Kane County
KC Executive Committee
Agenda

Government Center
719 S. Batavia Ave., Bldg. A
Geneva, IL 60134

PIEROG, Allan, Bates, Berman, Gumz, Juby, Kious, Lewis, Linder, Molina, Sanchez, Strathmann, Surges, Tepe, Williams and ex-officio Roth (County Vice Chair)

Wednesday, February 5, 2025 **9:00 AM** **County Board Room**

1. **Call to Order**
2. **Roll Call**
3. **Remote Attendance Requests**
4. **Pledge of Allegiance**
5. **Approval of Minutes: January 8, 2025**
6. **Public Comment**
7. **Monthly Financials (K. Hopkinson)**
   - **A.** Monthly Finance Reports
8. **PIO Update (J. Mann)**
9. **Old Business**
10. **New Business**
11. **Preliminary County Board Agenda:**

---------- **CONSENT AGENDA** ----------

Administration

- **A.** **Resolution:** Authorizing Updated Capital Projects from the Capital Fund
- **B.** **Resolution:** Authorization of a Contract Extension with F.E. Moran, Inc. for Kane County Building Automation System (BAS) & Repair Services (BID# 52-021)
- **C.** **Resolution:** Authorizing Additional Expenditure of Funds from FY2025 Budget for Annual Roof Inspection, Repair, and Replacement Services with Weatherguard Roofing Company (BID# 23-054)
- **D.** **Resolution:** Authorizing an Agreement with Wight and Company for the Third Street Courthouse Window Replacement Project (RFQ# 42-020)
- **E.** **Resolution:** Authorizing an Agreement with Wight and Company for the Pavement Management Design for Kane County (RFQ# 42-020)

F. **Resolution:** Authorizing a Three-Year Enterprise Agreement with Esri for Desktop and Server Platform for the Kane County GIS-Technologies Department

G. **Resolution:** Authorizing an Extension for Professional Services for Consulting and Project Management with Defin.net Solutions for the Information Technologies Department (BID# 05-020)

Agriculture

A. **Resolution:** Authorizing a One-Year Extension and Amending the Contract Limit for Ellen Kamps to Provide Continued Food and Agriculture Consulting Services

B. **Resolution:** Authorizing a One-Year Contract Extension with New Venture Advisors to Provide Food and Agriculture Consulting Services

County Development

A. **Resolution:** Authorizing Renewal of a Contract for Continuum of Care Support Services for 2025

Executive

A. Proclamation Recognizing February 2025 as National Black History Month

B. Proclamation Recognizing February 2025 as National Cancer Prevention Month in Kane County

C. **Resolution:** Appointment to Board of Trustees of the Burlington Community Fire Protection District (Phillip A. DiMenza III)

D. **Resolution:** Acknowledging Annual Review of Number of Procurement Cards Issued to County Board Office and Each of Their Transaction Limits

Finance

A. **Resolution:** Approving December 2024 Claims Paid

B. **Resolution:** Approving a Supplemental Budget Adjustment and Authorizing Execution of Collective Bargaining Agreement - Coroner’s Bargaining Unit

C. **Resolution:** Authorizing Execution of Collective Bargaining Agreement Between County of Kane, Kane County Sheriff, and Teamsters Local Union #700 (Kane County Sheriff’s Office Court Security Officers)

D. **Resolution:** Authorization to Approve Agreement with BerryDunn for Strategic Planning Services

E. **Resolution:** Authorizing External Audits Pursuant to the County Auditing Law 55 ILCS 5/6-31005

F. **Resolution:** Authorizing a Salary Adjustment for the Administrator of Kane County Animal Control

G. **Resolution:** Authorizing an Interfund Loan for the Payment of Office of Community Reinvestment Program Expenses from the General Fund in Instances Where Funding Agreements or Reimbursements are Delayed

H. **Resolution:** Emergency Appropriation for Transfer of Funds From the FEMA PA Administration Fund #358 to the General Fund - General Account #001

I. **Resolution:** Emergency Appropriation for Transfer of Funds From the Coronavirus Relief Fund #353 to the General Fund - General Account #001

J. **Resolution:** Emergency Appropriation for Transfer of Funds from the Mass Vaccination Fund #354 to the General Fund - General Account #001

K. **Resolution:** Budget Transfer to Correct the 2024 and 2025 Budgets and Transfer Budget from Contractual Services to Personnel Services

L. **Resolution:** Authorizing the Illinois Supreme Court Disability and Accessibility Improvement Funding Allocation

Human Services

A. **Resolution:** Amending the Personnel Policy Handbook Section Regarding Absences and Tardiness

Jobs

A. **Resolution:** Approving a Contract Extension with GMCI for the Continued Marketing of the Fabulous Fox! National Water Trail

Judicial/Public Safety

A. **Resolution:** Authorizing a Facility Use Agreement with American Red Cross for the Storage of an Emergency Shelter Trailer

B. **Resolution:** Authorizing the FY24 Emergency Management Program Grant Agreement for the Office of Emergency Management

C. **Resolution:** Approving an Intergovernmental Agreement Between the City of Aurora and the City of Elgin for the Execution of the 2024 Edward Byrne Memorial Justice Assistance Grant (JAG) Program Award

D. **Resolution:** Authorizing Renewal of a Contract with Flock Safety by the Kane County Sheriff’s Office

E. **Resolution:** Granting the Kane County Sheriff and the Kane County State’s Attorney Authority to Enter into an Intergovernmental Agreement with Kendall County and a Lease with the Kane County Bar Association for Wellness Coordinator Services on Behalf of Kane County

F. **Resolution:** Notification of Renewal of Drug and Alcohol Evaluation and Referral Services, RFQ 33-021

G. **Resolution:** Notifying the County Board that the Chief Judge has Entered into a Contract for Professional Services for the Treatment Alternative Court

H. **Resolution:** Notifying the County Board that the Chief Judge has Entered into a Contract for Professional Services for the Driving Under the Influence (DUI) Court, RFP 24-060-TK

Legal Affairs

A. **Ordinance:** Amending Section 2-193 of the Kane County Code - Expenditure of Funds for Settlement of Claims

Public Health

A. **Resolution:** Authorizing Opioid Response Community Implementation Project

Transportation

A. **Resolution:** Amending the Source Fund Line Item of Prior Resolution No. 24-371 - Approving a Phase I Engineering Services Agreement with BLA, Inc. for Randall Road at U.S. Route 20 Interchange Improvements, Kane County Section No. 19-00520-00-CH

B. **Resolution:** Approving a $132,880.25 Contract for the Purchase of One (1) 2025 3TS-8T JCB Teleskid for the Kane County Division of Transportation

C. **Resolution:** Approving an Intergovernmental Agreement with the State of Illinois for Phase III Construction for Randall Road at Illinois Route 72 Intersection Improvement, Kane County Section No. 19-00514-00-WR

D. **Resolution:** Approving a $23,154.00 Amendment to the Phase I/II Engineering Services Agreement with Kimley Horn and Associates, Inc. of Warrenville, Illinois for Plank Road HSIP Improvements, Romke Road to Brier Hill Road, Kane County Section No. 21-00540-00-SP

E. **Resolution:** Approving a $25,698.00 Amendment to the Phase I/II Engineering Services Agreement with Kimley Horn and Associates, Inc. of Warrenville, Illinois for Plank Road HSIP Improvements, County Line Road to Engel Road, Kane County Section No. 22-00553-00-SP

F. **Resolution:** Approving a $65,434.50 County Share and Contract for Construction with Precision Pavement Markings Inc. of Pingree Grove, Illinois for Countywide Recessed Reflective Pavement Markers Project, Kane County Section No. 22-00557-00-SP

G. **Resolution:** Approving a Contract for Construction for $83,092.00 with Clean Cut Tree Service, Inc. of Grayslake, Illinois for the Randall Road at Illinois Route 72 Tree Removal Project, Kane County Section No. 24-00514-01-WR

H. **Resolution:** Authorizing Acquisition of Real Property for Randall Road at Big Timber Road Intersection Improvement, Kane County Section No. 19-00369-01-CH

I. **Resolution:** Requesting Quick Take Powers for the Acquisition of Highway Right of Way for the Randall Road at Hopps Road Intersection Realignment and Railroad Grade Separation Improvement, Parcel Nos.: 0001, 0002, 0002TE, 0003, 0003TE, 0004A, 0004B, 0005PE, 0006, 0006TE, 0007, 0008, and 0009TE, Kane County Section No. 19-00511-00-CH

----------END OF CONSENT AGENDA ----------

A. **Resolution:** Approving County Board Personal Expense Voucher Reimbursement Request

12. Executive Session

A. Release of Closed Session Minutes

13. Open Session

A. Vote on Release of Closed Session Minutes

14. Committee Reports

A. Madam Chairman's Comments

B. Legislative Update

C. All Other Committees

15. Adjournment

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

FINANCE REPORT NO. TMP-25-146

MONTHLY FINANCE REPORTS

Committee Revenue Budget Report - by Account Detail

Through December 31, 2024 (8.33% YTD)

*2020, 2021, 2022, 2023 Actual Full Fiscal Year **2024 (DRAFT)

Department / Fund / Account Classification	2020 Actual Amount*	2021 Actual Amount*	2022 Actual Amount*	2023 Actual Amount*	2024 Actual Amount**	2024 Adopted Budget	2024 YTD% Actual/Budget	2025 Actual Amount	2025 Adopted Budget	2025 YTD% Actual/Budget	2020 - 2025 Trend
010 County Board	**$ 4,934,921**	**$ 2,341,765**	**$ 5,860,829**	**$ 6,378,943**	**$ 6,237,691**	**$ 11,769,789**	**51.9%**	**$ 175**	**$ 12,018,565**	**0.00%**	
001 General Fund	**$ 139,268**	**$ 61,900**	**$ 77,788**	**$ 118,912**	**$ 153,925**	**$ 92,500**	**166.4%**	**$ 175**	**$ 132,500**	**0.13%**	
Revenue	***$ 139,268***	***$ 61,900***	***$ 77,788***	***$ 118,912***	***$ 153,925***	***$ 92,500***	***166.4%***	***$ 175***	***$ 132,500***	***0.13%***	
Licenses and Permits	**$ 89,268**	**$ 46,900**	**$ 77,788**	**$ 118,912**	**$ 153,925**	**$ 92,500**	**166.4%**	**$ 175**	**$ 132,500**	**0.13%**	
31000 - Liquor Licenses	$ 89,118	$ 44,150	$ 75,038	$ 113,862	$ 146,975	$ 90,000	163.3%	$ 175	$ 130,000	0.13%	
31390 - Gathering Permits	$ 150	$ 2,750	$ 2,750	$ 5,050	$ 6,950	$ 2,500	278.0%	$ -	$ 2,500	0.00%	
Transfers In	**$ 50,000**	**$ 15,000**	**$ -**	**$ -**	**$ -**	**$ -**	**0.0%**	**$ -**	**$ -**	**0.00%**	
39000 - Transfer From Other Funds	$ 50,000	$ 15,000	$ -	$ -	$ -	$ -	0.0%	$ -	$ -	0.00%	
120 Grand Victoria Casino Elgin	**$ 4,293,735**	**$ 1,944,410**	**$ 5,267,439**	**$ 5,366,409**	**$ 5,293,250**	**$ 5,138,806**	**98.2%**	**$ -**	**$ 5,440,618**	**0.00%**	
Revenue	***$ 4,293,735***	***$ 1,944,410***	***$ 5,267,439***	***$ 5,366,409***	***$ 5,293,250***	***$ 5,138,806***	***98.2%***	***$ -***	***$ 5,440,618***	***0.00%***	
Other	**$ 4,207,222**	**$ 1,946,103**	**$ 5,389,906**	**$ 4,948,625**	**$ 5,116,618**	**$ 4,948,625**	**98.4%**	**$ -**	**$ 5,116,618**	**0.00%**	
38550 - Riverboat Proceeds	$ 4,207,222	$ 1,946,103	$ 5,389,906	$ 4,948,625	$ 5,116,618	$ 4,948,625	103.4%	$ -	$ 5,116,618	0.00%	
39900 - Fund Balance Utilization	$ -	$ -	$ -	$ -	$ -	$ -	0.0%	$ -	$ -	0.00%	
Interest Revenue	**$ 86,513**	**$ (4,093)**	**$ (124,917)**	**$ 393,983**	**$ 175,150**	**$ 190,181**	**92.1%**	**$ -**	**$ 324,000**	**0.00%**	
38000 - Investment Income	$ 86,513	$ (4,093)	$ (124,917)	$ 393,983	$ 175,150	$ 190,181	92.1%	$ -	$ 324,000	0.00%	
Reimbursements	**$ -**	**$ 2,400**	**$ 2,450**	**$ 800**	**$ 1,483**	**$ -**	**0.0%**	**$ -**	**$ -**	**0.00%**	
37900 - Miscellaneous Reimbursement	$ -	$ 2,400	$ 2,450	$ 800	$ 1,483	$ -	0.0%	$ -	$ -	0.00%	
Transfers In	**$ -**	**$ -**	**$ -**	**$ 23,000**	**$ -**	**$ -**	**0.0%**	**$ -**	**$ -**	**0.00%**	
39405 - Transfer from Cost Share Drainage Fund 405	0.00	0.00	0.00	23,000.00	$ -	$ -	0.0%	0.00	$ -	0.00%	
430 Farmland Preservation	**$ 501,918**	**$ 315,704**	**$ 452,952**	**$ 774,616**	**$ 790,516**	**$ 6,538,483**	**12.1%**	**$ -**	**$ 6,445,447**	**0.00%**	
Revenue	***$ 501,918***	***$ 315,704***	***$ 452,952***	***$ 774,616***	***$ 790,516***	***$ 6,538,483***	***12.1%***	***$ -***	***$ 6,445,447***	***0.00%***	
Other	**$ -**	**$ -**	**$ 5**	**$ (26,946)**	**$ -**	**$ 2,838,894**	**0.0%**	**$ -**	**$ 3,042,447**	**0.00%**	
38570 - Refunds	$ -	$ -	$ 5	$ -	$ -	$ -	0.0%	$ -	$ -	0.00%	
38900 - Miscellaneous Other	$ -	$ -	$ -	$ (26,946)	$ -	$ -	0.0%	$ -	$ -	0.00%	
39900 - Fund Balance Utilization	$ -	$ -	$ -	$ -	$ -	$ 2,838,894	0.0%	$ -	$ 3,042,447	0.00%	
Grants	**$ 150,000**	**$ -**	**$ -**	**$ 115,000**	**$ -**	**$ 2,856,548**	**0.0%**	**$ -**	**$ 2,500,000**	**0.00%**	
32360 - US Dept of Agriculture Grant	$ 150,000	$ -	$ -	$ 115,000	$ -	$ 2,856,548	0.0%	$ -	$ 2,500,000	0.00%	
Interest Revenue	**$ 51,918**	**$ 604**	**$ (47,053)**	**$ 186,516**	**$ 90,516**	**$ 143,041**	**63.3%**	**$ -**	**$ 153,000**	**0.00%**	
38000 - Investment Income	$ 51,918	$ 604	$ (47,053)	$ 186,516	$ 90,516	$ 143,041	63.3%	$ -	$ 153,000	0.00%	
Reimbursements	**$ -**	**$ -**	**$ -**	**$ 46**	**$ -**	**$ -**	**0.0%**	**$ -**	**$ -**	**0.00%**	
37900 - Miscellaneous Reimbursement	$ -	$ -	$ -	$ 46	$ -	$ -	0.0%	$ -	$ -	0.00%	
Transfers In	**$ 300,000**	**$ 315,100**	**$ 500,000**	**$ 500,000**	**$ 700,000**	**$ 700,000**	**100.0%**	**$ -**	**$ 750,000**	**0.00%**	
39000 - Transfer From Other Funds	$ 300,000	$ 315,100	$ -	$ -	$ -	$ -	0.0%	$ -	$ -	0.00%	
39120 - Transfer from Grand Victoria Casino Elgin Fund 120	0.00	0.00	500,000.00	500,000.00	$ 700,000	$ 700,000	100.0%	0.00	$ 750,000	0.00%	
491 Tax Sale Purchase	**$ -**	**$ 19,751**	**$ 62,651**	**$ 119,006**	**$ -**	**$ -**	**0.0%**	**$ -**	**$ -**	**0.00%**	
Revenue	***$ -***	***$ 19,751***	***$ 62,651***	***$ 119,006***	***$ -***	***$ -***	***0.0%***	***$ -***	***$ -***	***0.00%***	
Proceeds from Sale of Property	**$ -**	**$ 19,751**	**$ 62,651**	**$ 119,006**	**$ -**	**$ -**	**0.0%**	**$ -**	**$ -**	**0.00%**	
38700 - Proceeds from Sale of Property	$ -	$ 19,751	$ 62,651	$ 119,006	$ -	$ -	0.0%	$ -	$ -	0.00%	
Grand Total	**$ 4,934,921**	**$ 2,341,765**	**$ 5,860,829**	**$ 6,378,943**	**$ 6,237,691**	**$ 11,769,789**	**51.9%**	**$ 175**	**$ 12,018,565**	**0.00%**	

Committee Expense Budget Report - by Account Detail

Through December 31, 2024 (8.33% YTD, 7.69% Payroll Expense through Pay Period Ending 12/21/2024)

***2020, 2021, 2022, 2023 Actual Full Fiscal Year **2024 (DRAFT)**

Department / Fund / Account Classification	2020 Actual Amount*	2021 Actual Amount*	2022 Actual Amount*	2023 Actual Amount*	2024 Actual Amount**	2024 Adopted Budget	2024 YTD% Actual/Budget	2025 Actual Amount	2025 Adopted Budget	2025 YTD% Actual/Budget	2020 - 2025 Trend
010 County Board	**$ 5,008,577**	**$ 3,854,913**	**$ 4,544,617**	**$ 5,531,197**	**$ 6,191,426**	**$ 12,992,758**	**46.6%**	**$ 79,248**	**$ 13,224,526**	**0.60%**	
001 General Fund	**$ 1,261,629**	**$ 1,142,452**	**$ 1,312,602**	**$ 1,503,338**	**$ 1,208,353**	**$ 1,315,469**	**89.5%**	**$ 69,786**	**$ 1,338,461**	**5.19%**	
Expenses	***$ 1,261,629***	***$ 1,142,452***	***$ 1,312,602***	***$ 1,503,338***	***$ 1,208,353***	***$ 1,315,469***	***89.5%***	***$ 69,786***	***$ 1,338,461***	***5.19%***	
Personnel Services- Salaries & Wages	**$ 921,519**	**$ 866,039**	**$ 995,867**	**$ 1,008,603**	**$ 1,018,851**	**$ 1,003,794**	**98.1%**	**$ 58,396**	**$ 1,021,711**	**5.69%**	
40000 - Salaries and Wages	$ 921,519	$ 866,039	$ 995,867	$ 1,008,603	$ 1,018,851	$ 1,003,794	101.0%	$ 58,396	$ 1,021,711	5.69%	
40002 - Non-Union Wage Increase	$ -	$ -	$ -	$ -	$ -	$ -	0.0%	$ -	$ -	0.00%	
40003 - Cost of Living Increase	$ -	$ -	$ -	$ -	$ -	$ -	0.0%	$ -	$ -	0.00%	
Personnel Services- Employee Benefits	**$ 300,310**	**$ 223,861**	**$ 247,481**	**$ 346,980**	**$ -**	**$ -**	**0.0%**	**$ -**	**$ 520,274**	**0.00%**	
45000 - Healthcare Contribution	$ 291,081	$ 215,525	$ 238,792	$ 337,295	$ -	$ -	0.0%	$ -	$ 381,805	0.00%	
45010 - Dental Contribution	$ 9,229	$ 8,336	$ 8,689	$ 9,685	$ -	$ -	0.0%	$ -	$ 11,381	0.00%	
45100 - FICA/SS Contribution	$ -	$ -	$ -	$ -	$ -	$ -	0.0%	$ -	$ 78,180	0.00%	
45200 - IMRF Contribution	$ -	$ -	$ -	$ -	$ -	$ -	0.0%	$ -	$ 31,218	0.00%	
53010 - Workers Compensation	$ -	$ -	$ -	$ -	$ -	$ -	0.0%	$ -	$ 17,690	0.00%	
Contractual Services	**$ 34,824**	**$ 46,623**	**$ 46,078**	**$ 136,741**	**$ 178,196**	**$ 297,175**	**60.0%**	**$ 10,913**	**$ 302,250**	**3.61%**	
50150 - Contractual/Consulting Services	$ 2,690	$ 9,755	$ 8,000	$ 95,828	$ 130,500	$ 253,350	51.5%	$ 500	$ 249,750	0.20%	
52140 - Repairs and Maint- Copiers	$ 87	$ 608	$ 384	$ 540	$ 688	$ 600	114.6%	$ 74	$ 100	73.70%	
53060 - General Printing	$ -	$ -	$ -	$ 12	$ 1,582	$ -	0.0%	$ -	$ -	0.00%	
53100 - Conferences and Meetings	$ -	$ 950	$ 1,574	$ -	$ 820	$ -	0.0%	$ -	$ -	0.00%	
53105 - Conferences and Meetings - Board Members	$ -	$ 864	$ 1,673	$ 1,629	$ 6,730	$ 3,500	192.3%	$ -	$ 12,000	0.00%	
53106 - Conferences & Meetings - Chairman	$ -	$ -	$ -	$ 1,190	$ 2,813	$ 3,325	84.6%	$ -	$ 4,000	0.00%	
53120 - Employee Mileage Expense	$ -	$ -	$ -	$ -	$ 116	$ -	0.0%	$ -	$ -	0.00%	
53130 - General Association Dues	$ 32,047	$ 34,447	$ 34,447	$ 37,542	$ 34,947	$ 36,400	96.0%	$ 10,339	$ 36,400	28.40%	
Commodities	**$ 4,976**	**$ 5,929**	**$ 8,175**	**$ 11,014**	**$ 11,305**	**$ 14,500**	**78.0%**	**$ 477**	**$ 14,500**	**3.29%**	
60000 - Office Supplies	$ 4,503	$ 4,969	$ 5,082	$ 9,064	$ 9,602	$ 9,200	104.4%	$ 477	$ 9,500	5.02%	
60010 - Operating Supplies	$ 473	$ 470	$ 2,682	$ 1,088	$ 763	$ 2,500	30.5%	$ -	$ 2,000	0.00%	
60015 - Board Meeting Supplies	$ -	$ -	$ -	$ 275	$ 610	$ 1,800	33.9%	$ -	$ 2,000	0.00%	
60020 - Computer Related Supplies	$ -	$ -	$ 470	$ 40	$ -	$ 300	0.0%	$ -	$ 300	0.00%	
60050 - Books and Subscriptions	$ -	$ 490	$ (59)	$ 98	$ -	$ 200	0.0%	$ -	$ 200	0.00%	
60555 - Business Relationship Commodities	$ -	$ -	$ -	$ 449	$ 330	$ 500	66.1%	$ -	$ 500	0.00%	
Transfers Out	**$ -**	**$ -**	**$ 15,000**	**$ -**	**$ -**	**$ -**	**0.0%**	**$ -**	**$ -**	**0.00%**	
99112 - Transfer to Special Reserve Fund 112	$ -	$ -	$ 15,000	$ -	$ -	$ -	0.0%	$ -	$ -	0.00%	
Services	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**0.0%**	**$ -**	**$ (520,274)**	**0.00%**	
45005 - Healthcare Contribution Contra Account	$ -	$ -	$ -	$ -	$ -	$ -	0.0%	$ -	$ (381,805)	0.00%	
45015 - Dental Insurance Contra Account	$ -	$ -	$ -	$ -	$ -	$ -	0.0%	$ -	$ (11,381)	0.00%	
45105 - FICA/SS Contribution Contra Account	$ -	$ -	$ -	$ -	$ -	$ -	0.0%	$ -	$ (78,180)	0.00%	
45205 - IMRF Contribution Contra Account	$ -	$ -	$ -	$ -	$ -	$ -	0.0%	$ -	$ (31,218)	0.00%	
53015 - Worker's Comp Contra Account	$ -	$ -	$ -	$ -	$ -	$ -	0.0%	$ -	$ (17,690)	0.00%	
120 Grand Victoria Casino Elgin	**$ 3,381,035**	**$ 2,602,731**	**$ 2,819,891**	**$ 3,725,681**	**$ 4,772,465**	**$ 5,138,806**	**88.6%**	**$ 1,238**	**$ 5,440,618**	**0.02%**	
Expenses	***$ 3,381,035***	***$ 2,602,731***	***$ 2,819,891***	***$ 3,725,681***	***$ 4,772,465***	***$ 5,138,806***	***88.6%***	***$ 1,238***	***$ 5,440,618***	***0.02%***	
Personnel Services- Salaries & Wages	**$ 47,417**	**$ 48,303**	**$ 52,572**	**$ 45,287**	**$ 37,269**	**$ 87,420**	**42.6%**	**$ 793**	**$ 87,515**	**0.90%**	
40000 - Salaries and Wages	$ 47,417	$ 48,303	$ 52,572	$ 45,287	$ 37,269	$ 84,873	43.9%	$ 793	$ 87,515	0.90%	
40002 - Non-Union Wage Increase	$ -	$ -	$ -	$ -	$ -	$ -	0.0%	$ -	$ -	0.00%	
40003 - Cost of Living Increase	$ -	$ -	$ -	$ -	$ -	$ 2,547	0.0%	$ -	$ -	0.00%	
Personnel Services- Employee Benefits	**$ 27,932**	**$ 30,763**	**$ 35,206**	**$ 20,270**	**$ 9,001**	**$ 25,530**	**35.3%**	**$ 415**	**$ 31,103**	**1.33%**	
45000 - Healthcare Contribution	$ 19,675	$ 21,821	$ 26,548	$ 13,564	$ 3,799	$ 12,357	30.7%	$ 300	$ 17,462	1.72%	
45010 - Dental Contribution	$ 470	$ 560	$ 562	$ 327	$ 149	$ 557	26.7%	$ 9	$ 647	1.35%	
45100 - FICA/SS Contribution	$ 3,143	$ 3,183	$ 3,514	$ 3,205	$ 2,775	$ 6,688	41.5%	$ 58	$ 6,697	0.86%	
45200 - IMRF Contribution	$ 3,292	$ 3,657	$ 3,127	$ 2,187	$ 1,663	$ 4,004	41.5%	$ 35	$ 4,780	0.72%	
53010 - Workers Compensation	$ 1,352	$ 1,542	$ 1,455	$ 988	$ 616	$ 1,924	32.0%	$ 14	$ 1,517	0.90%	
Contractual Services	**$ 945,350**	**$ 388,013**	**$ 499,829**	**$ 964,380**	**$ 886,213**	**$ 1,043,074**	**85.0%**	**$ 30**	**$ 1,090,882**	**0.00%**	
50340 - Software Licensing Cost	$ -	$ 212	$ -	$ 6	$ 94	$ 365	25.6%	$ -	$ 381	0.00%	
50590 - Professional Services	$ 1,418	$ 331	$ 44	$ 63	$ 24	$ 69	34.6%	$ -	$ 75	0.00%	
52010 - Janitorial Services	$ 137	$ 414	$ 620	$ 382	$ 208	$ 578	36.1%	$ -	$ 603	0.00%	

Committee Expense Budget Report - by Account Detail

Through December 31, 2024 (8.33% YTD, 7.69% Payroll Expense through Pay Period Ending 12/21/2024)

***2020, 2021, 2022, 2023 Actual Full Fiscal Year **2024 (DRAFT)**

Department / Fund / Account Classification	2020 Actual Amount*	2021 Actual Amount*	2022 Actual Amount*	2023 Actual Amount*	2024 Actual Amount**	2024 Adopted Budget	2024 YTD% Actual/Budget	2025 Actual Amount	2025 Adopted Budget	2025 YTD% Actual/Budget	2020 - 2025 Trend
52110 - Repairs and Maint- Buildings	$ -	$ -	$ 117	$ 74	$ 23	$ 167	14.0%	$ -	$ 171	0.00%	
52140 - Repairs and Maint- Copiers	$ 24	$ 32	$ 52	$ 43	$ 24	$ 55	43.3%	$ -	$ 60	0.00%	
52180 - Building Space Rental	$ 2,581	$ 4,176	$ 5,547	$ 3,290	$ 1,965	$ 4,401	44.7%	$ -	$ 4,634	0.00%	
53000 - Liability Insurance	$ 1,108	$ 984	$ 1,206	$ 1,322	$ 1,159	$ 2,553	45.4%	$ 29	$ 3,251	0.90%	
53020 - Unemployment Claims	$ 32	$ 32	$ 36	$ 18	$ 19	$ 35	53.2%	$ 0	$ 44	0.89%	
53100 - Conferences and Meetings	$ 0	$ 77	$ -	$ -	$ -	$ 50	0.0%	$ -	$ 50	0.00%	
53110 - Employee Training	$ 1,696	$ -	$ -	$ 17	$ -	$ 15,000	0.0%	$ -	$ 15,000	0.00%	
55010 - External Grants	$ 938,354	$ 381,755	$ 492,208	$ 409,165	$ 882,697	$ 1,019,801	86.6%	$ -	$ 1,066,613	0.00%	
55011 - Internal Grant to Workforce Development	$ -	$ -	$ -	$ 550,000	$ -	$ -	0.0%	$ -	$ -	0.00%	
Commodities	**$ 10,767**	**$ 6,954**	**$ 6,972**	**$ 6,763**	**$ 7,618**	**$ 6,704**	**113.6%**	**$ -**	**$ 9,616**	**0.00%**	
60000 - Office Supplies	$ 5,659	$ 102	$ 21	$ 93	$ 30	$ 30	100.6%	$ -	$ 30	0.00%	
60010 - Operating Supplies	$ 1	$ -	$ -	$ -	$ -	$ -	0.0%	$ -	$ -	0.00%	
60040 - Postage	$ -	$ -	$ -	$ -	$ -	$ -	0.0%	$ -	$ -	0.00%	
60050 - Books and Subscriptions	$ 4,500	$ 6,000	$ 6,000	$ 6,000	$ 5,167	$ 6,000	86.1%	$ -	$ 8,500	0.00%	
60070 - Computer Hardware- Non Capital	$ -	$ -	$ -	$ -	$ 2,060	$ -	0.0%	$ -	$ -	0.00%	
60100 - Utilities- Water	$ -	$ -	$ -	$ -	$ -	$ -	0.0%	$ -	$ -	0.00%	
63000 - Utilities- Natural Gas	$ 13	$ 45	$ 97	$ 66	$ 18	$ 89	20.5%	$ -	$ 67	0.00%	
63010 - Utilities- Electric	$ 25	$ 37	$ 56	$ 37	$ 16	$ 45	36.6%	$ -	$ 53	0.00%	
64000 - Telephone	$ 132	$ 232	$ 249	$ 227	$ 157	$ 346	45.3%	$ -	$ 371	0.00%	
64010 - Cellular Phone	$ 403	$ 441	$ 414	$ 248	$ 121	$ 82	147.0%	$ -	$ 467	0.00%	
64020 - Internet	$ 33	$ 98	$ 136	$ 92	$ 49	$ 112	43.5%	$ -	$ 128	0.00%	
Contingency and Other	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 371,096**	**0.0%**	**$ -**	**$ 811,062**	**0.00%**	
89000 - Addition to Fund Balance	$ -	$ -	$ -	$ -	$ -	$ 371,096	0.0%	$ -	$ 811,062	0.00%	
Transfers Out	**$ 2,334,283**	**$ 2,110,270**	**$ 2,215,777**	**$ 2,675,614**	**$ 3,819,007**	**$ 3,569,982**	**100.0%**	**$ -**	**$ 3,375,440**	**0.00%**	
99000 - Transfer To Other Funds	$ 2,334,283	$ 2,110,270	$ -	$ -	$ -	$ -	0.0%	$ -	$ -	0.00%	
99001 - Transfer to General Fund 001	$ -	$ -	$ 2,689	$ 1,622	$ 1,253	$ 2,228	56.2%	$ -	$ 2,177	0.00%	
99220 - Transfer to Title IV-D Fund 220	$ -	$ -	$ 173,153	$ 181,339	$ 29,828	$ 29,828	100.0%	$ -	$ 4,933	0.00%	
99221 - Transfer to Drug Prosecution Fund 221	$ -	$ -	$ 85,192	$ 180,894	$ 356,327	$ 356,327	100.0%	$ -	$ 246,976	0.00%	
99222 - Transfer to Victim Coordinator Services Fund 222	$ -	$ -	$ 124,820	$ 100,960	$ 246,804	$ 246,804	100.0%	$ -	$ 254,583	0.00%	
99223 - Transfer to Domestic Violence Fund 223	$ -	$ -	$ 147,810	$ 350,000	$ 450,755	$ 450,755	100.0%	$ -	$ 164,831	0.00%	
99230 - Transfer to Child Advocacy Center Fund 230	$ -	$ -	$ 473,140	$ 690,656	$ 888,556	$ 888,556	100.0%	$ -	$ 1,064,481	0.00%	
99351 - Transfer to Kane Kares Fund 351	$ -	$ -	$ 142,097	$ 142,097	$ 213,229	$ 213,229	100.0%	$ -	$ 213,229	0.00%	
99390 - Transfer to Web Technical Services Fund 390	$ -	$ -	$ 297,500	$ 297,500	$ 297,500	$ 297,500	100.0%	$ -	$ 292,500	0.00%	
99400 - Transfer to Econ Develop Fund 400	$ -	$ -	$ 58,676	$ 74,643	$ 280,375	$ 280,375	100.0%	$ -	$ 280,375	0.00%	
99405 - Transfer to Cost Share Drainage Fund 405	$ -	$ -	$ 149,700	$ 69,403	$ 4,555	$ 4,555	100.0%	$ -	$ 4,555	0.00%	
99407 - Transfer to Quality of Kane Grants Fund 407	$ -	$ -	$ -	$ -	$ 20,000	$ 20,000	100.0%	$ -	$ -	0.00%	
99430 - Transfer to Farmland Preservation Fund 430	$ -	$ -	$ 500,000	$ 500,000	$ 700,000	$ 700,000	100.0%	$ -	$ 750,000	0.00%	
99500 - Transfer to Capital Projects Fund 500	$ -	$ -	$ -	$ -	$ 250,000	$ -	100.0%	$ -	$ -	0.00%	
99650 - Transfer to Enterprise Surcharge Fund 650	$ -	$ -	$ 61,000	$ 86,500	$ 79,825	$ 79,825	100.0%	$ -	$ 96,800	0.00%	
Services	**$ 15,286**	**$ 18,428**	**$ 9,535**	**$ 13,367**	**$ 13,358**	**$ 35,000**	**38.2%**	**$ -**	**$ 35,000**	**0.00%**	
45420 - Tuition Reimbursement	$ 15,286	$ 18,428	$ 9,535	$ 13,367	$ 13,358	$ 35,000	38.2%	$ -	$ 35,000	0.00%	
430 Farmland Preservation	**$ 365,914**	**$ 88,955**	**$ 349,473**	**$ 183,171**	**$ 210,608**	**$ 6,538,483**	**3.2%**	**$ 8,225**	**$ 6,445,447**	**0.13%**	
Expenses	***$ 365,914***	***$ 88,955***	***$ 349,473***	***$ 183,171***	***$ 210,608***	***$ 6,538,483***	***3.2%***	***$ 8,225***	***$ 6,445,447***	***0.13%***	
Personnel Services- Salaries & Wages	**$ 39,641**	**$ 57,231**	**$ 75,035**	**$ 58,805**	**$ 87,364**	**$ 167,691**	**52.1%**	**$ 5,738**	**$ 98,788**	**5.71%**	
40000 - Salaries and Wages	$ 39,641	$ 56,694	$ 74,999	$ 58,537	$ 87,364	$ 162,806	53.7%	$ 5,738	$ 98,788	5.71%	
40002 - Non-Union Wage Increase	$ -	$ -	$ -	$ -	$ -	$ -	0.0%	$ -	$ -	0.00%	
40003 - Cost of Living Increase	$ -	$ -	$ -	$ -	$ -	$ 4,885	0.0%	$ -	$ -	0.00%	
40200 - Overtime Salaries	$ -	$ 536	$ 35	$ 268	$ -	$ -	0.0%	$ -	$ -	0.00%	
Personnel Services- Employee Benefits	**$ 6,580**	**$ 8,450**	**$ 10,550**	**$ 9,063**	**$ 26,379**	**$ 54,322**	**48.6%**	**$ 2,093**	**$ 31,670**	**6.56%**	
45000 - Healthcare Contribution	$ 1,538	$ 1,505	$ 1,563	$ 1,755	$ 12,261	$ 29,608	41.4%	$ 1,341	$ 16,657	8.05%	
45010 - Dental Contribution	$ 59	$ 64	$ 64	$ 64	$ 287	$ 719	39.9%	$ 29	$ 345	8.32%	
45100 - FICA/SS Contribution	$ 3,012	$ 4,356	$ 5,714	$ 4,469	$ 6,652	$ 12,829	51.8%	$ 428	$ 7,562	5.57%	
45200 - IMRF Contribution	$ 957	$ 1,064	$ 1,456	$ 731	$ 3,694	$ 7,681	48.1%	$ 295	$ 5,395	5.38%	

Committee Expense Budget Report - by Account Detail

Through December 31, 2024 (8.33% YTD, 7.69% Payroll Expense through Pay Period Ending 12/21/2024)

***2020, 2021, 2022, 2023 Actual Full Fiscal Year **2024 (DRAFT)**

Department / Fund / Account Classification	2020 Actual Amount*	2021 Actual Amount*	2022 Actual Amount*	2023 Actual Amount*	2024 Actual Amount**	2024 Adopted Budget	2024 YTD% Actual/Budget	2025 Actual Amount	2025 Adopted Budget	2025 YTD% Actual/Budget	2020 - 2025 Trend
53010 - Workers Compensation	$ 1,014	$ 1,461	$ 1,753	$ 2,044	$ 3,485	$ 3,485	100.0%	$ -	$ 1,711	0.00%	
Contractual Services	**$ 16,291**	**$ 23,274**	**$ 26,696**	**$ 61,662**	**$ 94,637**	**$ 601,146**	**15.7%**	**$ 394**	**$ 599,716**	**0.07%**	
50150 - Contractual/Consulting Services	$ 11,174	$ 19,509	$ 16,420	$ 47,229	$ 86,564	$ 516,979	16.7%	$ 394	$ 516,979	0.08%	
50160 - Legal Services	$ 2,091	$ 1,088	$ 1,939	$ 1,470	$ 1,100	$ 25,000	4.4%	$ -	$ 25,000	0.00%	
50170 - Appraisal Services	$ 1,500	$ -	$ 1,500	$ 7,000	$ 1,800	$ 39,594	4.5%	$ -	$ 39,594	0.00%	
53000 - Liability Insurance	$ 831	$ 932	$ 1,452	$ 2,689	$ 5,064	$ 5,064	100.0%	$ -	$ 3,666	0.00%	
53020 - Unemployment Claims	$ 24	$ 30	$ 44	$ 37	$ 82	$ 82	100.0%	$ -	$ 50	0.00%	
53100 - Conferences and Meetings	$ 671	$ 1,716	$ 5,342	$ 3,237	$ 28	$ 14,427	0.2%	$ -	$ 14,427	0.00%	
Capital	**$ 303,402**	**$ -**	**$ 235,796**	**$ -**	**$ -**	**$ 5,713,096**	**0.0%**	**$ -**	**$ 5,713,096**	**0.00%**	
75010 - Farmland Preservation Rights - County Portion	$ 303,402	$ -	$ 235,796	$ -	$ -	$ 2,856,548	0.0%	$ -	$ 2,856,548	0.00%	
75020 - Farmland Preservation Rights - Federal Matching	$ -	$ -	$ -	$ -	$ -	$ 2,856,548	0.0%	$ -	$ 2,856,548	0.00%	
Contingency and Other	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**0.0%**	**$ -**	**$ -**	**0.00%**	
89000 - Addition to Fund Balance	$ -	$ -	$ -	$ -	$ -	$ -	0.0%	$ -	$ -	0.00%	
Transfers Out	**$ -**	**$ -**	**$ 1,396**	**$ 53,641**	**$ 2,228**	**$ 2,228**	**100.0%**	**$ -**	**$ 2,177**	**0.00%**	
99000 - Transfer To Other Funds	$ -	$ -	$ -	$ -	$ -	$ -	0.0%	$ -	$ -	0.00%	
99001 - Transfer to General Fund 001	$ -	$ -	$ 1,396	$ 3,641	$ 2,228	$ 2,228	100.0%	$ -	$ 2,177	0.00%	
99435 - Transfer to Growing for Kane Fund 435	$ -	$ -	$ -	$ 50,000	$ -	$ -	0.0%	$ -	$ -	0.00%	
491 Tax Sale Purchase	**$ -**	**$ 20,775**	**$ 62,651**	**$ 119,006**	**$ -**	**$ -**	**0.0%**	**$ -**	**$ -**	**0.00%**	
Expenses	***$ -***	***$ 20,775***	***$ 62,651***	***$ 119,006***	***$ -***	***$ -***	***0.0%***	***$ -***	***$ -***	***0.00%***	
Contractual Services	**$ -**	**$ 7,674**	**$ 17,722**	**$ 119,006**	**$ -**	**$ -**	**0.0%**	**$ -**	**$ -**	**0.00%**	
50150 - Contractual/Consulting Services	$ -	$ 7,674	$ 17,722	$ 119,006	$ -	$ -	0.0%	$ -	$ -	0.00%	
Contingency and Other	**$ -**	**$ 13,102**	**$ 44,929**	**$ -**	**$ -**	**$ -**	**0.0%**	**$ -**	**$ -**	**0.00%**	
88990 - Move to Agency Fund	$ -	$ 13,102	$ 44,929	$ -	$ -	$ -	0.0%	$ -	$ -	0.00%	
Grand Total	**$ 5,008,577**	**$ 3,854,913**	**$ 4,544,617**	**$ 5,531,197**	**$ 6,191,426**	**$ 12,992,758**	**46.6%**	**$ 79,248**	**$ 13,224,526**	**0.60%**	

Executive Accounts Payable by GL Distribution

Payment Date Range 12/01/24 - 12/31/24

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **001 - General Fund**										
Department **010 - County Board**										
Sub-Department **010 - County Board/Liquor**										
Account **50150 - Contractual/Consulting Services**										
14094 - McGuireWoods LLP	92880982	Consulting Services - October 2024	Paid by EFT # 92697		11/15/2024	11/21/2024	11/21/2024		12/02/2024	10,000.00
14094 - McGuireWoods LLP	92882046	November 2024 Consulting Services	Paid by EFT # 93386		11/30/2024	11/30/2024	11/30/2024		12/30/2024	10,000.00
12588 - American Legal Publishing Corp.	38456	Annual Web Hosting Fee; Period 1/1/2025-1/1/2026	Paid by EFT # 93203		12/14/2024	12/17/2024	12/17/2024		12/30/2024	500.00
				Account **50150 - Contractual/Consulting Services** Totals				Invoice Transactions	3	$20,500.00
Account **52140 - Repairs and Maint- Copiers**										
8930 - Impact Networking, LLC	3390863	Meter reading	Paid by EFT # 93348		12/18/2024	12/18/2024	12/18/2024		12/30/2024	73.70
				Account **52140 - Repairs and Maint- Copiers** Totals				Invoice Transactions	1	$73.70
Account **53105 - Conferences and Meetings - Board Members**										
4185 - Metro West Council of Government (COG)	5634	Metro West Council of Government	Paid by EFT # 92703		11/08/2024	11/19/2024	11/19/2024		12/02/2024	150.00
				Account **53105 - Conferences and Meetings - Board Members** Totals				Invoice Transactions	1	$150.00
Account **53106 - Conferences & Meetings - Chairman**										
4185 - Metro West Council of Government (COG)	5634	Metro West Council of Government	Paid by EFT # 92703		11/08/2024	11/19/2024	11/19/2024		12/02/2024	75.00
				Account **53106 - Conferences & Meetings - Chairman** Totals				Invoice Transactions	1	$75.00
Account **53130 - General Association Dues**										
4185 - Metro West Council of Government (COG)	5651	2025 Annual Membership Dues	Paid by EFT # 93392		12/05/2024	12/12/2024	12/12/2024		12/30/2024	250.00
1544 - National Association of Counties (NACo)	202433492	County Dues	Paid by EFT # 93411		10/22/2024	12/17/2024	12/17/2024		12/30/2024	10,089.00
				Account **53130 - General Association Dues** Totals				Invoice Transactions	2	$10,339.00
Account **60000 - Office Supplies**										
11058 - JP Morgan Chase Bank N.A.	6591-CP-11/24	November P-Card	Paid by EFT # 93028		11/29/2024	11/29/2024	11/29/2024		12/16/2024	72.49
3578 - Warehouse Direct, Inc.	5832941-0	Awards/Plaques	Paid by EFT # 93173		11/21/2024	11/27/2024	11/27/2024		12/16/2024	118.86
3578 - Warehouse Direct, Inc.	5834626-0	Dish soap	Paid by EFT # 93173		11/25/2024	11/27/2024	11/27/2024		12/16/2024	15.50
3578 - Warehouse Direct, Inc.	5841857-0	Coffee/ Index Tabs	Paid by EFT # 93526		12/09/2024	12/12/2024	12/12/2024		12/30/2024	110.70
3578 - Warehouse Direct, Inc.	5845623-0	Supplies-Binders/folders/cups	Paid by EFT # 93526		12/16/2024	12/17/2024	12/17/2024		12/30/2024	349.68
3578 - Warehouse Direct, Inc.	5845623-1	Breakroom supplies/Binders	Paid by EFT # 93526		12/18/2024	12/18/2024	12/18/2024		12/30/2024	16.84
				Account **60000 - Office Supplies** Totals				Invoice Transactions	6	$684.07

Executive Accounts Payable by GL Distribution

Payment Date Range 12/01/24 - 12/31/24

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **001 - General Fund**										
Department **010 - County Board**										
Sub-Department **010 - County Board/Liquor**										
Account **60010 - Operating Supplies**										
3509 - DS Services of America, Inc. dba Primo Water NA	23847701 112324	Water cooler gallon delivery	Paid by EFT # 92933		11/23/2024	11/26/2024	11/26/2024		12/16/2024	49.88
Account **60010 - Operating Supplies** Totals								Invoice Transactions	1	$49.88
Account **60555 - Business Relationship Commodities**										
11058 - JP Morgan Chase Bank N.A.	6591-CP-11/24	November P-Card	Paid by EFT # 93028		11/29/2024	11/29/2024	11/29/2024		12/16/2024	286.65
Account **60555 - Business Relationship Commodities** Totals								Invoice Transactions	1	$286.65
Sub-Department **010 - County Board/Liquor** Totals								Invoice Transactions	16	$32,158.30
Department **010 - County Board** Totals								Invoice Transactions	16	$32,158.30
Fund **001 - General Fund** Totals								Invoice Transactions	16	$32,158.30
Fund **120 - Grand Victoria Casino Elgin**										
Department **010 - County Board**										
Sub-Department **020 - Riverboat**										
Account **45420 - Tuition Reimbursement**										
14449 - Emilia Gunty	2408-02	Tuition Reimbursement	Paid by EFT # 93326		12/09/2024	12/18/2024	11/30/2024		12/30/2024	931.20
14669 - Brenna E. Russell	2402-01	Tuition Reimbursement	Paid by EFT # 93457		12/02/2024	12/17/2024	11/30/2024		12/30/2024	1,105.00
Account **45420 - Tuition Reimbursement** Totals								Invoice Transactions	2	$2,036.20
Account **55010 - External Grants**										
3520 - Association for Individual Development (AID)	2315-01	Purchase/Create Food Truck	Paid by EFT # 92860		11/05/2024	12/03/2024	11/30/2024		12/16/2024	20,508.00
1104 - Forest Preserve District of Kane County	2324-01	Burlington Prairie Improvements	Paid by EFT # 92960		10/28/2024	12/03/2024	11/30/2024		12/16/2024	90,100.00
3065 - Hesed House, Inc (P.A.D.S.)	2328-01	Replace HVAC System	Paid by EFT # 93335		12/12/2024	12/17/2024	11/30/2024		12/30/2024	37,892.00
Account **55010 - External Grants** Totals								Invoice Transactions	3	$148,500.00
Sub-Department **020 - Riverboat** Totals								Invoice Transactions	5	$150,536.20
Department **010 - County Board** Totals								Invoice Transactions	5	$150,536.20
Fund **120 - Grand Victoria Casino Elgin** Totals								Invoice Transactions	5	$150,536.20
Fund **430 - Farmland Preservation**										
Department **010 - County Board**										
Sub-Department **021 - Farmland Preservation**										
Account **50150 - Contractual/Consulting Services**										
12891 - Special Project Staffing dba The Salem Group	4485210	TEMPORARY STAFFING - A. LAWRENCE	Paid by EFT # 92771		11/07/2024	11/21/2024	11/21/2024		12/02/2024	220.50
12891 - Special Project Staffing dba The Salem Group	4493208	TEMPORARY STAFFING - A. LAWRENCE	Paid by EFT # 93136		11/21/2024	12/06/2024	11/30/2024		12/16/2024	157.50

Executive Accounts Payable by GL Distribution

Payment Date Range 12/01/24 - 12/31/24

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **430 - Farmland Preservation**										
Department **010 - County Board**										
Sub-Department **021 - Farmland Preservation**										
Account **50150 - Contractual/Consulting Services**										
14430 - Ellen Kamps	014	SUSTAINABLE AG CONSULTING SERVICES	Paid by EFT # 93032		11/18/2024	12/06/2024	11/30/2024		12/16/2024	5,100.00
14430 - Ellen Kamps	016	SUSTAINABLE AG CONSULTING SERVICES	Paid by EFT # 93364		12/11/2024	12/16/2024	11/30/2024		12/30/2024	3,750.00
12891 - Special Project Staffing dba The Salem Group	4501892	TEMPORARY STAFFING - A. LAWRENCE	Paid by EFT # 93473		12/05/2024	12/16/2024	12/16/2024		12/30/2024	252.00
12891 - Special Project Staffing dba The Salem Group	4505681	TEMPORARY STAFFING - A. LAWRENCE	Paid by EFT # 93473		12/12/2024	12/16/2024	12/16/2024		12/30/2024	141.75
				Account **50150 - Contractual/Consulting Services** Totals			Invoice Transactions	6		$9,621.75
				Sub-Department **021 - Farmland Preservation** Totals			Invoice Transactions	6		$9,621.75
				Department **010 - County Board** Totals			Invoice Transactions	6		$9,621.75
				Fund **430 - Farmland Preservation** Totals			Invoice Transactions	6		$9,621.75
				Grand Totals			Invoice Transactions	27		$192,316.25

Kane County Purchasing Card Information
Executive Committee
December 2024 Statement

COUNTY BOARD			
Transaction Date	**Merchant Name**	**Additional Information**	**Transaction Amount**
12/6/2024	PARTY CITY 5295	GENEVA	$9.54
12/6/2024	PARTY CITY 5295	GENEVA	$9.54
12/6/2024	SQ *GRAHAM'S FINE CHOCOLA	GENEVA	$84.00
12/6/2024	SQ *GRAHAM'S FINE CHOCOLA	GENEVA	$84.00
12/9/2024	MEIJER # 182	ST CHARLES	$7.98
12/9/2024	MEIJER # 182	ST CHARLES	$7.98
12/9/2024	SIGNATURE PINS	800-953-3607	$630.00
12/9/2024	SIGNATURE PINS	800-953-3607	$630.00
12/11/2024	FLOWERS BY LEGACY	888-3979494	$122.99
12/11/2024	FLOWERS BY LEGACY	888-3979494	$122.99
		Total:	$1,709.02
		Total all:	$1,709.02

Kane County Finance Committee
Finance Department
Monthly Report
January 29, 2025

Revenues - All County Funds – 2024 Budget to Actual

	Adopted Budget	Amended Budget	Actual	Remaining
Revenue	***$ 370,297,755***	***$ 414,441,582***	***$ 290,210,016***	***$ 124,231,566***
Use of Fund Balance	123,159,635	139,088,988	35,180,978	103,908,010
Other Taxes	95,637,090	95,637,090	77,306,117	18,330,973
Property Taxes	59,075,060	59,075,060	59,234,639	(159,579)
Charges for Services	24,476,931	24,526,931	23,273,386	1,253,545
Interest Revenue	15,072,132	15,072,132	7,509,959	7,562,173
Grants	14,455,850	16,099,056	11,113,765	4,985,291
Reimbursements	14,158,861	32,206,953	43,158,547	(10,951,594)
Transfers In	11,344,932	19,793,108	19,042,592	750,516
Other	6,117,615	6,142,615	6,308,938	(166,323)
Licenses and Permits	3,392,394	3,392,394	3,940,263	(547,869)
Fines	3,227,255	3,227,255	4,140,832	(913,577)
Insurance Recovery	180,000	180,000	-	180,000

Expenses - All County Funds – 2024 Budget to Actual

	Adopted Budget	Amended Budget	Actual	Remaining
Expenses	***$ 370,297,755***	***$ 414,441,582***	***$ 290,210,016***	***$ 124,231,566***
Personnel Services- Salaries & Wages	102,262,503	104,415,668	101,874,938	2,540,730
Contractual Services	91,373,006	101,311,919	61,172,502	40,139,417
Capital	78,975,526	97,298,338	37,587,221	59,711,117
Personnel Services- Employee Benefits	34,778,992	35,025,910	34,380,261	645,649
Contingency and Other	30,901,611	17,541,751	-	17,541,751
Commodities	14,603,240	14,833,803	12,219,787	2,614,016
Transfers Out	11,344,932	19,793,108	19,042,592	750,516
Debt Service	5,332,281	23,495,421	23,298,246	197,175
Services	725,664	725,664	634,470	91,194

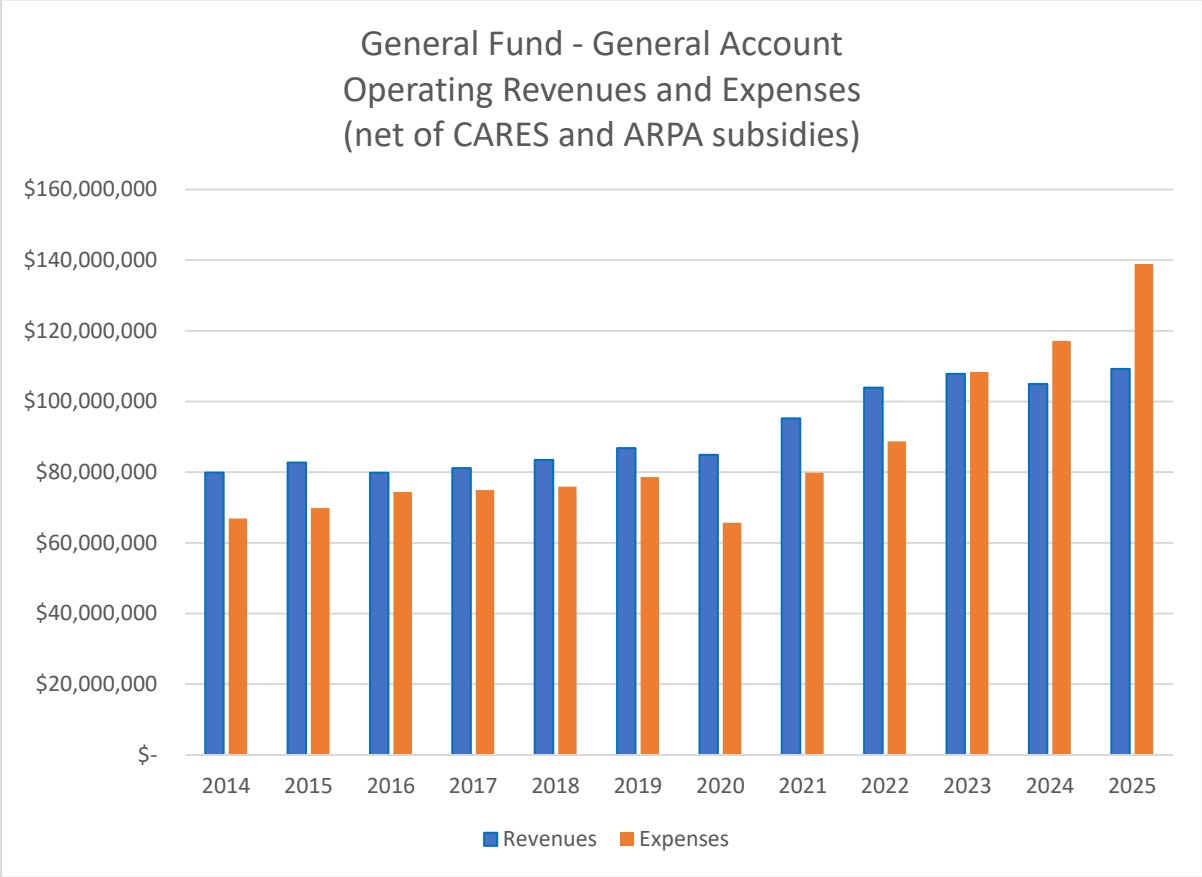
Finance and Budget to Actual Reports for FY 2024

The Budget to Actual, P-card and Accounts Payable reports are included in the Agenda Packet.

Budget to Actual

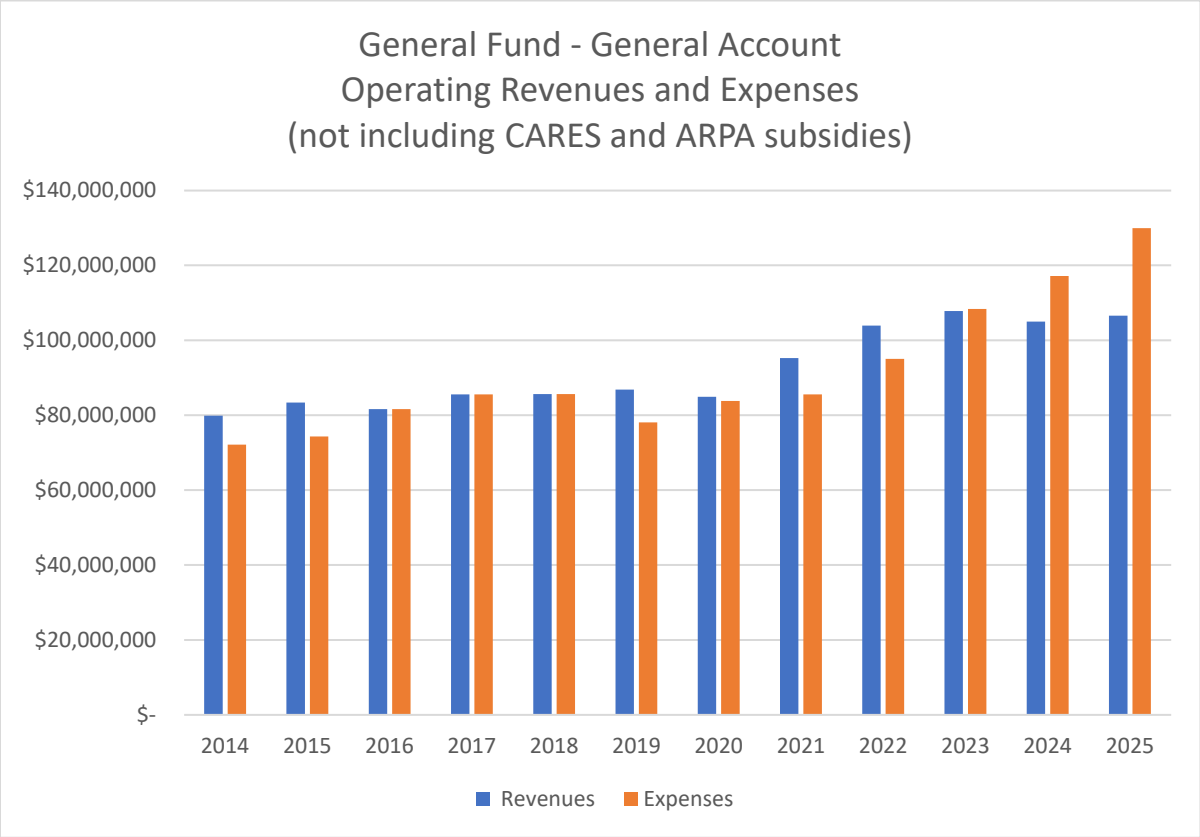
Report of Funds which exceeded budgeted revenues or expenses is attached at end of this report.

General Fund – Operating Revenues and Expenses



**2024 – Forecast; 2025 – Adopted Budget*

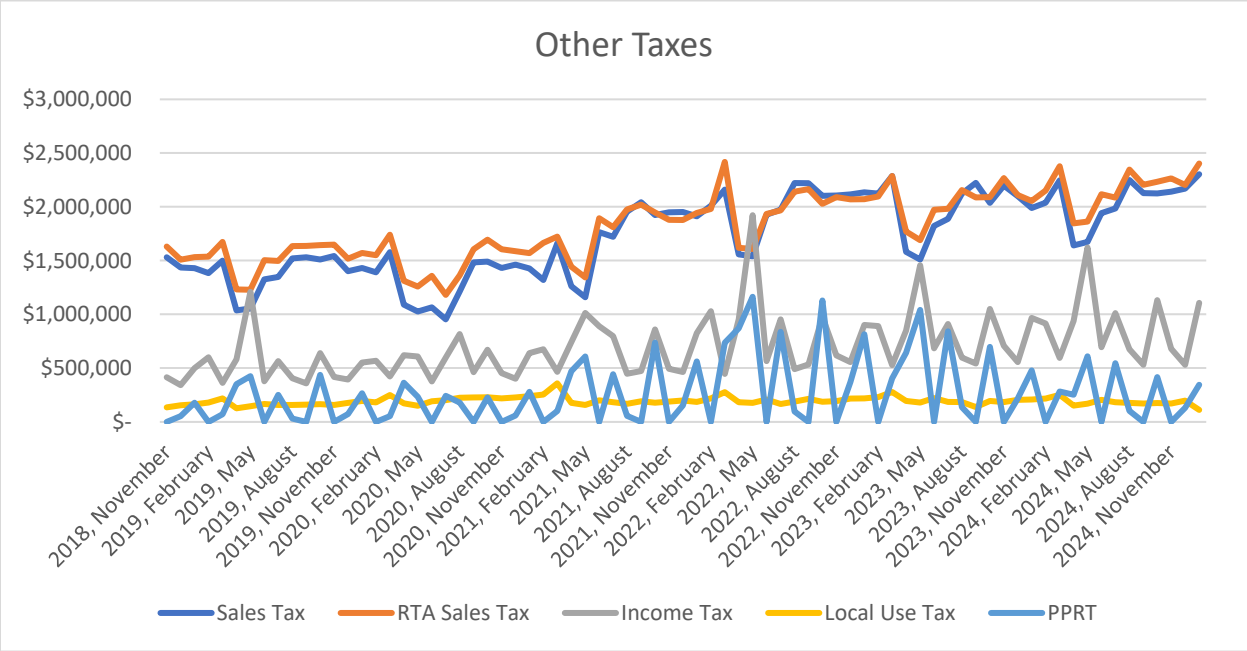
**2024 – Forecast; 2025 – Adopted Budget*

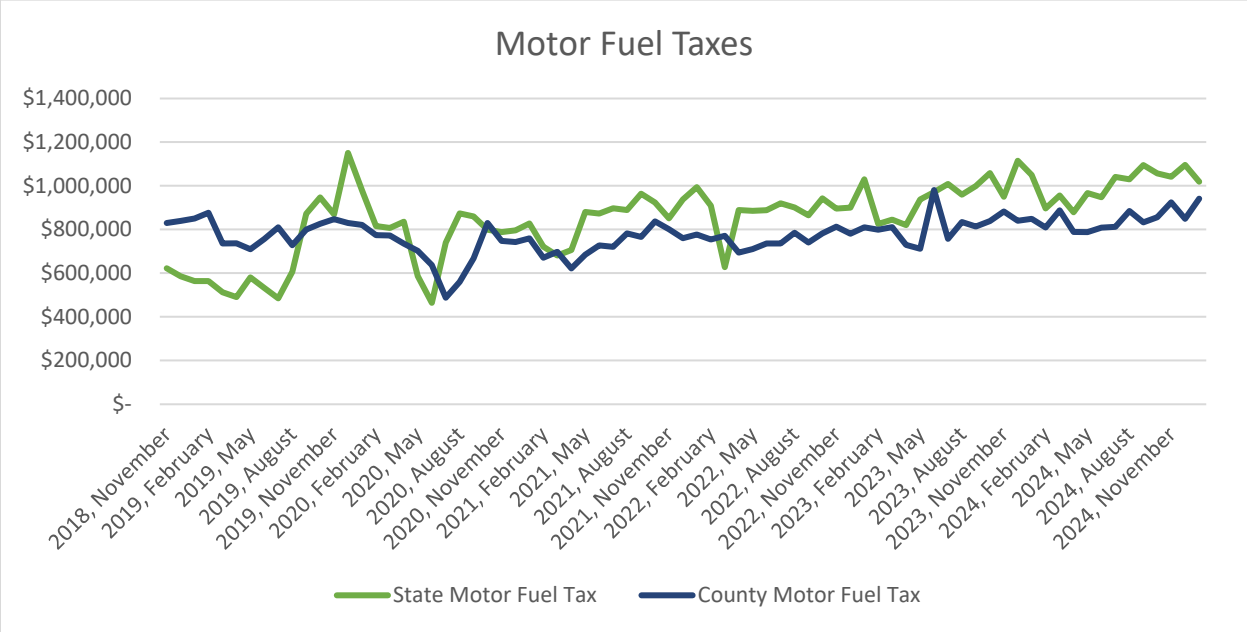


Unearned Revenue (Liability Account)

Unearned revenue generally represents cash received for which the related expenses have not yet been incurred. Typically, at the County, unearned revenue is recorded when grant money is received in cash prior to identifying how the cash will be spent. Once expenses are identified and recorded, the Unearned Revenue is recorded as Revenue. As of December 10, 2024, the following Unearned Revenue is recorded on the County's general ledger:

Fund	***Amount***	***Description***
General Fund	$2,000,000	County Clerk grant
ARPA	$65,125,470	ARPA
Emergency Rental Assistance	$42,792	Emergency Rental Assistance
Emergency Rental Assistance #2	$6,788,978	Emergency Rental Assistance
Farmland Preservation	$76,946	Farmland Preservation
Growing for Kane	$18,000	Food Growers Support


Other Taxes
$3,000,000
$2,500,000
$2,000,000
$1,500,000
$1,000,000
$500,000
$-
2018, November
2019, February
2019, May
2019, August
2019, November
2020, February
2020, May
2020, August
2020, November
2021, February
2021, May
2021, August
2021, November
2022, February
2022, May
2022, August
2022, November
2023, February
2023, May
2023, August
2023, November
2024, February
2024, May
2024, August
2024, November
Sales Tax
RTA Sales Tax
Income Tax
Local Use Tax
PPRT


Motor Fuel Taxes
$1,400,000
$1,200,000
$1,000,000
$800,000
$600,000
$400,000
$200,000
$-
2018, November
2019, February
2019, May
2019, August
2019, November
2020, February
2020, May
2020, August
2020, November
2021, February
2021, May
2021, August
2021, November
2022, February
2022, May
2022, August
2022, November
2023, February
2023, May
2023, August
2023, November
2024, February
2024, May
2024, August
2024, November
State Motor Fuel Tax
County Motor Fuel Tax

These tax revenues are deposited into the following funds:

Tax Revenue	Fund	Percentage Allocated
Sales Tax	General Fund	100%
Local Use Tax	General Fund	100%
RTA Sales Tax	General Fund	10%
RTA Sales Tax	Transportation Sales Tax Fund (KDOT)	75%
RTA Sales Tax	Public Safety Sales Tax Fund	9%
RTA Sales Tax	Judicial Technology Fund	6%
State Income Tax	General Fund	100%
Personal Property Replacement Tax	General Fund	100%
State Motor Fuel Tax*	Motor Fuel Tax Fund (KDOT)	100%
County Motor Fuel Tax **	County Motor Fuel Tax Fund (KDOT)	100%

*On July 1, 2024, the State Motor Fuel Tax rate increased by 3.49% as the law requires a rate increase equal to the percentage increase, if any, in the Consumer Price Index. This is expected to generate an additional $400,000 more in revenue for the Kane County Division of Transportation.

**On July 1, 2024, the Local County Motor Fuel Tax rate increased by 3.49% as the law requires a rate increase equal to the percentage increase, if any, in the Consumer Price Index. The rate will increase from 4.7% to 4.9% cents per gallon, is expected to generate approximately $300,000 more in revenue for the Kane County Division of Transportation.

Local Government Distributive Fund

A percentage of the following State of Illinois taxes are distributed to local governments based on population:

- **State Income Tax**

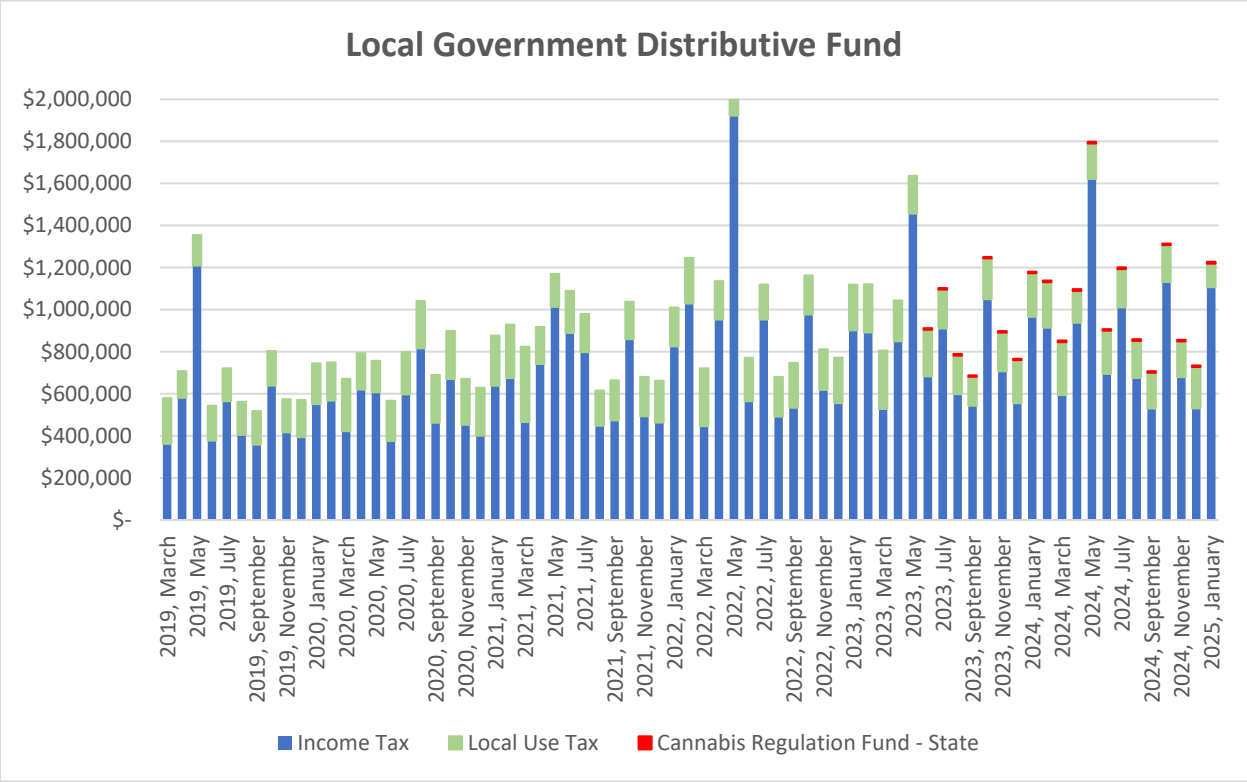
Effective Date	Individuals, Trusts, and Estates	Corporations	Electing Pass-Through Entities
August 1, 2017	6.06%	6.85%	
February 1, 2022			6.06%
August 1, 2022	6.16%	6.85%	6.16%
August 1, 2023	6.47%	6.85%	6.47%

Note: There is no increase or a reduction in the Local Government Distributive Fund (LGDF) funding formula in the State FY 2025 budget.

- **Local Use Tax**
  - Tax imposed on the user of tangible personal property that is purchased anywhere at retail. The State rates for use tax is 6.25% on general merchandise and 1.00% qualifying food, drugs and medical appliances
  - Percentage received by Counties is 16% of tax on general merchandise and 100% of the 1% tax on qualifying food, drug, and medical appliances

- **Cannabis Regulation Tax (State)**
  - 8% of the State's cannabis taxes remaining after administrative and expungement costs are deposited into the Local Government Distributive Fund. The Cannabis Regulation Tax is deposited into a Special Revenue Fund #264 and is purpose restricted – only to be used for prevention and law enforcement training and is overseen by the Sheriff.

The State Income Tax and Local Use Tax revenues received by Kane County are deposited into the County's General Fund.


Local Government Distributive Fund
$2,000,000
$1,800,000
$1,600,000
$1,400,000
$1,200,000
$1,000,000
$800,000
$600,000
$400,000
$200,000
$-
2019, March
2019, May
2019, July
2019, September
2019, November
2020, January
2020, March
2020, May
2020, July
2020, September
2020, November
2021, January
2021, March
2021, May
2021, July
2021, September
2021, November
2022, January
2022, March
2022, May
2022, July
2022, September
2022, November
2023, January
2023, March
2023, May
2023, July
2023, September
2023, November
2024, January
2024, March
2024, May
2024, July
2024, September
2024, November
2025, January
Income Tax
Local Use Tax
Cannabis Regulation Fund - State

Personal Property Replacement Taxes (PPRT)

Personal Property Replacement Taxes are "revenues collected by the State of Illinois and paid to local governments to replace money that was lost by local governments when their powers to impose personal property taxes on corporations, partnerships, and other business entities were taken away. These taxes resulted when the new Illinois Constitution directed the legislature to abolish business personal property taxes and replace the revenue lost by local government units and school districts. In 1979, a law was enacted to provide for statewide taxes to replace the monies lost to local governments." Corporations, partnerships, trusts, and S corporations pay these taxes.

Eight distributions are sent each year to qualifying taxing districts (January, March, April, May, July, August, October, and December).

https://tax.illinois.gov/questionsandanswers/answer.242.html

State statute requires the Illinois Department of Revenue to provide an estimated entitlement of the amount of PPRT for Fiscal Year 2024 (July 1, 2023 to June 30, 2024). Per the Illinois Department of Revenue website, "The Fiscal Year 2024 PPRT allocations are estimated at $3.235 billion. This is a decrease of 28.8% from Fiscal Year 2023 PPRT allocations that totaled $4.541 billion." FY 2025 is now expected to be $200 million less than FY 2024.

*****Illinois Department of Revenue - May 2024 PPRT Statement*****

"Effective July 2023, IDOR adjusted its tax processing system to more accurately estimate future reallocations of Personal Property Replacement Tax (PPRT) and Local Government Distributive Fund (LGDF) distributions as required by statute. Due to the timing of the tax processing system update, it was expected that the reconciliation of payments and returns for tax year 2022 would result in a similar reallocation as occurred in 2021. However, due to a substantial quantity of amended tax returns, the reconciliation of tax year 2022 resulted in a greater reallocation than in tax year 2021.

The reallocation of tax year 2021 and 2022 receipts was caused by tax policy changes, such as the federal government enacting the State and Local Tax (SALT) deduction cap, the State of Illinois creation of the Pass-Through Entity Tax (PTE), and large increases in business income tax receipts.

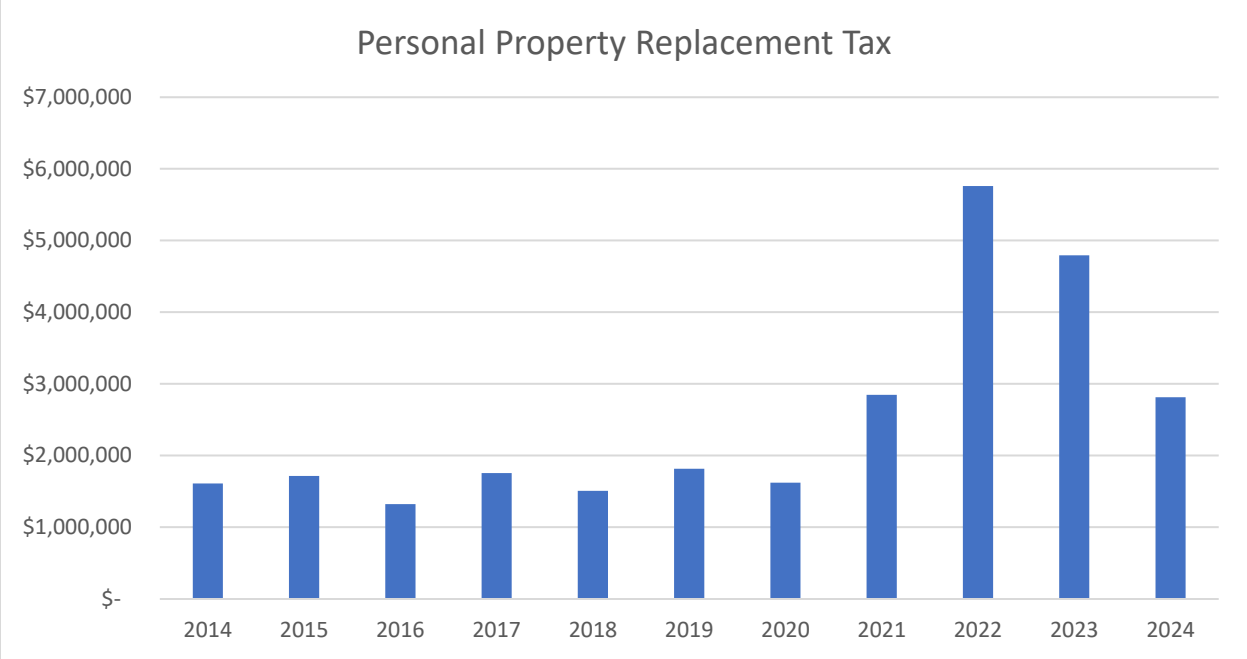
The reallocation in fund distributions, which state statutes require, resulted in an increase in FY'24 LGDF allocations and a reduction in FY'24 PPRT allocations to taxing districts. The same will occur for the upcoming FY'25. This reallocation will result in a PPRT reduction for FY'25 of $1.021 billion compared to the $818 million reduction that occurred in FY'24.
May 30, 2024"

On August 26, 2024, the Illinois State Association of Counties (ISACo) released an estimate for Kane County for the period July 1, 2024 to July 1, 2025 of $2,366,521, which is lower than the previous estimate of $3,257,177.

The financial impact to Kane County is:

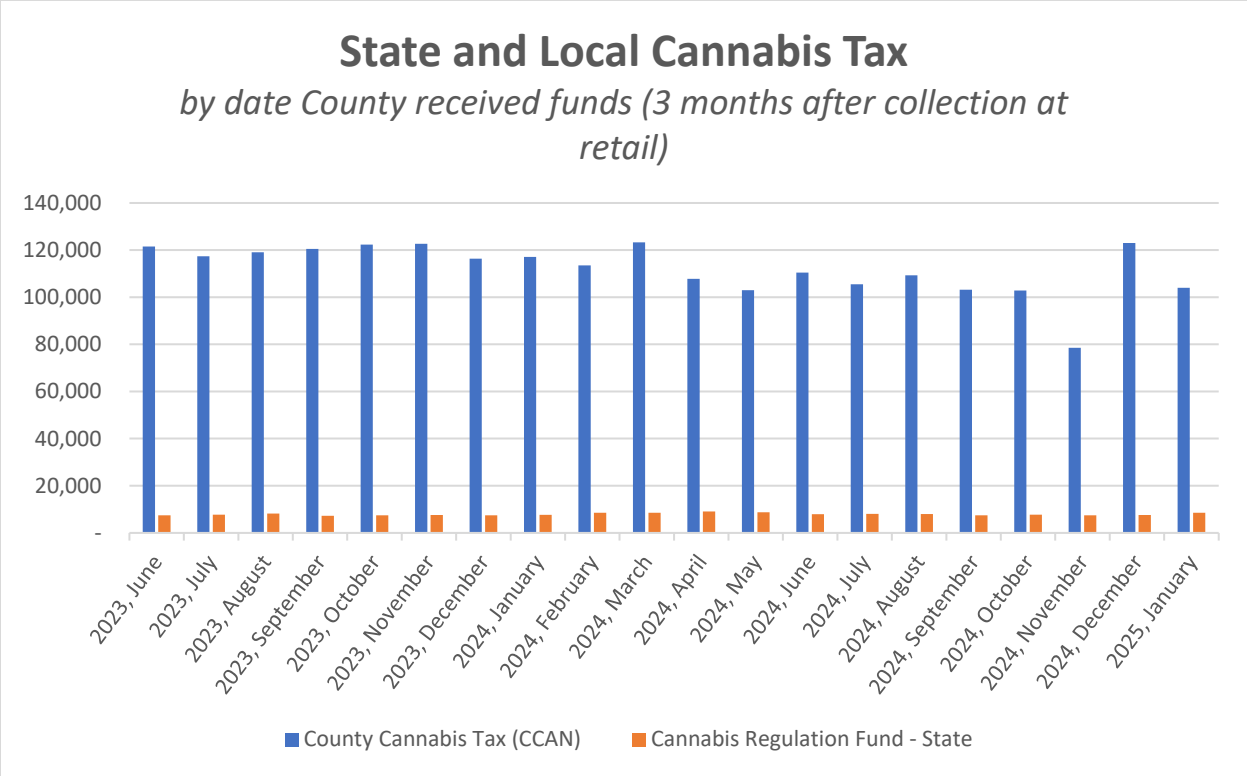
Fiscal Period	***Amount***
July 1, 2022 to June 30, 2023 – Actual	$ 5,332,410
July 1, 2023 to June 30, 2024 - Actual	$ 3,512,323
July 1, 2024 to June 30, 2025 - *Estimate*	$ 2,366,521

Kane County PPRT taxes are deposited into Kane County's General Fund and revenue reported as of the County's Fiscal years ended November 30th are as follows:



Cannabis – Since June 2023

- County Cannabis Tax (CCAN) – The County has a 3.75% tax on Adult Use cannabis in unincorporated areas. This revenue is credited to the County's General Fund. 3.75% is the current maximum tax rate for unincorporated areas in Illinois. The County starting collecting this tax in August 2021.
- Cannabis Regulation Tax (State) - 8% of the State's cannabis taxes remaining after administrative and expungement costs are deposited into the Local Government Distributive Fund to support crime prevention programs, training, and interdiction efforts, including detection, enforcement, and prevention efforts, relating to the illegal cannabis market and driving under the influence of cannabis. This revenue is allocated to local governments based on population. This revenue is credited to Kane County's Special Revenue Fund #264 to be used for prevention and law enforcement training and is overseen by the Sheriff.



Collective Bargaining Agreements

The contract terms and status of the County's various Collective Bargaining Agreements are as listed below. The PBLC Sheriff Maintenance and Janitor contract is on the December 19, 2024 Finance Committee agenda.

Bargaining Unit	Office/Department	Contract Term	2023% increase over PY	2024% Increase over PY	2025 Increase over PY	2026 Increase over PY	2027 Increase over PY
AFSCME	OCR & Workforce Development	7-1-2017 to 6-30-2021					
AFSCME	County Clerk	12-1-2021 to 11-30-2024	3%	3%			
AFSCME	Health	12-1-2021 to 11-30-2024	3% +Equity Adj	3% +Equity Adj			
MAP	Sheriff Peace Officers	12-1-2021 to 11-30-2024	4%	4%			
Teamsters	KDOT	11-1-2022 to 10-31-2025	4%	4%	4%		
AFSCME	Circuit Clerk	12-1-2023 to 11-30-2025	1.6 % to 2%	4% to 5%	3%		
Teamsters	Court Services	12-1-2023 to 11-30-2025	9%	6%	4%		
PBLC	Sheriff Civilians	12-1-2022 to 11-30-2025	18%	3%	3%		
PBLC	Sheriff Corrections	12-1-2022 to 11-30-2025	8%	4%	4%		
Teamsters	Sheriff Court Security Sergeants	1-1-2023 to 11-30-2025		4%	4%		
PBLC	Sheriff Maintenance and Janitor	1-1-2023 to 11-30-2025		3%	3%	3%	
PBLC	Kane Comm	1-1-2023 to 11-30-2026	adjustments	4%	3.50%	3%	
AFSCME	Judiciary, Court Services, Public Defender	12-1-2023 to 11-30-2026	3%	9%	6%	4%	
PBLC*	Coroner	12-1-2023 to 11-30-2026	4%	4.5%	4%	3%	
Teamsters *	Court Security	12-1-2025 to 11-30-2027	3% + Step Schedule	3% + Step Schedule	6%	3%	3%
** Pending County Board approval*							

Kane County Finance Committee
Finance Department
Monthly Report
January 29, 2025

Total Salaries, including Overtime, by County Office/Department *(Gross Salaries – does not include reimbursements)*

Department/Office	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2025 Forecast
010 County Board	921,794	1,046,619	1,048,501	1,055,850	1,029,409	1,008,578	971,572	1,123,474	1,112,695	1,143,484	113,049	1,175,706
040 Finance *	464,090	548,619	568,197	574,852	722,853	744,961	809,549	943,884	963,242	1,062,571	121,217	1,260,659
060 Information Technologies	2,512,669	2,851,836	3,130,587	3,176,755	3,273,675	3,557,734	3,579,393	3,731,749	3,711,000	4,275,969	423,257	4,401,874
080 Building Management	1,086,330	1,233,293	1,232,083	1,220,536	1,198,703	1,201,579	1,180,365	1,259,674	1,857,313	2,631,748	263,447	2,739,851
120 Human Resource Mgmt *	371,601	425,055	458,980	344,305	288,165	317,906	272,873	293,113	354,340	392,272	39,149	407,145
140 County Auditor	197,878	234,130	236,390	222,391	214,852	237,987	228,385	232,282	243,893	281,773	30,071	312,740
150 Treasurer/Collector	476,135	515,945	519,304	547,359	561,926	605,516	660,071	679,309	755,674	788,606	78,347	814,810
170 Supervisor of Assessments	766,771	845,914	828,705	811,244	792,108	831,411	845,732	848,964	887,727	1,013,989	101,343	1,053,968
190 County Clerk	1,106,444	1,288,807	1,702,772	2,109,955	1,871,284	2,447,629	2,239,791	2,612,416	2,291,476	3,259,716	198,082	2,060,052
210 Recorder	758,381	822,448	792,452	768,019	724,109	734,162	715,914	686,212	712,002	732,747	74,196	771,642
230 Regional Office of Education	247,270	258,646	262,934	258,176	261,700	270,614	263,893	337,158	362,305	376,276	39,096	406,598
240 Judiciary and Courts	1,308,595	1,399,334	1,371,965	1,364,683	1,368,285	1,506,824	1,581,796	1,695,748	1,861,234	2,078,263	206,425	2,146,819
250 Circuit Clerk	4,343,681	4,909,769	4,703,627	4,554,406	4,453,432	4,423,586	4,269,538	4,292,681	4,669,403	5,044,830	485,219	5,046,276
300 State's Attorney	5,951,339	6,429,063	6,471,906	6,535,922	6,558,605	7,064,340	8,060,253	9,281,958	10,851,388	14,243,014	1,453,094	15,112,173
360 Public Defender	2,655,065	2,928,419	3,206,013	3,165,197	3,185,760	3,199,989	3,318,534	3,507,808	3,587,209	4,384,316	439,994	4,575,938
370 Law Library	152,873	158,830	114,295	114,313	119,666	128,856	133,531	115,903	93,539	97,326	9,580	99,634
380 Sheriff	18,807,009	20,561,898	21,143,156	21,346,336	22,185,591	23,631,404	23,826,084	26,352,764	28,371,018	29,960,162	2,949,629	30,676,138
420 Merit Commission	59,916	55,116	68,761	69,427	69,113	58,857	66,255	63,575	63,003	67,144	5,728	59,571
425 Kane Comm	1,151,370	1,350,302	1,333,011	1,326,588	1,326,811	1,438,963	1,443,325	1,495,650	1,820,098	1,960,023	183,479	1,908,177
430 Court Services	7,625,061	8,773,104	8,989,953	8,679,622	9,092,715	9,417,024	9,450,226	9,821,756	10,621,185	11,695,995	1,141,477	11,871,360
490 Coroner	510,185	637,880	588,360	590,816	628,314	648,990	715,456	781,458	828,786	885,962	87,086	905,698
500 Animal Control	374,294	421,986	418,742	405,849	414,709	427,994	462,952	595,231	666,127	736,051	72,157	750,428
510 Emergency Management Services	145,266	162,145	163,142	132,433	-	-	-	-	325,786	408,790	46,314	481,667
520 Transportation	4,059,820	4,518,243	4,678,130	4,715,241	4,759,657	4,711,284	5,048,213	5,185,955	5,524,564	5,785,159	572,285	5,951,762
580 Health	2,852,763	3,156,784	3,006,028	2,893,972	2,971,306	3,827,527	3,874,297	3,504,441	3,886,397	4,735,186	486,933	5,064,099
660 Veterans' Commission	162,275	180,663	188,526	186,823	189,452	194,558	198,517	203,240	318,247	375,731	40,307	419,194
670 Environmental Mgmt	486,703	528,142	551,184	526,656	523,875	505,808	502,835	509,589	539,550	691,109	71,857	747,309
690 Development	972,074	1,042,212	1,116,749	1,137,344	1,182,720	1,255,335	1,351,831	1,380,479	1,538,715	1,910,629	195,653	2,034,786
800 Other- Countywide Expenses	369,386	409,866	425,826	346,977	191,952	156,445	322,377	256,933	445,553	779,201	88,728	922,775
Total	60,897,039	67,695,068	69,320,279	69,182,049	70,160,749	74,555,860	76,393,556	81,793,405	89,263,470	101,798,042	10,017,197	104,178,851
**** Payroll was transferred from HR to Finance in 2019***												

Total Energy Costs *(Gross, does not include reimbursements)*

Expense Type	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
60090 - Utilities- Sewer	$ 117,583	$ 113,224	$ 125,302	$ 141,113	$ 139,946	$ 136,863	$ 138,959	$ 129,598	$ 157,035	$ 134,264	$ -
60100 - Utilities- Water	115,574	102,235	113,877	123,823	128,030	127,795	140,663	145,268	153,706	151,298	451
63000 - Utilities- Natural Gas	322,683	204,267	174,999	290,557	253,295	199,577	180,011	250,808	296,477	269,883	1,398
63010 - Utilities- Electric	1,177,724	1,227,036	1,180,704	1,167,841	1,273,019	1,108,266	1,209,069	1,030,226	1,349,994	1,130,997	722
63020 - Utilities- Intersect Lighting	655,468	528,607	556,616	1,023,492	865,669	698,053	1,004,649	761,208	1,578,710	1,574,349	-
63040 - Fuel- Vehicles	429,982	356,389	421,759	537,156	532,087	442,546	673,908	904,789	812,771	781,450	44,627
64000 - Telephone	941,602	848,456	585,801	357,313	389,942	385,453	640,854	519,934	407,081	441,713	32,223
64010 - Cellular Phone	25,646	29,668	21,915	321,921	323,459	304,077	180,521	335,493	313,898	366,088	38,588
64020 - Internet	9,181	9,299	9,169	99,104	104,073	103,530	117,611	101,667	113,022	117,881	13,607
Total	$ 3,795,445	$ 3,419,181	$ 3,190,143	$ 4,062,320	$ 4,009,520	$ 3,506,161	$ 4,286,244	$ 4,178,990	$ 5,182,694	$ 4,967,922	$ 131,616

****2023 Utilities*** *– Electric increased over prior years due to full year occupation of Multi-Use Facility and increase in electric rates from Geneva and St. Charles*

Purchasing

NEW On January 1, 2025, County elected officials now will need to do competitive bids for items over $30,000 as described below in 55 ILCS 5/5-1022

> *"As of January 1, 2025, per 55 ILCS 5/5-1022 – Competitive Bids – (a) Any purchase by a county with fewer than 2,000,000 inhabitants, or an elected official in a county with fewer than 2,000,000 inhabitants, including an elected official with control of the internal operations of the office, of services, materials, equipment, or supplies in excess of $30,000, other than professional services, shall be contracted for in one of the following ways…."*

- **Outcome**: Maintain an excellent credit rating for the County

  - The audit of the 2023 financial statements resulted in an unmodified "clean" opinion
  - The Single Audit – audit of Federal Funds – resulted in a clean audit opinion – no findings

- **Outcome**: Ensure compliance with all State statutes, the Kane County Code and other regulations

  - The Final Annual Comprehensive Finance Report (ACFR) was completed July 29, 2024
  - The County has entered into a contract with Baker Tilly to provide audit services for the fiscal year ended November 30, 2024, with four option years.

- **Outcome:** Ensure cash and fund balances in each fund are sufficient to provide for budgeted expenditures; ensure revenues and expenditures are recorded in the proper period

  - ***FY 2025 Budget*** – The County Board approved the Budget on November 12, 2024. The separate resolutions to increase the cost-of-living from 2.5% to 3.2% for non-union employees, create a 1% merit pool for non-union employees in a non-elected office, and the increase in the General Fund property tax levy will be considered amendments to the 2025 Budget and are scheduled to be on the December 10, 2024 County Board agenda.
  - ***Forecasting –*** With approval of RES 23-314 at the August 13, 2024 County Board meeting to utilize Workday Adaptive Insights, Finance will begin to use Workday to begin creating forecasts for County funds in addition to KDOT. A kick-off meeting to begin the implementation was held on September 18, 2024 and the creation of the fund and account structure has begun.

- **Outcome**: Ensure grants programs are properly established, registered, and financially tracked and reported to be in compliance with Federal, State, and other requirements

  - ***Grant Administrator –*** Finance hired a Grant Administrator who started Tuesday, May 28, 2024. The immediate goal for this position is to assist the Development, Environment, and Health Departments with obtaining grants. This position will also develop strategic goals for overall County grant funding. To date, the Grant Administrator has assisted with research and grant applications for Environment and Water Resources, Development, Animal Control, OEM, and the Judiciary focusing on composting, the Fox River Trail, electric charging station infrastructure, the hydrogren corridor, and historic preservation. The Grant Administrator will also be the project manager for the County's strategic plan development and will also be assisting Finance with documenting policies and procedures.

- **Outcome**: Improve communication, transparency, and disclosures of Kane County's financial information

- ***Business Analytics –*** Finance and IT are continuing to work on pushing out the Business Analytics tool to all County department which allows users to pull data directly from the County's accounting software into Microsoft Excel. Training of County personnel is key to success.
- ***NewWorld Training –*** Finance is working with Tyler Technologies and County IT to develop training for all County staff using NewWorld financial management software. Finance has signed a contract with Tyler and is working to identify areas of training.
- ***Finance Department webpage and Web.kane internal Intranet site –*** Finance and Purchasing have begun rolling out internal websites to store policies, procedures, budget guidelines, templates, best practices, training tips, etc, for all County Departments and Elected Officials to use. The site is modeled after the internal site created by County Human Resources.
- ***Purchase Orders*** – At the May 14, 2024 County Board, Resolution 24-194 was adopted to revise the Kane County Departmental Purchasing Policies. Kane County's Financial Policies did not provide a clear process for when purchase orders should be requested. This new policy reinforces the need for encumbering funds by using purchase orders. Purchase Orders provide numerous benefits, including:
    - A mechanism within the County financial management systems that allow for budgetary line items to be encumbered, thus properly reporting available and unavailable funds.
    - A mechanism to ensure County Purchasing Ordinance guidelines requiring solicitation of quotations are properly documented
    - Clarity in vendor and project management, whereby Purchase Orders are established for County Board approved and other purchases, thus allowing ease in tracking and reporting against established Purchase Orders

- **Outcome**: Improve effectiveness and cost efficiency of operations

- ***Journal Entries –*** Finance worked with IT and developed a template within the accounting software to be used by departments to streamline the posting of journal entries. Currently departments send emails to Finance. OCR is currently using this new template and other departments will be added in the future.
- ***Resolution Best Practice Templates*** – Finance and Purchasing are working with the States Attorney's Office to develop Resolution templates to be used by County Offices and Departments when a formal solicitation has been advertised by the Purchasing Department. Recently a sample Purchasing Cooperative template was provided to all County Departments and is located on the web.kane internal intranet site.
- ***RFQ for Accounting Services –*** On December 10, 2024, the County Board approved the firm of Lauterbach and Amen to provide accounting services to the Finance Department. The Finance Department had eliminated a senior accountant position in 2024 and replaced the position with the Grant Administrator position. Additionally, through 2023 and 2024, the Finance Department has spent additional time working on the bank reconciliation process and requires extra help to complete daily tasks.

- ***Purchasing Cooperatives*** – The County Board is looking into how best to utilize purchasing cooperatives.
- ***Surplus Forms*** – IT is finalizing a fillable form in Laserfiche to allow departments to electronically submit Surplus forms.

- **Outcome**: Ensure timely and accurate processing of payroll

- ***Payroll Clerk (Open Position) –*** Finance has a new employee starting mid-December.
- ***Position Budgeting –*** Finance staff used the Position Budgeting tax and benefit features in NewWorld as part of the 2025 Budget process. For FY 2026 Budget preparation, Finance will roll-out these features to have individual Offices/Departments utilize these features themselves. Finance has also started looking at other budgeting solutions and is reviewing demos.
- ***Personnel Action Form (PAF) automation –*** Finance will start again to begin testing the automation of the personnel action form processing workflow using an already owned module within NewWorldSystems. The end goal is to have each Office/Department data enter their own PAF's rather than send down triplicate hard copy forms to the central Payroll staff.
- ***Time and Attendance (Novatime)*** – working with the Sheriff's Office in the implementation of its new scheduling software, PACE.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-036

AUTHORIZING UPDATED CAPITAL PROJECTS FROM THE CAPITAL FUND

WHEREAS, the Building Management Department has reviewed and made updated recommendations to the Administration Committee and County Board regarding the fiscal year 2025 Capital Projects and Capital Fund; and

WHEREAS, the revised list of capital projects identifies the allocation of capital funds to each project according the funds available in fiscal year 2025 in an amount not to exceed $11,746,452; and

WHEREAS, the following capital projects and budget allocations have been identified by the Building Management Department subject to approval and authorization of the Kane County Board. (See attached.)

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board authorizes and directs the Building Management Department to initiate the planning and procurement process for the FY2025 capital projects subject to final approval and authorization of the Kane County Board.

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

System	BLDG/DEPT	Project Description	ARPA Funds	Current FY2025 Capital Project Lis	Project Stage
Life Safety & Fire	Judicial	Fire Panel Upgrades		$1,978,000	3-Execution
Site Improvements	ALL	Pavement Management Program		$1,200,000	3-Execution
Building Improvements	AJC	Jail Kitchen and Laundry Improvements		$1,080,000	2-Planning
Building Improvements	Elgin Health	New Health Building Repairs		$1,000,000	2-Planning
HVAC	HCH	3rd Street Courthouse HVAC Upgrades		$936,948	2-Planning
Interior	JC	Public Defender Office Renovation		$541,968	4-Closeout
Building Improvements	KBC/CIC	CIC/CIC Pad Funds - 'Pre-Arrest Diversion		$536,055	2-Planning
Site Improvements	ALL	Exterior Campus Lighting		$500,000	3-Execution
Elevators	JC	JC Elevator Upgrades		$230,000	3-Execution
Vehicles	BLD MGT	Vehicles		$250,000	1-Initiation
Water Quality	JC	JC Water Quality Improvements		$235,777	2-Planning
Site Improvements	ALL	Concrete		$200,000	1-Initiation
Consulting Services	ALL	Architect/Engineer Consulting		$200,000	1-Initiation
Interior	ALL	Countywide Flooring		$200,000	3-Execution
Life Safety & Fire	ALL	Remediation (Asbestos/mold)		$150,000	1-Initiation
Roofing Systems	BLDG B	BLDG B - Roof		$134,478	2-Planning
Structural & Envelope	ALL	Tuckpoint/Mortar		$50,000	2-Planning
Roofing Systems	HCH	Boiler House Roof Replacement		$69,080	2-Planning
Structural & Envelope	BLDG F	Window Replacement		$35,000	2-Planning
Building Improvements	BLDG C	Assessor's Counter and roll up window		$35,000	2-Planning
Roofing Systems	JJC	Roof Replacement		$32,562	3-Execution
Operational Furniture	HCH	Judge's Desks		$25,000	1-Initiation
Operational Equipment	OEM	Portable Radio Equipment		$24,510	1-Initiation
HVAC	Elgin Health	Elgin HVAC Improvements	$1,156,730	$270	2-Planning
Building Improvements	AJC	Domestic Hot Water	$2,000,000	$3,942	3-Execution
HVAC	JJC	HVAC Replacement	$292,595	$29,600	3-Execution
HVAC	AJC	Shooting Range	$1,550,948	$72,578	2-Planning
HVAC	AJC	Kitchen and Laundry HVAC	$1,200,000	$304,046	2-Planning
HVAC	AJC	AJC HVAC and Pipe Chase Improvements	$11,558,600	$1,691,637	2-Planning
HVAC	HCH	3rd Street IT Space HVAC	$80,000	$0	2-Planning
HVAC	Court Services	Court Services HVAC	$195,000	$0	2-Planning
HVAC	JC	'Judicial Center Chillers Replacement	$2,000,000	$0	3-Execution
Structural & Envelope	HCH	Window Replacement Study *		$0	1-Initiation
Building Improvements	HCH	Jury Lounge and Entryway *		$0	3-Execution
		Total	**$20,033,873**	**$ 11,746,452**	
		FY25 Capital Budget		**$ 11,746,452**	
		ARPA & Capital Funds		**$ 31,780,325**	

* Judicial Facility Fees Funded

RESOLUTION/ORDINANCE EXECUTIVE SUMMARY

Resolution: No.
Authorizing Updated Capital Projects from the Capital Fund

Committee Flow: Administration Committee, Executive Committee, County Board
Contact: Roger Fahnestock, 630-232-3571

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $11,746,452
If not budgeted, explain funding source:	

Summary:

Authorizing and directing the Building Management Department to initiate the planning and procurement process for the FY2025 capital projects subject to final approval and authorization of the Kane County Board.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-041

AUTHORIZATION OF A CONTRACT EXTENSION WITH F.E. MORAN, INC. FOR KANE COUNTY BUILDING AUTOMATION SYSTEM (BAS) & REPAIR SERVICES (BID# 52-021)

WHEREAS, bids were solicited for the 2021 Kane County HVAC Building Automation System (BAS) & Repair Services (BID# 52-021) for facilities maintained by Building Management throughout the County of Kane. A total of two (2) bids were received and publicly opened on Monday, October 18, 2021 at 2:00 p.m. Resolution No. 21-526 authorized the first two (2) years of this contract and Resolution No. 24-010 authorized the first one-year contract extension; and

WHEREAS, Building Management outsources HVAC maintenance services which cannot be performed in house by County Staff; and

WHEREAS, the lowest responsive and responsible bidder for the project was F.E. Moran, Inc., Mechanical Services, 2265 Carlson Drive, Northbrook, IL 60062; and

WHEREAS, F.E. Moran, Inc. services will be on an “as needed”, on call basis at the rates cited on the Contract Rider: M-F: $162, M-F OT 3pm-7am: $220, Sunday (Double Time): $262; and

WHEREAS, this will be the second one-year extension of three (3) one (1) year extensions; and

WHEREAS, appropriate funds have been budgeted and are available in the FY2025 Building Management budget.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the Chairman thereof is hereby authorized and directed to execute a contract extension with F.E. Moran, Inc. Mechanical Services, 2265 Carlson Drive, Northbrook, IL 60062 for HVAC Building Automation System (BAS) & Repair Services on an “as needed”, on call basis, for an approved one (1) year extension expiring on January 13, 2026 in a not to exceed amount of Two Hundred Thousand Dollars ($200,000) per fiscal year.

Line Item: 500.800.805.72010/50150, Various
Line Item Description: Capital, Contractual, Various
Was Personnel/Item/Service approved in original budget or a subsequent budget revision? Yes
Are funds currently available for this Personnel/Item/Service in the specific line item? Yes
If funds are not currently available in the specified line item, where are the funds available? N/A

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION/ORDINANCE EXECUTIVE SUMMARY

Resolution: No.

Authorization of a Contract Extension with F.E. Moran, Inc. for Kane County Building Automation System (BAS) & Repair Services (Bid#52-021)

Committee Flow: Administration Committee, Executive Committee, County Board

Contact: Roger Fahnestock, 630-232-3571

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: Per hour rates cited in the resolution
If not budgeted, explain funding source:	

Summary:

This resolution authorizes a one-year contract extension with F.E. Moran, Inc. for HVAC Building Automation System (BAS) & Repair Services (BID#52-021) for County facilities managed by Building Management. F.E. Moran was selected as the lowest responsive and responsible bidder following a 2021 solicitation. This extension, the second of three one-year options, will be provided on an "as needed," on-call basis.

The per-hour rates for these services are $162 for standard work hours (Monday-Friday), $220 for overtime hours and Saturdays, and $262 for double-time hours and holidays. The not-to-exceed amount for this extension is $200,000 per fiscal year, with funds primarily allocated from the FY2025 Building Management and Capital budgets. This extension ensures the continued efficient operation and maintenance of HVAC systems across County facilities.

County of Kane
PURCHASING DEPARTMENT
KANE COUNTY GOVERNMENT CENTER

719 S. Batavia Ave., Bldg. A
Geneva, IL 60137

Phone: (630) 232-5929
Fax: (630) 208-5107

Extension of Contract for Kane County HVAC Mechanicals Maintenance & Repair Services

This RIDER made this 3rd day of January, 2025 is part of and is to be attached to the Offer to Contract Form (BID #23-007) made on March 9, 2023, per Resolution 23-63, by and between County of Kane and F.E. Moran, Incorporated for HVAC Mechanicals Maintenance & Repair Services, on an "as-needed", on-call basis.

The County hereby requests and F.E. Moran, Incorporated agrees and offers to provide plumbing services at the same terms, conditions, and the following updated pricing for a one-year extension of the original contract. This is the first of three possible one-year renewal options.

	M-F	M-F OT 3pm-7am	Sunday (Double Time)
Sheet Metal Worker	$162.00/Hour	$220.00/Hour	$262.00/Hour
Pipefitter	$162.00/Hour	$220.00/Hour	$262.00/Hour
Electrician	$162.00/Hour	$220.00/Hour	$262.00/Hour
Laborer	$162.00/Hour	$220.00/Hour	$262.00/Hour

The parties hereto mutually agree to the renewal of the aforementioned Contract of which this RIDER is made part of, is and shall be and remain in full force and effect in accordance with all the terms, pricing, and conditions thereof, only as in this RIDER specifically provided.

_____ _____
Gavin Hansen Date
F.E Moran, Incorporated

_____ _____
Corinne Pierog MA, MBA Date
Chairman, County Board
Kane County, Illinois

F.E. MORAN
MECHANICAL SERVICES

2283 Carlson Drive
Northbrook, IL 60062
(847) 291-9101

www.femoran.com

January 2, 2025

County Board Office
719 S. Batavia Avenue
Building A, 3rd Floor, Rm. 303
Geneva, IL 60134

Re: MMS – Labor Rates Letter and Scheduling / Coordination Procedures

Thank you for your interest in F.E. Moran Mechanical Services, Inc. Please see below information regarding labor rates and scheduling / coordination procedures.

Scheduling / Coordination Procedures:

- To place a service call or inquire about upcoming PM Inspections please contact our Service Department directly:

  For Mechanical Calls (Contract 23-007)
  - During normal business hours (Monday – Friday, 7:00AM – 4:00PM) contact by phone or email.
    - Phone: 847.291.9101
    - Email: MMS-Dispatch@femoran.com
    - If placing a call via email, please copy myself at tom.rogers@femoran.com

  For Building Automation Calls (Contract 52-021)
  - During normal business hours (Monday – Friday, 7:00AM – 4:00PM) contact by phone or email.
    - Phone: 847.291.9101
    - Tom Rogers Phone: 224-545-1774
    - Victor De La Cruz Phone: 847-508-4271
    - Email: amanda.beddard@femoran.com
    - If placing a call via email, please copy myself at tom.rogers@femoran.com
  - Outside of normal business hours, please contact our Emergency Service number at 847.291.9101.

Labor Rates for both contracts:

- Normal Business Hours: (Monday – Friday, 7:00AM – 3:00PM) = **$158.00 / Hour**
- Overtime Business Hours: (Monday – Friday, 3:00PM – 7:00AM and Saturday) = **$220.00 / Hour**
- Double Time Business Hours: (Sunday) = **$262.00 / Hour**

We look forward to the opportunity of serving you, if you should have any questions, please feel free to call me.

Sincerely,

Tom Rogers

F.E. Moran, Inc. Mechanical Services

Service Controls Supervisor
224.545.1774 Mobile
Tom.Rogers@femoran.com
www.femoranmechsvc.com

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-044

AUTHORIZING ADDITIONAL EXPENDITURE OF FUNDS FROM FY2025 BUDGET FOR ANNUAL ROOF INSPECTION, REPAIR, AND REPLACEMENT SERVICES WITH WEATHERGUARD ROOFING COMPANY (BID# 23-054)

WHEREAS, Kane County is currently in contract with Weatherguard Roofing Company of Elgin, IL for Roof Inspection, Repair & Replacement services; and

WHEREAS, Resolution No. 23-504 approves Two Hundred Fourteen Thousand Three Hundred Fifty Dollars ($214,350) per fiscal year with Weatherguard Roofing Company for Annual Roof Inspection, Repair & Replacement Services; and

WHEREAS, the Kane County Building Management Department has additional project needs for Roof Replacements at the following locations: the Boiler House at the 3rd Street Courthouse, the new Health Department Building at 2170 Point Blvd in Elgin, IL, and Building B at the Government Center; and

WHEREAS, the County requests authorization of One Million, Ninety-Six Thousand, Ninety-Three Dollars and Seventy-Five Cents ($1,096,093.75) in additional expenditure of funds for these projects; and

WHEREAS, adequate funds are budgeted and are available in the FY2025 Capital Fund and Building Management budget.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the Building Management Department is hereby authorized an additional expenditure of funds in the amount of One Million, Ninety-Six Thousand, Ninety-Three Dollars and Seventy-Five Cents ($1,096,093.75) with Weatherguard Roofing Company, 345 Renner Dr, Elgin, IL 60123 for Roof Replacements at the following locations: the Boiler House at the 3rd Street Courthouse, the new Health Department Building at 2170 Point Blvd in Elgin, IL, and Building B at the Government Center.

Line Item: 001.080.080.52110, 500.800.805.72010, Various
Line Item Description: Repairs and Maint- Buildings/grounds, Capital, Various
Was Personnel/Item/Service approved in original budget or a subsequent budget revision? Yes
Are funds currently available for this Personnel/Item/Service in the specific line item? Yes
If funds are not currently available in the specified line item, where are the funds available? N/A

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION/ORDINANCE EXECUTIVE SUMMARY

Resolution: No.

Authorizing Additional Expenditure of Funds from FY2025 Budget for Annual Roof Inspection, Repair, and Replacement Services with Weatherguard Roofing Company (Bid#23-054)

Committee Flow: Administration Committee, Executive Committee, County Board

Contact: Roger Fahnestock, 630-232-3571

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $1,096,093.75
If not budgeted, explain funding source:	

Summary:

This resolution authorizes the Building Management Department to expend an additional One Million, Ninety-Six Thousand, Ninety-Three Dollars and Seventy-Five Cents ($1,096,093.75) in funds with Weatherguard Roofing Company for Roof Replacements at the following locations: the Boiler House located at the 3rd Street Courthouse, the new Health Department Building at 2170 Point Blvd Elgin, IL, and Building B at the Government Center.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-056

AUTHORIZING AN AGREEMENT WITH WIGHT AND COMPANY FOR THE THIRD STREET COURTHOUSE WINDOW REPLACEMENT PROJECT (RFQ# 42-020)

WHEREAS, it is the intention of the Office of the Chief Judge to replace the windows at the Third Street Courthouse in Geneva; and

WHEREAS, a professional services proposal for the Third Street Courthouse Window Replacement project was received for the amount of Fifty-Four Thousand Five Hundred Dollars ($54,500); and

WHEREAS, Resolution No. 24-099 authorized a contract extension for Architect, Engineer, and Construction Manager at Risk Services Contract(s) with Wight & Company and other vendors; and

WHEREAS, this project proposal has been budgeted in the Judicial Facility Fees fund.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the Chairman of the Board is hereby authorized to enter into an agreement with Wight & Company to proceed with the professional services proposal for the Third Street Courthouse Window Replacement project in a not to exceed amount of Fifty-Four Thousand Five Hundred Dollars ($54,500).

Line Item: 501.800.819.72010 Various
Line Item Description: Judicial Facility Building Improvements, Various
Was Personnel/Item/Service approved in original budget or a subsequent budget revision? Yes
Are funds currently available for this Personnel/Item/Service in the specific line item? Yes
If funds are not currently available in the specified line item, where are the funds available? N/A

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION/ORDINANCE EXECUTIVE SUMMARY

Resolution: No.

Authorizing an Agreement with Wight and Company for the Third Street Courthouse Window Replacement Project (RFQ#42-020)

Committee Flow: Administration Committee, Executive Committee, County Board
Contact: Roger Fahnestock, 630-232-3571

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $54,500
If not budgeted, explain funding source:	

Summary:

This resolution authorizes an agreement with Wight & Company to proceed with the professional services proposal for the Third Street Courthouse Window Replacement project.

Resolution No. 24-099 authorized a contract extension for Architect, Engineer, and Construction Manager at Risk Services Contract(s) with Wight & Company and other vendors.

This project proposal has been budgeted in the Judicial Facility Fees fund.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-058

AUTHORIZING AN AGREEMENT WITH WIGHT AND COMPANY FOR THE PAVEMENT MANAGEMENT DESIGN FOR KANE COUNTY (RFQ# 42-020)

WHEREAS, it is the intention of the Building Management Department to utilize the professional services plan provided by Wight & Company for the Pavement Replacement multiyear plan; and

WHEREAS, a professional services proposal for the Pavement Management Design was received for the amount of Two Hundred Eighty-Five Thousand Five Hundred Dollars ($285,500); and

WHEREAS, Resolution No. 24-099 authorized a contract extension for Architect, Engineer, and Construction Manager at Risk Services Contract(s) with Wight & Company and other vendors; and

WHEREAS, this project has been budgeted in the Building Management FY2025 Capital fund.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the Chairman of the Board is hereby authorized to enter into an agreement with Wight & Company to proceed with the professional services proposal for the Pavement Management Design project in a not to exceed amount of Two Hundred Eighty-Five Thousand Five Hundred Dollars ($285,500).

Line Item: 500.800.805.72010, Various
Line Item Description: Capital, Various
Was Personnel/Item/Service approved in original budget or a subsequent budget revision? Yes
Are funds currently available for this Personnel/Item/Service in the specific line item? Yes
If funds are not currently available in the specified line item, where are the funds available? N/A

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION/ORDINANCE EXECUTIVE SUMMARY

Resolution: No.

Authorizing an Agreement with Wight and Company for the Pavement Management Design for Kane County (RFQ#42-020)

Committee Flow: Administration Committee, Executive Committee, County Board

Contact: Roger Fahnestock, 630-232-3571

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $285,500
If not budgeted, explain funding source:	

Summary:

This resolution authorizes an agreement with Wight & Company to proceed with the professional services proposal for the Pavement Management Design project for Kane County.

Resolution No. 24-099 authorized a contract extension for Architect, Engineer, and Construction Manager at Risk Services Contract(s) with Wight & Company and other vendors.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-020

AUTHORIZING A THREE-YEAR ENTERPRISE AGREEMENT WITH ESRI FOR DESKTOP AND SERVER PLATFORM FOR THE KANE COUNTY GIS-TECHNOLOGIES DEPARTMENT

WHEREAS, the Kane County GIS-Technologies department utilizes ESRI (Environmental System Research Institute, Inc.) desktop and server platform throughout the County of Kane; and

WHEREAS, funds have been budgeted by the Kane County GIS-Technologies for said services; and

WHEREAS, Kane County code section 2-216 provides that the purchase of computer software, computer hardware, and computer databases that have been competitively procured and that require additional proprietary licensing, software integrations, software development, software maintenance, computer hardware maintenance, database maintenance, software support services, database support services and computer hardware support services are not suitable for competitive procurement and may be authorized for purchase. Purchases over thirty thousand dollars ($30,000) must be authorized by the County Board; and

WHEREAS, this agreement calls for the use of funds beyond the present budget year and the County of Kane acknowledges the necessity of the appropriation of such funds.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board that the Chairman thereof is hereby authorized and directed to enter into agreement with ESRI, Inc. and spend as follows: FY2025 Two Hundred Eighty Thousand Dollars ($280,000), FY2026 Three Hundred Twenty Thousand Dollars ($320,000), FY2027 Three Hundred Forty Thousand Dollars total three-year amount not to exceed Nine Hundred Forty Thousand Dollars ($940,000).

Line Item: 101.060.070.52130
Line Item Description: Contractual: Repairs and Maintenance Computers
Was Personnel/Item/Service approved in original budget or a subsequent budget revision? Y
Are funds currently available for this Personnel/Item/Service in the specific line item? Y
If funds are not currently available in the specified line item, where are the funds available? N/A

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

AUTHORIZING A THREE-YEAR ENTERPRISE AGREEMENT WITH ESRI FOR DESKTOP AND SERVER PLATFORM FOR THE KANE COUNTY GIS-TECHNOLOGIES DEPARTMENT

Committee Flow:
Administration Committee, Executive Committee, County Board

Contact:
Charles Lasky

Budget Information:

Was this item budgeted? Y	Appropriation Amount: $See below
If not budgeted, explain funding source: N/A	

Summary:

This resolution authorizes a three-year enterprise agreement with ESRI (Environmental System Research Institute, Inc.) for desktop and server platforms used by the Kane County GIS-Technologies Department. ESRI software is critical for geographic information system (GIS) operations throughout the County of Kane.

The agreement will be funded from the GIS-Technologies budget which is Special Revenue, with the total cost for the three-year contract not to exceed $940,000. The annual payments are as follows: $280,000 in FY2025, $320,000 in FY2026, and $340,000 in FY2027. The purchase is in compliance with Kane County Code Section 2-216, which allows for the procurement of proprietary software and related services without competitive bidding when the software is deemed essential for county operations. The resolution also acknowledges the necessity of appropriating funds for these services beyond the current budget year.

Janurary 7th, 2025

GIS Technologies
719 Batavia Ave.
Geneva, Illinois

Dear Thomas:

As a follow-up to our meetings regarding an Enterprise Agreement for Kane County, I am providing proposed pricing and key business terms below.

The Esri Enterprise Agreement (EA) will remain in effect for three (3) years and Kane County uncapped access to the Esri products listed below.

Maintenance on all listed software, including maintenance on listed software deployed before the agreement, is included in the terms of the EA.

The Agreement will be effective on March 7th, 2025, and requires a firm three-year commitment.

Kane County has been a long-time partner of Esri's, building innovative GIS applications for many years in support of the organization's mission of better serving its citizens and constituency. Moreover, Esri is excited to deepen our partnership by helping the County expand and modernize the use of GIS technology over the coming years.

