, 2018 - 5:00 pm - 5:50 pm
Maddie's® Idea Lab supports the implementation and assessment of innovative ideas that have a high likelihood of advancing lifesaving of dogs and cats, the utilization of foster care for dogs and cats or animal welfare leadership. Come to this lecture to find out what we've learned and how these ideas are saving lives. We'll talk about several different projects, including results from an adult foster dog program, our national playgroup survey, market research about foster caregivers, as well as the behavior and health of adopted and fostered pets via the Maddie's Pet Assistant mobile app.

By the Thousands: High Volume Cat Foster Program by Ashley Middleton
Sunday, February 11, 2018 - 8:00 am - 8:50 am
Fosters often mean the difference between life and death for cats in the shelter. They are essential in addressing overcrowding issues, shelter behavior problems, and providing personalized care for medical
conditions. Austin Pets Alive’s Cat Foster Manager will discuss how to recruit foster homes, place cats in foster, and maintain a foster network. The Austin Pets Alive! Cat Foster Program places thousands of cats in over 650 foster homes a year, and you can, too!

**Shelter Pet Marketing is Not Adoption Counseling Presentation with Mike Ryan, Monica Frenden, Kristen Auerbach**

**Sunday, February 11, 2018 - 9:00 am - 9:50 am**

We, animal welfare advocates, tend to try to do a lot of things at once. This is one area that we need to slow down and take it one step at a time. Marketing, unless it is for a pharmaceutical that requires a laundry list of possible side effects, is about putting your best foot forward. Since pets don’t know how to market, they need you to be the savviest marketer around to save their lives and give people the opportunity to fall in love. Come learn what works!

**Cat Adoptions, From Zero to Infinity Workshop with Monica Frenden**

**Sunday, February 11, 2018 - 10:00 am - 11:50 am**

Too many cats, not enough adopters? In this seminar, you’ll learn how APAI went from 721 cat adoptions per year, to 3,540! Starting from scratch with no shelter and no budget through managing a population of 1,000+ cats, this seminar has something for every cat rescuer. We’ll discuss adoption options for those without a shelter facility; growing adoptions at a facility; and how progressive adoptions, marketing, policies, and practices enable APAI to place thousands of cats each year while maintaining quality adoptions and a low return rate.

**Medical Care for the Sheltered Masses Panel with Ellen Jefferson, Andrea Birkelbach, Gabby Uresti, Jordana Moerbe**

**Sunday, February 11, 2018 - 1:00 pm - 1:50 pm**

Medical care for shelter pets is one of the hardest resources to secure both in terms of funding and in No Kill skillset. In this engaging panel, find out how vets, clinic managers, and executive directors find the wherewithal to treat all the pets that need their help. Find out how they overcome common and not so common obstacles and what they do when the deck is stacked too high against them.

**Shelter Medical Treatment on a Shoestring Budget Workshop with Dr. Ellen Jefferson, Dr. Alexis Bardzinski and Jordana Moerbe**

**Sunday, February 11, 2018 - 2:00 pm - 3:50 pm**

The unfortunate truth is that it costs a lot less to kill pets than to save them, especially when it pertains to medical costs. In this interactive workshop, you will hear from 3 seasoned medical experts on how to save lives, spending the least amount of money as possible so that the total “wealth” of medical resources can be spread among all those pets that need them. You will not learn how to save lives using ivory tower methodology but you will learn cutting edge ways to save money, time, and lives so pets can have pain free lives in homes.

**Alternatives to Shelter Surrender Panel with Patty Alexander, April Moore, and Jose Ocana**

**Sunday, February 11, 2018 - 4:00 pm - 4:50 pm**

Think about all the work that goes into sheltering a pet and finding it a new home. What if you could just help that pet keep the home it already has? Animal sheltering hasn’t been the friendliest to people who need help keeping their pets but these panelists have direct experience running programs that are focused on helping people who love their pets actually keep them. It saves time and money in the long run and doesn’t break the bond between pet and pet parent which can be very detrimental (think separation anxiety). No Kill is about doing everything we can to prevent a pet’s death and that has to include keeping pets from needing the shelter.

**Creating a Successful Barn Cat Program Presentation with Monica Frenden**

**Sunday, February 11, 2018 - 5:00 pm - 5:50 pm**
Often considered unadoptable and overlooked for rescue, feral and fractious cats can be saved through a progressive Barn Placement Program and given a new lease on life as working cats. Learn how to start a barn program from scratch, including selecting cats appropriate for barn placement, finding quality homes, proper relocation procedures, and safe handling and sheltering practices. The Austin Pets Alive! Barn Cat Program saves hundreds of feisty cats each year that would otherwise be slated for euthanasia, and you can, too!

**Sending Cats Home: Municipal Shelter Programs to Keep Cats in their Communities** by Jordan Craig, Marisa Ledesma, Michelle Dosson  
**Monday, February 12, 2018 - 8:00 am - 8:50 am**  
Learn about the City's progressive program that returns community cats that enter the city shelter as strays back to their environment after spay/neuter. This workshop will give you the details of the program from intake to release.

**No Cat Left Behind: How to Get Special Needs Cats Adopted**, with Monica Frenden  
**Monday, February 12, 2018 - 9:00 am - 10:50 am**  
FIV, Feline Leukemia, renal failure, elderly, chronically ill, behaviorally challenged. Every rescue struggles with getting 'special needs' cats adopted. The majority of cats taken in by Austin Pets Alive! would be considered 'special needs' by most shelter standards, but APAI believes these are lives worth saving and has shown they can be adopted. Learn how to place special needs cats through innovative programs, marketing, and adopter support to help you leave no cat left behind!

Objectives - Attendees will learn about programs and incentives that help special cats find special homes, marketing special needs cats, and how to keep them in their homes should problems arise.

**Recruiting and Managing Volunteers That are as Valuable as Staff** Presentation with Monica Dangler  
**Monday, February 12, 2018 - 11:00 am - 11:50 am**  
Volunteers are the cornerstone to any non-profit organization, but how do you recruit and train when you are wearing so many hats? Learn basic volunteer recruitment strategies, that are easy and free to implement, to give you more time to focus on the rest of your lifesaving duties!

**Bottle Baby Kittens: From Nursery to Foster Masterclass** by Casandra Mensing, Beckie Shafer, Gloria Hudson, Dr Bardzinski  
**Monday, February 12, 2018 - 1:00 pm - 2:50 pm**  
Casandra Mensing will lead this Masterclass in small groups discussing what steps attendees need to take to develop or further the life-saving of kittens in their communities to include prioritization of pulls, recruiting and managing fosters, and improving survival rates.

**Cat lifesaving Masterclass with Monica Frenden, Ashley Middleton, Jordan Craig, Jordana Moerbe, Kristen Hansen, Alexis Bardzinski**  
**Monday, February 12, 2018 - 3:00 pm - 5:50 pm**  
In the Cat Lifesaving Masterclass, you will have the opportunity to sit in small groups with a few different "masters" in the industry, such as Austin Pets Alive!'s Monica Frenden and Dr. Alexis Bardzinski, to discuss the obstacles that you face in your community in saving cats. This session is designed to give you more specialized help in your journey to No Kill so that you can leave the AmPA conference with tools, knowledge, and support. Each masterclass will give you the opportunity to sit with a master for a short period of time before moving tables to discuss more topics. This will be engaging, enlightening, and fun!
TRACK 2: DOGS ALIVE!

Secret Recipe- What you need to know to make a <2K Intake Municipal Shelter Reach >90% Panel-Kari Bailey, Jackie Carey
Saturday, February 10, 2018 - 10:00 am - 10:50 am
This session is the third step in understanding how to fill the gaps and reach 90%+ in your community. In this panel, you will hear from a group of municipal (or municipal contract holders) shelter directors whose shelters are finding live outcomes for well over 90% of the all dogs and cats entering their doors. This session is setup to help you understand what a community of your size struggles with, the barriers that can be broken down to get past 90%, and what these directors think are the most important parts of No Kill. The goal we have for you is to leave knowing exactly where your energy is best spent to get your community’s save rate up.

Overcoming Obstacles for the Big Dogs Panel with Rebecca Guinn, Aimee Sadler, Cheryl Schneider, Clare Callison (Mike Kaviani moderate)
Saturday, February 10, 2018 - 11:00 am - 11:50 am
In this panel, our experts, who represent various roles within the industry, will answer your questions and discuss strategies for common obstacles big dogs in shelters face and how to overcome them.

Secrets to Large Volume Dog Foster Programs Panel with Ann Lindholm, Lorian Epstein, Kelly Duer
Saturday, February 10, 2018 - 1:00 pm - 1:50 pm
Come hear from experts what it takes to save a lot of dogs through foster, how to conquer the biggest challenges, and how to start.

Creating and Growing a Dog Foster Network Presentation with Ann Lindholm and Kelly Duer
Saturday, February 10, 2018 - 2:00 pm - 3:50 pm
With a viable foster program it’s possible to begin saving lives and transforming your community to no-kill, even if you don’t have a shelter. Learn how to build a successful foster program that can grow with your organization by developing teams of volunteers you will be able to expand your capacity to save more animals. Kelly Duer will close the session with a recap of her work in several communities as a foster program builder and the tactics that she has seen work to jumpstart fostering of large dogs!

Saving the Naughty and Broken Small Dogs Panel with Faith Wright, Palmer Neuhaus, Katie Mellon, and Marcia Chan
Saturday, February 10, 2018 - 4:00 pm - 4:50 pm
Do you know how many small breed dogs are euthanized in your community shelter? In Austin in 2008, it was many more than would have been expected (roughly 500). Did you know that nearly ALL of them are saveable and although many are marked “aggressive”, they rarely are? Our speakers will share with you what APA! does to evaluate these “lap sharks”, gain their trust in a very small amount of time, and save their little lives. They will also discuss how to set them up for success in the shelter, in a foster home, and in a forever home.

The Essentials of Saving the Big Dogs Presentation with Kristen Auerbach, Mike Kaviani, and Clare Callison
Saturday, February 10, 2018 - 5:00 pm - 5:50 pm
Our experts will present the essential programs, best practices, and core philosophies needed to start saving the big dogs in your communities. Think of this presentation as the key ingredients needed to
move towards and achieve 90% for your community’s dogs. There are a variety of speakers to represent different shelter types that have to deal with the same challenges.

**Get Your Pit Bull-Type Dogs Adopted with the Canine Good Citizen-Ready Program Presentation by Carrie Morris**

**Sunday, February 11, 2018 - 8:00 am - 8:50 am**

Through a partnership with Best Friends Animal Society, Austin Pets Alive! embarked on a six month pilot program to test the effectiveness of Canine Good Citizen Training on adoption rates. The results have been jaw-dropping and show a clear adoption rate and length of stay difference between dogs that participate in this program and those that don’t. Come learn about the CGC-Ready Program and how it runs. Learn how one person oversees a team of volunteers to train and find homes for hundreds of dogs every year. This is well worth your time if you rescue dogs that are big, hyper, and unmannered and operate a big shelter. Austin Pets Alive’s CGC-Ready Program has become a hallmark of Austin’s No-Kill success.

**EVERY DOG, EVERY DAY...LET THEM PLAY! – The Impact of Play Groups by Aimee Sadler**

**Sunday, February 11, 2018 - 9:00 am - 9:50 am**

It’s more than just fun and games; play groups save lives! After visiting over 170 shelters across the United States and Canada, the team at Dogs Playing for LifeTM has done more than have a lot of fun playing with dogs. Aimee Sadler, Founder and CEO will share case studies and evidence that playgroups improve the quality of life of dogs and their caretakers. Sadler, who has been directly involved with the development of canine enrichment and behavior programs in animal shelters since 1998, will also share how shelters across the country have effectively used playgroups to facilitate better adoption matching, more accurate sociability assessments, and improved shelter operations. Dogs live to play...we let them pay to live!

**Big Dog Adoption Workshop with Kristen Auerbach, Ryan Plunkett, Marc Peralta**

**Sunday, February 11, 2018 - 10:00 am - 11:50 am**

This workshop will cover specific strategies to get big dogs adopted using innovative marketing, ways to learn more about the many dogs in your care, and customer service that actually saves lives. Presenters will talk about what has served their dogs the best from people skills hacks to adoption event strategies. If big dogs are in your top worries, you will not want to miss this.

**Overcoming Obstacles - The Wisdom of the Warrior by David Meyer**

**Sunday, February 11, 2018 - 1:00 pm - 1:50 pm**

How can you better motivate the public to take the actions you need them to take? How can you get your staff and board members to better understand you and support you instead of opposing you? How can you get funders to be even more supportive and generous? David Meyer has personally taught Chuck Norris, is a multiple time world champion in Jiu Jitsu, and has used the subtle principles of Jiu Jitsu to build support and overcome obstacles in all aspects of life. He used these principles to create Adopt-a-Pet.com, the world’s largest non-profit homeless pet adoption website. He will share these principles with you, and promises they will have immediate application in your daily work.

**Dog and Cat Foster Workshop with Ann Lindholm, Ashley Middleton, Lorian Epstein, Gloria Hudson, and Kelly Duer**

**Sunday, February 11, 2018 - 2:00 pm - 3:50 pm**

Foster programs can be difficult because they involve people and pets, both of which have their own minds! In this workshop, our presenters will answer your high priority questions so that you can gain a
more full understanding of how to limit challenges to recruiting and keeping fosters, keep order and safety in a high volume setting, and most importantly to use the foster system to double or triple your organization's lifesaving capacity. The presenters are experts in dog, cat, and kitten, including special needs, foster programs. You won't want to miss this.

"Venturing past 90: Who are the dogs in the last 10% and how do you save them" Presentation
Mike Kaviani and Marian Cannell
Sunday, February 11, 2018 - 4:00 pm - 4:50 pm
What should your shelter/community expect when you’re ready to push past 90%? What are the dogs like, and how will you save them? Austin’s canine save rate is at or above 96%, and is the largest city in the country at this high of a save rate. Come learn about the behavioral trends we are seeing at each segment of “the last 10 percent”, and learn about the programs that are saving the dogs that have historically been deemed unsaveable. This presentation will be packed with case studies that will put a face to the dogs that still need us once we’ve achieved 90%, and will be representative of the most common challenges and their respective solutions once you venture past 90.

The Decision to Kill for Behavior - Policy and Protocol with Kristen Auerbach and Mike Kaviani
Sunday, February 11, 2018 - 5:00 pm - 5:50 pm
How do euthanasia decisions get made in your organization? Do you have a step-by-step process that makes sure every possible solution is explored before an animal is euthanized? Our ten-step, easy-to-follow protocols for medical and behavior euthanasia ensure that animals are only euthanized when there are no other options. Some of the steps to euthanizing an animal include a call to the previous owner, incident confirmation and pleas to external partners. Attendees will receive copies of our euthanasia forms and procedures. They’re designed for municipal shelters but can be used in any organization and they will save more lives!

Recruiting and Keeping Fosters for the Big Dogs Presentation by Kristen Auerbach
Monday, February 12, 2018 - 8:00 am - 8:50 am
Does your shelter struggle to achieve live outcomes for medium and large dogs who demonstrate behavioral challenges in the shelter? Do you ever think, "If we could just get them out, they might be okay?" If you answer ‘yes,’ to either of these questions, this talk is for you. You’ll learn proven methods that will help you save 90% or more of dogs with behavioral problems like barrier reactivity and fear-based aggression. This talk, based on a two-year study, will give you practical, easy-to-implement solutions to deal with some of your most challenging dogs, and in most cases, save their lives!

Saving Dogs with Behavior Problems Workshop with Aimee Sadler, Mike Kaviani, and Marian Cannell
Monday, February 12, 2018 - 9:00 am - 10:50 am
Dogs with behavior challenges are the single most difficult group of animals to save when undergoing the transformation to No Kill. In this workshop, you will get answers to your top priority questions about how to save them, seemingly against all the odds of space, breed, and behavior. These experts have seen it all and will go over what has worked so that you don't have to try to start from scratch. This is not easy but it is essential in the road to No Kill.

Saving Parvo Puppies by Dr. Bardzinski and Jordana Moerbe
Monday, February 12, 2018 - 11:00 am - 11:50 am
Parvo virus is a major killer of dogs and puppies in shelters. Austin Pets Alive built the first parvo ward that actively takes parvo positive dogs from the community and other shelters for treatment and then placement. We will discuss the way we set it up safely, treatment protocols, testing, decontamination, and volunteer participation. This program is operated on a shoe string and saves 500 lives per year.
Starting Your Lifesaving Organization Masterclass by Ellen Jefferson, Brent Toellner, Kim Waters, Faith Wright, Andrea Birkelbach  
Monday, February 12, 2018 - 1:00 pm - 2:50 pm  
In the Starting Your Lifesaving Organization Masterclass, you will have the opportunity to sit in small groups with a few different "masters" in the industry, such as Austin Pets Alive!'s Dr. Ellen Jefferson and KC Pet Project's Co-founder, to discuss the obstacles that you'll face in forming a non-profit. This session is designed to give you more specialized help in your journey to No Kill so that you can leave the AmPA conference with tools, knowledge, and support. Each masterclass will give you the opportunity to sit with a master for a short period of time before moving tables to discuss more topics. This will be engaging, enlightening, and fun!

Dog Behavior Masterclass with Aimee Sadler, Mike Kaviani, Aaron Caldwell, Marian Cannell, Carrie Morris  
Monday, February 12, 2018 - 3:00 pm - 5:50 pm  
In this informal and intimate setting, attendees will have the opportunity to sit down with the Dog Behavior experts from Dogs Playing for Life and Austin Pets Alive! Each presenter will be ready and willing to offer advice and solutions for your efforts to save the lives of your shelter's "behavior dogs". If you've ever wanted an opportunity to pick the brains of some of the nation's top shelter behavior experts, this is your chance!

TRACK 3: ORGANIZATION BUILDING AND SUSTAINING

Secret Recipe- What you need to know to make a 2-5K Intake Municipal Shelter Reach > 90%  
Panel - Lindsey Huffman, Makena Yarbrough, Phil Peckinpaugh  
Saturday, February 10, 2018 - 10:00 am - 10:50 am  
This session is the third step in understanding how to fill the gaps and reach 90%+ in your community. In this panel, you will hear from a group of municipal (or municipal contract holders) shelter directors whose shelters are finding live outcomes for well over 90% of the all dogs and cats entering their doors. This session is setup to help you understand what a community of your size struggles with, the barriers that can be broken down to get past 90%, and what these directors think are the most important parts of No Kill. The goal we have for you is to leave knowing exactly where your energy is best spent to get your community's save rate up.

Run Your Organization Like a Business that Saves Lives - Makena Yarbrough  
Saturday, February 10, 2018 - 11:00 am - 11:50 am  
Makena Yarbrough will share the importance of driving culture and leadership to build and maintain a team of staff and volunteers dedicated the organization's mission. Topics covered will include the following: interviewing, developing core values, dealing with underperforming staff, long range plans, the Board/ED relationship, marketing and developing a real culture for the organization.

Question Everything: The Impact of the History and Language of Animal Sheltering, Ellen Jefferson, Lee Ann Shenefiel, Kristen Auerbach  
Saturday, February 10, 2018 - 1:00 pm - 1:50 pm  
Much of the language we use to talk about sheltering and homeless and homeless pets was inherited from a time when shelters were called pounds and most animals were killed. Today, the ways we talk
about our pets have real life and death consequences. Come find out how changing the words we use can actually reduce needless shelter killing.

Starting from Scratch: Fundraising From Little to Big Presentation with Maggie Lynch  
Saturday, February 10, 2018 - 2:00 pm - 3:50 pm  
What do you need to raise funds effectively when you’re a new or relatively small organization? The first half of this workshop takes you back to the basics first, covering how to build a strong foundation for fundraising, and then covers fundraising specific to animal welfare, which differs from other nonprofit sectors. Real, practical examples of what has worked at Austin Pets Alive will be covered, including from individual donations through online giving, e-solicits, direct mail and major gifts; grants; events; and support from businesses. The second half of the workshop will cover issues faced by organizations as they grow larger, diving deeper into the details of creating an overall funding strategy, building a strong grants program, and offering a more in-depth look at finding the right balance of fundraising activities according to the characteristics of your own community.

How to Start a No Kill Organization Panel with Ellen Jefferson, Rebecca Guinn, Brent Toellner, Kim Waters  
Saturday, February 10, 2018 - 4:00 pm - 4:50 pm  
Most of the time, talking about stopping shelter death is not enough. Sometimes, it takes a new organization to make the changes that are needed in your community. This panel will discuss how three organizations of differing sizes made the leap to start. They will talk about getting started on the right foot and how to leverage what you already have to help.

Using Tech to Save Lives Panel: Greg Lucas, Lars Rabbe, David Meyer  
Saturday, February 10, 2018 - 5:00 pm - 5:50 pm  
This panel will discuss using technological tools to save time, money and further advance your mission. They will discuss common pitfalls animal welfare organizations face in understanding/retrieving their own data and ways to overcome them. They will touch on the future of animal welfare through technological advances.

No Kill Guidelines for Animal Care in a No Kill City in 2017 Ellen Jefferson, Kristen Auerbach  
Sunday, February 11, 2018 - 8:00 am - 8:50 am  
This presentation will cover best practices and guidelines to create a No Kill City, including resources needed, ways to build programs on a limited budget, prioritization and philosophy.

Taking No Kill to the Streets: Neighborhood Level Programming Presentation by Lee Ann Shenefiel and April Moore  
Sunday, February 11, 2018 - 9:00 am - 9:50 am  
Wondering how to reduce shelter intake, reduce calls for service to Animal Protection and connect a larger part of your community to your No Kill mission? Ask! Learn about the City of Austin’s new pilot engagement program that is working at a neighborhood level to find out what barriers high intake areas have to keeping pets at home and accessing shelter resources and how Austin will use this to create animal services that work for everyone.

How to Effect Shelter Change from the Outside Workshop with Maureen O’Neill, Ellen Jefferson, Kim Waters  
Sunday, February 11, 2018 - 10:00 am - 11:50 am  
In this interactive workshop, the presenters will discuss how they hold their ground for what they believe is right, even in the face of immense pressure to slow down, compromise, or back off. Holding your ground is not about being
mean or hurtful but is about an unwavering focus on what needs to be done to save lives at a municipal shelter, even when you don’t have the power to make the internal changes that would help, and getting from point A to point Z one step at a time. This session is for you if you are in an organization or are an advocate that wants No Kill but don’t work within the municipal shelter system.

Motivating your Team In an Underfunded, Super Stressful Field: Managers, Staff and Volunteers Panel with Marc Peralta, Jose Ocano, and Tawny Hammond
Sunday, February 11, 2018 - 1:00 pm - 1:50 pm
Working together is essential to No Kill. Join us to work to discuss how to work through conflict to become a lifesaving team in this panel.

Fundraising as a Central Component to Lifesaving Workshop with Maggie Lynch, Makena Yarbrough, Karen Hollish
Sunday, February 11, 2018 - 2:00 pm - 3:50 pm
Saving lives is one thing but funding the saving of the lives is another entirely and can be the thing that makes or breaks all the work you do. Come to this interactive workshop to hear how people who understand how fundraising works, connect the dots between the lives in front of you that desperately need you and the sources of income that can make it happen. Each presenter comes from a very different background and the answers to your top fundraising questions that you will get here will be extremely helpful.

What do you stand for? Mobilizing Community and Media Support Panel with Mary Heerwald, Kristen Auerbach, and Sharon Fletcher
Sunday, February 11, 2018 - 4:00 pm - 4:50 pm
We all know that No Kill can’t happen without the support of your community - and that includes financially. This panel of three very different professionals will share how to market to build your engagement to grow an army of supporters to increase adoptions, fosters, volunteers and funds!

Transporting Shelter Pets to Safety by Clare Callison
Monday, February 12, 2018 - 8:00 am - 8:50 am
Do you live and work in an area that sees more dogs than can be adopted back into your community? Clare Callison of San Antonio Pets Alive will take you on her journey, from walking the euthanasia list to finding ways to transport dozens of dogs per month out of San Antonio, where there is an enormous street dog population, and into the north where the demand for small and medium (and sometimes large) dogs is still very high. Hear how your average “Texas brown dogs” are making a big splash in places as far as Oregon, Connecticut and even Italy!

Fundraising To Save Lives Masterclass with Makena Yarbrough, Ellen Jefferson, Maggie Lynch, Mary Heerwald, and Mary Ippoliti Smith, Maureen O’Neill, Karen Hollish
Monday, February 12, 2018 - 9:00 am - 10:50 am
In the Fundraising Masterclass, you will have the opportunity to sit in small groups with a few different “masters” in the industry, such as Dr. Ellen Jefferson of Austin Pets Alive! And Mary Ippoliti-Smith of Maddie’s Fund, to discuss the obstacles you’ll face in fundraising. This session is designed to give you more specialized help in your journey to No Kill so that you can leave the AmPA conference with tools, knowledge, and support. Each masterclass will give you the opportunity to sit with a master for a short period of time before moving tables to discuss more topics with more masters. This will be engaging, enlightening, and fun!

Social Media for No Kill with Kristen Auerbach
Monday, February 12, 2018 - 11:00 am - 11:50 am
There IS a difference and it's a big one! In this session, you'll learn 15 must-know rules for maximizing your lifesaving potential with social media. Kristen speaks and publishes nationally about this subject and her social media guidelines have been featured in Animal Sheltering Magazine, the Huffington Post, BarkPost and on the Animal Farm Foundation blog. Regardless of whether you're a shelter or a rescue or your role in your organization, we promise you'll never look at social media the same way after attending this session!

Big Dog (in general) Masterclass with Kristen Auerbach, Mike Kaviani, Cheryl Schneider, Clare Callison, Aimee Sadler
Monday, February 12, 2018 - 1:00 pm - 2:50 pm
In this informal and intimate setting, attendees will have the opportunity to sit down with a wide range of experts, all of whom represent different backgrounds and can offer unique solutions to your shelter’s “big dog” challenges. Don’t miss out on this opportunity to ask these experts some of your most burning questions to help you reach the next level with your shelter’s big dogs!

Can’t Save Lives without Lots of Volunteers and Fosters Masterclass with Monica Dangler, Ann Lindholm, Kelly Duer, Beckie Shafer, Ellen Jefferson, Ava Lynch, Anna Crockett, April Moore
Monday, February 12, 2018 - 3:00 pm - 5:50 pm
Volunteers and fosters are the cornerstone to our work, but how do you recruit and train when you are wearing so many hats? Learn basic recruitment strategies, that are easy and free to implement, to give you more time to focus on the rest of your lifesaving duties!

TRACK 4: POLITICS / COMMUNITY

Secret Recipe- What you need to know to make a >12K Intake Municipal Shelter Reach >90% Panel with Tawny Hammond, Lee Ann Shenefiel, Kristen Auerbach
Saturday, February 10, 2018 - 10:00 am - 10:50 am
This session is the third step in understanding how to fill the gaps and reach 90%+ in your community. In this panel, you will hear from a group of municipal (or municipal contract holders) shelter directors whose shelters are finding live outcomes for well over 90% of the all dogs and cats entering their doors. This session is set up to help you understand what a community of your size struggles with, the barriers that can be broken down to get past 90%, and what these directors think are the most important parts of No Kill. The goal we have for you is to leave knowing exactly where your energy is best spent to get your community’s save rate up.

No Kill Political Advocacy (How To) Presentation, Ryan Clinton
Saturday, February 10, 2018 - 11:00 am - 11:50 am
Learn how animal advocates in Austin, Texas, put No Kill on the City’s public-policy agenda, and how you can do the same for your community. Topics include writing press releases, strategies for communicating with public officials, learning how to handle opposition, and spreading your lifesaving message.

Know the Law: Liability In Shelters and Rescues, Ryan Clinton
Saturday, February 10, 2018 - 1:00 pm - 1:50 pm
Learn how shelters and rescue groups can implement strategies to limit their liability for saving lives. Topics will include risk reduction, lawsuits, insurance, and policy protocols. Your lawyer will thank you for attending.

Animal Protection as an Alternative to Animal Control: Increasing Your
Community’s Power to Save Lives, Support Each Other, and be More Humane with Lee Ann Shenefiel, Mark Sloat, April Moore
Saturday, February 10, 2018 - 2:00 pm - 3:50 pm
Austin’s Animal Protection team helps keep Austin No Kill. How? Through a proactive engagement-based approach that redefines animals “in need,” values the human-animal bond and engages community members and shelter staff and volunteers in solving for animals’ needs together. Learn what policies and programs provide the foundation for this program, how it reduces intake and creates lifesaving outcomes, how to measure the success of a program not based on citations and stray impounds as well as strategies for keeping communities safe from dangerous animals and pets safe from neglect and cruelty that don’t compromise lifesaving.

How to Raise What You Need to Save Lives Panel with Maggie Lynch, Maureen O’Neill, Makena Yarbrough, Mary Ippoliti Smith, Karen Hollish
Saturday, February 10, 2018 - 4:00 pm - 4:50 pm
Join this panel for an engaging conversation about the big F: Fundraising! -- a necessary part of saving lives. Hear from a group of funders and fundraisers on their pearls of wisdom, their cautionary tales, and examples that we can all use to save lives.

Getting Your Government’s Attention: Engaging Local Leadership in Making Change - Mike Martinez, Larry Tucker, Laura Morrison
Saturday, February 10, 2018 - 5:00 pm - 5:50 pm
City Council was instrumental to getting No Kill passed and achieved in Austin. Recent City Council Member Mike Martinez was not aware of the shelter death rate that existed until he started listening to what No Kill advocates were asking for. Mike is a dynamic speaker and he will share with you what made him “hear” the problem clearly and make decisions and actions to not only support No Kill but champion it while he served on Council. His experience and advice will help any community reach the leaders and effect change.

Mass Marketing the Euthanasia List Presentation, with Clare Callison
Sunday, February 11, 2018 - 8:00 am - 8:50 am
When San Antonio Pets Alive! first embarked on saving lives in San Antonio, there were dozens to over a hundred dogs on the euthanasia list daily. There was no way that one organization was going to be able to save so many. Defying norms, SAPA! created a system to alert as many people as possible, from all over the globe, about the animals who would be losing their lives that day. The work to create the alert and the alert message itself is upsetting and heartbreaking but as a result thousands of pets keep their lives per year, dozens per day. Come find out how you can do the same at your shelter and leverage your time to help others help pets.

Step by Step How to Make Decisions When Pulling From the Euthanasia List by Frances Flower and Palmer Neuhaus
Sunday, February 11, 2018 - 9:00 am - 9:50 am
How to create a sustainable rescue program that relies solely on volunteers to assess animals on the euthanasia list and save the most lives it can that are out of other options for a live outcome. Frances Flower and Palmer Neuhaus have been on the rescue team since APA’s program began in 2009. They will share how to start an evaluation and rescue program and how to keep it going as well as how to get the most information out of your time with the animals at risk.

How to Effect Shelter Change from the Inside Workshop with Makena Yarbrough, Lee Ann Shenefiel, Cheryl Schneider, Karl Bailey, Phil Peckinpaugh
Sunday, February 11, 2018 - 10:00 am - 11:50 am
In this workshop, you will hear 4 different municipal shelter leaders who have made change happen by running their municipal shelter. The audience will select the questions that they are the most interested in and the presenters will talk about how to effect change simply by stepping up to take the job of director, regardless of the limitations they were given. You will hear how perseverance and focus can turn into No Kill.

Communicating in Crisis Panel with Brent Toellner, Sharon Fletcher, Mary Heerwald, Meredith Young, Lars Rabbe
Sunday, February 11, 2018 - 1:00 pm - 1:50 pm
Guess what, *%&^#% happens. It happens to every organization. You can put your head in the sand or you can deal with it. Come learn how to work with the media to engage the community and respond to criticisms and crises to promote greater trust within your community and transparency into your organization.

Animal Control at the Heart of No Kill Workshop with Lee Ann Shenefiel, Mark Sloat, April Moore, Phil Peckinpaugh
Sunday, February 11, 2018 - 2:00 pm - 3:50 pm
Lifesaving doesn’t just happen within the walls of a shelter or a foster’s home. Austin’s animal protection officers save lives on the streets every day by helping residents keep their pets and intervening on behalf of animals (and people) in need with services and policies that recognize and value the human-pet bond and ensure only the animals most at risk are intaked at the shelter. Bring your questions for how to build an animal control program that maximizes lifesaving and positive community interactions without de-emphasizing public health and safety or putting pets in harm’s way.

Understanding and Changing Cat Ordinances by Rebekah Dehaven
Sunday, February 11, 2018 - 4:00 pm - 4:50 pm
Communities all over the nation have ordinances or policies in place that promote Trap-Neuter-Return and protect cats. But there are also ordinances out there that are harmful to cats and make TNR more difficult for caregivers. You do not have to pass a law to do TNR, but if your town is considering passing an ordinance affecting cats—or if you want to change an existing law that is harming cats—this session is for you.

You’ll also learn how to build connections with elected officials, and how to discuss cat policies with key decision makers.

Pet Redemption Toolkit by Donna Casamento of Found Animals and Stephanie Martens of Lost Dogs of Texas
Sunday, February 11, 2018 - 5:00 pm - 5:50 pm
Saving lives isn’t just about adoption anymore! You can maximize your live release rate by getting pets back into their owners hand or keeping them out of the shelter in the first place. This session will discuss available tools and different strategies that will help you increase your live outcomes through higher and faster redemption. We will discuss the latest apps and online tools available for your staff and pet owners, best practices for Field RTOs, the pros and cons of fee reduced redemptions, ordinances updates that can help with proper identification and unraveling the mystery of microchip registration.

Alternatives to Shelter Surrender Program Presentation by Patty Alexander, Wendy Beaupre and April Moore
Monday, February 12, 2018 - 8:00 am - 8:50 am
Learn how to work with the public to find other solutions and resources for their pets besides surrendering to the shelter.

**Animal Control and No Kill Communities Masterclass w/Lee Ann, Tawny Hammond, Rebecca Guinn, Jose Ocano, Cheryl Schneider, Phil Peckinpaugh**
*Monday, February 12, 2018 - 9:00 am - 10:50 am*
Animal Control programs have the potential to positively impact lifesaving at the shelter and create truly No Kill communities by working with pet caretakers to address animal-related problems before intake, connecting residents with resources to keep pets safe and neighbors happy and by working with shelter staff to achieve safe placement for animals. Too often these opportunities are missed through overemphasis on enforcement as a tool to achieve compliance and narrow definitions of “public safety.” In this masterclass, work with Field Services leaders to come up with solutions to address barriers to lifesaving and creating safe, humane communities for people and pets.

**Operations: Cracking the Specific Difficulties of No Kill Operations Via Tech Presentation by Greg Lucas**
*Monday, February 12, 2018 - 11:00 am - 11:50 am*
In this seminar, we’ll examine exactly why no kill is challenging (but very possible) to implement at scale. Learn exactly how you anticipate challenges in your ability to care for and process animals. When you commit to no kill, you have no “escape valve” for the capacity in your organization. Any manufacturing process with no escape/extra capability is challenged by surges in required throughput (i.e. kitten season) and this requires a very strong understanding of your “throughput” (aka length of stay or turnover) and capacity, either existing or available.

**Political Masterclass with Ryan Clinton, Larry Tucker, Mike Martinez, Rebecca Guinn, Marc Peralta, Phil Peckinpaugh**
*Monday, February 12, 2018 - 1:00 pm - 2:50 pm*
In the Political Masterclass, you will have the opportunity to sit in small groups with a few different "masters" in the industry, such as Ryan Clinton of FixAustin.org and Marc Peralta formerly of NKLA, to discuss the obstacles you’ll face while advocating changes for the animals in your community by grassroots efforts. This session is designed to give you more specialized help in your journey to No Kill so that you can leave the AmPA conference with tools, knowledge, and support. Each masterclass will give you the opportunity to sit with a master for a short period of time before moving tables to discuss more topics. This will be engaging, enlightening, and fun!

**Let's Get Tactical: Marketing Your Organization Masterclass with Mary Heerwald, Kristen Auerbach, Makena Yarbrough, Hannah Horstman, Lindsey Picard**
*Monday, February 12, 2018 - 3:00 pm - 5:50 pm*
Learn how to create strong community support on a limited budget through effective marketing, public relations and community outreach. What is your public image? What marketing materials do you need and how should you use them? How do you get positive press coverage? What is a style guide? We’ll cover these elements and learn from real-life examples about why they are important and how they can positively affect No Kill efforts.
MEMORANDUM

TO: DuPage County Board
FROM: DuPage County Development Committee
DATE: March 20, 2018
RE: Z18-003 Tempco Heater Electric Company

DuPage County Board: March 27, 2018:

Development Committee: March 20, 2018: The DuPage County Development Committee recommended to approve the following zoning relief:

1. Conditional Use to allow parking lot off site from the principal use;
2. Map Amendment from R-4 Single Family Residential to O-Office;
3. Variation from the following yard requirements:
   a. Front yard from 40 feet to 12 feet;
   b. South side yard from 40 feet to 12 feet;
   c. North side yard from 20 feet to 12 feet;
   d. West rear from 40 feet to 12 feet.

Subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s site plan made part of Zoning Petition # Z18-003 Tempco Heater Electric Company dated February 22, 2018.
2. That the parking lot shall be used for employee parking only for Tempco Heater Electric Company or any successor owner, lessee or user of the Tempco Heater Electric Company Facilities.
3. That Conditional Use and variations thereto shall apply only to the parking lot on the property. Should the parking lot no longer be used as a parking lot the Conditional Use and Variations thereto shall terminate immediately.
4. That there be no lights on or in the parking lot.
5. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs on the property.
6. That in conjunction with the submittal of a building permit the developer provides a landscape plan consistent with petitioner’s landscape plan submitted as exhibit # 4 Landscape Plan as part of #Z18-003 Tempco Heater Electric Company dated February 22, 2018. Said plan to consist of at least the following:

   a. A full landscape screen on the west and south side of the property.
   b. In addition to the full landscape vegetated screen on the west and south sides of the property an eight (8) foot tall solid fence.
   c. Partial landscape screens on the north and east side of the property.

7. That the property be developed in accordance with all other codes and Ordinances of DuPage County.

DuPage County Development Committee VOTE (to Approve): 5 Ayes, 0 Nays, 1 Abstain

Zoning Board of Appeals Meeting: March 1, 2018: The Zoning Board of Appeals recommended to approve the following zoning relief:

1. Conditional Use to allow parking lot off site from the principal use;
2. Map Amendment from R-4 Single Family Residential to O-Office;
3. Variation from the following yard requirements:
   a. Front yard from 40 feet to 12 feet;
   b. South side yard from 40 feet to 12 feet;
   c. North side yard from 20 feet to 12 feet;
   d. West rear from 40 feet to 12 feet.

Subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s site plan made part of Zoning Petition # Z18-003 Tempco Heater Electric Company dated February 22, 2018.

2. That the parking lot shall be used for employee parking only for Tempco Heater Electric Company or any successor owner, lessee or user of the Tempco Heater Electric Company Facilities.

3. That Conditional Use and variations thereto shall apply only to the parking lot on the property. Should the parking lot no longer be used as a parking lot the Conditional Use and Variations thereto shall terminate immediately.
4. That there be no lights on or in the parking lot.

5. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs on the property.

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   a. A full landscape screen on the west and south side of the property.
   b. In addition to the full landscape vegetated screen on the west and south sides of the property an eight (8) foot tall solid fence.
   c. Partial landscape screens on the north and east side of the property.

7. That the property be developed in accordance with all other codes and Ordinances of DuPage County.

ZBA VOTE (to Approve): 6 Ayes, 0 Nays, 1 Absent

FINDINGS OF FACT:
1. That petitioner testified that they seek to use the existing single family residential property that they own as a new fully improved offsite parking area for their employees.

2. Petitioner testified that they have outgrown their existing parking areas on their several commercial and manufacturing sites in the Village of Wood Dale immediately adjacent to the subject property and have a need to provide additional parking for their employees only on the subject property.

3. That petitioner testified that they have been using the subject property as a parking lot for at least 5 years where vehicles have been parking at first on the grass and now on a gravel area which is not in compliance with the County Zoning Code.

4. That petitioner testified that they have sought to annex the subject property into the Village of Wood Dale do develop same as an employee parking lot to no avail.

5. That petitioner testified that the subject property is located immediately to the south of property that they own in the Village of Wood Dale that has been annexed,
rezoned to an Industrial Zone and redeveloped as one of their several offices and manufacturing buildings for their Tempco Heater Electric Company.

6. That petitioner testified that the subject property is ideally suited for a parking lot as it is immediately adjacent to property that they own and use for industrial use and provided immediately adjacent parking for their employees.

7. That petitioner testified that the subject property while zoned in the County as a single family residential property is located in an area along Central Ave. that is developed with commercial and industrial uses, zoning district and land use plans showing the area as non-residential.

8. That petitioner testified that the subject property is located adjacent to other property in the County zoned residential but used for non-residential uses including an Illinois Pollution Control Board regulated land use of a pet crematorium and cemetery to the south east on Catalpa Street.

9. That petitioner testified that adjacent to the south of the subject property are several single family homes that have been impacted by the presence of the industrial uses on the east and west sides of Central Ave. and the truck traffic on Central Ave., and have fallen into disrepair.

10. That petitioner testified that the they seek the rezoning of the property, the Conditional Use for an off street parking areas and the variations to facilitate a parking area that meets the county requirements relative to parking stall size and parking circulation size.

a. Furthermore, that petitioner testified that the need for the variations is generated by the size of the lot relative to the parking requirements for stalls and circulation requirements.

b. That the variations are for yards only and decrease in setback is mitigated by the proposed landscape screening proposed to screen the use from adjacent residential property, including a proposed 8 foot tall solid fence on the west and south sides of the property and full landscape screening between the fencing and the property line adjacent to the residential properties.

c. Furthermore, petitioners testified that the proposed operations of the parking area will further mitigate the setback variation request as the parking area will...
have no lights, be used for employee parking only and will not be used prior to 6 am and after 8 pm during regular working hours.

STANDARDS FOR MAP AMENDMENT, CONDITIONAL USES AND VARIATIONS:

1. That the Zoning Board of Appeals finds that petitioner has demonstrated that the granting of the MAP AMENDMENT, CONDITIONAL USES AND VARIATIONS is in harmony with the general purpose and intent of the Zoning Ordinance, and will not be injurious to the neighborhood, detrimental to the public welfare, or in conflict with the County’s comprehensive plan for development; and specifically that the granting of the Conditional Use will not:

   a. Impair an adequate supply of light and air to the adjacent property as petitioner has demonstrated that the proposed use will be for outdoor open parking of employee vehicle only and that there will be no buildings or other structures developed on the property.

   • Furthermore, that petitioner has demonstrated that the encroachments in the setback yards will be mitigated by substantial landscaping beyond the required full landscape screens in the south and west yards to include an 8 foot tall solid fence to provide a complete screen from the residential properties to the south and west side of the parking area.

   b. Increase the hazard from fire or other dangers to said property as petitioner has demonstrated that property will only be used as a parking lot for the passenger vehicles of the employees of the business and that the parking stalls and circulation will be built and maintained to the County specifications for same allowing positive ingress and egress to and from the property for emergency vehicles and those using the parking lot.

   c. Unduly increase traffic congestion in the public streets and highways as petitioner has demonstrated that that property will only be used as a parking lot for the passenger vehicles of the employees of the business and that the parking stalls and circulation will be built and maintained to the County specifications for same allowing positive ingress and egress to and from the property for emergency vehicles and those using the parking lot

   d. Increase the potential for flood damages to adjacent property as petitioner has demonstrated that the proposed parking lot will built pursuant to all other codes and requirements of the County and even though detention is not required the parking lot will provide positive drainage and some detention in the parking lot
area where currently there is unrestricted and uncontrolled flow of drainage on the property.

e. Otherwise impair the public health, safety, comfort, morals or general welfare of the inhabitants of DuPage County as petitioner has demonstrated that the proposed development will only be used for a parking lot for the Tempco Corporation or its successors owners of their buildings and that the Tempco Office Manufacturing use located to the north and east of the subject property is consistent with the trend of development in the area towards office and industrial uses along Central Ave.

### PETITIONER’S DEVELOPMENT FACT SHEET

**GENERAL ZONING CASE INFORMATION**

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<thead>
<tr>
<th>CASE #/PETITIONER</th>
<th>Z18-003 Tempco Heater Electric Company</th>
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**ZONING REQUEST:**

1. Conditional Use to allow parking lot off site from the principal use;
2. Map Amendment from R-4 Single Family Residential to O-Office;
3. Variation from the following yard requirements:
   a. Front yard from 40 feet to 12 feet;
   b. South side yard from 40 feet to 12 feet;
   c. North side yard from 20 feet to 12 feet;
   d. West rear from 40 feet to 12 feet.

<table>
<thead>
<tr>
<th>OWNER</th>
<th>TEMPCO HEATER ELECTRIC CORPORATION 607 N. CENTRAL AVENUE, WOOD DALE ILLINOIS 60191</th>
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<table>
<thead>
<tr>
<th>ADDRESS/LOCATION</th>
<th>6N504 CENTRAL AVENUE, WOOD DALE, IL 60191</th>
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<tr>
<th>PIN</th>
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<th>TWSP./CTY. BD. DIST.</th>
<th>Addison Dist. 1</th>
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<tr>
<th>ZONING/LUP</th>
<th>R-3 SF RES. 0-5 DU AC.</th>
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<table>
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<tr>
<th>AREA</th>
<th>.40 ac. 17,424 sq. ft.</th>
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<th>UTILITIES</th>
<th>Well and septic</th>
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<tr>
<th>PUBLICATION DATE</th>
<th>Daily Herald: February 6, 2018</th>
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<table>
<thead>
<tr>
<th>PUBLIC HEARING</th>
<th>February 22, 2018</th>
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**ADDITIONAL INFORMATION:**

- Building: No Comment
- DUDOT: No Comment
- Health: No Objection.
- Stormwater: No objection/concerns with the concept of the petition. Additional information may be required at time of permit application
- Public Works: No Objection.
- **EXTERNAL:**
  - Forest Preserve Dist: No Objection.
  - Wood Dale: Objects: See attached documentation.
  - Township:
  - Addison Township: No Comment

Packet Pg. 352
### GENERAL BULK REQUIREMENTS:

<table>
<thead>
<tr>
<th>REQUIREMENTS</th>
<th>REQUIRED</th>
<th>EXISTING</th>
<th>PROPOSED</th>
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<tbody>
<tr>
<td>Front Yard</td>
<td>40 feet</td>
<td>NA</td>
<td>12 feet</td>
</tr>
<tr>
<td>South Int. Side Yard</td>
<td>40 feet</td>
<td>NA</td>
<td>12 feet</td>
</tr>
<tr>
<td>North Int. Side Yard</td>
<td>20 feet</td>
<td>NA</td>
<td>12 feet</td>
</tr>
<tr>
<td>West Rear Yard</td>
<td>40 feet</td>
<td>NA</td>
<td>12 feet</td>
</tr>
<tr>
<td>Height</td>
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### LAND USE

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<th>LUP</th>
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<td>Subject</td>
<td>R-4 SF RES</td>
<td>VACANT</td>
<td>0-5-DU AC</td>
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<td>North</td>
<td>Industrial in Wood Dale</td>
<td>INDUSTRIAL USE FOR TEMPCO INC.</td>
<td>LOCATED IN WOOD DALE</td>
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<tr>
<td>South</td>
<td>R-4 SF RES</td>
<td>SF HOME</td>
<td>0-5-DU AC</td>
</tr>
<tr>
<td>East</td>
<td>Central Ave. and Beyond Industrial in Wood Dale</td>
<td>INDUSTRIAL USE FOR TEMPCO INC.</td>
<td>LOCATED IN WOOD DALE</td>
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<tr>
<td>West</td>
<td>R-4 SF RES</td>
<td>SF HOME</td>
<td>0-5-DU AC</td>
</tr>
</tbody>
</table>
February 14, 2018

Mr. Robert J. Kartholl
Chairman
DuPage County Zoning Board of Appeals
421 N. County Farm Road
Wheaton, IL 60187

Re: Tempco Electric Heater Corporation
Zoning Board Petition: Z1803-003
Our File No.: 02-676

Dear Chairman Kartholl:

I am writing in connection with the above-referenced Zoning Petition. The purpose of this correspondence is to advise the DuPage County Zoning Board of Appeals that this Petitioner previously sought to annex the property that is the subject of the Public Hearing scheduled for February 22, 2018, to the City limits of the City of Wood Dale. The Petitioner proposed a use similar to that for which it seeks relief from the County and requested similar relief from the City. That relief was denied by the City of Wood Dale.

I have included herewith, as an attachment, the Staff Report from the City of Wood Dale on this Property, dated May 15, 2017; the Agendas and Minutes from the proceedings before the City of Wood Dale Committee of the Whole, dated June 6, 2017; proceedings before the City Council, dated June 15, 2017; and correspondence from the City, dated July 25, 2017; for the County’s consideration.

The City of Wood Dale rejected the request by the Petitioner to approve a parking use on the subject property, due in part, to the proximity of the proposed use to the adjacent residential properties, the Petitioner’s refusal to provide a Landscape Buffer between the parking and the property next door to the subject property and the fact that it remains the intention of the City to ultimately annex the subject property.
Robert J. Kanholl
February 14, 2018
Page 2

Should you have any questions regarding this matter, please feel free to contact me.

Very truly yours,

BOND, DICKSON & CONWAY

/s/ Patrick K. Bond

Patrick K. Bond

PKB/amo
Enclosures
cc: Paul Hess, Economic Development and Planning and Zoning Coordinator
    w/o Enclosures
    Jeffrey Mermays, City Manager
    Edmund Cogo, Community Development Director
    Kelley Chissee, Assistant Community Development Director
MEMO

DATE: May 15, 2017
TO: Community Development Commission
FROM: Kelley Christe, AICP, Assistant Community Development Director
SUBJECT: Case No. 15-A-9, Comprehensive Plan Map Amendment, Zoning Map Amendment, Final Subdivision Plat, Text Amendment, Eight Variations and Major Site Plan Review for 6N504 and 610 N Central Avenue (PINs 03-10-107-025, -036).

REQUEST

The applicant, Tempco Electric Heater Corporation, has proposed a building addition and parking lot expansion at 6N504 and 610 N Central Avenue (PINs 03-10-107-025, -036). An application was submitted requesting the following:

- Comprehensive Plan Map Amendment to amend the Future Land Use Map for 6N504 Central Avenue from Conservation/Private Open Space/Moderate Density Single Family to Limited Manufacturing (Medium Intensity);
- Zoning Map Amendment to rezone 6N504 Central Avenue from R-1, Estate Residential, upon annexation to I-1, Light Industrial;
- Final Subdivision Plat to consolidate 6N504 and 610 N Central Avenue into one lot;
- Text Amendment to authorize variations from Landscape and Screening regulations contained in Section 17.605.C of the Unified Development Ordinance (UDO – Chapter 17 of the Municipal Code);
- Variations:
  1. Reduce the parking setback in yards adjacent to residential districts for 6N504 Central Avenue from 20-feet required by Section 17.607.C.5 of the UDO to 4-feet from the west property line and 6.5-feet from the south property line;
  2. Reduce the Side Setback Variation on 610 N Central Avenue from 30-feet (required via Ord. 1927) to 10-feet;
  3. Reduce the width of parking stalls from 9-feet required by Section 17.607.D.3.b of the UDO to 6.5-feet;
  4. Reduce the width of drive aisle from 24-feet required by Section 17.607.D.3.c(1) of the UDO to 22-feet;
5. Eliminate the 10-foot setback for Foundation Landscaping required by Section 17.606.C.6.b of the UDO along the north perimeter of the building addition;
6. Eliminate the Landscape islands required by Section 17.606.C.5.b(1) of the UDO at the ends of the parking lot rows;
7. Reduce the number of Parking Space Landscape Islands from 4 required by Section 17.606.C.5.b(2)(A) of the UDO to 1 for the parking row along the north property line and eliminate the Parking Space Landscape Islands for the parking row along the south property line; and
8. Eliminate the Perimeter Landscaping shade trees required by Section 17.606.C.5.c(2)(A)(ii) of the UDO where the parking lot abuts residential properties; and
   - Major Site Plan Review.

### PROPERTY INFORMATION

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<thead>
<tr>
<th>Address:</th>
<th>8N504 Central Avenue</th>
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<tbody>
<tr>
<td>P/N:</td>
<td>03-10-107-026</td>
</tr>
<tr>
<td>Property Size:</td>
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<tr>
<td>Existing Land Use:</td>
<td>Parking Lot</td>
</tr>
<tr>
<td>Future Land Use:</td>
<td>Conservation/Private Open</td>
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<tr>
<td>Existing Zoning:</td>
<td>R-3, Single-Family Residence (DuPage County)</td>
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<tr>
<td>Surrouding Land Use &amp; Zoning</td>
<td></td>
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<tr>
<td>North:</td>
<td>R-3, Single-Family Residence (DuPage County)</td>
</tr>
<tr>
<td>South:</td>
<td>R-3, Single-Family Residence (DuPage County)</td>
</tr>
<tr>
<td>East:</td>
<td>I-1, Light Industrial</td>
</tr>
<tr>
<td>West:</td>
<td>R-3, Single-Family Residence (DuPage County)</td>
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</tbody>
</table>

### ANALYSIS

Submittals
The analysis and recommendation provided within this memo are based on the following documents, which are on file in the Community Development Department and attached as noted:
- Public Hearing Application and accompanying petitions
- Location Map (Exhibit A)
- Plat of Survey for 8N504 Central Avenue (Exhibit B)
- Plat of Survey for 610 N Central Avenue (Exhibit C)
- Ordinance No. 1927 – An Ordinance Granting Certain Variations for Property Commonly Known as 8N538 Central Avenue, Wood Dale, Illinois (Exhibit D)
- Petitioner Narrative (Exhibit E)
- Final Plat Tempco Consolidation of 8N504 and 610 N Central Avenue (Exhibit F)
- Proposed Building Addition and Parking Lot Improvements Plans (Exhibit G)
- Proposed Building Addition for Tempco Electric Heater Corp. Architectural Drawings (Exhibit H)
Project Description

The subject property commonly known as 6N504 and 610 N Central Ave is located on the west side of Central Avenue, approximately 80 feet north of Haynes Drive (see Exhibit A). 6N504 Central Ave is currently unincorporated with R-3, Single-Family Residence, zoning in DuPage County and is improved with a gravel parking lot (see Exhibit B) to support the existing business operations of Tempco Electric Heater Corporation located at 607 and 610 N Central Ave. 610 N Central Ave is currently zoned I-1, Light Industrial, and is improved with an approximately 44,000 square foot industrial building and surface parking (see Exhibit C).

Tempco Electric Heater Corporation is a manufacturer of electric heating elements, temperature sensors and temperature controls since 1972. It moved its operations to Wood Dale at 607 N Central Ave in 1989. Tempco annexed the property at 610 N Central Ave (across the street from 607 N Central) in 1998 to construct a second facility.

With the approval of the second location, a side yard variation was granted at 810 N Central Ave (formerly 6N536 Central Ave) to allow a 4-foot setback along the north property line with an increased 30-foot side yard along the south property line, where 20-foot was required by code (see Exhibit D). Tempco currently employs approximately 450 people between the two facilities. The company has identified not only space constraints at both buildings but also has a parking shortage due to the number of employees required for the labor intense nature of the business. In fact, employees currently use the gravel parking lot at 6N504 Central Ave in addition to parking at both facilities.

Tempco is continuing to expand its business in Wood Dale and is planning to construct an addition to 610 N Central Ave and expand parking on 6N504 and 610 N Central Ave. With these
improvements, Tempco anticipates generating up to 50 new jobs over the next few years. The petitioner’s narrative is included as Exhibit E.

Annexation
While the annexation is not included in the public hearing, it is worth noting that the other requests are contingent upon the Council's annexation of 6N504 Central Ave.

Comprehensive Plan Map Amendment
The Comprehensive Plan designates the Future Land Use of 6N504 Central Ave as Conservation/Private Open Space/Moderate Density Single Family. Tempco requests a Map Amendment to the Future Land Use Map to designate the property as Limited Manufacturing (Medium Intensity), which is consistent with the designation for 610 N Central Ave.

Zoning Map Amendment
Upon annexation, 6N504 Central Avenue will be zoned R-1, Estate Residential, by default. Tempco is requesting a Zoning Map Amendment (Rezoning) to I-1, Light Industrial, to be consistent with the zoning of 610 N Central Ave.

Final Subdivision Plat
A Final Subdivision Plat is being requested to consolidate 6N504 and 610 N Central Ave into one lot and be able to comply with the stormwater regulations and lot use and development standards. The Final Plat Tempco Consolidation is provided as Exhibit F.

Text Amendment
A Text Amendment is being requested to authorize variations from Landscape and Screening regulations contained in Chapter 17, Article VI, Section 17.606.C of the Municipal Code. Specifically, the proposed text amendment is to add Section 17.604.A.4.b(6) that reads, “To vary the regulations relating to landscaping and screening requirements contained in Section 17.606.C of this Chapter.”

Major Site Plan Review and Variations
The subject property (6N504 and 610 N Central Ave) is improved with an approximately 44,000 square foot single story industrial building and 70 surface parking spaces. The proposed building addition will add approximately 46,000 square feet, more than doubling the existing facility. The proposed parking expansion will provide an additional 94 parking stalls, resulting in a total of 164 parking spaces. The extent of the proposed improvements is depicted in Exhibits G and H.

The subject property is located just west of Franzen Grove Park, separated by a large wetland. A portion of the 610 N Central Ave site contains coastal wetland, the boundary of which is approximated in the Wetland Field Investigation Preliminary Summary attached as Exhibit I. The proposed improvements appear to be outside the approximated wetland boundary and even outside of the required 100-foot buffer.

The 610 N Central Ave facility currently manages its stormwater with two detention ponds. The east pond is adjacent to Central Avenue and is a rock bottom basin, where the west pond is located behind the building. The 6N504 Central Ave property was previously a residence and does not have existing stormwater management other than the culvert at the street. The
proposed improvements will expand the existing stormwater facilities, add three vegetated infiltration basins to meet the VC BMP requirements and other associated underground piping. The design of the stormwater facilities includes storing runoff on the surface of the parking expansion at 6N504 as part of the detention volume required. In total, nearly 0.5 acre feet of additional detention volume will be provided with the proposed improvements.

In order to expand the 610 N Central Ave facility as presented by Temuco, eight variations are requested:

1. Reduce the parking setback in yards adjacent to residential districts for 6N504 Central Ave from 20-feet required by Section 17.507.C.5 of the UDO to 4-feet from the west property line and 6.5-feet from the south property line;
2. Reduce the side setback variation on 610 N Central Ave from 30-feet (required via Ord. 1927 – Exhibit D) to 10-feet;
3. Reduce the width of parking stalls from 8-feet required by Section 17.507.D.3.b of the Unified Development Ordinance (UDO) to 8.5-feet;
4. Reduce the width of drive aisle from 24-feet required by Section 17.507.D.3.c(1) of the UDO to 22-feet;
5. Eliminate the 10-foot setback for Foundation Landscaping required by Section 17.606.C.6.b of the UDO along the north perimeter of the building addition;
6. Eliminate the Landscape Islands required by Section 17.506.C.5.b(1) of the UDO at the ends of the parking lot rows;
7. Reduce the number of Parking Space Landscape Islands from 4 required by Section 17.606.C.5.b(2)(A) of the UDO to 1 for the parking row along the north property line and eliminate the Parking Space Landscape Islands for the parking row along the south property line; and
8. Eliminate the Perimeter Landscaping shade trees required by Section 17.606.C.5.c(2)(A)(6) of the UDO where the parking lot abuts residential properties.

Note that Variations 5, 6, 7 and 8 can only be granted upon approval of the Text Amendment to authorize variations to Landscape and Screening regulations.

Compliance with the Comprehensive Plan
6N504 Central Ave is designated as Conservation/Private Open Space/Moderate Density Single Family Residential in the Future Land Use Map of the Comprehensive Plan. The Conservation/Private Open Space Land Use Category intends to serve “as transitional buffer areas between manufacturing and residential uses ... These areas should be free from development and include intensive landscaping to mitigate the impact of incompatible uses.” The intended buffer would be between 50- and 100-feet depending on the use and the depth of the property. The proposed site plan has a 4-foot buffer along the west property line and a 6.5-foot buffer along the south property line for 6N504 Central Ave, where a 20-foot setback is required by the current lot development standards. Additionally, the required 30-foot buffer along the south property line of 610 N Central Ave is proposed to be reduced to 10-feet to accommodate additional parking.

In addition to the setback variances requested, Temuco has requested a Map Amendment for the Future Land Use Map to designate 6N504 Central Ave as Limited Manufacturing, the same designation as 610 N Central Ave. The Comprehensive Map Amendment request is a criterion to
support approval of the requested rezoning. Yet, the Limited Manufacturing Land Use Category calls for "the development of industrial parcels [to] incorporate landscape buffering and screening standards and architectural design standards to enhance the character of the City, quality of industrial areas, and mitigate the impact on adjacent residential neighborhoods." The requests as presented are not consistent with the Future Land Use and the Comprehensive Plan. However, if the required setbacks from the adjacent residential properties were provided to buffer the incompatible uses, this request would be consistent with the intent of the Comprehensive Plan.

Compliance with the Unified Development Ordinance (UDO)
Upon annexation, 6N504 Central Ave will be zoned R-1, Estate Residential, by default. In order to use the property in support of Tempco’s operations, a rezoning is requested to I-1, Light Industrial, which would be consistent with the zoning of 610 N Central Ave and would allow the commercial parking use. As proposed, 6N504 Central Ave would not on its own meet the lot coverage and stormwater management requirements, which is why a Final Subdivision Plt to consolidate the lots is also being requested. Only improvements consistent with a Type 13 building can occur on 6N504 Central Ave but either a Type 13 or 14 development can occur on the consolidated lot. The table below highlights the differences in the lot development standards and those of 6N504 Central Ave and of the newly consolidated lot.

<table>
<thead>
<tr>
<th>I-1, Light Industrial</th>
<th>Type 13 regulations</th>
<th>6N504 Central</th>
<th>Type 14 regulations</th>
<th>Consolidated Lot (6N504 &amp; 610)</th>
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<td>Lot Area</td>
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<td>10-feet* (parking)</td>
<td>10-feet (parking)</td>
<td>20-feet</td>
<td>&gt;25-feet (parking)</td>
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<td>4-feet/6.5-feet (parking - North/South)</td>
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<td>Approx. 25-feet (existing - addition to match height)</td>
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*Build-to-Line

Allowable Uses
With the Rezoning, 6N504 Central Ave will be used as parking in support of Tempco's operations at both 607 and 610 N Central Ave. Should Tempco decide at a future time to sell the subject property, the more intense uses that would be allowed by right in the I-1 district include a Fuel and Fuel Oil Dealer, Junkyard, Motor vehicle wrecking yard, Recycling center, Motor vehicle repair...
facility, and Towing service with on site vehicle impoundment, among others. These uses would be able to occupy the proposed facility or at some point the Rezoning will allow for the eventual redevelopment of the subject property in accordance with either Type 13 or 14 development standards. Current development standards would allow a new building to be setback 20-feet from the adjacent residential properties to the south.

Landscaping
The site improvements include removal of a number of existing trees in order to expand the parking lot as proposed. The Tree Preservation and Removal Plan and Landscape Plan provided does not currently meet all requirements but the petitioner has explained that the remaining details will be provided prior to permit issuance in accordance with code requirements.

In order to provide as many parking spaces as possible, there are a number of landscaping variations requested. Variations from the Landscaping and Tree Preservation regulations are not currently authorized variations according to Section 17.404 of the Unified Development Ordinance. The petitioner has proposed a text amendment to allow variations from the Landscaping and Screening regulations, which would allow consideration of the four requested landscape variations. Due to the requested side and rear yard setbacks for 6N04 Central Ave, a variation is requested to eliminate the required shade trees adjacent to the residential properties due to space limitations. Additional landscaping variations are requested to eliminate the required landscaped islands at the end of interior parking lot rows and reduce the number of required landscaped islands in rows with greater than 20 spaces. While the foundation landscaping is being provided along the west and south of the building addition, a variation is requested to eliminate the foundation landscaping along the north side of the addition to allow the continuation of the existing drive aisle. The parking lot perimeter landscaping proposed will screen the parking lot expansion along Central Avenue. Landscaping is also proposed along the south property line to buffer the building addition. The three infiltration trenches will be vegetated as well a variety of plantings will be provided on the site.

Stormwater Management
The City Engineer has reviewed the proposed improvements and has determined that the design of the stormwater management facilities will meet code requirements. Although the concept design is preliminarily approved, the details are still being worked out with the City Engineer. Upon approval of the improvements as proposed, no major revisions are anticipated that would be a substantial change to the proposed site plan.

Parking and Traffic
Tempco currently employs approximately 450 employees and could expand by another 50 employees with the proposed improvements. The proposed improvements on the subject property require 147 parking spaces, where 164 are proposed subject to the approval of variations to reduce the width of parking stalls, reduce the drive aisle width and eliminate landscaped islands. Additionally, there are 207 parking spaces at 607 N Central to support Tempco’s operation, which was also granted a variation to reduce the parking stall width. While some employees may carpool or take alternate modes of transportation, the total number of parking spaces provided between the two locations would be 371 with the proposed improvements.
As parking has been noted as one of the major concerns facing Tempco, the proposed parking lot improvements would help but would not solve the parking shortage. When 610 N Central Ave was annexed in 1998, a site plan showing a future expansion was provided that included parking along the rear of the building (see Exhibit J). Constructing the building as shown on the original plan would provide much needed parking while also facilitating compliance with the required setbacks along adjacent residential properties. Furthermore, Section 17.502.A.1.g. of the UDO states, “Parking lots shall generally be located at the rear or at the side of buildings and shall be screened from public view by low walls, fences or hedges, or other buildings on the lot.” Providing more parking on 610 N Central Ave (behind the building) would reduce the number of spaces adjacent to the residential properties (and in front of the building) without reducing the parking count.

Due to more than doubling the existing building and potential for 50 additional employees, the City Engineer requested a Traffic Impact Study. The Traffic Study for Tempco Corporation Improvements that was submitted is included as Exhibit K. The City Engineer evaluated the Traffic Study and found it to be deficient in a number of ways (see Exhibit L). As such, the impact that the proposed improvements may have on the adjacent roadway has not been fully reviewed.

Based on the information provided in the Traffic Study, it seems there will be increased congestion with the expansion of the building, particularly at the intersection of Foster and Central Avenues. As suggested by the applicant’s engineer, if Tempco were to vary the start and end time for a portion of their employees by hour, it could alleviate the increased congestion. However, without an adequate Traffic Impact Study, it is unclear if an offset shift would reduce the congestion on Central Avenue and by how much. Additionally, while there is an unknown with the construction of the Elgin O’Hare Expressway, data was not provided as to the distribution of employees in terms of where they live to determine what direction they would ultimately need to go when leaving the subject properties. The Traffic Study indicates that there are 30 parking spaces at the 610 N Central Ave property that will be dedicated for employees of the 507 N Central Ave facility. However, there are only 17 additional parking spaces that are in excess of the required number of spaces that would technically be available for use as overflow. If Tempco plans to have their employees parking across the street, a mid-block crosswalk should be considered to promote pedestrian safety.

Public Safety
The Wood Dale Fire Protection District has reviewed the proposed improvements and determined that there is sufficient access for emergency vehicles to access the building, although they would prefer access on three sides of the building. A manual and automatic fire alarm system and an automatic suppression system will be installed throughout the proposed building addition.

Neighborhood Comment
Notice was provided to adjacent property owners per Section 17.401.D of the UDO. As of May 6, 2017, staff received two inquiries from adjacent property owners who expressed concerns regarding the requests. One homeowner inquired if Tempco would provide fencing along the north property line where the parking lot exists and where it will be extended. Currently, the fencing along that property line is provided by the residential property owners. Another
homeowner expressed concerns about the building addition and how far back it would be extended.

FINDINGS OF FACT
The Community Development Commission may recommend approval of a Comprehensive Plan Amendment, Zoning Map Amendment, Text Amendment, Variations and Major Site Plan Review if evidence is presented to establish that the application meets the standards. Conversely, a recommendation for approval of a Final Subdivision Plan requires that standards are not met. The applicable standards are as follows (staff comments italicized):

Standards for Reviewing Proposed Comprehensive Plan Amendments:

The Comprehensive Plan designates the Future Land Use of 6N504 Central Ave as Conservation/Private Open Space/Moderate Density Single Family. Tempco requests a Map Amendment to the Future Land Use Map to designate this property as Limited Manufacturing (Medium Intensity) to allow the rezoning of the property. In deciding whether to recommend adoption of a proposed amendment to the comprehensive plan, staff has evaluated and the community development commission shall consider whether the amendment is necessary based on one or more of the following factors (staff evaluation italicized):

1. There has been a change in projections or assumptions (such as demographic trends or the availability of public facilities) from those on which the comprehensive plan is based; or,
   6N504 Central Ave is currently unincorporated and has been used for residential purposes up until it was purchased by the applicant in 2012. There has been no change in the projections or assumptions that support an amendment to the Future Land Use Plan. This standard is not met.

2. The data used as the basis for formulating the comprehensive plan are in error or out of date; or
   The Future Land Use for the subject property calls for Conservation/Private Open Space and Moderate Density Single Family, which is consistent with current planning practices to buffer incompatible land uses. Based on the requested setback variances from the adjacent residential uses, this standard is not met. If the request were modified to provide the required 20-foot landscaped buffer requirements, this standard would be met.

3. New issues or needs have presented themselves to the city that are not adequately addressed in the comprehensive plan; and
   Although one of the goals in the Comprehensive Plan is to maintain and expand Wood Dale’s strong industrial base, there is also a goal to enhance buffer areas between residential and industrial with greater setbacks and landscaping to minimize conflicts. The proposed amendment and improvements could achieve both goals simultaneously but does not. The issues of incompatible uses will persist with the approval of the proposed
amendment if the setback variances from the adjacent residential uses are also granted. This standard is not met.

4. The amendment will not adversely affect the character of the area in which the proposed development is to be located.

The properties to the north of 610 N Central Avenue are currently residential but are planned to be industrial in the Future Land Use Map. The granting of the 4-foot setback variation along the north property line with an additional 30-foot setback along the south property line for the construction of 610 N Central Avenue was due to the plan to convert these properties to industrial at some point in the future. However, to eliminate the requirement for buffer areas along the south property line where there is no plan to convert the land uses would alter the character of the neighborhood. This standard is not met.

Zoning Map Amendment Standards

The Community Development Commission may recommend approval of a map amendment upon compliance with the Comprehensive Plan and Unified Development Ordinance. As stated previously, the requested rezoning of the subject property from R-1, Estate Residential upon annexation, to I-1, Light Industrial, is not consistent with either the Comprehensive Plan or the UDO as presented. If the site improvements were to include the required setback buffer and shade trees along the adjacent residential properties, the map amendment would be consistent with the Comprehensive Plan, upon approval, and the UDO.

Final Subdivision Plat Standards

Tempco is requesting a Final Subdivision Plat to consolidate 6N504 and 610 N Central Avenue into one lot. Staff finds that the proposal does not meet the standards for denial of a Final Subdivision Plat (Section 17.406 of the UDO) as outlined in italics below:

1. The design and layout of the subdivision does not conform to the provisions;
   The design and layout of the subdivision does conform to the provisions of Chapter 17 in terms of required lot size. The consolidation of lots increases the lot size, which is the desired goal in the industrial area. The standard is not met.

2. The applicant has not made adequate provision to install improvements required by the community development commission or city council under authority;
   This standard is not applicable since public improvements have previously been installed.

3. The final subdivision or development plan fails to comply with an approved preliminary plat/plans;
   This standard is not applicable as this petition is concurrently approving the concept, preliminary, and final plat of subdivision.
4. The plat does not conform with the comprehensive plan, the official map, this chapter, city ordinances, or established planning and development policies of the city.

   The plat does not conform to the comprehensive plan, the official map, this chapter, city ordinances, and established planning and development policies of the city, as presented. Due to the lack of required buffer between incompatible uses, the standard for denial is met. If the required buffer were provided along the adjacent residential properties to the south and west, the plat would conform and the standard for denial would not be met.

Text Amendment

A Text Amendment is being requested to authorize variations from Landscape and Screening regulations contained in Chapter 17, Article VI, Section 17.606 C of the Municipal Code. The Community Development Commission may recommend approval of a text amendment upon compliance with the Comprehensive Plan and Unified Development Ordinance. The Council has previously recognized that some flexibility with regards to landscaping requirements is needed provided that the intent of the landscaping requirements is met. However, if a site has unique circumstances that prohibit compliance with the regulations but cannot be granted an administrative deviation pursuant to Section 17.606 C.8 of the UDO, approval of the text amendment would provide an opportunity for an applicant to seek a variance. As with any variance, the standards of approval would need to be met in order for the CDC to recommend approval and the Council to ultimately grant the variance. Allowing the Landscaping and Screening regulations to be varied would be consistent with the Comprehensive Plan and the UDO.

Variance Standards

Tempco is requesting multiple variations in order to construct a building addition and expand the parking lot at 6N504 and 610 N Central Avenue. Staff finds that the proposal meets the standards for granting a variation as outlined in italics below:

1. The property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations of the district in which it is located.

   Setback Variance Requests (1 and 2) – The property can yield a reasonable return even if the required parking setbacks and landscape buffers are provided along adjacent residential properties. If the building addition were reduced in accordance with the originally contemplated future addition (Exhibit J), there would be sufficient space to provide additional parking to not only meet the setback requirements and landscape buffers but would also better meet the applicant’s parking needs. This standard is not met, as presented.

   Parking Dimension & Landscaping Variance Requests (3, 4, 5, 6, 7 and 8) – It stands to reason that the property can yield a higher return if sufficient parking is provided. These variations will allow additional parking to be provided with little to no impact to adjacent properties or the public at large. This standard is met.

2. The proposed variation will not merely serve as a convenience to the applicant, but will alleviate some demonstrable and unusual hardship which will result if the strict letter of the
regulations were carried out and which is not generally applicable to property within the same district.

Setback Variance Requests (1 and 2) – The proposed variations related to buffering incompatible uses would merely serve as a convenience to the applicant, in an attempt to maximize the building site at the expense of 1) providing an adequate buffer between incompatible uses and 2) providing adequate parking in the preferred location (at the side and rear of the building). If the building addition were reduced in accordance with the originally contemplated future addition (Exhibit J), there would be sufficient space to provide additional parking to not only meet the setback requirements and landscape buffers but would also better meet the applicant’s parking needs. This standard is not met, as presented.

Parking Dimension & Landscaping Variance Requests (3, 4, 5, 6, 7 and 8) – The lot is oddly shaped being narrow and deep but also having a leg that extends west which is undevelopable land. The narrow but deep lot required a different approach to stormwater management then most properties by needing two basins to capture runoff. As such, there is less available land for development. Granting these variations would offset the land restrictions inherent in the oddly shaped lot that restrict the development of the lot that is not generally applicable to other property in the same district. This standard is met.

3. The alleged hardship has not been directly created by any person presently having a proprietary interest in the premises.

Setback Variance Requests (1 and 2) – The proposed improvements are new and thus, are under the control of the property owners to comply. The site could be redesigned to provide the setback buffer from the adjacent residential property to the south to eliminate these variances. This standard is not met, as presented.

Parking Dimension & Landscaping Variance Requests (3, 4, 5, 6, 7 and 8) – The shape of the lot and the presence of wetland, which restrict the development of the lot, was not created by the owners of the property. This standard is met.

4. The proposed variation will not be materially detrimental to the public welfare or injurious to other property or improvements in the neighborhood.

Setback Variance Requests (1 and 2) – Without providing the required setback along adjacent residential properties to the south, the proposed variations will impact the enjoyment of those adjacent residential properties. Not only will there be exhaust that will be now in closer proximity to those adjacent residential properties but there will be additional noise from the parking lot itself, which includes not only cars coming and going but snow plowing and other maintenance. The setback buffer, if provided, would push the parking lot further from the adjacent residential uses and an increase in landscaping would provide a barrier to reduce the impact. This standard is not met.

Parking Dimension & Landscaping Variance Requests (3, 4, 5, 6, 7 and 8) – These variations will not be materially detrimental to the public or affect adjacent properties, as the variations affect the use within the subject property. The landscaping variations (with the exception of the shade tree variation - #6) are offset by other landscaping that will be provided onsite. This standard is met.
5. The proposed variation will not impair an adequate supply of light and air to adjacent property, substantially increase congestion in the public streets, increase the danger of fire, or endanger the public safety.

Setback and Parking Dimension Variance Requests (1, 2, 3 and 4) – All variances requested are to maximize the amount of parking on the subject property. There are a large number of employees at Tempco, which is why so many parking spaces are needed. However, the reduction of the building addition consistent with Exhibit J will ensure that there is an adequate supply of light and air to the adjacent residential properties to the south (which are anticipated to remain residential). Additionally, the impact of the building addition and the resulting increase in the number of employees will have on Central Avenue and the other roadways are unknown as the requested Traffic Impact Study was deficient. This standard would be met if the setbacks were provided and a sufficient Traffic Impact Study did not indicate a substantial increase in congestion in and around the subject property.

Landscaping Variance Requests (3, 6, 7 and 8) – These variances related to landscaping will not impair an adequate supply of light and air to adjacent property, substantially increase congestion in the public streets, increase the danger of fire, or endanger the public safety. This standard is met.

6. The proposed variation will not alter the essential character of the neighborhood.

Setback Variance Requests (1 and 2) – The essential character of the neighborhood would be altered with the approval of these variances. The encroachment of incompatible uses without the required buffer would defeat the purpose of separating incompatible uses. The fact that the parking lot is the encroachment does not minimize the impact to the character of the neighborhood. These variances would be eliminated if the setback buffer was provided along the adjacent residential properties to the south. This standard is not met, as presented.

Parking Dimension & Landscaping Variance Requests (3, 4, 5, 6, 7 and 8) – The approval of these variances would not alter the essential character of the neighborhood, as the parking dimension variations effect the maneuverability on site and sufficient landscaping screening will be provided along Central Avenue. This standard is met.

7. The proposed variation is in harmony with the spirit and intent of this chapter.

Setback Variance Requests (1 and 2) – Reducing the required setback from adjacent residential properties and elimination of shade trees within that buffer is not in harmony with the spirit and intent of the UDO. The UDO seeks to implement the goals of the Comprehensive Plan, protect the character and stability of residential, business and manufacturing areas and promote orderly and beneficial development of such areas. If the required setback and shade trees were provided along the adjacent residential properties, then this standard would be met.

Parking Dimension & Landscaping Variance Requests (3, 4, 5, 6, 7 and 8) – The reduction of the parking drive aisle and parking space widths and landscaping variations (except the shade tree variation) are in keeping with the Comprehensive Plan and the harmony and spirit of the UDO.
8. The existence of any nonconformity anywhere in the City shall not itself be considered grounds for granting a variation for other property.

Setback Variance Requests (1 and 2) – The fact that a variance for a 4-foot setback along the north property line is not grounds for approving the setback variations along the south and west property lines of 6N504 Central Ave and the south property line at 610 N Central Ave. The properties north of 610 N Central Ave are expected to transition to industrial uses at some point in the future. However, the future use of the residential properties to the south is not anticipated to change. The setbacks are necessary to provide a buffer between incompatible uses. The standard could be met if the setback was provided along the adjacent residential properties to the south.

Parking Dimension & Landscaping Variance Requests (3, 4, 5, 6, 7 and 8) – Although variances have been granted at 6N504 Central Ave, these variances are being considered on their own merit. The drive aisle was constructed at 510 N Central Ave per code at 22-feet wide. To be consistent, a 22-foot wide aisle width is requested throughout the subject property, which is proposed to be consolidated. The reduced width of the parking spaces has minimal impact as the primary users of the parking spaces are employees where there is limited turnover throughout the day. A reduction of landscaping requirements within the parking lot has minimal effect on the public safety and welfare given that the screening landscaping along Central Avenue will be enhanced. This standard is met.

Standards For Site Plan Review:

The petitioner is requesting a Major Site Plan Review to construct a building addition and expand the parking lot at 6N504 and 610 N Central Avenue. Staff finds that the proposal meets the standards for site plan review as outlined in italics below:

1. The relationship of the site plan to the policies, goals and objectives of the comprehensive plan,

   As presented, the site plan does not meet the policies, goals and objectives of the Comprehensive Plan. This standard is not met as presented. If the site plan were revised to accommodate the originally contemplated future expansion (Exhibit 3), the parking expansion on 6N504 Central Ave could be reduced to provide the required setback buffer required adjacent to the residential properties to the south and west. This standard could be met if the setback buffer is provided.

2. Traffic and parking layout so as to minimize danger and conflicts between pedestrians and motorists, and otherwise comply with the requirements of this chapter;

   Compliance with the street transition regulation provided the required queuing space onsite to prevent further backup on Central Avenue as cars enter the site. The variations requested to reduce the width of the parking spaces and drive aisles have minimal impact on motorists. If Tempco intends to use the parking at 6N504 or 610 N Central Ave as overflow parking for the 567 N Central location, then providing a mid-block crossing would promote pedestrian safety of their employees and visitors. This standard could be met.

3. Location of principal structures, accessory structures and freestanding signs, so that the location of accessory structures and freestanding signs does not impede safe and efficient
traffic circulation, stormwater drainage, or otherwise adversely impact adjoining land
improvements;

Outside of the trash enclosure and accessory parking, there are no other accessory
structures and a freestanding sign is not proposed. The trash enclosure is located near the
back of the lot and will be enclosed as required. The location of the trash enclosure does
not impede safe and efficient traffic circulation, stormwater drainage or otherwise adversely
impact adjoining land improvements. This standard is met.

4. The development administrator may enlist the services of other city departments and
consultants to determine compliance with the provisions of this chapter and other
provisions of this code;

The City Engineer has provided preliminary approval of the proposed stormwater
management design but the impact of the additional congestion anticipated has not been
fully evaluated. The Fire District has given preliminary approval of the site plan with
regards to access, although they would prefer access on three sides as proposed on the
originally contemplated future expansion (Exhibit J).

5. That the proposed use(s) is/are permitted in the district in which the property is located;

The proposed use for 6N504 Central Ave will only be permitted with the approval of the
Comprehensive Plan Map Amendment and Zoning Map Amendment. As presented and
previously noted, this standard is not met. However, if the required buffer was provided
along the adjacent residential properties to the south, this standard would be met.

6. That the proposed arrangement of buildings, off street parking, access, lighting,
landscaping, and drainage is compatible with adjacent land uses and employs sound site
planning principles;

If the site plan were revised in accordance with the originally contemplated future
expansion, the parking expansion on 6N504 Central Ave could be reduced to meet the
buffer requirements adjacent to the residential properties. Once the buffer areas are
provided, the site will meet not only the intent of the Comprehensive Plan but also the
impact of incompatible land uses but will support sound planning principles. As presented,
however, the site plan does not meet this standard.

7. That vehicular ingress and egress to and from the site and circulation within the site
provides for safe, efficient and convenient movement of traffic not only within the site but
on adjacent roadways as well; and

In the absence of an adequate Traffic Impact Study, the City Engineer is unable to
determine if this standard is met.

8. That all outdoor storage areas are screened and are in accordance with standards
specified by this chapter.

The only outdoor storage included with the proposed improvements is the dumpster. As
required, a trash enclosure will be provided. This standard is met.
RECOMMENDATION
The Community Development Department finds that the request for a Comprehensive Plan Map Amendment, Zoning Map Amendment, Lot Consolidation, Variations and Major Site Plan Review to construct a building addition and expand the parking lot at 6N504 and 610 N Central Ave is not compatible with surrounding zoning and land use classifications, does not meet the requirements in the Unified Development Ordinance and is not consistent with the City's Comprehensive Plan, as presented. However, Tempo has been a good community partner for nearly 30 years and the expansion of the business would greatly benefit the community. Based on the above considerations, staff recommends that the Community Development Commission make the following motion recommending approval of this petition with conditions:

Based on the submitted petition and the testimony presented, the proposed Comprehensive Plan Map Amendment, Zoning Map Amendment, Final Subdivision Plat, Text Amendment, Variations and Major Site Plan Review meets the standards of approval and is consistent with the UDO and Comprehensive Plan with the revisions noted; and, therefore, I move that the Community Development Commission adopt the findings of fact included within the staff memo as the findings of the Community Development Commission, and recommend to the City Council approval of Case No. 15-59 subject to the following conditions:

1. Compliance with the previously approved future expansion of 610 N Central Ave to provide parking behind the building addition.
2. Compliance with the required 20-foot and 30-foot setbacks along the residential property lines south of both 6N504 and 610 N Central Ave to provide a buffer, including the planting of the required shade trees, between incompatible uses.
3. Installation of a privacy fence along the north property line where the improvements are adjacent to residential uses.
4. Completion of a Traffic Impact Study to determine the impact the proposed development would have on the surrounding roadways. The study should also investigate the need for the installation of a mid-block crossing if Tempo intends to use either site for overflow parking.
PLANNING ZONING & BUILDING
COMMITTEE MINUTES

Committee Date:       June 8, 2017
Present:              Ald. Catalano, Jakab, Messina, Sorrentino, Susmarski, E.
                      Wesley, R. Wesley & Woods
Absent:               None
Also Present:         City Manager Mermuys, Chief Vesta, M. York, Ed Cage, and
                      K. Chinsé
Meeting Convened:     7:30 p.m.

APPROVAL OF THE MINUTES:
The minutes of the April 13, 2017 meeting were approved as presented.

REPORT & RECOMMENDATION:
Special Use to Operate a Daycare at 170 W Irving Park Rd

DISCUSSION:
Staff presented the facts for the Council and concurs with the Community Development
Commission's recommendation (4-3) to approve the Special Use to operate a daycare
at 170 W Irving Park Road (PIN 03-16-204-002) subject to two conditions:

1. The Petitioners will construct a shared access route connecting with the parking
   lot at 176 W. Irving Park Rd. to serve as vehicular egress for the subject
   property.

2. The driveway accessed from Irving Park Rd. for the subject property will be
   posted for vehicular ingress only.

At the May 15, 2017 Community Development Commission (CDC) meeting, a public
hearing was conducted for the requested Special Use. Testimony and evidence was
provided by the applicant. One member of the public made a comment in support of
the request.

The petitioner is requesting a Special Use to operate a daycare to complement the
existing daycare facility on the adjacent property that is under the same ownership. The
existing building was previously used as a single family home but the proposal is to
renovate the existing structure and construct an addition for use as a daycare for infants.
The concern raised by staff was potential traffic impact due to the restricted driveway
width of 13-feet. Staff recommended approval of the request if the parking lot at the
adjacent business were expanded to serve both businesses. This would also require

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REPORT & RECOMMENDATION:
Tempco Building & Parking Lot Expansion

DISCUSSION:
Ald. Jakab and Messina wanted to clarify the ability to approve variances in the future and that the legal ramifications of potential future zoning approvals will not be affected by decisions made in this scenario since all business are different in their own way and are all custom decisions. It was determined that the City Attorney should provide guidance as to the circumstances that would set precedence.

Kelley Chisso presented on behalf of staff and discussed the Community Development Commission’s recommended approval by a vote of 5-2 for the proposed improvements at 6N504 and 610 N Central Avenue as presented with two conditions:

1. Installation of a privacy fence along the north, south and west property lines where the improvements are adjacent to residential uses; and
2. Completion of a Traffic Impact Study to determine the impact the proposed development would have on the surrounding roadways. The study should also investigate the need for the installation of a mid-block crossing if Tempco intends to use either site for overflow parking.
Staff recommended approval of the proposed improvements subject to four conditions:

1. Compliance with the previously approved future expansion of 610 N Central Ave to provide parking behind the building addition.
2. Compliance with the required 20-foot and 30-foot setbacks along the residential property lines south of both 6N504 and 610 N Central Ave to provide a buffer, including the planting of the required shade trees, between incompatible uses.
3. Installation of a privacy fence along the north property line where the improvements are adjacent to residential uses.
4. Completion of a Traffic Impact Study to determine the impact the proposed development would have on the surrounding roadways. The study should also investigate the need for the installation of a mid-block crossing if Tempco intends to use either site for overflow parking.

Staff had been working with the Petitioner since August 2015 regarding operational issues (including lack of parking) identified by the business, Tempco Electric Heater Corporation. Tempco is looking to expand the business that currently operates out of 607 and 610 N Central Avenue. As the plans for expansion of 6N504 and 610 N Central Avenue do not meet the City’s long range plans and current regulations, Tempco and staff agreed to work together to find an alternate location for the business that would enable their efficient operation (consolidation) and expansion while also meeting the City’s regulations and long range plans.

A public hearing was scheduled on January 21, 2016 for an annexation agreement requested to annex 6N504 Central Avenue. That public hearing was continued until February 18, 2016, which was subsequently continued again to May 19, 2016. At the May 19th meeting, the Petitioner stated that the City and Tempco were still in discussion and they would like to continue the public hearing until July 21, 2016. By the July 21st meeting, the petitioner had withdrawn the original request to annex 6N504 Central Avenue subject to an annexation agreement in favor of moving forward with the proposed building addition and parking expansion at 6N504 and 610 N Central Avenue.

Thus, the annexation of 6N504 Central Avenue is being requested concurrently with a number of other requests at this time to construct a building addition and expand parking at 6N504 and 610 N Central Avenue. Since these requests are being heard concurrently, there is no need for an annexation agreement.

At the May 15, 2017 Community Development Commission (CDC) meeting, a public hearing was conducted for the following requests:

- Comprehensive Plan Map Amendment to amend the Future Land Use Map for 6N504 Central Avenue from Conservation/Private Open Space/Moderate
Density Single Family to Limited Manufacturing (Medium Intensity).
- Zoning Map Amendment to rezone 6N504 Central Avenue from R-1, Estate Residential, upon annexation to I-1, Light Industrial;
- Final Subdivision Plat to consolidate 6N504 and 610 N Central Avenue into one lot;
- Text Amendment to authorize variations from Landscape and Screening regulations contained in Section 17.606.C of the Unified Development Ordinance (UDO - Chapter 17 of the Municipal Code);
- Variations:
  1. Reduce the parking setback in yards adjacent to residential districts for 6N504 Central Avenue from 20-feet required by Section 17.607.C.5 of the UDO to 4-feet from the west property line and 6.5-feet from the south property line;
  2. Reduce the Side Setback Variation on 610 N Central Avenue from 30-feet (required via Ord. 1927) to 10-feet;
  3. Reduce the width of parking stalls from 9-foot required by Section 17.607.D.3.b of the UDO to 8.5-feet;
  4. Reduce the width of drive aisle from 24-feet required by Section 17.607.D.3.c(1) of the UDO to 22-feet;
  5. Eliminate the 10-foot setback for Foundation Landscaping required by Section 17.606.C.6.b of the UDO along the north perimeter of the building addition;
  6. Eliminate the Landscape Islands required by Section 17.606.C.5.b(1) of the UDO at the ends of the parking lot rows;
  7. Reduce the number of Parking Space Landscape Islands from 4 required by Section 17.606.C.5.b(2)(A) of the UDO to 1 for the parking row along the north property line and eliminate the Parking Space Landscape Islands for the parking row along the south property line, and
  8. Eliminate the Perimeter Landscaping shade trees required by Section 17.606.C.5.c(2)(A)(ii) of the UDO where the parking lot abuts residential properties; and Major Site Plan Review.

Testimony and evidence was provided by the petitioner, in which the petitioner disputed some of the findings in the staff memo. Public comments relative to this request were made with the concerns being:

1. Privacy (fencing, lighting, and landscaping);
2. Stormwater runoff; and

The major concern with the proposed improvements as presented is the lack of buffering between the industrial and residential uses. If the Petitioner reduced the building addition to provide parking behind the building, they would be able to meet the required setbacks from the adjacent residential uses and still provide the parking desired. By providing the required setbacks, the number of requests would be reduced by three or four and the standards for the requests would all be met.

The concerns expressed by adjacent property owners have to do with maintaining privacy for their residential uses. This includes wanting to ensure adequate fencing and landscaping are provided, as well as reducing the impact of lighting on their properties. The Petitioner stated that they will provide a fence along the north, south and west property lines adjacent to residential properties. They will also provide landscaping, other than what is requested to be varied, along the fence to buffer and shut off lights after hours.

Another concern identified by an adjacent property owner was stormwater management to ensure that it does not affect aquatic fields in the vicinity or impact the adjacent wetland. The Petitioner’s engineer stated that the design of the system is such that no water will runoff onto neighbor’s properties, as it will be captured in the basins onsite.

An inquiry was made regarding performance standards, specifically noise related to the rooftop mechanical units and vibration from the operation of the business. The Petitioner responded by stating that any issue will be promptly addressed.

The CBOC found that the proposed Comprehensive Plan Map Amendment, Zoning Map Amendment, Final Subdivision Plat, Text Amendment, Variations and Major Site Plan Review met the standards of approval and are consistent with the UDO and Comprehensive Plan. They recommended approval by a vote of 5-2 with two conditions:

1. Installation of a privacy fence along the north, south and west property lines where the improvements are adjacent to residential uses; and

2. Completion of a Traffic Impact Study to determine the impact the proposed development would have on the surrounding roadways. The study should also investigate the need for the installation of a mid-block crossing if Tempco intends to use either site for overflow parking.

Ald. Messina and R. Wesley were concerned with the negative zoning examples and requested that staff provide all of the businesses able to operate that particular area.

Tempco came to the meeting and gave a presentation the following representatives were present from Tempco: Andy Hagen, Plant Engineer; Mike Latona, Builder; Paul
Wickland, Tempco CFO; Robert Britz, Tempco’s Attorney.

Tempco had some concerns and clarifications they wanted present to the Council before the Council vote. One of their points was that they were at 65% lot coverage less than required in the UDO.

Ald. Messina asked if Tempco satisfied the neighbors’ requests mentioning the Miller’s need for screening to create privacy for their two daughters and Tempco said that they have satisfied all requests of the surrounding neighbors.

Ald. Catalano asked about the concerns the Fire Department had about the ability to access the building from three sides for safety reasons. The building is required to have a sprinkler system with this proposed project. It was further clarified that the Fire Department did recommend the access on three sides but approved them to move forward without it.

Ald. Jakab asked what kind of fence would be placed on the land as a barrier. Andy Hagen stated that the fence was a wooden privacy fence.

Ald. Jakab asked how much sales revenue this company produces for the City and he was told by Paul Wickland that this is manufacturing and has very little revenue because it is not charging a sales tax but it does provide property tax revenue.

Ald. Jakab stated that he sees that Tempco is doing positive things by providing potentially 50+ jobs and keeping the neighbors satisfied.

Ald. Messina asked that the Council look at the facts on this subject to base their decision.

Ald. Catalano asked why it was a closed factory and Paul Wickland stated that it was best to keep a closed campus on lunches to avoid absenteeism because the company is departmentalized and each department depends on the other and if someone were to return late to work it slows down the whole process.

VOTE:
Ald. Woods made a motion, seconded by Ald. Messina, to approve the Community Development Commission recommendation. A voice vote was taken with the following results:

Ayas: Ald. Jakab, Messina, E. Wesley, and R. Wesley
Nays: Ald. Catalano, Sorrentino, Susmarsi, and Woods
Motion: Motion Failed
PUBLIC NOTICE OF CITY COUNCIL MEETING


AGENDA
CITY OF WOOD DALE, ILLINOIS
REGULAR CITY COUNCIL MEETING
JUNE 15, 2017

I. CALL TO ORDER

II. ROLL CALL

Mayor Pulice
Alderman Catalano  Alderman Susmaksi
Alderman Jakab  Alderman Eugene Wesley
Alderman Messina  Alderman Roy Wesley
Alderman Sorrentine  Alderman Woods

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF MINUTES

1. CITY COUNCIL - COUNCIL MEETING - JUN 1, 2017 7:30 PM

V. COMMUNICATIONS AND PETITIONS
Citizens will be given the opportunity to address the City Council during the time set aside in the Meeting for Public Comment under Communications and Petitions. Please direct your comments to the Mayor, limit your remarks to three (3) minutes, and kindly refrain from making repetitive statements.

A. Citizens To Be Heard On Matters Not Listed On This Agenda
B. Written Communiques of Citizens to Be Heard

VI. MAYOR’S REPORT

1. YOUNG MUSICIANS MENTOR BAND DONATION REQUEST
2. PRAIRIE FEST 2017 DISPOSABLE PROMOTIONAL CUPS

VII. CITY MANAGER’S REPORT

VIII. CONSENT AGENDA

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REQUEST FOR COUNCIL ACTION

Referred to Council: June 15, 2017
Committee Date: 06/20/2017
Committee Recommendation: Motion to Pass
Subject: Tempco Building and Parking Lot Expansion
Memo
Staff Contact: Ed Cage, Community Development Director
Department: Community Development

TITLE: Approval of Annexation, Comprehensive Plan Map Amendment, Zoning Map Amendment, Final Subdivision Plat, Text Amendment, Eight Variations and Major Site Plan Review to Construct a Building Addition and Expand the Parking Lot at 6N504 and 610 N Central Avenue

COMMITTEE ACTION FOLLOW-UP ITEMS:

COMMITTEE VOTE: Approve 4 - 4

RECOMMENDATION:
The following motion is provided for Council consideration:

Approve the proposed Annexation, Comprehensive Plan Map Amendment, Zoning Map Amendment, Final Subdivision Plat, Text Amendment, Eight Variations and Major Site Plan Review to construct a building addition and expand the parking lot at 6N504 and 610 N Central Avenue with the following conditions:

1. Installation of a privacy fence along the north, south and west property lines where the improvements are adjacent to residential uses.

2. Completion of a Traffic Impact Study to determine the impact the proposed development would have on the surrounding roadways. The study should also
Investigate the need for the installation of a mid-block crossing if Tempco intends to use either site for overflow parking. and direct staff to prepare the necessary ordinances and resolution.

DOCUMENTS ATTACHED
None
CITY OF WOOD DALE
494 North Wood Dale Rd • Wood Dale, Illinois 60191

MINUTES OF THE CITY COUNCIL MEETING OF THE CITY OF WOOD DALE, DU PAGE COUNTY, ILLINOIS IN THE CITY ADMINISTRATION BUILDING JUNE 15, 2017:

I. CALL TO ORDER:
Mayor Police called the meeting to order at 7:30 p.m.

II. ROLL CALL
Upon roll call the following were:
Present: Alderman Catalano, Jakob, Messina, Serrentino, Susnaraki, E. Wesley, R. Wesley and Woods along with Mayor Police
Absent: None
Also Present: Legal Counsel Bond, City Manager Mennays, City Clerk Siebert and Treasurer Porch
Whereupon the Mayor declared a quorum present.