Although your organization has already deployed a considerable amount of Esri technology, our experience with similar customers indicates there is significant potential to apply GIS in many additional areas within your organization. For these reasons, we believe your organization will greatly benefit from an Enterprise Agreement. An EA offers numerous benefits including:

- A lower cost per unit for licensed software
- Substantially reduced administrative and procurement expenses
- Maintenance of all Esri software identified in this proposal and deployed within the organization
- Complete flexibility to deploy software products when and where needed

Proposed payment terms for the EA, developed to reflect your organization's anticipated deployment schedule, are as follows:

	Term 1	Term 2	Term 3	Total
Annual EA Fee	$280,000	$320,000	$340,000	**$940,000**

Esri products and services to which Kane County will have uncapped deployment rights during the term of this Agreement include:

EA Products—Uncapped Quantities

Perpetual licenses	Total
ArcGIS Enterprise: ArcGIS Enterprise (Advanced and Standard)	Uncapped
ArcGIS Enterprise Extensions: ArcGIS 3D Analyst, ArcGIS Data Reviewer, ArcGIS Geostatistical Analyst, ArcGIS Network Analyst, ArcGIS Schematics, ArcGIS Spatial Analyst, and ArcGIS Workflow Manager	Uncapped
ArcGIS GIS Server: Advanced, Standard, Basic	Uncapped
ArcGIS Enterprise Additional Capability Servers: ArcGIS Image Server, ArcGIS GeoEvent Server	Uncapped
ArcGIS Monitor	Uncapped
ArcGIS Runtime Advanced	Uncapped
ArcGIS Runtime Analysis Extension	Uncapped

The Enterprise Agreement also includes:

EA Products—Capped Quantities

ArcGIS Desktop Perpetual Products	SU/CU	Rolled-In Qty. (if applicable)	Qty. to Be Deployed	Total
ArcGIS Desktop: Advanced	CU	30	0	30
ArcGIS Desktop: Standard	CU	30	0	30
ArcGIS Desktop: Basic	CU	75	0	75
ArcGIS Desktop Extensions: ArcGIS 3D Analyst	CU	7	0	7
ArcGIS Desktop Extensions: ArcGIS Data Reviewer	CU	5	0	5
ArcGIS Desktop Extensions: ArcGIS Geostatistical	CU	5	0	5
ArcGIS Desktop Extensions: ArcGIS Network Analyst	CU	5	0	5
ArcGIS Desktop Extensions: ArcGIS Publisher	CU	5	0	5
ArcGIS Desktop Extensions: ArcGIS Spatial Analyst	CU	5	0	5
ArcGIS Desktop Extensions: ArcGIS Workflow Manager	CU	5	0	5
ArcGIS Roads & Highways (Location Referencing) for Desktop	CU	2	0	2

Perpetual Products	Rolled-In Qty. (if applicable)	Qty. to Be Deployed	Total
ArcGIS Notebook Server Advanced Up to Four Cores Perpetual License	1	0	1

Annual Subscription Products	Term 1	Term 2	Term 3

ArcGIS 3D Analyst for ArcGIS Online Creator or Professional User Type Annual Subscription	5	5	5
ArcGIS Data Reviewer for ArcGIS Online Creator or Professional User Type Annual Subscription	5	5	5
ArcGIS Geostatistical Analyst for ArcGIS Online Creator or Professional User Type Annual Subscription	5	5	5
ArcGIS Network Analyst for ArcGIS Online Creator or Professional User Type Annual Subscription	5	5	5
ArcGIS Publisher for ArcGIS Online Creator or Professional User Type Annual Subscription	5	5	5
ArcGIS Spatial Analyst for ArcGIS Online Creator or Professional User Type Annual Subscription	5	5	5
ArcGIS Workflow Manager for ArcGIS Online Creator or Professional User Type Annual Subscription	5	5	5
ArcGIS Data Interoperability for ArcGIS Online Creator or Professional User Type Annual Subscription	5	5	5
ArcGIS Image Analyst for ArcGIS Online Creator or Professional User Type Annual Subscription	5	5	5
ArcGIS Production Mapping for ArcGIS Online Professional or Professional Plus User Type Annual Subscription	5	5	5
Site Scan Single Operator USA Hosted Annual Subscription	1	1	1
Site Scan Single Access USA Hosted Annual Subscription	1	1	1
ArcGIS Developer Subscription Professional	1	1	1

User Type Products	**Term 1**	**Term 2**	**Term 3**
ArcGIS Enterprise	***(number of Users per Term)***		
ArcGIS Enterprise Mobile Worker Annual Subscription	25	30	35
ArcGIS Enterprise Creator User Type Annual Subscription	10	15	20
ArcGIS Enterprise Professional (formerly Standard) User Type Annual Subscription	5	5	5
ArcGIS Advanced Editing User Type Extension for ArcGIS Enterprise Annual Subscription	5	5	5
ArcGIS Online *(1 Organizational Subscription)*	***(number of Users per Term)***		
ArcGIS Online Viewer User Type Annual Subscription	15	18	20
ArcGIS Online Contributor (formerly Editor) User Type Annual Subscription *(250 credits per user)*	5	8	10
ArcGIS Online Mobile Worker User Type Annual Subscription *(250 credits per user)*	45	48	50
ArcGIS Online Creator User Type Annual Subscription *(500 credits per user)*	65	90	115
ArcGIS Online Professional (formerly Standard) User Type Annual Subscription *(500 credits per user)*	5	5	5

ArcGIS Online Professional Plus (formerly Advanced) User Type Annual Subscription *(500 credits per user)*	12	13	14

The EA also includes the following additional components:

Additional Benefits	**Quantity**
Esri International User Conference Registrations	12
Back-Up Media	3
Authorized Tier-Two Standard Support Callers	5

- **Esri Training Pass:** An important component of a successful GIS implementation is continued training and staff development. This proposal includes Training Pass days, which can be redeemed for instructor-led training at either an Esri facility or client-site, conditions or Esri policy allowing, or instructor-led online training. An Esri training consultant will work with Kane County to develop an organization-wide training plan that will provide recommendations based on your organization's GIStraining needs. This will promote the most efficient use of the technology and the highest return on investment.

  This Training Pass will provide Kane County with access to Esri training according to the following schedule:

  - **Year 1:** Thirty Training Pass days
  - **Year 2:** Thirty Training Pass days
  - **Year 3:** Thirty Training Pass days
  - Information about redeeming Training Pass days is available at https://www.esri.com/training/training-for-organizations.
  - Esri offers an extensive curriculum of instructor-led training courses. A complete list of courses is available in the course catalog at www.esri.com/training.

This proposal is valid for 60 days. To complete the agreement within this timeframe, I ask that you contact me within the next seven days to work through any questions or concerns you may have.

Esri and Kane County have a long and rich history working together. I appreciate the opportunity to present you with this proposal, as I believe it will greatly benefit your organization. Thank you very much for your consideration.

Best regards,

Ryan Sellman
Esri Local Government

CUSTOMER CONTACT INFORMATION

1. Customer centralized point of contact for order release and administrative issues:

   Contact Name:_____
   Email: _____
   Phone: _____

2. All invoices to Customer will be mailed to the address listed below:

   Office: _____
   Contact Name:_____
   Address: _____
   _____

3. Ship To address (if the same as above leave blank):
   Office: _____
   Contact Name:_____
   Address: _____
   _____

ENTERPRISE AGREEMENT

This Enterprise Agreement ("EA") is by and between the organization identified in the signature line below with its principal place of business at the address provided below (**"Customer"**) and **Environmental Systems Research Institute, Inc.** (**"Esri"**).

This EA sets forth the terms and conditions for Customer's use of EA Products, Rolled-In Software, Unit-Priced Items, provision of Esri User Conference registrations, Training, and Services as specified herein and in the Proposal Letter. The rights granted in this EA apply only to the EA Products listed in the Proposal Letter.

This EA is comprised of the Proposal Letter and this Enterprise Agreement E512N document and incorporates by reference the Master Agreement. Should there be any conflict between the terms and conditions of the documents that comprise this EA, the order of precedence for the documents shall be as follows: (i) the Enterprise Agreement E512N document, (ii) the Master Agreement, and (iii) the Proposal Letter. For the avoidance of doubt, Article 5—Term, Termination, and Expiration of this EA supersedes any termination language in the Master Agreement for all items in the Proposal Letter.

If the Proposal Letter includes Services other than Maintenance, the applicable Services terms and conditions take precedence over the provisions of this EA with respect to those Services. Customer's centralized point of contact identified in the Proposal Letter will approve work under the Advantage Program or Customer will notify Esri of an alternative contact.

This EA constitutes the sole and entire agreement of the parties as to the subject matter set forth herein and supersedes any previous agreements, proposals, presentations, understandings, and arrangements between the parties relating to the licensing of the EA Products, Training, and Services. Any modifications or amendments to this EA must be in writing and signed by an authorized representative of Customer and Esri.

The parties acknowledge that they have read and understand this EA and agree to be bound by the terms and conditions contained herein.

ACCEPTED AND AGREED:

COUNTY OF KANE, ILLINOIS
(Customer)

By: _____
Authorized Signature

Printed Name: _____

Title: _____

Date: _____

Address: _____

_____

ENVIRONMENTAL SYSTEMS
RESEARCH INSTITUTE, INC.
(Esri)

By: _____
Authorized Signature

Printed Name: _____

Title: _____

Date: _____

Enterprise Agreement No. TBD

1.0—DEFINITIONS

Capitalized terms used in this EA and Proposal Letter will have the same meaning they do in the Master Agreement. In addition, the following definitions apply to this EA:

- **"Affiliate"** means an affiliate of Customer, unless excluded in the Proposal Letter, that meets the following criteria: the affiliate (i) is a U.S. domestic subsidiary of Customer located in the United States; (ii) is more than fifty percent (50%) owned by Customer; (iii) is not a company in the business of offering geographic information system (GIS) software services to third parties; and (iv) is not ineligible to receive or have access to Esri products or services by operation of law, including U.S. export control laws, decrees, orders, rules, regulations, policies, riders, conditions, or provisos.
- **"Authorized Entity"** means, if applicable, Affiliate when Customer is a commercial entity or Eligible Agency when Customer is a government entity.
- **"Case"** means a failure of the Software or Online Services to operate according to the Documentation where such failure substantially impacts operational or functional performance.
- **"Deploy", "Deployed" and "Deployment"** mean to redistribute and install the EA Products and related Authorization Codes within Customer's organization and to Authorized Entities.
- **"EA Fee"** means the fee set forth in the EA Fee Schedule contained in the Proposal Letter.
- **"EA Maintenance"** means Tier 2 Support provided to Customer as described in Article 3—EA Maintenance.
- **"EA Products"** means the Products identified in the Proposal Letter, excluding Unit-Priced Items.
- **"Effective Date"** means the date specified in the Proposal Letter as the Effective Date and if no Effective Date is specified, the last date of signature on the Enterprise Agreement.
- **"Eligible Agency"** means the political subdivisions identified in the Proposal Letter.
- **"Master Agreement"** means the applicable master agreement incorporated by this reference that is either (i) the Master Agreement, Products and Services (E204) found at https://www.esri.com/en-us/legal/terms/full-master-agreement; or (ii) a signed master agreement between Esri and Customer that supersedes such electronically acknowledged master agreement. If terms and conditions applicable for the use of EA Products or Services included in this EA are not found in the signed master agreement, including but not limited to the Advantage Program, such applicable terms and conditions will be supplemented as found in the Master Agreement, Products and Services (E204) at https://www.esri.com/en-us/legal/terms/full-master-agreement.
- **"Proposal Letter"** means the attached offer document that includes, at a minimum, the EA Products and EA Fee and may also include additional Esri Products and Services.
- **"Rolled-In Software"** means Products (excluding Term licenses or subscriptions) of the same type as EA Products that Customer acquired for use prior to the Effective Date, that are current on paid maintenance (as shown in Esri's customer service records), and that receive EA Maintenance during the term of the EA. If this EA is extended or renewed, Rolled-In Software shall include EA Products Deployed prior to the then-current renewal period.
- **"Technical Support"** means the technical assistance for attempting resolution of a reported Case through error correction, patches, hot fixes, workarounds, replacement deliveries, or any other type of product corrections or modifications.
- **"Tier 1 Help Desk"** means Customer's point of contacts in My Esri, including from Authorized Entities, to provide all Tier 1 Support within Customer's organization and Authorized Entities.
- **"Tier 1 Support"** means the Technical Support provided by the Tier 1 Help Desk.

- **"Tier 2 Support"** means the Esri Technical Support provided to the Tier 1 Help Desk when a Case cannot be resolved through Tier 1 Support.

- **"Unit-Priced Items"** means optional Products or Services that are listed in the Proposal Letter as separately orderable for an additional fee. Pricing for Unit-Priced Items is valid for one (1) year from the Effective Date, unless a different duration is identified in the Proposal Letter.

2.0—GRANT OF LICENSE

2.1 Grant of License. Subject to the terms and conditions of this EA, Esri grants to Customer a personal, nonexclusive, nontransferable license solely to use, copy, and Deploy quantities of the EA Products listed in the Proposal Letter for the term of the EA (i) for the applicable EA Fee and (ii) in accordance with the Master Agreement. Unit-Priced Items and Rolled-In Software, if listed in the Proposal Letter, will be licensed in accordance with the Master Agreement. Beta licenses are not available under this EA as EA Products.

2.2 Authorized Entity Access. Customer may permit Authorized Entities to use EA Products, provided Customer ensures that Authorized Entities use the EA Products in accordance with the terms and conditions of this EA and Customer is liable and solely responsible for the use or misuse of EA Products by Authorized Entities. Within thirty (30) calendar days of a request from Esri, Customer will provide Esri a list of Authorized Entities and their business addresses.

2.3 Consultant Access. Esri grants Customer the right to permit Customer's consultants or contractors to use the EA Products exclusively for Customer's benefit in accordance with the Master Agreement. Customer will be solely responsible for compliance by consultants and contractors with this EA and will ensure that the consultant or contractor discontinues use of EA Products upon completion of work for Customer. Access to or use of EA Products by consultants or contractors not exclusively for Customer's benefit is prohibited. Customer may not permit its consultants or contractors to install Software or Data on consultant, contractor, or third-party computers or remove Software or Data from Customer locations, except for the purpose of hosting the EA Products on contractor servers for the benefit of Customer.

2.4 Additional Permitted Uses. For the term of the EA, Customer may copy and Deploy the EA Products to Customer's organization and Authorized Entities up to the quantities of licenses identified in the Proposal Letter. No other entity has a right to copy (except as permitted in the Master Agreement) or Deploy the EA Products. Customer may only transfer, redistribute, and Deploy the EA Products within the continental United States; Hawaii; Alaska; and U.S. territories, excluding Puerto Rico and the U.S. Virgin Islands.

2.5 Uses Not Permitted. Customer shall not transfer, redistribute, or assign EA Products to any third party without the prior written permission of Esri. Customer shall not use the EA Products outside the United States or its territories or possessions without the prior written permission of Esri and agreement on additional fees, if any. Any such export will be subject to U.S. Export Control Regulation requirements of the Master Agreement.

2.6 Third-Party Offerings. If the Proposal Letter includes a third-party offering that Esri is reselling, that third-party offering may be subject to the third party's terms and conditions and, if applicable, will be provided at the time of delivery with the third-party offering.

3.0—EA MAINTENANCE

3.1 EA Maintenance is included in the EA Fee. Rolled-In Software and EA Products will receive EA Maintenance, provided that standard maintenance is available for each item. EA Maintenance includes benefits specified in the most current applicable Esri Maintenance and Support Program document (found at https://www.esri.com/en-us/legal/terms/maintenance) as modified by this Section 3.1. If Unit-Priced Items are included in the Proposal Letter, annual maintenance fees for Unit-Priced Items will be in addition to the Fee and ordered separately from this EA.

a. Tier 1 Support

1. The Tier 1 Help Desk will provide Tier 1 Support to all Customer's authorized users and Authorized Entities.
2. The Tier 1 Help Desk will be fully trained in the EA Products.
3. At a minimum, Tier 1 Support will include those activities that assist the user in resolving how-to and operational questions as well as questions on installation and troubleshooting procedures.
4. The Tier 1 Help Desk will be the initial point of contact for all questions and reporting of a Case. The Tier 1 Help Desk will obtain a full description of each reported Case and the system configuration from the user. This may include obtaining any customizations, code samples, data, databases, or other information involved in the Case.
5. If the Tier 1 Help Desk cannot resolve the Case, an authorized Tier 1 Help Desk individual may contact Tier 2 Support. The Tier 1 Help Desk will provide support in such a way as to minimize repeat calls and make solutions to problems available to Customer's organization.
6. Customer may assign named Tier 1 Help Desk individuals up to the quantity listed in the Proposal Letter. Tier 1 Help Desk individuals are the only individuals authorized to contact Tier 2 Support. Customer may change the Tier 1 Help Desk individuals through the My Esri portal.

b. Tier 2 Support

1. Tier 2 Support analysts will log the calls received from the Tier 1 Help Desk.
2. Tier 2 Support analysts will review all information collected by and received from the Tier 1 Help Desk including preliminary documented troubleshooting provided by the Tier 1 Help Desk when Tier 2 Support is required.
3. Tier 2 Support analysts may request that Tier 1 Help Desk individuals provide verification of information, additional information, or answers to additional questions to supplement any preliminary information gathering or troubleshooting performed by Tier 1 Help Desk.
4. Tier 2 Support analysts will assist the Tier 1 Help Desk individuals and attempt to resolve the Case.
5. When the Case is resolved, Tier 2 Support analysts will communicate the information to the Tier 1 Help Desk, and the Tier 1 Help Desk will disseminate the resolution to the users.
6. For Tier 2 Support, contact Esri through My Esri at https://my.esri.com, via the web at https://support.esri.com, or by phone at 909-793-3774 (within the United States only).

3.2 Obsolescence. During the term of this EA, some EA Products may be retired, become obsolete, or may no longer be available to Deploy in the identified quantities. Customer and Authorized Entities may continue to use EA Products that have been Deployed, but updates for EA Products and Rolled-In Software in the mature and retired phases may not be available. Maintenance will be subject to the individual Product Life Cycle Support Status and Product Life Cycle Support Policy, which can be found at https://support.esri.com/en/other-resources/product-life-cycle by selecting the product type and clicking the Product Life Cycle link for specific product plans.

4.0—Ordering, Administrative Procedures, Delivery, and Deployment

4.1 Orders, Delivery, and Deployment

a. Upon the Effective Date, Esri will invoice Customer and provide Authorization Codes to activate the nondestructive copy protection program that enables Customer to download, operate, or allow access to the EA Products. Delivery of updates/new versions of EA Products will be made in the same manner. Customer will establish a single point of contact who will be responsible for Deployment. Esri may invoice the EA Fee up to thirty (30) calendar days before (i) the payment dates identified in the Proposal Letter; or (ii) if no payment dates are identified, the annual anniversary date for each year of the EA.

b. Undisputed invoices will be due and payable within thirty (30) calendar days from the date of invoice. Esri reserves the right to suspend Customer's access to and use of EA Products if Customer fails to pay any undisputed amount owed on or before its due date. Esri may charge Customer interest at the lesser of one percent (1.0%) per month or the maximum monthly rate permitted by applicable law on any overdue fees plus

all expenses of collection for any overdue balance that remains unpaid ten (10) days after Esri has notified Customer of the past-due balance.

c. Esri's federal ID number is 95-2775-732.

d. If requested, Esri will ship backup media to the ship-to address identified on the Ordering Document, FOB destination, with shipping charges prepaid by Customer. Customer acknowledges that should sales or use taxes become due as a result of any shipments of tangible media, Esri has a right to invoice and Customer will pay any such applicable sales or use tax associated with the receipt of tangible media.

4.2 Order Requirements. Esri does not require Customer to issue a purchase order. Customer may submit a purchase order in accordance with its own internal process, provided that if Customer issues a purchase order, Customer will submit its initial purchase order on the Effective Date. Customer will submit subsequent purchase orders to Esri at least thirty (30) calendar days before (i) the payment dates identified in the Proposal Letter; or (ii) if no payment dates are identified, the annual anniversary date for each year of the EA. Any purchase orders that Customer issues will reference, incorporate, and be subject to the terms and conditions of the EA. Additional or conflicting terms in any purchase orders, invoices, or other documents exchanged during the ordering process, other than the terms of this EA, Product or Services descriptions, quantities, pricing, and delivery instructions, are void and of no effect.

a. All orders pertaining to this EA will be processed through Customer's centralized point of contact on the Proposal Letter. Customer can send order processing questions to Customer Service at Esri 380 New York Street Redlands, CA 92373-8100; send emails to service@esri.com; or call Esri at 888-377-4575.

b. The following information will be included in each Ordering Document:

1. Customer name; Esri customer number, if known; and bill-to and ship-to addresses
2. Order number
3. Applicable annual payment due; for Unit-Priced Items, the name of the product and quantity
4. The following printed statement "Governed by and subject to the signed Enterprise Agreement number [TBD]."

5.0—Term, Termination, and Expiration

5.1 Term. This EA and all licenses hereunder will commence on the Effective Date and continue for the duration identified in the Proposal Letter. Except as otherwise authorized in this Section 5, this EA is for the committed duration identified in the Proposal Letter. If the Proposal Letter includes optional years, Customer may exercise each optional year by providing written notice to Esri Customer Service sixty (60) calendar days prior to the end of the then-current year. If more than one optional year is identified in the Proposal Letter, then each optional year must be exercised consecutively, or the EA will expire at the end of the then-current year. An optional year may be a duration other than twelve (12) months and will be identified in the Proposal Letter. If the Proposal Letter includes Training Pass days, unused Training Pass days do not rollover to subsequent years and expire at the end of each annual term.

5.2 Use upon Expiration. Upon full payment of the EA Fee and expiration of this EA, the Master Agreement will survive, and Customer and Authorized Entities may continue to use the perpetual licenses of Deployed EA Products included in the final Deployment Report and Rolled-In Software in accordance with the terms and conditions set forth in the Master Agreement. Customer shall notify Esri of the quantity and type of licenses for which Customer and Authorized Entities, as may be applicable, elect to purchase standard maintenance. If maintenance is not ordered for Rolled-In Software or EA Products upon expiration of the EA, it lapses. If, at a later date, Customer or Authorized Entities decide to reinstate maintenance, Customer or Authorized Entity, as may be applicable, must pay maintenance reinstatement fees from the date the EA expired (i.e., back maintenance fees). Customer and Authorized Entities may only purchase standard maintenance or reinstate maintenance on licenses that were included in the final Deployment Report. Customer shall not Deploy additional copies of the EA Products beyond the quantities in use as of the date of expiration. All term licenses and subscription licenses of Deployed EA Products terminate upon expiration of the EA. Esri User

Conference registrations, Advantage Program Learning and Services credits, and Training Pass days terminate upon expiration.

5.3 Term Enterprise Agreement. If the EA Products are all term licenses and subscription licenses, Customer and Authorized Entities are only authorized to use EA Products during the term identified in the Proposal Letter and all EA Products, all Maintenance, and Esri User Conference registrations terminate upon termination of the EA.

5.4 Termination of a Particular Authorized Entity. If Authorized Entities are included in the Proposal Letter, Esri may elect to terminate the license rights of a particular Authorized Entity for material breach without terminating this EA with Customer or other Authorized Entities. The breaching Authorized Entity will be given a period of ten (10) business days from date of written notice to cure any material breach. Upon termination of Authorized Entity, all Deployed EA Products provided to Authorized Entity will also terminate. Customer shall reasonably cooperate with Esri in termination of an Authorized Entity in material breach of this EA, including enforcement of the EA with respect to such Authorized Entity. There will be no reduction in the EA Fee if an Authorized Entity's rights are terminated. The terminated Authorized Entity will have no further access to any benefits, entitlements, rights, or other items included in or otherwise related to this EA.

5.5 Termination for a Material Breach. Either party may terminate this EA for a material breach by the other party. The breaching party will have thirty (30) days from the date of written notice to cure any material breach. Upon termination of this EA by Esri for a material breach by Customer, all licenses Deployed will also terminate, and the full amount of unpaid EA Fee will be due and payable by Customer within thirty (30) days from the date of termination.

5.6 Termination for Lack of Funds. For an EA with government or government-owned entities, either party may terminate this EA before any subsequent year if Customer is unable to secure funding through the legislative or governing body's approval process.

5.7 Termination for Convenience. Neither Customer nor Esri may terminate the EA for convenience.

5.8 Use Upon Termination. For termination under Sections 5.3–5.6, Customer and Authorized Entities shall uninstall, remove, and destroy all EA Products; training materials; and any whole or partial copies, modifications, or merged portions in any form. Upon request, Customer shall deliver evidence of such destruction to Esri (e.g., certification letter). Except in the event that the Master Agreement has been terminated for Customer's uncured material breach, Customer and Authorized Entities may continue to use Rolled-In Software, provided Customer and Authorized Entities comply with the terms and conditions of the Master Agreement. Further, Esri agrees that Customer and Authorized Entities are not required to pay a maintenance reinstatement fee for lapsed maintenance for Rolled-In Software if Customer and Authorized Entities, as may be applicable, order maintenance at time of EA termination. Other items that may be included in this EA—such as Advantage Program, Training Pass days, access codes, and Esri User Conference registrations—will also terminate if this EA is terminated.

6.0—CONFIDENTIALITY

6.1 Esri Confidential Information. The EA Fee and list of EA Products are confidential and proprietary information of Esri. Except as provided herein, Customer shall not publish or disclose the EA Fee or list of EA Products to any third party without Esri's prior written consent. Customer may disclose portions or all of this EA to an Authorized Entity provided such is under an obligation of confidentiality to not publish or disclose the EA Fee or list of EA Products to any third party. Disclosure may be made only to those Customer or Authorized Entity employees, contractors, or consultants of Customer (e.g., outside counsel or accountants) who have a need to know to perform their duties or work on behalf of Customer and have an obligation of confidentiality. To the extent that any such disclosures may be required by law, Customer shall inform Esri of the requested disclosure, with a reasonable description of the requested disclosure and identification of the requester, in sufficient time for Esri to assert any objection Esri may have to such disclosure with the appropriate administrative or judicial body.

6.2 Disclosure of Fees for Unit-Priced Items. If Unit-Priced Items are included in the Proposal Letter, Esri gives permission to Customer to maintain Unit-Priced Item prices, fees, and discounts on Customer's intranet, subject to password protection accessible to Customers, to support potential procurements. Customer shall use no less than the same degree of care to protect this information as it uses to protect its own confidential information or third-party information of similar nature. Customer must include the following notice on information concerning Unit-Priced Item pricing posted on or accessible through Customer intranet that is accessible by Customers and their employees, or on any other web pages that make reference to the EA Fee or Unit-Priced Items, including order forms:

PRICING INFORMATION, INCLUDING APPLICABLE DISCOUNT RATES, CONTAINED HEREIN IS CONSIDERED CONFIDENTIAL AND PROPRIETARY. EXCEPT TO SUPPORT AUTHORIZED LICENSE ACQUISITIONS, RECIPIENT WILL NOT COPY, DISCLOSE TO ANY THIRD PARTY, OR USE ANY PRICING INFORMATION FOR ANY OTHER PURPOSE OR PROGRAM.

7.0—Administrative Requirements

7.1 Esri Partner Original Equipment Manufacturer (OEM) Bundled or Embedded Items/Services. Under Esri's OEM or Solution OEM programs, OEM partners are authorized to embed or bundle portions of Esri products and services with their application or service. OEM partners' business model, licensing terms and conditions, and pricing are independent of this EA. Customer and Authorized Entities will not seek any discount from the OEM partner or Esri based on the availability of EA Products under this EA. Customer and Authorized Entities will not decouple Esri products or services from the OEM partners' application or service. Esri products or services embedded in third-party products or services are not EA Products.

7.2 Annual Report of Deployments. At each anniversary date and ninety (90) calendar days prior to the expiration of this EA, Customer will provide Esri with a written report, in a form acceptable to Esri, detailing all Deployments (each a "Deployment Report"). Upon request, Customer will provide records sufficient for Esri to verify the accuracy of the Deployment Report.

7.3 Esri User Conference Registration. Esri shall provide Esri User Conference registrations to Customer annually during the term of this EA in the quantities set forth in the Proposal Letter. Customer is responsible for distributing the registrations internally and to Authorized Entities. Third parties may not represent or attend on behalf of Customer at any Esri User Conference.

7.4 New Products. Esri reserves the right to exclude new Products from uncapped Deployment if added to this EA. New Products may contain or be developed with (i) newly acquired technology obtained through a significant investment or (ii) third-party intellectual property that requires a unit-based royalty fee or prohibits Deployment under an educational site or enterprise license. Such items can be made available to Customer or Authorized Entities on a limited-quantity basis or as Unit-Priced Items.

7.5 Relationship of the Parties. This EA will not be construed or interpreted as an exclusive dealings agreement. This EA does not constitute a partnership, joint venture, or agency between Esri and Customer. Neither Esri nor Customer will hold itself out as such, nor shall Esri or Customer be bound or become liable because of any representation, action, or omission of the other.

7.6 GIS Standard. Either party may publicize the existence of this EA. Customer shall officially name Esri as its GIS standard and act as a reference for other Esri customers and potential customers as long as the EA remains in effect.

8.0—Mergers, Acquisitions, or Divestitures

If Customer is a commercial entity, Customer will notify Esri in writing in the event of (i) a consolidation, merger, or reorganization of Customer or an Authorized Entity with or into another corporation or entity; (ii) Customer's or Authorized Entity's acquisition, in whole or in part, of another entity or its assets; or (iii) a transfer or sale of all or part of Customer's or an Authorized Entity's organization (subsections i, ii, and iii, separately or collectively

referred to as **"Ownership Change"**). There will be no decrease in the EA Fee as a result of any Ownership Change.

8.1 Customer may not transfer or Deploy EA Products to any third party in connection with a divestiture, merger, or sale of Customer or its assets, in whole or in part. If an Ownership Change results in a divestiture or a transfer or sale of a portion of Customer's or an Authorized Entity's organization or its assets, that portion of Customer's or the Authorized Entity's organization will return the EA Products to Customer or the applicable Authorized Entity or uninstall, remove, and destroy all copies of the EA Products.

8.2 This EA may not be assigned to a successor entity as a result of an Ownership Change unless approved by Esri in writing in advance. If the assignment to the new entity is not approved, Customer and Authorized Entities will require any successor entity to uninstall, remove, and destroy the EA Products. This Agreement will terminate upon such Ownership Change.

8.3 If Customer or an Authorized Entity merges with or acquires part of another entity or its assets, Esri reserves the right to increase the EA Fee in proportion to the anticipated increase in Deployments or terminate this EA and the parties will negotiate a new agreement. If Customer or an Authorized Entity acquires another entity and Customer would like to Deploy EA Products to that entity, Esri and Customer must first sign an amendment to this EA adding the new entity as an Authorized Entity and agree to an increase in the EA Fee.

9.0—General Provisions

9.1 Governing Law. This EA shall be governed by and construed in accordance with the governing law identified in the Master Agreement.

9.2 Legal Notices. Please send all legal notices to Esri 380 New York Street Redlands, California 92373-8100 Attention: Director of Contracts and Legal or email legalnotices@esri.com.

9.3 Survival of Certain Clauses. The provisions of Sections 2.2 and 5.2 and Article 6 will survive the expiration or termination of this EA.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-037

AUTHORIZING AN EXTENSION FOR PROFESSIONAL SERVICES FOR CONSULTING AND PROJECT MANAGEMENT WITH DEFIN.NET SOLUTIONS FOR THE INFORMATION TECHNOLOGIES DEPARTMENT (BID# 05-020)

WHEREAS, the Kane County Information Technologies Department issued RFP #05-020 (Resolution No. 20-35) for consulting services and project management for current system renovation and project implementation; and

WHEREAS, the selected vendor from the BID was Defin.net Solutions, 17005 S. Steeplechase Pkwy, Orland Park, IL 60467; and

WHEREAS, Professional Services for Consulting and Project Management through Defin.net will be on an “as needed” basis for all Kane County Offices and Departments; and

WHEREAS, the original contract was for a two (2) year period, with two (2) two (2) year extensions. This is the second and final two (2) year extension; and

WHEREAS, Defin.net Solutions has provided excellent services, has extensive working knowledge of Kane County and all the facilities that it services and has been very responsive in meeting the County’s requirements.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the Chairman thereof is hereby authorized and directed to execute a contract extension for two (2) years with Defin.net Solutions in the not to exceed amount of Four Hundred Thousand Dollars ($400,000) per fiscal year.

Line Item: 127.800.812.50150, 125.800.810.50150, Various
Line Item Description: Consulting Services, Various
Was Personnel/Item/Service approved in original budget or a subsequent budget revision? Yes
Are funds currently available for this Personnel/Item/Service in the specific line item? Yes
If funds are not currently available in the specified line item, where are the funds available? N/A

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION/ORDINANCE EXECUTIVE SUMMARY

Resolution: No.

Authorizing an Extension for Professional Services for Consulting and Project Management with Defin.net Solutions for the Information Technologies Department (Bid#05-020)

Committee Flow: Administration Committee, Executive Committee, County Board

Contact: Charles Lasky, 630-232-5827

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $400,000.00
If not budgeted, explain funding source:	

Summary:

This resolution authorizes the Kane County Board Chairman to execute a two-year contract extension with Defin.net Solutions for consulting services and project management, as detailed in RFP #05-020 (Resolution No. 20-35). Defin.net Solutions, selected through a competitive bidding process, has consistently delivered high-quality services to the County, demonstrating extensive knowledge of its systems and facilities.

This contract extension, which is the second and final of two available extensions, will be provided on an "as-needed" basis for all County offices and departments. The not-to-exceed amount for the extension is $400,000 per fiscal year, funded primarily through the Judicial Technologies Sales Tax and Public Safety Sales Tax Funds, with additional funding from various other County resources. The extension ensures uninterrupted service, enabling the County to maintain efficient operations and successfully implement projects.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-123

AUTHORIZING A ONE-YEAR EXTENSION AND AMENDING THE CONTRACT LIMIT FOR ELLEN KAMPS TO PROVIDE CONTINUED FOOD AND AGRICULTURE CONSULTING SERVICES

WHEREAS, Kane County Development and Community Services is seeking authorization to extend a contract with Ellen Kamps, a consultant, for one additional year to administer and support various local food system and agricultural projects on behalf of the County; and

WHEREAS, Kane County authorized an initial one-year service contract (see attached Resolution No. 24-050) and subsequent amendment to provide additional services (see attached Resolution No. 24-241); and

WHEREAS, this resolution would also authorize an increase in the contract not-to-exceed amount of $290,000 by $160,000 for an adjusted limit of $450,000; and

WHEREAS, the Development and Community Services Department has determined that an adjustment in the contract limit is required to ensure that active projects are managed and/or completed within the duration of the one-year extension; and

WHEREAS, Kane County has and will continue to utilize approved sources of funding to pay Ellen Kamps' consulting fees, including an American Farmland Trust Land Transfer Navigators foundation grant, funding previously authorized from the American Rescue Plan Act, and Farmland Preservation Fund 430; and

WHEREAS, Ellen Kamps submitted a Qualifications Response Form for Kane County's Agricultural Consultants Request for Qualifications (RFQ 24-015), which lists the Contractual Services (see attached) that the consultant is capable of providing on an as-needed basis as determined by the Development and Community Services Department; and

WHEREAS, Ellen Kamps provided and/or subcontracted multiple levels of program support in 2024 including the development of application materials, marketing content, providing program customer services, and applicant evaluation tools for implementing the Food and Farm Resiliency Grant Program; project management, content development, and graphic design for the Farming with Pollinators guidebook; Land Transfer Navigator program administration; and Farmland Protection Program training and transition services.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board authorizes the Kane County Board Chairman to sign the attached agreement rider to approve a one-year extension of Ellen Kamps' service contract, and to authorize an increase in the not-to-exceed limit by an additional $160,000 (One Hundred and Sixty Thousand Dollars).

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Authorizing a One-Year Extension and Amending the Contract Limit for Ellen Kamps to Provide Continued Food and Agriculture Consulting Services

Committee Flow:
Agriculture Committee, Executive Committee, County Board

Contact:
Matt Tansley, Planner, 630-232-3493

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $450,000
If not budgeted, explain funding source: N/A	

Summary:

This resolution would authorize a one-year extension of Kane County's consulting contract with Ellen Kamps. It would also increase the current contract's not-to-exceed limit by $160,000 from $290,000 to $450,000 for consulting fees, including for services provided by subcontractors. Under the extension Ellen Kamps would continue to provide management and support services for active agriculture projects including the: Food and Farm Resiliency Grant Program, Farming with Pollinators guidebook, Land Transfer Navigators Program, and training and transition services for administering the Farmland Protection Program.

County of Kane
PURCHASING DEPARTMENT
KANE COUNTY GOVERNMENT CENTER

719 S. Batavia Ave., Bldg. A
Geneva, IL 60137

Phone: (630) 232-5929
Fax: (630) 208-5107

Extension of Contract 24-015-TS for Agriculture Project Consulting Services

This RIDER made this 31 day of December, 2024 is part of and is to be attached to the Offer to Contract Form (RFQ 24-015-TS) made on March 28, 2024, per Resolution 24-050, by and between County of Kane and Ellen J. Kamps of Chicago, IL to provide Agriculture Project Consulting Services to Kane County.

The County hereby requests and Ellen J. Kamps. agrees and offers to provide Agriculture Project Consulting Services at the same terms, pricing and conditions for a one-year extension of the original contract.

The parties hereto mutually agree to the renewal of the aforesaid Contract of which this RIDER is made part of, is and shall be and remain in full force and effect in accordance with all the terms, pricing and conditions thereof, only as in this RIDER specifically provided.

_____ _____
Ellen J. Kamps Date
Ellen Kamps, Sole Proprietor
Chicago, IL

_____ _____
Corinne Pierog MA, MBA Date
Chairman, County Board
Kane County, Illinois

REFERENCE ONLY

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 24-241

AMENDING A CONTRACT WITH ELLEN KAMPS TO PROVIDE ADDITIONAL FOOD AND AGRICULTURE PROJECT CONSULTING SERVICES

WHEREAS, the Kane County Development and Community Services Department is seeking to amend a contract with Ellen Kamps, the lead consultant working with other approved qualified consultants as subcontractors, to provide additional project services following the withdrawal of an alternate service vendor; and

WHEREAS, the Kane County Board previously authorized a contract (RES: 24-050) with Ellen Kamps to provide a range of potential services within the scope of the Priority Service Needs for Kane County Agriculture Projects detailed in Exhibit 2 - EK of the approved contract resolution and attached hereto; and

WHEREAS, the previously approved contract resolution with Ellen Kamps established a not to exceed amount of $170,000 based on a select set of project needs determined by the Department including but not limited to developing a pollinator habitat toolkit for farmers and managing the implementation of a farmer assistance grant program; and

WHEREAS, the Department requests that the contractual not to exceed amount be increased from $170,000 to $290,000 for the delivery of additional project services to be provided by an approved qualified consultant working as a subcontractor under Ellen's contract including the administration of Kane County's Land Transfer Navigator Program and transition support for Kane County's Farmland Protection Program; and

WHEREAS, the Department has secured funding through an American Farmland Trust Land Transfer Navigator Program grant as well as retains funds within the Farmland Preservation Fund 430 Contractual / Consulting Services line item to pay for the additional services.

NOW, THEREFORE, BE IT RESOLVED that the Chairman of the Kane County Board is authorized to amend the contract with Ellen Kamps, not to exceed $290,000 (Two Hundred and Ninety Thousand Dollars), by signing the First Contract Amendment (Attachment A).

(Turn over page to see Attachment A - First Contract Amendment)

Line Item: Fund 430 (Farmland Preservation) Fund 400 (Economic Development), Fund 435 (Growing for Kane), Fund 355 (ARPA)
Line Item Description: N/A
Was Personnel/Item/Service approved in original budget or a subsequent budget revision? Partially
Are funds currently available for this Personnel/Item/Service in the specific line item? Partially
If funds are not currently available in the specified line item, where are the funds available?
The American Farmland Trust grant disbursements and expenses will be reflected in the budget pending the approval of an FY 24 budget adjustment to the Growing for Kane Fund.

[redacted]
Clerk, County Board
Kane County, Illinois

[redacted]
Corinne M. Pierog MA, MBA
Chairman, County Board
Kane County, Illinois

Vote:
PASSED

Attachment A

FIRST CONTRACT AMENDMENT

Pursuant to the Contract for Professional Services ("CONTRACT"), dated March 28, 2024, which was authorized by Kane County Board Resolution 24-050, and made by and between the COUNTY OF KANE ("COUNTY"), a body corporate and politic existing under the State of Illinois and a unit of local government under Article VII, section 1 of the Illinois Constitution (Ill. Const. Art. VII, §1), and ELLEN KAMPS ("CONSULTANT"), both parties agree as follows:

1. COUNTY AND CONSULTANT mutually agree to amend section 5(a) of CONTRACT to provide as follows:

   "(a) The County will pay the Consultant an amount not to exceed $290,000 (two hundred ninety thousand dollars) for which the Consultant will be retained for one (1) year with an option to extend for one (1) additional one (1) year renewal period if mutually agreed upon by both parties. The Consultant will submit to the County an itemized monthly invoice reflecting the work completed within the preceding calendar month and the time spend thereon. The monthly invoice will also include a summary of all previous invoices up to, and including the invoice for the current month. The Work will be billed at the hourly rates set forth in **Exhibit 1**. The County will pay each such invoice within 60 days of its receipt."

2. All terms and conditions of the Contract, not amended herein, shall remain the same.

IN WITNESS WHEREOF, COUNTY AND CONSULTANT execute this First Contract Amendment, as of _____, 2024, intending to be legally bound hereby.

COUN[redacted]

By: [redacted]
Name: Corinne M. Pierog
Title: Chairman, Kane Cty Board
Date: June 25, 2024

ELLEN KAMPS

By: [redacted]
Name:
Title:
Date:

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 24-050

AUTHORIZING A CONTRACT WITH ELLEN KAMPS TO PROVIDE FOOD AND AGRICULTURE PROJECT CONSULTING SERVICES

WHEREAS, The Kane County Development and Community Services Department is seeking to authorize a contract with Ellen Kamps, a consultant, to provide one or more project services identified in Exhibit A - EK, attached hereto; and

WHEREAS, Ellen Kamps has demonstrated relevant experience and the capabilities to deliver quality services as shown through project samples and references submitted in response to Kane County's solicitation for qualified service providers (RFQ #: 24-015-TS - Agricultural Consultants); and

WHEREAS, The Department has identified priority needs for specialized contractual services to administer various agricultural programs and planning efforts including provided in Exhibit A - EK attached hereto; and

WHEREAS, Ellen Kamps has indicated which consulting services she is willing and able to provide in her RFQ submission, which are aligned with the priority service needs identified by the Department; and

WHEREAS, The Department has put forth a concurrent resolution "Authorizing the Approval of Qualified Vendors to Provide Technical Services for Food and Agriculture Projects," of which Ellen Kamps was included, to be considered by the County Board; and

WHEREAS, The Department will make determinations as to which project needs will be prioritized and fulfilled by Ellen Kamps, with consideration for the requirements of approved funding sources and time needed to complete project deliverables.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the Kane County Board Chairman is hereby authorized to execute a contract with Ellen Kamps, not to exceed $170,000 (One Hundred Seventy Thousand Dollars), in the form it is attached in as Exhibit A.

Line Item: Fund 400, Fund 435, or ARPA grants
Line Item Description: N/A
Was Personnel/Item/Service approved in original budget or a subsequent budget revision? No
Are funds currently available for this Personnel/Item/Service in the specific line item? Yes
If funds are not currently available in the specified line item, where are the funds available?
N/A

27
Board on February 14, 2024.

[redacted]

[redacted]

Kane County, Illinois

Chairman, County Board
Kane County, Illinois

Vote:
PASSED

Background

Kane County has made longstanding commitments to ensure that productive agricultural land thrives economically as well as compliments the wellbeing of residents and visitors. To date, Kane County remains the only federally-backed farmland conservation easement program in the State of Illinois. The Farmland Protection Program has permanently preserved over 6,000 acres of working farmland since its enactment in 2001. In 2013, the Kane County Board passed the Growing for Kane Ordinance, a companion initiative that provided the County with a new set of tools to directly support the production of local foods, and build pathways for fresh, healthy foods into Kane County communities. Kane County's Comprehensive Plan establishes food and agriculture priorities, outlining core objectives to direct policy and program actions. The Plan recognizes the vital role that agricultural lands play in Kane County's economy, underscoring the need to prevent the unnecessary conversion of farmland to non-agricultural uses.

Areas of Need

Kane County anticipates the need for specialized contractual services over the next few years to administer various agricultural programs and planning efforts. The Development and Community Services Department will continue to rely on technical experts to advance key planning and economic development objectives benefiting the Ag. sector. This includes the County's effort to launch a new county-level economic development authority. Kane County is currently working to complete a Strategic Economic Development Plan outlining pathways to strengthen key economic sectors, including agriculture.

The Development Department is also actively engaged in addressing local food system needs and opportunities for growing agricultural businesses. Recent projects have included a farm business relief grant program as well as an ongoing Livestock Market Assessment. Kane County is also piloting efforts to incentivize the adoption of sustainable soil health management practices.

Contractual Services

Please review the list below and select the services that you or your organization is qualified to provide. Based on your selections Kane County may request a consulting proposal for related work at a later date.

- [X] Provide local food system and agricultural business advisory services (on policies and programs) to the Kane County Agriculture Committee and Director of the Development and Community Services Department.
- [X] Advise the development and implementation of programs that increase the accessibility of healthy, local foods in underserved communities.
- [X] Review and evaluate the draft Kane County Strategic Economic Development Plan and recommendations in respect to initiatives identified for agriculture.

- [x] Identify business development and expansion opportunities in the agriculture, local food production, and agriculture technology sectors, working with the Greater Chicagoland Economic Partnership and World Business Chicago.
- [x] Provide ongoing advisory services to Kane County officials on the role of agricultural sector partners in the formation and launch of a public/private partnership economic development organization for Kane County.
- [x] Identify and evaluate funding opportunities offered by public and private entities.
- [x] Identify and evaluate new revenue streams for supporting Kane County-led agricultural programs.
- [x] Provide grant-writing services for funding applications that further the strategic growth of Kane County's Agriculture Programs.
- [x] Administering economic relief and business development grant programs for agriculture-based businesses and food service organizations.
- [x] Provide training / technical assistance for local food growing organizations (e.g. business/strategic planning, financial management, sales and marketing, technology and innovation ... etc.).
- [ ] Provide technical guidance and site monitoring services for the measurement of soil organic composition and nutrient loads, water quality, and other soil health indicators.
- [x] Provide technical guidance in designing and deploying measurement tools for tracking carbon sequestration, greenhouse gas emissions, and other climate mitigation metrics.
- [x] Create conservation plans with soil health, water quality, and habitat improvement goals for working farms.
- [x] Conduct stakeholder interviews, facilitated discussions / focus groups, and design engagement surveys.

Assessment Criteria (General Consideration)

- Consulting Firm Experience
- Qualifications of Personnel
- Project References

II. Evaluating and Processing of RFQ's

The County will review and evaluate each RFQ it receives. The evaluation of the RFQs will take into account the depth of knowledge and ability to meet the requirements outlined in the requirements section.

EXHIBIT A

CONTRACT FOR PROFESSIONAL SERVICES
RFQ 24-015
Agreement for Agricultural Project Consulting Services

This agreement is entered into and will be effective as of the date of final execution of this contract, between the **COUNTY OF KANE** (the ***"County"***), a body corporate and politic existing under the laws of the State of Illinois and a unit of local government under §1 of Article VII of the Illinois Constitution (Ill. Const., Art. VII, §1), and Ellen Kamps (the ***"Consultant"***). For and in consideration of the mutual promises set forth herein, the parties agree as follows:

§ 1. Purpose of agreement

The County hereby retains the Consultant to fulfill a variety of project planning and implementation functions supporting key agriculture and food system goals. The purpose of the contract is to provide ongoing project management and advisory services at the direction of the Director of Development and Community Services Department, Kane County Board Chairman, and the Kane County Board.

§ 2. Scope of services

The services to be provided by the Consultant (the ***"Work"***), are set forth in **Exhibit 2 - EK.**

§ 3. Term of this agreement

The term of this agreement will commence as of the date of this of final execution contract and continue, unless earlier terminated in accordance herewith, for one year with an option to extend for one (1) additional one (1) year renewal period if mutually agreed upon by both parties

§ 4. Relationship of parties

The Consultant will serve as a professional agricultural programs and planning consultant to the County in the performance of the Work. The relationship between the parties is that of a buyer and seller of professional services and as such the Consultant is an independent contractor of the County in the performance of the Work and it is understood that the parties have not entered into any joint venture or partnership. The Consultant is not an employee or the agent of the County for any purpose.

§ 5. Compensation

(a) The County will pay the Consultant an amount not to exceed ($170,000.00) for which the Consultant will be retained for one year with an option to extend for one (1) additional one (1) year renewal period if mutually agreed upon by both parties. The Consultant will submit to the County an itemized monthly invoice reflecting the work completed within the preceding calendar month and the time spent thereon. The monthly invoice will also include a summary of all previous invoices up to, and including, the invoice for the current month. The Work will be billed at the hourly rates set forth in **Exhibit 1**. The County will pay each such invoice within 60 days of its receipt.

§ 6. Time for completion of the work

The Work for specific tasks or projects will be completed upon agreed upon dates for each specific task or project.

§ 7. Terms and conditions

(a) The Director of the Kane County Department of Development & Community Services (the ***"Director"***), or his written designee, shall act as the County's representative with respect to the Work and shall transmit to and receive from the Consultant information with respect to the Work. The Consultant shall coordinate all work through the Client and shall report results of all work directly to the Director.

(b) The Director may, by written order, make changes in specific work items if such changes are within the scope of services set forth in **Exhibit 2 - EK**. If any such change is not within the scope of services, the Consultant will so notify the Director and will submit a proposed change order reflecting an increase (or decrease) in the work. Hourly rates for additional work will be those set forth in **Exhibit 1**. No such change order will be effective to modify this agreement unless it has first been reduced to writing and approved by all undersigned parties.

(c) The County may, anytime and without cause, upon a 30-day notice to the Consultant terminate this agreement before completion of the Work. Upon termination, the Consultant will cease all work under this agreement and will turn over to the County all information, records, documents, data, property, publications or other material theretofore received or prepared by the Consultant under or resulting from this agreement, all of which will become the property of the County. The Consultant will submit a final invoice for all work done through the date of termination which will be paid within 60 days of its receipt. In the event of termination, only actual time spent and expenses incurred in the performance of the Work prior to termination will be compensated. The County will have no liability for lost profits, overhead or other consequential or incidental damages. In the event of termination, the County will be free to abandon the work or retain another consultant to complete the Work.

(d) The obligations of the County under this agreement are contingent upon the prior appropriation of funds by the Kane County Board if applicable.

(e) The Consultant will maintain books, records, documents, time sheets and other evidence pertinent to its performance of the Work according to generally accepted accounting principles and practices consistently applied. The County or its authorized representatives will have access to such books, records, documents and other evidence for inspection, audit, and copying. The Consultant will provide appropriate facilities for such access and inspection during normal business hours.

§ 8. Ownership of Documents and Confidentiality

All documents, including all original drawings, specifications, tables and data prepared or collected in the course of the Work are and remain the property of the County; shall be maintained as confidential property of the County, shall not be disclosed in whole or in part, to any non-parties to this agreement except at the direction of the County. All data obtained from the County, including digital mapping information, is to be used solely for the purpose of the Work, and shall not be retained by the Consultant for use in any other manner.

§ 9. Responsibility of Consultant

The Consultant shall perform the Work in accordance with generally accepted and currently recognized practices and principles applicable to the performance thereof and in a manner consistent with that level of care and skill ordinarily exercised by professionals currently performing such work in the same locality under similar conditions. The Consultant represents and warrants that it has thoroughly reviewed the Work; that it is thoroughly familiar with the field of knowledge bearing upon the performance of the Work; that it has any licenses, permits or approvals necessary or appropriate to perform the Work; and that it can produce the Work within the term of this agreement and for the compensation stated herein.

§ 10. Indemnity

The Consultant shall indemnify, defend (with counsel reasonably satisfactory to those parties to be defended), and hold the County, its elected officials, the Committee, the Director, and their respective agents and employees, harmless from any and all claims, demands, liabilities, damages, loss, cost or expense for or on account of any injury or damage which may arise or which may be alleged to have arisen out of or in connection with, or as a result of any negligent acts, errors and/or omissions of the Consultant, its subcontractors, and their respective employees and agents, in performing the Work, including, but not limited to, claims for releases or disposal of hazardous substances or wastes under CERCLA, RCRC, or any similar federal or state environmental law or regulation.

§ 11. Insurance

The Consultant will obtain prior to the commencement of the Work and will maintain for a minimum of 3 years following completion of the Work the following insurance coverage:

(a) Professional Liability	$1,000,000 per claim;
(b) General Liability	$1,000,000 combined single limit (or equivalent);

Prior to commencement of the Work, the Consultant will furnish the County with a certificate of insurance evidencing the coverage listed above which names the County as an additional insured and provides that the County will receive not less than 30 days' prior written notice of any cancellation of or material change in the policy.

§ 12. Equal Employment Opportunity

The Consultant shall comply with the Illinois Human Rights Act (775 ILCS 5/1-101 et seq.) and any rules and regulations promulgated in accordance therewith, including the Equal Employment Opportunity Clause (44 Ill. Adm. Code 750 Appendix A).

§ 13. No subcontracts

The Consultant will be held responsible for the performance of the Work. No part of the Work may be the subject of a subcontract between the Consultant and any other person without the prior written consent of the County.

§ 14. Notice

Any notice, invoice, certification or communication required or permitted hereunder shall be sufficiently given if served personally, sent *via* email, or by first class mail, postage prepaid to the Kane County Department of Development & Community Services, attention Mark VanKerkhoff, Director, Kane County Government Center, 719 S. Batavia Ave., Geneva, IL 60134.

Notice *via* fax shall be effective as of the date and time set forth on the fax transmittal sheet produced by the sending fax machine. Notice by first class mail shall be effective four days after mailing.

§ 15. Miscellaneous

(a) This agreement, in addition to the solicitation issued by the County (RFQ#24-015) and the Consultant's response, constitute the entire agreement between the parties and supersedes any prior agreement relating to the subject matter hereof. This agreement may be modified or amended only by a duly authorized written instrument executed by the parties hereto.

(b) The agreement shall be governed by and construed in accordance with the laws of the State of Illinois. Any action brought under or which relates to this agreement shall be brought in Kane County, Illinois.

(c) This agreement shall be binding upon and shall inure to the benefit of the parties and their successors and assigns, provided, however, that neither party may assign this agreement without the prior written consent of the other.

(d) The waiver by one party of any breach of this agreement or the failure of one party to enforce at any time, or for any period of time, any of the provisions hereof, shall be limited to the particular instance and shall not be deemed to be a waiver of any future breach or a waiver of any provision of this agreement.

(e) Nothing in this agreement shall be construed as creating any personal liability on the part of any officer, employee or agent of any public body that may be a party to this agreement, nor shall it be construed as giving any rights or benefits under this

agreement to anyone other than the parties hereto.

(f) All exhibits referred to in this agreement are attached and by this reference incorporated herein as though fully set forth.

(g) This agreement may be executed in any number of counterparts, all such counterparts taken together constituting but one and the same agreement.

The County of Kane

[redacted]

Chairman, County Board

March 28, 2024

Date

Ellen Kamps

[redacted]

Consultant

March 27, 2024

Date

EXHIBIT 1

Hourly Rates
(Billed in 15-minute increments)

Standard Professional Services Rate	***$150 per hour***
Local Travel Rate (as needed)	***$75 per hour***

** Consultant reserves the right to bill the County for airline travel costs incurred when less than one month's notice is provided.*

EXHIBIT 2 - EK
(The Work)

Priority Service Needs for Kane County Agriculture Projects
(That may be fulfilled by **Ellen Kamps**)

1. Provide local food system and agricultural business advisory services (on policies and programs) to the Kane County Agriculture Committee and Director of the Development and Community Services Department.

2. Advise the development and implementation of programs that increase the accessibility of healthy, local foods in underserved communities.

3. Review and evaluate the draft Kane County Strategic Economic Development Plan and recommendations in respect to initiatives identified for agriculture.

4. Identify business development and expansion opportunities in the agriculture, local food production, and agriculture technology sectors, working with the Greater Chicagoland Economic Partnership and World Business Chicago.

5. Provide ongoing advisory services to Kane County officials on the role of agricultural sector partners in the formation and launch of a public/private partnership economic development organization for Kane County.

6. Identify and evaluate funding opportunities offered by public and private entities.

7. Identify and evaluate new revenue streams for supporting Kane County-led agricultural programs.

8. Provide grant-writing services for funding applications that further the strategic growth of Kane County's Agriculture Programs.

9. Provide training / technical assistance for local food growing organizations (e.g. business/strategic planning, financial management, sales and marketing, technology and innovation ... etc.).

10. Provide technical guidance in designing and deploying measurement tools for tracking carbon sequestration, greenhouse gas emissions, and other climate mitigation metrics.

11. Create conservation plans with soil health, water quality, and habitat improvement goals for working farms.

12. Conduct stakeholder interviews, facilitated discussions / focus groups, and design engagement surveys.

13. Administering economic relief and business development grant programs for agriculture-based businesses and food service organizations.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-124

AUTHORIZING A ONE-YEAR CONTRACT EXTENSION WITH NEW VENTURE ADVISORS TO PROVIDE FOOD AND AGRICULTURE CONSULTING SERVICES

WHEREAS, the Kane County Development and Community Services Department is seeking authorization to extend a contract with New Venture Advisors (NVA), a consultant, for one additional year to administer and support various local food system and agricultural projects on behalf of the County; and

WHEREAS, Kane County authorized an initial one-year service contract (see attached Resolution No. 24-049) in April 2024; and

WHEREAS, the one-year extension of NVA's contract would not authorize any additional payments to the consultant, including any subcontractors, beyond the current contract not-to-exceed amount of $305,000, nor would it alter any of the other previously approved agreement terms; and

WHEREAS, NVA has previously provided Kane County with a range of consulting services in support of food system plans and projects including a Food Hub Feasibility Study, Fresh and Local Rx prescription produce program management and assessment, Farmer Needs Assessment, and Livestock Market Assessment; and

WHEREAS, NVA submitted a Qualifications Response Form for Kane County's Agricultural Consultants Request for Qualifications (RFQ 24-015), which lists the Contractual Services (see attached) that the consultant is capable of providing on an as-needed basis as determined by the Development and Community Services Department.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board authorizes the Kane County Board Chairman to sign the attached agreement rider to approve a one-year extension of New Venture Advisors' service contract.

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Authorizing a One-Year Contract Extension with New Venture Advisors to Provide Continued Food and Agriculture Consulting Services

Committee Flow:
Agriculture Committee, Executive Committee, County Board

Contact:
Matt Tansley, Planner, 630-232-3493

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $305,000
If not budgeted, explain funding source: N/A	

Summary:

This resolution would authorize a one-year extension of Kane County's consulting contract with New Venture Advisors (NVA). The extension would retain the previously approved limit of $305,000 for consulting fees, including for services provided by subcontractors. Under the extension NVA would be utilized to fulfill contractual services outlined in the prior approved agreement under the direction of the Department of Development and Community Services.

County of Kane
PURCHASING DEPARTMENT
KANE COUNTY GOVERNMENT CENTER

719 S. Batavia Ave., Bldg. A
Geneva, IL 60137

Phone: (630) 232-5929
Fax: (630) 208-5107

Extension of Contract 24-015-TS for Agriculture Project Consulting Services

This RIDER made this 14th day of January, 2025 is part of and is to be attached to the Offer to Contract Form (RFQ 24-015-TS) made on April 12, 2024, per Resolution 24-049, by and between County of Kane and New Venture Advisors of Chicago, IL to provide Agriculture Project Consulting Services to Kane County.

The County hereby requests and New Venture Advisors agrees and offers to provide Agriculture Project Consulting Services at the same terms, pricing, and conditions for a one-year extension of the original contract.

The parties hereto mutually agree to the renewal of the aforesaid Contract of which this RIDER is made part of, is and shall be and remain in full force and effect in accordance with all the terms, pricing and conditions thereof, only as in this RIDER specifically provided.

_____ _____
Kathryn Nyquist Date
New Venture Advisors LLC
Chicago, IL

_____ _____
Corinne Pierog MA, MBA Date
Chairman, County Board
Kane County, Illinois

REFERENCE ONLY

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 24-049

AUTHORIZING A CONTRACT WITH NEW VENTURE ADVISORS, LLC TO PROVIDE FOOD AND AGRICULTURE PROJECT CONSULTING SERVICES

WHEREAS, Kane County Development and Community Services Department is seeking to authorize a contract with New Venture Advisors LLC, a consulting firm, to provide one or more project services identified in Exhibit A, attached hereto; and

WHEREAS, New Venture Advisors has demonstrated relevant experience and the capabilities to deliver quality services as shown through project samples and references submitted in response to Kane County's solicitation for qualified service providers (RFQ #: 24-015-TS - Agricultural Consultants); and

WHEREAS, The Department has identified priority needs for specialized contractual services to administer various agricultural programs and planning efforts including items provided in Exhibit A - NVA attached hereto; and

WHEREAS, New Venture Advisors has indicated which consulting services they are willing and able to provide in their RFQ submission, which are aligned with the priority service needs identified by the Department; and

WHEREAS, The Department has put forth a concurrent resolution "Authorizing the Approval of Qualified Vendors to Provide Technical Services for Food and Agriculture Projects," of which New Venture Advisors was included, to be considered by the County Board; and

WHEREAS, The Department will make determinations as to which project needs will be prioritized and fulfilled by New Venture Advisors, with consideration for the requirements of approved funding sources and time needed to complete project deliverables.

NOW, THEREFORE, BE IT RESOLVED, by the Kane County Board that the Kane County Board Chairman is hereby authorized to execute a contract with New Venture Advisors, LLC, not to exceed $305,000 (Three Hundred Five Thousand Dollars), in the form it is attached in as Exhibit A.

Line Item: Fund 400, Fund 435, or ARPA grants
Line Item Description: N/A
Was Personnel/Item/Service approved in original budget or a subsequent budget revision? No
Are funds currently available for this Personnel/Item/Service in the specific line item? Yes
If funds are not currently available in the specified line item, where are the funds available?
N/A

Passed by the Kane County Board on February 27, 2024.

[redacted]

JD

Clerk, County Board
Kane County, Illinois

[redacted]

Kane County, Illinois

Vote:
PASSED

EXHIBIT A

CONTRACT FOR PROFESSIONAL SERVICES
RFQ 24-015
Agreement for Agricultural Project Consulting Services

This agreement is entered into and will be effective as of the date of final execution of this contract, between the COUNTY OF KANE (the ***"County"***), a body corporate and politic existing under the laws of the State of Illinois and a unit of local government under §1 of Article VII of the Illinois Constitution (Ill. Const., Art. VII, §1), and New Venture Advisors, LLC (the ***"Consultant"***). For and in consideration of the mutual promises set forth herein, the parties agree as follows:

§ 1. Purpose of agreement

The County hereby retains the Consultant to fulfill a variety of project planning and implementation functions supporting key agriculture and food system goals. The purpose of the contract is to provide ongoing project management and advisory services at the direction of the Director of Development and Community Services Department, Kane County Board Chairman, and the Kane County Board.

§ 2. Scope of services

The services to be provided by the Consultant (the ***"Work"***), are set forth in **Exhibit 2 - NVA.**

§ 3. Term of this agreement

The term of this agreement will commence as of the date of this of final execution contract and continue, unless earlier terminated in accordance herewith, for one year with an option to extend for one (1) additional one (1) year renewal period if mutually agreed upon by both parties

§ 4. Relationship of parties

The Consultant will serve as a professional agricultural programs and planning consultant to the County in the performance of the Work. The relationship between the parties is that of a buyer and seller of professional services and as such the Consultant is an independent contractor of the County in the performance of the Work and it is understood that the parties have not entered into any joint venture or partnership. The Consultant is not an employee or the agent of the County for any purpose.

§ 5. Compensation

(a) The County will pay the Consultant an amount not to exceed ($305,000.00) for which the Consultant will be retained for one year with an option to extend for one (1) additional one (1) year renewal period if mutually agreed upon by both parties. The Consultant will submit to the County an itemized monthly invoice reflecting the work completed within the preceding calendar month and the time spent thereon. The monthly invoice will also include a summary of all previous invoices up to, and including, the invoice for the current month. The Work will be billed at the hourly rates set forth in **Exhibit 1**. The County will pay each such invoice within 60 days of its receipt.

§ 6. Time for completion of the work

The Work for specific tasks or projects will be completed upon agreed upon dates for each specific task or project.

§ 7. Terms and conditions

(a) The Director of the Kane County Department of Development & Community Services (the ***"Director"***), or his written designee, shall act as the County's representative with respect to the Work and shall transmit to and receive from the Consultant information with respect to the Work. The Consultant shall coordinate all work through the Client and shall report results of all work directly to the Director.

(b) The Director may, by written order, make changes in specific work items if such changes are within the scope of services set forth in **Exhibit 2 - NVA.** If any such change is not within the scope of services, the Consultant will so notify the Director and will submit a proposed change order reflecting an increase (or decrease) in the work. Hourly rates for additional work will be those set forth in **Exhibit 1.** No such change order will be effective to modify this agreement unless it has first been reduced to writing and approved by all undersigned parties.

(c) The County may, anytime and without cause, upon a 30-day notice to the Consultant terminate this agreement before completion of the Work. Upon termination, the Consultant will cease all work under this agreement and will turn over to the County all information, records, documents, data, property, publications or other material theretofore received or prepared by the Consultant under or resulting from this agreement, all of which will become the property of the County. The Consultant will submit a final invoice for all work done through the date of termination which will be paid within 60 days of its receipt. In the event of termination, only actual time spent and expenses incurred in the performance of the Work prior to termination will be compensated. The County will have no liability for lost profits, overhead or other consequential or incidental damages. In the event of termination, the County will be free to abandon the work or retain another consultant to complete the Work.

(d) The obligations of the County under this agreement are contingent upon the prior appropriation of funds by the Kane County Board if applicable.

(e) The Consultant will maintain books, records, documents, time sheets and other evidence pertinent to its performance of the Work according to generally accepted accounting principles and practices consistently applied. The County or its authorized representatives will have access to such books, records, documents and other evidence for inspection, audit, and copying. The Consultant will provide appropriate facilities for such access and inspection during normal business hours.

§ 8. Ownership of Documents and Confidentiality

All documents, including all original drawings, specifications, tables and data prepared or collected in the course of the Work are and remain the property of the County; shall be maintained as confidential property of the County, shall not be disclosed in whole or in part, to any non-parties to this agreement except at the direction of the County. All data obtained from the County, including digital mapping information, is to be used solely for the purpose of the Work, and shall not be retained by the Consultant for use in any other manner.

§ 9. Responsibility of Consultant

The Consultant shall perform the Work in accordance with generally accepted and currently recognized practices and principles applicable to the performance thereof and in a manner consistent with that level of care and skill ordinarily exercised by professionals currently performing such work in the same locality under similar conditions. The Consultant represents and warrants that it has thoroughly reviewed the Work; that it is thoroughly familiar with the field of knowledge bearing upon the performance of the Work; that it has any licenses, permits or approvals necessary or appropriate to perform the Work; and that it can produce the Work within the term of this agreement and for the compensation stated herein.

§ 10. Indemnity

The Consultant shall indemnify, defend (with counsel reasonably satisfactory to those parties to be defended), and hold the County, its elected officials, the Committee, the Director, and their respective agents and employees, harmless from any and all claims, demands, liabilities, damages, loss, cost or expense for or on account of any injury or damage which may arise or which may be alleged to have arisen out of or in connection with, or as a result of any negligent acts, errors and/or omissions of the Consultant, its subcontractors, and their respective employees and agents, in performing the Work, including, but not limited to, claims for releases or disposal of hazardous substances or wastes under CERCLA, RCRC, or any similar federal or state environmental law or regulation.

§ 11. Insurance

The Consultant will obtain prior to the commencement of the Work and will maintain for a minimum of 3 years following completion of the Work the following insurance coverage:

(a) Professional Liability	$1,000,000 per claim;
(b) General Liability	$1,000,000 combined single limit (or equivalent);

Prior to commencement of the Work, the Consultant will furnish the County with a certificate of insurance evidencing the coverage listed above which names the County as an additional insured and provides that the County will receive not less than 30 days' prior written notice of any cancellation of or material change in the policy.

§ 12. Equal Employment Opportunity

The Consultant shall comply with the Illinois Human Rights Act (775 ILCS 5/1-101 et seq.) and any rules and regulations promulgated in accordance therewith, including the Equal Employment Opportunity Clause (44 Ill. Adm. Code 750 Appendix A).

§ 13. No subcontracts

The Consultant will be held responsible for the performance of the Work. No part of the Work may be the subject of a subcontract between the Consultant and any other person without the prior written consent of the County.

§ 14. Notice

Any notice, invoice, certification or communication required or permitted hereunder shall be sufficiently given if served personally, sent *via* email, or by first class mail, postage prepaid to the Kane County Department of Development & Community Services, attention Mark VanKerkhoff, Director, Kane County Government Center, 719 S. Batavia Ave., Geneva, IL 60134.

Notice *via* fax shall be effective as of the date and time set forth on the fax transmittal sheet produced by the sending fax machine. Notice by first class mail shall be effective four days after mailing.

§ 15. Miscellaneous

(a) This agreement, in addition to the solicitation issued by the County (RFQ#24-015) and the Consultant's response, constitute the entire agreement between the parties and supersedes any prior agreement relating to the subject matter hereof. This agreement may be modified or amended only by a duly authorized written instrument executed by the parties hereto.

(b) The agreement shall be governed by and construed in accordance with the laws of the State of Illinois. Any action brought under or which relates to this agreement shall be brought in Kane County, Illinois.

(c) This agreement shall be binding upon and shall inure to the benefit of the parties and their successors and assigns, provided, however, that neither party may assign this agreement without the prior written consent of the other.

(d) The waiver by one party of any breach of this agreement or the failure of one party to enforce at any time, or for any period of time, any of the provisions hereof, shall be limited to the particular instance and shall not be deemed to be a waiver of any future breach or a waiver of any provision of this agreement.

(e) Nothing in this agreement shall be construed as creating any personal liability on the part of any officer, employee or agent of any public body that may be a party to this

agreement, nor shall it be construed as giving any rights or benefits under this agreement to anyone other than the parties hereto.

(f) All exhibits referred to in this agreement are attached and by this reference incorporated herein as though fully set forth.

(g) This agreement may be executed in any number of counterparts, all such counterparts taken together constituting but one and the same agreement.

The County of Kane

[redacted]

April 2, 2024
Date

New Venture Advisors, LLC

[redacted]
Principal

March 22, 2024
Date

Background

Kane County has made longstanding commitments to ensure that productive agricultural land thrives economically as well as compliments the wellbeing of residents and visitors. To date, Kane County remains the only federally-backed farmland conservation easement program in the State of Illinois. The Farmland Protection Program has permanently preserved over 6,000 acres of working farmland since its enactment in 2001. In 2013, the Kane County Board passed the Growing for Kane Ordinance, a companion initiative that provided the County with a new set of tools to directly support the production of local foods, and build pathways for fresh, healthy foods into Kane County communities. Kane County's Comprehensive Plan establishes food and agriculture priorities, outlining core objectives to direct policy and program actions. The Plan recognizes the vital role that agricultural lands play in Kane County's economy, underscoring the need to prevent the unnecessary conversion of farmland to non-agricultural uses.

Areas of Need

Kane County anticipates the need for specialized contractual services over the next few years to administer various agricultural programs and planning efforts. The Development and Community Services Department will continue to rely on technical experts to advance key planning and economic development objectives benefiting the Ag. sector. This includes the County's effort to launch a new county-level economic development authority. Kane County is currently working to complete a Strategic Economic Development Plan outlining pathways to strengthen key economic sectors, including agriculture.

The Development Department is also actively engaged in addressing local food system needs and opportunities for growing agricultural businesses. Recent projects have included a farm business relief grant program as well as an ongoing Livestock Market Assessment. Kane County is also piloting efforts to incentivize the adoption of sustainable soil health management practices.

Contractual Services

Please review the list below and select the services that you or your organization is qualified to provide. Based on your selections Kane County may request a consulting proposal for related work at a later date.

- ☒ Provide local food system and agricultural business advisory services (on policies and programs) to the Kane County Agriculture Committee and Director of the Development and Community Services Department.
- ☒ Advise the development and implementation of programs that increase the accessibility of healthy, local foods in underserved communities.
- ☒ Review and evaluate the draft Kane County Strategic Economic Development Plan and recommendations in respect to initiatives identified for agriculture.

- ☒ Identify business development and expansion opportunities in the agriculture, local food production, and agriculture technology sectors, working with the Greater Chicagoland Economic Partnership and World Business Chicago.
- ☒ Provide ongoing advisory services to Kane County officials on the role of agricultural sector partners in the formation and launch of a public/private partnership economic development organization for Kane County.
- ☒ Identify and evaluate funding opportunities offered by public and private entities.
- ☒ Identify and evaluate new revenue streams for supporting Kane County-led agricultural programs.
- ☒ Provide grant-writing services for funding applications that further the strategic growth of Kane County's Agriculture Programs.
- ☐ Administering economic relief and business development grant programs for agriculture-based businesses and food service organizations.
- ☒ Provide training / technical assistance for local food growing organizations (e.g. business/strategic planning, financial management, sales and marketing, technology and innovation ... etc.).
- ☐ Provide technical guidance and site monitoring services for the measurement of soil organic composition and nutrient loads, water quality, and other soil health indicators.
- ☒ Provide technical guidance in designing and deploying measurement tools for tracking carbon sequestration, greenhouse gas emissions, and other climate mitigation metrics.
- ☒ Create conservation plans with soil health, water quality, and habitat improvement goals for working farms.
- ☒ Conduct stakeholder interviews, facilitated discussions / focus groups, and design engagement surveys.

Assessment Criteria (General Consideration)

- Consulting Firm Experience
- Qualifications of Personnel
- Project References

II. **Evaluating and Processing of RFQ's**

The County will review and evaluate each RFQ it receives. The evaluation of the RFQs will take into account the depth of knowledge and ability to meet the requirements outlined in the requirements section.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-114

AUTHORIZING RENEWAL OF A CONTRACT FOR CONTINUUM OF CARE SUPPORT SERVICES FOR 2025

WHEREAS, the Office of Community Reinvestment oversees the Continuum of Care for Kane County, a network of social services agencies that delivers services to the County's homeless population with the goal of fostering self-sufficiency; and

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) makes funding available to agencies participating in the Continuum of Care annually through a competitive application process; and

WHEREAS, HUD's application process requires that the Continuum of Care coordinate the submission of a single, collaborative proposal incorporating technical narratives and requiring extensive data collection and analysis; and

WHEREAS, the County requires the services of a consultant familiar with both HUD requirements and the local homeless service delivery system in order to successfully compete in HUD's application process; and

WHEREAS, the County conducted an RFP process and awarded a one-year contract to Optimum Management Resources, of Naperville, Illinois, to provide said services during calendar year 2022; and

WHEREAS, said contract may be renewed for four successive twelve-month periods, provided grant funds are available to cover the cost of said renewal periods; and

WHEREAS, Optimum Management Resources has performed well, and the Office of Community Reinvestment recommends the firm's contract be renewed for 2025 in an amount not to exceed $30,150.00 (Thirty Thousand, One Hundred and Fifty and No/100 Dollars); and

WHEREAS, HUD has awarded the County a grant to cover the cost of said contract renewal.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board authorizes the Kane County Board Chairman and/or the Director of the Office of Community Reinvestment to execute an agreement with Optimum Management Resources, of Naperville, Illinois, for Continuum of Care support services to be provided during calendar year 2025, in an amount not to exceed $30,150.00 (Thirty Thousand, One Hundred Fifty and No/100 Dollars), and to submit certifications, reports, and other documents required by HUD to complete Continuum of Care activities.

Line Item: 409.690.725.50150
Line Item Description: Contractual/Consulting
Was Personnel/Item/Service approved in original budget or a subsequent budget revision? Yes
Are funds currently available for this Personnel/Item/Service in the specific line item? Yes
If funds are not currently available in the specified line item, where are the funds available? N/A

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Authorizing Renewal of a Contract for Continuum of Care Support Services for 2025

Committee Flow:
Development Committee, Executive Committee, County Board

Contact:
Scott Berger, 630.208.5351

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $30,150.00
If not budgeted, explain funding source: N/A	

Summary:

The attached resolution authorizes the renewal of a contract with Optimum Management Resources, of Naperville, Illinois, for support services for the Continuum of Care (COC). The firm will help the COC prepare its 2025 submittal for Federal funding under HUD's competitive application process. OMR was selected to provide these services for calendar year 2022 following an RFP process. Per the RFP, the contract may be renewed for successive twelve-month periods. 100% of the cost of the contract is covered by grant funds.

CONTRACTOR DISCLOSURE

OPTIMUM MANAGEMENT RESOURCES, INC.

As of January 1, 2025, Optimum Management Resources, Inc. to the best of our knowledge the Owners, Officers, or Executives have not made any political campaign contributions to the any Kane County Elected Official countywide in the last 12 month period.

Below is a list of shareholders or owners with at least 5% holdings.

Ms. Margaret White Lijewski 100%
1513 N. Columbia St.
Naperville, IL 60563

Margaret White Lijewski

Margaret White Lijewski, President

11-1-2024
Date

Subscribed and sworn this 1st day of NOVEMBER, 2024

"OFFICIAL SEAL"
ERIC POOLE
Notary Public - State of Illinois
My Commission Expires February 18, 2025

Eric Poole
Exp: Feb. 18, 2025
Notary Public

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

PROCLAMATION NO. TMP-25-147

PROCLAMATION RECOGNIZING FEBRUARY 2025 AS NATIONAL BLACK HISTORY MONTH

PROCLAMATION RECOGNIZING FEBRUARY 2025 AS NATIONAL BLACK HISTORY MONTH

WHEREAS, February is recognized as Black History Month—a time to celebrate the achievements, contributions, and cultural heritage of African Americans throughout our nation's history; and

WHEREAS, Black History Month traces its origins to 1926 and the efforts of University of Chicago scholar Carter G. Woodson, whose dedication to recognizing the contributions of Black Americans led to its establishment as a month-long observance in 1976 by President Gerald Ford; and

WHEREAS, Kane County is home to a diverse population of approximately 516,000 residents, with 6% identifying as Black, according to the U.S. Census Bureau; and

WHEREAS, Black History Month serves as a reminder of the significant roles African Americans have played in shaping our society, including advancements in civil rights, science, health, education, arts, politics, and business; and

WHEREAS, this month provides an opportunity to reflect on the past while striving to build a more inclusive and equitable future by promoting diversity, inclusion, and understanding within our communities,

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board does hereby proclaim February 2025 as **National Black History Month** in Kane County, Illinois.

.

_____

Corinne M. Pierog, MA, MBA
Kane County Board Chairman
Kane County, Illinois

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

PROCLAMATION NO. TMP-25-148

PROCLAMATION RECOGNIZING FEBRUARY 2025 AS NATIONAL CANCER PREVENTION MONTH IN KANE COUNTY

PROCLAMATION RECOGNIZING FEBRUARY 2025 AS NATIONAL CANCER PREVENTION MONTH IN KANE COUNTY

WHEREAS, February is recognized as National Cancer Prevention Month, providing an opportunity to raise awareness about cancer prevention and the importance of early detection; and

WHEREAS, nearly 1.9 million people are diagnosed with cancer each year in the United States, according to the National Institutes of Health, with 30-50% of all cancer diagnoses linked to preventable causes; and

WHEREAS, between 2017 and 2021, 2,585 cancer cases were diagnosed in Kane County, averaging 517 new cases per year; and

WHEREAS, cancer has been one of the leading causes of death in Kane County since 2008, and in 2022, one in four resident deaths were attributed to cancer. The five most common types of cancer leading to death in 2022 were lung, pancreatic, breast, colorectal, and prostate cancers; and

WHEREAS, routine cancer screenings are important for early detection, improving outcomes by enabling less extensive treatment, more treatment options, and higher survival rates; and

WHEREAS, Kane County recognizes the outreach efforts of the Kane County Health Department and the contributions of regional cancer treatment centers and medical professionals who care for our family members, friends, and co-workers affected by cancer;

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board does hereby proclaim February 2025 as National Cancer Prevention Month in Kane County, Illinois.

_____

Corinne M. Pierog, MA, MBA
Kane County Board Chairman
Kane County, Illinois

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-151

APPOINTMENT TO BOARD OF TRUSTEES OF THE BURLINGTON COMMUNITY FIRE PROTECTION DISTRICT (PHILLIP A. DIMENZA III)

WHEREAS, a vacancy exists in the office of Trustee of the Board of Trustees of the Burlington Community Fire Protection District due to the resignation of Don Rowlett; and

WHEREAS, the Chairman of the County Board has by law the responsibility to fill this vacancy by appointment with the advice and consent of the County Board.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that Phillip A. DiMenza III is hereby reappointed to the office of Trustee of the Board of Trustees of the Burlington Community Fire Protection District, such appointment to be effective immediately and expire on the first day of May of 2028 or until this successor shall have been appointed and qualified; and

BE IT FURTHER RESOLVED that the bonds of Phillip A. DiMenza III is hereby fixed in the sum of $3000 with corporate surety indemnifying the People of the State of Illinois and the County of Kane; and

BE IT ALSO FURTHER RESOLVED that the County Clerk forward a certified copy of this resolution to the herein named appointee and a copy to the Clerk of the Circuit Court, Case No. 68 MC 10378.

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Appointment to Board of Trustees of the Burlington Community Fire Protection District (Phillip A. DiMenza III)

Committee Flow:
Executive Committee, County Board

Contact:
Mark VanKerkhoff, 630.232.3451

Budget Information:

Was this item budgeted? N/A	Appropriation Amount: $N/A
If not budgeted, explain funding source: N/A	
Was this item passed through the appropriate committee? N/A	

Summary:

This resolution makes an appointment to the Burlington Community Fire Protection District to fill a vacancy.

Phillip A. DiMenza III **630-333-3087**
beef641@comcast.net
8N440 McGough
Maple Park, IL 60151

OBJECTIVES:
To be appointed as a Burlington Community Fire Protection District Trustee.

VALUE OFFERED: My 46+ years in the fire service with 20 years as Fire Chief of the Winfield Fire Protection District and prior years serving as an Officer in Wheaton Fire Department, I will offer the Burlington Community Fire Protection District extensive experience and knowledge. I am well respected by all levels in the Fire Service for my knowledge and management skills.

Key Value:

- **Board Positions** – Servced in the various board positions including President for DuPage Fire Chief's Association and Metropolitan Fire Chief's Association; Vice Prisident for the Foreign Fire Tax Board City of Wheaton and am currently President of the Winfield Fire Protection District Pension Board.
- **Fire District Management (15 Full Time Employees, 20 Part Time Employees)** – Responsible for the tax levy. Management experience includes staff that has consisted of Union (personally served as VP of the Union for Wheaton Local 3706), Non-Union, Contracted, Full-time and Paid-On-Call. Handle payroll, personnel, employment including questions/concerns that arise; Prepare Vehicle Replacement Schedule for 20+ years; Serve as a Delegate for IRMA.
- **Budgeting Responsibilities** – Preparation and maintainence of a balanced budget each year serving as Fire Chief; Budget ahead for equipment (no loans); Pension 100% funded.
- **Incident Command** - Including Alliance Protocol (One of the original 4 Fire Chiefs that planned, designed and implemented the Alliance program).
- **Inspections** – Currently a State Certified Inspector; Extensive knowledge of inspections and inspection programs including Plan Reviews.
- **New Station Contruction** – Managed new station constructions within budget.
- **Equipment Design and Purchase** – Designed and purchased 1 engine, 1 tender, 2 ambulances and 1 brush truck.
- **Implemented Cost Savings/Benefit Programs** – Brought computer system, hardware and software, current; Implemented new insurance program; Implemented efficient maintenance program; Implemented all Direct Deposit Payroll. The District has received several IRMA awards regarding Vehicle Accident and Workers Comp claims. The District has also received over ½ Million Dollars in grants which includes air packs, full sets of turn-out gear, 40 portable radios, station exhaust system, public education supplies (over $50,000) along with a $40,000 grant from Firemans Fund for a new dive vehicle.

EMPLOYMENT EXPERIENCE:
1999 – 2020 Fire Chief Winfield Fire Protection District (Retired in 2020)

See above for key responsibilities and programs.

4/98 to 11/99 - Promoted to Battalion Chief for the City of Wheaton Fire Department, Wheaton

Phillip A. DiMenza III **630-333-3087**
beef641@comcast.net
8N440 McGough
Maple Park, IL 60151

1977 - 1998 Full-time Employee for the City of Wheaton Fire Department, Wheaton, Illinois. I held the position of Firefighter from 1977 to 1981. In 1981 I was promoted to the rank of Acting Lieutenant and Lieutenant in 1982.

1973 - 1977 Paid-On-Call Firefighter for the City of Wheaton Fire Department, Wheaton, Illinois.

Lieutenant: Successful accomplishments include the following:

- **Fire Inspection Program -** Established a successful Fire Inspection Program which allows businesses and multi-family buildings to be inspected on an annual basis. Should a citation evolve, I had scheduled court dates for the citation issued and worked very closely with the City prosecutor to resolve any difficulties. On numerous occasions I had assisted fellow employees with their inspection questions and court cases.
- **Knox Box Program -** Coordinator and manager of the Knox Box Program. The program has been a success with the installation of more than 300 Knox Boxes in commercial and multi-family buildings.
- **New Construction/Fire Lane Program -** Primary fire prevention contact for new construction evaluations for the City of Wheaton Building Department and coordinator for the Fire Lane Program. I supervised fire flow tests for the municipal water system and troubleshoot fire alarm system problems.
- **Construction Background -** Extensive knowledge in the construction trade (general contracted two single family homes) which includes the ability to read and interpret blueprints for construction projects. Because of this knowledge I was chosen to assist with the supervision of the construction project for the new City of Wheaton Fire Station One Headquarters. I reviewed the blueprints to be assured that the construction would be done according to the initial plans and worked daily with the general contractor evaluating the quality of the work as it was completed. The fire station was built within the allotted budget.
- **Personnel Evaluations -** Evaluated personnel for promotions included the evaluation for the open Lieutenant positions. I also completed personnel evaluations for my firefighter staff.
- **Shift Training/Responsibilities -** For shift personnel (firefighters and paramedics), I provided fire training and made all decisions regarding situations which arose during the shift. I was responsible for all fire ground activities/decisions unless relieved by the Fire Chief.
- **Presentation Skills -** Excellent presentation skills which have been utilized in activities such as public education talks for elementary schools or day cares as well as talks to senior groups concerning fire safety and evacuation procedures.
- **Fire Safety Inspector -** Also employed part time for approximately five years as a Fire Safety Inspector for the City of Wheaton Fire Prevention Bureau upon completion of the 240 hour State Fire Inspector's course.
- **Oral Communication Skills -** Union Vice President directly involved in the negotiation of the first union contract for the City of Wheaton Fire Department.

Battalion Chief: 4/98 to 11/99 promoted to Battalion Chief continued performing the above as well as the following additional responsibilities:

Phillip A. DiMenza III **630-333-3087**
beef641@comcast.net
8N440 McGough
Maple Park, IL 60151

- **Management Responsibilities -** Supervisory responsibility of duty shifts within a union and contracted environment. I was the first step in all filed grievances, which includes the acceptance of all grievances and the rendering of a written response as defined in the union contract. I ensured adequate shift staffing, oversee the completion of shift records/reports, interpret departmental policies, and conduct staff meetings with assigned shift lieutenants. I assumed full responsibilities for the operation of the fire department in the absence of the Fire Chief.

COMPUTER SKILLS:
I am computer literate working on a daily basis with software packages such as Microsoft Suite of Applications, in-house payroll while serving as Fire Chief and social media.

ACTIVITIES:
President of the Winfield Fire Protection District Pension Board
Past President of the DuPage County Fire Chief's Association
Past President of the Metropolitan Fire Chief's Association
Past Vice President of the Foreign Fire Tax Board City of Wheaton

Member of the following organizations:
- International Fire Chiefs Association
- Illinois Fire Chiefs Association
- Metropolitan Fire Chiefs Association
- DuPage Fire Chiefs Association
- Illinois Fire Inspectors Association

Interested in various sports and outdoor activities

EDUCATION:
Fire Science Management: Southern Illinois University, Carbondale, Illinois (Completed Fall, 1996);
Associate in Applied Science Degree: College of DuPage, Glen Ellyn, Illinois, Fire Science Major (June 1992);
1974 to 2009 and 2011 to present: Emergency Medical Technician Ambulance,
NIMS Classes Completed: 100, 200, 300, 400, 700 and 800
Illinois State Certified:
- Fire Officer III
- Fire Inspector
- Public Education Officer
- Fire Investigator
- Apparatus Engineer
- Instructor II
- Hazardous Materials 1

REFERENCES:
Will be made available upon request.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-134

ACKNOWLEDGING ANNUAL REVIEW OF NUMBER OF PROCUREMENT CARDS ISSUED TO COUNTY BOARD OFFICE AND EACH OF THEIR TRANSACTION LIMITS

WHEREAS, the Kane County Board approved resolution #22-21 on January 11, 2022, amending the Kane County Financial Policies regarding the use and administration of Kane County procurement cards; and

WHEREAS, the amended Financial Policies regarding procurement cards now require the number of procurement cards issued and the transaction limits established for each cardholder to be reviewed annually by the standing committee to which the cardholder's elected official reports as well as by the Finance Committee.

NOW, THEREFORE, BE IT RESOLVED that this standing committee and the Finance Committee hereby acknowledge that the attached list of procurement cards and their single and monthly transaction limits have been reviewed.

Passed by the Executive Committee on February 5, 2025 and by the Finance Committee on February 26, 2025.

_____	_____
Corinne M. Pierog	Dale Berman
Executive Committee Chairman	Finance Committee Chairman
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Acknowledging Annual Review of Number of Procurement Cards Issued to County Board Office and Each of Their Transaction Limits

Committee Flow:
Executive Committee, Finance & Budget Committee

Contact:
Jane Tallitsch, 630.232.5931

Budget Information:

Was this item budgeted? N/A	Appropriation Amount: $N/A
If not budgeted, explain funding source: N/A	

Summary:

This resolution acknowledges the annual review of the number of Procurement Cards issued to the County Board Office and each of their transaction limits.

2025 (Department Name)

P-Card Holders and Transaction Limits

Name	Single Purchase	Credit Limit
Corinne M. Pierog	$1,000.00	$10,000.00

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-135

APPROVING DECEMBER 2024 CLAIMS PAID

WHEREAS, according to the Kane County Code Section 2-193 Expenditure of Funds for Settlement of Claims B. Monthly Reports of Claims: The County Auditor shall file a monthly report of all claims paid in the prior month to the County Chair and all other members of the County Board. For each claim paid, the monthly report shall identify the claimant, the nature of the claim and the official or department, if any, against which the claim was made, the fund from which the payment was made, the amount of the payment and the date the check was issued; and

WHEREAS, according to the Kane County Financial Policies 8. Disbursement Policies b): A report shall be run monthly by the Auditor of all claims paid. Said report shall be available to all members of the County Board in the office of the County Board Chair. For each claim paid, the report shall identify the creditor, the department or official which purchased the product or service, the fund from which the payment was made, the amount of the payment and the date the check was issued; and

WHEREAS, the County Auditor has examined the attached Claims Paid Report for claims against Kane County totaling $25,592,934.13; and

WHEREAS, the County Auditor, in accordance with Ordinance No. 97-56, has recommended the payment of all claims on the attached Claims Paid Report; and

WHEREAS, the claims on the attached Claims Paid Report have been paid; and

WHEREAS, the County Board finds all claims on the Claims Paid Report to be due and Payable.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board that payment of the claims totaling Twenty-five Million, Five Hundred ninety-two Thousand, Nine Hundred and thirty-four Dollars and thirteen Cents ($25,592,934.13) on the attached Claims Paid Report is acknowledged and approved.

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION/ORDINANCE EXECUTIVE SUMMARY

Resolution: No.

Approving December 2024 Claims Paid

Committee Flow: Finance and Budget Committee, Executive Committee, County Board
Contact: Penny Wegman, 630.232.5918

According to the Kane County Code Section 2-193 Expenditure of Funds for Settlement of Claims B. Monthly Reports On Claims: The county auditor shall file a monthly report of all claims paid in the prior month to the chairman and all other members of the county board. For each claim paid, the monthly report shall identify the claimant, the nature of the claim and the official or department, if any, against which the claim was made, the fund from which the payment was made, the amount of the payment and the date the check was issued.

Similarly according to the Kane County Financial Policies 8. Disbursement Policies b): A report shall be run monthly by the Auditor of all claims paid. Said report shall be available to all members of the County Board in the office of the County Board Chair. For each claim paid, the report shall identify the creditor, the department or official which purchased the product or service, the fund from which the payment was made, the amount of the payment and the date the check was issued.

The accompanying Report of Claims Paid is submitted to comply with those requirements, and to document that the County Board has approved the payment of those claims.

CLAIMS PAID REPORT DECEMBER 2024 FOR COUNTY BOARD INFORMATION

VENDOR	NATURE OF CLAIM	OFFICIAL/DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
JP Morgan Chase Bank N.A.	Payroll Taxes Payable		General Fund	12/16/2024	219.62
McGuireWoods LLP	Contractual/Consulting Services	County Board	General Fund	12/2/2024	10,000.00
McGuireWoods LLP	Contractual/Consulting Services	County Board	General Fund	12/30/2024	10,000.00
American Legal Publishing Corp.	Contractual/Consulting Services	County Board	General Fund	12/30/2024	500.00
Impact Networking, LLC	Repairs and Maint- Copiers	County Board	General Fund	12/30/2024	73.70
Metro West Council of Government (COG)	Conferences and Meetings - Board Members	County Board	General Fund	12/2/2024	150.00
Metro West Council of Government (COG)	Conferences & Meetings - Chairman	County Board	General Fund	12/2/2024	75.00
Metro West Council of Government (COG)	General Association Dues	County Board	General Fund	12/30/2024	250.00
National Association of Counties (NACo)	General Association Dues	County Board	General Fund	12/30/2024	10,089.00
JP Morgan Chase Bank N.A.	Office Supplies	County Board	General Fund	12/16/2024	72.49
Warehouse Direct, Inc.	Office Supplies	County Board	General Fund	12/16/2024	118.86
Warehouse Direct, Inc.	Office Supplies	County Board	General Fund	12/16/2024	15.50
Warehouse Direct, Inc.	Office Supplies	County Board	General Fund	12/30/2024	110.70
Warehouse Direct, Inc.	Office Supplies	County Board	General Fund	12/30/2024	349.68
Warehouse Direct, Inc.	Office Supplies	County Board	General Fund	12/30/2024	16.84
DS Services of America, Inc. dba Primo Water NA	Operating Supplies	County Board	General Fund	12/16/2024	49.88
JP Morgan Chase Bank N.A.	Business Relationship Commodities	County Board	General Fund	12/16/2024	286.65
EAG, Inc. dba EAG Great Lakes, LLC	Contractual/Consulting Services	Finance	General Fund	12/16/2024	8,055.00
JP Morgan Chase Bank N.A.	Employee Training	Finance	General Fund	12/16/2024	195.00
JP Morgan Chase Bank N.A.	General Association Dues	Finance	General Fund	12/16/2024	45.00
The Tree House, Inc.	Office Supplies	Finance	General Fund	12/2/2024	98.26
The Tree House, Inc.	Office Supplies	Finance	General Fund	12/2/2024	720.96
DS Services of America, Inc. dba Primo Water NA	Office Supplies	Finance	General Fund	12/16/2024	34.93
Special Project Staffing dba The Salem Group	Contractual/Consulting Services	Information Technologies	General Fund	12/2/2024	103.95
Blade Electric & Technologies, LLC	Contractual/Consulting Services	Information Technologies	General Fund	12/16/2024	2,150.00
Iron Mountain Information Management, LLC	Contractual/Consulting Services	Information Technologies	General Fund	12/16/2024	263.85
Iron Mountain Information Management, LLC	Contractual/Consulting Services	Information Technologies	General Fund	12/30/2024	1,187.76
Insight Public Sector Inc	Repairs and Maint- Computers	Information Technologies	General Fund	12/2/2024	16,975.00
Insight Public Sector Inc	Repairs and Maint- Computers	Information Technologies	General Fund	12/16/2024	8,112.00
Insight Public Sector Inc	Repairs and Maint- Computers	Information Technologies	General Fund	12/30/2024	8,112.00
Telcom Innovations Group, LLC	Repairs and Maint- Comm Equip	Information Technologies	General Fund	12/16/2024	217.50
Telcom Innovations Group, LLC	Repairs and Maint- Comm Equip	Information Technologies	General Fund	12/16/2024	108.75
Telcom Innovations Group, LLC	Repairs and Maint- Comm Equip	Information Technologies	General Fund	12/16/2024	870.00
Telcom Innovations Group, LLC	Repairs and Maint- Comm Equip	Information Technologies	General Fund	12/16/2024	72.50
Telcom Innovations Group, LLC	Repairs and Maint- Comm Equip	Information Technologies	General Fund	12/16/2024	585.00
Jon Kloese	Conferences and Meetings	Information Technologies	General Fund	12/2/2024	1,912.32
Gary Erickson	Employee Training	Information Technologies	General Fund	12/2/2024	32.00
Gary Erickson	Employee Training	Information Technologies	General Fund	12/2/2024	59.00
JP Morgan Chase Bank N.A.	Employee Training	Information Technologies	General Fund	12/16/2024	48.47
Gary Erickson	Employee Mileage Expense	Information Technologies	General Fund	12/2/2024	111.22
Jon Kloese	Employee Mileage Expense	Information Technologies	General Fund	12/2/2024	53.80
Kurt D. Lebo	Employee Mileage Expense	Information Technologies	General Fund	12/2/2024	91.45
Kurt D. Lebo	Employee Mileage Expense	Information Technologies	General Fund	12/30/2024	76.73
DS Services of America, Inc. dba Primo Water NA	Office Supplies	Information Technologies	General Fund	12/16/2024	169.67
Initial Impressions Inc	Office Supplies	Information Technologies	General Fund	12/16/2024	562.02
JP Morgan Chase Bank N.A.	Office Supplies	Information Technologies	General Fund	12/16/2024	198.34
JP Morgan Chase Bank N.A.	Office Supplies	Information Technologies	General Fund	12/16/2024	922.76
Roskuszka & Sons dba Wallys Printing	Office Supplies	Information Technologies	General Fund	12/30/2024	343.00
Trademan Photography, LLC	Office Supplies	Information Technologies	General Fund	12/30/2024	417.00
JP Morgan Chase Bank N.A.	Computer Related Supplies	Information Technologies	General Fund	12/16/2024	6,406.35
Gordon Flesch Company, Inc.	Printing Supplies	Information Technologies	General Fund	12/2/2024	10.75
Gordon Flesch Company, Inc.	Printing Supplies	Information Technologies	General Fund	12/2/2024	67.23
Midland Paper Co	Printing Supplies	Information Technologies	General Fund	12/2/2024	526.50

Canon Solutions America Inc	Printing Supplies	Information Technologies	General Fund	12/16/2024	969.78
Canon Solutions America Inc	Printing Supplies	Information Technologies	General Fund	12/16/2024	66.03
JP Morgan Chase Bank N.A.	Printing Supplies	Information Technologies	General Fund	12/16/2024	141.54
Gordon Flesch Company, Inc.	Printing Supplies	Information Technologies	General Fund	12/30/2024	5.15
Gordon Flesch Company, Inc.	Printing Supplies	Information Technologies	General Fund	12/30/2024	182.31
WEX BANK	Fuel- Vehicles	Information Technologies	General Fund	12/16/2024	359.00
Sheaffer & Roland, Inc.	Contractual/Consulting Services	Building Management	General Fund	12/30/2024	300.00
Waste Management of Illinois - West	Disposal and Water Softener Srvs	Building Management	General Fund	12/2/2024	3,077.96
Waste Management of Illinois - West	Disposal and Water Softener Srvs	Building Management	General Fund	12/2/2024	249.71
Waste Management of Illinois - West	Disposal and Water Softener Srvs	Building Management	General Fund	12/16/2024	594.20
Waste Management of Illinois - West	Disposal and Water Softener Srvs	Building Management	General Fund	12/30/2024	390.00
Waste Management of Illinois - West	Disposal and Water Softener Srvs	Building Management	General Fund	12/30/2024	458.90
Waste Management of Illinois - West	Disposal and Water Softener Srvs	Building Management	General Fund	12/30/2024	612.40
Waste Management of Illinois - West	Disposal and Water Softener Srvs	Building Management	General Fund	12/30/2024	2,998.31
Waste Management of Illinois - West	Disposal and Water Softener Srvs	Building Management	General Fund	12/30/2024	0.69
Waste Management of Illinois - West	Disposal and Water Softener Srvs	Building Management	General Fund	12/30/2024	249.71
Eco Clean Maintenance, Inc.	Janitorial Services	Building Management	General Fund	12/16/2024	12,757.00
Winter Services, LLC	Repairs and Maintenance- Roads	Building Management	General Fund	12/2/2024	38,913.00
Winter Services, LLC	Repairs and Maintenance- Roads	Building Management	General Fund	12/2/2024	38,913.00
Winter Services, LLC	Repairs and Maintenance- Roads	Building Management	General Fund	12/16/2024	1,398.33
Winter Services, LLC	Repairs and Maintenance- Roads	Building Management	General Fund	12/16/2024	633.34
Winter Services, LLC	Repairs and Maintenance- Roads	Building Management	General Fund	12/30/2024	40,876.33
Valley Security Company	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	353.68
Valley Security Company	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	707.36
Valley Security Company	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	707.36
Waste Management of Illinois - West	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	346.31
Weatherguard Roofing Co	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	357.00
Weatherguard Roofing Co	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	1,365.80
Sherwin Williams	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	53.06
Sherwin Williams	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	8.79
Sherwin Williams	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	80.96
Sherwin Williams	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	94.35
Sherwin Williams	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	25.32
Sherwin Williams	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	100.23
Johnson Ctl US Hldg LLC dba Johnson Ctl Fire Prot	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	5,664.75
Phigenics, LLC	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	5,065.00
Rehm Electric Shop, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	795.00
South Side Control Supply Co	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	556.53
South Side Control Supply Co	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	174.91
South Side Control Supply Co	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	186.65
Synchrony Bank (Sam's Club Direct/Lowes)	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	37.02
Synchrony Bank (Sam's Club Direct/Lowes)	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	21.81
Synchrony Bank (Sam's Club Direct/Lowes)	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	199.92
Synchrony Bank (Sam's Club Direct/Lowes)	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	104.76
Synchrony Bank (Sam's Club Direct/Lowes)	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	23.22
Synchrony Bank (Sam's Club Direct/Lowes)	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	88.45
Synchrony Bank (Sam's Club Direct/Lowes)	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	20.06
Synchrony Bank (Sam's Club Direct/Lowes)	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	5.59
Suburban Door Check & Lock Service, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	456.50
Suburban Door Check & Lock Service, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	331.00
Thermoscan, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	500.00
Urban Elevator Service, LLC	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	419.04
Alarm Detection Systems, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	870.00
Allied Door Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	3,625.83
Erikki, LLC dba Two Men and a Truck IL	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	662.50

Grainger Inc	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	33.92
Grainger Inc	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	322.07
Grainger Inc	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	913.10
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	305.85
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	713.65
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	305.85
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	284.85
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	1,230.00
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	985.00
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	2,790.00
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	305.85
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	308.85
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	94.95
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	101.95
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	474.75
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	101.95
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	94.95
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	102.95
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	305.85
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	255.00
F.E. Moran, Inc. Fire Protection of Northern IL	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	1,100.00
Alert Fire Protection, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	4,999.57
Alert Fire Protection, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	745.00
Liberty Fire Equipment, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	150.00
Menards, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	29.98
Menards, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/2/2024	10.98
Menards, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	100.51
Menards, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	109.13
Menards, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	8.32
Havlicek Geneva Ace Hardware, LLC	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	19.39
G.W. Berkheimer Co., Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	175.70
Gehrke Technology Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	1,094.00
Gehrke Technology Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	421.00
Gehrke Technology Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	519.00
GPS Solutions LTD dba Servicemaster	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	6,659.00
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	1,290.00
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	579.91
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	973.79
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	2,360.00
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	1,480.00
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	3,100.00
Grainger Inc	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	24.22
Grainger Inc	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	32.01
Grainger Inc	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	553.80
Hartwig Plumb & Heat Inc dba Hartwig Mechanical	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	4,303.31
Hartwig Plumb & Heat Inc dba Hartwig Mechanical	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	6,586.20
Hartwig Plumb & Heat Inc dba Hartwig Mechanical	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	5,623.39
Hartwig Plumb & Heat Inc dba Hartwig Mechanical	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	17,965.45
Hartwig Plumb & Heat Inc dba Hartwig Mechanical	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	405.00
Hartwig Plumb & Heat Inc dba Hartwig Mechanical	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	270.00
Hartwig Plumb & Heat Inc dba Hartwig Mechanical	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	2,308.35
Hartwig Plumb & Heat Inc dba Hartwig Mechanical	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	1,071.00
F.E. Moran Inc. Mechanical Services	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	924.00
F.E. Moran Inc. Mechanical Services	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	616.00
F.E. Moran Inc. Mechanical Services	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	2,276.00

Chem-Wise Ecological Pest Management, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	564.00
Allied Door Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	110.00
Allied Door Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	410.00
Allied Door Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	2,889.98
Allied Door Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	240.00
Allied Door Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	960.00
Allied Door Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	140.00
Allied Door Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	395.00
Allied Door Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	110.00
Allied Door Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	565.00
Allied Door Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	550.00
A & G Glass & Mirror Inc	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	150.00
A & G Glass & Mirror Inc	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	291.44
Ace Hardware-Aurora/Batavia	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	10.58
JP Morgan Chase Bank N.A.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	406.85
JP Morgan Chase Bank N.A.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	6,709.57
1 Source Mechanical, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	675.00
1 Source Mechanical, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	1,505.94
1 Source Mechanical, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	675.00
1 Source Mechanical, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	2,322.78
Urban Elevator Service, LLC	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	3,316.13
Siemens Industry Inc	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	1,048.00
Stenstrom Protanic, LLC dba Protanic	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	800.00
Synchrony Bank (Sam's Club Direct/Lowes)	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	189.96
Synchrony Bank (Sam's Club Direct/Lowes)	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	51.47
Synchrony Bank (Sam's Club Direct/Lowes)	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	23.43
Synchrony Bank (Sam's Club Direct/Lowes)	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	52.19
Synchrony Bank (Sam's Club Direct/Lowes)	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	43.41
Synchrony Bank (Sam's Club Direct/Lowes)	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	96.15
Synchrony Bank (Sam's Club Direct/Lowes)	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	327.10
Synchrony Bank (Sam's Club Direct/Lowes)	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	60.07
Synchrony Bank (Sam's Club Direct/Lowes)	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	92.06
Synchrony Bank (Sam's Club Direct/Lowes)	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	2.82
Synchrony Bank (Sam's Club Direct/Lowes)	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	161.32
Synchrony Bank (Sam's Club Direct/Lowes)	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	85.13
Synchrony Bank (Sam's Club Direct/Lowes)	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	55.91
Synchrony Bank (Sam's Club Direct/Lowes)	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	56.96
Synchrony Bank (Sam's Club Direct/Lowes)	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	121.47
JP Morgan Chase Bank N.A.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	3,537.39
Kurt Ogden dba O.B.C. Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	350.00
Phigenics, LLC	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	2,400.00
R.J. O'Neil, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	716.73
R.J. O'Neil, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	345.00
Johnson Controls Security Solutions (Tyco)	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	455.68
Sherwin Williams	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	12.74
Sherwin Williams	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	393.42
Sherwin Williams	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	258.75
Sherwin Williams	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	195.37
Sherwin Williams	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	21.99
Sherwin Williams	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	268.82
Sherwin Williams	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	31.45
Sherwin Williams	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	226.04
Weatherguard Roofing Co	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	296.12
Weatherguard Roofing Co	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	350.00
Weatherguard Roofing Co	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	400.00

Weatherguard Roofing Co	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	920.50
Weatherguard Roofing Co	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	700.00
Weatherguard Roofing Co	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	350.00
Weatherguard Roofing Co	Repairs and Maint- Buildings	Building Management	General Fund	12/16/2024	600.00
Weatherguard Roofing Co	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	950.00
Weatherguard Roofing Co	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	700.00
Weatherguard Roofing Co	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	650.00
Weatherguard Roofing Co	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	350.00
Weatherguard Roofing Co	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	963.18
Valley Security Company	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	929.24
Sherwin Williams	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	92.81
Sherwin Williams	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	118.33
Sherwin Williams	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	58.98
Sherwin Williams	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	10.36
Sherwin Williams	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	58.98
Sherwin Williams	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	245.58
Johnson Controls Security Solutions (Tyco)	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	1,050.47
Johnson Ctl US Hldg LLC dba Johnson Ctl Fire Prot	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	1,348.81
R.J. O'Neil, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	1,109.00
Sheaffer & Roland, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	750.00
South Side Control Supply Co	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	171.04
South Side Control Supply Co	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	-126.38
Stenstrom Petroleum Services Group	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	671.50
Synchrony Bank (Sam's Club Direct/Lowes)	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	293.80
Synchrony Bank (Sam's Club Direct/Lowes)	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	52.45
Synchrony Bank (Sam's Club Direct/Lowes)	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	157.86
Suburban Door Check & Lock Service, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	35.74
Suburban Door Check & Lock Service, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	133.00
1 Source Mechanical, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	540.00
Ace Hardware-Aurora/Batavia	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	11.98
Alarm Detection Systems, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	40,100.34
Alarm Detection Systems, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	1,056.33
Certified Elevator Inspection Corporation	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	3,450.00
City of Elgin	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	20.00
Constellation NewEnergy Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	58.69
Dreisilker Electric Motors Inc	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	1,561.31
Hartwig Plumb & Heat Inc dba Hartwig Mechanical	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	1,260.00
Grainger Inc	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	1,284.32
Grainger Inc	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	152.27
Grainger Inc	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	703.65
Grainger Inc	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	12.42
Grainger Inc	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	26.64
Grainger Inc	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	442.50
Grainger Inc	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	84.84
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	742.00
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	405.00
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	255.00
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	2,000.00
Havlicek Geneva Ace Hardware, LLC	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	8.99
ILLCO, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	1,218.40
Alert Fire Protection, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	6,500.00
MRRW Construction, LLC	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	842.14
MRRW Construction, LLC	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	5,442.90
Neuco, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	336.13
ENCAP, Inc.	Repairs and Maint- Grounds	Building Management	General Fund	12/16/2024	4,750.00

ENCAP, Inc.	Repairs and Maint- Grounds	Building Management	General Fund	12/16/2024	500.00
Grainger Inc	Repairs and Maint- Equipment	Building Management	General Fund	12/30/2024	123.22
Black Gold Septic Contractors, Inc	Grease Trap- Septic Services	Building Management	General Fund	12/2/2024	535.00
Black Gold Septic Contractors, Inc	Grease Trap- Septic Services	Building Management	General Fund	12/2/2024	285.00
Black Gold Septic Contractors, Inc	Grease Trap- Septic Services	Building Management	General Fund	12/16/2024	600.00
Black Gold Septic Contractors, Inc	Grease Trap- Septic Services	Building Management	General Fund	12/30/2024	205.00
Black Gold Septic Contractors, Inc	Grease Trap- Septic Services	Building Management	General Fund	12/30/2024	285.00
Black Gold Septic Contractors, Inc	Grease Trap- Septic Services	Building Management	General Fund	12/30/2024	535.00
Batavia Instant Print Inc	General Printing	Building Management	General Fund	12/2/2024	580.77
Batavia Instant Print Inc	General Printing	Building Management	General Fund	12/30/2024	425.00
Batavia Instant Print Inc	General Printing	Building Management	General Fund	12/30/2024	317.36
Batavia Instant Print Inc	General Printing	Building Management	General Fund	12/30/2024	317.36
Heidi Files	Employee Training	Building Management	General Fund	12/30/2024	50.00
JP Morgan Chase Bank N.A.	Operating Supplies	Building Management	General Fund	12/16/2024	94.28
City of Geneva	Utilities- Sewer	Building Management	General Fund	12/2/2024	21.62
City of Geneva	Utilities- Sewer	Building Management	General Fund	12/2/2024	115.78
City of Geneva	Utilities- Sewer	Building Management	General Fund	12/2/2024	175.63
City of St. Charles	Utilities- Sewer	Building Management	General Fund	12/2/2024	180.37
City of St. Charles	Utilities- Sewer	Building Management	General Fund	12/2/2024	144.95
City of St. Charles	Utilities- Sewer	Building Management	General Fund	12/2/2024	210.21
City of St. Charles	Utilities- Sewer	Building Management	General Fund	12/2/2024	7,956.45
City of St. Charles	Utilities- Sewer	Building Management	General Fund	12/2/2024	8,791.83
City of St. Charles	Utilities- Sewer	Building Management	General Fund	12/2/2024	10,406.74
City of St. Charles	Utilities- Sewer	Building Management	General Fund	12/2/2024	1,294.06
City of St. Charles	Utilities- Sewer	Building Management	General Fund	12/2/2024	926.10
City of St. Charles	Utilities- Sewer	Building Management	General Fund	12/2/2024	1,610.01
City of St. Charles	Utilities- Sewer	Building Management	General Fund	12/2/2024	145.35
City of St. Charles	Utilities- Sewer	Building Management	General Fund	12/2/2024	198.90
City of St. Charles	Utilities- Sewer	Building Management	General Fund	12/2/2024	191.25
JP Morgan Chase Bank N.A.	Utilities- Sewer	Building Management	General Fund	12/16/2024	465.11
City of Geneva	Utilities- Sewer	Building Management	General Fund	12/16/2024	36.34
City of Geneva	Utilities- Sewer	Building Management	General Fund	12/16/2024	10.93
City of Geneva	Utilities- Sewer	Building Management	General Fund	12/16/2024	414.20
City of Geneva	Utilities- Sewer	Building Management	General Fund	12/16/2024	10.93
City of Geneva	Utilities- Sewer	Building Management	General Fund	12/30/2024	90.39
City of Geneva	Utilities- Sewer	Building Management	General Fund	12/30/2024	151.51
City of Geneva	Utilities- Sewer	Building Management	General Fund	12/30/2024	16.08
City of Geneva	Utilities- Sewer	Building Management	General Fund	12/30/2024	148.95
City of St. Charles	Utilities- Sewer	Building Management	General Fund	12/30/2024	153.06
City of St. Charles	Utilities- Sewer	Building Management	General Fund	12/30/2024	6,159.46
City of St. Charles	Utilities- Sewer	Building Management	General Fund	12/30/2024	915.39
City of St. Charles	Utilities- Sewer	Building Management	General Fund	12/30/2024	122.40
City of Geneva	Utilities- Water	Building Management	General Fund	12/2/2024	339.38
City of Geneva	Utilities- Water	Building Management	General Fund	12/2/2024	24.74
City of Geneva	Utilities- Water	Building Management	General Fund	12/2/2024	207.34
City of Geneva	Utilities- Water	Building Management	General Fund	12/2/2024	286.88
City of St. Charles	Utilities- Water	Building Management	General Fund	12/2/2024	172.03
City of St. Charles	Utilities- Water	Building Management	General Fund	12/2/2024	145.59
City of St. Charles	Utilities- Water	Building Management	General Fund	12/2/2024	194.30
City of St. Charles	Utilities- Water	Building Management	General Fund	12/2/2024	5,973.38
City of St. Charles	Utilities- Water	Building Management	General Fund	12/2/2024	6,599.66
City of St. Charles	Utilities- Water	Building Management	General Fund	12/2/2024	7,805.04
City of St. Charles	Utilities- Water	Building Management	General Fund	12/2/2024	983.76
City of St. Charles	Utilities- Water	Building Management	General Fund	12/2/2024	709.11
City of St. Charles	Utilities- Water	Building Management	General Fund	12/2/2024	1,219.58

City of St. Charles	Utilities- Water	Building Management	General Fund	12/2/2024	133.04
City of St. Charles	Utilities- Water	Building Management	General Fund	12/2/2024	167.30
City of Geneva	Utilities- Water	Building Management	General Fund	12/16/2024	61.76
City of Geneva	Utilities- Water	Building Management	General Fund	12/16/2024	16.80
City of Geneva	Utilities- Water	Building Management	General Fund	12/16/2024	310.33
City of Geneva	Utilities- Water	Building Management	General Fund	12/16/2024	16.80
City of Aurora	Utilities- Water	Building Management	General Fund	12/16/2024	435.80
City of Aurora	Utilities- Water	Building Management	General Fund	12/16/2024	161.10
City of Elgin	Utilities- Water	Building Management	General Fund	12/30/2024	260.11
City of Geneva	Utilities- Water	Building Management	General Fund	12/30/2024	132.03
City of Geneva	Utilities- Water	Building Management	General Fund	12/30/2024	270.20
City of Geneva	Utilities- Water	Building Management	General Fund	12/30/2024	30.28
City of Geneva	Utilities- Water	Building Management	General Fund	12/30/2024	241.78
City of St. Charles	Utilities- Water	Building Management	General Fund	12/30/2024	151.64
City of St. Charles	Utilities- Water	Building Management	General Fund	12/30/2024	4,634.85
City of St. Charles	Utilities- Water	Building Management	General Fund	12/30/2024	701.12
City of St. Charles	Utilities- Water	Building Management	General Fund	12/30/2024	118.70
Veritiv Operating Company	Printing Supplies	Building Management	General Fund	12/2/2024	15.00
JP Morgan Chase Bank N.A.	Printing Supplies	Building Management	General Fund	12/16/2024	38.87
Veritiv Operating Company	Printing Supplies	Building Management	General Fund	12/30/2024	504.50
Batavia Instant Print Inc	Printing Supplies	Building Management	General Fund	12/30/2024	144.16
Grainger Inc	Cleaning Supplies	Building Management	General Fund	12/2/2024	72.24
Warehouse Direct, Inc.	Cleaning Supplies	Building Management	General Fund	12/2/2024	1,311.58
Warehouse Direct, Inc.	Cleaning Supplies	Building Management	General Fund	12/2/2024	10,466.54
Grainger Inc	Cleaning Supplies	Building Management	General Fund	12/16/2024	927.36
Grainger Inc	Cleaning Supplies	Building Management	General Fund	12/16/2024	64.62
JP Morgan Chase Bank N.A.	Cleaning Supplies	Building Management	General Fund	12/16/2024	844.57
Synchrony Bank (Sam's Club Direct/Lowes)	Cleaning Supplies	Building Management	General Fund	12/30/2024	6.63
Grainger Inc	Cleaning Supplies	Building Management	General Fund	12/30/2024	1,274.16
Warehouse Direct, Inc.	Cleaning Supplies	Building Management	General Fund	12/30/2024	1,725.75
Warehouse Direct, Inc.	Cleaning Supplies	Building Management	General Fund	12/30/2024	2,955.75
JP Morgan Chase Bank N.A.	Uniform Supplies	Building Management	General Fund	12/16/2024	279.96
Constellation NewEnergy-Gas Division, LLC	Utilities- Natural Gas	Building Management	General Fund	12/2/2024	15,330.70
Nicor Gas	Utilities- Natural Gas	Building Management	General Fund	12/2/2024	302.29
Nicor Gas	Utilities- Natural Gas	Building Management	General Fund	12/2/2024	153.57
Nicor Gas	Utilities- Natural Gas	Building Management	General Fund	12/16/2024	84.55
Nicor Gas	Utilities- Natural Gas	Building Management	General Fund	12/16/2024	105.09
Nicor Gas	Utilities- Natural Gas	Building Management	General Fund	12/16/2024	135.62
Constellation NewEnergy-Gas Division, LLC	Utilities- Natural Gas	Building Management	General Fund	12/16/2024	25,861.36
Nicor Gas	Utilities- Natural Gas	Building Management	General Fund	12/30/2024	309.50
Vistra Intermediate Company, LLC dba Dynegy Energy	Utilities- Electric	Building Management	General Fund	12/2/2024	9,235.56
City of St. Charles	Utilities- Electric	Building Management	General Fund	12/2/2024	11,806.56
City of St. Charles	Utilities- Electric	Building Management	General Fund	12/2/2024	9,867.41
City of St. Charles	Utilities- Electric	Building Management	General Fund	12/2/2024	2.75
City of St. Charles	Utilities- Electric	Building Management	General Fund	12/2/2024	9,728.58
City of St. Charles	Utilities- Electric	Building Management	General Fund	12/2/2024	59.50
City of St. Charles	Utilities- Electric	Building Management	General Fund	12/2/2024	233.02
City of St. Charles	Utilities- Electric	Building Management	General Fund	12/2/2024	62.66
Constellation NewEnergy Inc.	Utilities- Electric	Building Management	General Fund	12/2/2024	158.85
Constellation NewEnergy Inc.	Utilities- Electric	Building Management	General Fund	12/2/2024	37.28
Constellation NewEnergy Inc.	Utilities- Electric	Building Management	General Fund	12/2/2024	113.50
Constellation NewEnergy Inc.	Utilities- Electric	Building Management	General Fund	12/2/2024	344.61
Constellation NewEnergy Inc.	Utilities- Electric	Building Management	General Fund	12/2/2024	55.24
City of Geneva	Utilities- Electric	Building Management	General Fund	12/2/2024	30.87
City of Geneva	Utilities- Electric	Building Management	General Fund	12/2/2024	10,657.91

City of Geneva	Utilities- Electric	Building Management	General Fund	12/16/2024	516.61
City of Geneva	Utilities- Electric	Building Management	General Fund	12/16/2024	62.80
City of Geneva	Utilities- Electric	Building Management	General Fund	12/16/2024	4,364.80
City of Geneva	Utilities- Electric	Building Management	General Fund	12/16/2024	68.28
Constellation NewEnergy Inc.	Utilities- Electric	Building Management	General Fund	12/16/2024	1,993.53
ComEd	Utilities- Electric	Building Management	General Fund	12/16/2024	3,805.17
Constellation NewEnergy Inc.	Utilities- Electric	Building Management	General Fund	12/30/2024	42.88
Constellation NewEnergy Inc.	Utilities- Electric	Building Management	General Fund	12/30/2024	161.75
Constellation NewEnergy Inc.	Utilities- Electric	Building Management	General Fund	12/30/2024	111.91
Constellation NewEnergy Inc.	Utilities- Electric	Building Management	General Fund	12/30/2024	396.54
GSD, LLC dba GRNE Solarfield 05, LLC	Utilities- Electric	Building Management	General Fund	12/30/2024	5,620.82
City of St. Charles	Utilities- Electric	Building Management	General Fund	12/30/2024	8,275.13
City of St. Charles	Utilities- Electric	Building Management	General Fund	12/30/2024	59.46
City of Geneva	Utilities- Electric	Building Management	General Fund	12/30/2024	29.94
City of Geneva	Utilities- Electric	Building Management	General Fund	12/30/2024	8,031.16
JP Morgan Chase Bank N.A.	Fuel- Vehicles	Building Management	General Fund	12/16/2024	88.11
Batavia Enterprises Real Estate, LLC	Repairs and Maint- Buildings	Building Management	General Fund	12/30/2024	14,233.10
Batavia Enterprises Real Estate, LLC	Building Lease	Building Management	General Fund	12/2/2024	14,233.10
Kane County Regional Office of Education	Miscellaneous Contractual Exp	Human Resource Management	General Fund	12/2/2024	200.00
Kane County Regional Office of Education	Miscellaneous Contractual Exp	Human Resource Management	General Fund	12/16/2024	440.00
Warehouse Direct, Inc.	Office Supplies	Human Resource Management	General Fund	12/16/2024	78.91
Warehouse Direct, Inc.	Office Supplies	Human Resource Management	General Fund	12/16/2024	79.33
DS Services of America, Inc. dba Primo Water NA	Office Supplies	Human Resource Management	General Fund	12/16/2024	16.97
Identisys, Inc.	Office Supplies	Human Resource Management	General Fund	12/30/2024	100.00
JP Morgan Chase Bank N.A.	Operating Supplies	Human Resource Management	General Fund	12/16/2024	1,217.63
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	County Auditor	General Fund	12/2/2024	7.20
Penny Wegman	Conferences and Meetings	County Auditor	General Fund	12/2/2024	775.10
International Assn of Government Officials (IGO)	Conferences and Meetings	County Auditor	General Fund	12/16/2024	0.00
Robert Quillinan	Conferences and Meetings	County Auditor	General Fund	12/16/2024	5.90
International Assn of Government Officials (IGO)	General Association Dues	County Auditor	General Fund	12/16/2024	200.00
DS Services of America, Inc. dba Primo Water NA	Office Supplies	County Auditor	General Fund	12/16/2024	2.99
JP Morgan Chase Bank N.A.	Office Supplies	County Auditor	General Fund	12/16/2024	26.12
Penny Wegman	Office Supplies	County Auditor	General Fund	12/16/2024	327.26
Toshiba America Business Solutions, Inc	Repairs and Maint- Computers	Treasurer/Collector	General Fund	12/30/2024	3.40
Cynthia Christopher	Conferences and Meetings	Treasurer/Collector	General Fund	12/16/2024	21.85
Maria E. Herrera	Conferences and Meetings	Treasurer/Collector	General Fund	12/16/2024	1,082.58
Illinois County Treasurer's Association	Conferences and Meetings	Treasurer/Collector	General Fund	12/16/2024	600.00
Chris Lauzen	Conferences and Meetings	Treasurer/Collector	General Fund	12/30/2024	624.72
Avalara, Inc.	Conferences and Meetings	Treasurer/Collector	General Fund	12/30/2024	5,600.00
Cynthia Christopher	Employee Mileage Expense	Treasurer/Collector	General Fund	12/16/2024	184.65
Maria E. Herrera	Employee Mileage Expense	Treasurer/Collector	General Fund	12/16/2024	138.69
Carlos Mata	Employee Mileage Expense	Treasurer/Collector	General Fund	12/16/2024	36.18
Chris Lauzen	Employee Mileage Expense	Treasurer/Collector	General Fund	12/30/2024	233.43
Avalara, Inc.	Miscellaneous Contractual Exp	Treasurer/Collector	General Fund	12/30/2024	4,200.00
Three+One Company, Inc.	Miscellaneous Contractual Exp	Treasurer/Collector	General Fund	12/30/2024	70,000.00
Chris Lauzen	Office Supplies	Treasurer/Collector	General Fund	12/30/2024	200.00
DS Services of America, Inc. dba Primo Water NA	Computer Related Supplies	Treasurer/Collector	General Fund	12/16/2024	87.51
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Supervisor of Assessments	General Fund	12/16/2024	30.99
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Supervisor of Assessments	General Fund	12/30/2024	287.47
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Supervisor of Assessments	General Fund	12/30/2024	10.60
Tribune Pub. Co., LLC dba Chicago Tribune Co., LLC	Legal Printing	Supervisor of Assessments	General Fund	12/2/2024	2,009.25
Mark D. Armstrong	Conferences and Meetings	Supervisor of Assessments	General Fund	12/2/2024	419.60
Holly Winter	Conferences and Meetings	Supervisor of Assessments	General Fund	12/2/2024	435.60
Angela Martin	Employee Training	Supervisor of Assessments	General Fund	12/16/2024	50.00
Angela Martin	Employee Training	Supervisor of Assessments	General Fund	12/30/2024	50.00

Mark D. Armstrong	Employee Mileage Expense	Supervisor of Assessments	General Fund	12/2/2024	152.76
Mark D. Armstrong	General Association Dues	Supervisor of Assessments	General Fund	12/2/2024	400.00
International Association of Assessing Officers	General Association Dues	Supervisor of Assessments	General Fund	12/16/2024	240.00
International Association of Assessing Officers	General Association Dues	Supervisor of Assessments	General Fund	12/16/2024	410.00
Warehouse Direct, Inc.	Office Supplies	Supervisor of Assessments	General Fund	12/2/2024	415.76
DS Services of America, Inc. dba Primo Water NA	Office Supplies	Supervisor of Assessments	General Fund	12/16/2024	22.95
Insight Public Sector Inc	Computer Related Supplies	Supervisor of Assessments	General Fund	12/2/2024	365.00
International Assn of Government Officials (IGO)	Conferences and Meetings	County Clerk	General Fund	12/16/2024	575.00
International Assn of Government Officials (IGO)	Conferences and Meetings	County Clerk	General Fund	12/16/2024	500.00
International Assn of Government Officials (IGO)	Conferences and Meetings	County Clerk	General Fund	12/16/2024	500.00
JP Morgan Chase Bank N.A.	Conferences and Meetings	County Clerk	General Fund	12/16/2024	257.28
JP Morgan Chase Bank N.A.	Conferences and Meetings	County Clerk	General Fund	12/16/2024	144.48
John A. Cunningham	Employee Mileage Expense	County Clerk	General Fund	12/2/2024	139.36
Morgan Rae Scott	Employee Mileage Expense	County Clerk	General Fund	12/2/2024	15.95
Celeste Weilandt	Employee Mileage Expense	County Clerk	General Fund	12/2/2024	170.40
Zahida K. Fakroddin	Employee Mileage Expense	County Clerk	General Fund	12/16/2024	79.73
Cynthia Carroll	Employee Mileage Expense	County Clerk	General Fund	12/30/2024	15.54
4Imprint, Inc.	Office Supplies	County Clerk	General Fund	12/2/2024	3,658.35
Warehouse Direct, Inc.	Office Supplies	County Clerk	General Fund	12/16/2024	382.33
Warehouse Direct, Inc.	Office Supplies	County Clerk	General Fund	12/16/2024	337.79
Nanuk, LLP dba Award Company of America, LLC	Operating Supplies	County Clerk	General Fund	12/2/2024	450.54
Town & Country Gardens	Operating Supplies	County Clerk	General Fund	12/2/2024	65.23
Town & Country Gardens	Operating Supplies	County Clerk	General Fund	12/30/2024	80.98
Petty Cash-County Clerk	Operating Supplies	County Clerk	General Fund	12/30/2024	197.50
State of IL Secretary of State	Operating Supplies	County Clerk	General Fund	12/30/2024	10.00
Cynthia Carroll	Operating Supplies	County Clerk	General Fund	12/30/2024	56.36
Southern Computer Warehouse (SCW)	Computer Related Supplies	County Clerk	General Fund	12/2/2024	6,016.08
JP Morgan Chase Bank N.A.	Books and Subscriptions	County Clerk	General Fund	12/16/2024	40.00
i3logix, Inc.	Election Services	County Clerk	General Fund	12/2/2024	7,428.20
BASE IV, LLC	Election Services	County Clerk	General Fund	12/30/2024	2,800.00
BASE IV, LLC	Election Services	County Clerk	General Fund	12/30/2024	1,500.00
BASE IV, LLC	Election Services	County Clerk	General Fund	12/30/2024	3,200.00
DFM Associates	Software Licensing Cost	County Clerk	General Fund	12/16/2024	11,534.00
City of Batavia	Security Services	County Clerk	General Fund	12/2/2024	637.50
Sleepy Hollow Police Department	Security Services	County Clerk	General Fund	12/2/2024	646.08
Village of Algonquin	Security Services	County Clerk	General Fund	12/30/2024	2,040.00
Alarm Detection Systems, Inc.	Security Services	County Clerk	General Fund	12/30/2024	630.45
NVZ, Inc.	Repairs and Maint- Copiers	County Clerk	General Fund	12/2/2024	176.90
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	County Clerk	General Fund	12/2/2024	62.38
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	County Clerk	General Fund	12/2/2024	368.27
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	County Clerk	General Fund	12/2/2024	242.71
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	County Clerk	General Fund	12/2/2024	19.84
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	County Clerk	General Fund	12/30/2024	10.39
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	County Clerk	General Fund	12/30/2024	305.78
American Legion Elgin Post 57	Polling Place Rental	County Clerk	General Fund	12/2/2024	80.00
St. Charles Park District	Polling Place Rental	County Clerk	General Fund	12/2/2024	120.00
Northwest Bible Baptist Church	Polling Place Rental	County Clerk	General Fund	12/16/2024	320.00
Our Lady of Good Counsel	Polling Place Rental	County Clerk	General Fund	12/16/2024	160.00
River City Church	Polling Place Rental	County Clerk	General Fund	12/16/2024	240.00
First Presbyterian Church (USA)	Polling Place Rental	County Clerk	General Fund	12/16/2024	120.00
First United Methodist Church	Polling Place Rental	County Clerk	General Fund	12/16/2024	200.00
Fox Valley Baptist Church	Polling Place Rental	County Clerk	General Fund	12/16/2024	200.00
Fox Valley Christian Church	Polling Place Rental	County Clerk	General Fund	12/16/2024	360.00
Fox Valley Church	Polling Place Rental	County Clerk	General Fund	12/16/2024	120.00
Fox Valley Presbyterian Church	Polling Place Rental	County Clerk	General Fund	12/16/2024	160.00

Fraternal Order of Eagles #1047 (Watch City Aerie)	Polling Place Rental	County Clerk	General Fund	12/16/2024	160.00
Gail Borden Public Library District	Polling Place Rental	County Clerk	General Fund	12/16/2024	200.00
Gayles Memorial Baptist Church	Polling Place Rental	County Clerk	General Fund	12/16/2024	120.00
Grace Lutheran Church of Lily Lake	Polling Place Rental	County Clerk	General Fund	12/16/2024	120.00
Greater Grace Community Church	Polling Place Rental	County Clerk	General Fund	12/16/2024	120.00
Greater Mount Olive Church of God in Christ	Polling Place Rental	County Clerk	General Fund	12/16/2024	120.00
Hosanna! Lutheran Church	Polling Place Rental	County Clerk	General Fund	12/16/2024	160.00
Lincoln Inn Banquets & Catering	Polling Place Rental	County Clerk	General Fund	12/16/2024	160.00
Lord of Life Lutheran Church	Polling Place Rental	County Clerk	General Fund	12/16/2024	120.00
New Covenant Bible Church	Polling Place Rental	County Clerk	General Fund	12/16/2024	160.00
Bethany of Fox Valley United Methodist Church	Polling Place Rental	County Clerk	General Fund	12/16/2024	160.00
Bethlehem Lutheran Church	Polling Place Rental	County Clerk	General Fund	12/16/2024	280.00
Big Rock Park District	Polling Place Rental	County Clerk	General Fund	12/16/2024	80.00
Blessed Sacrament Church	Polling Place Rental	County Clerk	General Fund	12/16/2024	160.00
Dundee Township Park District	Polling Place Rental	County Clerk	General Fund	12/16/2024	120.00
Elgin Community College	Polling Place Rental	County Clerk	General Fund	12/16/2024	280.00
Faith Lutheran Church	Polling Place Rental	County Clerk	General Fund	12/16/2024	200.00
First Baptist Ch of Geneva dba Chapelstreet Church	Polling Place Rental	County Clerk	General Fund	12/30/2024	400.00
Community Unit School District #300 (CUSD)	Polling Place Rental	County Clerk	General Fund	12/30/2024	520.00
Cornerstone United Methodist Church	Polling Place Rental	County Clerk	General Fund	12/30/2024	240.00
Diocese of Rockford SS Peter and Paul Church	Polling Place Rental	County Clerk	General Fund	12/30/2024	40.00
New Life Covenant	Polling Place Rental	County Clerk	General Fund	12/30/2024	160.00
Geneva Park District	Polling Place Rental	County Clerk	General Fund	12/30/2024	80.00
Fox Valley Park District	Polling Place Rental	County Clerk	General Fund	12/30/2024	280.00
St Joseph Church	Polling Place Rental	County Clerk	General Fund	12/30/2024	160.00
St Olaf Lutheran Church	Polling Place Rental	County Clerk	General Fund	12/30/2024	240.00
St. Marks Lutheran Church	Polling Place Rental	County Clerk	General Fund	12/30/2024	240.00
St. Monica Church	Polling Place Rental	County Clerk	General Fund	12/30/2024	240.00
Sugar Grove Township Community Building	Polling Place Rental	County Clerk	General Fund	12/30/2024	240.00
Thornwood Homeowners Association	Polling Place Rental	County Clerk	General Fund	12/30/2024	200.00
Village of Maple Park	Polling Place Rental	County Clerk	General Fund	12/30/2024	40.00
Warehouse Christian Church, Inc.	Polling Place Rental	County Clerk	General Fund	12/30/2024	160.00
Wesley United Methodist Church-Aurora	Polling Place Rental	County Clerk	General Fund	12/30/2024	240.00
Batavia Public School District #101	Polling Place Rental	County Clerk	General Fund	12/30/2024	160.00
C.H. Robinson Company, Inc.	Equipment Rental	County Clerk	General Fund	12/2/2024	18,095.00
C.H. Robinson Company, Inc.	Equipment Rental	County Clerk	General Fund	12/2/2024	15,168.75
C.H. Robinson Company, Inc.	Equipment Rental	County Clerk	General Fund	12/2/2024	16,010.00
C.H. Robinson Company, Inc.	Equipment Rental	County Clerk	General Fund	12/2/2024	2,100.00
C.H. Robinson Company, Inc.	Equipment Rental	County Clerk	General Fund	12/2/2024	9,000.00
C.H. Robinson Company, Inc.	Equipment Rental	County Clerk	General Fund	12/2/2024	4,200.00
C.H. Robinson Company, Inc.	Equipment Rental	County Clerk	General Fund	12/2/2024	1,500.00
C.H. Robinson Company, Inc.	Equipment Rental	County Clerk	General Fund	12/2/2024	3,000.00
Ryder Truck Rental Inc	Equipment Rental	County Clerk	General Fund	12/2/2024	845.35
Ryder Truck Rental Inc	Equipment Rental	County Clerk	General Fund	12/2/2024	989.75
Ryder Truck Rental Inc	Equipment Rental	County Clerk	General Fund	12/30/2024	41.18
Paddock Publications (Daily Herald)	Legal Printing	County Clerk	General Fund	12/2/2024	46.00
Batavia Instant Print Inc	Legal Printing	County Clerk	General Fund	12/16/2024	266.40
Batavia Instant Print Inc	Legal Printing	County Clerk	General Fund	12/30/2024	4,810.00
Batavia Instant Print Inc	Legal Printing	County Clerk	General Fund	12/30/2024	402.85
Batavia Instant Print Inc	Legal Printing	County Clerk	General Fund	12/30/2024	761.20
International Assn of Government Officials (IGO)	Conferences and Meetings	County Clerk	General Fund	12/16/2024	500.00
Lauren E. Behnke	Employee Mileage Expense	County Clerk	General Fund	12/2/2024	180.97
Louis J. Dries	Employee Mileage Expense	County Clerk	General Fund	12/2/2024	68.34
Fabyan Franco	Employee Mileage Expense	County Clerk	General Fund	12/2/2024	12.86
Brian Pollock	Employee Mileage Expense	County Clerk	General Fund	12/2/2024	246.56

Highland Avenue Church of the Brethren	Employee Mileage Expense	County Clerk	General Fund	12/16/2024	200.00
Raul Lemus	Employee Mileage Expense	County Clerk	General Fund	12/16/2024	91.79
Michael Bauer	Employee Mileage Expense	County Clerk	General Fund	12/30/2024	105.19
Warehouse Direct, Inc.	Office Supplies	County Clerk	General Fund	12/2/2024	121.97
Warehouse Direct, Inc.	Office Supplies	County Clerk	General Fund	12/2/2024	51.27
4Imprint, Inc.	Office Supplies	County Clerk	General Fund	12/2/2024	3,658.36
Batavia Instant Print Inc	Office Supplies	County Clerk	General Fund	12/16/2024	6,804.55
Batavia Instant Print Inc	Office Supplies	County Clerk	General Fund	12/16/2024	5,480.45
Uline	Office Supplies	County Clerk	General Fund	12/16/2024	1,470.13
Warehouse Direct, Inc.	Office Supplies	County Clerk	General Fund	12/16/2024	30.10
Warehouse Direct, Inc.	Office Supplies	County Clerk	General Fund	12/16/2024	61.78
Warehouse Direct, Inc.	Office Supplies	County Clerk	General Fund	12/16/2024	879.82
City of Aurora	Operating Supplies	County Clerk	General Fund	12/2/2024	420.00
DS Services of America, Inc. dba Primo Water NA	Operating Supplies	County Clerk	General Fund	12/16/2024	99.01
Groot Recycling dba Accurate Document Destruction	Operating Supplies	County Clerk	General Fund	12/16/2024	180.00
Groot Recycling dba Accurate Document Destruction	Operating Supplies	County Clerk	General Fund	12/16/2024	840.00
JP Morgan Chase Bank N.A.	Operating Supplies	County Clerk	General Fund	12/16/2024	135.72
Nanuk, LLP dba Award Company of America, LLC	Operating Supplies	County Clerk	General Fund	12/16/2024	450.54
WEX BANK	Operating Supplies	County Clerk	General Fund	12/16/2024	121.76
Batavia Instant Print Inc	Operating Supplies	County Clerk	General Fund	12/16/2024	277.80
Petty Cash-County Clerk	Operating Supplies	County Clerk	General Fund	12/30/2024	195.72
Warehouse Direct, Inc.	Operating Supplies	County Clerk	General Fund	12/30/2024	63.56
JP Morgan Chase Bank N.A.	Computer Related Supplies	County Clerk	General Fund	12/16/2024	0.00
Hart InterCivic, Inc.	Voting Systems and Accessories	County Clerk	General Fund	12/16/2024	7,635.00
VR Systems, Inc.	Voting Systems and Accessories	County Clerk	General Fund	12/30/2024	83,187.00
VR Systems, Inc.	Voting Systems and Accessories	County Clerk	General Fund	12/30/2024	16,767.00
VR Systems, Inc.	Voting Systems and Accessories	County Clerk	General Fund	12/30/2024	2,620.00
David C. King	Employee Mileage Expense	Recorder	General Fund	12/16/2024	29.15
Judy A. Schonback	Employee Mileage Expense	Recorder	General Fund	12/16/2024	4.02
IL Association of County Clerks & Recorders IACCR	General Association Dues	Recorder	General Fund	12/16/2024	1,065.00
DS Services of America, Inc. dba Primo Water NA	Office Supplies	Recorder	General Fund	12/16/2024	48.89
Imaging Essentials, Inc dba Clifford Wald & Co	Office Supplies	Recorder	General Fund	12/16/2024	15.00
Warehouse Direct, Inc.	Office Supplies	Recorder	General Fund	12/16/2024	181.97
Kane County Juror Payable Clearing	Jurors- Circuit Court	Judiciary and Courts	General Fund	12/6/2024	2,048.76
Kane County Juror Payable Clearing	Jurors- Circuit Court	Judiciary and Courts	General Fund	12/12/2024	1,043.58
Kane County Juror Payable Clearing	Jurors- Circuit Court	Judiciary and Courts	General Fund	12/18/2024	1,369.44
Just In Time Coffee LLC	Jurors' Expense	Judiciary and Courts	General Fund	12/2/2024	1,916.00
Just In Time Coffee LLC	Jurors' Expense	Judiciary and Courts	General Fund	12/2/2024	48.00
RCB Mailings, LLC dba RCB Enterprises	Jurors' Expense	Judiciary and Courts	General Fund	12/2/2024	3,493.50
Just In Time Coffee LLC	Jurors' Expense	Judiciary and Courts	General Fund	12/16/2024	2,526.00
Just In Time Coffee LLC	Jurors' Expense	Judiciary and Courts	General Fund	12/16/2024	437.00
JP Morgan Chase Bank N.A.	Jurors' Expense	Judiciary and Courts	General Fund	12/16/2024	15.18
Just In Time Coffee LLC	Jurors' Expense	Judiciary and Courts	General Fund	12/30/2024	2,137.00
Just In Time Coffee LLC	Jurors' Expense	Judiciary and Courts	General Fund	12/30/2024	1,070.00
Dana D. Bollman	Per Diem Expense	Judiciary and Courts	General Fund	12/2/2024	225.00
Dana D. Bollman	Per Diem Expense	Judiciary and Courts	General Fund	12/2/2024	104.50
Dana D. Bollman	Per Diem Expense	Judiciary and Courts	General Fund	12/2/2024	276.00
Nicole M. Breytspraak	Per Diem Expense	Judiciary and Courts	General Fund	12/2/2024	300.00
Jennifer Campbell	Per Diem Expense	Judiciary and Courts	General Fund	12/2/2024	225.00
Taylor N. Conley	Per Diem Expense	Judiciary and Courts	General Fund	12/2/2024	300.00
MaryJo D'Avola	Per Diem Expense	Judiciary and Courts	General Fund	12/2/2024	300.00
MaryJo D'Avola	Per Diem Expense	Judiciary and Courts	General Fund	12/2/2024	648.00
Lynn M Dreymiller	Per Diem Expense	Judiciary and Courts	General Fund	12/2/2024	216.00
Lynn M Dreymiller	Per Diem Expense	Judiciary and Courts	General Fund	12/2/2024	1,728.00
G.L. Denson, Inc.	Per Diem Expense	Judiciary and Courts	General Fund	12/2/2024	238.00

Brenda D Gregory	Per Diem Expense	Judiciary and Courts	General Fund	12/2/2024	128.25
Kathleen D. LeComte	Per Diem Expense	Judiciary and Courts	General Fund	12/2/2024	24.00
Debra Kay Schweer	Per Diem Expense	Judiciary and Courts	General Fund	12/2/2024	104.00
Stacy S. Warpool	Per Diem Expense	Judiciary and Courts	General Fund	12/2/2024	1,016.00
Stacy S. Warpool	Per Diem Expense	Judiciary and Courts	General Fund	12/2/2024	340.00
Tabitha Joann Watson	Per Diem Expense	Judiciary and Courts	General Fund	12/2/2024	57.00
Tabitha Joann Watson	Per Diem Expense	Judiciary and Courts	General Fund	12/2/2024	43.50
Tabitha Joann Watson	Per Diem Expense	Judiciary and Courts	General Fund	12/2/2024	120.00
Barbara A. Johnston	Per Diem Expense	Judiciary and Courts	General Fund	12/2/2024	58.50
Tabitha Joann Watson	Per Diem Expense	Judiciary and Courts	General Fund	12/16/2024	300.00
Brenda D Gregory	Per Diem Expense	Judiciary and Courts	General Fund	12/16/2024	121.50
MaryJo D'Avola	Per Diem Expense	Judiciary and Courts	General Fund	12/16/2024	300.00
Taylor N. Conley	Per Diem Expense	Judiciary and Courts	General Fund	12/16/2024	225.00
Jennifer Campbell	Per Diem Expense	Judiciary and Courts	General Fund	12/16/2024	130.50
Nicole M. Breytspraak	Per Diem Expense	Judiciary and Courts	General Fund	12/16/2024	225.00
Nicole M. Breytspraak	Per Diem Expense	Judiciary and Courts	General Fund	12/16/2024	144.00
Melissa K. Anderko	Per Diem Expense	Judiciary and Courts	General Fund	12/16/2024	567.00
Dana D. Bollman	Per Diem Expense	Judiciary and Courts	General Fund	12/30/2024	72.00
Nicole M. Breytspraak	Per Diem Expense	Judiciary and Courts	General Fund	12/30/2024	137.75
Jennifer Campbell	Per Diem Expense	Judiciary and Courts	General Fund	12/30/2024	220.00
MaryJo D'Avola	Per Diem Expense	Judiciary and Courts	General Fund	12/30/2024	57.00
Tabitha Joann Watson	Per Diem Expense	Judiciary and Courts	General Fund	12/30/2024	22.00
Stacy S. Warpool	Per Diem Expense	Judiciary and Courts	General Fund	12/30/2024	38.50
Stacy S. Warpool	Per Diem Expense	Judiciary and Courts	General Fund	12/30/2024	88.00
Stacy S. Warpool	Per Diem Expense	Judiciary and Courts	General Fund	12/30/2024	300.00
Stacy S. Warpool	Per Diem Expense	Judiciary and Courts	General Fund	12/30/2024	60.00
Barbara A. Johnston	Per Diem Expense	Judiciary and Courts	General Fund	12/30/2024	225.00
Barbara A. Johnston	Per Diem Expense	Judiciary and Courts	General Fund	12/30/2024	120.00
Kobald Reporting, Inc.	Per Diem Expense	Judiciary and Courts	General Fund	12/30/2024	300.00
Rafael H. Berrios	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/2/2024	502.50
Rafael H. Berrios	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/2/2024	502.50
Bakhtavar Press	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/2/2024	240.00
Bakhtavar Press	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/2/2024	268.14
Ana M. Bubalo	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/2/2024	670.00
Maricela Cortez	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/2/2024	498.48
Commline, Inc.	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/2/2024	1,566.60
Commline, Inc.	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/2/2024	2,099.65
Commline, Inc.	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/2/2024	603.00
Veronica Guemez	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/2/2024	706.35
Veronica Guemez	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/2/2024	543.71
Veronica Guemez	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/2/2024	774.69
Maricela Ibarra	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/2/2024	488.46
Maricela Ibarra	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/2/2024	675.28
Maricela Ibarra	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/2/2024	941.47
Carina Julian	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/2/2024	719.58
Carina Julian	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/2/2024	485.08
John L. Otoole	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/2/2024	402.00
John L. Otoole	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/2/2024	536.00
Sara Pethokoukis	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/2/2024	455.60
Sara Pethokoukis	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/2/2024	978.20
Patricia Rasmussen	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/2/2024	751.74
Patricia Rasmussen	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/2/2024	1,244.86
Daisy M. Robinson	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/2/2024	452.00
Fadia Tamer	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/2/2024	1,360.10
Fadia Tamer	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/2/2024	1,909.50

Wellspring Interpreting Services LLC	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/2/2024	980.88
Wellspring Interpreting Services LLC	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/2/2024	1,467.30
Daniel Velasco	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/2/2024	980.08
Daniel Velasco	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	921.65
Daniel Velasco	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	490.04
Wellspring Interpreting Services LLC	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	1,940.32
Fadia Tamer	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	1,345.36
Fadia Tamer	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	1,360.10
Daisy M. Robinson	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	904.00
Tatiana Okunskaya	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	150.00
Tatiana Okunskaya	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	711.75
Patricia Rasmussen	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	1,479.36
Sara Pethokoukis	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	1,654.90
John L. Otoole	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	536.00
Carina Julian	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	1,516.88
Maricela Ibarra	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	216.00
Maricela Ibarra	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	752.64
Veronica Guemez	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	444.30
Veronica Guemez	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	177.44
Commline, Inc.	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	435.50
Commline, Inc.	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	201.00
Commline, Inc.	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	1,776.44
Commline, Inc.	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	1,747.90
Maricela Cortez	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	497.14
Ana M. Bubalo	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	1,809.00
Anthony Bahena	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	2,309.49
Olga Bronovytska	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	660.50
Bakhtavar Press	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	266.80
Bakhtavar Press	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	160.00
Bakhtavar Press	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	260.00
Bakhtavar Press	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	160.00
Bakhtavar Press	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	268.14
Bakhtavar Press	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	160.00
Bakhtavar Press	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	272.16
Rafael H. Berrios	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	502.50
Rafael H. Berrios	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/16/2024	502.50
Rafael H. Berrios	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/30/2024	502.50
Rafael H. Berrios	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/30/2024	502.50
Olga Bronovytska	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/30/2024	160.00
Ana M. Bubalo	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/30/2024	2,077.00
Maricela Cortez	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/30/2024	498.48
Commline, Inc.	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/30/2024	2,541.05
Commline, Inc.	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/30/2024	737.00
Commline, Inc.	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/30/2024	2,487.85
Veronica Guemez	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/30/2024	727.85
Maricela Ibarra	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/30/2024	741.31
Maricela Ibarra	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/30/2024	753.31
Carina Julian	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/30/2024	485.05
John L. Otoole	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/30/2024	134.00
John L. Otoole	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/30/2024	201.00
Sara Pethokoukis	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/30/2024	1,886.05
Patricia Rasmussen	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/30/2024	948.72
Tatiana Okunskaya	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/30/2024	201.75
Fadia Tamer	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/30/2024	2,016.70
Fadia Tamer	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/30/2024	1,594.60

Wellspring Interpreting Services LLC	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/30/2024	1,412.36
Wellspring Interpreting Services LLC	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/30/2024	1,471.32
Daniel Velasco	Contractual/Consulting Services	Judiciary and Courts	General Fund	12/30/2024	1,815.57
Marielisa Jackson	Court Appointed Counsel	Judiciary and Courts	General Fund	12/2/2024	3,434.00
Ronald L. Haskell	Court Appointed Counsel	Judiciary and Courts	General Fund	12/2/2024	1,558.90
Jordan Steele & Associates, LLC	Court Appointed Counsel	Judiciary and Courts	General Fund	12/2/2024	4,674.00
Jordan Steele & Associates, LLC	Court Appointed Counsel	Judiciary and Courts	General Fund	12/2/2024	780.50
James A. Tabor	Court Appointed Counsel	Judiciary and Courts	General Fund	12/2/2024	3,434.00
Rachel J. Hess	Court Appointed Counsel	Judiciary and Courts	General Fund	12/16/2024	3,434.00
James A. Tabor	Court Appointed Counsel	Judiciary and Courts	General Fund	12/30/2024	3,549.00
James A. Tabor	Court Appointed Counsel	Judiciary and Courts	General Fund	12/30/2024	3,487.50
James A. Tabor	Court Appointed Counsel	Judiciary and Courts	General Fund	12/30/2024	6,225.00
Jordan Steele & Associates, LLC	Court Appointed Counsel	Judiciary and Courts	General Fund	12/30/2024	3,831.50
Jordan Steele & Associates, LLC	Court Appointed Counsel	Judiciary and Courts	General Fund	12/30/2024	8,252.50
Marielisa Jackson	Court Appointed Counsel	Judiciary and Courts	General Fund	12/30/2024	3,434.00
Document Imaging Services LLC	Judicial Technology Fine Expenses	Judiciary and Courts	General Fund	12/2/2024	275.00
Document Imaging Services LLC	Judicial Technology Fine Expenses	Judiciary and Courts	General Fund	12/16/2024	516.00
JP Morgan Chase Bank N.A.	Judicial Technology Fine Expenses	Judiciary and Courts	General Fund	12/16/2024	936.02
JP Morgan Chase Bank N.A.	Judicial Technology Fine Expenses	Judiciary and Courts	General Fund	12/16/2024	1,340.39
JP Morgan Chase Bank N.A.	Judicial Technology Fine Expenses	Judiciary and Courts	General Fund	12/16/2024	324.99
Midwest Office Interiors , Inc.	Judicial Technology Fine Expenses	Judiciary and Courts	General Fund	12/16/2024	3,282.50
Document Imaging Services LLC	Judicial Technology Fine Expenses	Judiciary and Courts	General Fund	12/30/2024	1,686.00
Gordon Flesch Company, Inc.	Equipment Rental	Judiciary and Courts	General Fund	12/16/2024	90.20
Gordon Flesch Company, Inc.	Equipment Rental	Judiciary and Courts	General Fund	12/16/2024	20.35
Gordon Flesch Company, Inc.	Equipment Rental	Judiciary and Courts	General Fund	12/16/2024	32.67
Gordon Flesch Company, Inc.	Equipment Rental	Judiciary and Courts	General Fund	12/16/2024	7.94
Gordon Flesch Company, Inc.	Equipment Rental	Judiciary and Courts	General Fund	12/16/2024	46.78
Gordon Flesch Company, Inc.	Equipment Rental	Judiciary and Courts	General Fund	12/30/2024	490.16
Gordon Flesch Company, Inc.	Equipment Rental	Judiciary and Courts	General Fund	12/30/2024	490.16
Gordon Flesch Company, Inc.	Equipment Rental	Judiciary and Courts	General Fund	12/30/2024	29.89
Toshiba Financial Services	Equipment Rental	Judiciary and Courts	General Fund	12/30/2024	254.87
Canon Solutions America Inc	Equipment Rental	Judiciary and Courts	General Fund	12/30/2024	103.64
Lawrence William Lobb	Conferences and Meetings	Judiciary and Courts	General Fund	12/16/2024	302.96
Liza Valle	Employee Mileage Expense	Judiciary and Courts	General Fund	12/30/2024	25.73
Midwest Office Interiors , Inc.	Miscellaneous Contractual Exp	Judiciary and Courts	General Fund	12/2/2024	7,883.88
Midwest Office Interiors , Inc.	Miscellaneous Contractual Exp	Judiciary and Courts	General Fund	12/2/2024	3,900.85
Midwest Office Interiors , Inc.	Miscellaneous Contractual Exp	Judiciary and Courts	General Fund	12/16/2024	10,631.24
DS Services of America, Inc. dba Primo Water NA	Miscellaneous Contractual Exp	Judiciary and Courts	General Fund	12/16/2024	17.96
DS Services of America, Inc. dba Primo Water NA	Miscellaneous Contractual Exp	Judiciary and Courts	General Fund	12/16/2024	135.22
DS Services of America, Inc. dba Primo Water NA	Miscellaneous Contractual Exp	Judiciary and Courts	General Fund	12/16/2024	47.90
DS Services of America, Inc. dba Primo Water NA	Miscellaneous Contractual Exp	Judiciary and Courts	General Fund	12/16/2024	31.95
DS Services of America, Inc. dba Primo Water NA	Miscellaneous Contractual Exp	Judiciary and Courts	General Fund	12/16/2024	62.87
DS Services of America, Inc. dba Primo Water NA	Miscellaneous Contractual Exp	Judiciary and Courts	General Fund	12/16/2024	22.95
JC Licht, LLC	Miscellaneous Contractual Exp	Judiciary and Courts	General Fund	12/16/2024	7,264.19
JP Morgan Chase Bank N.A.	Miscellaneous Contractual Exp	Judiciary and Courts	General Fund	12/16/2024	5,861.15
Language Line Services	Miscellaneous Contractual Exp	Judiciary and Courts	General Fund	12/16/2024	28.73
Warehouse Direct, Inc.	Office Supplies	Judiciary and Courts	General Fund	12/2/2024	43.34
Warehouse Direct, Inc.	Office Supplies	Judiciary and Courts	General Fund	12/2/2024	31.88
Warehouse Direct, Inc.	Office Supplies	Judiciary and Courts	General Fund	12/2/2024	39.75
Warehouse Direct, Inc.	Office Supplies	Judiciary and Courts	General Fund	12/16/2024	1,343.25
Warehouse Direct, Inc.	Office Supplies	Judiciary and Courts	General Fund	12/16/2024	755.31
Warehouse Direct, Inc.	Office Supplies	Judiciary and Courts	General Fund	12/16/2024	72.40
Warehouse Direct, Inc.	Office Supplies	Judiciary and Courts	General Fund	12/16/2024	18.26
JP Morgan Chase Bank N.A.	Office Supplies	Judiciary and Courts	General Fund	12/16/2024	104.73
Warehouse Direct, Inc.	Office Supplies	Judiciary and Courts	General Fund	12/30/2024	11.67

Warehouse Direct, Inc.	Office Supplies	Judiciary and Courts	General Fund	12/30/2024	41.20
Warehouse Direct, Inc.	Office Supplies	Judiciary and Courts	General Fund	12/30/2024	57.96
JP Morgan Chase Bank N.A.	Operating Supplies	Judiciary and Courts	General Fund	12/16/2024	349.99
JP Morgan Chase Bank N.A.	Operating Supplies	Judiciary and Courts	General Fund	12/16/2024	220.77
Just In Time Coffee LLC	Employee Recognition Supplies	Judiciary and Courts	General Fund	12/2/2024	48.00
Marberry Cleaners & Launderers	Uniform Supplies	Judiciary and Courts	General Fund	12/16/2024	40.65
JP Morgan Chase Bank N.A.	Conferences and Meetings	Circuit Clerk	General Fund	12/16/2024	347.96
Theresa E Barreiro	Conferences and Meetings	Circuit Clerk	General Fund	12/16/2024	377.95
Theresa E Barreiro	Conferences and Meetings	Circuit Clerk	General Fund	12/30/2024	208.00
Theresa E Barreiro	Employee Training	Circuit Clerk	General Fund	12/30/2024	96.00
Theresa E Barreiro	Employee Mileage Expense	Circuit Clerk	General Fund	12/16/2024	155.44
Theresa E Barreiro	Employee Mileage Expense	Circuit Clerk	General Fund	12/30/2024	151.42
DS Services of America, Inc. dba Primo Water NA	Office Supplies	Circuit Clerk	General Fund	12/16/2024	90.81
American Stamp & Marking Products, Inc.	Office Supplies	Circuit Clerk	General Fund	12/30/2024	149.49
Warehouse Direct, Inc.	Office Supplies	Circuit Clerk	General Fund	12/30/2024	30.36
Warehouse Direct, Inc.	Office Supplies	Circuit Clerk	General Fund	12/2/2024	392.63
Warehouse Direct, Inc.	Office Supplies	Circuit Clerk	General Fund	12/2/2024	72.67
WEX BANK	Fuel- Vehicles	Circuit Clerk	General Fund	12/30/2024	54.12
Jason M. Crowley	Employee Mileage Expense	Circuit Clerk	General Fund	12/16/2024	12.06
Rachel Gentile	Employee Mileage Expense	Circuit Clerk	General Fund	12/16/2024	46.90
Jessica Joerger	Employee Mileage Expense	Circuit Clerk	General Fund	12/16/2024	6.70
Jennifer Lauren Johnson	Employee Mileage Expense	Circuit Clerk	General Fund	12/16/2024	46.90
Megan Johnson	Employee Mileage Expense	Circuit Clerk	General Fund	12/16/2024	20.10
Michael John Kovach	Employee Mileage Expense	Circuit Clerk	General Fund	12/16/2024	27.47
Su H. Shanahan	Employee Mileage Expense	Circuit Clerk	General Fund	12/16/2024	23.45
Sonal M. Sikligar	Employee Mileage Expense	Circuit Clerk	General Fund	12/16/2024	26.80
Jennifer Zuttermeister	Employee Mileage Expense	Circuit Clerk	General Fund	12/16/2024	40.20
Penny Lange	Employee Mileage Expense	Circuit Clerk	General Fund	12/30/2024	22.78
E. Dianne Anderson	Employee Mileage Expense	Circuit Clerk	General Fund	12/30/2024	19.43
Deanna Brooks	Employee Mileage Expense	Circuit Clerk	General Fund	12/30/2024	28.81
Michele Bruens	Employee Mileage Expense	Circuit Clerk	General Fund	12/30/2024	38.19
Christine Foss	Employee Mileage Expense	Circuit Clerk	General Fund	12/2/2024	209.04
Kelly A. Lisner	Employee Mileage Expense	Circuit Clerk	General Fund	12/2/2024	143.38
Kelly A. Lisner	Employee Mileage Expense	Circuit Clerk	General Fund	12/16/2024	14.07
Joanne M. Hassler	Employee Mileage Expense	Circuit Clerk	General Fund	12/16/2024	6.03
MaryAnn Kabara	Employee Mileage Expense	Circuit Clerk	General Fund	12/16/2024	32.83
Shauna Kane	Employee Mileage Expense	Circuit Clerk	General Fund	12/16/2024	118.59
Lauren Kopf	Employee Mileage Expense	Circuit Clerk	General Fund	12/16/2024	16.08
Rebecca Lynch	Employee Mileage Expense	Circuit Clerk	General Fund	12/16/2024	40.20
Shirley L. Moline	Employee Mileage Expense	Circuit Clerk	General Fund	12/16/2024	13.40
Brianna Orton	Employee Mileage Expense	Circuit Clerk	General Fund	12/16/2024	104.52
Benjamin Adam Petschke	Employee Mileage Expense	Circuit Clerk	General Fund	12/16/2024	62.98
Carleen J. Bain	Employee Mileage Expense	Circuit Clerk	General Fund	12/16/2024	120.60
Quinn A. Bommelman	Employee Mileage Expense	Circuit Clerk	General Fund	12/16/2024	96.48
Marissa Brown	Employee Mileage Expense	Circuit Clerk	General Fund	12/16/2024	20.10
Janet Davis	Employee Mileage Expense	Circuit Clerk	General Fund	12/16/2024	22.78
Theodore James Farrell	Employee Mileage Expense	Circuit Clerk	General Fund	12/16/2024	48.24
Jennifer Volintine	Employee Mileage Expense	Circuit Clerk	General Fund	12/16/2024	22.11
Colby Whitman	Employee Mileage Expense	Circuit Clerk	General Fund	12/30/2024	26.80
Margaret Wlodek	Employee Mileage Expense	Circuit Clerk	General Fund	12/30/2024	52.93
Christine Foss	Employee Mileage Expense	Circuit Clerk	General Fund	12/30/2024	176.88
Micah Simmons	Employee Mileage Expense	Circuit Clerk	General Fund	12/30/2024	16.08
Josephine Lobrillo	Employee Mileage Expense	Circuit Clerk	General Fund	12/30/2024	10.05
Image-Pro Services & Supplies Inc	Office Supplies	Circuit Clerk	General Fund	12/2/2024	457.90
Image-Pro Services & Supplies Inc	Office Supplies	Circuit Clerk	General Fund	12/2/2024	510.67

Image-Pro Services & Supplies Inc	Office Supplies	Circuit Clerk	General Fund	12/30/2024	492.15
Statewide Publishing, LLC	Legal Services	Circuit Clerk	General Fund	12/16/2024	60.00
Statewide Publishing, LLC	Legal Services	Circuit Clerk	General Fund	12/16/2024	60.00
Statewide Publishing, LLC	Legal Services	Circuit Clerk	General Fund	12/16/2024	60.00
Statewide Publishing, LLC	Legal Services	Circuit Clerk	General Fund	12/16/2024	60.00
Statewide Publishing, LLC	Legal Services	Circuit Clerk	General Fund	12/16/2024	60.00
Statewide Publishing, LLC	Legal Services	Circuit Clerk	General Fund	12/16/2024	60.00
Statewide Publishing, LLC	Legal Services	Circuit Clerk	General Fund	12/16/2024	60.00
Statewide Publishing, LLC	Legal Services	Circuit Clerk	General Fund	12/30/2024	60.00
Statewide Publishing, LLC	Legal Services	Circuit Clerk	General Fund	12/30/2024	60.00
Statewide Publishing, LLC	Legal Services	Circuit Clerk	General Fund	12/30/2024	60.00
Statewide Publishing, LLC	Legal Services	Circuit Clerk	General Fund	12/30/2024	60.00
Statewide Publishing, LLC	Legal Services	Circuit Clerk	General Fund	12/30/2024	60.00
Statewide Publishing, LLC	Legal Services	Circuit Clerk	General Fund	12/30/2024	60.00
Statewide Publishing, LLC	Legal Services	Circuit Clerk	General Fund	12/30/2024	60.00
Shaw Suburban Media dba Shaw Media	Legal Services	Circuit Clerk	General Fund	12/30/2024	125.00
JP Morgan Chase Bank N.A.	Office Supplies	Circuit Clerk	General Fund	12/16/2024	100.38
[redacted]		State's Attorney	General Fund	12/2/2024	466.48
[redacted]		State's Attorney	General Fund	12/2/2024	158.95
[redacted]		State's Attorney	General Fund	12/2/2024	24.80
[redacted]		State's Attorney	General Fund	12/2/2024	951.00
[redacted]		State's Attorney	General Fund	12/16/2024	23.75
[redacted]		State's Attorney	General Fund	12/16/2024	28.01
[redacted]		State's Attorney	General Fund	12/16/2024	30.00
[redacted]		State's Attorney	General Fund	12/16/2024	26.00
[redacted]		State's Attorney	General Fund	12/30/2024	40.00
[redacted]		State's Attorney	General Fund	12/30/2024	15.00
[redacted]		State's Attorney	General Fund	12/30/2024	198.58
[redacted]		State's Attorney	General Fund	12/30/2024	38.00
[redacted]		State's Attorney	General Fund	12/2/2024	7,762.50
[redacted]		State's Attorney	General Fund	12/16/2024	316.96
Margaret (Peggy) R. Beddard	Court Reporter Costs	State's Attorney	General Fund	12/2/2024	232.00
Nicole M. Breytspraak	Court Reporter Costs	State's Attorney	General Fund	12/2/2024	68.00
MaryJo D'Avola	Court Reporter Costs	State's Attorney	General Fund	12/2/2024	33.25
MaryJo D'Avola	Court Reporter Costs	State's Attorney	General Fund	12/2/2024	892.00
Brenda D Gregory	Court Reporter Costs	State's Attorney	General Fund	12/2/2024	47.50
Kane County State's Attorney - Petty Cash	Court Reporter Costs	State's Attorney	General Fund	12/2/2024	32.00
Tabitha Joann Watson	Court Reporter Costs	State's Attorney	General Fund	12/2/2024	348.00
Tabitha Joann Watson	Court Reporter Costs	State's Attorney	General Fund	12/2/2024	456.00
Tabitha Joann Watson	Court Reporter Costs	State's Attorney	General Fund	12/16/2024	176.00
Kobald Reporting, Inc.	Court Reporter Costs	State's Attorney	General Fund	12/16/2024	38.50
Nicole M. Breytspraak	Court Reporter Costs	State's Attorney	General Fund	12/16/2024	72.00
Dana D. Bollman	Court Reporter Costs	State's Attorney	General Fund	12/16/2024	128.00
Jeanine Fassnacht	Court Reporter Costs	State's Attorney	General Fund	12/16/2024	1,080.00
Net Transcripts, Inc.	Court Reporter Costs	State's Attorney	General Fund	12/16/2024	832.06
Net Transcripts, Inc.	Court Reporter Costs	State's Attorney	General Fund	12/30/2024	933.86
Net Transcripts, Inc.	Court Reporter Costs	State's Attorney	General Fund	12/30/2024	4.50
Nicole M. Breytspraak	Court Reporter Costs	State's Attorney	General Fund	12/30/2024	428.00
Jennifer Campbell	Court Reporter Costs	State's Attorney	General Fund	12/30/2024	100.00
Kobald Reporting, Inc.	Court Reporter Costs	State's Attorney	General Fund	12/30/2024	264.00
Brenda D Gregory	Court Reporter Costs	State's Attorney	General Fund	12/30/2024	532.00
MaryJo D'Avola	Court Reporter Costs	State's Attorney	General Fund	12/30/2024	200.00
MaryJo D'Avola	Court Reporter Costs	State's Attorney	General Fund	12/30/2024	568.00
MaryJo D'Avola	Court Reporter Costs	State's Attorney	General Fund	12/30/2024	36.00
Impact Networking, LLC	Repairs and Maint- Copiers	State's Attorney	General Fund	12/2/2024	1,413.90

Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	State's Attorney	General Fund	12/2/2024	78.89
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	State's Attorney	General Fund	12/16/2024	12.97
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	State's Attorney	General Fund	12/30/2024	211.84
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	State's Attorney	General Fund	12/30/2024	62.41
Impact Networking, LLC	Repairs and Maint- Copiers	State's Attorney	General Fund	12/30/2024	1,210.00
Kane County State's Attorney - Petty Cash	Repairs and Maint- Vehicles	State's Attorney	General Fund	12/2/2024	49.27
Forest Printing Company	General Printing	State's Attorney	General Fund	12/30/2024	229.90
Ruth A. Walstra	Conferences and Meetings	State's Attorney	General Fund	12/2/2024	32.00
JP Morgan Chase Bank N.A.	Conferences and Meetings	State's Attorney	General Fund	12/16/2024	317.78
JP Morgan Chase Bank N.A.	Conferences and Meetings	State's Attorney	General Fund	12/16/2024	230.35
JP Morgan Chase Bank N.A.	Employee Training	State's Attorney	General Fund	12/16/2024	288.75
Riverwalk Seafood Grill dba Riverside Receptions	Employee Training	State's Attorney	General Fund	12/30/2024	300.00
Jamie L. Mosser	Employee Mileage Expense	State's Attorney	General Fund	12/30/2024	1,232.13
Illinois Prosecutors Bar Association	General Association Dues	State's Attorney	General Fund	12/30/2024	2,000.00
JP Morgan Chase Bank N.A.	Office Supplies	State's Attorney	General Fund	12/16/2024	745.34
Warehouse Direct, Inc.	Office Supplies	State's Attorney	General Fund	12/16/2024	230.53
Warehouse Direct, Inc.	Office Supplies	State's Attorney	General Fund	12/16/2024	123.32
Warehouse Direct, Inc.	Office Supplies	State's Attorney	General Fund	12/30/2024	33.88
A-Flex Label	Office Supplies	State's Attorney	General Fund	12/30/2024	2,756.50
DS Services of America, Inc. dba Primo Water NA	Operating Supplies	State's Attorney	General Fund	12/16/2024	988.66
JP Morgan Chase Bank N.A.	Operating Supplies	State's Attorney	General Fund	12/16/2024	535.00
JP Morgan Chase Bank N.A.	Operating Supplies	State's Attorney	General Fund	12/16/2024	867.94
Groot Recycling dba Accurate Document Destruction	Operating Supplies	State's Attorney	General Fund	12/30/2024	240.00
Groot Recycling dba Accurate Document Destruction	Operating Supplies	State's Attorney	General Fund	12/30/2024	180.00
Thomson Reuters GRC Inc. (West Government)	Books and Subscriptions	State's Attorney	General Fund	12/16/2024	4,953.00
Thomson Reuters GRC Inc. (West Government)	Books and Subscriptions	State's Attorney	General Fund	12/16/2024	2,829.18
JP Morgan Chase Bank N.A.	Computer Software- Non Capital	State's Attorney	General Fund	12/16/2024	-13.75
JP Morgan Chase Bank N.A.	Computer Hardware- Non Capital	State's Attorney	General Fund	12/16/2024	759.85
National Business Furniture, LLC	Office Furniture - Non-Capital	State's Attorney	General Fund	12/2/2024	6,048.70
JP Morgan Chase Bank N.A.	Office Furniture - Non-Capital	State's Attorney	General Fund	12/16/2024	7,064.14
WEX BANK	Fuel- Vehicles	State's Attorney	General Fund	12/16/2024	851.76
Enterprise Fleet Management, Inc.	Contractual/Consulting Services	State's Attorney	General Fund	12/2/2024	702.30
Enterprise Fleet Management, Inc.	Contractual/Consulting Services	State's Attorney	General Fund	12/2/2024	702.30
Enterprise Fleet Management, Inc.	Contractual/Consulting Services	State's Attorney	General Fund	12/2/2024	702.30
ForMed Insight, LLC	Contractual/Consulting Services	State's Attorney	General Fund	12/16/2024	750.00
A-1 Airport Limousine Service, Inc.	Conferences and Meetings	State's Attorney	General Fund	12/2/2024	218.53
Kane County State's Attorney - Petty Cash	Conferences and Meetings	State's Attorney	General Fund	12/2/2024	980.00
JP Morgan Chase Bank N.A.	Conferences and Meetings	State's Attorney	General Fund	12/16/2024	164.20
A-1 Airport Limousine Service, Inc.	Conferences and Meetings	State's Attorney	General Fund	12/30/2024	141.44
Groot Recycling dba Accurate Document Destruction	Operating Supplies	State's Attorney	General Fund	12/2/2024	240.00
JP Morgan Chase Bank N.A.	Operating Supplies	State's Attorney	General Fund	12/16/2024	1,057.65
DS Services of America, Inc. dba Primo Water NA	Operating Supplies	State's Attorney	General Fund	12/16/2024	-2.30
DS Services of America, Inc. dba Primo Water NA	Operating Supplies	State's Attorney	General Fund	12/16/2024	2.99
WEX BANK	Fuel- Vehicles	State's Attorney	General Fund	12/16/2024	41.19
JP Morgan Chase Bank N.A.	Conferences and Meetings	State's Attorney	General Fund	12/16/2024	2,084.74
Hillary R. Sadler	Conferences and Meetings	State's Attorney	General Fund	12/30/2024	166.00
JP Morgan Chase Bank N.A.	Employee Training	State's Attorney	General Fund	12/16/2024	450.00
The Council of State Governments, LTD	Employee Training	State's Attorney	General Fund	12/30/2024	63.49
The Council of State Governments, LTD	Employee Training	State's Attorney	General Fund	12/30/2024	985.46
[redacted]		Public Defender	General Fund	12/16/2024	99.66
[redacted]		Public Defender	General Fund	12/30/2024	12.50
[redacted]		Public Defender	General Fund	12/30/2024	25.00
[redacted]		Public Defender	General Fund	12/30/2024	160.00
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Public Defender	General Fund	12/16/2024	39.29
Christian Copple	Employee Training	Public Defender	General Fund	12/2/2024	591.61

Cayson E. Coyle	Employee Training	Public Defender	General Fund	12/2/2024	765.54
Bethany McLean	Employee Training	Public Defender	General Fund	12/2/2024	230.00
Nicole F. Salonen	Employee Training	Public Defender	General Fund	12/2/2024	267.77
JP Morgan Chase Bank N.A.	Employee Training	Public Defender	General Fund	12/16/2024	1,454.64
JP Morgan Chase Bank N.A.	Employee Training	Public Defender	General Fund	12/16/2024	50.00
Judy Kullenberg	Employee Training	Public Defender	General Fund	12/16/2024	178.00
Brenda Covey	Employee Training	Public Defender	General Fund	12/16/2024	553.26
Cecily Carlin	Employee Training	Public Defender	General Fund	12/30/2024	575.61
Groot Recycling dba Accurate Document Destruction	Miscellaneous Contractual Exp	Public Defender	General Fund	12/2/2024	735.90
JP Morgan Chase Bank N.A.	Miscellaneous Contractual Exp	Public Defender	General Fund	12/16/2024	15.99
Verizon Wireless	Miscellaneous Contractual Exp	Public Defender	General Fund	12/16/2024	966.02
JP Morgan Chase Bank N.A.	Miscellaneous Contractual Exp	Public Defender	General Fund	12/16/2024	5.06
Groot Recycling dba Accurate Document Destruction	Miscellaneous Contractual Exp	Public Defender	General Fund	12/30/2024	741.00
Britt Hawkins	Miscellaneous Contractual Exp	Public Defender	General Fund	12/30/2024	250.00
DS Services of America, Inc. dba Primo Water NA	Office Supplies	Public Defender	General Fund	12/2/2024	92.81
DS Services of America, Inc. dba Primo Water NA	Office Supplies	Public Defender	General Fund	12/2/2024	15.48
Warehouse Direct, Inc.	Office Supplies	Public Defender	General Fund	12/2/2024	144.33
Warehouse Direct, Inc.	Office Supplies	Public Defender	General Fund	12/16/2024	386.43
Warehouse Direct, Inc.	Office Supplies	Public Defender	General Fund	12/16/2024	-85.55
JP Morgan Chase Bank N.A.	Office Supplies	Public Defender	General Fund	12/16/2024	503.18
JP Morgan Chase Bank N.A.	Office Supplies	Public Defender	General Fund	12/16/2024	402.26
DS Services of America, Inc. dba Primo Water NA	Office Supplies	Public Defender	General Fund	12/16/2024	128.75
DS Services of America, Inc. dba Primo Water NA	Office Supplies	Public Defender	General Fund	12/16/2024	15.48
Insight Public Sector Inc	Office Supplies	Public Defender	General Fund	12/30/2024	456.00
Thomson Reuters GRC Inc. (West Government)	Books and Subscriptions	Public Defender	General Fund	12/2/2024	925.73
Thomson Reuters GRC Inc. (West Government)	Books and Subscriptions	Public Defender	General Fund	12/16/2024	4,694.48
Thomson Reuters GRC Inc. (West Government)	Books and Subscriptions	Public Defender	General Fund	12/16/2024	265.20
Thomson Reuters GRC Inc. (West Government)	Books and Subscriptions	Public Defender	General Fund	12/30/2024	925.73
Motorola Solutions Inc	Contractual/Consulting Services	Sheriff	General Fund	12/2/2024	10,624.00
Alexandra A. Tsang, Psy. D	Contractual/Consulting Services	Sheriff	General Fund	12/2/2024	2,500.00
Axon Enterprise, Inc.	Contractual/Consulting Services	Sheriff	General Fund	12/16/2024	5,555.04
Enhanced Administration Consulting, LLC	Contractual/Consulting Services	Sheriff	General Fund	12/16/2024	1,525.00
IL Department of Innovation & Technology (CMS)	Contractual/Consulting Services	Sheriff	General Fund	12/16/2024	942.40
Impact Networking, LLC	Contractual/Consulting Services	Sheriff	General Fund	12/16/2024	108.00
Enhanced Administration Consulting, LLC	Contractual/Consulting Services	Sheriff	General Fund	12/30/2024	2,050.00
Motorola Solutions Inc	Contractual/Consulting Services	Sheriff	General Fund	12/30/2024	0.00
Petty Cash-Sheriff	Medical/Dental/Hospital Services	Sheriff	General Fund	12/16/2024	1,552.69
Physicians Immediate Care Chicago, PLLC	Medical/Dental/Hospital Services	Sheriff	General Fund	12/16/2024	880.00
Physicians Immediate Care Chicago, PLLC	Medical/Dental/Hospital Services	Sheriff	General Fund	12/16/2024	880.00
Physicians Immediate Care Chicago, PLLC	Medical/Dental/Hospital Services	Sheriff	General Fund	12/16/2024	2,640.00
Petty Cash-Sheriff	Medical/Dental/Hospital Services	Sheriff	General Fund	12/30/2024	1,552.69
Petty Cash-Sheriff	Extradition Costs	Sheriff	General Fund	12/2/2024	64.00
Petty Cash-Sheriff	Extradition Costs	Sheriff	General Fund	12/2/2024	64.00
Petty Cash-Sheriff	Extradition Costs	Sheriff	General Fund	12/2/2024	64.00
Petty Cash-Sheriff	Extradition Costs	Sheriff	General Fund	12/2/2024	64.00
Petty Cash-Sheriff	Extradition Costs	Sheriff	General Fund	12/2/2024	128.00
Petty Cash-Sheriff	Extradition Costs	Sheriff	General Fund	12/2/2024	128.00
JP Morgan Chase Bank N.A.	Extradition Costs	Sheriff	General Fund	12/16/2024	1,728.81
JP Morgan Chase Bank N.A.	Extradition Costs	Sheriff	General Fund	12/16/2024	3,041.82
Petty Cash-Sheriff	Extradition Costs	Sheriff	General Fund	12/30/2024	64.00
Petty Cash-Sheriff	Extradition Costs	Sheriff	General Fund	12/30/2024	64.00
Petty Cash-Sheriff	Extradition Costs	Sheriff	General Fund	12/30/2024	128.00
Petty Cash-Sheriff	Extradition Costs	Sheriff	General Fund	12/30/2024	128.00
Petty Cash-Sheriff	Extradition Costs	Sheriff	General Fund	12/30/2024	128.00
Petty Cash-Sheriff	Extradition Costs	Sheriff	General Fund	12/30/2024	128.00

Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Sheriff	General Fund	12/2/2024	47.72
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Sheriff	General Fund	12/2/2024	90.94
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Sheriff	General Fund	12/16/2024	37.74
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Sheriff	General Fund	12/16/2024	36.76
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Sheriff	General Fund	12/16/2024	332.90
Insight Public Sector Inc	Repairs and Maint- Comm Equip	Sheriff	General Fund	12/30/2024	436.00
Insight Public Sector Inc	Repairs and Maint- Comm Equip	Sheriff	General Fund	12/30/2024	765.00
Insight Public Sector Inc	Repairs and Maint- Comm Equip	Sheriff	General Fund	12/30/2024	41.00
Insight Public Sector Inc	Repairs and Maint- Comm Equip	Sheriff	General Fund	12/30/2024	919.00
Insight Public Sector Inc	Repairs and Maint- Comm Equip	Sheriff	General Fund	12/30/2024	38.00
Insight Public Sector Inc	Repairs and Maint- Comm Equip	Sheriff	General Fund	12/30/2024	1,137.00
Insight Public Sector Inc	Repairs and Maint- Comm Equip	Sheriff	General Fund	12/30/2024	184.00
Insight Public Sector Inc	Repairs and Maint- Comm Equip	Sheriff	General Fund	12/30/2024	1,758.00
Insight Public Sector Inc	Repairs and Maint- Comm Equip	Sheriff	General Fund	12/30/2024	250.00
APC Stores, Inc (Bumper to Bumper)	Repairs and Maint- Vehicles	Sheriff	General Fund	12/2/2024	-10.00
APC Stores, Inc (Bumper to Bumper)	Repairs and Maint- Vehicles	Sheriff	General Fund	12/2/2024	73.39
APC Stores, Inc (Bumper to Bumper)	Repairs and Maint- Vehicles	Sheriff	General Fund	12/2/2024	180.59
APC Stores, Inc (Bumper to Bumper)	Repairs and Maint- Vehicles	Sheriff	General Fund	12/2/2024	31.17
Elburn NAPA, Inc. dba North Aurora NAPA	Repairs and Maint- Vehicles	Sheriff	General Fund	12/2/2024	206.70
Elburn NAPA, Inc. dba North Aurora NAPA	Repairs and Maint- Vehicles	Sheriff	General Fund	12/2/2024	-24.66
Elburn NAPA, Inc. dba North Aurora NAPA	Repairs and Maint- Vehicles	Sheriff	General Fund	12/2/2024	-159.56
Elburn NAPA, Inc. dba North Aurora NAPA	Repairs and Maint- Vehicles	Sheriff	General Fund	12/2/2024	208.98
Elburn NAPA, Inc. dba North Aurora NAPA	Repairs and Maint- Vehicles	Sheriff	General Fund	12/2/2024	132.57
Elburn NAPA, Inc. dba North Aurora NAPA	Repairs and Maint- Vehicles	Sheriff	General Fund	12/2/2024	244.08
Elburn NAPA, Inc. dba North Aurora NAPA	Repairs and Maint- Vehicles	Sheriff	General Fund	12/2/2024	-16.00
Elburn NAPA, Inc. dba North Aurora NAPA	Repairs and Maint- Vehicles	Sheriff	General Fund	12/2/2024	23.51
Elburn NAPA, Inc. dba North Aurora NAPA	Repairs and Maint- Vehicles	Sheriff	General Fund	12/2/2024	719.24
Elburn NAPA, Inc. dba North Aurora NAPA	Repairs and Maint- Vehicles	Sheriff	General Fund	12/2/2024	18.65
Cintas Corporation	Repairs and Maint- Vehicles	Sheriff	General Fund	12/2/2024	75.29
Cintas Corporation	Repairs and Maint- Vehicles	Sheriff	General Fund	12/2/2024	75.29
Havlicek Geneva Ace Hardware, LLC	Repairs and Maint- Vehicles	Sheriff	General Fund	12/2/2024	14.92
Pomp's Tire Service, Inc.	Repairs and Maint- Vehicles	Sheriff	General Fund	12/2/2024	686.76
Pomp's Tire Service, Inc.	Repairs and Maint- Vehicles	Sheriff	General Fund	12/2/2024	2,849.00
Pomp's Tire Service, Inc.	Repairs and Maint- Vehicles	Sheriff	General Fund	12/2/2024	1,646.12
Via Carlita, LLC dba Hawk Ford St. Charles	Repairs and Maint- Vehicles	Sheriff	General Fund	12/2/2024	40.28
Via Carlita, LLC dba Hawk Ford St. Charles	Repairs and Maint- Vehicles	Sheriff	General Fund	12/2/2024	67.79
Via Carlita, LLC dba Hawk Ford St. Charles	Repairs and Maint- Vehicles	Sheriff	General Fund	12/2/2024	1,136.63
Via Carlita, LLC dba Hawk Ford St. Charles	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	265.00
Via Carlita, LLC dba Hawk Ford St. Charles	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	211.74
Via Carlita, LLC dba Hawk Ford St. Charles	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	266.61
Pomp's Tire Service, Inc.	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	187.50
Strypes Plus More, Inc.	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	1,350.00
Battery Service Corporation	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	553.85
Bob Jass Chevrolet, Inc.	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	536.20
Havlicek Geneva Ace Hardware, LLC	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	22.08
Havlicek Geneva Ace Hardware, LLC	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	42.10
Hollywood Tools, LLC	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	58.00
JP Morgan Chase Bank N.A.	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	22.95
JP Morgan Chase Bank N.A.	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	1,141.65
Liberty Tire Recycling Holdco, LLC	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	435.29
Menards, Inc.	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	20.98
Cintas Corporation	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	75.29
Cintas Corporation	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	75.29
Elburn NAPA, Inc. dba North Aurora NAPA	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	162.72
Elburn NAPA, Inc. dba North Aurora NAPA	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	-18.00

Elburn NAPA, Inc. dba North Aurora NAPA	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	243.65
Elburn NAPA, Inc. dba North Aurora NAPA	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	389.34
Elburn NAPA, Inc. dba North Aurora NAPA	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	38.46
Elburn NAPA, Inc. dba North Aurora NAPA	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	29.73
Elburn NAPA, Inc. dba North Aurora NAPA	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	42.13
APC Stores, Inc (Bumper to Bumper)	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	120.97
APC Stores, Inc (Bumper to Bumper)	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	224.92
APC Stores, Inc (Bumper to Bumper)	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	104.85
APC Stores, Inc (Bumper to Bumper)	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	-1.86
APC Stores, Inc (Bumper to Bumper)	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	33.04
Weldstar Company	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	19.84
Fox Valley Glass, Inc.	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	750.00
Al Piemonte Cadillac Inc dba St. Charles Chrysler	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	-75.00
Al Piemonte Cadillac Inc dba St. Charles Chrysler	Repairs and Maint- Vehicles	Sheriff	General Fund	12/16/2024	813.00
West Professional Auto Repair E dba Classic Towing	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	375.00
West Professional Auto Repair E dba Classic Towing	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	375.00
APC Stores, Inc (Bumper to Bumper)	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	23.43
APC Stores, Inc (Bumper to Bumper)	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	38.52
APC Stores, Inc (Bumper to Bumper)	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	7.18
APC Stores, Inc (Bumper to Bumper)	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	38.52
APC Stores, Inc (Bumper to Bumper)	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	21.58
APC Stores, Inc (Bumper to Bumper)	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	135.90
APC Stores, Inc (Bumper to Bumper)	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	-18.00
APC Stores, Inc (Bumper to Bumper)	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	128.79
APC Stores, Inc (Bumper to Bumper)	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	246.91
APC Stores, Inc (Bumper to Bumper)	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	24.40
APC Stores, Inc (Bumper to Bumper)	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	41.36
Elburn NAPA, Inc. dba North Aurora NAPA	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	495.00
Elburn NAPA, Inc. dba North Aurora NAPA	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	16.00
Elburn NAPA, Inc. dba North Aurora NAPA	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	871.59
Elburn NAPA, Inc. dba North Aurora NAPA	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	101.24
Elburn NAPA, Inc. dba North Aurora NAPA	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	852.95
Cintas Corporation	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	75.29
Cintas Corporation	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	75.29
Dazzo's Auto Repair, Inc.	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	175.00
Dazzo's Auto Repair, Inc.	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	175.00
Dazzo's Auto Repair, Inc.	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	185.20
Duke & Lee's Johnsons Garage and Towing, Inc.	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	321.00
Duke & Lee's Johnsons Garage and Towing, Inc.	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	300.20
Duke & Lee's Johnsons Garage and Towing, Inc.	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	263.80
Duke & Lee's Johnsons Garage and Towing, Inc.	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	221.00
Duke & Lee's Johnsons Garage and Towing, Inc.	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	339.60
Chad's Towing & Recovery, Inc.	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	276.00
Chad's Towing & Recovery, Inc.	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	175.00
Chad's Towing & Recovery, Inc.	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	200.00
Chad's Towing & Recovery, Inc.	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	312.00
Chad's Towing & Recovery, Inc.	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	312.00
Via Carlita, LLC dba Hawk Ford St. Charles	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	235.50
Via Carlita, LLC dba Hawk Ford St. Charles	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	114.61
Via Carlita, LLC dba Hawk Ford St. Charles	Repairs and Maint- Vehicles	Sheriff	General Fund	12/30/2024	40.00
College of DuPage	Employee Training	Sheriff	General Fund	12/2/2024	4,696.00
Petty Cash-Sheriff	Employee Training	Sheriff	General Fund	12/2/2024	260.00
Petty Cash-Sheriff	Employee Training	Sheriff	General Fund	12/2/2024	354.00
Petty Cash-Sheriff	Employee Training	Sheriff	General Fund	12/16/2024	32.00
Petty Cash-Sheriff	Employee Training	Sheriff	General Fund	12/16/2024	242.00

Petty Cash-Sheriff	Employee Training	Sheriff	General Fund	12/16/2024	378.00
JP Morgan Chase Bank N.A.	Employee Training	Sheriff	General Fund	12/16/2024	761.47
JP Morgan Chase Bank N.A.	Employee Training	Sheriff	General Fund	12/16/2024	10,229.68
Lexipol, LLC	Employee Training	Sheriff	General Fund	12/16/2024	19,791.95
North East Multi-Regional Training Inc	Employee Training	Sheriff	General Fund	12/30/2024	250.00
Petty Cash-Sheriff	Employee Training	Sheriff	General Fund	12/30/2024	133.98
Petty Cash-Sheriff	Employee Training	Sheriff	General Fund	12/30/2024	260.00
JP Morgan Chase Bank N.A.	Sheriff Reimbursable Expense	Sheriff	General Fund	12/16/2024	354.30
JP Morgan Chase Bank N.A.	Sheriff Reimbursable Expense	Sheriff	General Fund	12/16/2024	555.25
JP Morgan Chase Bank N.A.	Sheriff Reimbursable Expense	Sheriff	General Fund	12/16/2024	112.11
JP Morgan Chase Bank N.A.	Sheriff Reimbursable Expense	Sheriff	General Fund	12/16/2024	176.35
JP Morgan Chase Bank N.A.	Sheriff Reimbursable Expense	Sheriff	General Fund	12/16/2024	3,233.25
JP Morgan Chase Bank N.A.	Office Supplies	Sheriff	General Fund	12/16/2024	61.86
LAN Marketing LTD dba LAN Office Furnishings	Operating Supplies	Sheriff	General Fund	12/2/2024	189.00
Petty Cash-Sheriff	Operating Supplies	Sheriff	General Fund	12/16/2024	2,400.00
Ray O'Herron Co., Inc.	Operating Supplies	Sheriff	General Fund	12/16/2024	225.08
Valley Lock Company, Inc.	Operating Supplies	Sheriff	General Fund	12/16/2024	296.34
Fox Valley Park District	Operating Supplies	Sheriff	General Fund	12/16/2024	500.00
JP Morgan Chase Bank N.A.	Operating Supplies	Sheriff	General Fund	12/16/2024	5.00
JP Morgan Chase Bank N.A.	Operating Supplies	Sheriff	General Fund	12/16/2024	1,362.56
JP Morgan Chase Bank N.A.	Operating Supplies	Sheriff	General Fund	12/16/2024	81.22
JP Morgan Chase Bank N.A.	Operating Supplies	Sheriff	General Fund	12/16/2024	411.80
JP Morgan Chase Bank N.A.	Operating Supplies	Sheriff	General Fund	12/16/2024	4,428.57
Checkpoint Press dba The Blue Line	Operating Supplies	Sheriff	General Fund	12/30/2024	298.00
CivicPlus, LLC	Operating Supplies	Sheriff	General Fund	12/30/2024	4,397.40
JP Morgan Chase Bank N.A.	S.W.A.T. Supplies	Sheriff	General Fund	12/16/2024	-2,461.48
Streicher's, Inc.	S.W.A.T. Supplies	Sheriff	General Fund	12/16/2024	783.00
Ray O'Herron Co., Inc.	Uniform Supplies	Sheriff	General Fund	12/2/2024	1,418.00
Ray O'Herron Co., Inc.	Uniform Supplies	Sheriff	General Fund	12/2/2024	287.60
Ray O'Herron Co., Inc.	Uniform Supplies	Sheriff	General Fund	12/2/2024	20.18
Ray O'Herron Co., Inc.	Uniform Supplies	Sheriff	General Fund	12/2/2024	155.98
Ray O'Herron Co., Inc.	Uniform Supplies	Sheriff	General Fund	12/16/2024	25.13
Ray O'Herron Co., Inc.	Uniform Supplies	Sheriff	General Fund	12/16/2024	525.78
Ray O'Herron Co., Inc.	Uniform Supplies	Sheriff	General Fund	12/16/2024	463.37
Ray O'Herron Co., Inc.	Uniform Supplies	Sheriff	General Fund	12/16/2024	288.99
Ray O'Herron Co., Inc.	Uniform Supplies	Sheriff	General Fund	12/16/2024	340.14
Ray O'Herron Co., Inc.	Uniform Supplies	Sheriff	General Fund	12/16/2024	229.50
Ray O'Herron Co., Inc.	Uniform Supplies	Sheriff	General Fund	12/16/2024	31.62
Ray O'Herron Co., Inc.	Uniform Supplies	Sheriff	General Fund	12/16/2024	169.58
Ray O'Herron Co., Inc.	Uniform Supplies	Sheriff	General Fund	12/16/2024	35.73
Ray O'Herron Co., Inc.	Uniform Supplies	Sheriff	General Fund	12/16/2024	93.49
JP Morgan Chase Bank N.A.	Uniform Supplies	Sheriff	General Fund	12/16/2024	151.18
JP Morgan Chase Bank N.A.	Uniform Supplies	Sheriff	General Fund	12/16/2024	748.01
Petty Cash-Sheriff	Uniform Supplies	Sheriff	General Fund	12/30/2024	300.00
Petty Cash-Sheriff	Uniform Supplies	Sheriff	General Fund	12/30/2024	300.00
Petty Cash-Sheriff	Uniform Supplies	Sheriff	General Fund	12/30/2024	300.00
Streicher's, Inc.	Uniform Supplies	Sheriff	General Fund	12/30/2024	668.00
Al Warren Oil Company, Inc.	Fuel- Vehicles	Sheriff	General Fund	12/2/2024	6,062.42
Al Warren Oil Company, Inc.	Fuel- Vehicles	Sheriff	General Fund	12/16/2024	4,293.38
WEX BANK	Fuel- Vehicles	Sheriff	General Fund	12/16/2024	27,555.61
Al Warren Oil Company, Inc.	Fuel- Vehicles	Sheriff	General Fund	12/30/2024	5,043.06
COPS Testing Service Inc	Medical/Dental/Hospital Services	Sheriff	General Fund	12/2/2024	500.00
Wagner Investigative Polygraph Service	Medical/Dental/Hospital Services	Sheriff	General Fund	12/2/2024	500.00
Wellpath, LLC	Medical/Dental/Hospital Services	Sheriff	General Fund	12/16/2024	318,488.70
COPS Testing Service Inc	Medical/Dental/Hospital Services	Sheriff	General Fund	12/16/2024	500.00

COPS Testing Service Inc	Medical/Dental/Hospital Services	Sheriff	General Fund	12/16/2024	500.00
Lighthouse Recovery, Inc.	Medical/Dental/Hospital Services	Sheriff	General Fund	12/16/2024	25,000.00
Petty Cash-Sheriff	Medical/Dental/Hospital Services	Sheriff	General Fund	12/16/2024	6,265.00
Physicians Immediate Care Chicago, PLLC	Medical/Dental/Hospital Services	Sheriff	General Fund	12/16/2024	880.00
Physicians Immediate Care Chicago, PLLC	Medical/Dental/Hospital Services	Sheriff	General Fund	12/16/2024	555.00
Physicians Immediate Care Chicago, PLLC	Medical/Dental/Hospital Services	Sheriff	General Fund	12/16/2024	2,540.00
Physicians Immediate Care Chicago, PLLC	Medical/Dental/Hospital Services	Sheriff	General Fund	12/30/2024	880.00
COPS Testing Service Inc	Medical/Dental/Hospital Services	Sheriff	General Fund	12/30/2024	1,500.00
Stericycle, Inc.	Disposal and Water Softener Srvs	Sheriff	General Fund	12/2/2024	315.65
Stericycle, Inc.	Disposal and Water Softener Srvs	Sheriff	General Fund	12/16/2024	315.65
Groot Recycling dba Accurate Document Destruction	Disposal and Water Softener Srvs	Sheriff	General Fund	12/16/2024	423.36
JP Morgan Chase Bank N.A.	Repairs and Maint- Comm Equip	Sheriff	General Fund	12/16/2024	2,440.28
Warehouse Direct, Inc.	Repairs and Maint- Equipment	Sheriff	General Fund	12/16/2024	284.75
Insight Public Sector Inc	Repairs and Maint- Equipment	Sheriff	General Fund	12/30/2024	259.00
Insight Public Sector Inc	Repairs and Maint- Equipment	Sheriff	General Fund	12/30/2024	765.00
The Tree House, Inc.	Repairs and Maint- Equipment	Sheriff	General Fund	12/30/2024	315.88
North East Multi-Regional Training Inc	Employee Training	Sheriff	General Fund	12/2/2024	255.00
JP Morgan Chase Bank N.A.	Employee Training	Sheriff	General Fund	12/16/2024	475.00
JP Morgan Chase Bank N.A.	Employee Training	Sheriff	General Fund	12/16/2024	150.00
JP Morgan Chase Bank N.A.	Employee Training	Sheriff	General Fund	12/16/2024	560.93
Van Meter & Associates, Inc.	Operating Supplies	Sheriff	General Fund	12/2/2024	165.00
Warehouse Direct, Inc.	Operating Supplies	Sheriff	General Fund	12/16/2024	284.75
Warehouse Direct, Inc.	Operating Supplies	Sheriff	General Fund	12/16/2024	284.75
Warehouse Direct, Inc.	Operating Supplies	Sheriff	General Fund	12/16/2024	284.75
Air One Equipment, Inc.	Operating Supplies	Sheriff	General Fund	12/16/2024	82.00
JP Morgan Chase Bank N.A.	Operating Supplies	Sheriff	General Fund	12/16/2024	90.94
JP Morgan Chase Bank N.A.	Operating Supplies	Sheriff	General Fund	12/16/2024	82.00
Valdes LLC	Operating Supplies	Sheriff	General Fund	12/16/2024	999.25
Valdes LLC	Operating Supplies	Sheriff	General Fund	12/16/2024	999.25
Valdes LLC	Operating Supplies	Sheriff	General Fund	12/16/2024	999.25
Avani L. Hunter	Operating Supplies	Sheriff	General Fund	12/30/2024	600.00
Warehouse Direct, Inc.	Operating Supplies	Sheriff	General Fund	12/30/2024	284.75
P.F. Pettibone & Co.	Uniform Supplies	Sheriff	General Fund	12/2/2024	472.80
Ray O'Herron Co., Inc.	Uniform Supplies	Sheriff	General Fund	12/2/2024	505.32
Ray O'Herron Co., Inc.	Uniform Supplies	Sheriff	General Fund	12/2/2024	439.88
Ray O'Herron Co., Inc.	Uniform Supplies	Sheriff	General Fund	12/2/2024	688.91
Ray O'Herron Co., Inc.	Uniform Supplies	Sheriff	General Fund	12/2/2024	412.96
Ray O'Herron Co., Inc.	Uniform Supplies	Sheriff	General Fund	12/2/2024	332.22
Ray O'Herron Co., Inc.	Uniform Supplies	Sheriff	General Fund	12/2/2024	332.22
Ray O'Herron Co., Inc.	Uniform Supplies	Sheriff	General Fund	12/2/2024	20.18
Ray O'Herron Co., Inc.	Uniform Supplies	Sheriff	General Fund	12/2/2024	15.56
Ray O'Herron Co., Inc.	Uniform Supplies	Sheriff	General Fund	12/2/2024	339.15
Ray O'Herron Co., Inc.	Uniform Supplies	Sheriff	General Fund	12/2/2024	666.87
Ray O'Herron Co., Inc.	Uniform Supplies	Sheriff	General Fund	12/16/2024	444.75
Ray O'Herron Co., Inc.	Uniform Supplies	Sheriff	General Fund	12/16/2024	36.24
Ray O'Herron Co., Inc.	Uniform Supplies	Sheriff	General Fund	12/16/2024	131.24
Ray O'Herron Co., Inc.	Uniform Supplies	Sheriff	General Fund	12/16/2024	23.29
Cintas Corporation	Uniform Supplies	Sheriff	General Fund	12/16/2024	61.58
Cintas Corporation	Uniform Supplies	Sheriff	General Fund	12/16/2024	61.58
Cintas Corporation	Uniform Supplies	Sheriff	General Fund	12/16/2024	61.58
Cintas Corporation	Uniform Supplies	Sheriff	General Fund	12/16/2024	61.58
Cintas Corporation	Uniform Supplies	Sheriff	General Fund	12/30/2024	61.58
Cintas Corporation	Uniform Supplies	Sheriff	General Fund	12/30/2024	61.58
Cintas Corporation	Uniform Supplies	Sheriff	General Fund	12/30/2024	60.19
Axon Enterprise, Inc.	Weapons and Ammunition	Sheriff	General Fund	12/30/2024	265.50

Axon Enterprise, Inc.	Weapons and Ammunition	Sheriff	General Fund	12/30/2024	4,599.63
Aramark Services, Inc.	Food	Sheriff	General Fund	12/2/2024	31.32
Securus Monitor. dba Satellite Tracking of People	Food	Sheriff	General Fund	12/2/2024	400.00
Securus Monitor. dba Satellite Tracking of People	Food	Sheriff	General Fund	12/2/2024	9,174.00
Petty Cash-Sheriff	Food	Sheriff	General Fund	12/2/2024	18.26
Porfirio Roman Ramirez	Food	Sheriff	General Fund	12/2/2024	2,800.00
Porfirio Roman Ramirez	Food	Sheriff	General Fund	12/16/2024	2,800.00
Petty Cash-Sheriff	Food	Sheriff	General Fund	12/16/2024	15.00
Petty Cash-Sheriff	Food	Sheriff	General Fund	12/16/2024	16.00
Petty Cash-Sheriff	Food	Sheriff	General Fund	12/16/2024	16.00
Petty Cash-Sheriff	Food	Sheriff	General Fund	12/16/2024	30.00
Petty Cash-Sheriff	Food	Sheriff	General Fund	12/16/2024	30.00
Securus Monitor. dba Satellite Tracking of People	Food	Sheriff	General Fund	12/16/2024	9,120.00
Aramark Services, Inc.	Food	Sheriff	General Fund	12/16/2024	10,583.44
Aramark Services, Inc.	Food	Sheriff	General Fund	12/16/2024	47.70
DeKalb County Government	Food	Sheriff	General Fund	12/16/2024	2,250.00
DS Services of America, Inc. dba Primo Water NA	Food	Sheriff	General Fund	12/16/2024	44.93
DS Services of America, Inc. dba Primo Water NA	Food	Sheriff	General Fund	12/16/2024	525.09
DS Services of America, Inc. dba Primo Water NA	Food	Sheriff	General Fund	12/16/2024	7.98
DS Services of America, Inc. dba Primo Water NA	Food	Sheriff	General Fund	12/16/2024	2.99
Aramark Services, Inc.	Food	Sheriff	General Fund	12/16/2024	10,524.46
Aramark Services, Inc.	Food	Sheriff	General Fund	12/16/2024	10,811.12
Aramark Services, Inc.	Food	Sheriff	General Fund	12/16/2024	10,821.36
Aramark Services, Inc.	Food	Sheriff	General Fund	12/16/2024	43.74
Aramark Services, Inc.	Food	Sheriff	General Fund	12/16/2024	37.44
Aramark Services, Inc.	Food	Sheriff	General Fund	12/30/2024	27,779.96
Aramark Services, Inc.	Food	Sheriff	General Fund	12/30/2024	56.34
Aramark Services, Inc.	Food	Sheriff	General Fund	12/30/2024	16,879.80
County of McHenry Sheriffs Police	Food	Sheriff	General Fund	12/30/2024	42,560.00
Porfirio Roman Ramirez	Food	Sheriff	General Fund	12/30/2024	3,600.00
Axon Enterprise, Inc.	Contractual/Consulting Services	Sheriff	General Fund	12/16/2024	6,280.90
Lexipol, LLC	Repairs and Maint- Comm Equip	Sheriff	General Fund	12/2/2024	11,363.66
Impact Networking, LLC	Repairs and Maint- Equipment	Sheriff	General Fund	12/16/2024	145.74
North East Multi-Regional Training Inc	Employee Training	Sheriff	General Fund	12/2/2024	255.00
Warehouse Direct, Inc.	Office Supplies	Sheriff	General Fund	12/16/2024	94.42
Med-Tech Resource, LLC	Operating Supplies	Sheriff	General Fund	12/30/2024	696.01
Ray O'Herron Co., Inc.	Uniform Supplies	Sheriff	General Fund	12/2/2024	967.11
Ray O'Herron Co., Inc.	Uniform Supplies	Sheriff	General Fund	12/2/2024	259.11
J.G. Uniforms, Inc.	Uniform Supplies	Sheriff	General Fund	12/30/2024	245.00
J.G. Uniforms, Inc.	Uniform Supplies	Sheriff	General Fund	12/30/2024	260.00
Peter J. Burgert	Employee Mileage Expense	Merit Commission	General Fund	12/30/2024	187.60
Resource Management Associates	Entrance/Promotional Testing	Merit Commission	General Fund	12/2/2024	2,131.20
Image-Pro Services & Supplies Inc	Office Supplies	Merit Commission	General Fund	12/2/2024	842.22
JP Morgan Chase Bank N.A.	Software Licensing Cost	Court Services	General Fund	12/16/2024	119.99
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Court Services	General Fund	12/2/2024	181.76
Impact Networking, LLC	Repairs and Maint- Copiers	Court Services	General Fund	12/16/2024	63.25
Rene Cruz	Conferences and Meetings	Court Services	General Fund	12/2/2024	237.32
Christine Downs	Conferences and Meetings	Court Services	General Fund	12/2/2024	98.00
JP Morgan Chase Bank N.A.	Operating Supplies	Court Services	General Fund	12/16/2024	259.99
Warehouse Direct, Inc.	Operating Supplies	Court Services	General Fund	12/30/2024	38.38
Christopher J. Starkovich	Postage	Court Services	General Fund	12/2/2024	10.45
JP Morgan Chase Bank N.A.	Miscellaneous Supplies	Court Services	General Fund	12/16/2024	2,109.49
Redwood Toxicology Inc.	Lab Services	Court Services	General Fund	12/2/2024	2,661.65
Redwood Toxicology Inc.	Lab Services	Court Services	General Fund	12/2/2024	566.22
Redwood Toxicology Inc.	Lab Services	Court Services	General Fund	12/2/2024	421.61

Redwood Toxicology Inc.	Lab Services	Court Services	General Fund	12/2/2024	1,547.51
Redwood Toxicology Inc.	Lab Services	Court Services	General Fund	12/16/2024	368.63
Redwood Toxicology Inc.	Lab Services	Court Services	General Fund	12/30/2024	1,442.65
Redwood Toxicology Inc.	Lab Services	Court Services	General Fund	12/30/2024	1,431.75
Redwood Toxicology Inc.	Lab Services	Court Services	General Fund	12/30/2024	2,347.96
Redwood Toxicology Inc.	Lab Services	Court Services	General Fund	12/30/2024	490.05
Redwood Toxicology Inc.	Lab Services	Court Services	General Fund	12/30/2024	374.07
Eco Clean Maintenance, Inc.	Janitorial Services	Court Services	General Fund	12/16/2024	1,112.00
Eco Clean Maintenance, Inc.	Janitorial Services	Court Services	General Fund	12/16/2024	1,112.00
Eco Clean Maintenance, Inc.	Janitorial Services	Court Services	General Fund	12/30/2024	1,112.00
Motorola Solutions Inc	Repairs and Maint- Comm Equip	Court Services	General Fund	12/2/2024	356.00
Motorola Solutions Inc	Repairs and Maint- Comm Equip	Court Services	General Fund	12/30/2024	356.00
Lagrove, LLC	Building Space Rental	Court Services	General Fund	12/16/2024	2,891.92
Julie Cho-Valldejuli	Repairs and Maint- Vehicles	Court Services	General Fund	12/16/2024	35.94
JP Morgan Chase Bank N.A.	Conferences and Meetings	Court Services	General Fund	12/16/2024	215.93
Stephen Sells	Conferences and Meetings	Court Services	General Fund	12/16/2024	98.49
Sarah L. Keef	Employee Mileage Expense	Court Services	General Fund	12/16/2024	34.84
DS Services of America, Inc. dba Primo Water NA	Miscellaneous Contractual Exp	Court Services	General Fund	12/16/2024	27.94
DS Services of America, Inc. dba Primo Water NA	Miscellaneous Contractual Exp	Court Services	General Fund	12/16/2024	197.60
JP Morgan Chase Bank N.A.	Miscellaneous Contractual Exp	Court Services	General Fund	12/16/2024	329.60
Warehouse Direct, Inc.	Office Supplies	Court Services	General Fund	12/2/2024	770.52
Insight Public Sector Inc	Operating Supplies	Court Services	General Fund	12/2/2024	1,368.00
The Tree House, Inc.	Operating Supplies	Court Services	General Fund	12/2/2024	494.25
JP Morgan Chase Bank N.A.	Operating Supplies	Court Services	General Fund	12/16/2024	588.42
The Tree House, Inc.	Computer Related Supplies	Court Services	General Fund	12/2/2024	2,068.80
JP Morgan Chase Bank N.A.	Books and Subscriptions	Court Services	General Fund	12/16/2024	198.00
WEX BANK	Fuel- Vehicles	Court Services	General Fund	12/16/2024	531.64
JP Morgan Chase Bank N.A.	Miscellaneous Supplies	Court Services	General Fund	12/16/2024	36.96
Association for Individual Development (AID)	Psychological/Psychiatric Srvs	Court Services	General Fund	12/2/2024	1,836.67
Association for Individual Development (AID)	Psychological/Psychiatric Srvs	Court Services	General Fund	12/16/2024	1,836.67
Ecker Center for Mental Health	Psychological/Psychiatric Srvs	Court Services	General Fund	12/16/2024	2,500.00
Redwood Toxicology Inc.	Lab Services	Court Services	General Fund	12/2/2024	697.57
Redwood Toxicology Inc.	Lab Services	Court Services	General Fund	12/30/2024	814.56
JP Morgan Chase Bank N.A.	Drug Court Graduation Supplies	Court Services	General Fund	12/16/2024	108.70
Chicago Transit Authority	Incentives	Court Services	General Fund	12/30/2024	1,860.00
Julissa Gonzalez	Peer Group Activities Supplies	Court Services	General Fund	12/30/2024	11.98
Julissa Gonzalez	Peer Group Activities Supplies	Court Services	General Fund	12/30/2024	16.00
JP Morgan Chase Bank N.A.	Miscellaneous Supplies	Court Services	General Fund	12/16/2024	133.76
Redwood Toxicology Inc.	Lab Services	Court Services	General Fund	12/2/2024	2,211.65
Waste Management of Illinois - West	Repairs and Maint- Buildings	Court Services	General Fund	12/2/2024	200.54
Waste Management of Illinois - West	Repairs and Maint- Buildings	Court Services	General Fund	12/30/2024	200.54
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Court Services	General Fund	12/2/2024	13.32
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Court Services	General Fund	12/30/2024	9.71
Lagrove, LLC	Building Space Rental	Court Services	General Fund	12/16/2024	2,891.91
SC Auto Inc DBA Midas Auto Service	Repairs and Maint- Vehicles	Court Services	General Fund	12/2/2024	1,268.96
Via Carlita, LLC dba Hawk Ford St. Charles	Repairs and Maint- Vehicles	Court Services	General Fund	12/30/2024	1,123.18
DS Services of America, Inc. dba Primo Water NA	Miscellaneous Contractual Exp	Court Services	General Fund	12/16/2024	42.91
Warehouse Direct, Inc.	Office Supplies	Court Services	General Fund	12/2/2024	438.50
Warehouse Direct, Inc.	Office Supplies	Court Services	General Fund	12/2/2024	36.32
Warehouse Direct, Inc.	Office Supplies	Court Services	General Fund	12/2/2024	68.38
Warehouse Direct, Inc.	Office Supplies	Court Services	General Fund	12/16/2024	4.89
Warehouse Direct, Inc.	Office Supplies	Court Services	General Fund	12/16/2024	523.09
JP Morgan Chase Bank N.A.	Office Supplies	Court Services	General Fund	12/16/2024	359.72
Warehouse Direct, Inc.	Office Supplies	Court Services	General Fund	12/30/2024	96.56
Warehouse Direct, Inc.	Office Supplies	Court Services	General Fund	12/30/2024	45.98

The Tree House, Inc.	Operating Supplies	Court Services	General Fund	12/2/2024	1,631.14
Warehouse Direct, Inc.	Operating Supplies	Court Services	General Fund	12/16/2024	206.44
JP Morgan Chase Bank N.A.	Operating Supplies	Court Services	General Fund	12/16/2024	890.94
Warehouse Direct, Inc.	Medical Supplies and Drugs	Court Services	General Fund	12/16/2024	36.78
Redwood Toxicology Inc.	Medical Supplies and Drugs	Court Services	General Fund	12/30/2024	140.50
WEX BANK	Fuel- Vehicles	Court Services	General Fund	12/16/2024	99.45
JP Morgan Chase Bank N.A.	Miscellaneous Supplies	Court Services	General Fund	12/16/2024	3,022.17
One Hope United	Juvenile Board and Care	Court Services	General Fund	12/2/2024	19,105.26
One Hope United	Juvenile Board and Care	Court Services	General Fund	12/30/2024	6,958.00
Family Service Association of Greater Elgin Area	Contractual/Consulting Services	Court Services	General Fund	12/2/2024	1,400.00
Advanced Correctional Healthcare, Inc.	Medical/Dental/Hospital Services	Court Services	General Fund	12/30/2024	37,817.23
Symphony Diagnostic Svcs No. 1 dba MobilexUSA	Medical/Dental/Hospital Services	Court Services	General Fund	12/30/2024	1,080.00
Bob Barker Company Inc	Juvenile Board and Care	Court Services	General Fund	12/2/2024	1,123.96
Bob Barker Company Inc	Juvenile Board and Care	Court Services	General Fund	12/16/2024	4,842.38
Bob Barker Company Inc	Juvenile Board and Care	Court Services	General Fund	12/16/2024	7,899.40
Charm-Tex, Inc.	Juvenile Board and Care	Court Services	General Fund	12/16/2024	824.50
JP Morgan Chase Bank N.A.	Juvenile Board and Care	Court Services	General Fund	12/16/2024	127.90
Garcia Clinical Laboratory, Inc.	Lab Services	Court Services	General Fund	12/2/2024	539.00
Redwood Toxicology Inc.	Lab Services	Court Services	General Fund	12/2/2024	140.50
Redwood Toxicology Inc.	Lab Services	Court Services	General Fund	12/2/2024	31.80
Redwood Toxicology Inc.	Lab Services	Court Services	General Fund	12/16/2024	68.90
Secure Technology Value Solutions, Inc.	Repairs and Maint- Comm Equip	Court Services	General Fund	12/2/2024	285,000.00
Convergint Technologies LLC	Repairs and Maint- Comm Equip	Court Services	General Fund	12/2/2024	5,742.45
Convergint Technologies LLC	Repairs and Maint- Comm Equip	Court Services	General Fund	12/16/2024	472.70
Blade Electric & Technologies, LLC	Repairs and Maint- Comm Equip	Court Services	General Fund	12/16/2024	3,210.00
Top Shot CKR, Inc.	Repairs and Maint- Equipment	Court Services	General Fund	12/16/2024	1,934.07
JKM Training, Inc.	Employee Training	Court Services	General Fund	12/2/2024	796.28
JP Morgan Chase Bank N.A.	General Association Dues	Court Services	General Fund	12/16/2024	80.00
Marberry Cleaners & Launderers	Miscellaneous Contractual Exp	Court Services	General Fund	12/2/2024	12.95
Jimmie Roby	Miscellaneous Contractual Exp	Court Services	General Fund	12/16/2024	120.00
Sysco Food Services Chicago	Miscellaneous Contractual Exp	Court Services	General Fund	12/16/2024	77.26
Leysha L. Villanueva	Miscellaneous Contractual Exp	Court Services	General Fund	12/16/2024	180.00
DS Services of America, Inc. dba Primo Water NA	Miscellaneous Contractual Exp	Court Services	General Fund	12/16/2024	281.42
Wilbur Dumas	Miscellaneous Contractual Exp	Court Services	General Fund	12/16/2024	180.00
James Jones	Miscellaneous Contractual Exp	Court Services	General Fund	12/16/2024	180.00
JP Morgan Chase Bank N.A.	Miscellaneous Contractual Exp	Court Services	General Fund	12/16/2024	22.99
JP Morgan Chase Bank N.A.	Office Supplies	Court Services	General Fund	12/16/2024	239.88
Warehouse Direct, Inc.	Office Supplies	Court Services	General Fund	12/16/2024	182.99
Bob Barker Company Inc	Operating Supplies	Court Services	General Fund	12/2/2024	306.00
Sysco Food Services Chicago	Operating Supplies	Court Services	General Fund	12/2/2024	129.00
Sysco Food Services Chicago	Operating Supplies	Court Services	General Fund	12/2/2024	558.63
Sysco Food Services Chicago	Operating Supplies	Court Services	General Fund	12/16/2024	202.01
Timekeeping Systems Inc	Operating Supplies	Court Services	General Fund	12/16/2024	2,006.80
Uline	Operating Supplies	Court Services	General Fund	12/16/2024	95.60
Uline	Operating Supplies	Court Services	General Fund	12/16/2024	508.09
Bob Barker Company Inc	Operating Supplies	Court Services	General Fund	12/16/2024	871.68
Bob Barker Company Inc	Operating Supplies	Court Services	General Fund	12/16/2024	2,075.34
Charm-Tex, Inc.	Operating Supplies	Court Services	General Fund	12/16/2024	189.50
JP Morgan Chase Bank N.A.	Operating Supplies	Court Services	General Fund	12/16/2024	1,716.95
Baycom, Inc.	Operating Supplies	Court Services	General Fund	12/16/2024	3,390.00
Baycom, Inc.	Operating Supplies	Court Services	General Fund	12/16/2024	2,130.00
Synchrony Bank (Sam's Club Direct/Lowes)	Operating Supplies	Court Services	General Fund	12/16/2024	413.64
Sentry Security Fasteners, Inc.	Operating Supplies	Court Services	General Fund	12/30/2024	663.13
Sysco Food Services Chicago	Operating Supplies	Court Services	General Fund	12/30/2024	65.76
Sysco Food Services Chicago	Operating Supplies	Court Services	General Fund	12/30/2024	349.53

GHA Technologies, Inc.	Computer Related Supplies	Court Services	General Fund	12/16/2024	930.00
City of St. Charles	Utilities- Water	Court Services	General Fund	12/2/2024	1,561.72
Initial Impressions Inc	Uniform Supplies	Court Services	General Fund	12/2/2024	97.56
Sysco Food Services Chicago	Food	Court Services	General Fund	12/2/2024	1,185.41
Sysco Food Services Chicago	Food	Court Services	General Fund	12/2/2024	567.35
Aramark Services, Inc.	Food	Court Services	General Fund	12/2/2024	1,890.00
Aramark Services, Inc.	Food	Court Services	General Fund	12/2/2024	1,890.00
Aramark Services, Inc.	Food	Court Services	General Fund	12/16/2024	16,387.20
Aramark Services, Inc.	Food	Court Services	General Fund	12/16/2024	1,890.00
Aramark Services, Inc.	Food	Court Services	General Fund	12/16/2024	1,890.00
Aramark Services, Inc.	Food	Court Services	General Fund	12/16/2024	2,205.00
Sysco Food Services Chicago	Food	Court Services	General Fund	12/16/2024	342.05
Sysco Food Services Chicago	Food	Court Services	General Fund	12/16/2024	77.26
Sysco Food Services Chicago	Food	Court Services	General Fund	12/16/2024	1,766.08
Sysco Food Services Chicago	Food	Court Services	General Fund	12/16/2024	974.78
JP Morgan Chase Bank N.A.	Food	Court Services	General Fund	12/16/2024	22.83
Lanter Distributing, LLC	Food	Court Services	General Fund	12/16/2024	56.32
Sysco Food Services Chicago	Food	Court Services	General Fund	12/30/2024	892.30
Sysco Food Services Chicago	Food	Court Services	General Fund	12/30/2024	1,988.49
Aramark Services, Inc.	Food	Court Services	General Fund	12/30/2024	900.00
Aramark Services, Inc.	Food	Court Services	General Fund	12/30/2024	1,200.00
Initial Impressions Inc	Clothing Supplies	Court Services	General Fund	12/16/2024	340.15
Green Tree Pharmacy, Inc.	Medical Supplies and Drugs	Court Services	General Fund	12/2/2024	804.39
JP Morgan Chase Bank N.A.	Medical Supplies and Drugs	Court Services	General Fund	12/16/2024	18.97
McKesson Medical Surgical	Medical Supplies and Drugs	Court Services	General Fund	12/16/2024	635.88
JP Morgan Chase Bank N.A.	Incentives	Court Services	General Fund	12/16/2024	574.99
Varsity Brands Holdings Co Inc dba BSN Sports LLC	Incentives	Court Services	General Fund	12/30/2024	1,664.25
WEX BANK	Fuel- Vehicles	Court Services	General Fund	12/16/2024	52.79
Frank Cooney Co, Inc.	Office Furniture	Court Services	General Fund	12/2/2024	5,750.01
Nancy S Duarte	Contractual/Consulting Services	Court Services	General Fund	12/2/2024	500.00
Warehouse Direct, Inc.	Office Supplies	Court Services	General Fund	12/16/2024	1,008.78
Warehouse Direct, Inc.	Office Supplies	Court Services	General Fund	12/30/2024	4.87
The Tree House, Inc.	Computer Related Supplies	Court Services	General Fund	12/2/2024	760.75
The Tree House, Inc.	Computer Related Supplies	Court Services	General Fund	12/16/2024	524.65
Jaime Thomas	Conferences and Meetings	Court Services	General Fund	12/2/2024	117.50
Ashley VanOpstall	Conferences and Meetings	Court Services	General Fund	12/2/2024	117.50
JP Morgan Chase Bank N.A.	Employee Training	Court Services	General Fund	12/16/2024	2,485.23
PESI, Inc (Professional Education System) (CMI Ed)	Employee Training	Court Services	General Fund	12/16/2024	249.99
PESI, Inc (Professional Education System) (CMI Ed)	Employee Training	Court Services	General Fund	12/30/2024	199.99
Ashley VanOpstall	Employee Mileage Expense	Court Services	General Fund	12/2/2024	190.28
Assn of Psych Postdoctoral & Internship Ctrs-APPIC	General Association Dues	Court Services	General Fund	12/16/2024	250.00
JP Morgan Chase Bank N.A.	Office Supplies	Court Services	General Fund	12/16/2024	93.16
Warehouse Direct, Inc.	Office Supplies	Court Services	General Fund	12/16/2024	24.34
JP Morgan Chase Bank N.A.	Operating Supplies	Court Services	General Fund	12/16/2024	66.94
JP Morgan Chase Bank N.A.	Books and Subscriptions	Court Services	General Fund	12/16/2024	565.26
JP Morgan Chase Bank N.A.	Miscellaneous Supplies	Court Services	General Fund	12/16/2024	826.48
Lighthouse Recovery, Inc.	Contractual/Consulting Services	Court Services	General Fund	12/2/2024	3,000.00
James MacDonald Ministries, Inc.	Psychological/Psychiatric Srvs	Court Services	General Fund	12/2/2024	350.00
Lighthouse Recovery, Inc.	Psychological/Psychiatric Srvs	Court Services	General Fund	12/2/2024	300.00
Redwood Toxicology Inc.	Lab Services	Court Services	General Fund	12/2/2024	2,797.60
Redwood Toxicology Inc.	Lab Services	Court Services	General Fund	12/16/2024	470.19
Redwood Toxicology Inc.	Lab Services	Court Services	General Fund	12/30/2024	2,395.13
Traci M. Coers	Conferences and Meetings	Court Services	General Fund	12/2/2024	130.00
Magali Correa Garcia	Conferences and Meetings	Court Services	General Fund	12/2/2024	110.00
Julissa Gonzalez	Conferences and Meetings	Court Services	General Fund	12/2/2024	45.00

Emily Saylor	Conferences and Meetings	Court Services	General Fund	12/2/2024	17.75
JP Morgan Chase Bank N.A.	Conferences and Meetings	Court Services	General Fund	12/16/2024	104.00
Magali Correa Garcia	Employee Training	Court Services	General Fund	12/2/2024	176.00
JP Morgan Chase Bank N.A.	Office Supplies	Court Services	General Fund	12/16/2024	699.00
JP Morgan Chase Bank N.A.	Operating Supplies	Court Services	General Fund	12/16/2024	224.99
JP Morgan Chase Bank N.A.	Books and Subscriptions	Court Services	General Fund	12/16/2024	867.50
Mitra B. Kalelkar	Autopsies/Consulting	Coroner	General Fund	12/2/2024	20,150.00
Mitra B. Kalelkar	Autopsies/Consulting	Coroner	General Fund	12/16/2024	15,500.00
Mitra B. Kalelkar	Autopsies/Consulting	Coroner	General Fund	12/30/2024	7,750.00
Mitra B. Kalelkar	Autopsies/Consulting	Coroner	General Fund	12/30/2024	15,500.00
Marta A. Helenowski	Autopsies/Consulting	Coroner	General Fund	12/30/2024	7,500.00
Central DuPage Hospital Association DBA HealthLab	Toxicology Expense	Coroner	General Fund	12/2/2024	217.00
NMS Labs	Toxicology Expense	Coroner	General Fund	12/2/2024	10,082.00
Tissue Techniques Pathology Labs LLC	Toxicology Expense	Coroner	General Fund	12/2/2024	231.75
Tissue Techniques Pathology Labs LLC	Toxicology Expense	Coroner	General Fund	12/30/2024	152.15
Central DuPage Hospital Association DBA HealthLab	Toxicology Expense	Coroner	General Fund	12/30/2024	19.00
JP Morgan Chase Bank N.A.	Repairs and Maint- Vehicles	Coroner	General Fund	12/16/2024	1,570.70
10-41 Incorporated	Miscellaneous Contractual Exp	Coroner	General Fund	12/2/2024	2,000.00
Christiansen & Associates, LLC	Miscellaneous Contractual Exp	Coroner	General Fund	12/2/2024	850.00
DS Services of America, Inc. dba Primo Water NA	Miscellaneous Contractual Exp	Coroner	General Fund	12/16/2024	240.35
WEX BANK	Fuel- Vehicles	Coroner	General Fund	12/16/2024	830.15
Integrated Solutions Consulting Corporation	Contractual/Consulting Services	Emergency Management Services	General Fund	12/16/2024	4,262.37
Integrated Solutions Consulting Corporation	Contractual/Consulting Services	Emergency Management Services	General Fund	12/16/2024	1,878.20
Integrated Solutions Consulting Corporation	Contractual/Consulting Services	Emergency Management Services	General Fund	12/16/2024	9,349.57
JP Morgan Chase Bank N.A.	Repairs and Maint- Equipment	Emergency Management Services	General Fund	12/16/2024	116.52
JP Morgan Chase Bank N.A.	Repairs and Maint- Equipment	Emergency Management Services	General Fund	12/16/2024	1,206.09
Menards, Inc.	Repairs and Maint- Equipment	Emergency Management Services	General Fund	12/16/2024	5.49
Menards, Inc.	Repairs and Maint- Equipment	Emergency Management Services	General Fund	12/16/2024	36.43
Pomp's Tire Service, Inc.	Repairs and Maint- Equipment	Emergency Management Services	General Fund	12/30/2024	310.00
Pomp's Tire Service, Inc.	Repairs and Maint- Equipment	Emergency Management Services	General Fund	12/30/2024	302.50
Fleet Safety Supply	Repairs and Maint- Vehicles	Emergency Management Services	General Fund	12/2/2024	1,016.14
Fleet Safety Supply	Repairs and Maint- Vehicles	Emergency Management Services	General Fund	12/2/2024	4,325.12
Fleet Safety Supply	Repairs and Maint- Vehicles	Emergency Management Services	General Fund	12/2/2024	4,325.44
Via Carlita, LLC dba Hawk Ford St. Charles	Repairs and Maint- Vehicles	Emergency Management Services	General Fund	12/2/2024	1,347.03
JP Morgan Chase Bank N.A.	Repairs and Maint- Vehicles	Emergency Management Services	General Fund	12/16/2024	1,330.47
JP Morgan Chase Bank N.A.	Repairs and Maint- Vehicles	Emergency Management Services	General Fund	12/16/2024	505.99
JP Morgan Chase Bank N.A.	Conferences and Meetings	Emergency Management Services	General Fund	12/16/2024	42.00
Andrew J. Kerley	Employee Training	Emergency Management Services	General Fund	12/2/2024	592.01
JP Morgan Chase Bank N.A.	Employee Training	Emergency Management Services	General Fund	12/16/2024	318.95
Kane County Fire Chiefs Assn.	General Association Dues	Emergency Management Services	General Fund	12/30/2024	120.00
DTN LLC	Miscellaneous Contractual Exp	Emergency Management Services	General Fund	12/2/2024	3,855.60
JP Morgan Chase Bank N.A.	Office Supplies	Emergency Management Services	General Fund	12/16/2024	181.66
LAN Marketing LTD dba LAN Office Furnishings	Office Supplies	Emergency Management Services	General Fund	12/16/2024	4,019.65
Havlicek Geneva Ace Hardware, LLC	Operating Supplies	Emergency Management Services	General Fund	12/16/2024	129.24
JP Morgan Chase Bank N.A.	Operating Supplies	Emergency Management Services	General Fund	12/16/2024	1,089.80
JP Morgan Chase Bank N.A.	Operating Supplies	Emergency Management Services	General Fund	12/16/2024	211.48
Menards, Inc.	Operating Supplies	Emergency Management Services	General Fund	12/16/2024	289.99
Menards, Inc.	Operating Supplies	Emergency Management Services	General Fund	12/16/2024	8.76
Menards, Inc.	Operating Supplies	Emergency Management Services	General Fund	12/30/2024	31.99
Menards, Inc.	Operating Supplies	Emergency Management Services	General Fund	12/30/2024	58.59
Havlicek Geneva Ace Hardware, LLC	Operating Supplies	Emergency Management Services	General Fund	12/30/2024	24.22
Insight Public Sector Inc	Computer Related Supplies	Emergency Management Services	General Fund	12/2/2024	765.00
Eagle Engraving, Inc.	Uniform Supplies	Emergency Management Services	General Fund	12/2/2024	532.45
Initial Impressions Inc	Uniform Supplies	Emergency Management Services	General Fund	12/16/2024	4,400.97
JP Morgan Chase Bank N.A.	Communication Equip - Non-Capital	Emergency Management Services	General Fund	12/16/2024	347.82

JP Morgan Chase Bank N.A.	Repairs and Maint- Vehicles	Environmental Management	General Fund	12/16/2024	10.00
WEX BANK	Fuel- Vehicles	Environmental Management	General Fund	12/30/2024	36.06
MJC Contracting, Inc	Building and Inspection Permits	Development	General Fund	12/16/2024	150.00
Planet Depos, LLC	Contractual/Consulting Services	Development	General Fund	12/16/2024	1,444.40
Planet Depos, LLC	Contractual/Consulting Services	Development	General Fund	12/16/2024	554.40
Chicago Title Insurance Company	Contractual/Consulting Services	Development	General Fund	12/30/2024	1,802.00
Chicago Title Insurance Company	Contractual/Consulting Services	Development	General Fund	12/30/2024	1,802.00
Rons Automotive Services, Inc.	Repairs and Maint- Vehicles	Development	General Fund	12/2/2024	883.67
Geneva Car Wash & Mini Mart	Repairs and Maint- Vehicles	Development	General Fund	12/16/2024	65.00
Geneva Car Wash & Mini Mart	Repairs and Maint- Vehicles	Development	General Fund	12/16/2024	65.00
Rons Automotive Services, Inc.	Repairs and Maint- Vehicles	Development	General Fund	12/30/2024	69.58
Paddock Publications (Daily Herald)	Legal Printing	Development	General Fund	12/16/2024	388.70
JP Morgan Chase Bank N.A.	Conferences and Meetings	Development	General Fund	12/16/2024	50.00
David F. Schultz	Employee Mileage Expense	Development	General Fund	12/2/2024	24.79
David F. Schultz	Employee Mileage Expense	Development	General Fund	12/30/2024	24.79
Warehouse Direct, Inc.	Office Supplies	Development	General Fund	12/2/2024	5.12
Warehouse Direct, Inc.	Office Supplies	Development	General Fund	12/2/2024	56.02
Warehouse Direct, Inc.	Office Supplies	Development	General Fund	12/2/2024	125.55
Warehouse Direct, Inc.	Office Supplies	Development	General Fund	12/16/2024	49.85
Warehouse Direct, Inc.	Office Supplies	Development	General Fund	12/16/2024	115.30
Warehouse Direct, Inc.	Office Supplies	Development	General Fund	12/16/2024	398.96
Warehouse Direct, Inc.	Office Supplies	Development	General Fund	12/30/2024	10.12
DS Services of America, Inc. dba Primo Water NA	Operating Supplies	Development	General Fund	12/16/2024	32.93
WEX BANK	Fuel- Vehicles	Development	General Fund	12/2/2024	864.29
Camic, Johnson, Ltd	Contractual/Consulting Services	Development	General Fund	12/16/2024	400.00
FedEx	Postage	Other- Countywide Expenses	General Fund	12/30/2024	135.30
FedEx	Postage	Other- Countywide Expenses	General Fund	12/30/2024	31.54
Pitney Bowes, Inc.	Postage	Other- Countywide Expenses	General Fund	12/30/2024	285.12
Hodges-Mace LLC	Software Licensing Cost	Other- Countywide Expenses	General Fund	12/2/2024	8,604.49
JP Morgan Chase Bank N.A.	Software Licensing Cost	Other- Countywide Expenses	General Fund	12/16/2024	-18.69
JP Morgan Chase Bank N.A.	Software Licensing Cost	Other- Countywide Expenses	General Fund	12/16/2024	40.00
JP Morgan Chase Bank N.A.	Software Licensing Cost	Other- Countywide Expenses	General Fund	12/16/2024	20.00
N. Harris Computer Corporation	Software Licensing Cost	Other- Countywide Expenses	General Fund	12/30/2024	152,599.61
Tyler Technologies, Inc. (New World)	Software Licensing Cost	Other- Countywide Expenses	General Fund	12/30/2024	140,992.37
Hodges-Mace LLC	Software Licensing Cost	Other- Countywide Expenses	General Fund	12/30/2024	8,609.90
Dell Marketing LP	Software Licensing Cost	Other- Countywide Expenses	General Fund	12/30/2024	4,272.84
Devnet, Inc.	Software Licensing Cost	Other- Countywide Expenses	General Fund	12/30/2024	42,166.87
Insight Public Sector Inc	Miscellaneous Contractual Exp	Other- Countywide Expenses	General Fund	12/30/2024	41,619.02
AT&T	Telephone	Other- Countywide Expenses	General Fund	12/2/2024	146.16
AT&T	Telephone	Other- Countywide Expenses	General Fund	12/2/2024	3,487.89
AT&T	Telephone	Other- Countywide Expenses	General Fund	12/2/2024	1,291.54
AT&T	Telephone	Other- Countywide Expenses	General Fund	12/2/2024	3,203.36
AT&T	Telephone	Other- Countywide Expenses	General Fund	12/2/2024	4,476.89
AT&T	Telephone	Other- Countywide Expenses	General Fund	12/2/2024	407.61
AT&T	Telephone	Other- Countywide Expenses	General Fund	12/2/2024	322.44
Telcom Innovations Group, LLC	Telephone	Other- Countywide Expenses	General Fund	12/2/2024	11,211.50
JP Morgan Chase Bank N.A.	Telephone	Other- Countywide Expenses	General Fund	12/16/2024	137.65
PTS Communications, Inc.	Telephone	Other- Countywide Expenses	General Fund	12/16/2024	100.00
AT&T	Telephone	Other- Countywide Expenses	General Fund	12/30/2024	141.04
AT&T	Telephone	Other- Countywide Expenses	General Fund	12/30/2024	5,452.75
AT&T	Telephone	Other- Countywide Expenses	General Fund	12/30/2024	1,291.54
AT&T	Telephone	Other- Countywide Expenses	General Fund	12/30/2024	3,202.95
AT&T	Telephone	Other- Countywide Expenses	General Fund	12/30/2024	6,628.36
AT&T	Telephone	Other- Countywide Expenses	General Fund	12/30/2024	407.61
AT&T	Telephone	Other- Countywide Expenses	General Fund	12/30/2024	322.44

Spok, Inc. (USA Mobility Wireless Inc)	Cellular Phone	Other- Countywide Expenses	General Fund	12/2/2024	52.40
T-Mobile USA, Inc.	Cellular Phone	Other- Countywide Expenses	General Fund	12/2/2024	47.20
Verizon Wireless	Cellular Phone	Other- Countywide Expenses	General Fund	12/2/2024	37,352.33
T-Mobile USA, Inc.	Cellular Phone	Other- Countywide Expenses	General Fund	12/16/2024	47.20
Spok, Inc. (USA Mobility Wireless Inc)	Cellular Phone	Other- Countywide Expenses	General Fund	12/16/2024	12.49
AT&T Mobility	Cellular Phone	Other- Countywide Expenses	General Fund	12/30/2024	72.48
Lindsey Brusky	Internet	Other- Countywide Expenses	General Fund	12/2/2024	150.00
Robert Enright	Internet	Other- Countywide Expenses	General Fund	12/2/2024	66.00
Stephen Dolewski	Internet	Other- Countywide Expenses	General Fund	12/2/2024	99.99
Carson Doll	Internet	Other- Countywide Expenses	General Fund	12/2/2024	30.00
Darin P. Earl	Internet	Other- Countywide Expenses	General Fund	12/2/2024	89.99
Gary Erickson	Internet	Other- Countywide Expenses	General Fund	12/2/2024	89.99
Christopher R. Hemesath	Internet	Other- Countywide Expenses	General Fund	12/2/2024	79.95
Jon Kloese	Internet	Other- Countywide Expenses	General Fund	12/2/2024	190.00
Kurt D. Lebo	Internet	Other- Countywide Expenses	General Fund	12/2/2024	87.72
Corey Malis	Internet	Other- Countywide Expenses	General Fund	12/2/2024	106.00
Scott Novack	Internet	Other- Countywide Expenses	General Fund	12/2/2024	179.56
Adam Tedder	Internet	Other- Countywide Expenses	General Fund	12/2/2024	209.98
John Zakosek	Internet	Other- Countywide Expenses	General Fund	12/2/2024	95.00
Christopher R. Hemesath	Internet	Other- Countywide Expenses	General Fund	12/16/2024	89.95
JP Morgan Chase Bank N.A.	Internet	Other- Countywide Expenses	General Fund	12/16/2024	-11.87
JP Morgan Chase Bank N.A.	Internet	Other- Countywide Expenses	General Fund	12/16/2024	2,418.19
JP Morgan Chase Bank N.A.	Internet	Other- Countywide Expenses	General Fund	12/16/2024	131.00
JP Morgan Chase Bank N.A.	Internet	Other- Countywide Expenses	General Fund	12/16/2024	233.98
Darin P. Earl	Internet	Other- Countywide Expenses	General Fund	12/16/2024	89.99
Robert Enright	Internet	Other- Countywide Expenses	General Fund	12/30/2024	66.00
Lindsey Brusky	Internet	Other- Countywide Expenses	General Fund	12/30/2024	75.00
Gary Erickson	Internet	Other- Countywide Expenses	General Fund	12/30/2024	89.99
Benjamin J. Fox	Internet	Other- Countywide Expenses	General Fund	12/30/2024	65.99
Benjamin J. Fox	Internet	Other- Countywide Expenses	General Fund	12/30/2024	65.99
Blair Peters	Internet	Other- Countywide Expenses	General Fund	12/30/2024	170.00
Brooke Roff	Internet	Other- Countywide Expenses	General Fund	12/30/2024	95.00
Corey Malis	Internet	Other- Countywide Expenses	General Fund	12/30/2024	106.00
Kurt D. Lebo	Internet	Other- Countywide Expenses	General Fund	12/30/2024	87.72
Jon Kloese	Internet	Other- Countywide Expenses	General Fund	12/30/2024	95.00
Adam Tedder	Internet	Other- Countywide Expenses	General Fund	12/30/2024	104.99
JP Morgan Chase Bank N.A.	Miscellaneous Supplies	Other- Countywide Expenses	General Fund	12/16/2024	3,337.00
Curran Contracting Company	Liability Insurance	Human Resource Management	Insurance Liability	12/2/2024	43,489.75
Physicians Immediate Care Chicago, PLLC	Liability Insurance	Human Resource Management	Insurance Liability	12/2/2024	360.00
Builders Paving, LLC	Liability Insurance	Human Resource Management	Insurance Liability	12/2/2024	20,103.22
C&D Autobody Repair, Inc.	Liability Insurance	Human Resource Management	Insurance Liability	12/2/2024	2,561.96
C&D Autobody Repair, Inc.	Liability Insurance	Human Resource Management	Insurance Liability	12/2/2024	16,598.39
The Cincinnati Insurance Company	Liability Insurance	Human Resource Management	Insurance Liability	12/2/2024	300.00
Ann C. Whitson	Liability Insurance	Human Resource Management	Insurance Liability	12/2/2024	158,234.70
CCMSI	Liability Insurance	Human Resource Management	Insurance Liability	12/16/2024	3,466.02
West Bend Mutual Insurance Company	Liability Insurance	Human Resource Management	Insurance Liability	12/16/2024	20.00
West Bend Mutual Insurance Company	Liability Insurance	Human Resource Management	Insurance Liability	12/16/2024	20.00
State Street Collision, Inc.	Liability Insurance	Human Resource Management	Insurance Liability	12/30/2024	1,320.80
The Cincinnati Insurance Company	Liability Insurance	Human Resource Management	Insurance Liability	12/30/2024	42,643.00
Via Carlita, LLC dba Hawk Ford St. Charles	Liability Insurance	Human Resource Management	Insurance Liability	12/30/2024	439.09
Via Carlita, LLC dba Hawk Ford St. Charles	Liability Insurance	Human Resource Management	Insurance Liability	12/30/2024	90.25
Via Carlita, LLC dba Hawk Ford St. Charles	Liability Insurance	Human Resource Management	Insurance Liability	12/30/2024	159.95
CCMSI	Workers Compensation	Human Resource Management	Insurance Liability	12/2/2024	100,517.33
CCMSI	Workers Compensation	Human Resource Management	Insurance Liability	12/2/2024	32,204.00
CCMSI	Workers Compensation	Human Resource Management	Insurance Liability	12/16/2024	82,209.57