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF MINUTES: City Council Meeting – June 1, 2017
On a motion by Alderman E. Wesley, seconded by Alderman Jakob to approve the Regular City Council Meeting Minutes of June 1, 2017, as presented. When the question was put, a roll call vote was taken with the following results:
Ayes: Aldermen Catalano, Jakob, Messina, Serrentino, Susnaraki, E. Wesley, R. Wesley and Woods
Nays: None
Whereupon the Mayor declared the motion carried.

V. COMMUNICATIONS AND PETITIONS:
A. Citizens to Be Heard On Matters Not Listed On This Agenda
Robert J. Britz, representing Tempco Corp., requested any action on the Tempco matter be deferred for 30 days.
David Shimaco, 122 Florina Ct, against the expansion of the Wood Dale Library.
Steve Krycz, 315 Edgewood, complained about the height of the grass at 224 and 236 Oakwood and that the attendees at 190 W. Irving Park Road are parking on Oakwood.
B. Written Communications of Citizens to Be Heard
No Written Communications were received.

VI. MAYOR'S REPORT:
Mayor Police called for a Moment of Silence in memory of Joseph Bunce, who recently

***
CITY COUNCIL MINUTES
JUNE 15, 2017
PAGE 3

1. On a motion by Alderman Sorrentino, seconded by Alderman Woods to pass Resolution R-17-36, being "A RESOLUTION IN SUPPORT OF THE COUNTY OF DUPage APPLICATION FOR THE 2017 RTA/CMP LOCAL TECHNICAL ASSISTANCE (LTA) PLANNING ASSISTANCE SERVICES DELIVERED BY THE RTA/CHICAGO METROPOLITAN AGENCY FOR PLANNING". When the question was put, a roll call vote was taken with the following results:

Ayes: Aldermen Catalano, Jakab, Messina, Sorrentino, Susmanski, E. Wesley, R. Wesley and Woods
Nays: None

Whereupon the Mayor declared the motion carried.

2. On a motion by Alderman Woods, seconded by Alderman Catalano to approve the ANNEXATION, COMPREHENSIVE PLAN MAP AMENDMENT, ZONING MAP AMENDMENT, FINAL SUBDIVISION PLAT, TEXT AMENDMENT, EIGHT VARIATIONS AND MAJOR SITE PLAN REVIEW TO CONSTRUCT A BUILDING ADDITION AND EXPAND THE PARKING LOT AT 6N504 AND 610 N. CENTRAL AVENUE,

Thereafter, on a motion by Alderman R. Wesley, seconded by Alderman Messina to table the approval of the Annexation Comprehensive Plan Map Amendment, Zoning Map Amendment, Final subdivision Plat, Text Amendment, Eight Variations and Major Site Plan Review to Construct a Building Addition and Expand the Parking Lot at 6N504 and 610 N. Central Avenue. When the question was put, a roll call vote was taken with the following results:

Ayes: Aldermen Jakab, Messina, E. Wesley and R. Wesley
Nays: Aldermen Catalano, Sorrentino, Susmanski and Woods

The Mayor was called upon to vote and he voted Nay.

Whereupon the Mayor declared the motion failed.

Returning to the main motion by Alderman Woods, seconded Alderman Catalano to approve the 6N504 and 610 N. Central Avenue Expansion of Tempco. A roll call vote was taken with the following results:

Ayes: Aldermen Jakab, Messina, E. Wesley and R. Wesley
Nays: Aldermen Catalano, Sorrentino, Susmanski and Woods

The Mayor was called upon to vote and voted Nay.

Whereupon the Mayor declared the motion failed.
CITY OF WOOD DALE
404 NORTH WOOD DALE ROAD
WOOD DALE, ILLINOIS 60191-1596

July 25, 2017

Mike Latoris
Latoris Bros. Construction Corp.
355 E. Potter Street
Wood Dale, IL 60191

Re: Tempo Expansion at 6N504 and
610 N. Central Avenue
(Case No. 15-A9)

Dear Mike:

Please be advised that the City is in receipt of your recent correspondence. You have provided a revised Site Design in order to reduce the number of requested variances to three (3). The three (3) existing variances in connection with the 610 Central Avenue Project include the 8.5" parking stall width, 22' drive aisles and a vacation of the foundation landscaping along the North side of the addition.

In order to move forward with the revised Site Design, a Comprehensive Plan Map Amendment and Zoning Map Amendment is required. While the revised Site Design is consistent with the part of the Project that Staff supported with the earlier submittal from Tempo, there is a significant Comprehensive Plan and Map Amendment procedural hurdle that needs to be addressed. The effect of the City Council denying the prior Comprehensive Plan and Map Amendment requests from Tempo is, under the City Code, a bar to the Applicant from submitting a request for similar relief for a period of one (1) year. City Code Section 17.408 A.4 provides that no Application for a Comprehensive Plan Map Amendment and Zoning Map Amendment for rezoning can be resubmitted within one (1) year of any denial.

This is highly problematic, as without the rezoning, the property at 610 Central Avenue remains zoned R-1, Residential, which would prohibit the requested parking on said property. As currently positioned, Staff is without the legal authority under the City Code to move the request forward. As Staff discussed with Tempo previously, the originally proposed expansion for 610 N. Central Avenue could proceed forward. However, the 6N504 Central Avenue is not allowed, under the City Code, to be used for parking until such time as the Comprehensive Plan Map Amendment and Zoning Map Amendment are approved. Again, an Application for such relief cannot be submitted, under the City Code, until June 13, 2018.

Page 1 of 2
The City is certainly open to any suggestions Tempco may have relative to this legal impediment. When a decision is made as to how Tempco wishes to proceed, please make us aware of this decision.

Sincerely,

Edmond J. Cage
Edmond J. Cage, AICP
Community Development Director
ORDINANCE
Zoning Petition Z18-003 Tempco Heater Electric Company

WHEREAS, a public hearing was held on February 22, 2018 in the DuPage County Administration Building, 421 North County Farm Road, Wheaton, Illinois at 6:00 P.M. before the DuPage County Zoning Board of Appeals and notice of said hearing was duly given; and

WHEREAS, a petition was presented at this hearing requesting the following zoning relief:

1. Conditional Use to allow parking lot off site from the principal use;
2. Map Amendment from R-4 Single Family Residential to O-Office;
3. Variation from the following yard requirements:
   a. Front yard from 40 feet to 12 feet;
   b. South side yard from 40 feet to 12 feet;
   c. North side yard from 20 feet to 12 feet;
   d. West rear from 40 feet to 12 feet, on the property hereinafter described:

LOT 24 IN BLOCK 1 IN BRANIGAR’S FIRST ADDITION TO WOODDALE HIGHLANDS, BEING A SUBDIVISION IN THE WEST ONE HALF OF SECTION 10, TOWNSHIP 40 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED AUGUST 18, 1942, AS DOCUMENT 440761, IN DUPAGE COUNTY ILLINOIS; and

WHEREAS, the Zoning Board of Appeals, having considered in relation to the above requested zoning petition presented at the above hearing and at the recommendation meeting held on March 1, 2018 does find as follows:

1. That petitioner testified that they seek to use the existing single family residential property that they own as a new fully improved offsite parking area for their employees.
2. Petitioner testified that they have outgrown their existing parking areas on their several commercial and manufacturing sites in the Village of Wood Dale immediately adjacent to the subject property and have a need to provide additional parking for their employees only on the subject property.
3. That petitioner testified that they have been using the subject property as a parking lot for at least 5 years where vehicles have been parking at first on the grass and now on a gravel area which is not in compliance with the County Zoning Code.
4. That petitioner testified that they have sought to annex the subject property into the Village of Wood Dale do develop same as an employee parking lot to no avail.

5. That petitioner testified that the subject property is located immediately to the south of property that they own in the Village of Wood Dale that has been annexed, rezoned to an Industrial Zone and redeveloped as one of their several offices and manufacturing buildings for their Tempco Heater Electric Company.

6. That petitioner testified that the subject property is ideally suited for a parking lot as it is immediately adjacent to property that they own and use for industrial use and provided immediately adjacent parking for their employees.

7. That petitioner testified that the subject property while zoned in the County as a single family residential property is located in an area along Central Ave. that is developed with commercial and industrial uses, zoning district and land use plans showing the area as non-residential.

8. That petitioner testified that the subject property is located adjacent to other property in the County zoned residential but used for non-residential uses including an Illinois Pollution Control Board regulated land use of a pet crematorium and cemetery to the south east on Catalpa Street.

9. That petitioner testified that adjacent to the south of the subject property are several single family homes that have been impacted by the presence of the industrial uses on the east and west sides of Central Ave. and the truck traffic on Central Ave., and have fallen into disrepair.

10. That petitioner testified that they seek the rezoning of the property, the Conditional Use for an off street parking areas and the variations to facilitate a parking area that meets the county requirements relative to parking stall size and parking circulation size.

a. Furthermore, that petitioner testified that the need for the variations is generated by the size of the lot relative to the parking requirements for stalls and circulation requirements.

b. That the variations are for yards only and decrease in setback is mitigated by the proposed landscape screening proposed to screen the use from adjacent residential property, including a proposed 8 foot tall solid fence on the west and south sides of the property and full landscape screening between the fencing and the property line adjacent to the residential properties.

c. Furthermore, petitioners testified that the proposed operations of the parking area will further mitigate the setback variation request as the parking area will have no
lights, be used for employee parking only and will not be used prior to 6 am and after 8 pm during regular working hours.

STANDARDS FOR MAP AMENDMENT, CONDITIONAL USES AND VARIATIONS:

1. That the Zoning Board of Appeals finds that petitioner has demonstrated that the granting of the MAP AMENDMENT, CONDITIONAL USES AND VARIATIONS is in harmony with the general purpose and intent of the Zoning Ordinance, and will not be injurious to the neighborhood, detrimental to the public welfare, or in conflict with the County’s comprehensive plan for development; and specifically that the granting of the Conditional Use will not:

a. Impair an adequate supply of light and air to the adjacent property as petitioner has demonstrated that the proposed use will be for outdoor open parking of employee vehicle only and that there will be no buildings or other structures developed on the property.

   • Furthermore, that petitioner has demonstrated that the encroachments in the setback yards will be mitigated by substantial landscaping beyond the required full landscape screens in the south and west yards to include an 8 foot tall solid fence to provide a complete screen from the residential properties to the south and west side of the parking area.

b. Increase the hazard from fire or other dangers to said property as petitioner has demonstrated that property will only be used as a parking lot for the passenger vehicles of the employees of the business and that the parking stalls and circulation will be built and maintained to the County specifications for same allowing positive ingress and egress to and from the property for emergency vehicles and those using the parking lot.

c. Unduly increase traffic congestion in the public streets and highways as petitioner has demonstrated that property will only be used as a parking lot for the passenger vehicles of the employees of the business and that the parking stalls and circulation will be built and maintained to the County specifications for same allowing positive ingress and egress to and from the property for emergency vehicles and those using the parking lot.

d. Increase the potential for flood damages to adjacent property as petitioner has demonstrated that the proposed parking lot will be built pursuant to all other codes and requirements of the County and even though detention is not required the parking lot will provide positive drainage and some detention in the parking lot area where currently there is unrestricted and uncontrolled flow of drainage on the property.

e. Otherwise impair the public health, safety, comfort, morals or general welfare of the inhabitants of DuPage County as petitioner has demonstrated that the
The proposed development will only be used for a parking lot for the Tempco Corporation or its successors owners of their buildings and that the Tempco Office Manufacturing use located to the north and east of the subject property is consistent with the trend of development in the area towards office and industrial uses along Central Ave.

### GENERAL ZONING CASE INFORMATION

<table>
<thead>
<tr>
<th>CASE #/PETITIONER</th>
<th>Z18-003 Tempco Heater Electric Company</th>
</tr>
</thead>
<tbody>
<tr>
<td>ZONING REQUEST:</td>
<td></td>
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<tr>
<td>1. Conditional Use to allow parking lot off site from the principal use;</td>
<td></td>
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<tr>
<td>2. Map Amendment from R-4 Single Family Residential to O-Office;</td>
<td></td>
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<tr>
<td>3. Variation from the following yard requirements:</td>
<td></td>
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<tr>
<td>a. Front yard from 40 feet to 12 feet;</td>
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<tr>
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</tr>
<tr>
<td>c. North side yard from 20 feet to 12 feet;</td>
<td></td>
</tr>
<tr>
<td>d. West rear from 40 feet to 12 feet.</td>
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<table>
<thead>
<tr>
<th>OWNER</th>
<th>TEMPCO HEATER ELECTRIC CORPORATION 607 N. CENTRAL AVENUE, WOOD DALE ILLINOIS 60191</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADDRESS/LOCATION</td>
<td>6N504 CENTRAL AVENUE, WOOD DALE, IL 60191</td>
</tr>
<tr>
<td>PIN</td>
<td>03-10-107-026</td>
</tr>
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<td>TWSP./CTY. BD. DIST.</td>
<td>Addison Dist. 1</td>
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<tr>
<td>ZONING/LUP</td>
<td>R-3 SF RES. 0-5 DU AC.</td>
</tr>
<tr>
<td>AREA</td>
<td>.40 ac. 17,424 sq. ft.</td>
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<tr>
<td>UTILITIES</td>
<td>Well and septic</td>
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<td>PUBLICATION DATE</td>
<td>Daily Herald: February 6, 2018</td>
</tr>
<tr>
<td>PUBLIC HEARING</td>
<td>February 22, 2018</td>
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</table>

### ADDITIONAL INFORMATION:

- No Objection.
- Building: No Comment
- DUDOT: No Comment
- Health: No Objection.
- Stormwater: No objection/concerns with the concept of the petition. Additional information may be required at time of permit application
- Public Works: No Objection.
- EXTERNAL:
  - Forest Preserve Dist. No Objection.
  - Wood Dale Objects: See attached documentation.
  - Addison Township Highway: No Comment

### GENERAL BULK REQUIREMENTS:

<table>
<thead>
<tr>
<th>REQUIREMENTS</th>
<th>REQUIRED</th>
<th>EXISTING</th>
<th>PROPOSED</th>
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<tbody>
<tr>
<td>Front Yard:</td>
<td>40 feet</td>
<td>NA</td>
<td>12 feet</td>
</tr>
<tr>
<td>South Int. Side Yard:</td>
<td>40 feet</td>
<td>NA</td>
<td>12 feet</td>
</tr>
<tr>
<td>North Int. Side Yard:</td>
<td>20 feet</td>
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<td>12 feet</td>
</tr>
<tr>
<td>West Rear Yard:</td>
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<td>12 feet</td>
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<tr>
<td>Height:</td>
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### LAND USE

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<th>Location</th>
<th>Zoning</th>
<th>Existing Use</th>
<th>LUP</th>
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<tr>
<td>Subject</td>
<td>R-4 SF RES</td>
<td>VACANT</td>
<td>0-5-DU AC</td>
</tr>
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<td>North</td>
<td>Industrial in Wood Dale</td>
<td>INDUSTRIAL USE FOR TEMPCO INC.</td>
<td>LOCATED IN WOOD DALE</td>
</tr>
<tr>
<td>----------------</td>
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</tr>
<tr>
<td>South</td>
<td>R-4 SF RES</td>
<td>SF HOME</td>
<td>0-5-DU AC</td>
</tr>
<tr>
<td>East</td>
<td>Central Ave. and Beyond Industrial in Wood Dale</td>
<td>INDUSTRIAL USE FOR TEMPCO INC.</td>
<td>LOCATED IN WOOD DALE</td>
</tr>
<tr>
<td>West</td>
<td>R-4 SF RES</td>
<td>SF HOME</td>
<td>0-5-DU AC</td>
</tr>
</tbody>
</table>

WHEREAS, the Zoning Board of Appeals, having considered in relation to the above and at the recommendation meeting held on March 1, 2018 recommends to approve the following zoning relief:

1. Conditional Use to allow parking lot off site from the principal use;

2. Map Amendment from R-4 Single Family Residential to O-Office;

3. Variation from the following yard requirements:
   - a. Front yard from 40 feet to 12 feet;
   - b. South side yard from 40 feet to 12 feet;
   - c. North side yard from 20 feet to 12 feet;
   - d. West rear from 40 feet to 12 feet.

**Subject to the following conditions:**

1. That the property be developed in accordance with the petitioner’s site plan made part of Zoning Petition # Z18-003 Tempco Heater Electric Company dated February 22, 2018.

2. That the parking lot shall be used for employee parking only for Tempco Heater Electric Company or any successor owner, lessee or user of the Tempco Heater Electric Company Facilities.

3. That Conditional Use and variations thereto shall apply only to the parking lot on the property. Should the parking lot no longer be used as a parking lot the Conditional Use and Variations thereto shall terminate immediately.

4. That there be no lights on or in the parking lot.

5. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs on the property.

6. That in conjunction with the submittal of a building permit the developer provides a landscape plan consistent with petitioner’s landscape plan submitted as exhibit # 4 Landscape Plan as part of #Z18-003 Tempco Heater Electric Company dated February 22, 2018. Said plan to consist of at least the following:
a. A full landscape screen on the west and south side of the property.
b. In addition to the full landscape vegetated screen on the west and south sides of
   the property an eight (8) foot tall solid fence.
c. Partial landscape screens on the north and east side of the property.

7. That the property be developed in accordance with all other codes and Ordinances of
   DuPage County.

   WHEREAS, the County Board Development Committee on March 20, 2018
   considered the above findings and recommendations of the Zoning Board of Appeals and
   recommends to concur with the findings and recommends to approve the following
   zoning relief:

   1. Conditional Use to allow parking lot off site from the principal use;

   2. Map Amendment from R-4 Single Family Residential to O-Office;

   3. Variation from the following yard requirements:
      a. Front yard from 40 feet to 12 feet;
      b. South side yard from 40 feet to 12 feet;
      c. North side yard from 20 feet to 12 feet;
      d. West rear from 40 feet to 12 feet.

   Subject to the following conditions:

   1. That the property be developed in accordance with the petitioner’s site plan made part
      of Zoning Petition # Z18-003 Tempco Heater Electric Company dated February 22,
      2018.

   2. That the parking lot shall be used for employee parking only for Tempco Heater
      Electric Company or any successor owner, lessee or user of the Tempco Heater
      Electric Company Facilities.

   3. That Conditional Use and variations thereto shall apply only to the parking lot on the
      property. Should the parking lot no longer be used as a parking lot the Conditional
      Use and Variations thereto shall terminate immediately.

   4. That there be no lights on or in the parking lot.

   5. That the owner/developer is to apply for and receive a Building Permit for all
      construction and/or excavation that occurs on the property.

   6. That in conjunction with the submittal of a building permit the developer provides a
      landscape plan consistent with petitioner’s landscape plan submitted as exhibit # 4
Landscape Plan as part of #Z18-003 Tempco Heater Electric Company dated February 22, 2018. Said plan to consist of at least the following:

a. A full landscape screen on the west and south side of the property.
b. In addition to the full landscape vegetated screen on the west and south sides of the property an eight (8) foot tall solid fence.
c. Partial landscape screens on the north and east side of the property.

7. That the property be developed in accordance with all other codes and Ordinances of DuPage County.

NOW, THEREFORE, BE IT ORDAINED by the County Board of DuPage County, Illinois that the following zoning relief be granted:

1. Conditional Use to allow parking lot off site from the principal use;

2. Map Amendment from R-4 Single Family Residential to O-Office;

3. Variation from the following yard requirements:
   a. Front yard from 40 feet to 12 feet;
   b. South side yard from 40 feet to 12 feet;
   c. North side yard from 20 feet to 12 feet;
   d. West rear from 40 feet to 12 feet, on the property hereinafter described:

LOT 24 IN BLOCK 1 IN BRANIGAR’S FIRST ADDITION TO WOODDALE HIGHLANDS, BEING A SUBDIVISION IN THE WEST ONE HALF OF SECTION 10, TOWNSHIP 40 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED AUGUST 18, 1942, AS DOCUMENT 440761, IN DUPAGE COUNTY ILLINOIS; and

The Zoning Relief is subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s site plan made part of Zoning Petition # Z18-003 Tempco Heater Electric Company dated February 22, 2018.

2. That the parking lot shall be used for employee parking only for Tempco Heater Electric Company or any successor owner, lessee or user of the Tempco Heater Electric Company Facilities.

3. That Conditional Use and variations thereto shall apply only to the parking lot on the property. Should the parking lot no longer be used as a parking lot the Conditional Use and Variations thereto shall terminate immediately.

4. That there be no lights on or in the parking lot.
5. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs on the property.

6. That in conjunction with the submittal of a building permit the developer provides a landscape plan consistent with petitioner’s landscape plan submitted as exhibit #4 Landscape Plan as part of #Z18-003 Tempco Heater Electric Company dated February 22, 2018. Said plan to consist of at least the following:
   a. A full landscape screen on the west and south side of the property.
   b. In addition to the full landscape vegetated screen on the west and south sides of the property an eight (8) foot tall solid fence.
   c. Partial landscape screens on the north and east side of the property.

7. That the property be developed in accordance with all other codes and Ordinances of DuPage County.

BE IT FURTHER ORDAINED by the County Board of DuPage County, Illinois that should any section, clause or provision of this Ordinance be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the Ordinance as a whole or any part thereof, other than the part so declared to be invalid; and

BE IT FURTHER ORDAINED that a certified copy of this Ordinance be transmitted by the County Clerk to the DuPage County Finance Department; DuPage County Auditor; DuPage County Treasurer; Paul J. Hoss, Zoning; State's Attorney's Office; DuPage County Health Department; DuPage County Division of Transportation; TEMPCO HEATER ELECTRIC CORPORATION 607 N. CENTRAL AVENUE, WOOD DALE ILLINOIS 60191; and Township Assessor, Addison Township, 401 North Addison Road, Addison, IL 60101.

Enacted and approved this 27th day of March 2018, A.D.

_______________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

ATTEST: _______________________
PAUL HINDS, COUNTY CLERK
MEMORANDUM

TO: DuPage County Board
FROM: DuPage County Development Committee
DATE: March 20, 2018
RE: Z18-001 Rutledge (Winfield/ Dist. 6)

DuPage County Board: March 27, 2018:

Development Committee: March 20, 2018: The DuPage County Development Committee recommended to approve the following zoning relief:

1. Variation to allow detached accessory buildings to be located in front of the front wall of the principal building (House).

2. A conditional use to increase the square footage of detached accessory buildings not to exceed 1,100 sq. feet for a cumulative total.

Subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s revised site plan made part of Zoning Petition # Z18-001 Rutledge to be submitted as part of the building permit process showing that the overall square footage of all detached accessory buildings on the property does not exceed 1,100 sq. ft. square feet.

2. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs or has occurred on the property without prior permits.

3. That the existing detached accessory building on the north side of the property be used as a shed only and be converted to a size that is permitted on the property pursuant to the square footage allowance for all detached accessory buildings.

4. That in conjunction with the submittal of a building permit the developer provides a landscape plan showing full landscape screen on the north and west sided of the property adjacent to the detached accessory buildings.
5. That the property be developed in accordance with all other codes and Ordinances of DuPage County.

DuPage County Development Committee VOTE (to Approve): 6 Ayes, 0 Nays

**Zoning Board of Appeals Meeting: March 1, 2018:** The Zoning Board of Appeals recommended to approve the following zoning relief:

1. Variation to allow detached accessory buildings to be located in front of the front wall of the principal building (House).

2. A conditional use to increase the square footage of detached accessory buildings not to exceed 1,100 sq. feet for a cumulative total.

**Subject to the following conditions:**

1. That the property be developed in accordance with the petitioner’s revised site plan made part of Zoning Petition # Z18-001 Rutledge to be submitted as part of the building permit process showing that the overall square footage of all detached accessory buildings on the property does not exceed 1,100 sq. ft. square feet.

2. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs or has occurred on the property without prior permits.

3. That the existing detached accessory building on the north side of the property be used as a shed only and be converted to a size that is permitted on the property pursuant to the square footage allowance for all detached accessory buildings.

4. That in conjunction with the submittal of a building permit the developer provides a landscape plan showing full landscape screen on the north and west sided of the property adjacent to the detached accessory buildings.

5. That the property be developed in accordance with all other codes and Ordinances of DuPage County.

ZBA VOTE (to approve): 6 Ayes, 0 Nays, 1 Absent
FINDINGS OF FACT:

1. That petitioner testified that he seeks the subject zoning relief to allow petitioner to develop a new two car detached garage accessory building in front of the front wall of the house and to also retain an existing detached accessory building that was built without permit by the previous owner of the property.

Existing Detached Building:

1. That petitioner testified that the existing detached accessory building was built in such a manner that does not permit the parking of passenger vehicles as it is a long and narrow building, (approximately 12 feet by 40 feet).

2. That petitioner testified that the building appears to have been built about 20 years ago and was used by the previous property owner as an automotive workshop.

3. That petitioner has submitted additional information to the file, (see attached) indicating that he does not intend to use the existing detached building for commercial use or automotive repair. Petitioner has indicated that the use of the building will be for domestic storage including lawn equipment and yard furniture.

4. That petitioner has submitted additional information to the file indicating that he has met with the County Building Department and has determined that the existing building can be rehabilitated to meet the building codes and as such petitioner will remove the existing garage door to the building and replace with more conventional shed door openings.

Proposed new two (2) car detached garage:

1. That petitioner testified that he seeks to locate the new detached garage accessory building in front of the front wall of the house as the existing house is located approximately 163 feet from the front property line.

2. That petitioner testified that to build a new detached building behind the front wall of the home one would need to the remove a great deal of mature vegetation and in addition the property has a substantial grade change to the side and rear of the existing home which makes development adjacent to the side and rear of the home challenging.
3. That petitioner testified that he seeks to build the new garage as there is no attached garage on the home and the existing detached building does not accommodate the parking of vehicles as it is not wide enough being only approximately 12 feet wide.

4. That petitioner testified that he seeks to build the new detached garage exclusively to park petitioner’s two (2) passenger vehicles only and all other domestic storage would occur in the existing detached shed building.

5. That petitioner testified that he can not connect the garage to the existing home because of substantial grade difference at the north end of the home.

STANDARDS FOR VARIATIONS:

1. That the Zoning Board of Appeals finds that petitioner has demonstrated that the granting of the Variation to allow detached accessory structures to be located in front of the front wall of the home is in harmony with the general purpose and intent of the Zoning Ordinance, and will not be injurious to the neighborhood, detrimental to the public welfare, or in conflict with the County’s comprehensive plan for development.

2. That the Zoning Board of Appeals finds that petitioner has demonstrated the granting of the Variation will not:

   a. Impair an adequate supply of light and air to the adjacent property as petitioner has demonstrated that the existing home is located in the rear of the property and the only place to install a detached building would be in front of the home.

      • Furthermore that petitioner has demonstrated that the new garage would be located behind the front wall of homes on either side of the subject property generally being in compliance with the spirit of the rule.

   b. Increase the hazard from fire or other dangers to said property as petitioner has demonstrated that the proposed new garage and existing detached shed would be built pursuant to the current building codes even though the existing shed was constructed over 20 years ago.

   c. Unduly increase traffic congestion in the public streets and highways as petitioner has demonstrated that the proposed new development will allow for the development of a new paved driveway and the reduction of two existing access drives down to just one new paved access drive.
d. Increase the potential for flood damages to adjacent property as petitioner has demonstrated that proposed new and existing development will meet all current drainage requirements of the County even though the existing garage was built over 20 years ago.

e. Otherwise impair the public health, safety, comfort, morals or general welfare of the inhabitants of DuPage County as petitioner has demonstrated that the development of the new garage and rehabilitation of the existing shed will allow petitioner to park of his vehicle inside an enclosed building and store all his domestic items in an enclosed building.

STANDARDS FOR CONDITIONAL USES:

1. That the Zoning Board of Appeals finds that petitioner has not demonstrated that the granting of the Conditional Use is in harmony with the general purpose and intent of the Zoning Ordinance, and will not be injurious to the neighborhood, detrimental to the public welfare, or in conflict with the County’s comprehensive plan for development; to wit:

   - Petitioner has indicated that the existing detached garage was built without permit and is currently larger than allowed on a single family residential property.

   - Petitioner testified that the previous use of the garage was for the conduct of an automobile service use including the storage and repair of passenger and commercial vehicles.

   - That petitioner testified that he has a home repair business that he does not operate from his home. However, petitioner did testify that from time to time he may store items associated with the business in the existing detached shed in addition to his own personal domestic items.

2. That the Zoning Board of Appeals finds that while the petitioner has demonstrated the need to be able to have up to the allotted 850 square feet of detached accessory building on the property, the petitioner has not demonstrated the need to have more than the 1,100 square feet of detached accessory building(s).

3. Furthermore, the ZBA finds that on this particular property there is a need to limit the square footage allowance to that permitted in the Zoning Ordinance to no more than 1,100 square feet lest the property and the buildings thereto be used for anything other than domestic storage of the property owners personal belongings.
and not otherwise be an attraction to use same for commercial purpose of commercial vehicle and equipment storage and/or commercial operations.

PETITIONER’S DEVELOPMENT FACT SHEET

CASE #/PETITIONER  Z18-001 Rutledge

ZONING REQUEST

1. Variation to allow a detached accessory building to be located in front of the front wall of the principal building (House).
2. A conditional use to increase the square footage of detached accessory buildings

OWNER  WILLIAM RUTLEDGE  27W325 HOY ROAD, WARRENVILLE, IL 60555

ADDRESS/LOCATION  1N127 RIDGELAND AVENUE, WEST CHICAGO, IL 60185

PIN  04-03-408-002

TWSP./CTY. BD. DIST.  Winfield/ Dist. 6

ZONING/LUP  R-4 SF RES.  0-5 DU AC

AREA  0.69 AC.  30,056 SQ. FT.

UTILITIES  Septic and Well

PUBLICATION DATE  Daily Herald: January 29, 2018

PUBLIC HEARING  February 15, 2018

ADDITIONAL INFORMATION:  No Objection.

Building:  No Objection.

DUDOT:  The DuPage County Division of Transportation has no jurisdictional authority over the subject property adjacent roadway right-of-way and defers its review to the highway Jurisdictional authority.

Health:  No Objection.

Stormwater:  No Objection.

Public Works:  No Objection.

EXTERNAL:

DC Forest Preserve Dist.  No Objection.

Winfield Township:  No Comment

Winfield Township Highway:  No Objection

GENERAL BULK REQUIREMENTS:

<table>
<thead>
<tr>
<th>REQUIREMENTS:</th>
<th>REQUIRED</th>
<th>EXISTING</th>
<th>PROPOSED</th>
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<tbody>
<tr>
<td>Front Yard:</td>
<td>Behind front wall of house</td>
<td>In front of front wall of the house and approximately 90 feet from front property line</td>
<td>Exist. in front of front wall of the house and approximately 90 feet from front property line and new proposed approximately 120 feet from front</td>
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### Property Line

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<tr>
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<td>South Int. Side Yard</td>
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<tr>
<td>Rear Yard</td>
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<td>Height</td>
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### Land Use

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<th>Zoning</th>
<th>Existing Use</th>
<th>LUP</th>
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<tbody>
<tr>
<td>Subject</td>
<td>R-4 SF</td>
<td>House and detached garage</td>
<td>0-5 DU AC</td>
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<tr>
<td>North</td>
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<td>House and detached garage</td>
<td>0-5 DU AC</td>
</tr>
<tr>
<td>South</td>
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<tr>
<td>East</td>
<td>Ridgeland Avenue and beyond R-4 SF</td>
<td>House and detached garage</td>
<td>0-5 DU AC</td>
</tr>
<tr>
<td>West</td>
<td>R-4 SF</td>
<td>House and detached garage</td>
<td>0-5 DU AC</td>
</tr>
</tbody>
</table>
ADDITIONAL INFORMATION SUBMITTED BY PETITIONER ON 2-27-2018:

To whom it may concern,

This letter is a clarification of comments from the zoning variance meeting that we attended on Feb. 15th. The address is 1n127 Ridgeland, West Chicago. We were a little nervous at the meeting and want to clarify what it is we want the building for and what we are not using it for.

The adjacent home is being converted from a 1 bedroom 1 bath to a 2-bedroom 2 bath with a loft and has no attic. Our concern through the remodel is that we have used all of the square footage for living space including the basement where there is now a bedroom and the 2nd bath so there is literally no room for storage.

We enjoy many hobbies as homeowners and when we purchased the property we had that in mind. We are avid gardeners and planned to use a portion of the structure as a potting place and to store tools, riding mower and landscape materials we will need to finish the landscaping projects that will be done on the property. We also like to refinish distressed furniture to include in our home or give as gifts to friends as well. We would also store bicycles and some storage space for our son whose house is storage challenged as well.

I have recently had a meeting with the Planning and Development department with Steve, Muhammad and Paul to discussed on how this can properly be done if the building is approved.

1. We will reduce the foot print of the building buy 170 sq. ft. by removing the addition put on the building.
2. Will put in a 6 ft overhead garage door or swinging barn doors and turning it into a shed instead of a garage.
3. Finish the floor by pouring concrete or building a wood floor off of the ground.
4. Have a site inspection and bring the building up to meet the building code, repair and paint it to match the home in color.
5. There will be no driveway to the building

We feel that the impression left to the committee is that we would be using the space for storage of building materials and this letter is intended to correct that. While we did discuss sometimes bringing leftover building materials to the structure it would only be for items we intend to use for personal use such as finishing drywall or insulation in the new garage we hope to build. Once occupancy is granted for us to move into the property.
we expect we will continue to upgrade the home. We planned on repairing the building too.

In the course of our business we never take material deliveries for the properties we are renovating at our home. That would just be bad business practice as that is not the location where the materials would be used. Any overbought materials would go back to the place of purchase for a return or credit from the project address. Our contractor does maintain a storage facility where some items might stay awaiting return but they do not come to our property unless we would use it for our personal use.

We hope this clarification will help in your decision to approve the variance requested for storage only.

Respectfully,

William and Sheila Rutledge
ORDINANCE
Zoning Petition Z18-001 Rutledge

WHEREAS, a public hearing was held on February 15, 2018 in the DuPage County Administration Building, 421 North County Farm Road, Wheaton, Illinois at 6:00 P.M. before the DuPage County Zoning Board of Appeals and notice of said hearing was duly given; and

WHEREAS, a petition was presented at this hearing requesting the following zoning relief:

1. Variation to allow detached accessory buildings to be located in front of the front wall of the principal building (House).

2. A conditional use to increase the square footage of detached accessory buildings not to exceed 1,100 sq. feet for a cumulative total, on the property hereinafter described:

LOT 1 OF OWEN’S RESUBDIVISION OF LOTS 20 AND 21 IN E.W. ZANDER AND COMPANY’S ADDITION TO WEST CHICAGO, IN THE SOUTHEAST QUARTER OF SECTION 3 AND THE NORTHEAST QUARTER OF SECTION 10, TOWNSHIP 39 NORTH, RANGE 9, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT OF SAID OWEN’S RESUBDIVISION RECORDED JUNE 12, 1974 AS DOCUMENT 522830, IN DUPAGE COUNTY, ILLINOIS; and

WHEREAS, the Zoning Board of Appeals, having considered in relation to the above requested zoning petition presented at the above hearing and at the recommendation meeting held on March 1, 2018 does find as follows:

FINDINGS OF FACT:
1. That petitioner testified that he seeks the subject zoning relief to allow petitioner to develop a new two car detached garage accessory building in front of the front wall of the house and to also retain an existing detached accessory building that was built without permit by the previous owner of the property.

Existing Detached Building:

1. That petitioner testified that the existing detached accessory building was built in such a manner that does not permit the parking of passenger vehicles as it is a long and narrow building, (approximately 12 feet by 40 feet).

2. That petitioner testified that the building appears to have been built about 20 years ago and was used by the previous property owner as an automotive workshop.

3. That petitioner has submitted additional information to the file, (see attached) indicating that he does not intend to use the existing detached building for
commercial use or automotive repair. Petitioner has indicated that the use of the building will be for domestic storage including lawn equipment and yard furniture.

4. That petitioner has submitted additional information to the file indicating that he has met with the County Building Department and has determined that the existing building can be rehabilitated to meet the building codes and as such petitioner will remove the existing garage door to the building and replace with more conventional shed door openings.

**Proposed new two (2) car detached garage:**

1. That petitioner testified that he seeks to locate the new detached garage accessory building in front of the front wall of the house as the existing house is located approximately 163 feet from the front property line.

2. That petitioner testified that to build a new detached building behind the front wall of the home one would need to remove a great deal of mature vegetation and in addition the property has a substantial grade change to the side and rear of the existing home which makes development adjacent to the side and rear of the home challenging.

3. That petitioner testified that he seeks to build the new garage as there is no attached garage on the home and the existing detached building does not accommodate the parking of vehicles as it is not wide enough being only approximately 12 feet wide.

4. That petitioner testified that he seeks to build the new detached garage exclusively to park petitioner’s two (2) passenger vehicles only and all other domestic storage would occur in the existing detached shed building.

5. That petitioner testified that he can not connect the garage to the existing home because of substantial grade difference at the north end of the home.

**STANDARDS FOR VARIATIONS:**

1. That the Zoning Board of Appeals finds that petitioner has demonstrated that the granting of the Variation to allow detached accessory structures to be located in front of the front wall of the home is in harmony with the general purpose and intent of the Zoning Ordinance, and will not be injurious to the neighborhood, detrimental to the public welfare, or in conflict with the County’s comprehensive plan for development.

2. That the Zoning Board of Appeals finds that petitioner has demonstrated the granting of the Variation will not:
a. Impair an adequate supply of light and air to the adjacent property as petitioner has demonstrated that the existing home is located in the rear of the property and the only place to install a detached building would be in front of the home.

- Furthermore that petitioner has demonstrated that the new garage would be located behind the front wall of homes on either side of the subject property generally being in compliance with the spirit of the rule.

b. Increase the hazard from fire or other dangers to said property as petitioner has demonstrated that the proposed new garage and existing detached shed would be built pursuant to the current building codes even though the existing shed was constructed over 20 years ago.

c. Unduly increase traffic congestion in the public streets and highways as petitioner has demonstrated that the proposed new development will allow for the development of a new paved driveway and the reduction of two existing access drives down to just one new paved access drive.

d. Increase the potential for flood damages to adjacent property as petitioner has demonstrated that proposed new and existing development will meet all current drainage requirements of the County even though the existing garage was built over 20 years ago.

e. Otherwise impair the public health, safety, comfort, morals or general welfare of the inhabitants of DuPage County as petitioner has demonstrated that the development of the new garage and rehabilitation of the existing shed will allow petitioner to park of his vehicle inside an enclosed building and store all his domestic items in an enclosed building.

STANDARDS FOR CONDITIONAL USES:

1. That the Zoning Board of Appeals finds that petitioner has not demonstrated that the granting of the Conditional Use is in harmony with the general purpose and intent of the Zoning Ordinance, and will not be injurious to the neighborhood, detrimental to the public welfare, or in conflict with the County’s comprehensive plan for development; to wit:

- Petitioner has indicated that the existing detached garage was built without permit and is currently larger than allowed on a single family residential property.

- Petitioner testified that the previous use of the garage was for the conduct of an automobile service use including the storage and repair of passenger and commercial vehicles.
• That petitioner testified that he has a home repair business that he does not operate from his home. However, petitioner did testify that from time to time he may store items associated with the business in the existing detached shed in addition to his own personal domestic items.

2. That the Zoning Board of Appeals finds that while the petitioner has demonstrated the need to be able to have up to the allotted 850 square feet of detached accessory building on the property, the petitioner has not demonstrated the need to have more than the allotted 1,110 square feet of detached accessory building(s).

3. Furthermore, the ZBA finds that on this particular property there is a need to limit the square footage allowance to that permitted in the Zoning Ordinance to no more than 1,100 square feet lest the property and the buildings thereto be used for anything other than domestic storage of the property owners personal belongings and not otherwise be an attraction to use same for commercial purpose of commercial vehicle and equipment storage and/or commercial operations.

### GENERAL ZONING CASE INFORMATION

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<td>OWNER</td>
<td>WILLIAM RUTLEDGE 27W325 HOY ROAD, WARRENVILLE, IL 60555</td>
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<tr>
<td>ADDRESS/LOCATION</td>
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<td>PUBLICATION DATE</td>
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<td>February 15, 2018</td>
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<td>ADDITIONAL INFORMATION:</td>
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<tr>
<td>West</td>
<td>R-4 SF</td>
</tr>
</tbody>
</table>

WHEREAS, the Zoning Board of Appeals, having considered in relation to the above and at the recommendation meeting held on March 1, 2018 recommends to approve the following zoning relief:

1. Variation to allow detached accessory buildings to be located in front of the front wall of the principal building (House).

2. A conditional use to increase the square footage of detached accessory buildings not to exceed 1,100 sq. feet for a cumulative total.
Subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s revised site plan made part of Zoning Petition # Z18-001 Rutledge to be submitted as part of the building permit process showing that the overall square footage of all detached accessory buildings on the property does not exceed 1,100 sq. ft. square feet.

2. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs or has occurred on the property without prior permits.

3. That the existing detached accessory building on the north side of the property be used as a shed only and be converted to a size that is permitted on the property pursuant to the square footage allowance for all detached accessory buildings.

4. That in conjunction with the submittal of a building permit the developer provides a landscape plan showing full landscape screen on the north and west side of the property adjacent to the detached accessory buildings.

5. That the property be developed in accordance with all other codes and Ordinances of DuPage County.

WHEREAS, the County Board Development Committee on March 20, 2018 considered the above findings and recommendations of the Zoning Board of Appeals and recommends to concur with the findings and recommends to approve the following zoning relief:

1. Variation to allow detached accessory buildings to be located in front of the front wall of the principal building (House).

2. A conditional use to increase the square footage of detached accessory buildings not to exceed 1,100 sq. feet for a cumulative total.

Subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s revised site plan made part of Zoning Petition # Z18-001 Rutledge to be submitted as part of the building permit process showing that the overall square footage of all detached accessory buildings on the property does not exceed 1,100 sq. ft. square feet.

2. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs or has occurred on the property without prior permits.
3. That the existing detached accessory building on the north side of the property be used as a shed only and be converted to a size that is permitted on the property pursuant to the square footage allowance for all detached accessory buildings.

4. That in conjunction with the submittal of a building permit the developer provides a landscape plan showing full landscape screen on the north and west side of the property adjacent to the detached accessory buildings.

5. That the property be developed in accordance with all other codes and Ordinances of DuPage County.

NOW, THEREFORE, BE IT ORDAINED by the County Board of DuPage County, Illinois that the following zoning relief be granted:

1. Variation to allow detached accessory buildings to be located in front of the front wall of the principal building (House).

2. A conditional use to increase the square footage of detached accessory buildings not to exceed 1,100 sq. ft. for a cumulative total, on the property hereinafter described:

LOT 1 OF OWEN’S RESUBDIVISION OF LOTS 20 AND 21 IN E.W. ZANDER AND COMPANY’S ADDITION TO WEST CHICAGO, IN THE SOUTHEAST QUARTER OF SECTION 3 AND THE NORTHEAST QUARTER OF SECTION 10, TOWNSHIP 39 NORTH, RANGE 9, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT OF SAID OWEN’S RESUBDIVISION RECORDED JUNE 12, 1974 AS DOCUMENT 522830, IN DUPAGE COUNTY, ILLINOIS; and

The Zoning Relief is subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s revised site plan made part of Zoning Petition # Z18-001 Rutledge to be submitted as part of the building permit process showing that the overall square footage of all detached accessory buildings on the property does not exceed 1,100 sq. ft. square feet.

2. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs or has occurred on the property without prior permits.

3. That the existing detached accessory building on the north side of the property be used as a shed only and be converted to a size that is permitted on the property pursuant to the square footage allowance for all detached accessory buildings.

4. That in conjunction with the submittal of a building permit the developer provides a landscape plan showing full landscape screen on the north and west side of the property adjacent to the detached accessory buildings.
5. That the property be developed in accordance with all other codes and Ordinances of DuPage County.

BE IT FURTHER ORDAINED by the County Board of DuPage County, Illinois that should any section, clause or provision of this Ordinance be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the Ordinance as a whole or any part thereof, other than the part so declared to be invalid; and

BE IT FURTHER ORDAINED that a certified copy of this Ordinance be transmitted by the County Clerk to the DuPage County Finance Department; DuPage County Auditor; DuPage County Treasurer; Paul J. Hoss, Zoning; State's Attorney's Office; DuPage County Health Department; DuPage County Division of Transportation; WILLIAM RUTLEDGE 27W325 HOY ROAD, WARRENVILLE, IL 60555; and Township Assessor, Winfield Township, 130 Arbor Avenue, West Chicago, IL 60185.

Enacted and approved this 27th day of March 2018, A.D.

________________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

ATTEST: __________________________
PAUL HINDS, COUNTY CLERK
MEMORANDUM

TO: DuPage County Board
FROM: DuPage County Development Committee
DATE: March 20, 2018
RE: Zoning Petition Z18-002 Bertsche

DuPage County Board: March 27, 2018:

Development Committee: March 20, 2018: The DuPage County Development Committee recommended to approve the following zoning relief:

A Variation to allow a detached accessory building (Hobby Room) to be located in front of the front wall of the principal building (House).

Subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s site plan made part of Zoning Petition # Z18-002 Bertsche dated February 15, 2018.

2. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs on the property.

3. That in conjunction with the submittal of a building permit the developer provides a landscape plan showing full landscape screens around the perimeter of the development.

4. That the property be developed in accordance with all other codes and Ordinances of DuPage County.

DuPage County Development Committee VOTE (to Approve): 6 Ayes, 0 Nays

Zoning Board of Appeals Meeting: March 1, 2018: The Zoning Board of Appeals recommended to approve the following zoning relief:

A Variation to allow a detached accessory building (Hobby Room) to be located in front of the front wall of the principal building (House).
Subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s site plan made part of Zoning Petition # Z18-002 Bertsche dated February 15, 2018.

2. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs on the property.

3. That in conjunction with the submittal of a building permit the developer provides a landscape plan showing full landscape screens around the perimeter of the development.

4. That the property be developed in accordance with all other codes and Ordinances of DuPage County.

ZBA VOTE (to approve): 6 Ayes, 0 Nays, 1 Absent

FINDINGS OF FACT:

1. That petitioner testified that he seeks to develop a detached accessory building on the property in front of the front wall of the home.

2. That petitioner testified that he needs to develop the accessory building in front of the home as the property is unique in its size, foliage, grade and unique neighborhood to wit:

   a. That the subject property is part of a larger rural neighborhood where the properties are all zoned in the R-1 Single Family Residential Zoning District which requires a minimum of 100,000 sq. feet. per lot.

   b. That irrespective of the minimum lot size requirements most of the properties in the general area are on lots well in excess of 100,000 sq. ft.

   c. In addition, the properties in the neighborhood are generally surrounded on all sides by over 1,000 acres of land owned and operated by the DuPage County Forrest Preserve District.

   d. As such, many of the homes in the area have been developed in irregular and unique configurations taking advantage of the large lots and existing foliage and
open space and as such are generally built well back from the front yard setback along Prince Crossing Road as it the case with the existing home, being located approximately 250 feet from the front property line.

e. That the subject property is served with septic and well and the septic system and expansion field are all located in an area to the east and north (rear and side yard) of the home thus reducing the area to develop an accessory building practically behind the front wall of the home.

f. That the subject property has a grade drop of on the north and east side of the property and as such locating the detached accessory building in those areas (which would be behind the front wall of the home) is difficult and requires extraordinary building requirements to accommodate the grade changes.

STANDARDS FOR VARIATIONS:

1. That the Zoning Board of Appeals finds that petitioner has demonstrated that the granting of the Variation to allow a detached accessory structure to be located in front of the front wall of the home is in harmony with the general purpose and intent of the Zoning Ordinance, and will not be injurious to the neighborhood, detrimental to the public welfare, or in conflict with the County’s comprehensive plan for development.

2. That the Zoning Board of Appeals finds that petitioner has demonstrated the granting of the Variation will not:

   a. Impair an adequate supply of light and air to the adjacent property as petitioner has demonstrated that the home on the property is located in the rear of the property approximately 250 feet from the front property line and the only place to install a detached building would be in front of the home.

   - Furthermore that petitioner has demonstrated that the new detached building would be located behind the front wall of several of the homes on either side of the subject property generally being in compliance with the spirit of the rule.

   - In addition, petitioner has demonstrated that the septic field and expansion filed are located to the rear and side of the home (behind the home) making it challenging to locate the building in the north and east side of the home.
• Furthermore, petitioner has demonstrated that to locate the home in the side yard would require the removal of many mature trees and substantial vegetation.

• In addition, petitioner has demonstrated that the subject property is located in a neighborhood that consists of several properties that exceed 2.5 acres of land and are further surrounded by large open areas owned by the DuPage County Forrest Preserve District and as such the location of the new detached building does not impact on the lifestyle and enjoyment of the properties in the vicinity.

b. Unduly increase traffic congestion in the public streets and highways as petitioner has demonstrated that the proposed new development will allow for the development of a new paved driveway and the reduction of two existing access drives down to just one new paved access drive.

c. Increase the potential for flood damages to adjacent property as petitioner has demonstrated that proposed new development will meet all current drainage requirements of the County.

PETITIONER’S DEVELOPMENT FACT SHEET

GENERAL ZONING CASE INFORMATION

| CASE #/PETITIONER | Z18-001 Bertsche |
| ZONING REQUEST | Variation to allow a detached accessory building (Hobby Room) to be located in front of the front wall of the principal building (House). |
| OWNER | BERNARD B. BERTSCHER DECLARATION OF TRUST 41W872 WHITE OAK LANE STREET, CHARLES, IL 60175 |
| ADDRESS/LOCATION | 1N255 INDIAN KNOLL ROAD, WEST CHICAGO, IL 60185 |
| PIN | 04-02-401-007 |
| TWSP./CTY. BD. DIST. | Winfield/Dist. 6 |
| ZONING/LUP | R-1 Single Family Res. 0-5-DU AC |
| AREA | 2.68 116,740 SQ. FT. |
| UTILITIES | Septic and Well |
| PUBLICATION DATE | Daily Herald: January 30, 2018 |

ADDITIONAL INFORMATION: No Objection.

Building: No Objection.

DUDOT: The DuPage County Division of Transportation has no jurisdictional authority over the subject property adjacent roadway right-of-way and defers its review to the highway jurisdictional authority.

Health: No Objection.

Stormwater: No Objection.
**Public Works:** No Objection.

**EXTERNAL:**

- **DCFPD:** No Objection.
- **Winfield Township:** No Comment
- **Winfield Township Highway:** No Objection.

**GENERAL BULK REQUIREMENTS:**

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<th>PROPOSED</th>
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<tbody>
<tr>
<td>Front Yard:</td>
<td>Behind front wall of house and at least 40 feet</td>
<td>NA</td>
<td>In front of front wall of house and 70 feet</td>
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<tr>
<td>South Int. Side Yard:</td>
<td>20 feet</td>
<td>NA</td>
<td>33 feet</td>
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<tr>
<td>Int. Side Yard:</td>
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<tr>
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**LAND USE**

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<tr>
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<th>Existing Use</th>
<th>LUP</th>
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<tbody>
<tr>
<td>Subject</td>
<td>R-1 SF RES</td>
<td>SF HOME</td>
<td>0-5 DU AC</td>
</tr>
<tr>
<td>North</td>
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<td>South</td>
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<td>0-5 DU AC</td>
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<td>East</td>
<td>R-1 SF RES</td>
<td>DCFPD-OPEN SPACE</td>
<td>0-5 DU AC</td>
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<tr>
<td>West</td>
<td>Prince Crossing RD. And beyond R-1 SF RES</td>
<td>DCFPD-OPEN SPACE</td>
<td>0-5 DU AC</td>
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ORDINANCE
Zoning Petition Z18-002 Bertsche

WHEREAS, a public hearing was held on February 15, 2018 in the DuPage County Administration Building, 421 North County Farm Road, Wheaton, Illinois at 6:00 P.M. before the DuPage County Zoning Board of Appeals and notice of said hearing was duly given; and

WHEREAS, a petition was presented at this hearing requesting the following zoning relief:

A Variation to allow a detached accessory building (Hobby Room) to be located in front of the front wall of the principal building (House), on the property hereinafter described:

LOT 1 IN YORKVILLE INVESTMENT LLC ASSESSMENT PLOT OF LOT 1 OF L.W. LARSON’S ASSESSMENT PLAT OF PART OF THE SOUTHEAST QUARTER OF SECTION 2, TOWNSHIP 39 NORTH, RANGE 9 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE ASSESSMENT PLAT THEROF RECORDED DECEMBER 22, 2016 AS DOCUMENT R2016-142082 IN DUPAGE COUNTY, ILLINOIS; and

WHEREAS, the Zoning Board of Appeals, having considered in relation to the above requested zoning petition presented at the above hearing and at the recommendation meeting held on March 1, 2018 does find as follows:

FINDINGS OF FACT:

1. That petitioner testified that he seeks to develop a detached accessory building on the property in front of the front wall of the home.

2. That petitioner testified that he needs to develop the accessory building in front of the home as the property is unique in its size, foliage, grade and unique neighborhood to wit:

   a. That the subject property is part of a larger rural neighborhood where the properties are all zoned in the R-1 Single Family Residential Zoning District which requires a minimum of 100,000 sq. feet per lot.

   b. That irrespective of the minimum lot size requirements most of the properties in the general area are on lots well in excess of 100,000 sq. ft.

   c. In addition, the properties in the neighborhood are generally surrounded on all sides by over 1,000 acres of land owned and operated by the DuPage County Forrest Preserve District.
d. As such, many of the homes in the area have been developed in irregular and unique configurations taking advantage of the large lots and existing foliage and open space and as such are generally built well back from the front yard setback along Prince Crossing Road as it the case with the existing home, being located approximately 250 feet from the front property line.

e. That the subject property is served with septic and well and the septic system and expansion field are all located in an area to the east and north (rear and side yard) of the home thus reducing the area to develop an accessory building practically behind the front wall of the home.

f. That the subject property has a grade drop of on the north and east side of the property and as such locating the detached accessory building in those areas (which would be behind the front wall of the home) is difficult and requires extraordinary building requirements to accommodate the grade changes.

**STANDARDS FOR VARIATIONS:**

1. That the Zoning Board of Appeals finds that petitioner has demonstrated that the granting of the Variation to allow a detached accessory structure to be located in front of the front wall of the home is in harmony with the general purpose and intent of the Zoning Ordinance, and will not be injurious to the neighborhood, detrimental to the public welfare, or in conflict with the County’s comprehensive plan for development.

2. That the Zoning Board of Appeals finds that petitioner has demonstrated the granting of the Variation will not:

   a. Impair an adequate supply of light and air to the adjacent property as petitioner has demonstrated that the home on the property is located in the rear of the property approximately 250 feet from the front property line and the only place to install a detached building would be in front of the home.

      • Furthermore that petitioner has demonstrated that the new detached building would be located behind the front wall of several of the homes on either side of the subject property generally being in compliance with the spirit of the rule.

      • In addition, petitioner has demonstrated that the septic field and expansion filed are located to the rear and side of the home (behind the home) making it challenging to locate the building in the north and east side of the home.

      • Furthermore, petitioner has demonstrated that to locate the home in the side yard would require the removal of many mature trees and substantial vegetation.

      • In addition, petitioner has demonstrated that the subject property is located in a neighborhood that consists of several properties that exceed 2.5 acres of land and are further surrounded by large open areas owned by the DuPage County
Forrest Preserve District and as such the location of the new detached building does not impact on the lifestyle and enjoyment of the properties in the vicinity.

b. Unduly increase traffic congestion in the public streets and highways as petitioner has demonstrated that the proposed new development will allow for the development of a new paved driveway and the reduction of two existing access drives down to just one new paved access drive.

c. Increase the potential for flood damages to adjacent property as petitioner has demonstrated that proposed new development will meet all current drainage requirements of the County.

### GENERAL ZONING CASE INFORMATION

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<th>Z18-001 Bertsche</th>
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<tbody>
<tr>
<td>ZONING REQUEST</td>
<td>Variation to allow a detached accessory building (Hobby Room) to be located in front of the front wall of the principal building (House).</td>
</tr>
<tr>
<td>OWNER</td>
<td>BERNARD B. BERTSCHE DECLARATION OF TRUST</td>
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<tr>
<td>ADDRESS/LOCATION</td>
<td>1N255 INDIAN KNOLL ROAD, WEST CHICAGO, IL 60185</td>
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<td>PIN</td>
<td>04-02-401-007</td>
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<td>TWSP./CTY. BD. DIST.</td>
<td>Winfield/Dist. 6</td>
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<td>ZONING/LUP</td>
<td>R-1 Single Family Res.</td>
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<td>AREA</td>
<td>2.68</td>
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<td>UTILITIES</td>
<td>Septic and Well</td>
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<td>PUBLICATION DATE</td>
<td>Daily Herald: January 30, 2018</td>
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<td>PUBLIC HEARING</td>
<td>February 15, 2018</td>
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**ADDITIONAL INFORMATION:** No Objection.

- **Building:** No Objection.
- **DUDOT:** The DuPage County Division of Transportation has no jurisdictional authority over the subject property adjacent roadway right-of-way and defers its review to the highway jurisdictional authority.
- **Health:** No Objection.
- **Stormwater:** No Objection.
- **Public Works:** No Objection.
- **EXTERNAL:**
  - **DCFPD:** No Objection.
  - **Winfield Township:** No Comment
  - **Winfield Township Highway:** No Objection.

### GENERAL BULK REQUIREMENTS:

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<th>REQUIREMENTS</th>
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<th>EXISTING</th>
<th>PROPOSED</th>
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<tr>
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<td>NA</td>
<td>In front of front wall of house and 70 feet</td>
</tr>
<tr>
<td>South Int. Side Yard</td>
<td>20 feet</td>
<td>NA</td>
<td>33 feet</td>
</tr>
</tbody>
</table>
WHEREAS, the Zoning Board of Appeals, having considered in relation to the above and at the recommendation meeting held on March 1, 2018 recommends to approve the following zoning relief:

A Variation to allow a detached accessory building (Hobby Room) to be located in front of the front wall of the principal building (House).

Subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s site plan made part of Zoning Petition # Z18-002 Bertsche dated February 15, 2018.

2. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs on the property.

3. That in conjunction with the submittal of a building permit the developer provides a landscape plan showing full landscape screens around the perimeter of the development.

4. That the property be developed in accordance with all other codes and Ordinances of DuPage County.

WHEREAS, the County Board Development Committee on March 20, 2018 considered the above findings and recommendations of the Zoning Board of Appeals and recommends to concur with the findings and recommends to approve the following zoning relief:

A Variation to allow a detached accessory building (Hobby Room) to be located in front of the front wall of the principal building (House).
Subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s site plan made part of Zoning Petition # Z18-002 Bertsche dated February 15, 2018.

2. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs on the property.

3. That in conjunction with the submittal of a building permit the developer provides a landscape plan showing full landscape screens around the perimeter of the development.

4. That the property be developed in accordance with all other codes and Ordinances of DuPage County.

NOW, THEREFORE, BE IT ORDAINED by the County Board of DuPage County, Illinois that the following zoning relief be granted:

A Variation to allow a detached accessory building (Hobby Room) to be located in front of the front wall of the principal building (House), on the property hereinafter described:

LOT 1 IN YORKVILLE INVESTMENT LLC ASSESSMENT PLOT OF LOT 1 OF L.W. LARSON’S ASSESSMENT PLAT OF PART OF THE SOUTHEAST QUARTER OF SECTION 2, TOWNSHIP 39 NORTH, RANGE 9 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE ASSESSMENT PLAT THEROF RECORDED DECEMBER 22, 2016 AS DOCUMENT R2016-142082 IN DUPAGE COUNTY, ILLINOIS; and

The Zoning Relief is subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s site plan made part of Zoning Petition # Z18-002 Bertsche dated February 15, 2018.

2. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs on the property.

3. That in conjunction with the submittal of a building permit the developer provides a landscape plan showing full landscape screens around the perimeter of the development.

4. That the property be developed in accordance with all other codes and Ordinances of DuPage County.

BE IT FURTHER ORDAINED by the County Board of DuPage County, Illinois that should any section, clause or provision of this Ordinance be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the Ordinance as a whole or any part thereof, other than the part so declared to be invalid; and
BE IT FURTHER ORDAINED that a certified copy of this Ordinance be transmitted by the County Clerk to the DuPage County Finance Department; DuPage County Auditor; DuPage County Treasurer; Paul J. Hoss, Zoning; State's Attorney's Office; DuPage County Health Department; DuPage County Division of Transportation; BERNARD B. BERTSCHE DECLARATION OF TRUST 41W872 WHITE OAK LANE STREET, CHARLES, IL 60175; and Township Assessor, Winfield Township, 130 Arbor Avenue, West Chicago, IL 60185.

Enacted and approved this 27th day of March 2018, A.D.

_______________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

ATTEST: _______________________
PAUL HINDS, COUNTY CLERK
MEMORANDUM

TO: DuPage County Board

FROM: DuPage County Development Committee

DATE: March 20, 2018

RE: Z17-032 WOLF (Bloom/Dist. 1)

DuPage County Board: March 27, 2018:

Development Committee: March 20, 2018: The DuPage County Development Committee recommended to approve the following zoning relief:

Conditional use for a Dog Kennel in a Residential District

Subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s site plan made part of Zoning Petition # Z17-032 WOLF dated February 8, 2018.

2. That the Conditional Use Zoning Relief for a kennel inures only to KELLY M WOLF and shall not be transferrable.

3. That the Conditional Zoning relief for a Kennel shall cease upon any sale, lease or rental of the property.

4. That the Conditional Zoning relief for a Kennel shall be for no more than eight (8) dogs including dogs owned by the owner KELLY M WOLF.

5. That there shall be no dogs permitted in the front yard and that all dogs shall be only permitted in the rear yard in the fenced in area on the property.

6. That there be no more than four (4) dogs permitted outside in the rear yard at any one time.

7. That when the owner KELLY M WOLF is not at home there be no dogs allowed outside.
8. That all dog excreta be removed from the outside property area within 24 hours each day and deposited into an enclosed container to be located inside the garage of the home.

9. That all collected dog excreta deposited into the enclosed container in the garage be removed on a weekly basis.

10. That there be no signage on the property.

11. That the residential kennel shall be open for intake and delivery no earlier than 7 AM and no later than 8 PM.

12. That all pick up and drop off of dogs be from the drive way of the subject property and that there be no parking or pick up or drop off of dogs in the public ROW.

13. That developer provides a landscape plan showing full landscape screens around the perimeter of the rear yard of the property.

   a. That the landscape screen include a 6 foot tall solid fence along the rear south side of the property from the rear of the home to the east property line.

14. That the property be developed in accordance with all other codes and Ordinances of DuPage County.

DuPage County Development Committee VOTE (to approve): 6 Ayes, 0 Nays

**Zoning Board of Appeals Meeting: March 1, 2018:** The Zoning Board of Appeals recommended to approve the following zoning relief:

Conditional use for a Dog Kennel in a Residential District

**Subject to the following conditions:**

1. That the property be developed in accordance with the petitioner’s site plan made part of Zoning Petition # Z17-032 WOLF dated February 8, 2018.

2. That the Conditional Use Zoning Relief for a kennel inures only to KELLY M WOLF and shall not be transferrable.

3. That the Conditional Zoning relief for a Kennel shall cease upon any sale, lease or rental of the property.
4. That the Conditional Zoning relief for a Kennel shall be for no more than eight (8) dogs including dogs owned by the owner KELLY M WOLF.

5. That there shall be no dogs permitted in the front yard and that all dogs shall be only permitted in the rear yard in the fenced in area on the property.

6. That there be no more than four (4) dogs permitted outside in the rear yard at any one time.

7. That when the owner KELLY M WOLF is not at home there be no dogs allowed outside.

8. That all dog excreta be removed from the outside property area within 24 hours each day and deposited into an enclosed container to be located inside the garage of the home.

9. That all collected dog excreta deposited into the enclosed container in the garage be removed on a weekly basis.

10. That there be no signage on the property.

11. That the residential kennel shall be open for intake and delivery no earlier than 7 AM and no later than 8 PM.

12. That all pick up and drop off of dogs be from the drive way of the subject property and that there be no parking or pick up or drop off of dogs in the public ROW.

13. That developer provides a landscape plan showing full landscape screens around the perimeter of the rear yard of the property.

   a. That the landscape screen include a 6 foot tall solid fence along the rear south side of the property from the rear of the home to the east property line.

14. That the property be developed in accordance with all other codes and Ordinances of DuPage County.

ZBA VOTE (to approve): 6 Ayes, 0 Nays, 1 Absent
FINDINGS OF FACT:

1. That petitioner testified that she seeks to run a dog kennel on her property.

2. That petitioner testified that she currently takes care of approximately 5 dogs and has two dogs of her own.

3. That petitioner testified that she generally watches dogs where people need assistance with daily care and overnight care when dog owners need a place to kennel their dogs when they go out of town.

4. That petitioner testified that she does not advertise her facility on the property and that the only advertisement she has is through neighborhood word of mouth and the internet as, “Kelly’s Kanine Kamp”

5. That petitioner testified that she does receive referrals from an organization called, “Fetch Pet Care” which seeks to put dogs into local homes and dog day and night care providers.

6. That petitioner testified that her property backs up to an over 15 Acre Park District Owner Property that is used as open space.

7. That petitioner submitted a petition in support of the proposed kennel from 10 people who live immediately adjacent to or in the neighborhood of the subject property.

STANDARDS FOR CONDITIONAL USES:

1. That the Zoning Board of Appeals finds that petitioner has demonstrated that the granting of the Conditional Use is in harmony with the general purpose and intent of the Zoning Ordinance, and will not be injurious to the neighborhood, detrimental to the public welfare, or in conflict with the County’s comprehensive plan for development; and specifically that the granting of the Conditional Use will not:

   a. Impair an adequate supply of light and air to the adjacent property as petitioner has demonstrated that the proposed use generally occurs inside the building and that all outside activity associated with the use occurs in the fence in back yard which is generally adjacent to over 45 acres of open space.

   • That the ZBA finds that the concerns raised by the neighbor immediately adjacent to the south of the subject property will be mitigated by the conditions includes limited use of the rear of the property and additional landscape screening requirements imposed as part of the conditions thereto.
b. Increase the hazard from fire or other dangers to said property as petitioner has demonstrated that the proposed use is limited to inside the home and when outside in a limited area in the rear yard which is adjacent to over 35 acres of open space.

c. Diminish the value of land and buildings throughout the County as petitioner has demonstrated that the proposed use is limited to not more than 8 dogs inside the home at any one time and not more than 4 dogs outside and only in the rear yard at any one time which is the current limit for any single family residential home.

d. Unduly increase traffic congestion in the public streets and highways as petitioner has demonstrated that the proposed use is very limited in number of vehicle trips to and from the home and that all pick up and drop will occur in the driveway of the home.

- Furthermore, petitioner has demonstrated that the home is setback approximately 100 feet from the front property line and as such there is ample room for people to que up in the driveway and not in the public right of way to pick up and drop of the dogs.

<table>
<thead>
<tr>
<th>GENERAL ZONING CASE INFORMATION</th>
</tr>
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<tbody>
<tr>
<td>CASE #/PETITIONER</td>
</tr>
<tr>
<td>OWNER</td>
</tr>
<tr>
<td>ADDRESS/LOCATION</td>
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<tr>
<td>PUBLICATION DATE</td>
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<tr>
<td>ZONING REQUEST</td>
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<td>PIN/TWSP./ COUNTY BOARD DIST.</td>
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<td>ZONING/LUP</td>
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<tr>
<td>AREA/ UTILITIES</td>
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<td>PUBLIC HEARING</td>
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**ADDITIONAL INFORMATION:**

- Building: No Objection.
- DUDOT: No Objection.
- Health: No Objection.
- Stormwater: No Objection.
- Public Works: No Objection.

**EXTERNAL:**

- Bloom Township: No Comment
### GENERAL BULK REQUIREMENTS:

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<tr>
<td>Front Yard:</td>
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<td>103’</td>
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<td>North Int. Side Yard:</td>
<td>10 feet</td>
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<td>South Int. Side Yard:</td>
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<td>Rear Yard:</td>
<td>25 feet</td>
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<td>Floor Area Ratio:</td>
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### LAND USE

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<td>North</td>
<td>R-3 SF</td>
<td>SF HOME</td>
<td>0-5 DU AC</td>
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<td>Hawthorne Ln. and beyond R-3 SF</td>
<td>SF HOME</td>
<td>0-5 DU AC</td>
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ORDINANCE
Zoning Petition Z17-032 Wolf

WHEREAS, a public hearing was held on December 21, 2017 and on February 8, 2018 in the DuPage County Administration Building, 421 North County Farm Road, Wheaton, Illinois at 6:00 P.M. before the DuPage County Zoning Board of Appeals and notice of said hearing was duly given; and

WHEREAS, a petition was presented at this hearing requesting the following zoning relief:

Conditional use for a dog kennel in a Residential District, on the property hereinafter described:

LOT 39 IN BRANIGER’S MEDINAH WOODS UNIT NO 2, BEING A SUBDIVISION OF LOT 1 OF BRANIGER’S MEDINAH WOODS, A SUBDIVISION OF THE WEST HALF OF THE NORTHEAST QUARTER AND THAT PART OF THE WEST HALF OF THE SOUTHWEST QUARTER LYING NORTH OF THE CHICAGO, MILWAUKEE AND ST. PAUL RAILROAD, OF SECTION 2, TOWNSHIP 40 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDING SEPTEMBER 10, 1953 AS DOCUMENT 69470, IN DUPAGE COUNTY, ILLINOIS; and

WHEREAS, the Zoning Board of Appeals, having considered in relation to the above requested zoning petition presented at the above hearing and at the recommendation meeting held on March 1, 2018 does find as follows:

FINDINGS OF FACT:
1. That petitioner testified that she seeks to run a dog kennel on her property.
2. That petitioner testified that she currently takes care of approximately 5 dogs and has two dogs of her own.
3. That petitioner testified that she generally watches dogs where people need assistance with daily care and overnight care when dog owners need a place to kennel their dogs when they go out of town.
4. That petitioner testified that she does not advertise her facility on the property and that the only advertisement she has is through neighborhood word of mouth and the internet as, “Kelly’s Kanine Kamp”
5. That petitioner testified that she does receive referrals from an organization called, “Fetch Pet Care” which seeks to put dogs into local homes and dog day and night time care providers.
6. That petitioner testified that here property backs up to an over 15 Acer Park District Owner Property that is used as open space.
7. That petitioner submitted a petitioner in support of the proposed kennel from 10 people who live immediately adjacent to or in the neighborhood of the subject property

STANDARDS FOR CONDITIONAL USES:

1. That the Zoning Board of Appeals finds that petitioner has demonstrated that the granting of the Conditional Use is in harmony with the general purpose and intent of the Zoning Ordinance, and will not be injurious to the neighborhood, detrimental to the public welfare, or in conflict with the County’s comprehensive plan for development; and specifically that the granting of the Conditional Use will not:

   a. Impair an adequate supply of light and air to the adjacent property as petitioner has demonstrated that the proposed use generally occurs inside the building and that all outside activity associated with the use occurs in the fence in back yard which is generally adjacent to over 45 acres of open space.

      • That the ZBA finds that the concerns raised by the neighbor immediately adjacent to the south of the subject property will be mitigated by the conditions includes limited use of the rear of the property and additional landscape screening requirements imposed as part of the conditions thereto.

   b. Increase the hazard from fire or other dangers to said property as petitioner has demonstrated that the proposed use is limited to inside the home and when outside in a limited area in the rear yard which is adjacent to over 35 acres of open space.

   c. Diminish the value of land and buildings throughout the County as petitioner has demonstrated that the proposed use is limited to not more than 8 dogs inside the home at any one time and not more than 4 dogs outside and only in the rear yard at any one time which is the current limit for any single family residential home.

   d. Unduly increase traffic congestion in the public streets and highways as petitioner has demonstrated that the proposed use is very limited in number of vehicle trips to and from the home and that all pick up and drop will occur in the driveway of the home.

      • Furthermore, petitioner has demonstrated that the home is setback approximately 100 feet from the front property line and as such there is ample room for people to que up in the driveway and not in the public right of way to pick up and drop of the dogs.
### GENERAL ZONING CASE INFORMATION

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<th><strong>CASE #/PETITIONER</strong></th>
<th>Z17-032 WOLF</th>
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<tr>
<td><strong>OWNER</strong></td>
<td>KELLY M WOLF</td>
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<tr>
<td><strong>ADDRESS/LOCATION</strong></td>
<td>7N667 HAWTHORNE LN MEDINAH IL  60157</td>
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<td><strong>PUBLICATION DATE</strong></td>
<td>November 23, 2017 Dailey Herald</td>
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<td><strong>ZONING REQUEST</strong></td>
<td>Conditional use for kennel in Residential District</td>
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<td><strong>PIN/TWSP./ COUNTY BOARD DIST.</strong></td>
<td>02-02-202-004 Bloom/Dist. 1</td>
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<td>R-3 SF 0-5-DU AC</td>
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<td><strong>AREA/ UTILITIES</strong></td>
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<td><strong>PUBLIC HEARING</strong></td>
<td>December 21, 2017 and on February 8, 2018</td>
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### ADDITIONAL INFORMATION:

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<thead>
<tr>
<th><strong>Building:</strong></th>
<th>No Objection.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DUDOT:</strong></td>
<td>No Objection.</td>
</tr>
<tr>
<td><strong>Health:</strong></td>
<td>No Objection.</td>
</tr>
<tr>
<td><strong>Stormwater:</strong></td>
<td>No Objection.</td>
</tr>
<tr>
<td><strong>Public Works:</strong></td>
<td>No Objection.</td>
</tr>
</tbody>
</table>

### EXTERNAL:

<table>
<thead>
<tr>
<th><strong>Bloom Township:</strong></th>
<th>No Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Highway:</strong></td>
<td>No Comment</td>
</tr>
</tbody>
</table>

### GENERAL BULK REQUIREMENTS:

<table>
<thead>
<tr>
<th><strong>REQUIREMENTS:</strong></th>
<th><strong>REQUIRED</strong></th>
<th><strong>EXISTING</strong></th>
<th><strong>PROPOSED</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Front Yard:</td>
<td>30 feet</td>
<td>103’</td>
<td>103’</td>
</tr>
<tr>
<td>North Int. Side Yard:</td>
<td>10 feet</td>
<td>10.53’</td>
<td>10.53’</td>
</tr>
<tr>
<td>South Int. Side Yard:</td>
<td>10 feet</td>
<td>15.99’</td>
<td>15.99’</td>
</tr>
<tr>
<td>Rear Yard:</td>
<td>25 feet</td>
<td>150’</td>
<td>150’</td>
</tr>
<tr>
<td>Height:</td>
<td>36 feet</td>
<td>Less than 36’</td>
<td>Less than 36’</td>
</tr>
<tr>
<td>Floor Area Ratio:</td>
<td>.30 (8,232 sq. ft.)</td>
<td>Approx. 3500 sq. ft.</td>
<td>Approx. 3500 sq. ft.</td>
</tr>
</tbody>
</table>

### LAND USE

<table>
<thead>
<tr>
<th><strong>Location</strong></th>
<th><strong>Zoning</strong></th>
<th><strong>Existing Use</strong></th>
<th><strong>LUP</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Subject</td>
<td>R-3 SF</td>
<td>SF HOME</td>
<td>0-5 DU AC</td>
</tr>
<tr>
<td>North</td>
<td>R-3 SF</td>
<td>SF HOME</td>
<td>0-5 DU AC</td>
</tr>
<tr>
<td>South</td>
<td>R-3 SF</td>
<td>SF HOME</td>
<td>0-5 DU AC</td>
</tr>
<tr>
<td>East</td>
<td>R-3 SF</td>
<td>MEDINAH PARK DIST</td>
<td>0-5 DU AC</td>
</tr>
<tr>
<td>West</td>
<td>Hawthorne Ln. and beyond R-3 SF</td>
<td>SF HOME</td>
<td>0-5 DU AC</td>
</tr>
</tbody>
</table>

WHEREAS, the Zoning Board of Appeals, having considered in relation to the above and at the recommendation meeting held on March 1, 2017 recommends to approve the following zoning relief:

A Conditional use for a dog kennel in a Residential District
Subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s site plan made part of Zoning Petition # Z17-032 WOLF dated February 8, 2018.

2. That the Conditional Use Zoning Relief for a kennel inures only to KELLY M WOLF and shall not be transferrable.

3. That the Conditional Zoning relief for a Kennel shall cease upon any sale, lease or rental of the property.

4. That the Conditional Zoning relief for a Kennel shall be for no more than eight (8) dogs including dogs owned by the owner KELLY M WOLF.

5. That there shall be no dogs permitted in the front yard and that all dogs shall be only permitted in the rear yard in the fenced in area on the property.

6. That there be no more than four (4) dogs permitted outside in the rear yard at any one time.

7. That when the owner KELLY M WOLF is not at home there be no dogs allowed outside.

8. That all dog excreta be removed from the outside property area within 24 hours each day and deposited into an enclosed container to be located inside the garage of the home.

9. That all collected dog excreta deposited into the enclosed container in the garage be removed on a weekly basis.

10. That there be no signage on the property.

11. That the residential kennel shall be open for intake and delivery no earlier than 7 AM and no later than 8 PM.

12. That all pick up and drop off of dogs be from the drive way of the subject property and that there be no parking or pick up or drop off of dogs in the public ROW.

13. That developer provides a landscape plan showing full landscape screens around the perimeter of the rear yard of the property.

   a. That the landscape screen include a 6 foot tall solid fence along the rear south side of the property from the rear of the home to the east property line.
14. That the property be developed in accordance with all other codes and Ordinances of DuPage County.

WHEREAS, the County Board Development Committee on March 20, 2018 considered the above findings and recommendations of the Zoning Board of Appeals and recommends to concur with the findings and recommends to approve the following zoning relief:

A Conditional use for a dog kennel in a Residential District

**Subject to the following conditions:**

1. That the property be developed in accordance with the petitioner’s site plan made part of Zoning Petition # Z17-032 WOLF dated February 8, 2018.

2. That the Conditional Use Zoning Relief for a kennel inures only to KELLY M WOLF and shall not be transferrable.

3. That the Conditional Zoning relief for a Kennel shall cease upon any sale, lease or rental of the property.

4. That the Conditional Zoning relief for a Kennel shall be for no more than eight (8) dogs including dogs owned by the owner KELLY M WOLF.

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10. That there be no signage on the property.

11. That the residential kennel shall be open for intake and delivery no earlier than 7 AM and no later than 8 PM.

12. That all pick up and drop off of dogs be from the drive way of the subject property and that there be no parking or pick up or drop off of dogs in the public ROW.
13. That developer provides a landscape plan showing full landscape screens around the perimeter of the rear yard of the property.

   a. That the landscape screen include a 6 foot tall solid fence along the rear south side of the property from the rear of the home to the east property line.

14. That the property be developed in accordance with all other codes and Ordinances of DuPage County.

NOW, THEREFORE, BE IT ORDAINED by the County Board of DuPage County, Illinois that the following zoning relief be granted:

A Conditional use for a dog kennel in a Residential District, on the property hereinafter described:


The Zoning Relief is subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s site plan made part of Zoning Petition # Z17-032 WOLF dated February 8, 2018.

2. That the Conditional Use Zoning Relief for a kennel inures only to KELLY M WOLF and shall not be transferrable.

3. That the Conditional Zoning relief for a Kennel shall cease upon any sale, lease or rental of the property.

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5. That there shall be no dogs permitted in the front yard and that all dogs shall be only permitted in the rear yard in the fenced in area on the property.

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11. That the residential kennel shall be open for intake and delivery no earlier than 7 AM and no later than 8 PM.

12. That all pick up and drop off of dogs be from the drive way of the subject property and that there be no parking or pick up or drop off of dogs in the public ROW.

13. That developer provides a landscape plan showing full landscape screens around the perimeter of the rear yard of the property.

   a. That the landscape screen include a 6 foot tall solid fence along the rear south side of the property from the rear of the home to the east property line.

14. That the property be developed in accordance with all other codes and Ordinances of DuPage County.

   BE IT FURTHER ORDAINED by the County Board of DuPage County, Illinois that should any section, clause or provision of this Ordinance be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the Ordinance as a whole or any part thereof, other than the part so declared to be invalid; and

   BE IT FURTHER ORDAINED that a certified copy of this Ordinance be transmitted by the County Clerk to the DuPage County Finance Department; DuPage County Auditor; DuPage County Treasurer; Paul J. Hoss, Zoning; State's Attorney's Office; DuPage County Health Department; DuPage County Division of Transportation; KELLY M WOLF 7N667 HAWTHORNE LN MEDINAH IL 60157; and Township Assessor, Bloomingdale Township, 123 N. Rosedale, Bloomingdale, IL 60108.
Enacted and approved this 27th day of March 2018, A.D.

_______________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

ATTEST: _______________________
PAUL HINDS, COUNTY CLERK
WHEREAS, an agreement has been negotiated in accordance with County Board policy; and

WHEREAS the Development, Transportation and Public Works Committees recommend County Board approval for the issuance of a contract purchase order to Harris Govern, for annual software maintenance and support of the GOVERN system, for the Building & Zoning, the Division of Transportation and Public Works Departments.

NOW, THEREFORE, BE IT RESOLVED, that County contract covering said, for the annual software maintenance and support for the GOVERN system, for the period April 1, 2018 through March 31, 2019, for the Building & Zoning, the Division of Transportation and Public Works Departments, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Department to Harris Govern, 1 Antares Drive, Suite 400, Ottawa On Canada K2E 8C4, for a contract total amount not to exceed $30,772.56.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
Requisition 25k and over
DC-P-0082-18

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>DATE SUBMITTED</td>
</tr>
<tr>
<td>March 7, 2018</td>
</tr>
<tr>
<td>CONTRACT TOTAL AMOUNT</td>
</tr>
<tr>
<td>$30,772.56</td>
</tr>
</tbody>
</table>

SOLICITATION METHOD FOR SOURCE SELECTION

<table>
<thead>
<tr>
<th>No Decision Memo Required</th>
<th>Sole Source - Attach Sole Source Justification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan Janowicz</td>
<td>Completed 03/07/2018 2:15 PM</td>
</tr>
<tr>
<td>Eva Hitchcock</td>
<td>Completed 03/08/2018 9:14 AM</td>
</tr>
<tr>
<td>Christopher Snyder</td>
<td>Completed 03/08/2018 9:25 AM</td>
</tr>
<tr>
<td>Angela Bendinelli</td>
<td>Completed 03/09/2018 9:54 AM</td>
</tr>
<tr>
<td>Nick Kottmeyer</td>
<td>Completed 03/13/2018 9:51 AM</td>
</tr>
<tr>
<td>Kathy Ostrowski</td>
<td>Completed 03/13/2018 10:00 AM</td>
</tr>
<tr>
<td>James McGuire</td>
<td>Completed 03/14/2018 2:25 PM</td>
</tr>
<tr>
<td>Paul Rafac</td>
<td>Completed 03/14/2018 4:01 PM</td>
</tr>
<tr>
<td>Kathy Ostrowski</td>
<td>Completed 03/14/2018 4:23 PM</td>
</tr>
<tr>
<td>Public Works Committee</td>
<td>Completed 03/20/2018 9:15 AM</td>
</tr>
<tr>
<td>Transportation Committee</td>
<td>Completed 03/20/2018 10:00 AM</td>
</tr>
<tr>
<td>Development Committee</td>
<td>Completed 03/20/2018 11:00 AM</td>
</tr>
<tr>
<td>Finance Committee</td>
<td>Pending 03/27/2018 8:00 AM</td>
</tr>
<tr>
<td>Technology Committee</td>
<td>Pending 03/27/2018 9:00 AM</td>
</tr>
<tr>
<td>County Board</td>
<td>Pending 03/27/2018 10:00 AM</td>
</tr>
</tbody>
</table>
**Procurement Review Checklist**

**Procurement Services Division**

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

<table>
<thead>
<tr>
<th>Vendor: Harris Govern</th>
<th>Vendor #: 88530</th>
<th>Contract Term: 4/1/18 - 3/31/19</th>
<th>Contract Total: $30,772.56</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept: Building &amp; Zoning</td>
<td>Contact: Marla Flynn</td>
<td>Phone: 6789</td>
<td>Assigned Committee: Development</td>
</tr>
</tbody>
</table>

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

Annual Support & Maintenance for three (3) departments (42 users) of the GOVERN system, for the period of 4/1/18 - 3/31/19. FY18 Line 1: 1100-2810-53807 - $17,584.32; Line 2: 1500-3500-53807 - $9,524.84; Line 3: 2000-2665-53807 - $3,663.40.

**Reason for Procurement**

The GOVERN system is unique to DuPage County and allows for review, issuance and tracking of all permits, impact fees, code violations and all accounts receivables associated with the County permitting process.

**FUNDING SOURCE**

- Procurement budgeted for (FY and budget code(s)): FY18 - See above under “Description” for budget codes.

**DECISION MEMO NOT REQUIRED**

- LOWEST RESPONSIBLE QUOTE # or BID #
- RENEWAL, Enter Bid #
- SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)
- PER 55 ILCS 5/5-1022 ‘Competitive Bids’ (d) IT/Telecom purchases under $35,000.00
- PER 55 ILCS 5/5-1022 ‘Competitive Bids’ (c) not suitable for competitive bidding. Explain below:

**DECISION MEMO REQUIRED**

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

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

<table>
<thead>
<tr>
<th>MAF</th>
<th>Prepared By</th>
<th>Date</th>
<th>Recommended for Approval</th>
<th>Date</th>
<th>IT Approval/Required</th>
<th>Date</th>
</tr>
</thead>
</table>

**REVIEWED BY (Initials Only)**

Buyer: Date: 3/14/18

Procurement Officer: Date: 3/14/18

Chief Financial Officer: Date: 3/14/18

Chairman’s Office: Date: 3/14/18

**Packet Pg. 451**
## Purchase Requisition

**Procurement Services Division**

### Send Purchase Order To:
- **Vendor**: Harris Govern
- **Vendor #**: 28530
- **Attn**: M'hammed Kettani
- **Email**: mkettani@harriscomputer.com
- **Address**: 1 Antares Dr, Ste 400
- **City**: Ottowa ON Canada
- **State**: IL
- **Zip**: K2E 8C4
- **Phone**: 1-800-561-8168

### Send Invoices To:
- **Dept**: Building & Zoning
- **Attn**: Marla Flynn
- **Email**: marla.flynn@dupageco.org
- **Address**: 421 N County Farm Rd
- **City**: Wheaton
- **State**: IL
- **Zip**: 60187
- **Phone**: 630-407-6789
- **Fax**: 630-407-6702

### Send Payments To:
- **Vendor**: Harris Govern
- **Vendor #**: 12706
- **Attn**: Marla Flynn
- **Email**: marla.flynn@dupageco.org
- **Address**: 421 N County Farm Rd
- **City**: Wheaton
- **State**: IL
- **Zip**: 60187
- **Phone**: 630-407-6789
- **Fax**: 630-407-6702

### Ship To:
- **Vendor**: Harris Govern
- **Vendor #**: 28530
- **Attn**: Marla Flynn
- **Email**: marla.flynn@dupageco.org
- **Address**: 421 N County Farm Rd
- **City**: Wheaton
- **State**: IL
- **Zip**: 60187
- **Phone**: 630-407-6789
- **Fax**: 630-407-6702

<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>Annual Maintenance &amp; Support for the GOVERN Software System, for the period April 1, 2018 through March 31, 2019. Per 55 ILCS 5/5-1022 &quot;Competitive Bids&quot; (c) not suitable for competitive bids - Sole Source</td>
<td>18</td>
<td>Acct #</td>
<td>30,772.56</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Requisition Total**: $30,772.56

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

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

This PO20 needs to be set up with 3 lines as follows: FY18 - Line 1: 1100-2810-53807 - $17,584.32; Line 2: 1500-3500-53807 - $9,524.84; Line 3: 2000-2665-53807 - $3,663.40 for a total of $30,772.57.

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

Dev Committee 3/20/18 - PW Committee 3/20/18 - Transportation Committee 3/20/18 - Tech Committee (Info Only) 3/27/18 - FIN/CB 3/27/18
JUSTIFICATION FOR SOLE SOURCE

(PLEASE COMPLETE AND ATTACH TO PURCHASE REQUISITION)

<table>
<thead>
<tr>
<th>REQUISITION #</th>
<th>DEPARTMENT</th>
<th>MANUFACTURER</th>
<th>PRODUCT #</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Building &amp; Zoning</td>
<td>Harris Govern</td>
<td>Permitting Software System</td>
</tr>
</tbody>
</table>

DESCRIBE ITEM BEING JUSTIFIED AND ITS FUNCTION:
GOVERN Software Annual Maintenance & Support

THIS IS A SOLE SOURCE BECAUSE VENDOR IS:

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

REQUESTED SOURCE | Harris Govern |
PHONE | 1-800-561-8168 x76222 |
CONTACT | Mohammed Kettani |
WEBSITE | mkettani@harriscomputer.com |

WHAT NECESSARY AND UNIQUE FEATURES DOES THIS VENDOR’S PRODUCT OR SERVICE PROVIDE WHICH ARE NOT AVAILABLE FROM OTHER VENDORS? (Please be specific)
The software was specifically written for DuPage County to allow for review, issuance and tracking of all permits and impact fees, as well as code violations and all accounts receivable functions associated with the permitting process.

HAS THE MARKET BEEN TESTED LATELY (LAST 12 MONTHS) ON THE APPLICABILITY OF SOLE SOURCE? (If not, why not?)
No. The system is unique to DuPage County and was designed for DuPage County by this vendor. Harris Govern is the only vendor able to provide support and maintenance for their own system.

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)
Extensive research of the other comparable systems was performed before this vendor was selected. The system was chosen because it offered the most effective program based on department needs.

Mark  3-7-18
DEPARTMENT APPROVAL  DATE

SIGNATURE ON FILE  9/14/18
PURCHASING REVIEW  DATE
February 28, 2018

DuPage County Building and Zoning Department  
Attn: Marla Flynn  
421 North County Farm Road  
Dupage Center  
Wheaton, IL 60187  

Dear Ms. Flynn,

This letter is to advise that Harris Govern (formerly MS Govern, a division of Harris) is the Sole Source Provider for support, maintenance, and licensing of the Govern / CMS products. The source code for these products is proprietary, and is not available to any other entity. The design of the software is unique and Harris Govern is uniquely qualified to provide support, fixes, and enhancements for it.

Sincerely,

[Signature]

Dean deVilleneuve  
Senior Executive Vice President
Remit To: Harris Govern;
62137 Collections Center Drive, Chicago
Chicago, IL 60693-0621

Bill To
DuPage County (IL)
Jay Puckett
421 North County Farm Road
DuPage Center
WHEATON, IL 60187
USA

Ship To
DuPage County (IL)
421 North County Farm Road
DuPage Center
WHEATON, IL 60187
USA

<table>
<thead>
<tr>
<th>PO Number</th>
<th>Customer No.</th>
<th>Salesperson ID</th>
<th>Shipping Method</th>
<th>Payment Terms</th>
</tr>
</thead>
<tbody>
<tr>
<td>DUP100</td>
<td></td>
<td></td>
<td>LOCAL DELIVERY</td>
<td>MN APR</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Ordered</th>
<th>Item Number</th>
<th>Description</th>
<th>Unit Price</th>
<th>Ext Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.00</td>
<td>MAINTENANCE</td>
<td>Division of Transport 13 Users: 4/1/2018 to 3/31/2019</td>
<td>US$9,524.84</td>
<td>US$9,524.84</td>
</tr>
<tr>
<td>1.00</td>
<td>MAINTENANCE</td>
<td>Building and Zoning 24 Users: 4/1/2018 to 3/31/2019</td>
<td>US$17,584.32</td>
<td>US$17,584.32</td>
</tr>
</tbody>
</table>

Please Note: Payment is due at the start of the maintenance term

Invoice Questions? Please call Lee Ann Rooney at 1-888-847-7747 ext. 2357 OR e-mail leandley@harriscomputer.com

Attachment: Harris Govern Invoice (DC-P-0082-18 : Harris Govern)
Required Vendor Ethics Disclosure Statement

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

Date: March 1, 2018

Bid/Contract/PO #: 

Company Name: Harris Govern
Contact Phone: 972-265-7300
Company Contact: Dean deVilleneuve
Contact Email: ddevilleneuve@harriscomputer.com

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

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

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

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

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

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

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

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

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

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

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

Authorized Signature: ____________________________
Printed Name: Dean deVilleneuve
Title: Senior Executive Vice President
Date: March 1, 2018

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

ED-R-0113-18

DU PAGE CONVENTION AND VISITORS BUREAU
DESIGNATION OF REPRESENTATION FOR GRANT PURPOSES

WHEREAS, in 1987 the DuPage County Board adopted Resolution CA-1-87 establishing the DuPage Convention & Visitors Bureau; and

WHEREAS, in June of 1989 the DuPage Convention & Visitors Bureau was formally certified by the State of Illinois to represent all areas of the County of DuPage in the promotion of tourism for this County on the local, state, national and international level; and

WHEREAS, a requirement of this Grant Program is the adoption by the County Board of a resolution designating the DuPage Convention & Visitors Bureau’s area of representation.

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that the DuPage Convention & Visitors Bureau shall continue to be designated as the only authorized convention bureau to represent all areas of the County of DuPage within its jurisdictional boundaries; and

BE IT FURTHER RESOLVED, that the County Clerk transmit a certified copy of this resolution to, Beth Marchetti, Executive Director, DuPage Convention & Visitors Bureau, 915 Harger Road, Suite 240, Oak Brook, Illinois 60523.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
February 20, 2018

Mr. Thomas Cuculich, Chief of Staff
DuPage County Board
421 N. County Farm Road
Wheaton, Illinois 60187

Dear Tom:

The DuPage Convention & Visitors Bureau, (DCVB) will soon be applying to the State of Illinois Department of Commerce and Economic Opportunity/Office of Tourism for recertification for fiscal year 2019. Applications are due in March. To qualify for continued funding from the state, a resolution must be adopted by the DuPage County Board in writing and included in our application materials.

As the official, certified bureau for DuPage County, we are respectfully asking the DuPage County Board to adopt a resolution as you have done in past years:

(1) To designate the DuPage Convention & Visitors Bureau as the only authorized bureau to represent the County of DuPage. For your reference, I have enclosed a copy of last year’s certification resolution.

(2) To renew your commitment to providing DuPage CVB with $50,000 for funding support which will qualify us to receive matching funds from the state’s grant to aid economic and tourism development in DuPage, and bolster the Bureau’s mission of bringing additional meetings and events to the county.

In addition, the economic development committee has directed the DuPage CVB to bring to their attention the need for matching funds for significant bid fees for large meetings and tournaments. We will be requesting dollars to host 2021 USBC Women’s Championship.

The travel industry continues to mean jobs for DuPage County, which ranks second only to Cook County for total hotel rooms (16,000), overall tourism expenditures ($2.5 billion), industry payrolls supporting 23,000 jobs (over $688 million), and state ($146.23 million) and local ($45 million) tax revenues according to the U.S. Travel Association. On average, travelers to DuPage spend over $262 per day in hotel stays, meals, shopping, gasoline purchases and more. In fact, every Illinois household would pay an additional $1,300 in taxes if not for the hospitality industry.
By providing the necessary resolution again this year, your support will help the DuPage CVB to continue promoting DuPage as a destination of choice for meetings and visitors, providing strong economic impact for our county and all of its communities. Thank you for your support to DuMore for DuPage.

Sincerely,

Beth Marchetti
Executive Director
DuPage Convention and Visitors Bureau

Larry Forssberg
Chairman of the Board
Westmont Chamber of Commerce & Tourism Bureau
Resolution
FI-R-0100-18

FINANCIAL SUPPORT FOR THE DUPAGE CONVENTION
AND VISITOR’S BUREAU ACTIVITIES
IN THE AMOUNT OF $50,000

WHEREAS, DuPage Convention and Visitors Bureau works to promote economic
development and tourism for all DuPage County residents and local governments; and

WHEREAS, the DuPage County Board feels that the promotion of this type of activity,
and the support of the DuPage Convention and Visitors Bureau, is key to current and future
economic and tourism development for the County as a method to infuse taxable revenues into
the County that will benefit government services and the taxpayers.

NOW, THEREFORE BE IT RESOLVED that the County of DuPage supports the
DuPage Convention and Visitors Bureau with a $50,000 (FIFTY THOUSAND AND NO/100
DOLLARS) payment to promote economic and tourism development activity, and to bolster the
Bureau’s mission of bringing additional meetings and events to DuPage, thereby increasing state,
local and county tax receipts; and

BE IT FURTHER RESOLVED that the County, for this payment, reserves the right to
audit financial documents related to the ultimate expenditure of dollars; and

BE IT FURTHER RESOLVED that the County Clerk transmit a certified copy of this
resolution to Beth Marchetti, Executive Director, DuPage Convention & Visitors Bureau, 915
Harger Road, Suite 240, Oak Brook, Illinois 60523.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: ______________________
___________
PAUL HINDS, COUNTY CLERK
Resolution

FI-R-0101-18

ACCEPTANCE AND APPROPRIATION OF THE
DUPAGE HOUSING AUTHORITY FAMILY SELF-SUFFICIENCY PROGRAM PY18
AGREEMENT NO. FSS17002968
COMPANY 5000 - ACCOUNTING UNIT 1740
$108,407

(Under the administrative direction of the Community Services Department)

WHEREAS, the County of DuPage has been notified by the DuPage Housing Authority that grant funds in the amount of $108,407 (ONE HUNDRED EIGHT THOUSAND, FOUR HUNDRED SEVEN AND NO/100 DOLLARS) are available to be used to pay for the staffing of individuals who serve those in the Family Self-Sufficiency Program; and

WHEREAS, to receive said grant funds, the County of DuPage must enter into an Agreement with the DuPage Housing Authority, a copy of which is attached to and incorporated as part of this resolution by reference (Attachment II); and

WHEREAS, the term of the agreement is from January 1, 2018 through December 31, 2018; and

WHEREAS, no additional County funds are required to receive this funding; and

WHEREAS, acceptance of this grant does not add any additional subsidy from the County; and

WHEREAS, the DuPage County Board finds that the need to appropriate said grant funds creates an emergency within the meaning of the Counties Act, Budget Division, (55 ILCS 5/6-1003).