Matthew J. Goncher	Workers Compensation	Human Resource Management	Insurance Liability	12/16/2024	859.98
Illinois Department of Employment Security	Unemployment Claims	Human Resource Management	Insurance Liability	12/2/2024	15,156.60
Clingen Callow & McLean, LLC	Legal Services	State's Attorney	Insurance Liability	12/2/2024	7,112.93
Edgar K. Collison Law Offices, Ltd.	Legal Services	State's Attorney	Insurance Liability	12/2/2024	4,000.00
Franco & Moroney LLC dba Franco Moroney Buenik LLC	Legal Services	State's Attorney	Insurance Liability	12/2/2024	129.00
Hervas Condon & Bersani, PC	Legal Services	State's Attorney	Insurance Liability	12/2/2024	3,950.00
Klein, Thorpe & Jenkins, LTD.	Legal Services	State's Attorney	Insurance Liability	12/2/2024	360.00
The Sotos Law Firm, P.C	Legal Services	State's Attorney	Insurance Liability	12/16/2024	5,593.67
Laner Muchin, LTD	Legal Services	State's Attorney	Insurance Liability	12/30/2024	22,871.25
Hervas Condon & Bersani, PC	Legal Services	State's Attorney	Insurance Liability	12/30/2024	427.50
Franco & Moroney LLC dba Franco Moroney Buenik LLC	Legal Services	State's Attorney	Insurance Liability	12/30/2024	3,519.50
Clingen Callow & McLean, LLC	Legal Services	State's Attorney	Insurance Liability	12/30/2024	3,240.50
Chronicle Media, LLC	Legal Trial Notices	State's Attorney	Insurance Liability	12/2/2024	270.00
Chronicle Media, LLC	Legal Trial Notices	State's Attorney	Insurance Liability	12/2/2024	240.00
Chronicle Media, LLC	Legal Trial Notices	State's Attorney	Insurance Liability	12/16/2024	90.00
Chronicle Media, LLC	Legal Trial Notices	State's Attorney	Insurance Liability	12/16/2024	120.00
Chronicle Media, LLC	Legal Trial Notices	State's Attorney	Insurance Liability	12/30/2024	30.00
[redacted]		State's Attorney	Insurance Liability	12/2/2024	1,498.00
Metro Reporting Services, LTD	Court Reporter Costs	State's Attorney	Insurance Liability	12/2/2024	426.15
Planet Depos, LLC	Court Reporter Costs	State's Attorney	Insurance Liability	12/16/2024	1,747.15
Planet Depos, LLC	Court Reporter Costs	State's Attorney	Insurance Liability	12/16/2024	554.80
Planet Depos, LLC	Court Reporter Costs	State's Attorney	Insurance Liability	12/16/2024	804.35
McCorkle Litigation Services, Inc.	Court Reporter Costs	State's Attorney	Insurance Liability	12/16/2024	478.80
Planet Depos, LLC	Court Reporter Costs	State's Attorney	Insurance Liability	12/30/2024	294.10
Planet Depos, LLC	Court Reporter Costs	State's Attorney	Insurance Liability	12/30/2024	650.00
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	State's Attorney	Insurance Liability	12/2/2024	59.38
Impact Networking, LLC	Repairs and Maint- Copiers	State's Attorney	Insurance Liability	12/2/2024	242.00
Impact Networking, LLC	Repairs and Maint- Copiers	State's Attorney	Insurance Liability	12/30/2024	242.00
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	State's Attorney	Insurance Liability	12/30/2024	96.67
JP Morgan Chase Bank N.A.	Conferences and Meetings	State's Attorney	Insurance Liability	12/16/2024	286.91
JP Morgan Chase Bank N.A.	Employee Training	State's Attorney	Insurance Liability	12/16/2024	375.00
DS Services of America, Inc. dba Primo Water NA	Office Supplies	State's Attorney	Insurance Liability	12/16/2024	226.16
JP Morgan Chase Bank N.A.	Office Supplies	State's Attorney	Insurance Liability	12/16/2024	59.52
JP Morgan Chase Bank N.A.	Office Supplies	State's Attorney	Insurance Liability	12/16/2024	125.35
Warehouse Direct, Inc.	Office Supplies	State's Attorney	Insurance Liability	12/16/2024	45.05
Warehouse Direct, Inc.	Office Supplies	State's Attorney	Insurance Liability	12/16/2024	14.99
DS Services of America, Inc. dba Primo Water NA	Office Supplies	Information Technologies	Geographic Information Systems	12/16/2024	12.97
DS Services of America, Inc. dba Primo Water NA	Office Supplies	Information Technologies	Geographic Information Systems	12/16/2024	27.94
ARC Document Solutions LLC dba ARC Imaging Resourc	Computer Related Supplies	Information Technologies	Geographic Information Systems	12/16/2024	128.90
JP Morgan Chase Bank N.A.	Computer Related Supplies	Information Technologies	Geographic Information Systems	12/16/2024	263.70
The Tree House, Inc.	Computer Related Supplies	Information Technologies	Geographic Information Systems	12/16/2024	239.70
The Tree House, Inc.	Computer Related Supplies	Information Technologies	Geographic Information Systems	12/16/2024	150.68
Emilia Gunty	Tuition Reimbursement	County Board	Grand Victoria Casino Elgin	12/30/2024	931.20
Brenna E. Russell	Tuition Reimbursement	County Board	Grand Victoria Casino Elgin	12/30/2024	1,105.00
Association for Individual Development (AID)	External Grants	County Board	Grand Victoria Casino Elgin	12/16/2024	20,508.00
Forest Preserve District of Kane County	External Grants	County Board	Grand Victoria Casino Elgin	12/16/2024	90,100.00
Hesed House, Inc (P.A.D.S.)	External Grants	County Board	Grand Victoria Casino Elgin	12/30/2024	37,892.00
Metronet Systems Holdings, LLC dba Metro Fibernet	Contractual/Consulting Services	Other- Countywide Expenses	Public Safety Sales Tax	12/2/2024	700.00
Metronet Systems Holdings, LLC dba Metro Fibernet	Contractual/Consulting Services	Other- Countywide Expenses	Public Safety Sales Tax	12/16/2024	700.00
Defin.Net Solutions Inc	Contractual/Consulting Services	Other- Countywide Expenses	Public Safety Sales Tax	12/16/2024	12,000.00
Metronet Systems Holdings, LLC dba Metro Fibernet	Contractual/Consulting Services	Other- Countywide Expenses	Public Safety Sales Tax	12/30/2024	700.00
Tyler Technologies, Inc. (New World)	Software Licensing Cost	Other- Countywide Expenses	Public Safety Sales Tax	12/30/2024	23,395.94
JP Morgan Chase Bank N.A.	Communications Equipment	Other- Countywide Expenses	Public Safety Sales Tax	12/16/2024	83.45
USIC Locating Services LLC	Communications Equipment	Other- Countywide Expenses	Public Safety Sales Tax	12/16/2024	1,130.40
Defin.Net Solutions Inc	Contractual/Consulting Services	Other- Countywide Expenses	Judicial Technology Sales Tax	12/16/2024	13,000.00

JP Morgan Chase Bank N.A.	Contractual/Consulting Services	Other- Countywide Expenses	Judicial Technology Sales Tax	12/16/2024	208.33
Conscisys Corporation	Software Licensing Cost	Other- Countywide Expenses	Judicial Technology Sales Tax	12/16/2024	8,600.00
Tyler Technologies, Inc. (New World)	Software Licensing Cost	Other- Countywide Expenses	Judicial Technology Sales Tax	12/30/2024	178,791.00
Tyler Technologies, Inc. (New World)	Software Licensing Cost	Other- Countywide Expenses	Judicial Technology Sales Tax	12/30/2024	151,383.75
Axon Enterprise, Inc.	Software Licensing Cost	Other- Countywide Expenses	Judicial Technology Sales Tax	12/30/2024	217,047.60
Axon Enterprise, Inc.	Software Licensing Cost	Other- Countywide Expenses	Judicial Technology Sales Tax	12/30/2024	24,840.00
Axon Enterprise, Inc.	Software Licensing Cost	Other- Countywide Expenses	Judicial Technology Sales Tax	12/30/2024	5,653.53
American Aluminum Accessories, Inc.	Automotive Equipment	Sheriff	Sheriff's Vehicle & Equipment	12/2/2024	9,271.00
Devnet, Inc.	Computer Software- Capital	County Clerk	Vital Records Automation	12/16/2024	7,731.71
Land-Code, LLC	Contractual/Consulting Services	Recorder	Recorder's Automation	12/2/2024	9,000.00
Land-Code, LLC	Contractual/Consulting Services	Recorder	Recorder's Automation	12/16/2024	372,533.00
Gordon Flesch Company, Inc.	Repairs and Maint- Copiers	Recorder	Recorder's Automation	12/30/2024	10.81
HOV Services, Inc. dba Exela Technologies Company	Operating Supplies	Recorder	Recorder's Automation	12/2/2024	377.11
HOV Services, Inc. dba Exela Technologies Company	Operating Supplies	Recorder	Recorder's Automation	12/30/2024	377.11
Land-Code, LLC	Computer Related Supplies	Recorder	Recorder's Automation	12/2/2024	9,460.60
Land-Code, LLC	Computer Related Supplies	Recorder	Recorder's Automation	12/2/2024	447.85
CDW Government LLC	Computer Related Supplies	Recorder	Recorder's Automation	12/16/2024	731.48
Imprint Enterprises, Inc.	Computer Related Supplies	Recorder	Recorder's Automation	12/16/2024	299.30
Kane County Bar Foundation, Inc.	Contractual/Consulting Services	Judiciary and Courts	Children's Waiting Room	12/2/2024	11,000.43
JP Morgan Chase Bank N.A.	Conferences and Meetings	Circuit Clerk	Court Automation	12/16/2024	1,355.56
Monica Lawrence	Conferences and Meetings	Circuit Clerk	Court Automation	12/30/2024	208.00
Jordan A. Bright	Employee Mileage Expense	Circuit Clerk	Court Automation	12/16/2024	24.12
Mary J. Wcislo	Employee Mileage Expense	Circuit Clerk	Court Automation	12/30/2024	16.08
Groot Recycling dba Accurate Document Destruction	Destruction of Records Services	Circuit Clerk	Court Document Storage	12/30/2024	409.30
Canon Solutions America Inc	Repairs and Maint- Copiers	Circuit Clerk	Court Document Storage	12/2/2024	55.20
Impact Networking, LLC	Repairs and Maint- Copiers	Circuit Clerk	Court Document Storage	12/16/2024	152.90
Canon Solutions America Inc	Repairs and Maint- Copiers	Circuit Clerk	Court Document Storage	12/30/2024	58.25
Canon Solutions America Inc	Repairs and Maint- Copiers	Circuit Clerk	Court Document Storage	12/30/2024	66.95
Canon Solutions America Inc	Repairs and Maint- Copiers	Circuit Clerk	Court Document Storage	12/30/2024	24.37
BPS Ventures II LLC dba BPS Technologies	Repairs and Maint- Equipment	Circuit Clerk	Court Document Storage	12/30/2024	4,319.83
BPS Ventures II LLC dba BPS Technologies	Repairs and Maint- Equipment	Circuit Clerk	Court Document Storage	12/30/2024	4,319.83
BPS Ventures II LLC dba BPS Technologies	Repairs and Maint- Equipment	Circuit Clerk	Court Document Storage	12/30/2024	1,492.17
Image-Pro Services & Supplies Inc	Office Supplies	Circuit Clerk	Court Document Storage	12/2/2024	1,086.67
Image-Pro Services & Supplies Inc	Office Supplies	Circuit Clerk	Court Document Storage	12/2/2024	257.08
Warehouse Direct, Inc.	Office Supplies	Circuit Clerk	Court Document Storage	12/2/2024	77.34
Warehouse Direct, Inc.	Office Supplies	Circuit Clerk	Circuit Clerk Admin Services	12/2/2024	78.41
American Stamp & Marking Products, Inc.	Office Supplies	Circuit Clerk	Circuit Clerk Admin Services	12/16/2024	1,330.64
JP Morgan Chase Bank N.A.	Office Supplies	Circuit Clerk	Circuit Clerk Admin Services	12/16/2024	333.15
JP Morgan Chase Bank N.A.	Office Supplies	Circuit Clerk	Circuit Clerk Admin Services	12/16/2024	77.86
Petty Cash-Clerk of the Circuit Court	Conferences and Meetings	Circuit Clerk	Circuit Clk Electronic Citation	12/16/2024	50.00
Laura Steging	Conferences and Meetings	Circuit Clerk	Circuit Clk Electronic Citation	12/30/2024	239.54
Laura Steging	Employee Mileage Expense	Circuit Clerk	Circuit Clk Electronic Citation	12/30/2024	53.60
Warehouse Direct, Inc.	Office Supplies	Circuit Clerk	Circuit Clk Electronic Citation	12/2/2024	90.60
MaryJo D'Avola	Court Reporter Costs	State's Attorney	Drug Prosecution	12/2/2024	188.00
Barbara A. Johnston	Court Reporter Costs	State's Attorney	Drug Prosecution	12/2/2024	72.00
Dana D. Bollman	Court Reporter Costs	State's Attorney	Drug Prosecution	12/16/2024	168.00
Jeanine Fassnacht	Court Reporter Costs	State's Attorney	Drug Prosecution	12/16/2024	156.00
Brenda D Gregory	Court Reporter Costs	State's Attorney	Drug Prosecution	12/30/2024	68.00
Margaret (Peggy) R. Beddard	Court Reporter Costs	State's Attorney	Drug Prosecution	12/30/2024	40.00
Nicole M. Breytspraak	Court Reporter Costs	State's Attorney	Drug Prosecution	12/30/2024	184.00
MaryJo D'Avola	Court Reporter Costs	State's Attorney	Drug Prosecution	12/30/2024	28.00
Kobald Reporting, Inc.	Court Reporter Costs	State's Attorney	Drug Prosecution	12/30/2024	224.00
Nelson Systems, Inc.	Contractual/Consulting Services	State's Attorney	Child Advocacy Center	12/16/2024	4,406.01
Jeanine Fassnacht	Court Reporter Costs	State's Attorney	Child Advocacy Center	12/2/2024	28.00
Barbara A. Johnston	Court Reporter Costs	State's Attorney	Child Advocacy Center	12/2/2024	40.00

Impact Networking, LLC	Repairs and Maint- Copiers	State's Attorney	Child Advocacy Center	12/2/2024	484.00
Impact Networking, LLC	Repairs and Maint- Copiers	State's Attorney	Child Advocacy Center	12/30/2024	484.00
Amy D. Bucci	Conferences and Meetings	State's Attorney	Child Advocacy Center	12/2/2024	251.50
Alexandra Storto	Conferences and Meetings	State's Attorney	Child Advocacy Center	12/16/2024	178.44
Stacey Wittman	Conferences and Meetings	State's Attorney	Child Advocacy Center	12/16/2024	141.85
Lori Schmidt	Conferences and Meetings	State's Attorney	Child Advocacy Center	12/30/2024	192.00
Elizabeth Serediuk	Conferences and Meetings	State's Attorney	Child Advocacy Center	12/30/2024	100.00
Cali Stephenson	Conferences and Meetings	State's Attorney	Child Advocacy Center	12/30/2024	128.00
Julie Pohlman	Employee Training	State's Attorney	Child Advocacy Center	12/16/2024	128.00
Flor E. Rodriguez	Employee Training	State's Attorney	Child Advocacy Center	12/16/2024	128.00
Kallie Sakamoto	Employee Training	State's Attorney	Child Advocacy Center	12/16/2024	128.00
Leslie Zarate	Employee Training	State's Attorney	Child Advocacy Center	12/16/2024	128.00
JP Morgan Chase Bank N.A.	Office Supplies	State's Attorney	Child Advocacy Center	12/16/2024	49.61
Alarm Detection Systems, Inc.	Operating Supplies	State's Attorney	Child Advocacy Center	12/2/2024	39.27
DS Services of America, Inc. dba Primo Water NA	Operating Supplies	State's Attorney	Child Advocacy Center	12/16/2024	199.34
Thomson Reuters GRC Inc. (West Government)	Books and Subscriptions	State's Attorney	Child Advocacy Center	12/16/2024	21.04
JP Morgan Chase Bank N.A.	Computer Software- Non Capital	State's Attorney	Child Advocacy Center	12/16/2024	15.99
WEX BANK	Fuel- Vehicles	State's Attorney	Child Advocacy Center	12/16/2024	195.25
Juanita Archuleta	Conferences and Meetings	Public Defender	Public Defender Special Fund	12/16/2024	84.00
Ronald D. Dolak	Conferences and Meetings	Public Defender	Public Defender Special Fund	12/16/2024	142.00
JP Morgan Chase Bank N.A.	Conferences and Meetings	Public Defender	Public Defender Special Fund	12/16/2024	369.61
JP Morgan Chase Bank N.A.	Conferences and Meetings	Public Defender	Public Defender Special Fund	12/16/2024	369.61
Jillian Weiss	Conferences and Meetings	Public Defender	Public Defender Special Fund	12/16/2024	158.00
Insight Public Sector Inc	Office Equipment - Non Capital	Public Defender	Public Defender Special Fund	12/30/2024	1,581.00
Ingrid Rivera Gonzalez	Professional Services	Law Library	Law Library	12/16/2024	175.02
Ingrid Rivera Gonzalez	Professional Services	Law Library	Law Library	12/16/2024	150.10
Ingrid Rivera Gonzalez	Professional Services	Law Library	Law Library	12/16/2024	150.10
Ingrid Rivera Gonzalez	Professional Services	Law Library	Law Library	12/16/2024	150.10
Ingrid Rivera Gonzalez	Professional Services	Law Library	Law Library	12/16/2024	155.46
Ingrid Rivera Gonzalez	Professional Services	Law Library	Law Library	12/16/2024	150.10
Ingrid Rivera Gonzalez	Professional Services	Law Library	Law Library	12/16/2024	150.10
Ingrid Rivera Gonzalez	Professional Services	Law Library	Law Library	12/30/2024	150.10
Ingrid Rivera Gonzalez	Professional Services	Law Library	Law Library	12/30/2024	150.10
Ingrid Rivera Gonzalez	Professional Services	Law Library	Law Library	12/30/2024	150.10
Ingrid Rivera Gonzalez	Professional Services	Law Library	Law Library	12/30/2024	150.10
Izabella M. Cyran	Employee Mileage Expense	Law Library	Law Library	12/16/2024	40.87
Halle Eichert	Employee Mileage Expense	Law Library	Law Library	12/16/2024	17.42
Ellen Fultz-Schmid	Employee Mileage Expense	Law Library	Law Library	12/16/2024	4.02
RELX Inc. dba LexisNexis	Miscellaneous Contractual Exp	Law Library	Law Library	12/16/2024	1,320.00
RELX Inc. dba LexisNexis	Miscellaneous Contractual Exp	Law Library	Law Library	12/16/2024	855.00
RELX Inc. dba LexisNexis	Miscellaneous Contractual Exp	Law Library	Law Library	12/16/2024	855.00
RELX Inc. dba LexisNexis	Miscellaneous Contractual Exp	Law Library	Law Library	12/16/2024	1,320.00
JP Morgan Chase Bank N.A.	Office Supplies	Law Library	Law Library	12/16/2024	189.16
Kane County Bar Association	Operating Supplies	Law Library	Law Library	12/16/2024	266.34
Thomson Reuters GRC Inc. (West Government)	Books and Subscriptions	Law Library	Law Library	12/16/2024	12,600.00
Thomson Reuters GRC Inc. (West Government)	Books and Subscriptions	Law Library	Law Library	12/16/2024	9,926.00
Illinois State Bar Association	Books and Subscriptions	Law Library	Law Library	12/16/2024	70.61
James Publishing, Inc.	Books and Subscriptions	Law Library	Law Library	12/16/2024	170.00
Matthew Bender & Co. dba LexisNexis Matthew Bender	Books and Subscriptions	Law Library	Law Library	12/30/2024	422.31
Matthew Bender & Co. dba LexisNexis Matthew Bender	Books and Subscriptions	Law Library	Law Library	12/30/2024	139.43
Illinois Institute for Continuing Legal Ed (IICLE)	Books and Subscriptions	Law Library	Law Library	12/30/2024	127.50
Illinois Institute for Continuing Legal Ed (IICLE)	Books and Subscriptions	Law Library	Law Library	12/30/2024	112.50
DS Services of America, Inc. dba Primo Water NA	Food	Law Library	Law Library	12/16/2024	17.96
Axon Enterprise, Inc.	Contractual/Consulting Services	Sheriff	Vehicle Maintenance/Purchase	12/16/2024	3,511.10

Motorola Solutions Inc	Contractual/Consulting Services	Sheriff	Sheriffs Office Money Laundering	12/30/2024	10,624.00
Axon Enterprise, Inc.	Weapons and Ammunition	Sheriff	Sheriffs Office Money Laundering	12/30/2024	5,142.87
Jennifer Campbell	Operating Supplies	Sheriff	Cannabis Regulation - Local	12/2/2024	1,432.50
JP Morgan Chase Bank N.A.	Operating Supplies	Sheriff	Cannabis Regulation - Local	12/16/2024	725.00
Petty Cash-Sheriff	Operating Supplies	Sheriff	Cannabis Regulation - Local	12/16/2024	3,550.00
RMT Solutions	Operating Supplies	Sheriff	Cannabis Regulation - Local	12/16/2024	3,200.00
JP Morgan Chase Bank N.A.	Operating Supplies	Sheriff	Sheriff DEF Federal - Treasury	12/16/2024	353.87
JP Morgan Chase Bank N.A.	Operating Supplies	Sheriff	Sheriff DEF Federal - Treasury	12/16/2024	239.87
Petty Cash-Sheriff	Operating Supplies	Sheriff	Sheriff DEF Federal - Treasury	12/16/2024	872.88
Motorola Solutions Inc	Contractual/Consulting Services	Kane Comm	Kane Comm	12/2/2024	1,400.00
JP Morgan Chase Bank N.A.	Contractual/Consulting Services	Kane Comm	Kane Comm	12/16/2024	17.91
Motorola Solutions Inc	Contractual/Consulting Services	Kane Comm	Kane Comm	12/30/2024	1,400.00
Data Clean, LLC	Contractual/Consulting Services	Kane Comm	Kane Comm	12/30/2024	650.00
JP Morgan Chase Bank N.A.	Repairs and Maint- Comm Equip	Kane Comm	Kane Comm	12/16/2024	774.00
Powerphone, Inc. dba Total Response	Repairs and Maint- Comm Equip	Kane Comm	Kane Comm	12/30/2024	17,597.00
Michelle Guthrie	Conferences and Meetings	Kane Comm	Kane Comm	12/30/2024	10.00
Christopher McMeen	Conferences and Meetings	Kane Comm	Kane Comm	12/30/2024	10.00
Sarah Stoffa	Conferences and Meetings	Kane Comm	Kane Comm	12/30/2024	10.00
JP Morgan Chase Bank N.A.	Employee Training	Kane Comm	Kane Comm	12/16/2024	361.99
Kaitlyn Kurzrock	Employee Mileage Expense	Kane Comm	Kane Comm	12/2/2024	18.76
Andrew Baumann	Employee Mileage Expense	Kane Comm	Kane Comm	12/16/2024	341.70
Michelle Guthrie	Employee Mileage Expense	Kane Comm	Kane Comm	12/30/2024	33.23
Christopher McMeen	Employee Mileage Expense	Kane Comm	Kane Comm	12/30/2024	33.23
Sarah Stoffa	Employee Mileage Expense	Kane Comm	Kane Comm	12/30/2024	33.23
JP Morgan Chase Bank N.A.	Pre-Employment Physicals	Kane Comm	Kane Comm	12/16/2024	619.00
Warehouse Direct, Inc.	Office Supplies	Kane Comm	Kane Comm	12/2/2024	12.44
Warehouse Direct, Inc.	Office Supplies	Kane Comm	Kane Comm	12/2/2024	12.40
Warehouse Direct, Inc.	Office Supplies	Kane Comm	Kane Comm	12/16/2024	75.18
JP Morgan Chase Bank N.A.	Operating Supplies	Kane Comm	Kane Comm	12/16/2024	273.94
JP Morgan Chase Bank N.A.	Computer Related Supplies	Kane Comm	Kane Comm	12/16/2024	371.81
JP Morgan Chase Bank N.A.	Employee Recognition Supplies	Kane Comm	Kane Comm	12/16/2024	39.93
5 Star Interpreting Chicago, LLC	Contractual/Consulting Services	Court Services	Probation Services	12/2/2024	342.00
Language Line Services	Contractual/Consulting Services	Court Services	Probation Services	12/16/2024	2,965.06
Care Clinics, Inc.	Contractual/Consulting Services	Court Services	Probation Services	12/30/2024	125.00
Care Clinics, Inc.	Contractual/Consulting Services	Court Services	Probation Services	12/30/2024	125.00
Community Crisis Center, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/2/2024	200.00
Community Crisis Center, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/2/2024	35.00
Community Crisis Center, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/2/2024	105.00
Community Crisis Center, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/2/2024	140.00
Community Crisis Center, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/2/2024	35.00
Community Crisis Center, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/2/2024	105.00
Community Crisis Center, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/2/2024	175.00
Community Crisis Center, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/2/2024	35.00
About Change Counseling	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/2/2024	276.00
About Change Counseling	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/2/2024	506.00
About Change Counseling	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/2/2024	506.00
About Change Counseling	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/2/2024	414.00
About Change Counseling	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/2/2024	60.00
About Change Counseling	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/2/2024	240.00
About Change Counseling	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/2/2024	780.00
Braden Counseling Center, P.C.	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/2/2024	350.00
Mutual Ground, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/2/2024	65.00
Mutual Ground, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/2/2024	73.76
Mutual Ground, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/2/2024	36.88
Mutual Ground, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/2/2024	208.80

Mutual Ground, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/2/2024	36.88
Mutual Ground, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/2/2024	36.88
Mutual Ground, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/2/2024	36.88
Care Clinics, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	1,285.00
Nickerson & Associates P C	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	24,295.00
Associates in Behavioral Health Care ABC - DUI	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	240.00
About Change Counseling	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	1,050.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	120.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	240.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	75.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	120.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	300.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	180.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	180.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	120.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	240.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	240.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	300.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	300.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	120.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	240.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	240.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	240.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	240.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	60.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	60.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	120.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	300.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	60.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	240.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	120.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	240.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	240.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	120.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	120.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	240.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	60.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/16/2024	300.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	120.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	60.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	240.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	60.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	120.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	180.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	75.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	120.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	60.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	120.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	120.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	60.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	240.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	120.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	120.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	60.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	120.00

Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	180.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	240.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	60.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	240.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	120.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	180.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	60.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	60.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	120.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	180.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	75.00
About Change Counseling	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	46.00
About Change Counseling	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	253.11
About Change Counseling	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	190.00
About Change Counseling	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	190.00
About Change Counseling	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	46.00
About Change Counseling	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	22.89
About Change Counseling	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	40.00
About Change Counseling	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	40.00
Community Crisis Center, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	70.00
Community Crisis Center, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	200.00
Community Crisis Center, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	70.00
Community Crisis Center, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	70.00
Community Crisis Center, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	35.00
Community Crisis Center, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	70.00
Community Crisis Center, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	105.00
Mutual Ground, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	36.88
Mutual Ground, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	36.88
Mutual Ground, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	12/30/2024	36.88
Abel Screening Inc	Testing Materials	Court Services	Probation Services	12/2/2024	79.00
Abel Screening Inc	Testing Materials	Court Services	Probation Services	12/2/2024	79.00
Abel Screening Inc	Testing Materials	Court Services	Probation Services	12/2/2024	79.00
Abel Screening Inc	Testing Materials	Court Services	Probation Services	12/16/2024	79.00
Abel Screening Inc	Testing Materials	Court Services	Probation Services	12/16/2024	79.00
Abel Screening Inc	Testing Materials	Court Services	Probation Services	12/16/2024	79.00
Abel Screening Inc	Testing Materials	Court Services	Probation Services	12/16/2024	79.00
Abel Screening Inc	Testing Materials	Court Services	Probation Services	12/16/2024	79.00
Gateway Foundation	Contractual/Consulting Services	Court Services	Drug Court Special Resources	12/2/2024	1,670.00
Gateway Foundation	Contractual/Consulting Services	Court Services	Drug Court Special Resources	12/16/2024	1,670.00
PharmChem, Inc.	Lab Services	Court Services	Drug Court Special Resources	12/2/2024	127.80
Redwood Toxicology Inc.	Lab Services	Court Services	Drug Court Special Resources	12/2/2024	3,876.77
PharmChem, Inc.	Lab Services	Court Services	Drug Court Special Resources	12/16/2024	95.85
Redwood Toxicology Inc.	Lab Services	Court Services	Drug Court Special Resources	12/30/2024	3,128.22
Hope for Tomorrow, Inc.	Residential Treatment	Court Services	Drug Court Special Resources	12/2/2024	328.00
Quincy Owens	Conferences and Meetings	Court Services	Drug Court Special Resources	12/2/2024	110.00
JP Morgan Chase Bank N.A.	Conferences and Meetings	Court Services	Drug Court Special Resources	12/16/2024	271.00
JP Morgan Chase Bank N.A.	Operating Supplies	Court Services	Drug Court Special Resources	12/16/2024	277.97
JP Morgan Chase Bank N.A.	Books and Subscriptions	Court Services	Drug Court Special Resources	12/16/2024	1,217.55
Redwood Toxicology Inc.	Medical Supplies and Drugs	Court Services	Drug Court Special Resources	12/30/2024	281.00
Julie Cho-Valldejuli	Sanction Incentives	Court Services	Drug Court Special Resources	12/16/2024	135.00
JP Morgan Chase Bank N.A.	Sanction Incentives	Court Services	Drug Court Special Resources	12/16/2024	345.62
Kane County Sheriff	Peer Group Activities Supplies	Court Services	Drug Court Special Resources	12/30/2024	1,875.00
JP Morgan Chase Bank N.A.	Conferences and Meetings	Coroner	Coroner Administration	12/16/2024	136.20
North East Multi-Regional Training Inc	Employee Training	Coroner	Coroner Administration	12/16/2024	950.00
Marberry Cleaners & Launderers	Miscellaneous Contractual Exp	Coroner	Coroner Administration	12/16/2024	388.50

Natalie Murry Forensic Art	Miscellaneous Contractual Exp	Coroner	Coroner Administration	12/16/2024	250.00
Patten Industries Power Dry of Chicago dba Chicago Water & Fire Rest	Miscellaneous Contractual Exp	Coroner	Coroner Administration	12/16/2024	100.00
Patten Industries Power Dry of Chicago dba Chicago Water & Fire Rest	Miscellaneous Contractual Exp	Coroner	Coroner Administration	12/16/2024	100.00
Patten Industries Power Dry of Chicago dba Chicago Water & Fire Rest	Miscellaneous Contractual Exp	Coroner	Coroner Administration	12/16/2024	100.00
Simplicity Scale, Inc. dba Midwest Scale Company	Miscellaneous Contractual Exp	Coroner	Coroner Administration	12/16/2024	435.00
Stericycle, Inc.	Miscellaneous Contractual Exp	Coroner	Coroner Administration	12/16/2024	807.01
JP Morgan Chase Bank N.A.	Office Supplies	Coroner	Coroner Administration	12/16/2024	260.42
JP Morgan Chase Bank N.A.	Office Supplies	Coroner	Coroner Administration	12/16/2024	142.91
Undertakers Supply Corp	Operating Supplies	Coroner	Coroner Administration	12/2/2024	214.16
JP Morgan Chase Bank N.A.	Operating Supplies	Coroner	Coroner Administration	12/16/2024	1,271.02
JP Morgan Chase Bank N.A.	Operating Supplies	Coroner	Coroner Administration	12/16/2024	84.99
Kenneth Young Center	Operating Supplies	Coroner	Coroner Administration	12/16/2024	8,690.00
Marlin Leasing Corporation dba PEAC Solutions	Operating Supplies	Coroner	Coroner Administration	12/16/2024	498.00
James L. Rabb	Operating Supplies	Coroner	Coroner Administration	12/16/2024	600.00
Southland Medical, LLC	Operating Supplies	Coroner	Coroner Administration	12/16/2024	934.17
Southland Medical, LLC	Operating Supplies	Coroner	Coroner Administration	12/30/2024	262.17
Eagle Engraving, Inc.	Uniform Supplies	Coroner	Coroner Administration	12/16/2024	329.65
JP Morgan Chase Bank N.A.	Uniform Supplies	Coroner	Coroner Administration	12/16/2024	239.63
Ratliff Landscaping Inc	Contractual/Consulting Services	Animal Control	Animal Control	12/2/2024	1,390.00
Ratliff Landscaping Inc	Contractual/Consulting Services	Animal Control	Animal Control	12/2/2024	1,390.00
Ratliff Landscaping Inc	Contractual/Consulting Services	Animal Control	Animal Control	12/2/2024	1,390.00
Waste Management of Illinois - West	Contractual/Consulting Services	Animal Control	Animal Control	12/2/2024	113.54
JP Morgan Chase Bank N.A.	Veterinarian Services	Animal Control	Animal Control	12/16/2024	731.30
HLP, Inc.	Software Licensing Cost	Animal Control	Animal Control	12/16/2024	1,078.35
DuPage Salt Company	Disposal and Water Softener Srvs	Animal Control	Animal Control	12/2/2024	37.20
Rita Franco	Employee Mileage Expense	Animal Control	Animal Control	12/16/2024	33.23
Warehouse Direct, Inc.	Office Supplies	Animal Control	Animal Control	12/2/2024	194.28
DS Services of America, Inc. dba Primo Water NA	Office Supplies	Animal Control	Animal Control	12/16/2024	311.41
Midwest Veterinary Supply, Inc.	Office Supplies	Animal Control	Animal Control	12/16/2024	189.50
National Band & Tag Company	Operating Supplies	Animal Control	Animal Control	12/2/2024	6,960.00
JP Morgan Chase Bank N.A.	Operating Supplies	Animal Control	Animal Control	12/16/2024	3,516.81
Midwest Veterinary Supply, Inc.	Operating Supplies	Animal Control	Animal Control	12/16/2024	18.25
City of Geneva	Utilities- Water	Animal Control	Animal Control	12/16/2024	476.02
Midwest Veterinary Supply, Inc.	Animal Care Supplies	Animal Control	Animal Control	12/16/2024	174.52
Midwest Veterinary Supply, Inc.	Animal Care Supplies	Animal Control	Animal Control	12/16/2024	4,924.47
Midwest Veterinary Supply, Inc.	Animal Care Supplies	Animal Control	Animal Control	12/16/2024	17.08
Midwest Veterinary Supply, Inc.	Animal Care Supplies	Animal Control	Animal Control	12/16/2024	183.50
Midwest Veterinary Supply, Inc.	Animal Care Supplies	Animal Control	Animal Control	12/16/2024	15.30
Midwest Veterinary Supply, Inc.	Animal Care Supplies	Animal Control	Animal Control	12/16/2024	280.36
JP Morgan Chase Bank N.A.	Cleaning Supplies	Animal Control	Animal Control	12/16/2024	132.22
Midwest Veterinary Supply, Inc.	Cleaning Supplies	Animal Control	Animal Control	12/16/2024	3,527.89
Colby Oltman	Uniform Supplies	Animal Control	Animal Control	12/16/2024	50.00
Warehouse Direct, Inc.	Uniform Supplies	Animal Control	Animal Control	12/16/2024	329.92
Nicor Gas	Utilities- Natural Gas	Animal Control	Animal Control	12/16/2024	262.73
City of Geneva	Utilities- Electric	Animal Control	Animal Control	12/16/2024	491.01
WCP Financials, LLC	Utilities- Electric	Animal Control	Animal Control	12/16/2024	106.98
Powerlink Electric, LLC	Building Improvements	Animal Control	Animal Control	12/16/2024	50,000.00
Hampshire Township	Township Payable- Hampshire		County Highway	12/30/2024	120.00
Rutland Township-Road District	Township Payable- Rutland		County Highway	12/30/2024	1,244.00
Dundee Township	Township Payable- Dundee		County Highway	12/30/2024	120.00
Burlington Township	Township Payable- Burlington		County Highway	12/30/2024	560.00
Plato Township	Township Payable- Plato		County Highway	12/30/2024	456.00
Elgin Township Road District	Township Payable- Elgin		County Highway	12/30/2024	2,624.00
Virgil Township	Township Payable- Virgil		County Highway	12/30/2024	216.00
Campton Township	Township Payable- Campton		County Highway	12/30/2024	216.00

St. Charles Township	Township Payable- St. Charles		County Highway	12/30/2024	1,304.00
Kaneville Township	Township Payable- Kaneville		County Highway	12/30/2024	1,044.00
Blackberry Township / Road District	Township Payable- Blackberry		County Highway	12/30/2024	632.00
Geneva Township	Township Payable- Geneva		County Highway	12/30/2024	188.00
Big Rock Township Road District	Township Payable- Big Rock		County Highway	12/30/2024	40.00
Sugar Grove Township Road District	Township Payable- Sugar Grove		County Highway	12/30/2024	348.00
Aurora Township	Township Payable- Aurora		County Highway	12/30/2024	708.00
Batavia Township	Township Payable- Batavia		County Highway	12/30/2024	256.00
State Materials Engineering LLC	Engineering Services	Transportation	County Highway	12/2/2024	2,010.00
NV5 Geospatial, Inc.	Contractual/Consulting Services	Transportation	County Highway	12/2/2024	8,192.50
J Patrick Jaeger	Legal Services	Transportation	County Highway	12/2/2024	4,000.00
Tyler Medical Services, S.C.	Medical/Dental/Hospital Services	Transportation	County Highway	12/16/2024	381.46
Tyler Medical Services, S.C.	Medical/Dental/Hospital Services	Transportation	County Highway	12/30/2024	375.00
Environmental Systems Research Institute, Inc.	Software Licensing Cost	Transportation	County Highway	12/2/2024	960.00
Diglet LLC	Software Licensing Cost	Transportation	County Highway	12/16/2024	250.00
Business Oriented Software Solutions, Inc. (BOSS)	Software Licensing Cost	Transportation	County Highway	12/30/2024	2,850.00
Waste Management of Illinois - West	Disposal and Water Softener Srvs	Transportation	County Highway	12/2/2024	32.48
Waste Management of Illinois - West	Disposal and Water Softener Srvs	Transportation	County Highway	12/2/2024	449.80
DS Services of America, Inc. dba Primo Water NA	Disposal and Water Softener Srvs	Transportation	County Highway	12/16/2024	212.57
DS Services of America, Inc. dba Primo Water NA	Disposal and Water Softener Srvs	Transportation	County Highway	12/16/2024	212.57
Heritage-Crystal Clean, LLC	Disposal and Water Softener Srvs	Transportation	County Highway	12/16/2024	81.25
Heritage-Crystal Clean, LLC	Disposal and Water Softener Srvs	Transportation	County Highway	12/16/2024	57.25
Waste Management of Illinois - West	Disposal and Water Softener Srvs	Transportation	County Highway	12/30/2024	577.85
Waste Management of Illinois - West	Disposal and Water Softener Srvs	Transportation	County Highway	12/30/2024	32.48
Eco Clean Maintenance, Inc.	Janitorial Services	Transportation	County Highway	12/16/2024	3,066.00
Eco Clean Maintenance, Inc.	Janitorial Services	Transportation	County Highway	12/30/2024	3,066.00
Goldy Locks Inc	Repairs and Maint- Buildings	Transportation	County Highway	12/16/2024	11,205.22
Stenstrom Petroleum Services Group	Repairs and Maint- Grounds	Transportation	County Highway	12/16/2024	3,541.50
Impact Networking, LLC	Repairs and Maint- Copiers	Transportation	County Highway	12/2/2024	35.20
Impact Networking, LLC	Repairs and Maint- Copiers	Transportation	County Highway	12/2/2024	35.20
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Transportation	County Highway	12/2/2024	17.09
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Transportation	County Highway	12/30/2024	230.15
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Transportation	County Highway	12/30/2024	8.56
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Transportation	County Highway	12/30/2024	4.44
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Transportation	County Highway	12/30/2024	284.65
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Transportation	County Highway	12/30/2024	6.84
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Transportation	County Highway	12/30/2024	2.99
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Transportation	County Highway	12/30/2024	17.36
Cylinder Services, Inc.	Repairs and Maint- Equipment	Transportation	County Highway	12/16/2024	425.96
Cylinder Services, Inc.	Repairs and Maint- Equipment	Transportation	County Highway	12/30/2024	145.00
Miller-Bradford & Risberg, Inc.	Repairs and Maint- Equipment	Transportation	County Highway	12/30/2024	1,411.90
Pomp's Tire Service, Inc.	Repairs and Maint- Equipment	Transportation	County Highway	12/30/2024	548.85
Therm Flo Incorporated	Repairs and Maint- Vehicles	Transportation	County Highway	12/2/2024	810.00
Patson, Inc. dba TransChicago Truck Group	Repairs and Maint- Vehicles	Transportation	County Highway	12/30/2024	725.04
Rush Truck Centers of Illinois, Inc.	Repairs and Maint- Vehicles	Transportation	County Highway	12/30/2024	408.10
Jacqueline Forbes	Conferences and Meetings	Transportation	County Highway	12/2/2024	390.30
Doris A. Hohertz	Conferences and Meetings	Transportation	County Highway	12/2/2024	6.00
JP Morgan Chase Bank N.A.	Conferences and Meetings	Transportation	County Highway	12/16/2024	930.00
George Kandathil	Conferences and Meetings	Transportation	County Highway	12/16/2024	41.39
George Kandathil	Conferences and Meetings	Transportation	County Highway	12/16/2024	543.16
Gretchen Hannah Klock	Conferences and Meetings	Transportation	County Highway	12/16/2024	44.69
Heidi Lichtenberger	Conferences and Meetings	Transportation	County Highway	12/16/2024	75.77
Kurt Nika	Conferences and Meetings	Transportation	County Highway	12/30/2024	50.00
JP Morgan Chase Bank N.A.	Employee Training	Transportation	County Highway	12/16/2024	119.00
VISTA Training, Inc.	Employee Training	Transportation	County Highway	12/30/2024	4,489.77

American Public Works Association (APWA)	Employee Training	Transportation	County Highway	12/30/2024	799.00
American Public Works Association (APWA)	Employee Training	Transportation	County Highway	12/30/2024	799.00
American Public Works Association (APWA)	Employee Training	Transportation	County Highway	12/30/2024	799.00
Jacqueline Forbes	Employee Mileage Expense	Transportation	County Highway	12/2/2024	173.26
Doris A. Hohertz	Employee Mileage Expense	Transportation	County Highway	12/2/2024	62.71
Doris A. Hohertz	Employee Mileage Expense	Transportation	County Highway	12/16/2024	361.80
Gretchen Hannah Klock	Employee Mileage Expense	Transportation	County Highway	12/16/2024	9.65
Jacqueline Forbes	Employee Mileage Expense	Transportation	County Highway	12/30/2024	76.38
Janet Harris	Employee Mileage Expense	Transportation	County Highway	12/30/2024	6.57
Steve Coffinbargar	Employee Mileage Expense	Transportation	County Highway	12/30/2024	15.21
JP Morgan Chase Bank N.A.	General Association Dues	Transportation	County Highway	12/16/2024	424.00
Transportation for Illinois Coalition	General Association Dues	Transportation	County Highway	12/30/2024	1,100.00
Illinois Association of County Engineers (IACE)	General Association Dues	Transportation	County Highway	12/30/2024	4,162.98
Illinois GIS Association (ILGISA)	General Association Dues	Transportation	County Highway	12/30/2024	100.00
Illinois Public Works Mutual Aid Network (IPWMAN)	General Association Dues	Transportation	County Highway	12/30/2024	500.00
Veritiv Operating Company	Office Supplies	Transportation	County Highway	12/2/2024	636.60
Warehouse Direct, Inc.	Office Supplies	Transportation	County Highway	12/16/2024	10.88
Warehouse Direct, Inc.	Office Supplies	Transportation	County Highway	12/16/2024	109.76
JP Morgan Chase Bank N.A.	Office Supplies	Transportation	County Highway	12/16/2024	784.57
The Tree House, Inc.	Office Supplies	Transportation	County Highway	12/16/2024	403.50
R&M Specialties Ltd	Operating Supplies	Transportation	County Highway	12/2/2024	220.00
Russo Power Equipment	Operating Supplies	Transportation	County Highway	12/16/2024	443.97
Cintas Corporation	Operating Supplies	Transportation	County Highway	12/16/2024	532.98
JP Morgan Chase Bank N.A.	Operating Supplies	Transportation	County Highway	12/16/2024	40.00
JP Morgan Chase Bank N.A.	Operating Supplies	Transportation	County Highway	12/16/2024	232.44
Alta Construction Equip. IL dba Martin Implement	Operating Supplies	Transportation	County Highway	12/30/2024	190.78
JP Morgan Chase Bank N.A.	Computer Hardware- Non Capital	Transportation	County Highway	12/16/2024	51.89
Menards, Inc.	Computer Hardware- Non Capital	Transportation	County Highway	12/30/2024	134.39
Toshiba America Business Solutions, Inc	Computer Hardware- Non Capital	Transportation	County Highway	12/30/2024	4,222.00
Menards, Inc.	Buildings and Grounds Supplies	Transportation	County Highway	12/2/2024	97.96
Menards, Inc.	Buildings and Grounds Supplies	Transportation	County Highway	12/2/2024	172.43
Menards, Inc.	Buildings and Grounds Supplies	Transportation	County Highway	12/2/2024	103.99
Stenstrom Petroleum Services Group	Buildings and Grounds Supplies	Transportation	County Highway	12/2/2024	20.20
Grainger Inc	Buildings and Grounds Supplies	Transportation	County Highway	12/2/2024	113.29
Grainger Inc	Buildings and Grounds Supplies	Transportation	County Highway	12/2/2024	119.24
Grainger Inc	Buildings and Grounds Supplies	Transportation	County Highway	12/2/2024	60.06
Culligan Tri City Soft Water	Buildings and Grounds Supplies	Transportation	County Highway	12/2/2024	91.50
John M Ellsworth Co., Inc.	Buildings and Grounds Supplies	Transportation	County Highway	12/16/2024	631.04
JP Morgan Chase Bank N.A.	Buildings and Grounds Supplies	Transportation	County Highway	12/16/2024	1,639.21
Grainger Inc	Buildings and Grounds Supplies	Transportation	County Highway	12/16/2024	40.80
Grainger Inc	Buildings and Grounds Supplies	Transportation	County Highway	12/30/2024	302.31
Grainger Inc	Buildings and Grounds Supplies	Transportation	County Highway	12/30/2024	154.15
McMaster-Carr Supply Co.	Buildings and Grounds Supplies	Transportation	County Highway	12/30/2024	78.03
Culligan Tri City Soft Water	Buildings and Grounds Supplies	Transportation	County Highway	12/30/2024	91.50
Elgin Key & Lock Company, Inc.	Buildings and Grounds Supplies	Transportation	County Highway	12/30/2024	48.00
Menards, Inc.	Buildings and Grounds Supplies	Transportation	County Highway	12/30/2024	189.33
Producers Chemical Company	Buildings and Grounds Supplies	Transportation	County Highway	12/30/2024	159.00
Holcim-Mamr, Inc.	Crushed Stone	Transportation	County Highway	12/2/2024	180.92
Holcim-Mamr, Inc.	Crushed Stone	Transportation	County Highway	12/2/2024	353.88
Holcim-Mamr, Inc.	Crushed Stone	Transportation	County Highway	12/2/2024	179.85
Holcim-Mamr, Inc.	Crushed Stone	Transportation	County Highway	12/16/2024	1,048.38
Uline	Sign Material	Transportation	County Highway	12/2/2024	170.78
Mandel Metals, Inc. dba US Standard Sign Co.	Sign Material	Transportation	County Highway	12/2/2024	1,986.90
Priority Products, Inc.	Sign Material	Transportation	County Highway	12/16/2024	60.21
Priority Products, Inc.	Sign Material	Transportation	County Highway	12/16/2024	-250.42

JP Morgan Chase Bank N.A.	Sign Material	Transportation	County Highway	12/16/2024	41.82
Big Systems, LLC	Sign Material	Transportation	County Highway	12/30/2024	304.00
Nicor Gas	Utilities- Natural Gas	Transportation	County Highway	12/2/2024	55.04
Nicor Gas	Utilities- Natural Gas	Transportation	County Highway	12/2/2024	47.35
Nicor Gas	Utilities- Natural Gas	Transportation	County Highway	12/16/2024	478.71
Nicor Gas	Utilities- Natural Gas	Transportation	County Highway	12/16/2024	438.18
Constellation NewEnergy-Gas Division, LLC	Utilities- Natural Gas	Transportation	County Highway	12/16/2024	1,726.30
Constellation NewEnergy Inc.	Utilities- Electric	Transportation	County Highway	12/2/2024	2,256.14
Constellation NewEnergy Inc.	Utilities- Electric	Transportation	County Highway	12/16/2024	70.50
Constellation NewEnergy Inc.	Utilities- Electric	Transportation	County Highway	12/30/2024	2,267.77
Constellation NewEnergy Inc.	Utilities- Intersect Lighting	Transportation	County Highway	12/2/2024	269.45
Constellation NewEnergy Inc.	Utilities- Intersect Lighting	Transportation	County Highway	12/2/2024	196.34
Constellation NewEnergy Inc.	Utilities- Intersect Lighting	Transportation	County Highway	12/2/2024	230.93
Constellation NewEnergy Inc.	Utilities- Intersect Lighting	Transportation	County Highway	12/2/2024	132.52
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/2/2024	116.74
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/2/2024	76.26
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/2/2024	26.95
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/2/2024	108.94
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/2/2024	11.11
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/2/2024	62.96
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/2/2024	8.71
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/2/2024	31.09
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/2/2024	2,667.85
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/2/2024	6.18
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/2/2024	3,008.97
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/2/2024	202.77
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/2/2024	5.30
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/2/2024	25.90
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/2/2024	30.17
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/2/2024	49.13
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/2/2024	96.41
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/2/2024	5.30
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/16/2024	29.48
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/16/2024	24.05
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/16/2024	7.45
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/16/2024	195.57
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/16/2024	159.79
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/16/2024	44.78
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/16/2024	107.10
Constellation NewEnergy Inc.	Utilities- Intersect Lighting	Transportation	County Highway	12/16/2024	124.19
City of Batavia	Utilities- Intersect Lighting	Transportation	County Highway	12/16/2024	84.16
City of Batavia	Utilities- Intersect Lighting	Transportation	County Highway	12/16/2024	49.31
City of Batavia	Utilities- Intersect Lighting	Transportation	County Highway	12/16/2024	114.26
City of Batavia	Utilities- Intersect Lighting	Transportation	County Highway	12/30/2024	99.61
City of Batavia	Utilities- Intersect Lighting	Transportation	County Highway	12/30/2024	110.34
City of Batavia	Utilities- Intersect Lighting	Transportation	County Highway	12/30/2024	86.63
City of Batavia	Utilities- Intersect Lighting	Transportation	County Highway	12/30/2024	92.72
Constellation NewEnergy Inc.	Utilities- Intersect Lighting	Transportation	County Highway	12/30/2024	290.65
Constellation NewEnergy Inc.	Utilities- Intersect Lighting	Transportation	County Highway	12/30/2024	168.68
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/30/2024	25.42
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/30/2024	130.12
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/30/2024	11.53
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/30/2024	31.22
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/30/2024	37.60
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/30/2024	2,824.64

ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/30/2024	52.37
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/30/2024	66.60
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/30/2024	115.01
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/30/2024	90.82
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/30/2024	8.76
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/30/2024	26.58
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/30/2024	254.39
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/30/2024	5.30
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/30/2024	129.64
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	12/30/2024	6.28
Petroleum Traders Corporation	Fuel- Vehicles	Transportation	County Highway	12/2/2024	21,115.62
Byrne Software Technologies, Inc.	Computer Software- Capital	Transportation	County Highway	12/30/2024	210.00
Henderson Products, Inc.	Automotive Equipment	Transportation	County Highway	12/16/2024	152,767.00
Henderson Products, Inc.	Automotive Equipment	Transportation	County Highway	12/16/2024	143,315.00
Henderson Products, Inc.	Automotive Equipment	Transportation	County Highway	12/16/2024	143,315.00
Henderson Products, Inc.	Automotive Equipment	Transportation	County Highway	12/16/2024	161,446.00
CIT Trucks, LLC	Automotive Equipment	Transportation	County Highway	12/30/2024	146,172.00
CIT Trucks, LLC	Automotive Equipment	Transportation	County Highway	12/30/2024	146,172.00
CIT Trucks, LLC	Automotive Equipment	Transportation	County Highway	12/30/2024	145,187.00
CIT Trucks, LLC	Automotive Equipment	Transportation	County Highway	12/30/2024	145,187.00
CIT Trucks, LLC	Automotive Equipment	Transportation	County Highway	12/30/2024	145,187.00
CIT Trucks, LLC	Automotive Equipment	Transportation	County Highway	12/30/2024	145,187.00
HR GREEN Inc (formerly SEC GROUP Inc)	Bridge Inspection	Transportation	County Bridge	12/16/2024	17,301.95
Suburban Teamsters of Northern Illinois	Teamsters Contribution	Transportation	Motor Fuel Tax	12/16/2024	67,860.00
HR GREEN Inc (formerly SEC GROUP Inc)	Engineering Services	Transportation	Motor Fuel Tax	12/2/2024	71,680.79
Christopher B. Burke Engineering, Ltd.	Engineering Services	Transportation	Motor Fuel Tax	12/2/2024	94,834.91
CIORBA Group, Inc.	Engineering Services	Transportation	Motor Fuel Tax	12/2/2024	11,755.75
BLA, Inc.	Engineering Services	Transportation	Motor Fuel Tax	12/2/2024	9,026.45
BLA, Inc.	Engineering Services	Transportation	Motor Fuel Tax	12/16/2024	33,666.08
BLA, Inc.	Engineering Services	Transportation	Motor Fuel Tax	12/30/2024	44,270.71
CIORBA Group, Inc.	Engineering Services	Transportation	Motor Fuel Tax	12/30/2024	5,743.55
CIORBA Group, Inc.	Engineering Services	Transportation	Motor Fuel Tax	12/30/2024	6,408.80
Hampton Lenzini & Renwick, Inc.	Engineering Services	Transportation	Motor Fuel Tax	12/30/2024	18,613.79
Hampton Lenzini & Renwick, Inc.	Engineering Services	Transportation	Motor Fuel Tax	12/30/2024	25,973.54
HR GREEN Inc (formerly SEC GROUP Inc)	Engineering Services	Transportation	Motor Fuel Tax	12/30/2024	62,646.18
V3 Companies, LTD	Engineering Services	Transportation	Motor Fuel Tax	12/30/2024	1,948.52
Builders Paving, LLC	Repairs and Maint- Resurfacing	Transportation	Motor Fuel Tax	12/2/2024	941,441.67
Skyline Salt Solutions	Rock Salt	Transportation	County Highway Matching	12/30/2024	34,650.26
BLA, Inc.	Engineering Services	Transportation	Motor Fuel Local Option	12/2/2024	19,473.66
BLA, Inc.	Engineering Services	Transportation	Motor Fuel Local Option	12/2/2024	5,463.40
BLA, Inc.	Engineering Services	Transportation	Motor Fuel Local Option	12/2/2024	13,340.46
BLA, Inc.	Engineering Services	Transportation	Motor Fuel Local Option	12/16/2024	4,902.50
BLA, Inc.	Engineering Services	Transportation	Motor Fuel Local Option	12/16/2024	967.65
BLA, Inc.	Engineering Services	Transportation	Motor Fuel Local Option	12/16/2024	279.40
BLA, Inc.	Engineering Services	Transportation	Motor Fuel Local Option	12/16/2024	2,228.64
Michael Baker International, Inc.	Engineering Services	Transportation	Motor Fuel Local Option	12/16/2024	8,517.80
Thomas Engineering Group, LLC	Engineering Services	Transportation	Motor Fuel Local Option	12/30/2024	11,111.35
BLA, Inc.	Engineering Services	Transportation	Motor Fuel Local Option	12/30/2024	2,535.30
BLA, Inc.	Engineering Services	Transportation	Motor Fuel Local Option	12/30/2024	15,152.83
BLA, Inc.	Engineering Services	Transportation	Motor Fuel Local Option	12/30/2024	13,089.31
BLA, Inc.	Engineering Services	Transportation	Motor Fuel Local Option	12/30/2024	6,192.85
Curran Contracting Company	Repairs and Maintenance- Roads	Transportation	Motor Fuel Local Option	12/2/2024	20,849.18
Frost Solutions, LLC	Repairs and Maintenance- Roads	Transportation	Motor Fuel Local Option	12/2/2024	11,400.00
SKC Construction, Inc.	Repairs and Maint- Cracksealing	Transportation	Motor Fuel Local Option	12/30/2024	243,264.14
Corrective Asphalt Materials, LLC	Pavement Preservation	Transportation	Motor Fuel Local Option	12/30/2024	710,309.32

RoadSafe Traffic Systems	Uniform Supplies	Transportation	Motor Fuel Local Option	12/2/2024	2,880.00
A Discount T	Uniform Supplies	Transportation	Motor Fuel Local Option	12/2/2024	370.00
Cintas Corporation	Uniform Supplies	Transportation	Motor Fuel Local Option	12/2/2024	272.97
Cintas Corporation	Uniform Supplies	Transportation	Motor Fuel Local Option	12/2/2024	272.97
Red Wing Shoe Store	Uniform Supplies	Transportation	Motor Fuel Local Option	12/16/2024	5,099.18
Cintas Corporation	Uniform Supplies	Transportation	Motor Fuel Local Option	12/30/2024	271.09
Cintas Corporation	Uniform Supplies	Transportation	Motor Fuel Local Option	12/30/2024	271.09
D&A Powertrain Components Inc dba Aurora Truck Ctr	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	1,737.46
Elburn NAPA, Inc. dba North Aurora NAPA	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	371.60
Elburn NAPA, Inc. dba North Aurora NAPA	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	493.39
Elburn NAPA, Inc. dba North Aurora NAPA	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	185.80
Elburn NAPA, Inc. dba North Aurora NAPA	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	176.98
Elburn NAPA, Inc. dba North Aurora NAPA	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	494.74
Elburn NAPA, Inc. dba North Aurora NAPA	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	107.95
Elburn NAPA, Inc. dba North Aurora NAPA	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	153.96
Elburn NAPA, Inc. dba North Aurora NAPA	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	511.19
Elburn NAPA, Inc. dba North Aurora NAPA	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	473.41
Elburn NAPA, Inc. dba North Aurora NAPA	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	521.17
Elburn NAPA, Inc. dba North Aurora NAPA	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	762.64
Elburn NAPA, Inc. dba North Aurora NAPA	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	122.82
Elburn NAPA, Inc. dba North Aurora NAPA	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	122.82
Elburn NAPA, Inc. dba North Aurora NAPA	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	299.98
Elburn NAPA, Inc. dba North Aurora NAPA	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	40.30
Elburn NAPA, Inc. dba North Aurora NAPA	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	219.99
PetroChoice Holdings, Inc. dba PetroChoice, LLC	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	399.85
Pomp's Tire Service, Inc.	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	179.62
Rush Truck Centers of Illinois, Inc.	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	280.59
FORCE America Distributing, LLC	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	833.93
Lakeside International, LLC	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	620.36
Lakeside International, LLC	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	-620.36
Lakeside International, LLC	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	747.22
Lakeside International, LLC	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	646.86
Patson, Inc. dba TransChicago Truck Group	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/16/2024	9.90
Truck Country of Illinois	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/16/2024	497.69
Feece Oil Company	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/16/2024	1,854.00
Feece Oil Company	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/16/2024	3,039.00
Feece Oil Company	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/16/2024	2,382.00
Rush Truck Centers of Illinois, Inc.	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/16/2024	161.60
Rush Truck Centers of Illinois, Inc.	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/16/2024	1,781.69
Rush Truck Centers of Illinois, Inc.	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/16/2024	51.96
Rush Truck Centers of Illinois, Inc.	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/16/2024	69.43
Rush Truck Centers of Illinois, Inc.	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/16/2024	230.66
D&A Powertrain Components Inc dba Aurora Truck Ctr	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/16/2024	1,618.26
Rush Truck Centers of Illinois, Inc.	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/30/2024	937.75
Rush Truck Centers of Illinois, Inc.	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/30/2024	210.00
Rush Truck Centers of Illinois, Inc.	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/30/2024	79.42
Rush Truck Centers of Illinois, Inc.	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/30/2024	796.00
Rush Truck Centers of Illinois, Inc.	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/30/2024	116.28
Rush Truck Centers of Illinois, Inc.	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/30/2024	81.04
Rush Truck Centers of Illinois, Inc.	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/30/2024	53.57
Rush Truck Centers of Illinois, Inc.	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/30/2024	397.88
Elburn NAPA, Inc. dba North Aurora NAPA	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/30/2024	454.52
Truck Country of Illinois	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/30/2024	127.26
Patson, Inc. dba TransChicago Truck Group	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	12/30/2024	432.52
Arends Hogan Walker, LLC (AHW LLC)	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	675.79

DeKane Equipment Corp	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	478.58
Dultmeier Sales LLC	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	223.98
Dultmeier Sales LLC	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	99.74
Dultmeier Sales LLC	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	153.00
Elburn NAPA, Inc. dba North Aurora NAPA	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	39.07
Elburn NAPA, Inc. dba North Aurora NAPA	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	118.78
Elburn NAPA, Inc. dba North Aurora NAPA	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	38.24
Elburn NAPA, Inc. dba North Aurora NAPA	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	220.20
Elburn NAPA, Inc. dba North Aurora NAPA	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	84.00
Elburn NAPA, Inc. dba North Aurora NAPA	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	16.90
Elburn NAPA, Inc. dba North Aurora NAPA	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	198.79
Elburn NAPA, Inc. dba North Aurora NAPA	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	60.85
Elburn NAPA, Inc. dba North Aurora NAPA	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	173.79
Elburn NAPA, Inc. dba North Aurora NAPA	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	23.03
Elburn NAPA, Inc. dba North Aurora NAPA	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	409.05
Elburn NAPA, Inc. dba North Aurora NAPA	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	411.33
Elburn NAPA, Inc. dba North Aurora NAPA	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	71.88
Elburn NAPA, Inc. dba North Aurora NAPA	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	27.24
Elburn NAPA, Inc. dba North Aurora NAPA	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	188.84
Elburn NAPA, Inc. dba North Aurora NAPA	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	323.30
Elburn NAPA, Inc. dba North Aurora NAPA	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	191.95
Elburn NAPA, Inc. dba North Aurora NAPA	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	-35.27
Liberty Tire Recycling Holdco, LLC	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/2/2024	611.75
Priority Products, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/16/2024	58.80
Priority Products, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/16/2024	104.75
Priority Products, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/16/2024	344.93
Priority Products, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/16/2024	63.32
Priority Products, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/16/2024	109.32
Priority Products, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/16/2024	241.23
Priority Products, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/16/2024	454.55
Alta Construction Equip. IL dba Martin Implement	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/16/2024	219.90
John M Ellsworth Co., Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/16/2024	250.33
JP Morgan Chase Bank N.A.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/16/2024	380.07
Alta Construction Equip. IL dba Martin Implement	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/30/2024	145.00
Priority Products, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/30/2024	-120.16
Priority Products, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/30/2024	100.28
Priority Products, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/30/2024	245.89
Priority Products, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/30/2024	123.87
Vermeer Illinois, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/30/2024	100.00
Elburn NAPA, Inc. dba North Aurora NAPA	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/30/2024	37.30
Elburn NAPA, Inc. dba North Aurora NAPA	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	12/30/2024	111.98
Brian Platou dba BP Tools, LLC	Tools	Transportation	Motor Fuel Local Option	12/2/2024	36.80
Brian Platou dba BP Tools, LLC	Tools	Transportation	Motor Fuel Local Option	12/2/2024	36.80
JP Morgan Chase Bank N.A.	Tools	Transportation	Motor Fuel Local Option	12/16/2024	102.93
Menards, Inc.	Tools	Transportation	Motor Fuel Local Option	12/30/2024	70.47
Brian Platou dba BP Tools, LLC	Tools	Transportation	Motor Fuel Local Option	12/30/2024	85.85
Brian Platou dba BP Tools, LLC	Tools	Transportation	Motor Fuel Local Option	12/30/2024	415.85
Builders Asphalt, LLC	Road Material	Transportation	Motor Fuel Local Option	12/2/2024	92.88
Builders Asphalt, LLC	Road Material	Transportation	Motor Fuel Local Option	12/2/2024	103.50
Menards, Inc.	Road Material	Transportation	Motor Fuel Local Option	12/2/2024	9.98
Menards, Inc.	Road Material	Transportation	Motor Fuel Local Option	12/2/2024	57.29
RoadSafe Traffic Systems	Road Material	Transportation	Motor Fuel Local Option	12/2/2024	2,064.00
RoadSafe Traffic Systems	Road Material	Transportation	Motor Fuel Local Option	12/2/2024	3,850.00
Forward Supply Group, LLC	Road Material	Transportation	Motor Fuel Local Option	12/16/2024	1,036.92
Creekside Compost, LLC	Road Material	Transportation	Motor Fuel Local Option	12/16/2024	142.60

Curran Contracting Company	Road Material	Transportation	Motor Fuel Local Option	12/30/2024	3,016.24
Robert Scott Hamill	Road Material	Transportation	Motor Fuel Local Option	12/30/2024	1,101.00
Menards, Inc.	Road Material	Transportation	Motor Fuel Local Option	12/30/2024	221.56
Menards, Inc.	Road Material	Transportation	Motor Fuel Local Option	12/30/2024	873.45
Menards, Inc.	Road Material	Transportation	Motor Fuel Local Option	12/30/2024	7.99
H&H Electric Co.	Utilities- Intersect Lighting	Transportation	Motor Fuel Local Option	12/2/2024	62,490.15
H&H Electric Co.	Utilities- Intersect Lighting	Transportation	Motor Fuel Local Option	12/16/2024	62,909.40
Alfred Benesch & Co	Engineering Services	Transportation	Transportation Sales Tax	12/2/2024	120,679.89
HDR Engineering, Inc.	Engineering Services	Transportation	Transportation Sales Tax	12/2/2024	35,214.21
Peralte-Clark, LLC	Engineering Services	Transportation	Transportation Sales Tax	12/2/2024	13,468.22
Peralte-Clark, LLC	Engineering Services	Transportation	Transportation Sales Tax	12/2/2024	8,733.83
Stantec Consulting Services Inc	Engineering Services	Transportation	Transportation Sales Tax	12/2/2024	3,612.50
Baxter & Woodman, Inc.	Engineering Services	Transportation	Transportation Sales Tax	12/2/2024	9,937.51
CIORBA Group, Inc.	Engineering Services	Transportation	Transportation Sales Tax	12/2/2024	45,441.40
City of Elgin	Engineering Services	Transportation	Transportation Sales Tax	12/2/2024	143,112.83
Kimley-Horn & Associates, Inc.	Engineering Services	Transportation	Transportation Sales Tax	12/2/2024	10,182.61
Kimley-Horn & Associates, Inc.	Engineering Services	Transportation	Transportation Sales Tax	12/2/2024	3,949.89
Kimley-Horn & Associates, Inc.	Engineering Services	Transportation	Transportation Sales Tax	12/2/2024	6,528.91
Stantec Consulting Services Inc	Engineering Services	Transportation	Transportation Sales Tax	12/16/2024	1,782.50
TranSystems Corporation	Engineering Services	Transportation	Transportation Sales Tax	12/16/2024	58,667.38
Alfred Benesch & Co	Engineering Services	Transportation	Transportation Sales Tax	12/16/2024	25,730.19
Alfred Benesch & Co	Engineering Services	Transportation	Transportation Sales Tax	12/30/2024	1,167.70
Union Pacific Railroad Company	Engineering Services	Transportation	Transportation Sales Tax	12/30/2024	2,193.98
Wight & Company	Engineering Services	Transportation	Transportation Sales Tax	12/30/2024	37,110.47
Wight & Company	Engineering Services	Transportation	Transportation Sales Tax	12/30/2024	76,708.20
Peralte-Clark, LLC	Engineering Services	Transportation	Transportation Sales Tax	12/30/2024	17,616.79
HDR Engineering, Inc.	Engineering Services	Transportation	Transportation Sales Tax	12/30/2024	28,288.97
Kimley-Horn & Associates, Inc.	Engineering Services	Transportation	Transportation Sales Tax	12/30/2024	3,401.31
Kimley-Horn & Associates, Inc.	Engineering Services	Transportation	Transportation Sales Tax	12/30/2024	7,829.86
Kimley-Horn & Associates, Inc.	Engineering Services	Transportation	Transportation Sales Tax	12/30/2024	4,275.51
Crawford Murphy & Tilly Inc (CMT)	Engineering Services	Transportation	Transportation Sales Tax	12/30/2024	11,137.85
CIORBA Group, Inc.	Engineering Services	Transportation	Transportation Sales Tax	12/30/2024	39,200.30
CIORBA Group, Inc.	Engineering Services	Transportation	Transportation Sales Tax	12/30/2024	24,722.90
Baxter & Woodman, Inc.	Engineering Services	Transportation	Transportation Sales Tax	12/30/2024	36,018.80
Burns & McDonnell Engineering Co	Engineering Services	Transportation	Transportation Sales Tax	12/30/2024	50,524.49
Christopher B. Burke Engineering, Ltd.	Engineering Services	Transportation	Transportation Sales Tax	12/30/2024	735.81
PACE Suburban Bus	External Grants	Transportation	Transportation Sales Tax	12/2/2024	0.00
PACE Suburban Bus	External Grants	Transportation	Transportation Sales Tax	12/16/2024	59,744.55
PACE Suburban Bus	External Grants	Transportation	Transportation Sales Tax	12/16/2024	0.00
PACE Suburban Bus	External Grants	Transportation	Transportation Sales Tax	12/30/2024	804.11
PACE Suburban Bus	External Grants	Transportation	Transportation Sales Tax	12/30/2024	39,416.98
PACE Suburban Bus	External Grants	Transportation	Transportation Sales Tax	12/30/2024	38,806.85
PACE Suburban Bus	External Grants	Transportation	Transportation Sales Tax	12/30/2024	42,034.30
PACE Suburban Bus	External Grants	Transportation	Transportation Sales Tax	12/30/2024	43,507.51
PACE Suburban Bus	External Grants	Transportation	Transportation Sales Tax	12/30/2024	57,188.18
City of Elgin	Road Construction	Transportation	Transportation Sales Tax	12/2/2024	527,387.30
Alliance Contractors, Inc.	Road Construction	Transportation	Transportation Sales Tax	12/30/2024	83,630.29
Martam Construction, Inc.	Bridge Construction	Transportation	Transportation Sales Tax	12/2/2024	237,620.03
Chicago Title Company, LLC	Highway Right of Way	Transportation	Transportation Sales Tax	12/2/2024	50.00
Ottosen, DiNolfo, Hasenbalg & Castaldo, LTD	Highway Right of Way	Transportation	Transportation Sales Tax	12/2/2024	1,050.00
Jennifer Austin-Smith	Contractual/Consulting Services	Health	County Health	12/2/2024	125.00
Equirrium, Inc.	Contractual/Consulting Services	Health	County Health	12/2/2024	14.50
Propio LS, LLC	Contractual/Consulting Services	Health	County Health	12/2/2024	1,154.41
Propio LS, LLC	Contractual/Consulting Services	Health	County Health	12/30/2024	754.73
MedPro Waste Disposal LLC	Disposal and Water Softener Srvs	Health	County Health	12/2/2024	63.67

Stericycle, Inc.	Disposal and Water Softener Srvs	Health	County Health	12/2/2024	113.71
MedPro Waste Disposal LLC	Disposal and Water Softener Srvs	Health	County Health	12/16/2024	63.67
Stericycle, Inc.	Disposal and Water Softener Srvs	Health	County Health	12/30/2024	97.54
Stericycle, Inc.	Disposal and Water Softener Srvs	Health	County Health	12/30/2024	130.08
Eco Clean Maintenance, Inc.	Janitorial Services	Health	County Health	12/30/2024	746.00
Eco Clean Maintenance, Inc.	Janitorial Services	Health	County Health	12/30/2024	746.00
Cipher Technology Solutions Inc (CTS of Illinois)	Repairs and Maint- Buildings	Health	County Health	12/30/2024	210.00
Gerald Ford, Inc.	Repairs and Maint- Vehicles	Health	County Health	12/2/2024	1,808.06
Gerald Ford, Inc.	Repairs and Maint- Vehicles	Health	County Health	12/2/2024	104.13
McLean SS, Inc. dba McLean Auto Repair	Repairs and Maint- Vehicles	Health	County Health	12/30/2024	18.72
McLean SS, Inc. dba McLean Auto Repair	Repairs and Maint- Vehicles	Health	County Health	12/30/2024	114.30
Toshiba America Business Solutions, Inc	Repairs and Maint- Office Equip	Health	County Health	12/2/2024	16.29
Toshiba America Business Solutions, Inc	Repairs and Maint- Office Equip	Health	County Health	12/2/2024	15.06
Toshiba America Business Solutions, Inc	Repairs and Maint- Office Equip	Health	County Health	12/2/2024	667.88
Impact Networking, LLC	Repairs and Maint- Office Equip	Health	County Health	12/2/2024	101.20
Gordon Flesch Company, Inc.	Repairs and Maint- Office Equip	Health	County Health	12/16/2024	253.00
Impact Networking, LLC	Repairs and Maint- Office Equip	Health	County Health	12/30/2024	101.20
Toshiba America Business Solutions, Inc	Repairs and Maint- Office Equip	Health	County Health	12/30/2024	7.27
Toshiba America Business Solutions, Inc	Repairs and Maint- Office Equip	Health	County Health	12/30/2024	8.22
Toshiba America Business Solutions, Inc	Repairs and Maint- Office Equip	Health	County Health	12/30/2024	12.46
Illinois Public Health Association	Conferences and Meetings	Health	County Health	12/2/2024	621.00
Marvin E. Lindsey	Employee Training	Health	County Health	12/30/2024	800.00
IL Association of Public Health Administrators	General Association Dues	Health	County Health	12/2/2024	700.00
NALBOH	General Association Dues	Health	County Health	12/2/2024	450.00
JP Morgan Chase Bank N.A.	General Association Dues	Health	County Health	12/16/2024	315.00
Northern Illinois Public Health Consortium	General Association Dues	Health	County Health	12/30/2024	7,500.00
Amazon Capital Services Inc	Office Supplies	Health	County Health	12/30/2024	115.55
Amazon Capital Services Inc	Office Supplies	Health	County Health	12/30/2024	61.07
Amazon Capital Services Inc	Operating Supplies	Health	County Health	12/2/2024	6.74
Amazon Capital Services Inc	Operating Supplies	Health	County Health	12/2/2024	98.45
Amazon Capital Services Inc	Operating Supplies	Health	County Health	12/2/2024	47.61
DS Services of America, Inc. dba Primo Water NA	Operating Supplies	Health	County Health	12/16/2024	100.99
DS Services of America, Inc. dba Primo Water NA	Operating Supplies	Health	County Health	12/16/2024	100.99
DS Services of America, Inc. dba Primo Water NA	Operating Supplies	Health	County Health	12/16/2024	100.99
DS Services of America, Inc. dba Primo Water NA	Operating Supplies	Health	County Health	12/16/2024	5.98
Warehouse Direct, Inc.	Operating Supplies	Health	County Health	12/16/2024	44.20
DS Services of America, Inc. dba Primo Water NA	Operating Supplies	Health	County Health	12/30/2024	2.99
Amazon Capital Services Inc	Operating Supplies	Health	County Health	12/30/2024	108.96
Amazon Capital Services Inc	Operating Supplies	Health	County Health	12/30/2024	206.89
Arch Printing, Inc.	Operating Supplies	Health	County Health	12/30/2024	1,485.00
Feece Oil Company	Fuel- Vehicles	Health	County Health	12/2/2024	18.13
Feece Oil Company	Fuel- Vehicles	Health	County Health	12/2/2024	20.79
Feece Oil Company	Fuel- Vehicles	Health	County Health	12/2/2024	18.09
WEX BANK	Fuel- Vehicles	Health	County Health	12/16/2024	104.38
Feece Oil Company	Fuel- Vehicles	Health	County Health	12/30/2024	17.66
Feece Oil Company	Fuel- Vehicles	Health	County Health	12/30/2024	22.61
Feece Oil Company	Fuel- Vehicles	Health	County Health	12/30/2024	20.83
JP Morgan Chase Bank N.A.	Contractual/Consulting Services	Health	County Health	12/16/2024	5,225.00
Metopio, Inc.	Conferences and Meetings	Health	County Health	12/2/2024	31,625.00
Insight Public Sector Inc	Operating Supplies	Health	County Health	12/16/2024	920.00
Nisela A. Bermudez Wilhelm	Contractual/Consulting Services	Health	County Health	12/30/2024	500.00
Christine Ann Blanchard	Contractual/Consulting Services	Health	County Health	12/30/2024	500.00
Marisol Luna	Contractual/Consulting Services	Health	County Health	12/30/2024	250.00
Deneb Miriam Marin Vasquez	Contractual/Consulting Services	Health	County Health	12/30/2024	500.00
Silvia Yolanda Martinez	Contractual/Consulting Services	Health	County Health	12/30/2024	500.00

Rosa Morales	Contractual/Consulting Services	Health	County Health	12/30/2024	250.00
Nelly Paredes	Contractual/Consulting Services	Health	County Health	12/30/2024	500.00
Tykayla Taylor	Contractual/Consulting Services	Health	County Health	12/30/2024	500.00
Lorena Nunez	Conferences and Meetings	Health	County Health	12/2/2024	40.01
Lorena Nunez	Employee Mileage Expense	Health	County Health	12/2/2024	111.16
Cindy Rodriguez	Employee Mileage Expense	Health	County Health	12/30/2024	59.09
Cheryl Kane	Employee Mileage Expense	Health	County Health	12/2/2024	286.09
Cheryl Kane	Employee Mileage Expense	Health	County Health	12/30/2024	372.86
Arizay Guzman	Employee Mileage Expense	Health	County Health	12/2/2024	82.40
Amazon Capital Services Inc	Operating Supplies	Health	County Health	12/2/2024	104.26
Amazon Capital Services Inc	Operating Supplies	Health	County Health	12/2/2024	83.85
Erin Rauscher	Contractual/Consulting Services	Health	County Health	12/16/2024	495.00
Burnidge Properties, LTD	Building Space Rental	Health	County Health	12/16/2024	1,105.26
Neal Molnar	Employee Mileage Expense	Health	County Health	12/2/2024	245.22
Joseph A. Mullaghy	Employee Mileage Expense	Health	County Health	12/2/2024	124.62
Adam Brill	Employee Mileage Expense	Health	County Health	12/2/2024	336.34
Jasmine Navarro	Employee Mileage Expense	Health	County Health	12/2/2024	240.53
William Thwaits	Employee Mileage Expense	Health	County Health	12/2/2024	176.21
William Thwaits	Employee Mileage Expense	Health	County Health	12/2/2024	194.30
Jlana von Rohr	Employee Mileage Expense	Health	County Health	12/2/2024	159.46
Jlana von Rohr	Employee Mileage Expense	Health	County Health	12/30/2024	268.98
Jasmine Navarro	Employee Mileage Expense	Health	County Health	12/30/2024	250.58
Jennifer Schelstreet	Employee Mileage Expense	Health	County Health	12/30/2024	307.53
Jennifer Schelstreet	Employee Mileage Expense	Health	County Health	12/30/2024	211.72
Adam Brill	Employee Mileage Expense	Health	County Health	12/30/2024	192.96
Maria E. Almanza	Employee Mileage Expense	Health	County Health	12/30/2024	178.22
Joseph A. Mullaghy	Employee Mileage Expense	Health	County Health	12/30/2024	96.48
Warehouse Direct, Inc.	Operating Supplies	Health	County Health	12/2/2024	105.83
Warehouse Direct, Inc.	Operating Supplies	Health	County Health	12/2/2024	20.83
Batavia Instant Print Inc	Operating Supplies	Health	County Health	12/30/2024	526.81
Roskuszka & Sons dba Wallys Printing	Conferences and Meetings	Health	County Health	12/2/2024	256.00
Warehouse Direct, Inc.	Office Supplies	Health	County Health	12/2/2024	139.03
Amazon Capital Services Inc	Operating Supplies	Health	County Health	12/30/2024	270.22
Constellation NewEnergy Inc.	Utilities- Electric	Health	County Health	12/16/2024	158.39
Mitchell & McCormick, Inc	Contractual/Consulting Services	Health	County Health	12/16/2024	400.00
JP Morgan Chase Bank N.A.	Conferences and Meetings	Health	County Health	12/16/2024	248.52
Lyza Victoria S. Sumayo	Employee Mileage Expense	Health	County Health	12/30/2024	9.92
Lyza Victoria S. Sumayo	Employee Mileage Expense	Health	County Health	12/30/2024	9.92
Insight Public Sector Inc	Office Supplies	Health	County Health	12/16/2024	184.00
Amazon Capital Services Inc	Operating Supplies	Health	County Health	12/2/2024	58.08
Amazon Capital Services Inc	Operating Supplies	Health	County Health	12/2/2024	13.45
Amazon Capital Services Inc	Operating Supplies	Health	County Health	12/2/2024	357.03
Amazon Capital Services Inc	Operating Supplies	Health	County Health	12/2/2024	159.80
JP Morgan Chase Bank N.A.	Operating Supplies	Health	County Health	12/16/2024	296.79
Roskuszka & Sons dba Wallys Printing	Operating Supplies	Health	County Health	12/30/2024	267.00
Amazon Capital Services Inc	Operating Supplies	Health	County Health	12/30/2024	12.99
Sanofi Pasteur, Inc.	Medical Supplies and Drugs	Health	County Health	12/2/2024	2,710.45
World Wide Dictation Services of New York	Contractual/Consulting Services	Health	County Health	12/2/2024	30.64
Advocate Health & Hospitals dba Advocate Medical	Contractual/Consulting Services	Health	County Health	12/16/2024	2,000.00
World Wide Dictation Services of New York	Contractual/Consulting Services	Health	County Health	12/30/2024	18.08
University of Illinois Reference Laboratory	Lab Services	Health	County Health	12/30/2024	380.20
Amazon Capital Services Inc	Operating Supplies	Health	County Health	12/2/2024	161.69
Cardinal Health, Inc. dba Cardinal Health 110, LLC	Medical Supplies and Drugs	Health	County Health	12/2/2024	238.14
Cardinal Health, Inc. dba Cardinal Health 110, LLC	Medical Supplies and Drugs	Health	County Health	12/2/2024	870.16
Cardinal Health, Inc. dba Cardinal Health 110, LLC	Medical Supplies and Drugs	Health	County Health	12/2/2024	991.60

Cardinal Health, Inc. dba Cardinal Health 110, LLC	Medical Supplies and Drugs	Health	County Health	12/2/2024	108.64
Cardinal Health, Inc. dba Cardinal Health 110, LLC	Medical Supplies and Drugs	Health	County Health	12/2/2024	155.28
Cardinal Health, Inc. dba Cardinal Health 110, LLC	Medical Supplies and Drugs	Health	County Health	12/2/2024	19.50
Mozart Holdings, LP dba Medline Industries, LP	Medical Supplies and Drugs	Health	County Health	12/2/2024	270.58
Mozart Holdings, LP dba Medline Industries, LP	Medical Supplies and Drugs	Health	County Health	12/2/2024	583.47
4Imprint, Inc.	Operating Supplies	Health	County Health	12/30/2024	842.34
4Imprint, Inc.	Operating Supplies	Health	County Health	12/30/2024	842.34
4Imprint, Inc.	Operating Supplies	Health	County Health	12/30/2024	767.69
Liliana Olayo	Contractual/Consulting Services	Health	County Health	12/16/2024	494.50
Nisela A. Bermudez Wilhelm	Contractual/Consulting Services	Health	County Health	12/16/2024	828.00
Leticia Diaz	Contractual/Consulting Services	Health	County Health	12/16/2024	200.00
JP Morgan Chase Bank N.A.	Contractual/Consulting Services	Health	County Health	12/16/2024	1,125.00
Sendy Vazquez Rios	Contractual/Consulting Services	Health	County Health	12/16/2024	805.00
Berenice Tapia Mira	Contractual/Consulting Services	Health	County Health	12/16/2024	471.50
Ana Ruth Umana Calderon	Contractual/Consulting Services	Health	County Health	12/16/2024	724.50
Marisol Luna	Contractual/Consulting Services	Health	County Health	12/30/2024	1,280.00
Raglin, PC dba Simplifying Therapy	Contractual/Consulting Services	Health	County Health	12/30/2024	500.00
Bite-Sized Beginnings, PLLC	Conferences and Meetings	Health	County Health	12/2/2024	400.00
Maria Leon	Employee Mileage Expense	Health	County Health	12/2/2024	172.11
JP Morgan Chase Bank N.A.	Operating Supplies	Health	County Health	12/16/2024	34.00
Sharon Cabrera	Employee Mileage Expense	Health	County Health	12/2/2024	84.10
4Imprint, Inc.	Operating Supplies	Health	County Health	12/2/2024	1,301.36
WiseBatch, LLC	Operating Supplies	Health	County Health	12/2/2024	4,844.60
Mechanism Exchange & Repair, Inc.	Operating Supplies	Health	County Health	12/16/2024	449.99
Susan R Mrazek	Conferences and Meetings	Health	County Health	12/16/2024	62.00
Susan R Mrazek	Employee Mileage Expense	Health	County Health	12/16/2024	127.53
Susan R Mrazek	Employee Mileage Expense	Health	County Health	12/30/2024	78.72
Carla C. Diez	Employee Mileage Expense	Health	County Health	12/30/2024	466.99
Erin T. Gasim	Employee Mileage Expense	Health	County Health	12/30/2024	520.15
Amazon Capital Services Inc	Operating Supplies	Health	County Health	12/2/2024	1,644.49
Amazon Capital Services Inc	Operating Supplies	Health	County Health	12/2/2024	723.99
Amazon Capital Services Inc	Operating Supplies	Health	County Health	12/2/2024	438.46
Amazon Capital Services Inc	Operating Supplies	Health	County Health	12/2/2024	67.98
Yolanda Maria Morris	Employee Mileage Expense	Health	County Health	12/30/2024	25.46
Faith Bullis	Conferences and Meetings	Health	County Health	12/30/2024	16.00
JP Morgan Chase Bank N.A.	Employee Training	Health	County Health	12/16/2024	325.00
Sarwar Mahmood	Employee Mileage Expense	Health	County Health	12/2/2024	57.11
Jill Zolfo	Employee Mileage Expense	Health	Kane Kares	12/2/2024	120.33
Tamara Livingston dba T.S. Livingston, Inc.	Contractual/Consulting Services	Health	Kane Kares	12/2/2024	1,300.00
Tamara Livingston dba T.S. Livingston, Inc.	Contractual/Consulting Services	Health	Kane Kares	12/30/2024	1,600.00
Elgin Hispanic Network	Contractual/Consulting Services	Health	Kane Kares	12/30/2024	120.00
Laura Barrett	Employee Training	Health	Kane Kares	12/30/2024	161.90
Laura Barrett	Employee Mileage Expense	Health	Kane Kares	12/30/2024	20.90
Laura Barrett	Employee Mileage Expense	Health	Kane Kares	12/30/2024	235.84
Isabel Garcia	Employee Mileage Expense	Health	Kane Kares	12/30/2024	73.30
Burnidge Properties, LTD	Building Space Rental	Health	Kane Kares	12/16/2024	1,828.77
Nurse-Family Partnership	Employee Training	Health	Kane Kares	12/2/2024	6,404.00
Nicolette M. Hearnden	Employee Training	Health	Kane Kares	12/16/2024	290.00
JP Morgan Chase Bank N.A.	Employee Training	Health	Kane Kares	12/16/2024	150.00
Heliana Alcaraz	Employee Mileage Expense	Health	Kane Kares	12/2/2024	32.71
Heliana Alcaraz	Employee Mileage Expense	Health	Kane Kares	12/2/2024	70.15
Lisa Bloom	Employee Mileage Expense	Health	Kane Kares	12/2/2024	108.55
Kristina Brown	Employee Mileage Expense	Health	Kane Kares	12/2/2024	100.04
Nicolette M. Hearnden	Employee Mileage Expense	Health	Kane Kares	12/2/2024	50.72
Jill Zolfo	Employee Mileage Expense	Health	Kane Kares	12/2/2024	114.45

Kristina Brown	Employee Mileage Expense	Health	Kane Kares	12/30/2024	114.57
Lisa Bloom	Employee Mileage Expense	Health	Kane Kares	12/30/2024	13.40
Amazon Capital Services Inc	Operating Supplies	Health	Kane Kares	12/2/2024	78.93
Amazon Capital Services Inc	Operating Supplies	Health	Kane Kares	12/2/2024	805.68
JP Morgan Chase Bank N.A.	Operating Supplies	Health	Kane Kares	12/16/2024	959.33
CredibleMind, Inc.	Contractual/Consulting Services	Health	American Rescue Plan	12/2/2024	49,500.00
Family Recovery Centers, PLLC	Contractual/Consulting Services	Health	American Rescue Plan	12/2/2024	12,115.01
Jasculca Terman Strategic Communications	Contractual/Consulting Services	Health	American Rescue Plan	12/2/2024	18,000.00
Jasculca Terman Strategic Communications	Contractual/Consulting Services	Health	American Rescue Plan	12/16/2024	18,000.00
Family Recovery Centers, PLLC	Contractual/Consulting Services	Health	American Rescue Plan	12/16/2024	13,940.86
Family Recovery Centers, PLLC	Contractual/Consulting Services	Health	American Rescue Plan	12/16/2024	4,177.98
Mid-Valley Special Education Cooperative	Contractual/Consulting Services	Health	American Rescue Plan	12/16/2024	1,400.00
Jasculca Terman Strategic Communications	Contractual/Consulting Services	Health	American Rescue Plan	12/30/2024	18,000.00
Mathers Recovery, LLC	Contractual/Consulting Services	Health	American Rescue Plan	12/30/2024	22,886.03
Community Crisis Center, Inc.	Contractual/Consulting Services	Health	American Rescue Plan	12/30/2024	1,915.00
Courtney N. Duran	Operating Supplies	Health	American Rescue Plan	12/2/2024	68.34
Insight Public Sector Inc	Operating Supplies	Health	American Rescue Plan	12/2/2024	2,060.00
Insight Public Sector Inc	Operating Supplies	Health	American Rescue Plan	12/16/2024	40.50
Courtney N. Duran	Operating Supplies	Health	American Rescue Plan	12/16/2024	10.39
Mechanism Exchange & Repair, Inc.	Operating Supplies	Health	American Rescue Plan	12/16/2024	65.00
Xpressmyself.com, LLC dba Smartsign	Operating Supplies	Health	American Rescue Plan	12/30/2024	19.23
Insight Public Sector Inc	Operating Supplies	Health	American Rescue Plan	12/30/2024	40.50
Community Behavioral Healthcare Association of IL	Operating Supplies	Health	American Rescue Plan	12/30/2024	2,400.00
African American Men of Unity	External Grants	Other- Countywide Expenses	American Rescue Plan	12/2/2024	2,655.92
Northern Illinois Food Bank	External Grants	Other- Countywide Expenses	American Rescue Plan	12/2/2024	141,719.76
Northern Illinois Food Bank	External Grants	Other- Countywide Expenses	American Rescue Plan	12/30/2024	65,789.05
AmaOli, PLLC dba Luna Behavioral Health Center	Counseling Services	Other- Countywide Expenses	American Rescue Plan	12/2/2024	4,375.00
AmaOli, PLLC dba Luna Behavioral Health Center	Counseling Services	Other- Countywide Expenses	American Rescue Plan	12/16/2024	125.00
AmaOli, PLLC dba Luna Behavioral Health Center	Counseling Services	Other- Countywide Expenses	American Rescue Plan	12/16/2024	3,250.00
Deborah L. Conley, LTD	Counseling Services	Other- Countywide Expenses	American Rescue Plan	12/16/2024	1,000.00
Roots and Wings Counseling Consultants, LLC	Counseling Services	Other- Countywide Expenses	American Rescue Plan	12/16/2024	100.00
Leida A. Woodham	Counseling Services	Other- Countywide Expenses	American Rescue Plan	12/16/2024	3,875.00
Julie Turner, MSW	Counseling Services	Other- Countywide Expenses	American Rescue Plan	12/30/2024	1,500.00
Alarm Detection Systems, Inc.	Special Purpose Equipment	Other- Countywide Expenses	American Rescue Plan	12/2/2024	4,410.33
Alarm Detection Systems, Inc.	Special Purpose Equipment	Other- Countywide Expenses	American Rescue Plan	12/2/2024	2,284.00
Alarm Detection Systems, Inc.	Special Purpose Equipment	Other- Countywide Expenses	American Rescue Plan	12/16/2024	1,720.50
Alarm Detection Systems, Inc.	Special Purpose Equipment	Other- Countywide Expenses	American Rescue Plan	12/16/2024	9,082.00
Alarm Detection Systems, Inc.	Special Purpose Equipment	Other- Countywide Expenses	American Rescue Plan	12/16/2024	1,728.50
Alarm Detection Systems, Inc.	Special Purpose Equipment	Other- Countywide Expenses	American Rescue Plan	12/16/2024	4,900.00
Alarm Detection Systems, Inc.	Special Purpose Equipment	Other- Countywide Expenses	American Rescue Plan	12/16/2024	2,467.82
Alarm Detection Systems, Inc.	Special Purpose Equipment	Other- Countywide Expenses	American Rescue Plan	12/16/2024	1,716.00
Alarm Detection Systems, Inc.	Special Purpose Equipment	Other- Countywide Expenses	American Rescue Plan	12/30/2024	74,308.38
Ellen Kamps	Contractual/Consulting Services	Other- Countywide Expenses	American Rescue Plan	12/16/2024	11,887.50
Mighty Greens Farm, LLC	Contractual/Consulting Services	Other- Countywide Expenses	American Rescue Plan	12/30/2024	3,605.23
Charity Blooms, LLC	Contractual/Consulting Services	Other- Countywide Expenses	American Rescue Plan	12/30/2024	2,034.90
Charity Blooms, LLC	Contractual/Consulting Services	Other- Countywide Expenses	American Rescue Plan	12/30/2024	1,833.51
Charity Blooms, LLC	Contractual/Consulting Services	Other- Countywide Expenses	American Rescue Plan	12/30/2024	1,300.00
Charity Blooms, LLC	Contractual/Consulting Services	Other- Countywide Expenses	American Rescue Plan	12/30/2024	1,021.45
F.E. Moran Inc. Mechanical Services	Building Improvements	Other- Countywide Expenses	American Rescue Plan	12/2/2024	11,726.40
Kluber, Inc.	Building Improvements	Other- Countywide Expenses	American Rescue Plan	12/2/2024	11,214.89
Kluber, Inc.	Building Improvements	Other- Countywide Expenses	American Rescue Plan	12/16/2024	5,756.00
Kluber, Inc.	Building Improvements	Other- Countywide Expenses	American Rescue Plan	12/16/2024	21,022.68
Kluber, Inc.	Building Improvements	Other- Countywide Expenses	American Rescue Plan	12/16/2024	24,871.20
1 Source Mechanical, Inc.	Building Improvements	Other- Countywide Expenses	American Rescue Plan	12/16/2024	22,121.00
Trane US Inc dba Trane	Building Improvements	Other- Countywide Expenses	American Rescue Plan	12/16/2024	5,280.00

Trane US Inc dba Trane	Building Improvements	Other- Countywide Expenses	American Rescue Plan	12/16/2024	19,850.00
Kluber, Inc.	Building Improvements	Other- Countywide Expenses	American Rescue Plan	12/30/2024	1,072.18
Kluber, Inc.	Building Improvements	Other- Countywide Expenses	American Rescue Plan	12/30/2024	83,566.81
Kluber, Inc.	Building Improvements	Other- Countywide Expenses	American Rescue Plan	12/30/2024	1,221.50
Kluber, Inc.	Building Improvements	Other- Countywide Expenses	American Rescue Plan	12/30/2024	5,269.15
Illinois Manufacturing Excellence Center	External Grants	Other- Countywide Expenses	American Rescue Plan	12/2/2024	2,700.00
Illinois Manufacturing Excellence Center	External Grants	Other- Countywide Expenses	American Rescue Plan	12/2/2024	2,700.00
Illinois Manufacturing Excellence Center	External Grants	Other- Countywide Expenses	American Rescue Plan	12/2/2024	2,700.00
Illinois Manufacturing Excellence Center	External Grants	Other- Countywide Expenses	American Rescue Plan	12/2/2024	2,700.00
Illinois Manufacturing Excellence Center	External Grants	Other- Countywide Expenses	American Rescue Plan	12/2/2024	2,700.00
Illinois Manufacturing Excellence Center	External Grants	Other- Countywide Expenses	American Rescue Plan	12/16/2024	2,700.00
Illinois Manufacturing Excellence Center	External Grants	Other- Countywide Expenses	American Rescue Plan	12/16/2024	2,700.00
Illinois Manufacturing Excellence Center	External Grants	Other- Countywide Expenses	American Rescue Plan	12/16/2024	2,700.00
Illinois Manufacturing Excellence Center	External Grants	Other- Countywide Expenses	American Rescue Plan	12/16/2024	22,500.00
Illinois Manufacturing Excellence Center	External Grants	Other- Countywide Expenses	American Rescue Plan	12/30/2024	2,500.00
Illinois Manufacturing Excellence Center	External Grants	Other- Countywide Expenses	American Rescue Plan	12/30/2024	22,500.00
Illinois Manufacturing Excellence Center	External Grants	Other- Countywide Expenses	American Rescue Plan	12/30/2024	22,500.00
Illinois Manufacturing Excellence Center	External Grants	Other- Countywide Expenses	American Rescue Plan	12/30/2024	2,700.00
Illinois Manufacturing Excellence Center	External Grants	Other- Countywide Expenses	American Rescue Plan	12/30/2024	2,700.00
Illinois Manufacturing Excellence Center	External Grants	Other- Countywide Expenses	American Rescue Plan	12/30/2024	2,700.00
Illinois Manufacturing Excellence Center	External Grants	Other- Countywide Expenses	American Rescue Plan	12/30/2024	2,700.00
Aurora Area Convention & Visitors Bureau	External Grants	Other- Countywide Expenses	American Rescue Plan	12/2/2024	7,395.00
Aurora Area Convention & Visitors Bureau	External Grants	Other- Countywide Expenses	American Rescue Plan	12/2/2024	17,258.22
Aurora Area Convention & Visitors Bureau	External Grants	Other- Countywide Expenses	American Rescue Plan	12/2/2024	7,340.00
Aurora Area Convention & Visitors Bureau	External Grants	Other- Countywide Expenses	American Rescue Plan	12/2/2024	7,395.00
Elgin Area Convention & Visitors Bureau	External Grants	Other- Countywide Expenses	American Rescue Plan	12/2/2024	95,041.62
PADS of Elgin, Inc.	External Grants	Other- Countywide Expenses	American Rescue Plan	12/2/2024	40,314.20
PADS of Elgin, Inc.	External Grants	Other- Countywide Expenses	American Rescue Plan	12/2/2024	10,147.68
Valley Sheltered Workshop	External Grants	Other- Countywide Expenses	American Rescue Plan	12/2/2024	93,555.66
Association for Individual Development (AID)	External Grants	Other- Countywide Expenses	American Rescue Plan	12/30/2024	34,816.93
Between Friends Food Pantry of Sugar Grove	External Grants	Other- Countywide Expenses	American Rescue Plan	12/16/2024	5,560.80
PACE Suburban Bus	General Donations	Other- Countywide Expenses	American Rescue Plan	12/2/2024	598.58
PACE Suburban Bus	General Donations	Other- Countywide Expenses	American Rescue Plan	12/16/2024	564.12
Blade Electric & Technologies, LLC	Computers	Other- Countywide Expenses	American Rescue Plan	12/2/2024	122,210.00
Trane US Inc dba Trane	Computers	Other- Countywide Expenses	American Rescue Plan	12/16/2024	4,950.00
MRRW Construction, LLC	Computers	Other- Countywide Expenses	American Rescue Plan	12/30/2024	116,515.00
MRRW Construction, LLC	Computers	Other- Countywide Expenses	American Rescue Plan	12/30/2024	24,146.60
MRRW Construction, LLC	Computers	Other- Countywide Expenses	American Rescue Plan	12/30/2024	71,524.20
MRRW Construction, LLC	Computers	Other- Countywide Expenses	American Rescue Plan	12/30/2024	35,987.00
Wisconsin Physicians Service Insurance Corporation	Contractual/Consulting Services	Other- Countywide Expenses	American Rescue Plan	12/16/2024	18,851.00
Wisconsin Physicians Service Insurance Corporation	Contractual/Consulting Services	Other- Countywide Expenses	American Rescue Plan	12/30/2024	16,882.00
Olson Excavating, LLC	Contractual/Consulting Services	Other- Countywide Expenses	American Rescue Plan	12/2/2024	750.00
Olson Excavating, LLC	Contractual/Consulting Services	Other- Countywide Expenses	American Rescue Plan	12/2/2024	3,612.00
Olson Excavating, LLC	Contractual/Consulting Services	Other- Countywide Expenses	American Rescue Plan	12/2/2024	21,388.00
Huddleston McBride Drainage Co.	Contractual/Consulting Services	Other- Countywide Expenses	American Rescue Plan	12/30/2024	53,060.00
Misfits Construction Company	Contractual/Consulting Services	Other- Countywide Expenses	American Rescue Plan	12/30/2024	179,714.00
Ernst & Young U.S. LLP	Contractual/Consulting Services	Other- Countywide Expenses	American Rescue Plan	12/16/2024	72,027.10
Miller, Hall & Triggs, LLC	Legal Services	Veterans' Commission	Veterans' Commission	12/2/2024	58.00
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Veterans' Commission	Veterans' Commission	12/30/2024	71.84
JP Morgan Chase Bank N.A.	Employee Training	Veterans' Commission	Veterans' Commission	12/16/2024	38.99
Jacob Zimmerman	Employee Mileage Expense	Veterans' Commission	Veterans' Commission	12/30/2024	46.76
JP Morgan Chase Bank N.A.	Office Supplies	Veterans' Commission	Veterans' Commission	12/16/2024	42.17
Matthew Bender & Co. dba LexisNexis Matthew Bender	Books and Subscriptions	Veterans' Commission	Veterans' Commission	12/2/2024	315.51
Warehouse Direct, Inc.	Office Furniture	Veterans' Commission	Veterans' Commission	12/2/2024	7,660.90
JP Morgan Chase Bank N.A.	Contractual/Consulting Services	Information Technologies	Web Technical Services	12/16/2024	19.95

Workday, Inc.	Software Licensing Cost	Information Technologies	Web Technical Services	12/16/2024	1,334.00
Workday, Inc.	Software Licensing Cost	Information Technologies	Web Technical Services	12/16/2024	2,666.00
Workday, Inc.	Software Licensing Cost	Information Technologies	Web Technical Services	12/16/2024	34,000.00
Gilmore Marketing Concepts, Inc. dba GMCI Creative	Contractual/Consulting Services	Development	Economic Development	12/16/2024	11,200.00
Hey & Associates Inc	Contractual/Consulting Services	Development	Economic Development	12/16/2024	5,220.00
Hey & Associates Inc	Contractual/Consulting Services	Development	Economic Development	12/16/2024	15,483.75
Nisreen Wakileh	Employee Training	Development	HOME Program	12/16/2024	1,310.20
Spillane and Sons, LTD	Miscellaneous Contractual Exp	Development	HOME Program	12/16/2024	54,150.00
Spillane and Sons, LTD	Miscellaneous Contractual Exp	Development	HOME Program	12/16/2024	8,369.29
Pathways Community Network Institute	Contractual/Consulting Services	Development	Homeless Management Info Systems	12/2/2024	1,751.05
Pathways Community Network Institute	Contractual/Consulting Services	Development	Homeless Management Info Systems	12/2/2024	1,834.42
Pathways Community Network Institute	Contractual/Consulting Services	Development	Homeless Management Info Systems	12/2/2024	1,459.21
Pathways Community Network Institute	Contractual/Consulting Services	Development	Homeless Management Info Systems	12/30/2024	6,051.30
Pathways Community Network Institute	Contractual/Consulting Services	Development	Continuum of Care Planning Grant	12/2/2024	450.00
Community Contacts, Inc.	Miscellaneous Contractual Exp	Development	Elgin CDBG	12/16/2024	20,668.00
JP Morgan Chase Bank N.A.	Professional Services	Development	Emergency Rental Assistance #2	12/16/2024	137.50
Tisa M. Baum	Employee Mileage Expense	Development	Emergency Rental Assistance #2	12/2/2024	88.46
Tisa M. Baum	Employee Mileage Expense	Development	Emergency Rental Assistance #2	12/30/2024	40.95
Asumoni Property Management, LLC	Miscellaneous Contractual Exp	Development	Emergency Rental Assistance #2	12/2/2024	8,700.00
Boreas, LLC dba Fox Prairie Homes	Miscellaneous Contractual Exp	Development	Emergency Rental Assistance #2	12/2/2024	10,581.00
Community Crisis Center, Inc.	Miscellaneous Contractual Exp	Development	Emergency Rental Assistance #2	12/2/2024	3,692.64
DPH Aurora Properties, LLC	Miscellaneous Contractual Exp	Development	Emergency Rental Assistance #2	12/2/2024	6,326.00
Habitat for Humanity of Northern Fox Valley	Miscellaneous Contractual Exp	Development	Emergency Rental Assistance #2	12/2/2024	6,065.43
Milestone Real Estate, LLC	Miscellaneous Contractual Exp	Development	Emergency Rental Assistance #2	12/2/2024	7,200.00
Antoine Nicolas	Miscellaneous Contractual Exp	Development	Emergency Rental Assistance #2	12/2/2024	5,000.00
RuMe Property Management, LLC dba Fox Run Apts.	Miscellaneous Contractual Exp	Development	Emergency Rental Assistance #2	12/2/2024	7,340.00
John Strandell	Miscellaneous Contractual Exp	Development	Emergency Rental Assistance #2	12/2/2024	11,550.00
Tongs Brother Inc	Miscellaneous Contractual Exp	Development	Emergency Rental Assistance #2	12/2/2024	5,990.00
Tongs Brother Inc	Miscellaneous Contractual Exp	Development	Emergency Rental Assistance #2	12/2/2024	5,240.00
Joseph R. Jacknick	Miscellaneous Contractual Exp	Development	Emergency Rental Assistance #2	12/16/2024	3,735.00
DPH Aurora Properties, LLC	Miscellaneous Contractual Exp	Development	Emergency Rental Assistance #2	12/16/2024	2,548.00
Rudy Escarria	Miscellaneous Contractual Exp	Development	Emergency Rental Assistance #2	12/30/2024	2,100.00
Community Crisis Center, Inc.	Miscellaneous Contractual Exp	Development	Emergency Rental Assistance #2	12/30/2024	6,352.30
Asumoni Property Management, LLC	Miscellaneous Contractual Exp	Development	Emergency Rental Assistance #2	12/30/2024	1,350.00
Lazarus House	Miscellaneous Contractual Exp	Development	Emergency Rental Assistance #2	12/30/2024	1,060.98
Lazarus House	Miscellaneous Contractual Exp	Development	Emergency Rental Assistance #2	12/30/2024	2,099.82
Preferred Home Realty dba Preferred Management	Miscellaneous Contractual Exp	Development	Emergency Rental Assistance #2	12/30/2024	1,200.00
River's Edge Townhomes, LLC	Miscellaneous Contractual Exp	Development	Emergency Rental Assistance #2	12/30/2024	4,728.00
Milestone Real Estate, LLC	Miscellaneous Contractual Exp	Development	Emergency Rental Assistance #2	12/30/2024	975.00
Milestone Real Estate, LLC	Miscellaneous Contractual Exp	Development	Emergency Rental Assistance #2	12/30/2024	975.00
Todd R Von Ohlen	Miscellaneous Contractual Exp	Development	Emergency Rental Assistance #2	12/30/2024	1,200.00
Thompson Capital Investments, LLC	Miscellaneous Contractual Exp	Development	Emergency Rental Assistance #2	12/30/2024	2,000.00
Joseph L. Sachen	Miscellaneous Contractual Exp	Development	Emergency Rental Assistance #2	12/30/2024	10,500.00
Alia Sarfraz	Miscellaneous Contractual Exp	Development	Emergency Rental Assistance #2	12/30/2024	1,350.00
JP Morgan Chase Bank N.A.	Fuel- Vehicles	Development	Emergency Rental Assistance #2	12/16/2024	100.00
JP Morgan Chase Bank N.A.	Professional Services	Development	Home - ARP	12/16/2024	137.50
Tisa M. Baum	Employee Mileage Expense	Development	Home - ARP	12/2/2024	167.27
Tisa M. Baum	Employee Mileage Expense	Development	Home - ARP	12/30/2024	89.79
UP Hanover Landing, LP	Miscellaneous Contractual Exp	Development	Home - ARP	12/2/2024	1,051.00
UP Hanover Landing, LP	Miscellaneous Contractual Exp	Development	Home - ARP	12/16/2024	1,242.00
UP Hanover Landing, LP	Miscellaneous Contractual Exp	Development	Home - ARP	12/30/2024	1,242.00
UP Hanover Landing, LP	Miscellaneous Contractual Exp	Development	Home - ARP	12/30/2024	1,051.00
UP Hanover Landing, LP	Miscellaneous Contractual Exp	Development	Home - ARP	12/30/2024	622.00
UP Hanover Landing, LP	Miscellaneous Contractual Exp	Development	Home - ARP	12/30/2024	751.00
Spencer J. Anderson	Miscellaneous Contractual Exp	Development	Home - ARP	12/30/2024	1,800.00

Sarah J. Garcia	Miscellaneous Contractual Exp	Development	Home - ARP	12/30/2024	2,580.00
Sarah J. Garcia	Miscellaneous Contractual Exp	Development	Home - ARP	12/30/2024	2,350.00
J&C Business Services, LLC	Miscellaneous Contractual Exp	Development	Home - ARP	12/30/2024	6,720.00
J&C Business Services, LLC	Miscellaneous Contractual Exp	Development	Home - ARP	12/30/2024	2,800.00
Larry Daniel Larsen	Miscellaneous Contractual Exp	Development	Home - ARP	12/30/2024	3,500.00
Larry Daniel Larsen	Miscellaneous Contractual Exp	Development	Home - ARP	12/30/2024	1,400.00
Milestone Real Estate, LLC	Miscellaneous Contractual Exp	Development	Home - ARP	12/30/2024	975.00
Preferred Home Realty dba Preferred Management	Miscellaneous Contractual Exp	Development	Home - ARP	12/30/2024	500.00
Preferred Home Realty dba Preferred Management	Miscellaneous Contractual Exp	Development	Home - ARP	12/30/2024	800.00
Preferred Home Realty dba Preferred Management	Miscellaneous Contractual Exp	Development	Home - ARP	12/30/2024	850.00
Preferred Home Realty dba Preferred Management	Miscellaneous Contractual Exp	Development	Home - ARP	12/30/2024	950.00
Preferred Home Realty dba Preferred Management	Miscellaneous Contractual Exp	Development	Home - ARP	12/30/2024	1,225.00
Preferred Home Realty dba Preferred Management	Miscellaneous Contractual Exp	Development	Home - ARP	12/30/2024	950.00
Scott R. Woeppel dba Elgin Rental Properties, LLC	Miscellaneous Contractual Exp	Development	Home - ARP	12/30/2024	650.00
JP Morgan Chase Bank N.A.	Fuel- Vehicles	Development	Home - ARP	12/16/2024	100.00
Special Project Staffing dba The Salem Group	Contractual/Consulting Services	County Board	Farmland Preservation	12/2/2024	220.50
Special Project Staffing dba The Salem Group	Contractual/Consulting Services	County Board	Farmland Preservation	12/16/2024	157.50
Ellen Kamps	Contractual/Consulting Services	County Board	Farmland Preservation	12/16/2024	5,100.00
Ellen Kamps	Contractual/Consulting Services	County Board	Farmland Preservation	12/30/2024	3,750.00
Special Project Staffing dba The Salem Group	Contractual/Consulting Services	County Board	Farmland Preservation	12/30/2024	252.00
Special Project Staffing dba The Salem Group	Contractual/Consulting Services	County Board	Farmland Preservation	12/30/2024	141.75
Batavia Enterprises Real Estate, LLC	Prepaid Expense		Workforce Development	12/16/2024	19,794.74
County of Kendall	Prepaid Expense		Workforce Development	12/16/2024	800.00
Jeffrey W. Richardson	Prepaid Expense		Workforce Development	12/16/2024	2,421.42
Warehouse Direct, Inc.	Office Supplies	- WIOA 23	Workforce Development	12/2/2024	118.68
Warehouse Direct, Inc.	Office Supplies	- WIOA 23	Workforce Development	12/16/2024	494.62
Elgin Community College	Youth Supportive Services	- WIOA 23	Workforce Development	12/2/2024	147.39
Waubonsee Community College	Youth ITA	- WIOA 23	Workforce Development	12/30/2024	1,862.00
Parents Alliance Employment Project	Youth Supportive Services	- WIOA 23	Workforce Development	12/16/2024	2,937.74
Waubonsee Community College	Youth Supportive Services	- WIOA 23	Workforce Development	12/30/2024	851.55
Waubonsee Community College	Academic/Pre-Vocational Services	- WIOA 23	Workforce Development	12/30/2024	429.00
Kishwaukee College	Youth ITA	- WIOA 23	Workforce Development	12/16/2024	122.70
Kishwaukee College	Youth Supportive Services	- WIOA 23	Workforce Development	12/16/2024	450.00
Kishwaukee College	Youth Supportive Services	- WIOA 23	Workforce Development	12/16/2024	522.70
Kishwaukee College	Youth Supportive Services	- WIOA 23	Workforce Development	12/30/2024	1,595.67
Elgin Community College	Youth Supportive Services	- WIOA 23	Workforce Development	12/2/2024	1,089.32
Waubonsee Community College	Youth ITA	- WIOA 23	Workforce Development	12/30/2024	1,037.00
Cheryl Weiler	Employee Mileage Expense	- WIOA 23	Workforce Development	12/2/2024	41.00
Paul F. Bleers	Employee Mileage Expense	- WIOA 23	Workforce Development	12/2/2024	21.17
Keelin J. Murphy	Employee Mileage Expense	- WIOA 23	Workforce Development	12/2/2024	34.51
Keelin J. Murphy	Employee Mileage Expense	- WIOA 23	Workforce Development	12/16/2024	19.83
APS Training Inst., Inc. dba APS Training Academy	Miscellaneous Contractual Exp	- WIOA 23	Workforce Development	12/2/2024	1,362.50
APS Training Inst., Inc. dba APS Training Academy	Miscellaneous Contractual Exp	- WIOA 23	Workforce Development	12/30/2024	1,125.00
Paul F. Bleers	Employee Mileage Expense	- WIOA 23	Workforce Development	12/2/2024	21.17
Keelin J. Murphy	Employee Mileage Expense	- WIOA 23	Workforce Development	12/2/2024	34.50
Cheryl Weiler	Employee Mileage Expense	- WIOA 23	Workforce Development	12/2/2024	39.40
Keelin J. Murphy	Employee Mileage Expense	- WIOA 23	Workforce Development	12/16/2024	19.83
APS Training Inst., Inc. dba APS Training Academy	Miscellaneous Contractual Exp	- WIOA 23	Workforce Development	12/2/2024	1,362.50
APS Training Inst., Inc. dba APS Training Academy	Miscellaneous Contractual Exp	- WIOA 23	Workforce Development	12/30/2024	1,125.00
Follett Higher Education Group, LLC	DT ITA	- WIOA 23	Workforce Development	12/2/2024	248.75
Management & Information Technology Solutions Inc	DT ITA	- WIOA 23	Workforce Development	12/16/2024	7,250.00
Rock Gate Capital, LLC dba 160 Driving Academy	DT ITA	- WIOA 23	Workforce Development	12/16/2024	5,401.00
West Chicago Professional Center, Inc.	DT ITA	- WIOA 23	Workforce Development	12/30/2024	5,000.00
Center Tool Company	DT Incumbent Worker	- WIOA 23	Workforce Development	12/30/2024	29,000.00
Demetrius S. Ivy	SS Transportation Assistance	- WIOA 23	Workforce Development	12/16/2024	206.40