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that the Agreement (Attachment II) between DuPage County and DuPage Housing Authority is hereby accepted; and

BE IT FURTHER RESOLVED that the additional appropriation on the attached sheet (Attachment I) in the amount of $108,407 (ONE HUNDRED EIGHT THOUSAND, FOUR HUNDRED SEVEN AND NO/100 DOLLARS) be made to establish the DuPage Housing Authority Family Self-Sufficiency Program PY18, Company 5000, Accounting Unit 1740, for the period January 1, 2018 through December 31, 2018; and

BE IT FURTHER RESOLVED by the DuPage County Board that the Director of Community Services is approved as the County’s Authorized Representative; and

BE IT FURTHER RESOLVED that should state and/or federal funding cease for this grant, the Health and Human Services Committee shall review the need for continuing the specified program; and

BE IT FURTHER RESOLVED that should the Health and Human Services Committee
Resolution
FI-R-0101-18
determine the need for other funding is appropriate, it may recommend action to the County
Board by resolution.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

__________________________________________________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _______________________________
PAUL HINDS, COUNTY CLERK
ADDITIONAL APPROPRIATION TO ESTABLISH
THE DUPAGE HOUSING AUTHORITY FAMILY SELF-SUFFICIENCY PROGRAM PY18
AGREEMENT NO. FSS17002968
COMPANY 5000 – ACCOUNTING UNIT 1740
$108,407

REVENUE

41000-0001 – Federal Operating Grant - HUD $108,407

TOTAL ANTICIPATED REVENUE $108,407

EXPENDITURES

PERSONNEL

50000 Regular Salaries $79,467
51010 Employer Share I.M.R.F. 9,616
51030 Employer Share Social Security 6,079
51040 Employee Med & Hosp Insurance 13,245

TOTAL PERSONNEL $108,407

TOTAL ADDITIONAL APPROPRIATION $108,407
Family Self-Sufficiency Program

SERVICE CONTRACT

DuPage Housing Authority &
DuPage County Community Services

Background: The DuPage Housing Authority has been administering the Family Self-Sufficiency program in cooperation and coordination with the DuPage County Department of Community Services since January 1992. Continues funding for this initiative has been provided by the U.S. Department of Housing and Urban Development (HUD) under the Public and Indian Housing Family Self-Sufficiency (FSS) program. Acceptance of this award requires the DuPage Housing Authority to administer the FSS Program in accordance with HUD regulations and requirements in 24 CFR part 984 and must comply with HCV program requirements, notices, and guidebooks.

Purpose: This service agreement between the DuPage Housing Authority (DHA) and the DuPage County Department of Community Services (COUNTY) seeks to define the relative roles and responsibilities of each partner in this program during the contract period.

Contract Period: This agreement shall be effective from January 1, 2018 through December 31, 2018.

Scope of Project: The DuPage Housing Authority administers the Family Self Sufficiency program and in this role is responsible for the maintenance of the waiting list for the program, client eligibility determinations and redeterminations, completion of the Contract of Participation for each client, unit inspections, maintenance of client escrow accounts, program accounting, grant management and other administrative functions. In addition, the DHA will ensure that the Program Coordinating Council convenes at least annually and that the FSS Action Plan is updated as required.

The COUNTY will continue to coordinate the FSS program using rental assistance under the Housing Choice Voucher Programs together with public and private resources to provide supportive services to enable participating families to achieve economic independence and self-sufficiency. These services include the development of the client Individual Training and Service Plan (also called the Personal Development Plan), case management and supportive service referral activities, service plan updates, home visits with program participants and other direct services.

The COUNTY will hire, train, and supervise FSS Coordinators. The COUNTY will comply with program requirements of FSS Program Coordinator Role, Staffing Guidelines and Other Requirements.

Reporting Requirements: The DHA shall grant to the COUNTY, as payment for all HUD eligible expenses for activities performed by the COUNTY pursuant to the Agreement, compensation not to exceed $108,407.00 for salaries and benefits of program coordinators.
FSS Service Contract
HUD Fiscal Year: 2017
Funding Opportunity Number: FSS17002968
February 15, 2018

FSS program coordinators will continue to provide annual progress reports on FSS participants.

Term and Termination: Either party can terminate the agreement and its respective responsibilities after notifying the other party, in writing, of its intent to terminate in thirty (30) days. In the event of termination by either party, the sole remedy to each shall be according to quantum meruit for services performed under this agreement.

Retention of Records: The COUNTY shall maintain records to show actual time devoted and cost incurred with respect to services under this agreement. Upon fifteen (15) days' notice from the DHA, all time sheets, billing and other documentation, used in preparation of monthly billings shall be made available for inspection, copying or auditing by the DHA at any time during normal billing hours at 421 N. County Farm Road, Wheaton, Illinois. All records in connection with this project shall be retained by COUNTY for a period of three years following project completion. If any litigation, claim, negotiation, audit or other action involving the records has been started before the expiration of the three-year period, the records must be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular three-year period, whichever is later.

Audit and Inspection of Records: The COUNTY shall, as often as deemed necessary by the DHA or any of their duly authorized representatives, grant full access and the right to examine any pertinent books, documents, papers and records of this grant for three years from the date of submission or the final expenditure report or until all audit findings have been resolved, whichever is later.

Exchange of Information: The parties of this agreement are committed to strict standards of confidentiality with regard to interagency communication concerning people in need of rental assistance and the Family Self-Sufficiency Program service and will observe both agencies' confidentiality policies as well applicable confidentiality laws. All clients enrolled in the FSS shall sign an authorization to exchange information that identifies all of the organizations and agencies who will be supporting the individual and their need to exchange information.

Terms of the agreement accepted and agreed to:

DuPage Housing Authority
711 E. Roosevelt Road
Wheaton, IL 60187
(630) 690-3555

By:
Name: Kenneth Coles
Title: Executive Director

DuPage County Community Services
421 N. County Farm Road
Wheaton, IL 60187
(630) 407-6500

By: __________________________
Name: Mary A. Keating
Title: Director
Resolution

HHS-R-0087-18

APPROVAL OF THE 2018 ACTION PLAN ELEMENT OF THE DU PAGE COUNTY CONSOLIDATED PLAN FOR HOUSING AND COMMUNITY DEVELOPMENT
(Second Reading)

WHEREAS, DuPage County has participated in the Community Development Block Grant program since 1975; and

WHEREAS, The Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (“Hearth Act”), enacted into law on May 20, 2009, consolidated three of the separate homeless assistance programs administered by the U.S. Department of Housing and Urban Development (“HUD”) under the McKinney-Vento Homeless Assistance Act into a single grant program, and revised the Emergency Shelter Grant program and renamed it as the Emergency Solutions Grant (“ESG”) program; and

WHEREAS, DuPage County has participated in the HOME Investment Partnerships Program (HOME) since 1992; and

WHEREAS, these programs will provide an approximate total of $5.1 million in new Federal funding to DuPage County in 2018, and the county will also have available an approximate additional $1.7 million in project income and reallocated funds from previous years, said funds being available for Housing and Community Development activities benefiting low and moderate income persons, the homeless, and persons with special needs; and

WHEREAS, a requirement of these programs is the preparation of a Consolidated Plan for Housing and Community Development (ConPlan); and

WHEREAS, a ConPlan was adopted by the DuPage County Board on February 10, 2015 by Resolution DC-R-094-15: and

WHEREAS, an updated 2018 Action Plan element of the ConPlan, listing activities to be funded in the 2018 program year, is required; and

WHEREAS, 2017 Action Plan projects were approved the DuPage Community Development Commission Executive Committee on January 2, 2018, and by the DuPage County Health and Human Services Committee on March 6, 2018, with a First Reading performed by the County Board on March 13, 2018; and

WHEREAS, a 30-day public comment period was completed on March 16, 2018, and a public hearing was held on March 6, 2018, and, in accordance with federal regulations governing the development of consolidated plans, no comments or responses to comments were added because no comments were received.

NOW, THEREFORE, BE IT RESOLVED that the DuPage County Board hereby approves the 2018 Action Plan Element of the DuPage County Consolidated Plan for Housing and Community Development, which is incorporated by reference with this resolution; and

BE IT FURTHER RESOLVED, that the Chairman of the DuPage County Board is authorized and directed to sign said Action Plan on behalf of DuPage County and the clerk is hereby authorized and directed to attest to such signature and affix the official seal thereto; and

BE IT FURTHER RESOLVED, that the Chairman of the DuPage County Board is hereby authorized to approve amendments to said Action Plan as may be required by HUD; and

BE IT FURTHER RESOLVED, that the Chairman of the DuPage County Board is
Resolution
HHS-R-0087-18

hereby authorized and directed to sign each individual Agreement on behalf of DuPage County with municipalities and non-profit entities implementing specific projects identified in said Action Plan; and

BE IT FURTHER RESOLVED, that the Clerk is hereby authorized and directed to attest to such execution of each individual Agreement on behalf of DuPage County with municipalities and non-profit entities implementing specific projects identified in said Action Plan and affix the official seal thereto; and

BE IT FURTHER RESOLVED that the County Clerk be directed to send copies of each individual Agreement on behalf of DuPage County to each of the respective municipalities and non-profit entities implementing specific projects identified in said Action Plan and to the DuPage Community Development Commission; and

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
To: Robert Larsen, Chairman and Committee Members  
Health and Human Services Committee

From: Mary A. Keating, Director  
Department of Community Services

Date: February 28, 2018

Subject: 2018 Draft Annual Action Plan

The 2018 Annual Action Plan outlines the specific projects to be undertaken with 2018 Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and HOME Investment Partnership funds (HOME). The CDBG and ESG projects identified in the 2018 Action Plan were approved by the CDC Executive Committee on January 2, 2018. HOME projects identified in the 2018 Action Plan will require approval from the Home Advisory Group Committee upon further underwriting and commitment from other funding sources.

The 2018 Action Plan is currently out for public comment, with an end date scheduled for March 16, 2018. A public hearing is scheduled for March 6th, 2018 and if public comments are received they will be added to the draft plan. The remaining approval schedule is outlined below:

March 6th – Draft Plan to the Health and Human Services Committee  
March 13th – First reading by the County Board  
March 16th – End of public comment period  
March 27th – Final approval by County Board

The Action Plan will be submitted to HUD for approval once the actual funding amounts are received. This timeframe has not been identified by HUD and may take several weeks to several months before the plan can be adjusted and submitted for approval. In the event the actual total funding amount received is not within 10% of the estimated funding listed in the Action Plan, the DuPage County Citizen Participation Plan requires an additional public hearing and public comment period to take place.

**Recommendation**
Staff recommends that the Health and Human Services Committee approve the draft 2018 Action Plan to proceed through the completion process.
DuPage County 2018 Action Plan

(Fourth Year Action Plan for the 2015-2019 Consolidated Plan)

This Action Plan sets forth funding priorities for the 2018 funding year and serves as the County’s annual funding application to the U.S. Department of Housing and Urban Development for the following grant programs:

Community Development Block Grant (CDBG); the HOME Investment Partnership Program (HOME); and the Emergency Solutions Grant (ESG) Program

Daniel J. Cronin, DuPage County Chairman
Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

The DuPage County Consortium includes DuPage County and the municipalities of Downers Grove, Naperville, and Wheaton. These three municipalities are identified separately as individual members due to their status as entitlement grantees under the Community Development Block Grant program, which is administered through the U.S. Department of Housing and Urban Development (HUD). Wheaton and Downers Grove are joint recipients with DuPage County, and Naperville is a Metropolitan Entitlement City with its own CDBG allocation. All or part of thirty-six (36) other municipalities are included within DuPage County's borders, and twenty-eight (28) of these municipalities work closely with the County as part of the DuPage Community Development Commission (CDC). Figure ES-1 depicts the boundaries of the DuPage County Consortium, reflecting the portions of Naperville and Woodridge that are outside of DuPage County. These two municipalities have chosen to include their Will County areas as part of the DuPage County Consortium.

In the second half of 2014, the DuPage County Consortium developed a five-year Consolidated Plan (ConPlan) covering 2015-2019 to integrate the planning efforts for four County-managed federal programs that focus on the housing and community development needs of low and moderate income persons. These programs are: the Community Development Block Grant (CDBG) program; the HOME Investment Partnerships (HOME) program; and the Emergency Solutions Grant (ESG) program. A fourth grant, the Community Development Block Grant – Disaster Recovery (CDBG-DR) is not an annual grant and was awarded for disaster relief for flooding that occurred in April of 2013. CDBG-DR funds have a separate Action Plan found at the following link: http://www.dupageco.org/cdbg-dr/

The Consolidated Plan and each annual Action Plan does not consolidate these programs into one program. They are separate programs with separate regulations, but they all have the same starting date and each plan addresses interrelated resources dealing with interrelated problems. This Annual Action Plan update to the Consolidated Plan document summarizes how these programs will be utilized in the 2018 Program Year to meet housing needs, homeless needs, and non-housing community development needs, such as public services and infrastructure. Any questions or comments regarding this plan should be directed to:

DuPage County Community Development Commission
421 North County Farm Road, Wheaton, Illinois 60187
(630) 407-6600 / communitydev@dupageco.org

The Community Development Commission was established in 1975, and has had primary responsibilities for establishing policies for the CDBG, HOME, and ESG programs. The CDC is made up of the 18 elected County Board members and representatives of 28 municipalities. These municipalities are those that have signed an intergovernmental agreement (IGA) with DuPage County for the purpose of sharing responsibility for the CDBG program. This

Annual Action Plan
2018
Commission has had primary responsibility for establishing the policies for the CDBG program since it began in 1975.

Figure ES-1
DuPage County Consortium Area
Figure ES-3 - 2018 Funding Amounts

2. Summarize the objectives and outcomes identified in the Plan

The Action Plan identifies housing needs, homeless needs, and non-housing community development needs, such as public services and infrastructure. The Action Plan also prioritizes those needs, and identifies strategies that the DuPage County Community Development Commission proposes to utilize to meet those needs over a 5-year period.

Based on the 2017 CDBG allocation from HUD, DuPage County will fund four (4) Neighborhood Investment projects totaling $1,100,000, ten (10) Capital projects totaling $1,938,774, and fourteen (14) Public Service projects totaling $508,000, contingent on 2018 funding. For additional project details, please refer to section AP-35. Due to anticipated program income and unused funds, CDBG funding will also be used for our Single Family Rehabilitation project. An additional $108,000 in Single Family Rehabilitation funding has been allocated for 2018, contingent on available funding. DuPage County anticipates assisting 21-25 low to moderate income households during the 2018 grant year using available funds from the 2017 grant along with additional 2018 funds.

The Community Development Commission issued two separate Notice of Funding Availability requests in 2017 to continue building the HOME pipeline of viable projects.

Based on the assumption of the level 2018 HOME funding along with program income and reprogrammed funds, the Community Development Commission estimates roughly $2.2 million dollars in funds will be available to be allocated towards expanding and preserving affordable housing. DuPage County is continuing to work through the process of underwriting received
applications to determine which of the projects meet consolidated plan needs and HOME thresholds for feasibility, viability, and sustainability. Should a new project be identified that is not listed in the 2016, 2017, or 2018 Action Plan, a substantial amendment to 2018 Action Plan will be completed to identified interested parties of how HOME funds will be utilized. The 2018 15% CHDO set aside of approximately $200,000 should be satisfied by the proposed project applied for by Community Housing Advocacy & Development (CHAD) for the acquisition and rehabilitation of multi-family rental units or rehabilitation of previously acquired affordable housing.

Ten (10) ESG projects will be funded in 2018 estimated at $264,230 contingent on available funding.

An estimated $859,269 will fund Administration, Planning, and Fair Housing Activities in 2018. Figure ES-3 states estimated new funding to be available in 2018. A complete breakdown of project funds using both the estimated and actual funding can be found in the Appendix.

DuPage County is making assumptions on anticipated 2018 funding amounts and has the following contingency plan in place for when actual amounts are announced. If 2018 CDBG funding is increased, administration and public service will be increased to their respective percentage caps with each public service project receiving a small percentage increase and any additional funding will be placed in the single family rehabilitation category. A CDBG funding decrease will result in a drop in administration and public service funding to their respective maximum percentages with public services evenly reduced across each project. Additional funding will then be reduced from the single family rehabilitation category.

ESG funding administration and projects will be increased or decreased evenly based on the actual funding amounts. Lastly, HOME administration will be increased or decreased to the maximum percentage based on actual funding amounts. HOME projects are currently in the underwriting phase and actual funding will be combined with program income and unallocated funding to determine the best use of funds. Any major increases or decreases to grant funding may require a substantial amendment, and DuPage County will follow its Citizen Participation Process when making this determination.

3. Evaluation of past performance

The DuPage Consortium consistently performs well in the administration of the grant programs covered in this plan. In the CDBG program, one regulatory measure used by HUD to evaluate performance is the timeliness ratio test. This is a formula that measures the amount of an entitlement community’s unexpended funds sixty days prior to the start of its next program year in relation to the amount of funding it receives, and the ratio cannot exceed 1.5. DuPage County’s timeliness is measured on January 31 each year. This year the County’s timeliness ratio was 1.54, slightly above the 1.5 threshold set by HUD. A few factors contributed to a higher than normal timeliness ratio, including the late disbursement of 2017 program funds, as well as a higher than expected amount of program income received. DuPage County expects to expend a large amount of funds in the next 30-60 days, and is confident the timeliness ratio will be well under 1.5 before the Consolidated Annual Performance Evaluation Report (CAPER).
One hundred percent of DuPage’s CDBG funds since the beginning of DuPage’s participation have been used to benefit low and moderate-income individuals.

The HOME program uses commitment and expenditure deadlines to measure performance. DuPage County has met all deadlines.

The ESG program uses drawdown requirements to measure performance. DuPage County has made consistent drawdowns of ESG funds.

While these financial tests are required and are measurements of performance, it is also important that projects and programs carried out with these funds meet outcome expectations and benefit eligible persons. Reporting on outcomes and beneficiaries is made available each June in the Consolidated Annual Performance and Evaluation Report (CAPER).

4. Summary of Citizen Participation Process and consultation process

The laws that created the CDBG, HOME, and ESG programs state the purpose of the programs covered by the Action Plan to be the improvement of communities through provision of: decent housing; a suitable living environment; and growing economic opportunities for low and moderate income households in DuPage County. Since low to moderate income households are the beneficiaries of these funds, it is important to involve these households in the planning process. In preparation of the 2015-2019 ConPlan, extensive surveying opportunities were made available to low to moderate income persons. This was done through an online survey, a survey kiosk in the DuPage County Community Services Department (where intake takes place for the Low Income Home Energy Assistance Program (LIHEAP) and Weatherization Program), and through Neighborhood Resource Centers located in low-to-moderate income geographic areas.

This Action Plan requires that each applicant for project funding hold a public hearing to gain citizen input; a second public is scheduled to take place at the DuPage County Government Center on March 6, 2018. Copies of the draft Action Plan and notification of the Public Hearing are made available online, in municipal buildings, and at public libraries throughout the consortium area. Notification was published in the Daily Herald on February 14, 2018, a general circulation newspaper in the DuPage Consortium area. Notification is e-mailed to all persons and agencies that have requested to be placed on the CDC mailing list and through the Continuum of Care.

The Community Development Commission Executive Committee adopted funding recommendations on January 2, 2018. The Action Plan was presented for final approval at the DuPage County Health and Human Services Committee on March 6, 2018, and to the DuPage County Board on March 13, 2018 and March 27, 2018. All of these meetings are publicly noticed and provide an opportunity for public comment. A full approval hierarchy chart can be found in Figure ES-2.
Additional comments are solicited on many activities undertaken with CDBG, HOME, and ESG funds through the Environmental Review Record process. Notification and comment periods are in accordance with CFR Part 58.

Portions of the Action Plan may undergo changes before a complete revision is officially adopted. These changes may take the form of policy changes of the DuPage Community Development Commission or changes in the specific activities to be implemented with CDBG, HOME, or ESG funds. In accordance with the DuPage County Citizen Participation Plan, changes to the Action Plan that will require public hearing and comment are: (a) local policy changes affecting eligibility for at least 10% of the federal funds subject to the Action Plan; or (b) modifications to the list of proposed activities affecting at least 10% of the federal funds subject to the Action Plan.

It is the policy of the CDC that all comments directed to the Consolidated Plan, Annual Action Plan, or the CAPER shall be responded to in writing within the document. Comments will be summarized in the document followed by responses.
Any written complaints regarding the Action Plan, CAPER, or individual activities undertaken by DuPage County's CDBG, HOME, or ESG programs shall be responded to in writing. It is the policy of the CDC to respond within 15 working days of receipt of the complaint whenever possible. If the complaint involves a policy issue requiring deliberation of one or more policy groups, the individual submitting the complaint shall be notified of this fact within 15 days. The issue will be brought to the attention of the appropriate policy group at the next available meeting, and a response will be developed after their consideration.

5. Summary of public comments

Three Public comments received:

-On Page 33 Impact DuPage is part of the DuPage County Health Department not Community Services, are wanting to show the Community Needs Assessment that they do for CSBG as well as the IPLAN they do for the Health Dept?
   DuPage County adjusted the Action Plan to reflect this change.

-Page 83 you mention Positive Parenting and they no longer exist.
   DuPage County adjusted the Action Plan to reflect this change.

-Comments were received regarding the 2018 ESG Program Plan. A number of minor suggestions were included in the plan, and requests that were not included in the plan will be discussed during a future 2018 Continuum of Care meeting.
   DuPage County adjusted the Action Plan to reflect certain changes accepted.

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments were accepted.

7. Summary

DuPage County, through its Community Development Commission, continues to strive to address the issues facing County residents in an ever-changing environment. The goal of the Commission is to allocate limited funding to projects that meet the highest priority based on surveys from villages, cities, agencies, and residents throughout the County of DuPage. Requests for funding are evaluated on a competitive basis. The County will also work to meet the requirements set forth by HUD to administer the grant funding in the most efficient and transparent methods. DuPage County consulted with appropriate stakeholders in preparation of this Consolidated Plan and followed its Citizen Participation Plan in presenting this Action Plan.

The County also continues to encourage Minority Business Enterprise (MBE) and Women Business Enterprise (WBE) participation in all programs covered by this Action Plan. The County maintains a list of certified MBE / WBE contractors which is updated throughout the year and all participants are re-certified annually. The County also continues efforts to encourage businesses certified as Section 3 businesses to participate in all programs covered by the Action Plan.
Plan. The County maintains a list of certified Section 3 contractors that is updated on an ongoing basis.

Historically, the CDC has responded to changing conditions and needs of its community development partners. Changes to its application and selection process occur in order to emphasize a direct connection between activities funded and achievement of Consolidated Plan goals. The consortium will continue to: analyze and present changes in trends in housing and community development needs to policy makers; evaluate the effectiveness of local organizations in implementing recommended strategies; improve methods of measuring the outcomes of activities funded by the consortium’s housing and community development programs, and recommend modifications that should be made in implementation strategies.
PR-05 Lead & Responsible Agencies - 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

<table>
<thead>
<tr>
<th>Agency Role</th>
<th>Name</th>
<th>Department/Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lead Agency</td>
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<td>Department of Community Services</td>
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<td>Department of Community Services</td>
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<td>ESG Administrator</td>
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<td>HOPWA-C Administrator</td>
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</table>

Table 1 – Responsible Agencies

**Narrative**

The DuPage County Consortium includes DuPage County and the municipalities of Downers Grove, Naperville, and Wheaton. These three municipalities are identified separately as individual members due to their status as entitlement grantees under the Community Development Block Grant program, which is administered through the U.S. Department of Housing and Urban Development (HUD). Wheaton and Downers Grove are joint recipients with DuPage County and Naperville is a Metropolitan Entitlement City with its own CDBG allocation. All or parts of 36 other municipalities are included within DuPage County's borders. Twenty-eight (28) of these municipalities work closely with the County as part of the DuPage Community Development Commission (CDC).

The lead agency for the development of the Consolidated Plan is the Community Development Commission (CDC). The DuPage County Community Development Commission unit within the DuPage County Community Services Department acts as staff and liaison to the CDC. The CDC is made up of the 18 County Board members and representatives of 28 municipalities. These municipalities are those that have signed an IGA with DuPage County for the purpose of sharing responsibility for the CDBG program. This Commission has had primary responsibility for establishing the policies for the CDBG program since it began in 1975. The CDC has delegated much of its authority to the CDC Executive Committee, which meets monthly. The HOME Advisory Group, which advises on the use of HOME and housing funds, is composed of the CDC Executive Committee members and an additional representative from Naperville.
Consolidated Plan Public Contact Information

The Community Development Commission encourages public comment and offers transparency to the greatest extent possible for each grant. The Commission provides numerous ways listed below to access information and all questions or comments regarding each grant covered by this plan should be sent to:

DuPage County Community Development Commission
421 North County Farm Road, Wheaton, Illinois 60187
(630) 407-6600 / communitydev@dupageco.org

In accordance with the Freedom of Information Act, records are open to the public. Any person wishing to view the records associated with the CDBG, HOME, CDBG-DR or ESG programs may arrange to do so, and copies will be made available in accordance with applicable Freedom of Information requirements.

All meetings of the CDC, the CDC Executive Committee, the HOME Advisory Group, and any special committees created by these groups are subject to the State of Illinois Open Meetings Act. Therefore, notification and reporting requirements apply any time a majority of a quorum of any of these groups assembles to discuss the business of the CDC. It is also the policy of the CDC to notify organizations that would be directly affected by a policy issue scheduled for consideration by one of the CDC’s policy groups.

To encourage participation in its programs by organizations and agencies that may wish to apply for funds, the CDC provides technical assistance through mandatory pre-application meetings, one-on-one pre-application consultations and availability of data.
AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

The County provides the opportunity for each municipality, township, non-profit agency and all participants in the Continuum of Care to provide input to identify needs and priorities of the Consolidated Plan. Likewise, citizens are given the opportunity to advise the County concerning their needs and priorities. The County employs two mechanisms to solicit this information – public hearings and survey instruments with specific, consistent questions.

Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

DuPage County does not have providers of public housing, but a significant number of assisted units are provided through the Continuum of Care programs and/or by agencies that participate in the Continuum of Care. Because DuPage County serves as the lead agency for the Continuum of Care, the County strives to coordinate the efforts of essential county-wide networks and coalitions.

Through the Continuum of Care and through its own funding processes, assisted housing providers, health, mental health, and service agencies are encouraged to coordinate and collaborate and duplication of services is evaluated. One example of such efforts through the Continuum of Care is the stationing of a DuPage County Health Department staff member at the DuPage PADS Service Center as a way of building trust so that homeless persons with mental health issues will be willing to accept a housing unit provided by the Health Department.

DuPage County’s latest effort to enhance coordination is through active participation in developing Impact DuPage. Impact DuPage, chaired by the DuPage County Health Department and DuPage Federation on Human Services Reform, is a partnership of community leaders and organizations working to determine community needs and priorities that will improve the well-being of the DuPage County community.

Impact DuPage partners are engaging DuPage County residents and service providers in several assessment activities to determine community needs. Two of the key goals established are: 1) to anticipate and manage change through centralized data collection and analysis; and 2) to leverage local funding to strategically and collaboratively address priorities. Impact DuPage goals were created with the intention of building on previous collaborative successes and lessons learned. Quality of life data, including some Continuum of Care system performance measures, are available on a community dashboard at www.impactdupage.org. Impact DuPage’s current priority areas, resulting from a 2014 community needs assessment, are: affordable housing; mental health; access to health services; substance abuse; and healthy lifestyles. Interested parties can register through the website to subscribe to a newsletter to keep updated on local progress, collective impact, and the most current data and tools available. Impact DuPage will be conducting a new community needs assessment in 2018.
In July 2017, community stakeholders gathered to identify opportunities to better serve individuals with mental illness who come in contact with the criminal justice system.

Mental health and substance abuse treatment providers, partners from law enforcement and criminal justice, and consumers/peers participated in a 1.5 day Sequential Intercept Mapping (SIM) workshop hosted by DuPage County Health Department and the DuPage Health Coalition. Facilitated by national experts from Policy Research Associates, Inc., participants identified assets and gaps across six intercepts or points where someone can come in contact with the criminal justice system. These include: community services, law enforcement and emergency response, initial detention and initial court hearings, jail and courts, reentry, and community corrections. Five priorities were identified to improve service delivery across the six intercepts and, ultimately, reduce the number of individuals with mental illness in jail.

1. Create a central receiving system center (24/7) for both mental illness and substance abuse
2. Change transportation process to remove EMS and get people to the right place the first time
3. Ensure successful transition to the community for DuPage residents with acute behavioral health needs being released from DuPage County Jail
4. Education regarding needs and reduced stigma
5. Create a system to share information between criminal justice agencies and mental health agency (DCHD)

The multi-sector Behavioral Health Collaborative will support implementation of action plans for these priority areas moving forward.

On October 15, 2015, the DuPage County Health Department opened a new, 33,000-square-foot Community Center located on the County Government campus in Wheaton.

NAMI DuPage, the local affiliate of the National Alliance for the Mentally Ill, also moved its offices to the new building and offers services at this location. Co-locating the services of the Health Department and NAMI into one building greatly enhances the ability of both entities to assist those experiencing mental health crises gain recovery and wellness.

The following is an overview of services offered at the Community Center. Two, 24/7 Hotlines are available to County residents. The DuPage County Crisis Line, 630-627-1700, provides support and brief intervention and linkage to community resources to individuals experiencing a range of behavioral health crises. The National Suicide Prevention Lifeline, 800-273-TALK, is a hotline for callers who are feeling hopeless or suicidal. Crisis Services are staffed by highly-trained counselors who respond to calls from county residents who may be experiencing a mental health crisis or are in need of further support for symptoms of mental illness. Staff provides brief intervention, support, guidance and linkage to Behavioral Health Services. Services are available 24/7, and 365 days a year. Crisis Walk in Services offer evaluations to determine level of care needs and provide support and brief intervention to DuPage County residents in crisis.
Mobile Response Services include the SASS (Screening, Assessment and Support Services) Program in which screenings are requested through a statewide hotline to assess for psychiatric hospitalization for children and adolescents. Ninety-minute evaluations occur for those accepted through CARES line on site where the crisis is occurring to provide deflection options or facilitate inpatient hospitalization. Ninety days of crisis stabilization are provided post evaluation by SASS clinicians.

Pre Assessment Screening (PAS) are screenings that provide assessment and determination on the level of care for Intermediate Care Facility for adults.

Crisis Counselors can also respond to individuals in other community based settings as the need arises.

Crisis Residential (Respite) Services offers county residents, 18 and older, a place to stay when experiencing a mental health crisis. A 12-bed unit is on-site for persons who need additional services and support, as well as a step-down option from inpatient treatment. Short-term psychiatric stabilization helps those DuPage County residents experiencing an increase in psychiatric symptoms or life crisis events that impact their ability to function. This is a voluntary, unlocked unit in which individual and group psychiatric treatment are available during the stay as well as linkage to ongoing treatment as needed upon discharge.

Specialty Crisis Programs include the following: The Crisis Follow-Up Program is available 24/7 and assists with stabilization of clients, 18 and older, who struggle with symptoms of depression and suicidal ideas. It was developed through a SAMHSA grant offered through The National Suicide Prevention Lifeline. Partnerships with local Emergency Departments refer individuals presenting in the emergency departments with depressive symptoms and suicidal thoughts but not meeting inpatient criteria. The program provides 24-hour phone follow up from the Emergency Department visit and then a variety of crisis stabilization services including face to face intervention, support and linkage to ongoing treatment as clinically indicated by a dedicated program clinician.

The Trauma and Disaster Team provides crisis intervention, debriefing and education in the aftermath of traumatic incidents to DuPage County residents. This is an onsite response to trauma or disasters that may occur in the community where an organized debriefing/support response is needed.

The Living Room is a model program developed as an alternative to the Emergency Department for individuals experiencing an increase in behavioral health symptoms. It is a partnership with NAMI DuPage that provides a calm, non-clinical environment for individuals to meet with NAMI DuPage peer specialists at the Community Center to work through immediate concerns and receive linkage to ongoing supports. DuPage County Health Department Emergency Services Counselors provide screening for risk and safety upon entrance and exit to the program.

The Outpatient Plus Recovery Services (OPPR) is programming for adult residents, 18 or over, currently receiving behavioral health services through the DuPage County Health Department. Group programming five days a week focuses on symptom management, skill building, and
psychoeducation to aid individuals in their recovery. Health and Wellness classes address the whole health of an individual and not only their mental illness.

The Drop In Center offers activities to promote recovery and wellness of adult clients. Socialization and recreation include physical activities (walking, yoga, and fitness equipment), games, and client clubs to name a few. It is available Monday through Friday from 9 am – 3 pm.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

DuPage County Community Services is the lead agency for the DuPage County Continuum of Care (CoC). The Director of DuPage County Community Services chairs the Leadership Committee, charged with oversight and leadership for the array of public and private agencies comprising the CoC that meet housing, health, and social service needs for the chronically homeless, families with children, veterans and other homeless populations. The leadership role allows a direct interface between priority homeless needs determined by the Needs Assessment Committee and the application procedures, and ranking procedures for grant opportunities to meet those needs, as formed by the Grants/Funding Committee and approved by the Leadership Committee.

The CoC provides information and access points for emergency housing assistance to health care programs including mental health, hospitals, substance abuse treatment and health clinics. Discharge protocols have been created for foster care, health care, mental health, and corrections, as these care providers could potentially discharge persons into homelessness. DuPage County homelessness prevention and rapid rehousing agencies, emergency shelters, domestic violence shelters and transitional housing programs have developed a Coordinated Entry System (CES) to ensure that all people experiencing a housing crisis have fair and equal access and are quickly identified, assessed for, referred and connected to available housing and assistance based on their strengths and needs.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction’s area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The HEARTH Act requires the Continuum of Care (CoC) planning process to assist homeless persons by providing greater coordination in responding to their needs. DuPage County Community Services provides coordination between ESG and CDBG funding, as well as, coordination with the DuPage Homeless CoC as to priority needs and policy. As lead agency for the CoC, DuPage County Community Services has had policies regarding coordination among emergency shelter providers, essential services providers, and providers of other services to the homeless for many years. This requirement for coordination begins with applications for funding for CDBG, ESG, and CoC funds. Applications for these programs require information about the role each program plays in the CoC to ensure collaboration among agencies and non-duplication
of services. Agencies in DuPage County also participate in the SOAR program to enroll eligible persons in mainstream benefits.

As a HOME Participating Jurisdiction, DuPage County also uses HOME funds to address the housing needs of the most at risk populations when such projects are viable. The DuPage County Health Department has several CoC projects in DuPage County and is represented on the CoC Leadership Committee. The DuPage Housing Authority is represented on the CoC Needs Assessment Committee, the CoC Grants Funding Committee, and the CoC Leadership Committee. These are all ongoing past and current efforts to ensure proper funding allocation. The CoC has existing established performance standards for activities funded under the Emergency Solutions Grant program and for grants funded through the CoC NOFA process. HUD has developed the following seven system-level performance measures to help communities gauge their progress in preventing and ending homelessness:

1) Length of time homeless

2) Returns to homelessness

3) Number of homeless persons

4) Employment and income growth for homeless persons (in CoC program-funded projects only)

5) Number of persons who become homeless for the first time

6) Successful homelessness prevention and housing placement of persons defined by HUD Homeless Category 3 Definition.

6) Successful placement from Street Outreach and successful placement in or retention of permanent housing. HUD uses this system-level performance information as a competitive element in its annual CoC Program Competition and to gauge the state of the homeless response system nationally.

The application process and selection criteria for ESG funding has been developed in conjunction with and approved by the Leadership Committee and Grants Funding Committee of the CoC. Outcome measures (performance standards) are then developed for each subrecipient, based on their application, and reported quarterly progress. Targeting those who need assistance most is accomplished at the application review, as needs with higher priority in the Consolidated Plan. Current case management practices are aimed at reducing each program participant’s housing barriers or housing stability risks and are quantified and captured as needs identified and needs met in HMIS. Performance standards are also integral to how financial assistance is given through ESG.

The Homelessness Prevention Providers (HPP) Committee of the CoC annually reviews and maintains a written Program Plan that sets the standards to be followed by agencies utilizing ESG financial assistance funds.
DuPage County Community Services is the HMIS lead for the CoC. DuPage County has coordinated funding for the HMIS through CoC funding and ESG funding. ESG subrecipients (other than domestic victim service providers) are required to participate in the County’s HMIS system. The HMIS Committee of the CoC and HMIS staff ensure that required data elements, assessments and workflows in the system meet HUD requirements and that required reports can be pulled from the system. DuPage HMIS offers a robust training schedule for participants, a Help Desk, newsletters, training materials and webinars, and a “certification” program for participants. DuPage HMIS is an integral participant in implementation of the coordinated assessment system. The CoC also has existing established policies and procedures for the operation and administration of the HMIS. These standards are contained in the DuPage HMIS Standard Operating Procedures Manual and oversight is provided by the HMIS Committee of the CoC.

2. Agencies, groups, organizations and others who participated in the process and consultation
**Table 2 – Agencies, groups, organizations who participated**

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<tr>
<th></th>
<th>Agency/Group/Organization</th>
<th>Agency/Group/Organization Type</th>
<th>What section of the Plan was addressed by Consultation?</th>
<th>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</th>
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<td>Agency/Group/Organization</td>
<td>Agency/Group/Organization Type</td>
<td>What section of the Plan was addressed by Consultation?</td>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
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<td></td>
</tr>
<tr>
<td>Catholic Charities</td>
<td>Housing</td>
<td>Participation in a 5 Year Capital Needs Assessment and Non Profit Needs Assessment</td>
<td>Participation in a 5 Year Capital Needs Assessment and Non Profit Needs Assessment</td>
<td></td>
</tr>
<tr>
<td>Mayslake Village, Inc</td>
<td>Housing</td>
<td>Participation in a 5 Year Capital Needs Assessment and Non Profit Needs Assessment</td>
<td>Participation in a 5 Year Capital Needs Assessment and Non Profit Needs Assessment</td>
<td></td>
</tr>
<tr>
<td>DuPage Habitat for Humanity</td>
<td>Housing</td>
<td>Participation in a 5 Year Capital Needs Assessment</td>
<td>Participation in a 5 Year Capital Needs Assessment</td>
<td></td>
</tr>
<tr>
<td>Willowbrook Corner Community House</td>
<td>Services-Children, Services-Education, Regional organization</td>
<td>Participation in Community Needs and Availability Services Survey</td>
<td>Participation in Community Needs and Availability Services Survey</td>
<td></td>
</tr>
<tr>
<td>Agency/Group/Organization</td>
<td>Agency/Group/Organization Type</td>
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<td></td>
</tr>
<tr>
<td><strong>34</strong> Addison Student Participation Center, Inc</td>
<td>Services-Children, Services-Education, Regional organization</td>
<td>Participation in Community Needs and Availability Services Survey</td>
<td>Participation in Community Needs and Availability Services Survey</td>
<td></td>
</tr>
<tr>
<td><strong>35</strong> Addison Henry Hyde Resource Center</td>
<td>Services-Children, Services-Education, Regional organization</td>
<td>Participation in Community Needs and Availability Services Survey</td>
<td>Participation in Community Needs and Availability Services Survey</td>
<td></td>
</tr>
<tr>
<td><strong>36</strong> Outreach Community Ministries - Junior High Summer Youth Development Program</td>
<td>Services-Children, Services-Education, Regional organization</td>
<td>Participation in Community Needs and Availability Services Survey</td>
<td>Participation in Community Needs and Availability Services Survey</td>
<td></td>
</tr>
<tr>
<td><strong>37</strong> Outreach Community Ministries - Main Park</td>
<td>Services-Children, Services-Education, Regional organization</td>
<td>Participation in Community Needs and Availability Services Survey</td>
<td>Participation in Community Needs and Availability Services Survey</td>
<td></td>
</tr>
<tr>
<td>Agency/Group/Organization</td>
<td>What section of the Plan was addressed by Consultation?</td>
<td>Agency/Group/Organization Type</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Outreach Community Ministries - Timberlake</td>
<td>Participation in Community Needs and Availability Services Survey</td>
<td>Services-Children Services-Education Regional organization</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Midwest Shelter for Homeless Veterans, Inc.</td>
<td>Participation in Community Needs and Availability Services Survey</td>
<td>Services-homeless</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bridge Communities</td>
<td>Participation in Community Needs and Availability Services Survey</td>
<td>Housing Services-homeless</td>
<td></td>
<td></td>
</tr>
<tr>
<td>United Cerebral Palsy Seguin of Greater Chicago</td>
<td>Participation in Community Needs and Availability Services Survey</td>
<td>Services-Persons with Disabilities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Agency/Group/Organization</td>
<td>Agency/Group/Organization Type</td>
<td>What section of the Plan was addressed by Consultation?</td>
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<td></td>
</tr>
<tr>
<td>Serenity House, Inc.</td>
<td>Substance Abuse</td>
<td>Participation in Community Needs and Availability Services Survey</td>
<td>Participation in Community Needs and Availability Services Survey</td>
<td></td>
</tr>
<tr>
<td>Northeastern Illinois Area Agency on Aging</td>
<td>Services-Elderly Persons</td>
<td>Participation in Community Needs and Availability Services Survey</td>
<td>Participation in Community Needs and Availability Services Survey</td>
<td></td>
</tr>
<tr>
<td>Franciscan Ministries, Inc.</td>
<td>Housing Services-Health</td>
<td>Participation in Community Needs and Availability Services Survey</td>
<td>Participation in Community Needs and Availability Services Survey</td>
<td></td>
</tr>
<tr>
<td>Asissi Homes of Illinois</td>
<td>Housing</td>
<td>Participation in Community Needs and Availability Services Survey</td>
<td>Participation in Community Needs and Availability Services Survey</td>
<td></td>
</tr>
<tr>
<td>NAMI DuPage</td>
<td>Services-Persons with Disabilities</td>
<td>Participation in Community Needs and Availability Services Survey</td>
<td>Participation in Community Needs and Availability Services Survey</td>
<td></td>
</tr>
<tr>
<td>Agency/Group/Organization</td>
<td>Agency/Group/Organization Type</td>
<td>What section of the Plan was addressed by Consultation?</td>
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<td></td>
</tr>
<tr>
<td>The Community House</td>
<td>Services-Elderly Persons</td>
<td>Participation in Community Needs and Availability Services Survey</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HCS Family Services, Inc.</td>
<td>Services-homeless Food Pantry</td>
<td>Participation in Community Needs and Availability Services Survey</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Evangelical Child and Family Agency</td>
<td>Services-Children</td>
<td>Participation in Community Needs and Availability Services Survey</td>
<td></td>
<td></td>
</tr>
<tr>
<td>YWCA of Metropolitan Chicago</td>
<td>Services-Children Services-Education</td>
<td>Participation in Non Profit Needs Assessment Survey</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Agency/Group/Organization</td>
<td>Participation in Non Profit Needs Assessment Survey</td>
<td></td>
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<td>----------------------------------------</td>
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<td></td>
</tr>
<tr>
<td>West Suburban Community Pantry</td>
<td>Participation in Non Profit Needs Assessment Survey</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CASA of DuPage County</td>
<td>Participation in Non Profit Needs Assessment Survey</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SVDP I Housing Corp</td>
<td>Participation in a Nonprofit 5 Year Capital Needs Assessment</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wood Glen Senior Residences</td>
<td>Participation in a Nonprofit 5 Year Capital Needs Assessment</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?**

**What section of the Plan was addressed by Consultation?**

- Participation in Non Profit Needs Assessment Survey
- Participation in a Nonprofit 5 Year Capital Needs Assessment
- Participation in a Nonprofit 5 Year Capital Needs Assessment and Non Profit Needs Assessment

**Agency/Group/Organization Type**

- Services-Education
- Food Pantry
- Legal
- Housing
- Elderly Persons
- Nonprofit 5 Year Capital Needs Assessment
- Non Profit Needs Assessment
- Elderly Persons
- Nonprofit 5 Year Capital Needs Assessment and Non Profit Needs Assessment
<table>
<thead>
<tr>
<th>Agency/Group/Organization</th>
<th>Northern Illinois Food Bank</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agency/Group/Organization Type</td>
<td>Food Bank</td>
</tr>
<tr>
<td>What section of the Plan was addressed by Consultation?</td>
<td>Participation in Non Profit Needs Assessment Survey</td>
</tr>
<tr>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>Participation in Non Profit Needs Assessment Survey</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Agency/Group/Organization</th>
<th>Little Friends</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agency/Group/Organization Type</td>
<td>Services-Persons with Disabilities</td>
</tr>
<tr>
<td>What section of the Plan was addressed by Consultation?</td>
<td>Participation in Non Profit Needs Assessment Survey</td>
</tr>
<tr>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>Participation in Non Profit Needs Assessment Survey</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Agency/Group/Organization</th>
<th>Cadence Health Central DuPage Hospital</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agency/Group/Organization Type</td>
<td>Services-Health</td>
</tr>
<tr>
<td>What section of the Plan was addressed by Consultation?</td>
<td>Participation in Non Profit Needs Assessment Survey</td>
</tr>
<tr>
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</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Agency/Group/Organization</th>
<th>Wayside Cross Ministries Not for Profit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agency/Group/Organization Type</td>
<td>Services-homeless Substance Abuse</td>
</tr>
<tr>
<td>What section of the Plan was addressed by Consultation?</td>
<td>Participation in Non Profit Needs Assessment Survey</td>
</tr>
<tr>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>Participation in Non Profit Needs Assessment Survey</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Agency/Group/Organization</th>
<th>Outreach Community Ministries Wheaton Youth Outreach</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agency/Group/Organization Type</td>
<td>Services - Housing Services-Children Services-homeless Services-Education</td>
</tr>
<tr>
<td>Agency/Group/Organization</td>
<td>Services-Employment</td>
</tr>
<tr>
<td>-----------------------------------------------</td>
<td>---------------------</td>
</tr>
<tr>
<td>Community Career Center</td>
<td></td>
</tr>
<tr>
<td>Phillip Rock Center &amp; School</td>
<td>Services-Children</td>
</tr>
<tr>
<td>Hope Fair Housing</td>
<td>Service-Fair Housing</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Identify any Agency Types not consulted and provide rationale for not consulting**

The County consulted with a wide variety of government entities, nonprofit agencies, and neighborhood resource centers to complete the Consolidated Plan. Each agency type was consulted; no agency types were intentionally excluded from consultation. The consultation summary can be found below:
a) A Citizens Survey in both English and Spanish produced 402 responses;
b) The six Neighborhood Resource Centers were surveyed in both English and Spanish produced 45 responses;
c) A survey of 31 municipalities primarily located in Du Page County and all 9 townships produced 16 responses;
d) 107 public service providers were given the opportunity to identify service needs, with 35 responding;
e) 21 service providers completed the 5-year capital needs survey.

Other local/regional/state/federal planning efforts considered when preparing the Plan

<table>
<thead>
<tr>
<th>Name of Plan</th>
<th>Lead Organization</th>
<th>How do the goals of your Strategic Plan overlap with the goals of each plan?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Continuum of Care</td>
<td>DuPage County - Community Services</td>
<td>The goals of the DuPage County Strategic Plan overlap with the goals of the CoC Plan to End Homelessness and the CoC Planning Project List. The County refers to both plans to identify needs of the homeless individuals and families, and other vulnerable populations, housing needs, and non-housing community needs. DuPage County Community Services is the lead agency of the CoC and participates on the Leadership Committee with oversight for the Needs Assessment and the Grants/Funding Committees. These committees, on an annual basis, assess needs and strategies to best impact the community with available resources. The Con Plan strategic goals seek to bring the CoC efforts into the overall DuPage County community development matrix.</td>
</tr>
<tr>
<td>State of Illinois - 2015-2019 Consolidated Plan</td>
<td>State of Illinois - Illinois Housing Development Authority</td>
<td>The County referred to the most recent State plan in the development of the goals related to suitable living environments, economic opportunities, and decent and affordable housing.</td>
</tr>
<tr>
<td>Name of Plan</td>
<td>Lead Organization</td>
<td>How do the goals of your Strategic Plan overlap with the goals of each plan?</td>
</tr>
<tr>
<td>--------------------------------------------------</td>
<td>--------------------------------------------------------</td>
<td>-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>City of Naperville 2017 Draft Action Plan</td>
<td>City of Naperville</td>
<td>The City supports affordable housing, capital impacts, accessibility, and the County's single-family rehab efforts.</td>
</tr>
<tr>
<td>DuPage County Health Department Annual Report 2016</td>
<td>DuPage County Health Department</td>
<td>The County referred to the annual report to discuss and identify gaps in health coverage, integrated care, substance abuse, mental health, and programs to help uninsured residents.</td>
</tr>
<tr>
<td>Go To 2050 Plan</td>
<td>Chicago Metropolitan Agency for Planning (CMAP)</td>
<td>The goals for affordable housing and community development in the consolidated plan overlap with CMAP's goal of achieving greater livability through land use and housing.</td>
</tr>
<tr>
<td>DuPage Housing Authority 2017 Annual Report</td>
<td>DuPage Housing Authority</td>
<td>The County referred to DHA's Annual Report to review housing needs and programs to support affordable housing.</td>
</tr>
<tr>
<td>Impact DuPage</td>
<td>DuPage County Health Department</td>
<td>Website at <a href="http://www.impactdupage.org">www.impactdupage.org</a> provides a central location for county data. Website shares five priority areas: affordable housing; mental health; substance abuse; healthy lifestyles; and access to health services.</td>
</tr>
</tbody>
</table>

Table 3 – Other local / regional / federal planning efforts

Narrative

DuPage County coordinates with the State of Illinois for services to homeless persons and those at risk of homelessness through the Continuum of Care allocations of State Emergency Solutions Grant funds. Municipalities within DuPage County and DuPage County itself are receiving technical assistance through the Chicago Metropolitan Agency for Planning on a variety of comprehensive planning and land use projects. DuPage County works with a regional group of HOME Participating Jurisdictions to coordinate common application and underwriting processes for land development to provide consistency for providers of affordable housing that work across jurisdictional lines. HUD has provided technical assistance to the HOME group to advance that effort. In 2016-2017, Impact DuPage received technical assistance through CMAP to develop an overall plan for fostering the development of affordable housing in DuPage County. Partners are currently reviewing different collaborative models to take sustainable ownership of the plan and implementation of CMAP’s recommendation.
AP-12 Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation. Summarize citizen participation process and how it impacted goal-setting

### Citizen Participation Outreach

<table>
<thead>
<tr>
<th>Sort Order</th>
<th>Mode of Outreach</th>
<th>Target of Outreach</th>
<th>Summary of response/attendance</th>
<th>Summary of comments received</th>
<th>Summary of comments not accepted and reasons</th>
<th>URL (If applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>NRC Survey</td>
<td>Minorities</td>
<td>A community survey was issued in both paper and electronic copies</td>
<td>A total of 45 completed surveys were received. A Summary of results included in ConPlan</td>
<td>All comments were accepted</td>
<td><a href="https://www.surveymonkey.com/s/2LJPBDQ">https://www.surveymonkey.com/s/2LJPBDQ</a></td>
</tr>
<tr>
<td>2</td>
<td>Citizen Survey</td>
<td>Non-English Speaking - Specify other language: Spanish</td>
<td>A community survey was issued in both paper and electronic copies</td>
<td>A total of 407 completed surveys were received. A copy of the survey can be found in ConPlan</td>
<td>Comments that were deemed offensive to particular populations were not accepted.</td>
<td><a href="https://www.surveymonkey.com/s/X3DMX2M">https://www.surveymonkey.com/s/X3DMX2M</a> or <a href="https://www.surveymonkey.com/s/X3TDVXB">https://www.surveymonkey.com/s/X3TDVXB</a></td>
</tr>
<tr>
<td>3</td>
<td>Public Hearing</td>
<td>Non-targeted/broad community</td>
<td>A total of 8 persons attended the public hearing</td>
<td>Please see section AP-10 for a complete summary of public comments</td>
<td>All comments were accepted.</td>
<td></td>
</tr>
</tbody>
</table>

Table 4 – Citizen Participation Outreach
Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

This section provides a summary of the actions, activities, and programs that will take place during the 2018 program year to address the priority needs and goals identified in the DuPage 2015-2019 Consolidated Plan. 2018 CDBG infrastructure and capital improvement, projects were selected through a competitive application round held in the fall of 2017. 2018 public service projects were determined by submitted applications and funding was determining based on historical averages from the last three years. The Community Development Executive Committee approved funding recommendations at a duly called and noticed public meeting on January 2, 2018.

The Priority Table below identifies Prior Year Resources, which will be reprogrammed in this Action Plan:
<table>
<thead>
<tr>
<th>Program</th>
<th>Source of Funds</th>
<th>Uses of Funds</th>
<th>Expected Amount Available Year 1</th>
<th>Narrative Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>Annual Allocation:</strong> $</td>
<td><strong>Program Income:</strong> $</td>
</tr>
<tr>
<td>CDBG</td>
<td>public - federal</td>
<td>Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services</td>
<td>3,589,224</td>
<td>106,381</td>
</tr>
</tbody>
</table>

All projects proposed in the 2018 Action Plan will meet the National Objective of Low-Mod national objective. No Economic Development projects will be undertaken in the 2018 Action Plan. Additionally, no projects meeting the classification of Slum and Blight are planned in the 2018 Action Plan.
<table>
<thead>
<tr>
<th>Program</th>
<th>Source of Funds</th>
<th>Uses of Funds</th>
<th>Expected Amount Available Year 1</th>
<th>Expected Amount Available Remainder of ConPlan</th>
<th>Narrative Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>HOME</td>
<td>public - federal</td>
<td>Acquisition Homebuyer assistance, Homeowner rehab, Multifamily rental new construction, Multifamily rental rehab, New construction for ownership, TBRA</td>
<td>$1,280,596</td>
<td>$871,233</td>
<td>$136,804</td>
</tr>
</tbody>
</table>

HOME will be used for rental rehabilitation, rental construction, production of homebuyer units, first time homebuyer down payment assistance and TBRA. Additional underwriting is taking place to confirm projects meet the requirements of the HOME Program.
<table>
<thead>
<tr>
<th>Program</th>
<th>Source of Funds</th>
<th>Uses of Funds</th>
<th>Expected Amount Available Year 1</th>
<th>Expected Amount Available Remainder of ConPlan</th>
<th>Narrative Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESG</td>
<td>public - federal</td>
<td>Financial Assistance, Overnight shelter, Rapid re-housing (rental assistance), Rental Assistance Services, Transitional housing</td>
<td>$285,654</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Other</td>
<td>public - federal</td>
<td>Acquisition Admin and Planning Housing Public Improvements</td>
<td>$31,526,000</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

Table 2 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied
The CDBG Program regulations do not require matching funds. DuPage County, however, requires that CDBG funded neighborhood investment projects including road, sewer, sidewalk, tree removal, and other infrastructure improvements provide at least 25% leveraging from the applicant for a project to be eligible. Additional points are awarded in the application process for providing additional leveraging.

A funding request may not exceed $400,000 in order to provide assistance to additional community residents.

DuPage County requires that CDBG funded removal of barriers to improve accessibility activities provide at least 50% leveraging from the applicant for a project to be eligible. Additional points are awarded in the application process for providing additional leveraging. A funding request may not exceed $50,000 in order to provide assistance to additional community residents.

DuPage County does not require CDBG funded capital improvement and acquisition of property activities for non-profit agencies to provide additional leveraging, however additional points are awarded during the application process, if such leveraging is provided. A funding request may not exceed $400,000 in order to provide assistance to additional community residents.

The HOME Program regulations require a 25% match. DuPage County does not require match on a project by project basis, as some projects do not have the ability to produce 25% match. Other projects are able to provide more than 25% match, often through donated land and/or materials. By balancing projects that can provide match with those that cannot, the overall match requirement is monitored and met. Additional funding (leveraging) is supplied by Low Income Housing Tax Credits, private funding, and a number of other funding sources.

The ESG Program requires 100% match. This requirement is met by DuPage County general funds distributed for homeless programs through the County’s Human Services Grant Fund and through private foundations and United Way grants.
If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The County does not own any other specific parcels of land that could be used to address the needs identified in this plan; however, the municipal infrastructure projects being carried out in this Action Plan are being constructed on municipal publicly owned land. In 2015, DuPage County partnered with the Village of Woodridge to construct new affordable senior housing on land that was sold at a below market rate to a developer. The County will continue to look for opportunities to partner with local municipalities for redevelopment of government owned parcels of land that meet the needs identified in the 2015-2019 Consolidate Plan.

Discussion

The County used a competitive application process to distribute 2018 funds. The process was based on criteria that awards points to projects serving the lowest income populations with projects and services that have the highest priorities in the DuPage County 2015-2019 Consolidated Plan. Local funding and minimum matching requirements will continue to be required to ensure funding is diversified across multiple agencies and municipalities. The County will continue to consult with agencies throughout the Consolidated Plan period to ensure funds are being put to the highest and best use.

Publicly
## Annual Goals and Objectives

**AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)**

### Goals Summary Information

<table>
<thead>
<tr>
<th>Sort Order</th>
<th>Goal Name</th>
<th>Start Year</th>
<th>End Year</th>
<th>Category</th>
<th>Geographic Area</th>
<th>Needs Addressed</th>
<th>Funding</th>
<th>Goal Outcome Indicator</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Viable urban community - Municipal infrastructure</td>
<td>2015</td>
<td>2019</td>
<td>Non-Housing Community Development</td>
<td>Municipal Neighborhood Investment Activities</td>
<td>Neighborhood Investment - Water/Sewer Improvements Neighborhood Investment - Street Improvements Neighborhood Investment - Sidewalks Neighborhood Investment - Streetlights Neighborhood Investment - Parks/Recreation Neighborhood Investment - Public Facilities</td>
<td>CDBG: $1,100,000</td>
<td>Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 1302 Households Assisted</td>
</tr>
</tbody>
</table>

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*Annual Action Plan 2018*
<table>
<thead>
<tr>
<th>Sort Order</th>
<th>Goal Name</th>
<th>Start Year</th>
<th>End Year</th>
<th>Category</th>
<th>Geographic Area</th>
<th>Needs Addressed</th>
<th>Funding</th>
<th>Goal Outcome Indicator</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Suitable living environment - Non-profit capital</td>
<td>2015</td>
<td>2019</td>
<td>Non-Housing Community Development</td>
<td>Income Survey and Presumed Benefit Activities</td>
<td>Neighborhood Investment - Public Facilities</td>
<td>CDBG: $712,174</td>
<td>Public Facility or Infrastructure Activities</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>for Low/Moderate</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Income Housing Benefit: 1828 Households Assisted</td>
</tr>
<tr>
<td>3</td>
<td>Suitable living environment - Spec. needs facility</td>
<td>2015</td>
<td>2019</td>
<td>Non-Homeless Special Needs</td>
<td>Income Survey and Presumed Benefit Activities</td>
<td>Neighborhood Investment - ADA Compliance Neighborhood Investment - Public Facilities</td>
<td>CDBG: $1,238,600</td>
<td>Public Facility or Infrastructure Activities</td>
</tr>
<tr>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td>for Low/Moderate</td>
</tr>
<tr>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>Income Housing Benefit: 550 Households Assisted</td>
</tr>
<tr>
<td>4</td>
<td>Viable urban community - Public service</td>
<td>2015</td>
<td>2019</td>
<td>Public services including neighborhood resource centers</td>
<td>Income Survey and Presumed Benefit Activities</td>
<td>H&amp;S - Basic Needs (Food, Clothing, Medical) H&amp;S - Child Abuse and Counseling Life Skills - Employment Services Life Skills - Budget and Financial Counseling Housing - Emergency Rent and Utility Assistance Housing</td>
<td>CDBG: $247,000</td>
<td>Public service activities for Low/Moderate</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Income Housing Benefit: 1387 Households Assisted</td>
</tr>
<tr>
<td>5</td>
<td>Provide decent housing - Rehab rental units</td>
<td>2015</td>
<td>2019</td>
<td>Affordable Housing</td>
<td>Income Survey and Presumed Benefit Activities</td>
<td>Housing - Affordable Rental Units Need</td>
<td>HOME: $200,000</td>
<td>Rental units rehabilitated</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>12 Household Housing Unit</td>
</tr>
<tr>
<td>Sort Order</td>
<td>Goal Name</td>
<td>Start Year</td>
<td>End Year</td>
<td>Category</td>
<td>Geographic Area</td>
<td>Needs Addressed</td>
<td>Funding</td>
<td>Goal Outcome Indicator</td>
</tr>
<tr>
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<td>------------------------</td>
</tr>
<tr>
<td>8</td>
<td>Provide decent housing - Single-family rehab</td>
<td>2015</td>
<td>2019</td>
<td>Affordable Housing</td>
<td>Income Survey and Presumed Benefit Activities</td>
<td>Housing - First Time Homebuyer Assistance Housing - Rehab of Owner Occupied Units Need Housing - Affordable Rental Units Need</td>
<td>CDBG: $108,783 HOME: $1,602,523</td>
<td>Homeowner Housing Added: 12 Household Housing Unit Homeowner Housing Rehabilitated: 21 Household Housing Unit Direct Financial Assistance to Homebuyers: 12 Households Assisted</td>
</tr>
</tbody>
</table>
## Table 3 – Goals Summary

<table>
<thead>
<tr>
<th>Sort Order</th>
<th>Goal Name</th>
<th>Start Year</th>
<th>End Year</th>
<th>Category</th>
<th>Geographic Area</th>
<th>Needs Addressed</th>
<th>Funding</th>
<th>Goal Outcome Indicator</th>
</tr>
</thead>
<tbody>
<tr>
<td>9</td>
<td>Provide decent housing - Public service</td>
<td>2015</td>
<td>2019</td>
<td>Affordable Housing</td>
<td>Income Survey and Presumed Benefit Activities</td>
<td>H&amp;S - Substance Abuse Services Need</td>
<td>CDBG: $32,000</td>
<td>Public service activities for Low/Moderate Income Housing Benefit: 191 Households Assisted</td>
</tr>
</tbody>
</table>

### Goal Descriptions

1. **Goal Name**: Viable urban community - Municipal infrastructure  
   **Goal Description**: This category of activities are grants to municipalities for infrastructure work. The goal outcome indicator lists households, but the US Census lists persons in a block group. In order to provide the estimate of persons served, the total population of persons served was divided by four to estimate the households.

2. **Goal Name**: Suitable living environment - Non-profit capital  
   **Goal Description**: Midwest Shelter, Teen Parent, Bridge Communities, Wayne Township

3. **Goal Name**: Suitable living environment - Spec. needs facility  
   **Goal Description**: Convo Center, Seguin, Ray Graham, Little City, Childserv, Almost Home Kids.

4. **Goal Name**: Viable urban community - Public service  
   **Goal Description**: This category includes the neighborhood resource centers as well as the County's Housing Resource Unit since they provide many services to clients, also Bridge Communities Job Readiness program.

5. **Goal Name**: Provide decent housing - Rehab rental units  
   **Goal Description**: CHAD (CHDO) rehab project
<table>
<thead>
<tr>
<th></th>
<th>Goal Name</th>
<th>Goal Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
<td>Suitable living environment - Homeless</td>
<td>360 Youth; MSHV public service, ESG shelter, outreach and rapid rehousing including ESG pool funds</td>
</tr>
<tr>
<td>7</td>
<td>Suitable living environment - Homeless prevention</td>
<td>Catholic Charities daybreak, PRC public service, Prairie State homeless prevention, Outreach case management, DHOC counselor in court, and ESG Pool funds</td>
</tr>
<tr>
<td>8</td>
<td>Provide decent housing - Single-family rehab</td>
<td>Projects include single family rehab throughout DuPage County, single family rehab in Naperville, first time homebuyer program, and a new construction activity.</td>
</tr>
<tr>
<td>9</td>
<td>Provide decent housing - Public service</td>
<td>Serenity House</td>
</tr>
</tbody>
</table>

**Estimate the number of extremely low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b)**

*Extremely Low-Income - 20

Low-Income - 20

Moderate-Income – 20

*DuPage County supports a Tenant Based Rental Assistance (TBRA) program to provide affordable housing opportunities for the homeless. The one year goal in the table above lists zero clients to be served, but this is only because sufficient funding was provided in 2016 and 2017 is available to provide assistance for the next fiscal year. DuPage County expects to continue providing an estimated 20 households with assistance in 2018.
AP-35 Projects - 91.420, 91.220(d)

Introduction
The County will administer approximately $6,937,035 during the 2018 program year. Projects will be funded by Community Development Block Grants (CDBG), HOME Investment Partnerships (HOME,) and the Emergency Solutions Grant (ESG) and are listed in AP-35 Projects segment. The funds provided from these grants include new 2018 funds as well as projected program income from prior years' investments and include loan repayments. There are also reallocated funds from prior years. Funds are programmed with regulatory caps in mind. This includes the 20% administration cap for CDBG, the 10% administration cap for HOME and the 7.5% administration cap for ESG. If DuPage County receives less than the anticipated amount of funding, project amounts will be reduced accordingly. These actions may take place without triggering a Substantial Amendment to this Action Plan.

<table>
<thead>
<tr>
<th>#</th>
<th>Project Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Carol Stream Park District Carolshire Park/Infrastructure</td>
</tr>
<tr>
<td>2</td>
<td>Bensenville Residential Street Light Project/Infrastructure</td>
</tr>
<tr>
<td>3</td>
<td>Glendale Heights Gregory Ave Street Rehab/Infrastructure</td>
</tr>
<tr>
<td>4</td>
<td>Villa Park Sewer Separation and Water Main Improvements/Infrastructure</td>
</tr>
<tr>
<td>5</td>
<td>DuPage County Care Center Boiler Replacement/Capital Improvements</td>
</tr>
<tr>
<td>6</td>
<td>Midwest Shelter/Capital Improvements</td>
</tr>
<tr>
<td>7</td>
<td>Teen Parent Connection/Capital Improvements</td>
</tr>
<tr>
<td>8</td>
<td>Seguin Group Home/Capital Improvements</td>
</tr>
<tr>
<td>9</td>
<td>Ray Graham Assn Elmhurst Center/ Capital Improvements</td>
</tr>
<tr>
<td>10</td>
<td>Bridge Communities Rehab/Capital Improvements</td>
</tr>
<tr>
<td>11</td>
<td>Little City CILA Rehab/Capital Improvements</td>
</tr>
<tr>
<td>12</td>
<td>Wayne Township Food Pantry/ Capital Improvements</td>
</tr>
<tr>
<td>13</td>
<td>ChildServ Group Homes/Capital Improvements</td>
</tr>
<tr>
<td>14</td>
<td>Almost Home Kids Rehab/ Capital Improvements</td>
</tr>
<tr>
<td>15</td>
<td>Catholic Charities Daybreak/Public Services</td>
</tr>
<tr>
<td>16</td>
<td>360 Youth Svcs Cornerstone Shelter/Public Services</td>
</tr>
<tr>
<td>17</td>
<td>Peoples Resource Center Homeless Prevention/Public Services</td>
</tr>
<tr>
<td>18</td>
<td>Midwest Shelter for Homeless Veterans/ Public Services</td>
</tr>
<tr>
<td>19</td>
<td>Serenity House Counseling Svcs/Public Service</td>
</tr>
<tr>
<td>20</td>
<td>Prairie State Legal Service Homeless Prevent/Public Service</td>
</tr>
<tr>
<td>21</td>
<td>Outreach Community Services Case Mgmt/Public Services</td>
</tr>
<tr>
<td>22</td>
<td>DuPage Homeowner Center Counselor in Court/ Public Services</td>
</tr>
<tr>
<td>23</td>
<td>Family Shelter Service Emergency Shelter Program/Public Services</td>
</tr>
<tr>
<td>24</td>
<td>Bridge Communities Job Readiness Program/Public Service</td>
</tr>
<tr>
<td>25</td>
<td>Community House Willowbrook Learning Program/Public Service</td>
</tr>
<tr>
<td>26</td>
<td>Outreach Community NRC/Public Service</td>
</tr>
</tbody>
</table>
Table 4 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

With the preparation of the DuPage County 2015-2019 Consolidated Plan, the County conducted several surveys of both municipal and non-profit partners. Utilizing these surveys, the County determined its priority needs. High and Low priorities were assigned and this determined the allocation priorities.

The main obstacle for addressing underserved needs during the current (and future) year remains the uncertainty of future funding. Many agencies that provide services to the most vulnerable - homeless, disabled and senior populations - rely on funding from the State of Illinois. Continuous cuts in the state as well as the lack of state budget for the second year, have resulted in significant shortfalls for many of these agencies.
### AP-38 Project Summary

**Project Summary Information**

<table>
<thead>
<tr>
<th></th>
<th>Project Name</th>
<th>Target Area</th>
<th>Goals Supported</th>
<th>Needs Addressed</th>
<th>Funding</th>
<th>Description</th>
<th>Target Date</th>
<th>Estimate the number and type of families that will benefit from the proposed activities</th>
<th>Location Description</th>
<th>Planned Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Project Name</td>
<td>Target Area</td>
<td>Goals Supported</td>
<td>Needs Addressed</td>
<td>Funding</td>
<td>Description</td>
<td>Target Date</td>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>Location Description</td>
<td>Planned Activities</td>
</tr>
<tr>
<td></td>
<td>Carol Stream Park District Carolshire Park/Infrastructure</td>
<td>Municipal Neighborhood Investment Activities</td>
<td>Viable urban community - Municipal Infrastructure</td>
<td>Neighborhood Investment – Parks/Recreational Facilities</td>
<td>CDBG: $200,000</td>
<td>The development of a 0.8 acre park within a dense, low-income and high minority multi-family housing complex.</td>
<td>3/31/19</td>
<td>266</td>
<td>Carolshire Park, Carol Stream Illinois</td>
<td>Construction of a creative play area for young children, an open green space for multi-use recreation, and a shelter for picnics and events.</td>
</tr>
<tr>
<td>2</td>
<td>Project Name</td>
<td>Target Area</td>
<td>Goals Supported</td>
<td>Needs Addressed</td>
<td>Funding</td>
<td>Description</td>
<td>Target Date</td>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>Location Description</td>
<td>Planned Activities</td>
</tr>
<tr>
<td></td>
<td>Bensenville Residential Street Light Project/Infrastructure</td>
<td>Municipal Neighborhood Investment Activities</td>
<td>Viable urban community - Municipal Infrastructure</td>
<td>Neighborhood Investment - Streetlights</td>
<td>CDBG: $200,000</td>
<td>The installation of new street lights in residential neighborhoods within walking distance of the commuter train station and the central business district.</td>
<td>3/31/19</td>
<td>249</td>
<td>Various locations throughout the Village of Bensenville</td>
<td>Construction of a creative play area for young children, an open green space for multi-use recreation, and a shelter for picnics and events.</td>
</tr>
</tbody>
</table>
### Planned Activities
The installation of new street lights that will impact Village Hall, downtown Bensenville, the Metra Station, Police Department, and the Post Office.

<table>
<thead>
<tr>
<th>3</th>
<th>Project Name</th>
<th>Glendale Heights Gregory Ave Street Rehab/Infrastructure</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Target Area</td>
<td>Municipal Neighborhood Investment Activities</td>
</tr>
<tr>
<td></td>
<td>Goals Supported</td>
<td>Viable urban community - Municipal Infrastructure</td>
</tr>
<tr>
<td></td>
<td>Needs Addressed</td>
<td>Neighborhood Investment – Street Improvements, Sidewalks, Water/Sewer Improvements, ADA Compliance Needs</td>
</tr>
<tr>
<td></td>
<td>Funding</td>
<td>CDBG: $400,000</td>
</tr>
<tr>
<td></td>
<td>Description</td>
<td>Roadway reconstruction and resurfacing, sewer and water main improvements, sidewalk and gutter replacement, and ADA crosswalk improvements.</td>
</tr>
<tr>
<td></td>
<td>Target Date</td>
<td>3/31/19</td>
</tr>
<tr>
<td></td>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>598</td>
</tr>
<tr>
<td></td>
<td>Location Description</td>
<td>Gregory Ave. from Glen Ellyn Rd. to Sommerset Dr. located in the Village of Glendale Heights</td>
</tr>
<tr>
<td></td>
<td>Planned Activities</td>
<td>Roadway reconstruction, rehabilitation of curbs, gutters, and sidewalks. Installation of ADA-compliant sidewalk ramps, detectable warnings, and removal of trip hazards.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>4</th>
<th>Project Name</th>
<th>Villa Park Sewer Separation and Water Main Improvements/Infrastructure</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Target Area</td>
<td>Municipal Neighborhood Investment Activities</td>
</tr>
<tr>
<td></td>
<td>Goals Supported</td>
<td>Viable urban community - Municipal infrastructure</td>
</tr>
<tr>
<td></td>
<td>Needs Addressed</td>
<td>Neighborhood Investment - Water/Sewer Improvements</td>
</tr>
<tr>
<td></td>
<td>Funding</td>
<td>CDBG: $300,000</td>
</tr>
<tr>
<td></td>
<td>Description</td>
<td>Separation of a combined sewer line and installation of a new water main.</td>
</tr>
<tr>
<td>Project Name</td>
<td>DuPage County Care Center Boiler Replacement/Capital Improvements</td>
<td></td>
</tr>
<tr>
<td>--------------</td>
<td>------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Target Area</td>
<td>Income Survey and Presumed Benefit Activities</td>
<td></td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Suitable living environment - Spec. needs facility</td>
<td></td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Housing – Supportive Housing</td>
<td></td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $400,000</td>
<td></td>
</tr>
<tr>
<td>Description</td>
<td>Replacement of two (2) 8,000 lb/hr steam generators plus piping &amp; removal of old units.</td>
<td></td>
</tr>
<tr>
<td>Target Date</td>
<td>3/31/19</td>
<td></td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>190</td>
<td></td>
</tr>
<tr>
<td>Location Description</td>
<td>Princeton Ave. from Elm St. to the north of Division St. located in the Village of Villa Park</td>
<td></td>
</tr>
<tr>
<td>Planned Activities</td>
<td>The project will separate around 800 feet of combined sewer and replace roughly 110 feet of 4-inch diameter water main with 8-inch diameter piping.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Midwest Shelter/Capital Improvements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target Area</td>
<td>Income Survey and Presumed Benefit Activities</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Suitable living environment - Homeless</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>H&amp;S - Basic Needs (Food, Clothing, Medical)</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $205,774</td>
</tr>
</tbody>
</table>

| Location Description | 400 N. County Farm Rd. Wheaton, Illinois 60187 |
| Planned Activities | Replacement of the existing boiler and related systems. |

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Midwest Shelter/Capital Improvements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target Area</td>
<td>Income Survey and Presumed Benefit Activities</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Suitable living environment - Homeless</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>H&amp;S - Basic Needs (Food, Clothing, Medical)</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $205,774</td>
</tr>
<tr>
<td>Description</td>
<td>Rehabilitation of the Midwest Shelter’s main services and administration building at 433 S Carlton Ave.</td>
</tr>
<tr>
<td>-------------</td>
<td>---------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Target Date</td>
<td>3/31/19</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>144</td>
</tr>
<tr>
<td>Location Description</td>
<td>433 S. Carlton, Wheaton Illinois, 60187</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>The rehabilitation will include replacing the roof, air conditioning system, exterior drive and parking lot, and bringing the electrical system up to code.</td>
</tr>
<tr>
<td>7</td>
<td>Project Name</td>
</tr>
<tr>
<td></td>
<td>Target Area</td>
</tr>
<tr>
<td></td>
<td>Goals Supported</td>
</tr>
</tbody>
</table>
| | Needs Addressed | H&S - Basic Needs (Food, Clothing, Medical)  
H&S – Child Abuse Counseling/Advocacy |
| | Funding | CDBG: $28,000 |
| | Description | Replacement of 30 windows that are original to the 1976 building and beyond repair. |
| | Target Date | 3/31/19                                                                                           |
| | Estimate the number and type of families that will benefit from the proposed activities | 358                                                                                           |
| | Location Description | 475 Taft Ave. Glen Ellyn, Illinois 60137                                                                 |
| | Planned Activities | Teen Parent Connection will replace 30 aging windows with highly efficient, Low-E replacements. |
| 8 | Project Name | Seguin Group Home/Capital Improvements |
| | Target Area | Income Survey and Presumed Benefit Activities |
| | Goals Supported | Suitable living environment - Spec. needs facility |
| | Needs Addressed | H&S - Basic Needs (Food, Clothing, Medical)  
Housing – Supportive Housing  
Special Populations - Handicapped Services |
<table>
<thead>
<tr>
<th><strong>Funding</strong></th>
<th>CDBG: $300,000</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Description</strong></td>
<td>The acquisition and renovation of a residential property to serve as a Community Integrated Living Arrangement facility for 5 severely-disabled individuals.</td>
</tr>
<tr>
<td><strong>Target Date</strong></td>
<td>3/31/19</td>
</tr>
<tr>
<td><strong>Estimate the number and type of families that will benefit from the proposed activities</strong></td>
<td>5</td>
</tr>
<tr>
<td><strong>Location Description</strong></td>
<td>Location to be determined</td>
</tr>
<tr>
<td><strong>Planned Activities</strong></td>
<td>The activities include acquiring a property and making all necessary renovations to suit the needs of severely-disabled individuals in a manner that meets ADA requirements.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Project Name</strong></th>
<th>Ray Graham Assn Elmhurst Center/Capital Improvements</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Target Area</strong></td>
<td>Income Survey and Presumed Benefit Activities</td>
</tr>
<tr>
<td><strong>Goals Supported</strong></td>
<td>Suitable living environment - Spec. needs facility</td>
</tr>
<tr>
<td><strong>Needs Addressed</strong></td>
<td>H&amp;S - Basic Needs (Food, Clothing, Medical) Special Populations - Handicapped Services</td>
</tr>
<tr>
<td><strong>Funding</strong></td>
<td>CDBG: $264,600</td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td>Renovation to the Elmhurst Community Learning Center will include a roof replacement, bathroom improvements, and new exterior doors.</td>
</tr>
<tr>
<td><strong>Target Date</strong></td>
<td>3/31/19</td>
</tr>
<tr>
<td><strong>Estimate the number and type of families that will benefit from the proposed activities</strong></td>
<td>125</td>
</tr>
<tr>
<td><strong>Location Description</strong></td>
<td>420 W. Madison, Elmhurst, Illinois 60126</td>
</tr>
<tr>
<td><strong>Planned Activities</strong></td>
<td>The Community Learning Center will receive a roof replacement, new hallway lighting, new exterior doors, and renovation of two bathrooms.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Project Name</strong></th>
<th>Bridge Communities Rehab/Capital Improvements</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Target Area</strong></td>
<td>Income Survey and Presumed Benefit Activities</td>
</tr>
<tr>
<td><strong>Goals Supported</strong></td>
<td>Suitable living environment - Non-profit capital</td>
</tr>
</tbody>
</table>
| Needs Addressed                          | Life Skills - Employment Services  
|                                        | Life Skills - Budget and Financial Counseling  
|                                        | Housing - Supportive Housing  
|                                        | Special Populations - Youth Services  
| Funding                                | CDBG: $131,400  
| Description                            | The project will replace old and inefficient windows, repair water damage, and upgrade the HVAC system of Bridge’s main office building.  
| Target Date                            | 3/31/19  
| Estimate the number and type of families that will benefit from the proposed activities | 352  
| Location Description                   | 505 Crescent Blvd. Glen Ellyn, Illinois 60137  
| Planned Activities                     | Activities include replacement of 12 windows, upgrades to the main HVAC system, and restoration of water damage in the building’s basement.  
| 11                                      |  
| Project Name                           | Little City CILA Rehab/Capital Improvements  
| Target Area                            | Income Survey and Presumed Benefit Activities  
| Goals Supported                        | Suitable living environment - Spec. needs facility  
| Needs Addressed                        | Housing - Supportive Housing  
|                                        | H&S - Basic Needs (Food, Clothing, Medical)  
| Funding                                | CDBG: $80,000  
| Description                            | Renovations to the Irving Park CILA home will include a new roof, new flooring, new kitchen and bathroom fixtures.  
| Target Date                            | 3/31/19  
| Estimate the number and type of families that will benefit from the proposed activities | 7  
| Location Description                   | 220 W. Irving Park Rd. Roselle, Illinois 60172  
| Planned Activities                     | The CILA home will receive a new roof, ADA compliant bathrooms, new flooring, new lighting fixtures, and a renovated kitchen.  
| 12                                      |  
| Project Name                           | Wayne Township Food Pantry/ Capital Improvements  
| Target Area                            | Income Survey and Presumed Benefit Activities  

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<table>
<thead>
<tr>
<th>Goals Supported</th>
<th>Suitable living environment - Non-profit capital</th>
</tr>
</thead>
<tbody>
<tr>
<td>Needs Addressed</td>
<td>H&amp;S - Basic Needs (Food, Clothing, Medical)</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $335,000</td>
</tr>
<tr>
<td>Description</td>
<td>The project will expand the existing food pantry by 1000 sq. ft.</td>
</tr>
<tr>
<td>Target Date</td>
<td>3/31/19</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>974</td>
</tr>
<tr>
<td>Location Description</td>
<td>27W031 North Avenue, West Chicago</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>The project will expand the amount of available storage by increasing the existing food pantry space by 100 sq. ft.</td>
</tr>
</tbody>
</table>

**Project Name**: ChildServ Group Homes/Capital Improvements

**Target Area**: Income Survey and Presumed Benefit Activities

**Goals Supported**: Suitable living environment - Spec. needs facility

**Needs Addressed**: H&S - Basic Needs (Food, Clothing, Medical)  
H&S - Child Abuse and Counseling 
H&S – Mental Health 
Housing - Supportive Housing

**Funding**: CDBG: $74,000

**Description**: ChildServ will renovate two group homes focusing on essential mechanical systems and replacement of potential safety hazards.

**Target Date**: 3/31/19

**Estimate the number and type of families that will benefit from the proposed activities**: 18

**Location Description**: 4603 Main St. Lisle, Illinois 60532 & 4936 Highland Ave. Downers Grove, Illinois 60515

**Planned Activities**: Both group homes will receive new electrical and garage doors. The Lisle home will also receive a new boiler, new driveway and patio, basement renovation, and exterior tuck-pointing.
<table>
<thead>
<tr>
<th>Project Name</th>
<th>Almost Home Kids Rehab/ Capital Improvements</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Target Area</strong></td>
<td>Income Survey and Presumed Benefit Activities</td>
</tr>
<tr>
<td><strong>Goals Supported</strong></td>
<td>Suitable living environment - Spec. needs facility</td>
</tr>
<tr>
<td><strong>Needs Addressed</strong></td>
<td>H&amp;S - Basic Needs (Food, Clothing, Medical)</td>
</tr>
<tr>
<td></td>
<td>Special Populations – Caregiver Counseling and Respite Services</td>
</tr>
<tr>
<td><strong>Funding</strong></td>
<td>CDBG: $120,000</td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td>Almost Home Kids will replace the dry sprinkler fire suppression system and refinish the flooring.</td>
</tr>
<tr>
<td><strong>Target Date</strong></td>
<td>3/31/19</td>
</tr>
<tr>
<td><strong>Estimate the number and type of families that will benefit from the proposed activities</strong></td>
<td>70</td>
</tr>
<tr>
<td><strong>Location Description</strong></td>
<td>7 S. 721 Route 53 Naperville, Illinois 60540</td>
</tr>
<tr>
<td><strong>Planned Activities</strong></td>
<td>To replace the outdated dry sprinkler fire suppression system and to refinish the existing wood flooring.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Catholic Charities Daybreak/Public Services</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Target Area</strong></td>
<td>Income Survey and Presumed Benefit Activities</td>
</tr>
<tr>
<td><strong>Goals Supported</strong></td>
<td>Suitable living environment - Homeless prevention</td>
</tr>
<tr>
<td><strong>Needs Addressed</strong></td>
<td>H&amp;S - Basic Needs (Food, Clothing, Medical)</td>
</tr>
<tr>
<td></td>
<td>Housing - Supportive Housing</td>
</tr>
<tr>
<td></td>
<td>Housing - Emergency Rent and Utility Assistance</td>
</tr>
<tr>
<td><strong>Funding</strong></td>
<td>CDBG: $33,000</td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td>The Daybreak transitional housing program addresses the needs of low income individuals and families that are homeless or are at risk of homelessness.</td>
</tr>
<tr>
<td><strong>Target Date</strong></td>
<td>3/31/19</td>
</tr>
<tr>
<td><strong>Estimate the number and type of families that will benefit from the proposed activities</strong></td>
<td>1,356</td>
</tr>
<tr>
<td><strong>Location Description</strong></td>
<td>3130 Finley Rd. Suite 520 Downers Grove, Illinois 60515</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Clients receive rent, mortgage, utilities, and other assistance which enables them to maintain stable housing. The programs also provide food, prescription and transportation assistance.</td>
</tr>
<tr>
<td>-------------------</td>
<td>--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>16 Project Name</td>
<td>360 Youth Svcs Cornerstone Shelter/Public Services</td>
</tr>
<tr>
<td>Target Area</td>
<td>Income Survey and Presumed Benefit Activities</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Suitable living environment - Homeless</td>
</tr>
</tbody>
</table>
| Needs Addressed   | H&S - Basic Needs (Food, Clothing, Medical)  
|                   | H&S - Child Abuse and Counseling  
<p>|                   | Special Populations - Youth Services |
| Funding           | CDBG: $33,000 |
| Description       | Provides and emergency shelter and a 24 hour hotline and supportive services for homeless boys ages 13-17 that are abused, neglected or run away. |
| Target Date       | 3/31/19 |
| Estimate the number and type of families that will benefit from the proposed activities | 12 |
| Location Description | 2950 Burlington Ave. Lisle, Illinois 60532 |
| Planned Activities | Support of the direct service staff that work at the Cornerstone Shelter. |
| 17 Project Name   | People’s Resource Center Homeless Prevention/Public Services |
| Target Area       | Income Survey and Presumed Benefit Activities |
| Goals Supported   | Suitable living environment - Homeless prevention |
| Needs Addressed   | Housing - Emergency Rent and Utility Assistance |
| Funding           | CDBG: $29,000 |
| Description       | Provides direct salaries and benefits to staff directly assisting low income residents in DuPage County. Residents receive emergency rent or mortgage financial assistance and referrals for other services and resources to families experiencing financial difficulties. |
| Target Date       | 3/31/19 |</p>
<table>
<thead>
<tr>
<th><strong>18</strong></th>
<th><strong>Project Name</strong></th>
<th>Midwest Shelter for Homeless Veterans/Public Services</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Target Area</strong></td>
<td>Income Survey and Presumed Benefit Activities</td>
<td></td>
</tr>
<tr>
<td><strong>Goals Supported</strong></td>
<td>Suitable living environment - Homeless</td>
<td></td>
</tr>
</tbody>
</table>
| **Needs Addressed** | H&S - Basic Needs (Food, Clothing, Medical)  
Life Skills - Employment Services  
Life Skills - Budget and Financial Counseling  
Housing - Emergency Shelter |
| **Funding** | CDBG: $34,000 |
| **Description** | Partial funding for staff directly serving homeless veterans. Providing food, shelter, clothing and counseling. |
| **Target Date** | 3/31/19 |
| **Estimate the number and type of families that will benefit from the proposed activities** | 15 |
| **Location Description** | 119 N. West Street Wheaton, Illinois 60187 |
| **Planned Activities** | Assist US military veterans transition from homelessness to self-sufficiency through a highly structured service providing access to mainstream benefits. Also teaching life skills. |

<table>
<thead>
<tr>
<th><strong>19</strong></th>
<th><strong>Project Name</strong></th>
<th>Serenity House Counseling Svcs/Public Service</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Target Area</strong></td>
<td>Income Survey and Presumed Benefit Activities</td>
<td></td>
</tr>
<tr>
<td><strong>Goals Supported</strong></td>
<td>Provide decent housing - Public service</td>
<td></td>
</tr>
<tr>
<td><strong>Needs Addressed</strong></td>
<td>H&amp;S - Substance Abuse Services Need</td>
<td></td>
</tr>
<tr>
<td><strong>Funding</strong></td>
<td>CDBG: $32,000</td>
<td></td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td>Provides supportive salary and benefits to clinical counseling staff providing direct delivery of services to clients in the Extended Residential Care programs. These services are designed to help clients recovering from substance abuse disorders.</td>
<td></td>
</tr>
<tr>
<td><strong>Target Date</strong></td>
<td>3/31/19</td>
<td></td>
</tr>
<tr>
<td><strong>Estimate the number and type of families that will benefit from the proposed activities</strong></td>
<td>191</td>
<td></td>
</tr>
<tr>
<td><strong>Location Description</strong></td>
<td>891 S. Rohlwing Street Addison, Illinois 60101</td>
<td></td>
</tr>
<tr>
<td><strong>Planned Activities</strong></td>
<td>The ERC (Extended Residential Care) Manages funded with this grant will provide direct services to clients including counseling, financial counseling, and job searches. Group sessions will also be held.</td>
<td></td>
</tr>
</tbody>
</table>

| **Project Name** | Prairie State Legal Service Homeless Prevent/Public Service |
| **Target Area** | Income Survey and Presumed Benefit Activities |
| **Goals Supported** | Suitable living environment - Homeless prevention |
| **Needs Addressed** | Housing - Legal Counsel (Homeless Prevention) |
| **Funding** | CDBG: $28,000 |
| **Description** | To fund partial attorney’s salaries and benefits. Attorneys are placed in housing court to provide advice and representation to persons threatened with homelessness in DuPage County. |
| **Target Date** | 3/31/19 |
| **Estimate the number and type of families that will benefit from the proposed activities** | 392 |
| **Location Description** | 400 W. Roosevelt Rd. Wheaton, Illinois 60187 & 505 N. County Farm Rd. Wheaton, Illinois 60187 |
### Planned Activities

The Attorney's efforts in court are directed toward preventing evictions. They are available for immediate representation of tenants undergoing eviction. They also represent clients in administrative hearings to preserve or obtain federally subsidized housing benefits, thus preserving affordable housing for low income tenants.

### Project Name

**21**

Outreach Community Services Case Mgmt/Public Services

### Target Area

Income Survey and Presumed Benefit Activities

### Goals Supported

Suitable living environment - Homeless prevention

### Needs Addressed

- H&S - Basic Needs (Food, Clothing, Medical)
- Life Skills - Budget and Financial Counseling
- Housing - Emergency Rent and Utility Assistance

### Funding

- CDBG: $15,000

### Description

To support case managers serving Wheaton, Glen Ellyn, Warrenville and Carol Stream. They will assess and case plan and evaluate. They also assist clients in accessing basic income supports (such as food stamps, LIHEAP, reduction of expenses, etc.).

### Target Date

3/31/19

### Estimate the number and type of families that will benefit from the proposed activities

1,100

### Location Description


### Planned Activities

Provide services including limited financial assistance for homeless prevention and emergency needs. Will also provide literacy training and counseling to clients to attain housing stability.

### Project Name

**22**

DuPage Homeowner Center Counselor in Court/ Public Services

### Target Area

Income Survey and Presumed Benefit Activities

### Goals Supported

Suitable living environment - Homeless prevention

### Needs Addressed

- Life Skills - Budget and Financial Counseling

### Funding

- CDBG: $24,000
<table>
<thead>
<tr>
<th>Description</th>
<th>This program helps families address financial and housing situations to prevent homelessness via workshops, counseling, and the “Counselor in the Courts” program, which places a counselor in the courtroom to assist homeowners. This program serves all of DuPage County.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target Date</td>
<td>3/31/19</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>557</td>
</tr>
<tr>
<td>Location Description</td>
<td>1600 E. Roosevelt Rd. Wheaton, Illinois 60187</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>This program serves all of DuPage County. Funds will be used to pay HOME counselors (4 FTE) and intake assistant (1PT) salaries and benefits.</td>
</tr>
<tr>
<td>Project Name</td>
<td>Family Shelter Service Emergency Shelter Program/Public Services</td>
</tr>
<tr>
<td>Target Area</td>
<td>Income Survey and Presumed Benefit Activities</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Suitable living environment - Homeless</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>H&amp;S - Basic Needs (Food, Clothing, Medical)</td>
</tr>
<tr>
<td></td>
<td>H&amp;S - Domestic Abuse Services Need</td>
</tr>
<tr>
<td></td>
<td>H&amp;S - Child Abuse and Counseling</td>
</tr>
<tr>
<td></td>
<td>H&amp;S – Mental Health</td>
</tr>
<tr>
<td></td>
<td>Housing - Emergency Shelters</td>
</tr>
<tr>
<td></td>
<td>Special Populations - Youth Services</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $33,000</td>
</tr>
<tr>
<td>Description</td>
<td>To address the needs of victims of domestic violence that are homeless as a result of that violence. Will support salaries and benefits of staff directly serving these clients.</td>
</tr>
<tr>
<td>Target Date</td>
<td>3/31/19</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>207</td>
</tr>
<tr>
<td>Location Description</td>
<td>7300 S. Main St. Downers Grove, Illinois 60516</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Safe Home Advocates provide critically-needed resources to sustain clients’ immediate safety and help them build a life without violence. Clients are provided three nutritious meals each day and are supplied with all basic needs such as diapers for infants.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>24</th>
<th>Project Name</th>
<th>Bridge Communities Job Readiness Program/Public Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target Area</td>
<td>Income Survey and Presumed Benefit Activities</td>
<td></td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Viable urban community - Public service</td>
<td></td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Life Skills - Employment Services</td>
<td></td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $28,000</td>
<td></td>
</tr>
<tr>
<td>Description</td>
<td>Provide employment counseling and job readiness training to homeless families and families at risk of homelessness focusing on economic self-sufficiency.</td>
<td></td>
</tr>
<tr>
<td>Target Date</td>
<td>3/31/19</td>
<td></td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>123</td>
<td></td>
</tr>
<tr>
<td>Location Description</td>
<td>505 Crescent Blvd. Glen Ellyn, Illinois 60137</td>
<td></td>
</tr>
<tr>
<td>Planned Activities</td>
<td>The funding will be used to support the partial salaries of 1 Full-time Employment Program Manager, 1 Full-time Employment Counselor, 1 Part-time Employment Counselor who provide direct services to 80 adults.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>25</th>
<th>Project Name</th>
<th>Community House Willowbrook Learning Program/Public Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target Area</td>
<td>Neighborhood Resource Centers</td>
<td></td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Viable urban community - Public service</td>
<td></td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Special Populations - Youth Services</td>
<td></td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $17,000</td>
<td></td>
</tr>
<tr>
<td>Description</td>
<td>Funding will be used to assist staff salaries and help young students improve their educational performance.</td>
<td></td>
</tr>
<tr>
<td>Target Date</td>
<td>3/31/19</td>
<td></td>
</tr>
<tr>
<td><strong>Estimate the number and type of families that will benefit from the proposed activities</strong></td>
<td>159</td>
<td></td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td></td>
</tr>
<tr>
<td><strong>Location Description</strong></td>
<td>16W610 Honeysuckle Rose Lane Willowbrook, Illinois 60527</td>
<td></td>
</tr>
<tr>
<td><strong>Planned Activities</strong></td>
<td>Provide learning opportunities to practice problem solving and decision making skills. Parents will also be offered a wide range of support programs as well. They wish to empower the children and families to end the cycle of poverty and increase their quality of life.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>26</strong></th>
<th><strong>Project Name</strong></th>
<th>Outreach Community NRC/Public Service</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Target Area</strong></td>
<td>Neighborhood Resource Centers</td>
<td></td>
</tr>
<tr>
<td><strong>Goals Supported</strong></td>
<td>Viable urban community - Public service</td>
<td></td>
</tr>
<tr>
<td><strong>Needs Addressed</strong></td>
<td>Life Skills - Employment Services</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Special Populations - Youth Services</td>
<td></td>
</tr>
<tr>
<td><strong>Funding</strong></td>
<td>CDBG: $14,000</td>
<td></td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td>This program, based out of the Outreach Community Center NRC, will provide youths age 14-18 with job preparation classes, academic classes, and place those of age into paid part-time work positions.</td>
<td></td>
</tr>
<tr>
<td><strong>Target Date</strong></td>
<td>3/31/19</td>
<td></td>
</tr>
<tr>
<td><strong>Estimate the number and type of families that will benefit from the proposed activities</strong></td>
<td>40</td>
<td></td>
</tr>
<tr>
<td><strong>Location Description</strong></td>
<td>345 S. Gunderson Carol Stream, Illinois 60188</td>
<td></td>
</tr>
<tr>
<td><strong>Planned Activities</strong></td>
<td>Funding will support summer staff salaries and benefits, program supplies and participant transportation.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>27</strong></th>
<th><strong>Project Name</strong></th>
<th>York Neighborhood NRC/Public Service</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Target Area</strong></td>
<td>Neighborhood Resource Centers</td>
<td></td>
</tr>
<tr>
<td><strong>Goals Supported</strong></td>
<td>Viable urban community - Public service</td>
<td></td>
</tr>
<tr>
<td><strong>Needs Addressed</strong></td>
<td>Special Populations - Youth Services</td>
<td></td>
</tr>
<tr>
<td><strong>Funding</strong></td>
<td>CDBG: $9,000</td>
<td></td>
</tr>
<tr>
<td>Description</td>
<td>This program will offer full-day summer programming for Elementary students. Programs will include tutoring, literacy activities, recreation, and life skills.</td>
<td></td>
</tr>
<tr>
<td>---</td>
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<td></td>
</tr>
<tr>
<td>Target Date</td>
<td>3/31/19</td>
<td></td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>25</td>
<td></td>
</tr>
<tr>
<td>Location Description</td>
<td>1420 S. Meyers Rd. Lombard, Illinois 60148</td>
<td></td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Elementary School students use group activities and games, repetition, skill sheets, and group and one-on-one reading time to maintain and improve their academic skills. Character education is built into all structured recreation activities at the Center during the week for all youth.</td>
<td></td>
</tr>
<tr>
<td>Project Name</td>
<td>Timber Lake Neighborhood NRC/Public Service</td>
<td></td>
</tr>
<tr>
<td>Target Area</td>
<td>Neighborhood Resource Centers</td>
<td></td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Viable urban community - Public service</td>
<td></td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Special Populations - Youth Services</td>
<td></td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $13,000</td>
<td></td>
</tr>
<tr>
<td>Description</td>
<td>Provides for 25 youth ages 14-18 for a 10-12 week Summer Employment Program and Business Entrepreneurship Program.</td>
<td></td>
</tr>
<tr>
<td>Target Date</td>
<td>3/31/19</td>
<td></td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>25</td>
<td></td>
</tr>
<tr>
<td>Location Description</td>
<td>1200 Kings Circle West Chicago, Illinois 60185</td>
<td></td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Classes in topics such as workplace culture, job expectations, business plan creation and analysis will be covered.</td>
<td></td>
</tr>
<tr>
<td>Project Name</td>
<td>2018 Housing Resource Unit/Public Service</td>
<td></td>
</tr>
<tr>
<td>Target Area</td>
<td>Income Survey and Presumed Benefit Activities</td>
<td></td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Viable urban community - Public service</td>
<td></td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Housing Need</td>
<td></td>
</tr>
<tr>
<td>----------------</td>
<td>--------------</td>
<td></td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $166,000</td>
<td></td>
</tr>
<tr>
<td>Description</td>
<td>Provides salaries and benefits to staff working directly with clients.</td>
<td></td>
</tr>
<tr>
<td>Target Date</td>
<td>3/31/19</td>
<td></td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>1695</td>
<td></td>
</tr>
<tr>
<td>Location Description</td>
<td>421 N. County Farm Rd. Wheaton, Illinois 60187</td>
<td></td>
</tr>
<tr>
<td>Planned Activities</td>
<td>ADA and landlord/tenant rights. Intake and assessments to determine housing needs. Homeless Prevention; households will receive financial assistance.</td>
<td></td>
</tr>
</tbody>
</table>

**Project Name**: 2018 Single Family Rehab

**Target Area**: Income Survey and Presumed Benefit Activities

**Goals Supported**: Provide decent housing - Single-family rehab

**Needs Addressed**: Housing - Rehab of Owner Occupied Units Need Housing - Lead Hazard Screening Services

| Funding        | CDBG: $108,783 |
| Description    | Addresses code violations and substandard living conditions in single family dwellings located throughout DuPage County. |
| Target Date    | 3/31/19 |
| Estimate the number and type of families that will benefit from the proposed activities | 20 |
| Location Description | Various locations throughout DuPage County, Illinois |
| Planned Activities | Provide grants to homeowners for rehabilitation. Includes roofs, windows, floors, etc. Also includes lead inspections. |

**Project Name**: H.O.M.E. DuPage

**Target Area**: Income Survey and Presumed Benefit Activities

**Goals Supported**: Provide decent housing
### Needs Addressed

<table>
<thead>
<tr>
<th>Housing - First Time Homebuyer Assistance</th>
</tr>
</thead>
</table>

### Funding

<table>
<thead>
<tr>
<th>CDBG: $200,000</th>
</tr>
</thead>
</table>

### Description

HOME funds for first-time homebuyers program.

### Target Date

3/31/19

### Estimate the number and type of families that will benefit from the proposed activities

10 families under 80% MFI expected to benefit from this activity.

### Location Description

Locations to be determined.

### Planned Activities

Will provide up to $14,999 in down payment assistance to clients purchasing a home through the DuPage Homeownership Center. The clients will have received counseling assistance.

### Project Name

2018 CDBG Administration

### Target Area

- Municipal Neighborhood Investment Activities
- Income Survey and Presumed Benefit Activities
- Neighborhood Resource Centers

### Goals Supported

<table>
<thead>
<tr>
<th>Viable urban community - Municipal infrastructure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Suitable living environment - Non-profit capital</td>
</tr>
<tr>
<td>Suitable living environment - Spec. needs facility</td>
</tr>
<tr>
<td>Viable urban community - Public service</td>
</tr>
<tr>
<td>Provide decent housing - Public service</td>
</tr>
<tr>
<td>Provide decent housing - Rehab rental units</td>
</tr>
<tr>
<td>Suitable living environment - Homeless</td>
</tr>
<tr>
<td>Suitable living environment - Homeless prevention</td>
</tr>
<tr>
<td>Provide decent housing - Single-family rehab</td>
</tr>
</tbody>
</table>

### Needs Addressed

Neighborhood Investment - Water/Sewer Improvements

### Funding

<table>
<thead>
<tr>
<th>CDBG: $717,845</th>
</tr>
</thead>
</table>

### Description

Funds salaries and benefits for staff administering the Community Development Block Grant program. Also includes fair housing, auditing charges, office supplies, travel expenses, telephones and other typical costs associated with administration.

### Target Date

3/31/19
<table>
<thead>
<tr>
<th>Estimate the number and type of families that will benefit from the proposed activities</th>
<th>Administration funds, benefit will listed in activities.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Location Description</td>
<td>421 N. County Farm Rd. Wheaton, Illinois 60187</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>To carry out the necessary tasks related to administering the Community Development Block Grant. This includes monitoring, public hearings, analyzing applications for funding, preparing agreements, carrying out environmental reviews, publishing, budget and reporting.</td>
</tr>
<tr>
<td>Project Name</td>
<td>ESG18 DuPage County</td>
</tr>
<tr>
<td>Target Area</td>
<td>Income Survey and Presumed Benefit Activities</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Suitable living environment - Homeless Suitable living environment - Homeless prevention</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>H&amp;S - Basic Needs (Food, Clothing, Medical) Life Skills - Employment Services Life Skills - Budget and Financial Counseling Housing - Emergency Rent and Utility Assistance Housing - Emergency Shelters</td>
</tr>
<tr>
<td>Funding</td>
<td>ESG: $285,654</td>
</tr>
<tr>
<td>Description</td>
<td>Funding for the HESG activities, which include; Administration (7.5%) Street Outreach, Homeless Prevention, Rapid Rehousing, Emergency Shelter and Homeless Management Information Systems.</td>
</tr>
<tr>
<td>Target Date</td>
<td>3/31/19</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>Administration funds, benefit will listed in activities.</td>
</tr>
<tr>
<td>Location Description</td>
<td>421 N. County Farm Rd. Wheaton, Illinois 60187</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Providing the homeless with shelter, food, and clothing. Will also provide rental assistance, security deposits. There are educational programs to teach finances and employment workshops. The County plans to implement the following allocations for ESG activities: Administration $21,424; Street Outreach $33,806; Homeless Prevention $40,675; Emergency Services $97,631; Rapid Re-housing $27,118; and Homeless Management Information Systems $65,000.</td>
</tr>
<tr>
<td>-------------------</td>
<td>---------------------------------------------------------------------------------------------------------------</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>34 Project Name</th>
<th>HOME Administration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target Area</td>
<td>Income Survey and Presumed Benefit Activities</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Provide decent housing - Rehab rental units&lt;br&gt;Provide decent housing - Single-family rehab</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Housing - First Time Homebuyer Assistance&lt;br&gt;Housing - Supportive Housing&lt;br&gt;Housing - Affordable Rental Units Need</td>
</tr>
<tr>
<td>Funding</td>
<td>HOME: $127,595</td>
</tr>
<tr>
<td>Description</td>
<td>Funding for the administration of the HOME grant includes staff salaries and benefits; travel and auditing expenses and supplies associated with the execution of this grant.</td>
</tr>
<tr>
<td>Target Date</td>
<td>3/31/19</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>Administration funds, benefit will listed in activities.</td>
</tr>
<tr>
<td>Location Description</td>
<td>421 N. County Farm Rd. Wheaton, Illinois 60187</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Receive, analyze and fund applications. Provide technical assistance. Monitor.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>35 Project Name</th>
<th>Community Housing Advocacy and Development (CHAD) Rehab</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target Area</td>
<td>Income Survey and Presumed Benefit Activities</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Provide decent housing - Rehab rental units</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Housing - Affordable Rental Units Need</td>
</tr>
<tr>
<td>Funding</td>
<td>HOME: $200,000</td>
</tr>
<tr>
<td>Description</td>
<td>To rehab approximately 12 units of multifamily rental housing. The agency is designated as a Community Housing Development Organization (CHDO) and will fulfill the required HOME 15% CHDO set aside.</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Target Date</td>
<td>3/31/19</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>Approximately 12 families under 60% MFI will benefit from this activity.</td>
</tr>
<tr>
<td>Location Description</td>
<td>Location to be determined by further underwriting.</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>CHAD’s intent is to rehab 12 units; 2 one bedroom and 10 2 bedroom units. Would include rehabbing of bathrooms and kitchens.</td>
</tr>
<tr>
<td>Project Name</td>
<td>Single Family Rehab Naperville</td>
</tr>
<tr>
<td>Target Area</td>
<td>Income Survey and Presumed Benefit Activities</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Provide decent housing – Single Family Rehab</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Housing – Rehab of Owner Occupied Units Need</td>
</tr>
<tr>
<td>Funding</td>
<td>HOME: $15,000</td>
</tr>
<tr>
<td>Description</td>
<td>To provide 1 family mold remediation and roof work at an income eligible home.</td>
</tr>
<tr>
<td>Target Date</td>
<td>3/31/19</td>
</tr>
<tr>
<td>Project Name</td>
<td>Habitat for Humanity New Construction</td>
</tr>
<tr>
<td>Target Area</td>
<td>Income Survey and Presumed Benefit Activities</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Provide decent housing</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Housing – Rehab of Owner Occupied Units Need</td>
</tr>
<tr>
<td>Funding</td>
<td>HOME: $1,625,523</td>
</tr>
<tr>
<td>Description</td>
<td>New construction of 12 townhomes</td>
</tr>
<tr>
<td>Target Date</td>
<td>3/31/19</td>
</tr>
</tbody>
</table>
AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

CDBG area benefit projects must be located in a geographic area determined to be low-to-moderate income. DuPage County operates on an “exception criteria” with HUD; a geographic area must be at least 35.83% low to moderate income to meet the low/mod national objective for an area benefit project. Income data is now released by HUD in larger geographic areas than previously. Staff will determine if the project location/service area reasonably coincides with the HUD - defined block group area. If the service area does not reasonably coincide with the block group area then an income survey utilizing a HUD-approved methodology must be completed. Service areas with a higher percentage concentration of low income residents will generally be a higher priority. The choice to apply for these funds will be in the hands of each municipality located within the County jurisdiction and will be scored competitively. The 2018 funding for municipal infrastructure projects and for Neighborhood Resource Centers is directed at geographic areas that meet the income test. Data on low to moderate income areas and maps of these areas are available at http://www.dupageco.org/Community_Services/Community_Development_Commission/1305/

Geographic Distribution

<table>
<thead>
<tr>
<th>Target Area</th>
<th>Percentage of Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Municipal Neighborhood Investment Activities</td>
<td>33%</td>
</tr>
<tr>
<td>Income Survey and Presumed Benefit Activities</td>
<td>65%</td>
</tr>
<tr>
<td>Neighborhood Resource Centers</td>
<td>2%</td>
</tr>
</tbody>
</table>

Table 5 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

It is the policy of the DuPage Community Development Commission and the DuPage HOME Advisory Group that greater locational choice is promoted in the development of affordable housing in the DuPage County area. This policy will be promoted in the implementation of the Community Development Block Grant Program and the HOME Investment Partnership Act program.

All project applications reviewed by the DuPage Community Development Commission for funding by the DuPage County CDBG program or reviewed by the DuPage HOME Advisory Group for funding by the DuPage Consortium HOME program that propose new construction of affordable housing or otherwise adding to the affordable housing stock will be evaluated for the suitability of the proposed site. That policy promotes greater locational choice for both low and moderate-income persons and minorities.

Rationale for allocating investments geographically is to ensure that pockets of low-income and/or minority residents are not created or increased, while at the same time ensuring that any such existing areas have access to the same infrastructure and services as geographic areas that are not low-income or high minority concentration.
Affordable Housing

AP-55 Affordable Housing - 91.420, 91.220(g)

Introduction

During the next year, DuPage County estimates that 12 rental units will be created or preserved. Of the units created, all units will be affordable to incomes less than 60% MFI with additional set asides from the total units to specifically serve households at less than 50% (unit) and households at less than 30% (units). During the next year, DuPage County estimates assisting households at 80% or less of MFI through its first-time homebuyer program. Likewise, the county expects Habitat families to move into formerly foreclosed and subsequently rehabbed homes as well as newly constructed townhomes. Tables 6 and 7 show the breakdown of the number and type of 2018 households to be supported.

As noted in the Strategic Plan, homeownership is becoming slightly more attainable as the economy slowly improves, more jobs are available, and the price of some homes remains affordable in several areas throughout the County.

Barriers to affordable housing, which include local planning and zoning, building codes, fragmented local government structure, costs, and housing the most difficult populations most often pertain to development of new rental units. DuPage County will continue to collaborate with municipal community development departments through the Community Development Commission to seek solutions to permitting and inspection situations.

It is also important to note that issues that affected “affordable” housing often are also “fair housing issues” because they are experienced by protected classes. The County will continue to fund agencies that specialize in the legal areas of fair housing. DuPage County also has an agreement with HOPE Fair Housing. HOPE’s mission is “to create greater housing opportunities for all. We want to ensure everyone has the chance to live in the community/home/apartment of their choice free from discrimination based on race, color, religion, national origin, sex, disability, familial status, or any other characteristics protected under state or local laws. HOPE accomplishes this through education, outreach, enforcement, training, and advocacy.”

<table>
<thead>
<tr>
<th>One Year Goals for the Number of Households to be Supported</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Homeless</strong></td>
</tr>
<tr>
<td><strong>Non-Homeless</strong></td>
</tr>
<tr>
<td><strong>Special-Needs</strong></td>
</tr>
<tr>
<td><strong>Total</strong></td>
</tr>
</tbody>
</table>

Table 6 - One Year Goals for Affordable Housing by Support Requirement
Table 6 - One Year Goals for Affordable Housing by Support Type

<table>
<thead>
<tr>
<th>Support Type</th>
<th>Goal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rental Assistance</td>
<td>0</td>
</tr>
<tr>
<td>The Production of New Units</td>
<td>27</td>
</tr>
<tr>
<td>Rehab of Existing Units</td>
<td>58</td>
</tr>
<tr>
<td>Acquisition of Existing Units</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>85</strong></td>
</tr>
</tbody>
</table>

Discussion

A total of 85 households are projected to be supported through a number of strategies in the next year. DuPage County supports a Tenant Based Rental Assistance (TBRA) program to provide affordable housing opportunities for the homeless. The one year goal in the table above lists zero clients to be served, but this is only because sufficient funding was provided in 2016 and 2017 is available to provide assistance for the next fiscal year. DuPage County expects to continue providing an estimated 20 households with assistance in 2018.

The CDC has also listed the goal for acquisition of existing units because acquiring existing affordable housing multifamily units has been difficult. Instead, the CDC will focus on rehabbing existing units, producing new units through new construction and acquisition of market rate homes to sell to qualifying homebuyers, and continue providing rental assistance to tenants that are homeless or on the verge of homelessness.
**AP-60 Public Housing - 91.420, 91.220(h)**

**Introduction**

The DuPage Housing Authority (DHA) does not manage any public housing. The DHA has been serving the County for 74 years and continues to administer the Housing Choice Voucher (HCV) program, which allows eligible families to lease a housing unit, suited to their family size from a landlord of their choosing. The landlord agrees to participate in the program and to maintain the housing in compliance with HUD required property standards.

During 2017, the DHA served 3,608 households through Housing Choice Vouchers, Project-based Vouchers and Homeownership programs. The total leased units from the Annual Contributions Contract total includes 2,327 HCV, 312 Project-based Voucher (PBV) and 30 Homeownership units. 812 units were Port-ins to DuPage County from other housing authority jurisdictions: 786 of those were regular HCV households and 26 were HUD-VASH (Veterans Affairs Supportive Housing) households. 127 regular HCV households were Port-outs of DuPage County.

Although there are several factors that must be evaluated to determine a household’s eligibility to participate in the HCV program, financial status is a primary driver for this program.

**Actions planned during the next year to address the needs to public housing**

The DuPage Housing Authority is striving to increase leasing to 100% utilization during 2018. The Authority will continue to reach out to potential landlords to maintain an adequate supply of affordable housing for the HCV program participants.

DHA is participating as the administering agency for two Rental Assistance Demonstration (RAD) conversions. This is a special program of HUD that allows public housing agencies to convert their Tenant-Based Vouchers into Project Based Vouchers. There are currently 57 RAD units in DuPage County.

On November 29, 2016, the DHA published a request for proposals for the Project-Based Voucher (PBV) Program. The request was for new construction or existing housing rehab projects wholly within DuPage County, Illinois. One proposal was submitted and was approved for the PBVs; however, the project was unable to secure the other funding sources involved and the project was halted. The DHA seeks to meet a goal of de-concentrating poverty and helping to expand affordable housing opportunities through the award of project based vouchers.

**Actions to encourage public housing residents to become more involved in management and participate in homeownership**

DuPage County does not currently have any public housing units within its jurisdiction. The H.O.M.E. DuPage, Inc assists first-time home buyers and low-income, single-parent and minority households through various programs, such as education for first-time home buyers, credit counseling, financial literacy training, and foreclosure prevention counseling. These
services are funded, in part, by grants through the federal HOME Partnership Investment Partnerships Program.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

This DHA is not designated as a troubled PHA.
AP-65 Homeless and Other Special Needs Activities - 91.420, 91.220(i)

Introduction

Through the DuPage County Continuum of Care, DuPage County is facilitating an updated Plan to End Homelessness, identifying the 2017 DuPage Federation’s community profile “The Hidden Face of Homelessness in DuPage County” as a first step. Planned actions towards ending homelessness include the expansion of the existing Coordinated Entry System, addressing critical housing and service support interventions through prioritization of resources for homeless persons and those at risk of homelessness. The updated plan will include DuPage County’s capacity to quickly identify and engage people at risk of and experiencing homelessness, and divert individuals and families from entering the homeless services system whenever possible. Many plan elements will specifically address veteran, family and youth homelessness, and those fleeing domestic violence.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

The one-year goals and actions for reducing and ending homelessness are to allocate resources to meet the needs of the homeless, those at-risk of homelessness, and the non-homeless special needs populations through direct funding to rental assistance programs; homebuyer downpayment assistance and housing counseling programs; and provision of affordable housing through creation of new housing units, and rehabilitation and acquisition of existing units. DuPage County collaboration with the DuPage Continuum of Care (CoC) assures that available funding resources will target actions that accomplish the goals of ending homelessness.

The DuPage CoC service delivery components that prevent homelessness and rapidly re-house the homeless are using a housing first model and are supported with allocated funding that allows providers to dedicate outreach to those in need with multiple information and access points for emergency assistance. Faith and community-based organizations, local education agencies, and social service agencies providing direct services are aware of available housing and emergency assistance resources and participate in joint planning efforts.

Coordinated Entry is a process developed to ensure all persons experiencing a housing crisis have fair and equal access and are quickly identified, assessed for, referred, and connected to housing and assistance based on their strengths and needs. Progress is tracked in the Homeless Management Information System (HMIS) using several System Performance Measures including: Length of Time Homeless, Returns to Homelessness, and Successful Placement into Housing or Retention of Permanent Housing. Our current outcome for Length of Time Homeless is 54 days for shelter and 105 days for shelter and TH, down from the 72 days for shelter and 213 days for shelter and TH in FY2016. Continually reducing this outcome is the goal.

The Coordinated Entry System coordinates referrals and prioritization for resources including prevention, transitional housing, rapid rehousing, permanent supportive housing, emergency shelter, and case management services. It uses standardized tools and practices, incorporates a
system-wide Housing First approach, participant choice, and coordinates housing and homeless assistance to allow communities to prioritize scarce resources for those with the most severe service needs. Grant funds from federal and state programs, along with other funding sources, are being allocated for rapid rehousing.

The CoC’s Homelessness Prevention Providers (HPP) committee maintains standard protocols for provision of service to the homeless, at-risk of homelessness, chronically homeless, and vulnerable populations. Effective screening begins the process to determine needs, eligibility for available resources, and appropriate providers. Case managers and applicants assess household needs and solutions to maintain current housing; obtain new permanent housing; or if unhoused and unsheltered, to rapidly achieve stable, permanent housing.

**Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The DuPage CoC members and service providers outreach to those in need with multiple information and access points for emergency assistance. Local faith and community-based organizations, educational providers, social services providers, street outreach, and emergency shelters, participate in community resource listings. Community events such as Back to School Fair, Open Door Event, and Homeless Veterans’ Stand Down, provide a vast array of resources, connections, on-site services, and direct access to providers. Information is available to the public through wide distribution of printed brochures, web-based information systems, help lines, and a 24-hour housing resource line. Free legal representation and foreclosure counseling are available at eviction and foreclosure courts through CoC member agencies.

Other efforts such as the DuPage PADS Street Outreach project and “meals-only” services target unsheltered homeless persons. PADS Street Outreach teams respond to contacts from officials and community members referring apparently unsheltered persons. Teams observe and engage persons toward participation in shelter and other resources most appropriate to the identified needs. The Midwest Shelter for Homeless Veterans reaches out to unsheltered veterans through weekly contact services with VA facilities and services. The Family Shelter Service domestic violence shelter and Hamdard Center domestic violence services are presently developing outreach protocols. The DuPage Health Department participates in these efforts to engage the unsheltered for placement in their chronically homeless beds.

Persons calling the DuPage Information & Referral resource are screened for housing risk and homelessness followed by a telephone assessment of housing status, risks and opportunities. Referrals are made to appropriate agencies to prioritize those who are homeless for expedient services using case management and applicant assessments to determine the best way to utilize resources and regain stability. With proper authorization, coordination of services is standard through use of the HMIS.

**Addressing the emergency shelter and transitional housing needs of homeless persons**

Persons identified as homeless will be connected with easily accessible housing providers strategically located throughout the County. As with homelessness prevention services, when no
other housing option is available, persons will be connected with financial and supportive services with the goal to both secure and establish stability in permanent housing.

DuPage County supports emergency shelters and transitional housing programs that provide service to homeless individuals and families, and special needs populations. Agencies offering emergency shelter and/or transitional beds or residential treatment include, but are not limited to: 360 Youth (unaccompanied youth shelter and transitional housing); Bridge Communities (transitional housing); DuPage County Health Department (crisis beds, supportive housing, and transitional housing), Catholic Charities and DuPage PADS (each provide shelter, transitional housing, permanent supportive housing and emergency services); Family Shelter Service (domestic violence shelter and services) and Hamdard Center (domestic violence services); Midwest Shelter for Homeless Veterans (veterans housing); and Serenity House (residential substance abuse). The 2017 Housing Inventory Count numbered 208 emergency shelter beds (including 30 domestic violence), 143 transitional housing beds (including 22 domestic violence), 40 rapid rehousing beds and 370 permanent supportive housing beds throughout the County. Efforts to increase those beds and exit individuals and families from the temporary beds to permanent housing are showing some success and will continue to address that need.

DuPage County dedicates nearly all of its public service funding cap under the Community Development Block Grant to shelter and transitional housing essential services. Additionally, Community Development Block Grant funds are used to produce or preserve units of transitional and permanent supportive housing, as well as, affordable housing stock.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

The County responds to those who become homeless, coordinating with emergency shelters, domestic violence shelters, transitional housing programs, educational and legal services partners, and the concerned community. Funding resources are allocated to the direct service providers to support efforts to shorten the length of time individuals and families experience homelessness and prevent those recently homeless from returning to homelessness.

The HMIS and coordinated entry and assessment systems used by the CoC agencies, facilitates assessment and prioritization of the needs that chronically homeless, families with children, veterans and their families, and unaccompanied youth face while homeless. The prioritization and connection to resources rapidly moves homeless persons to a safe environment and reduces the length of time that individuals and families are experiencing homelessness. A first step in helping homeless persons make the transition to permanent housing is to connect them with appropriate housing, and then supportive services to stabilize housing. DuPage shelters coordinate their efforts with the homeless prevention/rapid rehousing providers to divert shelter stays for individuals and families whenever possible. The homelessness prevention and rapid
rehousing agencies, emergency shelters, street outreach teams, domestic violence shelters, veterans’ shelters and alternate housing, and transitional housing programs, case managers and counselors explore and assess immediate and long term needs; referring and linking individuals and families to financial, educational, child care, employment services, legal services, and other resources needed to sustain housing.

Facilitating access to affordable housing for the homeless individuals and families must be accomplished within the awareness that DuPage County continues to lack adequate affordable housing. Involving affordable housing developer members in the CoC regular meetings and planning sessions promotes the availability of units within the County. DuPage County funds preservation and production projects that maintain or increase affordable housing units to the greatest extent possible through federal community development and housing grants. Connecting the homeless and at-risk persons to home-buyer and rental assistance programs; removing language, legal, income, and cultural barriers; and providing supportive services, improving opportunities for access to affordable housing.

Sustaining the recently homeless in permanent housing units obtained under the housing first model is achieved through funding support of the coordinated CoC service providers. Individuals and families are assisted to maximize income through employment and mainstream benefits, accessing employment service providers and applying for public benefits with guidance from case management. The case management services extend to assisting program participants in initiating savings plans, locating stable housing, and accessing medical, dental, credit, and legal help. Financial counseling and budgeting techniques are provided and made available throughout the DuPage County Community Services. The County also offers Tenant/Landlord Rights education, which includes information on fair housing and other issues toward successful tenancy. Developing landlord networks that are flexible in dealing with tenant issues is also promoting relationships that support the recently homeless in accessing and sustaining permanent affordable housing.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The goal of the CoC is to eliminate homelessness in DuPage County by providing a comprehensive, seamless array of services that begin by preventing homelessness whenever possible and end with ensuring that every resident of this county has their basic needs of food, clothing, and housing met, while achieving their greatest possible level of self-sufficiency.

The CoC services providers assist low-income individuals and families avoid homelessness through a coordinated system of needs assessment, prioritization, and connection to the homeless prevention resources. Providers are assessing the individual or family for present indicators of increased risk of homelessness; prolonged unemployment, foreclosure, mental illness, domestic violence, drug or alcohol addiction, unanticipated medical expenses, disabilities, exiting an
institution such as jail or a mental health facility, or exiting a skilled nursing care center and other incurred emergency expenses.

Assisting low and extremely low income households prevent homelessness coordinates the assessment of the individual needs creating the risk, with referral to the resources available to meet the immediate housing need and develop strategies to obtain and sustain permanent supportive or permanent housing. Housing assistance services are available through grants and private funding sources, linkage is provided through the CoC homeless prevention providers throughout the County.

The vulnerable populations being discharged from health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions are assisted in the transition to housing first, through memoranda of understanding between the CoC and these facilities. These encourage facilities to assess needs and coordinate discharge according to established protocols with the emergency shelters, transitional housing programs, supportive housing programs, and homeless prevention providers, to avoid homelessness. Further, the case management process of the various housing resources makes the connections and directs the flow of persons to the resources available to address needs toward sustaining permanent housing.

The individuals and families experiencing the previously mentioned risks, and already receiving assistance through public and private agencies, are likely within the coordinated network of homeless prevention providers or will be referred to those resources. Through outreach and public awareness efforts, education of faith and community-based agencies, web-based information sources, distribution of printed materials, and information and referral resources, individuals and agencies serving them have access to the homeless prevention case management services that will assist in obtaining or maintaining housing.
AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

The lack of affordable housing for lower-income households has been linked with instability and an increased risk of homelessness. With cost burdens >30% and >50% of annual income, affecting owner households and renter households alike, instability and the risk of homelessness affect a substantial number of households in DuPage County.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Although the DuPage Community Development Commission works to create and operate under sound policies for use of the funds received from HUD, DuPage County, as a whole, is not able to influence land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, and growth limitations in the municipalities within DuPage County. As a non-home rule county, influence in most matters extends only to the unincorporated areas. The County operates under great fiscal constraint so that the County portion of real estate taxes does not increase and, therefore, does not contribute to any increased tax burden for residents. The County Board Chairman has also led and continues to champion an effort across the entire state of Illinois to consolidate and eliminate the myriad of taxing authorities that affect real estate taxes.

By working with our own Building Department and the municipal members of the CDC, issues with building codes and fees and charges can often be resolved on individual cases. CMAP has undertaken an “affordable housing plan” with Impact DuPage to tie together the efforts of our ConPlan, other studies that CMAP has conducted within DuPage County, and the data collected by Impact DuPage. Goals identified include: using more commercial redevelopment projects to include housing opportunities, growing the number of rental units available to HCV holders, and building a targeted network that can advance the strategies outlined toward meeting these goals. The strategies may provide an effective approach to public policy change and heightening awareness of the affordable housing concerns in DuPage County.

The CDC also believes that the public’s misperception of affordable housing can lead to resistance to the development of affordable housing within their community; therefore, education on the issues is important. The DuPage County Community Development Commission also stays informed of legislative efforts through the Housing Action Illinois, an organization that advocates for affordable housing at the local, state, and national level.

Discussion

DuPage County, along with agencies operating throughout DuPage County, seeks to address the housing problems residents experience by increasing the supply of affordable housing, reducing housing cost burden, reducing overcrowding, and facilitating investment in neighborhoods across the County.
AP-85 Other Actions - 91.420, 91.220(k)

Introduction

The actions identified below will improve the county’s ability to develop a viable urban county, maintain and increase decent, affordable housing, and provide a suitable living environment.

Actions planned to address obstacles to meeting underserved needs

The largest obstacle for meeting underserved needs is diminishing resources, both at the Federal and state levels. The County always receives more eligible, viable requests for funds than the amount of funds available. The County will continue to encourage and, depending on the type of project, require leveraged funds. Another way to better utilize available resources is to make sound, data driven decisions as to funding needs. As discussed elsewhere in this Action Plan, Impact DuPage (ImpactDuPage.com), spearheaded by the DuPage County Health Department, is a group of community leaders and organizations working to determine community needs and priorities that will improve the well-being of the DuPage County community. Impact DuPage partners are engaging DuPage County residents and service providers in several assessment activities to determine community needs. Two of the key goals established are: 1) to anticipate and manage change through centralized data collection and analysis; and 2) to leverage local funding to strategically and collaboratively address priorities. DuPage County will also continue to seek funding opportunities to help our communities through building in more resilience and sustainability.

Actions planned to foster and maintain affordable housing

The County will continue to evaluate and fund projects that increase the stock of affordable housing. A project that maintains or increases the affordable housing stock will be identified as a high priority. In addition to providing funding for rehab or new construction of affordable housing, collaboration will be encouraged with outside agencies to leverage funding, eliminate barriers to affordable housing, and provide services for residents to find housing within DuPage County. Groups like the DuPage Housing Authority, the Continuum of Care, H.O.M.E DuPage, and HOPE Fair Housing have all focused on affordable housing over the years.

Through the local technical assistance program from the Chicago Metropolitan Agency for Planning (CMAP), which was awarded in October of 2015, Impact DuPage has been working to create a common agenda around the issue of affordable housing to enhance local advocacy efforts and raise awareness of this important issue. Impact DuPage is committed to creating a common understanding of community needs, gaps and priorities that will advance the well-being of the DuPage County community. This includes further assessment of housing needs in DuPage County and the development of an action plan to address these needs. Impact DuPage has created an Affordable Housing workgroup comprised of a small group of housing stakeholders to develop an Affordable Housing Action Plan.

The workgroup also secured additional local technical assistance from CMAP, which began in January of 2016, which will drive the data collection and alignment objectives outlined in the

Annual Action Plan
2018
Affordable Housing Action Plan. This effort will pull together an overall plan for affordable housing in DuPage County that will tie together the County’s Consolidated Plan, municipality comprehensive plans, the Homes for a Changing Region studies prepared by CMAP for various DuPage municipalities, and the Impact DuPage indicators and data.

**Actions planned to reduce lead-based paint hazards**

The DuPage County Consortium (Consortium) has and will continue to work with the Illinois Department of Public Health (ILPH) and its Childhood Lead Prevention Program to reduce lead-based paint hazards. The Consortium will continue to adapt its CDBG and HOME programs in response to the statistics for lead-based paint contamination compiled and released by the IDPH, and will coordinate with the IDPH, which provides four types of services:

- Public Information
- Testing for Lead Hazards in the Home
- Screening for Elevated Blood Levels
- Counseling

The Consortium will continue to include lead-based paint evaluations in its existing housing programs; primarily as part of the “owner occupied” DuPage County Single-Family Rehabilitation (SFR) Program. The application process includes providing prospective clients a copy of the USEPA brochure, “The Lead-Safe Certified Guide to RENOVATE RIGHT”. Residences built prior to 1978 receive a lead-based paint inspection by a State of Illinois-certified service. A report is prepared identifying the existence of and condition of any/all surfaces within the home containing lead-based paint. Applicants approved for the SFR Program receive a copy of that report. SFR Program services include the remediation of deteriorated lead-based paint contamination done by USEPA certified contractors. The SFR Program includes additional grant funds of up to $10,000 for lead-based paint services, if required by the circumstances of the individual residences. Lead remediation work is performed in accordance with HUD and EPA standards by lead abatement workers, licensed by the Illinois Department of Public Health. All contractors must be certified lead renovators and the company must be registered as a firm by the U.S. EPA.

For homeownership programs, a visual assessment of lead-based paint hazards is conducted by CDC staff, prior to sale, for each unit built before 1978. CDC staff works with H.O.M.E. DuPage, and any other agency participating in home ownership activities, to insure that the visual assessment is incorporated into the existing home inspection process.

For projects that are not owner-occupied residences, including apartments occupied or to be occupied by recipients of the ESG and TBRA programs, a visual assessment for possible lead-based paint contamination is included with the health and safety inspection of each property as part of the qualifying criteria for the unit prior to occupancy. A copy of the inspection and assessment reports are provided to the agency directly assisting the eligible clients.

For other projects that are not owner-occupied, such as rehabilitation of foreclosed houses or rental properties, determining the steps needed to make the properties lead safe and/or abate lead
paint begins when the developer submits an application for the project. Lead testing and budgets to correctly deal with lead based paint issues are required as part of the project underwriting.

As per Federal Regulations found at 24 CFR Part 35, specific thresholds are followed to determine the protective hazard reduction requirement for each project that has been assisted with HOME and/or CDBG funding.

**Acquisition/Leasing - Visual Assessment**

Rehabilitation receiving up to and including $5,000 per unit - Paint testing - Stabilization

Rehabilitation receiving more than $5,000 - $25,000 per unit - Identify and address lead-based paint hazards - Implement interim controls

Rehabilitation receiving over $25,000 - Identify and eliminate lead-based paint hazards. Full abatement of lead-based paint is required.

**Actions planned to reduce the number of poverty-level families**

DuPage County has experienced lower levels of poverty than generally found throughout the State of Illinois. According to 2011-2015 American Community Survey 5-year estimates, approximately 7.4% of DuPage County residents are below the poverty level. Despite the fact that this is much lower than the 14.3% overall Illinois rate of poverty, it still means there are over 67,000 residents living in poverty in DuPage County. Many poverty level families lack employment skills and/or language/literacy skills. A complete summary of programs available to provide training and help can be found in Appendix Section E.

**Actions planned to develop institutional structure**

The DuPage County Consortium has long emphasized coordination and collaboration as key strategies in meeting housing and community development needs. The Community Development Commission (CDC) itself is a collaboration of local units of government that sets policies for the CDBG, HOME, and ESG programs and is the lead agency for the development of the Consolidated Plan. Other collaborations that the County has formed include the DuPage County Continuum of Care, the DuPage Health Coalition, the DuPage Funders’ Collaborative, Giving DuPage and IMPACT DuPage.

The role of these collaborative networks includes: (a) sharing information on their activities including descriptions of programs, housing opportunities, development projects, and other initiatives; (b) sharing information on grant programs and other financing options; (c) encouraging cooperation among participants on specific programs and projects, including the development of joint projects and applications for funding; (d) working together on advocacy efforts; (e) providing countywide and broad-based leadership opportunities to local agencies that would not be available outside of these collaborations; (f) building capacity in non-profit agencies through training opportunities, board building, and awareness campaigns; (g) increase
the involvement of residents in the non-profit community through volunteerism and philanthropy; and (h) providing broad based and regular input into the Consolidated Planning process.

Local government also plays a role in developing institutional structure and the DuPage Community Development Commission (CDC) is an integral part of that process. There are currently 28 municipalities that are members of the CDC and which appoint representatives to the Commission. Membership also includes all 18 DuPage County Board members; the County Board Chairman may also appoint two additional members to the CDC. Based on this structure, local governments have continuing opportunities to be part of the decision making processes inherent in meeting housing and community development needs.

Non-government organizations, primarily non-profit groups and housing developers, provide a large portion of the housing and services that address needs of the low-income population of DuPage County, and therefore, are part of the institutional structure. DuPage County continues to give technical assistance to increase the capacity of these local organizations and continues to maintain data on community needs that will help local organizations set priorities and apply for various grant funding. Each collaboration described above has a primary goal of enhancing the ability of its partners to maximize resources.

**Actions planned to enhance coordination between public and private housing and social service agencies**

DuPage County uses the Continuum of Care (CoC) as the hub of coordination between all agencies. Agencies offering housing and services to all homeless and special needs populations participate in the CoC. Non-duplication of services and cooperation, coordination, and collaboration are principles on which the CoC operates. These principles are then applied to funds administered by the CDC. Within the CoC, there are further efforts to engage non-participating providers, particularly the faith-based community, in the larger conversation as to how coordination can help leverage limited resources. The faith based community in DuPage County contributes a significant amount of resources to the issues of housing and homelessness and efforts will continue in 2016 to further enhance the coordination of these resources through the CoC.
Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(l)(1,2,4)

Introduction

These Program Specific Requirements refer specifically to CDBG, HOME and ESG.

Community Development Block Grant Program (CDBG)
Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed 0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. 0
3. The amount of surplus funds from urban renewal settlements 0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan 0
5. The amount of income from float-funded activities 0

**Total Program Income:** 0

Other CDBG Requirements

1. The amount of urgent need activities 0

2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. 99.00%
HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

DuPage County does not utilize forms of investment beyond those identified in 24 CFR 92.205(b).

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

   DuPage County will use HOME Investment Partnerships Program funds to provide housing for low income persons. The forms of funding used to assist homebuyers and/or developers include: down payment assistance, development subsidies, direct loans as second mortgages, or some combination of these methods. DuPage County will use the recapture method of insuring affordability for all homebuyers receiving direct assistance. DuPage County will use the resale provision of insuring affordability for for-sale housing where the homebuyer does not receive direct assistance. Only one method shall be utilized for each project, the recapture method is only allowed when there is direct HOME assistance to the homebuyer; resale provisions must be used when there is only a development subsidy provided to the project. Development subsidy is defined as the difference between the total development cost of producing the unit and the fair market value of the property. To review the full DuPage County Resale Recapture Guidelines for HOME Investment Partnerships Program – Homeownership Activities, please refer to Appendix Item B.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds?

4. See 24 CFR 92.254(a)(4) are as follows:

   HOME regulations require the following minimum periods of affordability in relation to the HOME dollars invested per unit: Under $15,000 – five years; $15,000 to $40,000 – ten years; over $40,000 – 15 years. HOME regulations require the following minimum periods of affordability in relation to the HOME dollars invested per unit: Under $15,000 – five years; $15,000 to $40,000 – ten years; over $40,000 – 15 years. To review the full DuPage County Resale Recapture Guidelines for HOME Investment Partnerships Program – Homeownership Activities, please refer to Appendix Item B.

5. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

   DuPage County will not be undertaking any refinancing of existing debt secured by
multifamily housing that is rehabilitated with HOME funds.

Emergency Solutions Grant (ESG)

1. Include written standards for providing ESG assistance (may include as attachment)

Written standards for providing assistance under the Emergency Solutions Grant are within the Emergency Solutions Grant Program Plan, reviewed and revised 2018. The Plan is reviewed by Homelessness Prevention Providers Committee (HPP) of the CoC and approved by the Leadership Committee of the CoC. The Program Plan is an attachment in Appendix C.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

As required by the CoC Program interim rule, the DuPage CoC has established a Coordinated Entry/Assessment system. The policy was adopted on 11/15/13 and revised on 1/15 and 4/15. The system became fully operational in July 2015 and follows the HUD Coordinated Entry Policy Brief. The coordinated entry process goals are to allocate assistance as effectively as possible and provide for easily accessible services and resources, regardless of where or how people present for assistance. The Coordinated Entry System coordinates referrals and prioritization for resources including prevention, transitional housing, rapid rehousing, permanent supportive housing, emergency shelter and case management services. It uses standardized tools and practices, incorporates a system-wide Housing First approach, participant choice, and coordinates housing and homeless assistance to allow communities to prioritize scarce resources for those with the most severe service needs. Grant funds from federal and state programs, along with other funding sources, are being allocated for rapid rehousing.

The DuPage CoC has adopted the orders of priority per Notice CPD-14-012: Prioritizing Persons Experiencing Chronic Homelessness in Permanent Supportive Housing and Recordkeeping Requirements for Documenting Chronic Homeless Status. The prioritization is used in all CoC funded Permanent Supportive Housing programs and is being expanded into other housing resources. The Coordinated Entry process is being used to identify and house chronically homeless persons, individuals and families with the longest length of homelessness and those with the most severe needs. The Vulnerability Index-Service Prioritization and Decision Assistance Tool (VI-SPDAT) is the standard assessment tool used that prioritizes based on length of homelessness and severity of needs. Each provider screens all participants utilizing the VI-SPDAT for appropriate housing and services. Homeless persons that have completed the VI-SPDAT are entered into HMIS along with their overall score. DuPage CoC has a waitlist by name through HMIS. Those who are chronically homeless, have been homeless the longest, and are most vulnerable are prioritized for housing. They will progress to a more in-depth assessment to gain access to rapid re-housing services, transitional housing, and permanent supportive housing.

A Coordinated Entry and Prioritization Procedure Workflow document for Standard Entry is included.
available. Households are referred to interventions or resources available within the continuum based on level of need. Direct connections to homeless prevention services, emergency shelter services, domestic violence shelter and services, and supportive housing for youth are made by case managers. The coordinated entry and assessment process: minimizes the time one experiences a housing crisis; links clients to the most appropriate housing intervention; targets permanent supportive housing resources to those who are the most vulnerable with the most intensive needs; and provides system level outcomes and reporting. In order to identify and engage all populations across the county, the DuPage CoC provides outreach with multiple information and access points and different languages across the county. Faith and community organizations, law enforcement and local education agencies are aware of available housing and emergency assistance. Information is available to the public through wide distribution of printed brochures, web-based information systems, an Information and Referral resource, and a 24 hour housing resource. CoC agencies participate in community “clinics” or walk-in events designed to engage unsheltered persons.

3. **Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).**

   The Administration funds will be utilized by DuPage County, the recipient of the ESG funds; no sub-award of Administration funds will be made. The HMIS funds will be utilized by DuPage County as the lead agency of the CoC and entity responsible for the HMIS; no sub-award of HMIS funds will be made. The CoC determined that homelessness prevention and rapid re-housing funds will be made available through a shared-funding allocation to the following sub-recipients that have demonstrated capacity and the ability to effectively participate: Catholic Charities, DuPage County Community Services, Outreach Community Services, and People’s Resource Center. The remainder of the ESG allocation was made available to organizations that are members of the CoC and which are undertaking projects that advance the strategic plans of the CoC through a competitive application process that was developed in conjunction with the Leadership and Grants Funding Committees of the CoC.

4. **If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR**

   Because the County Board is an elective body, it is not possible to provide for the participation of a homeless individual or formerly homeless individual on the board. A formerly homeless individual sits on the Leadership Committee of the CoC. Agencies that are able to incorporate the participation of homeless or formerly homeless individuals in planning and decision-making efforts, do so. Additionally, agencies serving the homeless are required to report on program participant satisfaction as part of the application process for funding. Agencies are obtaining this data through surveys of clients and focus groups of homeless persons.

5. **Describe performance standards for evaluating ESG.**

   The application process and selection criteria for ESG funding has been developed in conjunction with and approved by the Leadership Committee and Grants Funding Committee of the CoC. Outcome measures (performance standards) are then developed for each subrecipient.
based on their application, and reported through HMIS. The CoC considers the severity of a project’s population in its review and ranking process, using a stand-alone criteria with a point given for each population served including: chronically homeless, substance abuse, significant health or behavioral health challenges, functional impairments, coming from the streets, criminal record, and special populations such as DV, LGBTQ, youth, and veterans. The criteria was added to encourage projects to serve persons with the highest needs. Needs with higher priority in the Consolidated Plan are assigned a higher multiplier so that applications addressing those needs receive a higher score. Efforts to better identify best practices for reducing the number of homeless individuals and families, and for shortening the time people spend homeless, are supported by continuous quality analysis of data entered into HMIS. The specific performance standards for the indicators of progress toward ending homelessness are listed below. These include comparison of the previous and current year statistics.

**AP-90 Performance Measure 1: Decrease length of time (LOT) persons are homeless.**

<table>
<thead>
<tr>
<th></th>
<th>Prior Year (Persons)</th>
<th>Current Year (Persons)</th>
<th>Prior Year Average LOT (Bed Nights)</th>
<th>Current Year Average LOT (Bed Nights)</th>
<th>Prior Year Median LOT (Bed Nights)</th>
<th>Current Year Median LOT (Bed Nights)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Persons in ES and SH</td>
<td>983</td>
<td>1037</td>
<td>57</td>
<td>54</td>
<td>22</td>
<td>20</td>
</tr>
<tr>
<td>Persons in ES, SH, and TH</td>
<td>1162</td>
<td>1206</td>
<td>107</td>
<td>105</td>
<td>37</td>
<td>31</td>
</tr>
</tbody>
</table>

**AP-90 Performance Measure 2: Decrease returns to homelessness.**

<table>
<thead>
<tr>
<th></th>
<th># Exit to PH (2 years prior)</th>
<th># Returning to Homelessness in &lt; 6 Months</th>
<th># Returning to Homelessness in 6-12 Months</th>
<th># Returning to Homelessness in 13-24 Months</th>
<th>Total Return in 2 Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exits from SO</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Exits from ES</td>
<td>225</td>
<td>190</td>
<td>32</td>
<td>44</td>
<td>21</td>
</tr>
<tr>
<td>Exits from TH</td>
<td>154</td>
<td>150</td>
<td>7</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Exits from SH</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Exits from All PH</td>
<td>114</td>
<td>84</td>
<td>5</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>TOTAL</td>
<td>493</td>
<td>425</td>
<td>44</td>
<td>46</td>
<td>25</td>
</tr>
</tbody>
</table>
### AP-90 Performance Measure 3: Decrease number of homeless persons.

<table>
<thead>
<tr>
<th>Unduplicated Total Sheltered Homeless Persons</th>
<th>Prior Year Counts</th>
<th>Current Year Counts</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emergency Shelter</td>
<td>1174</td>
<td>1213</td>
<td>39</td>
</tr>
<tr>
<td>Safe Haven</td>
<td>991</td>
<td>1038</td>
<td>47</td>
</tr>
<tr>
<td>Transitional Housing</td>
<td>205</td>
<td>198</td>
<td>-7</td>
</tr>
</tbody>
</table>

### AP-90 Performance Measure 4: Increase employment and income growth.

<table>
<thead>
<tr>
<th></th>
<th>Prior Year Counts</th>
<th>Current Year Counts</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td># of adults (system stayers)</td>
<td>160</td>
<td>190</td>
<td>30</td>
</tr>
<tr>
<td># of adults with increased income</td>
<td>41</td>
<td>86</td>
<td>45</td>
</tr>
<tr>
<td># of adults (system leavers)</td>
<td>49</td>
<td>37</td>
<td>-12</td>
</tr>
<tr>
<td># of adults with increased income</td>
<td>14</td>
<td>26</td>
<td>12</td>
</tr>
</tbody>
</table>

### AP-90 Performance Measure 5: Decrease number of 1st time homeless.

<table>
<thead>
<tr>
<th></th>
<th>Prior Year Counts</th>
<th>Current Year Counts</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Persons with entries into ES, SH, or TH during the reporting year</td>
<td>1056</td>
<td>1104</td>
<td>48</td>
</tr>
<tr>
<td>Of the above, # who were in ES, SH, or TH within 24 months prior to entry during the reporting year</td>
<td>367</td>
<td>398</td>
<td>31</td>
</tr>
<tr>
<td>Of the above, # who did not have entries in ES, SH, or TH in the previous 24 months is the # 1st time homeless</td>
<td>689</td>
<td>706</td>
<td>17</td>
</tr>
</tbody>
</table>
AP-90 Performance Measure 6: Increase permanent housing placement.

<table>
<thead>
<tr>
<th>Persons who exited Street Outreach</th>
<th>Prior Year Counts</th>
<th>Current Year Counts</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exited to temporary and institutional destinations</td>
<td>15</td>
<td>23</td>
<td>8</td>
</tr>
<tr>
<td>Exited to permanent housing destinations</td>
<td>1</td>
<td>5</td>
<td>4</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Persons who exited ES, SH, TH, and RRH</th>
<th>Prior Year Counts</th>
<th>Current Year Counts</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exited to permanent housing destinations</td>
<td>384</td>
<td>325</td>
<td>-59</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Persons who exited PH-S, PSH, and PH-II</th>
<th>Prior Year Counts</th>
<th>Current Year Counts</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exited to permanent housing destinations</td>
<td>386</td>
<td>384</td>
<td>-2</td>
</tr>
<tr>
<td></td>
<td>372</td>
<td>372</td>
<td>0</td>
</tr>
</tbody>
</table>
DuPage County

2018 Action Plan

Appendix
APPENDIX A – 2018 DuPage County Project Funding Amounts

This section contains the proposed projects and amounts listed in the 2018 Action Plan.
<table>
<thead>
<tr>
<th>Agency</th>
<th>Project</th>
<th>Estimated 2018 Funding</th>
<th>Actual 2018 Funding</th>
<th>Funding Change</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDC Internal Program</td>
<td>Administration and planning set aside for CDBG</td>
<td>$717,845</td>
<td>TBD</td>
<td>TBD</td>
<td>CDBG</td>
</tr>
<tr>
<td>CDC ESG Program</td>
<td>Administration and ESG project funding</td>
<td>$285,654</td>
<td>TBD</td>
<td>TBD</td>
<td>ESG</td>
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<tr>
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<td>Agency</td>
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<td>Actual 2018 Funding</td>
<td>Funding Change</td>
<td>Type</td>
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<td>Community Housing Advocacy and Development (CHAD)*</td>
<td>2018 Community Housing Development Organization Project - Affordable Housing Acquisition / Rehab</td>
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*HOME Projects identified in the 2018 Action Plan are subject to additional underwriting and approval from the DuPage County Home Advisory Group.
APPENDIX B – DuPage County Resale & Recapture Guidelines

Appendix B includes the DuPage County Resale & Recaputre Guidelines for the HOME Funds
DuPage County Resale Recapture Guidelines for HOME Investment Partnerships Program – Homeownership Activities

DuPage County will use HOME Investment Partnerships Program funds to provide housing for low income persons. The forms of funding used to assist homebuyers and/or developers include: down payment assistance, development subsidies, direct loans as second mortgages, or some combination of these methods. DuPage County will use the recapture method of insuring affordability for all homebuyers receiving direct assistance. DuPage County will use the resale provision of insuring affordability for for-sale housing where the homebuyer does not receive direct assistance. Only one method shall be utilized for each project, the recapture method is only allowed when there is direct HOME assistance to the homebuyer; resale provisions must be used when there is only a development subsidy provided to the project. Development subsidy is defined as the difference between the total development cost of producing the unit and the fair market value of the property.

Recapture Provisions

Subject to recapture are the HOME funds that are invested in a HOME assisted unit as a direct subsidy to the homebuyer. This includes down payment assistance and second mortgages that finance the difference between fair market value based on fair market value and the homebuyer's first mortgage. The minimum length of affordability is as follows based on the total direct HOME assistance to the homebuyer:

<table>
<thead>
<tr>
<th>Direct Homeownership Assistance HOME Amount Per Unit</th>
<th>Minimum Period of Affordability</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less Than $15,000</td>
<td>5 Years</td>
</tr>
<tr>
<td>$15,000 - $40,000</td>
<td>10 Years</td>
</tr>
<tr>
<td>More than $40,000</td>
<td>15 Years</td>
</tr>
</tbody>
</table>

The recapture provisions are as follows:

- The Affordability Period shall be based on the total direct HOME subsidy to the homebuyer and does not take into account a development subsidy provided on the unit.
- Activity Types - HOME funds as direct buyer assistance may be provided as:
  1. First Time Homebuyer Program -
     a. direct subsidy to the homebuyer as downpayment assistance;
  2. Production of homeowner units through new construction or acquisition/rehab/resale -
     a. direct subsidy as a second mortgage that reduces the need for buyer equity or senior debt financing;
     b. direct subsidy as the difference between fair market value at the time of sale and the sales price if HOME funds were used to develop the property and the property is being sold below market value;
     c. direct subsidy to the homebuyer as downpayment assistance.
- The buyer must be purchasing the home to use as a principal residence. In other words, the buyer must intend to live in the home for the entire affordability period and not be buying the home for any other purpose, such as investment or rental property.
• Enforcement Mechanisms - Recapture provisions shall be detailed within each written Home Investment Partnerships Agreement between DuPage County and the Subrecipient or Developer as well as within each written Homebuyer Agreement between the homebuyer and DuPage County and enforced through a zero-interest, deferred payment mortgage on the property, filed with the DuPage County Recorder’s Office and also enforced through a Homebuyer Agreement that runs for the entire term of the affordability period. The requirements within shall be triggered when the property is sold or the title transfers. For projects including downpayment assistance, for sale new construction and for sale acquisition rehabilitation programs, the HOME assisted property owners will be required to maintain property insurance coverage in an amount sufficient to cover the amount of HOME assistance and list DuPage County as an additional insured during the period of affordability. Monitoring of insurance policies will assist in identifying properties that are no longer occupied by the assisted buyer.

• Methods - The recapture option allows DuPage County to recapture all or a portion of the HOME subsidy if the property is sold or transferred during the affordability period. All HOME assisted property sales under the recapture option shall meet the following criteria:
  1. The homebuyer may sell the property to any willing buyer.
  2. The transfer of the property during the period of affordability triggers repayment of the direct HOME subsidy to DuPage County in accordance with the promissory note the buyer entered into with DuPage County when he/she originally purchased the home.

In the event of recapture, the amount subject to recapture is as follows and will be further detailed within a promissory note signed by the buyer and by an agreement with the homebuyer that runs for the entire affordability period:
  1. Down payment assistance loans of up to $14,999 are forgiven on a pro-rata basis at 20% yearly over the affordability period.
  2. Direct loans as second mortgages are deferred until the property is sold, title is transferred or the buyer ceases to occupy the property as their principal residence, then the loan is due in full.

The amount of recapture is subject to the availability of net proceeds available from the sale of the property. Net proceeds is defined as the sales price minus superior loan repayment (other than HOME funds) and any other closing costs. In the event that the owner sells or title transfers on the premises within the affordability period, he/she will be obligated to repay DuPage County based on a pro-rata reduction for the time the homebuyer has owned and occupied the housing, measured against the required affordability period. This recapture is subject to the limitation that when the recapture requirement is triggered by a sale (voluntary or involuntary, and also including foreclosure or deed in lieu of foreclosure) of the housing unit, and there are no net proceeds or the net proceeds are insufficient to repay the HOME investment due, DuPage County can only recapture the net proceeds, if any.

If the property is no longer occupied during the affordability period by the HOME-eligible household that originally purchased the property, the entire amount of the HOME investment becomes due. The buyer, so long as any sums remain unpaid to DuPage County and/or the period of affordability is still in effect, whichever is longer, must personally occupy the premises as his/her sole principal residence. Any lease or rental of subject premises during the period of affordability shall constitute an event of non-compliance and the full loan amount shall become due and payable immediately.
• Mortgage Release – Upon receipt of recaptured funds, or at the completion of the affordability period, DuPage County will record a Release Deed with the DuPage County Recorder’s Office to release to original HOME assisted property from the obligations of the affordability period.
• Repayments – Repayment of recaptured funds will be deposited in the HOME account and used for other HOME-eligible activities.

Resale Provisions

Subject to resale provisions are the total HOME funds that are invested in a HOME-assisted unit, development subsidies and direct assistance. The minimum length of affordability is as follows based on the total HOME subsidy to the property:

<table>
<thead>
<tr>
<th>Direct Homeownership Assistance HOME Amount Per Unit</th>
<th>Minimum Period of Affordability</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less Than $15,000</td>
<td>5 Years</td>
</tr>
<tr>
<td>$15,000 - $40,000</td>
<td>10 Years</td>
</tr>
<tr>
<td>More than $40,000</td>
<td>15 Years</td>
</tr>
</tbody>
</table>

The resale provisions are as follows:
• The affordability period is based on the total amount of HOME funds invested in the housing including down payment assistance, direct loans as second mortgages, the difference between fair market value at the time of sale and sales price and development subsidies.
• Activity Types – Resale provisions for Homeownership shall be used when there is no direct assistance provided to the homebuyer or in a market where it is questionable that the unit will maintain affordability on its own. DuPage County HOME assisted activities which may use Resale provisions include Single Family New Construction or Acquisition/Rehabilitation/Resale.
• Principal Residency – The buyer must be purchasing the home to use as their sole principal residence. In other words, the buyer must intend to live in the home for the entire affordability period and not be buying the home for any other purpose, such as investment or rental property.
• Enforcement Mechanisms – Resale requirements shall be detailed within each program written Homebuyer Agreement between the homebuyer and DuPage County and enforced through a Regulatory and Land Use Restriction Agreement filed with the DuPage County Recorder’s Office and the requirements within shall be triggered upon sale or transfer of the HOME assisted property. For homebuyer projects including the new construction and acquisition/rehabilitation/resale programs, the HOME assisted property owners will be required to maintain property insurance coverage in an amount sufficient to cover the amount of HOME assistance and list DuPage County as an additional insured during the Period of Affordability. Monitoring of insurance policies will assist in identifying properties that are no longer occupied by the assisted buyer. In the event of non-compliance the full loan amount shall become due and payable immediately.
• Methods – The resale option ensures that the HOME assisted unit remains affordable over the entire period of affordability. Resale provisions must be used where there is no direct assistance to the homebuyer which may include down payment assistance, direct loans as second mortgages, the difference between fair market value at the time of sale and sales price.
All designated HOME-assisted property sales or transfers under the resale provision during the period of affordability shall meet the following criteria:

1. The new purchaser must meet the criteria of low income, defined as having annual household income at or below 80% of the area median income (as defined by HUD) for the Chicago-Joliet-Naperville, IL HUD Metro FMR Area, and occupy the property as the family’s principal residence.

2. The sales price must be “affordable” to a reasonable range of low income buyers. Affordability is further defined within the DuPage County Underwriting Standards for Homebuyer Programs Policy, #8, Financial Underwriting for the Homebuyer. To ensure affordability in the event that the sales price required to provide a fair return to the original owner exceeds what is affordable to its target population of homebuyers DuPage County can provide direct assistance to the subsequent income-eligible buyer.

3. Net proceeds from the sale must provide the original homebuyer, now the home seller, a “fair return” on his/her investment (including any down payment and capital improvement investment made by the seller since purchase). The sales price may encompass the following in its formula:
   a. The cost of any capital improvements, documented with receipts including but not limited to the following:
      i. Any additions to the home such as a bedroom, bathroom, or garage;
      ii. Replacement of heating, ventilation, and air conditioning systems;
      iii. Accessibility improvements such as bathroom modifications for disabled or elderly which were not installed through a federal, state, or locally-funded grant program; and
      iv. Outdoor improvements such as a new driveway, walkway, retaining wall, or fence.

4. The increase in the value of owner equity and investment as calculated by the cumulative percentage of change as calculated by the Housing Price Index (HPI) calculator of the Federal Housing Finance Agency plus 1.00 times the total owner investment at time of purchase plus the documented improvements as described above.

(ex. Home purchased in 2000 for $50,000. The HPI for 2000-2004 stayed the same at +.03 for each year, which calculates to a cumulative percentage of .12. To calculate “fair return” one must multiply $50,000 x 1.12 = $56,000, plus the documented improvements of $4,000 would total $60,000. The “fair return” to the seller would be the increase in value of $60,000, minus the original investment of $50,000 to equal a $10,000 fair return.)

- Resale Provision Release – Upon completion of the affordability period, DuPage County will file a release of the Regulatory and Land Use Restrictions Agreement document with the DuPage County Recorder’s Office to release the original HOME assisted property from the obligations of the affordability period.
APPENDIX C – 2018 DuPage County Emergency Solutions Program

Documents include:
- 2018 Emergency Solutions Grant Program Plan
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Attachment: 2018 Appendix for Website (HHS-R-0087-18 : 2018 Action Plan - Public Comment Period)
Emergency Solutions Grant Program Plan Purpose

This document provides a summary of The US Department of Housing and Urban Development (HUD) Emergency Solution Grant (ESG) rules and agreed upon procedural guidelines for program implementation in DuPage County. The intent of this document is to provide a framework through which ESG funds will be used in DuPage County and how DuPage County Continuum of Care agencies including emergency shelter, outreach programs, rapid rehousing, homelessness prevention and other targeted homeless programs coordinate services to meet continuum objectives of making homelessness rare, brief and non-recurring in DuPage County.

This document, in no manner, should be seen as an alternative to or replacement of HUD rules and guidance which can be found at www.hudexchange.info. ESG specific information is maintained at: www.hudexchange.info/programs/esg/. This website is updated regularly by HUD and it is the responsibility of each Sub Grantee to keep apprised of any and all new and revised guidance. Community Planning and Development (CPD) listservs help stakeholders stay informed about programs, competitions, awards, policy updates and more. Sign up for the CPD listserv and select the topics for which you would like to receive more information.

Federal Impacts on Provision of ESG Assistance

HUD issued the 09/21/16 final rule entitled “Equal Access in Accordance with an Individual's Gender Identity in Community Planning and Development Programs” The final rule, effective October 21, 2016, requires that recipients and subrecipients of HUD CPD funding, as well as owners, operators, and managers of shelters, and other buildings and facilities and providers of services funded in whole or in part by any HUD CPD program to grant equal access to such facilities, and other buildings and facilities, benefits, accommodations and services to individuals in accordance with the individual's gender identity, and in a manner that affords equal access to the individual's family.

DuPage County Continuum of Care housing and service providers have reviewed and considered the final rule and the impact the requirements will have on operations and best practices. Each provider has or is currently refining policies and procedures to ensure that equal access is available to all eligible individuals and families regardless of their actual or perceived sexual orientation and gender identity.

In the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 ("PR WORA" or "the Act"), Congress restricted immigrant access to certain public benefits, but also established a set of exceptions to these restrictions. In 2001, after consulting with other Federal agencies, including HUD and HHS, the Attorney General issued an Order reiterating the three-prong test established in PRWORA and specifying the types of programs, services, or assistance determined to be necessary for the protection of life or safety. Specifically included is, “short-term shelter or housing assistance for the homeless, for victims of domestic violence, or for runaway, abused, or abandoned children”.

HUD has determined Street Outreach Services, Emergency Shelter, and Rapid Re-Housing are not subject to the Act’s immigration-based restrictions. As such, DuPage County CoC ESG program resources will provide these programs without regard to immigration or US residency status. ESG Homeless Prevention Assistance, however, is subject to the Act as the program does condition the provision of assistance on the potential program participant’s income or resources. [https://www.hudexchange.info/resources/documents/HUD- HHS-M-DOJ-Letter-Regarding- Immigrant-Access-to-Housing-and-Services.pdf](https://www.hudexchange.info/resources/documents/HUD-HHS-M-DOJ-Letter-Regarding-Immigrant-Access-to-Housing-and-Services.pdf)
Components of the Emergency Solutions Grant

In DuPage County, the Consolidated Planning Process and Citizen and Agency Participation are organized and conducted in close coordination with the DuPage County Continuum of Care. This process includes ESG as well as non-ESG funded programs. The Consolidated Planning process assesses the community’s homeless assistance and housing needs, examines available resources, sets 3-5 year strategies, and develops an annual action plan to meet priority needs with citizen’s participation and consultation with various organizations, including the DuPage County CoC.

The Emergency Solutions Grant (ESG) provides a variety of supports (See Eligible Supports for Emergency Solutions Grant) to achieve the following five assistive elements: 1.) engaging homeless individuals and families living on the street; 2) improving the number and quality of emergency shelters for homeless individuals and families; 3) helping operate these shelters while providing essential services to shelter residents; 4) rapidly re-housing homeless individuals and families; and 5) preventing individuals and families from becoming homeless.

DuPage County’s ESG programs consist of: Street Outreach, Emergency Shelter, Homelessness Prevention, Rapid Rehousing and the Homeless Management Information System.

Street Outreach
Street outreach is currently provided through emergency shelter providers with established targeting and essential services procedures. Street outreach teams reach out to unsheltered homeless persons to connect them with emergency shelter, housing, and/or critical services, and provide them with urgent, non-facility-based care. One shelter provider has an active street outreach program, funded by ESG; one shelter provider has an active outreach program for unsheltered veterans referred and engaged during site visits to veteran service facilities; two domestic violence shelters are in the process of developing outreach programs. Street and site outreach providers participate on the CoC Homeless Prevention Providers Committee, establishing best practices for meeting the needs of the homeless in DuPage County.

Standards for targeting unsheltered persons and providing essential services related to street outreach are maintained by the providers according to the program scope of services in the following ways:

Street outreach teams target and locate unsheltered persons through leads that may include concerned citizens; community businesses; community-based organizations; local authorities including police, schools, heating and cooling centers, government agencies; veterans’ facilities and services; and by observation of persons at local areas known to attract homeless persons and seen sleeping in vehicles overnight or in other places not meant for human habitation. Street outreach is mapping the sites where persons have been contacted or observed and collecting information from community sources toward refined targeting.

Street outreach teams initiate contact with referred or observed persons, determining eligibility (unsheltered homeless persons) through self-report or direct observation by outreach teams. Street Outreach is an essential access point in our Coordinated Entry System (CES). Street Outreach covers the entire geographical area of DuPage and ensures, to the best of their ability that non-sheltered, chronically homeless persons are engaged in and remain engaged in the CES even if they repeatedly decline housing services.
Activities include: initial assessment of needs and eligibility; providing or obtaining immediate crisis counseling; addressing urgent physical needs such as, meals, blankets, clothing, and toiletries; and actively referring/connecting to homeless assistance, mainstream social services, veteran services and housing. Housing programs may include emergency shelter, transitional housing, permanent supportive housing and rapid re-housing programs. Transportation is provided as needed.

Street outreach contacts are entered into the Homeless Management Information System (HMIS) adding client information if and as it becomes available. Contact information in HMIS and case notes will at minimum include eligibility, referral source, service transactions with specific provisions of basic needs, information and referrals, direct connection to housing, and outcome of each contact. Clients are exited from street outreach programs when engaged with homeless assistance providers in temporary or permanent housing, or a period of time after contact is lost.

Essential services and activities related to street outreach include the case management process of using the Coordinated Entry System (CES). The street outreach entry in HMIS is not prioritized for housing interventions until sufficient assessment information is obtained. Verifying and documenting eligibility; counseling; developing, securing, and coordinating services; obtaining public mainstream benefits; monitoring and evaluating program participant progress; providing information and referrals to other providers; and developing an individualized housing and service plan, including planning for permanent housing stability will be provided by street outreach teams directly or referred to appropriate homeless assistance providers, according to the street outreach program scope of service.

Street outreach teams will directly connect willing unsheltered homeless persons to homeless assistance providers and social service providers in accordance with the accepted CoC coordination of services plan, providing transportation to the resource as needed. Persons of special populations will be connected to providers according to program specific guidelines. In situations of immediate crisis needs such as, severe mental illness and behavioral episodes that may result in harm to the individual or others, substance abuse induced episodes, and/or physical health crisis, the street outreach teams will directly contact DuPage County Health Department crisis line, local police, or emergency medical providers, on behalf of the individual. Street outreach teams encountering unaccompanied youth will contact local police and or IL Department of Children and Family Services for appropriate intervention.

Site outreach teams directly connect willing unsheltered homeless persons to the appropriate homeless assistance and social service providers according to program specific guidelines and the accepted CoC coordination of services plan, providing transportation to resources as needed. Immediate crisis needs (as above) will be met by the team if qualified, or connected directly to appropriate emergency assessment and treatment providers.

Follow up contacts between street and site outreach teams toward relationship building, assessment, and referral to services, will be conducted in public places as selected or agreed on by the homeless persons, for the safety of the homeless persons and the street outreach and site outreach teams.

Emergency Shelter

Emergency shelter is currently provided in DuPage County, funded with ESG and/or other funding sources, to meet the needs of homeless persons/families including veterans, victims of domestic violence, and unaccompanied youth. A transitional housing program in DuPage also meets the criteria...
for ESG shelter funding. There are five active shelter providers within DuPage County at this time. The shelter providers conform to the CoC coordination of services plan, participate in CoC planning, and enter data in HMIS unless using a comparable database for domestic violence shelters. All shelter providers have written or verbal Release of Information to assist in referrals to other providers. Shelter providers will ensure that all clients are aware of their adopted Privacy Policy, have access to it, and are notified of their rights regarding data sharing. Shelter providers meet the local health and safety inspection requirements for the particular facilities and services offered, and meet minimum safety, sanitation, and privacy standards as specified in 24 CFR 576.403(a)(b) when funded by ESG for shelter operations or renovations. Emergency shelter providers participate on the CoC Homeless Prevention Providers Committee, establishing best practices for meeting the needs of the homeless in DuPage County.

In addition to providing shelter supports, Shelter Sites will introduce the coordination and prioritization process to those who are literally homeless. Protocol includes a standard authorization to share information. A standard demographic assessment is entered in HMIS and a standard assessment, the VI-SPDAT, is completed 7 or more days after shelter entry to determine the severity of need. This information is used to prioritize persons into the housing which best fits their needs. Tools used: Severity of Need Triage Tool, Client Consent to Participate, Homeless Management Information System (HMIS), and Determination of Chronic Homelessness.

The CES does not delay access to Emergency Shelter to the extent that shelter is available.

ESG funded emergency shelter activities include: provision of essential services to individuals and families in shelter; renovation of shelter facilities; and shelter operations.

**Essential Services**

Essential Services are provided by the DuPage County shelters whether funded by ESG and/or other funding sources. Essential services may include: case management, child care, education services, employment services and job training, outpatient health services, legal services, life skills training, mental health services, substance abuse treatment services, and transportation. Services for special populations include homeless youth, victims of domestic violence, and services for people living with HIV/AIDS. Program/provider specific policies may require participation in the essential services offered.

*Case management* is provided by all shelter providers and includes: an initial assessment of needs with continuous program/specifc reassessment points throughout the shelter stay; counseling; assistance with obtaining public benefits – completing applications, accompanying clients to offices, or providing transportation to the offices, obtaining needed documentation to complete the application process; monitoring participant progress toward self-sufficiency; prioritizing needs as circumstances change during the program participation; establishing a housing stability plan; and providing information, referral, and connection to housing providers.

*Education services* are provided directly by shelter providers or referrals and connections to these services are made available to program participants, as needed, especially to remove barriers to sustained housing. These may include: instruction or training in consumer education, health education, substance abuse prevention, literacy, ESL, GED, and tenant/landlord issues. Shelter providers coordinate with the IL State Board of Education, Homeless Liaisons, to ensure that the educational needs are met for school-age youth participating in the program, in accordance with the

Employment assistance, in the form of job seeking skills at minimum, is provided directly by shelter providers and referrals and connections to other resources are made available to program participants for specific needs identified beyond those provided at the shelter.

Legal services are made available by all shelter providers to participants through referral and connection to Prairie State Legal Services primarily, and other resources for legal services as needed.

Life skills training are provided by all shelter providers and may include: budgeting, money management, household management, conflict resolution, shopping practices, nutrition guidance, use of public transportation, and parenting, as appropriate to the participant.

Transportation is provided by all shelter providers in the form of vouchers, gas cards, bus/train passes, taxi vouchers, staff transport, and donated cars. Limits on amounts, types, and uses are program/provider specific.

Admission, Diversion & Discharge
Shelter providers have written procedures for admission, diversion, referral, voluntary and involuntary discharge, and coordination with homeless assistance providers within the CoC.

Admission policies are program/provider specific; all shelter providers use an intake process by phone or walk-in, and three will send staff out to meet with potential participants in public places. Entry into the shelter system is coordinated through self-referral, walk-in, referral from other shelter and homelessness prevention providers, and referral through community based homeless assistance providers, social service agencies, public-benefit providers, and other resources throughout DuPage County.

An initial assessment is conducted that includes verifying and documenting eligibility for the program. Homeless persons found to be ineligible for the program are referred to other appropriate resources and provided transportation to those resources where the individual/family is willing to accept that referral. Persons admitted to shelter are assessed for entry into the CES in accordance with current CES procedures. Length of stay standards are program/provider specific and detailed within the provider policy/procedures manuals. Safeguards to meet the safety and shelter needs of special populations – victims of domestic and other violence, are program/provider specific. In instances where the shelter is unable to provide safeguards for the safety of program participants already in the shelter, or those requesting admission, referrals and connection to the domestic violence shelter providers for appropriate alternatives are provided.

Diversion practices are program/provider specific; all shelter providers refer and connect appropriate homeless individuals/families to housing assistance providers for permanent supportive housing, rapid re-housing, and tenant rental assistance, and/or develop a temporary housing situation with family or friends to avoid entry into the homeless services system as possible.

Discharge practices are program/provider specific; all shelter providers post and/or provide participants with written notice of required behaviors, rules, or expected conduct for all participants while in the shelter program and consequences of disregard. Where possible, voluntary and involuntary discharges include planned next steps for the participant, referrals and information to
housing assistance providers and community based agencies for social services, follow up procedures, and the shelter provider’s policy for continued assistance in the case of return to homelessness or the participant’s inability or unwillingness to remain within the program. Unplanned discharges are experienced by all shelter providers and there are program/provider specific practices for these instances. All shelter providers are continually assessing participants’ needs and progress, providing information and guidance on next steps throughout the shelter stay. Should the participant become unable or unwilling to continue in the program, some knowledge has been provided.

**Shelter Renovation & Operations**

Shelter Renovation is an ESG funded activity for buildings owned by government entities or non-profit organizations. The renovation may include rehabilitation or conversion of a building into an emergency shelter. DuPage County ESG funds are not used for this purpose, State ESG funds may be available.

**Shelter Operations** are funded by ESG for the cost of maintenance, rent, security, fuel, equipment, insurance, utilities, food, furnishings, and supplies necessary for the operation of the emergency shelter. Where no appropriate emergency shelter is available for a homeless individual or family a hotel or motel voucher for that individual or family is included. DuPage County ESG funds are not used for shelter operations, State ESG funds are available for that purpose.

**Homelessness Prevention**

Homelessness Prevention under ESG may include assistance in the form of: short-term and medium-term rental assistance, rental arrears, rental application fees, security deposits, and other housing needs to prevent them from moving into an emergency shelter or place not intended for human habitation. Written policies and procedures are found in the Consistent Procedures and Policies, Outreach and Coordination of Services, and Procedural Guidance, sections below.

During the 2018 program year, Homelessness Prevention funds are not available through State funding.

**Rapid Re-Housing**

Rapid Re-Housing under ESG may include assistance in the form of: short-term and medium-term rental assistance as needed to help persons living in an emergency shelter or other place not meant for human habitation. Written policies and procedures are found in the Consistent Procedures and Policies, Outreach and Coordination of Services, and Procedural Guidance, sections below.

In the Coordinated Entry System, those literally homeless persons who scores recommend short-term interventions or rapid rehousing will be added to the prioritization process. Those scoring for short-term intervention who have identified housing and have sufficient income to maintain housing after receiving one time assistance to move in will be referred to a provider for eligibility determination, assessment of needs and service provision. Those who score 0-5 for RRH, have found a unit to rent, and have the ability to obtain sufficient income in the future to sustain housing will be referred to a rapid rehousing provider for additional eligibility determination, assessment of needs and service provision.

**Homeless Management Information System (HMIS)**

Homeless Management Information System (HMIS) is our local information technology system used to collect client-level data and data on the provision of housing and services to homeless individuals and families and persons at risk of homelessness. All funded provider agencies within the Continuum
of Care Homeless Provider Program, with the exception of domestic violence shelter and service providers, are required to complete client level data entry into HMIS and follow other procedures outlined in the Standard Operating Procedures, which can be found here: DuPage HMIS Standard Operating Procedures (http://www.dupageco.org/HMIS/SOP/). The Standard Operating Procedure (SOP) provides the policies, procedures, guidelines, and standards that govern the DuPage County Continuum HMIS operations, and the roles and responsibilities for participating agency staff.

**Homelessness Assistance Through the ESG Program**

The Homelessness Prevention and Rapid Rehousing (HP-RRH) components of ESG are intended to have a meaningful impact on homelessness and housing stability for participating households by: preventing people from becoming homeless; diverting people into housing if they are currently applying for shelter; and helping people who become homeless to quickly return to permanent housing (See Eligible Supports for Emergency Solutions Grant). ESG consists of a Rapid Re-housing (RRH) component for those who are currently literally homeless and a Homelessness Prevention (HP) component for those who meet homeless criteria categories 2 & 4 (Imminent Risk of Homelessness, Fleeing or attempting to flee domestic violence) or those who meet HUD’s at risk of homeless criteria (see Homeless Eligibility & Verification Form in Appendix). Eligible households under HP will be those with extremely low incomes, (below 30% of the Area Median Income (AMI) See Appendix for current guidelines) who lack resources and support networks for housing and who are at risk of homelessness. Participating households must agree to allow household demographic and service information to be shared between the participating agencies of the Homelessness Prevention Providers Committee of the DuPage Continuum of Care as well as those participating in the Northeast Illinois HMIS system as defined in the Baseline Privacy Notice and the DuPage County Continuum of Care – Authorization to Exchange Information for the Homelessness Prevention Provider Network (see Appendix or http://www.dupageco.org/HMISForms/). Agencies will enter client level information into the DuPage County’s Homeless Management Information System (HMIS) (See Confidentiality & HMIS Standards section in this document). Participating households must complete a case management assessment to determine eligibility and to develop goals toward housing stability. Agreeing to and participating toward achieving these goals are a requirement of both one time and continued assistance. Goals may be outlined in a Personal Recovery Plan, Housing Stability Plan or comparable document. The DuPage County Continuum of Care (CoC) will target and prioritize households that have a demonstrated housing crisis, and that are assessed as likely to remain stably housed after this assistance. Eligibility must be re-assessed every 90 days (or less) for all HP participating households and annually (or less) for RRH participating households (See Eligibility Criteria section in this document). Households receiving any type of rent assistance under this program must reside or plan to reside in an eligible unit (See Eligible Units section in this document). ESG is not a mortgage assistance program and it is not intended to serve persons who need long-term and or intensive supports. ESG assistance is intended to stabilize housing. Except for housing stability case management, maximum assistance under this program is 24 months in any 3-year period. The limits on the assistance apply to the total assistance an individual receives, either as an individual or as part of a family.

**Consistent Procedures and Practices**

ESG – Homelessness Prevention and Rapid Rehousing Providers (HP-RRH) agree to actively participate in the Homelessness Prevention Provider (HPP) Committee of the DuPage County Continuum and to follow this plan and all HUD rules, to make certain that households meet the eligibility criteria of the program, to eliminate duplication, and to ensure seamless homelessness prevention coverage in the county. All HP-RRH providers must enter client and service level data into the HMIS system in accordance with HUD rules, operating standards set by the DuPage County Continuum of Care ESG Program Plan- DRAFT March 2018
Continuum of Care (CoC) and confidentiality laws (See Confidentiality under HMIS Standards section in this document).

All eligible supports are outlined in the ESG Notice dated December 5, 2011. These supports are intentionally focused on housing – financial assistance to help pay for housing services designed to keep people in housing, or services to locate housing. DuPage HP-RRH provider agencies are required to follow the ESG Notice, HUD’s guidance, and the policies and procedures within this program plan. An agency may not develop more strict guidelines for screening eligibility and service provision without approval of the DuPage County CoC and DuPage County Community Development.

Outreach and Coordination of Services
Other available resources will be used before ESG funds are used in homeless prevention. In addition, the HPP Committee will collaborate with other agencies to ensure that all households at risk will have full access to the HP-RRH program, including people who are unsheltered, or residing in area shelters, transitional housing programs, residing in temporary housing assisted by townships and other human service entities.

The Homelessness Prevention Providers Committee has developed a uniform brochure (see CoC Homelessness Prevention and Rehousing Brochure in appendix) on all Homelessness Prevention and Rehousing Programs including HP-RRH.

Agency providers will comply with all applicable Fair Housing and Civil Rights Laws.

The HPP Committee has developed a referral system between shelter providers and providers of homelessness prevention and rapid rehousing. Shelter Providers enter client information into the HMIS Coordinated Entry System. In addition, written referrals with authorizations to share information are sent to a designated location when a person experiencing housing is seeking to be rapidly rehoused and needs assistance (currently the People’s Resource Center for PADS, Catholic Charities for Family Shelter Services and DuPage County Community Services for Charitable providers paying for hotels). The written referral is assessed and sent to the most appropriate ESG provider based on the household’s needs, and the agencies’ budgets, services and capacity at the time of the referral. Agencies promptly reach out to the household to facilitate the assistance.

The DuPage County Continuum of Care is utilizing a CES to prioritize placements in DuPage County Continuum of Care Programs and to achieve better outcomes for those experiencing a housing crisis. The CES policy aims to minimize the time one experiences a housing crisis; link clients to the most appropriate housing intervention; prioritize entry of those most vulnerable to scarce housing resources supported by the CoC; and provide system level outcomes and reporting. Contained in this policy are expectations of community-wide standardization of assessment, placement, and prioritization resulting in the ability to target HUD funded programs most effectively to those with the highest needs and the greatest barriers. The policy addresses standard processes for assessment and recording of eligibility factors within HMIS, outreach, application, and prioritization. The CoC agencies work together under the direction of the CoC Needs Assessment Committee, to develop policies and procedures following HUD’s most recent guidance. The most recent CES policy reflects the new definition of chronically homeless as defined in CoC Program interim rule as amended by the Final Rule on Defining “Chronically Homeless” and accepts the orders of priority established in prior notice CPD-16-011. The DuPage County Continuum of Care Coordinated Entry System Written Standards (can be found at www.dupagehomeless.org) defines coordinated entry Access Points, standardized tools and assessments, response, referral and prioritization (where applicable) for a CoC housing
interventions including Permanent Supportive Housing, Transitional Housing, Rapid Re-Housing, and Homelessness Prevention for the homeless and at-risk populations, including youth and victims of domestic violence.

Continuum agencies will provide quality services and appropriate referral linkages to assist homeless individuals and those who are at risk of homelessness obtain appropriate support services. This includes referrals and linkages to permanent housing, medical and mental health treatment, counseling, and similar type services essential to achieve independent living.

**Eligible Supports for Emergency Solutions Grant**

**Procedural Guidance**

- HP-ESG will only provide assistance to households residing in, homeless within or moving to DuPage County.
- HP-ESG will utilize geographic boundaries as outlined in the *Agency List and Community Served (see Appendix)* for all services other than Financial Education and Legal Services which will be provided by DuPage County Community Services Family Self-Sufficiency Program and Prairie State Legal Services respectively. Exceptions may be made for clients who have an ongoing relationship with any ESG agency. However, exceptions must be decided in coordination with the agency responsible for that geographical area & the agency providing the service. The *Agency List and Community Served* document is updated as necessary at the discretion of the HPP Committee, HPP Executive Committee or Leadership Committee of the DuPage County Continuum of Care. Geographic boundaries are not applicable to clients who are homeless. *(see Outreach and Coordination of Services.)*

There are two cost types: Housing Relocation and Stabilization Services (Includes: Moving costs, rental application fees, security deposit, last month’s rent, utility deposit and utility payment) and Rental Assistance (includes arrears, short and medium-term rent). Eligible households may be served using these two cost types in the categories of Rapid Rehousing assistance or Homelessness Prevention assistance. Except for a one-time payment of rental arrears on the tenant’s portion of the rental payment, ESG assistance cannot be provided to eligible individuals or families for the same period of time and for the same cost types that are being provided through another federal, state, or local housing program. It could be used to pay for another cost type such as security deposit or utility payments. For example, a homeless veteran entering a HUD-VASH project that will assist him with his monthly rent may receive security deposit assistance through ESG funds.

- When providing rental assistance and security deposit, the lease must be in the client’s name and signed by the tenant and the landlord. The assistance (voucher and payment) is made to the property owner/property complex only, and is not to exceed the amount owed to the owner for rent and/or security deposit.
- Rent may not exceed Fair Market Rents for that unit size AND must meet rent reasonableness standards for that specific unit *(see Fair Market Rent Limits and the Rent Reasonableness Standard).*
- Total rent assistance is not to exceed 24 months in any 3-year period.
- Total utility assistance is not to exceed 24 months in any 3-year period.
- Other ESG assistance must also be reasonable. ESG documentation should demonstrate that the ESG provider completed due diligence to ensure reasonable costs.
- Financial assistance under HP-RRH is provided in voucher form only, and no payments are made directly to participating households.
- ESG providers must track ESG services separately from other funds. Likewise, services provided under the components of Homelessness Prevention and Rapid Re-housing must be
tracked independently of each other. ESG funds provided via the State of Illinois must be tracked separately from ESG funds received by the County. Finally, funds must be tracked separately by grant Fiscal Year.

Rental Assistance

HUD advises that ESG assistance should be “need-based”, meaning that providing agencies should determine the amount of assistance based on the amount necessary to prevent the program participant from becoming homeless or returning to homelessness in the near future. In no case is the ESG assistance provided to exceed 24 months in any 3-year period.

The goals for housing stabilization set by the case managers with the adult household members will include an assessment of income, expenses and the basic necessities required to maintain housing and stability. A budget will be developed and agreed upon prior to the approval of rental assistance. If ongoing rent assistance is projected, the budget will be monitored by the case manager. Rent assistance may be planned and approved in advance, but approvals are not to exceed the 90-day eligibility period for households receiving homeless prevention or one-year for households receiving rapid-re-housing assistance. Rent payments to the landlord will not be paid significantly in advance.

All ESG Providers will determine assistance based on identified variables, including income, rent, other financial issues, etc. Client rental payment for tenant based rent assistance will be determined based on the amount of assistance required to meet their monthly expenses (i.e. total monthly income (-) minus total monthly expenses monthly = rent assistance amount). A lesser amount of rent may be required of the client in accordance with the program plan (such as establishing savings for housing stability or planned debt payments - i.e., client has a garnishment, pay day loan, huge child support arrearage or is working with legal or credit repair for debt reduction, etc.). To ensure a consistent application of standards in determining rent amounts for ESG participating households the ESG provider will be responsible for determining and communicating the amount of rent to be provided within this formula as well as empowering the participating household to assume graduating levels of financial responsibility.

ESG providers will obtain new income verification for the household as planned on a quarterly or annual basis. All households must meet income and risk criteria for continued assistance. The family’s rent portion will be recalculated accordingly and will be reflected in the assistance. Agencies have the option of reviewing income and rent assistance prior to the planned recertification date when such a recertification would impact assistance needed for housing stability.

Agencies will provide assistance with the expectation that households will be able to sustain housing independently in the foreseeable future.

All CoC and ESG funded provider agencies are expected to adopt a Housing First approach that continually lowers the barriers to entry for prospective clients, and that avoids screening out clients based on real or perceived barriers to success. The CoC will provide annual training on low barrier and Housing First best practices.

Rental Assistance is available to both HP and RR households. It consists of the following cost types:

**Short-term Assistance:**

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Short-term assistance is provided for up to a maximum of 3 months. A housing stability plan will be developed with the household with the expectation that the household will be stable after assistance. A household that initially qualifies for short-term (1-3 months) assistance can transition into medium term assistance at the discretion of the case manager.

Medium-term Assistance
Medium-term assistance can be provided from 4 months up to a maximum of 24 months.

Rent Arrears
Rent arrearage assistance is not to exceed a one-time payment of up to 6 months. Rent arrearage is counted toward the 24-month maximum. When providing rental arrearage assistance, the ESG agency must ensure and document that the payment will enable the eligible household to remain in the housing unit for which the arrears are being paid or enable the household to move to another unit. ESG funds cannot be used to pay for rental arrearage assistance in which there was no written lease in place at the time unless an oral lease is enforceable by State law.

Late Payment Fees
Payment of late fees is only allowed with one-time rent arrears assistance.

Housing Relocation & Stabilization Services (HRSS)
Housing Relocation and Stabilization Services consist of Financial Assistance and Stabilization Services and are available to both HP and RR households.

Financial Assistance
Eligible financial assistance costs covered under housing relocation & stabilization services are listed below (HRSS)

Rental Application Fee
ESG providers may assist program participants with rental applications fees as long as they are only fees charged by the property owner/manager to all applicants.

Security Deposit
There is no expectation that security deposits be returned to the ESG provider agency. Security deposits may be used for damages as defined in the lease or returned to the tenant for use on the next unit should the tenant move in the future.

Security Deposits are to be used for permanent housing only. Clients that are moving into a halfway house or need “program fees” are not eligible.

Per HUD guidelines, ESG agencies will only provide the equivalent of 2 months’ rent maximum for security deposit to eligible households. Exceptions are not allowed.

Last month’s rent
If necessary, an ESG provider agency may assist with last month’s rent payment at the time the owner is paid the security deposit and first month’s rent. The payment must not exceed one month’s rent.
Utility Deposits

There is no expectation that utility deposits be returned to the ESG provider agency. ESG provider agencies may only assist program participants with the standard deposit required by utility companies for gas, electric, water and sewage service.

Utility Payment and Arrearage Assistance

To receive assistance with utility deposit or utility arrearage a household must meet applicable housing risk and income eligibility. Agencies will document that utilities cannot be maintained or connected without assistance.

ESG agencies will only provide eligible individuals or households with up to 24 months of utility payments within any 3-year period, including up to 6 months of arrears per service, provided that the client or a member of his/her household has an account in his/her name with a utility company. ESG funds can only be utilized for provision of gas, electric, water, sewer, and garbage collection services; not phone or cable.

As with rent assistance, utility assistance cannot be provided to eligible individuals or families for the same period of time and for the same cost types that are being provided through another federal or state subsidy program (LIHEAP). When assisting with utility arrearages, ESG Providers must complete due diligence to determine monthly costs and document the method used.

Moving & Storage Costs

Reasonable moving costs, such as truck rental, hiring a moving company, or temporary storage fees can only be provided to eligible households for a maximum of 3 months, provided that fees are accrued after participant is deemed eligible and before the participant moves into permanent housing. Storage fee arrears are not eligible. ESG agencies must ensure moving costs are reasonable and document the due diligence in finding a reasonable cost.

Stabilization Services

Housing Search and Placement

ESG providers may provide services or activities necessary to assist program participants in locating, obtaining, and retaining suitable permanent housing. Housing should be mutually agreed upon by both the Case Manager and the participants Head of Household. Housing options selected by the participants will be verified by the provider as meeting grant requirements. At a minimum, housing should be clean, decent, well-maintained, affordable, and in a neighborhood, that meets the needs of the family. Locating adequate housing is the responsibility of the family with assistance from a Case Manager as needed. The Case Manager may contact landlords directly if advocacy is needed. If needed, financial assistance with application fees is available. The Case Manager should keep abreast of current rental markets, landlords to avoid, and appropriately refer families to partnering landlords. Referrals will not be made to landlords that have repeatedly proven uncooperative with the ESG provider or a partner agency, have refused to reimburse due funds, do not adequately maintain properties, or have otherwise abused tenants’ rights.

Per HUD, costs under Housing Stability Case Managements include: assessing (initial and periodic re-evaluations), arranging, coordinating, and monitoring the delivery of services to facilitate housing stability for participants. ESG services cannot exceed 30 days during the
period participant is seeking permanent housing and 24 months’ during the period participant is living in permanent housing.

During short-term assistance, case management includes: assessment; housing stability planning; and referrals. The household is expected to achieve stability goals in 90 days or less. Suggestions may be made for goals to be completed by the ESG participants without case management support. However, per HUD Guidelines, each household receiving ongoing assistance must meet with the case manager on a monthly basis, unless prohibited by Violence Against Women Act (VAWA) or Family Violence and Prevention Services Act (FVSPA).

Medium-term case management calls for regularly defined (monthly or more frequent is acceptable) face-to-face contact between household and case manager. Case management activities may include the same activities of short-term case management. Medium term case management is required during the months of medium term assistance and is appropriate when considerable barriers or need for considerable coordination and advocacy, case plan is expected to last more than 90 days.

Mediation
Mediation services between the participant and property owner/manager are only eligible if necessary to prevent loss of permanent housing.

Credit Repair
Per HUD, Credit Repair can include credit counseling and other services necessary to assist with critical skills related to household budgeting, managing money, accessing a free personal credit report, and resolving personal credit problems. ESG participants will have access to attend DuPage County Community Services Family Self-Sufficiency Money Management and Credit Repair workshops. Additional credit counseling services will be available at the discretion of ESG providers according to need and available resources.

Legal Services
Legal Services must be necessary to resolve a legal problem that prohibits the participant from obtaining permanent housing or will likely result in the loss of permanent housing. It may include landlord/tenant matters; child support; guardianship, paternity, emancipation, and legal separation; orders of protection and civil remedies for victims of DV; appeal of veteran’s and public benefit claim denials; and the resolution of outstanding criminal warrants. Legal services related to immigration and citizenship or mortgages are ineligible under ESG. Prairie State Legal Service (PSLS) is the ESG Legal service provider in DuPage County. Participants requiring housing related legal services will be referred to PSLS for available services and legal advice.

Bed Vacancies and Prioritization
As vacancies arise in any CoC program, the Housing provider will contact HMIS for a referral. The HMIS System Administrator will generate a list from HMIS based on order of priority as outlined in the “Prioritization” section per project type, and based upon target populations served by the requesting program. The HMIS System Administrator will send the requesting agency the top 5 prioritized participants for further assessment. The agency with the vacancy must make a suitable effort to complete outreach to the candidates in order of priority. The provider will contact the participant to further
determine eligibility and to assess for client choice to participate in the program. Providers shall exhaust all efforts to reach the client, including reaching out to the original referring agency and any other partnering agencies. If the participant declines, is found to not be eligible, or is unable to be located, the participant will be returned to the priority list. All participants have the option to not apply or decline the housing which is offered

Determining and Documenting ESG Eligibility

Although households may be prioritized for referral for ESG housing assistance, all households must be assessed for eligibility and appropriateness of ESG services, via an initial consultation and eligibility assessment with a case manager or other authorized representative who can determine eligibility and the appropriate type of service needed, upon entry. Households receiving Rapid Re-housing services must be re-assessed at least annually and households receiving HP-RRH services must be reassessed for eligibility at least once every 90 days. Households which do not meet all eligibility criteria are not eligible to receive any ESG services - including financial assistance and housing relocation and stabilization services. Households may become ineligible for ESG services if they do not meet the terms of the Recovery Plan at any point as determined by the ESG provider, or if ESG services are no longer the most appropriate service to stabilize housing. (See Separation Guidelines)

After initial eligibility, the ESG household is determined to remain eligible until 90 days or file closure, whichever comes first. ESG providers can choose to require re-evaluation each time a program participant experiences a change in income, household composition, or need for assistance.

ESG case files must show sufficient documentation of eligibility and determination of assistance. Guidance on acceptable documentation may be found at www.hudexchange.info (Refer to HUD’s issued guidance). The expectation will be that documentation standards are of the highest standard reasonable. In order of preference: 1. Written third-party documentation, 2. intake worker observations second and 3. certification from the person seeking assistance. If a lower standard of documentation is used (for example, self- statement of income) the agency will document attempts made to secure documentation and proceed only when reasonable and necessary to avoid or alleviate a homeless situation of the applicant household. Based on this guidance, our continuum has developed a format to document Homeless status and define the necessary documents to verify. (See Homeless Eligibility & Verification Form.) Oral- third party and self-certification are not appropriate documentation for determination of a disability

Eligibility criteria other than listed in HUD guidance or this program plan must be approved by DuPage County CoC, documented in written policies and procedures, and must be applied consistently.

Households must be eligible under each and all categories below:

Eligibility Criteria:

Homeless Prevention (HP)

- ESG HP assistance can be available to individuals and families that are in Homeless Categories 2, 3, and 4, but are not literally homeless (see HUD Guidance Homeless Status: Recordkeeping Requirements in Appendix) OR those in At-Risk of Homelessness Categories 1, 2, and 3. (see At-a-Glance – Criteria for Definition of At Risk of Homelessness in Appendix)
At initial assessment, households must have income below 30% Area Median Income (AMI). (see www.huduser.org/DATASETS/il.html) And must lack resources and support networks that would prevent them from moving into an emergency shelter or other place described in Category 1 of the homeless definition.

At each 90-day re-certification, to continue receiving ESG service households must have income that is at or below 30% of AMI, and must lack sufficient resources and support networks to retain housing without ESG assistance.

Rapid Re-Housing (RRH)

Rapid Re-housing assistance is only available to individuals and families who meet the definition for Literally Homeless Category 1 under the Homeless Definition Final Rule as follows (see HUD Guidance Homeless Status: Recordkeeping Requirements in Appendix)

Individual or family who lacks a fixed, regular, and adequate residence, meaning:

a. Has a primary nighttime residence that is a public or private place not meant for human habitation; OR

b. Is living in a publicly or privately-operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs) OR

c. Is exiting an institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution;

- There is no income threshold at initial assessment
- At annual re-certification, households must have income that is at or below 30% of AMI, AND must have no appropriate subsequent housing options AND must lack sufficient resources and support networks to retain housing.

All Households (HP or RRH):

- Must agree to allow household information to be shared with participating agencies of the Homelessness Prevention Provider Committee including via the HMIS reporting system; ESG funding recipients must be entered into HMIS for reporting requirements
- Must complete a comprehensive assessment of needs and service plans for housing stabilization
- ESG funding recipients must be willing to create and engage in a Recovery Plan and case management as needed to acquire and maintain stable housing (independent of this assistance within a defined time period not to exceed 24 months)
- Households may be required to complete critical goals prior to being approved for ESG financial assistance. Such goals may include obtaining a source of income in the household as ESG financial assistance for rent will not stabilize a household alone.
- If receiving assistance with utility deposit or utility arrearage, household must show, in addition to imminent risk or homelessness, financial need, valid disconnect notice or proof that utilities will not be connected without assistance. As with all activities under ESG, assistance must be sought first from other resources Low Income Home Energy Assistance Program (LIHEAP) and ESG assistance cannot be for the same cost type or time period as other assistance.
- If receiving rental arrears, short-term. or medium-term rent assistance, the household must be living in or planning to move to a residence which meets HUD’s Rent Reasonableness Standard, Fair Market Rent Standards and housing habitability standards. (See Eligible Units)
Guidance for Determining & Documenting Housing Options, Resources & Support Networks

In addition to determining homeless status and other eligibility criteria, ESG agencies are required to assess whether an applicant has alternatives to ESG assistance to obtain or maintain housing. This includes an assessment of financial resources, assets, family or support networks which may translate to alternative housing options. DuPage County COC understands, due to the diversity and complexity of our resident’s needs and resources, there is no standardized tool which will accurately predict the future housing situation for all applicants. DuPage County COC will rely on the professional judgment of our ESG agency staff to assess, during their interview, housing options, resource and support networks and whether households need ESG assistance. The conclusion of this assessment will be documented in the file by the staff person conducting the assessment using the Housing Options, Resource & Support Networks portion of our standardized tool Homeless Eligibility & Verification Form.

To provide guidance on specific manners of assessment see below.

Financial Resources
Each file will contain a monthly budget which incorporates a household’s income, resources and expenses. The budget is only required to look at expenses necessary to maintain housing and basic needs. However, agencies may also include debt payment or other expenses, including savings for housing stability, if deemed appropriate by the housing stabilization plan.

When mainstream resources are available in the community, the ESG agency may require the ESG participating household to obtain or maintain these resources as a condition of assistance.

Assets
Household assets are always to be assessed to determine income eligibility as defined by HUD. A review of assets is also a relevant piece of determining whether a household has financial resources to obtain or maintain housing.

Cash, savings and checking accounts are to be considered tangible assets available for the household budget as described above. Household reported cash, and bank accounts must be reviewed in the initial and recertification assessment process.