Kishwaukee College	DT ITA	- WIOA 23	Workforce Development	12/2/2024	6,029.10
42 North Group, Inc. dba Microtrain Technologies	DT ITA	- WIOA 23	Workforce Development	12/2/2024	1,310.00
Computer Training Source, Inc.	DT ITA	- WIOA 23	Workforce Development	12/2/2024	2,895.00
DePaul University	DT ITA	- WIOA 23	Workforce Development	12/2/2024	6,575.00
Computer Training Source, Inc.	DT ITA	- WIOA 23	Workforce Development	12/16/2024	2,695.00
Computer Training Source, Inc.	DT ITA	- WIOA 23	Workforce Development	12/16/2024	5,140.00
Elgin Community College	DT Class Size Training	- WIOA 23	Workforce Development	12/16/2024	6,806.48
John Borndahl	SS Transportation Assistance	- WIOA 23	Workforce Development	12/30/2024	454.30
Advantage Driver Training, LLC	DT ITA	- WIOA 23	Workforce Development	12/16/2024	4,800.00
Business and Career Services Incorporated	Miscellaneous Contractual Exp	- WIOA 24	Workforce Development	12/16/2024	7,771.91
Business and Career Services Incorporated	Miscellaneous Contractual Exp	- WIOA 24	Workforce Development	12/16/2024	14,927.59
Parents Alliance Employment Project	Miscellaneous Contractual Exp	- WIOA 24	Workforce Development	12/16/2024	4,152.68
Parents Alliance Employment Project	Miscellaneous Contractual Exp	- WIOA 24	Workforce Development	12/16/2024	3,446.40
Waubonsee Community College	Miscellaneous Contractual Exp	- WIOA 24	Workforce Development	12/16/2024	11,601.53
Waubonsee Community College	Miscellaneous Contractual Exp	- WIOA 24	Workforce Development	12/30/2024	14,276.58
Business and Career Services Incorporated	Work Based Learning Activities	- WIOA 24	Workforce Development	12/2/2024	1,366.20
Business and Career Services Incorporated	Work Based Learning Activities	- WIOA 24	Workforce Development	12/16/2024	209.78
Business and Career Services Incorporated	Work Based Learning Activities	- WIOA 24	Workforce Development	12/16/2024	943.35
Parents Alliance Employment Project	Work Based Learning Activities	- WIOA 24	Workforce Development	12/16/2024	12,462.66
Parents Alliance Employment Project	Work Based Learning Activities	- WIOA 24	Workforce Development	12/16/2024	9,346.41
Waubonsee Community College	Work Based Learning Activities	- WIOA 24	Workforce Development	12/16/2024	8,798.61
Waubonsee Community College	Work Based Learning Activities	- WIOA 24	Workforce Development	12/30/2024	13,798.96
Kishwaukee College	Miscellaneous Contractual Exp	- WIOA 24	Workforce Development	12/16/2024	9,142.99
Kishwaukee College	Miscellaneous Contractual Exp	- WIOA 24	Workforce Development	12/16/2024	9,162.87
Kishwaukee College	Miscellaneous Contractual Exp	- WIOA 24	Workforce Development	12/30/2024	10,240.35
Kishwaukee College	Work Based Learning Activities	- WIOA 24	Workforce Development	12/16/2024	8,287.74
Kishwaukee College	Work Based Learning Activities	- WIOA 24	Workforce Development	12/16/2024	8,360.09
Kishwaukee College	Work Based Learning Activities	- WIOA 24	Workforce Development	12/30/2024	8,500.61
Elgin Community College	Miscellaneous Contractual Exp	- WIOA 24	Workforce Development	12/2/2024	17,781.81
Elgin Community College	Work Based Learning Activities	- WIOA 24	Workforce Development	12/2/2024	4,136.61
Rock Gate Capital, LLC dba 160 Driving Academy	DT ITA	- WIOA 24	Workforce Development	12/2/2024	5,401.00
Rock Gate Capital, LLC dba 160 Driving Academy	DT ITA	- WIOA 24	Workforce Development	12/2/2024	5,000.00
Kishwaukee College	DT ITA	- WIOA 24	Workforce Development	12/2/2024	558.00
Rock Gate Capital, LLC dba 160 Driving Academy	DT ITA	- WIOA 24	Workforce Development	12/16/2024	5,401.00
Rock Gate Capital, LLC dba 160 Driving Academy	DT ITA	- WIOA 24	Workforce Development	12/16/2024	5,401.00
Rock Gate Capital, LLC dba 160 Driving Academy	DT ITA	- WIOA 24	Workforce Development	12/16/2024	5,401.00
Rock Gate Capital, LLC dba 160 Driving Academy	DT ITA	- WIOA 24	Workforce Development	12/16/2024	5,488.00
Rock Gate Capital, LLC dba 160 Driving Academy	DT ITA	- WIOA 24	Workforce Development	12/16/2024	87.00
Adtalem Global Eductn dba Chamberlain University	DT ITA	- WIOA 24	Workforce Development	12/16/2024	588.24
Adtalem Global Eductn dba Chamberlain University	DT ITA	- WIOA 24	Workforce Development	12/16/2024	588.24
Genesis Healthcare Institute, LLC	DT ITA	- WIOA 24	Workforce Development	12/16/2024	2,500.00
IT Expert System, Inc.	DT ITA	- WIOA 24	Workforce Development	12/16/2024	3,000.00
Aerial X. Miles	DT ITA	- WIOA 24	Workforce Development	12/30/2024	113.47
Angelica Rodriguez	SS Transportation Assistance	- WIOA 24	Workforce Development	12/16/2024	162.14
Angelica Rodriguez	SS Transportation Assistance	- WIOA 24	Workforce Development	12/16/2024	170.72
David Llamas	SS Other Supportive Services	- WIOA 24	Workforce Development	12/2/2024	410.00
Kishwaukee College	DT ITA	- WIOA 24	Workforce Development	12/2/2024	3,573.27
Rasmussen University	DT ITA	- WIOA 24	Workforce Development	12/2/2024	5,000.00
Mechanics Local 701 Training Fund	DT ITA	- WIOA 24	Workforce Development	12/2/2024	605.00
Mechanics Local 701 Training Fund	DT ITA	- WIOA 24	Workforce Development	12/2/2024	864.29
Midwestern Career College	DT ITA	- WIOA 24	Workforce Development	12/16/2024	3,316.02
A Plus Healthcare Training Corp.	DT ITA	- WIOA 24	Workforce Development	12/16/2024	4,675.00
North Shore College (Northbrook Coll of Healthcar)	DT ITA	- WIOA 24	Workforce Development	12/30/2024	1,975.00
North Shore College (Northbrook Coll of Healthcar)	DT ITA	- WIOA 24	Workforce Development	12/30/2024	97.00
Elgin Community College	DT Class Size Training	- WIOA 24	Workforce Development	12/16/2024	6,806.48

Reginald W. Myles	SS Transportation Assistance	- WIOA 24	Workforce Development	12/2/2024	76.12
Lydia Nevaeh Flores	SS Transportation Assistance	- WIOA 24	Workforce Development	12/16/2024	88.44
Reginald W. Myles	SS Transportation Assistance	- WIOA 24	Workforce Development	12/30/2024	76.12
Avid Associates, LLC dba Avid CNA School	DT ITA	- WIOA 24	Workforce Development	12/2/2024	1,719.00
Kishwaukee College	DT ITA	- WIOA 24	Workforce Development	12/2/2024	3,121.00
Rasmussen University	DT ITA	- WIOA 24	Workforce Development	12/2/2024	574.00
Adtalem Global Eductn dba Chamberlain University	DT ITA	- WIOA 24	Workforce Development	12/16/2024	451.83
Adtalem Global Eductn dba Chamberlain University	DT ITA	- WIOA 24	Workforce Development	12/16/2024	451.83
America Business College, Inc.	DT ITA	- WIOA 24	Workforce Development	12/16/2024	5,000.00
Tyler Huntsha	SS Transportation Assistance	- WIOA 24	Workforce Development	12/2/2024	294.33
Keith A. Kriglstein	SS Transportation Assistance	- TAA 23	Workforce Development	12/16/2024	152.76
E J Rohn Company dba Specialty Mat Service	Professional Services	Operating Pool	Workforce Development	12/2/2024	47.65
E J Rohn Company dba Specialty Mat Service	Professional Services	Operating Pool	Workforce Development	12/16/2024	47.65
Groot Recycling dba Accurate Document Destruction	Professional Services	Operating Pool	Workforce Development	12/16/2024	177.62
E J Rohn Company dba Specialty Mat Service	Professional Services	Operating Pool	Workforce Development	12/30/2024	47.65
APlus System, LLC	Janitorial Services	Operating Pool	Workforce Development	12/16/2024	1,326.59
Batavia Enterprises Real Estate, LLC	Repairs and Maint- Buildings	Operating Pool	Workforce Development	12/2/2024	554.66
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Operating Pool	Workforce Development	12/2/2024	243.25
Pitney Bowes Global Financial Services LLC	Equipment Rental	Operating Pool	Workforce Development	12/16/2024	165.33
Warehouse Direct, Inc.	Office Supplies	Operating Pool	Workforce Development	12/16/2024	299.46
Nicor Gas	Utilities- Natural Gas	Operating Pool	Workforce Development	12/2/2024	97.97
Nicor Gas	Utilities- Natural Gas	Operating Pool	Workforce Development	12/2/2024	63.09
City of Batavia	Utilities- Electric	Operating Pool	Workforce Development	12/2/2024	115.20
City of Batavia	Utilities- Electric	Operating Pool	Workforce Development	12/30/2024	129.88
JP Morgan Chase Bank N.A.	Internet	Operating Pool	Workforce Development	12/16/2024	305.98
Kruis, Inc. (Sparkle Janiotorial Service)	Janitorial Services	Operating Pool	Workforce Development	12/16/2024	1,250.00
Nicor Gas	Utilities- Natural Gas	Operating Pool	Workforce Development	12/16/2024	85.65
ComEd	Utilities- Electric	Operating Pool	Workforce Development	12/16/2024	93.38
JP Morgan Chase Bank N.A.	Telephone	Operating Pool	Workforce Development	12/16/2024	44.01
JP Morgan Chase Bank N.A.	Internet	Operating Pool	Workforce Development	12/16/2024	279.01
MCI	Telephone	Operating Pool	Workforce Development	12/2/2024	49.06
JP Morgan Chase Bank N.A.	Internet	Operating Pool	Workforce Development	12/16/2024	152.90
E J Rohn Company dba Specialty Mat Service	Professional Services	One-Stop shared costs	Workforce Development	12/2/2024	45.39
E J Rohn Company dba Specialty Mat Service	Professional Services	One-Stop shared costs	Workforce Development	12/16/2024	45.39
Groot Recycling dba Accurate Document Destruction	Professional Services	One-Stop shared costs	Workforce Development	12/16/2024	169.17
E J Rohn Company dba Specialty Mat Service	Professional Services	One-Stop shared costs	Workforce Development	12/30/2024	45.39
APlus System, LLC	Janitorial Services	One-Stop shared costs	Workforce Development	12/16/2024	1,263.41
Batavia Enterprises Real Estate, LLC	Repairs and Maint- Buildings	One-Stop shared costs	Workforce Development	12/2/2024	528.24
Kyle Tassone	Employee Mileage Expense	One-Stop shared costs	Workforce Development	12/2/2024	41.01
Kelly Ann Waynauskas	Employee Mileage Expense	One-Stop shared costs	Workforce Development	12/2/2024	99.35
Kelly Ann Waynauskas	Employee Mileage Expense	One-Stop shared costs	Workforce Development	12/16/2024	99.42
Kyle Tassone	Employee Mileage Expense	One-Stop shared costs	Workforce Development	12/16/2024	41.01
Kyle Tassone	Employee Mileage Expense	One-Stop shared costs	Workforce Development	12/30/2024	36.72
Kyle Tassone	Employee Mileage Expense	One-Stop shared costs	Workforce Development	12/30/2024	29.68
Kelly Ann Waynauskas	Employee Mileage Expense	One-Stop shared costs	Workforce Development	12/30/2024	81.94
Kelly Ann Waynauskas	Employee Mileage Expense	One-Stop shared costs	Workforce Development	12/30/2024	54.40
Nicor Gas	Utilities- Natural Gas	One-Stop shared costs	Workforce Development	12/2/2024	60.08
City of Batavia	Utilities- Electric	One-Stop shared costs	Workforce Development	12/2/2024	109.71
City of Batavia	Utilities- Electric	One-Stop shared costs	Workforce Development	12/30/2024	123.69
JP Morgan Chase Bank N.A.	Internet	One-Stop shared costs	Workforce Development	12/16/2024	291.40
Scott A. Hagemann	Contractual/Consulting Services	State's Attorney	Kane County Law Enforcement	12/16/2024	361.25
Illinois Phlebotomy Services, LLC	Contractual/Consulting Services	State's Attorney	Kane County Law Enforcement	12/16/2024	425.00
Tri-tech Forensics, Inc.	Contractual/Consulting Services	State's Attorney	Kane County Law Enforcement	12/30/2024	34.30
Insight Public Sector Inc	Computers	Other- Countywide Expenses	Capital Projects	12/2/2024	10,500.00
Insight Public Sector Inc	Computers	Other- Countywide Expenses	Capital Projects	12/2/2024	47,840.00

Dell Marketing LP	Computers	Other- Countywide Expenses	Capital Projects	12/2/2024	4,319.85
Blade Electric & Technologies, LLC	Computers	Other- Countywide Expenses	Capital Projects	12/16/2024	44,810.00
Insight Public Sector Inc	Computers	Other- Countywide Expenses	Capital Projects	12/16/2024	3,600.00
Insight Public Sector Inc	Computers	Other- Countywide Expenses	Capital Projects	12/16/2024	1,095.00
Insight Public Sector Inc	Computers	Other- Countywide Expenses	Capital Projects	12/16/2024	183.00
JP Morgan Chase Bank N.A.	Computers	Other- Countywide Expenses	Capital Projects	12/16/2024	3,389.95
Hartwig Plumb & Heat Inc dba Hartwig Mechanical	Computers	Other- Countywide Expenses	Capital Projects	12/30/2024	27,124.03
Hartwig Plumb & Heat Inc dba Hartwig Mechanical	Computers	Other- Countywide Expenses	Capital Projects	12/30/2024	30,970.72
Wight & Company	Contractual/Consulting Services	Other- Countywide Expenses	Capital Projects	12/30/2024	3,835.39
Fitzgerald's Electrical Contracting, Inc.	Building Improvements	Other- Countywide Expenses	Capital Projects	12/2/2024	597,090.00
Wight & Company	Building Improvements	Other- Countywide Expenses	Capital Projects	12/2/2024	4,091.05
Midwest Environmental Consulting Services, Inc.	Building Improvements	Other- Countywide Expenses	Capital Projects	12/2/2024	2,500.00
Kluber, Inc.	Building Improvements	Other- Countywide Expenses	Capital Projects	12/2/2024	13,500.00
Rehm Electric Shop, Inc.	Building Improvements	Other- Countywide Expenses	Capital Projects	12/2/2024	2,450.00
Testing Service Corporation	Building Improvements	Other- Countywide Expenses	Capital Projects	12/2/2024	7,317.25
Urban Elevator Service, LLC	Building Improvements	Other- Countywide Expenses	Capital Projects	12/16/2024	80,105.00
Kluber, Inc.	Building Improvements	Other- Countywide Expenses	Capital Projects	12/16/2024	60,083.12
Hellmuth, Obata & Kassabaum, Inc. (HOK)	Building Improvements	Other- Countywide Expenses	Capital Projects	12/16/2024	3,000.00
Iris Group Holdings, LLC dba Everon, LLC	Building Improvements	Other- Countywide Expenses	Capital Projects	12/30/2024	361,796.12
Johnson Controls Security Solutions (Tyco)	Building Improvements	Other- Countywide Expenses	Capital Projects	12/30/2024	9,260.56
Fitzgerald's Electrical Contracting, Inc.	Building Improvements	Other- Countywide Expenses	Capital Projects	12/30/2024	157,720.00
Healy, Bender, Patton, & Been Architects	Building Improvements	Other- Countywide Expenses	Capital Projects	12/30/2024	603.75
Healy, Bender, Patton, & Been Architects	Building Improvements	Other- Countywide Expenses	Capital Projects	12/30/2024	375.00
Kluber, Inc.	Building Improvements	Other- Countywide Expenses	Capital Projects	12/30/2024	13,500.00
MRRW Construction, LLC	Building Improvements	Other- Countywide Expenses	Capital Projects	12/30/2024	26,323.84
MRRW Construction, LLC	Building Improvements	Other- Countywide Expenses	Capital Projects	12/30/2024	1,948.30
Patriot Maintenance, Inc.	Building Improvements	Other- Countywide Expenses	Capital Projects	12/30/2024	439,500.00
Patriot Maintenance, Inc.	Building Improvements	Other- Countywide Expenses	Capital Projects	12/30/2024	58,000.00
Patriot Maintenance, Inc.	Building Improvements	Other- Countywide Expenses	Capital Projects	12/30/2024	44,000.00
Patriot Maintenance, Inc.	Building Improvements	Other- Countywide Expenses	Capital Projects	12/30/2024	71,500.00
Wight & Company	Building Improvements	Other- Countywide Expenses	Capital Projects	12/30/2024	2,000.00
Wight & Company	Building Improvements	Other- Countywide Expenses	Capital Projects	12/30/2024	500.00
Correct Electronics, Inc.	Special Purpose Equipment	Other- Countywide Expenses	Capital Projects	12/16/2024	1,500.00
Everlast Blacktop, Inc.	Contractual/Consulting Services	Development	Mill Creek Special Service Area	12/2/2024	76,483.45
Hampton Lenzini & Renwick, Inc.	Contractual/Consulting Services	Development	Mill Creek Special Service Area	12/16/2024	33,169.23
Hampton Lenzini & Renwick, Inc.	Contractual/Consulting Services	Development	Mill Creek Special Service Area	12/16/2024	9,864.12
Hampton Lenzini & Renwick, Inc.	Contractual/Consulting Services	Development	Mill Creek Special Service Area	12/16/2024	690.20
County Wide Landscaping, Inc.	Repairs and Maintenance- Roads	Development	Mill Creek Special Service Area	12/2/2024	16,000.00
Langton Snow Solutions dba Langton Group	Repairs and Maintenance- Roads	Development	Mill Creek Special Service Area	12/2/2024	4,916.00
It's A Wonderful Light, LLC	Repairs and Maint- Grounds	Development	Mill Creek Special Service Area	12/2/2024	9,424.92
JP Morgan Chase Bank N.A.	Repairs and Maint- Grounds	Development	Mill Creek Special Service Area	12/16/2024	60.42
Tri City Land Management Co., LLC	Building Space Rental	Development	Mill Creek Special Service Area	12/30/2024	1,086.02
JP Morgan Chase Bank N.A.	Repairs and Maint- Vehicles	Development	Mill Creek Special Service Area	12/16/2024	14.99
JP Morgan Chase Bank N.A.	Intersect Lighting Services	Development	Mill Creek Special Service Area	12/16/2024	490.93
Rehm Electric Shop, Inc.	Intersect Lighting Services	Development	Mill Creek Special Service Area	12/16/2024	1,359.18
DS Services of America, Inc. dba Primo Water NA	Office Supplies	Development	Mill Creek Special Service Area	12/16/2024	57.45
JP Morgan Chase Bank N.A.	Office Supplies	Development	Mill Creek Special Service Area	12/16/2024	129.46
JP Morgan Chase Bank N.A.	Operating Supplies	Development	Mill Creek Special Service Area	12/16/2024	136.11
ComEd	Utilities- Intersect Lighting	Development	Mill Creek Special Service Area	12/2/2024	215.62
ComEd	Utilities- Intersect Lighting	Development	Mill Creek Special Service Area	12/2/2024	45.12
ComEd	Utilities- Intersect Lighting	Development	Mill Creek Special Service Area	12/2/2024	29.25
ComEd	Utilities- Intersect Lighting	Development	Mill Creek Special Service Area	12/2/2024	292.85
ComEd	Utilities- Intersect Lighting	Development	Mill Creek Special Service Area	12/16/2024	230.75
Nicor Gas	Utilities- Intersect Lighting	Development	Mill Creek Special Service Area	12/16/2024	68.31
ComEd	Utilities- Intersect Lighting	Development	Mill Creek Special Service Area	12/30/2024	362.37

ComEd	Utilities- Intersect Lighting	Development	Mill Creek Special Service Area	12/30/2024	108.35
Plote Construction, Inc.	Road Construction	Transportation	North Impact Fees	12/16/2024	281,018.99
Plote Construction, Inc.	Road Construction	Transportation	North Impact Fees	12/30/2024	136,690.34
Scannell Properties #422, LLC	Highway Right of Way	Transportation	North Impact Fees	12/16/2024	153,900.00
V3 Companies, LTD	Engineering Services	Transportation	South Impact Fees	12/2/2024	6,046.89
V3 Companies, LTD	Engineering Services	Transportation	South Impact Fees	12/2/2024	5,162.92
JP Morgan Chase Bank N.A.	Interest- Bonds	Debt Service	Capital Improvement Debt Service	12/15/2024	101,101.00
US Bank National Association	Bond Principal	Debt Service	Recovery Zone Bond Debt Service	12/15/2024	80,000.00
US Bank National Association	Interest- Bonds	Debt Service	Recovery Zone Bond Debt Service	12/15/2024	20,463.75
Community Bank Corp. dba Time Bank	Bond Principal	Debt Service	JJC/AJC Refunding Debt Service	12/15/2024	3,130,000.00
Community Bank Corp. dba Time Bank	Interest- Bonds	Debt Service	JJC/AJC Refunding Debt Service	12/15/2024	7,355.50
Clean Harbors Environmental Services, Inc.	Contractual/Consulting Services	Environmental Management	Enterprise Surcharge	12/2/2024	3,971.28
Clean Harbors Environmental Services, Inc.	Contractual/Consulting Services	Environmental Management	Enterprise Surcharge	12/2/2024	4,330.70
Clean Harbors Environmental Services, Inc.	Contractual/Consulting Services	Environmental Management	Enterprise Surcharge	12/2/2024	4,576.62
eWorks Electronics Services Inc.	Contractual/Consulting Services	Environmental Management	Enterprise Surcharge	12/16/2024	9,000.00
Village of West Dundee	Contractual/Consulting Services	Environmental Management	Enterprise Surcharge	12/30/2024	9,000.00
CS Geologic, LLC	Contractual/Consulting Services	Environmental Management	Enterprise Surcharge	12/30/2024	1,365.00
Groot Recycling dba Accurate Document Destruction	Professional Services	Environmental Management	Enterprise Surcharge	12/2/2024	3,900.00
JP Morgan Chase Bank N.A.	Conferences and Meetings	Environmental Management	Enterprise Surcharge	12/16/2024	246.40
DS Services of America, Inc. dba Primo Water NA	Operating Supplies	Environmental Management	Enterprise Surcharge	12/2/2024	32.93
DS Services of America, Inc. dba Primo Water NA	Operating Supplies	Environmental Management	Enterprise Surcharge	12/16/2024	32.93
JP Morgan Chase Bank N.A.	Operating Supplies	Environmental Management	Enterprise Surcharge	12/16/2024	637.50
MIP V Onion Parent LLC dba Lakeshore Recycling	Operating Supplies	Environmental Management	Enterprise Surcharge	12/30/2024	375.00
AssuredPartners Cap. dba Assured Partnrs of IL LLC	Contractual/Consulting Services	Other- Countywide Expenses	Health Insurance Fund	12/2/2024	9,250.00
AssuredPartners Cap. dba Assured Partnrs of IL LLC	Contractual/Consulting Services	Other- Countywide Expenses	Health Insurance Fund	12/30/2024	9,250.00
Flexible Benefits Service, LLC	Healthcare Admin Services	Other- Countywide Expenses	Health Insurance Fund	12/30/2024	1,166.00
Health Care Service Corporation dba BCBSIL	Healthcare - Stop Loss Insurance	Other- Countywide Expenses	Health Insurance Fund	12/16/2024	-1,117,817.48
Fidelity Security Life Insurance Company (Eyemed)	Healthcare - Vision Insurance	Other- Countywide Expenses	Health Insurance Fund	12/16/2024	6,910.58
Cigna Health and Life Insurance Company	Healthcare - Dental Insurance	Other- Countywide Expenses	Health Insurance Fund	12/16/2024	66,176.01
Sun Life Assurance Company of Canada	Healthcare - Life Insurence	Other- Countywide Expenses	Health Insurance Fund	12/2/2024	5,004.11
Catilize Health, Inc. dba Catilize Health	Healthcare - Medical Expense Reimbursement	Other- Countywide Expenses	Health Insurance Fund	12/2/2024	10,339.32
Catilize Health, Inc. dba Catilize Health	Healthcare - Medical Expense Reimbursement	Other- Countywide Expenses	Health Insurance Fund	12/16/2024	6,752.93
Catilize Health, Inc. dba Catilize Health	Healthcare - Medical Expense Reimbursement	Other- Countywide Expenses	Health Insurance Fund	12/30/2024	13,708.46
Health Care Service Corporation dba BCBSIL	Healthcare - Stop Loss Insurance	Other- Countywide Expenses	Health Insurance Fund	12/16/2024	76,681.90
Health Care Service Corporation dba BCBSIL	Self Insured Healthcare Claims	Other- Countywide Expenses	Health Insurance Fund	12/16/2024	1,763,443.28
Health Care Service Corporation dba BCBSIL	Self Insured Healthcare Claims Administration	Other- Countywide Expenses	Health Insurance Fund	12/16/2024	24,984.79
Health Care Service Corporation dba BCBSIL	Healthcare Facility Access Fee	Other- Countywide Expenses	Health Insurance Fund	12/16/2024	31,775.84
Health Care Service Corporation dba BCBSIL	Healthcare Credits	Other- Countywide Expenses	Health Insurance Fund	12/16/2024	-51,337.70
Health Care Service Corporation dba BCBSIL	Healthcare - Stop Loss Insurance	Other- Countywide Expenses	Health Insurance Fund	12/16/2024	50,154.50
Health Care Service Corporation dba BCBSIL	Self Insured Healthcare Claims	Other- Countywide Expenses	Health Insurance Fund	12/16/2024	696,861.06
Health Care Service Corporation dba BCBSIL	Self Insured Healthcare Claims Administration	Other- Countywide Expenses	Health Insurance Fund	12/16/2024	30,265.68
Health Care Service Corporation dba BCBSIL	Healthcare HMO Managed Care Fee	Other- Countywide Expenses	Health Insurance Fund	12/16/2024	8,633.35
Health Care Service Corporation dba BCBSIL	Healthcare Physician Services Fee	Other- Countywide Expenses	Health Insurance Fund	12/16/2024	215,566.99
Health Care Service Corporation dba BCBSIL	Healthcare Credits	Other- Countywide Expenses	Health Insurance Fund	12/16/2024	-70,718.45
Humana Insurance Company	Healthcare - Health Insurance	Other- Countywide Expenses	Health Insurance Fund	12/2/2024	13,957.50
JMJ Global Properties, LLC	Accrued Liabilities		Special Trust	12/2/2024	475,000.00
John F. Harahan	Distribution	Information Technologies	911 Emergency Surcharge	12/2/2024	1,352.00
Public Risk Underwriters of the Midwest, LLC	Distribution	Information Technologies	911 Emergency Surcharge	12/16/2024	11,693.00
Tri-Com Central Dispatch/City of Geneva	Distribution	Information Technologies	911 Emergency Surcharge	12/16/2024	6,097.00
Tri-Com Central Dispatch/City of Geneva	Distribution	Information Technologies	911 Emergency Surcharge	12/16/2024	16,867.50
Tri-Com Central Dispatch/City of Geneva	Distribution	Information Technologies	911 Emergency Surcharge	12/16/2024	14,040.00
Tri-Com Central Dispatch/City of Geneva	Distribution	Information Technologies	911 Emergency Surcharge	12/16/2024	116,556.64
Tri-Com Central Dispatch/City of Geneva	Distribution	Information Technologies	911 Emergency Surcharge	12/16/2024	4,680.00
Tri-Com Central Dispatch/City of Geneva	Distribution	Information Technologies	911 Emergency Surcharge	12/16/2024	2,280.00
Tri-Com Central Dispatch/City of Geneva	Distribution	Information Technologies	911 Emergency Surcharge	12/16/2024	19,110.00

Tri-Com Central Dispatch/City of Geneva	Distribution	Information Technologies	911 Emergency Surcharge	12/16/2024	9,729.52
Tri-Com Central Dispatch/City of Geneva	Distribution	Information Technologies	911 Emergency Surcharge	12/16/2024	86,626.09
Tri-Com Central Dispatch/City of Geneva	Distribution	Information Technologies	911 Emergency Surcharge	12/16/2024	34,112.51
Tri-Com Central Dispatch/City of Geneva	Distribution	Information Technologies	911 Emergency Surcharge	12/16/2024	148,653.00
Tri-Com Central Dispatch/City of Geneva	Distribution	Information Technologies	911 Emergency Surcharge	12/16/2024	6,200.00
Tri-Com Central Dispatch/City of Geneva	Distribution	Information Technologies	911 Emergency Surcharge	12/16/2024	49,125.00
Tri-Com Central Dispatch/City of Geneva	Distribution	Information Technologies	911 Emergency Surcharge	12/16/2024	976.00
Tri-Com Central Dispatch/City of Geneva	Distribution	Information Technologies	911 Emergency Surcharge	12/16/2024	3,000.00
Tri-Com Central Dispatch/City of Geneva	Distribution	Information Technologies	911 Emergency Surcharge	12/16/2024	87,611.26
Voiance Language Services, LLC	Distribution	Information Technologies	911 Emergency Surcharge	12/16/2024	351.00
AT&T	Distribution	Information Technologies	911 Emergency Surcharge	12/16/2024	217.92
Tri-Com Central Dispatch/City of Geneva	Distribution	Information Technologies	Wireless 911	12/16/2024	171,948.74
Illinois Department of Revenue	Accrued Liabilities		Recorder's Rental Surcharge	12/2/2024	68,220.00
Flexible Benefits Service, LLC	Accrued Liabilities		Flexible Spending Account	12/2/2024	5,369.18
Flexible Benefits Service, LLC	Accrued Liabilities		Flexible Spending Account	12/2/2024	6,461.40
Flexible Benefits Service, LLC	Accrued Liabilities		Flexible Spending Account	12/16/2024	8,368.09
Flexible Benefits Service, LLC	Accrued Liabilities		Flexible Spending Account	12/16/2024	5,463.37
Flexible Benefits Service, LLC	Accrued Liabilities		Flexible Spending Account	12/30/2024	8,781.18
Flexible Benefits Service, LLC	Accrued Liabilities		Flexible Spending Account	12/30/2024	5,111.67
State of Illinois Treasurer	Accrued Liabilities		County Clerk Domestic Violence	12/16/2024	1,020.00
IL Department of Public Health - Vital Records	Accrued Liabilities		Death Certificates	12/16/2024	9,112.00
Illinois Department of Revenue	Accrued Liabilities		State Real Estate Transfer Tax	12/2/2024	388,418.00
Builders Paving, LLC	Repairs and Maint- Resurfacing	Transportation	Batavia Township	12/16/2024	25,787.30
AC Pavement Striping Co.	Repairs and Maint- Resurfacing	Transportation	Big Rock Township	12/16/2024	124,000.00
J A Johnson Paving Co.	Repairs and Maint- Resurfacing	Transportation	Burlington Township	12/2/2024	233,568.00
Hampton Lenzini & Renwick, Inc.	Engineering Services	Transportation	Elgin Township	12/2/2024	963.12
Builders Paving, LLC	Repairs and Maint- Resurfacing	Transportation	Elgin Township	12/16/2024	297,087.66
Peter Baker & Son Co.	Repairs and Maint- Resurfacing	Transportation	Plato Township	12/16/2024	230,804.16
J A Johnson Paving Co.	Engineering Services	Transportation	Rutland Township	12/2/2024	50,000.19
Builders Paving, LLC	Repairs and Maint- Resurfacing	Transportation	St. Charles Township	12/30/2024	458,216.58
Preform Traffic Control System, LTD	Repairs and Maint- Pavement Mark	Transportation	Sugar Grove Township	12/16/2024	31,081.36
TOTAL				**2999**	**25,592,934.13**

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-143

APPROVING A SUPPLEMENTAL BUDGET ADJUSTMENT AND AUTHORIZING EXECUTION OF COLLECTIVE BARGAINING AGREEMENT - CORONER'S BARGAINING UNIT

WHEREAS, the collective bargaining agreement ("CBA") between the Kane County Coroner ("Coroner"), the County of Kane ("County"), and the Policeman's Benevolent Labor Committee ("PBLC"); expired on November 30, 2023; and

WHEREAS, County, the Kane County Coroner, and the PBLC have been engaged in collective bargaining agreement negotiations concerning wages, hours and other terms and conditions of employment in relation to the Coroner's Office bargaining unit; and

WHEREAS, the parties have reached an agreement concerning wages, hours and other terms and conditions of employment to be included in a new Collective Bargaining Agreement ("CBA"); and

WHEREAS, the terms of the new CBA include certain stipends and wage increases (including overtime and other wage payments) for FY2024 and FY2025.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the Chairman thereof is hereby authorized and directed to enter into, on behalf of the County of Kane, the Collective Bargaining Agreement, dated December 1, 2023 through November 30, 2026, by and between the County of Kane, the Kane County Coroner and the Policeman's Benevolent Labor Committee, in relation to the Coroner's Office bargaining unit, a copy of which agreement is on file at the County Board Office and the Kane County State's Attorney's Office, and which shall also be filed with the office of the County Clerk and the Kane County Auditor upon execution.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Kane County Board that the 2024 and 2025 budgets be amended as follows:

2024 Budget:

001.000.000.39900	Fund Balance Utilization	$17,598.01
001.490.490.40000	Salaries and Wages	$17,598.01
111.800.803.45100	FICA/SS Contribution	$1,346.25
111.800.000.39900	Fund Balance Utilization	$1,346.25
110.800.802.45200	IMRF Contribution	$960.85
110.800.000.39900	Fund Balance Utilization	$960.85

2025 Budget:

001.000.000.39900	Fund Balance Utilization	$24,230.46
001.490.490.40000	Salaries and Wages	$24,230.46
111.800.803.45100	FICA/SS Contribution	$1,853.63
111.800.000.39900	Fund Balance Utilization	$1,853.63
110.800.802.45200	IMRF Contribution	$1,322.98
110.800.000.39900	Fund Balance Utilization	$1,322.98

Line Item: Various Items - see above
Line Item Description: Salary & Wages, Overtime, IMRF, FICA/Social Security
Was Personnel/Item/Service approved in original budget or a subsequent budget revision? No
Are funds currently available for this Personnel/Item/Service in the specific line item? No
If funds are not currently available in the specified line item, where are the funds available?
Contingency

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Approving a Supplemental Budget Adjustment and Authorizing Execution of Collective Bargaining Agreement Coroner's Bargaining Unit

Committee Flow:
Labor Management Committee, Finance and Budget Committee, Executive Committee, County Board

Contact:
Chief Deputy Coroner Loren Carrera (630) 232-3535

Budget Information:

Was this item budgeted? No	Appropriation Amount: FY 2024 - $19,905.11; FY 2025 - $27,407.08
If not budgeted, explain funding source: Fund Balance	

Summary:

Coroner's Office collective bargaining agreement for FY2024 through FY2026 . FY 2024 will include $19,905.11 in pay retroactive to the beginning of the fiscal year and a $27,407.08 budget adjustment for FY 2025.

COUNTY OF KANE

Kane County
Finance Department
Kathleen Hopkinson
Executive Director

Kane County Government Center
Building A
719 Batavia Avenue
Geneva, Illinois 60134
(630) 208-5132
hopkinsonkathleen@kanecountyil.gov

Emergency Appropriation and/or Budget Transfer Request Form

Department Name	Coroner
Date	1-14-2025
Fund	General Fund, FICA Fund, IMRF Fund
Category (*Personnel Services, Contractual Services, Commodities, or Capital***)**	Personnel Services
Increase or Decrease	Increase
Amount	Various – see below

Requested Emergency Appropriation and/or Budget Transfer Description and Rationale (please also attach draft resolution**)**
County has negotiated a new collective bargaining agreement with PBPA for Coroner's staff.

Submitted by
Signature of Elected Official or Department Executive Director

_____ Date_____

Category	Account	Approved Budget	Debit	Credit
Personnel Services	001.490.490.40000	FY 2024	17,598.01	
Fund Balance Utilization	001.000.000.39900	FY 2024		17,598.01
FICA/SS Contribution	111.800.803.45100	FY 2024	1,346.25	
Fund Balance Utilization	111.000.000.39000	FY 2024		1,346.25
IMRF Contribution	110.800.802.45200	FY 2024	960.85	
Fund Balance Utilization	110.000.000.39000	FY 2024		960.85
Personnel Services	001.490.490.40000	FY 2025	24,230.46	
Fund Balance Utilization	001.000.000.39900	FY 2025		24,230.46
FICA/SS Contribution	111.800.803.45100	FY 2025	1,853.63	
Fund Balance Utilization	111.000.000.39000	FY 2025		1,853.63
IMRF Contribution	110.800.802.45200	FY 2025	1,322.98	
Fund Balance Utilization	110.000.000.39000	FY 2025		1,322.98

Reviewed by

Emergency Appropriation has been reviewed by Finance Department

Executive Director Kathleen Hopkinson Date 01-14-2025

COLLECTIVE BARGAINING AGREEMENT BETWEEN THE POLICEMEN'S BENEVOLENT LABOR COMMITTEE, THE KANE COUNTY CORONER AND THE COUNTY OF KANE

AGREEMENT DATES

12/01/2023 through 11/30/2026

INDEX

Articles

PREAMBLE 1
ARTICLE 1 RECOGNITION 2
ARTICLE 2 MANAGEMENT RIGHTS 4
ARTICLE 3 PROBATIONARY EMPLOYEES 5
ARTICLE 4 SAVINGS CLAUSE 6
ARTICLE 5 UNION SECURITY 6
ARTICLE 6 INDEMNIFICATION 7
ARTICLE 7 NON-DISCRIMINATION 7
ARTICLE 8 NO STRIKE OR LOCKOUT 7
ARTICLE 9 SENIORITY 8
ARTICLE 10 LAYOFF AND RECALL 9
ARTICLE 11 GRIEVANCE PROCEDURE 11
ARTICLE 12 DISCIPLINE AND DISCHARGE 15
ARTICLE 13 PERSONNEL FILES 17
ARTICLE 14 EMPLOYEE DEVELOPMENT & TRAINING 18
ARTICLE 15 LABOR-MANAGEMENT COMMITTEE 19
ARTICLE 16 HOLIDAYS 20
ARTICLE 17 VACATIONS 20
ARTICLE 18 SICK LEAVE 22
ARTICLE 19 WELLNESS LEAVE 24
ARTICLE 20 MISCELLANEOUS PROVISIONS 24
ARTICLE 21 LEAVE OF ABSENCE 26
ARTICLE 22 UNION RIGHTS 36
ARTICLE 23 WAGES 38
ARTICLE 24 OUT OF TITLE WORK 40
ARTICLE 25 INSURANCE 40
ARTICLE 26 VACANCIES 42
ARTICLE 27 SAFETY AND HEALTH 43
ARTICLE 28 HOURS OF WORK 44
ARTICLE 29 SUBCONTRACTING 47

ARTICLE 30 COMPLETE AGREEMENT AND MAINTENANCE OF STANDARDS….48
ARTICLE 31 TERMINATION……...48
SIGNATURE PAGE……...50
APPENDIX A DRUG AND ALCOHOL TESTING……..51
APPENDIX B DRUG TESTING LOCATIONS……56
APPENDIX C……..57
APPENDIX D KANE COUNTY HEALTH PLAN FEATURES……..58

PREAMBLE

This Agreement is entered into by the Kane County Coroner ("Coroner") and the County of Kane ("County"), hereinafter referred to, respectively and/or collectively, as applicable, as the "Employer", and the Policemen's Benevolent Labor Committee (PBLC) hereinafter referred to as the "PBLC" or the "Union".

The purpose of this Agreement is to provide an orderly collective bargaining relationship between the Employer and the Union representing the employees in the bargaining unit and to make clear the basic terms upon which such relationship depends. It is the intent of both the Employer and the Union to work together to provide and maintain satisfactory terms and conditions of employment and to prevent as well as to adjust misunderstandings and grievances relating to some of employees working conditions.

To the extent provisions of the Collective Bargaining Agreement are in conflict with provisions of the Kane County Code, the Collective Bargaining Agreement shall apply.

In consideration of mutual promises, covenants and Agreement contained herein, the parties hereto, by their duly authorized representative and/or agents, do mutually covenant and agree as follows:

ARTICLE 1
RECOGNITION

Section 1. Bargaining Unit Descriptions

The Employer hereby recognizes the PBLC as the sole and exclusive collective bargaining representative for the purpose of collective bargaining on matters relating to wages, hours, working conditions and other terms and conditions of employment of the following unit.

Included: All employees of the Kane County Coroner's Office in the title of Deputy Coroner, Administrative Assistant 1 and Administrative Assistant 2.

Excluded: Coroner, Chief Deputy Coroner, Director of Operations, Director of Administration, all other employees of the County of Kane and Kane County Coroner, all supervisors, managerial, professional, short-term and confidential employees within the meaning of the Illinois Public Labor Relations At ("Act"), and all other persons excluded from coverage under the Act.

While the Employer recognizes all job classifications under the agreement, the Employer will be under no obligation to fill vacant positions when qualified personnel are unavailable or operational needs do not warrant the position to be filled. Only one person will fill exempt status positions unless otherwise stated in this Agreement.

Where the Employer finds it necessary to create new job classifications, the work of which falls within the scope of the bargaining unit, the Employer shall inform the Union in writing and the parties may meet to determine the appropriate classification or jointly petition the State Labor board to seek the necessary unit clarification within thirty (30) days.

Section 2. Categories of Employment

A. Regular Full-Time – an employee in an established position working 35 or more hours per week. Employees in this classification are entitled to the benefits described in this Collective Bargaining Agreement and any policies specifically adopted by the Coroner. Unless otherwise noted, benefits begin to accrue on the first day of regular employment.

B. Regular Part-Time – an employee in an established position who is scheduled to work less than 35 hours per week. Employees in this classification who qualify for and participate in the Illinois Municipal Retirement Fund (IMRF) are entitled to the benefits described in this Collective Bargaining Agreement and any policies specifically adopted by the Coroner. Unless otherwise noted, benefits begin to accrue on the first day of regular employment.

C. Seasonal or Intermittent full-time or part-time – an employee hired to work temporarily for a short period of time or only intermittently throughout the year. Employees

in this classification are not eligible for any benefits covered by this Collective Bargaining Agreement.

Kane County is required to enroll all employees into IMRF if their job normally requires 600 or more hours in a twelve-month period. Both parties recognize that this Agreement supersedes any other guidelines pertaining to employee status, benefits, wages, etc.

Section 3. New Classifications

If a new position classification is created by the Employer, the Employer shall set the proper pay grade for this classification.

The Employer shall determine the proposed salary grade in relation to:

A. The job content and responsibilities attached thereto in comparison with the job content and responsibilities of other position classifications in the Employer's work force;

B. Like positions with similar job content and responsibilities within the Kane County Government System, if available, otherwise to the Kane County Labor Market generally;

C. Significant differences in working conditions to comparable position classifications.

If the Union does not agree with the determination of the proposed salary grade the Employer establishes under this paragraph, then the Union shall within ten (10) days request a meeting with the Employer to discuss the Employer's action. The Employer shall thereafter meet with the Union and render a decision within twenty (20) calendar days. If the Union still disagrees with the decision of the Employer, they may submit the matter to Step IV of the Grievance Procedure within ten (10) days from the receipt of the Employer's decision.

Section 4. Non-Bargaining Unit Personnel

Non-Bargaining Unit Personnel may continue to perform bargaining unit work which is incidental to their jobs. In addition, they may perform bargaining unit work in emergency situations and where such work is necessary to train a bargaining unit employee. Such work by said personnel shall not cause a reduction in overtime opportunities for, or any layoffs of bargaining unit employees.

Section 5. Short-Term Employees

The Employer may continue to utilize the services of student interns to assist with and supplement bargaining unit work in accordance with past practice and the Act.

Section 6. Abolition, Merger or Change of Job Classification

If the Employer determines to abolish, merge or change existing classifications, the Employer shall negotiate with the Union over the impact of such. Such negotiations shall include good faith impact bargaining as required under the Illinois Public Labor Relations Act. The Parties agree that a change in job title in the bargaining unit shall not remove the job position from the bargaining unit as long as the type of work performed by the position remains essentially the same.

Section 7. Job Audit/Reclassification

Any employee who believes that he/she is performing work outside his/her job description shall be granted a job audit on the work being performed. A written request for a job audit or reclassification will be submitted through the Union and a written decision returned by management within 60 days. If the job audit creates a reclassification for that employee, the affected employee(s) shall receive any retroactive increase in pay that was created by the reclassification.

ARTICLE 2
MANAGEMENT RIGHTS

Except as specifically limited by the express provisions of this Agreement, the County and the Coroner retain traditional rights to manage all affairs of its respective offices, as well as those rights set forth in the Illinois Counties Code and the Illinois Public Labor Relations Act. Such management rights shall include, but are not limited to, the following:

a) To plan, direct, control and determine all operations, standards and services of the Employer;

b) To supervise, direct and evaluate employees;

c) To establish the qualifications for employment and to decide which applicants will be employed;

d) To establish reasonable work rules and work schedules and to assign work as the Employer deems necessary. Such work rules and schedules shall be posted in a place and manner as mutually agreeable to the Employer and the Union;

e) To hire, promote, demote, transfer, schedule and assign employees to positions and to create, combine, modify and eliminate positions;

f) To suspend, demote, discharge and take such other disciplinary action against employees for just cause (with the exception of probationary employees, who may be discharged without cause);

g) To establish reasonable work and productivity standards and, from time to time, amend such standards;

h) To determine whether work and/or services are to be provided by employees covered by this Agreement (including which employees) or by other employees or persons not covered by this Agreement;

i) To assign overtime and determine the number of hours of work and shifts per week;

j) To lay off employees;

k) To maintain efficiency of Employer's operations and services;

l) To determine methods, means, organization and number of personnel by which such operations and services shall be provided;

m) To determine the standards of professionalism required of the employees, and from time to time, to change those standards;

n) To take whatever action is necessary to comply with all applicable state and federal laws;

o) To secure, change or eliminate methods, equipment and facilities for the improvement of operations;

p) To determine the kinds and amounts of services to be performed as it pertains to operations and the number and kind of Classifications to perform such services, to include revision, combination, addition or elimination of job classifications;

q) To contract out for goods and/or services;

r) To take whatever action is necessary to carry out the functions of the Employer in emergency situations;

s) To establish and maintain a budget;

t) To make, alter and enforce rules, regulations, orders and policies and other management rights.

Nothing in this Agreement shall constitute a waiver by the county or the Coroner of any rights or authority either has under any statute or law.

ARTICLE 3
PROBATIONARY EMPLOYEES

Employees in the Coroner Unit shall be "probationary employees" for twelve (12) months. No matter concerning the discipline, layoff, transfer or termination of a probationary employee shall be subject to the grievance and arbitration procedures except as otherwise provided in this Agreement. A probationary employee shall have no seniority

except as otherwise provided in this Agreement, until he/she has completed his/her probationary period. Upon completion of his/her probationary period, he/she will acquire seniority from his/her date of hire.

ARTICLE 4
SAVINGS CLAUSE

If any provision of this Agreement or any application thereof should be rendered or declared unlawful, invalid or unenforceable by virtue of any judicial action, the remaining provisions of this Agreement shall remain in full force and effect. In such event, upon the request of either party, the parties shall meet promptly and negotiate with respect to substitute provisions for those provisions rendered or declared unlawful, invalid or unenforceable.

ARTICLE 5
UNION SECURITY

Section 1. Deduction

The Employer agrees to deduct from the pay of those employees who individually request it any or all of the following:

A) Union membership dues, assessments, or fees

B) Union sponsored credit union contribution or other union sponsored programs

C) Any other mutually agreeable contributions

Requests for any of the above shall be made on a form agreed to by the parties and shall be made within the provisions of applicable state statutes.

Upon receipt of an appropriate written authorization from an employee, such authorized deductions shall be made in accordance with law and shall be remitted each pay day to Policemen's Benevolent Labor Committee, Policemen's Benevolent & Protective Association Labor Committee, 435 West Washington Street, Springfield, IL 62702, along with a list of bargaining unit employees' and union members' names and employee identification number. The Union shall advise the Employer of the deduction rate and any increase in dues or other approved deductions in writing at least fifteen (15) days prior to its effective date.

Section2. Notice and Appeal

The Union agrees to provide notices and appeal procedures to employees in accordance with applicable law.

Section 3. Indemnification

The Union shall indemnify, defend, and hold the Employer harmless against any claim, demand, suit or liability arising from any action taken by the Employer in complying with this Article.

ARTICLE 6
INDEMNIFICATION

The Employer shall defend and indemnify the employees according to terms of the applicable statutes of the State of Illinois.

ARTICLE 7
NON-DISCRIMINATION

Section 1. Prohibition Against Discrimination

Both the Employer and the Union agree not to illegally discriminate against any employee on the basis of race, sex, creed, religion, color, marital or parental status, age, national origin, political affiliation, disability, or veteran status – provided, however, that all personnel must at all times support and defend the Constitution and laws of the United States, State of Illinois and laws promulgated therefrom.

Section 2. Union Membership or Activity

Neither the Employer nor the Union shall interfere with the right of employees covered by this Agreement to become or not become members of the Union, and there shall be no discrimination against any such employees because of lawful Union membership or non-membership activity or status.

Section 3. Equal Employment/Affirmative Action

The parties recognize the Employer's obligation to comply with federal and state Equal Employment and sex discrimination laws applicable to the Employer.

ARTICLE 8
NO STRIKE OR LOCKOUT

Section 1. No Strike Commitment

Neither the Union nor any bargaining unit employee will call, initiate, authorize, participate in, sanction, encourage, or ratify any work stoppage, slow down, or the concerted interference with the full, faithful and proper performance of the duties of employment with the Employer during the term of this Agreement. No bargaining unit employee shall refuse to cross any picket line, regardless of who established such line.

Section 2. Performance of Duty

It is recognized that employees covered by this Agreement may be required in the line of duty to perform duties growing out of or connected with labor disputes, which may arise within the County. The Union agrees that no disciplinary action or other action will be taken by the Union against any employee or employees covered by this Agreement by reason of any such action or conduct in the line of duty.

Section 3. Resumption of Operations

In the event of action prohibited by Section 1 above, the Union immediately shall disavow such action and request the employees to return to work, and shall use its best efforts to achieve a prompt resumption of normal operations. The Union, including its officials and agents, shall not be liable for any damages, direct or indirect, upon complying with the requirements of this Section.

Section 4. No Lockout

No lockout of employees shall be instituted by the Employer during the term of this Agreement.

ARTICLE 9
SENIORITY

Section 1. Definition

For the purpose of this agreement the following definitions shall apply:

A. County-wide Seniority means an employee's uninterrupted employment with the County since their last date of hire.

B. Classification Seniority means the length of uninterrupted employment an employee has in their current classification.

C. Office Seniority means the length of uninterrupted employment an employee has in the Coroner's Office.

(Part-time employees shall receive seniority on a prorated basis)

Section 2. Loss of Seniority

An employee shall lose his/her applicable seniority in accordance with Section 1 and no longer be an employee if:

A. He/she resigns or quits by giving an official letter of resignation.

B. He/she is discharged for just cause unless reversed through the Grievance or Arbitration Procedure.

C. He/she retires.

D. He/she does not return to work from layoff or authorized leave of absence within ten (10) calendar days after being notified by certified mail to return.

E. He/she has been on layoff for a period of time equal to his/her seniority at the time of his/her layoff or two (2) years, whichever is greater.

F. Accepts "gainful employment" that is inconsistent with the purpose of the authorized leave while on an approved leave of absence from the Coroner's Office.

Section 3. Seniority List

The Employer and Union have agreed upon the initial seniority list setting forth the present seniority dates for all employees covered by this Agreement, which shall become effective on or after the date of execution of this Agreement. Such lists shall resolve all questions of seniority affecting employees covered under this Agreement or employed at the time the Agreement becomes effective. Disputes as to seniority listing shall be resolved through the grievance procedure. The Employer shall provide an "up to date" list to the Union or any individual employee upon request.

Section 4. Seniority While on Leave

Employees will not continue to accrue seniority credit for all time spent on authorized unpaid leave of absence beyond three months except for authorized leave due to circumstances beyond the control of the employee such as medical leave, military leave, etc.

Section 5. Seniority tie-breaking

Seniority shall be determined based upon the following:

A. Classification seniority

B. Office seniority

C. County seniority

Where employees have the same classification seniority date and seniority cannot be resolved by the above formula, any such tie shall be broken at the time of hire or promotion by drawing lots.

ARTICLE 10
LAYOFF AND RECALL

Section 1. Procedure for Layoff

A) When employees are removed from a classification for the purpose of reducing the work force of that classification, the employee with the least seniority in the affected classification and bargaining unit shall be removed first.

B) A removed employee shall be transferred, conditioned upon being qualified to perform the work available in the following order of priority:

1) To a vacancy, if any, in another classification within the same bargaining unit.

2) To replace an employee with less seniority, if any, in another classification within the same bargaining unit.

3) To a vacancy, if any, in a classification assigned to the next lower pay grade with the same bargaining unit.

4) To replace an employee with less seniority, if any in a classification assigned to the next lower pay grade within the same bargaining unit.

C) A removed employee not transferred as provided in B above shall have the procedure set forth in B3 above applied to classifications assigned to each succeeding next lower pay grade until he/she is transferred or laid off.

D) The procedure set forth in B and C above shall be applied for an employee who is replaced as a result of the application of the above procedure until he/she is transferred or laid off.

E) In applying the procedures set forth in B, C, and D above, a removed or replaced full-time employee shall be transferred to another full-time position. A removed or replaced part-time employee shall be transferred to either a full-time or part-time position.

F) In applying the above procedures, full-time probationary employees shall be removed from the affected classification or replaced, as the case may be, prior to removing or replacing full-time, non-probationary employees, and part-time probationary employees shall be removed or replaced prior to removing or replacing part-time, non-probationary employees.

G) Temporary employees shall be laid off prior to the layoff of any full-time or part-time employees.

Section 2. Procedure for Recall

An employee with seniority who has been laid off or transferred as a result of a layoff shall be recalled to work, conditioned upon ability to perform the work available, in accordance with the reverse application of the procedure for layoff. Recall rights shall continue for two (2) years after an employee has been laid off. No new employees at all shall be hired until all employees on layoff desiring to return to work shall have been given the opportunity to return to work.

In the event of recall, eligible employees shall receive notice of recall either by actual notice or by certified mail, return receipt requested. It is the responsibility of all employees

eligible for recall to notify the Employer of their current address. Upon receipt of the notice of recall, employees shall have five (5) working days to notify the Employer of their acceptance of the recall. The employee shall have five (5) working days thereafter to report to duty.

Section 3. Notice

The Employer shall notify the Union thirty (30) days prior to the intended effective date of a planned layoff. The Employer and the Union will discuss alternatives to the layoff if put forth by the Union.

Any employee to be laid off will be notified thirty (30) calendar days prior to the effective date.

ARTICLE 11
GRIEVANCE PROCEDURE

Section 1. Grievance

Grievance is defined as a dispute or disagreement as to the interpretation and application of any provision in this Agreement. Grievances may be processed by the Union on behalf of an employee or on behalf of a group of employees or itself setting forth name(s) or group(s) of the employee(s). Either party may have the grievant or one grievant representing the group grievant present at any step of the grievance procedure. The resolution of a grievance filed on behalf of a group of employees shall be made applicable to the appropriate employees within that group. An Employee may present a grievance and have it heard through Step 3 of the grievance procedure without the intervention of the Union; provided that the Union is notified by the employee and afforded the opportunity to be present at such conference and that any settlement made shall not be inconsistent with the terms of this Agreement. Nothing shall be construed to limit the Union's right to exercise its discretion to refuse to process grievances of employees, which it believes to be not meritorious. Nothing in this Article is designed to alter an employee's duties in the chain of command.

Business days shall include the weekdays of Monday through Friday, excluding holidays or other days the Coroner's Office or the Kane County Government Offices, as applicable, are closed.

Section 2. Grievance Steps

It is the intent and purpose of all parties to use their individual and collective best efforts to settle and resolve their differences on a prompt and informal basis. Where such informal efforts are unsuccessful in resolving an issue, which is believed to be a violation of this Agreement the following procedure, shall be followed.

Due to the co-Employer status of the County and the Coroner, where applicable and necessary to the resolution of the grievance, a grievance may be directed to the Coroner or

County Board representative or both for response. In the event a grievance is erroneously filed in good faith with either the County or the Coroner, the grievant shall be so informed and notified in writing. The grievant shall have ten (10) business days from the date they are so notified to re-file the grievance with the proper party.

Step 1. Director of Administration

The Employee and/or the Union shall raise the grievance in writing on the approved form to the Director of Administration. The grievance shall clearly define the situation in question and specify the violation of the Agreement. All grievances must be presented not later than ten (10) business days from the date the grievant became aware of the occurrence giving rise to the complaint. A written response to the grievance shall be rendered within ten (10) business days after the grievance is presented. If the grievance is not resolved at Step 1, the signed Step 1 grievance response will be presented to Step 2. The parties recognize that variations from the Director of Administration, where mutually agreeable, may exist. The Union is entitled to be present at any grievance meeting and any grievance settlement should not conflict with this Agreement unless mutually agreed by all parties in writing.

Step 2. Chief Deputy Coroner

Grievances submitted to the Chief Deputy Coroner at Step 2 shall be presented in writing by the Union to the Chief Deputy Coroner within ten (10) business days from the receipt of the answer or the date such answer was due, whichever is earliest. Grievances presented at Step 2 shall include a response to the Chief Deputy Coroner decision. Within ten (10) business days after the grievance is presented to Step 2, the Chief Deputy Coroner shall render a written answer to the grievant and provide a copy of such answer to the Union.

Step 3. Coroner

If the grievance is still unresolved, it shall be presented by the Union to the Coroner in writing within ten (10) business days after receipt of the Step 2 response or after the Step 2 response is due, whichever is earliest. The grievance shall include copies of all preceding responses.

Within ten (10) business days after receipt of the written grievance the parties may meet or hold other discussions in an attempt to solve the grievance unless the parties mutually agree otherwise. Coroner shall give his/her written response within ten (10) business days following the meeting.

If no meeting is held, the Coroner shall respond in writing to the grievance within ten (10) business days of receipt of the grievance.

Step 4. Arbitration

If the grievance is still unsettled, and the Union wishes to proceed to arbitration, the grievance must be presented to arbitration within fifteen (15) business days after the receipt

of the Step 3 response or the date the response was due, whichever is earlier. The Union shall notify the Employer in writing of the intent to go to arbitration.

Upon request of either party, the parties may meet within ten (10) business days after receipt of the Step 3 response or the date the response was due for the purpose of conducting a pre-arbitration conference to attempt to resolve the grievance prior to requesting arbitration.

If arbitration is requested, representatives of the Employer and the Union shall meet to select an arbitrator. If the parties are unable to agree on an arbitrator within the ten (10) business days, the parties shall request the Federal Mediation and Conciliation Service ("FMCS") to submit a list of seven (7) arbitrators. The parties shall alternately strike the names of three (3) arbitrators, taking turns as to the first strike. The person whose name remains shall be the arbitrator, provided that either party, before striking any names, shall have the right to reject one (1) panel of arbitrators. The arbitrator shall be notified of his/her selection by a joint letter from the Employer and the Union, requesting that he/she set a time and place for the hearing, subject to the availability of the Employer and Union representatives and shall be notified of the issue where mutually agreed by the parties. The Employer and the Union shall evenly split the costs of each FMCS panel.

Section 3. Arbitration Procedures

Both the parties agree to attempt to arrive at a joint stipulation of the facts and issues as outlined to be submitted to the arbitrator. The Employer or Union shall have the right to request the arbitrator to require the presence of witnesses and/or documents. Each party shall bear the expense of its own witnesses.

The arbitrator shall decide questions of arbitrability. The arbitrator shall make a preliminary determination on the question of arbitrability. Once a determination is made that determination cannot be reasonably made, the arbitrator shall then proceed to determine the merits of the dispute. The arbitrator shall neither amend, modify, nullify, ignore, add nor subtract from the provisions of the Agreement.

The parties shall share the expenses and fees of the arbitrator and the cost of the hearing room equally. Nothing in this Article shall preclude the parties from agreeing to use expedited arbitration procedures. The decision and award of the arbitrator shall be final and binding on the Employer, the Union, and the employee or employees involved. The Employer shall be responsible for making arrangements for a Court Reporter for arbitration proceedings. The parties shall bear the court reporter costs, including applicable appearance fees and costs and associated with the transcription of a verbatim record, equally.

Section 4. Time Limits

Grievances may be withdrawn at any step of the Grievance Procedure. Such withdrawal shall not constitute a decision on the merits of the Grievance. Grievances not raised or appealed within the designated time limits will be barred. The time limits at any step or for any hearing may be extended by mutual agreement of the parties involved at that particular step.

Failure to respond within the time limits by the designated person shall automatically advance the grievance to the next step. If after receipt of a written response from the Employer, a grievance is not processed by the aggrieved employee/grievant within the specified time limits provided, the grievance shall be considered void.

Section 5. Time Off, Meeting Space and Telephone Use

A. Time Off: The grievant(s) and/or Union grievance representative will be permitted reasonable time without loss of pay during their working hours to investigate and process grievances. A grievant who is called back on a different shift or on his/her day off as a result of the Employer scheduling a grievance meeting shall have such time spent in the meeting considered as time worked. Witnesses whose testimony is pertinent to the Union's presentation or argument will be permitted reasonable time without loss of pay to attend grievance meetings and/or respond to the Union's investigation. No employee or Union representative shall leave his/her work to investigate, file or process grievances without first notifying and receiving permission from his/her supervisor or designee as well as the supervisor of any unit to be visited, and such permission shall not be denied unreasonably. Employees attending grievance meeting shall normally be those having direct involvement in the grievance.

B. Meeting Space and Telephone Use: Upon request, the employee and Union representative shall be allowed the use of an available appropriate room while investigating or processing a grievance; and, upon prior general approval, shall be permitted the reasonable use of telephone facilities for the purpose of investigating or processing grievances. Such use shall not include any long distance or toll calls at the expense of the Employer.

Section 6. Advanced Grievance Step Filing

Certain issues which by nature are not capable of being settled at a preliminary step of the grievance procedure or which would become moot due to the length of time necessary to exhaust the grievance steps, may by mutual agreement be filed at the appropriate advance step where the action giving rise to the grievance was initiated. Mutual agreement shall take place between the appropriate Union representative and the appropriate Employer representative at the step where it is desired to initiate the grievance.

Section 7. Pertinent Witnesses and Information

Either Party may request the timely production of specific documents, books, papers or witnesses reasonably available from the other party and substantially pertinent to the grievance under consideration. Such request shall not be unreasonably denied, and shall be in conformance with applicable laws, and rules issued pursuant thereto, governing the dissemination of such materials. This paragraph is not applicable to Step 1 of the grievance procedure. Requests made pursuant to this section by the Union may only be initiated by the Union President or his designee.

Any documents books, papers, or witnesses in constructive possession of a Party, as of the date of request, which are not disclosed pursuant to a request for production, shall be

excluded from use as evidence in any subsequent hearing. Both parties have a duty to supplement discovery promptly as it becomes known. Generally see Supreme Court Rule 214.

ARTICLE 12
DISCIPLINE AND DISCHARGE

In addition to the rights guaranteed by the laws of the State of Illinois and the United States of America, the parties agree that bargaining unit employees shall have the following rights in discipline cases.

Section 1. Discipline and Discharge

Discipline of non-probationary employees shall be for just cause and shall be progressive and corrective. Employee discipline shall include the following:

1. Corrective action/recognition notice
2. Written Reprimand
3. Suspension (notice to be given in writing)
4. Demotion (notice to be given in writing)
5. Discharge (notice to be given in writing)

Employees shall be notified of any disciplinary or corrective action that will affect them. Employees shall sign a receipt acknowledging the action, but such signature does not indicate that the employee is in agreement with the action. Supervisors shall be responsible for the documentation of any corrective action/recognition notice taken on behalf of the employee. This action will be documented, signed by the employee and a copy will be placed in the employees file until the completion of the annual employee evaluation. Upon completion of the evaluation, accumulated slips will be removed and a new accumulation will begin. If the Coroner, or his designee, has reason to reprimand an employee, it shall be done in a discrete manner that will not embarrass the employee before other employees or the public.

Section 2. Limitation

The Coroner's agreement to use progressive and corrective disciplinary action does not prohibit the Coroner in any case from imposing discipline which is commensurate with the severity of the offense. The Coroner, or his designee, shall notify both the employee and Union of disciplinary action. Such notification shall be in writing and shall reflect the specific nature of the offense.

Section 3. Pre-Disciplinary Meeting

For discipline other than corrective actions and written reprimands, prior to imposing the contemplated discipline on the employee, the Coroner, or his designee, shall meet with the employee involved and inform the employee of the contemplated discipline and the reason thereof. The employee shall be informed of his contract rights to Union representation

and shall be entitled to such, if so requested by the employee. The employee and the Union representative shall be given the opportunity to rebut or clarify the reasons for such discipline and further provided that a Union representative shall be available within twenty-four (24) hours of notification. If the employee does not request Union representation, a Union representative shall nevertheless be entitled to be present as a non-active participant at any and all such meetings, provided that said Union representative must be available when the meetings take place within twenty-four (24) hours after notice.

Section 4. Investigative Interviews

Where the Coroner desires to conduct an investigative interview of an employee where the results of the interview might result in discipline, the Coroner agrees to first inform the employee that the employee has a right to Union representation at such interview. If the employee desires such Union representation, no interview shall take place without the presence of a Union representative. The role of the Union representative is limited to assisting the employee, clarifying the facts and suggesting other employees who may have knowledge of the facts. If the employee does not request Union representation, Union representative shall nevertheless be entitled to be present as a non-active participant at any and all such meetings provided that a Union representative is available within twenty-four (24) hours' notice from Coroner to the Union.

Section 5. Removal of Discipline

Records of discipline other than suspensions shall be removed from the employee's personnel file if two (2) years pass from the date of the offense without the employee receiving discipline for an offense of a similar nature or unless the employee is the subject of ongoing progressive discipline.

Records of discipline concerning suspensions shall be removed from the employee's personnel file if five (5) years pass from the date of the offense without the employee receiving discipline for an offense of a similar nature or unless the employee is the subject of ongoing progressive discipline.

Section 6. Limitation of the Grievance Procedure

Corrective actions or written reprimands shall be subject to the grievance procedure through step three thereof but shall not be subject to arbitration.

Section 7. Suspension Day Defined

A suspension day is a twenty-four (24) hour period during which an employee was scheduled to work a regular tour of duty but has been ordered not to report for duty. Disciplinary suspensions shall be without pay.

Section 8. Limitation of the Suspension Period

During any suspension period, defined as the period between the first and final actual suspension days (inclusive), an employee may not work for paid overtime, providing the duration of the suspension period is not more than four times the number of actual suspension days. The suspension period shall start not less than 15 days from the date of the pre-disciplinary hearing.

ARTICLE 13
PERSONNEL FILES

Section 1. Personnel Files

The Employer shall keep a central personnel file for each employee within the bargaining unit. The Employer is free to keep working files, but material not maintained in the central personnel file may not provide the basis for disciplinary or other action against an employee unless it is made available for inspection in accordance with the Illinois Personnel Record Review Act.

Section 2. Inspection

Upon request of an employee, the Employer shall reasonably permit an employee to inspect his personnel file in accordance with the Illinois Personnel Record Review Act and subject to the following:

A) Such an inspection shall occur within seven (7) business days following receipt of the request. The Employer may be present during such inspection.

B) Such inspection shall only occur during daytime office staff working hours Monday through Friday upon written request.

C) The employee shall not be permitted to remove any part of the personnel file from the premises but may obtain copies of any information contained therein in accordance with the Illinois Personnel Record Review Act.

D) Upon written authorization by the requesting employee, that employee may have a representative of the Union present during such inspection.

E) Pre-employment information, such as reference reports, credit checks or information provided to the Employer with specific request that it remain confidential, shall not be subject to inspection or copying.

F) An employee may not place any type of document into the personnel files maintained by the Employer without permission, except pursuant to the Illinois Personnel Record Review Act.

Section 3. Notification

Employees shall be given notice by the Employer when any materials are placed in their personnel file except those of a routine, clerical nature.

Section 4. Limitation on Use of File Material

It is agreed that any material not available for inspection, such as provided in Section 1 and 2 above, shall not be used in any manner or any forum adverse to the Employee's interest.

Section 5. Personnel Record Correction

If the employee disagrees with any information contained in the personnel record, a removal or correction of that information may be mutually agreed upon by the employee and the Employer. The employee may submit a written statement explaining the employee's position, which shall be attached to the personnel record.

Section 6. Confidentiality of Records

The Employer agrees to keep the Employee's Personnel Record confidential and will not release any information from this record: (1) without the Employee's written approval; or (2) without a Court Order requiring the release of the information; or (3) unless required by law in order to respond to a government agency; or (4) unless required by statute, regulation or common law, e.g., without limitation, as required by Illinois Freedom of Information Act ("FOIA") or other applicable law. In the event the Employer receives a court order for a personnel file, the Employer will notify the employee that the office received an order. The Employer also agrees to assert applicable exemptions under FOIA should it receive a FOIA request for personnel files.

ARTICLE 14
EMPLOYEE DEVELOPMENT & TRAINING

Section 1. Orientation

The Employer and PBLC recognize the need for the training and development of employees in order that services are efficiently and effectively provided and employees are afforded the opportunity to develop their skills and potential. In recognition of such principle, the Employer shall endeavor to provide employees with reasonable orientation with respect to current procedures, forms, methods, techniques, materials, and equipment normally used in such employees' work assignments and periodic changes therein, including, where available and relevant to such work, procedural manuals.

Section 2. Time Off

If, because of changes in certification, accreditation or licensure, employees are required by the Employer to take courses so as to retain their present position classification, such employees shall be granted reasonable time for such without loss of pay.

Section 3. Illinois Vital Records System

The Employer shall register and certify all clerks, secretaries, and office managers in an approved class of the Illinois Vital Records System.

ARTICLE 15
LABOR-MANAGEMENT COMMITTEE

Section 1. Labor Management Conferences

The Union and the Employer mutually agree that in the interest of efficient management and harmonious employee relations, it is desirable that meetings be held between Union representatives and responsible administrative representatives of the Employer. Such meetings may be requested at least seven (7) days in advance by either party by placing in writing a request to the other for a labor-management conference and expressly providing the agenda for such meeting. Such meetings and locations shall be limited to:

a) Discussion of the implementation and general administration of this Agreement.

b) A sharing of general information of interest to the parties.

c) Notifying the Union of changes in non-bargaining conditions of employment contemplated by the Employer which may affect employees.

The Employer and the Union agree to cooperate with each other in matters of the administration of this Agreement, and to the degree that standards of public service can be maintained for the citizens of the State of Illinois.

Section 2. Integrity of Grievance Procedure

It is expressly understood and agreed that such meetings shall be exclusive of the grievance procedure.

Section 3. Union Representative Attendance

When absence from work is required to attend labor-management conferences, employees shall, before leaving their work station, give reasonable notice to and receive approval from, their supervisor in order to remain in pay status. The first supervisor outside the bargaining unit shall approve the absence except in emergency situations. On duty employees attending such conferences shall be limited to two Union representatives.

Section 4. List of Union Stewards

The Union shall provide a current list of stewards to the Employer upon the signing of this contract and shall provide an updated list whenever there is a change.

ARTICLE 16
HOLIDAYS

Section 1.

All bargaining unit employees assigned to a Monday through Friday (35 hours per week) non-continuous operations work schedule shall receive the holidays approved annually by the County Board.

Permanent full-time employees in such positions shall receive a full day's pay for each holiday. Permanent part-time employees in such positions shall receive pay proportional to the average number of hours normally worked (i.e., normally work four (4) hours a day, shall receive four (4) hours pay).

When a scheduled holiday occurs during a scheduled vacation, an alternate day of vacation will be allowed for non-continuous operations employees.

Section 2.

Continuous operations employees (currently, Deputy Coroners who are assigned to work twelve hour shifts on a rotating Sunday through Saturday basis), who are assigned to work non-Major Holidays that are recognized by the County Board, will earn Holiday Time at a rate equal to the number of hours the employee works on the assigned non-Major Holiday to use on another date.

"Major Holidays" will be considered New Year's Day, July 4th, Thanksgiving, and Christmas. Continuous operations employees assigned to work on those Major Holidays will receive 1.5 times their normal rate of pay for hours actually worked on the Major Holiday. They will also earn Holiday Time to use on another date at a rate equal to the number of hours the employee worked on the assigned Major Holiday. In the event that a continuous operations employee is mandated to work a Major Holiday, the employee will received two times their normal rate of pay and will earn Holiday Time at a rate equal to the number of hours the employee worked on the assigned Major Holiday to use on another date.

ARTICLE 17
VACATIONS

Vacation time is calculated from the first of the month after 12 months of continuous employment with the Coroner. Each regular full-time and regular part-time employee is entitled to vacation with pay in accordance with the following:

A. All bargaining unit employees assigned to a Monday through Friday (35 regular hours per week) schedule are entitled to receive vacation with pay as follows:

1. Seventy Hours (10 days @ 7 hours) -- Upon completion of 12 months of continuous employment. Employees earn seventy (70) hours vacation each year in which 12 months of continuous employment is completed, through the completion of five (5) full years.

2. One Hundred and Five Hours (15 days @ 7 hours) -- Upon completion of 60 months (5 years) of continuous employment.

3. One Hundred and Forty Hours (20 days @ 7 hours) -- Upon completion of 180 months (15 years) of continuous employment.

During the first year of employment only, the Coroner offers the option of taking up to one (1) week vacation after six (6) months of continuous service. If the employee elects to use one (1) week after six (6) months, only one (1) week remains to be taken upon the completion of 12 months total service during the following one (1) year period. If the employee terminates prior to the first anniversary and has borrowed vacation time, pay for days used will be deducted from their final paycheck. The employee is required to complete a form prior to the commencement of the vacation.

B. Continuous operations employees (currently, Deputy Coroners who are assigned to work twelve hour shifts on a rotating basis) are entitled to receive vacation with pay as follows:

1. Eighty-Four Hours (7 days @ 12 hours) -- Upon completion of 12 months of continuous employment. Employees earn eighty-four (84) hours vacation each year in which 12 months of continuous employment is completed, through the completion of five (5) full years.

2. One Hundred Thirty-Two Hours (11 days @ 12 hours) -- Upon completion of 60 months (5 years) of continuous employment.

3. One Hundred Sixty-Eight Hours (14 days @ 12 hours) -- Upon completion of 180 months (15 years) of continuous employment.

During the first year of employment only, the Coroner offers the option of taking up to forty-two (42) hours of vacation after six (6) months of continuous service. If the employee elects to use forty-two (42) hours after six (6) months, only forty-two (42) hours will remain to be taken upon the completion of 12 months total service during the following one (1) year period. If the employee terminates prior to the first anniversary and has borrowed vacation time, pay for days used will be deducted from their final paycheck. The employee is required to complete a form prior to the commencement of the vacation.

C. Vacation pay is calculated on the basis of the employee's normal work week. Regular part-time employees will receive vacation pay proportionate to the average number of hours normally worked per week.

D. Purchase of Military Service Credit -- Notwithstanding the earning schedule set out above, Coroner employees who present proof of having purchased military service credit from the Illinois Municipal Retirement Fund pursuant to a duly approved resolution by the Kane County Board, will earn vacation time at a rate that equals their employment with the Coroner plus the number of months of military service credits that were purchased. Proof must be presented to the Human Resources Department so that the employee's vacation accrual schedule is properly adjusted.

E. Vacation carry-over from year to year -- All vacation earned during a year must be taken during the following year or it will be forfeited. No vacation credit will be allowed to accrue from year to year. Vacations will be scheduled with prime consideration given to the efficient operation of the Employer. While employee requests will be honored whenever possible, final approval must be given by the Coroner or his/her designee to provide continuity of operations.

F. Holidays -- When a holiday falls during an employee's scheduled vacation period, the employee will be paid for the holiday instead of vacation pay. The employee may then take an alternate day of vacation during that anniversary year by arrangement with the department head. G. Vacation Payment -- No salary payment will be made in lieu of vacation not taken.

G. Vacation Pay upon termination -- Employees with less than 12 months of service are not entitled to any vacation pay upon termination. Employees with 12 months or more of continuous service with the Coroner's Office will receive pay for unused vacation (vacation earned in the previous year) and for accrued vacation (vacation earned for each completed month employed from the last anniversary date during the year in which termination occurs).

ARTICLE 18
SICK LEAVE

A. General Provisions - It is the policy of the Employer to provide protection for eligible employees against loss of income because of illness. To ensure that protection, the Employer has made provisions for both short-term and extended sick leave reserve. All regular full-time and part-time employees are eligible. Part-time employees earn sick leave proportionate to the average number of hours worked. Sick leave pay is based on the employee's regular straight-time rate in effect when the sick leave is taken.

B. Short-term Sick/Personal day accumulation - "Sick leave year" is defined as the twelve month period beginning December 1 of each year. On December 1st of each year, employees will be credited with five (5) days equal in length to the employee's regular shift (e.g., non-continuous operations staff will be credited with five 7-hour sick days, and continuous operations staff (Deputy Coroners) will be credited with five 12-hour sick days).

During their first year of employment, new employees will be credited with a pro-rated number of short-term sick leave days at the rate of one (1) day for each remaining one-fifth (i.e., 73-day period) of the sick leave year immediately following ninety (90) days of employment.

C. Short-term Sick/Personal day utilization - An employee's short-term sick/personal leave credit can be used for personal and family injury or illness, maternity, doctor and dentist appointments or for any other reason of the employee's choosing. Employees may use more than one (1) sick/personal day per one-fifth period.

D. Unused Short-term Sick/Personal day/Carry over and payment at termination - Short-term sick/personal days will not accumulate from year to year. At the end of the sick/personal leave year, all unused short-term sick/personal leave for employees will roll over into extended sick leave. Upon termination, employees will be paid for any unused short-term sick/personal leave at the rate of one (1) day for every one-fifth period worked in the benefit year provided they give fourteen (14) calendar days' notice.

E. Extended Sick Leave Accumulation - Eligible employees will be credited with one (1) day of extended sick leave per month after the completion of six (6) months of continuous employment with the Coroner. Unused extended sick leave will carry over from year to year and may accumulate up to a maximum of 240 days.

F. Extended Sick Leave Utilization - Unlike short-term sick leave, extended sick leave is intended to provide employees with protection during periods when the employee is under a doctor's care at home or is hospitalized. Extended sick leave is to be used during periods of personal injury, illness or maternity until IMRF disability benefits begin.

An employee may utilize extended sick leave for himself/herself prior to utilizing short-term sick leave if the employee has a serious health condition and is under a doctor's care at home or in the hospital. A doctor's certification is required to support the request for extended sick leave.

An employee may also use up to six (6) accrued extended sick days during a Fiscal Year to care for the employee's child, stepchild, spouse, domestic partner, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent or stepparent, on the same terms upon which the employee is able to use extended sick days for his or her own absences.

Extended sick days run concurrently with Family and Medical Leave.

G. Payment for unused extended sick leave - No payment for unused extended sick leave is made at termination. Retiring employees under IMRF qualify for up to one (1) year of additional pension service for unused extended sick leave at the rate of one month for every twenty days of fraction thereof (1:20). To qualify for this pension credit, the effective date of the pension must be within sixty (60) days of termination. This additional pension service credit provision applies solely to employees retiring with an IMRF pension. Converted extended sick leave cannot be used to meet the requirements of a minimum of eight (8) years for an IMRF pension or 35 years for a non-discounted pension under age 60.

H. Paid Leave for All Workers Act – The Union and the Employer acknowledge and agree that the paid time off provisions of this Agreement shall govern and be the exclusive paid leave provisions applicable to Employees within the bargaining unit. The parties to this Agreement hereby explicitly waive the paid leave requirements of the Paid Leave for All Workers Act, 820 ILCS 192/1, *et. seq*.

ARTICLE 19
WELLNESS LEAVE

Each regular full-time employee is entitled to wellness leave with pay in accordance with the following:

As of December 1, 2024, and every December 1st of each year thereafter, full-time employees will be credited with one (1) day equal in length to the employee's regular shift (e.g. non-continuous operations staff will be credited with one 7-hour wellness day, and continuous operations staff (Deputy Coroners) will be credited with one 12-hour wellness day). Wellness leave may not be used in conjunction with any other day off and the Employer must be provided with 30 days' notice.

Unused Wellness day expiration – Wellness days will not accumulate from year to year. Upon termination, employees will not be paid for any unused Wellness day.

ARTICLE 20
MISCELLANEOUS PROVISIONS

Section 1. Use of Masculine Pronoun

The use of the masculine pronoun in this or any other document is understood to be for clerical convenience only, and it is further understood that the masculine pronoun includes the feminine pronoun as well.

Section 2. Definition

Whenever the term Employer is used in this Agreement, it shall mean the Employer or his/her authorized designee.

Section 3. Notification of Leave Balance

Employees shall be given a statement of leave balances (sick leave, vacation days, holidays, and accumulated compensatory time, if applicable) on request, but no more than twice annually.

Section 4. Evaluations

The Union and the Employer encourage periodic evaluation conferences between the employee and his/her supervisor. The written evaluation done once a year by the supervisor

shall be discussed with the employee and the employee shall be given a copy immediately after completion. The employee shall sign the evaluation, as recognition of having read it but such signature shall not constitute agreement with the evaluation.

Appeals will be made utilizing the employee's chain of command up through the Coroner. The purpose of the Employee Performance Evaluations shall be to assist individual employees in professional growth. Evaluations shall not be used as a basis for disciplinary action. Employees shall be allowed to attach a letter to their evaluation in accordance with the Illinois Personnel Record Review Act.

Section 5. Copies of the Agreement

Each employee covered by this Agreement shall be provided a copy of the Agreement by the Employer in the form of printed or electronic/data media.

Section 6. Meeting Place

All meetings or hearings or other proceedings over which the parties have control shall be held at the Government Center in Kane County, Illinois, unless there is a reasonable basis to hold such meetings, hearings or other proceedings elsewhere.

Section 7. Job Descriptions

At least annually each employee will be provided with a copy of his/her current job description which shall include principle duties and responsibilities. When requirements are revised and the duties and responsibilities remain essentially unchanged, incumbents in these positions who qualified under previous requirements for the class shall be considered qualified.

Section 8. Secondary Employment/Outside Activities

The Employer respects an employee's right to undertake secondary employment on a part-time basis or engage in outside activities so long as doing so does not conflict or interfere with the employee's ability to perform his or her assigned responsibilities or his or her commitment to the Employer. An employee who wishes to accept secondary employment, must provide to the Employer, in writing, details of the nature of such secondary employment and obtain the consent of the Employer before beginning such secondary employment.

Any employee who undertakes public speaking engagements that relate to the employee's duties at the Employer, may only do so with the permission of the Employer. The employee may never discuss non-public information.

Engaging in outside activities or secondary employment that, in the sole opinion of the Employer, negatively affects job performance, results in a conflict or the appearance of impropriety, places the Employer in disrepute or subjects the Employer to public disfavor or disadvantage, will not be permitted.

Section 9. ABMDI Certification

Effective December 1, 2023, employees that take and pass the American Board of Medicolegal Death Investigators' Board Certification examination shall have their application fee and examination fee reimbursed by the Employer and, after certification, shall be reimbursed for the yearly maintenance fee to maintain their Board Certification.

ARTICLE 21
LEAVES OF ABSENCE

Section 1. Policy

Leaves of absence may be granted to maintain continuity of service and to protect the employer-employee relationship in instances where circumstances require an employee's absence. Leaves are granted on each individual case and at the discretion of the Coroner or his/her designee. Leaves of absence are without pay unless the employee is entitled to sick pay, vacation pay, or compensatory time.

A leave of absence will not be granted for the purpose of trying another job. Failure to return at the end of an approved leave may result in termination. An employee that has been granted a leave of absence is NOT permitted to engage in employment outside of their position with the Coroner's Office without the express written approval of the Coroner.

Section 2. Types of Leaves of Absence

(A) Family and Medical Leave:

Eligible employees may be granted up to 12 work weeks for a family or medical leave for one or more of the following reasons:

1. Birth Leave - for birth of a child of an employee and to provide care for the child following birth.

2. Placement Leave - for placement of a child with an employee for adoption or foster care.

3. Personal Illness - for a serious health condition when an employee is unable to perform their job.

4. Family Illness - for an employee to care for their son, daughter, spouse or parent who has a serious health condition.

5. Because of any qualifying exigency arising out of the fact that the spouse, or a son, daughter, or parent of the employee is a covered military member on active duty (or has been notified of an impending call or order to active duty) in the Armed Forces in support of a contingency operation.

6. To care for a covered service member with a serious injury or illness if the employee is the spouse, son, daughter, parent or next of kin of the service member.

ELIGIBILITY - Employees may be eligible for a leave of absence if they have worked for at least 12 months and for at least 1,250 hours during the year preceding the start of the leave of absence.

Military Family Leave Entitlements – Eligible employees whose spouse, son, daughter or parent is on covered active duty or call to covered active duty status may use their 12-week leave entitlement to address certain qualifying exigencies. Qualifying exigencies may include attending certain military events, arranging for alternative childcare, addressing certain financial and legal arrangements, attending certain counseling sessions, and attending post-deployment reintegration briefings.

FMLA also includes a special leave entitlement that permits eligible employees to take up to 26 weeks to care for a covered service member during a single 12-month period. A covered service member is: (1) a current member of the Armed Forces including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness; or (2) a veteran who was discharged or released under conditions other than dishonorable at any time during the five-year period prior to the first date the eligible employees take FMLA leave to care for the covered veteran, and who is undergoing medical treatment, recuperation, or therapy for a serious injury or illness.

The FMLA definitions of "serious injury or illness" for current service members and veterans are distinct from the FMLA definitions of "serious health condition."

EXPIRATION OF ENTITLEMENT - Subject to the policy statement above, an employee taking leave due to the birth or placement of a child, the personal illness of the employee, a family illness or a qualifying exigency, may be eligible for up to 12 work weeks of leave a year that is based on a rolling 12-month period measured backward from the first date leave is used. In other words, each time an employee takes a leave, the remaining leave for which the employee may be eligible would be any balance of the 12 work weeks that has not been used during the immediately preceding 12 months. (For example: if an employee has taken 8 weeks of leave during the past 12 months, an additional 4 weeks of leave could be taken. If an employee used 4 weeks beginning February 1, 2008, 4 weeks beginning June 1, 2008 and 4 weeks beginning December 1, 2008, the employee would not be entitled to any additional leave until February 1, 2009. However, on February 1, 2009, the employee would be entitled to 4 weeks of leave; on June 1 the employee would be entitled to 4 additional weeks, etc.).

COMBINED LEAVE TOTAL - During the single 12-month period described in the preceding paragraph, an eligible employee and spouse who both work for the County shall be entitled to a combined total of 26 work weeks of leave for the birth or placement of a child, for the personal illness of the employee, for a family illness or to care for the covered service member.

LEAVE TAKEN INTERMITTENTLY OR ON A REDUCED SCHEDULE - Leave for the birth or placement of a child may not be taken by an employee intermittently or on a reduced leave schedule unless the employee and the Coroner or his/her designee agree. Leave in order to care for a spouse, son, daughter or parent with a serious health condition or because of an employee's serious health condition or to care for a covered service member may be taken intermittently or on a reduced leave schedule when medically necessary.

FORESEEABLE LEAVE

- for the birth or placement of a child - When the necessity for leave is foreseeable based on an expected birth or placement, the employee shall provide the Coroner or his/her designee with not less than 30 days' notice, before the date the leave is to begin, of the employee's intention to take leave, except that if the date of the birth or placement requires leave to being in less than 30 days, the employee shall provide such notice as is practicable.

- in order to care for a spouse, son, daughter or parent with a serious health condition or because of an employee's serious health condition or to care for a covered service member - When the necessity for leave is foreseeable based on planned medical treatment, the employee:

  (a) shall make a reasonable effort to schedule the treatment so as not to unduly disrupt the operations of the department, subject to the approval of the health care provider of the employee, son, daughter, spouse or parent, as appropriate and

  (b) shall provide the Coroner or Coroner's designee with not less than 30 days' notice, before the date the leave is to begin, of the employee's intent to take leave, except that if the date of the treatment requires leave to begin in less than 30 days, the employee shall provide such notice as is practicable.

- in any case in which the necessity for leave due to active duty of the family member is foreseeable, the employee shall provide such notice to the Coroner or his/her designee as is reasonable and practicable.

A request for a leave of absence shall be supported by a complete and sufficient medical certification issued by the health care provider of the eligible employee, or of the son, daughter, spouse or parent of the employee, or of the next of kin of an individual in the case of service member family leave. The Employer, via a human resource professional or a management official, may contact the health care provider for purposes of clarification and authentication of the medical certification after the employee has been given an opportunity to cure any deficiencies in the certification. Under no circumstances may the employee's direct supervisor contact the employee's health care provider.

In any case in which the Employer has reason to doubt the validity of the certification provided, the Employer may require, at the Employer's expense, that the employee obtain the opinion of a second health care provider designated or approved by the Employer; however,

the selected health care provider may not be employed on a regular basis by the Employer. Pending receipt of the second medical opinion, the employee is provisionally entitled to the benefits of leave. If the certifications do not ultimately establish the employee's entitlement to FMLA leave, the leave shall not be designated as FMLA leave and may be treated as paid or unpaid leave under the Employer's established leave policies.

The first time an employee requests leave because of a qualifying exigency arising out of the active duty or call to active duty status of a covered military member, the Coroner or the Coroner's designee may require the employee to provide a copy of the covered military member's active duty orders or other documentation issued by the military that indicates that the covered military member is on active duty or call to active duty status in support of a contingency operations, and the dates of the covered military member's active duty service. This information need only be provided once, unless a different active duty or call to active-duty status occurs.

Upon return to work from a family or medical leave, the employee is entitled to be restored to their original or equivalent position which involves the same or substantially similar duties and responsibilities with equivalent pay, benefits or other terms and conditions of employment. An employee is entitled to such reinstatement even if the employee has been replaced or his or her position has been restructured to accommodate the employee's absence.

As a condition of restoring an employee whose leave was occasioned by the employee's own serious health condition that made the employee unable to perform the employee's job, the Employer may require the employee to obtain and present certification from the employee's health care provider that the employee is able to resume work. An employee has the same obligation to participate and cooperate in the fitness for duty certification process as in the initial certification process.

The Employer may seek fitness-for-duty certification only with regard to the particular health condition that caused the employee's need for medical leave. The Employer may require that the certification specifically address the employee's ability to perform the essential functions of the employee's job as long as the Employer provides the employee with a list of the essential functions of the employee's job at the same time that the Employer provides notice to the employee that the leave is designated as FMLA-qualifying. The Employer may contact the employee's health care provider for purposes of clarifying and authenticating the fitness-for-duty certification. The Coroner or Coroner's designee may not delay the employee's return to work while contact with the health care provider is being made, unless the Coroner or his/her designee has failed to give notice to the employee that a fitness for duty certification to return to work that addresses the employee's ability to perform the essential functions of the employee's job is required. In circumstances where a fitness-for-duty certification is required, the Employer shall present the certification to the Coroner or Coroner's designee before the employee shall be allowed to return to work.

(B) Non-FMLA Military Leave: Any full-time employee, who is a member of any reserve component of the U.S. Armed Forces or Illinois State Militia (National Guard)

shall be granted leave from his or her employment for any period actively spent in military service, including: basic training; annual training, or special or advance training. During leaves for annual training (typically 14-15 days, but can be longer), the employee shall continue to receive his or her regular compensation as a County employee. During leaves for basic training and up to 60 days of special or advanced training, if the employee's compensation for military activities is less than his or her compensation as a County employee, he or she shall receive his or her regular compensation as a County employee minus the amount of his or her base pay for military activities.

However, when the Armed Forces of the United States of America are engaged in or involved in active hostilities, eligible employees who are called to service during said hostilities shall receive the difference, if any, between the salary they would have received from Kane County and the salary they receive from the United States for a term of up to five (5) years unless the above period is extended by law in which case the employee shall continue to receive the benefits as stated.

Military leaves will be granted to all eligible full-time and part-time employees when they are called to leave their positions to enter military service. Seniority will be restored as required by state or federal law. The employee will be restored to his or her same or similar position by making application within 90 calendar days after discharge or hospitalization continuing after discharge.

For all non-FMLA military leaves, employees should provide their supervisor with a copy of their written orders, including any subsequent changes within 30 days of the change or as soon as reasonably practical.

(C) Personal Leave: May be granted or denied at the discretion of the Coroner or his/her designee based on the facts of each individual case. The reason for this type of leave must be of a nature involving a serious family problem or some similar circumstance. The guidelines listed under the "Rules, Regulations and Procedures" section of this policy must be adhered to in all cases.

(D) Educational Leave: May be granted at the discretion of the Coroner or his/her designee without pay to eligible employees who wish to continue their education provided the course of study is beneficial to the department.

(E) Workers' Compensation Leave: All employees experiencing an occupational disability due to an accident or illness arising out of and in the course of their employment may be placed on a workers' compensation leave. Participating employees should apply for IMRF disability benefits if eligible. Family Medical Leave time shall run concurrent with workers compensation leave for an employee’s job-related injuries or illnesses.

(F) Administrative Leave: The Coroner or his/her designee may place an employee on administrative leave of absence pending a determination of the employee’s employment status.

(G) Victim's Economic Security and Safety Act (VESSA) Leave: An employee who is a victim of domestic, sexual, or gender violence, or any other crime of violence, or who has a family or household member who is a victim of domestic, sexual, or gender violence, or any other crime of violence, whose interests are not adverse to the employee as it relates to the violence, may take unpaid leave from work, as detailed in the Victim's Economic Security and Safety Act, 820 ILCS 180/1, *et seq*., as amended from time to time ("VESSA"), if the employee or employee's family or household member is experiencing an incident of domestic violence, sexual violence, or gender violence, or any other crime of violence or to address domestic violence, sexual violence, gender violence, or any other crime of violence by:

1) seeking medical attention for, or recovering from, physical or psychological injuries caused by domestic violence, sexual violence, gender violence, or any other crime of violence to the employee or the employee's family or household member;
2) obtaining services from a victim services organization for the employee or the employee's family or household member;
3) obtaining psychological or other counseling for the employee or the employee's family or household member;
4) participating in safety planning, temporarily or permanently relocating, or taking other actions to increase the safety of the employee or the employee's family or household member from future domestic violence, sexual violence, gender violence, or any other crime of violence or ensure economic security;
5) seeking legal assistance or remedies to ensure the health and safety of the employee or the employee's family or household member, including preparing for or participating in any civil, criminal, or military legal proceeding related to or derived from domestic violence, sexual violence, gender violence, or any other crime of violence;
6) attending the funeral or alternative to a funeral or wake of a family or household member who is killed in a crime of violence;
7) making arrangements necessitated by the death of a family or household member who is killed in a crime of violence; or

This section is intended to comply with VESSA and does not create additional rights for an employee to take leave that exceeds the unpaid leave time under, or is in addition to unpaid leave time permitted by, VESSA and/or the federal Family and Medical Leave Act of 1993.

Notice and Certification – The employee shall provide the Employer with at least 48 hours' advance notice of the employee's intention to take a leave under VESSA, unless providing such notice is not practicable. The Employer may require the employee to provide certification to the Employer. When an unscheduled absence occurs, the employee shall provide notice as soon as possible, and shall provide certification to the Employer in accordance with the provisions of VESSA.

(H) School Visitation Leave: Eligible employees that have been employed for at least six (6) consecutive months may take up to a maximum of eight (8) hours during any school year to attend school conferences or classroom activities related to the employee's children if the conference or classroom activities cannot be scheduled during non-work hours. An employee may not take more than four (4) hours of school visitation leave in one day, and the leave may not be taken if the employee has not exhausted all accrued vacation leave, personal leave or any other type of leave, except for sick or disability leave. The employee must provide their supervisor with at least 7 days advance notice. In emergency situations, no more than 24 hours' notice is required. The employee must consult with their supervisor to schedule the leave so as not to unduly disrupt the operations of the employer.

(I) Other Leaves Required by Law: Eligible employees will be granted leaves of absence required by state or federal law in accordance with the provisions of the applicable law.

Section 3. Rules, Regulations and Procedures

(A) The Coroner or his/her designee may require, or an employee may elect, that accrued sick days, accrued vacation and, if applicable, personal days, be used during the leave of absence.

(B) Extended Leave of Absence – Any leave over 12 work weeks in duration, except leave to care for a qualified service member, is considered an extended leave of absence. An employee needing to be off work for more than 12 consecutive work weeks must petition the Coroner for an extended leave, which may be granted at the Coroner's discretion based upon the operational needs of the department. Employees in this extended period must contact the Coroner or his/her designee at least 30 calendar days prior to their expected return to work.

(C) Healthcare Coverage During a Leave of Absence – During any approved leave, the County will maintain the employee's health coverage under any group health plan on the same terms as if the employee had continued to work. If the employee is not receiving any pay from the County while on leave, the employee must pay their portion of health insurance coverage no later than the 15th of each month.

(D) Vacation, Sick Pay and Holiday Pay - Sick pay credit and vacation time will not continue to accrue after the last day paid on any authorized leave of absence. Employees will be paid for holidays which fall during the period they are receiving pay from the County. The use of any leave will not result in the loss of any employment benefit that accrued prior to the start of an employee's leave.

Section 4. Procedure

(A) A "Request for Leave of Absence" form should be completed by the employee defining the reason for the leave, its duration, and the amount of vacation, sick pay, and if applicable, compensatory time to be used during the leave (if any).

(B) This request should be submitted to the Coroner or his/her designee, who after recommending approval or disapproval distributes the form according to the routing indicated.

(C) A medical certification and/or fitness for duty report is required upon commencing and returning from a family and medical leave or workers' compensation leave. Employees must provide medical certification within 15 calendar days of the request. Medical re-certification may be required at the County's expense.

Section 5. IMRF Leave of Absence and Disability Benefits

(A) Employees who have a medical certification of a disability which may extend for thirty (30) calendar days or more could be eligible for disability benefits under the Illinois Municipal Retirement Fund. To be eligible, an employee must have twelve (12) months or more of service credit with IMRF. Pregnancy is included as a disability under IMRF if the employee is eligible and claims should be submitted in the same manner as other disability claims. The Kane County Human Resource Department should be contacted for the forms for application.

(B) Employees participating under IMRF and on a leave of absence without pay from the Employer or disability pay under IMRF (i.e., family illness, placement leave) will not be protected for death or disability benefits during the unpaid period. Before the leave of absence begins, employees should file with IMRF a Benefit Protection Leave of Absence Authorization (forms are available in the Kane County Human Resource Department). Death and disability benefits are reinstated immediately upon returning to work. Employees may establish service credits for retirement (not to exceed twelve (12) months) for this leave by paying the Employees' contributions which would have been paid if actually working plus interest. The County Board must approve the acceptance of employer paid IMRF obligations.

Section 6. Workers' Compensation

The Workers' Compensation law provides protection for employees experiencing occupational disabilities through accidents or by exposure to disease arising out of and in the course of employment as defined in County Resolution 12-219. Time off work due to a job-related injury will run concurrent with FMLA leave.

(A) When an employee suffers an on-the-job injury or exposure, even though no medical attention is required, a "Report of Injury" form must be completed by the Employer and sent to the Human Resources Department as soon as possible. If medical attention was required as a result of the injury or exposure, a claim will then be filed with the County Human Resources Department.

(B) All expenses involved with the treatment of the exposure or injury are covered by the Illinois Workers' Compensation Act. That Act provides payment of sixty-six and two-thirds (66 2/3) of the employee's wages for lost time at work after a three-day waiting period. If the employee is off work for more than fourteen days because of a job-related

injury or exposure, then the employee will be compensated for the waiting period. In addition to this partial payment of wages pursuant to the Illinois Workers' Compensation Act (hereinafter referred to as "The Act"), employees with more than one year of service with the County will also receive a minimal amount of disability through IMRF.

The Employer, in addition to compliance with the Act, shall pay an additional one third (1/3) of the average weekly wage to employee for the first thirty days that the employee is totally disabled. This is a voluntary payment by the Employer and by accepting such payments, employees shall recognize and will assist the Employer in enforcing its subrogation rights.

Section 7. Jury Duty

Leave shall be granted to employees who are called to jury duty or are required to be absent from work because of subpoena from any legislative, judicial, or administrative tribunal. Employees summoned to jury duty shall be entitled to one full shift off for every day of jury service. Time away from work with pay shall be granted for such purposes. All compensation received for court or jury shall be remitted by the employee to the County Auditor, to be returned to the County Treasurer from which the original payroll warrant was drawn. The Employer feels that by volunteering to appear as a witness, an employee may create the impression that the County favors one litigant to the detriment of the other. Therefore, to avoid any suspicion of favoritism, employees are instructed not to appear as a witness unless properly subpoenaed.

Section 8. Funeral and Bereavement Leave

(A) Paid Funeral Leave

In the event of a death in an employee's immediate family, the employee will be allowed up to three (3) days leave with pay for the time actually lost. Immediate family member (including step, foster and adopted) is defined as including the employee's child, father, mother, step-parent, current spouse, brother, sister, father-in-law, mother-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law, grandparent and grandchild. Also, immediate family includes the spouse's grandchildren. In the case of an employee's civil union partner that resides with the employee, immediate family includes the civil union partner's father, mother, brother, sister, children and grandchildren. These days will not be deducted from sick pay.

(B) Family Bereavement Leave Act Leave

The Illinois Family Bereavement Leave Act ("FBLA") provides that employees are entitled to a maximum of two (2) weeks (up to 10 working days) of unpaid leave time in the event of:

- the death of a "covered family member";
- a stillbirth;
- a miscarriage;

- an unsuccessful round of intrauterine insemination or assisted reproductive technology procedure;
- a failed adoption match or an adoption that is not finalized because it is contested;
- a failed surrogacy agreement; or
- a diagnosis that negatively impacts pregnancy or fertility.
- A "covered family member" is an employee's child, stepchild, spouse, domestic partner, sibling, parent mother-in-law, father-in-law, grandchild, grandparent, or stepparent.

Eligible employees, as defined by Section 101(2) of the federal Family and Medical Leave Act of 1993 (29 U.S.C. 2601 et seq.), are entitled to a maximum of six (6) weeks of unpaid leave if they experience more than one event during a 12-month period. Employees may use FBLA leave time to grieve, attend the funeral or alternative to a funeral of a covered family member, or make arrangements necessitated by the death of the covered family member. FBLA leave time must be completed within sixty (60) days after the date the employee receives notice of the death or event. All family bereavement leaves will be granted in accordance with the Family Bereavement Leave Act.

(C) Child Extended Bereavement Leave Act

Pursuant to the Illinois Child Extended Bereavement Leave Act, all eligible employees, as defined by the Family and Medical Leave Act of 1993, are entitled to use up to six (6) weeks of unpaid leave if the employee experiences the loss of a child by suicide or homicide. Such leave may be taken in a single continuous period or intermittently in increments of no less than 4 hours, but such leave must be completed within one year after the employee notifies the Employer of the loss. All child extended bereavement leaves will be granted in accordance with the provisions of the Child Extended Bereavement Leave Act.

(D) Other Unpaid Funeral/Bereavement Leave

Any additional leave not reference above will be granted at the sole discretion of the Coroner or his designee and will be deducted from the employee's unused vacation time, compensatory time, or may be taken as holiday time to which the employee is otherwise entitled.

(E) Notice to Employer

Employees shall provide at least 48 hours' advance notice of the intention to take leaves under this Section 8, unless providing such notice is not reasonable or practicable.

In the event of the death of an immediate family member as defined in this Section 9(a) or a "covered family member" as defined in the FBLA, employees must notify their immediate supervisor of the death, relationship to the deceased and expected time of absence.

For leave under the FBLA following a loss or negative diagnosis related to pregnancy, surrogacy, or adoption, employees shall notify their supervisor that they are taking leave under the FBLA and submit a completed FBLA Leave Documentation Form available on the Illinois Department of Labor's website as soon as practicable.

(F) Limitations

The provisions of this section do not extend the maximum period of leave to which an employee is entitled under the federal Family and Medical Leave Act of 1993 or under any other paid or unpaid leave provided under federal, State, or local law, this Agreement, or the Employer's benefits program.

Section 9. Employee Blood and Organ Donation

(A) Blood Donation

Full time employees with at least six (6) consecutive months of service are allowed 1 hour of leave with pay every 56 days to participate in blood donation in accordance with the Employee Blood and Organ Donation Leave Act. Employees must give a 15-day advance notice to the Coroner or the Coroner's designee that they wish to take the leave. The request for leave shall be accompanied by appropriate medical documentation of the appointment, which may consist of a written statement from the blood bank or hospital indicating that the participating employee has an appointment to donate or attempt to donate blood. A written certification from the blood bank or hospital is required to verify the date of the completed or attempted blood donation. Employees may utilize the leave authorized in this section only after obtaining approval from the Coroner or the Coroner's designee.

(B) Organ Donation

Full time employees with at least six (6) consecutive months of service may use up to ten (10) days of paid leave in any 12-month period to serve as an organ donor in accordance with the Employee Blood and Organ Donation Leave Act. Where practicable, employees must give a 15-day advance notice to the Coroner or the Coroner's designee, or their designee, that they wish to take the leave. The request for leave shall be accompanied by appropriate medical documentation of the appointment, which may consist of a written statement from the hospital or the employee's physician verifying the date of the organ donation and the expected duration of leave needed. A written certification from the hospital and/or the employee's physician is required to verify the date of the completed or attempted organ donation and the duration of the leave needed. Employees may utilize the leave authorized in this section only after obtaining approval from the Coroner or the Coroner's designee.

ARTICLE 22
UNION RIGHTS

Section 1. Union Activity During Working Hours

Employees shall be allowed necessary and reasonable time off with pay during working hours to attend committee meetings, negotiations and other necessary and reasonable activities so long as they have been established by this Agreement, and/or other meetings called or agreed to by the Employer if such employees are entitled or required to attend such meetings by virtue of being participants.

Section 2. Access to Premises by Union Representatives

The Employer agrees that local representatives and officers and PBLC staff representatives shall have reasonable access to the premises of the Employer, giving notice upon arrival to the appropriate Employer representative. Such visitations shall be for the reason of the administration of this Agreement. By mutual agreement with the Employer in emergency situations, Union staff representatives or Local Union representatives may call a meeting during work hours to prevent, resolve or clarify a problem.

Section 3. Time Off for Union Activities

Two Local Union representatives shall be allowed two days off per year or one Union representative four days per year with pay for legitimate Union business such as Union meetings, State or area wide Union committee meetings, State or International conventions. One Local Union Officer from each unit shall be allowed to attend Local Executive Board and Monthly meetings provided such representative shall give reasonable notice to his/her supervisor of such absence and shall be allowed such time off. Any additional Local Union Officers or Executive Board members will be permitted to attend Local Executive Board and Monthly meetings based on operational needs. Time off granted to Local Union Officers to attend Local Executive Board and Monthly meetings shall not exceed two (2) hours unless approved by the Employer.

Such time off shall not be detrimental in any way to the employee's record. Additional time off without pay for the purposes stated in the preceding paragraph may be granted by the Coroner in his sole discretion.

Section 4. Union Bulletin Boards

The Employer shall provide a bulletin board and/or space at the Coroner's Office.

Section 5. Information Provided to Union

The Employer shall notify the Union in writing of the following personnel transactions involving bargaining unit employees as they occur: new hires, promotions, layoffs, re-employment, transfers, leaves, returns from leave, suspension, discharge and termination.

At the request of the Union, the Employer shall furnish the Union a current seniority roster and re-employment lists, applicable under the seniority provisions of this Agreement.

Section 6. Union Orientation

By mutual arrangement regarding time, place and duration with the Employer, the Union shall be allowed to orient new employees for the purpose of informing employees of their rights and obligations under this Collective Bargaining Agreement, and without loss of pay for employees involved; provided, such Union orientation shall not exceed fifteen (15) minutes. Attendance by employees and such Union orientation shall be on a voluntary basis.

The Employer shall inform the Union of all such hiring and the Union shall inform the Employer of the Union representative who will carry out the Union orientation

Section 7. Distribution of Union Literature

During employee's non-working hours, he/she shall be permitted to distribute Union literature by interdepartmental mail, not including office email, or by posting on the Union bulletin board, and other means so as long as such distribution does not impair the operations of the Office.

Neither the Office email nor any equipment belonging to the Employer, such as, but not limited to, radios, pagers, cell phones, vehicles, photocopy machines and microcomputers, shall be used for personal use or for Union business. Employees shall have no expectation of privacy for email or voicemail communications or mailbox materials.

Section 8. Union Meetings on Premises

The Employer agrees to make available conference and meeting rooms for Union meetings upon prior notification by the designated Union representative, unless to do so would interfere with the operating needs of the Employer, or cause additional cost or undue inconvenience to the Employer. The Employer will provide the Union space for a computer outlet, desk and filing cabinet on the premises.

Section 9. Rate of Pay

Any time off with pay provided for under this Article shall be at the employee's regular rate of pay as though the employee were working, not to exceed the employee's regular working scheduled hours.

ARTICLE 23
WAGES

Section 1. Wage Schedule – See Appendix C

Employees shall be compensated in accordance with the wage schedule attached to this Agreement and marked Appendix C. The attached wage schedule shall be considered a part of this Agreement.

Section 2. Pay Period

Employees will be paid on a bi-weekly schedule of twenty-six (26) times annually. Each payroll period shall consist of fourteen (14) calendar days, so that the bi-weekly rate of pay of each employee shall be 1/26th of the employee's annual salary. In a year which 27 pay periods shall occur, the bi-weekly rate of pay for each employee shall be 1/27th of the annual salary. When a payday falls on a holiday, the paycheck is distributed the preceding workday.

Section 3. Overtime

The overtime rate shall be calculated at 1 and ½ times the employee's base hourly rate. Additional discretionary pay (e.g. on-call pay) will be added to the base hourly rate in accordance with applicable state and federal law.

Section 4. Specialty/Additional Duty Pay Provisions

Employees who perform the following functions during a pay period will receive the following lump sum amounts during the pay period:

Training Coordinator -- Employee(s) assigned as Training Coordinator shall receive an additional $100.00 per pay period.

Section 5. Uniform Provisions

Effective December 1, 2023, employees shall receive a $500 payment on the first payday of each fiscal year for purchasing of uniforms. All employees are solely responsible for purchasing their own uniforms, which shall include polos, khakis, black pants, and seasonal gear approved by the Coroner and further detailed in the Coroner's dress code policy. Except for uniform shirts, which must be approved by the Coroner and purchased through a vendor approved by the Employer, all other uniform items may be purchased at any vendor as long as they conform to the Coroner's dress code policy.

Section 6. Training and Meetings

Mandatory Training or Meetings. Employees attending authorized mandatory training outside of the regular shift approved by the Employer shall be paid time and one-half their regular hourly rate of pay for all time spent in attendance with a two-hour minimum.

Section 7. Travel Time

If the Employer approves training for an employee, the Employer shall reimburse the employee in accordance with the Kane County Financial Policy as adopted by the Kane County Board.

Section 8. Call-Out/Death Scene Pay

Call-Out (Death Scene Duties) -- Employees who are called out to a death scene during a time the employee is not scheduled to work will receive a minimum of three hours' straight time pay per after-hours call-out to a death scene investigation up to 40 hours per

week, and overtime compensation when the employee's work hours exceed 40 per week, including call-out work; provided, however, that the three hour minimum shall only be applicable if an employee is initially called out to a death scene during a time the employee is not scheduled to work and the three hour minimum time period ends prior to the start of the employee's next scheduled shift. Travel time to and from a death scene will be counted and compensated as hours worked.

Section 9. No Pyramiding.

Compensation shall not be paid more than once for the same hours under any provision of this Agreement.

ARTICLE 24
OUT OF TITLE WORK

The Employer may temporarily assign an employee to perform the duties of another employee.

Employees who are assigned to perform a significant number of duties of another employee for more than five (5) consecutive working days (counted individually and cumulatively) from the start to the end of the entire period shall be paid the greater of the following:

(A) The pay of the employee whose duties the assigned employee is performing, or

(B) The current pay of the assigned employee, after said five-day period.

ARTICLE 25
INSURANCE

Employees shall receive the same insurance coverage offered to non-union employees who are employed by the County. The current details of the insurance plan are as follows:

Section 1. Medical, Vision and Dental Coverage

A. The Employer shall provide comprehensive insurance programs for hospitalization, medical, vision and dental coverage for each covered employee who chooses to participate and their eligible dependents similar to the coverage which is currently in effect. The Health Insurance Benefit Summaries for fiscal year 2024 are included in Appendix D attached hereto and incorporated herein. All regular full-time employees and all regular part-time employees who work a minimum of twenty-one (21) hours per week are eligible to enroll in the County's comprehensive group hospitalization, medical, vision and dental insurance plans.

B. Premium costs are shared by full-time employees and the County through payroll deduction. Eligible part-time employees pay the full premium for all plans for

coverage through payroll deduction. A pre-tax deduction Section 125 Plan is available at the time of enrollment. Beginning December 1, 2023 through November 30, 2026, the overall aggregate cost of the County's health insurance programs, shall be shared by the County and the union and non-union employees at the overall aggregate rate of eighty-three percent (83%) borne by the County and seventeen percent (17%) borne by the union and non-union employees. It is understood that individual premium rates and percentage contribution levels will vary across plans and will be based on an employee's plan selection each year, but the overall aggregate percentage rates borne by the County and the union and non-union employees shall remain the same through November 30, 2026.

C. The County reserves the right to self-insure, change carriers and engage in cost containment measures during the term of this Agreement so long as the benefits and coverages sought are substantially similar to those being currently offered.

D. The parties agree to continue the implementation of a Wellness Plan component for Employees and spouses covered by the County's health insurance plans. Participation in the Wellness Plan shall be defined as participating in an annual health evaluation which shall continue to be limited to completing an assessment, providing a blood sample, and receiving a health evaluation report. No other additional action on the part of any employee or spouse shall be required. The Employer agrees that participation (or non-participation) in the Wellness Plan shall not be used in any way to initiate or support an employment action of any kind. The parties further agree that accommodations shall be made to facilitate participation of retired employees that reside outside of Kane County. Participation in the Wellness Plan shall not require or constitute any waiver of an individual's right to privacy under HIPAA, or other applicable laws. Employees and/or their spouses who choose not to participate shall continue to pay an additional $50 per employee and/or spouse per month toward health insurance premiums.

Section 2. Future Plans

Should the County adopt plans or policies which affect Employee's insurance benefits (including what is commonly referred to as flexible benefit program), employees of the Employer shall have the option to participate in the same plans or programs in the same manner as other County Employees.

In addition, in the event the County agrees to a lower overall contribution for employees who participate in County plan(s), the lower overall contribution rate shall apply to employees covered by this Agreement.

Section 3. Life Insurance

The County will provide information concerning any available additional life insurance through IMRF and at the request of the employee shall make such necessary deductions from the employee's paycheck.

Section 4. Health Care Continuation Coverage for Retirees, Medicare Eligible Retirees and Disabled Employees

A. Retirees-

The County shall pay 10% of the cost of continued medical insurance benefits under the same terms and coverage for the non-Medicare eligible retired employee as the employee received for the 12 months preceding retirement.

Employees retiring under regular IMRF must be at least 55 years of age with at least eight (8) years of service.

In order to be eligible for the 10% premium reduction, an employee must have been employed by the County for 15 or more consecutive years.

Retired employees who wish to take advantage of this medical insurance must pay 90% of the premium for either single or dependent coverage. The premium is due on the 1st of each month and must be submitted to Human Resources in order for coverage to be maintained.

B. Medicare Eligible Retirees, Disabled Employees and Surviving Spouses-

Kane County offers a reduced benefit PPO health care plan to Medicare eligible retirees, disabled employees and surviving spouses. The PPO plan includes a separate deductible of $500.00 for outpatient drugs to be paid at 80% (coinsurance does not go towards the outpatient prescription maximum). The full amount of the premium that must be paid is established by the County Board each year.

C. Retirees

Retired employees may elect to change medical insurance plans during the annual open enrollment period for active County employees each year.

ARTICLE 26
VACANCIES

Section 1. Determination of Vacancies

The Employer shall solely determine when a vacancy or duty assignment exists and whether or not to fill the vacancy or duty assignment.

Section 2. Notification of Vacancy

When a vacancy exists in an existing job classification or as a result of a new job classification, notice of such vacancy shall be posted announcing the vacancy and application process for inspection by members. The posting will be for at least 10 days. Employees may also submit requests for any vacant job open to their respective Bargaining Unit at any time.

Section 3. Selection

The Employer or his/her designee shall be the sole person to select those persons to fill the vacancies.

ARTICLE 27
SAFETY AND HEALTH

Section 1. General Duty

The Employer and Union shall cooperate so that the Employer can continue its efforts to provide for a safe working environment, including tools and equipment, for its employees as is legally required by federal and state laws.

The parties agree that grievances alleging violation of Section 1 of this Article may be filed at Step 3 of the Grievance Procedure of this Agreement and will be subject to the Grievance Arbitration procedure.

Section 2. Fitness for Duty Evaluation

Employees may be required to undergo a physical or psychological fitness for duty evaluation by the Employer, or his or her designee, where there is a reasonable belief that an employee may not be physically, emotionally or mentally fit to carry out his or her essential job duties. Minimum physical requirements of the position include: the ability to move 100 pounds; the ability to sit at and type on a computer for long periods of time; the ability to drive a Coroner vehicle to death scenes; climbing, twisting, reaching, pulling, pushing, lifting, carrying, crouching, kneeling and dragging are normally required in a number of death investigations; and crawling, swimming or standing in water may be required in non-routine and unusual situations. Determining that a fitness for duty evaluation is warranted shall be made by the Coroner or his/her designee. The basis for the determination shall be set forth in writing to the employee ten (10) days prior to the time the employee is to undergo such testing. However, the ten (10) day notice shall be waived when the employee's conduct imminently or directly threatens the safety to self or others. In that case, a copy shall be given to the employee at the time the employee is ordered to undergo such evaluation.

All examinations and inquiries into an employee's fitness for duty shall be both job related and consistent with operational necessity and shall be no broader or more intrusive than deemed necessary by qualified, licensed and certified medical doctors, psychiatrists or psychologists.

An Employee shall have the right to inform the Union of the order after it is received and shall have the right to secure a similar fitness for duty evaluation at the employee's own expense from a qualified, licensed and certified medical doctor, psychiatrist or psychologist of their own choosing.

The Employee shall sign any and all releases or authorizations required by the medical doctor, psychiatrist, or psychologist, as the case may be, to release the information and evaluation obtained as a result of a fitness for duty evaluation to the Employer. The Employer recognizes the employee's right to privacy and agrees that any information and

evaluation obtained pursuant to this section shall be placed in the employee's secure medical file. The evaluation and information provided to the Employer as a result of such fitness for duty evaluation shall be provided to the employee.

In the event the Coroner seeks to terminate an employee covered under this Agreement, based on the fitness for duty evaluation and other information, the Coroner or his/her designee shall meet with the employee involved and inform the employee of the contemplated action and the reason thereof. The employee shall be informed of his/her contract rights to Union representation and shall be entitled to such, if so requested by the employee. If the Employer and the Employee are unable to agree to the findings of the fitness for duty examination, the doctors representing the employee and the County shall pick a third party qualified physician in that field to arbitrate the decision. The physician can be chosen from a list of area physicians qualified in that practice.

Section 3. Drug and Alcohol Testing

See Appendix A reference Drug and Alcohol Testing procedures.

ARTICLE 28
HOURS OF WORK

Section 1. Hours/Overtime

(A) The purpose of this Article is to define the Hours of Work, the means of scheduling Time Off, and provide a basis for the computation of straight time, overtime, and other premium wages consistent with the Fair Labor Standards Act. Nothing in this Article shall be construed as a guarantee of hours of work. This Article is not intended to establish a claim to compensation in any form for hours not physically worked except as specifically provided for in this Agreement.

(B) Work Week/Period.

The work week is one-hundred and sixty-eight (168) hour period beginning at 0001 hours on Sunday and ending at 2359 hours the following Saturday. Time worked shall be defined according to the Fair Labor Standards Act.

(C) Overtime.

Overtime is defined as all authorized work in excess of forty (40) hours per work period. Overtime work shall be rounded to the nearest quarter (1/4) hour. Time spent on sick leave, vacations or authorized leave shall not be considered hours worked in computing overtime, however, holidays and compensatory time off (if applicable) shall be considered hours worked in computing overtime. Overtime shall be paid at the rate of time and one-half an employee's base rate of pay.

Section 2. General Provisions for All Employees

(A) "The Work Day and the Work Week"

The Work Day for non-continuous operations staff shall consist of eight (8) consecutive hours with one-hour unpaid meal period plus two (2) paid fifteen (15) minutes rest periods. Office hours to be staffed during daytime hours Monday through Friday and a second shift on Wednesday to be staffed, at the discretion of the Coroner, from 12:30 p.m. to 8:30 p.m. with one Deputy Coroner and one Administrative employee. (35 regular, in-office hours per week.)

The Work Day for continuous operations staff (e.g., Deputy Coroners) assigned to a twelve-hour shift schedule shall consist of twelve (12) consecutive hours with a one-hour paid meal period. Deputy Coroners will be assigned to a rotating, Sunday through Saturday, twelve (12) hour shift schedule (A-Shift=0900-2100 hours, B-Shift =2100-0900 hours or C-Shift=1000-2200 hours) (36 to 48 regular hours per week). A Deputy Coroner's schedule may be modified by the Coroner in his discretion in accordance with the needs of the Kane County Coroner's Office. The Union and the assigned Deputy Coroner will then be reasonably notified of any change of assigned hours so that volunteers may first be sought; the Coroner shall endeavor when possible to give at least seven (7) days' advance notice.

(B) "Meal Periods"

Work schedules shall provide for the work day to be broken at approximately mid-point by an uninterrupted, one-hour unpaid meal period. Subject to operational needs, employees shall have the right to leave the work site during such periods. If Employees begin their meal period and they are asked to work during their meal period for more than a de minimis amount of time (e.g. transferring of calls shall be considered de minimis), they will receive thirty (30) minutes' pay for work performed during their meal period up to one half hour. If employees work longer than one half hour, they will receive pay for actual time worked. The Union will create and administer a rotation system whereby employees are offered the opportunity to work during their meal period that results in an equitable distribution. In exceptional circumstances, if an Employee has not been able to take his/her one-hour meal period, the Coroner or his designee, in his sole discretion, may flex the Employee's hours for that day.

(C) Shift Pick Rotation

Shift picks for Deputy Coroners shall be done biannually approximately one month prior to the start of a new six (6) month shift schedule. First pick for shift selection shall be offered on a rotating basis based off the seniority list referenced in Article 9, Section 3 of this Agreement, with the most senior employee provided the initial opportunity for first pick, then rotating through the seniority list to the least senior employee for first pick, before resuming with the most senior employee for first pick. Following the first pick for shift selection, the remaining employees shall pick their shift by rotating through the seniority list starting with the employee listed after the employee that received the opportunity of first pick.

However, any newly hired Deputy Coroner shall be assigned to C-Shift=1000-2200 hours upon hiring for training purposes. After completing the initial C-shift assignment, any

newly hired Deputy Coroner shall pick last at their first opportunity to pick a shift and thereafter shall assume their place in the seniority list rotation based on their date of hire.

Any Deputy Coroner who has been previously terminated and subsequently rehired and has lost his/her applicable seniority, as outlined in Article 9, Section 2 of this Agreement, shall use the date of rehiring for purposes of the seniority list rotation for shift picks.

Section 3. Shift Trading

Provided there is no disruption of services, employees within the same division and classification may agree, solely at their option and with the approval of their supervisor, to substitute for one another and to trade their regularly scheduled daily shifts (or any portion thereof), subject to the provisions outlined below.

1. Trades are restricted to personnel with the same classification.

2. Shifts to be traded must be within sixty (60) days of each other and shall be limited to the regularly scheduled daily shifts the involved personnel are required to work.

3. Employees desiring to trade shifts must provide advance notice to their supervisor(s) on the affected shifts, by fully completing and signing the appropriate form, and submitting it to the supervisor(s). The completed form must be approved and signed by their supervisor(s) on the affected shifts prior to any trade. In the event it is not possible to submit a fully executed form prior to the shift trade, the employees involved in the trade will email or text the supervisor to confirm their agreement concerning the trade, and the supervisor will either approve or deny via email or text. The employees will then follow-up with a completely signed form on their next scheduled work day.

4. The hours worked by the employees involved in the trade shall be excluded in the calculation of the hours for which the substituting employee would otherwise be entitled to overtime compensation. Where one employee substitutes for another, each employee will be credited as if he or she had worked his or her normal work schedule for that shift.

5. Any employee failing to appear for an approved trade, for any reason, will be required to use his/her accrued paid benefit time to cover the hours or will be docked pay for the missed hours. Any failure to report to work without proper notice is a policy violation and may result in appropriate discipline.

6. The employer is not responsible for any lost time (unfulfilled trade payback) due to a substituting employee's termination, retirement, change of division, etc. It is always a possibility that an employee may not be paid back for a trade day by another employee due to such occurrences. In such an event, the employee will

be responsible for working his/her regularly assigned shift, unless he or she is approved to use paid benefit time.

Section 4. Overtime Procedure

Overtime shall be distributed as equally as possible among employees who normally perform the work in the position classification in which the overtime is needed. If all employees in a given shift decline the opportunity to work the offered overtime, the Employer may mandate that employees work the overtime from least senior employee to most senior employee. After all employees in said shift have been required to work overtime, the process shall repeat itself.

The Union shall be furnished overtime records on request, but not more than on a quarterly basis, except in the event of a bona fide dispute regarding the provisions of this Article, showing the number of overtime hours worked by each employee.

Section 5. Alternative Schedules

Alternative schedules and flex-time may be utilized. Decisions of the Employer regarding employee requests for alternative schedules or flex-time shall not be subject to the grievance procedure.

Section 6. Scheduling of Single Vacation Days Time Off

Requests for time off shall be submitted between the 1st and the 15th of the previous month and will be granted on the basis of department seniority. Any requests for time off after the 15th of the previous month will be based on calendar date of submission. Time off submitted less than forty-eight (48) hours prior to the beginning of the shift may be subject to operational needs.

No more than one (1) Deputy Coroner and one (1) Secretary will be granted time off on the same day which may include a vacation week. Nothing in the above formula shall limit the Coroner's ability to grant additional time off based on staffing levels.

ARTICLE 29
SUBCONTRACTING

Section 1. General Policy

It is the general policy of the employer to continue to utilize employees to perform work for which they are qualified to perform. The Employer reserves the right to contract out any work that it deems necessary in the interest of economy, improved work product or emergency.

Section 2. Notice and Discussion

Absent an emergency situation, prior to the Employer changing its policy involving the overall subcontracting of work in a bargaining unit area, when such change amounts to a significant deviation from past practice resulting in loss of work of bargaining unit employees, the Employer shall notify the Union and offer the Union an opportunity to discuss and participate in considerations over the desirability of such subcontracting of work, including means by which to minimize the impact of such on employees.

Prior to subcontracting of bargaining unit work, the Employer, the Union, and the proposed sub-contractor shall meet to discuss the employment of employees subject to layoff. The Employer will request that the sub-contractor hire laid off employees.

ARTICLE 30
COMPLETE AGREEMENT AND MAINTENANCE OF STANDARDS

Section 1. Complete Agreement

The parties acknowledge that during the negotiations which preceded this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining. The understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. Except as otherwise provided in this Agreement, The Employer and the Union, for the life of this Agreement, each voluntarily and unqualifiedly waive the right, and each agrees that the other shall not be obligated to bargain collectively with respect to:

a) any subject matter or matter specifically referred to or covered in this Agreement and

b) subjects or matters that arose as a result of the parties' proposals during bargaining but which were not agreed to.

Section 2. Maintenance of Standards

a. However, except as otherwise provided in this Agreement, the Employer agrees that during the period of this Agreement, it shall not unilaterally change any bona fide past practices and policies with respect to salaries, hours, conditions of employment, and fringe benefits enjoyed by members of the bargaining unit without prior consultation and negotiations with the Union. Where past practice conflicts with the express terms of the Agreement the Agreement shall prevail.

b. The Employer agrees that if during the term of this Agreement, it enters into any new agreement with any union or employee group considered to be a county department providing for increased fringe benefits greater than those provided herein (fringe benefits are defined as health and life insurance, vacation, sick leave, and tuition reimbursement) the Employer shall notify the Union and upon request, negotiate with the Union concerning the application of the fringe benefit to the bargaining units. However, it is the intent of the

Employer not to provide such increased fringe benefit to other union or County Departments without making the same provisions available to the bargaining units.

ARTICLE 31
TERMINATION

This Agreement shall be effective December 1, 2023, and shall continue in full force and effect until midnight November 30, 2026, and thereafter from year to year, unless not more than one hundred eighty (180) days, but not less than sixty (60) days prior to November 30, 2026 or any subsequent November 30 either party gives written notice to the other of its intention to amend or terminate this Agreement.

SIGNATURE PAGE

IN WITNESS THEREOF, the parties hereto have set their hands this _____ day of February 2025.

FOR THE EMPLOYER:

Monica Silva **Kane County Coroner**	**Corinne Pierog** **Chairman, Kane County Board**

FOR THE UNION:

Lisa Kreighbaum, Local President **Policemen's Benevolent Labor** **Committee (P.B.L.C.)**	**Gabriela Allison, Local Vice President** **Policemen's Benevolent Labor** **Committee (P.B.L.C.)**

APPENDIX A
DRUG AND ALCOHOL TESTING

Section 1. Statement of Policy

It is the policy of the Coroner that the public has a reasonable right to expect the employees of the Coroner to be free from the effects of drugs and alcohol and have the physical stamina and emotional stability to perform their assigned duties. The Employer has the right to expect its employees to report for work fit and able for duty. The purposes of this policy shall be achieved in such manner as not to violate any rights of the employees established in this Agreement. Unlawful use of drugs as well as being under the influence of alcohol or the unauthorized consumption of alcohol while on duty shall be cause for discipline, up to and including discharge.

Section 2. Prohibitions

Employees shall be prohibited from:

a) being under the influence of alcohol or illegal drugs during the course of their workday;

b) consuming or possessing alcohol, except as may be necessary in the performance of their duty, at any time during the workday, or anywhere on the Employer's premises or work sites, buildings or properties or any vehicle owned by the Employer or any vehicle not owned by the Employer but used in service to the Employer;

c) the unlawful manufacture, possession, use, sale, purchase, dispensation, or delivery of any illegal drug at any time and at any place except as may be necessary in the performance of duty;

d) failing to report to their supervisor any known adverse side effects of medication or prescription drugs which they are taking;

e) intentionally tampering with, substituting for, or causing another person to tamper with, substitute for a urine and/or blood specimen.

Section 3. Drug and Alcohol Testing Permitted

Testing is permitted where the Employer has reasonable suspicion to believe.

a) that an employee is under the influence of alcohol or illegal drugs during the course of the workday;

b) has abused prescribed drugs; or

c) has used illegal drugs.

d) employee appears to be unable to perform his/her job safely.

The Employer shall have the right to require the employee to submit to alcohol or drug testing as set forth in this Agreement. The Employer may also require an employee to randomly submit to alcohol or drug testing where the employee is assigned to a departmental drug enforcement group for a period of at least thirty (30) days and where such employee's duties are primarily related to drug enforcement. The Employer may require any employee accepting an assignment requiring a commercial driver's license to submit to alcohol or drug testing as may be permitted by law. The foregoing shall not limit the right of the Employer to conduct any tests it may deem appropriate for persons seeking employment with the Coroner or the County, transfer or upon promotion to another position within the County.

Section 4. Order to Submit to Reasonable Suspicion Testing.

At the time an employee is directed to submit to testing as authorized by this Agreement, the Employer shall provide the employee with oral notice briefly outlining the reasonable suspicion leading to the request. Within seventy-two (72) hours of the time an employee is ordered to submit to testing authorized by this Agreement, the Employer shall provide the employee and the Union with a written notice setting forth the facts and inferences which form the basis of the order to test. Refusal to submit to such test may subject the employee to discipline, but the employee's taking of the test shall not be construed as a waiver of any objection or rights that he may possess.

Section 5. Random Drug Testing.

a) All employees of this bargaining unit will be subject to Random Drug Testing. Such testing will be during an employee's regularly scheduled shift.

b) Upon notification that an employee is scheduled for Random Drug Testing, such employee will appear at the required location specified for the drug testing. **(See Appendix B)**

c) The employee must appear at the required location during their regularly scheduled shift, but not later than 6 hours from the time they receive the notice.

d) The employee will be required to show a photo identification card to the testing agency upon their arrival to verify their true identity before the testing procedure will begin. If the employee does not have a photo ID then the on duty supervisor will be required to go to the location and verify the identity of the employee.

e) The random selection process shall be by computer generated numbers. Such computer-generated program shall be performed by an outside contractor hired by the Coroner after consultation with the Union. The outside contractor shall be one that specializes in such functions.

f) The outside contractor shall not select more than two (2) Employer's employees from the computer-generated list per month for random drug testing.

g) The dates for said tests shall also be chosen at random by the same outside contractor. To maintain the security of the selection process, the contractor shall deal only with the Employer or, in the Employer's absence, a designee for purposes of notifying the Employer of testing dates and individuals selected. The list of selected member(s) shall be provided to the Union after the testing dates for the affected member(s).

h) On the same day the employee has been given notice for testing, the Union representative will also be notified that the employee has been selected. The Union representative shall insure only those employees originally selected were actually tested. The Coroner or designee shall assist the Union representative in understanding any discrepancies.

i) Immediately after being ordered, refusal to report for testing shall constitute insubordination and will result in the imposition of statutory and departmental rules, regulations and procedures concerning the imposition of discipline.

j) An employee who tests positive after a random drug test shall be subject to the same conditions as those who test positive under "reasonable suspicion" drug test.

k) The random selection of a member will not result in the member's name being removed from any future selection process.

l) If an employee is selected for a random test, but is unavailable due to extenuating circumstances, no disciplinary action will be taken (e.g., at a death scene investigation). The test will be administered as soon as practicable after the employee is available.

Section 6. Tests to be Conducted

In conducting the testing authorized by this Agreement, the Employer shall:

a) use only a clinical laboratory or hospital facility that is licensed pursuant to the Illinois Clinical Laboratory Act that has or is capable of being accredited by the National Institute of Drug Abuse (NIDA) and Department of Transportations (DOT)

b) select a laboratory or facility that conforms to all NIDA standards and DOT;

c) establish a chain of custody procedure for both the sample collection and testing that will ensure the integrity of the identity of each sample and test result;

d) collect a sufficient sample of the bodily fluid or material from an employee to allow for initial screening, a confirmatory test and a sufficient amount to be set aside reserved for later testing, if requested by the employee;

e) collect samples in such a manner as to preserve the individual employee's right to privacy, ensure a high degree of security for the sample and its freedom from adulteration;

f) confirm any sample that tests positive in the initial screening for drugs by re-testing the second portion of the same sample by gas chromatography mass spectrometry (GCMS) or an equivalent or better scientifically accurate and accepted method that provides quantitative data about the detected rug or drug metabolites;

g) provide the tested employee with the opportunity to have an additional sample tested by a clinical laboratory or hospital facility of the employee's own choosing, at the employee's own expense; provided the employee notifies the Employer within seventy-two (72) hours of receiving the results of the tests;

h) require that a laboratory or hospital facility report to the Employer that a blood or urine sample is positive only if both the initial screening and the confirmation tests are positive for a particular drug. The parties agree that should any information concerning such testing or the results thereof be obtained by the Employer inconsistent with the understandings expressed herein (e.g., billings for testing that reveal the nature or number of the tests administered), the Employer will not use such information in any manner or forum adverse to the employee's interest;

i) require that with regard to drug testing, for the purpose of determining whether the employee is under the influence of drugs on a 5 panel drug test with test results higher than the following:

Amphetamines	1000ng/ml
Cocaine Metabolites	300ng/ml
Marijuana Metabolites	50ng/ml
Opiates	2000ng/ml
Phencyclidine	25ng/ml

Those testing higher will be removed from safety sensitive positions.

j) require that with regard to alcohol testing, for the purpose of determining whether the employee is under the influence of alcohol, test results showing an alcohol concentration of .02 or more based upon the grams of alcohol per 100 milliliters of blood be considered positive; those testing .02 or higher, will be removed from safety sensitive positions.

k) provide the employee tested with a copy of all information and reports received by the Employer in connection with the testing and the results;

l) ensure that no employee is the subject of any adverse employment action except emergency temporary assignment or relief of duty during the pendency of any testing procedure. Any such emergency reassignment or relief from duty shall be immediately discontinued in the event of a negative test result.

Section 7. Right to Contest.

The Union or the employee, with or without the Union, shall have the right to file a grievance concerning any testing permitted by this Agreement, contesting the basis for the notice to submit to the tests, the right to test, the administration of the tests, significance and accuracy of the tests, the results or any other alleged violation of this Agreement. Such grievances shall be commenced at Step 2 of the Grievance Procedure. It is agreed that the parties in no way intend or have in any manner restricted, diminished or otherwise impaired any legal rights that employees may have with regard to such testing. Employees retain such rights as may exist and may pursue the same in their own discretion, with or without the assistance of the Union.

Section 8. Discipline.

Employees who refuse to submit to testing for the presence of illegal drugs or alcohol during hours of work shall be subject to immediate discharge.

APPENDIX B
DRUG TESTING LOCATIONS

Midwest Occupational Health MS
221 S. Lincolnway St., North Aurora, IL 60542
Walk-in drug testing 10:30 a.m. to 4:30 p.m.

APPENDIX C

The starting base wage for bargaining unit employees is as follows:

Secretary - $18.00/hr.
Deputy Coroner - $20.00/hr.
Office Manager - $25.00/hr.

The following wage increases for bargaining unit employees on the payroll as of dates indicated below will be effective as follows:

FY2024 – 4.5% across the board increase effective on December 1, 2023
FY2025 – 4.0% across the board increase effective on December 1, 2024
FY2026 – 3.0% across the board increase effective on December 1, 2025

The above wage increases will be paid as reflected, via regular payroll, minus applicable withholdings and deductions.

APPENDIX D

Kane County
Health Plan Features

The Summary of Benefits and Coverage (SBC) document will help you choose a health plan. The SBC shows you how you and the plan would share the cost for covered health care services. NOTE: Information about the cost of this plan (called the premium) will be provided separately. This is only a summary. For more information about your coverage, or to get a copy of the complete terms of coverage, call 1-800-892-2803 or at www.bcbsil.com. For general definitions of common terms, such as allowed amount, balance billing, coinsurance, copayment, deductible, provider, or other underlined terms, see the Glossary. You can view the Glossary at www.healthcare.gov/sbc-glossary/ or call 1-855-756-4448 to request a copy.

Important Questions	Answers	Why This Matters:
What is the overall deductible?	$0	See the Common Medical Events chart below for your costs for services this plan covers.
Are there services covered before you meet your deductible?	No.	You will have to meet the deductible before the plan pays for any services.
Are there other deductibles for specific services?	No.	You don't have to meet deductibles for specific services.
What is the out-of-pocket limit for this plan?	$1,500 Individual/$3,000 Family Prescription drug expense limit: $500 Individual/$1,500 Family	The out-of-pocket limit is the most you could pay in a year for covered services. If you have other family members in this plan, they have to meet their own out-of-pocket limits until the overall family out-of-pocket limit has been met.
What is not included in the out-of-pocket limit?	Premiums, balance-billing charges, and health care this plan doesn't cover.	Even though you pay these expenses, they don't count toward the out–of–pocket limit.
Will you pay less if you use a network provider?	Yes. See www.bcbsil.com or call 1-800-892-2803 for a list of participating providers.	This plan uses a provider network. You will pay less if you use a provider in the plan's network. You will pay the most if you use an out-of-network provider, and you might receive a bill from a provider for the difference between the provider's charge and what your plan pays (balance billing). Be aware, your network provider might use an out-of-network provider for some services (such as lab work). Check with your provider before you get services.
Do you need a Referral to see a specialist?	Yes.	This plan will pay some or all of the costs to see a specialist for covered services but only if you have a Referral before you see the specialist.

All **copayment** and **coinsurance** costs shown in this chart are after your **deductible** has been met, if a **deductible** applies.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		Participating Provider (You will pay the least)	Non-Participating Provider (You will pay the most)	
If you visit a health care provider's office or clinic	Primary care visit to treat an injury or illness	$30 copay/visit	Not Covered	Services or supplies that are not ordered by your Primary Care Physician or Women's Principal Health Care Provider, except emergency and routine vision exams, are not covered.
	Specialist visit	$50 copay/visit	Not Covered	Referral required.
	Preventive care/screening/ immunization	No Charge	Not Covered	You may have to pay for services that aren't preventive. Ask your provider if the services needed are preventive. Then check what your plan will pay for.
If you have a test	Diagnostic test (x-ray, blood work)	No Charge	Not Covered	Referral required.
	Imaging (CT/PET scans, MRIs)	No Charge	Not Covered	Referral required.

* For more information about limitations and exceptions, see the plan or policy document at www.bcbsil.com.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		Participating Provider (You will pay the least)	Non-Participating Provider (You will pay the most)	
If you need drugs to treat your illness or condition More information about **prescription drug coverage** is available at www.bcbsil.com	Generic drugs	$10 copay/prescription (retail) $20 copay/prescription (mail order)	Not Covered	Dispensing limit may apply to certain drugs. Payment of the difference between the cost of a brand name drug and a generic may be required if a generic drug is available. Certain women's preventative services will be covered with no cost to the member. For a full list of these prescriptions and/or services, please contact Customer Service. 30-day retail/90-day mail. RX Out-of-Pocket Expense Limit: $500 Individual/$1,500 Family.
	Preferred brand drugs	$40 copay/prescription (retail) $80 copay/prescription (mail order)	Not Covered	
	Non-preferred brand drugs	$60 copay/prescription (retail) $120 copay/prescription (mail order)	Not Covered	
	Specialty drugs	Applicable copay	Not Covered	Coverage based on group policy. Prior authorization may be required. Specialty retail limited to a 30-day supply.
If you have outpatient surgery	Facility fee (e.g., ambulatory surgery center)	No Charge	Not Covered	Referral required.
	Physician/surgeon fees	No Charge	Not Covered	Referral required.
If you need immediate medical attention	Emergency room care	$500 copay/visit	$500 copay/visit	Copay waived if admitted.
	Emergency medical transportation	No Charge	No Charge	Ground transportation only.
	Urgent care	$30 copay/visit	Not Covered	Must be affiliated with member's chosen medical group or referral required.

* For more information about limitations and exceptions, see the plan or policy document at www.bcbsil.com.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		Participating Provider (You will pay the least)	Non-Participating Provider (You will pay the most)	
If you have a hospital stay	Facility fee (e.g., hospital room)	$250 copay/admission	Not Covered	Referral required.
	Physician/surgeon fees	No Charge	Not Covered	Referral required.
If you need mental health, behavioral health, or substance abuse services	Outpatient services	$30 copay/visit	Not Covered	Unlimited visits. Referral required.
	Inpatient services	$250 copay/admission	Not Covered	Unlimited days. Referral required.
If you are pregnant	Office visits	$30 PCP/$50 SPC copay/visit	Not Covered	Copay applies for the 1st prenatal visit only. Cost sharing does not apply for preventive services. Depending on the type of services, a copayment may apply. Maternity care may include tests and services described elsewhere in the SBC (i.e. ultrasound).
	Childbirth/delivery professional services	No Charge	Not Covered	
	Childbirth/delivery facility services	$250 copay/admission	Not Covered	Referral required.
If you need help recovering or have other special health needs	Home health care	No Charge	Not Covered	Referral required.
	Rehabilitation services	$30 copay/visit	Not Covered	60 visits combined for all therapies. Referral required.
	Habilitation services	$30 copay/visit	Not Covered	
	Skilled nursing care	$250 copay/admission	Not Covered	Excludes custodial care. Referral required.
	Durable medical equipment	No Charge	Not Covered	Referral required. Benefits are limited to items used to serve a medical purpose. Durable Medical Equipment benefits are provided for both purchase and rental equipment (up to the purchase price).
	Hospice services	No Charge	Not Covered	Inpatient copay may apply. Referral required.

* For more information about limitations and exceptions, see the plan or policy document at www.bcbsil.com.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		Participating Provider (You will pay the least)	Non-Participating Provider (You will pay the most)	
If your child needs dental or eye care	Children's eye exam	No Charge	Not Covered	Limited to one exam every 12 months at participating providers.
	Children's glasses	Not Covered	Not Covered	None
	Children's dental check-up	Not Covered	Not Covered	None

Excluded Services & Other Covered Services:

Services Your Plan Generally Does NOT Cover (Check your policy or plan document for more information and a list of any other excluded services.)

- Custodial care
- Dental care (Adult)
- Long-term care
- Non-emergency care when traveling outside the U.S.
- Private-duty nursing
- Routine foot care (with the exception of person with diagnosis of diabetes)

Other Covered Services (Limitations may apply to these services. This isn't a complete list. Please see your plan document.)

- Acupuncture
- Bariatric surgery
- Cosmetic surgery (only for correcting congenital deformities or conditions resulting from accidental injuries, scars, tumors, or diseases)
- Chiropractic care
- Hearing aids (for children 1 per ear every 24 months for, adults up to $2,500 per ear every 24 months)
- Infertility treatment
- Most coverage provided outside the United States. See www.bcbsil.com
- Routine eye care (Adult)
- Weight loss programs (except when non-medically supervised)

* For more information about limitations and exceptions, see the plan or policy document at www.bcbsil.com.

Your Rights to Continue Coverage: There are agencies that can help if you want to continue your coverage after it ends. The contact information for those agencies is: the plan at 1-800-892-2803, U.S. Department of Labor's Employee Benefits Security Administration at 1-866-444-EBSA (3272) or www.dol.gov/ebsa/healthreform, or Department of Health and Human Services, Center for Consumer Information and Insurance Oversight, at 1-877-267-2323 x61565 or www.cciio.cms.gov. Other coverage options may be available to you too, including buying individual insurance coverage through the Health Insurance Marketplace. For more information about the Marketplace, visit www.HealthCare.gov or call 1-800-318-2596.

Your Grievance and Appeals Rights: There are agencies that can help if you have a complaint against your plan for a denial of a claim. This complaint is called a grievance or appeal. For more information about your rights, look at the explanation of benefits you will receive for that medical claim. Your plan documents also provide complete information to submit a claim, appeal, or a grievance for any reason to your plan. For more information about your rights, this notice, or assistance, contact: Blue Cross and Blue Shield of Illinois at 1-800-892-2803 or visit www.bcbsil.com, or contact the U.S. Department of Labor's Employee Benefits Security Administration at 1-866-444-EBSA (3272) or visit www.dol.gov/ebsa/healthreform. Additionally, a consumer assistance program can help you file your appeal. Contact the Illinois Department of Insurance at (877) 527-9431 or visit http://insurance.illinois.gov.

Does this plan provide Minimum Essential Coverage? Yes
Minimum Essential Coverage generally includes plans, health insurance available through the Marketplace or other individual market policies, Medicare, Medicaid, CHIP, TRICARE, and certain other coverage. If you are eligible for certain types of Minimum Essential Coverage, you may not be eligible for the premium tax credit.

Does this plan meet the Minimum Value Standards? Yes
If your plan doesn't meet the Minimum Value Standards, you may be eligible for a premium tax credit to help you pay for a plan through the Marketplace.

Language Access Services:
Spanish (Español): Para obtener asistencia en Español, llame al 1-800-892-2803.
Tagalog (Tagalog): Kung kailangan ninyo ang tulong sa Tagalog tumawag sa 1-800-892-2803.
Chinese (中文): 如果需要中文的帮助，请拨打这个号码 1-800-892-2803.
Navajo (Dine): Dinek'ehgo shika at'ohwol ninisingo, kwiijigo holne' 1-800-892-2803.

To see examples of how this plan might cover costs for a sample medical situation, see the next section.

About these Coverage Examples:

This is not a cost estimator. Treatments shown are just examples of how this plan might cover medical care. Your actual costs will be different depending on the actual care you receive, the prices your providers charge, and many other factors. Focus on the cost sharing amounts (deductibles, copayments and coinsurance) and excluded services under the plan. Use this information to compare the portion of costs you might pay under different health plans. Please note these coverage examples are based on self-only coverage.

Peg is Having a Baby
(9 months of in-network pre-natal care and a hospital delivery)

The plan's overall deductible	$0
Specialist copayment	$50
Hospital (facility) copayment	$250
Other copayment	$0

This EXAMPLE event includes services like:
Specialist office visits (*prenatal care)*
Childbirth/Delivery Professional Services
Childbirth/Delivery Facility Services
Diagnostic tests (*ultrasounds and blood work)*
Specialist visit *(anesthesia)*

Total Example Cost	**$12,700**

In this example, Peg would pay:

Cost Sharing	
Deductibles	$0
Copayments	$300
Coinsurance	$0
What isn't covered	
Limits or exclusions	$60
The total Peg would pay is	**$360**

Managing Joe's Type 2 Diabetes
(a year of routine in-network care of a well-controlled condition)

The plan's overall deductible	$0
Specialist copayment	$50
Hospital (facility) copayment	$250
Other copayment	$0

This EXAMPLE event includes services like:
Primary care physician office visits (*including disease education)*
Diagnostic tests *(blood work)*
Prescription drugs
Durable medical equipment *(glucose meter)*

Total Example Cost	**$5,600**

In this example, Joe would pay:

Cost Sharing	
Deductibles	$0
Copayments	$1,000
Coinsurance	$0
What isn't covered	
Limits or exclusions	$20
The total Joe would pay is	**$1,020**

Mia's Simple Fracture
(in-network emergency room visit and follow up care)

The plan's overall deductible	$0
Specialist copayment	$50
Hospital (facility) copayment	$250
Other copayment	$0

This EXAMPLE event includes services like:
Emergency room care *(including medical supplies)*
Diagnostic test *(x-ray)*
Durable medical equipment *(crutches)*
Rehabilitation services *(physical therapy)*

Total Example Cost	**$2,800**

In this example, Mia would pay:

Cost Sharing	
Deductibles	$0
Copayments	$600
Coinsurance	$0
What isn't covered	
Limits or exclusions	$0
The total Mia would pay is	**$600**

The plan would be responsible for the other costs of these EXAMPLE covered services.

Health care coverage is important for everyone.
We provide free communication aids and services for anyone with a disability or who needs language assistance. We do not discriminate on the basis of race, color, national origin, sex, gender identity, age,sexual orientation, health status or disability.

To receive language or communication assistance free of charge, please call us at 855-710-6984.

If you believe we have failed to provide a service, or think we have discriminated in another way, contact us to file a grievance.

Office of Civil Rights Coordinator
300 E. Randolph St.
35th Floor
Chicago, Illinois 60601

Phone: 855-664-7270 (voicemail)
TTY/TDD: 855-661-6965
Fax: 855-661-6960

You may file a civil rights complaint with the U.S. Department of Health and Human Services, Office for Civil Rights, at:

U.S. Dept. of Health & Human Services
200 Independence Avenue SW
Room 509F, HHH Building 1019
Washington, DC 20201

Phone: 800-368-1019
TTY/TDD: 800-537-7697
Complaint Portal: https://ocrportal.hhs.gov/ocr/portal/lobby.jsf
Complaint Forms: http://www.hhs.gov/ocr/office/file/index.html

If you, or someone you are helping, have questions, you have the right to get help and information in your language at no cost. To talk to an interpreter, call 855-710-6984.

Español Spanish	Si usted o alguien a quien usted está ayudando tiene preguntas, tiene derecho a obtener ayuda e información en su idioma sin costo alguno. Para hablar con un intérprete, llame al 855-710-6984.
العربية Arabic	إن كان لديك أو لدى شخص تساعده اسئلة، فلديك الحق في الحصول على المساعدة والمعلومات الضرورية بلغتك من دون اية تكلفة. للتحدث مع مترجم فوري، اتصل على الرقم 855-710-6984.
繁體中文 Chinese	如果您，或您正在協助的對象，對此有疑問，您有權利免費以您的母語獲得幫助和訊息。洽詢一位翻譯員，請撥電話 號碼 855-710-6984。
Français French	Si vous, ou quelqu'un que vous êtes en train d'aider, avez des questions, vous avez le droit d'obtenir de l'aide et l'information dans votre langue à aucun coût. Pour parler à un interprète, appelez 855-710-6984.
Deutsch German	Falls Sie oder jemand, dem Sie helfen, Fragen haben, haben Sie das Recht, kostenlose Hilfe und Informationen in Ihrer Sprache zu erhalten. Um mit einem Dolmetscher zu sprechen, rufen Sie bitte die Nummer 855-710-6984 an.
ગુજરાતી Gujarati	જો તમને અથવા તમે મદદ કરી રહ્યા હોય એવી કોઈ બીજી વ્યક્તિને એસ.બી.એમ. કાર્યક્રમ બાબતે પ્રશ્નો હોય, તો તમને વિના ખર્ચે, તમારી ભાષામાં મદદ અને માહિતી મેળવવાનો હક્ક છે. દુભાષિયા સાથે વાત કરવા માટે આ નંબર 855-710-6984 પર કૉલ કરો.
हिंदी Hindi	यदि आपके, या आप जिसकी सहायता कर रहे हैं उसके, प्रश्न हैं, तो आपको अपनी भाषा में निःशुल्क सहायता और जानकारी प्राप्त करने का अधिकार है। किसी अनुवादक से बात करने के लिए 855-710-6984 पर कॉल करें ।.
Italiano Italian	Se tu o qualcuno che stai aiutando avete domande, hai il diritto di ottenere aiuto e informazioni nella tua lingua gratuitamente. Per parlare con un interprete, puoi chiamare il numero 855-710-6984.
한국어 Korean	만약 귀하 또는 귀하가 돕는 사람이 질문이 있다면 귀하는 무료로 그러한 도움과 정보를 귀하의 언어로 받을 수 있는 권리가 있습니다. 통역사가 필요하시면 855-710-6984 로 전화하십시오.
Diné Navajo	T'áá ni, éí doodago ła'da bíká anánílwo'ígíí, na'ídíłkidgo, ts'ídá bee ná ahóóti'i' t'áá níík'e níká a'doolwoł dóó bína'ídíłkidígíí bee nił h odoonih. Ata'dahalne'ígíí bich'į' hodiilnih kwe'é 855-710-6984.
فارسی Persian	اگر شما، یا کسی که شما به او کمک می کنید، سوالی داشته باشید، حق این را دارید که به زبان خود، به طور رایگان کمک و اطلاعات دریافت نمایید. جهت گفتگو با یک مترجم شفاهی، با شماره 855-710-6984 تماس حاصل نمایید.
Polski Polish	Jeśli Ty lub osoba, której pomagasz, macie jakiekolwiek pytania, macie prawo do uzyskania bezpłatnej informacji i pomocy we własnym języku. Aby porozmawiać z tłumaczem, zadzwoń pod numer 855-710-6984.
Русский Russian	Если у вас или человека, которому вы помогаете, возникли вопросы, у вас есть право на бесплатную помощь и информацию, предоставленную на вашем языке. Чтобы связаться с переводчиком, позвоните по телефону 855-710-6984.
Tagalog Tagalog	Kung ikaw, o ang isang taong iyong tinutulungan ay may mga tanong, may karapatan kang makakuha ng tulong at impormasyon sa iyong wika nang walang bayad. Upang makipag-usap sa isang tagasalin-wika, tumawag sa 855-710-6984.
اردو Urdu	اگر آپ کو، یا کسی ایسے فرد کو جس کی آپ مدد کر رہے ہیں، کوئی سوال درپیش ہے تو، آپ کو اپنی زبان میں مفت مدد اور معلومات حاصل کرنے کا حق ہے۔ مترجم سے بات کرنے کے لیے، 855-710-6984 پر کال کریں۔
Tiếng Việt Vietnamese	Nếu quý vị, hoặc người mà quý vị giúp đỡ, có câu hỏi, thì quý vị có quyền được giúp đỡ và nhận thông tin bằng ngôn ngữ của mình miễn phí. Để nói chuyện với một thông dịch viên, gọi 855-710-6984.

The Summary of Benefits and Coverage (SBC) document will help you choose a health plan. The SBC shows you how you and the plan would share the cost for covered health care services. NOTE: Information about the cost of this plan (called the premium) will be provided separately. This is only a summary. For more information about your coverage, or to get a copy of the complete terms of coverage, call 1-800-892-2803 or at www.bcbsil.com. For general definitions of common terms, such as allowed amount, balance billing, coinsurance, copayment, deductible, provider, or other underlined terms, see the Glossary. You can view the Glossary at www.healthcare.gov/sbc-glossary/ or call 1-855-756-4448 to request a copy.

Important Questions	Answers	Why This Matters:
What is the overall deductible?	$0	See the Common Medical Events chart below for your costs for services this plan covers.
Are there services covered before you meet your deductible?	No.	You will have to meet the deductible before the plan pays for any services.
Are there other deductibles for specific services?	No.	You don't have to meet deductibles for specific services.
What is the out-of-pocket limit for this plan?	$1,500 Individual/$3,000 Family Prescription drug expense limit: $500 Individual/$1,500 Family	The out-of-pocket limit is the most you could pay in a year for covered services. If you have other family members in this plan, they have to meet their own out-of-pocket limits until the overall family out-of-pocket limit has been met.
What is not included in the out-of-pocket limit?	Premiums, balance-billing charges, and health care this plan doesn't cover.	Even though you pay these expenses, they don't count toward the out–of–pocket limit.
Will you pay less if you use a network provider?	Yes. See www.bcbsil.com or call 1-800-892-2803 for a list of participating providers.	This plan uses a provider network. You will pay less if you use a provider in the plan's network. You will pay the most if you use an out-of-network provider, and you might receive a bill from a provider for the difference between the provider's charge and what your plan pays (balance billing). Be aware, your network provider might use an out-of-network provider for some services (such as lab work). Check with your provider before you get services.
Do you need a Referral to see a specialist?	Yes.	This plan will pay some or all of the costs to see a specialist for covered services but only if you have a Referral before you see the specialist.

All **copayment** and **coinsurance** costs shown in this chart are after your **deductible** has been met, if a **deductible** applies.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		Participating Provider (You will pay the least)	Non-Participating Provider (You will pay the most)	
If you visit a health care provider's office or clinic	Primary care visit to treat an injury or illness	$30 copay/visit	Not Covered	Services or supplies that are not ordered by your Primary Care Physician or Women's Principal Health Care Provider, except emergency and routine vision exams, are not covered.
	Specialist visit	$50 copay/visit	Not Covered	Referral required.
	Preventive care/screening/ immunization	No Charge	Not Covered	You may have to pay for services that aren't preventive. Ask your provider if the services needed are preventive. Then check what your plan will pay for.
If you have a test	Diagnostic test (x-ray, blood work)	No Charge	Not Covered	Referral required.
	Imaging (CT/PET scans, MRIs)	No Charge	Not Covered	Referral required.

* For more information about limitations and exceptions, see the plan or policy document at www.bcbsil.com.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		Participating Provider (You will pay the least)	Non-Participating Provider (You will pay the most)	
If you need drugs to treat your illness or condition More information about **prescription drug coverage** is available at www.bcbsil.com	Generic drugs	$10 copay/prescription (retail) $20 copay/prescription (mail order)	Not Covered	Dispensing limit may apply to certain drugs. Payment of the difference between the cost of a brand name drug and a generic may be required if a generic drug is available. Certain women's preventative services will be covered with no cost to the member. For a full list of these prescriptions and/or services, please contact Customer Service. 30-day retail/90-day mail. RX Out-of-Pocket Expense Limit: $500 Individual/$1,500 Family.
	Preferred brand drugs	$40 copay/prescription (retail) $80 copay/prescription (mail order)	Not Covered	
	Non-preferred brand drugs	$60 copay/prescription (retail) $120 copay/prescription (mail order)	Not Covered	
	Specialty drugs	Applicable copay	Not Covered	Coverage based on group policy. Prior authorization may be required. Specialty retail limited to a 30-day supply.
If you have outpatient surgery	Facility fee (e.g., ambulatory surgery center)	No Charge	Not Covered	Referral required.
	Physician/surgeon fees	No Charge	Not Covered	Referral required.
If you need immediate medical attention	Emergency room care	$250 copay/visit	$250 copay/visit	Copay waived if admitted.
	Emergency medical transportation	No Charge	No Charge	Ground transportation only.
	Urgent care	$30 copay/visit	Not Covered	Must be affiliated with member's chosen medical group or referral required.

* For more information about limitations and exceptions, see the plan or policy document at www.bcbsil.com.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		Participating Provider (You will pay the least)	Non-Participating Provider (You will pay the most)	
If you have a hospital stay	Facility fee (e.g., hospital room)	$250 copay/admission	Not Covered	Referral required.
	Physician/surgeon fees	No Charge	Not Covered	Referral required.
If you need mental health, behavioral health, or substance abuse services	Outpatient services	$30 copay/visit	Not Covered	Unlimited visits. Referral required.
	Inpatient services	$250 copay/admission	Not Covered	Unlimited days. Referral required.
If you are pregnant	Office visits	$30 copay/visit	Not Covered	Copay applies for the 1st prenatal visit only. Cost sharing does not apply for preventive services. Depending on the type of services, a copayment may apply. Maternity care may include tests and services described elsewhere in the SBC (i.e. ultrasound).
	Childbirth/delivery professional services	No Charge	Not Covered	
	Childbirth/delivery facility services	$250 copay/admission	Not Covered	Referral required.
If you need help recovering or have other special health needs	Home health care	No Charge	Not Covered	Referral required.
	Rehabilitation services	$30 copay/visit	Not Covered	60 visits combined for all therapies. Referral required.
	Habilitation services	$30 copay/visit	Not Covered	
	Skilled nursing care	$250 copay/admission	Not Covered	Excludes custodial care. Referral required.
	Durable medical equipment	No Charge	Not Covered	Referral required. Benefits are limited to items used to serve a medical purpose. Durable Medical Equipment benefits are provided for both purchase and rental equipment (up to the purchase price).
	Hospice services	No Charge	Not Covered	Inpatient copay may apply. Referral required.

* For more information about limitations and exceptions, see the plan or policy document at www.bcbsil.com.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		Participating Provider (You will pay the least)	Non-Participating Provider (You will pay the most)	
If your child needs dental or eye care	Children's eye exam	No Charge	Not Covered	Limited to one exam every 12 months at participating providers.
	Children's glasses	Not Covered	Not Covered	None
	Children's dental check-up	Not Covered	Not Covered	None

Excluded Services & Other Covered Services:

Services Your Plan Generally Does NOT Cover (Check your policy or plan document for more information and a list of any other excluded services.)

- Custodial care
- Dental care (Adult)
- Long-term care
- Non-emergency care when traveling outside the U.S.
- Private-duty nursing
- Routine foot care (with the exception of person with diagnosis of diabetes)

Other Covered Services (Limitations may apply to these services. This isn't a complete list. Please see your plan document.)

- Acupuncture
- Bariatric surgery
- Cosmetic surgery (only for correcting congenital deformities or conditions resulting from accidental injuries, scars, tumors, or diseases)
- Chiropractic care
- Hearing aids (for children 1 per ear every 24 months for, adults up to $2,500 per ear every 24 months)
- Infertility treatment
- Most coverage provided outside the United States. See www.bcbsil.com
- Routine eye care (Adult)
- Weight loss programs (except when non-medically supervised)

* For more information about limitations and exceptions, see the plan or policy document at www.bcbsil.com.

Your Rights to Continue Coverage: There are agencies that can help if you want to continue your coverage after it ends. The contact information for those agencies is: the plan at 1-800-892-2803, U.S. Department of Labor's Employee Benefits Security Administration at 1-866-444-EBSA (3272) or www.dol.gov/ebsa/healthreform, or Department of Health and Human Services, Center for Consumer Information and Insurance Oversight, at 1-877-267-2323 x61565 or www.cciio.cms.gov. Other coverage options may be available to you too, including buying individual insurance coverage through the Health Insurance Marketplace. For more information about the Marketplace, visit www.HealthCare.gov or call 1-800-318-2596.

Your Grievance and Appeals Rights: There are agencies that can help if you have a complaint against your plan for a denial of a claim. This complaint is called a grievance or appeal. For more information about your rights, look at the explanation of benefits you will receive for that medical claim. Your plan documents also provide complete information to submit a claim, appeal, or a grievance for any reason to your plan. For more information about your rights, this notice, or assistance, contact: Blue Cross and Blue Shield of Illinois at 1-800-892-2803 or visit www.bcbsil.com, or contact the U.S. Department of Labor's Employee Benefits Security Administration at 1-866-444-EBSA (3272) or visit www.dol.gov/ebsa/healthreform. Additionally, a consumer assistance program can help you file your appeal. Contact the Illinois Department of Insurance at (877) 527-9431 or visit http://insurance.illinois.gov.

Does this plan provide Minimum Essential Coverage? Yes
Minimum Essential Coverage generally includes plans, health insurance available through the Marketplace or other individual market policies, Medicare, Medicaid, CHIP, TRICARE, and certain other coverage. If you are eligible for certain types of Minimum Essential Coverage, you may not be eligible for the premium tax credit.

Does this plan meet the Minimum Value Standards? Yes
If your plan doesn't meet the Minimum Value Standards, you may be eligible for a premium tax credit to help you pay for a plan through the Marketplace.

Language Access Services:
Spanish (Español): Para obtener asistencia en Español, llame al 1-800-892-2803.
Tagalog (Tagalog): Kung kailangan ninyo ang tulong sa Tagalog tumawag sa 1-800-892-2803.
Chinese (中文): 如果需要中文的帮助，请拨打这个号码 1-800-892-2803.
Navajo (Dine): Dinek'ehgo shika at'ohwol ninisingo, kwiijigo holne' 1-800-892-2803.

To see examples of how this plan might cover costs for a sample medical situation, see the next section.

About these Coverage Examples:

This is not a cost estimator. Treatments shown are just examples of how this plan might cover medical care. Your actual costs will be different depending on the actual care you receive, the prices your providers charge, and many other factors. Focus on the cost sharing amounts (deductibles, copayments and coinsurance) and excluded services under the plan. Use this information to compare the portion of costs you might pay under different health plans. Please note these coverage examples are based on self-only coverage.

Peg is Having a Baby
(9 months of in-network pre-natal care and a hospital delivery)

The plan's overall deductible	$0
Specialist copayment	$50
Hospital (facility) copayment	$250
Other copayment	$0

This EXAMPLE event includes services like:
Specialist office visits (*prenatal care)*
Childbirth/Delivery Professional Services
Childbirth/Delivery Facility Services
Diagnostic tests (*ultrasounds and blood work)*
Specialist visit *(anesthesia)*

Total Example Cost	**$12,700**

In this example, Peg would pay:

Cost Sharing	
Deductibles	$0
Copayments	$300
Coinsurance	$0
What isn't covered	
Limits or exclusions	$60
The total Peg would pay is	**$360**

Managing Joe's type 2 Diabetes
(a year of routine in-network care of a well-controlled condition)

The plan's overall deductible	$0
Specialist copayment	$50
Hospital (facility) copayment	$250
Other copayment	$0

This EXAMPLE event includes services like:
Primary care physician office visits (*including disease education)*
Diagnostic tests *(blood work)*
Prescription drugs
Durable medical equipment *(glucose meter)*

Total Example Cost	**$5,600**

In this example, Joe would pay:

Cost Sharing	
Deductibles	$0
Copayments	$1,000
Coinsurance	$0
What isn't covered	
Limits or exclusions	$20
The total Joe would pay is	**$1,020**

Mia's Simple Fracture
(in-network emergency room visit and follow up care)

The plan's overall deductible	$0
Specialist copayment	$50
Hospital (facility) copayment	$250
Other copayment	$0

This EXAMPLE event includes services like:
Emergency room care *(including medical supplies)*
Diagnostic test *(x-ray)*
Durable medical equipment *(crutches)*
Rehabilitation services *(physical therapy)*

Total Example Cost	**$2,800**

In this example, Mia would pay:

Cost Sharing	
Deductibles	$0
Copayments	$500
Coinsurance	$0
What isn't covered	
Limits or exclusions	$0
The total Mia would pay is	**$500**

The plan would be responsible for the other costs of these EXAMPLE covered services.

Health care coverage is important for everyone.

We provide free communication aids and services for anyone with a disability or who needs language assistance. We do not discriminate on the basis of race, color, national origin, sex, gender identity, age,sexual orientation, health status or disability.

To receive language or communication assistance free of charge, please call us at 855-710-6984.

If you believe we have failed to provide a service, or think we have discriminated in another way, contact us to file a grievance.

Office of Civil Rights Coordinator
300 E. Randolph St.
35th Floor
Chicago, Illinois 60601

Phone: 855-664-7270 (voicemail)
TTY/TDD: 855-661-6965
Fax: 855-661-6960

You may file a civil rights complaint with the U.S. Department of Health and Human Services, Office for Civil Rights, at:

U.S. Dept. of Health & Human Services
200 Independence Avenue SW
Room 509F, HHH Building 1019
Washington, DC 20201

Phone: 800-368-1019
TTY/TDD: 800-537-7697
Complaint Portal: https://ocrportal.hhs.gov/ocr/portal/lobby.jsf
Complaint Forms: http://www.hhs.gov/ocr/office/file/index.html

BlueCross BlueShield of Illinois

A Division of Health Care Service Corporation, a Mutual Legal Reserve Company

If you, or someone you are helping, have questions, you have the right to get help and information in your language at no cost. To talk to an interpreter, call 855-710-6984.

Español Spanish	Si usted o alguien a quien usted está ayudando tiene preguntas, tiene derecho a obtener ayuda e información en su idioma sin costo alguno. Para hablar con un intérprete, llame al 855-710-6984.
العربية Arabic	إن كان لديك أو لدى شخص تساعده أسئلة، فلديك الحق في الحصول على المساعدة والمعلومات الضرورية بلغتك من دون اية تكلفة. للتحدث مع مترجم فوري، اتصل على الرقم 855-710-6984.
繁體中文 Chinese	如果您, 或您正在協助的對象, 對此有疑問, 您有權利免費以您的母語獲得幫助和訊息。洽詢一位翻譯員, 請撥電話 號碼 855-710-6984。
Français French	Si vous, ou quelqu'un que vous êtes en train d'aider, avez des questions, vous avez le droit d'obtenir de l'aide et l'information dans votre langue à aucun coût. Pour parler à un interprète, appelez 855-710-6984.
Deutsch German	Falls Sie oder jemand, dem Sie helfen, Fragen haben, haben Sie das Recht, kostenlose Hilfe und Informationen in Ihrer Sprache zu erhalten. Um mit einem Dolmetscher zu sprechen, rufen Sie bitte die Nummer 855-710-6984 an.
ગુજરાતી Gujarati	જો તમને અથવા તમે મદદ કરી રહ્યા હોય એવા કોઈ બીજી વ્યક્તિને એસ.બી.એમ. કાયદેસર બાબતે પ્રશ્નો હોય, તો તમને વિના ખર્ચે, તમારી ભાષામાં મદદ અને માહિતી મેળવવાનો હક્ક છે. દુભાષિયા સાથે વાત કરવા માટે આ નંબર 855-710-6984 પર કૉલ કરો.
हिंदी Hindi	यदि आपके, या आप जिसकी सहायता कर रहे हैं उसके, प्रश्न हैं, तो आपको अपनी भाषा में निःशुल्क सहायता और जानकारी प्राप्त करने का अधिकार है। किसी अनुवादक से बात करने के लिए 855-710-6984 पर कॉल करें ।.
Italiano Italian	Se tu o qualcuno che stai aiutando avete domande, hai il diritto di ottenere aiuto e informazioni nella tua lingua gratuitamente. Per parlare con un interprete, puoi chiamare il numero 855-710-6984.
한국어 Korean	만약 귀하 또는 귀하가 돕는 사람이 질문이 있다면 귀하는 무료로 그러한 도움과 정보를 귀하의 언어로 받을 수 있는 권리가 있습니다. 통역사가 필요하시면 855-710-6984 로 전화하십시오.
Diné Navajo	T'áá ni, éí doodago ła'da bíká anánílwo'ígíí, na'ídíłkidgo, ts'ídá bee ná ahóóti'i' t'áá níík'e níká a'doolwoł dóó bína'ídíłkidígíí bee nił h odoonih. Ata'dahalne'ígíí bich'į' hodíílnih kwe'é 855-710-6984.
فارسی Persian	اگر شما، یا کسی که شما به او کمک می کنید، سوالی داشته باشید، حق این را دارید که به زبان خود، به طور رایگان کمک و اطلاعات دریافت نمایید. جهت گفتگو با یک مترجم شفاهی، با شماره 855-710-6984 تماس حاصل نمایید.
Polski Polish	Jeśli Ty lub osoba, której pomagasz, macie jakiekolwiek pytania, macie prawo do uzyskania bezpłatnej informacji i pomocy we własnym języku. Aby porozmawiać z tłumaczem, zadzwoń pod numer 855-710-6984.
Русский Russian	Если у вас или человека, которому вы помогаете, возникли вопросы, у вас есть право на бесплатную помощь и информацию, предоставленную на вашем языке. Чтобы связаться с переводчиком, позвоните по телефону 855-710-6984.
Tagalog Tagalog	Kung ikaw, o ang isang taong iyong tinutulungan ay may mga tanong, may karapatan kang makakuha ng tulong at impormasyon sa iyong wika nang walang bayad. Upang makipag-usap sa isang tagasalin-wika, tumawag sa 855-710-6984.
اردو Urdu	اگر آپ کو، یا کسی ایسے فرد کو جس کی آپ مدد کر رہے ہیں، کوئی سوال درپیش ہے تو، آپ کو اپنی زبان میں مفت مدد اور معلومات حاصل کرنے کا حق ہے۔ مترجم سے بات کرنے کے لیے، 855-710-6984 پر کال کریں۔
Tiếng Việt Vietnamese	Nếu quý vị, hoặc người mà quý vị giúp đỡ, có câu hỏi, thì quý vị có quyền được giúp đỡ và nhận thông tin bằng ngôn ngữ của mình miễn phí. Để nói chuyện với một thông dịch viên, gọi 855-710-6984.

The Summary of Benefits and Coverage (SBC) document will help you choose a health plan. The SBC shows you how you and the plan would share the cost for covered health care services. NOTE: Information about the cost of this plan (called the premium) will be provided separately. This is only a summary. For more information about your coverage, or to get a copy of the complete terms of coverage, call 1-800-892-2803 or at www.bcbsil.com. For general definitions of common terms, such as allowed amount, balance billing, coinsurance, copayment, deductible, provider, or other underlined terms, see the Glossary. You can view the Glossary at www.healthcare.gov/sbc-glossary/ or call 1-855-756-4448 to request a copy.

Important Questions	Answers	Why This Matters:
What is the overall deductible?	$0	See the Common Medical Events chart below for your costs for services this plan covers.
Are there services covered before you meet your deductible?	No.	You will have to meet the deductible before the plan pays for any services.
Are there other deductibles for specific services?	No.	You don't have to meet deductibles for specific services.
What is the out-of-pocket limit for this plan?	$1,500 Individual/$3,000 Family Prescription drug expense limit: $500 Individual/$1,500 Family	The out-of-pocket limit is the most you could pay in a year for covered services. If you have other family members in this plan, they have to meet their own out-of-pocket limits until the overall family out-of-pocket limit has been met.
What is not included in the out-of-pocket limit?	Premiums, balance-billing charges, and health care this plan doesn't cover.	Even though you pay these expenses, they don't count toward the out–of–pocket limit.
Will you pay less if you use a network provider?	Yes. See www.bcbsil.com or call 1-800-892-2803 for a list of participating providers.	This plan uses a provider network. You will pay less if you use a provider in the plan's network. You will pay the most if you use an out-of-network provider, and you might receive a bill from a provider for the difference between the provider's charge and what your plan pays (balance billing). Be aware, your network provider might use an out-of-network provider for some services (such as lab work). Check with your provider before you get services.
Do you need a Referral to see a specialist?	Yes.	This plan will pay some or all of the costs to see a specialist for covered services but only if you have a Referral before you see the specialist.

All **copayment** and **coinsurance** costs shown in this chart are after your **deductible** has been met, if a **deductible** applies.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		Participating Provider (You will pay the least)	Non-Participating Provider (You will pay the most)	
If you visit a health care provider's office or clinic	Primary care visit to treat an injury or illness	$30 copay/visit	Not Covered	Services or supplies that are not ordered by your Primary Care Physician or Women's Principal Health Care Provider, except emergency and routine vision exams, are not covered.
	Specialist visit	$50 copay/visit	Not Covered	Referral required.
	Preventive care/screening/ immunization	No Charge	Not Covered	You may have to pay for services that aren't preventive. Ask your provider if the services needed are preventive. Then check what your plan will pay for.
If you have a test	Diagnostic test (x-ray, blood work)	No Charge	Not Covered	Referral required.
	Imaging (CT/PET scans, MRIs)	No Charge	Not Covered	Referral required.

* For more information about limitations and exceptions, see the plan or policy document at www.bcbsil.com.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		Participating Provider (You will pay the least)	Non-Participating Provider (You will pay the most)	
If you need drugs to treat your illness or condition More information about **prescription drug coverage** is available at www.bcbsil.com	Generic drugs	$10 copay/prescription (retail) $20 copay/prescription (mail order)	Not Covered	Dispensing limit may apply to certain drugs. Payment of the difference between the cost of a brand name drug and a generic may be required if a generic drug is available. Certain women's preventative services will be covered with no cost to the member. For a full list of these prescriptions and/or services, please contact Customer Service. 30-day retail/90-day mail. RX Out-of-Pocket Expense Limit: $500 Individual/$1,500 Family.
	Preferred brand drugs	$40 copay/prescription (retail) $80 copay/prescription (mail order)	Not Covered	
	Non-preferred brand drugs	$60 copay/prescription (retail) $120 copay/prescription (mail order)	Not Covered	
	Specialty drugs	Applicable copay	Not Covered	Coverage based on group policy. Prior authorization may be required. Specialty retail limited to a 30-day supply.
If you have outpatient surgery	Facility fee (e.g., ambulatory surgery center)	No Charge	Not Covered	Referral required.
	Physician/surgeon fees	No Charge	Not Covered	Referral required.
If you need immediate medical attention	Emergency room care	$500 copay/visit	$500 copay/visit	Copay waived if admitted.
	Emergency medical transportation	No Charge	No Charge	Ground transportation only.
	Urgent care	$30 copay/visit	Not Covered	Must be affiliated with member's chosen medical group or referral required.

* For more information about limitations and exceptions, see the plan or policy document at www.bcbsil.com.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		Participating Provider (You will pay the least)	Non-Participating Provider (You will pay the most)	
If you have a hospital stay	Facility fee (e.g., hospital room)	$250 copay/admission	Not Covered	Referral required.
	Physician/surgeon fees	No Charge	Not Covered	Referral required.
If you need mental health, behavioral health, or substance abuse services	Outpatient services	$30 copay/visit	Not Covered	Unlimited visits. Referral required.
	Inpatient services	$250 copay/admission	Not Covered	Unlimited days. Referral required.
If you are pregnant	Office visits	$30 PCP/$50 SPC copay/visit	Not Covered	Copay applies for the 1st prenatal visit only. Cost sharing does not apply for preventive services. Depending on the type of services, a copayment may apply. Maternity care may include tests and services described elsewhere in the SBC (i.e. ultrasound).
	Childbirth/delivery professional services	No Charge	Not Covered	
	Childbirth/delivery facility services	$250 copay/admission	Not Covered	Referral required.
If you need help recovering or have other special health needs	Home health care	No Charge	Not Covered	Referral required.
	Rehabilitation services	$30 copay/visit	Not Covered	60 visits combined for all therapies. Referral required.
	Habilitation services	$30 copay/visit	Not Covered	
	Skilled nursing care	$250 copay/admission	Not Covered	Excludes custodial care. Referral required.
	Durable medical equipment	No Charge	Not Covered	Referral required. Benefits are limited to items used to serve a medical purpose. Durable Medical Equipment benefits are provided for both purchase and rental equipment (up to the purchase price).
	Hospice services	No Charge	Not Covered	Inpatient copay may apply. Referral required.

* For more information about limitations and exceptions, see the plan or policy document at www.bcbsil.com.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		Participating Provider (You will pay the least)	Non-Participating Provider (You will pay the most)	
If your child needs dental or eye care	Children's eye exam	No Charge	Not Covered	Limited to one exam every 12 months at participating providers.
	Children's glasses	Not Covered	Not Covered	None
	Children's dental check-up	Not Covered	Not Covered	None

Excluded Services & Other Covered Services:

Services Your Plan Generally Does NOT Cover (Check your policy or plan document for more information and a list of any other excluded services.)

- Custodial care
- Dental care (Adult)
- Long-term care
- Non-emergency care when traveling outside the U.S.
- Private-duty nursing
- Routine foot care (with the exception of person with diagnosis of diabetes)

Other Covered Services (Limitations may apply to these services. This isn't a complete list. Please see your plan document.)

- Acupuncture
- Bariatric surgery
- Cosmetic surgery (only for correcting congenital deformities or conditions resulting from accidental injuries, scars, tumors, or diseases)
- Chiropractic care
- Hearing aids (for children 1 per ear every 24 months for, adults up to $2,500 per ear every 24 months)
- Infertility treatment
- Most coverage provided outside the United States. See www.bcbsil.com
- Routine eye care (Adult)
- Weight loss programs (except when non-medically supervised)

* For more information about limitations and exceptions, see the plan or policy document at www.bcbsil.com.

Your Rights to Continue Coverage: There are agencies that can help if you want to continue your coverage after it ends. The contact information for those agencies is: the plan at 1-800-892-2803, U.S. Department of Labor's Employee Benefits Security Administration at 1-866-444-EBSA (3272) or www.dol.gov/ebsa/healthreform, or Department of Health and Human Services, Center for Consumer Information and Insurance Oversight, at 1-877-267-2323 x61565 or www.cciio.cms.gov. Other coverage options may be available to you too, including buying individual insurance coverage through the Health Insurance Marketplace. For more information about the Marketplace, visit www.HealthCare.gov or call 1-800-318-2596.

Your Grievance and Appeals Rights: There are agencies that can help if you have a complaint against your plan for a denial of a claim. This complaint is called a grievance or appeal. For more information about your rights, look at the explanation of benefits you will receive for that medical claim. Your plan documents also provide complete information to submit a claim, appeal, or a grievance for any reason to your plan. For more information about your rights, this notice, or assistance, contact: Blue Cross and Blue Shield of Illinois at 1-800-892-2803 or visit www.bcbsil.com, or contact the U.S. Department of Labor's Employee Benefits Security Administration at 1-866-444-EBSA (3272) or visit www.dol.gov/ebsa/healthreform. Additionally, a consumer assistance program can help you file your appeal. Contact the Illinois Department of Insurance at (877) 527-9431 or visit http://insurance.illinois.gov.

Does this plan provide Minimum Essential Coverage? Yes
Minimum Essential Coverage generally includes plans, health insurance available through the Marketplace or other individual market policies, Medicare, Medicaid, CHIP, TRICARE, and certain other coverage. If you are eligible for certain types of Minimum Essential Coverage, you may not be eligible for the premium tax credit.

Does this plan meet the Minimum Value Standards? Yes
If your plan doesn't meet the Minimum Value Standards, you may be eligible for a premium tax credit to help you pay for a plan through the Marketplace.

Language Access Services:
Spanish (Español): Para obtener asistencia en Español, llame al 1-800-892-2803.
Tagalog (Tagalog): Kung kailangan ninyo ang tulong sa Tagalog tumawag sa 1-800-892-2803.
Chinese (中文): 如果需要中文的帮助，请拨打这个号码 1-800-892-2803.
Navajo (Dine): Dinek'ehgo shika at'ohwol ninisingo, kwiijigo holne' 1-800-892-2803.

To see examples of how this plan might cover costs for a sample medical situation, see the next section.

About these Coverage Examples:

This is not a cost estimator. Treatments shown are just examples of how this plan might cover medical care. Your actual costs will be different depending on the actual care you receive, the prices your providers charge, and many other factors. Focus on the cost sharing amounts (deductibles, copayments and coinsurance) and excluded services under the plan. Use this information to compare the portion of costs you might pay under different health plans. Please note these coverage examples are based on self-only coverage.

Peg is Having a Baby
(9 months of in-network pre-natal care and a hospital delivery)

The plan's overall deductible	**$0**
Specialist copayment	**$50**
Hospital (facility) copayment	**$250**
Other copayment	**$0**

This EXAMPLE event includes services like:
Specialist office visits (*prenatal care*)
Childbirth/Delivery Professional Services
Childbirth/Delivery Facility Services
Diagnostic tests (*ultrasounds and blood work*)
Specialist visit (*anesthesia*)

Total Example Cost	**$12,700**

In this example, Peg would pay:

Cost Sharing	
Deductibles	$0
Copayments	$300
Coinsurance	$0
What isn't covered	
Limits or exclusions	$60
The total Peg would pay is	**$360**

Managing Joe's Type 2 Diabetes
(a year of routine in-network care of a well-controlled condition)

The plan's overall deductible	**$0**
Specialist copayment	**$50**
Hospital (facility) copayment	**$250**
Other copayment	**$0**

This EXAMPLE event includes services like:
Primary care physician office visits (*including disease education*)
Diagnostic tests (*blood work*)
Prescription drugs
Durable medical equipment (*glucose meter*)

Total Example Cost	**$5,600**

In this example, Joe would pay:

Cost Sharing	
Deductibles	$0
Copayments	$1,000
Coinsurance	$0
What isn't covered	
Limits or exclusions	$20
The total Joe would pay is	**$1,020**

Mia's Simple Fracture
(in-network emergency room visit and follow up care)

The plan's overall deductible	**$0**
Specialist copayment	**$50**
Hospital (facility) copayment	**$250**
Other copayment	**$0**

This EXAMPLE event includes services like:
Emergency room care (*including medical supplies*)
Diagnostic test (*x-ray*)
Durable medical equipment (*crutches*)
Rehabilitation services (*physical therapy*)

Total Example Cost	**$2,800**

In this example, Mia would pay:

Cost Sharing	
Deductibles	$0
Copayments	$600
Coinsurance	$0
What isn't covered	
Limits or exclusions	$0
The total Mia would pay is	**$600**

The plan would be responsible for the other costs of these EXAMPLE covered services.

Health care coverage is important for everyone.
We provide free communication aids and services for anyone with a disability or who needs language assistance. We do not discriminate on the basis of race, color, national origin, sex, gender identity, age,sexual orientation, health status or disability.

To receive language or communication assistance free of charge, please call us at 855-710-6984.

If you believe we have failed to provide a service, or think we have discriminated in another way, contact us to file a grievance.

Office of Civil Rights Coordinator
300 E. Randolph St.
35th Floor
Chicago, Illinois 60601

Phone: 855-664-7270 (voicemail)
TTY/TDD: 855-661-6965
Fax: 855-661-6960

You may file a civil rights complaint with the U.S. Department of Health and Human Services, Office for Civil Rights, at:

U.S. Dept. of Health & Human Services
200 Independence Avenue SW
Room 509F, HHH Building 1019
Washington, DC 20201

Phone: 800-368-1019
TTY/TDD: 800-537-7697
Complaint Portal: https://ocrportal.hhs.gov/ocr/portal/lobby.jsf
Complaint Forms: http://www.hhs.gov/ocr/office/file/index.html

If you, or someone you are helping, have questions, you have the right to get help and information in your language at no cost. To talk to an interpreter, call 855-710-6984.

Español Spanish	Si usted o alguien a quien usted está ayudando tiene preguntas, tiene derecho a obtener ayuda e información en su idioma sin costo alguno. Para hablar con un intérprete, llame al 855-710-6984.
العربية Arabic	إن كان لديك أو لدى شخص تساعده اسئلة، فلديك الحق في الحصول على المساعدة والمعلومات الضرورية بلغتك من دون اية تكلفة. للتحدث مع مترجم فوري، اتصل على الرقم 855-710-6984.
繁體中文 Chinese	如果您，或您正在協助的對象，對此有疑問，您有權利免費以您的母語獲得幫助和訊息。洽詢一位翻譯員，請撥電話 號碼 855-710-6984。
Français French	Si vous, ou quelqu'un que vous êtes en train d'aider, avez des questions, vous avez le droit d'obtenir de l'aide et l'information dans votre langue à aucun coût. Pour parler à un interprète, appelez 855-710-6984.
Deutsch German	Falls Sie oder jemand, dem Sie helfen, Fragen haben, haben Sie das Recht, kostenlose Hilfe und Informationen in Ihrer Sprache zu erhalten. Um mit einem Dolmetscher zu sprechen, rufen Sie bitte die Nummer 855-710-6984 an.
ગુજરાતી Gujarati	જો તમને અથવા તમે મદદ કરી રહ્યા હોય એવી કોઈ બીજી વ્યક્તિને એસ.બી.એમ. કાર્યક્રમ બાબતે પ્રશ્નો હોય, તો તમને વિના ખર્ચે, તમારી ભાષામાં મદદ અને માહિતી મેળવવાનો હક્ક છે. દુભાષિયા સાથે વાત કરવા માટે આ નંબર 855-710-6984 પર કૉલ કરો.
हिंदी Hindi	यदि आपके, या आप जिसकी सहायता कर रहे हैं उसके, प्रश्न हैं, तो आपको अपनी भाषा में निःशुल्क सहायता और जानकारी प्राप्त करने का अधिकार है। किसी अनुवादक से बात करने के लिए 855-710-6984 पर कॉल करें ।.
Italiano Italian	Se tu o qualcuno che stai aiutando avete domande, hai il diritto di ottenere aiuto e informazioni nella tua lingua gratuitamente. Per parlare con un interprete, puoi chiamare il numero 855-710-6984.
한국어 Korean	만약 귀하 또는 귀하가 돕는 사람이 질문이 있다면 귀하는 무료로 그러한 도움과 정보를 귀하의 언어로 받을 수 있는 권리가 있습니다. 통역사가 필요하시면 855-710-6984 로 전화하십시오.
Diné Navajo	T'áá ni, éí doodago ła'da bíká anánílwo'ígíí, na'ídíłkidgo, ts'ídá bee ná ahóóti'i' t'áá níík'e níká a'doolwoł dóó bína'ídíłkidígíí bee nił h odoonih. Ata'dahalne'ígíí bich'į' hodiilnih kwe'é 855-710-6984.
فارسی Persian	اگر شما، یا کسی که شما به او کمک می کنید، سوالی داشته باشید، حق این را دارید که به زبان خود، به طور رایگان کمک و اطلاعات دریافت نمایید. جهت گفتگو با یک مترجم شفاهی، با شماره 855-710-6984 تماس حاصل نمایید.
Polski Polish	Jeśli Ty lub osoba, której pomagasz, macie jakiekolwiek pytania, macie prawo do uzyskania bezpłatnej informacji i pomocy we własnym języku. Aby porozmawiać z tłumaczem, zadzwoń pod numer 855-710-6984.
Русский Russian	Если у вас или человека, которому вы помогаете, возникли вопросы, у вас есть право на бесплатную помощь и информацию, предоставленную на вашем языке. Чтобы связаться с переводчиком, позвоните по телефону 855-710-6984.
Tagalog Tagalog	Kung ikaw, o ang isang taong iyong tinutulungan ay may mga tanong, may karapatan kang makakuha ng tulong at impormasyon sa iyong wika nang walang bayad. Upang makipag-usap sa isang tagasalin-wika, tumawag sa 855-710-6984.
اردو Urdu	اگر آپ کو، یا کسی ایسے فرد کو جس کی آپ مدد کر رہے ہیں، کوئی سوال درپیش ہے تو، آپ کو اپنی زبان میں مفت مدد اور معلومات حاصل کرنے کا حق ہے۔ مترجم سے بات کرنے کے لیے، 855-710-6984 پر کال کریں۔
Tiếng Việt Vietnamese	Nếu quý vị, hoặc người mà quý vị giúp đỡ, có câu hỏi, thì quý vị có quyền được giúp đỡ và nhận thông tin bằng ngôn ngữ của mình miễn phí. Để nói chuyện với một thông dịch viên, gọi 855-710-6984.

The Summary of Benefits and Coverage (SBC) document will help you choose a health plan. The SBC shows you how you and the plan would share the cost for covered health care services. NOTE: Information about the cost of this plan (called the premium) will be provided separately. This is only a summary. For more information about your coverage, or to get a copy of the complete terms of coverage, call 1-800-892-2803 or at www.bcbsil.com. For general definitions of common terms, such as allowed amount, balance billing, coinsurance, copayment, deductible, provider, or other underlined terms, see the Glossary. You can view the Glossary at www.healthcare.gov/sbc-glossary/ or call 1-855-756-4448 to request a copy.

Important Questions	Answers	Why This Matters:
What is the overall deductible?	$0	See the Common Medical Events chart below for your costs for services this plan covers.
Are there services covered before you meet your deductible?	No.	You will have to meet the deductible before the plan pays for any services.
Are there other deductibles for specific services?	No.	You don't have to meet deductibles for specific services.
What is the out-of-pocket limit for this plan?	$1,500 Individual/$3,000 Family Prescription drug expense limit: $500 Individual/$1,500 Family	The out-of-pocket limit is the most you could pay in a year for covered services. If you have other family members in this plan, they have to meet their own out-of-pocket limits until the overall family out-of-pocket limit has been met.
What is not included in the out-of-pocket limit?	Premiums, balance-billing charges, and health care this plan doesn't cover.	Even though you pay these expenses, they don't count toward the out–of–pocket limit.
Will you pay less if you use a network provider?	Yes. See www.bcbsil.com or call 1-800-892-2803 for a list of participating providers.	This plan uses a provider network. You will pay less if you use a provider in the plan's network. You will pay the most if you use an out-of-network provider, and you might receive a bill from a provider for the difference between the provider's charge and what your plan pays (balance billing). Be aware, your network provider might use an out-of-network provider for some services (such as lab work). Check with your provider before you get services.
Do you need a Referral to see a specialist?	Yes.	This plan will pay some or all of the costs to see a specialist for covered services but only if you have a Referral before you see the specialist.

All **copayment** and **coinsurance** costs shown in this chart are after your **deductible** has been met, if a **deductible** applies.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		Participating Provider (You will pay the least)	Non-Participating Provider (You will pay the most)	
If you visit a health care provider's office or clinic	Primary care visit to treat an injury or illness	$30 copay/visit	Not Covered	Services or supplies that are not ordered by your Primary Care Physician or Women's Principal Health Care Provider, except emergency and routine vision exams, are not covered.
	Specialist visit	$50 copay/visit	Not Covered	Referral required.
	Preventive care/screening/ immunization	No Charge	Not Covered	You may have to pay for services that aren't preventive. Ask your provider if the services needed are preventive. Then check what your plan will pay for.
If you have a test	Diagnostic test (x-ray, blood work)	No Charge	Not Covered	Referral required.
	Imaging (CT/PET scans, MRIs)	No Charge	Not Covered	Referral required.

* For more information about limitations and exceptions, see the plan or policy document at www.bcbsil.com.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		Participating Provider (You will pay the least)	Non-Participating Provider (You will pay the most)	
If you need drugs to treat your illness or condition More information about **prescription drug coverage** is available at www.bcbsil.com	Generic drugs	$10 copay/prescription (retail) $20 copay/prescription (mail order)	Not Covered	Dispensing limit may apply to certain drugs. Payment of the difference between the cost of a brand name drug and a generic may be required if a generic drug is available. Certain women's preventative services will be covered with no cost to the member. For a full list of these prescriptions and/or services, please contact Customer Service. 30-day retail/90-day mail. RX Out-of-Pocket Expense Limit: $500 Individual/$1,500 Family.
	Preferred brand drugs	$40 copay/prescription (retail) $80 copay/prescription (mail order)	Not Covered	
	Non-preferred brand drugs	$60 copay/prescription (retail) $120 copay/prescription (mail order)	Not Covered	
	Specialty drugs	Applicable copay	Not Covered	Coverage based on group policy. Prior authorization may be required. Specialty retail limited to a 30-day supply.
If you have outpatient surgery	Facility fee (e.g., ambulatory surgery center)	No Charge	Not Covered	Referral required.
	Physician/surgeon fees	No Charge	Not Covered	Referral required.
If you need immediate medical attention	Emergency room care	$250 copay/visit	$250 copay/visit	Copay waived if admitted.
	Emergency medical transportation	No Charge	No Charge	Ground transportation only.
	Urgent care	$30 copay/visit	Not Covered	Must be affiliated with member's chosen medical group or referral required.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		Participating Provider (You will pay the least)	Non-Participating Provider (You will pay the most)	
If you have a hospital stay	Facility fee (e.g., hospital room)	$250 copay/admission	Not Covered	Referral required.
	Physician/surgeon fees	No Charge	Not Covered	Referral required.
If you need mental health, behavioral health, or substance abuse services	Outpatient services	$30 copay/visit	Not Covered	Unlimited visits. Referral required.
	Inpatient services	$250 copay/admission	Not Covered	Unlimited days. Referral required.
If you are pregnant	Office visits	$30 copay/visit	Not Covered	Copay applies for the 1st prenatal visit only. Cost sharing does not apply for preventive services. Depending on the type of services, a copayment may apply. Maternity care may include tests and services described elsewhere in the SBC (i.e. ultrasound).
	Childbirth/delivery professional services	No Charge	Not Covered	
	Childbirth/delivery facility services	$250 copay/admission	Not Covered	Referral required.
If you need help recovering or have other special health needs	Home health care	No Charge	Not Covered	Referral required.
	Rehabilitation services	$30 copay/visit	Not Covered	60 visits combined for all therapies. Referral required.
	Habilitation services	$30 copay/visit	Not Covered	
	Skilled nursing care	$250 copay/admission	Not Covered	Excludes custodial care. Referral required.
	Durable medical equipment	No Charge	Not Covered	Referral required. Benefits are limited to items used to serve a medical purpose. Durable Medical Equipment benefits are provided for both purchase and rental equipment (up to the purchase price).
	Hospice services	No Charge	Not Covered	Inpatient copay may apply. Referral required.

* For more information about limitations and exceptions, see the plan or policy document at www.bcbsil.com.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		Participating Provider (You will pay the least)	Non-Participating Provider (You will pay the most)	
If your child needs dental or eye care	Children's eye exam	No Charge	Not Covered	Limited to one exam every 12 months at participating providers.
	Children's glasses	Not Covered	Not Covered	None
	Children's dental check-up	Not Covered	Not Covered	None

Excluded Services & Other Covered Services:

Services Your Plan Generally Does NOT Cover (Check your policy or plan document for more information and a list of any other excluded services.)

- Custodial care
- Dental care (Adult)
- Long-term care
- Non-emergency care when traveling outside the U.S.
- Private-duty nursing
- Routine foot care (with the exception of person with diagnosis of diabetes)

Other Covered Services (Limitations may apply to these services. This isn't a complete list. Please see your plan document.)

- Acupuncture
- Bariatric surgery
- Cosmetic surgery (only for correcting congenital deformities or conditions resulting from accidental injuries, scars, tumors, or diseases)
- Chiropractic care
- Hearing aids (for children 1 per ear every 24 months for, adults up to $2,500 per ear every 24 months)
- Infertility treatment
- Most coverage provided outside the United States. See www.bcbsil.com
- Routine eye care (Adult)
- Weight loss programs (except when non-medically supervised)

* For more information about limitations and exceptions, see the plan or policy document at www.bcbsil.com.

Your Rights to Continue Coverage: There are agencies that can help if you want to continue your coverage after it ends. The contact information for those agencies is: the plan at 1-800-892-2803, U.S. Department of Labor's Employee Benefits Security Administration at 1-866-444-EBSA (3272) or www.dol.gov/ebsa/healthreform, or Department of Health and Human Services, Center for Consumer Information and Insurance Oversight, at 1-877-267-2323 x61565 or www.cciio.cms.gov. Other coverage options may be available to you too, including buying individual insurance coverage through the Health Insurance Marketplace. For more information about the Marketplace, visit www.HealthCare.gov or call 1-800-318-2596.

Your Grievance and Appeals Rights: There are agencies that can help if you have a complaint against your plan for a denial of a claim. This complaint is called a grievance or appeal. For more information about your rights, look at the explanation of benefits you will receive for that medical claim. Your plan documents also provide complete information to submit a claim, appeal, or a grievance for any reason to your plan. For more information about your rights, this notice, or assistance, contact: Blue Cross and Blue Shield of Illinois at 1-800-892-2803 or visit www.bcbsil.com, or contact the U.S. Department of Labor's Employee Benefits Security Administration at 1-866-444-EBSA (3272) or visit www.dol.gov/ebsa/healthreform. Additionally, a consumer assistance program can help you file your appeal. Contact the Illinois Department of Insurance at (877) 527-9431 or visit http://insurance.illinois.gov.

Does this plan provide Minimum Essential Coverage? Yes
Minimum Essential Coverage generally includes plans, health insurance available through the Marketplace or other individual market policies, Medicare, Medicaid, CHIP, TRICARE, and certain other coverage. If you are eligible for certain types of Minimum Essential Coverage, you may not be eligible for the premium tax credit.

Does this plan meet the Minimum Value Standards? Yes
If your plan doesn't meet the Minimum Value Standards, you may be eligible for a premium tax credit to help you pay for a plan through the Marketplace.

Language Access Services:
Spanish (Español): Para obtener asistencia en Español, llame al 1-800-892-2803.
Tagalog (Tagalog): Kung kailangan ninyo ang tulong sa Tagalog tumawag sa 1-800-892-2803.
Chinese (中文): 如果需要中文的帮助，请拨打这个号码 1-800-892-2803.
Navajo (Dine): Dinek'ehgo shika at'ohwol ninisingo, kwiijigo holne' 1-800-892-2803.

To see examples of how this plan might cover costs for a sample medical situation, see the next section.

About these Coverage Examples:

This is not a cost estimator. Treatments shown are just examples of how this plan might cover medical care. Your actual costs will be different depending on the actual care you receive, the prices your providers charge, and many other factors. Focus on the cost sharing amounts (deductibles, copayments and coinsurance) and excluded services under the plan. Use this information to compare the portion of costs you might pay under different health plans. Please note these coverage examples are based on self-only coverage.

Peg is Having a Baby
(9 months of in-network pre-natal care and a hospital delivery)

The plan's overall deductible	$0
Specialist copayment	$50
Hospital (facility) copayment	$250
Other copayment	$0

This EXAMPLE event includes services like:
Specialist office visits (*prenatal care)*
Childbirth/Delivery Professional Services
Childbirth/Delivery Facility Services
Diagnostic tests (*ultrasounds and blood work)*
Specialist visit *(anesthesia)*

Total Example Cost	**$12,700**

In this example, Peg would pay:

Cost Sharing	
Deductibles	$0
Copayments	$300
Coinsurance	$0
What isn't covered	
Limits or exclusions	$60
The total Peg would pay is	**$360**

Managing Joe's type 2 Diabetes
(a year of routine in-network care of a well-controlled condition)

The plan's overall deductible	$0
Specialist copayment	$50
Hospital (facility) copayment	$250
Other copayment	$0

This EXAMPLE event includes services like:
Primary care physician office visits (*including disease education)*
Diagnostic tests *(blood work)*
Prescription drugs
Durable medical equipment *(glucose meter)*

Total Example Cost	**$5,600**

In this example, Joe would pay:

Cost Sharing	
Deductibles	$0
Copayments	$1,000
Coinsurance	$0
What isn't covered	
Limits or exclusions	$20
The total Joe would pay is	**$1,020**

Mia's Simple Fracture
(in-network emergency room visit and follow up care)

The plan's overall deductible	$0
Specialist copayment	$50
Hospital (facility) copayment	$250
Other copayment	$0

This EXAMPLE event includes services like:
Emergency room care *(including medical supplies)*
Diagnostic test *(x-ray)*
Durable medical equipment *(crutches)*
Rehabilitation services *(physical therapy)*

Total Example Cost	**$2,800**

In this example, Mia would pay:

Cost Sharing	
Deductibles	$0
Copayments	$500
Coinsurance	$0
What isn't covered	
Limits or exclusions	$0
The total Mia would pay is	**$500**

The plan would be responsible for the other costs of these EXAMPLE covered services.

Health care coverage is important for everyone.

We provide free communication aids and services for anyone with a disability or who needs language assistance. We do not discriminate on the basis of race, color, national origin, sex, gender identity, age,sexual orientation, health status or disability.

To receive language or communication assistance free of charge, please call us at 855-710-6984.

If you believe we have failed to provide a service, or think we have discriminated in another way, contact us to file a grievance.

Office of Civil Rights Coordinator
300 E. Randolph St.
35th Floor
Chicago, Illinois 60601

Phone: 855-664-7270 (voicemail)
TTY/TDD: 855-661-6965
Fax: 855-661-6960

You may file a civil rights complaint with the U.S. Department of Health and Human Services, Office for Civil Rights, at:

U.S. Dept. of Health & Human Services
200 Independence Avenue SW
Room 509F, HHH Building 1019
Washington, DC 20201

Phone: 800-368-1019
TTY/TDD: 800-537-7697
Complaint Portal: https://ocrportal.hhs.gov/ocr/portal/lobby.jsf
Complaint Forms: http://www.hhs.gov/ocr/office/file/index.html

BlueCross BlueShield of Illinois

A Division of Health Care Service Corporation, a Mutual Legal Reserve Company

If you, or someone you are helping, have questions, you have the right to get help and information in your language at no cost. To talk to an interpreter, call 855-710-6984.

Español Spanish	Si usted o alguien a quien usted está ayudando tiene preguntas, tiene derecho a obtener ayuda e información en su idioma sin costo alguno. Para hablar con un intérprete, llame al 855-710-6984.
العربية Arabic	إن كان لديك أو لدى شخص تساعده أسئلة، فلديك الحق في الحصول على المساعدة والمعلومات الضرورية بلغتك من دون اية تكلفة. للتحدث مع مترجم فوري، اتصل على الرقم 855-710-6984.
繁體中文 Chinese	如果您, 或您正在協助的對象, 對此有疑問, 您有權利免費以您的母語獲得幫助和訊息。洽詢一位翻譯員, 請撥電話 號碼 855-710-6984。
Français French	Si vous, ou quelqu'un que vous êtes en train d'aider, avez des questions, vous avez le droit d'obtenir de l'aide et l'information dans votre langue à aucun coût. Pour parler à un interprète, appelez 855-710-6984.
Deutsch German	Falls Sie oder jemand, dem Sie helfen, Fragen haben, haben Sie das Recht, kostenlose Hilfe und Informationen in Ihrer Sprache zu erhalten. Um mit einem Dolmetscher zu sprechen, rufen Sie bitte die Nummer 855-710-6984 an.
ગુજરાતી Gujarati	જો તમને અથવા તમે મદદ કરી રહ્યા હોય એવા કોઈ બીજી વ્યક્તિને એસ.બી.એમ. કાયદેસર બાબતે પ્રશ્નો હોય, તો તમને વિના ખર્ચે, તમારી ભાષામાં મદદ અને માહિતી મેળવવાનો હક્ક છે. દુભાષિયા સાથે વાત કરવા માટે આ નંબર 855-710-6984 પર કૉલ કરો.
हिंदी Hindi	यदि आपके, या आप जिसकी सहायता कर रहे हैं उसके, प्रश्न हैं, तो आपको अपनी भाषा में निःशुल्क सहायता और जानकारी प्राप्त करने का अधिकार है। किसी अनुवादक से बात करने के लिए 855-710-6984 पर कॉल करें ।.
Italiano Italian	Se tu o qualcuno che stai aiutando avete domande, hai il diritto di ottenere aiuto e informazioni nella tua lingua gratuitamente. Per parlare con un interprete, puoi chiamare il numero 855-710-6984.
한국어 Korean	만약 귀하 또는 귀하가 돕는 사람이 질문이 있다면 귀하는 무료로 그러한 도움과 정보를 귀하의 언어로 받을 수 있는 권리가 있습니다. 통역사가 필요하시면 855-710-6984 로 전화하십시오.
Diné Navajo	T'áá ni, éí doodago ła'da bíká anánílwo'ígíí, na'ídíłkidgo, ts'ídá bee ná ahóóti'i' t'áá níík'e níká a'doolwoł dóó bína'ídíłkidígíí bee nił h odoonih. Áta'dahalne'ígíí bich'į' hodíílnih kwe'é 855-710-6984.
فارسی Persian	اگر شما، یا کسی که شما به او کمک می کنید، سوالی داشته باشید، حق این را دارید که به زبان خود، به طور رایگان کمک و اطلاعات دریافت نمایید. جهت گفتگو با یک مترجم شفاهی، با شماره 855-710-6984 تماس حاصل نمایید.
Polski Polish	Jeśli Ty lub osoba, której pomagasz, macie jakiekolwiek pytania, macie prawo do uzyskania bezpłatnej informacji i pomocy we własnym języku. Aby porozmawiać z tłumaczem, zadzwoń pod numer 855-710-6984.
Русский Russian	Если у вас или человека, которому вы помогаете, возникли вопросы, у вас есть право на бесплатную помощь и информацию, предоставленную на вашем языке. Чтобы связаться с переводчиком, позвоните по телефону 855-710-6984.
Tagalog Tagalog	Kung ikaw, o ang isang taong iyong tinutulungan ay may mga tanong, may karapatan kang makakuha ng tulong at impormasyon sa iyong wika nang walang bayad. Upang makipag-usap sa isang tagasalin-wika, tumawag sa 855-710-6984.
اردو Urdu	اگر آپ کو، یا کسی ایسے فرد کو جس کی آپ مدد کر رہے ہیں، کوئی سوال درپیش ہے تو، آپ کو اپنی زبان میں مفت مدد اور معلومات حاصل کرنے کا حق ہے۔ مترجم سے بات کرنے کے لیے، 855-710-6984 پر کال کریں۔
Tiếng Việt Vietnamese	Nếu quý vị, hoặc người mà quý vị giúp đỡ, có câu hỏi, thì quý vị có quyền được giúp đỡ và nhận thông tin bằng ngôn ngữ của mình miễn phí. Để nói chuyện với một thông dịch viên, gọi 855-710-6984.

The Summary of Benefits and Coverage (SBC) document will help you choose a health plan. The SBC shows you how you and the plan would share the cost for covered health care services. NOTE: Information about the cost of this plan (called the premium) will be provided separately. This is only a summary. For more information about your coverage, or to get a copy of the complete terms of coverage, call 1-800-295-0593 or at www.bcbsil.com. For general definitions of common terms, such as allowed amount, balance billing, coinsurance, copayment, deductible, provider, or other underlined terms, see the Glossary. You can view the Glossary at www.healthcare.gov/sbc-glossary/ or call 1-855-756-4448 to request a copy.

Important Questions	Answers	Why This Matters:
What is the overall deductible?	For In-Network: $750 Individual/$2,250 Family For Out-of-Network: $1,500 Individual/$4,500 Family	Generally, you must pay all of the costs from providers up to the deductible amount before this plan begins to pay. If you have other family members on the plan, each family member must meet their own individual deductible until the total amount of deductible expenses paid by all family members meets the overall family deductible.
Are there services covered before you meet your deductible?	Yes. Certain preventive care, services that charge a copay, prescription drugs, and emergency room services are covered before you meet your deductible.	This plan covers some items and services even if you haven't yet met the deductible amount. But a copayment or coinsurance may apply. For example, this plan covers certain preventive services without cost sharing and before you meet your deductible. See a list of covered preventive services at www.healthcare.gov/coverage/preventive-care-benefits/.
Are there other deductibles for specific services?	Yes. $300 deductible for Out-of-Network hospital admission. There are no other specific deductibles.	You must pay all of the costs for these services up to the specific deductible amount before this plan begins to pay for these services.
What is the out-of-pocket limit for this plan?	For In-Network: $3,000 Individual/$9,000 Family For Out-of-Network: $6,000 Individual/$18,000 Family Prescription drug expense limit: $500 Individual/$1,500 Family	The out-of-pocket limit is the most you could pay in a year for covered services. If you have other family members in this plan, they have to meet their own out-of-pocket limits until the overall family out-of-pocket limit has been met.
What is not included in the out-of-pocket limit?	Premiums, balance-billing charges and health care this plan doesn't cover.	Even though you pay these expenses, they don't count toward the out-of-pocket limit.
Will you pay less if you use a network provider?	Yes. See www.bcbsil.com or call 1-800-295-0593 for a list of network providers.	This plan uses a provider network. You will pay less if you use a provider in the plan's network. You will pay the most if you use an out-of-network provider, and you might receive a bill from a provider for the difference between the provider's charge and what your plan pays (balance billing). Be aware, your network provider might use an out-of-network provider for some services (such as lab work). Check with your provider before you get services.
Do you need a referral to see a specialist?	No.	You can see the specialist you choose without a referral.

All **copayment** and **coinsurance** costs shown in this chart are after your **deductible** has been met, if a **deductible** applies.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		In-Network Provider (You will pay the least)	Out-of-Network Provider (You will pay the most)	
If you visit a health care provider's office or clinic	Primary care visit to treat an injury or illness	$30 copay/visit; deductible does not apply	40% coinsurance	Virtual Visits: $30/visit; deductible does not apply. See your benefit booklet* for details.
	Specialist visit	$50 copay/visit; deductible does not apply	40% coinsurance	None
	Preventive care/screening/ immunization	No Charge; deductible does not apply	40% coinsurance	You may have to pay for services that aren't preventive. Ask your provider if the services needed are preventive. Then check what your plan will pay for.
If you have a test	Diagnostic test (x-ray, blood work)	20% coinsurance	40% coinsurance	Preauthorization may be required; see your benefit booklet* for details.
	Imaging (CT/PET scans, MRIs)	20% coinsurance	40% coinsurance	

* For more information about limitations and exceptions, see the plan or policy document at www.bcbsil.com.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		In-Network Provider (You will pay the least)	Out-of-Network Provider (You will pay the most)	
If you need drugs to treat your illness or condition More information about **prescription drug coverage** is available at www.bcbsil.com.	Generic drugs	$10 copay/prescription (retail) $20 copay/prescription (mail order); deductible does not apply	$10 copay/prescription (retail); deductible does not apply	30-day supply at Retail 90-day supply at Mail Order Rx Out-of-Pocket Expense Limit: $500 Individual/$1,500 Family For Out-of-Network drug provider, you are responsible for 50% of the eligible amount after the copayment. Payment of the difference between the cost of a brand name drug and a generic may be required if a generic drug is available. Certain women's preventive services will be covered with no cost to the member. For a full list of these prescriptions and/or services, please contact Customer Service.
	Preferred brand drugs	$40 copay/prescription (retail) $80 copay/prescription (mail order); deductible does not apply	$40 copay/prescription (retail); deductible does not apply	
	Non-preferred brand drugs	$60 copay/prescription (retail) $120 copay/prescription (mail order); deductible does not apply	$60 copay/prescription (retail); deductible does not apply	
	Specialty drugs	$60 copay/prescription (retail); deductible does not apply	Not Covered	Specialty drug coverage based on group policy. Prior authorization may be required. Specialty retail limited to a 30-day supply.
If you have outpatient surgery	Facility fee (e.g., ambulatory surgery center)	20% coinsurance	40% coinsurance	Preauthorization may be required.
	Physician/surgeon fees	20% coinsurance	40% coinsurance	None

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		In-Network Provider (You will pay the least)	Out-of-Network Provider (You will pay the most)	
If you need immediate medical attention	Emergency room care	$500 copay/visit; deductible does not apply	$500 copay/visit; deductible does not apply	Copay waived if admitted.
	Emergency medical transportation	20% coinsurance	20% coinsurance	Preauthorization may be required for non-emergency transportation; see your benefit booklet* for details.
	Urgent care	$30 copay/visit; deductible does not apply	40% coinsurance	None
If you have a hospital stay	Facility fee (e.g., hospital room)	20% coinsurance	40% coinsurance	$300 deductible per admission Out-of-Network providers. Preauthorization required.
	Physician/surgeon fees	20% coinsurance	40% coinsurance	None
If you need mental health, behavioral health, or substance abuse services	Outpatient services	$30 copay/office visit; deductible does not apply; 20% coinsurance for other outpatient services	40% coinsurance	PCP copay applies to psychotherapy office visit only. Preauthorization may be required; see your benefit booklet* for details. Virtual Visits: $30/visit; deductible does not apply. See your benefit booklet* for details.
	Inpatient services	20% coinsurance	40% coinsurance	$300 deductible per admission Out-of-Network providers. Preauthorization required.
If you are pregnant	Office visits	$30 PCP/$50 SPC copay/visit; deductible does not apply	40% coinsurance	Copay applies to first prenatal visit (per pregnancy). Cost sharing does not apply for preventive services. Depending on the type of services, a copayment, coinsurance, or deductible may apply. Maternity care may include tests and services described elsewhere in the SBC (i.e. ultrasound).
	Childbirth/delivery professional services	20% coinsurance	40% coinsurance	
	Childbirth/delivery facility services	20% coinsurance	40% coinsurance	$300 deductible per admission Out-of-Network providers.

* For more information about limitations and exceptions, see the plan or policy document at www.bcbsil.com.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		In-Network Provider (You will pay the least)	Out-of-Network Provider (You will pay the most)	
If you need help recovering or have other special health needs	Home health care	20% coinsurance	40% coinsurance	Preauthorization may be required.
	Rehabilitation services	20% coinsurance	40% coinsurance	Preauthorization may be required.
	Habilitation services	20% coinsurance	40% coinsurance	
	Skilled nursing care	20% coinsurance	40% coinsurance	$300 deductible per admission Out-of-Network providers. Preauthorization may be required.
	Durable medical equipment	20% coinsurance	40% coinsurance	Benefits are limited to items used to serve a medical purpose. Durable Medical Equipment benefits are provided for both purchase and rental equipment (up to the purchase price). Preauthorization may be required.
	Hospice services	20% coinsurance	40% coinsurance	$300 deductible per admission Out-of-Network providers. Preauthorization may be required.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		In-Network Provider (You will pay the least)	Out-of-Network Provider (You will pay the most)	
If your child needs dental or eye care	Children's eye exam	Not Covered	Not Covered	None
	Children's glasses	Not Covered	Not Covered	None
	Children's dental check-up	Not Covered	Not Covered	None

Excluded Services & Other Covered Services:

Services Your Plan Generally Does NOT Cover (Check your policy or plan document for more information and a list of any other excluded services.)

- Acupuncture
- Dental care (Adult)
- Long-term care
- Routine eye care (Adult)
- Routine foot care (with the exception of person with diagnosis of diabetes)
- Weight loss programs

Other Covered Services (Limitations may apply to these services. This isn't a complete list. Please see your plan document.)

- Bariatric surgery
- Chiropractic care (Chiropractic and Osteopathic manipulation limited to 15 visits per calendar year)
- Cosmetic surgery (only for correcting congenital deformities or conditions resulting from accidental injuries, scars, tumors, or diseases)
- Hearing aids for children 1 per ear, every 24 months, for adults up to $2,500 per ear every 24 months)
- Infertility treatment
- Most coverage provided outside the United States. See www.bcbsil.com
- Non-emergency care when traveling outside the U.S.
- Private-duty nursing (with the exception of inpatient private duty nursing) (unlimited visits per calendar per year)

Your Rights to Continue Coverage: There are agencies that can help if you want to continue your coverage after it ends. The contact information for those agencies is: the plan at 1-800-295-0593, U.S. Department of Labor's Employee Benefits Security Administration at 1-866-444-EBSA (3272) or www.dol.gov/ebsa/healthreform, or Department of Health and Human Services, Center for Consumer Information and Insurance Oversight, at 1-877-267-2323 x61565 or www.cciio.cms.gov. Other coverage options may be available to you too, including buying individual insurance coverage through the Health Insurance Marketplace. For more information about the Marketplace, visit www.HealthCare.gov or call 1-800-318-2596.

Your Grievance and Appeals Rights: There are agencies that can help if you have a complaint against your plan for a denial of a claim. This complaint is called a grievance or appeal. For more information about your rights, look at the explanation of benefits you will receive for that medical claim. Your plan documents also provide complete information to submit a claim, appeal, or a grievance for any reason to your plan. For more information about your rights, this notice, or assistance, contact: Blue Cross and Blue Shield of Illinois at 1-800-295-0593 or visit www.bcbsil.com, or contact the U.S. Department of Labor's Employee Benefits Security Administration at 1-866-444-EBSA (3272) or visit www.dol.gov/ebsa/healthreform. Additionally, a consumer assistance program can help you file your appeal. Contact the Illinois Department of Insurance at (877) 527-9431 or visit http://insurance.illinois.gov.

Does this plan provide Minimum Essential Coverage? Yes
Minimum Essential Coverage generally includes plans, health insurance available through the Marketplace or other individual market policies, Medicare, Medicaid, CHIP, TRICARE, and certain other coverage. If you are eligible for certain types of Minimum Essential Coverage, you may not be eligible for the premium tax credit.

Does this plan meet the Minimum Value Standards? Yes
If your plan doesn't meet the Minimum Value Standards, you may be eligible for a premium tax credit to help you pay for a plan through the Marketplace.

Language Access Services:
Spanish (Español): Para obtener asistencia en Español, llame al 1-800-295-0593.
Tagalog (Tagalog): Kung kailangan ninyo ang tulong sa Tagalog tumawag sa 1-800-295-0593.
Chinese (中文): 如果需要中文的帮助，请拨打这个号码1-800-295-0593.
Navajo (Dine): Dinek'ehgo shika at'ohwol ninisingo, kwiijigo holne' 1-800-295-0593.

To see examples of how this plan might cover costs for a sample medical situation, see the next section.

About these Coverage Examples:

This is not a cost estimator. Treatments shown are just examples of how this plan might cover medical care. Your actual costs will be different depending on the actual care you receive, the prices your providers charge, and many other factors. Focus on the cost sharing amounts (deductibles, copayments and coinsurance) and excluded services under the plan. Use this information to compare the portion of costs you might pay under different health plans. Please note these coverage examples are based on self-only coverage.

Peg is Having a Baby
(9 months of in-network pre-natal care and a hospital delivery)

The plan's overall deductible	$750
Specialist copayment	$50
Hospital (facility) coinsurance	20%
Other coinsurance	20%

This EXAMPLE event includes services like:
Specialist office visits (*prenatal care)*
Childbirth/Delivery Professional Services
Childbirth/Delivery Facility Services
Diagnostic tests (*ultrasounds and blood work)*
Specialist visit *(anesthesia)*

Total Example Cost	**$12,700**

In this example, Peg would pay:

Cost Sharing	
Deductibles	$750
Copayments	$30
Coinsurance	$2,200
What isn't covered	
Limits or exclusions	$60
The total Peg would pay is	**$3,040**

Managing Joe's type 2 Diabetes
(a year of routine in-network care of a well-controlled condition)

The plan's overall deductible	$750
Specialist copayment	$50
Hospital (facility) coinsurance	20%
Other coinsurance	20%

This EXAMPLE event includes services like:
Primary care physician office visits (*including disease education)*
Diagnostic tests *(blood work)*
Prescription drugs
Durable medical equipment *(glucose meter)*

Total Example Cost	**$5,600**

In this example, Joe would pay:

Cost Sharing	
Deductibles	$750
Copayments	$1,000
Coinsurance	$30
What isn't covered	
Limits or exclusions	$20
The total Joe would pay is	**$1,800**

Mia's Simple Fracture
(in-network emergency room visit and follow up care)

The plan's overall deductible	$750
Specialist copayment	$50
Hospital (facility) coinsurance	20%
Other coinsurance	20%

This EXAMPLE event includes services like:
Emergency room care *(including medical supplies)*
Diagnostic test *(x-ray)*
Durable medical equipment *(crutches)*
Rehabilitation services *(physical therapy)*

Total Example Cost	**$2,800**

In this example, Mia would pay:

Cost Sharing	
Deductibles	$750
Copayments	$500
Coinsurance	$200
What isn't covered	
Limits or exclusions	$0
The total Mia would pay is	**$1,450**

The plan would be responsible for the other costs of these EXAMPLE covered services.

Health care coverage is important for everyone.

We provide free communication aids and services for anyone with a disability or who needs language assistance. We do not discriminate on the basis of race, color, national origin, sex, gender identity, age,sexual orientation, health status or disability.

To receive language or communication assistance free of charge, please call us at 855-710-6984.

If you believe we have failed to provide a service, or think we have discriminated in another way, contact us to file a grievance.

Office of Civil Rights Coordinator
300 E. Randolph St.
35th Floor
Chicago, Illinois 60601

Phone: 855-664-7270 (voicemail)
TTY/TDD: 855-661-6965
Fax: 855-661-6960

You may file a civil rights complaint with the U.S. Department of Health and Human Services, Office for Civil Rights, at:

U.S. Dept. of Health & Human Services
200 Independence Avenue SW
Room 509F, HHH Building 1019
Washington, DC 20201

Phone: 800-368-1019
TTY/TDD: 800-537-7697
Complaint Portal: https://ocrportal.hhs.gov/ocr/portal/lobby.jsf
Complaint Forms: http://www.hhs.gov/ocr/office/file/index.html

If you, or someone you are helping, have questions, you have the right to get help and information in your language at no cost. To talk to an interpreter, call 855-710-6984.

Español Spanish	Si usted o alguien a quien usted está ayudando tiene preguntas, tiene derecho a obtener ayuda e información en su idioma sin costo alguno. Para hablar con un intérprete, llame al 855-710-6984.
العربية Arabic	إن كان لديك أو لدى شخص تساعده اسئلة، فلديك الحق في الحصول على المساعدة والمعلومات الضرورية بلغتك من دون اية تكلفة. للتحدث مع مترجم فوري، اتصل على الرقم 855-710-6984.
繁體中文 Chinese	如果您, 或您正在協助的對象, 對此有疑問, 您有權利免費以您的母語獲得幫助和訊息。洽詢一位翻譯員, 請撥電話 號碼 855-710-6984。
Français French	Si vous, ou quelqu'un que vous êtes en train d'aider, avez des questions, vous avez le droit d'obtenir de l'aide et l'information dans votre langue à aucun coût. Pour parler à un interprète, appelez 855-710-6984.
Deutsch German	Falls Sie oder jemand, dem Sie helfen, Fragen haben, haben Sie das Recht, kostenlose Hilfe und Informationen in Ihrer Sprache zu erhalten. Um mit einem Dolmetscher zu sprechen, rufen Sie bitte die Nummer 855-710-6984 an.
ગુજરાતી Gujarati	જો તમને અથવા તમે મદદ કરી રહ્યા હોય એવા કોઈ બીજી વ્યક્તિને એસ.બી.એમ. કાર્યક્રમ બાબતે પ્રશ્નો હોય, તો તમને વિના ખર્ચે, તમારી ભાષામાં મદદ અને માહિતી મેળવવાનો હક્ક છે. દુભાષિયા સાથે વાત કરવા માટે આ નંબર 855-710-6984 પર કૉલ કરો.
हिंदी Hindi	यदि आपके, या आप जिसकी सहायता कर रहे हैं उसके, प्रश्न हैं, तो आपको अपनी भाषा में निःशुल्क सहायता और जानकारी प्राप्त करने का अधिकार है। किसी अनुवादक से बात करने के लिए 855-710-6984 पर कॉल करें ।.
Italiano Italian	Se tu o qualcuno che stai aiutando avete domande, hai il diritto di ottenere aiuto e informazioni nella tua lingua gratuitamente. Per parlare con un interprete, puoi chiamare il numero 855-710-6984.
한국어 Korean	만약 귀하 또는 귀하가 돕는 사람이 질문이 있다면 귀하는 무료로 그러한 도움과 정보를 귀하의 언어로 받을 수 있는 권리가 있습니다. 통역사가 필요하시면 855-710-6984 로 전화하십시오.
Diné Navajo	T'áá ni, éí doodago ła'da bíká anánílwo'ígíí, na'ídíłkidgo, ts'ídá bee ná ahóóti'i' t'áá níík'e níká a'doolwoł dóó bína'ídíłkidígíí bee nił h odoonih. Ata'dahalne'ígíí bich'į' hodíílnih kwe'é 855-710-6984.
فارسی Persian	اگر شما، یا کسی که شما به او کمک می کنید، سوالی داشته باشید، حق این را دارید که به زبان خود، به طور رایگان کمک و اطلاعات دریافت نمایید. جهت گفتگو با یک مترجم شفاهی، با شماره 855-710-6984 تماس حاصل نمایید.
Polski Polish	Jeśli Ty lub osoba, której pomagasz, macie jakiekolwiek pytania, macie prawo do uzyskania bezpłatnej informacji i pomocy we własnym języku. Aby porozmawiać z tłumaczem, zadzwoń pod numer 855-710-6984.
Русский Russian	Если у вас или человека, которому вы помогаете, возникли вопросы, у вас есть право на бесплатную помощь и информацию, предоставленную на вашем языке. Чтобы связаться с переводчиком, позвоните по телефону 855-710-6984.
Tagalog Tagalog	Kung ikaw, o ang isang taong iyong tinutulungan ay may mga tanong, may karapatan kang makakuha ng tulong at impormasyon sa iyong wika nang walang bayad. Upang makipag-usap sa isang tagasalin-wika, tumawag sa 855-710-6984.
اردو Urdu	اگر آپ کو، یا کسی ایسے فرد کو جس کی آپ مدد کر رہے ہیں، کوئی سوال درپیش ہے تو، آپ کو اپنی زبان میں مفت مدد اور معلومات حاصل کرنے کا حق ہے۔ مترجم سے بات کرنے کے لیے، 855-710-6984 پر کال کریں۔
Tiếng Việt Vietnamese	Nếu quý vị, hoặc người mà quý vị giúp đỡ, có câu hỏi, thì quý vị có quyền được giúp đỡ và nhận thông tin bằng ngôn ngữ của mình miễn phí. Để nói chuyện với một thông dịch viên, gọi 855-710-6984.

The Summary of Benefits and Coverage (SBC) document will help you choose a health plan. The SBC shows you how you and the plan would share the cost for covered health care services. NOTE: Information about the cost of this plan (called the premium) will be provided separately. This is only a summary. For more information about your coverage, or to get a copy of the complete terms of coverage, call 1-800-295-0593 or at www.bcbsil.com. For general definitions of common terms, such as allowed amount, balance billing, coinsurance, copayment, deductible, provider, or other underlined terms, see the Glossary. You can view the Glossary at www.healthcare.gov/sbc-glossary/ or call 1-855-756-4448 to request a copy.

Important Questions	Answers	Why This Matters:
What is the overall deductible?	For In-Network: $750 Individual/$2,250 Family For Out-of-Network: $1,500 Individual/$4,500 Family	Generally, you must pay all of the costs from providers up to the deductible amount before this plan begins to pay. If you have other family members on the plan, each family member must meet their own individual deductible until the total amount of deductible expenses paid by all family members meets the overall family deductible.
Are there services covered before you meet your deductible?	Yes. Certain preventive care, services that charge a copay, prescription drugs, and emergency room services are covered before you meet your deductible.	This plan covers some items and services even if you haven't yet met the deductible amount. But a copayment or coinsurance may apply. For example, this plan covers certain preventive services without cost sharing and before you meet your deductible. See a list of covered preventive services at www.healthcare.gov/coverage/preventive-care-benefits/.
Are there other deductibles for specific services?	Yes. $300 deductible for Out-of-Network hospital admission. There are no other specific deductibles.	You must pay all of the costs for these services up to the specific deductible amount before this plan begins to pay for these services.
What is the out-of-pocket limit for this plan?	For In-Network: $2,750 Individual/$8,250 Family For Out-of-Network: $5,500 Individual/$14,250 Family Prescription drug expense limit: $500 Individual/$1,500 Family	The out-of-pocket limit is the most you could pay in a year for covered services. If you have other family members in this plan, they have to meet their own out-of-pocket limits until the overall family out-of-pocket limit has been met.
What is not included in the out-of-pocket limit?	Premiums, balance-billing charges and health care this plan doesn't cover.	Even though you pay these expenses, they don't count toward the out-of-pocket limit.
Will you pay less if you use a network provider?	Yes. See www.bcbsil.com or call 1-800-295-0593 for a list of network providers.	This plan uses a provider network. You will pay less if you use a provider in the plan's network. You will pay the most if you use an out-of-network provider, and you might receive a bill from a provider for the difference between the provider's charge and what your plan pays (balance billing). Be aware, your network provider might use an out-of-network provider for some services (such as lab work). Check with your provider before you get services.
Do you need a referral to see a specialist?	No.	You can see the specialist you choose without a referral.

All **copayment** and **coinsurance** costs shown in this chart are after your **deductible** has been met, if a **deductible** applies.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		In-Network Provider (You will pay the least)	Out-of-Network Provider (You will pay the most)	
If you visit a health care provider's office or clinic	Primary care visit to treat an injury or illness	$30 copay/visit; deductible does not apply	40% coinsurance	Virtual visits: $30/visit; deductible does not apply. See your benefit booklet* for details.
	Specialist visit	$50 copay/visit; deductible does not apply	40% coinsurance	None
	Preventive care/screening/ immunization	No Charge; deductible does not apply	40% coinsurance	You may have to pay for services that aren't preventive. Ask your provider if the services needed are preventive. Then check what your plan will pay for.
If you have a test	Diagnostic test (x-ray, blood work)	20% coinsurance	40% coinsurance	Preauthorization may be required; see your benefit booklet* for details.
	Imaging (CT/PET scans, MRIs)	20% coinsurance	40% coinsurance	
If you need drugs to treat your illness or condition More information about **prescription drug coverage** is available at www.bcbsil.com	Generic drugs	$10 copay/prescription (retail) $20 copay/prescription (mail order); deductible does not apply	$10 copay/prescription (retail); deductible does not apply	30-day supply at Retail 90-day supply at Mail Order Rx Out-of-Pocket Expense Limit: $500 Individual/$1,500 Family For Out-of-Network drug provider, you are responsible for 50% of the eligible amount after the copayment. Payment of the difference between the cost of a brand name drug and a generic may be required if a generic drug is available. Certain women's preventive services will be covered with no cost to the member. For a full list of these prescriptions and/or services, please contact Customer Service.
	Preferred brand drugs	$40 copay/prescription (retail) $80 copay/prescription (mail order); deductible does not apply	$40 copay/prescription (retail); deductible does not apply	
	Non-preferred brand drugs	$60 copay/prescription (retail) $120 copay/prescription (mail order); deductible does not apply	$60 copay/prescription (retail); deductible does not apply	
	Specialty drugs	$60 copay/prescription (retail); deductible does not apply	Not Covered	Specialty drug coverage based on group policy. Prior authorization may be required. Specialty retail limited to a 30-day supply.

* For more information about limitations and exceptions, see the plan or policy document at www.bcbsil.com.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		In-Network Provider (You will pay the least)	Out-of-Network Provider (You will pay the most)	
If you have outpatient surgery	Facility fee (e.g., ambulatory surgery center)	20% coinsurance	40% coinsurance	Preauthorization may be required.
	Physician/surgeon fees	20% coinsurance	40% coinsurance	None
If you need immediate medical attention	Emergency room care	$250 copay/visit; deductible does not apply	$250 copay/visit; deductible does not apply	Copay waived if admitted.
	Emergency medical transportation	20% coinsurance	20% coinsurance	Preauthorization may be required for non-emergency transportation; see your benefit booklet* for details.
	Urgent care	$30 copay/visit; deductible does not apply	40% coinsurance	None
If you have a hospital stay	Facility fee (e.g., hospital room)	20% coinsurance	40% coinsurance	$300 deductible per admission Out-of-Network providers. Preauthorization required.
	Physician/surgeon fees	20% coinsurance	40% coinsurance	None
If you need mental health, behavioral health, or substance abuse services	Outpatient services	$30 copay/office visit; deductible does not apply; 20% coinsurance for other outpatient services	40% coinsurance	PCP copay applies to psychotherapy office visit only. Preauthorization may be required; see your benefit booklet* for details. Virtual Visits: $30/visit; deductible does not apply. See your benefit booklet* for details.
	Inpatient services	20% coinsurance	40% coinsurance	$300 deductible per admission Out-of-Network providers. Preauthorization required.
If you are pregnant	Office visits	$30 PCP/$50 SPC copay/visit; deductible does not apply	40% coinsurance	Copay applies to first prenatal visit (per pregnancy). Cost sharing does not apply for preventive services. Depending on the type of services, a copayment, coinsurance, or deductible may apply. Maternity care may include tests and services described elsewhere in the SBC (i.e. ultrasound).
	Childbirth/delivery professional services	20% coinsurance	40% coinsurance	
	Childbirth/delivery facility services	20% coinsurance	40% coinsurance	$300 deductible per admission Out-of-Network providers.

* For more information about limitations and exceptions, see the plan or policy document at www.bcbsil.com.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		In-Network Provider (You will pay the least)	Out-of-Network Provider (You will pay the most)	
If you need help recovering or have other special health needs	Home health care	20% coinsurance	40% coinsurance	Preauthorization may be required.
	Rehabilitation services	20% coinsurance	40% coinsurance	Preauthorization may be required.
	Habilitation services	20% coinsurance	40% coinsurance	
	Skilled nursing care	20% coinsurance	40% coinsurance	$300 deductible per admission Out-of-Network providers. Preauthorization may be required.
	Durable medical equipment	20% coinsurance	40% coinsurance	Benefits are limited to items used to serve a medical purpose. Durable Medical Equipment benefits are provided for both purchase and rental equipment (up to the purchase price). Preauthorization may be required.
	Hospice services	20% coinsurance	40% coinsurance	$300 deductible per admission Out-of-Network providers. Preauthorization may be required.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		In-Network Provider (You will pay the least)	Out-of-Network Provider (You will pay the most)	
If your child needs dental or eye care	Children's eye exam	Not Covered	Not Covered	None
	Children's glasses	Not Covered	Not Covered	None
	Children's dental check-up	Not Covered	Not Covered	None

Excluded Services & Other Covered Services:

Services Your Plan Generally Does NOT Cover (Check your policy or plan document for more information and a list of any other excluded services.)

- Acupuncture
- Dental care (Adult)
- Long term care
- Routine eye care (Adult)
- Routine foot care (with the exception of person with diagnosis of diabetes)
- Weight loss programs

Other Covered Services (Limitations may apply to these services. This isn't a complete list. Please see your plan document.)

- Bariatric surgery
- Chiropractic care (Chiropractic and Osteopathic manipulation limited to 15 visits per calendar year)
- Cosmetic surgery (only for correcting congenital deformities or conditions resulting from accidental injuries, scars, tumors, or diseases)
- Hearing aids for children 1 per ear every 24 months, for adults up to $2,500 per ear every 24 months)
- Infertility treatment
- Most coverage provided outside the United States. See www.bcbsil.com
- Non-emergency care when traveling outside the U.S.
- Private-duty nursing (with the exception of inpatient private duty nursing) (unlimited visits per calendar year)

Your Rights to Continue Coverage: There are agencies that can help if you want to continue your coverage after it ends. The contact information for those agencies is: the plan at 1-800-295-0593, U.S. Department of Labor's Employee Benefits Security Administration at 1-866-444-EBSA (3272) or www.dol.gov/ebsa/healthreform, or Department of Health and Human Services, Center for Consumer Information and Insurance Oversight, at 1-877-267-2323 x61565 or www.cciio.cms.gov. Other coverage options may be available to you too, including buying individual insurance coverage through the Health Insurance Marketplace. For more information about the Marketplace, visit www.HealthCare.gov or call 1-800-318-2596.

Your Grievance and Appeals Rights: There are agencies that can help if you have a complaint against your plan for a denial of a claim. This complaint is called a grievance or appeal. For more information about your rights, look at the explanation of benefits you will receive for that medical claim. Your plan documents also provide complete information to submit a claim, appeal, or a grievance for any reason to your plan. For more information about your rights, this notice, or assistance, contact: Blue Cross and Blue Shield of Illinois at 1-800-295-0593 or visit www.bcbsil.com, or contact the U.S. Department of Labor's Employee Benefits Security Administration at 1-866-444-EBSA (3272) or visit www.dol.gov/ebsa/healthreform. Additionally, a consumer assistance program can help you file your appeal. Contact the Illinois Department of Insurance at (877) 527-9431 or visit http://insurance.illinois.gov.

Does this plan provide Minimum Essential Coverage? Yes
Minimum Essential Coverage generally includes plans, health insurance available through the Marketplace or other individual market policies, Medicare, Medicaid, CHIP, TRICARE, and certain other coverage. If you are eligible for certain types of Minimum Essential Coverage, you may not be eligible for the premium tax credit.

Does this plan meet the Minimum Value Standards? Yes
If your plan doesn't meet the Minimum Value Standards, you may be eligible for a premium tax credit to help you pay for a plan through the Marketplace.

Language Access Services:
Spanish (Español): Para obtener asistencia en Español, llame al 1-800-295-0593.
Tagalog (Tagalog): Kung kailangan ninyo ang tulong sa Tagalog tumawag sa 1-800-295-0593.
Chinese (中文): 如果需要中文的帮助，请拨打这个号码1-800-295-0593.
Navajo (Dine): Dinek'ehgo shika at'ohwol ninisingo, kwiijigo holne' 1-800-295-0593.

To see examples of how this plan might cover costs for a sample medical situation, see the next section.

About these Coverage Examples:

This is not a cost estimator. Treatments shown are just examples of how this plan might cover medical care. Your actual costs will be different depending on the actual care you receive, the prices your providers charge, and many other factors. Focus on the cost sharing amounts (deductibles, copayments and coinsurance) and excluded services under the plan. Use this information to compare the portion of costs you might pay under different health plans. Please note these coverage examples are based on self-only coverage.

Peg is Having a Baby
(9 months of in-network pre-natal care and a hospital delivery)

The plan's overall deductible	**$750**
Specialist copayment	**$50**
Hospital (facility) coinsurance	**20%**
Other coinsurance	**20%**

This EXAMPLE event includes services like:
Specialist office visits (*prenatal care*)
Childbirth/Delivery Professional Services
Childbirth/Delivery Facility Services
Diagnostic tests (*ultrasounds and blood work*)
Specialist visit (*anesthesia*)

Total Example Cost	**$12,700**

In this example, Peg would pay:

Cost Sharing	
Deductibles	$750
Copayments	$30
Coinsurance	$2,000
What isn't covered	
Limits or exclusions	$60
The total Peg would pay is	**$2,810**

Managing Joe's Type 2 Diabetes
(a year of routine in-network care of a well-controlled condition)

The plan's overall deductible	**$750**
Specialist copayment	**$50**
Hospital (facility) coinsurance	**20%**
Other coinsurance	**20%**

This EXAMPLE event includes services like:
Primary care physician office visits (*including disease education*)
Diagnostic tests (*blood work*)
Prescription drugs
Durable medical equipment (*glucose meter*)

Total Example Cost	**$5,600**

In this example, Joe would pay:

Cost Sharing	
Deductibles	$750
Copayments	$1,000
Coinsurance	$30
What isn't covered	
Limits or exclusions	$20
The total Joe would pay is	**$1,800**

Mia's Simple Fracture
(in-network emergency room visit and follow up care)

The plan's overall deductible	**$750**
Specialist copayment	**$50**
Hospital (facility) coinsurance	**20%**
Other coinsurance	**20%**

This EXAMPLE event includes services like:
Emergency room care (*including medical supplies*)
Diagnostic test (*x-ray*)
Durable medical equipment (*crutches*)
Rehabilitation services (*physical therapy*)

Total Example Cost	**$2,800**

In this example, Mia would pay:

Cost Sharing	
Deductibles	$750
Copayments	$400
Coinsurance	$200
What isn't covered	
Limits or exclusions	$0
The total Mia would pay is	**$1,350**

The plan would be responsible for the other costs of these EXAMPLE covered services.

Health care coverage is important for everyone.

We provide free communication aids and services for anyone with a disability or who needs language assistance. We do not discriminate on the basis of race, color, national origin, sex, gender identity, age,sexual orientation, health status or disability.

To receive language or communication assistance free of charge, please call us at 855-710-6984.

If you believe we have failed to provide a service, or think we have discriminated in another way, contact us to file a grievance.

Office of Civil Rights Coordinator
300 E. Randolph St.
35th Floor
Chicago, Illinois 60601

Phone: 855-664-7270 (voicemail)
TTY/TDD: 855-661-6965
Fax: 855-661-6960

You may file a civil rights complaint with the U.S. Department of Health and Human Services, Office for Civil Rights, at:

U.S. Dept. of Health & Human Services
200 Independence Avenue SW
Room 509F, HHH Building 1019
Washington, DC 20201

Phone: 800-368-1019
TTY/TDD: 800-537-7697
Complaint Portal: https://ocrportal.hhs.gov/ocr/portal/lobby.jsf
Complaint Forms: http://www.hhs.gov/ocr/office/file/index.html

If you, or someone you are helping, have questions, you have the right to get help and information in your language at no cost. To talk to an interpreter, call 855-710-6984.