Tangible assets such as furnishings, automobiles, jewelry and clothing may be retained by the household and are not required to be a part of this analysis.

Assets designed by law for retirement (e.g., IRA, Roth IRA, 401K accounts) will not be a required aspect of the determination of the household’s resources for applicants younger than 59 1/2.

For financial assistance, arrears and short-term rent assistance, agencies are not required to consider other assets (e.g. retirement accounts, certificate of deposit) in their assessment of the household’s resources.

For ongoing tenant based rental assistance, agencies are required to consider available assets (e.g., Certificate of Deposits, Investments) in determining whether to include use of these assets in the housing stabilization plan. The following questions are used as guidance for assessing and documenting this decision:

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o Does the household report any assets?
  o Can the assets be converted to cash quickly and without excessive penalty?
  o Is the asset substantial enough, in and of itself, to assist the household in independently sustaining housing without risk?
  o If the answer is yes to all of the above, the agency will require the household to strategically use the assets to stabilize future housing. ESG funded Housing Relocation and Stabilization Services may be offered at this time.

If the assets are not substantial, or may not be converted to cash quickly and without cost and the household would only reasonably delay homelessness, the agency may plan strategic use of these assets in the housing stabilization plan but use of assets is not required by the COC.

For the purpose of this guidance, ‘substantial’ refers to assets which exceed 2-months of basic household expenses as defined in financial resources above. ‘Without significant penalty’ means a loss of 25% or more of available assets, including potential tax penalties.

Social Support Networks including Family and Friends

At the time of application, ESG providers will explore housing options with all applicants. It is the clear intention of the DuPage County COC that viable housing alternatives will be safe, and adequate.

Case managers will explore current or future alternatives that participants have to ESG assistance. These alternatives include financial resources toward the monthly budget, such as family support, church contributions, or housing alternatives which may include staying with family or friends. Case managers will explore these options in their interview and document, in the file, their concluding assessment of whether these are viable alternatives now or in the future. Viable options would include those which are safe, adequate and unlikely to place the household members at future risk of homelessness (e.g. breaking a lease where the landlord will enter a financial judgment).

Non-Duplication

ESG specifies a household previously deemed ineligible, but which becomes eligible may continue to receive assistance but is not to exceed a total of 24 months of assistance within a 3-year period. Additional financial supports will be determined at the discretion of the ESG agency using geographic boundaries and criteria for Non-selection/Non-continuation.

Current HPP Committee guidelines state: “Households should not receive assistance from any homelessness prevention provider fund (IDHS, ESG, CSBG, and EFSP) more than one time in any twelve-month period. Exceptions may be considered in extraordinary circumstances, when necessary, to put a multi-month package together for the client, or when funding is near depletion.” This guideline will stand true in DPC for ESG financial assistance only. Services under ESG Housing Relocation and Stabilization Services may be provided to eligible clients regardless of previous financial assistance received by the household. Exceptions are at the discretion of the ESG providing agency. Best practices call for any exception to be made in coordination with the first providing agency.

ESG providers report on all adults receiving financial assistance for inclusion in the non-duplication list and in HMIS. ESG providers must have valid authorization to share information via the non-duplication list and HMIS. (See Confidentiality & HMIS Standards)
Non-Selection/Non-Continuation (Initial/Continuing Eligibility)

The ESG agency will make decisions regarding non-selection for participation in ESG at initial application or at recertification due to any of the reasons defined below. Criteria apply to both initial application and at time of quarterly or annual reassessment. Likewise, misrepresentation of eligibility by any household also provides reason for immediate separation from any program assistance.

- Household does not meet all eligibility criteria; OR
- Household does not complete all steps to establish eligibility in a timely manner; OR
- Misuse of program services by any household member; OR
- Household does not complete or refuses to engage in Recovery Plan objectives; OR
- Household non-readiness, as determined by the ESG providing agency, due to:
  - Lack of “key” resources from service providers in the community or an unwillingness/inability by the household to link to such key services; AND/OR
  - Household’s misuse of resources, including personal resources such as income and benefits

**Key resources** are those resources or services that are integral to the household’s ability to achieve self-sufficiency. **Self-Sufficiency** is defined as the household’s ability to maintain rent and household expenses independent of the ESG within a defined period of time.

- At the discretion of the ESG providing agency, if the participant is deemed unable to participate in case management service toward independent housing and where there is a need to maintain a safe work environment for staff. This determination may be based on the household’s use of current and past agency services - Including but not limited to: a review of the client’s previous participation in similar agency services, such as homelessness prevention services, short-term case management or some equivalent data.

The ESG providing agency will make all reasonable efforts to link clients to services or advocate for provision of services before making a decision of non-selection.

Separation Guidelines

All assistance provided under ESG is subject to eligibility requirements and program guidelines. Final decisions regarding non-continuation will be relayed in writing, to the household, by the ESG providing agency. The ESG agency will provide, when appropriate, information about helpful outside resources and the opportunity to re-apply to the program or to enter the program at a later date. Per HUD guidelines, provider agencies must exercise judgment and examine all extenuating circumstances in determining when violations warrant termination, so that a program participant’s assistance is terminated only in the most severe cases.

A formal separation process will, at a minimum, consist of the following:

- Written notice which includes date of termination, reason for termination, opportunity for appeal, and, if appropriate, any helpful resources to assist the participating household to maintain housing stability.
- Opportunity to appeal – Participating households which are selected for non-continuation are entitled to request a review of the decision with the opportunity to present oral or written objections before a person other than the person (or a subordinate of the person) who made or approved the termination decision. Final decisions regarding the appeal will be provided...
promptly in writing.

**Eligible Units**

See ESG Interim Rule 24 CFR Parts 84, 85, 91, & 576 for information regarding conflicts of interest, Non-discrimination and Equal Opportunity Requirements, Fair Housing, and Civil Rights laws.

**Fair Market Rent Limits and the Rent Reasonableness Standard**

All units which receive Tenant Based Rental Assistance under the Emergency Solutions Program must have a monthly gross rent which is at or below the most recently published HUD rents (see http://www.huduser.org/portal/datasets/fmr.html). The monthly gross rent must also meet HUD’s rent reasonableness standard, meaning the landlord attests that the gross rent charged for a unit must be reasonable in relation to the rents being charged during the same time period for comparable units in the private, unassisted market and must not be in excess of rents being charged by the owner for comparable non-luxury unassisted units. These standards of Fair Market Rent and Reasonableness apply to arrearages as well as rent going forward. (See, in Appendix, HUD guidance: Rent Reasonableness and Fair Market Rent Under the Emergency Solutions Grant Program).

As the HUD Fair Market Rent is low for DuPage County, the DuPage County Continuum may request a waiver for this regulation. Any change in our Fair Market Standard will be added as an addendum to this plan. In the absence of an addendum, our Fair Market Rent standard is set by HUD and may be found with the published datasets at: www.huduser.gov/portal/datasets/fmr Fair Market Rent refers to a calculation to determine the Gross Rent. Gross rent is the sum of the rent paid to the owner plus, if the tenant pays separately for utilities, the monthly allowance for utilities established by the public housing authority for the area in which the housing is located. For purposes of calculating the FMR, utilities include electricity, gas, water and sewer, and trash removal services but not cable or satellite television service, or internet service. If the owner pays for all utilities, then gross rent equals the rent paid to the owner.

The FMRs for unit sizes larger than four bedrooms are calculated by adding 15 percent to the four bedroom FMR, for each extra bedroom. For example, the FMR for a five-bedroom unit is 1.15 times the four bedroom FMR, and the FMR for a six-bedroom unit is 1.30 times the four bedroom FMR. FMRs for single-room occupancy units are 0.75 times the zero bedroom (efficiency) FMR. For example, a five-bedroom unit would need to have a rent and utility costs at or below $2,047 or it would be ineligible for rental assistance under the ESG program. Small Area Fair Market Rents do not apply to the ESG Program.

To document rent reasonableness, the agency must determine rent reasonableness using one of the following methods:
- Reviewing comparable units advertised for rent
- Written verification from the property owner of comparability of rent charged with other units owned.

The ESG providing agency should consider the following when determining rent reasonable:
- The location, quality, age, size, and type of the unit
- Any amenities, services and utilities to be provided by the owner.

Documentation of the comparable review will be retained in the participant file. An optional form is located in the Appendix (See Rent Reasonableness Checklist and Certification).
Minimum Habitability Standard

HUD has set minimum standards for permanent housing. ESG funds may only be used to help a program participant remain or move into housing which meets these minimum habitability standards. This includes funds for Housing Stabilization Services as well as Rental Assistance.

As stated in the Federal Register, minimum habitability standards the housing must meet all the following criteria: (1) **Structure and materials.** The structures must be structurally sound to protect residents from the elements and not pose any threat to the health and safety of the residents. (2) **Space and security.** Each resident must be provided adequate space and security for themselves and their belongings. Each resident must be provided an acceptable place to sleep. (3) **Interior air quality.** Each room or space must have a natural or mechanical means of ventilation. The interior air must be free of pollutants at a level that might threaten or harm the health of residents. (4) **Water supply.** The water supply must be free from contamination. (5) **Sanitary facilities.** Residents must have access to sufficient sanitary facilities that are in proper operating condition, are private, and are adequate for personal cleanliness and the disposal of human waste. (6) **Thermal environment.** The housing must have any necessary heating/cooling facilities in proper operating condition. (7) **Illumination and electricity.** The structure must have adequate natural or artificial illumination to permit normal indoor activities and support health and safety. There must be sufficient electrical sources to permit the safe use of electrical appliances in the structure. (8) **Food preparation.** All food preparation areas must contain suitable space and equipment to store, prepare, and serve food in a safe and sanitary manner. (9) **Sanitary conditions.** The housing must be maintained in a sanitary condition. (10) **Fire safety.** (i) There must be a second means of exiting the building in the event of fire or other emergency. (ii) Each unit must include at least one battery-operated or hard-wired smoke detector, in proper working condition, on each occupied level of the unit. Smoke detectors must be located, to the extent practicable, in a hallway adjacent to a bedroom. If the unit is occupied by hearing impaired persons, smoke detectors must have an alarm system designed for hearing-impaired persons in each bedroom occupied by a hearing-impaired person. (iii) The public areas of all housing must be equipped with a sufficient number, but not less than one for each area, of battery-operated or hard-wired smoke detectors. Public areas include, but are not limited to, laundry rooms, community rooms, day care centers, hallways, stairwells, and other common areas.

Inspections will include a visual lead-based paint inspection when tenants include a pregnant female, or a child under six years of age and in houses built prior to 1978. This is in compliance with HUD’s lead-based paint regulations which appear within title 24 of the Code of Federal Regulations as part 35(24 CFR 35).

DuPage County’s HP-RRH program will utilize County staff members who have completed Housing Quality Standard training to perform the requisite habitability inspections. The habitability inspection forms are appended to this plan. Should an inspection be necessary outside of DuPage County, DuPage County staff will either perform the habitability inspection or contact the local participating jurisdiction or housing authority for assistance in obtaining an inspection.

Housing inspections completed by the DuPage or Aurora Housing Authorities for units that will receive a HUD-VASH or Section 8 voucher are acceptable as long as they have been completed within 60 days of the clients ESG application. Client files must contain documentation from the respective Housing Authority to confirm that the unit passed inspection prior to a provider issuing financial assistance.
Habitability Inspection Referral Process
The Provider will complete a written referral on the form provided, and will fax/email the completed form to DuPage County Community Services, Single Family Rehabilitation Program. A qualified inspector will coordinate and complete the housing inspection. The inspector will return the completed Habitability Standard Form, as needed, in addition to the completed referral form, to verify the inspection status. The forms will be returned to the original Provider for the participant’s file.

Lease Requirements
The provision of ESG rent assistance and security deposits seeks to ensure permanent housing stabilization.

- The landlord must agree to work with the ESG agency to accept vouchered rent payment and to stop eviction proceedings upon receipt of signed voucher.
- Households may be assisted at the end of their lease term, if a move to another housing unit is necessary in order to ensure future housing stabilization.
- Month-to-Month leases – month-to-month leases reflect transience, and should be avoided in general. HUD does not specifically exclude month-to-month leases. The ESG agency will attempt to engage the landlord to work on a long-term lease arrangement when this benefits the client.
- ESG agencies must have a copy of the valid lease to assist with rent unless financial assistance is limited solely to payment of rental arrears. Valid leases must include signatures of both the client and/or a member of the household and the owner/authorized representative, and must be dated.
  - Recipients of ESG funds must have a written lease or rental agreement, the legal right to reside in the unit and prove responsibility for paying the rent. As a general matter, if the eligible person is not named on a valid lease/rental agreement either as a tenant or an authorized occupant, the person has no legal right to reside in the unit and is therefore not eligible for rental assistance. However, if an applicant is listed as an occupant on a lease agreement and can prove through paid receipts in their name, money orders or cancelled checks that they pay rent or utility bills, even if the accounts are in the name of another household member, it is permissible to assist the applicant. The Grantee and project sponsor have responsibility for ensuring the eligibility of each household assisted with ESG funds.
  - Oral leases, if enforceable by State law, are acceptable when assistance is solely for rental arrears.
  - A sublease is considered a legal lease. However, the grantee should be sure that the relationship between the participant/grantee/sub grantee and the landlord is not in violation of the conflict of interest provisions as stated in the ESG Notice. For example, the sublease agreement should not be between relatives or other parties where there is a potential conflict of interest. Only the owner of record or Management Company may be paid.
  - Rooms to rent and shared housing arrangements with separate leases - Applicants residing in shared housing programs that provide separate leases for each tenant may be eligible for assistance if they are a valid leaseholder. Single room occupancy rent reasonableness and FMR Limits apply.

Rental Assistance Agreement
Rental Assistance cannot be provided without an agreement between the ESG provider and the owner/property manager.

- ESG provider will ensure that a rental assistance agreement between the provider and the owner/property manager is completed for each participant household receiving rental assistance.
- ESG providers must ensure timely rent payments are made on behalf of participant households receiving ongoing financial assistance. ESG regulations specifically prohibit the use of ESG funds for late payment fees incurred by the ESG provider under Rental Assistance Agreement with the owner/property manager.
- The Agreement must contain the same rent payment due date, grace period and late payment penalty requirements as the program participant’s lease.
- A rental assistance agreement between the ESG HP Provider and property owner or property management will include a requirement that the owner copy the agency on any notice to the program participant to vacate housing or any complaint to commence an eviction. The agreement will specify the term of the anticipated assistance to be provided.
- The rental assistance agreement will terminate and no further rental assistance payments may be made under that agreement if the program participant moves out of the housing unit, the lease terminates and is not renewed, or the program participant becomes ineligible to receive ESG rental assistance.

**HMIS Standards**

The purpose of a Homeless Management Information System (HMIS) is to gather information about the extent and nature of homelessness to assist planners, policy makers and providers of services to the homeless to design the most effective policies and programs, to coordinate care, and better serve clients. HMIS provides an effective and usable case management tool and by collecting and analyzing client, program and system-level data to report on the extent and nature of homelessness. HMIS provides the ability to: develop unduplicated counts of clients served at the local level; analyze patterns of use of people entering and exiting the homeless system; and evaluate the effectiveness of those systems.

The DuPage County Continuum of Care participates in the “Northeast Illinois Collaborative HMIS” (NIL HMIS). The NIL HMIS is a shared, regional HMIS managed by a Technical Lead Agency. DuPage County Continuum of Care Leadership Committee oversees the DuPage County HMIS Lead and is primarily responsible for all local HMIS activity.

ALL DuPage ESG providing agencies, with the exception of domestic violence shelter and service providers, must enter client-level data into the DuPage County Continuum of Care’s HMIS system. A Standard Operating Procedure (SOP) provides the policies, procedures, guidelines, and standards that govern the DuPage County Continuum HMIS operations, and the roles and responsibilities for participating agency staff. The SOP addresses roles and responsibilities, privacy, data quality, security and offers standardized forms for agency use. The SOP is reviewed annually and updated as necessary by the HMIS Committee in coordination with other committees and approved by the Leadership Committee of the DuPage County Continuum of Care.

All DuPage ESG programs are governed by the same minimum standards of client privacy protection within HMIS. A Baseline Privacy Notice describes how client information may be used and disclosed and how clients can get access to their information. Each ESG agency will either adopt the Baseline Privacy Notice or develop a Privacy Notice which meets and exceeds all minimum requirements set forth in the Baseline Privacy Notice.

ESG funded agencies will ensure all clients are aware of the adopted Privacy Notice, have access to it and are notified of their rights regarding data sharing. ESG funded agencies will make reasonable
accommodations for persons with disabilities, language barriers or education barriers. If the agency has a website the Privacy Notice will be published on that website. Agencies review their program requirements to determine what industry privacy standards must be met that exceed the minimum standards outlined in this Privacy Plan and Baseline Privacy Notice (examples: Substance Abuse Providers covered by 24 CFR Part 2, HIPPA Covered Agencies, Legal Service Providers) and review the most updated HUD HMIS Privacy Standards (currently: 2004 HUD HMIS Privacy Standards (69 Federal Register 45888)). Agencies assign only end users who can meet End User responsibilities and designate one user that has been trained to technologically uphold the agency’s privacy responsibilities.

HMIS End Users will uphold the client’s privacy. End Users have the responsibility to understand their agency’s Privacy Notice, be able to explain their agency’s Privacy Notice to clients, follow their agency’s Privacy Notice, know where to refer the client if they cannot answer the client’s questions, and present their agency’s Privacy Notice to the client before entering any information.

End Users will be trained to consistently enter data that is complete, timely and accurate according to approved workflows documents. Workflow documents are used for both training and reference to ensure proper understanding and use of the Homeless Management Information System. End Users are encouraged to contact the HMIS Help Desk for support as needed, HMIS@dupageco.org.

In addition to a valid authorization to release information from the head of household and each adult member, each HP-RRH agency has agreed to participate in HPP and/or RRH provider groups within HMIS to share information required for reporting purposes and to prevent duplication of services. (See DuPage Homelessness Prevention Partnership Community Partnership Agreement 2017 or most recent version in Appendix).

Effective May 1, 2015, the CoC expanded data sharing for service providers who offer Rapid Rehousing (RRH) and Homelessness Prevention (HP) service type activities. Data elements shared will include: client demographics, case manager, entry exit information and service information. The purpose of this expanded data sharing is to improve service collaboration and increase effectiveness of funds through reduced duplication of data collection and improved referral linkages.

Additional information can be found at http://www.dupageco.org/HMIS; and www.hudexchange.info

Tracking Services and Outcomes

Services and program outputs must be tracked according to HMIS standards. The annual DuPage County COC Homelessness Prevention Reporting Tool and the ESG Caper are completed to track services. Regarding outcomes, all HP-RRH agencies will complete a follow up call in 90 days from the date households were exited from HP-RRH to determine whether the household remained stably housed. Additional performance outcomes may be proposed by the Continuum of Care Leadership Committee.

Client Confidentiality

Each HP-RRH providing agency must implement procedures to ensure the confidentiality of records pertaining to any individual provided with assistance and that the address or location of any assisted housing will not be made public.

To facilitate coordination, to ensure non-duplication and to aid in the consistent reporting of DPC HP-ESG services provided within the HMIS service system, all participating adults must be informed of
the HMIS Privacy Policy. Participant’s information will be utilized and shared per the standards in the Privacy Plan and policy. All participating adults are required to sign an Authorization to Release Information, including household demographics, income, and service information and case plan that may be shared amongst all providers in the Homelessness Prevention Provider Committee. Participating household members may decline sharing of certain assessment information which is not essential to coordination/non-duplication. It is the responsibility of the HP-RRH provider agency to protect the confidential nature of such information. However, participant refusal to share essential information for service coordination/non-duplication will affect eligibility for HP-RRH services.

**Recordkeeping Requirement**
Sufficient records must be established and maintained by ESG Providers to demonstrate that all ESG requirements are being met.

**Record Retention Period**
ESG providers must maintain documentation on all households seeking assistance. If determined ineligible, documentation must reflect reasons. Documentation of participant eligibility and assistance provided must be retained for 5 years after the expenditure of all funds from the grant under which the program participant was served.

**Reporting Requirements**
ESG Recipients will submit annual performance reports to HUD via Consolidated Annual Performance and Evaluation Reporting (CAPER). DuPage HP-RRH providers will ensure necessary data is available in the required format per the grantors (State of Illinois and/or DuPage County) requests.

**Monitoring**
DuPage ESG providers have received funding from either or both state and county grantees. As with program implementation guidance, monitoring requirements are expected to be met as they are outlined by each grantor. The requirements may be included in contracts, Memorandum of Understanding, or manuals. As ESG program has been in development, some updates to procedures may be provided via email.

County guidance for direct federal allocation states the following: Sub-grantee monitoring reinforces accountability; provides for continuous improvement; and is required by the ESG Notice. Monitoring goals include the improvement of program and financial performance and ensure regulatory compliance in all areas. Monitoring ESG in the County is done through a variety of measures consisting of desk top review, which includes evaluation of requests for payment; and on-site visits with program and file review.
Appendix
1. Agency List and Communities Served
2. At a Glance Criteria for Definition of At Risk of Homelessness
3. Baseline Privacy Notice
4. DuPage Continuum of Care Homelessness Prevention and Rapid Rehousing Brochure
5. DuPage County Continuum of Care Authorization to Exchange Information for the Homelessness Prevention Provider Network
6. DuPage Homelessness Prevention Partnership Agreement
7. Homeless Status Record Keeping Requirements
8. Homelessness Eligibility and Verification Form
9. HUD Guidance Rent Reasonableness and Fair Market Rent
10. Rent Reasonableness and Certification Checklist
11. Income Limits, Fair Market Rents and Utility Allowance Schedule revised November 2017
Agency List and Communities Served
### HPP AGENCY LIST AND COMMUNITIES SERVICED

*Revised April 2017*

<table>
<thead>
<tr>
<th>Grant Funded</th>
<th>Privately Funded</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PEOPLES RESOURCE CENTER</strong>&lt;br&gt;Grants: IDHS, ESG, EFSP and agency funds&lt;br&gt;(630) 682-5402&lt;br&gt;Serves all current PRC Clients in DuPage County</td>
<td><strong>Loaves &amp; Fishes Community Services (Naperville Cares)</strong>&lt;br&gt;(630) 355-3663 X4&lt;br&gt;Naperville resident or Naperville Church Member</td>
</tr>
<tr>
<td><strong>CATHOLIC CHARITIES</strong>&lt;br&gt;Grants: ESG, IDHS, SSVF (Veterans) and agency funds&lt;br&gt;(630) 495-8008&lt;br&gt;Addison&lt;br&gt;Bensenville**&lt;br&gt;Bolingbrook**&lt;br&gt;Burr Ridge&lt;br&gt;Clarendon Hills&lt;br&gt;Darien&lt;br&gt;Downers Grove&lt;br&gt;Elmhurst&lt;br&gt;Itasca&lt;br&gt;Lombard&lt;br&gt;Medinah&lt;br&gt;Oakbrook&lt;br&gt;Oakbrook Terrace&lt;br&gt;Villa Park&lt;br&gt;Wood Dale&lt;br&gt;Woodridge</td>
<td><strong>OUTREACH COMMUNITY MINISTRIES</strong>&lt;br&gt;Grants: IDHS, ESG and agency funds&lt;br&gt;(630) 260-7600&lt;br&gt;Carol Stream&lt;br&gt;(630) 682-1910&lt;br&gt;Glen Ellyn &amp; Wheaton&lt;br&gt;(630) 393-7057&lt;br&gt;Warrenville &amp; surrounding unincorporated areas&lt;br&gt;** Multi County</td>
</tr>
<tr>
<td><strong>DUPAGE COUNTY</strong>&lt;br&gt;Grants: CSBG, ESG, IDHS&lt;br&gt;(630) 407-6500&lt;br&gt;1-800-942-9412&lt;br&gt;Aurora**&lt;br&gt;Bartlett**&lt;br&gt;Bloomingdale&lt;br&gt;Glen Ellyn&lt;br&gt;Glendale Heights&lt;br&gt;Hanover Park**&lt;br&gt;Hinsdale&lt;br&gt;Keeneyville&lt;br&gt;Lemont**&lt;br&gt;Lisle&lt;br&gt;Naperville&lt;br&gt;Ontarioville&lt;br&gt;Roselle&lt;br&gt;Wayne&lt;br&gt;West Chicago&lt;br&gt;Westmont&lt;br&gt;Wheaton&lt;br&gt;Willowbrook&lt;br&gt;Winfield&lt;br&gt;** Multi County</td>
<td><strong>LOVE Christian Clearinghouse</strong>&lt;br&gt;(630) 512-8665&lt;br&gt;Addison&lt;br&gt;Bensenville&lt;br&gt;Burr Ridge&lt;br&gt;Clarendon Hills&lt;br&gt;Darien&lt;br&gt;Downers Grove&lt;br&gt;Elmhurst&lt;br&gt;Glen Ellyn&lt;br&gt;Hinsdale&lt;br&gt;Itasca&lt;br&gt;Lisle&lt;br&gt;Lombard&lt;br&gt;Oakbrook&lt;br&gt;Oakbrook Terrace&lt;br&gt;Villa Park&lt;br&gt;Westmont&lt;br&gt;Wood Dale&lt;br&gt;Woodridge&lt;br&gt;Multiple Counties Served: DeKalb, DuPage, Kane, Kendall, Grundy, LaSalle &amp; Will</td>
</tr>
</tbody>
</table>

### Veterans Assistance

| CATHOLIC CHARITIES<br>Grant: SSVF (Veterans)<br>(630) 495-8008<br>Supportive services for Homeless or Low-Income, At-Risk Veteran Families in DuPage, Kankakee and Will County | **Midwest Shelter for Homeless Veterans**<br>Grant: SSVF (Veterans)<br>(630) 871-8387<br>Supportive services for Homeless or Low-Income, At-Risk Veteran Families in DuPage<br>Multiple Counties Served: DeKalb, DuPage, Kane, Kendall, Grundy, LaSalle & Will | **DuPage Veterans Assistance Commission of DuPage County**<br>(630) 407-5655<br>DuPage County Veterans and their Widows, Spouses, or Dependents |
At a Glance Criteria for Definition of At Risk of Homelessness
<table>
<thead>
<tr>
<th>Category</th>
<th>Individuals and Families</th>
<th>A child or youth who does not qualify as homeless under the homeless definition, but qualifies as homeless under another Federal statute</th>
</tr>
</thead>
<tbody>
<tr>
<td>Category 1</td>
<td>An individual or family who:</td>
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<tr>
<td></td>
<td>(i) Has an annual income below 30% of median family income for the area; <strong>AND</strong></td>
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<tr>
<td></td>
<td>(ii) Does not have sufficient resources or support networks immediately available to prevent them from moving to an emergency shelter or another place defined in Category 1 of the “homeless” definition; <strong>AND</strong></td>
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<td></td>
<td>(iii) Meets one of the following conditions:</td>
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<td></td>
<td>(A) Has moved because of economic reasons 2 or more times during the 60 days immediately preceding the application for assistance; <strong>OR</strong></td>
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<tr>
<td></td>
<td>(B) Is living in the home of another because of economic hardship; <strong>OR</strong></td>
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<td></td>
<td>(C) Has been notified that their right to occupy their current housing or living situation will be terminated within 21 days after the date of application for assistance; <strong>OR</strong></td>
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<td></td>
<td>(D) Lives in a hotel or motel and the cost is not paid for by charitable organizations or by Federal, State, or local government programs for low-income individuals; <strong>OR</strong></td>
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<tr>
<td></td>
<td>(E) Lives in an SRO or efficiency apartment unit in which there reside more than 2 persons or lives in a larger housing unit in which there reside more than one and a half persons per room; <strong>OR</strong></td>
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<td></td>
<td>(F) Is exiting a publicly funded institution or system of care; <strong>OR</strong></td>
<td></td>
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<tr>
<td></td>
<td>(G) Otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness, as identified in the recipient’s approved Con Plan</td>
<td></td>
</tr>
<tr>
<td>Category 2</td>
<td>Unaccompanied Children and Youth</td>
<td></td>
</tr>
<tr>
<td>Category 3</td>
<td>Families with Children and Youth</td>
<td>An unaccompanied youth who does not qualify as homeless under the homeless definition, but qualifies as homeless under section 725(2) of the McKinney-Vento Homeless Assistance Act, and the parent(s) or guardian(s) or that child or youth if living with him or her.</td>
</tr>
</tbody>
</table>
Baseline Privacy Notice
[AGENCY] PRIVACY NOTICE

Effective (05/01/2015)
Version 3.0

THIS NOTICE DESCRIBES HOW INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW IT CAREFULLY.

A. What This Notice Covers

1. This notice describes the privacy policy and practices of [Name of Agency]. Our main office is at [Address, web address, telephone contact information].

2. A client is anyone whose personal data is included in the Northeast Illinois HMIS [in connection with the receipt of services or assistance]. This person need not be homeless.

3. When a client request services from this agency, we enter information about them and members of their household into a computer system called a Homeless Management Information System (HMIS). This HMIS is used by many agencies in Suburban Cook and DuPage Counties that provide services to persons and families in need.

4. The HMIS is administered by DuPage County Department of Community Services. Their office is at 421 N County Farm Road, Wheaton, IL 60187. Their website is www.dupageco.org/HMIS. You can contact the system administrator at 630-407-6397. DuPage County Department of Community Services has adopted this Privacy Notice as well.

5. The policy and practices in this notice cover the processing of protected personal information of those agencies participating in the Northeast Illinois Homeless Management Information System (HMIS). All personal information that we maintain, not just the information entered into the HMIS, is covered by the policy and practices described in this notice. This policy covers only the programs within the agency that participate in HMIS.

6. Protected Personal information (PPI) is any information we maintain about a client that:
   a. allows identification of an individual directly or indirectly
   b. can be manipulated by a reasonably foreseeable method to identify a specific individual, or
   c. can be linked with other available information to identify a specific client.

   When this notice refers to personal information, it means PPI.

7. We adopted this policy because of standards for Homeless Management Information Systems issued by the Department of Housing and Urban Development. We intend our policy and practices to be consistent with those standards. See 69 Federal Register 45888 (July 30, 2004).

8. This notice tells our clients, our staff, and others how we process personal information. We follow the policy and practices described in this notice.

9. We may amend this notice and change our policy or practices at any time. Amendments may affect personal information that we obtained before the effective date of the amendment. All amendments are approved by the HMIS Committee of the DuPage County Continuum of Care and are then adopted by all agencies that use the HMIS.
Current information about the DuPage County HMIS Committee can be found on the HMIS website at www.dupageco.org/HMIS.

10. We give a written copy of this privacy notice to any individual who asks. We maintain a copy of this policy on the HMIS website at www.dupageco.org/HMIS.

B. How and Why We Collect Personal Information

1. We collect personal information only when appropriate to provide services or for another specific purpose of our agency or when required by law.

2. We may collect personal information for these purposes:
   a. To provide or coordinate services to clients
   b. To locate other programs that may be able to assist clients
   c. To verify information given to us by clients
   d. For functions related to payment or reimbursement from other services that we provide
   e. To operate our agency, including administrative functions such as legal, audits, personnel, oversight, and management functions
   f. To comply with reporting obligations
   g. When required by law

3. We may be required to collect some personal information by law or by organizations that give us money to operate this program. Other personal information that we collect is important to run our programs, to improve services, and to better understand the need individuals in the community. We only collect information that we consider to be appropriate.

4. We only use lawful and fair means to collect personal information.

5. We normally collect personal information with the knowledge or consent of our clients. If you seek our assistance and provide us with personal information, we assume that you consent to the collection of information as described in this notice.

6. We may also get personal information from:
   a. Individuals who are with you or are part of your household
   b. Individuals who are assisting you
   c. Individuals or organizations you provide for verification of information or references
   d. Information already collected about you by other agencies that are part of the HMIS
   e. Other private organizations in the DuPage County Continuum of Care
   f. Government agencies including DuPage County and the State of Illinois.
   g. Public records including internet searches, telephone directories and other published sources

7. When possible, we post a sign at our intake desk or other location explaining the reasons we ask for personal information. The sign gives our agency’s contact information, the HMIS administrator’s contact information and the location of this privacy notice.

C. How We Use and Disclose Personal Information

1. We use or disclose personal information for activities described in this part of the notice. We may or may not make any of these uses or disclosures with your information. We share client records with other agencies that may have separate privacy policies and that may allow different uses and disclosures of the information.
2. All participating agencies of the Northeast Illinois HMIS share client record information. The information that is shared with these participating agencies is extensive. The list of these agencies and the information shared changes frequently. You can view a full list of these agencies and the information that we share at our website, www.dupageco.org/HMIS.

3. **You have the right to opt-out of having this information shared with other participating agencies.** To do so, you must request and sign the “Client Data Sharing Refusal Form.” If you sign this form, your information will remain in the HMIS and be subject to the other disclosures in this privacy notice, but the information will not be available to the other participating agencies of the Northeast Illinois HMIS.

4. The information that will be shared if you do not opt-out is as follows:
   a. Personal identification information
   b. Demographic information
   c. Program Enrollment Type and Dates
   d. The name of your case manager, if you are assigned one

The detailed list of information that we share can be found at our website: www.dupageco.org/HMIS

5. Some programs and agencies require sharing of information different than what is discussed in this privacy notice. For those programs, individuals will be presented with additional consent information.

6. We assume that you consent to the use or disclosure of your personal information for the purposes described here and for other uses and disclosures that we determine to be compatible with these uses or disclosures:
   a. to provide or coordinate services to individuals
   b. for functions related to payment or reimbursement for services
   c. to carry out administrative functions such as legal, audits, personnel, oversight, and management functions
   d. to create de-identified (anonymous) information that can be used for research and statistical purposes without identifying clients
   e. when required by law to the extent that use or disclosure complies with and is limited to the requirements of the law, including Freedom of Information Act requests
   f. to avert a serious threat to health or safety if
      (1) we believe that the use or disclosure is necessary to prevent or lessen a serious and imminent threat to the health or safety of an individual or the public, and
      (2) the use or disclosure is made to a person reasonably able to prevent or lessen the threat, including the target of the threat
   g. to report about an individual we reasonably believe to be a victim of abuse, neglect or domestic violence to a governmental authority (including a social service or protective services agency) authorized by law to receive reports of abuse, neglect or domestic violence
      (1) under any of these circumstances:
         (a) where the disclosure is required by law and the disclosure complies with and is limited to the requirements of the law
         (b) if the individual agrees to the disclosure, or
(c) to the extent that the disclosure is expressly authorized by statute or regulation, and
(I) we believe the disclosure is necessary to prevent serious harm to the individual or other potential victims, or
(II) if the individual is unable to agree because of incapacity, a law enforcement or other public official authorized to receive the report represents that the PPI for which disclosure is sought is not intended to be used against the individual and that an immediate enforcement activity that depends upon the disclosure would be materially and adversely affected by waiting until the individual is able to agree to the disclosure.

(2) when we make a permitted disclosure about a victim of abuse, neglect or domestic violence, we will promptly inform the individual who is the victim that a disclosure has been or will be made, except if:
(a) we, in the exercise of professional judgment, believe informing the individual would place the individual at risk of serious harm, or
(b) we would be informing a personal representative (such as a family member or friend), and we reasonably believe the personal representative is responsible for the abuse, neglect or other injury, and that informing the personal representative would not be in the best interests of the individual as we determine in the exercise of professional judgment.

h. for academic research purposes
(1) conducted by an individual or institution that has a formal relationship with this agency if the research is conducted either:
(a) by an individual employed by or affiliated with the organization for use in a research project conducted under a written research agreement approved in writing by a designated agency program administrator (other than the individual conducting the research), or
(b) by an institution for use in a research project conducted under a written research agreement approved in writing by a designated agency program administrator.
(2) any written research agreement:
(a) must establish rules and limitations for the processing and security of PPI in the course of the research
(b) must provide for the return or proper disposal of all PPI at the conclusion of the research
(c) must restrict additional use or disclosure of PPI, except where required by law
(d) must require that the recipient of data formally agree to comply with all terms and conditions of the agreement, and
(e) is not a substitute for approval (if appropriate) of a research project by an Institutional Review Board, Privacy Board or other applicable human subjects protection institution.

i. to a law enforcement official for a law enforcement purpose (if consistent with applicable law and standards of ethical conduct) under any of these circumstances:
(1) in response to a lawful court order, court-ordered warrant, subpoena or summons issued by a judicial officer, or a grand jury subpoena
(2) if the law enforcement official makes a written request for PPI that:
   (a) is signed by a supervisory official of the law enforcement agency seeking the PPI
   (b) states that the information is relevant and material to a legitimate law enforcement investigation
   (c) identifies the PPI sought
   (d) is specific and limited in scope to the extent reasonably practicable in light of the purpose for which the information is sought, and
   (e) states that de-identified information could not be used to accomplish the purpose of the disclosure.

(3) if we believe in good faith that the PPI constitutes evidence of criminal conduct that occurred on our premises

(4) in response to an oral request for the purpose of identifying or locating a suspect, fugitive, material witness or missing person and the PPI disclosed consists only of name, address, date of birth, place of birth, Social Security Number, and distinguishing physical characteristics, or

(5) the official is an authorized federal official seeking PPI for the provision of protective services to the President or other persons authorized by 18 U.S.C. 3056, or to foreign heads of state or other persons authorized by 22 U.S.C. 2709(a)(3), or for the conduct of investigations authorized by 18 U.S.C. 871 and 879 (threats against the President and others), and the information requested is specific and limited in scope to the extent reasonably practicable in light of the purpose for which the information is sought.

j. to comply with reporting obligations for homeless management information systems and for oversight of compliance with homeless management information system requirements.

k. to the administrators and contractors of the HMIS system, including DuPage County and Suburban Cook County Staff and contractors, Bowman Systems, L.L.C staff and contractors and the HMIS Committee Chairperson and vice-Chairperson.

7. Before we disclose your personal information that is not described here, we seek your consent first.

D. How to Inspect and Correct Personal Information

1. You may inspect and have a copy of your personal information that we maintain. We will offer to explain any information that you may not understand.

2. We will consider a request from you for correction of inaccurate or incomplete personal information that we maintain about you. If we agree that the information is inaccurate or incomplete, we may delete it or we may choose to mark it as inaccurate or incomplete and to supplement it with additional information.

3. To inspect, get a copy of, or ask for correction of your information, ask a program staff member how to obtain this information.

4. We may deny your request for inspection or copying of personal information if:
   a. the information was compiled in reasonable anticipation of litigation or comparable proceedings
   b. the information is about another individual (other than a health care provider or homeless provider)
   c. the information was obtained under a promise or confidentiality (other than a promise from a health care provider or homeless provider) and if the disclosure would reveal the source of the information, or
d. disclosure of the information would be reasonably likely to endanger the life or physical safety of any individual.

5. If we deny a request for access or correction, we will explain the reason for the denial. We will also include, as part of the personal information that we maintain, documentation of the request and the reason for the denial.

6. We may reject repeated or harassing requests for access or correction.

E. Data Quality
1. We collect only personal information that is relevant to the purposes for which we plan to use it. To the extent necessary for those purposes, we seek to maintain only personal information that is accurate, complete, and timely.

2. We are developing and implementing a plan to dispose of personal information, found in the HMIS system, not in current use seven years after the information was created or last changed. As an alternative to disposal, we may choose to remove identifiers from the information.

3. We may keep information for a longer period if required to do so by statute, regulation, contract, or other requirement.

F. Complaints and Accountability
1. We accept and consider questions or complaints about our privacy and security policies and practices. Because there are many agencies and parties involved, it is often hard to know where to direct a complaint. We ask that questions or complaints regarding the HMIS go to the HMIS System Administrator at DuPage County Community Services. Questions or complaints pertaining to the agency serving you should follow the agency’s grievance procedure. If you are unsure where to go, you may go to either agency listed below and we will help you determine the best person to speak with.

HMIS System Administrator
421 N County Farm Road
Wheaton, IL 60187
630-407-6397
www.dupageco.org/HMIS
[Agency Contact Information]
[Address]
[Address]
[Phone Number]
[Website]
2. All members of our staff (including employees, volunteers, affiliates, contractors and associates) are required to comply with this privacy notice. Each staff member must receive and acknowledge receipt of a copy of this privacy notice.

G. Change History:
1. Version 1.0 October 2009- Initial Policy was a part of client consent documents
2. Version 2.0 October 2012 - Adopted HUD’s baseline privacy notice and detailed our implied consent disclosure process
3. Version 3.0 October 2014 – Updated HUD’s baseline privacy notice to include Suburban Cook County, address the name change of DuPage County HMIS to Northeast Illinois HMIS, and reflect the changes to the list of shared data elements.
DuPage County Continuum of Care Authorization to Exchange Information for the Homelessness Prevention Provider Network
DU PAGE COUNTY CONTINUUM OF CARE

AUTHORIZATION TO EXCHANGE INFORMATION FOR THE HOMELESS PREVENTION PROVIDER NETWORK

For: ______________________________________________________  ________________
Applicant - Print First, Middle, & Last Name                                        Date of Birth

REQUIRED CONSENT- SHARING WITHIN THE HOMELESS PREVENTION PROVIDER NETWORK

- The following authorization is required for all adults applying for homeless prevention and re-housing services.

- I authorize participating agencies in the Homeless Prevention Provider Network to receive, release or otherwise exchange information disclosed or received about me during my application for homeless prevention and re-housing services. These agencies include: Catholic Charities, Diocese of Joliet, DuPage County Community Services, HOME DuPage (DuPage Homeownership Center), Love Christian Clearinghouse, DuPage PADS, Loaves & Fishes Community Services, Outreach Community Ministries, People’s Resource Center, Prairie State Legal Services, Warrenville Youth & Family Services, Wheaton Youth Outreach, DuPage County Veteran’s Assistance Commission and Midwest Shelter for Homeless Veterans. This authorization may extend to and include agencies that may join the Homeless Prevention Provider Network as well as agencies who provide direct referrals to our coordinated entry for Rapid Rehousing including: 360 Youth Services and Family Shelter Services.

- I acknowledge receipt of this agency’s Privacy Notice notification. I understand relevant information about me and the services I apply for may be shared through the Northeast Illinois HMIS system as described in this Privacy Notice. As an applicant for homelessness prevention and re-housing services, I authorize Rapid Rehousing and Homelessness Prevention Service Providers of the Northeast Illinois HMIS system to view the additional data of: needs, referrals, services, the name of program enrolled in; program enrollment dates; reason for leaving the program; and housing destination after leaving the program.

- Furthermore, I authorize participating agencies to exchange information disclosed by previous, current or future employer[s], landlord[s], mortgage companies, utility companies, other social service agencies and/or any other relevant source.

- I understand the purpose of any disclosure to include sharing of the aforementioned information is to verify information, determine eligibility, avoid duplication of and facilitate services for my household.

- To the extent allowed by law, disclosure to include the exchange of the following specific information may be made: information included in application for assistance, personal identifying information about household members, wages and other income received or projected to be received; eligibility and receipt of services; information relating to housing stability or risk; educational and employment information; household goals, concerns and progress towards goals; current program and employment status; and file documentation.

- The information to be exchanged will be relevant to my request for assistance and/or to my household’s Personal Recovery or Housing Stability Plan. I understand I have the right to inspect the information disclosed.

- This authorization is valid until: three (3) years from the date of last service. Refusal to authorize the disclosure to include the exchange of the aforementioned information may result in an inability to receive homeless prevention and re-housing services for this application.

________________________________    _____         ______________________________ ______
SIGNATURE OF CLIENT OR GUARDIAN           DATE                    SIGNATURE OF AGENCY WITNESS               DATE
DuPage Continuum of Care Homelessness Prevention and Rapid Rehousing Brochure
General Information

The DuPage County Continuum of Care Homelessness Prevention & Re-housing Services are designed to stabilize individuals and families in their existing homes, shorten the amount of time families and individuals stay in shelter, and assist individuals and families with securing affordable housing. Eligible households experiencing a short-term economic crisis may receive assistance to avoid eviction and homelessness. Services can also assist homeless individuals or families in securing housing by providing short-term financial assistance and/or other supports.

A network of collaborating community agencies receive and distribute an array of funding. The eligibility guidelines described within apply to government grants. Community Partners assist to expand options for assistance. As funds are limited, financial assistance from any provider may make a household ineligible for further financial assistance.

Services offered through this program include:

- Rental Assistance
- Mortgage Assistance
- Security Deposit Assistance
- Supportive Services to help obtain and maintain housing

Eligibility Criteria

All households must be able to meet and document the following eligibility criteria. Additional eligibility criteria may apply:

- Must be moving into or currently residing in DuPage County
- Must be in danger of eviction, foreclosure or currently homeless
- Must document ability to meet future rent and monthly expenses through current income or the development of a Personal Recovery Plan
- Must disclose any assistance received in the past 24 months
- The landlord or mortgage company must agree to accept payment and stop current eviction/foreclosure proceedings upon receipt of signed rent assistance voucher

Most grants require the household to:

- Document an unexpected recent drop in income, economic crisis or extenuating circumstance
- Have a current lease
- Meet income guidelines
- Reside in a unit which meets standards of habitability and cost

DuPage County Continuum of Care Providers also offer the following to assist individuals and families establish or stabilize their housing:

- Referrals to emergency shelter or transitional housing programs
- Housing resources and subsidized housing information within DuPage County
- Tenant/landlord rights information
- Educational rights of homeless students information
- Referrals for legal services
- Referrals for food, clothing and other basic needs
- Referrals for healthcare coverage
- Referrals for education and employment services
- Referrals for financial & credit education
- Short-term case management services

To apply for services:

Call DuPage County Community Services at (630) 407-6500 or (800) 942-9412 to speak with an Information & Referral Specialist about services and a referral to a community agency near you.

Some funding is limited to target populations, such as veterans or those currently residing in an emergency shelter.

Funding is dependent on grants received from various sources.

Rev. 09/01/15
DuPage County Continuum of Care

Homelessness Prevention & Re-housing Service Providers

DuPage County Community Services
People’s Resource Center
Catholic Charities
Outreach Community Ministries
Midwest Shelter for Homeless Veterans

Community Partners

DuPage PADS
Love Christian Clearing House
Naperville CARES
Veteran’s Assistance Commission of DuPage County

Legal assistance to maintain housing may be available through Prairie State Legal Services

Foreclosure mitigation and homeownership counseling is available through the DuPage Homeownership Center

Funding provided in part by the Illinois Department of Human Services, the Emergency Food and Shelter Program, Community Services Block Grant, Community Development Block Grant, and the U.S. Department of Housing & Urban Development

The DuPage County Continuum of Care Homelessness Prevention & Re-Housing Program does not discriminate in admission to programs or activities in compliance with the Illinois Human Rights Act; the U.S. Civil Rights Acts; The Fair Housing Act; Section 504 of the Rehabilitation Act; the Age Discrimination Act; the Age Discrimination in Employment Act; and the U.S. and Illinois Constitutions.

Homelessness Prevention & Re-housing

www.dupagehomeless.org
Información General

Los servicios de Continuo de Cuidado y Prevención de los Desamparados y Recolocación del Condado de DuPage, son designados para estabilizar individuos y familias en sus hogares, cortar el tiempo que las familias e individuos pasan en albergues y asistir individuos y familias a obtener viviendas económicas. Aquellos hogares que estén pasando por una crisis económica de corto plazo pueden recibir ayuda para evitar el desalojo y desamparo. Los servicios también pueden ayudar a individuos o familias desamparados en asegurar viviendas por medio de proveer ayuda financiera a corto plazo y/o otros servicios.

Un sistema de agencias comunitarias colaborando entre sí reciben y distribuyen los fondos. Las reglas de elegibilidad para fondos del gobierno se aplican entre éstas agencias. Nuestras agencias comunitarias ayudan en ampliar las opciones de ayuda. Como nuestros fondos son limitados, si ya recibió ayuda financiera de cualquiera de nuestras agencias puede que eso le impida obtener ayuda adicional en el futuro.

Servicios ofrecidos por éste programa incluyen:

- Asistencia de Renta
- Asistencia de Hipoteca
- Asistencia con el Depósito de Seguridad
- Servicios de Apoyo para obtener y mantener vivienda

Todos los hogares tienen que cumplir y documentar los siguientes criterios para ser elegible. Otros criterios adicionales pueden aplicarse:

- Debe estar actualmente viviendo o mudándose al Condado de DuPage
- Estar en riesgo de desalojo o evicción, de una ejecución hipotecaria o desamparado
- Debe probar con documentos y el ingreso mensual tener la capacidad de pagar su renta y costos mensuales futuros o mostrar la existencia y ejecución de un Plan de Recuperación Personal
- Debe divulgar cualquier ayuda recibida en los últimos 24 meses
- Además, el propietario o la compañía hipotecaria deben aceptar los pagos y poner un alto al procedimiento actual de desalojo/evicción o de ejecución hipotecaria una vez recibido el cupón de pago firmado

La mayoría de los fondos requieren:

- El comprobar una pérdida inesperada y reciente de ingresos, una crisis económica o circunstancias atenuantes
- Tener un contrato de renta actual y válido
- Cumplir con los requisitos de ingreso
- Vivir en una residencia que cumpla los requisitos básicos de costo y vivienda

Los proveedores del Continuo de Cuidado del Condado de DuPage también ofrecen los siguientes servicios para asistir a individuos y familias a establecer y estabilizar sus viviendas:

- Referencias de albergues de emergencia o programas de vivienda para familias en transición
- Información sobre recursos de vivienda, información sobre alquileres justos a precio del mercado y alquileres de subsidio en el Condado de DuPage
- Información acerca de derechos del arrendador/propietario
- Derechos e información educacional del desamparado
- Referencias para servicios legales
- Referencias para comida, ropa y otros servicios básicos
- Referencias para servicios de salud
- Referencias para servicios de educación y empleo
- Referencias para servicios de reparación de crédito
- Trabajar con una trabajadora de casos a corto plazo

Para solicitar servicios:

Llame al Condado de DuPage, Servicios de la Comunidad al (630) 407-6500. Pida hablar con un Especialista de Información y Referencia en cuanto a servicios disponibles. Usted puede ser referido a otro proveedor de prevención de los desamparados, dependiendo de su localización geográfica.

Algunos de los fondos están limitados a una población específica, como veteranos o aquellos viviendo en albergues de emergencia.

Fondos de ayuda dependen en otorgamientos recibidos de varias fuentes.

Rev. 09/01/15

Attachment: 2018 Appendix for Website (HHS-R-0087-18 : 2018 Action Plan - Public Comment Period)
Proveedores de Servicios para la Prevención de los Desamparados & Recolocación

Departamento de Servicios a la Comunidad del Condado de DuPage
Peoples Resource Center
Catholic Charities
Outreach Community Ministries
Midwest Shelter for Homeless Veterans

Compañeros Comunitarios

DuPage PADS
Love Christian Clearing House
Naperville CARES
Veteran’s Assistance Commission of DuPage County

Asistencia Legal para mantener su hogar puede ser disponible a través de Prairie State Legal Services

Disputas de ejecuciones hipotecarias y consejería para dueños de casas está disponible a través de DuPage Homeownership Center

Los fondos son otorgados en parte por el Departamento de Servicios Humanos, el Program de Albergues y Comidas de Emergencia, Community Services Block Grant, Community Development Block Grant y el Departamento de Casas y Desarrollo Urbano de los Estados Unidos.

El Continuo de Cuidado del Condado de DuPage, Prevención y Re-colocación de los Desamparados no discrimina en la admisión a los programas o las actividades de acuerdo con la Ley de Derechos Humanos de Illinois; la Ley de Derechos Civiles de los Estados Unidos; la ley de Vivienda Justa; la Sección 504 de la Ley de Rehabilitación; la Ley de Anti-discriminación por Edad; la Ley de Anti-discriminación por Edad en el Empleo; y las Constituciones de Illinois y los Estados Unidos.

Website: www.dupagehomeless.org
DuPage Homelessness Prevention Partnership Agreement
The DuPage Homeless Prevention Partnership (HPP) is a vehicle for communication and coordination among agencies involved in providing assistance to prevent homelessness among DuPage County residents. It has operated since 1984, and consists of a commonly agreed upon set of principles, as well as consistent practices for distributing homeless prevention funding, and avoiding duplication of services. Partner agencies in the HPP for 2015 – 2018 are: The People's Resource Center, Catholic Charities, Diocese of Joliet, DuPage County Community Services, Outreach Community Ministries, Midwest Shelter for Homeless Veterans. The partnership also includes organizations with extended resources to specific populations, and/or supportive services only i.e., the DuPage County Veterans Assistance Commission, DuPage Homeownership Center, Love Christian Clearinghouse, Naperville CARES, Prairie State Legal Services, and DuPage PADS. This mutual commitment and partnership promotes accessibility, leveraging, wrap-around services, collaboration, and effectively addresses homelessness through rapid re-housing and by preventing homelessness before it happens.

Goals of the Homelessness Prevention Partnership:

- To rapidly re-house and prevent homelessness for at-risk residents in all geographic areas of DuPage County, ensuring accessibility to resources in high-need locations
- To maximize effectiveness of assistance, through a strong community partnership that ensures best practices, and eliminates duplication of benefits
- To distribute direct housing assistance funds to individuals and families already homeless or in danger of eviction or foreclosure in a client-centered environment, providing limited case management, wraparound services, referrals to other mainstream programs, budgeting assistance and resource linkage
- To maximize coordination of efforts through a shared HMIS database and Non-duplication list

DuPage Homeless Prevention Partnership agencies agree to the following:

- To annually review and plan homeless prevention and rapid re-housing partnership principles and guidelines, policies and best practices;
- To maintain regular communication through the HMIS, and other means of communication;
- To maintain regular and frequent contact to ensure high-quality efficient delivery of services;
- To promote cooperative planning and service delivery as collaborative partners, ensuring that assistance is accessible and efficient;
- To work to ensure overall continuance of homeless prevention funds and effective strategies to prevent homelessness;
- Attend DuPage Homeless Prevention Partnership Committee Meetings to continually review partnership agreements and participate in working group and committee activities.
- Collaboratively work to address the Action Plan for Emergency Services in the DuPage Continuum of Care's Plan to End Homelessness.
Each partner Agency distributing state or federal grant funds will provide the following services:

- Screen clients for eligibility and financial assistance
- Provide case management, budgeting assistance, and guidance for clients who are eligible for direct housing assistance, including accessing all services available through the community partnerships in the Homeless Prevention Partnership
- Assess and refer clients to mainstream, government and other community resources that can increase their self-sufficiency
- Participate in HMIS and allow participating agencies to view service records to avoid duplication of services and utilize the provided referral process feature. And provide similar information via the “HPP Non-Duplication & Service Coordination List”
- Comply with all local, state, and national policies, guidelines, requirements and procedures

Each Partner Agency providing only supportive or special populations services i.e., DHOC, PSLS, DuPage VAC, DuPage PADS, Love Christian Clearinghouse, and Naperville CARES:

- Screen & provide guidance for clients who are eligible for direct housing assistance, including accessing all services available through the community partnerships in the Homeless Prevention Partnership
- Assess and refer clients to mainstream, government and other community resources that can increase their self-sufficiency
- Accept appropriate HPP Client referrals from partner agencies and provide specialized and/or supportive services
- Participate in HMIS and allow participating agencies to view HMIS service records to avoid duplication of services and utilize the HMIS referral process feature. And/or provide similar information via the “HPP Non-Duplication & Service Coordination List”.
2015-2018 Homeless Prevention Partnership Members:

Vicki Beighley  
People's Resource Center  
Title: Executive Director

Rita Van Gorp  
Catholic Charities, Diocese of Joliet  
Title: Executive Director

Vernessa Belcher  
Outreach Community Ministries  
Title: Chief Operating Officer

Judy Tejeda  
Midwest Shelter for Homeless Veterans  
Title: Executive Director

Dunlap County, Community Services  
Title: Administrator

Anne Marie Schuster  
Love Christian Clearinghouse  
Title: Executive Director

Mary Beth Birkmire  
Naperville CARES  
Title: Executive Director

Sharon R.  
Dunlap Homelessness Center  
Title: Superintendent

John Martin  
Illinois Department of Labor  
Title: Managing Attorney

Debra Olson  
DuPage County Veterans' Assistance Specialized Services  
Title: Executive Director

Karen Fischer  
DuPage PADS  
Title: President & CEO
Homelessness Eligibility and Verification Form
Homeless Eligibility & Verification Form

Head of Household: _________________________  Date of Eligibility: __________________
Number of Adults: _________________________   Number of Children: ___________

☐ Literally Homeless (Category 1;) Lacks a fixed, regular, and adequate nighttime residence, individual or family:

Must meet ONE of three criteria below:

☐ Has a primary nighttime residence that is a public or private place not meant for human habitation;

Required Documentation for criteria above:
  o Self-certification stating individual or household was living on the streets or in shelter

☐ Is living in a publicly or privately-operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs);

Required Documentation for criteria above:
  o Written observation by the outreach worker, shelter provider or (if youth, the statement may be made by a homelessness liaison; OR
  o Written referral by another housing or service provider; OR

☐ Is exiting an institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution.

Required Documentation for criteria above:
  o One of the above forms of documentation of evidence and
  o Discharge paperwork or written/oral referral, OR
  o Written record of the intake worker’s due diligence to obtain above, and
  o Certification by the individual that they exited the institution

Is this client chronically homeless?
  __Yes  ___No

The individual adult or adult in a family MUST:
  ____Be currently literally homeless;
  ____Have a Disability; AND
  Meet Duration Criteria:
  ___Continually literally homeless for 12 months more; OR
  ____Be literally homeless on 4 separate instances in the past 3 years totaling 12 months of literal homelessness

Attach documentation and completed SELF-DECLARATION OF HOUSING STATUS, OPTIONS & SUPPORT NETWORKS

Is this client chronically homeless?
  __Yes  ___No

The individual adult or adult in a family MUST:
  ____Be currently literally homeless;
  ____Have a Disability; AND
  Meet Duration Criteria:
  ___Continually literally homeless for 12 months more; OR
  ____Be literally homeless on 4 separate instances in the past 3 years totaling 12 months of literal homelessness

Attach documentation and completed SELF-DECLARATION OF HOUSING STATUS, OPTIONS & SUPPORT NETWORKS
Homeless Eligibility & Verification Form

Head of Household: _________________________ Date of Eligibility: __________________
Number of Adults: _________________________ Number of Children: ___________

☐ Imminent Risk of Homelessness (Category 2;) Will imminently lose their primary nighttime residence including those with family or friends and being asked to leave within 14 days, provided that:

The individual or family must meet ALL THREE criteria below:

☐ Residence will be lost within 14 days of the date of application for homeless assistance; and
☐ No subsequent residence has been identified; and
☐ The individual or family lacks the resources or support networks needed to obtain other permanent housing

**Required Documentation for criteria above:**

- Self-certification that no subsequent residence has been identified; AND
- Self-certification other written documentation that the individual or family lacks the financial resource and support necessary to obtain permanent housing or if a Youth, lacks safe, alternate housing, financial or other resources and lacks other support networks AND
- A court order resulting from an eviction action notifying the individual or family that they must leave; or
- For individuals and families leaving a hotel or motel – evidence that they lack the financial resources to stay; or
- A documented and verified oral statement indicating how and when the residence will be lost. For Youth, Statement by youth that they cannot continue to stay at the place they have been AND written or oral verification from owner or renter of housing obtained by intake worker OR documentation of intake worker’s attempts to verify information

Attach documentation and completed SELF-DECLARATION OF HOUSING STATUS, OPTIONS & SUPPORT NETWORKS
Homeless Eligibility & Verification Form

Head of Household: _________________________  Date of Eligibility: __________________
Number of Adults: _________________________   Number of Children: ___________

HUD must approve CoC Program funded projects to serve youth under Category 3.

☐ Homeless under Other Federal Statutes (Homeless Category 3); Unaccompanied youth under 25 years of age; or families with children (0-18) and youth (18-25), who do not otherwise qualify as homeless under definition, but who:

Must meet all four criteria below

☐ Are defined as homeless under the other listed Federal Statutes; and

*Required Documentation for criteria above:*

  o Certification by the nonprofit or state or local government that the individual or head of household seeking assistance meet the criteria of homelessness under another Federal Statute;

☐ Have not had a lease, ownership interest, or occupancy agreement in permanent housing during the 60 days prior to the homeless assistance application; and

*Required Documentation for criteria above:*

  o Certification of no permanent housing in the last 60 days

☐ Have experienced persistent instability as measured by two moves or more during the preceding 60 days; and

*Required Documentation for criteria above*

  o Certification by the individual or head of household, and any available documentation, that (s)he has moved two or more times in the past 60 days;

☐ Can be expected to continue in such status for an extended period of time due to special needs or barriers

*Required Documentation for criteria above*

  o Documentation of special needs or two or more barriers
Homeless Eligibility & Verification Form

Head of Household: _________________________  Date of Eligibility:  __________________
Number of Adults: _________________________   Number of Children: ___________

☐ Fleeing or Attempting to Flee Domestic Violence (Category -4); Any individual or family fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions related to violence. Or Youth fleeing or attempting to flee their housing or a place they are staying due to such conditions which have taken place in the household or has made them afraid to return to the housing including trading sex for housing, is being trafficked or physically abused, or fears violence due to his or her sexual orientation, and the youth has no safe, alternative housing, resources or support networks to obtain or maintain permanent housing who:

Must meet all three criteria below

☐ Is fleeing, or is attempting to flee, domestic violence; and
☐ Has no identified subsequent residence; and
☐ Lacks the resources or support networks to obtain other permanent housing.

Required Documentation for criteria above:

For Victim Service Providers

☐ An oral statement by the individual or head of household seeking assistance which states; they are fleeing; that they have not subsequent residence; and they lack resources. Statement must be documented by a self-certification or a certification by the intake worker.

For non-Victim Service Providers

☐ Self-certification or certification by case worker of an oral statement by the individual, head of household or Youth seeking assistance that they are fleeing. If safety of the person(s) fleeing is not jeopardized, the oral statement must be verified through written observation by the intake worker or staff at other organizations including law enforcement, housing or service provider, social worker, homeless liaison or legal assistance provider has sought assistance from OR documentation of intake worker’s attempts to verify information and certification of the statement by the youth or intake worker and

☐ Self-certification that no subsequent residence has been identified; and
☐ Self-certification or other written documentation, that the individual or family lacks the financial resources and support networks to obtain other permanent housing.

Attach documentation and completed SELF-DECLARATION OF HOUSING STATUS, OPTIONS & SUPPORT NETWORKS

P: Case_management/AAtemplates/homeless_verification 02-18

Attachment: 2018 Appendix for Website (HHS-R-0087-18 : 2018 Action Plan - Public Comment Period)
At Risk of Homelessness

☐ **Individuals & Families** (At Risk - Category 1 – Individual or family or Youth who: Meets ALL Three below

☐ Has an annual income below 30% of median family income for the area; AND

☐ Attach Income Eligibility Calculation

☐ Does not have sufficient resources or support networks immediately available to prevent them from moving to an emergency shelter or another place defined in Category 1 of the “homeless” definition; AND

☐ Certification that no subsequent residence has been identified; and

☐ Self-certification or other written documentation that the individual or family lacks the financial resource and support necessary to obtain permanent housing (attach

☐ Meets one of the following conditions (provide appropriate documentation):

☐ Has moved because of economic reasons 2 or more times during the 60 days immediately preceding the application for assistance; or

☐ Is living in the home of another because of economic hardship; or

☐ Has been notified that their right to occupy their current housing or living situation will be terminated within 21 days after the date of application for assistance; or

☐ Lives in a hotel or motel and the cost is not paid for by charitable organizations or by Federal, State, or local government programs for low-income individuals; or

☐ Lives in an SRO or efficiency apartment unit in which there reside more than 2 persons or lives in a larger housing unit in which there reside more than one and a half persons per room; or

☐ Is exiting a publicly funded institution or system of care; or

☐ Otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness, as identified in DuPage County approved Con Plan

☐ **Unaccompanied Children and Youth** (At Risk – Category 2); A child or youth who does not qualify as homeless under the homeless definition, but qualifies as homeless under another Federal statute

Must meet one criteria below

☐ Certification by the nonprofit or state or local government that the individual or head of household seeking assistance meet the criteria of homelessness under another Federal Statute;

☐ **Families and Children with Youth** (At Risk – Category 3); An unaccompanied youth who does not qualify as homeless under the homeless definition, but qualifies as homeless under section 725(2) of the McKinney-Vento Homeless Assistance Act, and the parent(s) or guardian(s) or that child or youth if living with him or her.

Must meet one criteria below

☐ Certification by the nonprofit or state or local government that the individual or head of household seeking assistance meet the criteria of homelessness under another Federal Statute.

Attach documentation and completed SELF-DECLARATION OF HOUSING STATUS, OPTIONS & SUPPORT NETWORKS
Homeless Eligibility & Verification Form

Head of Household: _________________________  Date of Eligibility: __________________
Number of Adults: _________________________   Number of Children: ___________

SELF-DECLARATION OF HOUSING STATUS, OPTIONS & SUPPORT NETWORKS

☐ Household without dependent children (complete one form for each adult in the household)
  Household with dependent children (complete one form for household)
  Number of persons in the household: _________

This is to certify that the above-named individual or household is currently homeless or at-risk of homelessness, based on the following and other indicated information and the signed declaration by the applicant.

Check only one:

☐ I [and my children] am/are currently homeless and living on the street (i.e. a car, park, abandoned building, bus station, airport, or camp ground).

☐ I [and my children] am/are the victim(s) of domestic violence and am/are fleeing from abuse.

☐ I [and my children] am/are being evicted from the housing we are presently staying in and must leave this housing within the next ____ days.

☐ None of the above, I [and my children] am at risk of homelessness

I certify that the information above and any other information I have provided is true, accurate and complete.

I have identified a subsequent residence for household members?        ___ Yes     ____ No

I [or my household] have the resources or support networks needed to obtain other permanent housing or, for Youth, other safe alternative housing?                       ___ Yes     ____ No

Client Signature: ___________________________________ Date: ______________________

Case Manager Certification

I understand that third-party verification is the preferred method of certifying homelessness or risk for homelessness for an individual who is applying for assistance. Document attempt made for third-party verification below:

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

intake Worker Signature: ______________________________ Date: ______________________
Homeless Status Record Keeping Requirements
Homeless Status: Recordkeeping Requirements

May 11, 2012

Presenters:
- Ann Oliva
- Tom Albanese
- Theresa Silla

Virtual Help Desk Representative:
- Brett Gagnon

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Webinar Format

- Webinar will last approximately an hour
- Recording will be posted on the HUD’s Homelessness Resource Exchange
- Materials will be posted within one week of today
- Audience members are “muted” due to the high number of participants

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Audio Issues During the Webinar

- For audio, please use the telephone, not your computer
- If you have technical difficulty with the audio or video portions of this webcast, try:
  – Logging off, then logging in again
  – Requesting help through the “questions” function in the “Go To Webinar” toolbar
Submit Questions

- During the webinar, use the “Questions” function in the “GoToWebinar” toolbar
- After the webinar, submit questions to HUD’s Virtual Help Desk
  – Program/System: CoC Policy
  – Topic: Homeless Definition
  – Sub-topic: Homeless Definition
- Reference this presentation Homeless Status: Recordkeeping Requirements in your question

Context of Presentation

- Preceded by Determining Homeless and At-Risk Status, Income, and Disability
  – Recording available on Homelessness Resource Exchange
- To be followed by At-Risk Status and Income: Recordkeeping Requirements
  – Scheduled for delivery on May 15, 2012

Objectives of the Webinar

Webinar participants will be able to:

- Understand requirement to develop local policies and procedures for recordkeeping
- Incorporate and use HUD’s preferred order for documentation in policies and procedures
- Adopt and use documentation standards
- Identify acceptable documentation for each Homeless Definition Category
Projects funded under the Emergency Solutions Grants program

New and Renewal projects funded in FY 2011 CoC Competition for:
- Supportive Housing Program (SHP)
- Shelter Plus Care (S+C) program

All future CoC Program new/renewal projects
Overview of Requirements

- Require recipients to develop and use local policies & procedures for recordkeeping
- Specify preferred order for documentation
- Specify that documents must be sufficient to demonstrate compliance
- Provide examples of acceptable documentation by Homeless Category

Recordkeeping Requirements

Policies & Procedures

Written policies and procedures must:

- Require intake staff to document:
  - At intake/screening for eligibility
  - For ALL persons seeking assistance
  - Evidence relied upon to establish and verify Homeless status
- Be consistent with recordkeeping requirements & reflect HUD’s preferred order
HUD’s preferred order:
1. Third Party
   • Written, including already available documents
   • Oral
2. Intake Staff Observations
3. Self-Certification

Listed in Homeless Final Rule:
• Type of assistance provided
  – emergency shelter
  – street outreach
  – victim services
• To protect the safety of individuals/families fleeing or attempting to flee DV
Tips for Policies & Procedures

- Adopt checklists that reflect preferred order
- Incorporate guidance & examples on exceptions to preferred order
- Have staff check for existing documentation first
  - E.g., HMIS records or discharge paperwork
- Create forms for tracking & documenting due diligence

Poll Questions

True/False: Emergency shelters must obtain 3rd party documentation of homelessness before accommodating persons seeking shelter

True  False

Standards for Documentation
Adopt standards in policies and procedures
  – Strategy for addressing requirement that records must be sufficient

General examples include
  – Clearly identifies entity/party providing verification
  – Pertinent to and identifies individual/family
  – Pertinent to the condition/criteria

Specific examples of standards for each type of documentation to follow

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**Third Party – Written**

**Written Letters/Referrals**
- Official communication (issued on agency stationary or program template)
- Signed and dated by appropriate third party representative
- Additional standards depend on criteria/condition of the Homeless Definition Category being used

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**Third Party – Oral**

**Recorded Oral Statements**
- By intake staff
- Of 3rd party providing verification
- Signed and dated by intake staff as true and complete
  ** Recommend standardized form for program**
  – Create clearly labeled sections for including relevant details and certifications

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Recorded Intake Staff Observations

- Intake staff notes on their observations and assessments
- Signed and dated by intake staff as true and complete

** Recommend standardized form for program
  - Create clearly labeled sections for including relevant details and certifications

Individual/Head of Household Statement

- Written statements certified (signed and dated) as true and complete
  - Regulations specify when oral statements can be used
- If self-certification must be verified:
  - Confirmation that certification was verified OR due diligence documentation

** Recommend standardized form for program

Recorded Intake Staff Efforts
(Due Diligence)

- Describe efforts to obtain third party documentation
  - May include phone logs, email correspondence, copies of certified letters etc.
- Outcome of effort, including obstacles
- Signed and dated by intake staff as true and complete

** Recommend standardized form
5 Examples of Acceptable Documentation

By Homeless Definition Categories:
- **Category 1**: Literally Homeless
- **Category 2**: Imminent Risk of Homelessness
- **Category 3**: Homeless Under Other Federal Statute
- **Category 4**: Fleeing/Attempting to Flee DV

Category 1: Literally Homeless

If Unsheltered Homeless
- HUD’s preferred order applies
  - Exception for providing emergency shelter, street outreach services, domestic violence
- Third Party –Written examples:
  - HMIS street outreach service record
  - Homeless Certification/Written Referral from local law enforcement or emergency medical service agencies

Attachment: 2018 Appendix for Website (HHS-R-0087-18 : 2018 Action Plan - Public Comment Period)
**HMIS Records**

- Standards for system:
  - Retains auditable history of all entries
  - Prevents overrides or changes to dates entries are made
- Standard for verifying homeless status:
  - Dates of stay/services should be concurrent with application for assistance.

**Certifications of Homelessness**

- Standards for Homeless Certifications:
  - Confirm homeless status
  - Document any applicable criteria
- General standards for written letters/referrals:
  - Official communication
  - Signed and dated by appropriate third party representative
  ** Recommend standardized form for program

**Category 1: Literally Homeless**

**If In Shelter**

- HUD’s preferred order applies
- Third Party –Written examples
  - HMIS shelter stay record
  - Homeless Certification/Written Referral from shelter

**Examples of Acceptable Documentation**
**Category 1: Literally Homeless**

If Exiting An Institution
*Condition: Unsheltered OR in emergency shelter prior to entry*
- HUD’s preferred order applies
- Third Party –Written records available may include
  - HMIS shelter stay/street outreach service record
  - Homeless Certification/Written Referral

**Examples of Acceptable Documentation**

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**Category 1: Literally Homeless**

If Exiting An Institution (cont’d)
*Condition: Length of stay is 90 days or less*
- Appropriate documentation in preferred order:
  - Third Party –Written
  - Discharge paperwork
  - Written Referral
  - Third Party –Oral
  - Self-Certification & Due Diligence
- Documentation standard: must specify entry/exit dates or duration of stay

**Examples of Acceptable Documentation**

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**Poll Questions**

True/False: An HMIS record of shelter stay has the same weight as written, signed, and dated verification on shelter letterhead.

<table>
<thead>
<tr>
<th>True</th>
<th>False</th>
</tr>
</thead>
</table>

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**Standards for Documentation**

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3 Conditions:
1) Housing Loss within 14 days
   • Documentation requirements vary by condition and type of housing
2) No subsequent residence
3) Lack of resources and support networks to obtain other housing

Housing loss within 14 days (cont’d)

If tenants/homeowners
• Appropriate documentation in preferred order:
  – Third Party –Written:
    • Court order to leave OR
    • Other equivalent notice under State law

If in hotel/motel: lack of financial resources
• Self-Certification, supported by other documentation when practical

If in other housing situation (i.e., doubled-up)
• Self-certification, supported by
  – Third Party Verification OR
  – Due Diligence

Examples of Acceptable Documentation
**Category 2:**
**Imminent Risk of Homelessness**

**No subsequent residence**
- Self-Certification, supported by other documentation when practical

**Lack of resources & support networks to obtain other housing**
- Self-Certification, supported by other documentation when practical

**Recommend standardized assessment form**

**Examples of Acceptable Documentation**

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**Category 3:**
**Homeless Under Other Federal Statute**

**Defined as Homeless under applicable Federal Statutes**
- Third Party –Written only
- Must be from agency administering Federal program
- May be in the form of
  - Homeless certification OR
  - Letter from provider

**Examples of Acceptable Documentation**

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**Category 3:**
**Homeless Under Other Federal Statute**

No lease, ownership interest, occupancy agreement in permanent housing during preceding 60 days

- Third Party –Written
  - HMIS service/stay record
  - Homeless Certification/Written Referral from housing provider
  - Written statement from a tenant/homeowner
- Third Party –Oral
- Self-Certification

**Examples of Acceptable Documentation**
**Category 3: Homeless Under Other Federal Statute**

**Persistent Instability**
(2 or more moves during preceding 60 days)
- Self-Certification, supported by
  - Third Party –Written
  - Third Party –Oral OR
- Due Diligence to obtain third-party verification
  - Third party verification not required for move prompted by flight from DV

**Expected to retain status for extended period due to special needs or 2 or more employment barriers**

*If special needs:*
- Third Party –Written
  - Written diagnosis from professional licensed by state to diagnose and treat condition OR
  - Intake observation confirmed by written diagnosis from licensed professional within 45 days.

**Expected to retain status for extended period due to special needs or 2 or more employment barriers**

*If 2 or more employment barriers:*
- Third Party –Written
  - Employment records;
  - Department of corrections records;
  - Literacy, English proficiency tests; or
  - Other reasonable documentation
- Third Party –Oral
**Category 4: Fleeing/Attempting to Flee DV**

3 Conditions:
1) Flight/Attempt to Flee DV
2) No subsequent residence
3) Lack of resource to obtain other housing

- Self-Certification requirements vary by type of provider determining Homeless status

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**If Victim Service Provider:**

- Self-certification of all three conditions
  - Signed and dated by individual/head of household OR
  - Oral statement recorded by intake staff, signed and dated as true and complete by intake staff
If Non-Victim Service Provider:

- Self-certification of fleeing/attempt to flee DV by individual/head of household AND, if no threat to safety, supported by
  - Third Party written referral source from whom assistance was sought for DV, OR
  - Intake worker observation
- Need only contain minimum amount of information necessary
- Confirm household is fleeing/attempting to flee DV

** Recommend standardized form**

If Non-Victim Service Provider:

- Self-certification of no subsequent residence, resources or support networks

Standards for Documentation

Poll Questions

True/False: Only victim services providers can issue written certification of flight from or attempt to flee domestic violence.

True False

Standards for Documentation
You should now be able to:

- Understand requirement to develop local policies and procedures
- Incorporate and use HUD’s preferred order for documentation
- Adopt and use documentation standards
- Identify acceptable documentation for each Homeless Definition Category

Please complete the on-line survey to rate how well this webinar met its objectives.

Answers to Quiz Questions

Quiz 1: (True/False) Emergency shelters must obtain 3rd party documentation of homelessness before accommodating persons seeking shelter.
FALSE. Although 3rd party written documentation is preferred, HUD recognizes that there are circumstances where it cannot be obtained. The interim rule specifically states that the lack of third party documentation should not prevent a person from being admitted to emergency shelter or receiving street outreach services.

Quiz 2 (True/False): An HMIS record of shelter stay has the same weight as written, signed, and dated verification on shelter letterhead.
TRUE. HMIS records are a form of already available documentation and have the same weight as a written verification of stay.

Answers and Explanations for Quiz

Quiz 1: (True/False) Emergency shelters must obtain 3rd party documentation of homelessness before accommodating persons seeking shelter.

FALSE. Although 3rd party written documentation is preferred, HUD recognizes that there are circumstances where it cannot be obtained. The interim rule specifically states that the lack of third party documentation should not prevent a person from being admitted to emergency shelter or receiving street outreach services.

Quiz 2 (True/False): An HMIS record of shelter stay has the same weight as written, signed, and dated verification on shelter letterhead.

TRUE. HMIS records are a form of already available documentation and have the same weight as a written verification of stay.
• **Quiz 4:** What type of documentation is used to confirm that an unaccompanied youth is Homeless under applicable Federal Statutes?

  (A) THIRD PARTY —WRITTEN. The only form of documentation that can be used to confirm Homeless Status under another Federal Statute is written verification provided by the agency administering the Federal program.

• **Quiz 3:** (True/False) Only victim services providers can issue written certification of flight or attempt to flee domestic violence.

  FALSE. DV certification can be issued by an organization from whom the individual or Head of Household has sought assistance related to domestic violence, dating violence, sexual assault or stalking. This may include housing service providers, social workers, law enforcement, legal assistance, health care provider or pastoral counselor.
HUD Guidance Rent Reasonableness and Fair Market Rent
Rent Reasonableness and Fair Market Rent Under the Emergency Solutions Grants Program

ABOUT THIS RESOURCE
Providing rental assistance through the Emergency Solutions Grants (ESG) program requires understanding and adherence to both Fair Market Rents (FMRs) and rent reasonableness standards, to determine whether a specific unit can be assisted with short- or medium-term rental assistance. This resource provides an explanation of both concepts and describes how to determine and document compliance with each. In addition, it briefly describes some of the differences and similarities between rental assistance provided under the Homelessness Prevention and Rapid Re-Housing Program (HPRP) and ESG. ESG recipients and their subrecipients can use this resource to develop policies, procedures, and documentation requirements to comply with HUD rules.

OVERVIEW
The ESG program Interim Rule allows short- and medium-term rental assistance to be provided to eligible program participants only when the rent, including utilities (gross rent\(^1\)), for the housing unit:

1. Does not exceed the Fair Market Rent (FMR) established by HUD for each geographic area, as provided under 24 CFR 888 and 24 CFR 982.503; and
2. Complies with HUD’s standard of rent reasonableness, as established under 24 CFR 982.507.\(^2\)

This requirement is in the ESG program Interim Rule at 24 CFR 576.106(d).

<table>
<thead>
<tr>
<th>HPRP &amp; ESG: Key Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>HPRP:</strong> Rent must meet rent reasonableness standards.</td>
</tr>
<tr>
<td><strong>ESG:</strong> Rent must meet rent reasonableness standards and cannot exceed HUD’s published FMRs for the area.</td>
</tr>
</tbody>
</table>

In some communities, the reasonable rent for a specific unit may be lower than the FMR that has been established for the community.

**Bottom line:** The rent for the unit assisted with ESG funds must not exceed the lesser of the FMR or the rent reasonableness standard.

---

\(^1\) Gross rent is the sum of the rent paid to the owner plus, if the tenant pays separately for utilities, the monthly allowance for utilities established by the public housing authority for the area in which the housing is located. For purposes of calculating the FMR, utilities include electricity, gas, water and sewer, and trash removal services but not cable or satellite television service, or internet service. If the owner pays for all utilities, then gross rent equals the rent paid to the owner.

\(^2\) The rent must be reasonable when compared to other units of similar location, type, size, and amenities within the community.
DETERMINING IF RENT IS ACCEPTABLE FOR ESG RENTAL ASSISTANCE

Whether a household is seeking to maintain its current housing or relocate to another unit to avoid homelessness (Homelessness Prevention), or exiting homelessness into new housing (Rapid Re-Housing), the process for determining acceptable rent amounts is the same:

- The recipient or subrecipient first compares the gross rent (see box below) for the current or new unit with current FMR limits, which are updated annually.
- If the unit’s gross rent is at or below FMR, the recipient/subrecipient next uses current data to determine rent reasonableness (more information is provided below on how to determine and document this).

**If** the gross rent is at or below both the FMR and the rent reasonableness standard for a unit of comparable size, type, location, amenities, etc., ESG funds may be used to pay the rent amount for the unit.

**If** the gross rent for the unit exceeds either the rent reasonableness standard or FMR, ESG recipients are prohibited from using ESG funds for **any** portion of the rent, even if the household is willing and/or able to pay the difference. However, because the FMR and rent reasonableness requirements apply only to rental assistance, ESG funds may be used:

1. to pay for financial assistance and services to help the eligible program participant stay in the unit, or
2. to pay for financial assistance and services to locate and move to a different unit that meets the rent reasonableness standard and is at or below FMR and pay rental assistance in that unit.

Rent reasonableness and FMR requirements do not apply when a program participant receives only financial assistance or services under Housing Stabilization and Relocation Services. This includes rental application fees, security deposits, an initial payment of “last month’s rent,” utility payments/deposits, and/or moving costs, housing search and placement, housing stability case management, landlord-tenant mediation, legal services, and credit repair. (Note: “Last month’s rent” may not exceed the rent charged for any other month; security deposits may not exceed 2 months’ rent.)

### Calculating the GROSS RENT AMOUNT

To calculate the gross rent of a unit that is being tested by the FMR standard:

\[
\text{Gross Rent Amount} = \text{Total contract rent amount of the unit} + \text{Any fees required for occupancy under the lease (excluding late fees and pet fees)} + \text{Monthly utility allowance* (excluding telephone) established by local PHA}
\]

*Note: The monthly utility allowance is added only for those utilities that the tenant pays for separately (for more information on utility allowances established by the local public housing agency (PHA), see 24 CFR § 982.517). The utility allowance does not include telephone, cable or satellite television service, and internet service. If all utilities are included in the rent, there is no utility allowance.*
WHAT IS THE FMR REQUIREMENT?

HUD establishes FMRs to determine payment standards or rent ceilings for HUD-funded programs that provide rental assistance, which it publishes annually for 530 metropolitan areas and 2,045 non-metropolitan county areas. Federal law requires that HUD publish final FMRs for use in any fiscal year on October 1—the first day of the fiscal year (FY). FMRs for each fiscal year can be found by visiting HUD’s website at www.huduser.org/portal/datasets/fmr.html and clicking on the current “Individual Area Final FY20__ FMR Documentation” link. This site allows recipients/subrecipients to search for FMRs by selecting their state and county from the provided list. The site also provides detailed information on how the FMR was calculated for each area.

Recipients/subrecipients must consult the most current FMR published for their geographic area and document FMR for all units for which ESG funds are used for rental assistance.

To calculate the gross rent for purposes of determining whether it meets the FMR, consider the entire housing cost: rent plus the cost of utilities that must, according to the lease, be the responsibility of the tenant. Utility costs may include gas, electric, water, sewer, and trash. However, telephone, cable or satellite television service, and internet service are not included in FMRs, and are not allowable costs under ESG. The FMR also does not include pet fees or late fees that the program participant may accrue for failing to pay the rent by the due date established in the lease.

HUD sets FMRs to ensure that a reasonable supply of modest but adequate rental housing is available to HUD program participants. To accomplish this objective, FMRs must be both high enough to permit a selection of units and neighborhoods and low enough to serve as many low-income families as possible.

**Note:** Once a unit is determined to meet the FMR and rent reasonableness requirements, ESG funds may be used to pay for the actual utility costs. The utility allowance calculation is only used to determine whether the unit meets the FMR standard.

**Determining and Documenting FMR**

Recipients/subrecipients must ensure that the rent for units assisted under the ESG Program does not exceed current HUD-published FMRs for their particular geographic region.

Determining FMR standards is straightforward; no geographic area has more than one FMR standard. However, if a recipient/subrecipient covers multiple cities or counties, they must use the appropriate FMR for the geographic area in which the assisted rental unit is located. Recipients/subrecipients should print and place in case files a copy of the applicable FMR data to document the FMR for that participant’s unit size and geographic area.
WHAT IS THE RENT REASONABLENESS REQUIREMENT?

HUD’s rent reasonableness standard is designed to ensure that rents being paid are reasonable in relation to rents being charged for comparable unassisted units in the same market. Methods of determining and documenting rent reasonableness are described in the section below. For units within the FMR limit, if a rent reasonableness determination supports a lower rent than the advertised rent, then ESG funds may not be used to rent the unit (unless the landlord is willing to lower the rent). However, as with FMR, ESG funds could be used to assist the program participant to move to a different unit that meets both the FMR and rent reasonableness standards. If the rent reasonableness determination supports the advertised rent (and is within the FMR limit), rental assistance with ESG funds may be provided for the unit, as long as all other program requirements are met.

Determining and Documenting Rent Reasonableness

Recipients are responsible for determining what documentation is required in order to ensure the rent reasonableness standard is met. Recipients and subrecipients should determine rent reasonableness by considering the location, quality, size, type, and age of the unit, and any amenities, maintenance, and utilities to be provided by the owner. Comparable rents can be checked by using a market study of rents charged for units of different sizes in different locations or by reviewing advertisements for comparable rental units. For example, a participant’s case file might include the unit’s rent and description, a printout of three comparable units’ rents, and evidence that these comparison units shared the same features (location, size, amenities, quality, etc.). Another acceptable method of documentation is written verification signed by the property owner or management company, on letterhead, affirming that the rent for a unit assisted with ESG funds is comparable to current rents charged for similar unassisted units managed by the same owner.

Recipients must establish their own written policies and procedures for documenting comparable rents and ensure that they are followed when documenting rent reasonableness in the case file. A recipient may require all subrecipients to use a specific form or a particular data source. Use of a single form to collect data on rents for units of different sizes and locations will make the data collection process uniform. A sample “Rent Reasonableness Checklist and Certification” form is available at: www.hud.gov/offices/cpd/affordablehousing/library/forms/rentreasonablechecklist.doc

Note: This sample form is used across different housing programs.

Before conducting its own study of rent levels in its community, a recipient/subrecipient should consult existing sources of rental housing data that can be used to establish comparable rents. The section below describes some different sources of information on rental units to help recipients and subrecipients meet rent reasonableness requirements. Each recipient must determine which approach is appropriate for its jurisdiction, given the size of its program, other housing programs it administers, local staff capacity, and other resources available within the community.
Rental Housing Data Sources

Public sources of data: There may be organizations within the recipient’s jurisdiction that collect and aggregate data on the rental housing stock, such as a state or local Public Housing Agency (PHA) or the local Chamber of Commerce.

Real estate advertisements and contacts: Ads in newspapers or online are simple ways to identify comparable rents. The following are potential sources of information:

- Newspaper ads (including internet versions of newspaper ads);
- Weekly or monthly neighborhood or “shopper” newspapers with rental listings;
- “For Rent” signs in windows or on lawns;
- Bulletin boards in community locations, such as grocery stores, laundromats, churches, and social service offices;
- Real estate agents;
- Property management companies that handle rental property; and
- Rental Listing websites like:
  - www.apartmentguide.com
  - www.apartments.com
  - www.forrentmag.com

Tip: Real estate ads and contacts might not provide all the information the recipient requires to determine rent reasonableness. In such instances, a follow-up call to obtain the missing information may be required. Newspaper and internet listings often contain either the lowest rent or the range of rents when there is variation among units with the same number of bedrooms. The recipient should follow up to determine what causes the rents to vary (e.g., unit size, location within the development, number of bathrooms, amenities), and then document these factors.

Rental market study: A rental market study is an in-depth analysis of a particular rental market that is often prepared by independent organizations for specific communities. Commercial firms will frequently conduct these studies before developing rental housing in a particular location. They can provide a good source of data to use as the basis of a rent reasonableness policy. However, some rental market studies may be narrowly focused on a particular type of rental housing (such as housing for seniors or rental condominiums) and might be useful only for certain housing units assisted with ESG funds.

Rental market survey: A rental market survey provides a comparison of various landlords and property management companies in the area. Some local governments conduct surveys to assist with planning activities. Additionally, local associations of rental owners and managers may survey their members periodically and publish the results. Many of these surveys report average rents and/or rent ranges by the number of bedrooms and submarket location. However, such surveys frequently do not contain the detailed information required for rent reasonableness comparisons, such as amenities (free parking, laundry, etc.) or additional fees that must be paid. Rental market surveys are designed to show the overall picture of the rental market and may not be useful in evaluating the rent for a particular unit type.

Rental database: For HPRP, some grantees found it useful to build their own rental database in order to perform more efficient searches for comparable rents. Building a rental database allows the majority of work to be completed on the front end, which increases the efficiency of making
rent reasonableness determinations and allows assistance to be provided more quickly. However, there are serious resource issues to consider for this option, including updating the data and maintaining the database, which can be labor-intensive and costly. If choosing this option, ESG recipients in close proximity to one another may choose to collaborate on a regional database.

**Rural Housing Data Sources**

While there may be fewer rental units in rural areas than in urban and suburban areas, it is possible to find comparable rents for different unit types located in these areas using various data sources, including:

- **U.S. Department of Agriculture’s Rural Development Agency (USDA):** USDA provides direct and guaranteed loans for single and multi-family housing development in rural areas and for farm laborers. Contact information for Rural Development State and Local Offices or USDA Service Centers is available at [www.rurdev.usda.gov/recd_map.html](http://www.rurdev.usda.gov/recd_map.html). Each Rural Development Office, if it has a Rural Housing component, should provide information on the types of rental housing available in communities throughout the state, and include unit sizes and rental rates.

- **PHAs:** If a rural community is also under the jurisdiction of a PHA, the PHA may be a source of comparable rent data.

- **Real estate agents:** Local real estate agents are not only knowledgeable about real estate prices but often are a source of information on rental housing in the area. They may be able to extrapolate rent estimates based on the general cost of housing in the area. To find real estate agents active in particular communities, recipients can consult the National Association of Realtors on the web at [www.realtor.org](http://www.realtor.org). For demographic information on the housing stock, market trends, etc., recipients should access [www.realtor.org/research](http://www.realtor.org/research).

**COMPONENTS OF AN EFFECTIVE POLICY**

For monitoring purposes, HUD will determine whether the recipient/subrecipient developed a written policy and followed that policy to determine and document that:

1. The rent was reasonable; **and**
2. The rent was within the established FMR limit.

The basis for the determination must be supported by the evidence documented in the case file. Therefore, adequate documentation will enable a supervisor or other entity charged with monitoring the program to readily identify the factors and process that resulted in the determination that each unit met HUD requirements.

Recipients’/subrecipients’ policies and procedures must be transparent and consistently applied across their program, and result in decisions that comply with HUD requirements. At a minimum, an effective policy includes a methodology, documentation requirements, staffing assignments, and strategies for addressing special circumstances.

This means that policies and procedures should provide step-by-step guidance on making comparisons between the program participant’s rent, the FMR, and the rent reasonableness standards for comparable units in that community. This includes the documentation to be included in each case file, such as forms and/or case notes from the staff making the
determination. For example, a recipient could create a policy where a provider must consider the rents of three comparable units and allow as “reasonable” only rents that fall within $50 of the average of the three comparable rents. In this example, a rent could be paid that is slightly higher than some of the individual comparable units. That rent would still be considered “reasonable” under the recipient’s policy—but rent could only be paid if it is also at or below the FMR.

**STAFF ROLES AND RESPONSIBILITIES**

Recipients/subrecipients should have a procedure in place to ensure that compliance with rent reasonableness and FMR are documented prior to a check for rent being approved and/or prepared. The responsibility of determining and documenting each unit’s compliance with these standards may be assigned to one or more program staff, such as the case manager, clerical support staff, or a staff member who is assigned to conduct habitability inspections. One staff person may perform all the checks, or the tasks may be divided among more than one staff. For example, for rent reasonableness, one staff member could conduct a telephone survey of the property owner/landlords, while another searches rental databases for comparable properties.
Rent Reasonableness and Certification Checklist
**RENT REASONABLENESS CHECKLIST AND CERTIFICATION**

24 CFR 574.320 (a)(3) Rent reasonableness. The rent charged for a unit must be reasonable in relation to rents currently being charged for comparable units in the private unassisted market and must not be in excess of rents currently being charged by the owner for comparable unassisted units.

<table>
<thead>
<tr>
<th>Proposed Unit</th>
<th>Unit #1</th>
<th>Unit #2</th>
<th>Unit #3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Number of Bedrooms</td>
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<tr>
<td>Square Feet</td>
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<tr>
<td>Type of Unit/Construction</td>
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<td>Housing Condition</td>
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<tr>
<td>Location/Accessibility</td>
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<tr>
<td>Amenities</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Unit:</td>
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<tr>
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</tr>
<tr>
<td>Neighborhood:</td>
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<tr>
<td>Age in Years</td>
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<tr>
<td>Utilities (type)</td>
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</tr>
<tr>
<td>Unit Rent</td>
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<tr>
<td>Utility Allowance</td>
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<td>Gross Rent</td>
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<tr>
<td>Handicap Accessible?</td>
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<td>Most Recently Charged Rent For Proposed Unit</td>
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<tr>
<td>Reason for Change</td>
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</tr>
</tbody>
</table>

* Other local resources may be used to obtain information, e.g.: market surveys, classified ads.

I certify that I am not a HUD certified inspector and I have evaluated the property located at the above address to the best of my ability and find the following:

**CERTIFICATION:**

A. Compliance with Payment Standard

\[
\text{Contract Rent} + \text{Utility Allowance} = \text{Proposed Gross Rent}
\]

Approved rent does not exceed applicable Payment Standard of \$\_\_\_\_\_\_\_\_\_.

B. Rent Reasonableness

Based upon a comparison with rents for comparable units, I have determined that the proposed rent for the unit ____ IS ____ IS NOT reasonable.

Name: __________________________ Signature: ________________________ Date: _____________
Income Limits, Fair Market Rents and Utility Allowance Schedule
revised November 2017
### Income Limit Median Family Income for DuPage County

**Effective 04/14/2017**

<table>
<thead>
<tr>
<th>HOUSEHOLD SIZE</th>
<th>Extremely Low Income 0-30% AMI*</th>
<th>Very Low Income 31-50% MFI</th>
<th>Low Income 51-80% MFI</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$16,600</td>
<td>$27,650</td>
<td>$44,250</td>
</tr>
<tr>
<td>2</td>
<td>$19,000</td>
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<td>3</td>
<td>$21,350</td>
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<td>4</td>
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<tr>
<td>6</td>
<td>$27,500</td>
<td>$45,850</td>
<td>$73,350</td>
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<tr>
<td>7</td>
<td>$29,400</td>
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<td>$78,400</td>
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<tr>
<td>8</td>
<td>$31,300</td>
<td>$51,250</td>
<td>$83,450</td>
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</tbody>
</table>

*AMI listed for ESG eligibility purposes effective 4/14/2017

### 2018 DuPage County HUD Fair Market Rent (FMR)

(Effective 10/01/2017)

<table>
<thead>
<tr>
<th>Bedrooms</th>
<th>HUD FMR for DuPage County 2017</th>
<th>110%</th>
<th>117%</th>
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</thead>
<tbody>
<tr>
<td>Single Room</td>
<td>$659</td>
<td>$725</td>
<td>$771</td>
</tr>
<tr>
<td>Zero Room/Efficiency</td>
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<td>$967</td>
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</tr>
<tr>
<td>1</td>
<td>$1,014</td>
<td>$1,115</td>
<td>$1,186</td>
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<tr>
<td>2</td>
<td>$1,180</td>
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<td>$1,381</td>
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<tr>
<td>3</td>
<td>$1,501</td>
<td>$1,651</td>
<td>$1,756</td>
</tr>
<tr>
<td>4</td>
<td>$1,794</td>
<td>$1,973</td>
<td>$2,099</td>
</tr>
<tr>
<td>5</td>
<td>$2,063</td>
<td>$2,269</td>
<td>$2,414</td>
</tr>
<tr>
<td>6</td>
<td>$2,332</td>
<td>$2,363</td>
<td>$2,729</td>
</tr>
</tbody>
</table>

The FMRs for unit sizes larger than four bedrooms are calculated by adding 15 percent to the four bedroom FMR, for each extra bedroom. For example, the FMR for a five bedroom unit is 1.15 times the four bedroom FMR, and the FMR for a six bedroom unit is 1.30 times the four bedroom FMR. FMRs for single-room occupancy units are 0.75 times the zero bedroom (efficiency) FMR. https://www.huduser.gov/portal/datasets/fmr/fmrs/FY2018_code/2018summary.odn
## 2017 UTILITY ALLOWANCE SCHEDULE
**EFFECTIVE MAY 1, 2017**

<table>
<thead>
<tr>
<th>ELECTRIC</th>
<th>0 BR</th>
<th>1 BR</th>
<th>2 BR</th>
<th>3 BR</th>
<th>4 BR</th>
<th>5 BR</th>
<th>6 BR</th>
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<tbody>
<tr>
<td><strong>Monthly Electric Fee</strong></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Apartments/Townhouse/Rowhouse/Highrise</td>
<td>$35</td>
<td>$38</td>
<td>$45</td>
<td>$53</td>
<td>$60</td>
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<tr>
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<td>$58</td>
<td>$69</td>
<td>$79</td>
<td>$89</td>
<td>$95</td>
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<tr>
<td><strong>Cooking-All Unit Types</strong></td>
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</tr>
<tr>
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<td><strong>Water Heating-All Unit Types</strong></td>
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<td>Heating</td>
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<td>Apartments/Townhouse/Rowhouse</td>
<td>$19</td>
<td>$22</td>
<td>$30</td>
<td>$38</td>
<td>$45</td>
<td>$53</td>
<td>$58</td>
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<td>House (Single Family Detached)</td>
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<td>$61</td>
<td>$69</td>
<td>$78</td>
<td>$87</td>
<td>$94</td>
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<td><strong>NATURAL GAS</strong></td>
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<td><strong>Cooking-All Unit Types</strong></td>
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</tr>
<tr>
<td>$2</td>
<td>$2</td>
<td>$3</td>
<td>$4</td>
<td>$4</td>
<td>$5</td>
<td>$5</td>
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<td><strong>Range-All Unit Types</strong></td>
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</tbody>
</table>

**SOURCE: DUPAGE HOUSING AUTHORITY 5/1/2017**
APPENDIX D – 2018 Public Hearing Documents

Documents include:
- Agenda
- Sign in Sheet
- Public Hearing Notice
- Certification of Publication
- Minutes
AGENDA
PUBLIC HEARING

DUPAGE COUNTY, ILLINOIS

2018 Action Plan for Housing and Urban Development

Room 3-500a

5:00 P.M.