Español Spanish	Si usted o alguien a quien usted está ayudando tiene preguntas, tiene derecho a obtener ayuda e información en su idioma sin costo alguno. Para hablar con un intérprete, llame al 855-710-6984.
العربية Arabic	إن كان لديك أو لدى شخص تساعده اسئلة، فلديك الحق في الحصول على المساعدة والمعلومات الضرورية بلغتك من دون اية تكلفة. للتحدث مع مترجم فوري، اتصل على الرقم 855-710-6984.
繁體中文 Chinese	如果您，或您正在協助的對象，對此有疑問，您有權利免費以您的母語獲得幫助和訊息。洽詢一位翻譯員，請撥電話 號碼 855-710-6984。
Français French	Si vous, ou quelqu'un que vous êtes en train d'aider, avez des questions, vous avez le droit d'obtenir de l'aide et l'information dans votre langue à aucun coût. Pour parler à un interprète, appelez 855-710-6984.
Deutsch German	Falls Sie oder jemand, dem Sie helfen, Fragen haben, haben Sie das Recht, kostenlose Hilfe und Informationen in Ihrer Sprache zu erhalten. Um mit einem Dolmetscher zu sprechen, rufen Sie bitte die Nummer 855-710-6984 an.
ગુજરાતી Gujarati	જો તમને અથવા તમે મદદ કરી રહ્યા હોય એવી કોઈ બીજી વ્યક્તિને એસ.બી.એમ. કાયદેમ બાબતે પ્રશ્નો હોય, તો તમને વિના ખર્ચે, તમારી ભાષામાં મદદ અને માહિતી મેળવવાનો હક્ક છે. દુભાષિયા સાથે વાત કરવા માટે આ નંબર 855-710-6984 પર કોલ કરો.
हिंदी Hindi	यदि आपके, या आप जिसकी सहायता कर रहे हैं उसके, प्रश्न हैं, तो आपको अपनी भाषा में निःशुल्क सहायता और जानकारी प्राप्त करने का अधिकार है। किसी अनुवादक से बात करने के लिए 855-710-6984 पर कॉल करें ।.
Italiano Italian	Se tu o qualcuno che stai aiutando avete domande, hai il diritto di ottenere aiuto e informazioni nella tua lingua gratuitamente. Per parlare con un interprete, puoi chiamare il numero 855-710-6984.
한국어 Korean	만약 귀하 또는 귀하가 돕는 사람이 질문이 있다면 귀하는 무료로 그러한 도움과 정보를 귀하의 언어로 받을 수 있는 권리가 있습니다. 통역사가 필요하시면 855-710-6984 로 전화하십시오.
Diné Navajo	T'áá ni, éí doodago ła'da bíká anánílwo'ígíí, na'ídíłkidgo, ts'ídá bee ná ahóóti'i' t'áá níik'e níká a'doolwoł dóó bína'ídíłkidígíí bee nił h odoonih. Ata'dahalne'ígíí bich'į' hodiilnih kwe'é 855-710-6984.
فارسی Persian	اگر شما، یا کسی که شما به او کمک می کنید، سوالی داشته باشید، حق این را دارید که به زبان خود، به طور رایگان کمک و اطلاعات دریافت نمایید. جهت گفتگو با یک مترجم شفاهی، با شماره 855-710-6984 تماس حاصل نمایید.
Polski Polish	Jeśli Ty lub osoba, której pomagasz, macie jakiekolwiek pytania, macie prawo do uzyskania bezpłatnej informacji i pomocy we własnym języku. Aby porozmawiać z tłumaczem, zadzwoń pod numer 855-710-6984.
Русский Russian	Если у вас или человека, которому вы помогаете, возникли вопросы, у вас есть право на бесплатную помощь и информацию, предоставленную на вашем языке. Чтобы связаться с переводчиком, позвоните по телефону 855-710-6984.
Tagalog Tagalog	Kung ikaw, o ang isang taong iyong tinutulungan ay may mga tanong, may karapatan kang makakuha ng tulong at impormasyon sa iyong wika nang walang bayad. Upang makipag-usap sa isang tagasalin-wika, tumawag sa 855-710-6984.
اردو Urdu	اگر آپ کو، یا کسی ایسے فرد کو جس کی آپ مدد کر رہے ہیں، کوئی سوال درپیش ہے تو، آپ کو اپنی زبان میں مفت مدد اور معلومات حاصل کرنے کا حق ہے۔ مترجم سے بات کرنے کے لیے، 855-710-6984 پر کال کریں۔
Tiếng Việt Vietnamese	Nếu quý vị, hoặc người mà quý vị giúp đỡ, có câu hỏi, thì quý vị có quyền được giúp đỡ và nhận thông tin bằng ngôn ngữ của mình miễn phí. Để nói chuyện với một thông dịch viên, gọi 855-710-6984.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-112

AUTHORIZING EXECUTION OF COLLECTIVE BARGAINING AGREEMENT BETWEEN COUNTY OF KANE, KANE COUNTY SHERIFF, AND TEAMSTERS LOCAL UNION #700 (KANE COUNTY SHERIFF'S OFFICE COURT SECURITY OFFICERS)

WHEREAS, the collective bargaining agreement ("CBA") between the County of Kane ("County"), the Kane County Sheriff ('Sheriff"), and the Teamsters Local Union #700 (Kane County Sheriff's Office Court Security Officers) ("Teamsters") expired on November 30, 2024; and

WHEREAS, the County, the Sheriff, and the Teamsters have been engaged in collective bargaining agreement negotiations concerning wages, hours, and other terms and conditions of employment in relation to the Sheriff's Office Court Security Officers bargaining unit; and

WHEREAS, the parties have reached an agreement concerning wages, hours, and other terms and conditions of employment to be included in a new Collective Bargaining Agreement ("CBA").

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the Chairman thereof is hereby authorized and directed to enter into, on behalf of the County of Kane, the Collective Bargaining Agreement, dated December 1, 2024, through November 30, 2027, by and between the Sheriff of Kane County, the County of Kane, and the Teamsters Local Unit #700, in relation to the Sheriff's Office Court Security Officers bargaining unit, a copy of which agreement is on file at the County Board Office and the Kane County State's Attorney's Office, and which shall also be filed with the office of the County Clerk and the Kane County Auditor upon execution.

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Authorizing the Executive of a Collective Bargaining Agreement Between Kane County, the Kane County Sheriff's Office, and the Teamsters Local Union #700 (Kane County Sheriff's Office Court Security Officers)

Committee Flow:
Labor Management Committee, Finance and Budget Committee, Executive Committee, County Board

Contact:
Dawn Troost, 630.208.5320

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $N/A
If not budgeted, explain funding source: N/A	

Summary:

This resolution requests the authorization to execute the Collective Bargaining Agreement (CBA) reached between Kane County, the Kane County Sheriff's Office, and the Teamsters Local Union #700 in relation to the Sheriff's Office Court Security Officers. The term of the agreement is December 1, 2024 through November 30, 2027.

COLLECTIVE BARGAINING AGREEMENT

BETWEEN

THE SHERIFF OF KANE COUNTY AND THE COUNTY OF KANE

AND

TEAMSTERS LOCAL UNION NO. 700

For Court Security Officers

December 1, 2024 through November 30, 2027

TABLE OF CONTENTS

Page

ARTICLE I. RECOGNITION 1

SECTION 1. UNIT DESCRIPTION 1

SECTION 2. NEW CLASSIFICATIONS 1

SECTION 3. NON-BARGAINING UNIT PERSONNEL 1

SECTION 4. SHORT-TERM EMPLOYEES 2

SECTION 5. ABOLITION, MERGER OR CHANGE OF JOB CLASSIFICATION 2

SECTION 6. JOB AUDIT/RECLASSIFICATION 2

ARTICLE II. PROBATIONARY EMPLOYEES 2

ARTICLE III. SAVINGS CLAUSE 2

ARTICLE IV. UNION SECURITY 3

SECTION 1. UNION MEMBERSHIP DEFINITION 3

SECTION 2. DUES CHECK OFF 3

SECTION 3. NEW EMPLOYEES 3

SECTION 4. D.R.I.V.E. 3

SECTION 5. TEAMSTERS LOCAL 700 BENEVOLENT FUND 4

SECTION 6. NOTICE AND APPEAL 4

SECTION 7. INDEMNIFICATION 4

ARTICLE V. INDEMNIFICATION 4

ARTICLE VI. NON-DISCRIMINATION 4

SECTION 1. PROHIBITION AGAINST DISCRIMINATION 4

SECTION 2. UNION MEMBERSHIP OR ACTIVITY 4

SECTION 3. EQUAL EMPLOYMENT/AFFIRMATIVE ACTION 5

SECTION 4. DISPUTES 5

ARTICLE VII. NO STRIKE OR LOCKOUT 5

SECTION 1. NO STRIKE COMMITMENT 5

SECTION 2. PERFORMANCE OF DUTY 5

SECTION 3. RESUMPTION OF OPERATIONS 5

SECTION 4. NO LOCKOUT 5

ARTICLE VIII. SENIORITY 6

SECTION 1. DEFINITION 6
SECTION 2. LOSS OF SENIORITY 6
SECTION 3. SENIORITY LIST 6
SECTION 4. SENIORITY WHILE ON LEAVE 7
ARTICLE IX. LAYOFF AND RECALL 7
SECTION 1. PROCEDURE FOR LAYOFF 7
SECTION 2. PROCEDURE FOR RECALL 8
SECTION 3. NOTICE 8
ARTICLE X. GRIEVANCE PROCEDURE 8
SECTION 1. GRIEVANCE 8
SECTION 2. GRIEVANCE STEPS 8
SECTION 3. TIME LIMITS 10
SECTION 4. TIME OFF, MEETING SPACE AND TELEPHONE USE 11
SECTION 5. ADVANCED GRIEVANCE STEP FILING 11
SECTION 6. PERTINENT WITNESSES AND INFORMATION 11
SECTION 7. GRIEVANCE PROCEDURE RE-OPENER 11
ARTICLE XI. DISCIPLINE AND DISCHARGE 12
SECTION 1. DISCIPLINE AND DISCHARGE 12
SECTION 2. LIMITATION 12
SECTION 3. PRE-DISCIPLINARY MEETING 12
SECTION 4. INVESTIGATIVE INTERVIEWS 12
SECTION 5. REMOVAL OF DISCIPLINE 13
SECTION 6. LIMITATION OF GRIEVANCE PROCEDURE 13
SECTION 7. MERIT COMMISSION 13
SECTION 8. SUSPENSION DAY DEFINED 14
SECTION 9. LIMITATION OF THE SUSPENSION PERIOD 14
ARTICLE XII. PERSONNEL FILES 14
SECTION 1. PERSONNEL FILES 14
SECTION 2. INSPECTION 14
SECTION 3. NOTIFICATION 15
SECTION 4. LIMITATION ON USE OF FILE MATERIAL 15
SECTION 5. PERSONNEL RECORD CORRECTION 15
SECTION 6. CONFIDENTIALITY OF RECORDS 15

ARTICLE XIII. EMPLOYEE DEVELOPMENT & TRAINING....16
SECTION 1. ORIENTATION....16
SECTION 2. TIME OFF....16
ARTICLE XIV. LABOR-MANAGEMENT COMMITTEE....16
SECTION 1. LABOR MANAGEMENT CONFERENCES....16
SECTION 2. INTEGRITY OF GRIEVANCE PROCEDURE....17
SECTION 3. UNION REPRESENTATIVE ATTENDANCE....17
SECTION 4. LIST OF UNION STEWARDS....17
ARTICLE XV. HOLIDAYS....17
SECTION 1. 17
SECTION 2. 17
SECTION 3. 17
SECTION 4. 17
SECTION 5. 17
SECTION 6. 18
ARTICLE XVI. VACATIONS....18
SECTION 1. ACCRUAL....18
SECTION 2. USE....19
SECTION 3. VACATION SCHEDULES....19
SECTION 4. VACATION PERIODS SCHEDULED BY SENIORITY....19
SECTION 5. HOLIDAYS....20
SECTION 6. SEPARATION PAY....20
ARTICLE XVII. SICK AND PERSONAL LEAVE POLICY....20
SECTION 1. 20
SECTION 2. SHORT-TERM SICK LEAVE/PERSONAL DAY ACCUMULATION....20
SECTION 3. SHORT-TERM SICK LEAVE/PERSONAL DAY UTILIZATION....21
SECTION 4. UNUSED SHORT-TERM SICK LEAVE/CARRY OVER AND PAYMENT AT TERMINATION....21
SECTION 5. EXTENDED SICK LEAVE ACCUMULATION....21
SECTION 6. EXTENDED SICK LEAVE UTILIZATION....21
SECTION 7. PAYMENT FOR UNUSED EXTENDED SICK LEAVE....22

ARTICLE XVIII. MISCELLANEOUS PROVISIONS....22
SECTION 1. USE OF MASCULINE PRONOUN....22
SECTION 2. DEFINITION....22
SECTION 3. NOTIFICATION OF LEAVE BALANCE....22
SECTION 4. EVALUATIONS....22
SECTION 5. COPIES OF THE AGREEMENT....23
SECTION 6. MEETING PLACE....23
SECTION 7. JOB DESCRIPTIONS....23
ARTICLE XIX. LEAVES OF ABSENCE....23
SECTION 1. POLICY....23
SECTION 2. ELIGIBILITY....23
SECTION 3. TYPES OF LEAVES OF ABSENCE....24
SECTION 4. CONTROLS AND RULES DURING A LEAVE....25
SECTION 5. PROCEDURE....26
SECTION 6. IMRF LEAVE OF ABSENCE AUTHORIZATION AND DISABILITY BENEFITS....26
SECTION 7. WORKER'S COMPENSATION....27
SECTION 8. JURY DUTY/WORK-RELATED COURT DUTY....27
SECTION 9. FUNERAL/BEREAVEMENT LEAVE....27
SECTION 10. EMPLOYEE BLOOK AND ORGAN DONATION LEAVE……..28
ARTICLE XX. UNION RIGHTS....29
SECTION 1. UNION ACTIVITY DURING WORKING HOURS....29
SECTION 2. ACCESS TO PREMISES BY UNION REPRESENTATIVES....29
SECTION 3. TIME OFF FOR UNION ACTIVITIES....29
SECTION 4. UNION BULLETIN BOARDS....30
SECTION 5. INFORMATION PROVIDED TO UNION....30
SECTION 6. UNION ORIENTATION....30
SECTION 7. DISTRIBUTION OF UNION LITERATURE....30
SECTION 8. UNION MEETINGS ON PREMISES....30
SECTION 9. RATE OF PAY....31
ARTICLE XXI. WAGES....31
SECTION 1. WAGE SCHEDULE....31
SECTION 2. PAY PERIOD....31

SECTION 3. UNIFORM ALLOWANCE 31
SECTION 4. OTHER PAY PROVISIONS 31
SECTION 5. LONGEVITY PAY 32
ARTICLE XXII. OUT OF TITLE WORK 32
ARTICLE XXIII. INSURANCE 33
SECTION 1. MEDICAL, VISION AND DENTAL COVERAGE 33
SECTION 2. FUTURE PLANS 33
SECTION 3. LIFE INSURANCE 34
SECTION 4. HEALTH CARE CONTINUATION COVERAGE FOR RETIREES, MEDICARE ELIGIBLE RETIREES AND DISABLED EMPLOYEES 34
ARTICLE XXIV. VACANCIES 35
SECTION 1. DETERMINATION OF VACANCIES 35
SECTION 2. POSTING 35
SECTION 3. SELECTION 35
ARTICLE XXV. SAFETY AND HEALTH 35
SECTION 1. GENERAL DUTY 35
SECTION 2. LIMITATION 35
SECTION 3. SAFETY COMMITTEE 35
SECTION 4. FITNESS FOR DUTY EVALUATION 36
SECTION 5. DRUG AND ALCOHOL TESTING 36
ARTICLE XXVI. HOURS OF WORK 37
SECTION 1. HOURS/OVERTIME 37
SECTION 2. GENERAL PROVISIONS FOR ALL EMPLOYEES 37
SECTION 3. SCHEDULING PRACTICES 37
SECTION 4. OVERTIME PROCEDURE 38
SECTION 5. COMPENSATORY TIME 38
SECTION 6. SCHEDULING OF SINGLE VACATION DAYS, PERSONAL/SICK DAYS AND COMPENSATORY TIME 39
ARTICLE XXVII. SUBCONTRACTING 39
SECTION 1. GENERAL POLICY 39
SECTION 2. NOTICE AND DISCUSSION 39
ARTICLE XXVIII. MANAGEMENT 39

ARTICLE XXIX. COMPLETE AGREEMENT AND MAINTENACE OF STANDARDS 40

SECTION 1. COMPLETE AGREEMENT 40

SECTION 2. MAINTENANCE OF STANDARDS 41

ARTICLE XXX. DURATION 41

ARTICLE XXXI. TERMINATION 41

APPENDIX A COURT SECURITY SENIORITY LIST 43

APPENDIX B WAGES 44

APPENDIX C DRUG AND ALCOHOL TESTING 45

APPENDIX D DRUG TESTING LOCATIONS 51

APPENDIX E KANE COUNTY UNION - HEALTH PLAN FEATURES 52

ARTICLE I.
RECOGNITION

Section 1. **Unit Description**

The Employer hereby recognizes the Union as the sole and exclusive collective bargaining representative for the purpose of collective bargaining on matters relating to wages, hours, working conditions and other terms and conditions of employment for the following unit:

> All full-time and part-time Court Security Officers. Excluded: Chief of Court Security, Court Security Supervisor and all other supervisory, managerial and confidential employees and all other employees excluded by the Illinois Public Employees Labor Relations Act and all employees within any existing collective bargaining units.

Section 2. **New Classifications**

If a new position classification is created by the Employer, the Employer shall set the proper pay grade for the classification.

The Employer shall determine the proposed salary grade in relationship to:

a. The job content and responsibilities attached thereto in comparison with the job content and responsibilities of other position classifications in the Employer's work force;

b. Like positions with similar job content and responsibilities within the Kane County Government System if available otherwise to the Kane County Labor Market generally;

c. Significant differences in working conditions to comparable position classifications.

If the Union does not agree with the determination of the proposed salary grade the Employer establishes under this paragraph, then the Union shall within ten (10) days request a meeting with the Employer to discuss the Employer's action. The Employer shall thereafter meet with the Union and render a decision within twenty (20) calendar days. If the Union still disagrees with the decision of the Employer, they may submit the matter to Step IV of the Grievance Procedure within ten (10) days from receipt of the Employer's decision.

Section 3. **Non-Bargaining Unit Personnel**

Non-Bargaining Unit Personnel may continue to perform bargaining unit work which is incidental to their jobs. However, they may perform bargaining unit work in emergency situations and where such work is necessary to train a bargaining unit employee. Such work by said personnel shall not cause any layoffs of the bargaining unit employees. Nothing in this paragraph is intended to alter or reduce the Employer's Management Rights.

Section 4. **Short-Term Employees**

The Sheriff may continue to utilize the services of student interns or short-term employees to assist and supplement bargaining unit work in accordance with past practice and the Illinois Public Labor Relations Act.

Section 5. **Abolition, Merger or Change of Job Classification**

If the Employer determines to abolish, merge or change existing classifications, the Employer shall negotiate with the Union over the impact of such. Such negotiations shall include good faith impact bargaining as required under the Illinois Public Labor Relations Act. The Parties agree that a change in job title in the bargaining unit shall not remove the job position from the bargaining unit as long as the type of work performed by the position remains essentially the same.

Section 6. **Job Audit/Reclassification**

Any employee who believes that he/she is performing work outside his/her job description shall be granted a job audit on the work being performed. A written request for a job audit or reclassification will be submitted through the Union and a written decision returned by management within 60 days. If the job audit creates a reclassification for that employee, the affected employee(s) shall receive any retroactive increase in pay that was created by the reclassification.

ARTICLE II.
PROBATIONARY EMPLOYEES

Employees shall be "probationary employees" for one (1) year. No matter concerning the discipline, layoff, transfer or termination of a probationary employee shall be subject to the grievance and arbitration procedures. A probationary employee shall have no seniority except as otherwise provided in this Agreement, until he/she has completed his/her probationary period. Upon completion of his/her probationary period, he/she will acquire seniority from his/her date of hire.

ARTICLE III.
SAVINGS CLAUSE

If any provision of this Agreement or any application thereof should be rendered or declared unlawful, invalid, or unenforceable by virtue of any judicial action, the remaining provisions of this Agreement shall remain in full force and effect. In such event, upon the request of either party, the parties shall meet promptly and negotiate with respect to substitute provisions for those provisions rendered or declared unlawful, invalid, or unenforceable.

ARTICLE IV.
UNION SECURITY

Section 1. **Union Membership Definition**

For the purpose of this section, an employee shall be considered to be a member of the Union if the employee tenders to the Employer a validly executed written membership form required by the Union as a condition of membership.

Section 2. **Dues Check Off**

The Employer agrees, upon receipt of a validly executed written authorization card, to deduct Union dues and fees from the payroll checks of all employees so authorizing the voluntary deduction in the amount set by the Union, and to forward such deductions to the Union, at an address designated in writing to the Employer, within thirty (30) calendar days after close of the pay period for which the deductions are made. Nothing contained in this Section shall be construed to mandate membership in the Union or require the payment of dues/fees without authorization from theemployee. All authorized voluntary deductions shall be made in accordance with the law. The Union shall advise the Employer of the deduction rate and any increase in dues or other approved deductions in writing at least thirty (30) days prior to its effective date.

Section 3. **New Employees**

The Employer shall provide to the Secretary-Treasurer and the President of the Union within thirty (30) days, name, address, email address, classification, rate of salary and starting date of any new employee hired into the Union's bargaining unit. The Employer shall allow a representative of the Union to meet with new employees within thirty (30) days of hire to discuss the benefits of Union membership. The Employer shall provide a private meeting space and shall schedule meetings at a mutually agreeable time during the new employees' regularly scheduled work day. Employees shall not suffer a loss in pay for attendance at these meetings.

Section 4. **D.R.I.V.E.**

The Employer agrees to deduct from the pay of those unit employees who individually request it in writing, voluntary contributions to D.R.I.V.E. D.R.I.V.E. shall notify the Employer of the amounts designated by each contributing unit employee that are to be deducted from the unit employee's paycheck on each payday by providing a copy of the employee’s executed written authorization at least thirty (30) days prior the effective date, and provided that all unit employees contribute in the same amount. The Employer shall transmit such deductions to the D.R.I.V.E. National Headquarters (DRIVE., International Brotherhood of Teamsters 25 Louisiana Avenue, NW, Washington D.C. 20001) on a monthly basis within thirty (30) calendar days after close of the pay period for which the deductions are made, along with the name of each unit employee on whose behalf a deduction is made, the unit employee's identification number and the amount deducted from the unit employee's paycheck. All authorized voluntary deductions shall be made in accordance with the law.

Section 5. **Teamsters Local 700 Benevolent Fund**

The Employer agrees to deduct from the pay of those employees who individually request it in writing, voluntary contributions to the Teamsters Local 700 Benevolent Fund ("Benevolent Fund"). Such voluntary deductions shall be made in accordance with law. The Union shall advise the Employer of the deduction rate by providing a copy of the employee's written authorization at least thirty (30) days prior to the effective date. Such deductions will be forwarded to the Union, at an address designated in writing to the Employer, within thirty (30) calendar days after close of the pay period for which the deductions are made.

Section 6. **Notice and Appeal**

The Union agrees to provide notices and appeal procedures to employees in accordance with applicable law.

Section 7. **Indemnification**

The Union shall indemnify, defend, and hold the Employer harmless against any claim, demand, suit or liability arising from any action taken by the Employer in complying with this Article.

ARTICLE V.
INDEMNIFICATION

The Employer shall defend and indemnify the employees according to terms of the applicable statutes of the State of Illinois.

ARTICLE VI.
NON-DISCRIMINATION

Section 1. **Prohibition Against Discrimination**

Both the Employer and the Union agree not to illegally discriminate against any employee on the basis of race, sex, creed, religion, color, marital or parental status, age, national origin, political affiliation, disability, or veteran status; provided, however, that all personnel of the Sheriff must at all times support and defend the Constitution and laws of the United States, State of Illinois and laws promulgated therefrom.

Section 2. **Union Membership or Activity**

Neither the Employer nor the Union shall interfere with the right of employees covered by this Agreement to become or not become members of the Union, and there shall be no discrimination against any such employees because of lawful Union membership or non-membership activity or status.

Section 3. **Equal Employment/Affirmative Action**

The parties recognize the Employer's obligation to comply with federal and state Equal Employment and sex discrimination laws applicable to the Sheriff.

Section 4. **Disputes**

Any dispute concerning the interpretation and application of Sections 1 or 3 of this Article shall be processed through the appropriate federal or state agency or court rather than through the grievance procedure set forth in this Agreement.

ARTICLE VII.
NO STRIKE OR LOCKOUT

Section 1. **No Strike Commitment**

Neither the Union nor any bargaining unit employee will call, initiate, authorize, participate in, sanction, encourage, or ratify any work stoppage, slowdown, or the concerted interference with the full, faithful, and proper performance of the duties of employment with the Sheriff during the term of this Agreement. No bargaining unit employee shall refuse to cross any picket line, by whomever established.

Section 2. **Performance of Duty**

It is recognized that employees covered by this Agreement may be required in the line of duty to perform duties growing out of or connected with labor disputes which may arise within the County. The Union agrees that no disciplinary action or other action will be taken by the Union against any employee or employees covered by this Agreement by reason of any such action or conduct in the line of duty.

Section 3. **Resumption of Operations**

In the event of action prohibited by Section 1 above, the Union immediately shall disavow such action and request the employees to return to work, and shall use its best efforts to achieve a prompt resumption of normal operations. The Union, including its officials and agents, shall not be liable for any damages, direct or indirect, upon complying with the requirements of this Section.

Section 4. **No Lockout**

No lockout of employees shall be instituted by the Employer during the term of this Agreement.

ARTICLE VIII.
SENIORITY

Section 1. **Definition**

For the purpose of this agreement the following definitions shall apply:

County-wide Seniority means an employee's uninterrupted employment with the County since their last date of hire as listed in Appendix A.

a. Classification Seniority means the length of uninterrupted employment an employee has in their current classification. Where employees have the same classification seniority date, any such tie shall be broken at the time of hire or promotion by drawing lots.

b. Office Seniority means the length of uninterrupted employment an employee has in the Sheriff's Office.

(Part-time employees shall receive seniority on a prorated basis.)

Section 2. **Loss of Seniority**

An employee shall lose his/her applicable seniority in accordance with Section 1 and no longer be an employee if:

1. He/she resigns or quits by giving an official letter of resignation.

2. He/she is discharged for just cause unless reversed through the Grievance or Arbitration Procedure or the Merit Commission, whichever is applicable.

3. He/she retires

4. He/she does not return to work from layoff or authorized leave of absence within ten (10) calendar days after being notified by certified mail to return.

5. He/she has been on layoff for a period of time equal to his/her seniority at the time of his/her layoff or two (2) years, whichever is greater.

6. Accepts "gainful employment" that is inconsistent with the purpose of the authorized leave while on an approved leave of absence from the Sheriff's Office.

Section 3. **Seniority List**

The Sheriff and Union have agreed upon the initial seniority list setting forth the present seniority dates for all employees covered by this Agreement and shall become effective on or after the date of execution of this Agreement. Such lists shall resolve all questions of seniority affecting employees covered under this Agreement or employed at the time the Agreement becomes effective. Disputes as to seniority listing shall be resolved through the grievance procedure. The initial agreement is attached hereto as Appendix A and made a part thereof.

Section 4. **Seniority While on Leave**

Employees will not continue to accrue seniority credit for all time spent on authorized unpaid leave of absence beyond three months except for authorized leave due to circumstances beyond the control of the employee such as medical leave, military leave, etc.

ARTICLE IX.
LAYOFF AND RECALL

Section 1. **Procedure for Layoff**

1. When employees are removed from a classification for the purpose of reducing the work force of that classification, the employee with the least seniority in the affected classification and bargaining unit shall be removed first. For the purpose of this Article persons of different rank shall be considered to be in separate classifications.

2. A removed employee shall be transferred, conditioned upon being qualified to perform the work available in the following order or priority:

   a. To a vacancy, if any, in another classification in the same pay grade within the same bargaining unit;

   b. To replace an employee with less seniority, if any, in another classification in the same pay grade within the same bargaining unit;

   c. To a vacancy, if any, in a classification assigned to the next lower pay grade with the same bargaining unit;

   d. To replace an employee with less seniority, if any, in a classification assigned to the next lower pay grade within the same bargaining unit.

3. A removed employee not transferred as provided in 2 above shall have the procedure set forth in 2c above applied to classifications assigned to each succeeding next lower pay grade until he/she is transferred or laid off.

4. The procedure set forth in 2 and 3 above shall be applied for an employee who is replaced as a result of the application of the above procedure until he/she is transferred or laid off.

5. In applying the procedures set forth 2, 3, and 4 above, a removed or replaced full-time employee shall be transferred to another full-time position. A removed or replaced part-time employee shall be transferred to either a full-time or part-time position.

6. In applying the above procedures, full-time probationary employees shall be removed from the affected classification or replaced, as the case may be, prior to removing or replacing full-time, non-probationary employees, and part-time probationary employees shall be removed or replaced prior to removing or replacing part-time, non-probationary employees.

7. Temporary employees shall be laid off prior to the layoff of any full-time or part-time employees

Section 2. **Procedure for Recall**

An employee with seniority who has been laid off or transferred as a result of a layoff shall be recalled to work, conditioned upon ability to perform the work available, in accordance with the reverse application of the procedure for layoff. Recall rights shall continue for two (2) years after an employee has been laid off. No new employees at all shall be hired until all employees on layoff desiring to return to work shall have been given the opportunity to return to work.

In the event of recall, eligible employees shall receive notice of recall either by actual notice or by certified mail, return receipt requested. It is the responsibility of all employees eligible for recall to notify the Sheriff of their current address. Upon receipt of the notice of recall, employees shall have five (5) working days to notify the Sheriff of their acceptance of the recall. The employee shall have five (5) working days thereafter to report to duty.

Section 3. **Notice**

The Employer shall notify the Union thirty (30) days prior to the intended effective date of a planned layoff. The Employer and the Union will discuss alternatives to the layoff if put forth by the Union.

Any employee to be laid off will be notified thirty (30) calendar days prior to the effective date.

ARTICLE X.
GRIEVANCE PROCEDURE

Section 1. **Grievance**

A Grievance is defined as a dispute or disagreement as to the interpretation and application of any provision in this Agreement. Grievances may be processed by the Union on behalf of an employee or on behalf of a group of employees or itself setting forth name(s) or group(s) of the employee(s). Either party may have the grievant or one grievant representing group grievant present at any step of the grievance procedure. The resolution of a grievance filed on behalf of a group of employees shall be made applicable to the appropriate employees within that group. Nothing in this Article is designed to alter a superior officer's duties in the chain of command.

Business days shall include the weekdays of Monday through Friday, excluding holidays or other days the Sheriff's Office administrative functions are closed.

Section 2. **Grievance Steps**

Step 1. Court Security Lieutenant

The Employee and/or the Union shall submit a written statement of grievance to the Court Security Lieutenant and shall inform the Court Security Lieutenant that the written statement

constitutes the first step of the grievance procedure. The written grievance shall be on an agreed form. The written grievance shall contain a statement of the grievance's complaint, the section(s) of the Agreement allegedly violated, if applicable; the date of the alleged violation, if applicable, and the relief sought. The form shall be signed and dated by the grievant. Improper grievance form, date, or section citation shall not be grounds for denial of the grievance. All grievances must be presented not later than ten (10) business days from the date the grievant became aware of the occurrence giving rise to the complaint. Within ten (10) business days after the grievance is presented at Step 1, the Court Security Lieutenant shall render a written response to the grievance. The Union is entitled to be present at any grievance meeting and any grievance settlement should not conflict with this Contract.

Step 2. Undersheriff/Chief Deputy

In the event the grievance is not resolved in Step 1, it shall be presented in writing by the Union to the Undersheriff/Chief Deputy or his/her designee within ten (10) business days from the receipt of the answer or the date such answer was due, whichever is earliest. Within ten (10) business days after the grievance is presented to Step 2, the Undersheriff/Chief Deputy shall render a written answer to the grievant and provide a copy of such answer to the Union. The written grievance shall be on the agreed form.

Step 3. Sheriff

If the grievance is still unresolved, it shall be presented by the Union to the Undersheriff or his/her designee in writing within five (5) business days after receipt of the Step 2 response or after the Step 2 response is due, whichever is earliest, or within five (5) business days after the Step 1 response, or after Step 1 response is due, if Step 2 is not applicable.

Within five (5) business days after receipt of the written grievance the parties shall meet or hold other discussions in an attempt to solve the grievance unless the parties mutually agree otherwise. The Sheriff or designee shall give his/her written response within five (5) business days following the meeting.

If no meeting is held, the Sheriff or his/her designee shall respond in writing to the grievance within five (5) business days of receipt of the grievance.

Step 4. **Arbitration**

If the grievance is still unsettled, and the Union wishes to proceed to arbitration, the grievance must be presented to arbitration within fifteen (15) business days after the receipt of the Step 3 response or the date the response was due, whichever is earlier. The Union shall notify the Sheriff in writing of the intent to go to arbitration.

Upon request of either party, the parties may meet within ten (10) business days after receipt of the Step 3 response or the date the response was due for the purpose of conducting a pre-arbitration conference to attempt to resolve the grievance prior to requesting arbitration.

If arbitration is requested, representatives of the Sheriff and the Union shall confer to select an arbitrator. If the parties are unable to agree on an arbitrator within the five (5) business days,

the parties shall request the Federal Mediation and Conciliation Service to submit a list of seven (7) arbitrators. Either party shall have the right to reject one (1) panel of arbitrators prior to their striking any arbitrators on a panel. One of the parties striking an arbitrator does not preclude the other party from using their option to strike a panel. If neither party opts to strike the panel, the parties shall alternately strike the names of three (3) arbitrators, taking turns as to the first strike. The person whose name remains shall be the arbitrator. The arbitrator shall be notified of his/her selection by a joint letter from the Sheriff and the Union, requesting that he/she set a time and place for the hearing, subject to the availability of the Sheriff and Union representatives and shall be notified of the issue where mutually agreed by the parties.

Arbitration Procedures

Both the parties agree to attempt to arrive at a joint stipulation of the facts and issues as outlined to be submitted to the arbitrator.

The Employer or Union shall have the right to request the arbitrator to require the presence of witnesses and/or documents. Each party shall bear the expense of its own witnesses who are not employees of the Employer.

Questions of arbitrability shall be decided by the arbitrator. The arbitrator shall make a preliminary determination on the question of arbitrability. Once a determination is made that the matter is arbitrable or if such preliminary determination cannot be reasonably made, the arbitrator shall then proceed to determine the merits of the dispute. The arbitrator shall neither amend, modify, nullify, ignore, add nor subtract from the provisions of the Agreement.

The expenses and fees of the arbitrator and the cost of the hearing room shall be shared equally by the parties. Nothing in this Article shall preclude the parties from agreeing to use expedited arbitration procedures.

The decision and award of the arbitrator shall be final and binding on the Employer, the Union, and the employee or employees involved.

If either party desires a verbatim record of the proceeding, it may cause such a record to be made, providing it pays for the record and makes a copy available without charge to the arbitrator. If the other party desires a copy it shall pay for the cost of its copy.

Section 3. **Time Limits**

a. Grievances may be withdrawn at any step of the Grievance Procedure. Such withdrawal shall not constitute a decision on the merits of the Grievance. Grievances not raised or appealed within the designated time limits will be barred.

b. The time limits at any step or for any hearing may be extended by mutual agreement of the parties involved at that particular step.

c. Failure to respond within the time limits by the designated person shall automatically advance the grievance to the next step.

Section 4. **Time Off, Meeting Space and Telephone Use**

a. Time Off: The grievant(s) and/or Union grievance representative will be permitted reasonable time without loss of pay during their work hours to investigate and process grievances. A grievant who is called back on a different shift or on his/her day off as a result of the Sheriff scheduling a grievance meeting shall have such time spent in the meeting considered as time worked. Witnesses whose testimony is pertinent to the Union's presentation or argument will be permitted reasonable time without loss of pay to attend grievance meetings and/or respond to the Union's investigation. No employee or Union representative shall leave his/her work to investigate, file or process grievances without first notifying and receiving permission from his/her supervisor or designee as well as the supervisor of any unit to be visited, and such permission shall not be denied unreasonably. Employees attending grievance meeting shall normally be those having direct involvement in the grievance.

b. Meeting Space and Telephone Use: Upon request, the employee and Union representative shall be allowed the use of an available appropriate room while investigating or processing a grievance; and, upon prior general approval, shall be permitted the reasonable use of telephone facilities for the purpose of investigating or processing grievances. Such use shall not include any long distance or toll calls at the expense of the Employer.

Section 5. **Advanced Grievance Step Filing**

Certain issues which by nature are not capable of being settled at a preliminary step of the grievance procedure or which would become moot due to the length of time necessary to exhaust the grievance steps, may be mutual agreement by filed at the appropriate advance step where the action giving rise to the grievance was initiated. Mutual agreement shall take place between the appropriate Union representative and the appropriate Employer representative at the step where it is desired to initiate the grievance.

Section 6. **Pertinent Witnesses and Information**

Either Party may request the production of specific documents, books, papers or witnesses reasonably available from the other party and substantially pertinent to the grievance under consideration. Such request shall not be unreasonably denied, and shall be in conformance with applicable laws, and rules issued pursuant thereto, governing the dissemination of such materials. This paragraph is not applicable to Step 1 of the grievance procedure. Requests made pursuant to this section by the Union may only be initiated by the Union President of his designee.

Section 7. **Grievance Procedure Re-Opener**

The parties agree, during the term of this Agreement, that the technical language of this Article may be modified based on agreements reached by the Sheriff in negotiations with other bargaining units.

ARTICLE XI.
DISCIPLINE AND DISCHARGE

Section 1. **Discipline and Discharge**

The parties recognize the principles of progressive and corrective discipline.

Disciplinary action or measures shall include the following:

1. Oral Reprimand
2. Written Reprimand
3. Suspension (notice to be given in writing)
4. Discharge (notice to be given in writing)

Disciplinary action may be imposed upon an employee only for just cause.

If the Sheriff has reason to reprimand an employee, it shall be done in a discrete manner that will not embarrass the employee before other employees or the public.

Employees must sign for receipt of oral and written reprimands but the signature does not indicate that employees are in agreement with the discipline.

Section 2. **Limitation**

The Sheriff's agreement to use progressive and corrective disciplinary action does not prohibit the Sheriff in any case from imposing discipline which is commensuration with the severity of the offense. The Sheriff shall notify both the employee and Union of disciplinary action. Such notification shall be in writing and shall reflect the specific nature of the offense.

Section 3. **Pre-Disciplinary Meeting**

For discipline other than oral and written reprimands, prior to imposing the contemplated discipline on the employee, the Sheriff or his/her designee shall meet with the employee involved and inform the employee of the contemplated discipline and the reason thereof. The employee shall be informed of his contract rights to Union representation and shall be entitled to such, if so requested by the employee, and the employee and Union representative shall be given the opportunity to rebut or clarify the reasons for such discipline and further provided that a Union representative shall be available within twenty-four (24) hours of notification. If the employee does not request Union representation, a Union representative shall nevertheless be entitled to be present as a non-active participant at any and all such meetings, provided that said Union representative must be available when the meetings take place within 24 hours after notice.

Section 4. **Investigative Interviews**

Where the Sheriff or his designee desires to conduct an investigative interview of an employee where the results of the interview might result in discipline, the Sheriff agrees to first

inform the employee that the employee has the right to Union representation at such interview. If the employee desires such Union representation, no interview shall take place without the presence of a Union representative. The role of the Union representative is limited to assisting the employee, clarifying the facts and suggesting other employees who may have knowledge of the facts. If the employee does not request Union representation, a Union representative shall nevertheless be entitled to be present as a non-active participant at any and all such meetings provided that a Union representative is available within 24 hours' notice from Sheriff to the Union.

Section 5. **Removal of Discipline**

Records of discipline other than suspensions shall be removed from the employee's personnel file if two (2) years pass from the date of the offense without the employee receiving discipline for the same offense unless the employee is subject of ongoing progressive discipline.

Records of discipline concerning suspensions shall be removed from the employee's personnel file if five (5) years pass from the date of the offense without the employee receiving discipline for the same offense unless the employee is the subject of ongoing progressive discipline.

Section 6. **Limitation of Grievance Procedure**

Oral or written reprimands shall be subject to the grievance procedure through step three thereof but shall not be subject to arbitration.

Section 7. **Merit Commission**

Sheriff's Merit System Employees covered under this Agreement shall be disciplined pursuant to Section 3-8013 of the Sheriff's Merit System Law, 55 ILCS 5/3-8013 subject to the alternative grievance review provisions provided in this Agreement.

In the event charges are referred to the Merit Commission, the employee shall have the option of waiving a hearing before the Merit Commission and shall then be disciplined by the Sheriff subject to the contractual grievance appeal procedure. To effectuate this election, the following procedure shall be utilized:

1. Within ten (10) business days of the employee receiving a copy of the charges referred to the Merit Commission and the entire investigation file relating to the charges, the Union will advise the Sheriff and the Merit Commission of the employee's election under this Section to waive his or her right to a Merit Commission review and/or hearing and proceed, instead, in accordance with the grievance/arbitration provisions of Article 10 of this Agreement, upon the issuance of discipline by the Sheriff. Such notice shall be in writing and shall include a written waiver, executed by the employee, acknowledging that the employee is knowingly waiving his or her rights to a hearing before the Merit Commission. If no such notice/waiver is provided within the ten (10) business days, the employee and the Union shall be deemed to have elected to proceed under the rules of the Merit Commission and all rights under Article 10 shall be deemed waived.

2. Upon receipt of a notice from the Union that the employee is electing to proceed under the grievance/arbitration provisions of Article 10, the Sheriff's Office will withdraw the charges before the Merit Commission. Thereafter, the Sheriff or his designee will make a determination regarding discipline.

3. Once discipline is issued by the Sheriff or his designee, the employee, or the Union, as applicable, may grieve the discipline, as provided in Article 10 of the CBA commencing at Step 4. The filing of said grievance shall serve as a Request for Arbitration under Step 4 of the grievance procedure.

In the event the Sheriff's Merit System Law is amended in a manner which nullifies the rights of parties to a collective bargaining agreement to negotiate, pursuant to Section 3-8013 of the Sheriff's Merit System Law, an alternative disciplinary review process, or which makes the alternative grievance review provisions contained in this section illegal, either party may request to immediately re-negotiate the terms of this section. Any impasse resulting is such negotiation shall be resolved in accordance with the provisions of Section 14 of the Illinois Labor Relations Act.

Section 8. **Suspension Day Defined**

A suspension day is a twenty-four hour period during which an employee was scheduled to work a regular tour of duty but has been ordered not to report for duty. If the suspension is administrative in nature, the employee will be paid for the time as if he or she had worked. If the suspension is disciplinary in nature, the employee will have his or her pay docked the appropriate amount.

Section 9. **Limitation of the Suspension Period**

During any suspension period, defined as the period between the first and final actual suspension days (inclusive), an employee may not work for paid overtime, providing the duration of the suspension period is not more than four times the number of actual suspension days. The suspension period shall start not more than 15 days from the date of the pre-disciplinary hearing.

ARTICLE XII.
PERSONNEL FILES

Section 1. **Personnel Files**

The Sheriff shall keep a central personnel file for each employee within the bargaining unit. The Sheriff is free to keep working files, but material not maintained in the central personnel file may not provide the basis for disciplinary or other action against an employee.

Section 2. **Inspection**

Upon request of an employee, the Sheriff shall reasonably permit an employee to inspect his personnel file subject to the following:

a. Such an inspection shall occur within two business days following receipt of the request. The Sheriff or his designee may be present during such inspection;

b. Such inspection shall only occur during daytime office staff working hours Monday through Friday upon written request;

c. The employee shall not be permitted to remove any part of the personnel file from the premises but may obtain copies of any information contained therein;

d. Upon written authorization by the requesting employee, that employee may have a representative of the Union present during such inspection;

e. Pre-employment information, such as reference reports, credit checks or information provided the Sheriff with a specific request that it remain confidential, shall not be subject to inspection or copying.

f. An employee may not place any type of document into the personnel files maintained by the Sheriff without permission, except pursuant to the Illinois Employee Personnel Record Review Act.

Section 3. **Notification**

Employees shall be given notice by the Sheriff when any materials are placed in their personnel file except those of a routine, clerical nature.

Section 4. **Limitation on Use of File Material**

It is agreed that any material not available for inspection, such as provided in Sections 1 and 2 above, shall not be used in any manner or any forum adverse to the employee's interest.

Section 5. **Personnel Record Correction**

If the employee disagrees with any information contained in the personnel record, a removal or correction of that information may be mutually agreed upon by the employee and Sheriff. The employee may submit a written statement explaining the employee's position, which shall be attached to the personnel record.

Pursuant to the Local Records Act, 50 ILCS 205/25, all records related to complaints, investigations, and adjudications of police misconduct shall be permanently retained and may not be destroyed.

Section 6. **Confidentiality of Records**

The Employer Agrees to keep the Employee's Personnel Record confidential and will not release any information from this record (1) without the Employee's written approval or a court order requiring the release of the information, or (2) unless release or disclosure of said information is required by statute, regulation or common law, e.g., without limitation, as required under the Freedom of Information Act ("FOIA"), 5 ILCS 140/1 et seq., or any other applicable law. The

Sheriff will notify the employee upon receipt of a court order for a personnel file. The Sheriff's Office also agrees to exert applicable exemptions under FOIA should the Office receive a FOIA request for personnel files.

ARTICLE XIII.
EMPLOYEE DEVELOPMENT & TRAINING

Section 1. **Orientation**

The Sheriff and the Union recognize the need for the training and development of employees in order that services are efficiently and effectively provided and employees are afforded the opportunity to develop their skills and potential. In recognition of such principle the Sheriff shall endeavor to provide employees with reasonable orientation with respect to current procedures, forms, methods, techniques, materials, and equipment normally used in such employees' work assignments and periodic changes therein, including, where available and relevant to such work, procedural manuals.

Section 2. **Time Off**

If, because of changes in certification, accreditation or licensure, employees are required by the Sheriff to take courses so as to retain their present position classification, such employees shall be granted reasonable time for such without loss of pay.

ARTICLE XIV.
LABOR-MANAGEMENT COMMITTEE

Section 1. **Labor Management Conferences**

The Union and the Sheriff mutually agree that in the interest of efficient management and harmonious employee relations, it is desirable that meetings be held between Union representatives and responsible administrative representatives of the Sheriff. Such meetings may be requested at least seven (7) days in advance by either party by placing in writing a request to the other for a labor management conference and expressly providing the agenda for such meetings. Such meetings and locations shall be limited to:

a. Discussion of the implementation and general administration of this Agreement.

b. A sharing of general information of interest to the parties.

c. Notifying the Union of changes in non-bargaining conditions of employment contemplated by the Sheriff which may affect employees.

The sheriff and the Union agree to cooperate with each other in matters of administration of this Agreement, and to the degree that standards of law enforcement can be maintained for the maximum protection of the citizens of the State of Illinois.

To effectuate the purposes and intent of the parties, both parties agree to meet on the first payday of the months of January, April, July and October, unless mutually agreed otherwise.

Section 2. **Integrity of Grievance Procedure**

It is expressly understood and agreed that such meetings shall be exclusive of the grievance procedure.

Section 3. **Union Representative Attendance**

When absence from work is required to attend labor management conferences, employees shall, before leaving their work station, give reasonable notice to and receive approval from, their supervisor in order to remain in pay status. The first supervisor outside the bargaining unit shall approve the absence except in emergency situations. On duty employees attending such conferences shall be limited to one per bargaining unit during time issues affecting the unit(s) are discussed and one representative for the local.

Section 4. **List of Union Stewards**

The union shall provide a current list of stewards to the Sheriff upon the signing of this contract and shall provide an updated list whenever there is a change.

ARTICLE XV.
HOLIDAYS

Section 1.

All employees shall receive holidays approved annually by the Chief Judge for court related offices of Kane County.

Section 2.

Permanent full-time employees shall receive a full day's pay for the scheduled holiday.

Section 3.

Regular part-time employees shall receive holiday pay proportional to the average number of hours normally worked (i.e., normally work four (4) hours a day, shall receive four (4) hours' pay). Regular part-time employees, for the purposes of this Agreement, are defined as employees in established positions who are scheduled to work less than forty (40) hours each week on a regular basis throughout the year.

Section 4.

To qualify for holiday pay, an employee must be in paid status the day preceding and following the holiday.

Section 5.

When a scheduled holiday occurs during a scheduled vacation, an additional day of vacation will be allowed.

Section 6.

Except as otherwise set forth in this Article, employees shall not be scheduled or called in to work on holidays. In the event they are called in to work on a holiday, employees shall be paid at their regular rate of pay and receive an accumulated paid holiday off to be taken at a later date in accordance with classification seniority.

ARTICLE XVI.
VACATIONS

Section 1. **Accrual**

All employees shall earn paid vacation in accordance with the schedule below. Part time employees shall receive vacation time proportionate to the average hours worked. Employees shall accumulate vacation based on countywide seniority. Accrual and use of vacation time is based on the fiscal year, December 1 through November 30.

1. From hire date through the end of the fiscal year, vacation time is earned at a rate of .833 days per month (.833 x 12 = 10) to determine the number of vacation days accrued for the following fiscal year. Any fraction of accrued vacation days will be converted to the nearest whole day using standard mathematical rounding (.49 or lower to be rounded down and .50 and higher to be rounded up). At the start of the second fiscal year following an employee's start date to five years of service, the employee will receive a total of ten (10) vacation days during that fiscal year. Vacation time is earned at a rate of .833 days per month (.833 x 12 = 10) to determine the number of vacation days accrued for the following fiscal year.

2. At the completion of four (4) years of service, vacation time is earned at a rate of 1.25 days per month (1.25 x 12 = 15). During the fiscal year in which the employee completes five (5) years of service, the employee will receive five (5) additional vacation days upon the anniversary of his/her hire date. At the start of the fiscal year immediately following the completion of five (5) years of service, the employee will receive a total of fifteen (15) vacation days for use in that fiscal year.

3. At the completion of nine (9) years of service, vacation time is earned at a rate of 1.66 days per month (1.66 x 12 = 20). During the fiscal year in which the employee completes ten (10) years of service, the employee will receive five (5) additional vacation days upon the anniversary of his/her hire date. At the start of the fiscal year immediately following the completion of ten (10) years of service, the employee will receive a total of twenty (20) vacation days for use in that fiscal year.

4. At the completion of twenty-four (24) years of service, vacation time is earned at a rate of 2.08 days per month (2.08 x 12 = 25). During the fiscal year in which the employee completes twenty-five (25) years of service, the employee will receive five (5) additional vacation days upon the anniversary of his/her hire date. At the start of the fiscal year immediately following the completion of twenty-five (25) years of service, the employee will receive a total of twenty-five (25) vacation days for use in that fiscal year.

Section 2. **Use**

Vacation time may be taken in increments of not less than one-hour increments at a time subject to accrual as outlined above. Vacation time must be used prior to November 30 of each year or it will be forfeited. In certain extraordinary circumstances, unused vacation time may be carried over if specifically authorized by the Employer. Vacation time that is carried over will be used based on the operational needs of the Office, and must be taken within 60 days.

Employees who by length of continuous service are entitled to fifteen (15) or more days of vacation may request the following:

After accrual of fifteen (15) days of vacation, a maximum of five (5) days may be turned back in to be paid at straight time in lieu of time off. After accrual of twenty (20) days of vacation, a maximum of ten (10) days may be turned back in to be paid at straight time in lieu of time off. Employees who are selling back vacation time must indicate in writing their intent to do so by July 1 of the applicable fiscal year.

Section 3. **Vacation Schedules**

Subject to Section 4 and the Sheriff's operating needs, vacations shall be scheduled as requested by the employee.

Section 4. **Vacation Periods Scheduled by Seniority**

A vacation period will be considered in increments of one or more full week(s) beginning at 0001 Sunday and ending at 2359 Saturday.

If and only if staffing levels are such that there are insufficient weeks in the Sheriff's Office fiscal year (December 1 – November 30) to schedule all weeks of vacation due employees assigned to that division, will more than one employee be allowed to schedule vacation the same week as another employee.

After completion of the shift bid process, the supervisor who is outside the bargaining unit will tally the total number of weeks of vacation due the employees on a shift.

Based on the above statement, the following vacation bid process will be adhered to:

> Beginning October 1 and continuing for one month, employees may bid for vacation periods (one or more weeks) based on classification seniority. This will be done by filling in slots on a posted list of weeks in the following fiscal year (i.e., December 1 – November 30). Bids shall be submitted by employees in a timely manner, with employees receiving up to twenty-four hours to complete their bids. On or about the first week in November, the Court Security Lieutenant or his/her designee will review the posted list and finalize the seniority bid vacation lists. Conflicts in scheduling will be resolved in favor of the employee having the greatest classification seniority.

Vacation periods requested other than as described above shall be granted on a first-come first-served basis. Requests will be considered on the basis of calendar date of submission to and confirmed by the Court Security Lieutenant or his/her designee. Employees will be notified in writing as to the number of available vacation slots via posting of the vacation list and will be notified of the number of uncommitted vacation weeks still held by the employee via eSuite. It will be up to the employee to submit a request for any of the remaining available weeks or face the loss of vacation time when no open weeks remain in the fiscal year.

If an employee decides to remove his or her name from a scheduled vacation week or weeks, another employee may bid for the open slot and be granted the time based on classification seniority.

Once a vacation is approved and scheduled, an employee who is transferred non-voluntarily will be allowed to take that vacation even if a scheduling conflict develops.

Section 5. **Holidays**

When a scheduled holiday occurs during a scheduled vacation, an alternate day of vacation will be allowed.

Section 6. **Separation Pay**

Employees, or his/her estate in case of death, shall be compensated for all unused vacation time already accrued at the time they separate.

ARTICLE XVII.
SICK AND PERSONAL LEAVE POLICY

Section 1.

It is the policy of Kane County to provide protection for eligible employees against loss of income because of illness or for personal matters. To ensure that protection, the County has made provisions for both short-term and extended sick leave reserves and personal leave reserves. All regular full-time and regular part-time employees are eligible. Regular part-time employees earn sick leave proportionate to the average number of hours worked. Sick and personal leave pay is based on the employee's regular straight-time rate in effect when the sick and personal leave is taken. An employee may use extended sick leave whenever under the care of a physician.

Section 2. **Short-Term Sick and Personal Leave Accumulation**

"Sick and personal leave year" is defined as the twelve (12) month period beginning December 1 of each year. Eligible employees who have completed 90 days of continuous service as of December 1, of the applicable sick and personal leave year, will be credited with five (5) days. Employees who have completed less than 90 days of continuous service as of December 1 of the applicable sick and personal leave year, will be credited with short-term sick and personal

leave upon completion of 90 days of continuous service at the rate of 1.25 days for each remaining quarter within that year.

Section 3. **Short-Term Sick and Personal Leave Utilization**

An employee's short-term sick leave credit can be used for personal and family injury or illness, maternity, doctor and dentist appointments or personal days. Such leave may be used in increments of no less than one hour at a time. Any such use is subject to twenty-four (24) hours prior notification to the employee's supervising Lieutenant or his/her designee, if at all possible. Vacation pay cannot be substituted for short-term sick pay.

Section 4. **Unused Short-Term Sick and Personal Leave Carry Over and Payment at Termination**

Short-term sick and personal leave will not accumulate from year to year. At the end of the sick and personal leave year, all unused short-term sick leave for nonexempt employees will roll over into extended sick leave. Upon termination, nonexempt employees will be expected to pay back any and all short-term sick and personal days used that were not previously earned, at a rate of one day for every quarter not worked. If a nonexempt employee terminates and has unused short-term sick and personal leave, the employee will be paid at a rate of one day for every quarter worked in the benefit year provided the employee gives fourteen (14) calendar days' written notice to the employee's supervisor.

Section 5. **Extended Sick Leave Accumulation**

Eligible employees will be credited with one day of extended sick leave per month after six (6) month probationary period is completed. Unused extended sick leave will carry over from year to year and may accumulate to a maximum of two hundred forty (240) days.

Section 6. **Extended Sick Leave Utilization**

An employee may utilize extended sick leave for himself/herself prior to utilizing short-term sick leave if the employee has a serious health condition and is under a doctor's care at home or in the hospital. A doctor's certification is required to support the request for extended sick leave.

Extended sick leave may be used during periods of personal injury, illness or maternity until IMRF disability benefits begin. The IMRF disability benefit is payable after thirty (30) calendar days of disability and is equal to fifty percent (50%) of the employee's average monthly earnings during the preceding twelve (12) months.

An employee may utilize up to six (6) days of accrued extended sick leave per fiscal year for absences due to illness or injury of the employee's child, stepchild, spouse, domestic partner, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent or stepparent on the same terms upon which the employee is able to use extended sick leave days for his or her own absences. A doctor's certification is required to support the request to use extended sick leave to care for such family members.

Extended sick days run concurrently with Family and Medical Leave.

Section 7. **Payment for Unused Extended Sick Leave**

No payment for unused extended sick leave is made at termination. Retiring employees under IMRF qualify for up to one year of additional pension service for unused extended sick leave at the rate of one month for every twenty (20) days or fraction thereof. To qualify for this pension credit, the effective date of pension must be within sixty (60) days of termination. This additional pension service credit provision applies solely to employees retiring with an IMRF pension. Converted extended sick leave cannot be used to meet the requirements of a minimum of eight (8) years for an IMRF pension or thirty-five (35) years for a non-discounted pension under age sixty (60).

Section 8. **Paid Leave for All Workers Act**

The Union and the Employer acknowledge and agree that the paid time off provisions of this Agreement shall govern and be the exclusive paid leave provisions applicable to Employees within the bargaining unit. The parties to this Agreement hereby explicitly waive the paid leave requirements of the Paid Leave for All Worker Act, 820 ILCS 192/1, *et. seq*.

ARTICLE XVIII.
MISCELLANEOUS PROVISIONS

Section 1. **Use of Masculine Pronoun**

The use of the masculine pronoun in this or any other document is understood to be for clerical convenience only, and it further understood that the masculine pronoun includes the feminine pronoun as well.

Section 2. **Definition**

Whenever the term Sheriff is used in this Agreement, it shall mean the Sheriff or his authorized officer or agent.

Section 3. **Notification of Leave Balance**

Employees shall be given a statement of leave balances (sick leave, vacation days, holidays, and accumulated compensatory time) on request, but no more than twice annually.

Section 4. **Evaluations**

The Union and the Sheriff encourage periodic evaluation conferences between the employee and his/her supervisor. The written evaluation done once a year by the supervisor shall be discussed with the employee and the employee shall be given a copy immediately after completion. The employee shall sign the evaluation as recognition of having read it but such signature shall not constitute agreement with the evaluation.

Section 5. **Copies of the Agreement**

A copy of this Agreement shall be posted to the Sheriff's Office's internal intranet site and to the County's website.

Section 6. **Meeting Place**

All meetings or hearings or other proceedings over which the parties have control shall be held in the Sheriff's complex in Kane County, Illinois, unless there is a reasonable basis to hold such meetings, hearings or other proceedings elsewhere.

Section 7. **Job Descriptions**

Within ninety days of the execution of this Agreement, employees shall have a copy of his/her current job description which shall include principal duties and responsibilities. When requirements are revised and the duties and responsibilities remain essentially unchanged, incumbents in these positions who qualified under previous requirements for the class shall be considered qualified.

ARTICLE XIX.
LEAVES OF ABSENCE

Section 1. **Policy**

Leaves of absence may be granted to maintain continuity of service and to protect the employer-employee relationship in instances where circumstances require an employee's absence. Leaves of absence are required when the employee's absence, other than vacation, will extend beyond a two-week period. Leaves are granted based on each individual case and at the discretion of the Sheriff. Leaves of absence are without pay unless the Sheriff requires, or the employee elects with the Sheriff's approval, accrued sick pay, holiday pay, vacation pay or compensatory time be used during the leave of absence. A leave of absence will not be granted for the purpose of trying another job. Failure to return at the end of an approved leave may result in termination.

It is the Sheriff's policy to grant leaves of absence to eligible employees in accordance with all applicable federal and state laws. Where provisions of this Article conflict with any applicable federal or state law, the provisions of such law shall prevail.

Section 2. **Eligibility**

Employees may be eligible for a leave of absence if they have worked for at least 12 months and for at least 1,250 hours during the year preceding the start of the leave of absence. Eligibility and entitlement to leaves of absences governed by state or federal law shall be determined in accordance with the provisions of the applicable law.

Subject to the policy statement above, employees may be eligible for up to twelve (12) work weeks of leave a year, which is based on a rolling 12-month period measured backward from the first date leave is used, unless otherwise required by law. In other words, each time an employee

takes a leave, the remaining leave for which the employee may be eligible would be any balance of the 12 work weeks which has not been used during the immediately preceding 12 months.

Employees must give a 30 calendar day advance notice of the need to take a leave of absence when it is foreseeable. Foreseeable leaves include, but are not limited to, maternity/paternity leave, placement leave, military leave, educational leave, personal leave or planned medical treatment leave. Where it is not possible under the circumstances to provide advance notice, notice must be given as soon as possible.

Section 3. **Types of Leaves of Absence**

A) Family and Medical Leave:

Eligible employees may be granted a family or medical leave of absence under the provisions of the Family and Medical Leave Act ("FMLA") for one or more of the following reasons:

1. Birth Leave: For birth of a child of an employee and to provide care for the child following birth.

2. Placement Leave: For placement of the child with an employee for adoption or foster care.

3. Personal Illness: For a serious health condition when an employee is unable to perform their job.

4. Family Illness: For an employee to care for their son, daughter, spouse, or parent who has a serious health condition.

5. Because of any qualifying exigency arising out of the fact that the spouse, or a son, daughter, or parent of the employee is a covered military member on active duty (or has been notified of an impending call or order to active duty) in the Armed Forces in support of a contingency operation.

6. To care for a covered service member with a serious injury or illness if the employee is the spouse, son, daughter, parent or next of kin of the service member.

All aspects of FMLA leaves of absences shall be governed by the provisions of the FMLA and the regulations promulgated thereunder, all as may be amended from time to time. The Sheriff will exercise his discretion in connection with FMLA leaves of absences in accordance with the FMLA and the applicable regulations.

B) Military Leave: Eligible employees will be granted military leaves with or without pay in accordance with all applicable state and federal laws. For all Military Leaves, employees should provide their supervisor with a copy of their written orders, including any subsequent changes, within the time limits prescribed by law. If an employee is applying for differential pay, the employee should provide payroll with the amount of their base pay prior to the leave. If an employee desires to use benefit time during the leave, the employee should also notify payroll prior

to the leave. Upon completion of military service, a copy of the employee's Leave and Earnings Statement verifying the duration of the employee's military service and base pay must be provided to payroll by the employee.

C) Victim's Economic Security and Safety Act (VESSA) Leave – Eligible employees will be granted leaves to address domestic or sexual violence in compliance with VESSA. Neither this section nor VESSA creates additional rights for an employee to take leave that exceeds the unpaid leave time under, or is in addition to unpaid leave time permitted by, the FMLA. All aspects of the leave shall be governed by the provisions of VESSA.

D) Personal Leave: May be granted or denied at the discretion of the Sheriff based on the facts of each individual case. The reason for this type of leave must be of a nature involving a serious family problem, or some similar circumstance. Personal leaves are governed in the same manner as any other type of leave. The guidelines listed under other Sections of this policy must be adhered to in all cases.

E) Educational Leave: May be granted at the discretion of the Sheriff without pay to eligible employees who wish to continue their education provided the course of study is beneficial to the Sheriff's Office.

F) Workers' Compensation Leave: All employees experiencing an occupational disability due to an accident or illness arising out of and in the course of their employment may be placed on a Workers' Compensation Leave. Participating employees should apply for IMRF Disability Benefits if eligible (See Workers' Compensation).

G) Other Leaves Required by Law: Eligible employees will be granted leaves of absences required by state or federal law in accordance with the provisions of the applicable law.

Section 4. **Controls and Rules During a Leave**

A) The Sheriff may require that an employee requesting any type of leave designate that accrued sick days, accrued vacation and, if applicable, personal days and compensatory time be used during the leave of absence.

B) Duration of Leave: The cumulative time off of a leave of absence shall not be longer than six months, unless otherwise required by law.

C) Extended Leave of Absence: Any leave over twelve work weeks in duration is considered an extended leave of absence. Employees in this extended period must contact the Sheriff at least 30 calendar days prior to their expected return to work, unless otherwise required by law. Every effort will be made to place the employee returning from an extended leave to the same or substantially similar position.

D) Health Care Coverage During a Leave of Absence: Group hospitalization coverage will continue for up to 6 months. The employee portion of the payment for this coverage must be received in the Human Resource Management Department no later than the 1st of each month during the leave of absence. A limited continuation option is available to eligible employees after this period under COBRA, a limited extension of health insurance coverage.

E) Vacation. Sick Pay Benefits and Holiday Pay: Sick pay credit and vacation time will not continue to accrue after the last day paid on any authorized leave of absence. Employees will be paid for holidays which fall during the period they are receiving pay from the County. The use of any leave will not result in the loss of any employment benefit that accrued prior to the start of an employee's leave.

Section 5. **Procedure**

1. A "Request for Leave of Absence" form should be completed by the employee defining the reason for the leave, its duration, and the amount of vacation, compensatory time, holiday and sick pay to be used during the leave (if any).

2. This request should be submitted through the chain of command to the Bureau Commander, who, after recommending approval or disapproval, will forward the form to the Sheriff.

3. A medical certification and/or fitness for duty report is required upon commencing and returning from a family and medical leave or workers' compensation leave. Employees must provide medical certification within 15 calendar days of the request. Medical re-certification may be required at the County's expense.

Section 6. **IMRF Leave of Absence Authorization and Disability Benefits**

A) Employees who have a medical certification of a disability which may extend for 30 calendar days or more could be eligible for disability benefits under the Illinois Municipal Retirement Fund (see IMRF Disability Benefits). To be eligible, an employee must have 12 months or more of service credit with IMRF. Pregnancy is included as a disability under IMRF if the employee is eligible, and claims should be submitted in the same manner as other disability claims. The County's Human Resource Management Department should be contacted for the forms for application.

B) Employees participating under IMRF and on a leave of absence without pay from Kane County or disability pay under IMRF (i.e. family illness, placement leave) will not be protected for death or disability benefits during the unpaid period. A Benefit Protection Leave of Absence Authorization should be filed with IMRF before the leave commences. Death and disability benefits are reinstated immediately upon returning to work. Employees may establish service credits for retirement (not to exceed 12 months) for this leave by paying the employee contributions which would have been paid if actually working plus interest. The County Board must approve the acceptance of employer paid IMRF obligations. Forms are available in the Human Resource Management Department. Leaves of absence may be granted to maintain continuity of service and to protect the employer-employee relationship in instances where unusual circumstances require an employee's absence. Leaves are granted on the assumption that the employee will be available to return to regular employment when the conditions necessitating the leave permit.]

Section 7. **Worker's Compensation**

The Worker's Compensation law provides protection for employees experiencing occupational disabilities through accidents or by exposure to disease arising out of and in the course of employment.

A) When an employee suffers an on-the-job injury or exposure, whether or not medical attention is required, a "Report of Injury" form must be completed by the employee and forwarded to both the Insurance Coordinator and up the chain of command to the Bureau Commander as soon as possible.

B) All expenses involved with the treatment of the exposure or injury are covered by the Illinois Worker's Compensation Act. That Act provides payment of sixty-six and two-thirds of the employee's wages for lost time at work after a three-day waiting period. If the employee is off work for more than fourteen days because of a job-related injury or exposure, then the employee will be compensated for the waiting period. In addition to this partial payment of wages pursuant to the Illinois Workers' Compensation Act (hereinafter referred to as "The Act"), employees with more than one year of service with the County will also receive a minimal amount of disability through IMRF.

The County, in addition to compliance with the Act, shall pay an additional one third of the average weekly wage to employees for the first thirty days that the employee is totally disabled. This is a voluntary payment by the County and by accepting such payments; employees shall recognize and will assist the County in enforcing its subrogation rights.

Nothing in this policy shall be construed as limiting or contravening the Public Employee Disability Act, 5 ILCS 345/1.

Section 8. **Jury Duty/Work-Related Court Duty**

Court leave shall be granted to employees who are called to jury duty or are required to be absent from work because of subpoena from any legislative, judicial, or administrative tribunal. Time away from work with pay shall be granted for such purposes. All compensation received for court or jury shall be remitted by the employees to the County Auditor, to be returned to the County Treasurer from which the original payroll warrant was drawn. The County feels that by volunteering to appear as a witness, an employee may create the impression that the County favors one litigant to the detriment of the other. Therefore, to avoid any suspicion of favoritism, County employees are instructed not to appear as a witness unless properly subpoenaed.

Section 9. **Funeral/Bereavement Leave**

A) Paid Funeral Leave

In the event of a death in an employee's immediate family, the employee will be allowed up to three (3) days leave with pay for the time actually lost. Immediate family member is defined as including the employee's child, stepchild, parent, current spouse, domestic partner (as defined in the Family Bereavement Leave Act), sibling, father-in-law, mother-in-law, brother-in-law,

sister-in-law, son-in-law, daughter-in-law, grandparents and grandchild. These days will not be deducted from sick pay.

B) Family Bereavement Leave Act Leave

The Illinois Family Bereavement Leave Act ("FBLA") provides that eligible employees are entitled to a maximum of two (2) weeks (up to ten (10) working days) of unpaid bereavement leave within sixty (60) days after the date the employee receives notice of the death or event. All family bereavement leaves will be granted in accordance with the Family Bereavement Leave Act.

Eligible employees, as defined by Section 101(2) of the federal Family and Medical Leave Act of 1993 (29 U.S.C. 2601 *et seq*.), are entitled to a maximum of six (6) weeks of unpaid leave if they experience more than one event during a 12-month period.

C) Other Unpaid Funeral/Bereavement Leave

Any additional leave not reference above will be granted at the sole discretion of the Sheriff or his designee and will be deducted from the employee's unused vacation time, compensatory time, or may be taken as holiday time to which the employee is otherwise entitled.

D) Notice to Employer

Employees shall provide at least 48 hours' advance notice of the intention to take leave under this Section 8, unless providing such notice is not reasonable and practicable.

In the event of the death of an immediate family member as defined in this Section 8(a) or a "covered family member" as defined in the FBLA, employees must notify their immediate supervisor of the death, relationship to the deceased and expected time of absence.

For leave under the FBLA following a loss or negative diagnosis related to pregnancy, surrogacy, or adoption, employees shall notify their supervisor that they are taking leave under the FBLA and submit a completed FBLA Leave Documentation Form available on the Illinois Department of Labor's website as soon as practicable.

E) Limitations

The provisions of this section do not extend the maximum period of leave to which an employee is entitled under the federal Family and Medical Leave Act of 1993 or under any other paid or unpaid leave provided under federal, State, or local law, this Agreement, or the Employer's benefits program.

Section 10. **Employee Blood and Organ Donation Leave**

A) Blood Donation

Full time employees with at least six (6) consecutive months of service are allowed one (1) hour of leave with pay every 56 days to participate in blood donation in

accordance with the Employee Blood and Organ Donation Leave Act. Employees must give a 15-day advance notice to their immediate supervisor that they wish to take the leave. The request for leave shall be accompanied by appropriate medical documentation of the appointment, which may consist of a written statement from the blood bank or hospital indicating that the participating employee has an appointment to donate blood. A written certification from the blood bank or hospital is required to verify the date of the completed or attempted blood donation. Employees may utilize the leave authorized in this section only after obtaining approval from their immediate supervisor.

B) Organ Donation

Full time employees with at least six (6) consecutive months of service may use up to ten (10) days of paid leave in any 12-month period to serve as an organ donor in accordance with the Employee Blood and Organ Donation Leave Act. Where practicable, employees must give a 15-day advance notice to their immediate supervisor that they wish to take the leave. The request for leave shall be accompanied by appropriate medical documentation of the appointment, which may consist of a written statement from the hospital or the employee's physician verifying the date of the organ donation and the expected duration of leave needed. A written certification from the hospital and/or the employee's physician is required to verify the date of the completed or attempted organ donation and the duration of the leave needed. Employees may utilize the leave authorized in this section only after obtaining approval from their immediate supervisor.

ARTICLE XX.
UNION RIGHTS

Section 1. **Union Activity During Working Hours**

Employees shall be allowed necessary and reasonable time off with pay during working hours to attend committee meetings, negotiations, and other necessary and reasonable activities so long as they have been established by this Agreement, and/or other meetings called or agreed to by the Employer if such employees are entitled or required to attend such meetings by virtue of being participants.

Section 2. **Access to Premises by Union Representatives**

The Employer agrees that local representatives and officers and Union staff representatives shall have reasonable access to the premises of the Employer, giving notice upon arrival to the appropriate Employer representative. Such visitations shall be for the reason of the administration of this Agreement. By mutual agreement with the Employer in emergency situations, Union staff representatives or Local Union representatives may call a meeting during work hours to prevent, resolve or clarify a problem.

Section 3. **Time Off for Union Activities**

Two Local Union representatives shall be allowed two days off per year or one Union representative four days per year with pay for legitimate Union business such as Union meetings, State or area wide Union committee meetings, State or International conventions. One Local Union

Officer from each unit shall be allowed to attend Local Executive Board and Monthly meetings provided such representative shall give reasonably notice to his/her supervisor of such absence and shall be allowed such time off. Any additional Local Union Officers or Executive Board members will be permitted to attend Local Executive Board and Monthly meetings based on operational needs. Time off granted to Local Union Officers to attend Local Executive Board and Monthly Meetings shall not exceed two (2) hours unless approved by the Sheriff or his designee.

Such time off shall not be detrimental in any way to the employee's record. Additional time off without pay shall be granted under the conditions as stated in the preceding paragraph.

Section 4. **Union Bulletin Boards**

The Employer shall provide bulletin boards and/or space at each work location.

Section 5. **Information Provided to Union**

The Employer shall notify the Union in writing of the following personnel transactions involving bargaining unit employees as they occur: new hires, promotions, layoffs, reemployment, transfers, leaves, returns from leave, suspension, discharge and termination.

At the request of the Union, the Employer shall furnish the Union a current seniority roster and reemployment lists, applicable under the seniority provisions of this Agreement.

Section 6. **Union Orientation**

Each newly hired bargaining unit employee shall, during the employee's initial instruction and training period, be scheduled at a time mutually agreeable to the parties for an orientation which shall be provided by the Union. The Union orientation period shall be a maximum of one (1) hour, and shall take place during the employee's regular working hours with no loss of pay to the employees involved.

Section 7. **Distribution of Union Literature**

During employee's non-working hours, he/she shall be permitted to distribute Union literature to other non-working employees in non-work areas and in work areas during non-work hours.

Section 8. **Union Meetings on Premises**

The Employer agrees to make available conference and meeting rooms for Union meetings upon prior notification by the designated Union representative, unless to do so would interfere with the operating needs of the Employer, or cause additional cost or undue inconvenience to the Employer. The Sheriff will provide the Union space for a computer outlet, desk, and filing cabinet on the premises.

Section 9. **Rate of Pay**

Any time off with pay provided for under this Article shall be at the employee's regular rate of pay as though the employee were working, not to exceed the employee's regular working scheduled hours.

ARTICLE XXI.
WAGES

Section 1. **Wage Schedule**

Employees shall be compensated in accordance with the wage schedule attached to this Agreement and marked Appendix B. The attached wage schedule shall be considered part of this Agreement.

Section 2. **Pay Period**

Employees are paid on a bi-weekly schedule. Each payroll period shall consist of fourteen (14) calendar days, so that the bi-weekly rate of pay of each employee shall be 1/26th of the employee's annual salary. In a year in which 27 pay periods shall occur, the bi-weekly rate of pay for each employee shall be 1/27th of the annual salary. When a payday falls on a holiday, the paycheck is distributed the preceding workday. Employees are encouraged to sign up for direct deposit of their paychecks through Payroll in the Human Resources Management Department.

Section 3. **Uniform Allowance**

All regular full-time employees will be given a uniform allowance of one thousand, one hundred fifty dollars ($1,150) per year to be evenly divided and paid separately (i.e., not combined with regular earnings), via direct deposit into his/her account on file with the County, on the second regular payroll dates in November and May of each year. If an employee does not utilize direct deposit for their regular payroll check as of December 1, 2024, that employee will continue to receive paper checks. The employee must complete one-year probationary period and wait for the subsequent date of the issuance prior to receiving uniform allowance. Until an employee receives the uniform allowance, the Sheriff's Office is responsible to supply and repair or replace, if damaged in the line of duty, at no cost to the employee, all items required for a proper uniform. In addition, the Employer shall supply one bullet proof vest for new full-time employees upon hire.

Part-time employees are not eligible to receive a uniform allowance. The Sheriff's Office may in its sole discretion issue or replace uniform pieces for part-time employees.

Section 4. **Other Pay Provisions**

a. Interpreters/bilingual officers -- $100 per month

Any officer who is fluent in Spanish, sign language, Polish or other languages as mutually agreed, and who proves certification from a third-party vendor approved by the Sheriff, will be eligible to receive additional compensation of $100 per month upon assignment by the Sheriff.

b. Range Instructors -- $50 per month

Range Instructors who are assigned and state certified as range instructors shall receive this specialty pay. All range instructors shall be allowed to attend a certified training program, provided such programs are available locally and funding is available.

c. Field Training Officers -- $175 per month

Training officers who are assigned and state certified as training officers shall receive this specialty pay. All training officers shall be allowed to attend a certified training program, provided such programs are available locally and funding is available.

As with all assignments, the above specialty assignments are at the sole discretion of the Sheriff.

Section 5. **Longevity Pay**

Employees shall receive longevity pay at the following rates, and the rates are to be applied retroactively to December 1, 2024 and shall be in effect for all employees who were employed on or after December 1, 2024: at the end of the employee's fourth year of service the employee shall receive an additional $72 per month each month in his/her regular pay check; at the end of the employee's seventh year of service the employee shall receive $144 per month each month in his/her regular pay check; at the end of the employee's tenth year the employee shall receive $240 per month each month in his/her regular pay check. Each year thereafter, employees shall receive additional longevity pay at the rate of $24 per month times every year of service. Such longevity pay shall be paid on a prorated basis on employee's regular pay checks and shall be calculated towards employees' IMRF but shall not be used when calculating employees' overtime rate of pay.

ARTICLE XXII.
OUT OF TITLE WORK

The Sheriff may temporarily assign an employee to perform the duties of another employee.

Employees who are assigned to perform a significant number of duties of another employee for more than five (5) consecutive working days (counted individually and cumulatively) from the start to the end of the entire period shall be paid the greater of the following:

a. The pay of the employee whose duties the assigned employee is performing, or

b. The current pay of the assigned employee, after said five-day period.

ARTICLE XXIII.
INSURANCE

Section 1. **Medical, Vision and Dental Coverage**

A. The Employer shall provide comprehensive insurance programs for hospitalization, medical, vision and dental coverage for each covered employee who chooses to participate and their eligible dependents similar to the coverage which is currently in effect. Current Plan descriptions and rates for 2025 are included in Appendix E attached hereto and incorporated herein. All regular full-time employees and all regular part-time employees who work a minimum of twenty-one (21) hours per week are eligible to enroll in the County's comprehensive group hospitalization, medical, vision and dental insurance plans.

B. Premium costs are shared by full-time employees and the County through payroll deduction. Eligible part-time employees pay the full premium for all plans for coverage through payroll deduction. A pre-tax deduction Section 125 Plan is available at the time of enrollment. Beginning December 1, 2024 through November 30, 2027, the overall aggregate cost of the County's health insurance programs, shall be shared by the County and the union and non-union employees at the overall aggregate rate of eighty-three percent (83%) borne by the County and seventeen percent (17%) borne by the union and non-union employees. It is understood that individual premium rates and percentage contribution levels will vary across plans and will be based on an employee's plan selection each year, but the overall aggregate percentage rates borne by the County and the union and non-union employees shall remain the same through November 30, 2027.

C. The County reserves the right to self-insure, change carriers and engage in cost containment measures during the term of this Agreement so long as the benefits and coverages sought are substantially similar to those being currently offered.

D. The parties agree to continue the implementation of a Wellness Plan component for Employees and spouses covered by the County's health insurance plans. Participation in the Wellness Plan shall be defined as participating in an annual health evaluation which shall continue to be limited to completing an assessment, providing a blood sample, and receiving a health evaluation report. No other additional action on the part of any employee or spouse shall be required. The Employers agree that participation (or non-participation) in the Wellness Plan shall not be used in any way to initiate or support an employment action of any kind. The parties further agree that accommodations shall be made to facilitate participation of retired employees that reside outside of Kane County. Participation in the Wellness Plan shall not require or constitute any waiver of an individual's right to privacy under HIPAA, or other applicable laws. Employees and/or their spouses who choose not to participate shall continue to pay an additional $50 per employee and/or spouse per month toward health insurance premiums.

Section 2. **Future Plans**

Should the County adopt plans or policies which affect Employee's insurance benefits (including what is commonly referred to as flexible benefit program), employees of the Employer

shall have the option to participate in the same plans or programs in the same manner as other County Employees.

In addition, in the event the County agrees to a lower overall contribution for employees who participate in County plan(s), the lower overall contribution rate shall apply to employees covered by this Agreement.

Section 3. **Life Insurance**

The County will provide information concerning any available additional life insurance through IMRF and at the request of the employee shall make such necessary deductions from the employee's paycheck.

Section 4. **Health Care Continuation Coverage for Retirees, Medicare Eligible Retirees and Disabled Employees**

A. Retirees

The County shall pay 10% of the cost of continued medical insurance benefits under the same terms and coverage for the non-Medicare eligible retired employee as the employee received for the 12 months preceding retirement.

Employees retiring under regular IMRF must be at least 55 years of age with at least eight (8) years of service. Sheriff's Law Enforcement Personnel (SLEP) members who retire (at any age) must have at least 20 years of SLEP credit.

In order to be eligible for the 10% premium reduction, an employee must have been employed by the Employer for 15 or more consecutive years.

Retired employees who wish to take advantage of this medical insurance must pay 90% of the premium for either single or dependent coverage. The premium is due on the 1st of each month and must be submitted to Human Resources in order for coverage to be maintained.

B. Medicare Eligible Retirees, Disabled Employees and Surviving Spouses

Kane County offers a reduced benefit PPO health care plan to Medicare eligible retirees, disabled employees and surviving spouses. The PPO plan includes a separate deductible of $500.00 for outpatient drugs to be paid at 80% (coinsurance does not go towards the outpatient prescription maximum). The full amount of the premium that must be paid is established by the County Board each year.

C. Retirees -- Annual Open Enrollment

Retired employees may elect to change medical insurance plans during the annual open enrollment period for active county employees each year.

ARTICLE XXIV.
VACANCIES

Section 1. **Determination of Vacancies**

The Sheriff shall solely determine when a vacancy exists and whether or not to fill the vacancy.

Section 2. **Posting**

Whenever shift vacancy occurs, other than a temporary vacancy as defined below, in any existing job classification or as a result of the development or establishment of new job classifications, a notice of such vacancy shall be posted on all bulletin boards for 10 working days. Temporary vacancies are defined as job vacancies that may periodically develop in any job classification that do not exceed 30 consecutive days. Job openings that remain open more than 30 consecutive days at a time shall not be considered temporary job openings.

During this period, employees who wish to apply for the vacant shift assignment, including employees on layoff, may do so.

Section 3. **Selection**

The Sheriff, or his designee, shall be the sole person to select those persons to fill vacancies. Provided, however, in making the selection, the Sheriff or his designee shall give consideration to factors such as seniority, experience, training, proven ability, demeanor, evaluations, and any other evidence brought to the Sheriff's attention which impacts on the criteria which relates to the vacancy.

ARTICLE XXV.
SAFETY AND HEALTH

Section 1. **General Duty**

The Employer and Union shall cooperate so that the Employer can continue its efforts to provide for a safe working environment, including tools and equipment, for its employees as is legally required by federal and state laws.

Section 2. **Limitation**

The parties agree that grievances alleging violation of Section I of this Article may be processed to Step III of the Grievance Procedure of this Agreement and will be subject to the Grievance Arbitration procedure.

Section 3. **Safety Committee**

Two (2) employees designated by the Union and two (2) persons designated by the Employer shall comprise safety committee for the purpose of discussing safety and health issues relating to employees and to recommend reasonable safety and health criteria relating to equipment

and facilities. The committee will meet on a reasonable basis at a mutually agreed time. Employees attending a committee meeting will be paid if the meeting is scheduled during an employee's working hours. Formal recommendations of the committee shall be submitted in writing to the Sheriff with a copy to the Union, but shall not be binding upon the Employer or the Union.

Section 4. **Fitness for Duty Evaluation**

Employees may be required to undergo a physical or psychological fitness for duty evaluation by the Sheriff, or his or her designee, where there is a reasonable belief that an employee may not be physically, emotionally or mentally fit to carry out his or her essential job duties. Determining that a fitness for duty evaluation is warranted shall be made by the Sheriff or his/her designee, in accordance with GO-08-01. The basis for the determination shall be set forth in writing to the employee ten (10) days prior to the time the employee is to undergo such testing. However, the ten (10) day notice shall be waived when the employee's conduct imminently or directly threatens the safety to self or others. In that case, a copy shall be given to the employee at the time the employee is ordered to undergo such evaluation.

All examinations and inquiries into an employee's fitness for duty shall be both job related and consistent with operational necessity and shall be no broader or more intrusive than deemed necessary by qualified, licensed and certified medical doctors, psychiatrists or psychologists.

An Employee shall have the right to inform the Union of the order after it is received and shall have the right to secure a similar fitness for duty evaluation at the employee's own expense from a qualified, licensed and certified medical doctor, psychiatrist or psychologist of their own choosing.

The Employee shall sign any and all releases or authorizations required by the medical doctor, psychiatrist, or psychologist, as the case may be, to release the information and evaluation obtained as a result of a fitness for duty evaluation to the Employer. The Employer recognizes the employee's right to privacy and agrees that any information and evaluation obtained pursuant to this section shall be placed in the employee's secure medical file. The evaluation and information provided to the Employer as a result of such fitness for duty evaluation shall be provided to the employee.

In the event the Employer seeks to terminate an employee covered under this Agreement, based on the fitness for duty evaluation and other information obtained pursuant to GO-08-01, the Sheriff or his/her designee shall meet with the employee involved and inform the employee of the contemplated action and the reason thereof. The employee shall be informed of his/her contract rights to Union representation and shall be entitled to such, if so requested by the employee. If the Employer and the Employee are unable to agree to the findings of the fitness for duty examination, the doctors representing the employee and the Employer shall pick a third-party qualified physician in that field to arbitrate the decision. The physician can be chosen from a list of area physicians qualified in that practice.

Section 5. **Drug and Alcohol Testing**

See Appendix C reference Drug and Alcohol Testing procedures.

The parties agree to continue to discuss the language of Section 8. of Appendix C. "Voluntary Requests for Assistance and Discipline and incorporate changes via a Memorandum of Understanding.

ARTICLE XXVI.
HOURS OF WORK

Section 1. **Hours/Overtime**

a. Workweek/Period -- The workweek is a one-hundred and sixty-eight (168) hour period beginning at 0001 hours on Sunday and ending at 2359 hours the following Saturday. The regular hours for the work period shall consist of forty (40) hours beginning at 0001 hours on a designated Sunday and ending seven days later at 2359 hours on Saturday. Time worked shall be defined according to the Fair Labor Standards Act.

b. Overtime -- For full-time employees assigned to non-branch court positions, overtime is defined as all pre-authorized work in excess of eight (8) hours in a single work day.

For employees assigned to branch court positions and for part-time employees, overtime is defined as all pre-authorized work in excess of forty (40) hours per work week period.

Overtime work shall be rounded to the nearest quarter (1/4) hour. Time spent on sick leave, vacations or authorized leave shall not be considered hours worked in computing overtime. However, holidays and compensatory time off shall be considered hours worked in computing overtime. Overtime shall be paid at the rate of time and one-half an employee's base rate of pay.

Section 2. **General Provisions for All Employees**

a. "The Workday and the Workweek" -- The normal workday shall consist of eight (8) consecutive hours to be broken at approximately mid-point by a meal period plus one (1) paid fifteen (15) minute rest period. The normal workweek shall consist of five (5) consecutive workdays followed by two (2) consecutive days off.

b. "Meal Periods" -- Work schedules shall provide for the workday to be broken at approximately mid-point by an uninterrupted forty-five (45) minute meal period for employees who are regularly scheduled to work forty hours per week. They shall then receive one (1) fifteen (15) minute rest period during the last half of their shift. Depending on the number of hours worked in a day, part-time employees will receive a rest period as mandated by law. Employees shall have the right to leave the work site for their approved meals and they will notify the Supervisor as to both their departure and arrival in the facility. The Employer will only deny this right when operations would be adversely impacted.

Section 3. **Scheduling Practices**

There will essentially be two "shifts," "Day Shift" and "Afternoon/Evening Shift" with start times to accommodate the court schedule as set by the judiciary.

Employees will bid for shift preference based on classification seniority once per year or whenever duty assignments are changed as part of a regular rotation of assignment. The annual shift bid process shall be completed prior to the bidding for vacation periods as described in Article 16, Section 4 (October 1). It is required that officers bidding for the Afternoon/Evening Shifts be "Control Room certified."

Bidding does not include "duty assignments," such as Courtroom or Screening duties at the Judicial Center, or assignment to the Juvenile Justice Center, Geneva Courthouse or Branch Courts, or "specialty assignments".

Alternative schedules and flex-time may be used for Branch Court assignments if agreed to by the Sheriff and the employee(s) involved. Decisions of the Sheriff regarding employee requests for alternative schedules or flex-time shall not be subject to the grievance procedure.

Part-time employees will be scheduled by management based on operational needs. Part-time employees shall work a minimum of 400 hours annually, of which 100 hours shall be required to be worked quarterly, and both calculations shall be based on their date of hire. Failure to meet the annual and quarterly minimum hour requirement shall be cause for discipline, up to and including discharge.

Section 4. **Overtime Procedure**

Voluntary overtime will be offered to the most senior officer at the beginning of each day, and continue to be offered in order of seniority until all overtime needs are filled.

Compulsory (ordered) overtime will be done in a reverse seniority method, starting with the least senior to the most senior. Each day the compulsory (ordered) overtime list will reset, and the least senior officer will be up for compulsory (ordered) overtime. In the case of exigent circumstances (i.e., employee illness, previously scheduled medical appointment, child care issues), an employee may seek relief from working the ordered overtime by finding an alternate employee to fulfill the overtime obligation; provided, however, the ordered employee shall be responsible for finding his/her replacement and notifying the supervisor who ordered the overtime. Employees who are ordered to work overtime, will on each such occasion, be paid a two (2) hour minimum at time and a half.

Section 5. **Compensatory Time**

Employees may choose to accumulate compensatory time at the applicable rate. Such compensatory time may accumulate up to two hundred and forty (240) hours per year. After the maximum accumulation has been reached, overtime in excess of forty (40) hours in a workweek shall be paid in cash at the rate of one and one-half (1-1/2) times the employee's regular rate. All reasonable efforts will be made to accommodate an employee's request to utilize accumulated compensatory time off.

Section 6. **Scheduling of Single Vacation Days, Personal/Sick Days and Compensatory Time**

Provided the maximum number of employees permitted to be off on a single day, as described herein, has not been reached, an employee will be granted a single vacation day, personal/sick day or compensatory time off on a first come, first served basis. No more than three employees will be granted confirmed time off (including vacations, single vacation days, personal/sick days and compensatory time, but excluding FMLA and extended sick leave) for a specific day.

ARTICLE XXVII.
SUBCONTRACTING

Section 1. **General Policy**

It is the general policy of the Employer to continue to utilize employees to perform work for which they are qualified to perform. The Employer reserves the right to contract out any work that it deems necessary in the interest of economy, improved work product or emergency.

Section 2. **Notice and Discussion**

Absent an emergency situation, prior to the Employer changing its policy involving the overall subcontracting of work in a bargaining unit area, when such change amounts to a significant deviation from past practice resulting in loss of work of bargaining unit employees, the Employer shall notify the Union and offer the Union an opportunity to discuss and participate in considerations over the desirability of such subcontracting of work, including means by which to minimize the impact of such on employees.

Prior to subcontracting of bargaining unit work, the Employer, the Union, and the proposed sub-contractor shall meet to discuss the employment of employees subject to layoff. The Employer will request that the sub-contractor hire laid off employees.

ARTICLE XXVIII.
MANAGEMENT

Except as specifically limited by the express provisions of this Agreement, the Employer retains traditional rights to manage all affairs of the Sheriff's Office, as well as those rights set forth in the Illinois Public Labor Relations Act. Such management rights shall include but are not limited to the following:

a. To plan, direct, control and determine all operations and services of the County Sheriff's Office;

b. To supervise and direct employees;

c. To establish the qualifications for employment and to decide which applicants will be employed;

d. To establish reasonable work rules and work schedules and to assign work as the Employer deems necessary. Such work rules and schedule shall be posted in a place and manner as mutually agreeable to the Employer and the Union;

e. To hire, promote, demote, transfer, schedule and assign employees to positions and to create, combine, modify and eliminate positions within the County Sheriff's Office;

f. To suspend, discharge and take such other disciplinary action against employees for just cause (probationary employees with cause);

g. To establish reasonable work and productivity standards and, from time to time, amend such standards;

h. To lay off employees;

i. To maintain efficiency of County Sheriff's Office operations and services;

j. To determine methods, means, organization and number of personnel by which such operations and services shall be provided;

k. To take whatever action is necessary to comply with all applicable state and federal laws;

l. To change or eliminate methods, equipment and facilities for the improvement of operations;

m. To determine the kinds and amounts of services to be performed as it pertains to operations and the number and kind of Classifications to perform such services;

n. To contract out for goods and/or services;

o. To take whatever action is necessary to carry out the functions of the County Sheriff's Office in emergency situations.

ARTICLE XXIX.
COMPLETE AGREEMENT AND MAINTENACE OF STANDARDS

Section 1. **Complete Agreement**

The parties acknowledge that during the negotiations which preceded this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining. The understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. Except as otherwise provided in this Agreement, the Employer and the Union, for life of this Agreement, each voluntarily and unqualifiedly waive the right, and each agrees that the other shall not be obligated to bargain collectively with respect to:

a. any subject matter or matter specifically referred to or covered in this Agreement; and

b. subjects or matters that arose as a result of the parties' proposals during bargaining but which were not agreed to.

Section 2. **Maintenance of Standards**

The Employer agrees that if during the term of this Agreement, it enters into any new agreement with any union or employee group considered to be a county department providing for increased fringe benefits greater than those provided herein (fringe benefits are defined as health and life insurance, and tuition reimbursement) the Employer shall notify the Union and upon request negotiate with the Union concerning the application of the fringe benefit to the bargaining units. However, it is the intent of the Employer not to provide such increased fringe benefit to other union or County Departments without making the same provisions available to the bargaining units.

ARTICLE XXX.
DURATION

This Agreement shall be effective and shall continue in full force and effect until November 30, 2027, and thereafter from year to year, unless not more than ninety (90) days, but not less than sixty (60) days prior to November 30, 2027, either party gives written notice to the other of its intention to amend this Agreement. In the event that such notice is given, negotiations shall begin as soon as practicable thereafter. This Agreement shall remain in full force and be effective during the period of negotiations.

ARTICLE XXXI.
TERMINATION

This Agreement shall be effective and continue in full force and effect until midnight November 30, 2027, and thereafter from year to year, unless not more than ninety (90) days, but not less than sixty (60) days prior to November 30, 2027, or any subsequent November 30 either party gives written notice to the other of its intention to amend or terminate this Agreement.

In the event that either party desires to terminate this Agreement, written notice must be given to the other party not less than ten (10) days prior to the desired termination date which shall not be before the anniversary date set forth in the preceding paragraph. The agreement shall remain in force during the term of re-negotiations unless terminated by above appropriate written notice.

IN WITNESS THEREOF, the parties hereto have set their hands this _____ day of _____, 2025.

FOR THE EMPLOYER:

_____	_____
Ronald Hain	Corinne Pierog
Sheriff of Kane County	Chairman, Kane County Board

FOR THE UNION: Teamster Local 700

_____	_____
Ramon D. Williams	Robert V. Santana, Jr.
President	Secretary-Treasurer

APPENDIX A
COURT SECURITY SENIORITY LIST

Officers FT	Badge #	Hire Date	Original Hire Date	Sheriff ID #	County Employee #
1.Nelms, Shirley	260	012604		1421	20040021
2.Webster, Bill	283	100912		1667	20120086
3.Piszczek, Russell	251	123013		1687	20130175
4.Wyatt, Tyler	277	073014		1701	20140092
5.Niles, Wesley	299	032116	101315	1718	20150122
6.Puckett, Corliss	271	100318		1805	20180397
7.Franz, Hamilton	262	100719		1861	20190187
8.Martino, Mark	273	101519		1870	20190191
9.Hutchinson, David	263	123019		1877	20200005
10.Betz, Kenneth	257	030821		2025	20210044
11.Quiroga, Christian	276	060121		2042	20210129
12.Olguin, Alejandro*	265	092021		2065	20210198
13.Bruno, Joseph	266	101821		2072	20210233
14.Randazzo, Marie*	278	101821		2073	20210234
15.Hernandez, Jacquelin	293	112921		2081	20210253
16.Flores, Julian*	256	050222		2113	20220133
17.Doorn, Benjamin	296	071122		2124	20220383
18.Shafi, Harris	253	103122		2138	20220627
19.Kulpa, Andy*	289	012223	011723	2144	20230018
20.Vaughan, Tia	264	051523		2168	20230120
21.Chavez, Andy	282	091123		2193	20230221
22.Hernandez, Jenna	284	091123		2191	20230222
23.Gonzalez, Jennifer	292	091123		2192	20190148
24.Doty, Arquelio	254	110623		2204	20230258
25.Griffin, Dominic	290	110623		2205	20230259
26.Gianetto, Mark	252	010824		2212	20240011
27.Bailey, Rena	269	022024		2219	20240053
28.Hatanaka, Shige	281	022024		2220	20240051
29.Rubio, Mireya	280	071524	092623	2198	20230232
30.Petrancosta, Katrina	298	071524	112822	2142	20220663
31.Gartner, Thomas*	297	102124	051021	2036	20210110
Officers PT					
1.Jackson, Kevin	274	030617		1166	19910025
2.Reed, Desiree	288	010319		1810	20190003
3.Thomas, Prue	295	110821		1152	19980093
4.Shinhoster, Larry	259	080122	030821	2026	20210046

APPENDIX B
WAGES

Effective as of December 1, 2024, all full-time employees will be paid in accordance with the following wage schedule based on their years of service. Part-time employees will start at the five-year hourly rate for the applicable fiscal year.

Step Schedule for Court Security Officers

	6.00%		**3.00%**		**3.00%**	
	12/1/2024	**Hourly**	**12/1/2025**	**Hourly**	**12/1/2026**	**Hourly**
Starting	$ 54,382.24	$ 26.15	$ 56,013.71	$ 26.93	$ 57,694.12	$ 27.74
Completion of Year 1	$ 56,748.16	$ 27.28	$ 58,450.60	$ 28.10	$ 60,204.12	$ 28.95
Completion of Year 2	$ 60,082.92	$ 28.89	$ 61,885.41	$ 29.75	$ 63,741.97	$ 30.64
Completion of Year 3	$ 61,767.26	$ 29.69	$ 63,620.28	$ 30.58	$ 65,528.89	$ 31.50
Completion of Year 4	$ 63,156.92	$ 30.37	$ 65,051.63	$ 31.28	$ 67,003.18	$ 32.22
Completion of Year 5	$ 64,777.66	$ 31.14	$ 66,720.99	$ 32.08	$ 68,722.62	$ 33.04
Completion of Year 6 or more	$ 68,478.12	$ 32.92	$ 70,532.46	$ 33.91	$ 72,648.44	$ 34.93

If an employee is currently being paid more than the above schedule provides, that employee will maintain his/her current rate of pay until he/she reaches the next step on the wage schedule.

APPENDIX C
DRUG AND ALCOHOL TESTING

Section 1. Statement of Policy

It is the policy of the Employer that the public has a reasonable right to expect the employees of the Sheriff's Office to be free from the effects of drugs and alcohol and have the physical stamina and emotional stability to perform their assigned duties. The Employer has the right to expect its employees to report for work fit and able for duty. The purposes of this policy shall be achieved in such manner as not to violate any rights of the employees established in this Agreement.

Section 2. Prohibitions

Unless assigned to an investigative unit which requires the conduct set forth below, Sheriff employees shall be prohibited from:

a. being under the influence of alcohol or illegal or illegally obtained drugs during the course of their workday;

b. consuming or possessing alcohol, except as may be necessary in the performance of their duty, at any time during the workday, or anywhere on the Employer's premises or work sites, buildings or properties or any vehicle owned by the employer or any vehicle not owned by the Employer but used in service to the Employer;

c. the unlawful manufacture, possession, use, sale, purchase, dispensation, or delivery of any illegal drug at any time and at any place except as may be necessary in the performance of duty;

d. failing to report to their supervisor any adverse side effects of medication or prescription drugs that the employee knows could interfere with the performance of his or her job duties;

e. intentionally tampering with, substituting for, or causing another person to tamper with, substitute for a urine and/or blood specimen.

Violation of the above-referenced prohibitions shall be cause for discipline, up to and including discharge.

Section 3. Drug and Alcohol Testing Permitted

Testing is permitted where the Employer has reasonable suspicion to believe.

a. that an employee is under the influence of alcohol or illegal drugs during the course of the workday;

b. has abused prescribed drugs; or

c. has used illegal or illegally obtained drugs.

d. employee appears to be unable to perform his/her job safely.

The Employer shall have the right to require the employee to submit to alcohol or drug testing as set forth in this Agreement. The Employer may also require an employee to randomly submit to alcohol or drug testing where the employee is assigned to a departmental drug enforcement group for a period of at least thirty (30) days and where such employee's duties are primarily related to drug enforcement. The Employer may require any employee accepting an assignment requiring a commercial driver's license to submit to alcohol or drug testing as may be permitted by law. At least two supervisory personnel must state their reasonable suspicions concerning an affected employee prior to any direction to submit the employee to the testing authorized herein. The foregoing shall not limit the right of the Employer to conduct any tests it may deem appropriate for persons seeking employment with the Sheriff's Office, transfer or upon promotion to another position within the Office.

Section 4. Order to Submit to Reasonable Suspicion Testing

At the time an employee is directed to submit to testing as authorized by this Agreement, the Employer shall provide the employee with oral notice briefly outlining the reasonable suspicion leading to the request. Within seventy-two (72) hours of the time an employee is ordered to submit to testing authorized by this Agreement, the Employer shall provide the employee and the Union with a written notice setting forth the facts and inferences which form the basis of the order to test. Refusal to submit to such test may subject the employee to discipline, but the employee's taking of the test shall not be construed as a waiver of any objection or rights that he may possess.

Section 5. Random Drug Testing

a. All employees of this bargaining unit will be subject to Random Drug Testing. Such testing will be during an employee's regularly scheduled shift.

b. Upon notification that an employee is scheduled for Random Drug Testing, such employee will appear at the required location specified for the drug testing. **(See Drug Testing Locations Appendix D)**

c. The employee must appear at the required location during their regularly scheduled shift, but not later than 6 hours from the time they receive the notice.

d. The employee will be required to show a photo identification card to the testing agency upon their arrival to verify their true identity before the testing procedure will begin. If the employee does not have a photo ID, then the on-duty supervisor will be required to go to the location and verify the identity of the employee.

e. The random selection process shall be by computer-generated numbers for each sworn officer of the department. Such computer-generated program shall be performed by an outside contractor hired by the Employer after consultation with the Union. The outside contractor shall be one that specializes in such functions.

f. The outside contractor shall not select more than four (4) Sheriff's employees from the computer-generated list per month for random drug testing.

g. The dates for said tests shall also be chosen at random by the same outside contractor. To maintain the security of the selection process, the contractor shall deal only with the Sheriff or, in the Sheriff's absence, a designee for purposes of notifying the Sheriff of testing dates and individuals selected. The list of selected member(s) shall be provided to the Union after the testing dates for the affected member(s).

h. On the same day the employee has been given notice for testing, the Union representative will also be notified that the employee has been selected. The Union representative shall insure only those employees originally selected were actually tested. The Sheriff or designee shall assist the Union representative in understanding any discrepancies.

i. Immediately after being ordered, refusal to report for testing shall constitute insubordination and will result in the imposition of statutory and departmental rules, regulations and procedures concerning the imposition of discipline.

j. An employee who tests positive after a random drug test shall be subject to the same conditions as those who test positive under "reasonable suspicion" drug test and shall be subject to discipline for any violations of Section 2.

k. The random selection of a member will not result in the member's name being removed from any future selection process.

l. If an officer is selected for a random test, but is unavailable due to extenuating circumstances, no disciplinary action will be taken (e.g., in court, on a surveillance, engaged in a police activity that the employee is participating in such as a drug raid, hostage situation, etc.). The test will be administered as soon as practicable after the employee is available.

Section 6. Tests to be Conducted

In conducting the testing authorized by this Agreement, the Employer shall:

a. use only a clinical laboratory or hospital facility that is licensed pursuant to the Illinois Clinical Laboratory Act that has or is capable of being accredited by the National Institute of Drug Abuse (NIDA) and Department of Transportation (DOT)

b. select a laboratory or facility that conforms to all NIDA standards and DOT;

c. establish a chain of custody procedure for both the sample collection and testing that will ensure the integrity of the identity of each sample and test result;

d. collect a sufficient sample of the bodily fluid or material from an employee to allow for initial screening, a confirmatory test and a sufficient amount to be set aside reserved for later testing, if requested by the employee;

e. collect samples in such a manner as to preserve the individual employee's right to privacy, ensure a high degree of security for the sample and its freedom from adulteration;

f. confirm any sample that tests positive in the initial screening for drugs by re-testing the second portion of the same sample by gas chromatography mass spectrometry (GCMS) or an equivalent or better scientifically accurate and accepted method that provides quantitative data about the detected rug or drug metabolites;

g. provide the tested employee with the opportunity to have an additional sample tested by a clinical laboratory or hospital facility of the employee's own choosing, at the employee's own expense; provided the employee notifies the Employer within seventy-two (72) hours of receiving the results of the tests;

h. require that a laboratory or hospital facility report to the Employer that a blood or urine sample is positive only if both the initial screening and the confirmation tests are positive for a particular drug. The parties agree that should any information concerning such testing or the results thereof be obtained by the Employer inconsistent with the understandings expressed herein (e.g., billings for testing that reveal the nature or number of the tests administered), the Employer will not use such information in any manner or forum adverse to the employee's interest;

i. require that with regard to drug testing, for the purpose of determining whether the employee is under the influence of drugs on a 5-panel drug test with test results higher than the following:

Amphetamines 1000ng/ml

Cocaine Metabolites 300ng/ml

Marijuana Metabolites 50ng/ml

Opiates 2000ng/ml

Phencyclidine 25ng/ml

those testing higher will be removed from safety sensitive positions.

j. require that with regard to alcohol testing, for the purpose of determining whether the employee is under the influence of alcohol, test results showing an alcohol concentration of **.04** or more based upon the grams of alcohol per 100 milliliters of blood be considered positive (Note: the foregoing standard shall not preclude the Employer from attempt to show that test results between **.02 and .04** demonstrate that the employee was under the influence, but the Employer shall bear the burden

of proof in such cases); those testing .04 or higher, will be removed from safety sensitive positions.

k. provide the employee tested with a copy of all information and reports received by the Employer in connection with the testing and the results;

l. ensure that no employee is the subject of any adverse employment action except emergency temporary assignment or relief of duty during the pendency of any testing procedure. Any such emergency reassignment or relief from duty shall be immediately discontinued in the event of a negative test result.

Section 7. Right to Contest.

The Union or the employee, with or without the Union, shall have the right to file a grievance concerning any testing permitted by this Agreement, contesting the basis for the notice to submit to the tests, the right to test, the administration of the tests, significance and accuracy of the tests, the results or any other alleged violation of this Agreement. Such grievances shall be commenced at Step 2 of the Grievance Procedure. It is agreed that the parties in no way intend or have in any manner restricted, diminished or otherwise impaired any legal rights that employees may have with regard to such testing. Employees retain such rights as may exist and may pursue the same in their own discretion, with or without the assistance of the Union.

Section 8. Voluntary Requests for Assistance and Discipline

The Employer shall take no adverse employment action against any employee who voluntarily seeks treatment, counseling or other support for an alcohol or drug related problem, other than the Employer may require reassignment of the employee with pay if he is then unfit for duty in his current assignment. All such requests for assistance and/or referral to treatment shall remain confidential and any information received by the Employer concerning counseling, referral, and/or treatment shall not be used in any manner adverse to the employee's interest, except as described in this Agreement.

The foregoing is contingent upon:

a. The alcohol or drug use at issue does not involve any illegal activity; and

b. The employee agreeing to the appropriate treatment as determined by the physician(s) involved; and

c. The employee discontinues his use of illegal drugs or abuse of alcohol; and

d. The employee completes the course of treatment prescribed, including an "after-care" group for a period up to twenty-four (24) months; submits proof of completion; and

e. The employee agrees to submit to random testing during hours of work during the period of "after-care."

Employees who do not agree to or who do not act in accordance with the foregoing, or test positive a second or subsequent time for the presence of illegal drugs or alcohol during hours of work shall be subject to discipline, up to and including discharge.

The foregoing shall not be construed as an obligation on the part of the Employer to retain an employee on active status throughout the period of rehabilitation if it is appropriately determined that the employee's current use of alcohol or drugs prevents such individual from performing his duties or whose continuance on active status would constitute a direct threat to the property or safety of others. Such employees shall use accumulated paid leave or take unpaid leave of absence, pending treatment.

APPENDIX D
DRUG TESTING LOCATIONS

Midwest Occupational Health MS
221 S. Lincolnway St., North Aurora, IL 60542
Walk-in drug testing 10:30 a.m. to 4:30 p.m.

APPENDIX E
KANE COUNTY
HEALTH PLAN FEATURES

The Summary of Benefits and Coverage (SBC) document will help you choose a health plan. The SBC shows you how you and the plan would share the cost for covered health care services. NOTE: Information about the cost of this plan (called the premium) will be provided separately. This is only a summary. For more information about your coverage, or to get a copy of the complete terms of coverage, call 1-800-892-2803 or at www.bcbsil.com. For general definitions of common terms, such as allowed amount, balance billing, coinsurance, copayment, deductible, provider, or other underlined terms, see the Glossary. You can view the Glossary at www.healthcare.gov/sbc-glossary/ or call 1-855-756-4448 to request a copy.

Important Questions	Answers	Why This Matters:
What is the overall deductible?	$0	See the Common Medical Events chart below for your costs for services this plan covers.
Are there services covered before you meet your deductible?	No.	You will have to meet the deductible before the plan pays for any services.
Are there other deductibles for specific services?	No.	You don't have to meet deductibles for specific services.
What is the out-of-pocket limit for this plan?	$1,500 Individual/$3,000 Family Prescription drug expense limit: $500 Individual/$1,500 Family	The out-of-pocket limit is the most you could pay in a year for covered services. If you have other family members in this plan, they have to meet their own out-of-pocket limits until the overall family out-of-pocket limit has been met.
What is not included in the out-of-pocket limit?	Premiums, balance-billing charges, and health care this plan doesn't cover.	Even though you pay these expenses, they don't count toward the out–of–pocket limit.
Will you pay less if you use a network provider?	Yes. See www.bcbsil.com or call 1-800-892-2803 for a list of participating providers.	This plan uses a provider network. You will pay less if you use a provider in the plan's network. You will pay the most if you use an out-of-network provider, and you might receive a bill from a provider for the difference between the provider's charge and what your plan pays (balance billing). Be aware, your network provider might use an out-of-network provider for some services (such as lab work). Check with your provider before you get services.
Do you need a Referral to see a specialist?	Yes.	This plan will pay some or all of the costs to see a specialist for covered services but only if you have a Referral before you see the specialist.

All **copayment** and **coinsurance** costs shown in this chart are after your **deductible** has been met, if a **deductible** applies.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		Participating Provider (You will pay the least)	Non-Participating Provider (You will pay the most)	
If you visit a health care provider's office or clinic	Primary care visit to treat an injury or illness	$30 copay/visit	Not Covered	Services or supplies that are not ordered by your Primary Care Physician or Women's Principal Health Care Provider, except emergency and routine vision exams, are not covered.
	Specialist visit	$50 copay/visit	Not Covered	Referral required.
	Preventive care/screening/ immunization	No Charge	Not Covered	You may have to pay for services that aren't preventive. Ask your provider if the services needed are preventive. Then check what your plan will pay for.
If you have a test	Diagnostic test (x-ray, blood work)	No Charge	Not Covered	Referral required.
	Imaging (CT/PET scans, MRIs)	No Charge	Not Covered	Referral required.
If you need drugs to treat your illness or condition More information about **prescription drug coverage** is available at www.bcbsil.com	Generic drugs	$10 copay/prescription (retail) $20 copay/prescription (mail order)	Not Covered	Dispensing limit may apply to certain drugs. Payment of the difference between the cost of a brand name drug and a generic may be required if a generic drug is available. Certain women's preventative services will be covered with no cost to the member. For a full list of these prescriptions and/or services, please contact Customer Service. 30-day retail/90-day mail. RX Out-of-Pocket Expense Limit: $500 Individual/$1,500 Family.
	Preferred brand drugs	$40 copay/prescription (retail) $80 copay/prescription (mail order)	Not Covered	
	Non-preferred brand drugs	$60 copay/prescription (retail) $120 copay/prescription (mail order)	Not Covered	
	Specialty drugs	Applicable copay	Not Covered	Coverage based on group policy. Prior authorization may be required. Specialty retail limited to a 30-day supply.

* For more information about limitations and exceptions, see the plan or policy document at www.bcbsil.com.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		Participating Provider (You will pay the least)	Non-Participating Provider (You will pay the most)	
If you have outpatient surgery	Facility fee (e.g., ambulatory surgery center)	No Charge	Not Covered	Referral required.
	Physician/surgeon fees	No Charge	Not Covered	Referral required.
If you need immediate medical attention	Emergency room care	Facility Charges: $250 copay/visit ER Physician Charges: No Charge	Facility Charges: $250 copay/visit ER Physician Charges: No Charge	Copay waived if admitted.
	Emergency medical transportation	No Charge	No Charge	Ground transportation only.
	Urgent care	$30 copay/visit	Not Covered	Must be affiliated with member's chosen medical group or referral required.
If you have a hospital stay	Facility fee (e.g., hospital room)	$250 copay/admission	Not Covered	Referral required.
	Physician/surgeon fees	No Charge	Not Covered	Referral required.
If you need mental health, behavioral health, or substance abuse services	Outpatient services	$30 copay/visit	Not Covered	Unlimited visits. Referral required.
	Inpatient services	$250 copay/admission	Not Covered	Unlimited days. Referral required.
If you are pregnant	Office visits	$30 copay/visit	Not Covered	Copay applies for the 1st prenatal visit only. Cost sharing does not apply for preventive services. Depending on the type of services, a copayment may apply. Maternity care may include tests and services described elsewhere in the SBC (i.e. ultrasound).
	Childbirth/delivery professional services	No Charge	Not Covered	
	Childbirth/delivery facility services	$250 copay/admission	Not Covered	Referral required.

* For more information about limitations and exceptions, see the plan or policy document at www.bcbsil.com.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		Participating Provider (You will pay the least)	Non-Participating Provider (You will pay the most)	
If you need help recovering or have other special health needs	Home health care	No Charge	Not Covered	Referral required.
	Rehabilitation services	$30 copay/visit	Not Covered	60 visits combined for all therapies. Referral required.
	Habilitation services	$30 copay/visit	Not Covered	
	Skilled nursing care	$250 copay/admission	Not Covered	Excludes custodial care. Referral required.
	Durable medical equipment	No Charge	Not Covered	Referral required. Benefits are limited to items used to serve a medical purpose. Durable Medical Equipment benefits are provided for both purchase and rental equipment (up to the purchase price).
	Hospice services	No Charge	Not Covered	Inpatient copay may apply. Referral required.
If your child needs dental or eye care	Children's eye exam	No Charge	Not Covered	Limited to one exam every 12 months at participating providers.
	Children's glasses	Not Covered	Not Covered	None
	Children's dental check-up	Not Covered	Not Covered	None

Excluded Services & Other Covered Services:

Services Your Plan Generally Does NOT Cover (Check your policy or plan document for more information and a list of any other excluded services.)

- Custodial care
- Dental care (Adult)
- Long-term care
- Non-emergency care when traveling outside the U.S.
- Private-duty nursing
- Routine foot care (with the exception of person with diagnosis of diabetes)

Other Covered Services (Limitations may apply to these services. This isn't a complete list. Please see your plan document.)

- Acupuncture
- Bariatric surgery
- Chiropractic care
- Cosmetic surgery (only for correcting congenital deformities or conditions resulting from accidental injuries, scars, tumors, or diseases)
- Hearing aids (for children 1 per ear every 24 months for, adults up to $2,500 per ear every 24 months)
- Infertility treatment
- Most coverage provided outside the United States. See www.bcbsil.com
- Routine eye care (Adult)
- Weight loss programs (except when non-medically supervised)

* For more information about limitations and exceptions, see the plan or policy document at www.bcbsil.com.

Your Rights to Continue Coverage: There are agencies that can help if you want to continue your coverage after it ends. The contact information for those agencies is: the plan at 1-800-892-2803, U.S. Department of Labor's Employee Benefits Security Administration at 1-866-444-EBSA (3272) or www.dol.gov/ebsa/healthreform, or Department of Health and Human Services, Center for Consumer Information and Insurance Oversight, at 1-877-267-2323 x61565 or www.cciio.cms.gov. Other coverage options may be available to you too, including buying individual insurance coverage through the Health Insurance Marketplace. For more information about the Marketplace, visit www.HealthCare.gov or call 1-800-318-2596.

Your Grievance and Appeals Rights: There are agencies that can help if you have a complaint against your plan for a denial of a claim. This complaint is called a grievance or appeal. For more information about your rights, look at the explanation of benefits you will receive for that medical claim. Your plan documents also provide complete information to submit a claim, appeal, or a grievance for any reason to your plan. For more information about your rights, this notice, or assistance, contact: Blue Cross and Blue Shield of Illinois at 1-800-892-2803 or visit www.bcbsil.com, or contact the U.S. Department of Labor's Employee Benefits Security Administration at 1-866-444-EBSA (3272) or visit www.dol.gov/ebsa/healthreform. Additionally, a consumer assistance program can help you file your appeal. Contact the Illinois Department of Insurance at (877) 527-9431 or visit http://insurance.illinois.gov.

Does this plan provide Minimum Essential Coverage? Yes
Minimum Essential Coverage generally includes plans, health insurance available through the Marketplace or other individual market policies, Medicare, Medicaid, CHIP, TRICARE, and certain other coverage. If you are eligible for certain types of Minimum Essential Coverage, you may not be eligible for the premium tax credit.

Does this plan meet the Minimum Value Standards? Yes
If your plan doesn't meet the Minimum Value Standards, you may be eligible for a premium tax credit to help you pay for a plan through the Marketplace.

Language Access Services:
Spanish (Español): Para obtener asistencia en Español, llame al 1-800-892-2803.
Tagalog (Tagalog): Kung kailangan ninyo ang tulong sa Tagalog tumawag sa 1-800-892-2803.
Chinese (中文): 如果需要中文的帮助，请拨打这个号码 1-800-892-2803.
Navajo (Dine): Dinek'ehgo shika at'ohwol ninisingo, kwiijigo holne' 1-800-892-2803.

To see examples of how this plan might cover costs for a sample medical situation, see the next section.

About these Coverage Examples:

This is not a cost estimator. Treatments shown are just examples of how this plan might cover medical care. Your actual costs will be different depending on the actual care you receive, the prices your providers charge, and many other factors. Focus on the cost sharing amounts (deductibles, copayments and coinsurance) and excluded services under the plan. Use this information to compare the portion of costs you might pay under different health plans. Please note these coverage examples are based on self-only coverage.

Peg is Having a Baby
(9 months of in-network pre-natal care and a hospital delivery)

The plan's overall deductible	**$0**
Specialist copayment	**$50**
Hospital (facility) copayment	**$0**
Other copayment	**$0**

This EXAMPLE event includes services like:
Specialist office visits (*prenatal care*)
Childbirth/Delivery Professional Services
Childbirth/Delivery Facility Services
Diagnostic tests (*ultrasounds and blood work*)
Specialist visit (*anesthesia*)

Total Example Cost	**$12,700**

In this example, Peg would pay:

Cost Sharing	
Deductibles	$0
Copayments	$300
Coinsurance	$0
What isn't covered	
Limits or exclusions	$60
The total Peg would pay is	**$360**

Managing Joe's Type 2 Diabetes
(a year of routine in-network care of a well-controlled condition)

The plan's overall deductible	**$0**
Specialist copayment	**$50**
Hospital (facility) copayment	**$0**
Other copayment	**$0**

This EXAMPLE event includes services like:
Primary care physician office visits (*including disease education*)
Diagnostic tests (*blood work*)
Prescription drugs
Durable medical equipment (*glucose meter*)

Total Example Cost	**$5,600**

In this example, Joe would pay:

Cost Sharing	
Deductibles	$0
Copayments	$1,000
Coinsurance	$0
What isn't covered	
Limits or exclusions	$20
The total Joe would pay is	**$1,020**

Mia's Simple Fracture
(in-network emergency room visit and follow up care)

The plan's overall deductible	**$0**
Specialist copayment	**$50**
Hospital (facility) copayment	**$0**
Other copayment	**$0**

This EXAMPLE event includes services like:
Emergency room care (*including medical supplies*)
Diagnostic test (*x-ray*)
Durable medical equipment (*crutches*)
Rehabilitation services (*physical therapy*)

Total Example Cost	**$2,800**

In this example, Mia would pay:

Cost Sharing	
Deductibles	$0
Copayments	$500
Coinsurance	$0
What isn't covered	
Limits or exclusions	$0
The total Mia would pay is	**$500**

The plan would be responsible for the other costs of these EXAMPLE covered services.

Health care coverage is important for everyone.

If you, or someone you are helping, have questions, you have the right to get help and information in your language at no cost. To talk to an interpreter, call 855-710-6984. We provide free communication aids and services for anyone with a disability or who needs language assistance.

We do not discriminate on the basis of race, color, national origin, sex, gender identity, age, sexual orientation, health status or disability. If you believe we have failed to provide a service, or think we have discriminated in another way, contact us to file a grievance.

Office of Civil Rights Coordinator 300 E. Randolph St., 35th Floor Chicago, IL 60601	Phone: TTY/TDD: Fax:	855-664-7270 (voicemail) 855-661-6965 855-661-6960

You may file a civil rights complaint with the U.S. Department of Health and Human Services, Office for Civil Rights, at:

U.S. Dept. of Health & Human Services 200 Independence Avenue SW Room 509F, HHH Building 1019 Washington, DC 20201	Phone: TTY/TDD: Complaint Portal: Complaint Forms:	800-368-1019 800-537-7697 https://ocrportal.hhs.gov/ocr/smartscreen/main.jsf https://www.hhs.gov/civil-rights/filing-a-complaint/complaint-process/index.html

	To receive language or communication assistance free of charge, please call us at 855-710-6984.
Español	Llámenos al 855-710-6984 para recibir asistencia lingüística o comunicación en otros formatos sin costo.
العربية	لتلقي المساعدة اللغوية أو التواصل مجانًا، يرجى الاتصال بنا على الرقم 855-710-6984.
繁體中文	如欲獲得免費語言或溝通協助，請撥打855-710-6984與我們聯絡。
Français	Pour bénéficier gratuitement d'une assistance linguistique ou d'une aide à la communication, veuillez nous appeler au 855-710-6984.
Deutsch	Um kostenlose Sprach- oder Kommunikationshilfe zu erhalten, rufen Sie uns bitte unter 855-710-6984 an.
ગુજરાતી	ભાષા અથવા સંચાર સહાય મફતમાં મેળવવા માટે, કૃપા કરીને અમને 855-710-6984 પર કૉલ કરો.
हिंदी	निःशुल्क भाषा या संचार सहायता प्राप्त करने के लिए, कृपया हमें 855-710-6984 पर कॉल करें।
Italiano	Per assistenza gratuita alla lingua o alla comunicazione, chiami il numero 855-710-6984.
한국어	언어 또는 의사소통 지원을 무료로 받으려면 855-710-6984번으로 전화해 주세요.
Navajo	Niná: Doo bilagáana bizaad dinits'á'góó, shá ata' hodooni nínízingo, t'áájíík'eh bee náhaz'á. 1-866-560-4042 jį' hodíilni.
فارسی	برای دریافت کمک زبانی یا ارتباطی رایگان، لطفاً با شماره 855-710-6984 تماس بگیرید.
Polski	Aby uzyskać bezpłatną pomoc językową lub komunikacyjną, prosimy o kontakt pod numerem 855-710-6984.
Русский	Чтобы бесплатно воспользоваться услугами перевода или получить помощь при общении, звоните нам по телефону 855-710-6984.
Tagalog	Para makatanggap ng tulong sa wika o komunikasyon nang walang bayad, pakitawagan kami sa 855-710-6984.
اردو	مفت میں زبان یا مواصلت کی مدد موصول کرنے کے لیے، براہ کرم ہمیں 855-710-6984 پر کال کریں۔
Tiếng Việt	Để được hỗ trợ ngôn ngữ hoặc giao tiếp miễn phí, vui lòng gọi cho chúng tôi theo số 855-710-6984.

The Summary of Benefits and Coverage (SBC) document will help you choose a health plan. The SBC shows you how you and the plan would share the cost for covered health care services. NOTE: Information about the cost of this plan (called the premium) will be provided separately. This is only a summary. For more information about your coverage, or to get a copy of the complete terms of coverage, call 1-800-892-2803 or at www.bcbsil.com. For general definitions of common terms, such as allowed amount, balance billing, coinsurance, copayment, deductible, provider, or other underlined terms, see the Glossary. You can view the Glossary at www.healthcare.gov/sbc-glossary/ or call 1-855-756-4448 to request a copy.

Important Questions	Answers	Why This Matters:
What is the overall deductible?	$0	See the Common Medical Events chart below for your costs for services this plan covers.
Are there services covered before you meet your deductible?	No.	You will have to meet the deductible before the plan pays for any services.
Are there other deductibles for specific services?	No.	You don't have to meet deductibles for specific services.
What is the out-of-pocket limit for this plan?	$1,500 Individual/$3,000 Family Prescription drug expense limit: $500 Individual/$1,500 Family	The out-of-pocket limit is the most you could pay in a year for covered services. If you have other family members in this plan, they have to meet their own out-of-pocket limits until the overall family out-of-pocket limit has been met.
What is not included in the out-of-pocket limit?	Premiums, balance-billing charges, and health care this plan doesn't cover.	Even though you pay these expenses, they don't count toward the out–of–pocket limit.
Will you pay less if you use a network provider?	Yes. See www.bcbsil.com or call 1-800-892-2803 for a list of participating providers.	This plan uses a provider network. You will pay less if you use a provider in the plan's network. You will pay the most if you use an out-of-network provider, and you might receive a bill from a provider for the difference between the provider's charge and what your plan pays (balance billing). Be aware, your network provider might use an out-of-network provider for some services (such as lab work). Check with your provider before you get services.
Do you need a Referral to see a specialist?	Yes.	This plan will pay some or all of the costs to see a specialist for covered services but only if you have a Referral before you see the specialist.

All **copayment** and **coinsurance** costs shown in this chart are after your **deductible** has been met, if a **deductible** applies.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		Participating Provider (You will pay the least)	Non-Participating Provider (You will pay the most)	
If you visit a health care provider's office or clinic	Primary care visit to treat an injury or illness	$30 copay/visit	Not Covered	Services or supplies that are not ordered by your Primary Care Physician or Women's Principal Health Care Provider, except emergency and routine vision exams, are not covered.
	Specialist visit	$50 copay/visit	Not Covered	Referral required.
	Preventive care/screening/ immunization	No Charge	Not Covered	You may have to pay for services that aren't preventive. Ask your provider if the services needed are preventive. Then check what your plan will pay for.
If you have a test	Diagnostic test (x-ray, blood work)	No Charge	Not Covered	Referral required.
	Imaging (CT/PET scans, MRIs)	No Charge	Not Covered	Referral required.
If you need drugs to treat your illness or condition More information about **prescription drug coverage** is available at www.bcbsil.com	Generic drugs	$10 copay/prescription (retail) $20 copay/prescription (mail order)	Not Covered	Dispensing limit may apply to certain drugs. Payment of the difference between the cost of a brand name drug and a generic may be required if a generic drug is available. Certain women's preventative services will be covered with no cost to the member. For a full list of these prescriptions and/or services, please contact Customer Service. 30-day retail/90-day mail. RX Out-of-Pocket Expense Limit: $500 Individual/$1,500 Family.
	Preferred brand drugs	$40 copay/prescription (retail) $80 copay/prescription (mail order)	Not Covered	
	Non-preferred brand drugs	$60 copay/prescription (retail) $120 copay/prescription (mail order)	Not Covered	
	Specialty drugs	Applicable copay	Not Covered	Coverage based on group policy. Prior authorization may be required. Specialty retail limited to a 30-day supply.

* For more information about limitations and exceptions, see the plan or policy document at www.bcbsil.com.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		Participating Provider (You will pay the least)	Non-Participating Provider (You will pay the most)	
If you have outpatient surgery	Facility fee (e.g., ambulatory surgery center)	No Charge	Not Covered	Referral required.
	Physician/surgeon fees	No Charge	Not Covered	Referral required.
If you need immediate medical attention	Emergency room care	Facility Charges: $250 copay/visit ER Physician Charges: No Charge	Facility Charges: $250 copay/visit ER Physician Charges: No Charge	Copay waived if admitted.
	Emergency medical transportation	No Charge	No Charge	Ground transportation only.
	Urgent care	$30 copay/visit	Not Covered	Must be affiliated with member's chosen medical group or referral required.
If you have a hospital stay	Facility fee (e.g., hospital room)	$250 copay/admission	Not Covered	Referral required.
	Physician/surgeon fees	No Charge	Not Covered	Referral required.
If you need mental health, behavioral health, or substance abuse services	Outpatient services	$30 copay/visit	Not Covered	Unlimited visits. Referral required.
	Inpatient services	$250 copay/admission	Not Covered	Unlimited days. Referral required.
If you are pregnant	Office visits	$30 copay/visit	Not Covered	Copay applies for the 1st prenatal visit only. Cost sharing does not apply for preventive services. Depending on the type of services, a copayment may apply. Maternity care may include tests and services described elsewhere in the SBC (i.e. ultrasound).
	Childbirth/delivery professional services	No Charge	Not Covered	
	Childbirth/delivery facility services	$250 copay/admission	Not Covered	Referral required.

* For more information about limitations and exceptions, see the plan or policy document at www.bcbsil.com.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		Participating Provider (You will pay the least)	Non-Participating Provider (You will pay the most)	
If you need help recovering or have other special health needs	Home health care	No Charge	Not Covered	Referral required.
	Rehabilitation services	$30 copay/visit	Not Covered	60 visits combined for all therapies. Referral required.
	Habilitation services	$30 copay/visit	Not Covered	
	Skilled nursing care	$250 copay/admission	Not Covered	Excludes custodial care. Referral required.
	Durable medical equipment	No Charge	Not Covered	Referral required. Benefits are limited to items used to serve a medical purpose. Durable Medical Equipment benefits are provided for both purchase and rental equipment (up to the purchase price).
	Hospice services	No Charge	Not Covered	Inpatient copay may apply. Referral required.
If your child needs dental or eye care	Children's eye exam	No Charge	Not Covered	Limited to one exam every 12 months at participating providers.
	Children's glasses	Not Covered	Not Covered	None
	Children's dental check-up	Not Covered	Not Covered	None

Excluded Services & Other Covered Services:

Services Your Plan Generally Does NOT Cover (Check your policy or plan document for more information and a list of any other excluded services.)

- Custodial care
- Dental care (Adult)
- Long-term care
- Non-emergency care when traveling outside the U.S.
- Private-duty nursing
- Routine foot care (with the exception of person with diagnosis of diabetes)

Other Covered Services (Limitations may apply to these services. This isn't a complete list. Please see your plan document.)

- Acupuncture
- Bariatric surgery
- Chiropractic care
- Cosmetic surgery (only for correcting congenital deformities or conditions resulting from accidental injuries, scars, tumors, or diseases)
- Hearing aids (for children 1 per ear every 24 months for, adults up to $2,500 per ear every 24 months)
- Infertility treatment
- Most coverage provided outside the United States. See www.bcbsil.com
- Routine eye care (Adult)
- Weight loss programs (except when non-medically supervised)

* For more information about limitations and exceptions, see the plan or policy document at www.bcbsil.com.

Your Rights to Continue Coverage: There are agencies that can help if you want to continue your coverage after it ends. The contact information for those agencies is: the plan at 1-800-892-2803, U.S. Department of Labor's Employee Benefits Security Administration at 1-866-444-EBSA (3272) or www.dol.gov/ebsa/healthreform, or Department of Health and Human Services, Center for Consumer Information and Insurance Oversight, at 1-877-267-2323 x61565 or www.cciio.cms.gov. Other coverage options may be available to you too, including buying individual insurance coverage through the Health Insurance Marketplace. For more information about the Marketplace, visit www.HealthCare.gov or call 1-800-318-2596.

Your Grievance and Appeals Rights: There are agencies that can help if you have a complaint against your plan for a denial of a claim. This complaint is called a grievance or appeal. For more information about your rights, look at the explanation of benefits you will receive for that medical claim. Your plan documents also provide complete information to submit a claim, appeal, or a grievance for any reason to your plan. For more information about your rights, this notice, or assistance, contact: Blue Cross and Blue Shield of Illinois at 1-800-892-2803 or visit www.bcbsil.com, or contact the U.S. Department of Labor's Employee Benefits Security Administration at 1-866-444-EBSA (3272) or visit www.dol.gov/ebsa/healthreform. Additionally, a consumer assistance program can help you file your appeal. Contact the Illinois Department of Insurance at (877) 527-9431 or visit http://insurance.illinois.gov.

Does this plan provide Minimum Essential Coverage? Yes
Minimum Essential Coverage generally includes plans, health insurance available through the Marketplace or other individual market policies, Medicare, Medicaid, CHIP, TRICARE, and certain other coverage. If you are eligible for certain types of Minimum Essential Coverage, you may not be eligible for the premium tax credit.

Does this plan meet the Minimum Value Standards? Yes
If your plan doesn't meet the Minimum Value Standards, you may be eligible for a premium tax credit to help you pay for a plan through the Marketplace.

Language Access Services:
Spanish (Español): Para obtener asistencia en Español, llame al 1-800-892-2803.
Tagalog (Tagalog): Kung kailangan ninyo ang tulong sa Tagalog tumawag sa 1-800-892-2803.
Chinese (中文): 如果需要中文的帮助，请拨打这个号码 1-800-892-2803.
Navajo (Dine): Dinek'ehgo shika at'ohwol ninisingo, kwiijigo holne' 1-800-892-2803.

To see examples of how this plan might cover costs for a sample medical situation, see the next section.

About these Coverage Examples:

This is not a cost estimator. Treatments shown are just examples of how this plan might cover medical care. Your actual costs will be different depending on the actual care you receive, the prices your providers charge, and many other factors. Focus on the cost sharing amounts (deductibles, copayments and coinsurance) and excluded services under the plan. Use this information to compare the portion of costs you might pay under different health plans. Please note these coverage examples are based on self-only coverage.

Peg is Having a Baby
(9 months of in-network pre-natal care and a hospital delivery)

The plan's overall deductible	**$0**
Specialist copayment	**$50**
Hospital (facility) copayment	**$0**
Other copayment	**$0**

This EXAMPLE event includes services like:
Specialist office visits (*prenatal care*)
Childbirth/Delivery Professional Services
Childbirth/Delivery Facility Services
Diagnostic tests (*ultrasounds and blood work*)
Specialist visit (*anesthesia*)

Total Example Cost	**$12,700**

In this example, Peg would pay:

Cost Sharing	
Deductibles	$0
Copayments	$300
Coinsurance	$0
What isn't covered	
Limits or exclusions	$60
The total Peg would pay is	**$360**

Managing Joe's Type 2 Diabetes
(a year of routine in-network care of a well-controlled condition)

The plan's overall deductible	**$0**
Specialist copayment	**$50**
Hospital (facility) copayment	**$0**
Other copayment	**$0**

This EXAMPLE event includes services like:
Primary care physician office visits (*including disease education*)
Diagnostic tests (*blood work*)
Prescription drugs
Durable medical equipment (*glucose meter*)

Total Example Cost	**$5,600**

In this example, Joe would pay:

Cost Sharing	
Deductibles	$0
Copayments	$1,000
Coinsurance	$0
What isn't covered	
Limits or exclusions	$20
The total Joe would pay is	**$1,020**

Mia's Simple Fracture
(in-network emergency room visit and follow up care)

The plan's overall deductible	**$0**
Specialist copayment	**$50**
Hospital (facility) copayment	**$0**
Other copayment	**$0**

This EXAMPLE event includes services like:
Emergency room care (*including medical supplies*)
Diagnostic test (*x-ray*)
Durable medical equipment (*crutches*)
Rehabilitation services (*physical therapy*)

Total Example Cost	**$2,800**

In this example, Mia would pay:

Cost Sharing	
Deductibles	$0
Copayments	$500
Coinsurance	$0
What isn't covered	
Limits or exclusions	$0
The total Mia would pay is	**$500**

The plan would be responsible for the other costs of these EXAMPLE covered services.

Health care coverage is important for everyone.

If you, or someone you are helping, have questions, you have the right to get help and information in your language at no cost. To talk to an interpreter, call 855-710-6984. We provide free communication aids and services for anyone with a disability or who needs language assistance.

We do not discriminate on the basis of race, color, national origin, sex, gender identity, age, sexual orientation, health status or disability. If you believe we have failed to provide a service, or think we have discriminated in another way, contact us to file a grievance.

Office of Civil Rights Coordinator
300 E. Randolph St., 35th Floor
Chicago, IL 60601

Phone: 855-664-7270 (voicemail)
TTY/TDD: 855-661-6965
Fax: 855-661-6960

You may file a civil rights complaint with the U.S. Department of Health and Human Services, Office for Civil Rights, at:

U.S. Dept. of Health & Human Services
200 Independence Avenue SW
Room 509F, HHH Building 1019
Washington, DC 20201

Phone: 800-368-1019
TTY/TDD: 800-537-7697
Complaint Portal: https://ocrportal.hhs.gov/ocr/smartscreen/main.jsf
Complaint Forms: https://www.hhs.gov/civil-rights/filing-a-complaint/complaint-process/index.html

	To receive language or communication assistance free of charge, please call us at 855-710-6984.
Español	Llámenos al 855-710-6984 para recibir asistencia lingüística o comunicación en otros formatos sin costo.
العربية	لتلقي المساعدة اللغوية أو التواصل مجانًا، يرجى الاتصال بنا على الرقم 855-710-6984.
繁體中文	如欲獲得免費語言或溝通協助，請撥打855-710-6984與我們聯絡。
Français	Pour bénéficier gratuitement d'une assistance linguistique ou d'une aide à la communication, veuillez nous appeler au 855-710-6984.
Deutsch	Um kostenlose Sprach- oder Kommunikationshilfe zu erhalten, rufen Sie uns bitte unter 855-710-6984 an.
ગુજરાતી	ભાષા અથવા સંચાર સહાય મફતમાં મેળવવા માટે, કૃપા કરીને અમને 855-710-6984 પર કૉલ કરો.
हिंदी	निःशुल्क भाषा या संचार सहायता प्राप्त करने के लिए, कृपया हमें 855-710-6984 पर कॉल करें।
Italiano	Per assistenza gratuita alla lingua o alla comunicazione, chiami il numero 855-710-6984.
한국어	언어 또는 의사소통 지원을 무료로 받으려면 855-710-6984번으로 전화해 주세요.
Navajo	Niná: Doo bilagáana bizaad dinits'á'góó, shá ata' hodooni nínízingo, t'áájíík'eh bee náhaz'á. 1-866-560-4042 jį' hodíilni.
فارسی	برای دریافت کمک زبانی یا ارتباطی رایگان، لطفاً با شماره 855-710-6984 تماس بگیرید.
Polski	Aby uzyskać bezpłatną pomoc językową lub komunikacyjną, prosimy o kontakt pod numerem 855-710-6984.
Русский	Чтобы бесплатно воспользоваться услугами перевода или получить помощь при общении, звоните нам по телефону 855-710-6984.
Tagalog	Para makatanggap ng tulong sa wika o komunikasyon nang walang bayad, pakitawagan kami sa 855-710-6984.
اردو	مفت میں زبان یا مواصلت کی مدد موصول کرنے کے لیے، براہ کرم ہمیں 855-710-6984 پر کال کریں۔
Tiếng Việt	Để được hỗ trợ ngôn ngữ hoặc giao tiếp miễn phí, vui lòng gọi cho chúng tôi theo số 855-710-6984.

The Summary of Benefits and Coverage (SBC) document will help you choose a health plan. The SBC shows you how you and the plan would share the cost for covered health care services. NOTE: Information about the cost of this plan (called the premium) will be provided separately. This is only a summary. For more information about your coverage, or to get a copy of the complete terms of coverage, call 1-800-295-0593 or at www.bcbsil.com. For general definitions of common terms, such as allowed amount, balance billing, coinsurance, copayment, deductible, provider, or other underlined terms, see the Glossary. You can view the Glossary at www.healthcare.gov/sbc-glossary/ or call 1-855-756-4448 to request a copy.

Important Questions	Answers	Why This Matters:
What is the overall deductible?	In-Network: $3,750 Individual/$7,500 Family Out-of-Network: $7,500 Individual/$15,000 Family	Generally, you must pay all of the costs from providers up to the deductible amount before this plan begins to pay. If you have other family members on the plan, each family member must meet their own individual deductible until the total amount of deductible expenses paid by all family members meets the overall family deductible.
Are there services covered before you meet your deductible?	Yes. Certain preventive care is covered before you meet your deductible.	This plan covers some items and services even if you haven't yet met the deductible amount. But a copayment or coinsurance may apply. For example, this plan covers certain preventive services without cost sharing and before you meet your deductible. See a list of covered preventive services at www.healthcare.gov/coverage/preventive-care-benefits/.
Are there other deductibles for specific services?	Yes. $300 deductible for Out-of-Network hospital admission. There are no other specific deductibles.	You must pay all of the costs for these services up to the specific deductible amount before this plan begins to pay for these services.
What is the out-of-pocket limit for this plan?	In-Network: $3,750 Individual/$7,500 Family Out-of-Network: $7,500 Individual/$15,000 Family	The out-of-pocket limit is the most you could pay in a year for covered services. If you have other family members in this plan, they have to meet their own out-of-pocket limits until the overall family out-of-pocket limit has been met.
What is not included in the out-of-pocket limit?	Premiums, balance-billing charges, and health care this plan doesn't cover.	Even though you pay these expenses, they don't count toward the out-of-pocket limit.
Will you pay less if you use a network provider?	Yes. See www.bcbsil.com or call 1-800-295-0593 for a list of network providers.	This plan uses a provider network. You will pay less if you use a provider in the plan's network. You will pay the most if you use an out-of-network provider, and you might receive a bill from a provider for the difference between the provider's charge and what your plan pays (balance billing). Be aware, your network provider might use an out-of-network provider for some services (such as lab work). Check with your provider before you get services.
Do you need a referral to see a specialist?	No.	You can see the specialist you choose without a referral.

⚠ All **copayment** and **coinsurance** costs shown in this chart are after your **deductible** has been met, if a **deductible** applies.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		In-Network Provider (You will pay the least)	Out-of-Network Provider (You will pay the most)	
If you visit a health care provider's office or clinic	Primary care visit to treat an injury or illness	No Charge	20% coinsurance	Virtual visits: No Charge; deductible applies. See your benefit booklet* for details.
	Specialist visit	No Charge	20% coinsurance	None
	Preventive care/screening/ immunization	No Charge; deductible does not apply	20% coinsurance	You may have to pay for services that aren't preventive. Ask your provider if the services needed are preventive. Then check what your plan will pay for.
If you have a test	Diagnostic test (x-ray, blood work)	No Charge	20% coinsurance	Preauthorization may be required; see your benefit booklet* for details.
	Imaging (CT/PET scans, MRIs)	No Charge	20% coinsurance	
If you need drugs to treat your illness or condition More information about **prescription drug coverage** is available at www.bcbsil.com	Generic drugs	No Charge	No Charge	30-day supply at Retail 90-day supply at Mail Order For Out-of-Network drug provider, you are responsible for 20% of the eligible amount. Dispensing limit may apply to certain drugs. Payment of the difference between the cost of a brand name drug and a generic may be required if a generic drug is available. Certain women's preventive services will be covered with no cost to the member. For a full list of these prescriptions and/or services, please contact Customer Service.
	Preferred brand drugs	No Charge	No Charge	
	Non-preferred brand drugs	No Charge	No Charge	
	Specialty drugs	No Charge	Not Covered	Specialty drug coverage based on group policy. Prior authorization may be required. Specialty retail limited to a 30-day supply.
If you have outpatient surgery	Facility fee (e.g., ambulatory surgery center)	No Charge	20% coinsurance	Preauthorization may be required.
	Physician/surgeon fees	No Charge	20% coinsurance	None

* For more information about limitations and exceptions, see the plan or policy document at www.bcbsil.com.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		In-Network Provider (You will pay the least)	Out-of-Network Provider (You will pay the most)	
If you need immediate medical attention	Emergency room care	Facility Charges: No Charge ER Physician Charges: No Charge	Facility Charges: No Charge ER Physician Charges: No Charge	None
	Emergency medical transportation	20% coinsurance	20% coinsurance	Preauthorization may be required for non-emergency transportation; see your benefit booklet* for details.
	Urgent care	No Charge	20% coinsurance	None
If you have a hospital stay	Facility fee (e.g., hospital room)	No Charge	20% coinsurance	$300 deductible per admission Out-of-Network providers. Preauthorization required.
	Physician/surgeon fees	No Charge	20% coinsurance	None
If you need mental health, behavioral health, or substance abuse services	Outpatient services	No Charge	20% coinsurance	Preauthorization may be required; see your benefit booklet* for details. Virtual visits: No Charge; deductible applies. See your benefit booklet* for details.
	Inpatient services	No Charge	20% coinsurance	$300 deductible per admission Out-of-Network providers. Preauthorization required.
If you are pregnant	Office visits	No Charge	20% coinsurance	Cost sharing does not apply for preventive services. Depending on the type of services, a deductible may apply. Maternity care may include tests and service described elsewhere in the SBC (i.e. ultrasound).
	Childbirth/delivery professional services	No Charge	20% coinsurance	
	Childbirth/delivery facility services	No Charge	20% coinsurance	$300 deductible per admission Out-of-Network providers.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		In-Network Provider (You will pay the least)	Out-of-Network Provider (You will pay the most)	
If you need help recovering or have other special health needs	Home health care	No Charge	20% coinsurance	Preauthorization may be required.
	Rehabilitation services	No Charge	20% coinsurance	Limited to 60 visits per benefit period for occupational therapy, 60 visits per benefit period for speech therapy, and 60 visits per benefit period for physical therapy. Preauthorization may be required.
	Habilitation services	No Charge	20% coinsurance	
	Skilled nursing care	No Charge	20% coinsurance	$300 deductible per admission Out-of-Network providers. Preauthorization may be required.
	Durable medical equipment	No Charge	20% coinsurance	Benefits are limited to items used to serve a medical purpose. Durable Medical Equipment benefits are provided for both purchase and rental equipment (up to the purchase price). Preauthorization may be required.
	Hospice services	No Charge	20% coinsurance	$300 deductible per admission Out-of-Network providers. Preauthorization may be required.
If your child needs dental or eye care	Children's eye exam	Not Covered	Not Covered	None
	Children's glasses	Not Covered	Not Covered	None
	Children's dental check-up	Not Covered	Not Covered	None

Excluded Services & Other Covered Services:

Services Your Plan Generally Does NOT Cover (Check your policy or plan document for more information and a list of any other excluded services.)

- Acupuncture
- Dental care (Adult)
- Long term care
- Routine eye care (Adult)
- Routine foot care (with the exception of person with diagnosis of diabetes)
- Weight loss programs

Other Covered Services (Limitations may apply to these services. This isn't a complete list. Please see your plan document.)

- Bariatric surgery
- Chiropractic care (Chiropractic and Osteopathic manipulation limited to 60 visits per calendar year)
- Cosmetic surgery (only for correcting congenital deformities or conditions resulting from accidental injuries, scars, tumors, or diseases)
- Hearing aids for children 1 per ear every 24 months, for adults up to $2,500 per ear every 24 months)
- Infertility treatment (4 invitro attempt maximum per benefit period)
- Most coverage provided outside the United States. See www.bcbsil.com
- Non-emergency care when traveling outside the U.S.
- Private-duty nursing (with the exception of inpatient private duty nursing) (unlimited visits per calendar year)

* For more information about limitations and exceptions, see the plan or policy document at www.bcbsil.com.

Your Rights to Continue Coverage: There are agencies that can help if you want to continue your coverage after it ends. The contact information for those agencies is: the plan at 1-800-295-0593, U.S. Department of Labor's Employee Benefits Security Administration at 1-866-444-EBSA (3272) or www.dol.gov/ebsa/healthreform, or Department of Health and Human Services, Center for Consumer Information and Insurance Oversight, at 1-877-267-2323 x61565 or www.cciio.cms.gov. Other coverage options may be available to you too, including buying individual insurance coverage through the Health Insurance Marketplace. For more information about the Marketplace, visit www.HealthCare.gov or call 1-800-318-2596.

Your Grievance and Appeals Rights: There are agencies that can help if you have a complaint against your plan for a denial of a claim. This complaint is called a grievance or appeal. For more information about your rights, look at the explanation of benefits you will receive for that medical claim. Your plan documents also provide complete information to submit a claim, appeal, or a grievance for any reason to your plan. For more information about your rights, this notice, or assistance, contact: Blue Cross and Blue Shield of Illinois at 1-800-295-0593 or visit www.bcbsil.com, or contact the U.S. Department of Labor's Employee Benefits Security Administration at 1-866-444-EBSA (3272) or visit www.dol.gov/ebsa/healthreform. Additionally, a consumer assistance program can help you file your appeal. Contact the Illinois Department of Insurance at (877) 527-9431 or visit http://insurance.illinois.gov.

Does this plan provide Minimum Essential Coverage? Yes

Minimum Essential Coverage generally includes plans, health insurance available through the Marketplace or other individual market policies, Medicare, Medicaid, CHIP, TRICARE, and certain other coverage. If you are eligible for certain types of Minimum Essential Coverage, you may not be eligible for the premium tax credit.

Does this plan meet the Minimum Value Standards? Yes

If your plan doesn't meet the Minimum Value Standards, you may be eligible for a premium tax credit to help you pay for a plan through the Marketplace.

Language Access Services:

Spanish (Español): Para obtener asistencia en Español, llame al 1-800-295-0593.

Tagalog (Tagalog): Kung kailangan ninyo ang tulong sa Tagalog tumawag sa 1-800-295-0593.

Chinese (中文): 如果需要中文的帮助，请拨打这个号码1-800-295-0593.

Navajo (Dine): Dinek'ehgo shika at'ohwol ninisingo, kwiijigo holne' 1-800-295-0593.

To see examples of how this plan might cover costs for a sample medical situation, see the next section.

About these Coverage Examples:

This is not a cost estimator. Treatments shown are just examples of how this plan might cover medical care. Your actual costs will be different depending on the actual care you receive, the prices your providers charge, and many other factors. Focus on the cost sharing amounts (deductibles, copayments and coinsurance) and excluded services under the plan. Use this information to compare the portion of costs you might pay under different health plans. Please note these coverage examples are based on self-only coverage.

Peg is Having a Baby
(9 months of in-network pre-natal care and a hospital delivery)

The plan's overall deductible	$3,750
Specialist coinsurance	0%
Hospital (facility) coinsurance	0%
Other coinsurance	0%

This EXAMPLE event includes services like:
Specialist office visits (*prenatal care)*
Childbirth/Delivery Professional Services
Childbirth/Delivery Facility Services
Diagnostic tests (*ultrasounds and blood work)*
Specialist visit *(anesthesia)*

Total Example Cost	**$12,700**

In this example, Peg would pay:

Cost Sharing	
Deductibles	$3,750
Copayments	$0
Coinsurance	$0
What isn't covered	
Limits or exclusions	$60
The total Peg would pay is	**$3,810**

Managing Joe's Type 2 Diabetes
(a year of routine in-network care of a well-controlled condition)

The plan's overall deductible	$3,750
Specialist coinsurance	0%
Hospital (facility) coinsurance	0%
Other coinsurance	0%

This EXAMPLE event includes services like:
Primary care physician office visits (*including disease education)*
Diagnostic tests *(blood work)*
Prescription drugs
Durable medical equipment *(glucose meter)*

Total Example Cost	**$5,600**

In this example, Joe would pay:

Cost Sharing	
Deductibles	$3,750
Copayments	$0
Coinsurance	$0
What isn't covered	
Limits or exclusions	$20
The total Joe would pay is	**$3,770**

Mia's Simple Fracture
(in-network emergency room visit and follow up care)

The plan's overall deductible	$3,750
Specialist coinsurance	0%
Hospital (facility) coinsurance	0%
Other coinsurance	0%

This EXAMPLE event includes services like:
Emergency room care *(including medical supplies)*
Diagnostic test *(x-ray)*
Durable medical equipment *(crutches)*
Rehabilitation services *(physical therapy)*

Total Example Cost	**$2,800**

In this example, Mia would pay:

Cost Sharing	
Deductibles	$2,800
Copayments	$0
Coinsurance	$0
What isn't covered	
Limits or exclusions	$0
The total Mia would pay is	**2,800**

The plan would be responsible for the other costs of these EXAMPLE covered services.

Health care coverage is important for everyone.

If you, or someone you are helping, have questions, you have the right to get help and information in your language at no cost. To talk to an interpreter, call 855-710-6984. We provide free communication aids and services for anyone with a disability or who needs language assistance.

We do not discriminate on the basis of race, color, national origin, sex, gender identity, age, sexual orientation, health status or disability. If you believe we have failed to provide a service, or think we have discriminated in another way, contact us to file a grievance.

Office of Civil Rights Coordinator
300 E. Randolph St., 35th Floor
Chicago, IL 60601

Phone: 855-664-7270 (voicemail)
TTY/TDD: 855-661-6965
Fax: 855-661-6960

You may file a civil rights complaint with the U.S. Department of Health and Human Services, Office for Civil Rights, at:

U.S. Dept. of Health & Human Services
200 Independence Avenue SW
Room 509F, HHH Building 1019
Washington, DC 20201

Phone: 800-368-1019
TTY/TDD: 800-537-7697
Complaint Portal: https://ocrportal.hhs.gov/ocr/smartscreen/main.jsf
Complaint Forms: https://www.hhs.gov/civil-rights/filing-a-complaint/complaint-process/index.html

	To receive language or communication assistance free of charge, please call us at 855-710-6984.
Español	Llámenos al 855-710-6984 para recibir asistencia lingüística o comunicación en otros formatos sin costo.
العربية	لتلقي المساعدة اللغوية أو التواصل مجانًا، يرجى الاتصال بنا على الرقم 855-710-6984.
繁體中文	如欲獲得免費語言或溝通協助，請撥打855-710-6984與我們聯絡。
Français	Pour bénéficier gratuitement d'une assistance linguistique ou d'une aide à la communication, veuillez nous appeler au 855-710-6984.
Deutsch	Um kostenlose Sprach- oder Kommunikationshilfe zu erhalten, rufen Sie uns bitte unter 855-710-6984 an.
ગુજરાતી	ભાષા અથવા સંચાર સહાય મફતમાં મેળવવા માટે, કૃપા કરીને અમને 855-710-6984 પર કૉલ કરો.
हिंदी	निःशुल्क भाषा या संचार सहायता प्राप्त करने के लिए, कृपया हमें 855-710-6984 पर कॉल करें।
Italiano	Per assistenza gratuita alla lingua o alla comunicazione, chiami il numero 855-710-6984.
한국어	언어 또는 의사소통 지원을 무료로 받으려면 855-710-6984번으로 전화해 주세요.
Navajo	Niná: Doo bilagáana bizaad dinits'á'góó, shá ata' hodooni nínízingo, t'áájíík'eh bee náhaz'á. 1-866-560-4042 jį' hodíilnil.
فارسی	برای دریافت کمک زبانی یا ارتباطی رایگان، لطفاً با شماره 855-710-6984 تماس بگیرید.
Polski	Aby uzyskać bezpłatną pomoc językową lub komunikacyjną, prosimy o kontakt pod numerem 855-710-6984.
Русский	Чтобы бесплатно воспользоваться услугами перевода или получить помощь при общении, звоните нам по телефону 855-710-6984.
Tagalog	Para makatanggap ng tulong sa wika o komunikasyon nang walang bayad, pakitawagan kami sa 855-710-6984.
اردو	مفت میں زبان یا مواصلت کی مدد موصول کرنے کے لیے، براہ کرم ہمیں 855-710-6984 پر کال کریں۔
Tiếng Việt	Để được hỗ trợ ngôn ngữ hoặc giao tiếp miễn phí, vui lòng gọi cho chúng tôi theo số 855-710-6984.

The Summary of Benefits and Coverage (SBC) document will help you choose a health plan. The SBC shows you how you and the plan would share the cost for covered health care services. NOTE: Information about the cost of this plan (called the premium) will be provided separately. This is only a summary. For more information about your coverage, or to get a copy of the complete terms of coverage, call 1-800-295-0593 or at www.bcbsil.com. For general definitions of common terms, such as allowed amount, balance billing, coinsurance, copayment, deductible, provider, or other underlined terms, see the Glossary. You can view the Glossary at www.healthcare.gov/sbc-glossary/ or call 1-855-756-4448 to request a copy.

Important Questions	Answers	Why This Matters:
What is the overall deductible?	In-Network: $750 Individual/$2,250 Family Out-of-Network: $1,500 Individual/$4,500 Family	Generally, you must pay all of the costs from providers up to the deductible amount before this plan begins to pay. If you have other family members on the plan, each family member must meet their own individual deductible until the total amount of deductible expenses paid by all family members meets the overall family deductible.
Are there services covered before you meet your deductible?	Yes. Certain preventive care, services that charge a copay, prescription drugs, and emergency room services are covered before you meet your deductible.	This plan covers some items and services even if you haven't yet met the deductible amount. But a copayment or coinsurance may apply. For example, this plan covers certain preventive services without cost sharing and before you meet your deductible. See a list of covered preventive services at www.healthcare.gov/coverage/preventive-care-benefits/.
Are there other deductibles for specific services?	Yes. $300 deductible for Out-of-Network hospital admission. There are no other specific deductibles.	You must pay all of the costs for these services up to the specific deductible amount before this plan begins to pay for these services.
What is the out-of-pocket limit for this plan?	In-Network: $2,750 Individual/$8,250 Family Out-of-Network: $5,500 Individual/$14,250 Family Prescription drug expense limit: $500 Individual/$1,500 Family	The out-of-pocket limit is the most you could pay in a year for covered services. If you have other family members in this plan, they have to meet their own out-of-pocket limits until the overall family out-of-pocket limit has been met.
What is not included in the out-of-pocket limit?	Premiums, balance-billing charges, and health care this plan doesn't cover.	Even though you pay these expenses, they don't count toward the out-of-pocket limit.
Will you pay less if you use a network provider?	Yes. See www.bcbsil.com or call 1-800-295-0593 for a list of network providers.	This plan uses a provider network. You will pay less if you use a provider in the plan's network. You will pay the most if you use an out-of-network provider, and you might receive a bill from a provider for the difference between the provider's charge and what your plan pays (balance billing). Be aware, your network provider might use an out-of-network provider for some services (such as lab work). Check with your provider before you get services.
Do you need a referral to see a specialist?	No.	You can see the specialist you choose without a referral.

All **copayment** and **coinsurance** costs shown in this chart are after your **deductible** has been met, if a **deductible** applies.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		In-Network Provider (You will pay the least)	Out-of-Network Provider (You will pay the most)	
If you visit a health care provider's office or clinic	Primary care visit to treat an injury or illness	$30 copay/visit; deductible does not apply	40% coinsurance	Virtual visits: $30/visit; deductible does not apply. See your benefit booklet* for details.
	Specialist visit	$50 copay/visit; deductible does not apply	40% coinsurance	None
	Preventive care/screening/ immunization	No Charge; deductible does not apply	40% coinsurance	You may have to pay for services that aren't preventive. Ask your provider if the services needed are preventive. Then check what your plan will pay for.
If you have a test	Diagnostic test (x-ray, blood work)	20% coinsurance	40% coinsurance	Preauthorization may be required; see your benefit booklet* for details.
	Imaging (CT/PET scans, MRIs)	20% coinsurance	40% coinsurance	
If you need drugs to treat your illness or condition More information about **prescription drug coverage** is available at www.bcbsil.com	Generic drugs	$10 copay/prescription (retail) $20 copay/prescription (mail order); deductible does not apply	$10 copay/prescription (retail); deductible does not apply	30-day supply at Retail 90-day supply at Mail Order Rx Out-of-Pocket Expense Limit: $500 Individual/$1,500 Family For Out-of-Network drug provider, you are responsible for 50% of the eligible amount after the copayment. Dispensing limit may apply to certain drugs. Payment of the difference between the cost of a brand name drug and a generic may be required if a generic drug is available. Certain women's preventive services will be covered with no cost to the member. For a full list of these prescriptions and/or services, please contact Customer Service.
	Preferred brand drugs	$40 copay/prescription (retail) $80 copay/prescription (mail order); deductible does not apply	$40 copay/prescription (retail); deductible does not apply	
	Non-preferred brand drugs	$60 copay/prescription (retail) $120 copay/prescription (mail order); deductible does not apply	$60 copay/prescription (retail); deductible does not apply	
	Specialty drugs	$60 copay/prescription (retail); deductible does not apply	Not Covered	Specialty drug coverage based on group policy. Prior authorization may be required. Specialty retail limited to a 30-day supply.
If you have outpatient surgery	Facility fee (e.g., ambulatory surgery center)	20% coinsurance	40% coinsurance	Preauthorization may be required.

* For more information about limitations and exceptions, see the plan or policy document at www.bcbsil.com.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		In-Network Provider (You will pay the least)	Out-of-Network Provider (You will pay the most)	
	Physician/surgeon fees	20% coinsurance	40% coinsurance	None
If you need immediate medical attention	Emergency room care	Facility Charges: $250 copay/visit; deductible does not apply ER Physician Charges: No Charge; deductible does not apply	Facility Charges: $250 copay/visit; deductible does not apply ER Physician Charges: No Charge; deductible does not apply	Copay waived if admitted.
	Emergency medical transportation	20% coinsurance	20% coinsurance	Preauthorization may be required for non-emergency transportation; see your benefit booklet* for details.
	Urgent care	$30 copay/visit; deductible does not apply	40% coinsurance	None
If you have a hospital stay	Facility fee (e.g., hospital room)	20% coinsurance	40% coinsurance	$300 deductible per admission Out-of-Network providers. Preauthorization required.
	Physician/surgeon fees	20% coinsurance	40% coinsurance	None
If you need mental health, behavioral health, or substance abuse services	Outpatient services	$30 copay/office visit; deductible does not apply; 20% coinsurance for other outpatient services	40% coinsurance	PCP copay applies to psychotherapy office visit only. Preauthorization may be required; see your benefit booklet* for details. Virtual Visits: $30/visit; deductible does not apply. See your benefit booklet* for details.
	Inpatient services	20% coinsurance	40% coinsurance	$300 deductible per admission Out-of-Network providers. Preauthorization required.
If you are pregnant	Office visits	$30 PCP/$50 SPC copay/visit; deductible does not apply	40% coinsurance	Copay applies to first prenatal visit (per pregnancy). Cost sharing does not apply for preventive services. Depending on the type of services, a copayment, coinsurance, or deductible may apply. Maternity care may include tests and services described elsewhere in the SBC (i.e. ultrasound).
	Childbirth/delivery professional services	20% coinsurance	40% coinsurance	
	Childbirth/delivery facility services	20% coinsurance	40% coinsurance	$300 deductible per admission Out-of-Network providers.
If you need help recovering or have	Home health care	20% coinsurance	40% coinsurance	Preauthorization may be required.
	Rehabilitation services	20% coinsurance	40% coinsurance	Preauthorization may be required.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		In-Network Provider (You will pay the least)	Out-of-Network Provider (You will pay the most)	
other special health needs	Habilitation services	20% coinsurance	40% coinsurance	
	Skilled nursing care	20% coinsurance	40% coinsurance	$300 deductible per admission Out-of-Network providers. Preauthorization may be required.
	Durable medical equipment	20% coinsurance	40% coinsurance	Benefits are limited to items used to serve a medical purpose. Durable Medical Equipment benefits are provided for both purchase and rental equipment (up to the purchase price). Preauthorization may be required.
	Hospice services	20% coinsurance	40% coinsurance	$300 deductible per admission Out-of-Network providers. Preauthorization may be required.
If your child needs dental or eye care	Children's eye exam	Not Covered	Not Covered	None
	Children's glasses	Not Covered	Not Covered	None
	Children's dental check-up	Not Covered	Not Covered	None

Excluded Services & Other Covered Services:

Services Your Plan Generally Does NOT Cover (Check your policy or plan document for more information and a list of any other excluded services.)

- Acupuncture
- Dental care (Adult)
- Long term care
- Routine eye care (Adult)
- Routine foot care (with the exception of person with diagnosis of diabetes)
- Weight loss programs

Other Covered Services (Limitations may apply to these services. This isn't a complete list. Please see your plan document.)

- Bariatric surgery
- Chiropractic care (Chiropractic and Osteopathic manipulation limited to 15 visits per calendar year)
- Cosmetic surgery (only for correcting congenital deformities or conditions resulting from accidental injuries, scars, tumors, or diseases)
- Hearing aids for children 1 per ear every 24 months, for adults up to $2,500 per ear every 24 months)
- Infertility treatment (4 invitro attempt maximum per benefit period)
- Most coverage provided outside the United States. See www.bcbsil.com
- Non-emergency care when traveling outside the U.S.
- Private-duty nursing (with the exception of inpatient private duty nursing) (unlimited visits per calendar year)

Your Rights to Continue Coverage: There are agencies that can help if you want to continue your coverage after it ends. The contact information for those agencies is: the plan at 1-800-295-0593, U.S. Department of Labor's Employee Benefits Security Administration at 1-866-444-EBSA (3272) or www.dol.gov/ebsa/healthreform, or Department of Health and Human Services, Center for Consumer Information and Insurance Oversight, at 1-877-267-2323 x61565 or www.cciio.cms.gov. Other coverage options may be available to you too, including buying individual insurance coverage through the Health Insurance Marketplace. For more information about the Marketplace, visit www.HealthCare.gov or call 1-800-318-2596.

Your Grievance and Appeals Rights: There are agencies that can help if you have a complaint against your plan for a denial of a claim. This complaint is called a grievance or appeal. For more information about your rights, look at the explanation of benefits you will receive for that medical claim. Your plan documents also provide complete information to submit a claim, appeal, or a grievance for any reason to your plan. For more information about your rights, this notice, or assistance, contact: Blue Cross and Blue Shield of Illinois at 1-800-295-0593 or visit www.bcbsil.com, or contact the U.S. Department of Labor's Employee Benefits Security Administration at 1-866-444-EBSA (3272) or visit www.dol.gov/ebsa/healthreform. Additionally, a consumer assistance program can help you file your appeal. Contact the Illinois Department of Insurance at (877) 527-9431 or visit http://insurance.illinois.gov.

Does this plan provide Minimum Essential Coverage? Yes

Minimum Essential Coverage generally includes plans, health insurance available through the Marketplace or other individual market policies, Medicare, Medicaid, CHIP, TRICARE, and certain other coverage. If you are eligible for certain types of Minimum Essential Coverage, you may not be eligible for the premium tax credit.

Does this plan meet the Minimum Value Standards? Yes

If your plan doesn't meet the Minimum Value Standards, you may be eligible for a premium tax credit to help you pay for a plan through the Marketplace.

Language Access Services:

Spanish (Español): Para obtener asistencia en Español, llame al 1-800-295-0593.

Tagalog (Tagalog): Kung kailangan ninyo ang tulong sa Tagalog tumawag sa 1-800-295-0593.

Chinese (中文): 如果需要中文的帮助，请拨打这个号码1-800-295-0593.

Navajo (Dine): Dinek'ehgo shika at'ohwol ninisingo, kwiijigo holne' 1-800-295-0593.

To see examples of how this plan might cover costs for a sample medical situation, see the next section.

About these Coverage Examples:



This is not a cost estimator. Treatments shown are just examples of how this plan might cover medical care. Your actual costs will be different depending on the actual care you receive, the prices your providers charge, and many other factors. Focus on the cost sharing amounts (deductibles, copayments and coinsurance) and excluded services under the plan. Use this information to compare the portion of costs you might pay under different health plans. Please note these coverage examples are based on self-only coverage.

Peg is Having a Baby
(9 months of in-network pre-natal care and a hospital delivery)

The plan's overall deductible	**$750**
Specialist copayment	**$50**
Hospital (facility) coinsurance	**20%**
Other coinsurance	**20%**

This EXAMPLE event includes services like:
Specialist office visits (*prenatal care)*
Childbirth/Delivery Professional Services
Childbirth/Delivery Facility Services
Diagnostic tests (*ultrasounds and blood work)*
Specialist visit *(anesthesia)*

Total Example Cost	**$12,700**

In this example, Peg would pay:

Cost Sharing	
Deductibles	$750
Copayments	$30
Coinsurance	$2,000
What isn't covered	
Limits or exclusions	$60
The total Peg would pay is	**$2,810**

Managing Joe's Type 2 Diabetes
(a year of routine in-network care of a well-controlled condition)

The plan's overall deductible	**$750**
Specialist copayment	**$50**
Hospital (facility) coinsurance	**20%**
Other coinsurance	**20%**

This EXAMPLE event includes services like:
Primary care physician office visits (*including disease education)*
Diagnostic tests *(blood work)*
Prescription drugs
Durable medical equipment *(glucose meter)*

Total Example Cost	**$5,600**

In this example, Joe would pay:

Cost Sharing	
Deductibles	$750
Copayments	$1,000
Coinsurance	$30
What isn't covered	
Limits or exclusions	$20
The total Joe would pay is	**$1,800**

Mia's Simple Fracture
(in-network emergency room visit and follow up care)

The plan's overall deductible	**$750**
Specialist copayment	**$50**
Hospital (facility) coinsurance	**20%**
Other coinsurance	**20%**

This EXAMPLE event includes services like:
Emergency room care *(including medical supplies)*
Diagnostic test *(x-ray)*
Durable medical equipment *(crutches)*
Rehabilitation services *(physical therapy)*

Total Example Cost	**$2,800**

In this example, Mia would pay:

Cost Sharing	
Deductibles	$750
Copayments	$400
Coinsurance	$200
What isn't covered	
Limits or exclusions	$0
The total Mia would pay is	**$1,350**

The plan would be responsible for the other costs of these EXAMPLE covered services.

Health care coverage is important for everyone.

If you, or someone you are helping, have questions, you have the right to get help and information in your language at no cost. To talk to an interpreter, call 855-710-6984. We provide free communication aids and services for anyone with a disability or who needs language assistance.

We do not discriminate on the basis of race, color, national origin, sex, gender identity, age, sexual orientation, health status or disability. If you believe we have failed to provide a service, or think we have discriminated in another way, contact us to file a grievance.

Office of Civil Rights Coordinator
300 E. Randolph St., 35th Floor
Chicago, IL 60601

Phone: 855-664-7270 (voicemail)
TTY/TDD: 855-661-6965
Fax: 855-661-6960

You may file a civil rights complaint with the U.S. Department of Health and Human Services, Office for Civil Rights, at:

U.S. Dept. of Health & Human Services
200 Independence Avenue SW
Room 509F, HHH Building 1019
Washington, DC 20201

Phone: 800-368-1019
TTY/TDD: 800-537-7697
Complaint Portal: https://ocrportal.hhs.gov/ocr/smartscreen/main.jsf
Complaint Forms: https://www.hhs.gov/civil-rights/filing-a-complaint/complaint-process/index.html

	To receive language or communication assistance free of charge, please call us at 855-710-6984.
Español	Llámenos al 855-710-6984 para recibir asistencia lingüística o comunicación en otros formatos sin costo.
العربية	لتلقي المساعدة اللغوية أو التواصل مجانًا، يرجى الاتصال بنا على الرقم 855-710-6984.
繁體中文	如欲獲得免費語言或溝通協助，請撥打855-710-6984與我們聯絡。
Français	Pour bénéficier gratuitement d'une assistance linguistique ou d'une aide à la communication, veuillez nous appeler au 855-710-6984.
Deutsch	Um kostenlose Sprach- oder Kommunikationshilfe zu erhalten, rufen Sie uns bitte unter 855-710-6984 an.
ગુજરાતી	ભાષા અથવા સંચાર સહાય મફતમાં મેળવવા માટે, કૃપા કરીને અમને 855-710-6984 પર કૉલ કરો.
हिंदी	निःशुल्क भाषा या संचार सहायता प्राप्त करने के लिए, कृपया हमें 855-710-6984 पर कॉल करें।
Italiano	Per assistenza gratuita alla lingua o alla comunicazione, chiami il numero 855-710-6984.
한국어	언어 또는 의사소통 지원을 무료로 받으려면 855-710-6984번으로 전화해 주세요.
Navajo	Niná: Doo bilagáana bizaad dinits'á'góó, shá ata' hodooni nínízingo, t'áájíík'eh bee náhaz'á. 1-866-560-4042 jį' hodíilni.
فارسی	برای دریافت کمک زبانی یا ارتباطی رایگان، لطفاً با شماره 855-710-6984 تماس بگیرید.
Polski	Aby uzyskać bezpłatną pomoc językową lub komunikacyjną, prosimy o kontakt pod numerem 855-710-6984.
Русский	Чтобы бесплатно воспользоваться услугами перевода или получить помощь при общении, звоните нам по телефону 855-710-6984.
Tagalog	Para makatanggap ng tulong sa wika o komunikasyon nang walang bayad, pakitawagan kami sa 855-710-6984.
اردو	مفت میں زبان یا مواصلت کی مدد موصول کرنے کے لیے، براہ کرم ہمیں 855-710-6984 پر کال کریں۔
Tiếng Việt	Để được hỗ trợ ngôn ngữ hoặc giao tiếp miễn phí, vui lòng gọi cho chúng tôi theo số 855-710-6984.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-133

AUTHORIZATION TO APPROVE AGREEMENT WITH BERRYDUNN FOR STRATEGIC PLANNING SERVICES

WHEREAS, Kane County (the "County") seeks to utilize the services of an external professional services firm to provide strategic planning services including but not limited to the development of a 5-year strategic plan, establishing a framework for setting strategic priorities and operational goals, and creating measurable and achievable service plans and timelines; and

WHEREAS, the Kane County Purchasing Department issued Request for Proposals #24-0-56-KK Kane County Strategic Plan in October 2024 to which nine vendors submitted their qualifications and from which the firm of Berry, Dunn, McNeil & Parker, LLC (dba BerryDunn), with offices at 2211 Congress Street, Portland ME 04102 was selected to provide the services at a fixed fee for the project period; and

WHEREAS, BerryDunn has been selected to provide the services for the period of twelve months at an amount not to exceed $127,500.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the Chairman thereof is hereby authorized to execute an agreement with BerryDunn, LLP, attached hereto.

Line Item: 001.010.010.50150
Line Item Description: Contractual/Consulting Services
Was Personnel/Item/Service approved in original budget or a subsequent budget revision? Yes
Are funds currently available for this Personnel/Item/Service in the specific line item? Yes
If funds are not currently available in the specified line item, where are the funds available?
N/A

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION/ORDINANCE EXECUTIVE SUMMARY

Resolution: No.
Authorization to Approve Agreement with BerryDunn for Strategic Planning Services

Committee Flow: Finance and Budget Committee, Executive Committee, County Board
Contact: Kathleen T Hopkinson, 630.208.5132

Budget Information:

Was this item budgeted? Yes	Contract Amount: $127,500
If not budgeted, explain funding source: N/A	

In October 2024, the County issued Request for Proposals #24-0-56-KK Kane County Strategic Plan to obtain the services of a professional services firm. Nine vendors responded and Berry, Dunn, McNeil & Parker, LLC (dba BerryDunn) of Portland, Maine was selected as the winning vendor. The contract is a fixed fee totaling $127,500.

This resolution requests approval of the contract with BerryDunn.

COUNTY OF KANE

Corinne M. Pierog MA, MBA
Kane County Board Chairman

Kane County Government Center
719 South Batavia Avenue
Geneva, IL 60134
P: (630) 232-5931
CPierog@kanecoboard.org
www.countyofkane.org

DOCUMENT VET SHEET
For
Corinne Pierog
Chairman, Kane County Board

Solicitation#/Name of Document: Bid 24-056: Kane County Strategic Plan
Company Name: BerryDunn

Resolution No.:23-TBD

Submitted by: Karin Kietzman Dept. Head Signature & Date: _____
(Subject Matter Sign-off)

Date Submitted: _____

This contract will use County terms and conditions:

__X__Yes - (No need for legal review, forward contract document to the County Board's Office for the Chairman's signature)

_____No - (forward the document to the State Atty's Office for legal review of contract terms and exceptions then the County Board's Office for the Chairman's signature)

Legal Review of Contract Terms (Atty. Sign-off): _____

Approved by: _____
(Legality) (Print Name)

_____
(Signature)

_____
(Date)

Post on Web: Yes _____ No _____ Atty. Initials _____

Comments: This Project is for the Kane County Strategic Plan. RFP 24-056-KK is awarded to BerryDunn, of Portland, ME.

The Kane County Board authorized the Chairman to execute this Offer to Contract, per Resolution 24-056-KK. Attached is the solicitation documentation.

_____

Chairman signed: Yes _____ No _____ Date_____

Document returned to: _____
(Name/Department)

County of Kane
PURCHASING DEPARTMENT
KANE COUNTY GOVERNMENT CENTER

719 S. Batavia Avenue, Bldg. A
Geneva, Illinois 60134

Telephone: (630) 208-3803
Fax: (630) 208-5107

RFP 24-056-KK Tabulation
Kane County Strategic Plan
Opening October 29, 2024 @ 2:00 p.m.

Vendor Information	Acknowledge Addendum 1 &2	Signature Verified	Certificate of Insurance
Baker Tilly	x	x	x
Berry Dunn McNeil & Parker, LLC	x	x	x
Ernst & Young	x	x	x
Guidhouse	x	x	x
Jabian, LLC	x	x	x
MGT Impact Solutions, LLC	x	x	x
Precision Consulting Firm, LLC	X	x	x
Raftelis Financial Consultants, Inc.	x	x	x
Stratalysts, LLC	x	x	x

Opening Attendees: Karin Kietzman – Kane County Purchasing
Tony Sperkowski – Kane County Purchasing

County of Kane
PURCHASING DEPARTMENT
KANE COUNTY GOVERNMENT CENTER

719 S. Batavia Avenue, Bldg. A
Geneva, Illinois 60134

Telephone: (630) 208-3803
Fax: (630) 208-5107

December 23, 2024

PROCUREMENT SYNOPSIS

Requesting Department:	Finance Department
Procurement Name:	RFP 24-056-KK: Kane County Strategic Plan
Recommended Vendors:	Berry, Dunn, McNeil & Parker, LLC (BerryDunn)

NOTIFICATION AND RESPONSE

Public Notices: Bidnet Direct and The Daily Herald

Advertising Date:	October 8, 2024	Notices sent/Plan Holders: 666/59
Proposal Due Date:	October 29, 2024	Proposals Received: 9

PURPOSE

This contract will provide consulting services in regards to the Kane County 5-year Strategic Plan. Proposals were received from the following companies::

Vendor
Berry, Dunn McNeil & Parker, LLC (BerryDunn) – Portland, ME
Baker Tilly – Madison, WI
Ernst & Young – Chicago, IL
Guidhouse – Ann Arbor, MI
Jabian, LLC – Atlanta, GA
MGT Impact Solutions, LLC – Tampa, FL
Precision Consulting Firm, LLC – Las Vegas, NV
Raftelis Financial Consultants, Inc. – Greenwood Village, CO
Strataylsts, LLC – Arvada, CO

A selection team comprised of staff from multiple departments evaluated the proposals which were scored based upon the criteria set forth in the RFP.

After review and scoring of the proposals, the selection committee invited the top two vendors, Berry, Dunn, McNeil & Parker, LLC and Raftelis, to attend interviews. Following the completion of the interviews, the selection committee discussed and decided that BerryDunn is recommended for award.

The Finance Department recommends awarding the Kane County Strategic Plan project contract to BerryDunn of Portland, Maine pending approval by Committee and County Board.

Submitted By:
Karin Kietzman
Karin Kietzman, CPPB
Assistant Director of Purchasing

County of Kane
PURCHASING DEPARTMENT
KANE COUNTY GOVERNMENT CENTER

Karin Kietzman, CPPB
Director of Purchasing

719 S. Batavia Avenue, Bldg. A.
Geneva, Illinois 60134
Telephone: (630) 208-3803
Fax: (630) 208-5107

REQUEST FOR PROPOSAL

DATE: October 8, 2024

RFP #24-056-KK – Kane County Strategic Plan

The County of Kane ("County") is soliciting proposals from qualified consulting firms to develop a 5-year strategic plan.

EVENT:	LOCATION:	DATE:	TIME:
Deadline for Questions/Exceptions to Proposal Language and Specification Inquiries.	Must be submitted in writing to: Purchasing@co.kane.il.us	10/22/24	4:00 p.m.
Proposal Due	Proposals may be submitted electronically to https://www.bidnetdirect.com/illinois/kanecounty	10/29/24	2:00 p.m.

√	SUBMITTAL CHECKLIST
	PROPOSAL RESPONSE FORM COMPLETED, WITH AUTHORIZED SIGNATURE
	ELECTRONIC (PDF) COPY (MUST BE SUBMITTED ELECTRONICALLY AT http://www.bidnetdirect.com/illinois/kanecounty
	ADDENDA NUMBER ACKNOWLEDGED, IF APPLICABLE
	PROPOSAL PRICING (INCLUDING UNIT PRICES, WHERE REQUIRED)
	REFERENCES
	COMPLETED CONTRACTOR DISCLOSURE FORM (UPON AWARD)
	COMPLETED FAMILIAL DISCLOSURE FORM (SIGNED AND NOTARIZED) AND VENDOR CERTIFICATION COMPLETED (UPON AWARD)
	CERTIFICATE OF INSURANCE SAMPLE

PLEASE NOTE: Proposals received after the submittal time will be rejected. There will be no public opening of proposals.

CONTACT PERSON: Karin Kietzman, CPPB
purchasing@kanecountyil.gov

DISCLAIMER: TO THE EXTENT THAT YOU HAVE OBTAINED THESE DOCUMENTS FROM A SOURCE OTHER THAN BID NET DIRECT, PLEASE BE ADVISED THAT THESE DOCUMENTS MAY NOT INCLUDE ALL UPDATES, INCLUDING, BUT NOT LIMITED TO, ADDENDUMS, CLARIFICATIONS, AND DUE DATE EXTENSIONS. FOR ALL UPDATES TO DOCUMENTS, PLEASE VISIT HTTPS://WWW.BIDNETDIRECT.COM/ILLINOIS/KANECOUNTY

INSTRUCTIONS TO OFFERORS
COUNTY OF KANE
COMPETITIVE SELECTION PROCEDURE - PROPOSAL
TERMS AND CONDITIONS

A. REQUEST FOR PROPOSALS

A.01 Definition:
Request for Proposals (RFP) is a method of procurement permitting discussions with responsible offerors and revisions to proposals prior to award of a contract. Award will be based on the criteria set forth herein.

A.02 Proposal Opening:
Sealed proposals will be received at the Kane County Purchasing Department until the date and time specified, at which time the names of offerors will be read aloud and recorded on an abstract. Contents of the sealed proposals will be opened and evaluated in private with proposal information kept confidential until an award is made. Late proposals shall be rejected and returned unopened to the sender. Kane County does not prescribe the method by which proposals are to be delivered; therefore, it cannot be held responsible for any delay, regardless of the reason, in delivery of the proposals.

A.03 Proposal Preparation:
Proposals must be submitted in the format listed in submittal instructions and all information and certifications called for must be furnished. Proposals submitted in any other manner, or which fail to furnish all information or certificates required, may be summarily rejected. Proposals may be modified or withdrawn prior to the time specified for the opening of proposals. Proposals shall be filled out legibly in ink or typewritten with all erasures, strikeovers and corrections initialed in ink by the person signing the proposal. The proposal shall include the legal name of the Vendor, the complete mailing address, and be signed in ink by a person or persons legally authorized to bind the Vendor to a contract. Name of person signing should be typed or printed below the signature.

A.04 Proposal Envelopes:
Envelopes containing proposals must be sealed and addressed to the County of Kane, Purchasing Department. The name and address of the Vendor and Invitation Number must be shown in the upper left corner of the envelope.

A.05 Addenda:

A.05.1 Addenda are written instruments issued by the County prior to the date for receipt of proposals which modify or interpret the RFP by addition, deletion, clarifications, or corrections.

A.05.2 Prior to the receipt of proposals, addenda will be mailed or delivered to all who are known to have received a complete Request for Proposals.

A.05.3 After receipt of proposals, addenda shall be distributed only to offerors who submitted proposals, and those offerors shall be permitted to submit new proposals or to amend those submitted.

A.05.4 Each offeror shall ascertain prior to submitting a proposal that all addenda issued have been received and acknowledge on the proposal response form, by submission of a proposal, such act shall be taken to mean that such offeror has received all addenda, and that the offeror is familiar with the terms thereof and understands fully the contents of the addenda.

A.06 Evaluation of Proposals:

The proposals submitted by offerors shall be evaluated solely in accordance with the criteria set forth in the RFP. The Proposals shall be categorized as:

A.06.1 Acceptable;

A.06.2 Potentially Acceptable; that is, reasonably susceptible of being made acceptable; or

A.06.3 Unacceptable.

A.07 Discussion of Proposals:

A.07.1 The Evaluation Panel may conduct discussions with any offeror who submits an acceptable or potentially acceptable proposal. Offerors shall be accorded fair and equal treatment with respect to any opportunity of discussion and revision of proposals. During the course of such discussions, the Evaluation Panel shall not disclose any information derived from one proposal to any other offeror.

A.07.2 During the initial discussion, the offeror shall be prepared to give an oral presentation covering the following topics:

(a) The specific services to be provided;
(b) Qualifications of the offeror, experience of personnel, etc;
(c) The working relationship to be established between the County and the offeror, including, but not limited to, what each party should expect from the other.
(d) A review of the costs associated with this project.

A.08 Negotiations:

The County of Kane reserves the right to negotiate specifications, terms and conditions which may be necessary or appropriate to the accomplishment of the purpose of this RFP. The County may require the entire proposal be made an integral part of the resulting contract. This implies that all responses, supplemental information, and other submissions provided by the offeror during

discussions or negotiations will be held by the County of Kane as contractually binding on the successful offeror.

A.09 Notice of Unacceptable Proposal:
When the Evaluation Panel determines an offeror's proposal to be unacceptable, such offeror shall not be afforded an additional opportunity to supplement its proposal. The decision of the Evaluation Panel shall be final.

A.10 Confidentiality:
The County's Director of Purchasing shall examine the proposals to determine the validity of any written requests for nondisclosure of trade secrets and other proprietary data identified. After award of the contract, all responses, documents, and materials submitted by the offeror pertaining to this RFP will be considered public information and will be made available for inspection, unless otherwise determined by the Director of Purchasing. All data, documentation and innovations developed as a result of these contractual services shall become the property of the County of Kane. Based upon the public nature of these RFP's, an offeror must inform the County, in writing, of the exact materials in the offer which cannot be made a part of the public record in accordance with the Illinois Freedom of Information Act.

A.10.1 Confidential information submitted by the Vendor shall be labeled and shall be maintained in confidence to the extent permitted by the Illinois Open Meetings Act, and the Illinois Freedom of Information Act.

A.11 Proprietary Information:
Under the Illinois Freedom of Information Act, all records in the possession of Kane County are presumed to be open to inspection or copying, unless a specific exception applies. 5 ILCS 140/1.2 One exception is "[t]rade secrets and commercial or financial information obtained from a person or business where the trade secrets or commercial or financial information are furnished under a claim that they are proprietary, privileged or confidential, and that disclosure of the trade secrets or commercial or financial information would cause competitive harm to the person or business, and only insofar as the claim directly applies to the records requested." 5 ILCS 140/7(1)(g). The County will assume that all information provided to us in a bid or proposal is open to inspection or copying by the public unless clearly marked with the appropriate exception that applies under the Freedom of Information Act. Additionally, if providing documents that you believe fall under an exception to the Freedom of Information Act, please submit both an un-redacted copy along with a redacted copy which has all portions redacted that you deem to fall under a Freedom of Information Act exception.

A.12 Interpretation or Correction of Documents:
Vendors shall promptly notify the County of any ambiguity, inconsistency or error they may discover upon examination of the specification documents. Interpretations, corrections and changes will be made by addendum.

A.13 Variances:
State or list by reference any variations to specifications, terms and conditions.

B. TERMS AND CONDITIONS

B.01 Authority:
This Request for Proposals is issued pursuant to applicable provisions of the Kane County Purchasing Department.

B.02 Errors in Proposals:
Offerors are cautioned to verify their proposals prior to submission. Negligence on the part of the offeror in preparing the proposal confers no right for withdrawal or modification of the proposal.

B.03 Reserved Rights:
The County of Kane reserves the right at any time and for any reason to cancel this Request for Proposals, or to accept an alternate Proposal. The County reserves the right to award one or more contracts for their services specified herein. The County reserves the right to waive any immaterial defect in any proposal. Unless otherwise specified by the offeror, the County has one hundred twenty (120) days to accept. The county may seek clarification from any offeror at any time and failure to respond promptly is cause for rejection.

Kane County reserves the right to compare pricing submitted to any and all known national joint purchasing cooperatives in order to obtain the lowest pricing available in the current market place for this contract award. The list of joint purchasing cooperatives is not all inclusive and may include other joint purchasing cooperatives Kane County is not currently aware of at the present time. Kane County reserves the right to award a contract to the lowest responsive, responsible vendor for said product or service after reviewing all joint purchasing cooperative pricing available for Kane County to participate in their program.

State of Illinois Central Management Services (CMS)
Omnia Partners (formerly US Communities & National IPA)
Sourcewell

B.04 Incurred Costs:
The County of Kane will not be liable in any way for any costs incurred by respondents in replying to this RFP.

B.05 Award:
Proposals will be evaluated and negotiated by the Evaluation Panel. The Evaluation Panel shall have the authority and discretion to determine the qualifications, responsibility and capabilities of offerors, the reasonableness of price, and other factors (where applicable): (a) adherence to all conditions and requirements of the proposal specifications; (b) price; (c) qualifications of the

Vendor, including past performance, financial responsibility, general reputation, experience, service capabilities, and facilities; (d) delivery or completion date; (e) product appearance, workmanship, finish, taste, feel, overall quality, and results of product testing; (f) maintenance costs and warranty provisions; and (g) repurchase or residual value.

B.05.1 Confidential information submitted shall be maintained in confidence to the extent permitted by the Illinois Open Meetings Act, and the Illinois Freedom of Information Act. The Evaluation Panel's final recommendation and reports shall be forwarded to the appropriate committees of the Kane County Board for consideration and award of the contract.

B.06 Criteria for Selection:
All proposals will be evaluated based on the criteria as stated on the specification.

B.07 Pricing:
The price for the contract is to be held firm for the term of the contract.

B.08 Taxes:
The County of Kane is exempted from paying Illinois Retailers Occupation Tax and Federal Excise Tax.

B.09 Warranty:
Vendor expressly warrants that all goods and services (real property and all structures thereon) will conform to the drawings, materials, performance and any other specifications, samples or other description furnished by the County, and will be fit and sufficient for the purpose intended, merchantable, of good material and workmanship. Vendor agrees that these warranties shall run to Kane County, its successor, assigns, customers and users of the products or services and that these warranties shall survive acceptance of the goods or performance of the services.

B.10 Indemnity:
Vendor agrees to save, hold harmless, defend and indemnify the County of Kane and its Officers, Agents and Employees from any and all liability or loss incurred by the County of Kane resulting from Vendor's noncompliance with any laws or regulations of any governmental authority having jurisdiction over Vendor's performance of this contract and Vendor's violation of any of the terms and conditions of this agreement, and from the Vendor's negligence arising from, in any manner and in any way connected with, the terms and conditions of this Agreement and arising from the Vendor's performance thereunder.

Vendor shall provide to the County of Kane proof of adequate insurance coverage to satisfy the indemnification provisions herein.

B.11 Equal Employment Opportunity:
The equal employment opportunity clause required by the Illinois Human Rights Act is hereby incorporated by reference in all contract made by the County of and in all bid specifications therefore furnished by the County to all Vendors, contractors and subcontractors.

The County of Kane, State of Illinois, represents that it and the employing agencies responsible to it, conform to the following:

We do not discriminate against any employee or applicant for employment because of race, creed, color, age, disability, religion, sex, national origin/ancestry, sexual orientation, marital status, veteran status, political affiliation, pregnancy, or any other legally protected status. We will take whatever action is necessary to ensure that applicants and employees are treated appropriately regarding all terms and conditions of employment. We will post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.

We will, in all solicitations or advertisements for employees placed by or on behalf of the employing agencies, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, ancestry, age, sex, marital status, military status, sexual orientation, pregnancy or unfavorable discharge from military service. (Ordinance No. Res. No. 82-90, 6-10-80; Res. No. 81-79, 6-9-81; Res. No. 82-90, 6-8-82; Res. No. 05-303, 9-23-05). State law references—Illinois Human Rights Act, 775ILCS 5/1-101 et seq.

B.12 Default:
If delivery of services is not completed by the time promised, the County reserves the right, without liability, in addition to its other rights and remedies, to terminate the contract by notice effective when received by the Contractor.

B.13 Payments:
B13.1 The payment terms for this contract will be made on a monthly basis by the County of Kane.

B13.2 The County of Kane requests all payments being made to vendors be done as direct deposits through an Automated Clearing House (ACH). All vendors being awarded a contract shall complete an authorization agreement form prior to award. The ACH form and information on this program can be located on the County's Web site under Vendor Information on the Finance Department page.

B.14 Eligibility:
By signing the proposal response form, the Vendor hereby certifies that they are not barred from bidding on this contract as a result of a violation of Article 33E, Public Contracts of the Illinois Criminal Code of 1961, as amended (Illinois Complied Statutes, 720 ILCS 5/33E-1).

Prohibition to Award Contracts to Parties Debarred or Suspended:
No contract may be awarded to parties listed on the federal governments Excluded Parties List System in the System for Award Management (SAM), on the State of Illinois' list of sanctioned persons maintained by the Agency's Office of Inspector General, or on the County's own list of parties suspended or debarred from doing business with the County.

Debarment:
Debarment is the process of determining that a contractor is ineligible to received contract awards based upon a preponderance of evidence, usually a conviction. Debarment is usually three (3) years in length. The name of the debarred contractor may be published as ineligible on the System for Award Management (SAM), which is a website administered by the U. S. General Services Administration, or on the list of sanctioned providers maintained by the State of Illinois Office of Inspector General.

Suspension:
Suspension is the process of determining that a contractor is ineligible to receive contract awards based upon adequate evidence, usually an indictment. Suspension is a temporary measure having a 12-month limit. It is usually used pending completion of an investigation or legal proceedings. The name of the suspended contractor will be published as ineligible on the System for Award Management (SAM), which is a website administered by the U. S. General Services Administration, or on the list of sanctioned providers maintained by the State of Illinois Office of Inspector General.

B. 15 Communication during the Procurement Process:
In an effort to create a more competitive and unbiased procurement process, the County desires to establish a single point of contact through the solicitation process. Therefore, from the issue date of any solicitation until the due date of the solicitation, all requests for clarification or additional information regarding the solicitation, or contact with County personnel concerning this solicitation or the evaluation process must only be through the Purchasing Department staff. Inquires will be collected by the Purchasing Department staff who will then submit the inquiries to the Department Head responsible for the procurement. Responses by the Department Head to the inquires will be submitted to the Purchasing Department staff who will then distribute the responses to all vendors responding to the solicitation. In this way it will be assured that all vendors participating in the process will be receiving the same information. No contact regarding this solicitation with other County employees, agents of the County or elected officials is permitted unless expressly authorized by the Purchasing Director. A violation of this provision is cause for the County to reject the Bidder's proposal. If it is later discovered that a violation has occurred, the County may reject any proposal or terminate any contract awarded pursuant to this solicitation.

B. 16 **CERTIFICATE OF INSURANCE REQUIRED BY KANE COUNTY**
Contractor to furnish and deliver prior to commencement of work, a completed Certificate of Insurance satisfactory to the requirements of County of Kane containing:

B.16.1 The Contractor and all Subcontractors shall provide a Certificate of Insurance naming the Owner (Kane County) as certificate holder and as additional insured. The certificate shall contain a 30-day notification provision to the owner (Kane County) prior to cancellation or modification of the policy.

B.16.2 Commercial General Liability insurance including Products/Completed Operations, Owners and Contractor Protective Liability and Broad Form Contractual Liability. The exclusion pertaining to Explosion, Collapse and Underground Property Damage hazards eliminated. The limit of liability shall not be less than the following:

General Aggregate	$2,000,000
Products and Completed Operations	$2,000,000
Personal and Advertising Injury	$1,000,000
Each Occurrence	$1,000,000
Or - Combined Single Limit	$1,000,000

B16.2.1 Products and Completed Operation coverage is to remain in force for a period of two years after the completion of project.

B16.3 Business Automotive Liability Insurance including owned, hired and non-owned automobiles, and/or trailer and other equipment required to be licensed, with limits of not less than the following:

Each Person for Bodily Injury	$1,000,000
Each Occurrence for Bodily Injury	$1,000,000
Each Occurrence for Property Damage	$1,000,000
Or - Combined Single Limit	$1,000,000

B16.4 Statutory Worker's Compensation insurance shall be in accordance with the provisions of the laws of the State of Illinois, including Occupational Disease Act provisions, for employees at the site of the project, and in case work is sublet, the Contractor shall require each Subcontractor similarly to provide this insurance. In case employees are engaged in work under this contract and are not protected under the Workers Compensation and Occupational Disease Act, the Contractor shall provide, and shall cause Subcontractor to provide, adequate and suitable insurance for the protection of employees not otherwise provided.

B16.5 Umbrella Liability:

Aggregate Limits	$5,000,000

B16.6 Professional Liability policy to cover all claims arising out of the Consultant's operations or premises, Sub-consultant's operation or premises, anyone directly employed by the Consultant or Sub-consultant, and the Consultant's obligation of indemnification under this Contract.

Limits:

Aggregate	$1,000,000

Vendor to furnish a copy of the Endorsement showing Kane County, as an additional insured on the General Liability, Auto, and Umbrella/Excess policies.

The Contractor shall cease operations on the project if the insurance is cancelled or reduced below the required amount of coverage.

C. CONTRACTOR DISCLOSURE

C.01 Prior to award, every contractor or vendor who is seeking or who has obtained contracts or change orders to contracts or two (2) or more individual contracts with Kane County resulting in an amount greater than Fifteen Thousand Dollars ($15,000) shall disclose to the Kane County Purchasing Department, in writing all cumulative campaign contributions, (which includes multiple candidates) made within the previous twelve (12) months of awarding of the contract made by that contractor, union, or vendor to any current officer or countywide elected officer whose office the contract to be awarded will benefit.

Disclosure shall be updated annually during the term of a multi-year contract and prior to any change order or renewal requiring Board level approval. For purposes of this disclosure requirement, "contractor or vendor" shall include owners, officers, managers, insurance brokers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors corporations, partnerships, associations, business trusts, estates, trustees, and/or beneficiaries under the control of the contracting person, and political action committees to which the contracting person has made contributions.

C.02 All contractors and vendors who have obtained or are seeking contracts with Kane County must disclose the following information which shall be certified and attached to the application or document. Penalties for knowingly violating disclosure requirements will potentially result in immediate cancellation of the contract, and possible disbarment from future County contracts:

C.02.1 Name, address, and percentage of ownership interest of each individual or entity having a legal or beneficial interest of more than five percent (5%) in the applicant. Any entity required by law to file a statement providing substantially the information required by this paragraph with any other government agency may file a duplicate of such statement;

C.02.2 Names and contact information of their lobbyists, agents and representatives and all individuals who are or will be having contact with County employees or officials in relation to the contract or bid. This information disclosure must be updated when any changes to the information occurs.

C.02.3 Whenever any interest required to be disclosed in paragraph (a) above is held by an agent or agents, or a nominee or nominees, the principals for whom such agents or nominees hold such interest shall also be disclosed. The application of a spouse or any other party, if constructively controlled by another person, or legal entity as set forth above, shall state the name and address and percentage of beneficial interest of such person or entity possessing such constructive control and the relationship under which such control is being or may be exercised.

Whenever a stock or beneficial interest is held by a corporation or other legal entity, such shareholder or beneficiary shall also make disclosure as required by paragraph C.02.1 above.

C.02.4 A statement under oath that the applicant has withheld no disclosures as to economic neither interests in the undertaking nor reserved any information, data or plan as to the intended use or purpose for which it seeks County Board or other county agency action.

C.03 All disclosures and information shall be current as of the date upon which the application is presented and shall be maintained current until such time as Kane County shall take action on the application. Furthermore, this information shall be maintained in a database by the Purchasing Department, and made available for public viewing.

C.04 Notwithstanding any of the above provisions, the County Purchasing Department with respect to contracts awarded may require any such additional information from any applicant which is reasonably intended to achieve full disclosure relevant to the application for action by the County Board or any other County agency.

C.05 Any failure to comply with the provisions of this section shall render any ordinance, ordinance amendment, County Board approval or other County action

in behalf of the applicant failing to comply voidable at the option of the County Board or other County agency involved upon the recommendation of the County Board Chairman or the majority of the County Board.

D. LAW GOVERNING:

D.01 This contract shall be governed by and construed according to the laws of the State of Illinois.

E. Illinois Non-Appropriation Clause:

A forfeit clause is provided pursuant to the Illinois Non-Appropriation Clause of funds for government entities that if funds or budgets are not approved, service may be cancelled. No early cancellation penalties will be assessed, but the customer must be given 30-day notice of intent to cancel.

F. Termination for Cause:

This Contract may be terminated by the County at any time upon thirty (30) days written notice, or by either party in the event of substantial failure to perform in accordance with the terms hereof by the other party through no fault of the terminating party. This Contract is also subject to termination by either party if either party is restrained by state or federal law of a court of competent jurisdiction from performing the provisions of this Agreement. Upon such termination, the liabilities of the parties to this Contract shall cease, but they shall not be relieved of the duty to perform their obligations up to the date of termination. Mailing of such notice, as and when above provided, shall be equivalent to personal notice and shall be deemed to have been given at the time of mailing.

If this Contract is terminated due to the County's substantial failure to perform, the Contractor shall be paid for labor and expenses incurred to date, subject to setoff for any damages, losses or claims against the County resulting from or relating to Contractor’s performance or failure to perform under this agreement.

In the event of termination by the County upon notice and without cause, upon completion of any phase of the Basic Services, fees due the Contractor for services rendered through such phase shall constitute total payment for services. In the event of such termination by the County during any phase of the Basic Services, the Contractor will be paid for services rendered during the phase on the basis of the proportion of work completed on the phase as of the date of termination to the total work required for that phase.

In the event of any such termination, the Contractor also will be reimbursed for the charges of independent professional associates and contractors employed by the Contractor to render Basic Services, and paid for all unpaid Additional Services and Reimbursable Expenses not in dispute.

Reimbursable expenses mean the actual expenses incurred by the Contractor or the Contractor's independent professional associates or contractors, directly or indirectly in connection with the Project.

G. Litigation

Vendors are required to disclose if they have been a party to any lawsuits or arbitration proceedings involving their services within the last five years. Provide status or outcome of any such proceedings disclosed.

H. Holidays

Kane County is closed for business on the following holidays: New Year's Day; Martin Luther King, Jr. Day; Lincoln's Birthday, Washington's Birthday, Spring Holiday, Memorial Day, Juneteenth, Independence Day; Labor Day, Columbus Day; Veteran's Day, Thanksgiving Day, Day following Thanksgiving Day, Christmas Day.

STATEMENT OF WORK
For
Kane County Strategic Plan

GENERAL OVERVIEW

A. Overview

a. Summary

Kane County invites proposals from qualified consulting firms to develop a 5-year strategic plan. This strategic plan will guide our organization in achieving its mission, vision, and goals.

Bids will be received by Kane County until October 29, 2024, @ 2:00 p.m. Bidders will be required to comply with all applicable statues and regulations. **It is the responsibility of each bidder to ensure that their bid is received on time.**

b. Background

Kane County, Illinois, located in the northeastern part of the state, is part of the Chicago metropolitan area. Established in 1836, it has a diverse population and a mix of urban, suburban, and rural areas. The county seat is Geneva, while the largest city is Aurora, known for its historic downtown and vibrant arts scene. Kane County features a blend of agricultural lands, natural preserves, and residential communities, offering amenities such as parks, recreational facilities, and cultural attractions. The Fox River runs through the county, providing scenic views and outdoor activities. Additionally, Kane County is home to several educational institutions and has a strong economy driven by manufacturing, healthcare, and retail industries.

B. General Instruction

Kane County, Illinois is seeking the services of a qualified professional firm for the facilitation and development of a 5-year Strategic Plan for the County. The strategic plan will assist in defining the County's role in the community, guide the County's governance, and establish a framework for setting strategic priorities and operational goals while creating measurable and achievable service plans and timelines. A strategic plan will be a vital tool for the County to ensure that the vision and priorities set by the County Board are clearly conveyed to employees and the community, that County strategies and projects are developed to meet County priorities, and that overall County government is accountable to meeting community needs. A strategic plan will also assist the County to provide services that meet changing needs in a cost-effective manner and to educate stakeholders.

As part of the development of a strategic plan, it is expected that the plan will include benchmarks and key performance indicators such as priority outcomes, community indicators, and evaluation measures. Where necessary, the professional services firm will develop an implementation plan to assist County Offices and Departments in using

and reporting on these benchmarks and key performance indicators. The benchmarks and indicators should be reported to the community at large as well.

The County is aware that there are a variety of perspectives, models, and approaches available to develop a strategic planning document; therefore, the successful firm should propose a framework or model(s) that they believe to be most suitable and financially efficient for the County at this time.

C. Scope of Services

The selected consultant will be expected to:

1. Create a new strategic planning process
    - Conduct a comprehensive background review and requirements analysis
    - Facilitate stakeholder engagement sessions (e.g., interviews, focus groups, surveys), including but not limited to:
        - Kane County elected officials
        - Kane County staff
        - Community Groups
        - Citizens & Clients
    - Analyze external and internal factors affecting the organization
    - Perform outreach and elicit public input through public meetings, stakeholder group sessions, outreach forums, social media, and surveys.
2. Develop strategic priorities and objectives
    - Integrate annual budget process into the multi-year strategic planning process.
        - Develop guidelines for Office/Department Missions and Outcomes.
        - Ensure that Missions and Outcomes align with Strategic Plan.
        - Develop meaningful annual budget performance metrics for measuring output, efficiency, and outcomes.
        - Create performance metric reporting system that is fast and easy for Offices/Departments to use.
    - Create an implementation plan with timelines, responsibilities, and performance metrics
3. Attend all necessary County Board and Committee meetings.
4. Identify necessary skills for staff to carry out programs.
5. Assign leadership responsibilities.
6. Assist the County in monitoring and implementing the strategic plan over its five-year duration.
    - Development short term objectives (one year) and long-term goals (five years).
    - Present a summary of the final Strategic Plan to Kane County at a Board meeting, upon completion. Meeting shall be in person.

The County shall:

1. Work with the consultant to ensure relevant information and goals are included with the Strategic Plan.
2. Work with the consultant to provide relevant information to develop the Strategic Plan.
3. Review, approve, and provide feedback on the overall project.
4. Assist with communicating with leadership staff and elected officials, where appropriate.
5. Assist with facilitating participation from staff and elected officials.

D. Proposal Requirements

Proposals should include the following:

- Cover letter
- Executive summary
- Company profile, including experience and qualifications, including:
    - Key members of the consulting agency's team with years of experience and relevant qualifications
    - Description of success stories from previous clients
- Description of the proposed approach and methodology
    - Key success factors specific to Kane County
- Detailed project plan and timeline
- Description of project deliverables throughout proposed timeline
- Budget and fee structure
- References and work samples from similar projects, with client contact information for at least three references

E. Process for Selecting a Facilitator

Proposals will be evaluated based on the most qualified offer. The County will consider the quality of products and services offered, price, responsiveness to the RFP requirements, and the Consultant's ability to understand and meet the needs of Kane County. Proposals will be evaluated by an Evaluation Committee comprised of Kane County personnel based on the evaluation criteria listed below. Each vendor shall be required to make a presentation to the Evaluation Committee. Evaluations/scoring will be completed after each bidder has concluded its presentation. The order of such presentation(s) shall be up to the sole discretion of the County.

Indicate the firm's background in providing these similar services and projects preferably municipalities, or governmental agencies. Provide a list of client references. Include the client's name, contact persons, and phone numbers for at least three clients.

F. Pricing

Proposal budgets should include a total estimated cost as well as a detailed allocation of costs across all budget categories. Categories should include labor costs with hourly rates for team members (e.g., consultants, project managers, support staff), including estimated hours per role, materials and resources to be used, any third-party services or partnerships that may be involved, administrative costs, and any miscellaneous expenses and other costs that may arise during the execution of the project.

CRITERIA FOR EVALUATION AND SELECTION OF QUALIFIED PROFESSIONALS

All proposals submitted in response to the RFP will be evaluated based on the following criteria:

Evaluation Criteria	Value
Capability, Capacity and Qualifications of the Proposer	40%
Suitability and Quality of the Approach/Methodology	25%
Milestones and Deliverables	20%
Cost	15%
Total	100%

CONTRACT TERM

The project has an anticipated completion date of December 31, 2025.

SUBMITTAL INSTRUCTIONS

An original RFP response (with all required documents) shall be submitted electronically to https://www.bidnetdirect.com/illinois/kanecounty and marked, “RFP 24-056-KK: Kane County Strategic Plan” and must be received on or before 2:00 p.m. CST on October 29, 2024.

PROPOSALS MUST BE SUBMITTED ELECTRONICALLY

LATE PROPOSALS WILL NOT BE ACCEPTED

PROPOSAL RESPONSE

FORM
RFP 24-056-KK
Kane County Strategic Plan

RFP Due Date & Time: October 29, 2024 at 2:00 p.m. CST

Proposals may be submitted electronically to
https://www.bidnetdirect.com/illinois/kanecounty

The proposer shall return RFP with all documents, as well as literature, samples, etc. as required within the specifications.

The undersigned proposer, having examined the specifications and any other related documents, hereby agrees to provide the UPS System with Installation per specification and to perform other work stipulated in, required by and in accordance with the proposal documents attached for and in consideration of the proposed prices.

RECEIPT OF ADDENDA: The undersigned hereby acknowledges receipt of following addendum(s): _____; _____; _____.

By signing this proposal, the proposer hereby certifies that they are not barred from bidding on this contract as a result of a violation of either Section 33E-3 or 33E-4 of the Illinois Criminal Code of 1961, as amended. The awarding of any contract resulting from this RFP will be based upon the funding available to Kane County. The terms of the RFP and the response shall be incorporated by this reference as though fully set forth into the Contract not withstanding any language in the contract to the contrary. In the event of any conflict between the terms of the Contract and the terms of the RFP and the response, the terms of the RFP and the response shall govern. Every element or item of the RFP and the response shall be deemed a material and severable item or element of the contract. **THIS SECTION MUST BE SIGNED BY AN AUTHORIZED REPRESENTATIVE OF THE COMPANY OR ENTITY RESPONDING TO THE RFP.**

Signature_____

Typed Signature_____

Company_____

Address_____

Phone #_____ **Fax #** _____ **E-mail** _____

Federal I.D./Social Security # _____**Date**_____

ACCEPTANCE

The Offer is hereby accepted for Kane County Strategic Plan.

The Contractor is bound to provide the materials and services listed in the attached agreement and based upon the Request for Proposal, including all terms, conditions, specification and amendments, the Contractor's offer is accepted by the County of Kane.

This contract shall henceforth be referred to as Contract Number 24-056-KK. The Contractor has been cautioned not to commence any billable work or to provide any materials or services until this Contractor receives a purchase order and or notice to proceed.

_____ _____

Corinne Pierog MA, MBA Date
Chairman, County Board
Kane County, Illinois

VENDOR CERTIFICATION

This information is collected for reporting purposes only and will not have any influence on vendor selection. It is required by the State of Illinois. Please check any of the following boxes that apply to the ownership of your firm.

- ☐ Minority-owned Business (MBE)
- ☐ Woman-owned Business (WBE)
- ☐ Business Enterprise Program (BEP)
- ☐ Small Disadvantaged Business (SDB)
- ☐ Kane County Local Business
- ☐ Veteran-owned Business Enterprise (VBE)
- ☐ Service-Disabled Veteran-owned Business Enterprise (SDVBE)
- ☐ Veteran-owned Small Business (VOSB)
- ☐ Persons with Disabilities-owned Business Enterprises (PDBE)
- ☐ N/A – These categories do not apply to my business

Please Note: It is required that you check at least one box.

REFERENCES

Kane County Strategic Plan
For
KANE COUNTY BOARD, Geneva, Illinois

List below businesses or other organizations for whom you have provided comparable services:

Offeror's Name: _____

1. Organization: _____
   Address: _____
   City, State, Zip Code: _____
   Telephone Number: _____
   Contact Person: _____
   Date of Project: _____
   E-Mail Address: _____
2. Organization: _____
   Address: _____
   City, State, Zip Code: _____
   Telephone Number: _____
   Contact Person: _____
   Date of Project: _____
   E-Mail Address: _____
3. Organization: _____
   Address: _____
   City, State, Zip Code: _____
   Telephone Number: _____
   Contact Person: _____
   Date of Project: _____
   E-Mail Address: _____
4. Organization: _____
   Address: _____
   City, State, Zip Code: _____
   Telephone Number: _____
   Contact Person: _____
   Date of Project: _____
   E-Mail Address: _____

CONTRACTOR DISCLOSURE

As of (Today's Date), *ABC Company,* to the best of our knowledge the Owners, Officers or Executives have not made any political campaign contributions to any Kane County Elected Official countywide in the last 12 month period.

Below is a list of shareholders or owners, with at least 5% holdings in *ABC Company*:

Mr. John Smith 456 Second Street Geneva, IL 60134	50%
Ms. Sue Jones 456 Second Street Geneva, IL 60134	50%

_____ _____
Officer Date
Title

Subscribed and Sworn this _____ day of _____, 2024

_____
Notary Public

SAMPLE

FAMILIAL RELATIONSHIP DISCLOSURE

As of (Today's Date), *ABC Company*, to the best of our knowledge the Owners, Officers or Executives do not have a familial relationship with any County Elected Official or County Department Director within the last 12 month period. "Familial Relationship" is defined in Public Act 101-0544.

The County may deny, suspend, or terminate the eligibility of a person, firm, corporation, association, agency, institution, or other legal entity to participate as a vendor for goods or services to the County, if the vendor, for contracts greater than $30,000, fails to disclose to the County a familial relationship between a County Elected Official or County Department Director.

_____ _____
Officer Date
Title

Subscribed and Sworn this _____ day of _____, 2024

_____
Notary Public

SAMPLE

NO-RFP RESPONSE
24-056-KK
Kane County Strategic Plan

In the event that your organization chooses not to submit a response to this solicitation the Kane County Purchasing Department is interested in the reasons why vendors/consultants have chosen not to submit a bid or proposal response in order to better serve the taxpayers of Kane County. Please indicate your reason(s) by checking all applicable items below and return this form to the address shown below.

- ☐ Could not meet the specifications.
- ☐ Items or materials requested not manufactured by us or not available to our company.
- ☐ Insurance requirements too restricting.
- ☐ Bond requirements too restricting.
- ☐ Scope of services not clearly understood or applicable (too vague, too rigid, etc.).
- ☐ Project not suited to our organization.
- ☐ Quantities too small.
- ☐ Insufficient time allowed for preparation of bid/proposal response.
- ☐ Could not meet Responsible Bidder requirements
- ☐ Other (please specify):

_____

_____

_____

_____

_____

Vendor Name: _____

Contact Person: _____

Telephone: _____

Email: _____

Please send your response to: purchasing@co.kane.il.us

COUNTY of KANE
PURCHASING DEPARTMENT
KANE COUNTY GOVERNMENT CENTER

Karin Kietzman, CPPB
Director of Purchasing

719 S. Batavia Ave., Bldg. A, 2nd Floor
Geneva, Illinois 60134
Telephone: (630) 208-3803
Fax: (630) 208-5107

October 18, 2024

ADDENDUM 1

Invitation to Bid: **#24-056-KK**

Title: **Kane County Strategic Plan**

The attention of all plan holders is called to the following changes, clarifications, and/or additions/deletions to the original bid solicitation and shall be part of the Contract Documents:

Clarifications & Additional Information

Q. Has the County established a budget for this project? If so, can that amount please be shared?

A. There is no established maximum budget for the contract.

Q. Are the Contractor Disclosure and Familial Relationship Disclosure forms required to be included with our submission?

A. It is not a requirement until a Notice of Intent to Award is sent out.

Q. Is there a preferred timeframe for this project / How many months should we allow to produce the deliverables?

A. We are requesting a 12-month contract period in which to produce all deliverables.

Q. Is there a budget or budget range for this project that you can share with us?

A. There is no established budget range for the contract.

Please acknowledge receipt of this Addendum 1. Thank you for your interest in the Kane County procurement process.

Sincerely,
Karin Kietzman
Karin Kietzman, CPPB
Director of Purchasing
purchasing@kanecountyil.gov

COUNTY of KANE
PURCHASING DEPARTMENT
KANE COUNTY GOVERNMENT CENTER

Karin Kietzman, CPPB
Director of Purchasing

719 S. Batavia Ave., Bldg. A, 2nd Floor
Geneva, Illinois 60134
Telephone: (630) 208-3803
Fax: (630) 208-5107

October 23, 2024

ADDENDUM 2

Invitation to Bid: **#24-056-KK**

Title: **Kane County Strategic Plan**

The attention of all plan holders is called to the following changes, clarifications, and/or additions/deletions to the original bid solicitation and shall be part of the Contract Documents:

Clarifications & Additional Information

Q. Has the County established a strategic planning committee responsible for overseeing the plan's development and/or approving its contents?

A. The County Board has not yet selected a strategic planning committee to oversee the plan's development.

Q. Is there an identified executive within the County that will have ultimate decision authority over the final contents of the plan that will be presented to the Board?

A. The ultimate decision authority will be County Board.

Q. Is there a subset of Board members (perhaps a legislative Committee) that will be the primary stakeholders for this strategic plan?

A. The County has not yet selected the primary stakeholders for this strategic plan.

Q. What entities within County government are within the scope of this strategic plan?

A. The strategic plan should incorporate all Departments and Elected Offices of Kane County.

Q. How should we expect to engage other elected officials (e.g., Sheriff's Office, State Attorney) as part of the strategic planning process?

A. Elected officials should be contacted, included in meetings, and be given the same opportunity to offer input into the strategic plan as department heads and other stakeholders.

Q. Would work on the strategic plan be subject to the Open Meetings Act? If yes, how should we plan to engage groups of elected officials?

A. Meetings with more than three elected officials are subject to the Open Meetings Act.

Q. To what extent should this strategic planning effort build upon the Kane County 2040 plan, which mentions various initiatives?

A. The strategic plan should incorporate all other county planning documents including the Kane County 2040 Plan which was for conceptual land use.

Q. To what extent should the 2024 Economic Development Strategy be considered as an input to the strategic planning process?

A. The strategic plan should be a high-level planning document which incorporates and contextualizes other county planning documents, including the 2024 Economic Development Strategy.

Q. Will the County allow our company to use its current Master Services Agreement (MSA), dated 11/11/21, as a basis for previously negotiated and accepted terms and conditions if selected? If not, will the County allow an extension of 5 business days for our company to provide specific markups we would request if awarded the work?

A. The County cannot accept terms and conditions agreed upon from a previous contract for this project as those were negotiated between your company and the county at that time. If your company has exceptions to the County's terms and conditions for this project, submit them will your proposal and the county will take them into consideration when reviewing the proposals.

Q. Are there any specific requirements around experience, resourcing, or contractual terms that would disqualify a potential vendor if not met?

A. There are no specific conditions for disallowing a potential vendor, aside from those stipulated by law.

Q. What formats (PPT, Excel, Word, etc.) do you prefer responses to the initial questions provided and the more detailed statement of work?

A. Please submit documents in Microsoft Office format (.docx, .xlsx).

Q. Are there any known milestones or other timeline constraints?

A. There are no timeline constraints. Milestones will be set based on the submitted program plan.

Q. Is there a list of key stakeholders for consultants to engage with during the project's timeline and about how many?

A. There is not a list of key stakeholders at this time.

Q. How is the Quality of Kane 2040 document currently being leveraged by County Leadership? Does the selection committee envision this document informing the Strategic Planning process? If so, how?

A. The Quality of Kane 2040 plan is currently guiding decision-making in departments which are involved in its areas of focus. The Strategic Planning process should be informed by the 2040 Plan and provide high-level goals and objectives which harmonize with existing county planning documents such as the 2040 Plan.

Q. Was the Quality of Kane 2040 document created by internal or external resources? If external, who facilitated the creation of the document?

A. The Quality of Kane document was created internally.

Q. We found the following Vision Statement on the Kane County website:

- "Kane county is committed to: Being an innovative and strategic leader in providing essential and effective public services in a fiscally prudent manner; Being good stewards of the natural and economic resources that make up our unique urban and rural communities; Adapting to, and providing, governmental services to a growing and diverse population; Promoting and environment that advocates health, welfare and safety; Encouraging and valuing citizen communication, input, and involvement in governing so that residents are proud to call Kane County "home".

- Is this the most recent mission and vision for Kane County? Does the organization plan to retain this vision into the future, or should this work include a refresh of the county's mission and vision statements?

A. This is the most current vision and mission statement.

Q. Was the process to create this vision statement facilitated by internal or external resources? If external, who?

A. The vision statement was created internally.

Q. Has Kane County captured feedback from constituents via a survey, or should executing a survey be included in the scope of work here?

A. Execution of a survey should be included in the scope of work.

Q. Is there a Steering Committee or key Point of Contact to work with throughout the project?

A. There will be a committee overseeing the project with a point of contact for the vendor to work with.

Q. When does the county's budget cycle begin?

A. The county's budget year begins on December 1.

Q. Is there an opportunity to deliver the scope in a shorter timeframe than is indicated in the RFP by using additional resources?

A. The vendor can submit any proposed timeframe or use of resources to deliver a strategic plan.

Q. Our initial view is that the bulk of the scope would be best delivered in a condensed timeframe (6-12 weeks), with ongoing work to assist the County in monitoring and implementing the strategic plan to continue across the calendar year. Is this approach acceptable to the selection committee, or is the expectation to develop the strategic plan over the 12 months?

A. The vendor can submit any proposed timeframe to deliver a strategic plan.

Q. When does the selection committee aim to begin the work?

A. We hope to begin the work shortly after selecting a vendor.

Q. Is there a particular impetus for undertaking a Strategic Planning initiative at this time?

A. The County has been discussing the need for a Strategic Plan for some time.

Q. How many community focus groups do you anticipate?

A. We do not have a set number of focus groups anticipated, but expect that a range of proposed groups be contacted to adequately capture the voice of the community.

Q. Who is on the project steering committee?

A. The steering committee has not been established yet.

Q. Who is the project point of contact?

A. The point of contact has not been established yet.

Q. Can you please add more detail on what you mean by "attend all necessary County Board and Community meetings" under the Scope of Services questions 3?

A. The vendor should be prepared to attend a number of county board and community meetings in order to engage department heads, elected officials, staff, and members

of the public in the planning process as well as present deliverables.

Q. What is the ideal budget/budget range for this project?

A. Budgets should be similar to other projects of similar scope and complexity. Please submit a budget that is appropriate to the scale of work proposed.

Q. What, if any, staff resource groups does the County currently support?

A. The County's Human Resources department supports staff resource groups, which include a county wellness group and other services.

Q. Is there a preference for in-state contractors for this project?

A. No.

Q. We are a project-based firm that does not charge by the hour, is it alright to submit a total not-to-exceed budget with our proposal?

A. Yes.

Q. How many employees does the County currently have?

A. In 2023, the County had 967.4 in Elected Offices and 401.6 in Departments under the County Board jurisdiction.

Q. Given the language within the RFP document regarding the Strategic Plan and its stated purpose, is the County interested in receiving proposals framed from an equity lens?

A. The County is interested in receiving all proposals.

Q. Is submission of a completed contractor disclosure form and a completed familial disclosure form only necessary upon award, and therefore not required as part of a submission at this stage?

A. Yes.

Please acknowledge receipt of this Addendum 2. Thank you for your interest in the Kane County procurement process.

Sincerely,
Karin Kietzman
Karin Kietzman, CPPB
Director of Purchasing
purchasing@kanecountyil.gov

BerryDunn



PROPOSAL IN RESPONSE TO

RFP Number 24-056

Kane County Strategic Plan

BerryDunn
2211 Congress Street
Portland, ME 04102-1955
207.541.2200

Seth Hedstrom, Project Principal
shedstrom@berrydunn.com

Michelle Kennedy, Project Manager
mkennedy@berrydunn.com

Proposal Due Date:
October 29, 2024 before 2 p.m.

Table of Contents

Table of Contents i

1. Cover Letter ii

2. Executive Summary 1

3. Company Profile 3

4. Approach and Methodology 13

5. Project Plan and Timeline 23

6. Budget and Fee Structure 24

Appendix A. Resumes 25

Appendix B. Forms 30

Appendix C. Work Samples 35



BerryDunn

1. Cover Letter

October 29, 2024

County of Kane, Illinois
Attention: Karin Kietzman, CPPB
Director of Purchasing
719 S. Batavia Avenue, Bldg. A.
Geneva, IL 60134

Dear Karin Kietzman and Members of the Selection Committee:

On behalf of Berry, Dunn, McNeil & Parker, LLC (BerryDunn), I am pleased to submit this proposal in response to the County of Kane's (the County's) Request for Proposals (RFP) Number 24-056 for a Kane County Strategic Plan. We have read the County's request and reviewed its terms, conditions, and the contents presented therein. Our proposal is a firm and irrevocable offer valid for 120 calendar days from the proposal deadline of October 29, 2024.

As the County will learn more about on the following pages, BerryDunn is a nationally recognized organizational development, independent management, and IT consulting firm, headquartered in Portland, Maine, with nine office locations. We are focused on **inspiring organizations to transform and innovate** and have lived our core values and preserved our reputation for excellence throughout our 50-year history. Our firm's culture is centered on a deep understanding of our clients' commitment to serving the public. We proudly tailor each of our projects to recognize the work our clients do every day. **We care about what we do, and we care about the people impacted by our work—including those at the County and in the Kane County community.**

As further described in our Executive Summary and key sections of our proposal, we possess several attributes that other proposers would be troubled to match:

- *Significant strategic planning experience nationwide, including in Illinois and the region, and with two neighboring, comparable counties*
- *In-depth understanding of the local government landscape, as well as the needs and trends that impact clients*
- *Expansive organizational development expertise and ongoing success providing related services*
- *Proven facilitation and engagement strategies, focused on generating consensus and supported outcomes*

We are confident that if BerryDunn is chosen to partner with the County on this important initiative, the County will experience the strategic success and progress it desires. We appreciate the opportunity to propose, and the time and consideration taken by the County to review our submission.

As a principal in and the leader of BerryDunn's Local Government Practice Group, I can attest to the accuracy of our materials, and I am legally authorized to bind, negotiate, make presentations on behalf of, and commit our firm and our resources. If you have any questions regarding our proposal or updates on the evaluation process, please consider me your primary point of contact and feel free to contact me directly.

Sincerely,

Seth Hedstrom, PMP®, LSSGB, Principal
t: 207.541.2212 | **e:** shedstrom@berrydunn.com



2. Executive Summary

Project Understanding

The diversity that makes up Kane County is seen in the land that forms it, the economy that fuels it, and the people that inspire it. With that in mind, it is only fitting that the County develops a strategic plan that holistically looks at the organization and its community and charts a clear path for shared progress toward where it hopes to go.

Established nearly a century ago, Kane County has seen continued growth in its population; the mix of urban, suburban, and rural areas; and the array of amenities and economic opportunities that attract and retain residents and visitors alike. The County does not see this growth slowing any time soon either, with its 2040 population projected to surpass 750,000 residents. A common risk that comes with this growth is an organization's ability to preserve its heritage and honor its journey; however, Kane County has been very intentional in its efforts to protect that. As noted in its current vision statement, the County is committed to being:

- An innovative and strategic leader
- Good stewards of natural and economic resources
- Adaptive to and supportive of its growing and diverse population
- Advocates for health, welfare, and safety
- Representative and encouraging of strong communication, input, and involvement

With these elements and the many variables that impact the success of the organization in mind, the County seeks the support and guidance of a highly qualified professional services firm to facilitate and develop a five-year strategic plan. The plan will not only define the County's role in the community but also effectively convey how the County will prioritize and meet community needs. The plan will provide governance and structure for setting priorities and operationalizing goals while consistently monitoring and measuring progress made toward them. Through ongoing transparency and communication, the County will hold itself accountable in achieving more for the organization and the Kane County community.

BerryDunn is excited at the prospect of partnering with the County on this upcoming strategic planning project. We bring a proven process—that has been refined over the course of 30 years and 70 strategic plan development projects—that will help ensure the project remains on time and on budget, while progressing at a healthy pace and maintaining momentum in the work effort.

On the following page, we elaborate on the key attributes shared in our **Cover Letter** that further demonstrate how BerryDunn differs from others the County may consider for this project.

Significant strategic planning experience nationwide, including in Illinois and the region

BerryDunn has been providing strategic planning services for over 30 years. Since, our team members have partnered with local government clients across the country to produce more than 70 strategic plans. We are proud to state that several of these strategic plans have been developed for counties and cities in Illinois and the broader Midwest. Notably, our relationship with Lake County, Illinois has spanned multiple years and resulted in our involvement on numerous strategic planning development and update cycles, and our recent strategic planning work with DuPage County, Illinois has been awarded National Association of Counties (NACo)'s NACo EDGE Excellence in Strategic Planning Award for 2024. We have also worked with the Cities of St. Charles and Peoria, Illinois, among many others. We would consider it an honor and a privilege to also work alongside Kane County on its upcoming strategic plan development process.

In-depth understanding of the local government landscape, as well as the needs and trends that impact clients

BerryDunn's Local Government Practice Group is dedicated to and exclusively serves local government clients like the County. We have worked with hundreds of local government organizations across the country, including dozens in Illinois and the broader Midwest. We also have several employees in who reside and/or have formerly served in associated local government positions. Complemented by our many relevant projects there, we have developed an in-depth understanding of the landscape in which the County operates, the needs and trends that impact the County and its neighboring communities, and the strategic opportunities that will help Kane County thrive in the short- and long-term. We are certain that our local and national perspective will help to expedite the time necessary to thoroughly understand the County's current environment and develop a strategic that effectively reflects who the County is, defines who it wants to be, guides continued progress toward achieving that state, and measures success every step of the way.

Expansive organizational development expertise and ongoing success providing related services

Our expertise extends beyond strategic planning, encompassing various other organizational development services that complement and enhance our ability to deliver an exceptional project. We customize our approach based on the requested scope of work, often including inclusive and equitable engagement and facilitation, thorough current environment assessment activities, consensus-driven visioning and plan development, forward-thinking plan alignment, plan operationalizing and implementation planning efforts, and clear performance measurement and progress tracking. With BerryDunn, the County can feel confident that we will bring in the right skills at the right times and prioritize the best interests of the organization and its community at every step.

Proven facilitation and engagement strategies, focused on generating consensus and supported outcomes

We understand that reaching consensus can be difficult as individuals seek to advocate for the needs and concerns they believe in most and that represent the interests of their constituencies. In fact, many of our team members have worked in local government executive leadership roles and know firsthand the importance of creating goals and objectives that are clear and departmental leadership can confidently put into action. Our approach is based in the Institute of Cultural Affairs' (ICA) Technology of Participation® (ToP®) facilitation methodology and designed to meet the needs of stakeholders, including elected and appointed officials, managers, frontline staff, and the public. Throughout the process, we will keep stakeholders informed and involved, helping to ensure the County's strategic planning effort is inclusive of all perspectives and reflects a shared vision.

3. Company Profile

3.1 Firm Qualifications

BerryDunn is a Limited Liability Company formed in 1974 with 69 principals, 36 owners, and nine office locations. We have experienced sustained growth throughout our 50-year history.

We employ more than 875 staff members—including more than 335 in our Consulting Services Team. From extensive project experience for more than 650 state, local, and quasi-governmental agencies, our team brings valuable perspectives to every engagement. Additionally, our team has experience serving state and local government agencies, providing them with an in-depth understanding of government operations, staffing needs, budgetary constraints, and the business processes required to provide necessary services to the internal divisions and the constituents the County serves.

Our firm provides a full range of professional services—including organizational development, technology planning, business process improvement, cost of service and financial analysis, community services planning, and more—supporting our ability to complete the requested tasks.

With organizational development as a core tenant of our work, we are pleased to offer the following services to benefit the County:

- Strategic planning
- Community/stakeholder engagement
- Leadership development
- Executive coaching
- Organizational change management
- Organizational assessment
- Business process improvement
- Performance measurement

Below, we illustrate the overall organization of BerryDunn's Local Government Practice Group. We provide unparalleled expertise and unique insights across these practices, supporting our clients in solving some of their biggest challenges, addressing opportunities to improve and plan, and carefully considering how our projects impact the organization at the enterprise and departmental levels.



Specialized Expertise of the Enterprise Organizational Development Practice

BerryDunn's dedicated Enterprise Organizational Development Practice offers both an intimate project experience and a national perspective to support our clients' desire to transform and innovate. We recognize how important it is that the County establishes partnership with a firm that understands that work of this level of impact requires a guided hand and a tailored approach to meet them where they are and lead them to where they want to go.

Work of this nature touches all aspects of an organization, including the County's elected officials, staff, stakeholders, community members, and visitors. As such, this initiative requires a layered approach that offers the attention, guidance, and follow-through that will support positive, sustainable, and long-term change.

Our efforts are centered on sound partnership with our clients. We guide projects at various stages and take the time to properly gauge availability and resources to help ensure our clients receive consistent, reliable, and quality service. We support a variety of organizational development initiatives, providing services that include project management, stakeholder and community engagement and analysis, strategic plan development, implementation planning, and progress monitoring, among others.



Embracing Diversity, Equity, and Inclusion (DEI)

BerryDunn has advanced community, diversity, and empathy in a workplace where people are respected, and heard. We carry these principles and values into our work with clients.

We help ensure that traditionally marginalized communities are supported, validated, and engaged as a standard part of our project approach. We use tools, practices, and methodologies to help ensure that our initiatives have widespread reach and work for all people, regardless of race, ethnicity, age, sexual orientation, gender identity or expression, religion, or disability.

We also consider the distinct cultural nuances for each community in our approach to this work to help ensure that we meet our clients where they are in the DEI space.

3.2 Relevant Experience

Commitment to the State

With BerryDunn, the County will be served by a firm and project team members who **have demonstrated their commitment to the State** through similar and other types of consulting engagements. Below and on the following page, we share our clients in the State.

- Champaign County
- Chicago Metropolitan Agency for Planning
- City of Peoria
- City of St. Charles
- City of Urbana
- Columbia College Chicago
- DuPage County
- Elmhurst Park District
- Illinois Park and Recreation Services
- Lake County
- St. Charles Park District
- St. Clair County
- Village of Downers Grove
- Village of Lincolnwood
- Village of Oak Park
- Village of Riverside
- Village of Schaumburg
- Waukegan Park District
- Western DuPage Special Recreation Association
- Western Illinois University

- Lombard Park District
- McLean County
- Northbrook Park District
- Peoria County
- Round Lake Area Park District
- Wheeling Park District
- Wilmette Park District
- Winnetka Park District

We also take pride in our local presence, as we have several employees who reside in the State and/or have worked in State's local government landscape. We will leverage their insights, expertise, and locality when and where it will most benefit the County.

Strategic Planning

Below, we provide a representative list of clients for whom our project team members have performed similar services in recent years. An asterisk indicates that we have been selected to conduct the work; however, work has not yet begun.

- Bloomfield Township, Michigan
- City of Beaverton, Oregon
- City of Blue Springs, Missouri*
- City of Capitola, California
- City of Colorado Springs, Colorado
- City of Cooper City, Florida
- City of Creswell, Oregon
- City of Edgewater, Colorado
- City of Ennis, Texas
- City of Foley, Alabama
- City of Gresham, Oregon
- City of Groveland, Florida
- City of Janesville, Wisconsin
- City of Lauderhill, Florida
- City of Margate, Florida
- City of Menifee, California
- City of Milton, Georgia
- City of New Braunfels, Texas
- City of Peoria, Illinois
- City of Port Arthur, Texas
- City of Redlands, California
- City of Santa Monica, California
- City of St. Charles, Illinois
- City of Washougal, Washington
- City of Waukesha, Wisconsin
- City of Wausau, Wisconsin
- City of Westminster, Colorado
- DuPage County, Illinois
- Jefferson County, Washington
- Lake County, Illinois
- Lancaster County, Nebraska
- Lane County, Oregon
- Marquette County, Michigan
- Onslow County, North Carolina
- Orange County, North Carolina
- Santa Clara County, California
- St. Johns County, Florida
- Tompkins County, New York
- Town of Chelmsford, Massachusetts
- Town of Holliston, Massachusetts
- Vancouver Housing Authority, Washington
- Washington County, Minnesota
- Weld County, Colorado

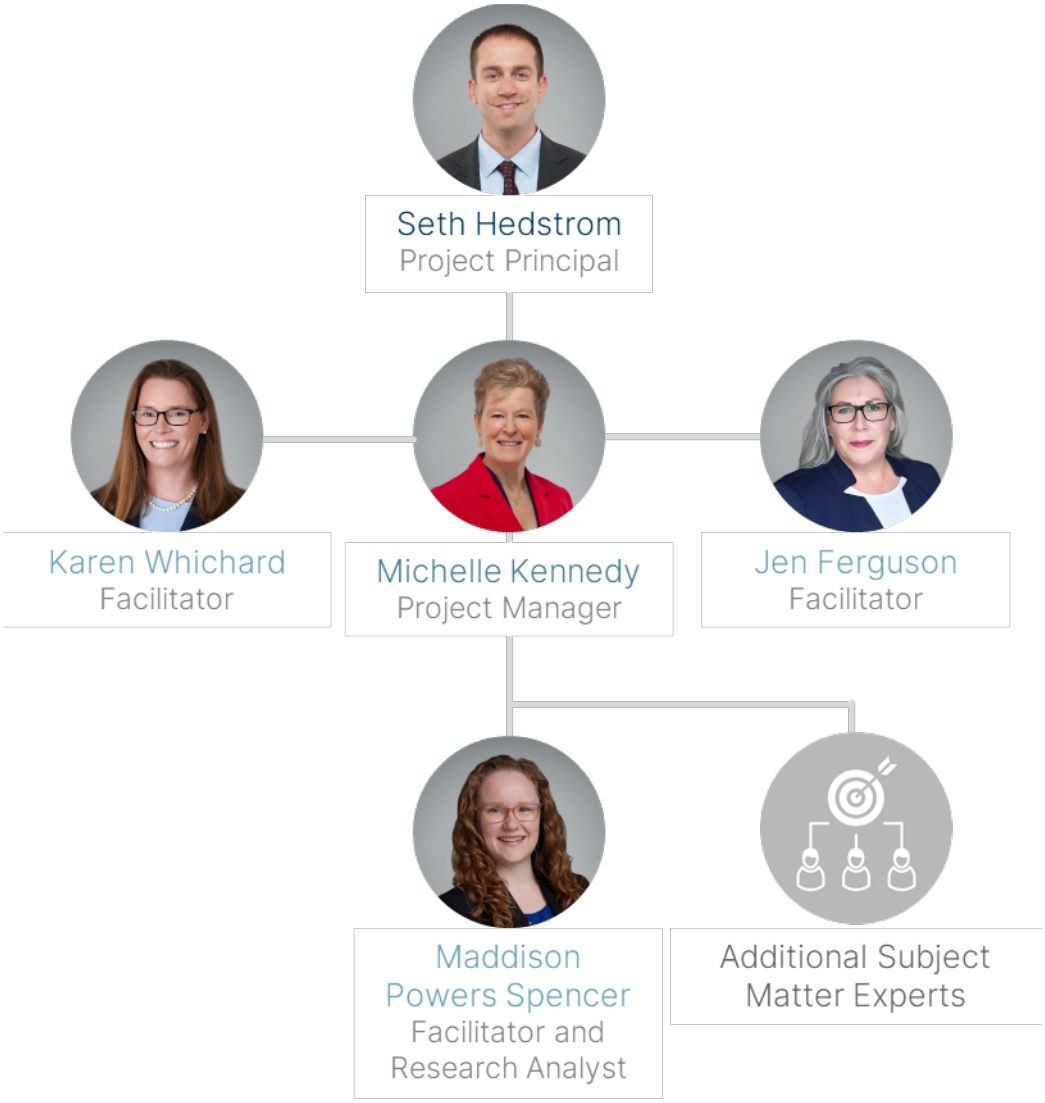
3.3 Key Team Members

Organizational Structure

At BerryDunn, we believe in the synergy that accompanies a team approach. That said, we have carefully assembled a project team with unique and specialized qualifications that coincide with the needs and desired outcomes of the County. **These project team members will remain committed, available, and assigned to perform the County's requested work effort.**

Figure 1 describes the organizational structure of our project team, followed by a listing of project staff. It should be noted we do not intend to subcontract any portion of the County's desired scope of work.

Figure 1: Project Team Organizational Structure



Roles, Responsibilities, and Qualifications

On the following pages, we share our project team members' experience, qualifications, and expertise as it relates to projects of this nature and work with comparable local government clients. Our project team members' full resumes can be found in **Appendix A** for further review.



Seth Hedstrom, PMP®, LSSGB

Seth is a principal and the leader of our Local