March 6, 2018

- Welcome
- Annual Action Plan for 2018
- Questions
- Public Input
- Adjournment
2018 Action Plan for Housing and Urban Development
March 7, 2018 Public Hearing Minutes

In Attendance:
Jennifer Novak Chan, Community Development Administrator – DuPage County;
Chris Ragona, Community Development Manager – DuPage County

Welcome:
Chris Ragona welcomed all in attendance.

2018 Action Plan:

Chris Ragona provided an overview on the requirements of the Action Plan and how projects are identified. He discussed the historical funding levels of each grant described in the plan.

2018 Action Plan for Housing and Urban Development:

Ragona gave an overview of the specific sections of the Action Plan. The first section of the document described the consultation process, citizen participation process, and the agencies that provided the input that helped develop the priorities for the current five year Consolidated Plan.

Expected Resources: The 2018 funding allocation is an estimate based on what was received in 2018. The federal budget has not been approved for 2018 funding. There is a continuing resolution into March.

The County receives three formula grants. Community development Block Grant (CDBG) is the largest and can be used for planning, economic development, public improvement, public service and housing rehabilitation activities. Since 1974 this program has been used to assist low and moderate income households, eliminate slum and blight and address urgent need. $3.5 million in CDBG was received in 2017. An estimate of program income is also provided; this income is from loans and carry over funds from the previous year.

The HOME (HOME Investment Partnerships) program began in 1992 and is strictly a housing program: single family and multifamily for use in acquisition and rehabilitation. There is also a homebuyer assistance and tenant based rental assistance (TBRA) component. The rental assistance is for very low income individuals.

The third is the ESG (Emergency Solutions Grant) program. The program is a comprehensive homeless assistance grant with homeless prevention, rapid rehousing as well as services and shelter assistance. The estimated amount is $288,000.
The CDBG projects proposed are municipal infrastructure improvements (streets, sewer and water, sidewalks etc.) supportive housing facilities improvement assistance, and ADA compliance assistance at a total of $1.1 million.

Up to 15% of the CDBG funds can be used for public service (operational assistance). This funding has been restricted to housing and homeless agencies and NRCs (Neighborhood Resource Centers).

**Public Comment:**
No public comment was provided at this time, general discussion took place regarding the plan and staff answered questions regarding the plan. Ragona informed those in attendance that the comment period runs through March 16, 2018.
PUBLIC HEARING ATTENDANCE FOR THE 2018 ACTION PLAN
FOR THE DU PAGE COUNTY CONSORTIUM
MARCH 6, 2018
Room 3-500a
5:00PM

2. Suzanne Rahm - DePaul University Faith Alliance
3. Jim Beiter - Carol Stream Public Library
4. Ron Murray - Carol Stream Park District
5. Clara Hogan - DuPage United First Congregational Church Glen Ellyn
6. 
7. 
8. 
9. 
10. 
11. 
12. 
13. 
14. 
15. 

Jack T. Knuepfer Administration Building, 421 N. County Farm Road, Wheaton, Illinois 60187
AWARDING RESOLUTION
ISSUED TO QUALITY PLACEMENT AUTHORITY, LLC
FOR STAFFING SERVICES FOR
THE PURPOSE OF STAFFING RNs, LPNs AND CNAs
FOR THE DUPAGE CARE CENTER
(CONTRACT TOTAL AMOUNT: $30,000.00)

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

WHEREAS, the Health and Human Service Committee recommends County Board approval for staffing services for the purpose of staffing RNs, LPNs and CNAs, for the period April 10, 2018 through April 09, 2019, for the DuPage Care Center.

NOW, THEREFORE BE IT RESOLVED, that County Contract covering said for staffing services for the purpose of staffing RNs, LPNs and CNAs, for the period April 10, 2018 through April 09, 2019, for the DuPage Care Center, be, and it is hereby approved for issuance of a contract by the Procurement Division to Quality Placement Authority, LLC, 1485 Response Road, Suite 108, Sacramento, California 95815, for a total contract amount not to exceed $30,000.00, per renewal option under Proposal #P17-003-GV, first optional one year renewal.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

________________________________
DANIEL J. CRONIN, CHAIRMAN
DUPAGE COUNTY BOARD

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

**REQUISITION**

This form must accompany all County Purchase Requisitions.

<table>
<thead>
<tr>
<th>NEW PURCHASE ORDER REQUEST</th>
</tr>
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<tbody>
<tr>
<td><strong>DATE SUBMITTED</strong></td>
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<td>March 7, 2018</td>
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<tr>
<td><strong>CONTRACT TOTAL AMOUNT</strong></td>
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<td>$30,000</td>
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**SOLICITATION METHOD FOR SOURCE SELECTION**

**Decision Memo Required**  
Explanation of Request for Proposal (RFP) Instead of Bid - Most Qualified Offeror

<table>
<thead>
<tr>
<th>Name</th>
<th>Status</th>
<th>Date/Time</th>
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<tr>
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<td>James McGuire</td>
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<td>Paul Rafac</td>
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<tr>
<td>Tom Cuculich</td>
<td>Completed</td>
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<tr>
<td>County Board</td>
<td>Pending</td>
<td>03/27/2018 10:00 AM</td>
</tr>
</tbody>
</table>
## Procurement Review Checklist

**Procurement Services Division**

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

### Vendor Information
- **Vendor:** Quality Placement Authority, LLC (OPA)
- **Vendor #:** 25367-p1
- **Contact:** Clementine Nelson
- **Phone:** 630-784-4251
- **Department:** DuPage Care Center
- **Contract #:** 13.C.a

### Description of Procurement
- **Scope of Work/Background:** Supplemental Staffing services to provide the services of registered Nurses, Licensed Practical Nurses and Certified Nursing Assistants for residents/patients of the Facility.

### Reason for Procurement
- RNs, LPNs and CNAs are vital front line positions in the operation of the DuPage Care Center. Staffing levels have been established based on resident census and acuity, workload, and regulatory guidelines. Staffing is utilized to maintain staffing levels in light of position vacancies, scheduled time off, medical leaves, etc.

### FUNDING SOURCE
- Procurement budgeted for (FY and budget code(s)): 1200-2050-53090

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

### BASIS OF DECISION MEMO (attach Decision Memo)
- EXEMPT FROM BIDDING PER ILLINOIS COMPILED STATUTES
- EXPLANATION OF REQUEST FOR PROPOSAL RFP #: 1st Renewal P17-003-GV (include Evaluation Summary if applicable)
- PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 50 ILLCS 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)

<table>
<thead>
<tr>
<th>Prepared By</th>
<th>Date</th>
<th>Recommended for Approval</th>
<th>IT Approval, if required</th>
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### REVIEWED BY (Initials Only)

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<th>Buyer</th>
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<th>Procurement Officer</th>
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Attachment: Quality Placement Authority, LLC - Checklist (HHS-P-0090-18 : Quality Placement Authority, LLC)
<table>
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<td>53090</td>
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**Requisition Total**: $30,000.00

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

County purchase order to Quality Placement Authority, LLC, to provide supplemental staffing (CNA’s, LPN’s and RN’s) to the DuPage Care Center, for the period April 10, 2018 through April 09, 2019, for a contract not to exceed $30,000.00, per renewal option under proposal P17-003-GV, first optional on year renewals.

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

March 20, 2018  HHS Committee       March 27, 2018 County Board

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

**Procurement Services Division**

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

---

**Date:** Mar 6, 2018  
**MinuteTraq (IQM2) ID #:** 12192  
**Department Requisition #:** 7045

---

**Requesting Department:** DuPage Care Center  
**Department Contact:** Clementine Nelson  
**Contact Email:** clementine.nelson@dupageco.org  
**Contact Phone:** 630-784-4251  
**Vendor Name:** Quality Placement Authority, LLC  
**Vendor #:** 26367-p1

---

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

To renew contract purchase order to Quality Placement Authority, LLC, for supplemental staffing, for the period April 10, 2018 through April 9, 2019, for a total amount not to exceed $30,000.00, per Proposal #17-003-GV, first option to renew.

---

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

The Nursing department must ensure that staffing is available to meet the clinical care needs of residents and patients. Due to higher acuity and care needs, schedule and unscheduled time off, and natural attrition in the department there is potential for staffing shortages for Rn, LPN and CNA positions.

---

**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.

QN: Quality of Life  
RN, LPNs and CNAs are vital front line positions in the operation of the DPCC. Staffing levels have been established based on resident census and acuity, workload, and regulatory guidelines. The Nursing department, at times, has experienced difficulty in developing daily staffing scheduled to meet the prescribed plan. The two main contributing factors when these situation occur are attrition (i.e. vacancies) and unscheduled time off (i.e. call-ins). In order to ensure that the DPCC is able to meet the prescribed staffing plan regardless of these issues, a contract for supplemental staffing will allow for adequate staffing when the existing pool of qualified DPCC staff is not able to fill the void.

---

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

RFP #17-003-GV

---

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

1) Renew contract purchase order to Quality Placement Authority, LLC, for supplemental staffing, for the period April 10, 2018 through April 9, 2019, for a total amount not to exceed $30,000.00, per Proposal #17-003-GV, first option to renew.  
2) Develop cash based incentives based incentives (beyond those already offered) to further entice current staff to work more overtime to cover the open shifts. This has the potential to cause significant staff burnout, resulting in less than desirable performance levels and an exacerbation of the current amount of unscheduled time off that is experienced.

---

**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.

1200-2050-53090 $30,000.00
**Required Vendor Ethics Disclosure Statement**

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

<table>
<thead>
<tr>
<th>Company Name:</th>
<th>Quality Placement Authority, LLC</th>
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</thead>
<tbody>
<tr>
<td>Contact Phone:</td>
<td>916-936-0250</td>
</tr>
<tr>
<td>Company Contact:</td>
<td>Curtis Murray</td>
</tr>
<tr>
<td>Contact Email:</td>
<td><a href="mailto:cmurray@qualityauthority.com">cmurray@qualityauthority.com</a></td>
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</tbody>
</table>

**Date:** 02-06-2017

**Bid/Contract/FO #:** 2418-0001 SERV

**Attachment:** Quality Placement Authority, LLC - Vendor Ethics (HHS-P-0090-18 : Quality Placement Authority, LLC)

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 $55,000, 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 officials or employees in relation to the contractor bid and shall update such disclosure with any changes that may occur.

<table>
<thead>
<tr>
<th>Recipient</th>
<th>Donor</th>
<th>Description (e.g. cash, type of item, employment, services, etc.)</th>
<th>Amount/Value</th>
<th>Date Made</th>
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<tbody>
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</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 expiration 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/Polcies/](http://www.dupageco.org/CountyBoard/Polcies/)

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

**Authorized Signature:**

[Signature on File]

**Printed Name:** Curtis Murray

**Title:** Senior Division Director

**Date:** 02-01-2018 02-01-2018

**Packet Pg. 672**
COUNTY OF DU PAGE, ILLINOIS
OPTION TO RENEW CONTRACT

This agreement, made and entered into by the County of DuPage, Department of Finance, Procurement Services Division, 421 North County Farm Road, Wheaton, Illinois hereinafter called the “County” and Quality Placement Authority, LLC, 1485 Response Road, Ste 108, Sacramento, CA 95815, hereinafter called the “Contractor”, witnesseth;

The County and the Contractor have previously entered into a Contract, pursuant to Proposal P17-003-GV which became effective April 10, 2017, and which will expire April 9, 2018. The contract is subject to a FIRST option to renew for a twelve (12) month period.

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 April 10, 2018 and expires April 9, 2019 contingent upon any applicable Parent Committee and County Board approval.

Quality Placement Authority, LLC

COUNTY OF DU PAGE, ILLINOIS

Signature on File 1/30/18
SIGNATURE
DATE

Glenda Vasak
Buyer II

Printed Name
Senior Director

Packet Pg. 673
AWARDING RESOLUTION
ISSUED TO MAXIM HEALTHCARE SERVICES
FOR STAFFING SERVICES FOR
THE PURPOSE OF STAFFING RNs, LPNs AND CNAs
FOR THE DUPAGE CARE CENTER
(CONTRACT TOTAL AMOUNT: $170,000.00)

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

WHEREAS, the Health and Human Service Committee recommends County Board approval for staffing services for the purpose of staffing RNs, LPNs and CNAs, for the period April 10, 2018 through April 09, 2019, for the DuPage Care Center.

NOW, THEREFORE BE IT RESOLVED, that County Contract covering said for staffing services for the purpose of staffing RNs, LPNs and CNAs, for the period April 10, 2018 through April 09, 2019, for the DuPage Care Center, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division to Maxim Healthcare Services, 150 North Wacker Drive, Suite 620, Chicago, Illinois 60606, for a total contract amount not to exceed $170,000.00, per renewal option under Proposal #P17-003-GV, first optional one year renewal.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

_________________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: __________________________________
PAUL HINDS, COUNTY CLERK
Requisition 25k and over
HHS-P-0091-18

**PROCUREMENT REVIEW CHECKLIST**
**REQUISITION**

This form must accompany all County Purchase Requisitions.

### NEW PURCHASE ORDER REQUEST

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<th>CONTRACT TOTAL AMOUNT</th>
<th>CONTRACT TERM</th>
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<td>$170,000.00</td>
<td>APRIL 10, 2018 - APRIL 9, 2019</td>
<td>DUPAGE CARE CENTER</td>
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### SOLICITATION METHOD FOR SOURCE SELECTION

- **Karen Graczyk**
  - Status: Completed
  - Date: 03/07/2018 1:43 PM

- **Janelle Chadwick**
  - Status: Completed
  - Date: 03/07/2018 1:46 PM

- **Kathy Ostrowski**
  - Status: Completed
  - Date: 03/08/2018 9:57 AM

- **James McGuire**
  - Status: Completed
  - Date: 03/09/2018 1:27 PM

- **Paul Rafac**
  - Status: Completed
  - Date: 03/09/2018 4:35 PM

- **Tom Cuculich**
  - Status: Completed
  - Date: 03/12/2018 8:13 AM

- **Kathy Ostrowski**
  - Status: Completed
  - Date: 03/12/2018 11:44 AM

- **Health & Human Services**
  - Status: Completed
  - Date: 03/20/2018 10:15 AM

- **Finance Committee**
  - Status: Pending
  - Date: 03/27/2018 8:00 AM

- **County Board**
  - Status: Pending
  - Date: 03/27/2018 10:00 AM

Packet Pg. 675
Procurement Review Checklist

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

Vendor: Maxim Healthcare Services, Inc.
d/b/a Maxim Staffing Solutions
Vendor #: 13962
Contract April 10, 2018 - April 9, 2019
Contract Total: $170,000.00

Dept: DuPage Care Center
Contact: Clementine Nelson
Phones 630-784-4251
Assigned Health and Human Committee: Services

Description of Procurement/Scope of Work/Background
Supplemental staffing services to provide the services of registered Nurses, Licensed Practical Nurses and Certified Nursing assistants for residents/patients of the DuPage Care Center.

Reason for Procurement
RN, LPNs, and CNAs are vital front line positions in the operation of the DuPage Care Center. Staffing levels have been established based on resident census and acuity, workload, and regulatory guidelines. Staffing is utilized to maintain staffing levels in light of position vacancies, scheduled time off, medical leaves, etc.

Funding Source

☒ Procurement budgeted for (FY and budget code(s): 1200-2050-53090
☐ 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 and/or PO# ___________________ ☐ 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:

Basis of Decision Memo (attach Decision Memo)

☐ EXEMPT FROM BIDDING PER ILLINOIS COMPILED STATUTES
☒ EXPLANATION OF REQUEST FOR PROPOSAL RFP # 17-003-GV 1st Renewal ________________ (include Evaluation Summary if Applicable)
☐ PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 55 ILCS 510/2 (Architects, Engineers and Land Surveyors)
☐ OTHER PROFESSIONAL SERVICES (detailed 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)

cdk Mar 6, 2018
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
**Purchase Requisition**

**Procurement Services Division**

<table>
<thead>
<tr>
<th>Send Purchase Order To</th>
<th></th>
<th>Send Invoices To</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Vendor:</strong> Maxim Healthcare Services, Inc. d/b/a Maxim Staffing Solutions</td>
<td><strong>Vendor #:</strong> 13962</td>
<td><strong>Dept:</strong> DuPage Care Center</td>
</tr>
<tr>
<td><strong>Att:</strong> Joseph Stith</td>
<td><strong>Email:</strong> <a href="mailto:jostith@maxhealth.com">jostith@maxhealth.com</a></td>
<td><strong>Att:</strong> Tabitha Deno</td>
</tr>
<tr>
<td><strong>Address:</strong> 150 N. Wacker Drive, Suite 620</td>
<td><strong>City:</strong> Chicago</td>
<td><strong>State:</strong> IL</td>
</tr>
<tr>
<td><strong>Phone:</strong> 312-577-7522</td>
<td><strong>Fax:</strong> 877-306-6791</td>
<td><strong>Phone:</strong> 630-784-4252</td>
</tr>
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<td><strong>Dept:</strong> DuPage Care Center</td>
</tr>
<tr>
<td><strong>Att:</strong> Alexander Prior</td>
<td><strong>Email:</strong> <a href="mailto:alprior@maxhealth.com">alprior@maxhealth.com</a></td>
<td><strong>Att:</strong> Clementine Nelson</td>
</tr>
<tr>
<td><strong>Address:</strong> 12558 Collections Center Drive</td>
<td><strong>City:</strong> Chicago</td>
<td><strong>State:</strong> IL</td>
</tr>
<tr>
<td><strong>Phone:</strong> 410-910-2073</td>
<td><strong>Fax:</strong> 443-430-7323</td>
<td><strong>Phone:</strong> 630-784-4251</td>
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<tr>
<td>PER 50 ILCS 505/I</td>
<td>Destination</td>
<td></td>
<td>Christine Kliebhan</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
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<tr>
<td>PO25 only</td>
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<td>April 10, 2018</td>
<td>April 9, 2019</td>
<td>PO25 only</td>
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<td>53090</td>
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<td></td>
<td>170,000.00</td>
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</table>

**Requisition Total:** $170,000.00

**Header Comments:**

County purchase order to Maxim Healthcare, to provide supplemental staffing (CNA's, LPN's and RN's) to the DuPage Convalescent Center, for the period April 10, 2018 through April 09, 2019, for a contract not to exceed $170,000, per Proposal #17-003-GV.

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

March 20, 2018 HHS Committee         March 27, 2018 County Board

**User Department Internal Notes:**

(These comments will NOT appear on the Purchase Order)
Decision Memo

Procurement Services Division

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

Date: Mar 6, 2018

MinuteTraq (IQM2) ID #: 12192

Department Requisition #: 7048

Requesting Department: DuPage Care Center
Contact Email: clementine.nelson@dupageco.org
Vendor Name: Maxim Healthcare Services, Inc.
d/b/a Maxim Staffing Solutions

Department Contact: Clementine Nelson
Contact Phone: 630-784-4251
Vendor #: 12992

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

To renew contract purchase order to Maxim Healthcare Services, for supplemental staffing, for the period April 10, 2018 through April 9, 2019, for a total amount not to exceed $170,000.00, per Proposal #17-003-GV, first option to renew.

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

The Nursing department must ensure that staffing is available to meet the clinical care needs of residents and patients. Due to higher acuity and care needs, schedule and unscheduled time off, and natural attrition in the department there is potential for staffing shortages for Rn, LPN and CNA positions.

Strategic Impact

Quality of Life

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

RN, LPNs and CNAs are vital front line positions in the operation of the DPCC. Staffing levels have been established based on resident census and acuity, workload, and regulatory guidelines. The Nursing department, at times, has experienced difficulty in developing daily staffing scheduled to meet the prescribed plan. The two main contributing factors when these situation occur are attrition (i.e. vacancies) and unscheduled time off (i.e. call-ins). In order to ensure that the DPCC is able to meet the prescribed staffing plan regardless of these issues, a contract for supplemental staffing will allow for adequate staffing when the existing pool of qualified DPCC staff is not able to fill the void.

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

RFP #17-003-GV

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

1) Renew contract purchase order to Maxim Healthcare Services, for supplemental staffing, for the period April 10, 2018 through April 9, 2019, for a total amount not to exceed $170,000.00, per Proposal #17-003-GV, first option to renew.
2) Develop cash based incentives based on incentives (beyond those already offered) to further entice current staff to work more overtime to cover the open shifts. This has the potential to cause significant staff burnout, resulting in less than desirable performance levels and an exacerbation of the current amount of unscheduled time off that is experienced.

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.

1200-2050-53090 $170,000.00
# 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:** 1/30/2018

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Maxim Healthcare Services Inc. (Maxim Health Solutions)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Name</td>
<td>Alexander Prior</td>
</tr>
<tr>
<td>Contact Phone</td>
<td>410-916-1900</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 order or one (1) or more contracts, or two (2) or more individual contracts with the county resulting in an aggregate amount of 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 preceding calendar year to any incumbent county board member, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. The contractor, union or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, “contractor or vendor” includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions.

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

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

<table>
<thead>
<tr>
<th>Lobbyists, Agents and Representatives and all individuals who are or will have contact with county officers or employees in relation to the contract bid</th>
<th>Telephone</th>
<th>Email</th>
</tr>
</thead>
</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.dupageparks.org/CountyBoard/Policies/](http://www.dupageparks.org/CountyBoard/Policies/)

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

**Authorized Signature**

*Signature on File*

**Printed Name**

Alexander Prior

**Title**

Controller

**Date**

1/30/18

Attach additional sheets if necessary. Sign each sheet and number each page. Page of (total number of pages)
This agreement, made and entered into by the County of DuPage, Department of Finance, Procurement Services Division, 421 North County Farm Road, Wheaton, Illinois hereinafter called the "County" and Maxim Healthcare Services, Inc, D/B/A Maxim Staffing Solutions, 7227 Lee Deforest Drive, Columbia, MD 21046, hereinafter called the "Contractor", witnessed:

The County and the Contractor have previously entered into a Contract, pursuant to Proposal P17-003-GV which became effective April 10, 2017, and which will expire April 9, 2018. The contract is subject to a FIRST option to renew for a twelve (12) month period.

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 April 10, 2018 and expires April 9, 2019 contingent upon any applicable Parent Committee and County Board approval:

Maxim Healthcare Services, Inc
D/B/A Maxim Staffing Solutions

Signature on File 1/30/18
SIGNATURE
PRINTED NAME: Alex Prior
PRINTED TITLE: Controller

COUNTY OF DU PAGE, ILLINOIS

Signature on File 3/30/18
SIGNATURE
Glenda Vasak
Buyer II
AWARDING RESOLUTION
ISSUED TO BRIGHTSTAR CARE OF
CENTRAL DU PAGE-WHEATON
FOR STAFFING SERVICES FOR
THE PURPOSE OF STAFFING RNs, LPNs AND CNAs
FOR THE DUPAGE CARE CENTER
(CONTRACT TOTAL AMOUNT: $420,000.00)

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

WHEREAS, the Health and Human Service Committee recommends County Board approval for staffing services for the purpose of staffing RNs, LPNs and CNAs, for the period April 10, 2018 through April 09, 2019, for the DuPage Care Center.

NOW, THEREFORE BE IT RESOLVED, that County Contract covering said for staffing services for the purpose of staffing RNs, LPNs and CNAs, for the period April 10, 2018 through April 09, 2019, for the DuPage Care Center, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division to BrightStar Care of Central Du Page-Wheaton, 402 East Roosevelt Road Suite 108, Wheaton, IL  60187, for a total contract amount not to exceed $420,000.00, per renewal option under Proposal #P17-003-GV, first optional one year renewal.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _________________________
________________________________
PAUL HINDS, COUNTY CLERK
## PROCUREMENT REVIEW CHECKLIST
### REQUISITION

This form must accompany all County Purchase Requisitions.

### NEW PURCHASE ORDER REQUEST

<table>
<thead>
<tr>
<th>DATE SUBMITTED</th>
<th>CONTRACT TOTAL AMOUNT</th>
<th>CONTRACT TERM</th>
<th>REQUESTING DEPT.</th>
</tr>
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<tbody>
<tr>
<td>March 7, 2018</td>
<td>$420,000.00</td>
<td>APRIL 10, 2018 - APRIL 9, 2019</td>
<td>DUPAGE CARE CENTER</td>
</tr>
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</table>

### SOLICITATION METHOD FOR SOURCE SELECTION

**Decision Memo Required**  
Explanation of Request for Proposal (RFP) Instead of Bid - Most Qualified Offeror

<table>
<thead>
<tr>
<th>Name</th>
<th>Status</th>
<th>Date/Time</th>
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</thead>
<tbody>
<tr>
<td>Karen Graczyk</td>
<td>Completed</td>
<td>03/07/2018 1:45 PM</td>
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<tr>
<td>Janelle Chadwick</td>
<td>Completed</td>
<td>03/07/2018 1:47 PM</td>
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<tr>
<td>Kathy Ostrowski</td>
<td>Completed</td>
<td>03/08/2018 10:44 AM</td>
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<tr>
<td>James McGuire</td>
<td>Completed</td>
<td>03/09/2018 1:23 PM</td>
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<tr>
<td>Paul Rafac</td>
<td>Completed</td>
<td>03/09/2018 4:32 PM</td>
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<tr>
<td>Tom Cuculich</td>
<td>Completed</td>
<td>03/12/2018 8:13 AM</td>
</tr>
<tr>
<td>Kathy Ostrowski</td>
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<td>03/12/2018 11:54 AM</td>
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<tr>
<td>Health &amp; Human Services</td>
<td>Completed</td>
<td>03/20/2018 10:15 AM</td>
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<tr>
<td>Finance Committee</td>
<td>Pending</td>
<td>03/27/2018 8:00 AM</td>
</tr>
<tr>
<td>County Board</td>
<td>Pending</td>
<td>03/27/2018 10:00 AM</td>
</tr>
</tbody>
</table>
## Procurement Review Checklist

### Procurement Services Division

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

<table>
<thead>
<tr>
<th>Vendor: Brightstar Care of Central DuPage - Wheaton</th>
<th>Vendor #: 12992</th>
<th>Contract: April 10, 2018 - April 9, 2019</th>
<th>Contract Total: $420,000.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept: DuPage Care Center</td>
<td>Contact: Clementine Nelson</td>
<td>Phone: 630-784-4251</td>
<td>Assigned Committee: Health and Human Services</td>
</tr>
</tbody>
</table>

### Description of Procurement/Scope of Work/Background

Supplemental staffing services to provide the services of registered Nurses, Licensed Practical Nurses and Certified Nursing assistants for residents/patients of the DuPage Care Center.

### Reason for Procurement

RN’s, LPNs, and CNAs are vital front line positions in the operation of the DuPage Care Center. Staffing levels have been established based on resident census and acuity, workload, and regulatory guidelines. Staffing is utilized to maintain staffing levels in light of position vacancies, scheduled time off, medical leaves, etc.

### FUNDING SOURCE

- [ ] Procurement budgeted for (FY and budget code(s)): 1200-2050-53090
- [ ] 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 and/or PO# __________________________ 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:

### BASIS OF DECISION MEMO (attach Decision Memo)

- [ ] EXEMPT FROM BIDDING PER ILLINOIS COMPILLED STATUTES
- [ ] REASON FOR REQUEST FOR PROPOSAL RFP # 17-003-GV 1st Renewal __________________________ (include Evaluation Summary if applicable)
- [ ] 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>cdk</th>
<th>Prepared By</th>
<th>Mar 6, 2018</th>
<th>Recommended for Approval</th>
<th>Date</th>
<th>IT Approval, if required</th>
<th>Date</th>
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### REVIEWED BY (Initials Only)

<table>
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<th>Buyer</th>
<th>Date</th>
<th>Proclamation Officer</th>
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<table>
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<tr>
<th>Chief Financial Officer</th>
<th>Date</th>
<th>Chairman's Office</th>
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</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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# Purchase Requisition

**Procurement Services Division**

**Date:** Mar 6, 2018

**MinuteTraq (IQM2) ID #:** 12199

**Department Req #:** 7

**RFP, Bid or Quote #:** 17-003-GV

---

### Send Purchase Order To:

<table>
<thead>
<tr>
<th>Vendor: Brightstar Care of DuPage-Wheaton</th>
<th>Vendor #: 12992</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn: James D. Flickinger</td>
<td>Email: <a href="mailto:jflickinger@brightstarcare.com">jflickinger@brightstarcare.com</a></td>
</tr>
<tr>
<td>Address: 402 East Roosevelt Road, Suite 108</td>
<td></td>
</tr>
<tr>
<td>City: Wheaton</td>
<td>State: IL</td>
</tr>
<tr>
<td>Phone: 630-260-5300</td>
<td>Fax: 630-260-5303</td>
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</table>

### Send Invoices To:

<table>
<thead>
<tr>
<th>Dept: DuPage Care Center</th>
<th>Division: Nursing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn: Tabitha Deno</td>
<td>Email: <a href="mailto:Tabitha.Deno@dupageco.org">Tabitha.Deno@dupageco.org</a></td>
</tr>
<tr>
<td>Address: 400 N. County Farm Road</td>
<td></td>
</tr>
<tr>
<td>City: Wheaton</td>
<td>State: IL</td>
</tr>
<tr>
<td>Phone: 630-784-4252</td>
<td></td>
</tr>
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</table>

### Send Payments To:

<table>
<thead>
<tr>
<th>Dept: DuPage Care Center</th>
<th>Division: Nursing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn: James D. Flickinger</td>
<td>Email: <a href="mailto:jflickinger@brightstarcare.com">jflickinger@brightstarcare.com</a></td>
</tr>
<tr>
<td>Address: 402 East Roosevelt Road, Suite 108</td>
<td></td>
</tr>
<tr>
<td>City: Wheaton</td>
<td>State: IL</td>
</tr>
<tr>
<td>Phone: 630-260-5300</td>
<td>Fax: 630-260-5303</td>
</tr>
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</table>

### Ship To:

<table>
<thead>
<tr>
<th>Dept: DuPage Care Center</th>
<th>Division: Nursing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn: Clementine Nelson</td>
<td>Email: <a href="mailto:clementine.nelson@dupageco.org">clementine.nelson@dupageco.org</a></td>
</tr>
<tr>
<td>Address: 400 N. County Farm Road</td>
<td></td>
</tr>
<tr>
<td>City: Wheaton</td>
<td>State: IL</td>
</tr>
<tr>
<td>Phone: 630-784-4251</td>
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### LN | Qty | UOM | Item Detail (Product #) | Description | FY | Dept # | Acctg Unit | Acct # | Sub-Accts and/or Activity # | Unit Price | Extensor |
<table>
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<tbody>
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<td>1</td>
<td>EA</td>
<td>Supplemental Staffing</td>
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<td>1200</td>
<td>2050</td>
<td>53090</td>
<td></td>
<td>420,000.00</td>
<td>420,000</td>
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**Requisition Total:** $420,000.00

---

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

County purchase order to Brightstar Care of DuPage-Wheaton, to provide supplemental staffing (CNA’s, LPN’s and RN’s) to the DuPage Care Center, for the period April 10, 2018 through April 09, 2019, for a contract not to exceed $420,000.00, per renewal option under Proposal #17-003-GV, first option three one year renewals.

---

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

March 20, 2018  HHS Committee  March 27, 2018  County Board

---

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

---
**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.

<table>
<thead>
<tr>
<th>Requesting Department: DuPage Care Center</th>
<th>Department Contact: Clementine Nelson</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Email: <a href="mailto:clementine.nelson@dupageco.org">clementine.nelson@dupageco.org</a></td>
<td>Contact Phone: 630-784-4251</td>
</tr>
<tr>
<td>Vendor Name: Brightstar Care of Central DuPage - Wheaton</td>
<td>Vendor #: 12992</td>
</tr>
</tbody>
</table>

**Date:** Mar 6, 2018  
**MinuteTraq (IQM2) ID #:** 12199  
**Department Requisition #:** 7047

---

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

To renew contract purchase order to BrightStar Care, for supplemental staffing, for the period April 10, 2018 through April 9, 2019, for a total amount not to exceed $420,000.00, per Proposal #17-003-GV, first option to renew.

---

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

The Nursing department must ensure that staffing is available to meet the clinical care needs of residents and patients. Due to higher acuity and care needs, schedule and unscheduled time off, and natural attrition in the department there is potential for staffing shortages for Rn, LPN and CNA positions.

---

**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.

RN, LPNs and CNAs are vital front line positions in the operation of the DPCC. Staffing levels have been established based on resident census and acuity, workload, and regulatory guidelines. The Nursing department, at times, has experienced difficulty in developing daily staffing scheduled to meet the prescribed plan. The two main contributing factors when these situation occur are attrition (i.e. vacancies) and unscheduled time off (i.e. call-ins). In order to ensure that the DPCC is able to meet the prescribed staffing plan regardless of these issues, a contract for supplemental staffing will allow for adequate staffing when the existing pool of qualified DPCC staff is not able to fill the void.

---

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

RFP #17-003-GV

---

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

1) Renew contract purchase order to Brightstar Care, for supplemental staffing, for the period April 10, 2018 through April 9, 2019, for a total amount not to exceed $420,000.00, per Proposal #17-003-GV, first option to renew.
2) Develop cash based incentives based incentives (beyond those already offered) to further entice current staff to work more overtime to cover the open shifts. This has the potential to cause significant staff burnout, resulting in less than desirable performance levels and an exacerbation of the current amount of unscheduled time off that is experienced.

---

**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.

1200-2050-53090 $420,000.00

Packet Pg. 685
Required Vendor Ethics Disclosure Statement

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

<table>
<thead>
<tr>
<th>Company Name:</th>
<th>Brightstar Care of Central DuPage - Wheaton</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Info:</td>
<td>TDF Services, Inc. dba Brightstar Care of Central DuPage - Wheaton</td>
</tr>
<tr>
<td></td>
<td>Leonard Sanchez, Contact Email: <a href="mailto:Leonard.Sanchez@BrightstarCare.com">Leonard.Sanchez@BrightstarCare.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 order to one (1) or more contracts, or two (2) or more individual contracts with the county resulting in an aggregate amount of or in excess of $25,000, shall provide to Procurement Services Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor within the current and previous calendar year to any incumbent county board member, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. The contractor, union or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, "contractor or vendor" includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions.

<table>
<thead>
<tr>
<th>Recipient</th>
<th>Donor</th>
<th>Description (e.g., cash, type of item, 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 shall update such disclosure with any changes that may occur.

<table>
<thead>
<tr>
<th>Lobbyists, Agents and Representatives and Individuals who are or will have contact with county officers or employees in relation to the contract or bid</th>
<th>Telephone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leonard Sanchez</td>
<td>630-260-5300</td>
<td><a href="mailto:Leonard.Sanchez@BrightstarCare.com">Leonard.Sanchez@BrightstarCare.com</a></td>
</tr>
<tr>
<td>Jonathan Gray</td>
<td>630-260-5300</td>
<td><a href="mailto:Jonathan.Gray@BrightstarCare.com">Jonathan.Gray@BrightstarCare.com</a></td>
</tr>
</tbody>
</table>

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

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

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

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

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

Authorized Signature

Signature on File

Printed Name

Leonard Sanchez

Title

Vice President of Business Development

Date

January 26, 2018

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

Page 1 of 1 (total number of pages)
COUNTY OF DU PAGE, ILLINOIS
OPTION TO RENEW CONTRACT

This agreement, made and entered into by the County of DuPage, Department of Finance, Procurement Services Division, 421 North County Farm Road, Wheaton, Illinois hereinafter called the "County" and JDF Services, Inc, D/B/A Brightstar Care of Central DuPage-Wheaton, 416 E Roosevelt Road, Suite 105, Wheaton, IL 60187, hereinafter called the "Contractor", witnesses;

The County and the Contractor have previously entered into a Contract, pursuant to Proposal P17-003-GV which became effective April 10, 2017, and which will expire April 9, 2018. The contract is subject to a FIRST option to renew for a twelve (12) month period.

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 April 10, 2018 and expires April 9, 2019 contingent upon any applicable Parent Committee and County Board approval.

JDF Services, Inc
D/B/A Brightstar Care of
Central DuPage-Wheaton

COUNTY OF DU PAGE, ILLINOIS

Signature on File 1/26/18

SIGNATURE DATE

LEONARDO SANCHEZ
PRINTED NAME

Vice President of Business Development
PRINTED TITLE

Signature on File 1/29/18

SIGNATURE DATE

Glenda Vasak
Buyer II
WHEREAS, Resolution HHS-P-0384-17 was approved and adopted by the County Board on September 26, 2017; and

WHEREAS, Resolution HHS-P-0384A-17 was approved and adopted by the County Board on January 23, 2017 increasing the encumbrance $299,549.00 that amended the contract total amount to $792,877.00; and

WHEREAS, the Health and Human Services Committee recommends changes as stated in the Change Order Notice to increase the contract in the amount of $62,216.00 for Community Services, under the FY18 Weatherization Program Grants.

NOW, THEREFORE, BE IT RESOLVED that DuPage County Board adopts Change Order Notice to Contract 2771-0001 SERV, issued to Healthy Air Heating & Air, Inc., for Community Services, under the FY18 Weatherization Program Grants, for a change order to increase contract in the amount of $62,216.00, resulting in an amended contract total amount not to exceed $855,093.00, for Community Services, under the FY18 Weatherization Program Grants.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

__________________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

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

**Procurement Services Division**

Attach copies of all prior Change Orders

**Purchase Order #: 2771-0001-Serv**

**Original Purchase Order Date:** Jul 1, 2017

**Change Order #: 2**

**Department:** Community Services

**Vendor Name:** Healthy Air Heating & Air, Inc.

**Vendor #: 14166**

**Dept Contact:** Jennifer Chan

**Background and/or Reason for Change Order Request:**
The value of the contract must be increased for additional amount of grant funding received from ILDCEO for the Lineap Furnace Program. Please add Line 5 5000 1420 53090 18-224028 53090 $62,216.00.

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

- [x] (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>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

- [x] Increase (greater than 29 days) contract expiration from: to:
- [x] Increase $2,500.00, or ≥ 10%, of current contract amount
- [x] Funding Source 5000-1420 18-224028
- [ ] OTHER - explain below:

**Prepared By:** JNC  6/49  3/7/18

**Phone Ext:** 6/49  3/7/18

**Recommended for Approval:** MJK  6/49  3/7/18

**Phone Ext:** 6/49  3/7/18

**REVIEWED BY:**

**Buyer:** 3/8/18

**Procurement Officer:** 3/9-18

**Chief Financial Officer:** 3-9-18

**Chairman's Office:** 3-12-18

**Date:** 3-12-18

**Packet Pg. 689**

---

**Rev 1.5**
**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:** Community Services - Weatherization  
**Department Contact:** Jennifer Chan  
**Contact Email:** Jennifer.Chan@dupageco.org  
**Vendor Name:** Healthy Air Heating and Air, Inc.  
**Vendor #:** 14166

**Date:** Mar 7, 2018  
**MinuteTraq (IQM2) ID #:** 12205  
**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.

Approval of increase in contract due to addition of LIHEAP Furnace Program grant funding. Vendor was procured with the expectation of funding from this grant source.

---

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

Increase in contract value required in order to meet projected production demand through the end of the LIHEAP Furnace Program grant term.

---

**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.

Acceptance of the increase in contract will enable us to assist additional low-income households in emergency furnace repair or replacement.

---

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

Healthy Air Heating and Air, Inc. is a properly procured vendor for this program.

---

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

Accept the increase in contract and assist additional low-income households in DuPage County that need mechanical measures to repair or replace their furnace. There is no reason not to allow eligible households to receive this assistance when we are being provided funds to solve this issue.

---

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

No impact to County General Fund. These are additional grant funds.
Required Vendor Ethics Disclosure Statement

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

Company Name: HEALTHY AIR HEATING AND AIR INC
Company Contact: PIOTR BLASZCZYK
Contact Phone: 630-927-2211
Contact Email: HEALTHYAIRING@BCCGLOBAL.NET

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

1. Every contractor, vendor, or person that is seeking or has previously obtained a contract for services with the County shall provide to Procurement Services a description of all political campaign contributions made by such contractor, vendor, or person within the current and previous calendar year to any incumbent county board member, county board chairman, or countywide elected official where the contract to be awarded will benefit. The contractor, vendor shall update such contribution annually during the term of a multi-year contract and prior to any change in the person or any contract awarded to them.

2. All contractors and vendors 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 officials or employees in relation to the contract or 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.

Constraining disclosure is required, and I agree to update this disclosure form as follows:
- If information changes within five (5) days of change or prior to contract action, whichever is sooner
- 30 days prior to the optional renewal of any contract
- Annual disclosure for multi-year contracts on the anniversary of said contract
- Within any request for change order except the one 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.dupagegov.com/Council/policies/

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

Authorized Signature

Signature on File

Printed Name: PIOTR BLASZCZYK
Title: PRESIDENT
Date: 7/24/2017

Attach additional sheets if necessary. Sign each sheet and number each page. Page N/A of N/A (total number of pages)
APPROVING AN INTERGOVERNMENTAL AGREEMENT
WITH WAYNE TOWNSHIP FOR POLICE SERVICES

WHEREAS, it is in the public interest that the County of DuPage enter into an
Intergovernmental Agreement for Police Services with the Township of Wayne; and

WHEREAS, the Judicial/Public Safety Committee of the County Board of the County of
DuPage has examined and recommends approval of the attached INTERGOVERNMENTAL
AGREEMENT, wherein Wayne Township agrees to pay One Hundred Twenty-One Thousand
Five Hundred Twenty Dollars and Sixty-Three Cents ($121,520.63) in exchange for police
services in its township.

NOW, THEREFORE, BE IT RESOLVED by the County Board of the County of DuPage
that:

1. The County Board Chairman of the County of DuPage is authorized to enter into the
attached INTERGOVERNMENTAL AGREEMENT

2. The signature of John E. Zaruba, Sheriff of DuPage County affixed on the attached
INTERGOVERNMENTAL AGREEMENT is hereby ratified by the County Board of the
County of DuPage to the terms of said INTERGOVERNMENTAL AGREEMENT

3. The "INTERGOVERNMENTAL AGREEMENT FOR POLICE CONTRACT
SERVICES" be attached hereto and made part of this Resolution

BE IT FURTHER RESOLVED that the County Clerk transmit ratified copies of this
Resolution, with copies of said INTERGOVERNMENTAL AGREEMENT, to the Township of
Wayne, 27W031 North Ave #5, West Chicago, IL 60185; Sheriff John E. Zaruba; the Auditor;
the Treasurer; the Finance Director; and the Human Resources Department, Attn: Wages and
Benefits Division.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

____________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
INTERGOVERNMENTAL AGREEMENT
FOR
POLICE CONTRACT SERVICES

THIS INTERGOVERNMENTAL AGREEMENT is made and entered into this 1st day of April, 2018, by and between the County of DuPage (COUNTY), a body politic and corporate, the Sheriff of DuPage County (SHERIFF), and the Board of Trustees of the Township of Wayne (TOWNSHIP), a body politic and corporate.

WITNESSETH:

WHEREAS, pursuant to Section 30-155(b) of the Township Code, the TOWNSHIP has created a special police district in its unincorporated area and has levied a tax as provided by said statute; and

WHEREAS, Section 10 of Article VII of the Illinois Constitution authorizes units of local government to share services and to exercise, combine, or transfer any power or function, in any manner not prohibited by law or by ordinance and authorizes officers of units of local government to participate in intergovernmental activities authorized by their units of government; and

WHEREAS, the electors of the TOWNSHIP have authorized its Board of Trustees to contract with the SHERIFF to furnish police protection in the unincorporated area of the township pursuant to Section 30-155(a) of the Township Code, a copy of a Resolution authorizing same being attached hereto as Exhibit A and made a part hereof by reference; and

WHEREAS, the Parties intend the SHERIFF shall furnish such police protection by detailing a special resident deputy sheriff to the special police district created by the TOWNSHIP in addition to any police protection he ordinarily provides in the exercise of his powers and duties as chief law enforcement officer of the county of DuPage, in particular, in the unincorporated areas of the County of DuPage; and

WHEREAS, the TOWNSHIP has previously contracted with the SHERIFF for such purposes with their most recent agreement being set to expire on March 31, 2018; and

WHEREAS, the Parties intend that the TOWNSHIP shall reimburse the COUNTY for eighty percent (80%) of the costs the SHERIFF incurs in detailing such resident deputy sheriff to the special police district as more specifically set forth herein.
NOW, THEREFORE, in consideration of the aforesaid and the promises and covenants contained herein, the parties do hereby agree as follows:

1. The SHERIFF agrees to detail one (1) resident deputy sheriff and squad car (collectively “resident deputy”) to the TOWNSHIP’S special police district. The resident deputy will be on duty ten (10) eight-hour days in each fourteen (14) day pay period. For the purpose of this Agreement, the resident deputy’s pay periods shall commence on April 1, 2018, and every fourteen (14) days thereafter.

2. The SHERIFF agrees that he will regularly consult the TOWNSHIP Supervisor to receive suggestions and/or recommendations from said Supervisor relative to special areas of concern in the police district. The SHERIFF alone shall determine the need for services. In no event will the SHERIFF detail the services of the resident deputy to the TOWNSHIP in excess of two hundred sixty (260) days of any calendar year.

3. The SHERIFF agrees that he will not assign the resident deputy to duties outside of the boundaries of the TOWNSHIP’s special police district except as hereinafter specified.

4. The SHERIFF agrees that the resident deputy will operate in addition to any of the SHERIFF’s personnel operating within the TOWNSHIP in the normal course of their assigned duties as employees of the SHERIFF.

5. The Parties agree that the resident deputy and any vehicle or equipment utilized in the performance of this Agreement will at all times be property of the COUNTY and remain under the SHERIFF’s control and direction.

6. The Parties agree that the SHERIFF will provide all necessary back-up service, personnel and equipment to assist the resident deputy, if, in the SHERIFF’s discretion, such need arises, in order to assure the effective and safe performance of the SHERIFF’S total law enforcement function in the unincorporated areas of the TOWNSHIP to the best of his ability based on the availability and resources.

7. The Parties agree that in the event of an emergency elsewhere within the SHERIFF’S jurisdiction and the SHERIFF determines that the immediate response of his personnel is necessary, the resident deputy shall be on call for such emergency and will be ordered to respond for the time necessary to abate the emergency.

8. The SHERIFF agrees to maintain reasonable records relative to the effectiveness of the operations, which are the subject of this Agreement. The resident deputy will keep daily logs noting his activities during each tour of duty. The SHERIFF or his designee will be available to discuss and report to TOWNSHIP with respect to the resident deputy’s activities as the TOWNSHIP may reasonably require.
9. The Parties expressly agree that any and all records generated in the implementation of and pursuant to Paragraph eight (8) of this Agreement are and will remain in the sole and exclusive custody of the SHERIFF and the contents thereof are not subject to release or disclosure, except as authorized or required by law. The SHERIFF shall make officer activity sheets available to the TOWNSHIP, provided that such sheets do not contain or constitute any portion of an official investigative report.

10. In consideration therefor, the TOWNSHIP will cause to be paid to the General Fund of the County of DuPage, the aggregate sum of One Hundred Twenty One Thousand Five Hundred Twenty Dollars and Sixty-Three Cents ($121,520.63), said sum to be paid in twelve equal monthly installments of Ten Thousand One Hundred Twenty-Six Dollars and Seventy-Two Cents ($10,126.72). The TOWNSHIP shall tender said payment to the SHERIFF on the first day of each month during the twelve (12) month period of this Agreement. Failure of the TOWNSHIP to remit payment as specified herein constitutes cause for rescission of this Agreement.

11. The parties hereto expressly agree that the term of this Agreement shall commence April 1, 2018 and expire March 31, 2019. This Agreement may only be modified or amended by written consent of all parties.

12. Pursuant to the authority conferred by Article VII of the Local Government and Governmental Employees Tort Immunity Act, the COUNTY agrees to indemnify and hold the TOWNSHIP harmless for any judgment in any action brought in a court of competent jurisdiction against the TOWNSHIP for any act or omission of the SHERIFF or any of his agents or employees resulting from the performance of this Agreement by the SHERIFF.

13. This writing constitutes the final expression of the Agreement of the Parties hereto. It is intended as a complete and exclusive statement of the terms of their Agreement, and it supersedes all prior and concurrent promises, representations, negotiations, discussions and agreements that may have been made in connection with the subject matter hereof.

TOWNSHIP OF WAYNE  
By: __________________________  By: __________________________
  Township Supervisor  Chairman, DuPage County Board

By: __________________________
  Sheriff of DuPage County

ATTEST: _______________________
  Township Clerk

COUNTY OF DUPAGE

By: __________________________
  County Clerk
Resolution
JPS-R-0106-18

APPROVING AN INTERGOVERNMENTAL AGREEMENT WITH MILTON TOWNSHIP FOR POLICE SERVICES

WHEREAS, it is in the public interest that the County of DuPage enter into an Intergovernmental Agreement for Police Services with the Township of Milton; and

WHEREAS, the Judicial/Public Safety Committee of the County Board of the County of DuPage has examined and recommends approval of the attached INTERGOVERNMENTAL AGREEMENT, wherein Milton Township agrees to pay Three Hundred Sixty-Four Thousand Five Hundred Sixty-One Dollars and Ninety Cents ($364,561.90) in exchange for police services in its township.

NOW, THEREFORE, BE IT RESOLVED by the County Board of the County of DuPage that:

1. The County Board Chairman of the County of DuPage is authorized to enter into the attached INTERGOVERNMENTAL AGREEMENT

2. The signature of John E. Zaruba, Sheriff of DuPage County affixed on the attached INTERGOVERNMENTAL AGREEMENT is hereby ratified by the County Board of the County of DuPage to the terms of said INTERGOVERNMENTAL AGREEMENT

3. The "INTERGOVERNMENTAL AGREEMENT FOR POLICE CONTRACT SERVICES" be attached hereto and made part of this Resolution

BE IT FURTHER RESOLVED that the County Clerk transmit ratified copies of this Resolution, with copies of said INTERGOVERNMENTAL AGREEMENT, to the Township of Milton, 1492 N. Main Street, Wheaton, IL 60187; Sheriff John E. Zaruba; the Auditor; the Treasurer; the Finance Director; and the Human Resources Department, Attn: Wages and Benefits Division.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

__________________________________________
DANIEL J. CRONIN, CHAIRMAN
DUPAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
INTERGOVERNMENTAL AGREEMENT
FOR
POLICE CONTRACT SERVICES

THIS INTERGOVERNMENTAL AGREEMENT is made and entered
into this 1st day of April, 2018, by and between the County of DuPage (COUNTY),
a body politic and corporate, The Sheriff of DuPage County (SHERIFF), and the
Board of Trustees of the Township of Milton (TOWNSHIP), a body politic and
corporate.

WITNESSETH:

WHEREAS, pursuant to Section 30-155(b) of the Township Code, the
TOWNSHIP has created a special police district in its unincorporated area and has
levied a tax as provided by said statute; and

WHEREAS, Section 10 of Article VII of the Illinois Constitution authorizes
units of local government to share services and to exercise, combine, or transfer
any power or function, in any manner not prohibited by law or by ordinance and
authorizes officers of units of local government to participate in intergovernmental
activities authorized by their units of government; and

WHEREAS, the electors of the TOWNSHIP have authorized its Board of
Trustees to contract with the SHERIFF to furnish police protection in the
unincorporated area of the township pursuant to Section 30-155(a) of the
Township Code, a copy of a Resolution authorizing same being attached hereto
as Exhibit A and made a part hereof by reference; and

WHEREAS, the Parties intend the SHERIFF shall furnish such police
protection by detailing a special resident deputy sheriff to the special police district
created by the TOWNSHIP in addition to any police protection he ordinarily
provides in the exercise of his powers and duties as chief law enforcement officer
of the county of DuPage, in particular, in the unincorporated areas of the County
of DuPage; and

WHEREAS, the TOWNSHIP has previously contracted with the SHERIFF for
such purposes with their most recent agreement being set to expire on March 31,
2018; and

WHEREAS, the Parties intend that the TOWNSHIP shall reimburse the
COUNTY for eighty percent (80%) of the costs the SHERIFF incurs in detailing
such resident deputy sheriff to the special police district as more specifically set
forth herein.
NOW, THEREFORE, in consideration of the aforesaid and the promises and covenants contained herein, the parties do hereby agree as follows:

1. The SHERIFF agrees to detail three (3) resident deputy sheriffs and squad cars (collectively “resident deputies”) to the TOWNSHIP’S special police district. The resident deputies will be on duty ten (10) eight-hour days in each fourteen (14) day pay period. For the purpose of this Agreement, the resident deputy’s pay periods shall commence on April 1, 2018, and every fourteen (14) days thereafter.

2. The SHERIFF agrees that he will regularly consult the TOWNSHIP Supervisor to receive suggestions and/or recommendations from said Supervisor relative to special areas of concern in the police district. The SHERIFF alone shall determine the need for services. In no event will the SHERIFF detail the services of the resident deputies to the TOWNSHIP in excess of two hundred sixty (260) days of any calendar year.

3. The SHERIFF agrees that he will not assign the resident deputies to duties outside of the boundaries of the TOWNSHIP's special police district except as hereinafter specified.

4. The SHERIFF agrees that the resident deputies will operate in addition to any of the SHERIFF’s personnel operating within the TOWNSHIP in the normal course of their assigned duties as employees of the SHERIFF.

5. The Parties agree that the resident deputies and any vehicle or equipment utilized in the performance of this Agreement will at all times be property of the COUNTY and remain under the SHERIFF’S control and direction.

6. The Parties agree that the SHERIFF will provide all necessary back-up service, personnel and equipment to assist the resident deputies, if, in the SHERIFF’s discretion, such need arises, in order to assure the effective and safe performance of the SHERIFF’S total law enforcement function in the unincorporated areas of the TOWNSHIP to the best of his ability based on the availability and resources.

7. The Parties agree that in the event of an emergency elsewhere within the SHERIFF’S jurisdiction and the SHERIFF determines that the immediate response of his personnel is necessary, the resident deputies shall be on call for such emergency and will be ordered to respond for the time necessary to abate the emergency.

8. The SHERIFF agrees to maintain reasonable records relative to the effectiveness of the operations, which are the subject of this Agreement. The resident deputies will keep daily logs noting their activities during each tour of duty. The SHERIFF or his designee will be available to discuss and report to TOWNSHIP with respect to the resident deputies’ activities as the TOWNSHIP may reasonably require.
9. The Parties expressly agree that any and all records generated in the implementation of and pursuant to Paragraph eight (8) of this Agreement are and will remain in the sole and exclusive custody of the SHERIFF and the contents thereof are not subject to release or disclosure, except as authorized or required by law. The SHERIFF shall make officer activity sheets available to the TOWNSHIP, provided that such sheets do not contain or constitute any portion of an official investigative report.

10. In consideration therefor, the TOWNSHIP will cause to be paid to the General Fund of the County of DuPage, the aggregate sum of Three Hundred Sixty-Four Thousand Five Hundred Sixty-One Dollars and Ninety Cents ($364,561.90), said sum to be paid in twelve equal monthly installments of Thirty Thousand Three Hundred Eight Dollars and Sixteen Cents ($30,380.16). The TOWNSHIP shall tender said payment to the SHERIFF on the first day of each month during the twelve (12) month period of this Agreement. Failure of the TOWNSHIP to remit payment as specified herein constitutes cause for rescission of this Agreement.

11. The parties hereto expressly agree that the term of this Agreement shall commence April 1, 2018 and expire March 31, 2019. This Agreement may only be modified or amended by written consent of all parties.

12. Pursuant to the authority conferred by Article VII of the Local Government and Governmental Employees Tort Immunity Act, the COUNTY agrees to indemnify and hold the TOWNSHIP harmless for any judgment in any action brought in a court of competent jurisdiction against the TOWNSHIP for any act or omission of the SHERIFF or any of his agents or employees resulting from the performance of this Agreement by the SHERIFF.

13. This writing constitutes the final expression of the Agreement of the Parties hereto. It is intended as a complete and exclusive statement of the terms of their Agreement, and it supersedes all prior and concurrent promises, representations, negotiations, discussions and agreements that may have been made in connection with the subject matter hereof.

TOWNSHIP OF MILTON                      COUNTY OF DUPAGE

By: __________________________
     Township Supervisor

By: __________________________
     Chairman, DuPage County Board

By: __________________________
     Sheriff of DuPage County

ATTEST: __________________________
     Township Clerk

ATTEST: __________________________
     County Clerk
Resolution
JPS-R-0107-18

APPROVING AN INTERGOVERNMENTAL AGREEMENT
WITH YORK TOWNSHIP FOR POLICE SERVICES

WHEREAS, it is in the public interest that the County of DuPage enter into an Intergovernmental Agreement for Police Services with the Township of York; and

WHEREAS, the Judicial/Public Safety Committee of the County Board of the County of DuPage has examined and recommends approval of the attached INTERGOVERNMENTAL AGREEMENT, wherein York Township agrees to pay One Hundred Twenty-One Thousand Five Hundred Twenty Dollars and Sixty-Three Cents ($121,520.63) in exchange for police services in its township.

NOW, THEREFORE, BE IT RESOLVED by the County Board of the County of DuPage that:

1. The County Board Chairman of the County of DuPage is authorized to enter into the attached INTERGOVERNMENTAL AGREEMENT

2. The signature of John E. Zaruba, Sheriff of DuPage County affixed on the attached INTERGOVERNMENTAL AGREEMENT is hereby ratified by the County Board of the County of DuPage to the terms of said INTERGOVERNMENTAL AGREEMENT

3. The "INTERGOVERNMENTAL AGREEMENT FOR POLICE CONTRACT SERVICES" be attached hereto and made part of this Resolution

BE IT FURTHER RESOLVED that the County Clerk transmit ratified copies of this Resolution, with copies of said INTERGOVERNMENTAL AGREEMENT, to the Township of York, 1502 South Meyers Road, Lombard, IL 60148; Sheriff John E. Zaruba; the Auditor; the Treasurer; the Finance Director; and the Human Resources Department, Attn: Wages and Benefits Division.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

__________________________________________
DANIEL J. CRONIN, CHAIRMAN
DUPAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
INTERGOVERNMENTAL AGREEMENT
FOR
POLICE CONTRACT SERVICES

THIS INTERGOVERNMENTAL AGREEMENT is made and entered into this 1st day of April, 2018, by and between the County of DuPage (COUNTY), a body politic and corporate, the Sheriff of DuPage County (SHERIFF), and the Board of Trustees of the Township of York (TOWNSHIP), a body politic and corporate.

WITNESSETH:

WHEREAS, pursuant to Section 30-155(b) of the Township Code, the TOWNSHIP has created a special police district in its unincorporated area and has levied a tax as provided by said statute; and

WHEREAS, Section 10 of Article VII of the Illinois Constitution authorizes units of local government to share services and to exercise, combine, or transfer any power or function, in any manner not prohibited by law or by ordinance and authorizes officers of units of local government to participate in intergovernmental activities authorized by their units of government; and

WHEREAS, the electors of the TOWNSHIP have authorized its Board of Trustees to contract with the SHERIFF to furnish police protection in the unincorporated area of the township pursuant to Section 30-155(a) of the Township Code, a copy of a Resolution authorizing same being attached hereto as Exhibit A and made a part hereof by reference; and

WHEREAS, the Parties intend the SHERIFF shall furnish such police protection by detailing a special resident deputy sheriff to the special police district created by the TOWNSHIP in addition to any police protection he ordinarily provides in the exercise of his powers and duties as chief law enforcement officer of the county of DuPage, in particular, in the unincorporated areas of the County of DuPage; and

WHEREAS, the TOWNSHIP has previously contracted with the SHERIFF for such purposes with their most recent agreement being set to expire on March 31, 2018; and

WHEREAS, the Parties intend that the TOWNSHIP shall reimburse the COUNTY for eighty percent (80%) of the costs the SHERIFF incurs in detailing such resident deputy sheriff to the special police district as more specifically set forth herein.
NOW, THEREFORE, in consideration of the aforesaid and the promises and covenants contained herein, the parties do hereby agree as follows:

1. The SHERIFF agrees to detail one (1) resident deputy sheriff and squad car (collectively “resident deputy”) to the TOWNSHIP’S special police district. The resident deputy will be on duty ten (10) eight-hour days in each fourteen (14) day pay period. For the purpose of this Agreement, the resident deputy’s pay periods shall commence on April 1, 2018, and every fourteen (14) days thereafter.

2. The SHERIFF agrees that he will regularly consult the TOWNSHIP Supervisor to receive suggestions and/or recommendations from said Supervisor relative to special areas of concern in the police district. The SHERIFF alone shall determine the need for services. In no event will the SHERIFF detail the services of the resident deputy to the TOWNSHIP in excess of two hundred sixty (260) days of any calendar year.

3. The SHERIFF agrees that he will not assign the resident deputy to duties outside of the boundaries of the TOWNSHIP’s special police district except as hereinafter specified.

4. The SHERIFF agrees that the resident deputy will operate in addition to any of the SHERIFF’s personnel operating within the TOWNSHIP in the normal course of their assigned duties as employees of the SHERIFF.

5. The Parties agree that the resident deputy and any vehicle or equipment utilized in the performance of this Agreement will at all times be property of the COUNTY and remain under the SHERIFF’s control and direction.

6. The Parties agree that the SHERIFF will provide all necessary back-up service, personnel and equipment to assist the resident deputy, if, in the SHERIFF’s discretion, such need arises, in order to assure the effective and safe performance of the SHERIFF’S total law enforcement function in the unincorporated areas of the TOWNSHIP to the best of his ability based on the availability and resources.

7. The Parties agree that in the event of an emergency elsewhere within the SHERIFF’S jurisdiction and the SHERIFF determines that the immediate response of his personnel is necessary, the resident deputy shall be on call for such emergency and will be ordered to respond for the time necessary to abate the emergency.

8. The SHERIFF agrees to maintain reasonable records relative to the effectiveness of the operations, which are the subject of this Agreement. The resident deputy will keep daily logs noting his activities during each tour of duty. The SHERIFF or his designee will be available to discuss and report to TOWNSHIP with respect to the resident deputy’s activities as the TOWNSHIP may reasonably require.
9. The Parties expressly agree that any and all records generated in the implementation of and pursuant to Paragraph eight (8) of this Agreement are and will remain in the sole and exclusive custody of the SHERIFF and the contents thereof are not subject to release or disclosure, except as authorized or required by law. The SHERIFF shall make officer activity sheets available to the TOWNSHIP, provided that such sheets do not contain or constitute any portion of an official investigative report.

10. In consideration therefor, the TOWNSHIP will cause to be paid to the General Fund of the County of DuPage, the aggregate sum of One Hundred Twenty One Thousand Five Hundred Twenty Dollars and Sixty-Three Cents ($121,520.63), said sum to be paid in twelve equal monthly installments of Ten Thousand One Hundred Twenty Six Dollars and Seventy-Two Cents ($10,126.72). The TOWNSHIP shall tender said payment to the SHERIFF on the first day of each month during the twelve (12) month period of this Agreement. Failure of the TOWNSHIP to remit payment as specified herein constitutes cause for rescission of this Agreement.

11. The parties hereto expressly agree that the term of this Agreement shall commence April 1, 2018 and expire March 31, 2019. This Agreement may only be modified or amended by written consent of all parties.

12. Pursuant to the authority conferred by Article VII of the Local Government and Governmental Employees Tort Immunity Act, the COUNTY agrees to indemnify and hold the TOWNSHIP harmless for any judgment in any action brought in a court of competent jurisdiction against the TOWNSHIP for any act or omission of the SHERIFF or any of his agents or employees resulting from the performance of this Agreement by the SHERIFF.

13. This writing constitutes the final expression of the Agreement of the Parties hereto. It is intended as a complete and exclusive statement of the terms of their Agreement, and it supersedes all prior and concurrent promises, representations, negotiations, discussions and agreements that may have been made in connection with the subject matter hereof.

TOWNSHIP OF YORK

By: __________________________
    Township Supervisor

ATTEST: _______________________
    Township Clerk

COUNTY OF DUPAGE

By: __________________________
    Chairman, DuPage County Board

By: __________________________
    Sheriff of DuPage County

ATTEST: _______________________
    County Clerk
APPROVING AN INTERGOVERNMENTAL AGREEMENT
WITH BLOOMINGDALE TOWNSHIP FOR POLICE SERVICES

WHEREAS, it is in the public interest that the County of DuPage enter into an Intergovernmental Agreement for Police Services with the Township of Bloomingdale; and

WHEREAS, the Judicial/Public Safety Committee of the County Board of the County of DuPage has examined and recommends approval of the attached INTERGOVERNMENTAL AGREEMENT, wherein Bloomingdale Township agrees to pay One Hundred Twenty-One Thousand Five Hundred Twenty Dollars and Sixty-Three Cents ($121,520.63) in exchange for police services in its township.

NOW, THEREFORE, BE IT RESOLVED by the County Board of the County of DuPage that:

1. The County Board Chairman of the County of DuPage is authorized to enter into the attached INTERGOVERNMENTAL AGREEMENT.

2. The signature of John E. Zaruba, Sheriff of DuPage County affixed on the attached INTERGOVERNMENTAL AGREEMENT is hereby ratified by the County Board of the County of DuPage to the terms of said INTERGOVERNMENTAL AGREEMENT.

3. The "INTERGOVERNMENTAL AGREEMENT FOR POLICE CONTRACT SERVICES" be attached hereto and made part of this Resolution.

BE IT FURTHER RESOLVED that the County Clerk transmit ratified copies of this Resolution, with copies of said INTERGOVERNMENTAL AGREEMENT, to the Township of Bloomingdale, 123 Rosedale Avenue, Bloomingdale, IL 60108; Sheriff John E. Zaruba; the Auditor; the Treasurer; the Finance Director; and the Human Resources Department, Attn: Wages and Benefits Division.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
INTERGOVERNMENTAL AGREEMENT
FOR
POLICE CONTRACT SERVICES

THIS INTERGOVERNMENTAL AGREEMENT is made and entered into this 1st day of April, 2018, by and between the County of DuPage (COUNTY), a body politic and corporate, the Sheriff of DuPage County (SHERIFF), and the Board of Trustees of the Township of Bloomingdale (TOWNSHIP), a body politic and corporate.

WITNESSETH:

WHEREAS, pursuant to Section 30-155(b) of the Township Code, the TOWNSHIP has created a special police district in its unincorporated area and has levied a tax as provided by said statute; and

WHEREAS, Section 10 of Article VII of the Illinois Constitution authorizes units of local government to share services and to exercise, combine, or transfer any power or function, in any manner not prohibited by law or by ordinance and authorizes officers of units of local government to participate in intergovernmental activities authorized by their units of government; and

WHEREAS, the electors of the TOWNSHIP have authorized its Board of Trustees to contract with the SHERIFF to furnish police protection in the unincorporated area of the township pursuant to Section 30-155(a) of the Township Code, a copy of a Resolution authorizing same being attached hereto as Exhibit A and made a part hereof by reference; and

WHEREAS, the Parties intend the SHERIFF shall furnish such police protection by detailing a special resident deputy sheriff to the special police district created by the TOWNSHIP in addition to any police protection he ordinarily provides in the exercise of his powers and duties as chief law enforcement officer of the county of DuPage, in particular, in the unincorporated areas of the County of DuPage; and

WHEREAS, the TOWNSHIP has previously contracted with the SHERIFF for such purposes with their most recent agreement being set to expire on March 31, 2018; and

WHEREAS, the Parties intend that the TOWNSHIP shall reimburse the COUNTY for eighty percent (80%) of the costs the SHERIFF incurs in detailing such resident deputy sheriff to the special police district as more specifically set forth herein.
NOW, THEREFORE, in consideration of the aforesaid and the promises and covenants contained herein, the parties do hereby agree as follows:

1. The SHERIFF agrees to detail one (1) resident deputy sheriff and squad car (collectively “resident deputy”) to the TOWNSHIP’S special police district. The resident deputy will be on duty ten (10) eight-hour days in each fourteen (14) day pay period. For the purpose of this Agreement, the resident deputy’s pay periods shall commence on April 1, 2018, and every fourteen (14) days thereafter.

2. The SHERIFF agrees that he will regularly consult the TOWNSHIP Supervisor to receive suggestions and/or recommendations from said Supervisor relative to special areas of concern in the police district. The SHERIFF alone shall determine the need for services. In no event will the SHERIFF detail the services of the resident deputy to the TOWNSHIP in excess of two hundred sixty (260) days of any calendar year.

3. The SHERIFF agrees that he will not assign the resident deputy to duties outside of the boundaries of the TOWNSHIP’s special police district except as hereinafter specified.

4. The SHERIFF agrees that the resident deputy will operate in addition to any of the SHERIFF’s personnel operating within the TOWNSHIP in the normal course of their assigned duties as employees of the SHERIFF.

5. The Parties agree that the resident deputy and any vehicle or equipment utilized in the performance of this Agreement will at all times be property of the COUNTY and remain under the SHERIFF’s control and direction.

6. The Parties agree that the SHERIFF will provide all necessary back-up service, personnel and equipment to assist the resident deputy, if, in the SHERIFF’s discretion, such need arises, in order to assure the effective and safe performance of the SHERIFF’S total law enforcement function in the unincorporated areas of the TOWNSHIP to the best of his ability based on the availability and resources.

7. The Parties agree that in the event of an emergency elsewhere within the SHERIFF’S jurisdiction and the SHERIFF determines that the immediate response of his personnel is necessary, the resident deputy shall be on call for such emergency and will be ordered to respond for the time necessary to abate the emergency.

8. The SHERIFF agrees to maintain reasonable records relative to the effectiveness of the operations, which are the subject of this Agreement. The resident deputy will keep daily logs noting his activities during each tour of duty. The SHERIFF or his designee will be available to discuss and report to TOWNSHIP with respect to the resident deputy’s activities as the TOWNSHIP may reasonably require.
9. The Parties expressly agree that any and all records generated in the implementation of and pursuant to Paragraph eight (8) of this Agreement are and will remain in the sole and exclusive custody of the SHERIFF and the contents thereof are not subject to release or disclosure, except as authorized or required by law. The SHERIFF shall make officer activity sheets available to the TOWNSHIP, provided that such sheets do not contain or constitute any portion of an official investigative report.

10. In consideration therefor, the TOWNSHIP will cause to be paid to the General Fund of the County of DuPage, the aggregate sum of One Hundred Twenty One Thousand Five Hundred Twenty Dollars and Sixty-Three Cents ($121,520.63), said sum to be paid in twelve equal monthly installments of Ten Thousand One Hundred Twenty-Six Dollars and Seventy-Two Cents ($10,126.72). The TOWNSHIP shall tender said payment to the SHERIFF on the first day of each month during the twelve (12) month period of this Agreement. Failure of the TOWNSHIP to remit payment as specified herein constitutes cause for rescission of this Agreement.

11. The parties hereto expressly agree that the term of this Agreement shall commence April 1, 2018 and expire March 31, 2019. This Agreement may only be modified or amended by written consent of all parties.

12. Pursuant to the authority conferred by Article VII of the Local Government and Governmental Employees Tort Immunity Act, the COUNTY agrees to indemnify and hold the TOWNSHIP harmless for any judgment in any action brought in a court of competent jurisdiction against the TOWNSHIP for any act or omission of the SHERIFF or any of his agents or employees resulting from the performance of this Agreement by the SHERIFF.

13. This writing constitutes the final expression of the Agreement of the Parties hereto. It is intended as a complete and exclusive statement of the terms of their Agreement, and it supersedes all prior and concurrent promises, representations, negotiations, discussions and agreements that may have been made in connection with the subject matter hereof.

TOWNSHIP OF BLOOMINGDALE COUNTY OF DUPAGE

By: __________________________  By: __________________________
  Township Supervisor               Chairman, DuPage County Board

By: __________________________
  Sheriff of DuPage County

ATTEST: __________________________
  Township Clerk

ATTEST: __________________________
  County Clerk
AWARDING RESOLUTION

ISSUED TO JILLIAN RUGGIERO, OF RUGGIERO & ASSOCIATES P.C.,
FOR AN AGREEMENT TO PROVIDE PROFESSIONAL SERVICES
TO THE 18TH JUDICIAL CIRCUIT COURT
(CONTRACT TOTAL AMOUNT: $45,000)

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

WHEREAS, the Judicial/Public Safety Committee recommends County Board approval for the issuance of a contract purchase order to provide professional services for a conflict attorney assigned to juvenile cases, representing abused, neglected, dependent or delinquent minors or family members, where the DuPage County Public Defender may not represent a party, including appeals in these matters, for the period May 1, 2018 through April 30, 2019, for the 18th Judicial Circuit Court.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, to provide professional services for a conflict attorney assigned to juvenile cases, representing abused, neglected, dependent or delinquent minors or family members, where the DuPage County Public Defender may not represent a party, including appeals in these matters, for the period May 1, 2018 through April 30, 2019, for the 18th Judicial Circuit Court, be, and it is hereby approved for issuance of a Contract by the Procurement Division to Jillian Ruggiero, of Ruggiero & Associates P.C., Two Arboretum Lakes, 901 Warrenville R., Lisle, IL 60532, for a contract total amount not to exceed $45,000.00.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

______________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

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

<table>
<thead>
<tr>
<th>NEW PURCHASE ORDER REQUEST</th>
</tr>
</thead>
<tbody>
<tr>
<td>DATE SUBMITTED</td>
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<tr>
<td>March 8, 2018</td>
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<tr>
<td>CONTRACT TOTAL AMOUNT</td>
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<td>$45,000</td>
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</table>

SOLICITATION METHOD FOR SOURCE SELECTION

**Decision Memo Required**  Other Professional Services - Detailed Vetting Process Required

- Lisa Herpel  Completed  03/08/2018 3:31 PM
- Bernadette Mason  Completed  03/08/2018 4:04 PM
- Kathy Ostrowski  Completed  03/08/2018 4:22 PM
- James McGuire  Completed  03/12/2018 9:37 AM
- Paul Rafac  Completed  03/12/2018 9:50 AM
- Tom Cuculich  Completed  03/12/2018 9:53 AM
- Kathy Ostrowski  Completed  03/12/2018 12:00 PM
- Judicial/Public Safety Committee  Completed  03/20/2018 8:15 AM
- Finance Committee  Pending  03/27/2018 8:00 AM
- County Board  Pending  03/27/2018 10:00 AM
### Purchase Requisition

**Procurement Services Division**

<table>
<thead>
<tr>
<th><strong>Send Purchase Order To:</strong></th>
<th><strong>Send Invoices To:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor: Ruggiero &amp; Associates, P.C.</td>
<td>Dept: 18th Judicial Circuit Court</td>
</tr>
<tr>
<td>Vendor #: 26714</td>
<td>Division:</td>
</tr>
<tr>
<td>Attn: Jillian J. Ruggiero</td>
<td>Attn: Accounts Payable</td>
</tr>
<tr>
<td>Email: JillianRuggierofamilylaw.com</td>
<td>Email:</td>
</tr>
<tr>
<td>Address: Two Arborretum lakes 901 Warrenville Rd. Ste. 175</td>
<td>Address: 505 N. County Farm Rd.</td>
</tr>
<tr>
<td>City: Lisle</td>
<td>City: Wheaton</td>
</tr>
<tr>
<td>State: IL</td>
<td>State: IL</td>
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<tr>
<td>Zip: 60532</td>
<td>Zip: 60187</td>
</tr>
<tr>
<td>Phone: 630-654-0044</td>
<td>Phone: 630-407-8901</td>
</tr>
<tr>
<td>Fax:</td>
<td>Fax: 630-407-8836</td>
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<table>
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<tr>
<th><strong>Send Payments To:</strong></th>
<th><strong>Ship To:</strong></th>
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<tr>
<td>Vendor: Ruggiero &amp; Associates, P.C.</td>
<td>Dept: 18th Judicial Circuit Court</td>
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<tr>
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<tr>
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<tr>
<td>Email: JillianRuggierofamilylaw.com</td>
<td>Email:</td>
</tr>
<tr>
<td>Address: Two Arborretum lakes 901 Warrenville Rd. Ste. 175</td>
<td>Address: 505 N. County Farm</td>
</tr>
<tr>
<td>City: Lisle</td>
<td>City: Wheaton</td>
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<td>Zip: 60532</td>
<td>Zip: 60187</td>
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<td>Phone: 630-654-0044</td>
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<tr>
<th><strong>Use for PO25 only</strong></th>
<th><strong>Contract Administrator</strong></th>
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<th><strong>Contract End Date</strong></th>
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<tr>
<td>PO25 only</td>
<td>Lisa Herpel</td>
<td>May 1, 2018</td>
<td>Apr 30, 2019</td>
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<th><strong>UOM</strong></th>
<th><strong>Item Detail (Product #)</strong></th>
<th><strong>Description</strong></th>
<th><strong>FY</strong></th>
<th><strong>Dept #</strong></th>
<th><strong>Acct# Unit</strong></th>
<th><strong>Acct #</strong></th>
<th><strong>Sub-Accts and/or Activity #</strong></th>
<th><strong>Unit Price</strong></th>
<th><strong>Extension</strong></th>
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<td>Service</td>
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<td>3,750.00</td>
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<td>Conflict Attorney for Juvenile</td>
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<td>1000</td>
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<td>33030</td>
<td></td>
<td>3,750.00</td>
<td>18,750.00</td>
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</tbody>
</table>

**Requisition Total** $ 45,000.00

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

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

**User Department Internal Notes (these comments will NOT appear on the Purchase Order):**
Packet Pg. 711


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: Circuit Court
Contact Email: lisa.herpel@18thjudicial.org
Vendor Name: Ruggiero & Associates, P.C.

Department Contact: Lisa Herpel
Contact Phone: 407-8788
Vendor #: 26714

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

To renew contract with Ruggiero & Associates, P.C., attorney Jillian J. Ruggiero, to provide professional services as a conflict attorney assigned to juvenile cases.

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

Attorneys are appointed by the Court to represent abused, neglected, dependent or delinquent minors or family members in cases where the DuPage County Public Defender may not represent a party, including appeals in these matters. Number of cases throughout the year on average 250.

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

Service to the public.

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

The position was posted last year, candidates were interviewed by a panel of judges and Ruggiero & Associates, P.C., attorney Jillian Ruggiero was chosen.

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

1. To approve contract with Ruggiero & Associates, P.C.
2. To appoint individual private attorney's per case, this would be significantly more expensive.
3. To add two juvenile conflict attorneys to the court's headcount.

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.

Total contract is $45,000.00, which is budgeted under account 1000-5900-53030 Legal Services for May 2018-April 2019.

Rev 1.3
Procurement Review Checklist
Procurement Services Division
This form must accompany all Purchase Order Request
Attach Required Vendor Ethics Disclosure Statement

Vendor: Ruggiero & Associates, P.C.
Vendor #: 26714
Contract Term: 5/1/18-4/30/19
Contract Total: $45,000.00
Dept: Circuit Court
Contact: Lisa Herpel
Phone: 407-8788
Assigned Committee: Judicial Public Safety

Description of Procurement/Scope of Work/Background
Professional services as a conflict attorney assigned to juvenile cases.

Reason for Procurement
Statutory need for the court to appoint an attorney for representation in juvenile cases.

FUNDING SOURCE
☑ Procurement budgeted for (FY and budget code(s)): FY2018 1000-5900-53030

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

DECISION MEMO REQUIRED
☐ Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS5.25)
☐ 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)

SIGNATURES ON FILE

Prepared By Date Recommends 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
AGREEMENT

This AGREEMENT ("Agreement") is effective as of the 1st day of May, 2018, and is entered into by and between the Eighteenth Judicial Circuit Court of DuPage County, ("COURT"), and Jillian J. Ruggiero, of the Law Firm of Ruggiero & Associates, P.C. ("ATTORNEY") an attorney licensed to practice law in the State of Illinois.

RECITALS

WHEREAS, the Court desires that the Attorney render certain services more fully described herein; and

WHEREAS, the Attorney has demonstrated knowledge and expertise in juvenile court law and procedures, has completed Guardian ad Litem training, and has represented that he/she has the requisite knowledge, skill, experience and other resources necessary to perform such services and is desirous of providing such services for the Court.

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants contained herein, the parties hereby agree as follows:

1. **Incorporation of Recitals:** The matters recited above are hereby incorporated into and made a part of this Agreement.

2. **Term:** This Agreement is for a term commencing May 1, 2018 through April 30, 2019, unless terminated sooner as provided herein.

3. **Scope of Services:** Attorney agrees to provide representation to abused, neglected, dependent or delinquent minors or family members in cases where the DuPage County Public Defender may not represent a party, including appeals in these matters. The Court may, from time to time, request changes in the scope of services. Any such changes shall be documented by an amendment to this Agreement in accordance with State and County laws.

4. **Compensation and Payment:** Compensation for Services during the initial term shall not exceed $45,000.00 payable in monthly payments upon presentation of an invoice. Compensation shall be based on actual Services performed during the Term of this Agreement and the Court shall not be obligated to pay for any Services not in compliance with this Agreement. In the event of early termination of this Agreement, the Court shall only be obligated to pay the fees incurred up to the date of termination. In no event shall the Court be liable for any costs incurred or Services performed after the effective date of termination as provided herein. Attorney shall submit invoices referencing this Agreement with such supporting documentation as may be requested by the Court. The Court will process payment in its normal course of business.

5. **Non-appropriation:** Expenditures not appropriated in the current fiscal year budget are deemed to be contingent liabilities only and are subject to appropriation in subsequent fiscal year budgets. In the event sufficient funds are not appropriated in a subsequent fiscal year by the Court for performance under this Agreement, the Court shall notify Attorney and this Agreement shall terminate on the last day of the fiscal period for which funds were
appropriated. In no event shall the Court be liable to the Attorney for any amount in excess of
the current appropriated amount.

6. **Events of Default and Remedies.**

6.1 **Events of Default.** Events of default include, but are not limited to, any of the
following:
(i) Any material misrepresentation by Attorney in the inducement of this Agreement or
the performance of Services; (ii) Breach of any agreement, representation or warranty
made by Attorney in this Agreement; or (iii) Failure of Attorney to perform in
accordance with or comply with the terms and conditions of this Agreement.

6.2 **Remedies.** In the event Attorney defaults under this Agreement and such default is not
cured within fifteen (15) calendar days after written notice is given by the Court, the
following actions may be taken by the Court: (i) This Agreement may be terminated
immediately; and (ii) The Court may deem Attorney non-responsible for future contract
awards. The remedies stated herein are not intended to be exclusive and the Court may
pursue any and all other remedies available at law or equity.

7. **Assignment:** Neither party may assign this Agreement nor any obligations imposed hereunder
without the prior written consent of the other party.

8. **Confidentiality of Documents:** In the performance of Services, Attorney may have access to
certain information that is not generally known to others ("Confidential Information").
Attorney agrees not to use or disclose to any third party, except in the performance of Services,
any Confidential Information or any records, reports or documents prepared or generated as a
result of this Agreement without the prior written consent of the Court. Attorney shall not issue
publicity news releases or grant press interviews, except as may be required by law, during or
after the performance of the Services, nor shall Attorney disseminate any information regarding
Services without the prior written consent of the Court. Attorney agrees to cause its personnel,
staff and/or subcontractors, if any, to undertake the same obligations of confidentiality agreed
to by Attorney under this Agreement. The terms of this Paragraph shall survive the expiration
or termination of this Agreement.

9. **Representations and Warranties of Attorney:** Attorney represents and warrants that the
following shall be true and correct as of the effective date of this Agreement and shall continue
to be true and correct during the Term of this Agreement.

9.1 **Licensed Professionals.** Services required to be performed by professionals shall be
performed by professionals licensed to practice by the State of Illinois in the applicable
professional discipline.

9.2 **Compliance with Laws.** Attorney is and shall remain in compliance with all local, state
and federal laws, County of DuPage ordinances, and regulations relating to this
Agreement and the performance of Services. Further, Attorney is and shall remain in
compliance with all Court policies and rules, including, but not limited to, criminal
background checks.

9.3 **Good Standing.** Attorney is not in default and has not been deemed by the Court to be
in default under any other Agreement with the Court during the five (5) year period immediately preceding the effective date of this Agreement.

9.4 **Authorization.** In the event Attorney is an entity other than a sole proprietorship, Attorney represents that he/she has taken all action necessary for the approval and execution of this Agreement, and execution by the person signing on behalf of Attorney is duly authorized by Attorney and has been made with complete and full authority to commit Attorney to all terms and conditions of this Agreement which shall constitute valid, binding obligations of Attorney.

9.5 **Guardian ad Litem Training.** Attorney represents that he/she has completed all requirements of Guardian ad Litem training.

9.6 **Gratuities.** No payment, gratuity or offer of employment, except as permitted by the Illinois State Gift Ban Act, was made by or to Attorney in relation to this Agreement or as an inducement for award of this Agreement.

9.7 **Malpractice Insurance Coverage.** At all times during the term of this Agreement, the Attorney shall maintain, at his/her sole expense, malpractice insurance coverage for the Attorney, its employees, officers and independent contractors.

10. **Independent Contractor:** It is understood and agreed that the relationship of Attorney to the Court is and shall continue to be that of an independent contractor and neither Attorney nor any of Attorney's employees shall be entitled to receive County employee benefits. As an independent contractor, Attorney agrees to be responsible for the payment of all taxes and withholdings specified by law, which may be due in regard to compensation paid by the County. Attorney agrees that neither Attorney nor its employees, staff or subcontractors shall represent themselves as employees or agents of the Court. Attorney hereby represents that Attorney's valid taxpayer identification number as defined by the United States Internal Revenue Code (social security number or federal employer identification number) is 

11. **Indemnification:** Attorney agrees to indemnify and hold harmless the Court and DuPage County, its members, trustees, employees, agents, officers and officials, from and against any and all liabilities, taxes, tax penalties, interest, losses, penalties, damages and expenses of every kind, nature and character, including costs and attorney fees, arising out of, or relating to, any and all claims, liens, damages, obligations, actions, suits, judgments, settlements, or causes of action of every kind, nature and character, in connection with or arising out of the acts or omissions of Attorney or its employees or its subcontractors under this Agreement. This includes, but is not limited to, the unauthorized use of any trade secrets, U.S. patent or copyright infringement. The indemnities set forth herein shall survive the expiration or termination of this Agreement. Notwithstanding the foregoing, the Attorney and Court shall not be deemed to have waived any rights, protections or immunities provided by law including, without limitation, those immunities provided under 745 ILCS 5/0.01, et. seq. (State Lawsuit Immunity Act) and 745 ILCS 10/1-101, et. seq. (Local Government and Governmental Employees Tort Immunity Act).
12. **Notices:** All notices required under this Agreement shall be in writing and sent to the addresses and persons set forth below, or to such other addresses as may be designated by a party in writing. All notices shall be deemed received when (i) delivered personally; (ii) sent by confirmed telex or facsimile (followed by the actual document); or (iii) one (1) day after deposit with a commercial express courier specifying next day delivery, with written verification of receipt.

**IF TO THE COURT:**

Eighteenth Judicial Circuit Court of Du Page County  
505 North County Farm Road Room 2015  
Wheaton, IL 60187  
Attn: John Lapinski Court Administrator

**IF TO THE ATTORNEY:**

Law Firm of Ruggiero & Associates, P.C.  
Jillian J. Ruggiero  
Two Arboretum Lakes  
901 Warrenville Rd. Ste. 175  
Lisle, IL. 60532

13. **Entire Agreement and Amendment:** This Agreement, including all exhibits and referenced documents, constitutes the entire agreement of the parties with respect to the matters contained herein. All attached exhibits are incorporated into and made a part of this agreement. No modification of or amendment to this Agreement shall be effective unless such modification or amendment is in writing and signed by both parties hereto. Any prior agreements or representations, either written or oral, relating to the subject matter of this Agreement is of no force or effect.

14. **Governing Law:** This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois without regard to any conflict of law or choice of law principles.

15. **Waiver:** No delay or omission by the Court to exercise any right hereunder shall be construed as a waiver of any such right and the Court reserves the right to exercise any such right from time to time as often and as may be deemed expedient.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives as of the date first above written.

**EIGHTEENTH JUDICIAL CIRCUIT COURT**

By: ________________________

Chief Judge

Date: ________________________

**ATTORNEY**

By: ________________________

Date: ________________________
Required Vendor Ethics Disclosure Statement

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

Date: Feb 23, 2018

Company Name: Ruggiero & Associates P.C
Company Contact: Jillian J. Ruggiero
Contact Phone: 630-654-0044
Contact Email: JillianRuggiero@ruggiero&associates.com

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

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

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

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

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

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

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

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

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

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

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

Authorized Signature

Jillian J. Ruggiero
Conflicts Attorney

Date: 3-6-2019

Attach additional sheets if necessary. Sign each sheet and number each page. Page _ of _ (total number of pages)
AWARDING RESOLUTION
ISSUED TO AXON ENTERPRISE, INC
TO PROVIDE (10) CLASS III X26P TASERS,
(10) RIGHT HOLSTERS, (5) LEFT
HOLSTERS, (10) TASER CAM RECORDERS
AND (250) CARTRIDGES
FOR THE SHERIFF’S OFFICE
(CONTRACT TOTAL AMOUNT $29,403.20)

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

WHEREAS, the Judicial Public Safety Committee recommends County Board approval
for the issuance of a contract purchase order for Axon Enterprise, Inc to provide (10) Class III
X26P Tasers, (10) Taser HD Cam recorders, (15) holsters, and (250) Cartridges including,
including a 4 year warranty on the TASER’s and the TASER CAM HD recorder’s for the
Sheriff’s Office.

NOW, THEREFORE BE IT RESOLVED, that County Requisition, covering said to
provide (10) Class III X26P Tasers, (10) Taser HD Cam recorders, (10) Right Holsters, (5) Left
Holsters, and (250) Cartridges, including a 4 year warranty on the TASER’s and the TASER
CAMs HD recorder’s for the Sheriff’s Office, be, and it is hereby approved for issuance of a
contract by the Procurement Division to Axon Enterprise, Inc 17800 N. 85th Street, Scottsdale,
AZ 85255, for a contract total not to exceed $29,403.20. Per, 55 ILCS 5/5-1022 “Competitive
Bids” (c) not suitable for competitive bids - Sole Source.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

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

**REQUISITION**

This form must accompany all County Purchase Requisitions.

### NEW PURCHASE ORDER REQUEST

<table>
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<tr>
<th>DATE SUBMITTED</th>
<th>CONTRACT TOTAL AMOUNT</th>
<th>CONTRACT TERM</th>
<th>REQUESTING DEPT.</th>
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<td>March 2, 2018</td>
<td>$29,403.20</td>
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<td>SHERIFF'S OFFICE</td>
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### SOLICITATION METHOD FOR SOURCE SELECTION

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

- **Bernadette Mason**  Completed  03/12/2018 12:24 PM
- **Colleen Zbilski**  Completed  03/12/2018 12:25 PM
- **Kathy Ostrowski**  Completed  03/12/2018 12:48 PM
- **James McGuire**  Completed  03/12/2018 2:05 PM
- **Paul Rafac**  Completed  03/15/2018 12:43 PM
- **Kathy Ostrowski**  Completed  03/15/2018 12:48 PM
- **Judicial/Public Safety Committee**  Completed  03/20/2018 8:15 AM
- **Finance Committee**  Pending  03/27/2018 8:00 AM
- **County Board**  Pending  03/27/2018 10:00 AM
**Send Purchase Order To:**
- Vendor: Axon Enterprise, Inc
- Vendor #: 26601
- Attn: Ron Bellendier
- Email: ron@taser.com
- Address: 17800 N 85th Street
- City: Scottsdale
- State: AZ
- Zip: 85255
- Phone: 602-326-6249

**Send Invoices To:**
- Attn: Colleen Zbilski
- Email: colleen.zbilski@dupagesheriff.org
- Address: 501 N County Farm Rd
- City: Wheaton
- State: IL
- Zip: 60187
- Phone: 630-407-2122

**Send Payments To:**
- Vendor: Axon Enterprise, Inc
- Vendor #: 26601
- Attn: Ron Bellendier
- Email: ron@taser.com
- Address: 17800 N 85th Street
- City: Scottsdale
- State: AZ
- Zip: 85255
- Phone: 602-326-6249

**Ship To:**
- Dept: DuPage County Sheriff's Office
- Division: Budget
- Attn: Colleen Zbilski
- Email: colleen.zbilski@dupagesheriff.org
- Address: 501 N County Farm Rd
- City: Wheaton
- State: IL
- Zip: 60187
- Phone: 630-407-2122

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

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<th>Acct #</th>
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**Requisition Total**: $29,403.20

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

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

**User Department Internal Notes**
(These comments will NOT appear on the Purchase Order):
## Procurement Review Checklist

**Procurement Services Division**

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

### Vendor Information
- **Vendor:** Axon Enterprise, Inc
- **Vendor #:** 26601
- **Contract Term:**
- **Contract Total:** $29,403.20

### Department
- **Dept:** Sheriff's Office
- **Contact:** Colleen Zbik
- **Phone:** 630-407-2122
- **Assigned Committee:**

### Description of Procurement/Scope of Work/Background
- Class III, X26P, holsters, taser cam cartridges and extended warranty

### Reason for Procurement
- To replace non functioning units and continue to equip deputies with this intermediate use of force

### FUNDING SOURCE
- Procurement budgeted for (FY and budget code(s)): 1190 - 1212 - 62000 - Tort Liability
- Budget Transfer (Date) __________ Add'l Information __________

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

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

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

- **Prepared By:** __________
- **Date:** Mar 2, 2018
- **Recommended for Approval:** __________
- **IT Approval, if required:** __________

### 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:** __________
## AXON

**Axon Enterprise, Inc.**  
Protect Life.  
17800 N 85th St.  
Scottsdale, Arizona, 85255  
United States  
Phone: (800) 978-2737

### Sales Representative:
Ron Felendier  
Phone: 6323266249  
Email: ron@taser.com  
Fax:

### Primary Contact:
Colleen Zbilski  
(530) 497-2122  
collen.zbilski@dupoesheriff.org

---

#### BILL TO:
DUPAGE CO SHERIFF'S OFFICE  
501 N COUNTY FARM RD  
WHEATON, IL 60187  
US

#### SHIP TO:
Colleen Zbilski  
DUPAGE CO SHERIFF'S OFFICE  
501 N COUNTY FARM RD  
WHEATON, IL 60187  
US

---

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**Subtotal**: 29,403.20  
**Taxes**: 0.00  
**Total**: 29,403.20

---

**Grand Total**: 29,403.20

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**QUOTE: Q-156438-43154.881RB**  
**Issue Date: 02/23/2018**  
**Quote Expiration: 03/22/2018**  
**Account Number: 112375**  
**Start Date: 02/23/2018**  
**Payment Terms: Net 30**  
**Delivery Method: FedEx - Ground**
Axon’s Sales Terms and Conditions

By signing this Quote, you certify that you have read and agree to the provisions set forth in this Quote and Axon's Master Services and Purchasing Agreement (MSPA), posted at https://www.axon.com/legal/sales-terms-and-conditions, as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. You represent that you are legally authorized to sign this Agreement on behalf of your entity. If you do not have this authority, please do not sign this Quote.

Signature: [Signature on File]  
Date: 2/29/18

Name (Print): JAMES R. KROSE  
Title: 2:45 PM

PO# (Or write N/A): N/A

Please sign and email to Ron Bellender at ron@taser.com or fax to

Thank you for being a valued Axon customer. For your convenience on your next order, please check out our online store buy.axon.com

Quote: Q-156438-43154.881RB

*Protect Life® and TASE® are registered trademarks of Axon Enterprise, Inc, registered in the U.S. © 2013 Axon Enterprise, Inc. All rights reserved.
# JUSTIFICATION FOR SOLE SOURCE

(PLEASE COMPLETE AND ATTACH TO PURCHASE REQUEST)

<table>
<thead>
<tr>
<th>REQUISITION #</th>
<th>DEPARTMENT</th>
<th>MANUFACTURER</th>
<th>PRODUCT #</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Sheriff's Office</td>
<td>Axon Enterprise, Inc</td>
<td>X26P, Class III</td>
</tr>
</tbody>
</table>

## DESCRIBE ITEM BEING JUSTIFIED AND ITS FUNCTION:

The Taser X26P, Class III is a low enforcement specific less lethal device, also known as a Conducted Energy Weapon (CEW). This less lethal weapon is presently in use by deputies and this purchase is to replace non-functional units, and to add additional units to the workforce. The X26P is an intermediate force option that has been proven effective in reducing injuries to both criminal offenders and the deputies.

## THIS IS A SOLE SOURCE BECAUSE VENDOR IS:

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

<table>
<thead>
<tr>
<th>REQUESTED SOURCE</th>
<th>CONTACT</th>
<th>PHONE</th>
<th>WEBSITE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Axon Enterprise, Inc</td>
<td>Ron Bellandier</td>
<td>602-326-6249</td>
<td>tas.com</td>
</tr>
</tbody>
</table>

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

This is a continuation of the office's deployment of Taser X26P devices. Deputies are familiar with the operation and features to this device.

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

Axon Enterprise is the sole manufacturer and/or distributor of these products. Please see attached sole source document.

## 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)

Axon Enterprise is the sole source manufacturer and distributor of the X26P Conducted Energy Weapon. The X26P is patented technology.
To: United States state, local and municipal law enforcement agencies  
Re: Sole Source Letter for Axon Enterprise, Inc.'s TASER Conducted Electrical Weapons

A sole source justification exists because the following goods and services required to satisfy the agency's needs are only manufactured and available for purchase from Axon Enterprise. Axon is also the sole distributor of all TASER brand products in the States of AR, CT, DE, FL, GA, HI, IA IL, IN, KS, LA, MA, MD, ME, MI, MN, MO, MS, NC, ND, NE, NH, NJ, NY, OK, OR, PA, RI, SC, SD, TX, VA, VI, VT, WI, WV, and the District of Columbia and Guam.

**TASER CEW Descriptions**

**X2 CEW**
- Multiple-shot CEW
- High efficiency flashlight
- Static dual LASERs (used for target acquisition)
- ARC switch enables drive-stun with or without a Smart Cartridge installed
- Central Information Display (CID): Displays mission-critical data such as remaining battery energy, burst time, operating mode, and user menu to change settings and view data on a yellow-on-black display
- The Trilogy log system records information from a variety of sensors into three data logs: Event log, Pulse log, and Engineering log. Data can be downloaded using a universal serial bus (USB) data interface module connected to a personal computer (PC). Data may be transferred to Evidence.com services.
- Real-time clock with back-up battery
- Onboard self-diagnostic and system status monitoring and reporting
- Ambidextrous safety switch
- Capable of audio/video recording with optional TASER CAM HD recorder
- The trigger activates a single cycle (approximately 5 seconds). Holding the trigger down will continue the discharge beyond the standard cycle (except when used with an APPM or TASER CAM HD AS). The CEW cycle can be stopped by placing the safety switch in the down (SAFE) position.
- Compatible with TASER Smart Cartridges only

**X26P CEW**
- High efficiency flashlight
- Red LASER (used for target acquisition)
- Central Information Display (CID): Displays data such as calculated remaining energy, burst time, and notifications
- The Trilogy log system records information from a variety of sensors into three data logs: Event log, Pulse log, and Engineering log. Data can be downloaded using a universal serial bus (USB) data interface module connected to a personal computer (PC). Data may be transferred to Evidence.com services.
- Real-time clock with back-up battery
- Onboard self-diagnostic and system status monitoring and reporting
- Ambidextrous safety switch
- Capable of audio/video recording with optional TASER CAM HD recorder
- The trigger activates a single cycle (approximately five seconds). Holding the trigger down will continue the discharge beyond the standard cycle (except when used with an APPM or TASER CAM HD AS). The CEW cycle can be stopped by placing the safety switch in the down (SAFE) position.
• Compatible with TASER standard series cartridges

Axon Signal Performance Power Magazine (SPPM)
• Battery pack for the X2 and X26P conducted electrical weapons
• Shifting the safety switch from the down (SAFE) to the up (ARMED) positions sends a signal from the SPPM. Upon processing the signal, an Axon system equipped with Axon Signal technology transitions from the BUFFERING to EVENT mode.

TASER Brand CEW Model Numbers

1. Conducted Electrical Weapons (CEWs):
   • TASER X2 Models: 22002 and 22003
   • TASER X26P Models: 11002 and 11003

2. Optional Extended Warranties for CEWs:
   • X2 - 4-year extended warranty, item number 22014
   • X26P - 2-year extended warranty, item number 11008
   • X26P - 4-year extended warranty, item number 11004

3. TASER standard cartridges (compatible with the X26P; required for this CEW to function in the probe deployment mode):
   • 15-foot Model: 34200
   • 21-foot Model: 44200
   • 21-foot non-conductive Model: 44205
   • 25-foot Model: 44203
   • 35-foot Model: 44206

4. TASER Smart cartridges (compatible with the X2; required for this CEW to function in the probe deployment mode):
   • 15-foot Model: 22150
   • 25-foot Model: 22151
   • 25-foot inert simulation Model: 22155
   • 25-foot non-conductive Model: 22157
   • 35-foot Model: 22152

5. TASER CAM HD recorder Model: 26810 (full HD video and audio) and TASER CAM HD with AS (automatic shut-down feature) Model: 26820. The TASER CAM HD is compatible with both the X26P and X2 CEWs.
   • TASER CAM HD replacement battery Model: 26764
   • TASER CAM HD Download Kit Model: 26762
   • TASER CAM HD optional 4-year extended warranty, item number 26763

6. Power Modules (Battery Packs) for X26P and X2 CEWs:
   • Performance Power Magazine (PPM) Model: 22010
   • Tactical Performance Power Magazine (TPPM) Model: 22012
   • Automatic Shut-Down Performance Power Magazine (APPM) Model: 22011
   • eXtended Performance Power Magazine (XPPM) Model: 11010
   • eXtended Automatic Shut-Down Performance Power Magazine (XAPPM) Model: 11015
   • Axon Signal Performance Power Magazine (SPPM) Model: 70116

7. TASER Dataport Download Kits:
   • Dataport Download Kit for the X2 and X26P Model: 22013

8. TASER Blast Door Repair Kit Model 44019 and TASER Blast Door Replenishment Kit Model 44023
9. CEW Holsters:
   - Right-hand X2 holster by BLACKHAWK Model: 22501
   - Left-hand X2 holster by BLACKHAWK Model: 22504
   - Right-hand X26P holster by BLACKHAWK Model: 11501
   - Left-hand X26P holster by BLACKHAWK Model: 11504

10. TASER Simulation Suit II Model 44550

**TASER Product Packages**

1. **Officer Safety Plan**: Includes a CEW, Axon camera and Dock upgrade, and Evidence.com license and storage. See your Sales Representative for further details and Model numbers.

2. **TASER Assurance Plan (TAP)**: Hardware extended warranty coverage, Spare Products, and Upgrade Models available for the X2 and X26P CEWs, and the TASER CAM HD recorder. (The TAP is available only through Axon Enterprise, Inc.)

3. **TASER 60**: Pay for X2 and X26P CEWs and Spare Products in installments over 5 years.

4. **Unlimited Cartridge Plan**: Allows agency pay an annual fee to received unlimited cartridges and batteries.

5. **TASER 60 Unlimited**: Pay for X2 and X26P CEWs and Spare Products in installments over 5 years and receive unlimited cartridges and batteries.

<table>
<thead>
<tr>
<th>SOLE AUTHORIZED DISTRIBUTOR FOR</th>
<th>SOLE AUTHORIZED REPAIR FACILITY FOR</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TASER BRAND CEW PRODUCTS</strong></td>
<td><strong>TASER BRAND CEW PRODUCTS</strong></td>
</tr>
<tr>
<td>Choose an Item:</td>
<td></td>
</tr>
<tr>
<td>Axon Enterprise, Inc.</td>
<td>Axon Enterprise, Inc.</td>
</tr>
<tr>
<td>17800 N. 85th Street, Scottsdale, AZ 85255</td>
<td>17800 N. 85th Street, Scottsdale, AZ 85255</td>
</tr>
<tr>
<td>Phone: 800-978-2737</td>
<td>Phone: 800-978-2737</td>
</tr>
<tr>
<td>Fax: 480-991-0791</td>
<td>Fax: 480-991-0791</td>
</tr>
</tbody>
</table>

Please contact your local Axon sales representative or call us at 1-800-978-2737 with any questions.

Sincerely,

[Signature]

Josh Isner
Executive Vice President, North American Sales
Axon Enterprise, Inc.

BLACKHAWK is a trademark of the Blackhawk Products Group.

The 'Delta Axon' logo, Axon, Axon Signal, Evidence.com, Smart Cartridge, TASER CAM, Trilogy, X2, X26P, TASER, and the 'Bolt within Circle' logo are trademarks of Axon Enterprise, Inc., some of which are trademarks in the US and other countries. For more information visit www.axon.com/legal. All rights reserved. © 2018 Axon Enterprise, Inc.
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: Feb 22, 2018

Bid/Contract/PO #: 

<table>
<thead>
<tr>
<th>Company Name: Axon Enterprise, Inc.</th>
<th>Company Contact: Sales Ops</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Phone: 80-978-2737</td>
<td>Contact Email: <a href="mailto:contracts@axon.com">contracts@axon.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 contractor 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>
<tbody>
<tr>
<td>Caitlin Morgan</td>
<td>800-978-2737</td>
<td><a href="mailto:cmorgan@taser.com">cmorgan@taser.com</a></td>
</tr>
<tr>
<td>Shawnacee Neziol</td>
<td>800-978-2737</td>
<td><a href="mailto:szneziol@taser.com">szneziol@taser.com</a></td>
</tr>
</tbody>
</table>

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

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

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

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

Authorized Signature

Signature on File

Printed Name
Josh Isner

Title
Chief Revenue Officer

Date
Feb 22, 2018

Attach additional sheets if necessary. Sign each sheet and number each page. Page _______ of _______ (total number of pages)
WHEREAS, an agreement has been negotiated in accordance with County Board policy; and

WHEREAS, the Judicial Public Safety Committee recommends County Board approval for issuance of a contract purchase order to Unified Power, to remove, replace and recycle battery strings on the UPS for use at the Circuit Court Clerk Office.

NOW, THEREFORE BE IT RESOLVED, that County Requisition, covering said, to remove, replace and recycle battery strings for use by Circuit Court Clerk Office, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division to Unified Power, 217 Metro Dr., Terrell TX 75160, for a contract total amount of $27,947.26, per 55 ILCS 5/5-1022 "Competitive Bids" (d) IT/Telecom purchases under $35,000.00.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

______________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

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

**REQUISITION**

This form must accompany all County Purchase Requisitions.

<table>
<thead>
<tr>
<th>DATE SUBMITTED</th>
<th>CONTRACT TOTAL AMOUNT</th>
<th>CONTRACT TERM</th>
<th>REQUESTING DEPT.</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 5, 2018</td>
<td>$27,947.26</td>
<td></td>
<td>CIRCUIT COURT CLERK</td>
</tr>
</tbody>
</table>

**SOLICITATION METHOD FOR SOURCE SELECTION**

**No Decision Memo Required**  Per 55 ILCS 5/5-1022 "Competitive Bids" (d) IT/Telecom purchases under $35,000

- Bernadette Mason: Completed 03/05/2018 10:10 AM
- Kathy Ostrowski: Completed 03/05/2018 11:54 AM
- Wendi Wagner: Completed 03/12/2018 3:41 PM
- Donald Carlsen: Completed 03/12/2018 3:44 PM
- James McGuire: Completed 03/16/2018 2:58 PM
- Paul Rafac: Completed 03/16/2018 3:59 PM
- Kathy Ostrowski: Completed 03/16/2018 4:05 PM
- Judicial/Public Safety Committee: Completed 03/20/2018 8:15 AM
- Finance Committee: Pending 03/27/2018 8:00 AM
- Technology Committee: Pending 03/27/2018 9:00 AM
- County Board: Pending 03/27/2018 10:00 AM
# Invoice Details

**Invoice To:**
DuPage County Judicial Center  
505 North County Farm Road  
Clerk of the 18th Judicial Circuit Court  
Wheaton, IL 60187

**End User:**
DuPage County Judicial Center

---

## Description

<table>
<thead>
<tr>
<th>Description</th>
<th>Rate</th>
<th>Quantity</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Labor to Remove, Replace and Recycle (9) strings of (36) Powerware PWR12120 and (3) strings of Powerware PWR1234W2FR batteries associated with Powerware PWR 8355-30 UPS during normal business hours.</td>
<td>$2,984.70</td>
<td>1</td>
<td>$2,984.70</td>
</tr>
<tr>
<td>*** Option for after hours labor $4,412.70</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Battery, CSB, 12V, 9AH, F2 Terminals, FR Jar</td>
<td>$22.26</td>
<td>108</td>
<td>$2,404.08</td>
</tr>
<tr>
<td>Battery, CSB, 12V, 30AH, Insert Terminals</td>
<td>$82.39</td>
<td>216</td>
<td>$17,796.24</td>
</tr>
<tr>
<td>Freight Charges, Standard Dock to Dock Delivery</td>
<td>$349.54</td>
<td>1</td>
<td>$349.54</td>
</tr>
<tr>
<td><strong>Special delivery requirements or inside delivery service will incur additional costs</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Site Total:** $23,534.56

---

## Comments

Site Contact: Dan McGuire  
Phone: (630) 688-1008  
Email: Dan.McGuire@18thjudicial.org

---

## Summary

<table>
<thead>
<tr>
<th>Description</th>
<th>Rate</th>
<th>Quantity</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>DuPage County Judicial Center, 505 North County Farm Road, Clerk of the 18th Judicial Circuit Court, Wheaton, IL 60187, US</td>
<td></td>
<td></td>
<td>$23,534.56</td>
</tr>
<tr>
<td>Tax</td>
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<td></td>
<td>$0.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td>$23,534.56</td>
</tr>
</tbody>
</table>

---

Unified Power  
217 Metro Dr., Terrell, TX 75160  
Phone: 972.524.6050 Fax: 972.524.7954  
www.unifiedpowerusa.com  
Page 1 of 5  
PROPOSAL #: 51951  
Date: 2/22/2018

Packet Pg. 733
Unified Power's Terms & Conditions will apply to orders based on this proposal.

Unified Power's Standard Terms attached to this proposal are part of this Agreement and constitutes the entire Agreement between the parties and shall exclusively control the relationship of the parties, with regard to this Agreement. Printed, preprinted or other terms on the face or reverse side of Buyer's Purchase Order shall not be binding. By signing below the Purchaser represents that it is the owner of the Covered Equipment or, if it is not the owner that it has the authority to enter into this agreement.

Unified Power

Signature: ____________________

Date: ______________________

Printed Name: ____________________

Title: ____________________

DuPage County Judicial Center

Signature: ____________________

Date: 2-27-18

Printed Name: JOHN LARSON

Title: DIRECTOR OF OPERATIONS
Terms and Conditions

1. Acceptance and Entire Terms and Conditions. All services performed, including but not limited to scheduled, remedial and emergency services (collectively Services) or products, equipment, batteries or parts sold or delivered separately or as part of performing Services (Products) sold by ON COMPUTER SERVICES, LLC, dba UNIFIED POWER (Seller) on behalf of or to the Customer (Customer) named in the attached Proposal (the Proposal) shall be subject to these Terms and Conditions. If Services are being supplied pursuant to Customer's purchase or work order, Seller's acceptance of said purchase or work order is expressly conditioned on Customers acceptance of these Terms and Conditions. Any of the provisions of Customers purchase or work order which attempt to impose terms and conditions at variance with these Terms and Conditions shall not be binding on Seller and shall not be considered applicable to the Services contemplated by the Proposal.

2. Delivery, Delays and Title. Any Service completion date or Product delivery date specified on the face hereof is approximate and is not a guarantee of a particular day of completion of the Services to be performed hereunder or delivery of the Products, and such dates are based upon prompt receipt of all necessary information from the Customer. Under no circumstances shall Seller be liable for damages for any delay or failure to perform the Services or deliver the Products as scheduled if such delay or failure is occasioned in whole or in part by reason of force majeure, or any other causes or circumstances beyond Seller's reasonable control or which Seller by reasonable diligence could not have avoided.

3. Warranty and Seller's Limitation of Liability. Seller's sole warranty pursuant to these Terms and Conditions shall be that all Services performed shall be performed in a competent manner, and that any Products provided hereunder and any incidental materials and consumables utilized in the performance of the proposed Services will be new or like new and free from defects in workmanship and will conform to the applicable drawings and specifications. If Customer identifies any failure of Seller to meet the above stated warranty within thirty (30) days from the date such Service or installation of such Products, Customer must immediately notify Seller in writing. Any claims of Customer, shall not be cause for the cancellation of the Proposal or these Terms and Conditions.

NO WARRANTY, EXPRESS OR IMPLIED INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS, ARE EXTENDED BY SELLER, OR MAY BE EXTENDED BY CUSTOMER, TO ANY THIRD PERSON. NOTWITHSTANDING ANYTHING IN THIS CONTRACT OR OTHERWISE TO THE CONTRARY, SELLER SHALL NOT BE LIABLE FOR ANY LOSS OR DAMAGE, DIRECTLY OR INDIRECTLY, ARISING FROM THE PERFORMANCE OF SERVICES OR DELIVERY OF A PRODUCT, OR FOR INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING, BUT NOT LIMITED TO, LOSS OF ANTICIPATED PROFITS, LOST SALES, GOODWILL, INJURY TO PERSON OR PROPERTY, OR OTHER ECONOMIC LOSS IN CONNECTION WITH OR ARISING OUT OF: (I) WARRANTY, CONTRACT, NEGLIGENCE OR OTHERWISE RELATED TO A PRODUCT OR (II) THE PERFORMANCE OF ANY SERVICE WHETHER A CLAIM FOR SUCH DAMAGE IS BASED UPON WARRANTY, CONTRACT, NEGLIGENCE OR OTHERWISE, WHETHER OR NOT THE POSSIBILITY OF DAMAGE WAS DISCLOSED TO SELLER OR COULD HAVE BEEN REASONABLY FORESEEN BY SELLER. ANY ACTION OR REMEDY BY CUSTOMER ARISING OUT OF THIS CONTRACT OR ANY BREACH THEREOF MUST BE COMMENCED BY CUSTOMER WITHIN SIX (6) MONTHS AFTER SUCH CAUSE OF ACTION SHALL HAVE ACCRUED. CUSTOMER SHALL INDEMNIFY SELLER FROM ANY SUCH CLAIMS, INCLUDING REASONABLE ATTORNEY FEES, EXPERT FEES AND COURT COST. SELLER ASSUMES NO RESPONSIBILITY FOR ANY DAMAGE OR INJURY TO ANY PERSONS OR PROPERTY, WITH RESPECT TO ANY SERVICES PROVIDED BY SELLER WITH RESPECT TO THIS CONTRACT (WHICH MAY INCLUDE INSTALLATION AND FURTHER RELATED SERVICES), EXCEPT AS SUCH DAMAGES OR INJURY MAY BE HELD TO BE THE SOLE AND DIRECT RESULT FROM OR OUT OF (A) ANY GROSSLY NEGLIGENT PERFORMANCE BY SELLER OF ITS OBLIGATIONS UNDER THE TERMS OF THIS CONTRACT, OR (B) ANY WILLFUL MISCONDUCT ON THE PART OF THE SELLER, ITS AGENTS OR EMPLOYEES. No person has any authority to bind Seller to any affirmation, representation or warranty concerning the Services, except an authorized agent of Seller who agrees to the same in writing. In no event shall any different and/or additional affirmation, representation or warranty relating to the Services.

4. Returns. Products may be returned to Seller only after receipt by Customer of written authorization and shipping instructions from Seller signed by an authorized agent of Seller.

5. Cancellations. All requests for cancellation must be in writing by Customer, and orders or service contracts shall not be cancelled without the prior written consent of Seller signed by an authorized agent of Seller. Orders for Products or Services in process or completed at the time Customer cancellation is received by Seller are subject to cancellation charges up to the invoice value of the Products or Services.

6. Price. All prices stated in Seller's Proposal or in the attached rate sheets will be maintained for Services performed within thirty (30) days from the date of the Proposal (Price Maintenance Date) unless extended by Seller at its sole option. Prices stated herein do not include installation, freight and handling charges, unless such item is specifically listed and priced in the agreements between Seller and Customer.

7. Payment. Unless otherwise specifically provided in the Proposal, invoices for performance of any non-Contract Services will be processed upon completion of the Service. Invoices for all Products not sold as part of a Service will be processed upon shipment of the Products to Customer. Payment of all invoices is due within thirty (30) days from the date of the invoice. Payment to Seller by Customer will not be contingent on third party payments to Customer. Any payment not made when due shall be subject to a one and one half percent (1.5%) service charge per month which will be added to all balances past due, which is an annual rate of eighteen percent (18%). In addition, an amount equal to twenty percent (20%) of the service price will be added to all outstanding principal balances which are more than thirty (30) days past due if, in the sole opinion of Seller, it is necessary to utilize the services of an attorney and incur related expense in the collection of the account and such additional amount shall be an obligation of Customer. In the event that Seller in its sole opinion shall decide it...
is necessary to file court action in order to collect any outstanding balance, then Customer shall be obligated to reimburse Seller for all attorneys fees and court costs.

8. Default. The following specific conduct shall be considered a default under these Terms and Conditions:

1. Failure to pay when due any amounts pursuant to any of the agreements between Seller and Customer.

2. The filing of a bankruptcy proceeding by or against Customer or attachment or garnishment proceedings commenced against Customer which is not dismissed within thirty (30) days after the date of filing.

3. Any breach of the terms of these Terms and Conditions or any other agreements between Seller and Customer, other than as set forth in subsection 1 or 2 of this Section 8 and such default continues for twenty (20) days after written notice thereof by the party not in breach, such continuing breach shall constitute a default by the breaching party.

Upon an event of default by Customer pursuant to subsection 1 or 2 of this paragraph, or if the financial responsibility of Customer shall become impaired or shall be deemed unsatisfactory by Seller for any reason, or if Customer shall default under any of its agreements between Seller and Customer, then in such case (i) upon demand by Seller, Customer shall provide satisfactory security or advance cash payment and performance of Services or delivery of Products may be withheld by Seller until such security or payment is received; (ii) Seller may declare all of Customer's outstanding indebtedness to Seller immediately due and payable; and/or (iii) Seller shall have the option to immediately withhold deliveries and suspend performance and to resume deliveries and performance when it deems appropriate or declare the transaction between Seller and Customer void and, upon such an event, Seller shall have no further duties or obligations to Customer whatsoever and will retain all amounts paid by Customer. Acceptance by Seller at any time of less than the full amount due Seller shall not be deemed to constitute a waiver of any of Seller's rights hereunder. Seller's rights under this Section of the Terms and Conditions are in addition to all rights available at law or in equity to Seller.

In the event of an uncured default by either party, pursuant to section 3 of this paragraph, the non-defaulting party shall have the right to declare the remaining term of the relationship between Seller and Customer void.

9. Taxes. In addition to any price specified herein, Customer shall pay, or reimburse Seller for the gross amount of any and all taxes that are associated with this transaction unless Customer has furnished Seller with evidence of exemption acceptable to the taxing authorities in advance of this transaction.

10. Governing Law. These Terms and Conditions shall be construed and enforced in accordance with the laws of the State of Texas, exclusive of the Texas conflict of law rules. Any actions, claims or suits (whether in law or equity) arising out of or relating to these Terms and Conditions, or the alleged breach thereof, shall be brought only in courts located in Dallas County, Texas and Customer hereby waives its rights, if any, to bring such actions, claims or suits in any other courts. The parties hereby submit themselves to the jurisdiction of the courts located in Dallas County, Texas for the enforcement of this provision and for the enforcement of any judgment rendered by such courts. If any action, claim or suit is brought by Seller against Customer hereunder, Customer agrees to and does hereby irrevocably appoint the Texas Secretary of State as Customers agent for the acceptance of service of process therein, and a copy of such process shall be mailed to Seller by Customer at Customers last known address.

11. Nonassignability. This Terms and Conditions and its terms shall be binding upon and shall inure to the benefit of the parties hereto, their respective successors and assigns except that neither these Terms and Conditions nor any interest or obligation hereunder shall be assignable or transferable by Customer, in whole or in part, without the prior written consent of Seller.

12. Severability. If any provision or paragraph of these Terms and Conditions is determined to be illegal or unenforceable, it shall not affect the enforceability of any other provision or paragraph of these Terms and Conditions and the Terms and Conditions shall be construed in all respects as if such invalid or unenforceable provisions were omitted.

13. Holiday Scheduling. Seller recognizes nine (9) holiday events each year (Holidays) and there shall be no scheduled maintenance performed by Seller on Holidays. Accordingly, scheduled maintenance rates and availability during Holidays are subject to adjustment. Seller will notify Customer in advance of any conflicts between Sellers Holiday schedule and Customers scheduled maintenance, and such scheduled maintenance shall be rescheduled at a time mutually agreeable to Seller and Customer. Holiday restrictions are not applicable to emergency call-out service, but rates may be adjusted.

14. Notice. Any notice, writing or other communication required or permitted to be given under the terms of these Terms and Conditions shall be in writing and sent to the addresses of Seller and/or Customer set forth in the agreement(s) between Seller and Customer by one or more of the following methods: (a) by personal hand delivery or (b) by certified or registered mail in the United States mail, postage prepaid, return receipt requested; or (c) by a recognized overnight express mail service. If mailed by U.S. Mail, the notice period shall be deemed to begin two (2) days following the date on which that notice is mailed.

a. Unless otherwise specified by Seller, any quotation or proposal of Seller shall expire thirty (30) days from the date of issuance and may be modified or withdrawn at any time prior to the date of Customer's formal written acceptance.

b. Seller reserves the right to subcontract any of the work to one or more subcontractors.

c. Any information, suggestions or ideas transmitted by Customer to Seller in connection with performance hereunder are not to be regarded as secret or submitted in confidence except as may be otherwise provided in a writing signed by a duly authorized agent of Seller.

d. The sale of any Service and Products ordered by the Customer which are not included within the scope of Seller’s Proposal or other agreements with Customer is expressly conditioned upon these Terms and Conditions. Terms and conditions included in the Seller’s Proposal, where not in conflict with the terms included herein, shall be incorporated by reference. Any additional or different terms and conditions set forth in the Customer’s purchase order or similar communication are expressly objected to and will not be binding upon Seller unless specifically agreed to in writing by an authorized Seller employee.

e. The parties to these Terms and Conditions specifically agree that in the event that any provision of these Terms and Conditions is found, by a court of competent jurisdiction, to be unenforceable under Texas law, such provision(s) shall be waived, to the full extent permitted by law, without invalidating the remaining provisions of the Terms and Conditions.

f. All subheadings as used herein shall be descriptive only and shall not have any substantive meaning whatsoever.

g. To the extent that any provisions of these Terms and Conditions conflict with or are inconsistent with the terms as stated in the body of the Proposal attached hereto, then the terms of the Proposal shall prevail.

h. The parties hereto covenant and warrant that the persons executing the any agreement between Seller and Customer have been duly authorized to execute said agreement, and the agreement and these Terms and Conditions constitute a valid and legally binding obligation of the parties hereto.

-END OF TERMS AND CONDITIONS-
# Purchase Requisition

**Procurement Services Division**

**Send Purchase Order To:**
- **Vendor:** Unified Power
- **Vendor #:** 12694
- **Attn:** Jeremy Mathews
  - **Email:** jmathews@kramerdatapower.com
- **Address:** 217 Metro Dr.
- **City:** Terrell
  - **State:** TX
  - **Zip:** 75160
- **Phone:** 630-433-4046
- **Fax:**

**Send Invoices To:**
- **Dept:** Circuit Court Clerk
- **Division:** Accounting
- **Attn:** Julie Eliefsen
  - **Email:** julie.eliefsen@18thjudicial.org
- **Address:** 505 N County Farm Rd
- **City:** Wheaton
  - **State:** IL
  - **Zip:** 60187
- **Phone:** 630-407-8590
- **Fax:**

**Send Payments To:**
- **Vendor:** Unified Power
- **Vendor #:**
- **Attn:** Jeremy Mathews
  - **Email:** jmathews@kramerdatapower.com
- **Address:** 217 Metro Dr.
- **City:** Terrell
  - **State:** TX
  - **Zip:** 75160
- **Phone:** 630-433-4046
- **Fax:**

**Ship To:**
- **Dept:** Circuit Court Clerk
- **Division:** Operations
- **Attn:** Dan McGuire
  - **Email:** dan.mcguire@18thjudicial.org
- **Address:** 505 N County Farm Rd
- **City:** Wheaton
  - **State:** IL
  - **Zip:** 60187
- **Phone:** 630-688-1008
- **Fax:**

**Use for:** Contract Administrator

**PO 20 Delivery Date:**

**Requisitioner:**

**PER 50 ILCS 505/1**

<table>
<thead>
<tr>
<th>LN</th>
<th>Qty</th>
<th>UOM</th>
<th>Item Detail (Product #)</th>
<th>Description</th>
<th>FY</th>
<th>Dept #</th>
<th>Acct Unit</th>
<th>Acct #</th>
<th>Sub-Accts and/or Activity #</th>
<th>Unit Price</th>
<th>Extension</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>EA</td>
<td>Remove, Replace, Recycle battery strings on UPS</td>
<td>18</td>
<td>1400</td>
<td>6720</td>
<td>54100</td>
<td></td>
<td></td>
<td>27,947.26</td>
<td>27,947.26</td>
</tr>
</tbody>
</table>

**Requisition Total $ 27,947.26**

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

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

- the total does include the after hour labor option

**User Department Internal Notes** (these comments will NOT appear on the Purchase Order):
### 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: Unified Power</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor #: 12694</td>
</tr>
<tr>
<td>Contract Term:</td>
</tr>
<tr>
<td>Contract Total: $27,947.26</td>
</tr>
</tbody>
</table>

| Dept: Circuit Court Clerk | Contact: John Larson | Phone: 630-407-8579 | Assigned Committee: JPS |

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

This procurement is for the labor to remove, replace and recycle the battery strings on our Powerware UPS.

**Reason for Procurement**

The battery strings for our UPS are starting to fail, due to being at their end of life. A battery string life is estimated at 4-5 years and our is at the 5 year mark.

---

### FUNDING SOURCE

- Procurement budgeted for (FY and budget code(s)): 18-1400-6720-54100

- Budget Transfer (Date) __________ Add'l Information __________

---

### DECISION MEMO NOT REQUIRED

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

---

### DECISION MEMO REQUIRED

- Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS25)
- 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>MLH</th>
<th>Prepared By</th>
<th>Feb 26, 2018</th>
<th>Recommended for Approval</th>
<th>2-27-18</th>
<th>IT Approval, if required</th>
<th>3-12-2018</th>
</tr>
</thead>
</table>

**REVIEWED BY (Initials Only)**

- Buyer __________ 3-16-18 __________
- Procurement Officer __________ 3-16-18 __________
- Chief Financial Officer (Decision Memos Over $25,000) __________ 3-16-18 __________
- Chairman's Office (Decision Memos Over $25,000) __________ 3-16-18 __________

---

**Rev 1.8**

Packet Pg. 739

Attachment: Unified Power - Checklist (JPS-P-0096-18 : Unified Power)
The United States of America
State of Illinois
County of DuPage

FUND AUTHORIZATION

The undersigned being the Chief Judge of the 18th Judicial Circuit Court of DuPage County, Illinois and in accordance with 705 ILCS 105/27.3a and Ordinance JLE 012-84, adopted October 9, 1984 by the DuPage County Board and as amended, establishing the COURT AUTOMATION FUND, do hereby authorize the funding of the attached purchase requisition.

1400-6720-54100

Requisition #: 12109
Unified Power
217 Metro Dr,
Terrell TX 75160

UPS – replacement of battery strings $27,947.26

APPROVED:

^

Signature on File

Hon. Daniel Guerin
Chief Judge

Date 2-29-18

Chris Kachiroubas, CLERK OF THE 18th JUDICIAL CIRCUIT COURT
WHEATON, ILLINOIS 60189-0707 ©
Required Vendor Ethics Disclosure Statement

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

Date: Jan 26, 2018

Bid/Contract/PO #: √

<table>
<thead>
<tr>
<th>Company Name: On Computer Services LLC d.b.a Unified Power</th>
<th>Company Contact: Michael Sharp</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Phone: 877-469-4846</td>
<td>Contact Email: <a href="mailto:michael.sharp@unifiedpowerusa.com">michael.sharp@unifiedpowerusa.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.

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 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>

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

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

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

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

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

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

Authorized Signature

Printed Name: Michael Sharp

Title: Customer Care

Date: Jan 26, 2018

Attach additional sheets if necessary. Sign each sheet and number each page. Page 1 of 1 (total number of pages)
AMENDMENT TO RESOLUTION JPS-P-0062B-17
ISSUED TO PUBLIC SAFETY DIRECT TO FURNISH
AND INSTALL NEW EQUIPMENT IN THE SHERIFF’S VEHICLES
(INCREASE CONTRACT $5,000 2.73%)

WHEREAS, Resolution JPS-P-0062-17, was approved and adopted by the County Board on February 14, 2017; and

WHEREAS, Resolution JPS-P-0062A-17 increased the contract $80,000 was approved and adopted by the County Board on October 10, 2017 resulting in an amended contract total amount of $180,000; and

WHEREAS, Resolution JPS-P-0062B-17 increased the contract $2,824 was approved and adopted by the County Board on January 23, 2018, resulting in an amended contract total amount of $182,824; and

WHEREAS, the Judicial/Public Safety Committee, recommends changes as stated in the Change Order Notice to increase purchase order 2359-0001 SERV in the amount of $5,000 for the Sheriff’s Office.

NOW, THEREFORE BE IT RESOLVED that the County Board adopts the Change Order Notice to purchase order 2359-0001 SERV issued to Public Safety Direct, to furnish and install new equipment and for the repair and maintenance of existing equipment in sheriff vehicles, to increase the purchase order $5,000 for the Sheriff’s Office resulting in an amended contract total amount not to exceed $187,824.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

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

**Procurement Services Division**

**Attach copies of all prior Change Orders**

### Purchase Order #: 2359-0001 SERV

- **Original Purchase Order Date:**
- **Change Order #:** 4

### Vendor Information
- **Vendor Name:** Public Safety Direct, Inc
- **Vendor #:** 14308

### Background and/or Reason for Change Order Request:
- Furnish, install new equipment, repair and maintain existing equipment in sheriff's vehicles
- Add $5,000.00 to line 1-1000-4400-53370 ($35,000.00 to $40,000.00)

### 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 | $100,000.00 |
| B | Net $ change for previous Change Orders | $82,824.00 |
| C | Current contract amount (A + B) | $182,824.00 |
| D | Amount of this Change Order | $5,000.00 |
| E | New contract amount (C + D) | $187,824.00 |
| F | Percent of current contract value this Change Order represents (D / C) | 2.73% |
| G | Cumulative percent of all Change Orders (B+D/A) (60% maximum on construction contracts) | 82% |

### DECISION MEMO NOT REQUIRED

- [ ] Cancel entire order
- [ ] Close Contract
- [ ] Contract Extension (29 days)
- [ ] Contract 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)**: ________________
- **Phone Ext**: 2122
- **Date**: Feb 21, 2018

**Recommended for Approval:**

- **(Initials)**: ________________
- **Phone Ext**: 2122
- **Date**: 2/21/18

**Reviewed by:**

- **(Initials)**: ________________
- **Date**: 2/21/18

**Procurement Officer:**

- **(Initials)**: ________________
- **Date**: 2/22/18

**Chief Financial Officer:**

- **(Initials)**: ________________
- **Date**: 2/22/18

**Chairman's Office:**

- **(Initials)**: ________________
- **Date**: 3/02/18

---

**Packet Pg. 743**

---

**Attachment:** Public Safety Direct - Change Order 2359 (17-18-403 : Public Safety Direct - Increase 2359-1 Serv)
Requesting Department: Sheriff's Office
Contact Email: colleen.zbilski@dupagesheriff.org
Vendor Name: Public Safety Direct

Department Contact: Colleen Zbilski
Contact Phone: 630-407-2122
Vendor #: 14308

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

To increase the contract Line 1-1000-4400-53370 $5,000.00 to cover invoices for unforeseen repairs on sheriff's vehicles.

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

There are 2 service lines on the PO for monthly maintenance, repairs and installs to new & existing Sheriff vehicles.
Line #1: 1000-4400-53370 is for maintenance and repairs on EXISTING Sheriff's vehicles.
Line #2: 1000-1160-54110- is for new installations on the NEW vehicles that were purchased in FY17.
Change order #3 for Line 2 was for 1 invoice that needed to be paid for a new install.
At the time change order #3 was entered for line 2, we thought we had enough money in line #1 to cover invoices for repairs through the end of the contract, which ends 2/28/18.
Unfortunately, there were some unforeseen repairs on existing Sheriff vehicles which resulted in additional invoices. New contract goes into effect 3/1/18.

**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.

**Source Selection/Vetting Information** - Describe method used to select source.
Bid-15-003-MC

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

**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.
Increase line 1-1000-4400-53370 by $5,000.00
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 county-wide 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>
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<th>Donor</th>
<th>Description (e.g. cash, type of item, kind of services, etc.)</th>
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</tr>
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<td></td>
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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 contracts have been made

<table>
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<tr>
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<th>Email</th>
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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/CourthandPolicies/

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

**Authorized Signature**

**Printed Name:**

**Title:**

**Date:**

12/12/17

Attach additional sheets if necessary. Sign each sheet and number each page. Page of (total number of pages)
AWARDING RESOLUTION
ISSUED TO ASHLAND DOORS SOLUTIONS, LLC.,
TO PROVIDE DOOR MAINTENANCE, DOOR SALES
AND INSTALLATION
FOR FACILITIES MANAGEMENT
(CONTRACT TOTAL NOT TO EXCEED $45,960.00)

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

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of a contract purchase order to Ashland Doors Solutions, LLC., to provide door maintenance, door sales and installation, as needed for County facilities, for the period April 15, 2018 through April 14, 2019, for Facilities Management.

NOW, THEREFORE BE IT RESOLVED, that County Contract, covering said, to provide door maintenance, door sales and installation, as needed for County facilities, for the period April 15, 2018 through April 14, 2019, for Facilities Management, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division to, Ashland Door Solutions, LLC., 185 Martin Lane, Elk Grove Village, IL 60007-6027, for a total contract amount not to exceed $45,960.00, per renewal option under bid award #15-054, third and final option to renew.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

__________________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

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

**REQUISITION**

This form must accompany all County Purchase Requisitions.

### NEW PURCHASE ORDER REQUEST

<table>
<thead>
<tr>
<th>DATE SUBMITTED</th>
<th>CONTRACT TOTAL AMOUNT</th>
<th>CONTRACT TERM</th>
<th>REQUESTING DEPT.</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 27, 2018</td>
<td>$45,960.00</td>
<td>APRIL 15, 2018 THROUGH APRIL 14, 2019</td>
<td>FACILITIES MANAGEMENT</td>
</tr>
</tbody>
</table>

### SOLICITATION METHOD FOR SOURCE SELECTION

**No Decision Memo Required**  Lowest Responsible Bidder - See attached tabulation

<table>
<thead>
<tr>
<th>Name</th>
<th>Status</th>
<th>Date/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Laura Grobe</td>
<td>Completed</td>
<td>02/27/2018 10:47 AM</td>
</tr>
<tr>
<td>Tim Harbaugh</td>
<td>Completed</td>
<td>02/27/2018 1:17 PM</td>
</tr>
<tr>
<td>Nick Kottmeyer</td>
<td>Completed</td>
<td>02/28/2018 8:20 AM</td>
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<tr>
<td>Kathy Ostrowski</td>
<td>Completed</td>
<td>02/28/2018 8:21 AM</td>
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<tr>
<td>James McGuire</td>
<td>Completed</td>
<td>03/01/2018 11:39 AM</td>
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<tr>
<td>Paul Rafac</td>
<td>Completed</td>
<td>03/01/2018 2:37 PM</td>
</tr>
<tr>
<td>Kathy Ostrowski</td>
<td>Completed</td>
<td>03/02/2018 2:47 PM</td>
</tr>
<tr>
<td>Public Works Committee</td>
<td>Completed</td>
<td>03/20/2018 9:15 AM</td>
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<tr>
<td>Finance Committee</td>
<td>Pending</td>
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</tr>
<tr>
<td>County Board</td>
<td>Pending</td>
<td>03/27/2018 10:00 AM</td>
</tr>
</tbody>
</table>
**Procurement Review Checklist**

**Procurement Services Division**

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

---

**Vendor:** Ashland Door Solutions, LLC  
**Vendor #:** 22435  
**Dept:** Facilities Management  
**Contact:** Tim Harbaugh  
**Phone:** 630-407-5700

**Contract**

| Term: 04/15/18 through 04/14/19 | **Total:** $45,960.00 |

**Public Works**  
**Assigned Committee:** County Board  
**Committee:** 03/20/18  
**Committee:** 03/27/18

---

**Description of Procurement/Scope of Work/Background**
Recommendation for the approval of a contract purchase order to provide door maintenance, door sales and installation, as needed for County facilities, for Facilities Management, for a total contract amount not to exceed $45,960.00, per renewal option under bid award #15-054-GV, third and final option to renew.

**Reason for Procurement**
Facilities Management requires door hardware, doors, frames and parts to repair and replace worn doors, door hardware and services to install new doors, frames and hardware in order to maintain security and to ensure the integrity of the County facilities building envelope.

---

**FUNDING SOURCE**

- Procurement budgeted for (FY and budget code(s)): 1000-1100-52270, 53300
- Budget Transfer (Date) Add'l Information

---

**DECISION MEMO NOT REQUIRED**

- LOWEST RESPONSIBLE QUOTE # or BID # ___________________________ (QUOTE < $25,000, BID > $25,000; attach Tabulation)
- RENEWAL, Enter Bid # 15-054-GV Intergovernmental Agreement
- SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(f) (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' (e) not suitable for competitive bidding. Explain below:

---

**DECISION MEMO REQUIRED**

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

---

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

- Prepared By          Date: Feb 20, 2018  
- Recommended for Approval Date: 2-26-18  
- IT Approval, if required Date: 

**REVIEWED BY (Initials Only)**

- Buyer          Date: 3-1-18  
- Procurement Officer Date: 3-1-18

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

- Date: 3-1-18  
- Chairman's Office (Decision Memos Over $25,000):

---

**Packet Pg. 748**

---

FORM OPTIMIZED FOR ADOBE READER VERSION 9 OR LATER

---

**Attachment: Ashland Doors Solutions - Checklist (FM-P-0089-18 : FM-Ashland Door Solutions)**
COUNTY OF DU PAGE, ILLINOIS
OPTION TO RENEW CONTRACT

This agreement, made and entered into by the County of DuPage, Department of Finance, Procurement Services Division, 421 North County Farm Road, Wheaton, Illinois hereinafter called the “County” and Ashland Door Solutions, LLC, of 185 Martin Ln, Elk Grove Village, IL 60007, hereinafter called the “Contractor”, witnesseth;

The County and the Contractor have previously entered into a Contract, pursuant to Bid 15-054 which became effective April 15, 2017, and which will expire April 14, 2018. The contract is subject to a final option to renew for a twelve (12) month period.

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 April 15, 2018 and expires April 14, 2019 contingent upon any applicable Parent Committee and County Board approval.

Ashland Door Solutions, LLC

COUNTY OF DU PAGE, ILLINOIS

DATE

DENISE BOYD

Glenda Vasak

Buyer II

DATE

PRINTED NAME

V.P. Operations

PRINTED TITLE
**Purchase Requisition**  
**Procurement Services Division**

---

### Send Purchase Order To:
- **Vendor:** Ashland Door Solutions, LLC  
  **Vendor #:** 22435  
- **Attn:** Denise Boyd  
  **Email:** denise@ashlanddoor.com  
- **Address:** 185 Martin Lane  
- **City:** Elk Grove Village  
  **State:** IL  
  **Zip:** 60007  
- **Phone:** 773-328-8283  
  **Fax:** 773-348-9559

### Send Invoices To:
- **Dept:** Facilities Management  
- **Attn:** Tim Harbaugh  
  **Email:** mary.ventrella@dupageco.org  
- **Address:** 421 N. County Farm Road  
  **Room:** 2-700

### Send Payments To:
- **Vendor:** Ashland Door Solutions, LLC  
  **Vendor #:**  
- **Attn:**  
  **Email:**  
- **Address:** 2510 N. Ashland Avenue  
  **Zip:** 60614  
- **Phone:**  
  **Fax:**

### Ship To:
- **Dept:** Facilities Management  
- **Attn:**  
  **Email:**  
- **Address:** various locations  
  **Room:**

### Payment Terms
- **F.O.B.:**  
- **PO 20 Delivery Date:**  
- **Requisitioner:** Mary Ventrella

### Requisition Total
- $45,960.00

### Header Comments
- Provide door maintenance, door sales and installation, as needed for County facilities.

### Special Instructions/Comments to Buyer or Approver
- These comments will NOT appear on the Purchase Order.

### User Department Internal Notes
- These comments will NOT appear on the Purchase Order.

---

**Ashland Door Solutions, LLC has agreed to the third and final option to renew the contact at the same 2015 unit costs.**

**Public Works Committee: 03/20/18  
County Board: 03/27/18**

---

---

---
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: Ashland Door Solutions</th>
<th>Company Contact: Denise Boyd</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Phone: 724-335-8383</td>
<td>Contact Email: <a href="mailto:denise@ashlanddoor.com">denise@ashlanddoor.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 order to one (1) or more contracts, or two (2) or more individual contracts with the county resulting in an aggregate amount at or in excess of $25,000, shall provide to Procurement Services Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor within the current and previous calendar year to any incumbent county board member, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. The contractor, union or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, "contractor or vendor" includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions.

## 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</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 contract 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 received, have read, and understand these requirements.

Authorized Signature: [redacted]

Printed Name: Denise Boyd

Title: V.P. Operations

Date: 1-5-18

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

PW-P-0083-18

AWARDING RESOLUTION ISSUED TO
UNIVAR USA, INC. TO
PROVIDE SODIUM BISULFITE AT THE
WOODRIDGE AND KNOLLWOOD FACILITIES
(CONTRACT TOTAL AMOUNT: $31,836.00)

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

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of contract purchase order for purchase of Sodium Bisulfite to remove chlorine from the final effluent phase of the wastewater treatment process at the Woodridge and Knollwood Facilities per EPA regulations.

NOW, THEREFORE BE IT RESOLVED, that requisition covering said, for the purchase of Sodium Bisulfite to remove chlorine from the final effluent phase of the wastewater treatment process at the Woodridge and Knollwood Facilities per EPA regulations, for the Public Works Department, for the period April 1, 2018 through March 31, 2019, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division to Univar, USA, Inc., 3075 Highlands Pkways Ste 200 Downers Grove IL 60515, for a contract total amount of $31,836.00 per lowest responsible bid #18-031-JM.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

________________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

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

This form must accompany all County Purchase Requisitions.

<table>
<thead>
<tr>
<th>NEW PURCHASE ORDER REQUEST</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>DATE SUBMITTED</td>
<td>February 28, 2018</td>
<td></td>
</tr>
<tr>
<td>CONTRACT TOTAL AMOUNT</td>
<td>$31,836.00</td>
<td></td>
</tr>
<tr>
<td>CONTRACT TERM</td>
<td>APRIL 1, 2018 THROUGH MARCH 31, 2019</td>
<td></td>
</tr>
<tr>
<td>REQUESTING DEPT.</td>
<td>PUBLIC WORKS</td>
<td></td>
</tr>
</tbody>
</table>

SOLICITATION METHOD FOR SOURCE SELECTION

No Decision Memo Required  Lowest Responsible Bidder - See attached tabulation

- Angela Bendinelli  Completed  02/28/2018 3:37 PM
- Nick Kottmeyer  Completed  03/01/2018 8:32 AM
- Kathy Ostrowski  Completed  03/01/2018 10:21 AM
- James McGuire  Completed  03/01/2018 2:14 PM
- Paul Rafac  Completed  03/01/2018 2:47 PM
- Kathy Ostrowski  Completed  03/05/2018 11:32 AM
- Public Works Committee  Completed  03/20/2018 9:15 AM
- Finance Committee  Pending  03/27/2018 8:00 AM
- County Board  Pending  03/27/2018 10:00 AM
**Procurement Review Checklist**

**Procurement Services Division**

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

<table>
<thead>
<tr>
<th>Vendor: Univar USA, Inc.</th>
<th>Contract: April 1, 2018 through March 31, 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept: Public Works</td>
<td>Contract Total: $31,836.00</td>
</tr>
<tr>
<td>Contact: Jay Dahlberg</td>
<td>Assigned Committee: Public Works</td>
</tr>
<tr>
<td>Phone: 630-985-7400</td>
<td></td>
</tr>
</tbody>
</table>

**Description of Procurement/ Scope of Work/ Background**
Sodium Bisulfite for both the Woodridge and Knollwood Wastewater Treatment Facilities in bulk on an as needed basis for a 1 year period from 4/1/18 through 3/31/19 in the amount of $31,836 per Bid #18-031-JM.

**Reason for Procurement**
De-chlorination is an essential part of the wastewater treatment process and is required in order to meet EPA standards and regulations. Sodium Bisulfite is used in the de-chlorination process to remove chlorine from the final effluent phase of the treatment process.

**FUNDING SOURCE**

- Procurement budgeted for (FY and budget code(s)): 2000-2555-52330
- Budget Transfer (Date) ___________ Add'l Information

**DECISION MEMO NOT REQUIRED**

- LOWEST RESPONSIBLE QUOTE # or BID # 18-031-JM (QUOTE < $25,000, BID > $25,000; attach Tabulation)
- RENEWAL, Enter Bid # __________________ Intergovernmental Agreement
- SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)
- PER SS ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00
- PER SS ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

**DECISION MEMO REQUIRED**

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

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

<table>
<thead>
<tr>
<th>Prepared By</th>
<th>Date</th>
<th>Recommended for Approval</th>
<th>Date</th>
<th>IT Approval, if required</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2/28/2018</td>
<td></td>
<td>2/28/2018</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**REVIEWED BY (Initials Only)**

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

BID #18-031-JM
FURNISH & DELIVER SODIUM BISULFITE

BID OPENING DATE: 02/22/18 - 3:30 P.M.

<table>
<thead>
<tr>
<th>RESPONSIBLE BIDS:</th>
<th>UNIT PRICE (per gallon)</th>
<th>TOTAL BID AMOUNT (15,000 gallons)</th>
</tr>
</thead>
<tbody>
<tr>
<td>UNIVAR USA, INC.</td>
<td>$ 2.1224</td>
<td>$ 31,836.00</td>
</tr>
<tr>
<td>ALEXANDER CHEMICAL,</td>
<td>$ 2.60</td>
<td>$ 39,000.00</td>
</tr>
<tr>
<td>a CARUS COMPANY</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MILFORT ENTERPRISES, INC.</td>
<td>$ 3.25</td>
<td>$ 48,750.00</td>
</tr>
<tr>
<td>PVS CHEMICAL SOLUTIONS, INC.</td>
<td>$ 3.35</td>
<td>$ 50,250.00</td>
</tr>
</tbody>
</table>

BID OPENING ATTENDED BY:

Joan McAvoy, DuPage County Buyer
Catlyn Hicks, DuPage County Division Assistant

| INVITATIONS SENT: | 29 | POTENTIAL BIDDERS REQUESTING BID DOCUMENTS: | 19 | TOTAL BID RESPONSES RECEIVED: | 4 |
## Purchase Requisition

**Procurement Services Division**

**Date:** Feb 28, 2018

**MinuteTraq (IQM2) ID #:** 12128

**Department Req #:** 18213

**RFP, Bid or Quote #:** 18-031-JM

### Send Purchase Order To:

<table>
<thead>
<tr>
<th>Vendor: Univar USA, Inc.</th>
<th>Vendor #: 12464</th>
<th>Dept: DuPage County Public Works</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn: Roise Holiday</td>
<td>Email: <a href="mailto:muniteam@univar.com">muniteam@univar.com</a></td>
<td>Attn: Accounts Payable</td>
</tr>
<tr>
<td>Address: 8201 S. 212st Street</td>
<td></td>
<td>Email: <a href="mailto:pwaccountspayable@dupageco.org">pwaccountspayable@dupageco.org</a></td>
</tr>
<tr>
<td>City: Kent</td>
<td>State: WA</td>
<td>Zip: 98032</td>
</tr>
<tr>
<td>Phone: 253-872-5068</td>
<td>Fax: 253-872-5012</td>
<td></td>
</tr>
</tbody>
</table>

### Send Invoices To:

<table>
<thead>
<tr>
<th>Dept: DuPage County Public Works</th>
<th>Division:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn: Accounts Payable</td>
<td>Email: <a href="mailto:pwaccountspayable@dupageco.org">pwaccountspayable@dupageco.org</a></td>
</tr>
<tr>
<td>Address: 7900 S. Route 53</td>
<td>Room:</td>
</tr>
<tr>
<td>City: Woodridge</td>
<td>State: IL</td>
</tr>
<tr>
<td>Zip: 60517</td>
<td></td>
</tr>
<tr>
<td>Phone: 630-985-7400</td>
<td>Fax: 630-985-4802</td>
</tr>
</tbody>
</table>

### Send Payments To:

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

### Ship To:

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

### Payment Terms

- **F.O.B.:** PER 50 ILCS 505/1
- **PO 20 Delivery Date:** Requisitioner
- **Destination:** Amy Arlowe
- **Use for PO25 only:** Contract Administrator
- **Contract Start Date:** Apr 1, 2018
- **Contract End Date:** Mar 31, 2019

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

| 1 | 1 | EA | Sodium Bisulfite for a 1-year period from 4/1/18 through 3/31/19 for the Woodridge and Knollwood Facilities per BID 18-031-JM. | 2000 | 2555 | 52330 | 31,836.00 | 31,836 |

**Requisition Total:** $31,836

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

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

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

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

Date: 8/19/18
Bid/Contract/PO #: 18-031-JM

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

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

<table>
<thead>
<tr>
<th>Add Line</th>
<th>Recipient</th>
<th>Donor</th>
<th>Description (e.g. cash, type of item, in-kind services, etc.)</th>
<th>Amount/Value</th>
<th>Date Made</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<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 or bid and shall update such disclosure with any changes that may occur.

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

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

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

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

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

Authorized Signature

Printed Name: Boise Holiday
Title: Municipal Specialist
Date: 8/19/18

Attach additional sheets if necessary. Sign each sheet and number each page. Page 1 of 1 (total number of pages)
AWARDING RESOLUTION ISSUED TO
OLIN CHLOR ALKALI PRODUCTS AND VINYLDS TO
PROVIDE SODIUM HYPOCHLORITE AT THE
WOODRIDGE AND KNOLLWOOD FACILITIES
(CONTRACT TOTAL AMOUNT: $55,800.00)

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

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of Contract Purchase Order to Olin Chlor Alkali Products and Vinlys for the purchase of sodium hypochlorite to be used for plant effluent water disinfection at the Woodridge and Knollwood Facilities per IEPA regulations.

NOW, THEREFORE BE IT RESOLVED, that requisition covering said, for purchase of sodium hypochlorite to be used for plant effluent water disinfection at the Woodridge and Knollwood Facilities per IEPA regulations.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

__________________________________
PAUL HINDS, COUNTY CLERK

DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

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

<table>
<thead>
<tr>
<th>DATE SUBMITTED</th>
<th>CONTRACT TOTAL AMOUNT</th>
<th>CONTRACT TERM</th>
<th>REQUESTING DEPT.</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 28, 2018</td>
<td>$55,800.00</td>
<td>APRIL 1, 2018 THROUGH MARCH 31, 2019</td>
<td>PUBLIC WORKS</td>
</tr>
</tbody>
</table>

SOLICITATION METHOD FOR SOURCE SELECTION

No Decision Memo Required  Lowest Responsible Bidder - See attached tabulation

- Angela Bendinelli  Completed  02/28/2018 3:36 PM
- Nick Kottmeyer  Completed  03/01/2018 8:30 AM
- Kathy Ostrowski  Completed  03/01/2018 9:32 AM
- James McGuire  Completed  03/01/2018 2:14 PM
- Paul Rafac  Completed  03/01/2018 2:48 PM
- Kathy Ostrowski  Completed  03/05/2018 12:17 PM
- Public Works Committee  Completed  03/20/2018 9:15 AM
- Finance Committee  Pending  03/27/2018 8:00 AM
- County Board  Pending  03/27/2018 10:00 AM
**Procurement Review Checklist**

**Procurement Services Division**

This form must accompany all Purchase Order Requisitions.

Attach Required Vendor Ethics Disclosure Statement

---

**Vendor:** Olin Chlor Alkali Products and Vineys  
**Vendor #:** 12067  
**Contract:** April 1, 2018 through March 31, 2019  
**Contract Total:** $55,800.00

**Dept:** Public Works  
**Contact:** Jay Dahlberg  
**Phone:** 630-985-7400  
**Assigned Committee:** Public Works

**Description of Procurement/Scope of Work/Background:**  
Sodium hypochlorite for both the Woodridge and Knollwood Wastewater Treatment Facilities for a 1 year period from 4/1/18 through 3/31/19 in the amount of $55,800 per Bid #18-028-JM.

**Reason for Procurement:**  
Sodium hypochlorite is used for plant effluent water disinfection and needs to be supplied to the Woodridge Greene Valley and Knollwood Wastewater Treatment Facilities per IEPA permit regulations.

---

**FUNDING SOURCE**

- [X] Procurement budgeted for (FY and budget code(s)): 2000-2555-52330
- [ ] Budget Transfer (Date)  
- [ ] Add'l Information

---

**DECISION MEMO NOT REQUIRED**

- [X] LOWEST RESPONSIBLE QUOTE # or BID # 18-028-JM (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></td>
<td>2/26/2018</td>
<td>mwx</td>
<td>2/28/2018</td>
<td>FEB 28</td>
<td>pm</td>
</tr>
</tbody>
</table>

---

**REVIEWED BY (Initials Only)**

- [ ] Buyer  
  Date: 3-1-18  
  Procurement Officer
- [ ] Chief Financial Officer  
  (Decision Memos Over $25,000)  
  Date: 3-1-18  
  Chairman's Office  
  (Decision Memos Over $25,000)  
  Date
BID #18-028-JM
FURNISH & DELIVER SODIUM HYPOCHLORITE

BID OPENING DATE: 02/22/18 - 2:00 P.M.

<table>
<thead>
<tr>
<th>RESPONSIBLE BIDS:</th>
<th>UNIT PRICE (per gallon)</th>
<th>TOTAL BID AMOUNT (60,000 gallons)</th>
</tr>
</thead>
<tbody>
<tr>
<td>OLIN CORP. Dba OLIN CHLOR ALKALI PRODUCTS and VINYLIS</td>
<td>$0.93</td>
<td>$55,800.00</td>
</tr>
<tr>
<td>MINERAL MASTERS</td>
<td>$1.00</td>
<td>$60,000.00</td>
</tr>
<tr>
<td>UNIVAR USA, INC.</td>
<td>$1.06</td>
<td>$63,600.00</td>
</tr>
<tr>
<td>ALEXANDER CHEMICAL, a CARUS COMPANY</td>
<td>$1.26</td>
<td>$75,600.00</td>
</tr>
</tbody>
</table>

NON-RESPONSIVE BIDS:
Milport Enterprises, Inc.

BID OPENING ATTENDED BY:
Lisbeth Todner, Olin Chlor Alkali Products & Vinlys
Mike Tracy, Mineral Masters

Joan McAvoy, DuPage County Buyer
Catlyn Hicks, DuPage County Division Assistant

INVITATIONS SENT: 33  POTENTIAL BIDDERS REQUESTING BID DOCUMENTS: 18  TOTAL BID RESPONSES RECEIVED: 4
**Purchase Requisition**

**Procurement Services Division**

---

**Send Purchase Order To:**

<table>
<thead>
<tr>
<th>Vendor:</th>
<th>Olin Chlor Alkali Products and Vinlys</th>
<th>Vendor #:</th>
<th>12067</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn:</td>
<td>Lisbeth Todner</td>
<td>Email:</td>
<td><a href="mailto:lctodner@olin.com">lctodner@olin.com</a></td>
</tr>
<tr>
<td>Address:</td>
<td>1001 W. 31st Street, Suite 200</td>
<td>City:</td>
<td>Downers Grove</td>
</tr>
<tr>
<td>State:</td>
<td>IL</td>
<td>Zip:</td>
<td>60515</td>
</tr>
<tr>
<td>Phone:</td>
<td>630-243-2265</td>
<td>Fax:</td>
<td></td>
</tr>
</tbody>
</table>

**Send Invoices To:**

<table>
<thead>
<tr>
<th>Dept:</th>
<th>DuPage County Public Works</th>
<th>Division:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn:</td>
<td>Accounts Payable</td>
<td>Email:</td>
<td><a href="mailto:pwaccountspayable@dupageco.org">pwaccountspayable@dupageco.org</a></td>
</tr>
<tr>
<td>Address:</td>
<td>7900 S. Route 53</td>
<td>City:</td>
<td>Woodridge</td>
</tr>
<tr>
<td>State:</td>
<td>IL</td>
<td>Zip:</td>
<td>60517</td>
</tr>
<tr>
<td>Phone:</td>
<td>630-985-7400</td>
<td>Fax:</td>
<td>630-985-4802</td>
</tr>
</tbody>
</table>

**Send Payments To:**

<table>
<thead>
<tr>
<th>Dept:</th>
<th>SAME</th>
<th>Division:</th>
<th></th>
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<tbody>
<tr>
<td>Attn:</td>
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<td>City:</td>
<td></td>
</tr>
<tr>
<td>State:</td>
<td>IL</td>
<td>Zip:</td>
<td></td>
</tr>
<tr>
<td>Phone:</td>
<td></td>
<td>Fax:</td>
<td></td>
</tr>
</tbody>
</table>

**Payment Terms:** 
PER 50 ILCS 505/1

**F.O.B.**
Destination

**PO 20 Delivery Date**

**Requisitioner**
Amy Arlowe

**Use for**

<table>
<thead>
<tr>
<th>Contract Administrator</th>
<th>Contract Start Date</th>
<th>Contract End Date</th>
<th>Use for</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Apr 1, 2018</td>
<td>Mar 31, 2019</td>
<td>PO25 only</td>
</tr>
</tbody>
</table>

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**LN** | **Qty** | **UOM** | **Item Detail (Product #)** | **Description** | **FY** | **Dept #** | **Acct #** | **Sub-Accts and/or Activity #** | **Unit Price** | **Extension** |
<table>
<thead>
<tr>
<th></th>
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<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>EA</td>
<td>Sodium hypochlorite for a 1-year period from 4/1/18 through 3/31/19 for the Woodridge and Knollwood Facilities per BID 18-028-JM.</td>
<td></td>
<td>2000</td>
<td>2555</td>
<td>52330</td>
<td>55,800.00</td>
<td>55,800.00</td>
<td>55,800.00</td>
</tr>
</tbody>
</table>

**Requisition Total:** $55,800.00

---

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

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

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

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

Date: 2/21/18
Bid/Contract/PO #: 18-028-JM

Company Name: Olin Chlor Alkali Products & Vinlyks
Company Contact: Mike Jakovich
Contact Phone: 630-243-2265
Contact Email: Lctodnier@olin.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 members, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. The contractor, union or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, "contractor or vendor" includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions.

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

<table>
<thead>
<tr>
<th>Add. Line</th>
<th>Recipient</th>
<th>Donor</th>
<th>Description (e.g. cash, type of item, in-kind services, etc.)</th>
<th>Amount/Value</th>
<th>Date Made</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</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 officials or employees in relation to the contractor bid and shall update such disclosure with any changes that may occur.

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

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

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

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

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

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

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

Authorized Signature: [Redacted]
Printed Name: Mike Jakovich
Title: Director of Caustic
Date: 2/21/18

Attach additional sheets if necessary. Sign each sheet and number each page. Page 1 of 1 (total number of pages)
AWARDING RESOLUTION ISSUED TO
KEMIRA WATER SOLUTIONS, INC. TO
FURNISH AND DELIVER LIQUID FERRIC CHLORIDE
TO THE KNOLLWOOD WASTEWATER FACILITY
(CONTRACT TOTAL AMOUNT: $148,500.00)

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

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of contract purchase order to Kemira Water Solutions, Inc., to purchase and deliver liquid ferric chloride to the Knollwood Wastewater Facility per IEPA regulations.

NOW, THEREFORE BE IT RESOLVED, that requisition covering said, for the purchase and delivery of liquid ferric chloride to be used for phosphorus removal from the treatment process at the Knollwood Wastewater Facility per IEPA regulations for the Public Works Department, for the period April 1, 2018 through March 31, 2019, for the Public Works Department, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division to Kemira Water Solutions, Inc., 4321 W 6th Street, Lawrence, KS 66049 for a contract total amount of $148,500.00 per lowest responsible bid #18-029-JM.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

_____________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

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

**REQUISITION**

This form must accompany all County Purchase Requisitions.

<table>
<thead>
<tr>
<th><strong>NEW PURCHASE ORDER REQUEST</strong></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DATE SUBMITTED</strong></td>
<td><strong>CONTRACT TERM</strong></td>
<td><strong>REQUESTING DEPT.</strong></td>
</tr>
<tr>
<td>March 1, 2018</td>
<td>APRIL 1, 2018 THROUGH MARCH 31, 2019</td>
<td>PUBLIC WORKS</td>
</tr>
<tr>
<td><strong>CONTRACT TOTAL AMOUNT</strong></td>
<td><strong>SOLICITATION METHOD FOR SOURCE SELECTION</strong></td>
<td></td>
</tr>
<tr>
<td>$148,500.00</td>
<td><strong>No Decision Memo Required</strong> Lowest Responsible Bidder - See attached tabulation</td>
<td></td>
</tr>
</tbody>
</table>

**Angela Bendinelli**

Completed 03/01/2018 8:56 AM

**Nick Kottmeyer**

Completed 03/02/2018 8:04 AM

**Kathy Ostrowski**

Completed 03/02/2018 3:38 PM

**James McGuire**

Completed 03/05/2018 11:22 AM

**Paul Rafac**

Completed 03/06/2018 12:04 PM

**Kathy Ostrowski**

Completed 03/09/2018 11:47 AM

**Public Works Committee**

Completed 03/20/2018 9:15 AM

**Finance Committee**

Pending 03/27/2018 8:00 AM

**County Board**

Pending 03/27/2018 10:00 AM
## Purchasing Requisition

### Send Purchase Order To:
- **Vendor:** Kemira Water Solutions, Inc.
  - **Vendor #:**
- **Attn:** Christina Imbrogno
  - **Email:** tima.imbrogno@kemira.com
- **Address:** 4321 W. 6th Street
  - **City:** Lawrence
  - **State:** KS
  - **Zip:** 66049
- **Phone:** 785-842-7424
  - **Fax:** 785-842-2629

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

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

### Payment Terms
- **F.O.B.:**
- **PO 20 Delivery Date:**
- **Requisitioner:** Amy Arlowe
  - **Use for PO25 only**

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

### LN | Qty | UOM | Item Detail (Product #) | Description | FY | Dept # | Acctg Unit | Acct # | Sub-Accts and/or Activity # | Unit Price | Extension |
<table>
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<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>EA</td>
<td>Liquid ferric chloride for the Knollwood Wastewater Treatment Facility or a 1-year period from 4/1/18 through 3/31/19 per BID 18-029-JM.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>148,500.00</td>
<td>148,500</td>
</tr>
</tbody>
</table>

### Requisition Total: $148,500

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

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

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

---

**Attachment:** Kemira Water Solutions - Requisition (PW-P-0085-18 : PW Kemira Water Solutions, Inc.)
### Procurement Review Checklist

**Procurement Services Division**

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

**Vendor:** Kemira Water Solutions, Inc.  
**Vendor #:** 28501

**Contract:** April 1, 2018 through March 31, 2019  
**Total:** $148,500.00

<table>
<thead>
<tr>
<th>Department</th>
<th>Public Works</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact</td>
<td>Jay Dahlberg</td>
</tr>
<tr>
<td>Phone</td>
<td>630-985-7400</td>
</tr>
<tr>
<td>Assigned Committee</td>
<td>Public Works</td>
</tr>
</tbody>
</table>

**Description of Procurement/Scope of Work/Background:**
Furnish and deliver liquid ferric chloride to the Knollwood Wastewater Treatment Facility for a 1-year period from 4/1/18 through 3/31/19 in the amount of $148,500 per Bid #18-029-JM.

**Reason for Procurement:**
Ferric chloride is used to help remove phosphorus from the wastewater treatment process and is needed in order meet the plant effluent phosphorus limit that is required per Illinois EPA regulations.

### Funding Source

- Procurement budgeted for (FY and budget code(s)): 2000-2555-52330
- Budget Transfer (Date) Add'l Information

### Decision Memo Not Required

- LOWEST RESPONSIBLE QUOTE # or BID # 18-029-JM (QUOTE < $25,000, BID ≥ $25,000; attach Tabulation)
- RENEWAL, Enter Bid # ____________________________ ☐ Intergovernmental Agreement
- SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)
- PER 55 ILY 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00 ☐ Public Utility
- PER 55 ILY 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>3/1/2018</th>
<th>Recommended for Approval</th>
<th>3/1/2018</th>
<th>IT Approval, if required</th>
<th>Date</th>
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</table>

### Reviewed By (Initials Only)

<table>
<thead>
<tr>
<th>Buyer</th>
<th>3/5/2018</th>
<th>Procurement Officer</th>
<th>3-5-18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chief Financial Officer (Decision Memos Over $25,000)</td>
<td>2-6-18</td>
<td>Chairman's Office (Decision Memos Over $25,000)</td>
<td>Date</td>
</tr>
</tbody>
</table>
BID #18-029-JM
FURNISH & DELIVER LIQUID FERRIC CHLORIDE

BID OPENING DATE: 02/22/18 - 2:30 P.M.

<table>
<thead>
<tr>
<th>RESPONSIBLE BIDS:</th>
<th>UNIT PRICE (per gallon)</th>
<th>TOTAL BID AMOUNT (110,000 gallons)</th>
</tr>
</thead>
<tbody>
<tr>
<td>KEMIRA WATER SOLUTIONS, INC.</td>
<td>$1.08 (2000-3000 gal deliveries)</td>
<td>$118,800.00</td>
</tr>
<tr>
<td></td>
<td>$1.35 (under 2000 gallons)</td>
<td>$148,500.00</td>
</tr>
<tr>
<td>PVS TECHNOLOGIES</td>
<td>$1.75</td>
<td>$195,800.00</td>
</tr>
<tr>
<td>MINERAL MASTERs</td>
<td>$2.04</td>
<td>$224,400.00</td>
</tr>
</tbody>
</table>

NO BID RESPONSES:
UNIVAR USA, Inc.

BID OPENING ATTENDED BY:
Mike Tracy, Mineral Masters

Joan McAvoy, DuPage County Buyer
Catlyn Hicks, DuPage County Division Assistant

INVITATIONS SENT: 48
POTENTIAL BIDDERS REQUESTING BID DOCUMENTS: 19
TOTAL BID RESPONSES RECEIVED: 3
COUNTY OF DU PAGE, ILLINOIS

BID PRICING

<table>
<thead>
<tr>
<th>CHEMICAL</th>
<th>UNIT OF MEASURE</th>
<th>ESTIMATED ANNUAL QUANTITY (A)</th>
<th>UNIT PRICE (B)</th>
<th>EXTENSION (A x B)</th>
</tr>
</thead>
<tbody>
<tr>
<td>LIQUID FERRIC CHLORIDE</td>
<td>GALLON</td>
<td>110,000 GALLONS</td>
<td>$ 1.08</td>
<td>$ 118,800.00</td>
</tr>
</tbody>
</table>

* 2000 - 3000 gallon deliveries
* Less than 2000 gallon deliveries $1.35/gallon

MINIMUM REQUIRED ORDER NOTIFICATION ________________ DAYS.

TOTAL BID AMOUNT: $ 118,800.00

One hundred eighteen, thousand, eight hundred Dollars and _______ Cents.

The Contractor agrees to provide the goods described in this solicitation and subject, without limitation, to all specifications, terms, and conditions herein contained.

Bidder shall acknowledge receipt of each addendum issued (If applicable) in the space provided on the bid form. (Subject to unit quantity adjustments based upon actual usage)

Signature on File

Commercial Support Manager

(Signature and Title)

CORPORATE SEAL
(If available)

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

Subscribed and sworn to before me this ___ day of February, AD, 20 18

Signature on file
(Notary Public)

My Commission Expires: 10/3/21

[Seal]

Marshak K Copeland
Notary Public State of Kansas
My Apl Expires 10/3/21
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: 2/20/11

Bid/Contract/PO #: 18-029-JM

Company Name: Kemira Water Solutions, Inc.
Company Contact: Christina M. Imbrogno
Contact Phone: (185) 842-7424
Contact Email: kwimbgno bids@kemira.com

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1. Every contractor, union, or vendor that is seeking or has previously obtained a contract, change orders to one (1) or more contracts, or two (2) or more individual contracts with the County resulting in an aggregate amount of $25,000 shall provide to Procurement Services Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor with respect 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.

Check here - If no contributions have been made

<table>
<thead>
<tr>
<th>Add</th>
<th>Recipient</th>
<th>Donor</th>
<th>Description (e.g. cash, type of item, in-kind services, etc.)</th>
<th>Amount/Value</th>
<th>Date Made</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>X</td>
<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 and shall update such disclosure with any changes that may occur.

Check here - If no contacts have been made

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

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

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

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

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

Signature on File

Christina M. Imbrogno
Commercial Support Manager

Date: 2/20/11

Attach additional sheets if necessary. Sign each sheet and number each page. Page of (total number of pages)
AWARDING RESOLUTION ISSUED TO
OZINGA READY MIX CONCRETE, INC.
FOR THE PURCHASE OF CLASS SI CONCRETE
FOR PUBLIC WORKS AND FACILITIES MANAGEMENT
FOR VARIOUS LOCATIONS THROUGHOUT THE COUNTY
(CONTRACT TOTAL AMOUNT: $55,000.00)

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

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of contract purchase order to Ozinga Ready Mix Concrete, Inc. for the purchase of Class SI concrete for Public Works and Facilities Management for various locations throughout the County.

NOW, THEREFORE BE IT RESOLVED, that requisition cover said, for the purchase of Class SI concrete for Public Works and Facilities Management for various locations throughout the County for the period April 1, 2018 through March 31, 2019, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division to Ozinga Ready Mix Concrete, Inc., 18825 Old LaGrange Road, Mokena, IL 60448, for a contract total amount not to exceed $55,000.00 per lowest responsible bid #18-040GV.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

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

PW-P-0086-18

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>DATE SUBMITTED: February 28, 2018</td>
</tr>
<tr>
<td>CONTRACT TOTAL AMOUNT: $55,000.00</td>
</tr>
</tbody>
</table>

SOLICITATION METHOD FOR SOURCE SELECTION

No Decision Memo Required  Lowest Responsible Bidder - See attached tabulation

<table>
<thead>
<tr>
<th>Name</th>
<th>Status</th>
<th>Date Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Angela Bendinelli</td>
<td>Completed</td>
<td>02/28/2018 3:39 PM</td>
</tr>
<tr>
<td>Nick Kottmeyer</td>
<td>Completed</td>
<td>03/01/2018 8:33 AM</td>
</tr>
<tr>
<td>Kathy Ostrowski</td>
<td>Completed</td>
<td>03/01/2018 9:54 AM</td>
</tr>
<tr>
<td>James McGuire</td>
<td>Completed</td>
<td>03/02/2018 10:54 AM</td>
</tr>
<tr>
<td>Paul Rafac</td>
<td>Completed</td>
<td>03/06/2018 12:05 PM</td>
</tr>
<tr>
<td>Kathy Ostrowski</td>
<td>Completed</td>
<td>03/09/2018 12:15 PM</td>
</tr>
<tr>
<td>Public Works Committee</td>
<td>Completed</td>
<td>03/20/2018 9:15 AM</td>
</tr>
<tr>
<td>Finance Committee</td>
<td>Pending</td>
<td>03/27/2018 8:00 AM</td>
</tr>
<tr>
<td>County Board</td>
<td>Pending</td>
<td>03/27/2018 10:00 AM</td>
</tr>
</tbody>
</table>
## Procurement Review Checklist

**Procurement Services Division**
This form must accompany all Purchase Order Requisitions
Attach Required Vendor Ethics Disclosure Statement

<table>
<thead>
<tr>
<th>Vendor: Ozinga Ready Mix Concrete, Inc.</th>
<th>Vendor #: 13068</th>
<th>Contract April 1, 2018 through March 31, 2019</th>
<th>Contract Total: $55,000.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept: Public Works</td>
<td>Contact: Sean Reese</td>
<td>Phone: 630-985-7400</td>
<td>Assigned Committee: Public Works</td>
</tr>
</tbody>
</table>

### Description of Procurement/Scope of Work/Background
Purchasing Class I concrete for the Public Works and Facilities Management Departments for a 1-year period from 4/1/18 through 3/31/19 per Bid #18-040-GV in the amount of $55,000.

### Reason for Procurement
Concrete is needed for driveway and roadway repairs due to various projects, repairs, and routine maintenance of the County owned water and sewer systems as well as for routine repairs at the County Complex and other County Facility locations.

### FUNDING SOURCE
- General Fund

### DECISION MEMO NOT REQUIRED
- LOWEST RESPONSIBLE QUOTE # or BID # 18-040-GV (QUOTE < $25,000, BID ≥ $25,000; attach Tabulation)
- RENEWAL, Enter Bid # ____________________________
- Intergovernmental Agreement
- SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)
- PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00
- Public Utility
- PER 55 ILCS 5/5-1022 'Competitive Bids' (e) 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>
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<tbody>
<tr>
<td>MWK</td>
<td>2/18/2018</td>
<td>MWK</td>
<td>2/28/2018</td>
<td>IT Approval, if required</td>
<td>2/28/2018</td>
</tr>
</tbody>
</table>

### REVIEWED BY (Initials Only)

<table>
<thead>
<tr>
<th>Reviewed By</th>
<th>Date</th>
<th>Reviewed by</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Buyer</td>
<td>3/1/18</td>
<td>Dm</td>
<td>3-2-18</td>
</tr>
<tr>
<td>Chief Financial Officer</td>
<td>3-6-18</td>
<td>Chairman's Office</td>
<td>3-6-18</td>
</tr>
</tbody>
</table>

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

Packet Pg. 773
# BID #18-040-GV
PORTLAND CEMENT CONCRETE
BID OPENING DATE: FEBRUARY 26, 2018
1:00 P.M.

<table>
<thead>
<tr>
<th>ITEMS</th>
<th>UNIT</th>
<th>UNIT PRICE</th>
<th>PLANT LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>CLASS S1 CONCRETE (4.6 BAG MIX)</td>
<td>CY</td>
<td>$192.00</td>
<td>CAROL STEAM MONTGOMERY LEMONT</td>
</tr>
<tr>
<td>CLASS S1 CONCRETE SPECIAL (6.1 BAG MIX)</td>
<td>CY</td>
<td>$196.00</td>
<td>CAROL STEAM MONTGOMERY LEMONT</td>
</tr>
<tr>
<td>HIGH EARLY MIX (PP1)</td>
<td>CY</td>
<td>$206.00</td>
<td>CAROL STEAM MONTGOMERY LEMONT</td>
</tr>
<tr>
<td>CLSM MIX #3</td>
<td>CY</td>
<td>$180.00</td>
<td>CAROL STEAM MONTGOMERY LEMONT</td>
</tr>
<tr>
<td>CONCRETE BLOCKS 2''x2''x6''</td>
<td>EA</td>
<td>$85.00</td>
<td>CAROL STEAM MONTGOMERY LEMONT</td>
</tr>
<tr>
<td>CALCIUM CHLORIDE (1 %)</td>
<td>CY</td>
<td>$4.50</td>
<td>CAROL STEAM MONTGOMERY LEMONT</td>
</tr>
<tr>
<td>RETARDER</td>
<td>CY</td>
<td>$2.00</td>
<td>CAROL STEAM MONTGOMERY LEMONT</td>
</tr>
<tr>
<td>SUPER PLASTICIZER</td>
<td>CY</td>
<td>$9.00</td>
<td>CAROL STEAM MONTGOMERY LEMONT</td>
</tr>
</tbody>
</table>

NON-RESPONSIBLE BIDS:

NO BID RESPONSES:

BID OPENING ATTENDED BY:

Glenda Vasak, DuPage County Buyer
Catlyn Hicks, Division Assistant

| INVITATIONS SENT: | 42 | POTENTIAL BIDDERS REQUESTING BID DOCUMENTS: | 9 | TOTAL BID RESPONSES RECEIVED: | 1 |
# Purchase Requisition

**Procurement Services Division**

**Date:** Feb 27, 2018

**MinuteTraq (IQM2) ID #:** 12127

**Department Req #:** 18213

**RFP, Bid or Quote #:** 18-040-GV

---

### Send Purchase Order To:

- **Vendor:** Ozinga Ready Mix Concrete, Inc.
  - **Vendor #:** 13068
- **Dept:** DuPage County Public Works
- **Division:**
- **Attn:** Paul Winkle, JR
- **Email:**
- **Address:** 18825 Old LaGrange Road
  - **City:** Mokena
  - **State:** IL
  - **Zip:** 60448
- **Phone:** 708-326-4200
  - **Fax:** 708-326-4201

### Send Invoices To:

- **Vendor:** Ozinga Ready Mix Concrete, Inc.
  - **Vendor #:** 13068
- **Dept:** DuPage County Public Works
- **Division:**
- **Attn:** Paul Winkle, JR
- **Email:** pwaccounspayable@dupageco.org
- **Address:** 7900 S. Route 53
  - **City:** Woodridge
  - **State:** IL
  - **Zip:** 60517
- **Phone:** 630-985-7400
  - **Fax:** 630-985-4802

---

### Send Payments To:

- **Vendor:** SAME
  - **Vendor #:** 13068
- **Dept:** SAME
- **Division:**
- **Attn:**
- **Email:**
- **Address:**
- **City:**
  - **State:** IL
  - **Zip:**
- **Phone:**
  - **Fax:**

### Ship To:

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

---

**Payment Terms:**

- **F.O.B.:**
- **PO 20 Delivery Date:**
- **Requisitioner:** Amy Arlowe/Dawn Carbone

**Destination:**

- **Use for PO25 only:** Contract Administrator
  - **Contract Start Date:** Apr 1, 2018
  - **Contract End Date:** Mar 31, 2019

---

### LN | Qty | UOM | Item Detail (Product #) | Description | FY | Dept # | Acctg Unit | Acct # | Sub-Accts and/or Activity # | Unit Price | Extensio
---|---|---|---|---|---|---|---|---|---|---|---|
1 | 1 | EA | **Class SI concrete for the Public Works and Facility Management Departments for a 1-year period from 4/1/18 through 3/31/19 per Bid #18-040-GV** | | 2000 | 2555 | 52270 | 15,000.00 | 15,000c
2 | 1 | EA | | | 2000 | 2665 | 52270 | 10,000.00 | 10,000c
3 | 1 | EA | | | 2000 | 2640 | 55270 | 15,000.00 | 15,000c
4 | 1 | EA | | | 1000 | 1100 | 55270 | 15,000.00 | 15,000c

**Requisition Total:** $55,000c

---

### Header Comments

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

---

### Special Instructions/Comments to Buyer or Approver

(These comments will NOT appear on the Purchase Order):

---

### User Department Internal Notes

(These comments will NOT appear on the Purchase Order):

---

Packet Pg. 775
Required Vendor Ethics Disclosure Statement

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

Bid/Contract/PO #: 

Date: 2-14-18

Company Name: Ozinga Ready Mix Concrete
Company Contact: Paul Winkle
Contact Phone: 763-478-2840
Contact Email: PaulWinkle2@Ozinga.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.

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 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: [Redacted]
Printed Name: Paul Winkle
Title: Vice President of Sales
Date: 2-14-18

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

Page of (total number of pages)
Requisition 25k and over

PW-P-0087-18

AWARDING RESOLUTION ISSUED TO
VULCAN CONSTRUCTION MATERIALS LLC
FOR THE PURCHASE OF
COARSE AND FINE AGGREGATES FOR THE
PUBLIC WORKS DEPARTMENT
(CONTRACT TOTAL AMOUNT: $65,000.00)

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

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of a contract purchase order to Vulcan Construction Materials LLC for the purchase of coarse and fine aggregates for the Public Works Department to use as needed to restore areas throughout the County that are disturbed due to water/sewer main excavations and repairs.

NOW, THEREFORE BE IT RESOLVED, that requisition covering said, for the purchase of coarse and fine aggregates for Public Works, for the period April 1, 2018 through March 31, 2019, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division to Vulcan Construction Materials LLC, 1000 E Warrenville Il 60563, for a contract total amount not to exceed $65,000.00 per lowest responsible bid #18-039GV.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

__________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

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

<table>
<thead>
<tr>
<th>DATE SUBMITTED</th>
<th>CONTRACT TOTAL AMOUNT</th>
<th>CONTRACT TERM</th>
<th>REQUESTING DEPT.</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 28, 2018</td>
<td>$65,000.00</td>
<td>APRIL 1, 2018 THROUGH MARCH 31, 2019</td>
<td>PUBLIC WORKS</td>
</tr>
</tbody>
</table>

SOLICITATION METHOD FOR SOURCE SELECTION

**No Decision Memo Required**  Lowest Responsible Bidder - See attached tabulation

<table>
<thead>
<tr>
<th>Name</th>
<th>Status</th>
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<tbody>
<tr>
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<td>Completed</td>
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<td>Completed</td>
<td>03/02/2018 10:51 AM</td>
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<tr>
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<td>Completed</td>
<td>03/06/2018 12:21 PM</td>
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<tr>
<td>Kathy Ostrowski</td>
<td>Completed</td>
<td>03/09/2018 12:54 PM</td>
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<td>Pending</td>
<td>03/27/2018 8:00 AM</td>
</tr>
<tr>
<td>County Board</td>
<td>Pending</td>
<td>03/27/2018 10:00 AM</td>
</tr>
</tbody>
</table>
## PROCUREMENT REVIEW CHECKLIST

**Procurement Services Division**

This form must accompany all Purchase Order Requisitions

Attach Required Vendor Ethics Disclosure Statement

---

### Vendor Information

<table>
<thead>
<tr>
<th>Vendor: Vulcan Construction Materials LLC</th>
<th>Vendor #: 28390</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept: Public Works</td>
<td>Contact: Sean Reese</td>
</tr>
<tr>
<td></td>
<td>Phone: 630-985-7400</td>
</tr>
<tr>
<td></td>
<td>Assigned Committee: Public Works</td>
</tr>
</tbody>
</table>

### Contract Information

- **Contract Date**: April 1, 2018 through March 31, 2019
- **Contract Total**: $65,000.00

### Description of Procurement/Scope of Work/Background

Coarse and fine aggregates for the Public Works Department for a 1-year period from 4/1/18 through 3/31/19 per Bid #18-039-GV in the amount of $65,000.

### Reason for Procurement

Coarse and fine aggregates are needed to restore areas throughout the County that are disturbed due to water and/or sewer main excavations and repairs.

### FUNDING SOURCE

- Procurement budgeted for (FY and budget code(s)): 2000-2655-52270 / 1000-3200-52270 / 1000-1100-52270

### DECISION MEMO NOT REQUIRED

- LOWEST RESPONSIBLE QUOTE # or BID # 18-039-GV (QUOTE < $25,000, Bid ≥ $25,000; attach Tabulation)
- RENEWAL, Enter Bid # ___________ (Intergovernmental Agreement)
- SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)
- PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00 (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**: ___________ Date: ___________
- **Recommended for Approval**: ___________ Date: ___________
- **IT Approval, if required**: ___________ Date: ___________

### REVIEWED BY (Initials Only)

- **Buyer**: ___________ Date: 3-1-18
- **Chief Financial Officer (Decision Memos Over $25,000)**: ___________ Date: ___________
## COUNTY OF DU PAGE, ILLINOIS
### PROCUREMENT SERVICES DIVISION

**BID #18-039-GV**

**COARSE & FINE AGGREGATES**

**BID OPENING DATE: FEBRUARY 26, 2018**

<table>
<thead>
<tr>
<th>Vendor</th>
<th>FOB Point</th>
<th>Ca-6 Crushed Gravel</th>
<th>Ca-6 Crushed Stone</th>
<th>Ca-7 Crushed Stone</th>
<th>Erosion Protection Seed, Cont &amp; Rock Fill</th>
<th>Fa-1 Sand</th>
<th>Fa-5 Limestone Screenings</th>
<th>Fa-4 Brickearth/Trench Backfill (sand)</th>
<th>Stone Rip-Rap-Class A1</th>
<th>Stone Rip-Rap-Class A3</th>
<th>Stone Rip-Rap-Class A4</th>
<th>CS-01 4&quot; Stone</th>
<th>Ca-16 38 Chip Stone</th>
<th>Permeable Materials</th>
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<tr>
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<td>WHEATON</td>
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<td>$15.05</td>
<td>$19.00</td>
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<tr>
<td>MARCOTT ENTERPRISES, INC</td>
<td>BLUFF CITY</td>
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<tr>
<td>MARCOTT ENTERPRISES, INC</td>
<td>KANEVILLE</td>
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<td>NO BID</td>
<td>NO BID</td>
<td>NO BID</td>
<td>NO BID</td>
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</tr>
<tr>
<td>VULCAN MATERIALS COMPANY</td>
<td>WHEATON</td>
<td>NO BID</td>
<td>$12.91</td>
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<td>$36.06</td>
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<td>BARTLETT</td>
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<td>$9.15</td>
<td>$14.75</td>
<td>$33.00</td>
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<td>NO BID</td>
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<td>NO BID</td>
<td>NO BID</td>
<td>$33.00</td>
<td>$9.75</td>
<td>NO BID</td>
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<tr>
<td>VULCAN MATERIALS COMPANY</td>
<td>BARBERS CORNERS</td>
<td>NO BID</td>
<td>$6.85</td>
<td>$11.25</td>
<td>$29.00</td>
<td>NO BID</td>
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<td>NO BID</td>
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<td>$29.00</td>
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</tr>
<tr>
<td>VULCAN MATERIALS COMPANY</td>
<td>KANEVILLE</td>
<td>NO BID</td>
<td>NO BID</td>
<td>NO BID</td>
<td>NO BID</td>
<td>NO BID</td>
<td>NO BID</td>
<td>NO BID</td>
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<td>NO BID</td>
<td>NO BID</td>
<td>NO BID</td>
<td>NO BID</td>
<td>NO BID</td>
</tr>
</tbody>
</table>

**INV SENT- 21**

**PLANHOLDERS- 7**

**TOTAL BIDS RECEIVED- 2**
**Purchase Requisition**  
**Procurement Services Division**

**Send Purchase Order To:**  
Vendor: Vulcan Construction Materials LLC  
Vendor #: 22390  
Attn: Ali Jones  
Email: jonesal@vmemail.com  
Address: 1000 E. Warrenville Road, Suite 100  
City: Naperville  
State: IL  
Zip: 60563  
Phone: 630-955-8580  
Fax: 630-955-4453

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

**Send Payments To:**  
Vendor: SAME  
Vendor #: 22390  
Attn:  
Email:  
Address:  
City:  
State: IL  
Zip:  
Phone:  
Fax:  

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

**Description**: Coarse and fine aggregates used in restoration or water/sewer main excavations for a 1-year period from 4/1/18 through 3/31/19 per Bid #18-039-GV

<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></td>
<td>Coarse and fine aggregates used in restoration or water/sewer main excavations for a 1-year period from 4/1/18 through 3/31/19 per Bid #18-039-GV</td>
<td>2000</td>
<td>2665</td>
<td>52270</td>
<td>45,000.00</td>
<td>45,000.00</td>
<td></td>
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<td>1</td>
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<td>1000</td>
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<td>1100</td>
<td>55270</td>
<td>10,000.00</td>
<td>10,000.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Requisition Total**: $65,000.00

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

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

**User Department Internal Notes**: (these comments will NOT appear on the Purchase Order):
COUNTY OF DU PAGE, ILLINOIS

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: 2-23-18
Bid/Contract/PO #: 18-039-CN

Company Name: Vulcan Construction Materials, Inc
Contact Phone: 224-242-6099
Company Contact: Jeff Jones
Contact Email: jonesai@v.ulcemail.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>Add Line</th>
<th>Recipient</th>
<th>Donor</th>
<th>Description (e.g. cash, type of item, in-kind services, etc.)</th>
<th>Amount/Value</th>
<th>Date Made</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
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</tr>
<tr>
<td>X</td>
<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>Add Line</th>
<th>Lobbyists, Agents and Representatives and all individuals who are or will be having contact with county officers or employees in relation to the contract or bid</th>
<th>Telephone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

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

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

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

Authorized Signature: [Redacted]
Printed Name: James T. Kelley
Title: VP/GM - Illinois
Date: 2/23/18

Attach additional sheets if necessary. Sign each sheet and number each page. Page 21 of (total number of pages)
Requisition 25k and over

PW-P-0088-18

AWARDING RESOLUTION ISSUED TO
ALEXANDER CHEMICAL CORPORATION
TO FURNISH AND DELIVER CALCICUM NITRATE
FOR THE KNOLLWOOD WASTEWATER FACILITY
(CONTRACT TOTAL AMOUNT: $38,340.00)

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

WHEREAS, the Public Works Committee recommends County Board approval for the issuance of contract purchase order to Alexander Chemical Corporation to furnish and deliver calcium nitrate for the Knollwood Wastewater Treatment Facility.

NOW, THEREFORE BE IT RESOLVED, that Contract Purchase Order covering said, to furnish and deliver calcium nitrate for the Knollwood Wastewater Treatment Facility,

for the Public Works Department, for the period April 1, 2018 through March 31, 2019, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Division to Alexander Chemical Corporation, 315 Fifth Street, Peru, Illinois 61354, for a contract total amount of $38,340.00 per lowest responsible bid #18-030-JM.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

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

**REQUISITION**

This form must accompany all County Purchase Requisitions.

<table>
<thead>
<tr>
<th>DATE SUBMITTED</th>
<th>CONTRACT TOTAL AMOUNT</th>
<th>CONTRACT TERM</th>
<th>REQUESTING DEPT.</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 1, 2018</td>
<td>$38,340.00</td>
<td>APRIL 1, 2018 THROUGH MARCH 31, 2019</td>
<td>PUBLIC WORKS</td>
</tr>
</tbody>
</table>

**SOLICITATION METHOD FOR SOURCE SELECTION**

No Decision Memo Required  Lowest Responsible Bidder - See attached tabulation

- Angela Bendinelli  Completed  03/01/2018 12:22 PM
- Nick Kottmeyer    Completed  03/02/2018 8:05 AM
- Kathy Ostrowski   Completed  03/02/2018 3:27 PM
- James McGuire     Completed  03/05/2018 11:23 AM
- Paul Rafac        Completed  03/06/2018 12:03 PM
- Kathy Ostrowski   Completed  03/09/2018 12:44 PM
- Public Works Committee Completed  03/20/2018 9:15 AM
- Finance Committee Pending  03/27/2018 8:00 AM
- County Board      Pending  03/27/2018 10:00 AM
## Procurement Review Checklist

### Procurement Services Division

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

<table>
<thead>
<tr>
<th>Vendor:</th>
<th>Alexander Chemical Corporation</th>
<th>Vendor #:</th>
<th>10010</th>
<th>Contract: April 1, 2018 through March 31, 2019</th>
<th>Contract Total: $38,340.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept:</td>
<td>Public Works</td>
<td>Contact:</td>
<td>Jay Dahlberg</td>
<td>Phone: 630-985-7400</td>
<td>Assigned Committee: Public Works</td>
</tr>
</tbody>
</table>

### Description of Procurement/Scope of Work/Background
Furnish and deliver calcium nitrate to the Knollwood Wastewater Treatment Facility for a 1-year period from 4/1/18 through 3/31/19 in the amount of $38,340 per Bid #18-030-JM.

### Reason for Procurement
Calcium nitrate is a chemical used to control hydrogen sulfate gas odor within the Knollwood Interceptor. During the summer months hydrogen sulfate gas accumulates in the Knollwood Far East Interceptor. Hydrogen sulfate is very odorous and has the potential to adversely affect adjacent residents. When hydrogen sulfate mixes with the moisture within the interceptor, hydrochloric acid is formed and can be corrosive to collection system infrastructure.

### FUNDING SOURCE
- [X] Procurement budgeted for (FY and budget code(s)): 2000-2555-52330
- [ ] Budget Transfer (Date): Add'l Information

### DECISION MEMO NOT REQUIRED
- [X] LOWEST RESPONSIBLE QUOTE # or BID # 18-030-JM (QUOTE < $25,000, BID ≥ $25,000; attach Tabulation)
- [ ] RENEWAL, Enter Bid # ____________________________  Intergovernmental Agreement
- [ ] SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)
- [ ] PER 55 IILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00  Public Utility
- [ ] PER 55 IILCS 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 (4-106) and 50 IILCS 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>Mark</th>
<th>Date</th>
<th>Mark</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>3/1/2018</td>
<td></td>
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Prepared By

Recommended for Approval

IT Approval, if required

### REVIEWED BY (Initials Only)

<table>
<thead>
<tr>
<th>Buyer</th>
<th>Date</th>
<th>Procurement Officer</th>
<th>Date</th>
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<tbody>
<tr>
<td></td>
<td>3/6/18</td>
<td></td>
<td>3/5/18</td>
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Chief Financial Officer:

(Decision Memos Over $25,000)

Date

Chairman's Office:

(Decision Memos Over $25,000)

Date
**Purchase Requisition**

**Procurement Services Division**

---

**Send Purchase Order To:**

<table>
<thead>
<tr>
<th>Vendor: Alexander Chemical</th>
<th>Vendor #:</th>
<th>Dept: DuPage County Public Works</th>
<th>Division:</th>
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</thead>
<tbody>
<tr>
<td>Attn: Samantha Pumo</td>
<td>Email: <a href="mailto:samantha.pumo@caruscorporation.com">samantha.pumo@caruscorporation.com</a></td>
<td>Attn: Accounts Payable</td>
<td>Email: <a href="mailto:pwaccountspayable@dupageco.org">pwaccountspayable@dupageco.org</a></td>
</tr>
<tr>
<td>Address: 315 Fifth Street</td>
<td>Address: 7900 S. Route 53</td>
<td>Room:</td>
<td></td>
</tr>
<tr>
<td>City: Peru</td>
<td>State: IL</td>
<td>Zip: 61354</td>
<td></td>
</tr>
<tr>
<td>Phone: 800-435-6856</td>
<td>Fax: 815-224-6697</td>
<td></td>
<td></td>
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</table>

**Send Invoices To:**

<table>
<thead>
<tr>
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<th>Vendor:</th>
<th>Dept:</th>
<th>Division:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn:</td>
<td>Email:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Address:</td>
<td>State: IL</td>
<td>Zip: 61354</td>
<td></td>
</tr>
<tr>
<td>Phone:</td>
<td>Fax:</td>
<td></td>
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</tbody>
</table>

**Send Payments To:**

<table>
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<tr>
<th>Send Payments To:</th>
<th>Vendor: SAME</th>
<th>Dept: SAME</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attn:</td>
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<tr>
<td>Address:</td>
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<td>Zip:</td>
</tr>
<tr>
<td>Phone:</td>
<td>Fax:</td>
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**Ship To:**

<table>
<thead>
<tr>
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<th>Division:</th>
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</thead>
<tbody>
<tr>
<td>Attn:</td>
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<tr>
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<td>State: IL</td>
<td>Zip:</td>
</tr>
<tr>
<td>Phone:</td>
<td>Fax:</td>
<td></td>
</tr>
</tbody>
</table>

**Payment Terms**

PER 50 ILCS 505/1

**F.O.B.**

**PO 20 Delivery Date**

**Requisitioner**

**Use for PO25 only**

**Contract Administrator**

**Contract Start Date**

**Contract End Date**

Amy Arlowe

---

<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>Calcium Nitrate for the Knollwood Wastewater Treatment Facility for a 1-year period from 4/1/18 through 3/31/19 per BID 18-030-JM.</td>
<td>2000</td>
<td>2555</td>
<td>52330</td>
<td></td>
<td></td>
<td>38,340.00</td>
<td>38,340.00</td>
<td></td>
</tr>
</tbody>
</table>

**Requisition Total** $38,340.00

---

**Header Comments**

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

---

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

(These comments will NOT appear on the Purchase Order):

---

**User Department Internal Notes**

(These comments will NOT appear on the Purchase Order):

---

**Packet Pg. 786**
COUNTY OF DU PAGE, ILLINOIS

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: February 20, 2018
Bid/Contract/PO #: 18-030-JM

Company Name: Alexander Chemical Corporation, A Carus Company
Contact Phone: 800-435-6686
Company Contact: Samantha Pumo/Bid Specialist
Contact Email: bids@caruscorporation.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 of 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>Add Line</th>
<th>Recipient</th>
<th>Donor</th>
<th>Description (e.g. cash, type of item, in-kind services, etc.)</th>
<th>Amount/Value</th>
<th>Date Made</th>
</tr>
</thead>
<tbody>
<tr>
<td>x</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>x</td>
<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>Add Line</th>
<th>Lobbyists, Agents and Representatives and all individuals who are or will be having contact with county officers or employees in relation to the contract or bid</th>
<th>Telephone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>x</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>x</td>
<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
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- Annual disclosure for multi-year contracts on the anniversary of said contract
- With any request for change order except those issued by the county for administrative adjustments

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

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

Authorized Signature

Signature on file

Printed Name: Unio J. Kuzy
Title: President/CEO
Date: February 20, 2018

Attach additional sheets if necessary. Sign each sheet and number each page.
Page 1 of 1 (total number of pages)
COUNTY OF DU PAGE, ILLINOIS
PROCUREMENT SERVICES DIVISION
BID TABULATION ADVICE

BID #18-030-JM
FURNISH & DELIVER CALCIUM NITRATE

BID OPENING DATE: 02/22/18 - 3:00 P.M.

<table>
<thead>
<tr>
<th>RESPONSIBLE BIDS:</th>
<th>UNIT PRICE (per gallon)</th>
<th>TOTAL BID AMOUNT (18,000 gallons)</th>
</tr>
</thead>
<tbody>
<tr>
<td>ALEXANDER CHEMICAL, a CARUS COMPANY</td>
<td>$ 2.13</td>
<td>$ 38,340.00</td>
</tr>
<tr>
<td>EVOQUA WATER TECHNOLOGIES</td>
<td>$ 2.246</td>
<td>$ 40,428.00</td>
</tr>
<tr>
<td>MINERAL MASTERS</td>
<td>$ 2.65</td>
<td>$ 47,700.00</td>
</tr>
</tbody>
</table>

NO BID RESPONSE:
Univar USA, Inc.

BID OPENING ATTENDED BY:
Mike Tracy, Mineral Masters
Joan McAvoy, DuPage County Buyer
Catlyn Hicks, DuPage County Division Assistant

| INVITATIONS SENT: | 43 | POTENTIAL BIDDERS REQUESTING BID DOCUMENTS: | 19 | TOTAL BID RESPONSES RECEIVED: | 3 |

Attachment: Alexander Chemical - Bid Pricing 18-030-JM (PW-P-0088-18 : PW Alexander Chemical)
# COUNTY OF DU PAGE, ILLINOIS
## BID PRICING

<table>
<thead>
<tr>
<th>CHEMICAL</th>
<th>UNIT OF MEASURE</th>
<th>ESTIMATED ANNUAL QUANTITY (A)</th>
<th>UNIT PRICE (B)</th>
<th>EXTENSION (A x B)</th>
</tr>
</thead>
<tbody>
<tr>
<td>66% CALCIUM NITRATE</td>
<td>GALLON</td>
<td>18,000 GALLONS</td>
<td>$ 2.13</td>
<td>$ 38,340.00</td>
</tr>
</tbody>
</table>

**MINIMUM REQUIRED ORDER NOTIFICATION:** 2 - 3 DAYS

**TOTAL BID AMOUNT:** $ 38,340.00

Thirty-eight thousand three hundred Dollars and no Cents.

The Contractor agrees to provide the goods described in this solicitation and subject, without limitation, to all specifications, terms, and conditions herein contained.

Bidder shall acknowledge receipt of each addendum issued (if applicable) in the space provided on the bid form. (Subject to unit-quantity adjustments based upon actual usage)

**Signature on File**

(Signature and Title) David J Kuzy/President, CEO

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

Subscribed and sworn to before me this 20th day of February, AD, 2018

**Signature on File**

(Notary Public)
Resolution

TE-R-0084-18

TE-R-0084A-18

ACCEPTANCE OF REVISIONS TO THE INTERGOVERNMENTAL AGREEMENT BETWEEN THE VILLAGE OF CAROL STREAM AND THE COUNTY OF DU PAGE FOR SERVER CO-LOCATION

WHEREAS, the County of DuPage ("COUNTY") has entered into an Intergovernmental Agreement ("AGREEMENT") with the Village of Carol Stream ("VILLAGE") to seek reciprocal use of each other's network server room as a backup location pursuant to Resolution TE-R-0084-18; and

WHEREAS, there exists the need to amend the Agreement between the County and the Village; and

WHEREAS, the Agreement shall be amended effective upon the execution of the attached Revision Number One to the Agreement; and

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

NOW, THEREFORE BE IT RESOLVED, by the DuPage County Board that the attached Revision Number One to the Agreement be and are hereby accepted.

BE IT FURTHER RESOLVED, that the County Clerk be directed to transmit certified copies of this Resolution and attached to the Village Clerk, Village of Carol Stream, 500 N. Gary Avenue, Carol Stream, IL 60188, and Conor McCarthy, State's Attorney's office.

Enacted and approved this 27th day of February, 2018 at Wheaton, Illinois.

________________________________
DANIEL J. CRONIN, CHAIRMAN
DUPAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
INTERGOVERNMENTAL AGREEMENT BETWEEN THE COUNTY OF DUPAGE AND THE VILLAGE OF CAROL STREAM FOR INFORMATION TECHNOLOGY SERVER CO-LOCATION

THIS INTERGOVERNMENTAL AGREEMENT (the "Agreement") is made this _____ day of ____________, 201_, by and among the COUNTY OF DUPAGE, an Illinois municipal corporation?? (hereinafter referred to as “DuPage County”), and the Village of Carol Stream, an Illinois municipal corporation (hereinafter referred to as “Carol Stream”). DuPage County and Carol Stream are herein jointly referred to as the “Parties”.

WITNESSETH:

WHEREAS, DuPage County is a body corporate and politic pursuant to 55 ILCS 5/5-1001 and is a unit of local government as defined within Article VII, Section 1 of the Constitution of the State of Illinois; and

WHEREAS, the Village of Carol Stream is an Illinois home rule municipal corporation, and a unit of local government as defined within Article VII, Section 1 of the Constitution of the State of Illinois; and

WHEREAS, Article VII, Section 10 of the Constitution of the State of Illinois authorizes units of local government to contract and associate among themselves to obtain or share services and to exercise, combine, or transfer any power or function, in any manner not prohibited by law or ordinance; and

WHEREAS, under said Constitutional provision, participating units of local government may use their credit, revenues, and other resources to pay costs related to intergovernmental activities; and

WHEREAS, the Intergovernmental Cooperation Act, as amended (5 ILCS 220/1, et seq.) authorizes units of local government to exercise, combine, transfer, and enjoy jointly any power or powers, privileges, functions, or authority exercised or which may be exercised by any one of them, and to enter into intergovernmental agreements for that purpose; and

WHEREAS, DuPage County and Carol Stream, respectively, currently owns, maintains and operates network server rooms complete with physical access controls, unfiltered power, and available Internet access outside of their respective private networks; and

WHEREAS, DuPage County and Carol Stream are seeking reciprocal use of each other’s network server room as a backup location for the installation and operation of a backup system for their respective private networks; and

WHEREAS, Carol Stream has chosen a backup location, but DuPage County has not; and
WHEREAS, DuPage County and Carol Stream have no objection to the aforementioned use of its respective network server room, in accordance with the terms and conditions of this Intergovernmental Agreement (the “Agreement”); and

NOW, THEREFORE, pursuant to statutory authority and their powers of intergovernmental cooperation, it is agreed by and among the parties hereto as follows:

SECTION 1. Recitals Incorporated. The foregoing recitals shall be and are hereby incorporated into and made a part of this Agreement.

SECTION 2. Access. Each hosting Party will allow the other to access the designated server room by appointment only during normal business hours to access the co-located equipment. It is expressly understand that said server room co-location shall only be used for backup purposes in the event that the main server fails. Only the Backup Party’s employees will be provided limited, agreed upon access to its equipment. The Backup Party’s employees will be required to provide identification and sign in at the front desk. In the event of an after hours failure, the Backup Party’s employees will contact the Hosting Party’s on call staff to arrange access to the server room. The Hosting Party shall provide after-hours access to the server room within two (2) hours of notification of an after-hours failure by the Backup Party. The Hosting Party shall provide the Backup Party with up to date contact information for on call staff.

SECTION 3. Equipment. DuPage County will allow Carol Stream to network equipment (hereinafter the “Carol Stream Equipment”) to the server room located 421 N. County Farm Road, Wheaton, Illinois (hereinafter the “Server Room Site”), subject to said installation and connections taking place as directed by and under the supervision of DuPage County. Said Carol Stream Equipment shall remain the property of Carol Stream and upon termination of this Agreement Carol Stream shall remove the Carol Stream Equipment. Carol Stream shall be solely responsible for installing and making any necessary repairs to the Carol Stream Equipment.

Carol Stream will allow DuPage County to install its network equipment (hereinafter the “DuPage Equipment”) in the Carol Stream server room located 500 N. Gary Avenue, Carol Stream, Illinois, subject to said installation and connections taking place as directed by and under the supervision of Carol Stream. All DuPage County Equipment shall remain the property of DuPage County and upon termination of this Agreement DuPage County shall remove the DuPage County Equipment. DuPage County shall be solely responsible for installing and making any necessary repairs to the DuPage County Equipment.

SECTION 4. Internet Access. The Parties agree that each shall install and employ its own data circuits, independent of the hosting parties’ data circuits.

SECTION 5. Fees or Costs. There is not anticipated to be any fees or costs incurred through this agreement. Any and all fees or costs shall be the responsibility of the party incurring said fees.
SECTION 6. Maintenance. Each Party agrees to maintain its own Server Room at its sole cost and expense. The hosting Party shall also be responsible for providing unfiltered power to the Backup Party’s equipment, at no cost to the Backup Party.

SECTION 7. Insurance.

Each Party hereby represents and warrants that it will possess and will maintain at all times during the term of this Agreement insurance coverage for contractual liabilities, and blanket excess insurance coverage, providing comprehensive liability coverage in an aggregate amount not less than $2,000,000 pursuant to the provisions of a self-insurance pool agreement or a comprehensive general liability insurance policy and a blanket excess insurance policy during the terms of usage by each party. Each party shall take all actions necessary to keep such insurance coverage in full force and effect, from time to time. A failure to keep such insurance coverage in continuing effect shall result in an automatic suspension of the right to use the location for back up purposes pursuant to this Agreement. Such suspension shall be automatically lifted when insurance coverage is in effect. Not later than fifteen (15) days before beginning the use of the premises pursuant to this Agreement, the backup party shall deliver or cause to be delivered to hosting party, a satisfactory and current certificate or certificates of insurance showing the required coverages and the effective dates for such coverage, which certificate or certificates shall contain a limitation that the insurance coverage may not be modified, revoked or canceled except after ten (10) days prior written notice served on the hosting party. In each subsequent year, and upon written request, a certificate or certificates evidencing renewal or replacement of the insurance policy, or policies, or of the coverage provided by the self-insurance pool agreement required above shall be delivered to the hosting party no later than the date of expiration of the then current certificate or certificates.

SECTION 8. Hold Harmless and Indemnification. The Parties agree to, indemnify the other, and its elected and appointed officials, attorneys, employees and agents, and hold them harmless from any claim, injury, or loss, no matter how sustained allegedly, arising out of or related in any way to the provision of network operations by the Hosting Party, and the use of, the misuse of, or the disruption or failure of network operations of the Backup party pursuant to this Agreement.

SECTION 9. Termination. Either party may terminate this Agreement by providing at least sixty (60) days written notice to the other Party. Equipment installed pursuant to this Agreement shall be removed within the sixty (60) day notice period.

SECTION 10. Notices. Written notices required pursuant to this Agreement and all other correspondence between the parties shall be directed to the following and shall be deemed received when hand-delivered or three (3) days after being sent by certified mail, return receipt requested:

DuPage County: Donald Carlsen, CIO
421 N. County Farm Road
IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date herein above written.

[Signature Page to Follow]
INTERGOVERNMENTAL AGREEMENT BETWEEN THE COUNTY OF DUPAGE AND THE VILLAGE OF CAROL STREAM FOR INFORMATION TECHNOLOGY SERVER CO-LOCATION

THIS INTERGOVERNMENTAL AGREEMENT (the "Agreement") is made this _____ day of __________, 201_, by and among the COUNTY OF DUPAGE, an Illinois municipal corporation?? (hereinafter referred to as “DuPage County”), and the Village of Carol Stream, an Illinois municipal corporation (hereinafter referred to as “Carol Stream”). DuPage County and Carol Stream are herein jointly referred to as the “Parties”.

WITNESSETH:

WHEREAS, DuPage County is a body corporate and politic pursuant to 55 ILCS 5/5-1001 and is a unit of local government as defined within Article VII, Section 1 of the Constitution of the State of Illinois; and

WHEREAS, the Village of Carol Stream is an Illinois home rule municipal corporation, and a unit of local government as defined within Article VII, Section 1 of the Constitution of the State of Illinois; and

WHEREAS, Article VII, Section 10 of the Constitution of the State of Illinois authorizes units of local government to contract and associate among themselves to obtain or share services and to exercise, combine, or transfer any power or function, in any manner not prohibited by law or ordinance; and

WHEREAS, under said Constitutional provision, participating units of local government may use their credit, revenues, and other resources to pay costs related to intergovernmental activities; and

WHEREAS, the Intergovernmental Cooperation Act, as amended (5 ILCS 220/1, et seq.) authorizes units of local government to exercise, combine, transfer, and enjoy jointly any power or powers, privileges, functions, or authority exercised or which may be exercised by any one of them, and to enter into intergovernmental agreements for that purpose; and

WHEREAS, DuPage County and Carol Stream, respectively, currently owns, maintains and operates network server rooms complete with physical access controls, unfiltered power, and available Internet access outside of their respective private networks; and

WHEREAS, DuPage County and Carol Stream are seeking reciprocal use of each other’s network server room as a backup location for the installation and operation of a backup system for their respective private networks; and

WHEREAS, Carol Stream has chosen a backup location, but DuPage County has not; and
WHEREAS, DuPage County and Carol Stream have no objection to the aforementioned use of its respective network server room, in accordance with the terms and conditions of this Intergovernmental Agreement (the “Agreement”); subject to certain terms and conditions; and

WHEREAS, DuPage County is a body corporate and politic pursuant to 55 ILCS 5/5-1001 and has certain powers which it is exercising.

NOW, THEREFORE, pursuant to statutory authority and their powers of intergovernmental cooperation, it is agreed by and among the parties hereto as follows:

SECTION 1. Recitals Incorporated. The foregoing recitals shall be and are hereby incorporated into and made a part of this Agreement.

SECTION 2. Access. Each hosting Party will allow the other to access the designated server room by appointment only during normal business hours to access the co-located equipment. It is expressly understand that said server room co-location shall only be used for backup purposes in the event that the main server fails. Only the other Party’s employees will be provided limited, agreed upon access to its equipment. The Backup Party’s employees will be required to provide identification and sign in at the front desk. In the event of an after hours failure, the other Party’s employees will contact the on call staff to arrange access to the server room. The Hosting Party shall provide after-hours access to the server room within two (2) hours of notification of an after-hours failure by the Backup Party. The Hosting Party shall provide the Backup Party with up to date contact information for on call staff.

SECTION 3. Equipment. DuPage County will allow Carol Stream to network equipment (hereinafter the “Carol Stream Equipment”) to the server room located 421 N. County Farm Road, Wheaton, Illinois (hereinafter the “Server Room Site”), subject to said installation and connections taking place as directed by and under the supervision of DuPage County. Said Carol Stream Equipment shall remain the property of Carol Stream and upon termination of this Agreement Carol Stream shall remove the Carol Stream Equipment. Carol Stream shall be solely responsible for installing and making any necessary repairs to the Carol Stream Equipment.

Carol Stream will allow DuPage County to install its network equipment (hereinafter the “DuPage Equipment”) in the Carol Stream server room located 500 N. Gary Avenue, Carol Stream, Illinois, subject to said installation and connections taking place as directed by and under the supervision of Carol Stream. All DuPage County Equipment shall remain the property of DuPage County and upon termination of this Agreement DuPage County shall remove the DuPage County Equipment. DuPage County shall be solely responsible for installing and making any necessary repairs to the DuPage County Equipment.

SECTION 4. Internet Access. The Parties agree that each shall install and employ its own data circuits, independent of the hosting parties’ data circuits.
SECTION 5. Fees or Costs. There is not anticipated to be any fees or costs incurred through this agreement. Any and all fees or costs shall be the responsibility of the party incurring said fees.

SECTION 6. Maintenance. The Parties Each Party agrees to maintain its own Server Room at its sole cost and expense. The hosting Party shall also be responsible for providing unfiltered power to the others' Backup Party's equipment, at no cost to the Backup Party.

SECTION 7. Insurance. Both parties Each Party hereby represents and warrants that each it will possesses and will continue to possess maintain at all times during the term of this Agreement insurance coverage for contractual liabilities, and blanket excess insurance coverage, providing comprehensive liability coverage in an aggregate amount not less than $2,000,000 pursuant to the provisions of a self-insurance pool agreement or a comprehensive general liability insurance policy and a blanket excess insurance policy during the terms of usage by each party. Each party shall take all actions necessary to keep such insurance coverage in full force and effect, from time to time. A failure to keep such insurance coverage in continuing effect shall result in an automatic suspension of the right to use the location for back up purposes pursuant to this Agreement. Such suspension shall be automatically lifted when insurance coverage is in effect. Not later than fifteen (15) days before beginning the use of the premises pursuant to this Agreement, the backup party shall deliver or cause to be delivered to hosting party, a satisfactory and current certificate or certificates of insurance showing the required coverages and the effective dates for such coverage, which certificate or certificates shall contain a limitation that the insurance coverage may not be modified, revoked or canceled except after ten (10) days prior written notice served on the hosting party. In each subsequent year, and upon written request, a certificate or certificates evidencing renewal or replacement of the insurance policy, or policies, or of the coverage provided by the self-insurance pool agreement required above shall be delivered to the hosting party no later than the date of expiration of the then current certificate or certificates.

SECTION 8. Hold Harmless and Indemnification. The Parties agree to, indemnify the other, and its elected and appointed officials, attorneys, employees and agents, and hold them harmless from any claim, injury, or loss, no matter how sustained allegedly, arising out of or related in any way to the provision of network operations by the Hosting Party, and the use of, the misuse of, or the disruption or failure of network operations of the Backup party pursuant to this Agreement.

SECTION 9. Termination. Either party may terminate this Agreement by providing at least sixty (60) days written notice to the other Party. Equipment installed pursuant to this Agreement shall be removed within the sixty (60) day notice period.

SECTION 10. Notices. Written notices required pursuant to this Agreement and all other correspondence between the parties shall be directed to the following and shall be deemed...
received when hand-delivered or three (3) days after being sent by certified mail, return receipt requested:

DuPage County: Donald Carlsen, CIO
421 N. County Farm Road
Wheaton, IL  60187

With a copy to: DuPage County State’s Attorney’s Office
503 N. County Farm Road
Wheaton, IL  60187

Carol Stream: Frank Saverino, Mayor
500 N. Gary Avenue
Carol Stream, IL  60188

With Copies to: Carol Stream IT Director
500 N. Gary Avenue
Carol Stream, IL  60188

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date herein above written.

[Signature Page to Follow]

VILLAGE OF CAROL STREAM                              COUNTY OF DUPAGE

_________________________________________  __________________________________
Village President Frank Saverino    Daniel Cronin
Mayor                              County Board Chairman

ATTEST:                                              ATTEST:

_________________________________________  __________________________________
Laura Czarnecki        Paul Hinds
Village Clerk         County Clerk
Other Action Item
17-18-412
TE-P-0452B-17

AMENDMENT
TO RESOLUTION TE-P-0452A-17
COUNTY CONTRACT 2875-0001-SERV
ISSUED TO BMC SOFTWARE, INC.
FOR ANNUAL SOFTWARE LICENSING AND SUPPORT
(INCREASE ENCUMBRANCE $28,488.37, AN INCREASE OF 25.87%)

WHEREAS, County Resolution TE-P-0452-17 was approved and adopted by the County Board on November 14, 2017; and

WHEREAS, the Technology Committee recommends changes as stated in the Change Order Notice to increase County Contract 2875-0001 SERV issued to BMC Software, Inc., in the amount $28,488.37, to cover the costs of additional processing task volume to the software license, for Information Technology, resulting in an amended contract total of $138,602.82, an increase of 25.87%.

NOW, THEREFORE BE IT RESOLVED, that County Board adopts the Change Order Notice to increase County Contract 2875-0001-SERV in the amount of $28,488.37 to cover the costs of additional processing task volume to the software license, issued to BMC Software, Inc., resulting in an amended contract total of $138,602.82, an increase of 25.87%.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

______________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
Decision Memo
Procurement Services Division
This form is required for all Professional Service Contracts over $25,000
and as otherwise required by the Procurement Review Checklist.

Date: Mar 12, 2018
MinuteTraq (IQM2) ID #: 12244
Department Requisition #: ______________________

Requesting Department: Information Technology
Contact Email: greg.smith@dupageco.org
Vendor Name: BMC Software, Inc.

Department Contact: Greg Smith
Contact Phone: 630.407.5023
Vendor #: 11022

Action Requested - Identify the action to be taken and the total cost; for instance, approval of new contract, renew contract, increase contract, etc.
Add additional processing task volume to software license. Costs for additional functionality will be added to the existing payment schedule and paid on an annual basis per the 36 month contract.

Summary Explanation/Background - Provide an executive summary of the action. Explain why it is necessary and what is to be accomplished.
Control-M automated job scheduling software has been in use for more than 10 years and is integral to IT Operations’ daily, nightly, weekend, and unattended shifts protocols. The vendor re-engineered all customer software licensing in 2017 where they changed the way task volume (i.e. number of batch jobs executed in a 24 hour period) is licensed. Task volume is now licensed in increments of 100 therefore at the time of renewal on 12/01/2017, we took a conservative approach and licensed for 300 tasks due to future plans to reduce processing but budgeted in FY18 should the need to increase volume occur. After closely monitoring monthly task usage for the last 90 days, it has been determined there is a need to increase the software license task count to the next bracket, 400 tasks, to ensure we remain within license compliance.

Strategic Impact
Customer Service
Select one of the five strategic imperatives in the County’s Strategic Plan this action will most impact and provide a brief explanation.
Increasing the task volume licensing will ensure that we remain within license compliance and that the automated job scheduling will continue without interruption.

Source Selection/Vetting Information - Describe method used to select source.
BMC is a sole source vendor.

Recommendations/Alternatives - Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request.
Approve change order to add additional 100 tasks to current contract to remain in license compliance (i.e. number of batch jobs executed in a 24 hour period).

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.
FY18 - 1000-1110-53807 - $9,496.12
FY19 - 1000-1110-53807 - $9,496.12
FY20 - 1000-1110-53807 - $9,496.13
# Request for Change Order

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

<table>
<thead>
<tr>
<th>Purchase Order #: 2875-0001 SERV</th>
<th>Original Purchase Order Date: Dec 1, 2017</th>
<th>Change Order #: 1</th>
<th>Department: Information Technology</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor Name: BMC Software, Inc.</td>
<td>Vendor #: 11022</td>
<td>Dept Contact: Greg Smith</td>
<td></td>
</tr>
</tbody>
</table>

**Background and/or Reason for Change Order Request:**  
Add additional processing task volume to software license. Costs for additional functionality will be added to the existing payment schedule and paid on an annual basis per the 36-month 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>$110,114.45</td>
</tr>
<tr>
<td>B Net $ change for previous Change Orders</td>
<td>$0.00</td>
</tr>
<tr>
<td>C Current contract amount (A + B)</td>
<td>$110,114.45</td>
</tr>
<tr>
<td>D Amount of this Change Order</td>
<td>$28,488.37</td>
</tr>
<tr>
<td>E New contract amount (C + D)</td>
<td>$138,602.82</td>
</tr>
<tr>
<td>F Percent of current contract value this Change Order represents (D / C)</td>
<td>22.17%</td>
</tr>
<tr>
<td>G Cumulative percent of all Change Orders (B+D/A): (60% maximum on construction contracts)</td>
<td>22.17%</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: __________

### DECISION MEMO REQUIRED

- [ ] Increase (greater than 29 days) contract expiration from: __________ to: __________
- [x] Increase ≥ $2,500.00, or ≥ 10%, of current contract amount
- [ ] Funding Source 1000 1100 53807
- [ ] OTHER - explain below:

---

<table>
<thead>
<tr>
<th>Buyer</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>3/15/18 9 am</td>
</tr>
<tr>
<td>Procurement Officer</td>
<td>3/16/18</td>
</tr>
<tr>
<td>Chief Financial Officer (Decision Memos Over $25,000)</td>
<td>3/20/18</td>
</tr>
<tr>
<td>Chairman's Office (Decision Memos Over $25,000)</td>
<td>3/21/18</td>
</tr>
</tbody>
</table>

---

**Packet Pg. 801**
Required Vendor Ethics Disclosure Statement

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

Company Name: BMC Software, Inc.  
Company Contact: Brett Shirley  
Contact Phone: +15125398201  
Contact Email: Brett_Shirley@bmc.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 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 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.dupagesco.org/CountyBoard/Policies/

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

Signature on File

Signature

Printed Name: Judy Schafer  
Title: Manager of Order Services  
Date: OCT 19 2017

Attach additional sheets if necessary. Sign each sheet and number each page.  Page ___ of ___ (total number of pages)
Approval is requested to have the Chief Information Officer attend the Illinois Counties Information Management Association (ICIMA) 2018 Spring Conference in Urbana, Illinois from May 17, 2018 through May 18, 2018 for an approximate cost of $580.00.

Name: [Redacted]  
Title: Chief Information Officer

Department: Information Systems

Request Date: 03/19/2018  
Account Code: See Below

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

To attend the Illinois Counties Information Management Association (ICIMA) 2018 Spring Conference.

**To be paid out of 1000-1110-53500, -53510, & -53610

Destination: Urbana, IL

Date of Departure: 05/17/2018  
Date of Return Arrival: 05/18/2018

(Please include a detailed explanation if different from official business dates)

Please indicate the estimated amount for each applicable expense.

<table>
<thead>
<tr>
<th>Expense</th>
<th>Estimated Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration</td>
<td>160</td>
</tr>
<tr>
<td>Transportation</td>
<td>160</td>
</tr>
<tr>
<td>Lodging</td>
<td>160</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>100</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$ 580.00</strong></td>
</tr>
</tbody>
</table>

Reviewed by and Date Approved

Sarah Godzicki  
Completed 03/19/2018 10:51 AM

Deborah Hanson  
Completed 03/19/2018 10:55 AM

Donald Carlsen  
Completed 03/19/2018 11:18 AM

Technology Committee  
Pending 03/27/2018 9:00 AM

County Board  
Pending 03/27/2018 10:00 AM
Illinois Counties Information Management Association (ICIMA)

May 17, 2018 Spring Conference Agenda
Champaign County
Brookens Administrative Center
1776 East Washington Street
Urbana, IL 61802

Thursday May 17th

1000 to 1030 Registration & Welcome (Jennifer Putnam Room)

1030 to 1115 Champaign County IT Organizational Overview

1115 to 1300 Working Lunch - Extreme Networks Presentation

1300 to 1500 ICIMA Membership Roundtable Exchange Topics
- Election Security
- Security as a Service
- Information Sharing
- Electronic Signature Subscriptions
- Centralized Printer Management Services
- CJIS Policy
- Work at Home Policy
- Office 365
- BlockChain
- IT Mandatory Training
- Cisco, Veeam, & VMWare Consortium Discounts

1500 to 1545 Artic Wolf – Cyber SOC

1545 to 1600 Break

1600 to 1900 Social Networking

1900 Dinner

Friday May 18th

0900 to 0945 ICIMA Board Breakfast

1015 to 1300 Fall Conference Planning Session

*All attendees welcome to attend ICIMA Board meetings on Friday May 18.

A Special thank you to our SPONSORS –
Artic Wolf, CDW-G, Extreme Networks, Insight, Systems Solutions Inc.
Illinois Counties Information Management Association (ICIMA)

Free parking available on South Lierman Avenue.

Accommodations
1. Hyatt Place
   217 North Neil Street, Champaign, IL 61820
   (630) 208-7433
   Group ID: ICIMA Conference RB

A Special thank you to our SPONSORS –
Artic Wolf, CDW-G, Extreme Networks, Insight, Systems Solutions Inc.
Resolution

DT-R-0099-18

AWARDING RESOLUTION
TO MEADE, INC.
2018 LED TRAFFIC SIGNAL UPGRADE
SECTION 18-TSUPG-03-GM
(COUNTY COST: $759,673.14)

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

WHEREAS, the County of DuPage has published a contract proposal for the 2018 LED Traffic Signal Upgrade Program, Section 18-TSUPG-03-GM, setting forth the terms, conditions, and specification (a copy of which is incorporated herein by reference); and

WHEREAS, the budget for the 2018 fiscal year provides for the construction and maintenance of roads, bridges, and appurtenances; and

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

<table>
<thead>
<tr>
<th>NAME</th>
<th>BID AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meade, Inc.</td>
<td>$759,673.14</td>
</tr>
<tr>
<td>H&amp;H Electric Co.</td>
<td>$873,742.80</td>
</tr>
<tr>
<td>Thorne Electric, Inc.</td>
<td>$897,767.69</td>
</tr>
</tbody>
</table>

; and

WHEREAS, it has been determined that it is in the best interest of the County of DuPage to award a contract to Meade, Inc. for their submission of the lowest, most responsible bid in the amount of $759,673.14.

NOW, THEREFORE, BE IT RESOLVED, that a contract in accordance with the terms, conditions, and specifications set forth in said contract proposal be, and is hereby awarded to Meade, Inc., 9550 West 55th Street, Suite A, McCook, Illinois 60525 for their bid of $759,673.14; and

BE IT FURTHER RESOLVED that monies be encumbered and set aside for the payment of said contract as follows:

<table>
<thead>
<tr>
<th>FUND</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>1500-3500-54050</td>
<td>$759,673.14</td>
</tr>
</tbody>
</table>

; and

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

DT-R-0099-18

BE IT FURTHER RESOLVED, that the Chairman and Clerk of the DuPage County Board are hereby authorized and directed to execute the aforesaid contract with Meade, Inc.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

______________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
AWARDING RESOLUTION
ISSUED TO FLEETPRIDE, INC.
TO FURNISH AND DELIVER
HEAVY TRUCK SPRINGS AND BRAKES
AS NEEDED FOR THE DIVISION OF TRANSPORTATION
(CONTRACT TOTAL NOT TO EXCEED $38,000.00)

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

WHEREAS, the lowest most responsible bidder has been designated and the Transportation Committee recommends County Board approval for the issuance of a contract to FleetPride, Inc., to furnish and deliver heavy truck springs and brakes, as needed for the Division of Transportation, for the period April 1, 2018 through March 31, 2019.

NOW, THEREFORE, BE IT RESOLVED that said contract to furnish and deliver heavy truck springs and brakes, as needed for the Division of Transportation, for the period April 1, 2018 through March 31, 2019, is hereby approved for issuance to FleetPride, Inc., 620 Stevenson Road, South Elgin, Illinois 60177, for a contract total not to exceed $38,000.00, per lowest responsible bid 18-022-BF.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

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

#### REQUISITION

This form must accompany all County Purchase Requisitions.

### NEW PURCHASE ORDER REQUEST

<table>
<thead>
<tr>
<th>DATE SUBMITTED</th>
<th>CONTRACT TERM</th>
<th>CONTRACT TOTAL AMOUNT</th>
<th>REQUESTING DEPT.</th>
<th>TRANSPORTATION COMMITTEE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>04/01/18-03/31/19</td>
<td>$38,000.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### SOLICITATION METHOD FOR SOURCE SELECTION

**No Decision Memo Required**  Lowest Responsible Bidder - See attached tabulation

- **Eva Hitchcock**
  - Completed 03/05/2018 11:41 AM
- **Christopher Snyder**
  - Completed 03/05/2018 2:22 PM
- **Kathy Ostrowski**
  - Completed 03/09/2018 3:44 PM
- **James McGuire**
  - Completed 03/09/2018 5:16 PM
- **Paul Rafac**
  - Completed 03/12/2018 9:44 AM
- **Kathy Ostrowski**
  - Completed 03/12/2018 10:49 AM
- **Transportation Committee**
  - Completed 03/20/2018 10:00 AM
- **Finance Committee**
  - Pending 03/27/2018 8:00 AM
- **County Board**
  - Pending 03/27/2018 10:00 AM
Purchase Requisition
Procurement Services Division

Send Purchase Order To:
Vendor: Fleet Pride, Inc.  Vendor #: 10813
Attn: Steve Fennessy  Email: steve.fennessy@fleetpride.com
Address: 620 Stevenson Road
City: South Elgin  State: IL  Zip: 60177
Phone: 847-741-1101  Fax: 847-741-0302

Send Invoices To:
Dept: Division of Transportation  Division: Fleet Maintenance
Attn: Kathy Curcio  Email: kathy.black@dupageco.org
Address: 421 N. County Farm Road  Room:
City: Wheaton  State: IL  Zip: 60187
Phone: 630-407-6982  Fax:

Send Payments To:
Vendor: Fleet Pride, Inc.  Vendor #: 10813
Attn:  Email:
Address: P.O. Box 847118  Room:
City: Dallas  State: TX  Zip: 75284
Phone: 847-741-1101  Fax: 361-883-3323

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

<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>FA</td>
<td>HEAVY TRUCK SPRINGS AND BRAKES</td>
<td></td>
<td>1500</td>
<td>3520</td>
<td>52250</td>
<td></td>
<td></td>
<td>38,000.00</td>
<td>38,000.00</td>
</tr>
</tbody>
</table>

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

THIS CONTRACT PURCHASE ORDER IS TO FURNISH AND DELIVER HEAVY TRUCK SPRINGS AND BRAKES, FOR THE PERIOD APRIL 1, 2018 THROUGH MARCH 31, 2019 PER LOW BID 18-022-BF

BENDIX AT 50% DISCOUNT
TRIANGLE SUSPENSION/FLAGG PRODUCTS AT 55% DISCOUNT
MERITOR/EUCLID PRODUCTS AT 50% DISCOUNT
GUNNITE BRAKE PRODUCTS AT 60% DISCOUNT
HALDEX AT 50% DISCOUNT
DEXTER AT 50% DISCOUNT

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

PLEASE SEND COMPLETED PO TO STEVE FENNESSY

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

FY2018 1500-3520-52250 $20,000.00
FY2019 1500-3520-52250 $18,000.00
DT-P-0044-18
Transportation - 03/20/18
County Board - 03/27/18

Requisition Total $38,000.00

FORM OPTIMIZED FOR ADOBE READER VERSION 9 OR LATER
### 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 heavy truck springs and brakes for a contract total, not to exceed $38,000.00.

**Reason for Procurement**

To purchase repair and replacement parts to maintain the County owned and operated heavy duty plow trucks and equipment.

**FUNDING SOURCE**

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

**DECISION MEMO NOT REQUIRED**

- LOWEST RESPONSIBLE QUOTE # or BID # 18-022-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' (c) IT/Telecom purchases under $35,000.00
- PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

**DECISION MEMO REQUIRED**

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

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

<table>
<thead>
<tr>
<th>Prepared By</th>
<th>Date</th>
<th>Recommended for Approval</th>
<th>Date</th>
<th>IT Approval, if required</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>DG, CPPB</td>
<td>Feb 5, 2018</td>
<td>_________________________</td>
<td></td>
<td>_________________________</td>
<td></td>
</tr>
</tbody>
</table>

**REVIEWED BY (Initials Only)**

<table>
<thead>
<tr>
<th>Date</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>3-7-18</td>
<td>3-9-18</td>
</tr>
</tbody>
</table>

Buyer

Procurement Officer

Chief Financial Officer

(Decision Memos Over $25,000)

Chairman's Office

(Decision Memos Over $25,000)
Bid #18-022-BF  
TRUCK SPRINGS AND BRAKES

BID OPENING DATE: JANUARY 31, 2018  
2:30 P.M.

<table>
<thead>
<tr>
<th>BIDS:</th>
<th>TOTAL ESTIMATED LUMP SUM BID</th>
</tr>
</thead>
<tbody>
<tr>
<td>FleetPride</td>
<td>$38,000.00*</td>
</tr>
<tr>
<td>Freeway Ford Sterling Truck Sales, Inc.</td>
<td>$67,500.00</td>
</tr>
</tbody>
</table>

*Corrected Total

BID OPENING ATTENDED BY:  
Debby Thompson, CPPB, DuPage County Buyer  
Catlyn Hicks, DuPage County Division I

INVITATIONS SENT: 88  
PLAN HOLDERS: 4  
AD DATE: 01/16/18
Required Vendor Ethics Disclosure Statement

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

1. Every contractor, union, or vendor that is seeking or has previously obtained a contract, change orders to one (1) or more contracts, or two (2) or more individual contracts with the county resulting in an aggregate amount of 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 bid and shall update such disclosure with any changes that may occur.

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

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

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

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

Signature on File

Printed Name

Title

Date

Packet Pg. 813
AWARDING RESOLUTION
ISSUED TO OZINGA READY MIX CONCRETE
TO FURNISH AND DELIVER PORTLAND CEMENT CONCRETE
AS NEEDED FOR THE DIVISION OF TRANSPORTATION
(CONTRACT TOTAL NOT TO EXCEED $40,000.00)

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

WHEREAS, the lowest most responsible bidder has been designated and the Transportation Committee recommends County Board approval for the issuance of a contract to Ozinga Ready Mix Concrete, Inc., to furnish and deliver Portland Cement Concrete, as needed for the Division of Transportation, for the period April 1, 2018 through March 31, 2019.

NOW, THEREFORE, BE IT RESOLVED that said contract to furnish and deliver Portland Cement Concrete, as needed for the Division of Transportation, for the period April 1, 2018 through March 31, 2019, is hereby approved for issuance to Ozinga Ready Mix Concrete, Inc., 1S825 Old LaGrange Road, Mokena, Illinois 60448, for a contract total not to exceed $40,000.00, per lowest responsible bid 18-040-GV.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

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

This form must accompany all County Purchase Requisitions.

<table>
<thead>
<tr>
<th>DATE SUBMITTED</th>
<th>CONTRACT TERM</th>
<th>CONTRACT TOTAL AMOUNT</th>
<th>REQUESTING DEPT.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>04/01/18-03/31/19</td>
<td>$40,000.00</td>
<td>TRANSPORTATION COMMITTEE</td>
</tr>
</tbody>
</table>

---

**SOLICITATION METHOD FOR SOURCE SELECTION**

**No Decision Memo Required**  Lowest Responsible Bidder - See attached tabulation

- Eva Hitchcock  Completed  03/05/2018 2:06 PM
- Christopher Snyder  Completed  03/05/2018 2:30 PM
- Kathy Ostrowski  Completed  03/06/2018 2:37 PM
- James McGuire  Completed  03/07/2018 3:32 PM
- Paul Rafac  Completed  03/09/2018 7:42 AM
- Kathy Ostrowski  Completed  03/09/2018 12:08 PM
- Transportation Committee  Completed  03/20/2018 10:00 AM
- Finance Committee  Pending  03/27/2018 8:00 AM
- County Board  Pending  03/27/2018 10:00 AM
Purchase Requisition
Procurement Services Division

Send Purchase Order To:
Vendor: Ozinga Ready Mix Concrete, Inc.  Vendor #: 13068
Attn: Paul Winkle Jr.  Email: paulwinklejr@ozinga.com
Address: 15825 Old LaGrange Road
City: Mokena  State: IL  Zip: 60448
Phone: 708-326-4200  Fax:

Send Invoices To:
Dept: Division of Transportation  Division: Highway Maintenance
Attn: Kathy Curcio  Email: kathy.black@dupageco.org
Address: 421 N. County Farm Road  Room:
City: Wheaton  State: IL  Zip: 60187
Phone: 630-407-6930  Fax:

Send Payments To:
Vendor: Ozinga Ready Mix Concrete, Inc.  Vendor #: 13068
Attn:  Email:
Address: P.O. Box 910
City: Frankfort  State: IL  Zip: 60423
Phone:  Fax:

Payment Terms  F.O.B.  PO 20 Delivery Date  Requisitioner
PER 50 ILCS 505/1 Destination
Use for Contract Administrator  Contract Start Date  Contract End Date  Use for
PO25 only Apr 1, 2018  Mar 31, 2019

<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>FA</td>
<td>PORTLAND CEMENT CONCRETE</td>
<td></td>
<td>500</td>
<td>3510</td>
<td>52270</td>
<td></td>
<td></td>
<td>40,000.00</td>
<td>40,000.00</td>
</tr>
</tbody>
</table>

Requisition Total $ 40,000.00

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

THIS CONTRACT PURCHASE ORDER IS TO FURNISH AND DELIVER PORTLAND CEMENT CONCRETE FOR THE PERIOD APRIL 1, 2018 THROUGH MARCH 31, 2019 PER LOW BID 18-040-GV.

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 QUANTITIES SPECIFIED AT THE TIME ORDERS ARE PLACED.

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

SEND COMPLETED APPROVED PO TO PAUL WINKLE JR.

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

18 1500 3510 52270 $39,000.00
19 1500 3510 52270 $1,000.00

DT-P-0076-18
Transportation - 03/20/18
County Board - 03/22/18
Procurement Review Checklist

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

Date: Feb 27, 2018
MinuteTraq (IQM2) ID #: 12140

Vendor: Ozinga Ready Mix Concrete, Inc.  Vendor #: 13068
Contract Term: 4/1/2018 - 3/31/2019  Contract Total: $40,000.00

Dept: Division of Transportation  Contact: Darcie Garza, CPPB
Phone: 630-407-6906  Assigned Committee: Transportation

Description of Procurement/Scope of Work/Background
To furnish and deliver Portland Cement Concrete, for a contract total not to exceed $40,000.00.

Reason for Procurement
For maintenance and repair of County sidewalks and roadways.

FUNDING SOURCE
☐ Procurement budgeted for (FY and budget code(s)): 1500 3510 52270
☐ Budget Transfer (Date)  Add'l Information

DECISION MEMO NOT REQUIRED
☐ LOWEST RESPONSIBLE QUOTE # or BID # 18-040-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 ILLCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00  ☐ Public Utility
☐ PER 55 ILLCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

DECISION MEMO REQUIRED
☐ Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCSS25)
☐ EXPLANATION OF REQUEST FOR PROPOSAL RFP #  (include Evaluation Summary if applicable)
☐ RENEWAL OF RFP #  
☐ PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 50 ILLCS 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  Feb 27, 2018  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
COUNTY OF DU PAGE, ILLINOIS
PROCUREMENT SERVICES DIVISION
BID TABULATION ADVISE

BID #18-040-GV
PORTLAND CEMENT CONCRETE
BID OPENING DATE: FEBRUARY 26, 2018
1:00 P.M.

<table>
<thead>
<tr>
<th>ITEMS</th>
<th>UNIT</th>
<th>UNIT PRICE</th>
<th>PLANT LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>CLASS S1 CONCRETE (4.6 BAG MIX)</td>
<td>CY</td>
<td>$192.00</td>
<td>CAROL STEAM MONTGOMERY LEMONT</td>
</tr>
<tr>
<td>CLASS S1 CONCRETE SPECIAL (6.1 BAG MIX)</td>
<td>CY</td>
<td>$196.00</td>
<td>CAROL STEAM MONTGOMERY LEMONT</td>
</tr>
<tr>
<td>HIGH EARLY MIX (PP1)</td>
<td>CY</td>
<td>$206.00</td>
<td>CAROL STEAM MONTGOMERY LEMONT</td>
</tr>
<tr>
<td>CLSM MIX #3</td>
<td>CY</td>
<td>$180.00</td>
<td>CAROL STEAM MONTGOMERY LEMONT</td>
</tr>
<tr>
<td>CONCRETE BLOCKS 2'X2'X6'</td>
<td>EA</td>
<td>$85.00</td>
<td>CAROL STEAM MONTGOMERY LEMONT</td>
</tr>
<tr>
<td>CALCIUM CHLORIDE (1%)</td>
<td>CY</td>
<td>$4.50</td>
<td>CAROL STEAM MONTGOMERY LEMONT</td>
</tr>
<tr>
<td>RETARDER</td>
<td>CY</td>
<td>$2.00</td>
<td>CAROL STEAM MONTGOMERY LEMONT</td>
</tr>
<tr>
<td>SUPER PLASTICIZER</td>
<td>CY</td>
<td>$9.00</td>
<td>CAROL STEAM MONTGOMERY LEMONT</td>
</tr>
</tbody>
</table>

NON-RESPONSIBLE BIDS:

NO BID RESPONSES:

BID OPENING ATTENDED BY:

Glenda Vasak, DuPage County Buyer
Catlyn Hicks, Division Assistant

| INVITATIONS SENT: | 42 | POTENTIAL BIDDERS REQUESTING BID DOCUMENTS: | 9 | TOTAL BID RESPONSES RECEIVED: | 1 |
Required Vendor Ethics Disclosure Statement

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

Company Name: Ozinga Ready Mix Concrete
Contact Phone: 708-478-2840
Company Contact: Paul Winicle
Contact Email: Paul.Winicle@Ozinga.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 of 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 bid and shall update such disclosure with any changes that may occur.

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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.
- Within ten (10) 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, understood, and agree to these requirements.

Authorized Signature

Printed Name: Paul Winicle
Title: Vice President of Sales
Date: 2-14-18

Attachment: Ozinga Ready Mix Concrete, Inc. - Ethics (DT-P-0076-18 : Ozinga Ready Mix Concrete, Inc.)
AWARDING RESOLUTION
ISSUED TO DU PAGE MATERIALS COMPANY, LLC
TO FURNISH AND DELIVER
BITUMINOUS PAVING MATERIALS (CENTRAL REGION)
AS NEEDED FOR THE DIVISION OF TRANSPORTATION
(CONTRACT TOTAL NOT TO EXCEED $30,000.00)

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

WHEREAS, the lowest most responsible bidder has been designated and the Transportation Committee recommends County Board approval for the issuance of a contract to DuPage Materials Company, to furnish and deliver Bituminous Paving Materials for the Central region, as needed for the Division of Transportation, for the period April 1, 2018 through March 31, 2019.

NOW, THEREFORE, BE IT RESOLVED that said contract to furnish and deliver Bituminous Paving Materials for the Central region, as needed for the Division of Transportation, for the period April 1, 2018 through March 31, 2019, is hereby approved for issuance to DuPage Materials Company, LLC, 999 Oakmont Plaza Drive, Westmont, Illinois 60559, for a contract total not to exceed $30,000.00, per lowest responsible bid 18-050-GV.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _______________________
PAUL HINDS, COUNTY CLERK
## Procurement Review Checklist

**Requisition 25k and over**

**DT-P-0077-18**

### New Purchase Order Request

<table>
<thead>
<tr>
<th>Date Submitted</th>
<th>Contract Term</th>
<th>Contract Total Amount</th>
<th>Requesting Dept.</th>
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<tbody>
<tr>
<td></td>
<td>04/01/18-03/31/19</td>
<td>$30,000.00</td>
<td>Transportation Committee</td>
</tr>
</tbody>
</table>

### Solicitation Method for Source Selection

**No Decision Memo Required**  Lowest Responsible Bidder - See attached tabulation

- **Eva Hitchcock**  Completed  03/05/2018 1:58 PM
- **Christopher Snyder**  Completed  03/05/2018 2:31 PM
- **Kathy Ostrowski**  Completed  03/06/2018 2:45 PM
- **James McGuire**  Completed  03/07/2018 3:28 PM
- **Paul Rafac**  Completed  03/09/2018 7:47 AM
- **Kathy Ostrowski**  Completed  03/09/2018 2:24 PM
- **Transportation Committee**  Completed  03/20/2018 10:00 AM
- **Finance Committee**  Pending  03/27/2018 8:00 AM
- **County Board**  Pending  03/27/2018 10:00 AM
# Purchase Requisition

**Procurement Services Division**

## Send Purchase Order To:
- **Vendor**: DuPage Materials Company, LLC
  - **Vendor #:**: 10921
- **Attn**: Bill Cahill
  - **Email**: billc@k-five.net
- **Address**: 999 Oakmont Plaza Drive
- **City**: Westmont
  - **State**: IL
  - **Zip**: 60559
- **Phone**: 630-257-5600
  - **Fax**: 630-257-6788

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

## Send Payments To:
- **Vendor**: DuPage Materials Company, LLC
  - **Vendor #:**: 10921
- **Attn**: Gina Porschky
  - **Email**: ginap@k-five.net
- **Address**: 999 Oakmont Plaza Drive #200
- **City**: Westmont
  - **State**: IL
  - **Zip**: 60559
- **Phone**: 630-257-5600
  - **Fax**: 630-257-6788

## Ship To:
- **Dept**: Division of Transportation
  - **Division**: Highway Maintenance
- **Attn**:
- **Address**: Job Site
- **City**:
  - **State**: IL
- **Zip**:
- **Phone**:
  - **Fax**:

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

### Use for
- **PO25 only**
- **Contract Administrator**
- **Contract Start Date**: Apr 1, 2018
- **Contract End Date**: Mar 31, 2019

### Header Comments
- THESE COMMENTS WILL APPEAR ON THE PO20 AND PO25 PURCHASE ORDER:

   THIS CONTRACT PURCHASE ORDER IS TO PROVIDE BITUMINOUS PAVING MATERIALS, FOR THE PERIOD APRIL 1, 2018 THROUGH MARCH 31, 2019 PER LOW BID CENTRAL REGION 18-039-GV
   
   THIS CONTRACT IS SUBJECT TO THREE (3) ADDITIONAL ONE (1) YEAR RENEWALS

### Special Instructions/Comments to Buyer or Approver
- THESE COMMENTS WILL NOT APPEAR ON THE PURCHASE ORDER:

   SEND COMPLETED APPROVED PO TO BILL CAHILL

### User Department Internal Notes
- THESE COMMENTS WILL NOT APPEAR ON THE PURCHASE ORDER:

   18 1500 3510 52270 $29,000.00
   19 1500 3510 52270 $1,000.00
   
   DT-P-0077-18
   Transportation - 03/20/18
   County Board - 03/27/18

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

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<tr>
<th>LN</th>
<th>Qty</th>
<th>UOM</th>
<th>Item Detail (Product #)</th>
<th>Description</th>
<th>FY</th>
<th>Dept #</th>
<th>Acctg Unit</th>
<th>Acct #</th>
<th>Sub-Accts and/or Activity #</th>
<th>Unit Price</th>
<th>Extension</th>
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<tr>
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<td>1</td>
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<td>3510</td>
<td>52270</td>
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<td></td>
<td>30,000.00</td>
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</table>

**Requisition Total**: $ 30,000.00

**Rev 1.4**

Packet Pg. 822
### Procurement Review Checklist

**Procurement Services Division**

This form must accompany all Purchase Order Requisitions.

Attach Required Vendor Ethics Disclosure Statement.

#### Vendor Information

<table>
<thead>
<tr>
<th>Vendor:</th>
<th>DuPage Materials Company, LLC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor #:</td>
<td>10921</td>
</tr>
<tr>
<td>Dept:</td>
<td>Division of Transportation</td>
</tr>
<tr>
<td>Contact:</td>
<td>Darcie Garza, CPPB</td>
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<tr>
<td>Phone:</td>
<td>630-407-6906</td>
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**Contract Information**

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<th>Contract Term:</th>
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<tr>
<td>Contract Total:</td>
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<tr>
<td>Assigned Committee:</td>
<td>Transportation</td>
</tr>
</tbody>
</table>

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

To furnish Bituminous Paving Material for the Central region of DuPage County, for a contract total not to exceed $30,000.00.

**Reason for Procurement**

For maintenance of the DuPage County Roads and Paths in the Central region of the County. The County takes into consideration material unit costs, average travel distance and travel times to and from potential job sites. DuPage Materials Company, LLC has been determined to be the lowest responsible bidder for the Central portion of the County, per bid 18-050-GV.

### FUNDING SOURCE

- Procurement budgeted for (FY and budget code(s)): 1500 3510 52270
- Check

### DECISION MEMO NOT REQUIRED

- LOWEST RESPONSIBLE QUOTE # or BID # 18-050-GV (QUOTE < $25,000, BID > $25,000; attach Tabulation)
- RENEWAL, Enter Bid # ____________ Intergovernmental Agreement
- SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)
- PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00
- PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

### DECISION MEMO REQUIRED

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

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

<table>
<thead>
<tr>
<th>Prepared By</th>
<th>Date</th>
<th>Recommended for Approval</th>
<th>IT Approval, if required</th>
<th>Date</th>
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<td>DG, CPPB</td>
<td>Mar 1, 2018</td>
<td>3/1/18</td>
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### REVIEWED BY (Initials Only)

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<tr>
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<td>gmm</td>
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<tr>
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<th>Chairman's Office (Decision Memos Over $25,000)</th>
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<tr>
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<td>------------------------------------------------</td>
<td>-----</td>
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<tr>
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<td>100</td>
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<tr>
<td>HMA Surface Course, Mix D, N50</td>
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<td>HMA Binder Course, IL-19, N70</td>
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<td>TON</td>
<td>100</td>
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<td>900</td>
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<tr>
<td>Polymerized HMA Surface Course Mix E N70</td>
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<tr>
<td>Driveway/Private Mix</td>
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<td>30</td>
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<tr>
<td>SS-1 Asphalt Emulsion</td>
<td>FOB PLANT</td>
<td>5 GAL PAILS</td>
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<tr>
<td>58-28 Liquid Asphalt</td>
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<tr>
<td>SMP Cold Patch</td>
<td>FOB PLANT</td>
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<tr>
<td>Dumping of Asphalt Grindings and Clean Concrete</td>
<td>FOB PLANT</td>
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<tr>
<td>Dumping of Broken Asphalt</td>
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**Total Bid** $139,045.00

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<tr>
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<th>Unit</th>
<th>Qty</th>
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<th>Unit Price</th>
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<td>$4,825.00</td>
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<td>SS-1 Asphalt Emulsion</td>
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<tr>
<td>58-28 Liquid Asphalt</td>
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<td>$140.00</td>
<td>$14,000.00</td>
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**Total Bid** $128,222.50

**Superior** **Plote** **DuKane** **DuPage Mtls**

**Total Bid** $115,570.00

**Total Bid** $119,390.00

**Total Bid** $126,517.50
## 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: DuPage Materials Company, LLC</th>
<th>Company Contact: Bill Cahill</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Phone: (630) 753-5600</td>
<td>Contact Email: <a href="mailto:bill.cahill@dupage.com">bill.cahill@dupage.com</a></td>
</tr>
</tbody>
</table>

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<table>
<thead>
<tr>
<th>Add Line</th>
<th>Recipient</th>
<th>Donor</th>
<th>Description (e.g. cash, type of item, in-kind services, etc.)</th>
<th>Amount/Value</th>
<th>Date Made</th>
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<tbody>
<tr>
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2. All contractors and vendors who have obtained or are seeking contracts with the county shall disclose the names and contact information of their lobbyists, agents and representatives and all individuals who are or will be having contact with county officers or employees in relation to the contractor bid and shall update such disclosure with any changes that may occur.

<table>
<thead>
<tr>
<th>Add Line</th>
<th>Lobbyists, Agents and Representatives and all individuals who are or will 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>
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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 read, have understood, and agree to these requirements.

Signature on File

Printed Name: Bill Cahill
Title: General Manager of Manufacturing
Date: 2/20/18

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

FORM OPTIMIZED FOR ACROBAT AND ADOBE READER VERSION 9 OR LATER

Packet Pg. 826
AWARDING RESOLUTION
ISSUED TO PLOTE CONSTRUCTION, INC.
TO FURNISH AND DELIVER
BITUMINOUS PAVING MATERIALS (NORTHWEST REGION)
AS NEEDED FOR THE DIVISION OF TRANSPORTATION
(CONTRACT TOTAL NOT TO EXCEED $30,000.00)

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

WHEREAS, the lowest most responsible bidder has been designated and the Transportation Committee recommends County Board approval for the issuance of a contract to Plote Construction, Inc., to furnish and deliver Bituminous Paving Materials for the Northwest region, as needed for the Division of Transportation, for the period April 1, 2018 through March 31, 2019.

NOW, THEREFORE, BE IT RESOLVED that said contract to furnish and deliver Bituminous Paving Materials for the Northwest region, as needed for the Division of Transportation, for the period April 1, 2018 through March 31, 2019, is hereby approved for issuance to Plote Construction, Inc., 1100 Brandt Drive, Hoffman Estates, Illinois 60192, for a contract total not to exceed $30,000.00, per lowest responsible bid 18-050-GV.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: __________________________
PAUL HINDS, COUNTY CLERK
## PROCUREMENT REVIEW CHECKLIST
### REQUISITION

This form must accompany all County Purchase Requisitions.

### NEW PURCHASE ORDER REQUEST

<table>
<thead>
<tr>
<th>DATE SUBMITTED</th>
<th>CONTRACT TOTAL AMOUNT</th>
<th>CONTRACT TERM</th>
<th>REQUESTING DEPT.</th>
<th>TRANSPORTATION COMMITTEE</th>
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<tbody>
<tr>
<td></td>
<td>$30,000.00</td>
<td>04/01/18-03/31/19</td>
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<td>TRANSPORTATION COMMITTEE</td>
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</table>

### SOLICITATION METHOD FOR SOURCE SELECTION

**No Decision Memo Required**  Lowest Responsible Bidder - See attached tabulation

- Eva Hitchcock  Completed  03/05/2018 1:56 PM
- Christopher Snyder  Completed  03/05/2018 2:31 PM
- Kathy Ostrowski  Completed  03/07/2018 8:06 AM
- James McGuire  Completed  03/07/2018 3:27 PM
- Paul Rafac  Completed  03/09/2018 7:49 AM
- Kathy Ostrowski  Completed  03/09/2018 3:32 PM
- Transportation Committee  Completed  03/20/2018 10:00 AM
- Finance Committee  Pending  03/27/2018 8:00 AM
- County Board  Pending  03/27/2018 10:00 AM
# Purchase Requisition

**Procurement Services Division**

<table>
<thead>
<tr>
<th>Send Purchase Order To:</th>
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<tbody>
<tr>
<td>Vendor: Plote Construction, Inc.</td>
</tr>
<tr>
<td>Attn: Dave Verdico</td>
</tr>
<tr>
<td>Address: 1100 Brandt Drive</td>
</tr>
<tr>
<td>City: Hoffman Estates</td>
</tr>
<tr>
<td>Phone: 847-695-9300</td>
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</table>

<table>
<thead>
<tr>
<th>Send Invoices To:</th>
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<tbody>
<tr>
<td>Dept: Division of Transportation</td>
</tr>
<tr>
<td>Attn: Kathy Curcio</td>
</tr>
<tr>
<td>Address: 421 N. County Farm Road</td>
</tr>
<tr>
<td>City: Wheaton</td>
</tr>
<tr>
<td>Phone: 630-497-6892</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Send Payments To:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor: Plote Construction, Inc.</td>
</tr>
<tr>
<td>Attn:</td>
</tr>
<tr>
<td>Address: 1100 Brandt Drive</td>
</tr>
<tr>
<td>City: Hoffman Estates</td>
</tr>
<tr>
<td>Phone: 847-695-9300</td>
</tr>
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<table>
<thead>
<tr>
<th>Ship To:</th>
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<tbody>
<tr>
<td>Dept: Division of Transportation</td>
</tr>
<tr>
<td>Attn:</td>
</tr>
<tr>
<td>Address: Job Site</td>
</tr>
<tr>
<td>City:</td>
</tr>
<tr>
<td>Phone:</td>
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<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>
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</tbody>
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<table>
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<tr>
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<td>Mar 31, 2019</td>
<td>PO25 only</td>
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<th>Description</th>
<th>FY</th>
<th>Dept #</th>
<th>Acctg Unit</th>
<th>Acct #</th>
<th>Sub-Accts and/or Activity #</th>
<th>Unit Price</th>
<th>Extension</th>
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<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>EA</td>
<td>BITUMINOUS PAVING MATERIALS</td>
<td>1500 3510 52270</td>
<td>1500</td>
<td>3510</td>
<td>52270</td>
<td>30,000.00</td>
<td>30,000.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Requisition Total**: $30,000.00

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

- THIS CONTRACT PURCHASE ORDER IS TO PROVIDE BITUMINOUS PAVING MATERIALS, FOR THE PERIOD APRIL 1, 2018 THROUGH MARCH 31, 2019 PER LOW BID NORTHWEST REGION 18-039-GV
- THIS CONTRACT IS SUBJECT TO THREE (3) ADDITIONAL ONE (1) YEAR RENEWALS

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

- SEND COMPLETED APPROVED PO TO DAVE VERDICO

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

- 18 1500 3510 52270 $29,000.00
- 19 1500 3510 52270 $1,000.00

- DT-P-0078-18
- Transportation - 03/20/18
- County Board - 03/27/18

---

*Packet Pg. 829*
**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: Darcie Garza, CPP8</td>
<td>Phone: 630-407-6906</td>
<td>Assigned Committee: Transportation</td>
</tr>
</tbody>
</table>

**Description of Procurement/Scope of Work/Background**
To furnish Bituminous Paving Material for the Northwest region of DuPage County, for a contract total not to exceed $30,000.00.

**Reason for Procurement**
For maintenance of the DuPage County Roads and Paths in the Northwest region of the County. The County takes into consideration material unit costs, average travel distance and travel times to and from potential job sites. Plote Construction, Inc. has determined to be the lowest responsible bidder for the Northwest portion of the County, per bid 18-050-GV

**FUNDING SOURCE**

- [x] Procurement budgeted for (FY and budget code(s)): 1500 3510 52270
- [ ] Budget Transfer (Date) Add'l Information

**DECISION MEMO NOT REQUIRED**

- [x] LOWEST RESPONSIBLE QUOTE # or BID # 18-050-GV (QUOTE < $25,000, BID > $25,000; attach Tabulation)
- [ ] RENEWAL, Enter Bid # ____________________ Intergovernmental Agreement
- [ ] SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)
- [ ] PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00 [ ] 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 (30ILCS25)
- [ ] 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>DG, CPPB</th>
<th>Feb 28, 2018</th>
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<tbody>
<tr>
<td>Prepared By</td>
<td>Date</td>
</tr>
<tr>
<td>Recommended for Approval</td>
<td>Date</td>
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<tr>
<td>IT Approval, if required</td>
<td>Date</td>
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**REVIEWED BY (Initials Only)**

<table>
<thead>
<tr>
<th>Buyer</th>
<th>Date</th>
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<tbody>
<tr>
<td>Procurement Officer</td>
<td>Date</td>
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<table>
<thead>
<tr>
<th>Chief Financial Officer</th>
<th>Date</th>
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<tbody>
<tr>
<td>(Decision Memos Over $25,000)</td>
<td>Chairman's Office</td>
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<tr>
<td>(Decision Memos Over $25,000)</td>
<td>Date</td>
</tr>
<tr>
<td>Plant Location</td>
<td>Del</td>
</tr>
<tr>
<td>------------------------------------------------</td>
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<tr>
<td>HMA Surface Course, Mix D, N70</td>
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<tr>
<td>HMA Surface Course, Mix D, N50</td>
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<tr>
<td>HMA Binder Course, IL-19, N70</td>
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<td>Polymerized HMA Surface Course Mix E N70</td>
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<tr>
<td>Driveway/Private Mix</td>
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<tr>
<td>SS-1 Asphalt Emulsion</td>
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<tr>
<td>58-28 Liquid Asphalt</td>
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<tr>
<td>SMP Cold Patch</td>
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<tr>
<td>Dumping of Asphalt Grindings and Clean Concrete</td>
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</tr>
<tr>
<td>Dumping of Broken Asphalt</td>
<td></td>
</tr>
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</table>

**Total Bid:** $139,045.00 $115,570.00 $119,390.00 $126,517.50
Required Vendor Ethics Disclosure Statement

Date: 2/27/18

Company Name: Plote Construction Inc.
Company Contact: Dave Vardico
Contact Phone: 847-695-9300
Contact Email: bids@plote.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 $250,000, 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>Add</th>
<th>Recipient</th>
<th>Donor</th>
<th>Description (e.g. cash, type of item, in-kind services, etc.)</th>
<th>Amount/Value</th>
<th>Date Made</th>
</tr>
</thead>
<tbody>
<tr>
<td>x</td>
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<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>Add</th>
<th>Lobbyists, Agents and Representatives and all individuals who are or will be having contact with county officers or employees in relation to the contract or bid</th>
<th>Telephone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>x</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>x</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

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

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

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

Authorized Signature

Printed Name: William T. Madden
Title: Asst. Secretary
Date: 2/27/18

Attach additional sheets if necessary. Sign each sheet and number each page. Page 1 of 1 (total number of pages)
AWARDING RESOLUTION
ISSUED TO DU KANE ASPHALT COMPANY
TO FURNISH AND DELIVER
BITUMINOUS PAVING MATERIALS (NORTHEAST REGION)
AS NEEDED FOR THE DIVISION OF TRANSPORTATION
(CONTRACT TOTAL NOT TO EXCEED $30,000.00)

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

WHEREAS, the lowest most responsible bidder has been designated and the Transportation Committee recommends County Board approval for the issuance of a contract to DuKane Asphalt Company, to furnish and deliver Bituminous Paving Materials for the Northeast region, as needed for the Division of Transportation, for the period April 1, 2018 through March 31, 2019.

NOW, THEREFORE, BE IT RESOLVED that said contract to furnish and deliver Bituminous Paving Materials for the Northeast region, as needed for the Division of Transportation, for the period April 1, 2018 through March 31, 2019, is hereby approved for issuance to DuKane Asphalt Company, 555 South Rohlwing Road, Addison, Illinois 60101, for a contract total not to exceed $30,000.00, per lowest responsible bid 18-050-GV.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

______________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _______________________
PAUL HINDS, COUNTY CLERK
PROCUREMENT REVIEW CHECKLIST
REQUISITION

This form must accompany all County Purchase Requisitions.

<table>
<thead>
<tr>
<th>DATE SUBMITTED</th>
<th>CONTRACT TOTAL AMOUNT</th>
<th>CONTRACT TERM</th>
<th>REQUESTING DEPT.</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>$30,000.00</td>
<td>04/01/18-03/31/19</td>
<td>TRANSPORTATION COMMITTEE</td>
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SOLICITATION METHOD FOR SOURCE SELECTION

**No Decision Memo Required**  Lowest Responsible Bidder - See attached tabulation

<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>03/05/2018 1:54 PM</td>
</tr>
<tr>
<td>Christopher Snyder</td>
<td>Completed</td>
<td>03/05/2018 2:31 PM</td>
</tr>
<tr>
<td>Kathy Ostrowski</td>
<td>Completed</td>
<td>03/07/2018 8:35 AM</td>
</tr>
<tr>
<td>James McGuire</td>
<td>Completed</td>
<td>03/07/2018 3:31 PM</td>
</tr>
<tr>
<td>Paul Rafac</td>
<td>Completed</td>
<td>03/09/2018 7:48 AM</td>
</tr>
<tr>
<td>Kathy Ostrowski</td>
<td>Completed</td>
<td>03/09/2018 3:37 PM</td>
</tr>
<tr>
<td>Transportation Committee</td>
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<td>03/20/2018 10:00 AM</td>
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<tr>
<td>Finance Committee</td>
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<tr>
<td>County Board</td>
<td>Pending</td>
<td>03/27/2018 10:00 AM</td>
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</table>
**Purchase Requisition**

**Procurement Services Division**

<table>
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<tr>
<th>Send Purchase Order To:</th>
<th>Send Invoices To:</th>
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<tbody>
<tr>
<td>Vendor: DuKane Asphalt Company</td>
<td>Dept: Division of Transportation</td>
</tr>
<tr>
<td>Attn: Matthew Dunteman</td>
<td>Attn: Kathy Curcio</td>
</tr>
<tr>
<td>Email: <a href="mailto:mdunteman@rwdco.com">mdunteman@rwdco.com</a></td>
<td>Email: <a href="mailto:kathy.black@dupageco.org">kathy.black@dupageco.org</a></td>
</tr>
<tr>
<td>Address: 555 S. Rohlwing Road</td>
<td>Address: 421 N. County Farm Road</td>
</tr>
<tr>
<td>City: Addison</td>
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</tr>
<tr>
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</tr>
<tr>
<td>Zip: 60101</td>
<td>Zip: 60187</td>
</tr>
<tr>
<td>Phone: 630-629-4920</td>
<td>Phone: 630-407-6892</td>
</tr>
<tr>
<td>Fax: 630-932-0994</td>
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</table>

<table>
<thead>
<tr>
<th>Send Payments To:</th>
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</thead>
<tbody>
<tr>
<td>Vendor: DuKane Asphalt Company</td>
<td>Dept: Division of Transportation</td>
</tr>
<tr>
<td>Attn: Matthew Dunteman</td>
<td>Attn:</td>
</tr>
<tr>
<td>Email: <a href="mailto:mdunteman@rwdco.com">mdunteman@rwdco.com</a></td>
<td>Email:</td>
</tr>
<tr>
<td>Address: 555 S. Rohlwing Road</td>
<td>Address: Job Site</td>
</tr>
<tr>
<td>City: Addison</td>
<td>City:</td>
</tr>
<tr>
<td>State: IL</td>
<td>State: IL</td>
</tr>
<tr>
<td>Zip: 60101</td>
<td>Zip:</td>
</tr>
<tr>
<td>Phone: 630-629-4920</td>
<td>Phone:</td>
</tr>
<tr>
<td>Fax: 630-932-0994</td>
<td>Fax:</td>
</tr>
</tbody>
</table>

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<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>

Use for PO25 only

Contract Administrator: Apr 1, 2018

Contract End Date: Mar 31, 2019

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

THIS CONTRACT PURCHASE ORDER IS TO PROVIDE BITUMINOUS PAVING MATERIALS, FOR THE PERIOD APRIL 1, 2018 THROUGH MARCH 31, 2019 PER LOW BID NORTHEAST REGION 18-039-GV

THIS CONTRACT IS SUBJECT TO THREE (3) ADDITIONAL ONE (1) YEAR RENEWALS

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

SEND COMPLETED APPROVED PO TO MATTHEW DUNTEMAN

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

18 1500 3510 52270 $29,000.00
19 1500 3510 52270 $1,000.00

DT-P-0079-18
Transportation - 03/20/18
County Board - 03/27/18
**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: DuKane Asphalt Company</th>
<th>Vendor #: 10030</th>
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<tbody>
<tr>
<td>Dept: Division of Transportation</td>
<td>Contact: Darcie Garza, CPPB</td>
</tr>
<tr>
<td>Contract Term: 4/1/2018 - 3/31/2019</td>
<td>Contract Total: $30,000.00</td>
</tr>
<tr>
<td>Assigned Committee: Transportation</td>
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</tr>
</tbody>
</table>

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

To furnish Bituminous Paving Material for the Northeast region of DuPage County, for a contract total not to exceed $30,000.00.

**Reason for Procurement**

For maintenance of the DuPage County Roads and Paths in the Northeast region of the County. The County takes into consideration material unit costs, average travel distance and travel times to and from potential job sites. DuKane Asphalt Company has been determined to be the lowest responsible bidder for the Northeast portion of the County, per bid 18-050-GV

**FUNDING SOURCE**

- [ ] Procurement budgeted for (FY and budget code(s)): 1500 3510 52270
- [ ] Budget Transfer (Date) ____________________________ Add'l Information ____________

**DECISION MEMO NOT REQUIRED**

- [X] LOWEST RESPONSIBLE QUOTE # or BID # 18-050-GV ____________________ (QUOTE < $25,000, BID > $25,000; attach Tabulation)
- [ ] RENEWAL, Enter Bid # ____________________ [ ] Intergovernmental Agreement
- [ ] SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)
- [ ] PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00 [ ] 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**

DG, CPPB
Prepared By
Feb 28, 2018

**Recommended for Approval**

3/5/18

**IT Approval, if required**

Date

**REVIEWED BY**

Buyer
3/7/18

Procurement Officer
3-7-18

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

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## 18-050-GV EXTENDED BID TAB

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<td>Plant Location</td>
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<tr>
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<td>NO BID</td>
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Required Vendor Ethics Disclosure Statement

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

Company Name: Du-Kane Asphalt Co.
Contact Phone: 630-629-4920
Contact Email: Matthew.Dunsteman@dukane.com

Date: 2/14/18
Bid/Contract/PO #: 18-050-GV

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

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

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

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

<table>
<thead>
<tr>
<th>Telephone</th>
<th>Email</th>
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</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 each agency 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 expiration date 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, have good, and understand these requirements.

Signature on File

Authorized Signature

Printed Name: Matthew Dunsteman
Title: Vice President
Date: 2/14/18

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

Rev 1.1
4/1/16

Attachment: DuKane Asphalt Company - Ethics (DT-P-0079-18 : DuKane Asphalt Company)
AWARDING RESOLUTION
ISSUED TO CHICAGO MATERIALS CORPORATION
TO FURNISH AND DELIVER
BITUMINOUS PAVING MATERIALS (SOUTHWEST REGION)
AS NEEDED FOR THE DIVISION OF TRANSPORTATION
(CONTRACT TOTAL NOT TO EXCEED $25,000.00)

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

WHEREAS, the lowest most responsible bidder has been designated and the Transportation Committee recommends County Board approval for the issuance of a contract to Chicago Materials Corporation, to furnish and deliver Bituminous Paving Materials for the Southwest region, as needed for the Division of Transportation, for the period April 1, 2018 through March 31, 2019.

NOW, THEREFORE, BE IT RESOLVED that said contract to furnish and deliver Bituminous Paving Materials for the Southwest region, as needed for the Division of Transportation, for the period April 1, 2018 through March 31, 2019, is hereby approved for issuance to Chicago Materials Corporation, 999 Oakmont Plaza Drive, Suite 200, Westmont, Illinois 60559, for a contract total not to exceed $25,000.00, per lowest responsible bid 18-050-GV.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

________________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

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

**REQUISITION**

This form must accompany all County Purchase Requisitions.

<table>
<thead>
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<th>NEW PURCHASE ORDER REQUEST</th>
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<tr>
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<tr>
<td><strong>CONTRACT TOTAL AMOUNT</strong></td>
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<td>$25,000.00</td>
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**SOLICITATION METHOD FOR SOURCE SELECTION**

- **No Decision Memo Required** Lowest Responsible Bidder - See attached tabulation

**Participants**

- Eva Hitchcock: Completed 03/05/2018 2:01 PM
- Christopher Snyder: Completed 03/05/2018 2:32 PM
- Kathy Ostrowski: Completed 03/07/2018 8:33 AM
- James McGuire: Completed 03/07/2018 3:30 PM
- Paul Rafac: Completed 03/09/2018 7:48 AM
- Kathy Ostrowski: Completed 03/09/2018 3:23 PM
- Transportation Committee: Completed 03/20/2018 10:00 AM
- Finance Committee: Pending 03/27/2018 8:00 AM
- County Board: Pending 03/27/2018 10:00 AM
# Purchase Requisition

## Procurement Services Division

### Send Purchase Order To:
- **Vendor:** Chicago Materials Corporation  
  **Vendor #:** 11116  
- **Attn:** Bill Cahill  
  **Email:** billc@k-five.net  
- **Address:** 999 Oakmont Plaza Drive #200  
- **City:** Westmont  
  **State:** IL  
  **Zip:** 60559  
- **Phone:** 630-257-5600  
  **Fax:** 630-257-6788

### Send Invoices To:
- **Dept:** Division of Transportation  
  **Division:** Highway 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:**

### Send Payments To:
- **Vendor:** K-Five Construction  
  **Vendor #:**  
- **Attn:** Gina Portschy  
  **Email:** ginas@k-five.net  
- **Address:** 999 Oakmont Plaza Drive #200  
- **City:** Westmont  
  **State:** IL  
  **Zip:** 60559  
- **Phone:** 630-257-5600  
  **Fax:** 630-257-6788

### Ship To:
- **Dept:** Division of Transportation  
  **Division:** Highway Maintenance
- **Attn:**  
- **Address:**  
  **City:**  
  **State:** IL  
  **Zip:**  
- **Phone:**  
  **Fax:**

### Payment Terms:
- **Per 50 ILCS 505/1**  
- **F.O.B.**
- **Use for:** Contract Administrator  
  **Destination:**  
  **PO 20 Delivery Date:** Apr 1, 2018  
  **Contract Start Date:**  
  **Contract End Date:** Mar 31, 2019  
  **Requisitioner:** Darcie Garza, CPPB

### LN  Qty  UOM  Item Detail (Product #)  Description  FY  Dept #  Acctg Unit  Acct #  Sub-Accts and/or Activity #  Unit Price  Extension  Requisition Total
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<td>25,000.00</td>
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### Header Comments (these comments will appear on the PO20 and PO25 Purchase Order):
- THIS CONTRACT PURCHASE ORDER IS TO PROVIDE BITUMINOUS PAVING MATERIALS, FOR THE PERIOD APRIL 1, 2018 THROUGH MARCH 31, 2019 PER LOW BID SOUTHWEST REGION # 18-039-GV

- THIS CONTRACT IS SUBJECT TO THREE (3) ADDITIONAL ONE (1) YEAR RENEWALS

### Special Instructions/Comments to Buyer or Approver (these comments will NOT appear on the Purchase Order):
- EMAIL COMPLETED APPROVED PO TO BILL CAHILL

### User Department Internal Notes (these comments will NOT appear on the Purchase Order):
- 18 1500 3510 52270 $24,000.00
- 19 1500 3510 52270 $1,000.00

- DT-P-0080-18
- Transportation - 03/20/18
- County Board - 03/27/18

---

**Packet Pg. 843**
### Procurement Review Checklist

**Procurement Services Division**

This form must accompany all Purchase Order Requisitions

Attach Required Vendor Ethics Disclosure Statement

<table>
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<tr>
<th>Vendor:</th>
<th>Chicago Materials Corporation</th>
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<td>Contact:</td>
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<td>Phone:</td>
<td>630-407-6906</td>
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<td>Assigned Committee:</td>
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<td>Contract Total:</td>
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**Description of Procurement/Scope of Work/Background**

To furnish Bituminous Paving Material for the Southwest region of DuPage County, for a contract total not to exceed $25,000.00.

**Reason for Procurement**

For maintenance of the DuPage County Roads and Paths in the Southwest region of the County. The County takes into consideration material unit costs, average travel distance and travel times to and from potential job sites. Chicago Materials Corporation has been determined to be the lowest responsible bidder for the Southwest portion of the County, per bid 18-050-GV.

### FUNDING SOURCE

- Procurement budgeted for (FY and budget code(s)): 1500 3510 52270

**DEcision Memo Not Required**

- LOWEST RESPONSIBLE QUOTE # or BID # 18-050-GV (QUOTE < $25,000, BID ≥ $25,000; attach Tabulation)
- RENEWAL, Enter Bid # ____________
- SOLERE 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 (DPC-4-107) 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)

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<th>DG, CPPB</th>
<th>Date</th>
<th>Recommended for Approval</th>
<th>Date</th>
<th>IT Approval, if required</th>
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**REVIEWED BY (Initials Only)**

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<td>Dumping of Asphalt Grindings and Clean Concrete</td>
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**TOTAL BID** $139,045.00

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<td>$48.25</td>
<td>$48,250.00</td>
<td>$48.00</td>
<td>$48,000.00</td>
</tr>
<tr>
<td></td>
<td>HMA Binder Course, IL-19, N70</td>
<td>FOB PLANT</td>
<td>TON</td>
<td>100</td>
<td>$45.25</td>
<td>$4,525.00</td>
<td>$48.25</td>
<td>$48,250.00</td>
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<td>$48,000.00</td>
</tr>
<tr>
<td></td>
<td>HMA Binder Course, IL-19, N50</td>
<td>FOB PLANT</td>
<td>TON</td>
<td>900</td>
<td>$45.25</td>
<td>$40,725.00</td>
<td>$47.50</td>
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<td>Polymerized HMA Surface Course Mix E N70</td>
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<td>$56.25</td>
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<td>$1,717.50</td>
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<td>$1,447.50</td>
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<td>SS-1 Asphalt Emulsion</td>
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<td>10</td>
<td>$40.00</td>
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<td>58-28 Liquid Asphalt</td>
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<td>30</td>
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<td>$4,200.00</td>
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<td>$4,200.00</td>
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<td>$4,200.00</td>
</tr>
<tr>
<td></td>
<td>Dumping of Asphalt Grindings and Clean Concrete</td>
<td>FOB PLANT</td>
<td>TON</td>
<td>400</td>
<td>$7.75</td>
<td>$3,100.00</td>
<td>$7.75</td>
<td>$3,100.00</td>
<td>$7.75</td>
<td>$3,100.00</td>
</tr>
<tr>
<td></td>
<td>Dumping of Broken Asphalt</td>
<td>FOB PLANT</td>
<td>TON</td>
<td>400</td>
<td>$7.75</td>
<td>$3,100.00</td>
<td>$7.75</td>
<td>$3,100.00</td>
<td>$7.75</td>
<td>$3,100.00</td>
</tr>
</tbody>
</table>

**TOTAL BID** $128,222.50

---

17.G.c

Packet Pg. 845

Attachment: Chicago Materials Corporation - Bid Tab (DT-P-0080-18 : Chicago Materials Corporation)
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 $325,000, shall provide to Procurement Services Division a written disclosure of all political campaign contributions made by such contractors, unions, or vendors 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’s bid and shall update such disclosure with any changes that may occur.

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

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

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

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

Authorized Signature

Printed Name

Title

Date

Signature on File

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

FORM OPTIMIZED FOR ACROBAT AND ADOBE READER VERSION 9 OR LATER

Rev 1.1 4/1/16
<table>
<thead>
<tr>
<th>Recipient</th>
<th>Donor</th>
<th>Description</th>
<th>Amount</th>
<th>Date Made</th>
</tr>
</thead>
<tbody>
<tr>
<td>DuPage Foundation for Kimberly Lehner</td>
<td>K-Five Construction Corp.</td>
<td>Check</td>
<td>$500.00</td>
<td>11/16/2017</td>
</tr>
<tr>
<td>Naperville FOP Lodge #42</td>
<td>K-Five Construction Corp.</td>
<td>Check</td>
<td>$175.00</td>
<td>1/22/2018</td>
</tr>
</tbody>
</table>
WHEREAS, the DuPage County Board has heretofore approved and adopted Resolutions DT-P-0160-16 on May 24, 2016 and DT-P-0160A-16 on May 9, 2017; and

WHEREAS, Contract 1878 SERV was awarded to TranSystems Corporation for Professional Phase I Engineering Services for improvements along CH 47/Illinois Prairie Path Aurora Branch, from the Batavia Spur to Eola Road, Section 15-00317-06-BT; and

WHEREAS, the current cost of said contract to the County of DuPage, by and through the Division of Transportation, is $196,668.50; and

WHEREAS, due to expanded project limits, an increase to the contract is recommended to account for an extension of the project limits and a crash analyses which is required by the Illinois Department of Transportation; and

WHEREAS, the Division of Transportation Committee recommends a change order to increase the contract in the amount of $4,000.00.

NOW, THEREFORE, BE IT RESOLVED that the DuPage County Board adopt this Amendment to Resolution DT-P-0160A-16, issued to TranSystems Corporation, to increase the funding in the amount of $4,000.00, resulting in an amended contract total amount of $209,791.66, an increase of 1.94% and a cumulative increase of 6.67%.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

__________________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE 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 #:</th>
<th>1878 SERV</th>
<th>Original Purchase Order Date:</th>
<th></th>
<th>Change Order #:</th>
<th>2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor Name:</td>
<td>TranSystems Corporation</td>
<td>Vendor #:</td>
<td>10626</td>
<td>Department:</td>
<td>Division of Transportation</td>
</tr>
<tr>
<td>Dept Contact:</td>
<td>Eva Hitchcock</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Background and/or Reason for Change Order Request:</strong></td>
<td>Professional Phase I Engineering Services for improvements along CH 47/PP - Aurora Branch, Section 15-00317-06-BT</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Change order to increase contract total amount (See attached decision memo)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**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>$196,668.50</th>
</tr>
</thead>
<tbody>
<tr>
<td>B</td>
<td>Net $ change for previous Change Orders</td>
<td>$9,123.16</td>
</tr>
<tr>
<td>C</td>
<td>Current contract amount (A + B)</td>
<td>$205,791.66</td>
</tr>
<tr>
<td>D</td>
<td>Amount of this Change Order</td>
<td>Increase</td>
</tr>
<tr>
<td>E</td>
<td>New contract amount (C + D)</td>
<td>$209,791.66</td>
</tr>
<tr>
<td>F</td>
<td>Percent of current contract value this Change Order represents (D / C)</td>
<td>1.94%</td>
</tr>
<tr>
<td>G</td>
<td>Cumulative percent of all Change Orders (B+D/A) (60% maximum on construction contracts)</td>
<td>6.57%</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 1500-3500-54040
- [ ] OTHER - explain below:

---

**EMH**

<table>
<thead>
<tr>
<th>Prepared By (Initials)</th>
<th>6907</th>
<th>Phone Ext</th>
<th>Feb 26, 2018</th>
<th>Recommended for Approval (Initials)</th>
<th>Phone Ext</th>
<th>Date</th>
</tr>
</thead>
</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>2-29-18</td>
<td>3-2-18</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Chief Financial Officer (Decision Memos Over $25,000)</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chairman's Office (Decision Memos Over $25,000)</td>
<td>Date</td>
</tr>
<tr>
<td>3-6-18</td>
<td>3-6-18</td>
</tr>
</tbody>
</table>
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.

Requesting Department: Division of Transportation
Contact Email: paul.krueger@dupageco.org
Vendor Name: TranSystems Corporation

Department Contact: Paul Krueger
Contact Phone: 630-407-6900
Vendor #: 

Action Requested - Identify the action to be taken and the total cost; for instance, approval of new contract, renew contract, increase contract, etc.
TranSystems Corporation is requesting additional compensation for the Phase I study of the Illinois Prairie Path - Aurora Branch, Section 15-00317-06-BT.

Summary Explanation/Background - Provide an executive summary of the action. Explain why it is necessary and what is to be accomplished.
The Division of Transportation (DOT) has applied for and secured federal funding for the construction of improvements to the alignment of the Illinois Prairie Path - Aurora Branch along Eola Road from the Batavia Spur to the existing Aurora Branch alignment. To qualify for federal funds, a preliminary (Phase I) engineering/environmental report must be prepared for approval by the Federal Highway Administration (FHWA). Based on IDOT's review comments of the draft Phase I report, the Phase I report will need to be amended in order to receive design approval. In order to address these comments, TranSystems is requesting additional compensation because this additional work was not included in the original scope of the contract.

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.
It is anticipated that IDOT will issue design approval based on these comments being addressed by TranSystems. Hiring another consultant to address these comments would not be cost effective since TranSystems has completed the Project Development Report to this point.

Source Selection/Vetting Information - Describe method used to select source.
The DOT only selects firms that are pre-qualified 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 TranSystems Corporation 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 TranSystems Corporation has completed the Phase I to date. Performing the work under a separate contract would not be as cost effective since all of the work would still need to be incorporated into a single Phase I study.

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 to the contract is $4,000.00. The DOT has included sufficient funds in our FY18 budget to pay for this change order.
The DuPage County Procurement Ordinance requires the following written disclosures prior to award:

1. Every contractor, union, or vendor that is seeking or has previously obtained a contract, change orders to one (1) or more contracts, or two (2) or more individual contracts with the county resulting in an aggregate amount 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 bid and shall update such disclosure with any changes that may occur.

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

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

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

Signature on File

I hereby acknowledge:

Authorized Signature

Printed Name: Charles J. Stenzel
Title: Senior Vice President
Date: Mar 6, 2018

Attach additional sheets if necessary. Sign each sheet and number each page. Page 1 of 1 (total number of pages)
WHEREAS, the DuPage County Board heretofore adopted Resolution DT-0002-13 which authorized the execution of an Intergovernmental Agreement between the County of DuPage (hereinafter referred to as COUNTY) and the Illinois Department of Transportation (hereinafter referred to as STATE) for traffic signal modernization and the installation of advance warning signs and flashers at CH 13/Winfield Road at Mack Road, CH 31/87th Street at Lemont Road, and CH 17/Maple Avenue at Burr Oak Road, Section 11-00232-06-SP (hereinafter referred to as PROJECT); and

WHEREAS, the current cost of the PROJECT to the COUNTY, by and through the Division of Transportation is $51,759.00; and

WHEREAS, a contract was awarded by the STATE for the PROJECT and the work has been completed and there are allocated and unexpended COUNTY funds remaining under the above referenced Agreement; and

WHEREAS, it is in the best interest of the COUNTY to de-obligate the funds obligated per the above referenced Resolution, and said change is authorized by law.

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that the funds obligated per the Agreement between the COUNTY and the STATE for the PROJECT are hereby decreased in the amount of $9,380.59, resulting in a final COUNTY cost of $42,378.41, a decrease of 18.12%.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

________________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
Director of Transportation/County Engineer to travel to Bloomington, Illinois from April 11, 2018 through April 13, 2018 to attend the 2018 Spring meeting of the Illinois Association of County Engineers. Expenses to include registration, lodging and meals, for an estimated County cost of $527.50

Name: [Redacted]  
Title: Director of Transportation/County Engineer  
Department: Transportation Committee  
Request Date: 03/02/18  
Account Code: 1500-3500  
Purpose of Trip: (explain fully the necessity of making the trip)  
To attend the 2018 Spring meeting of the Illinois Association of County Engineers. This is one of two meetings held on an annual basis for County Engineers and speakers from IDOT, the FHWA and others, which keeps the County Engineers up to date on various transportation related projects.  
Destination: Bloomington, IL  
Date of Departure: 04/11/18  
Date of Return Arrival: 04/13/18  
(Please include a detailed explanation if different from official business dates)

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>
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</tr>
<tr>
<td>Transportation</td>
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<tr>
<td>Lodging</td>
<td>300.00</td>
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<tr>
<td>Rental Car</td>
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</tr>
<tr>
<td>Reference Materials</td>
<td>0</td>
</tr>
<tr>
<td>Meals (Per Diems)</td>
<td>127.50</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$ 527.50</strong></td>
</tr>
</tbody>
</table>

Reviewed by and Date Approved

- Eva Hitchcock  
  Completed 03/05/2018 1:49 PM  
- Christopher Snyder  
  Completed 03/05/2018 2:32 PM  
- Transportation Committee  
  Completed 03/20/2018 10:00 AM  
- County Board  
  Pending 03/27/2018 10:00 AM
OVERNIGHT TRAVEL REQUEST
Valid for ALL overnight travel  
Revised 3-14-2017

<table>
<thead>
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<th>REQUEST DATE:</th>
<th>3/2/2018</th>
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<tr>
<td>NAME:</td>
<td>[Redacted]</td>
</tr>
<tr>
<td>TITLE: Director of Trans/County Eng</td>
<td></td>
</tr>
<tr>
<td>DEPARTMENT: Division of Transportation</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 Spring meeting of the Illinois Association of County Engineers. This is one of two meetings held on an annual basis for County Engineers and speakers from IDOT, the FHWA and others, which keeps the County Engineers up to date on various transportation related projects.

<table>
<thead>
<tr>
<th>DESTINATION: Bloomington, IL</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Please include a detailed explanation if different from official business dates)</td>
</tr>
</tbody>
</table>

Please indicate the estimated amount for each applicable expense.

| REGISTRATION: | $100.00 |
| TRANSPORTATION: | $0.00 |
| LODGING: | $300.00 |
| MISCELLANEOUS EXPENSES (parking, mileage, etc.): | $0.00 |
| RENTAL CAR: (explain fully the necessity): | $0.00 |
| REFERENCE MATERIALS: | $0.00 |
| MEALS: (Per Diems): | $127.50 |
| TOTAL: | $527.50 |

**REVIEWED BY AND DATE APPROVED:**

Signature on File

Date: 3/5/18

Department Head: ____________________________  
(Signature)  
Date: ____________________________

Committee Name: ____________________________  
Date: ____________________________

County Board: ____________________________  
Date: ____________________________

Please note: If actual costs exceed the estimates, this form must be re-submitted for approval.
WHEREAS, the County of DuPage (hereinafter referred to as COUNTY) and the Village of Addison (hereinafter referred to as VILLAGE) previously entered into an intergovernmental agreement on March 1, 1982 for the improvement of Addison Road, from Route 20 to Route 64, in part, and to signalize the intersections of Lincoln Avenue, Factory Road, Moreland Avenue with Addison Road (hereinafter referred to as AGREEMENT); and

WHEREAS, the COUNTY and the VILLAGE desire to enter into a First Amendment to said AGREEMENT to transfer the maintenance responsibilities of the traffic signals referenced in said AGREEMENT from COUNTY to VILLAGE; and

WHEREAS, said AMENDMENT also includes the assumption of traffic signal maintenance at Addison Road and Green Meadows Drive by the COUNTY and the assumption of energy costs for said traffic signal by the VILLAGE; and

WHEREAS, a First Amendment to Intergovernmental Agreement (hereinafter referred to as AMENDMENT) has been prepared and attached hereto; and

WHEREAS, said AMENDMENT must be executed to redefine maintenance responsibilities of the traffic signals referenced in said AGREEMENT.

NOW, THEREFORE, BE IT RESOLVED by the County Board of DuPage County, that the Chairman and Clerk of the Board be hereby directed and authorized to execute the referenced AMENDMENT with the VILLAGE; and

BE IT FURTHER RESOLVED that a copy of this Resolution and two (2) executed AMENDMENTS be sent to the VILLAGE, by and through the Division of Transportation.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

_________________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK
FIRST AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT BETWEEN
THE COUNTY OF DUPage AND
THE VILLAGE OF ADDISON
DATED MARCH 1, 1982 FOR THE IMPROVEMENT OF ADDISON ROAD
FROM ROUTE 20 TO ROUTE 64
SECTION 82-00174-02-FP

THIS FIRST AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT DATED
MARCH 1, 1982 (COUNTY RESOLUTION R-010-82) is entered into this
_____ day of March 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 Village of Addison (hereinafter referred to as the
"VILLAGE"), a municipal corporation with offices at 1 Friendship
Plaza, Addison, Illinois. The COUNTY and the VILLAGE are hereinafter
individually referred to as a "party" or together as the "parties."

RECITALS

WHEREAS, the COUNTY and the VILLAGE entered into an
Intergovernmental Agreement dated March 1, 1982, to improve Addison
Road from US 20 to Route 64, in part, and to signalize the
intersections of Lincoln Avenue, Factory Road, Moreland Avenue with
Addison Road (hereinafter "TRAFFIC SIGNALS"); and

WHEREAS, said improvement has previously been completed; and

WHEREAS, the COUNTY and the VILLAGE desire to enter into a First
Amendment to the Intergovernmental Agreement between the parties
dated March 1, 1982 to re-define the maintenance responsibilities of
the TRAFFIC SIGNALS; and

WHEREAS, pursuant to Paragraph 9 of the Intergovernmental
Agreement dated March 1, 1982, the COUNTY and the VILLAGE wish to
amend said Agreement to re-define the parties' obligations with
respect to maintenance responsibilities of the TRAFFIC SIGNALS.

**NOW THEREFORE,** in consideration of the premises and mutual
covenants contained herein, the parties agree as follows:

1.0 **RECITALS INCORPORATED**

1.1 The foregoing recitals are incorporated herein by
reference as though fully set forth.

2.0 **AMENDMENT**

2.1 Paragraph 9 of the Intergovernmental Agreement between
the COUNTY and the VILLAGE dated March 1, 1982, is
hereby amended by deleting said paragraph and
replacing with the following:

"The VILLAGE agrees to assume complete maintenance and
jurisdictional control of Addison Road from Lake
Street to Sidney Avenue including the traffic signals
on Addison Road at Lincoln Avenue, at Factory Road and
at Moreland Avenue with the VILLAGE assuming all
energy charges thereof."

2.2. The parties agree that the TRAFFIC SIGNALS will be
transferred in an "as is" condition to the VILLAGE
upon execution of this FIRST AMENDMENT.

2.3. The COUNTY agrees to assume complete maintenance of
the traffic signal at Addison Road and Green Meadows
Drive with the VILLAGE assuming all energy charges
thereof. The parties agree that the traffic signal will be transferred in an "as is" condition to the COUNTY upon execution of this FIRST AMENDMENT.

2.4. The VILLAGE agrees to continue to maintain and have jurisdictional control of the traffic signal at Fullerton Avenue and Addison Road as previously referenced in a letter dated May 25, 1995 incorporated herein by reference.

3.0 ORIGINAL AGREEMENT

3.1 The terms of the original agreement that are not modified by this Amendment shall remain in full force and effect.

THE PARTIES TO THIS FIRST AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT DATED March 1, 1982 by their signatures acknowledge they have read and understand this amendment and are bound by its terms.

COUNTY OF DUPAGE

By: Daniel J. Cronin
Its: County Board Chairman

ATTEST:

By: Paul Hinds
Its: County Clerk

VILLAGE OF ADDISON

Signature on File

By: Rich Veenstra
Its: Mayor

ATTEST:

Signature on File

By: Lucille Zucchero
Its: Village Clerk
AMENDMENT TO RESOLUTION DT-R-0183-14
LOCAL AGENCY AGREEMENT
BETWEEN THE COUNTY OF DU PAGE AND
THE ILLINOIS DEPARTMENT OF TRANSPORTATION
FOR IMPROVEMENTS ALONG
CH 33/75TH STREET AT PLAINFIELD/NAPERVILLE ROAD
SECTION 12-00168-09-SP
(INCREASE FUNDING $19,013.17; 4.76%)

WHEREAS, the County of DuPage (hereinafter referred to as COUNTY) has heretofore adopted Resolution DT-R-0183-14 on August 12, 2014 wherein the COUNTY entered into a Local Agency Agreement (hereinafter referred to as AGREEMENT) with the Illinois Department of Transportation (hereinafter referred to as STATE) for improvements along CH 33/75th Street at Plainfield/Naperville Road, Section 12-00168-09-SP (hereinafter referred to as PROJECT); and

WHEREAS, at the time the estimated construction cost of the PROJECT was $1,053,629.00 and the estimated cost to the COUNTY was anticipated to be $399,764.00; and

WHEREAS, a contract was awarded by the STATE for the PROJECT and the work has been completed and the COUNTY’s final share of construction costs has been determined to be $418,777.17; and

WHEREAS, the circumstances that necessitated the change in costs were not reasonably foreseeable at the time the AGREEMENT was signed; and

WHEREAS, an adjustment in funding is in the best interest of the COUNTY and is authorized by law.

NOW, THEREFORE, BE IT RESOLVED that Resolution DT-R-0183-14 is hereby amended to reflect a cost of $418,777.17 instead of and in place of a cost of $399,764.00.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK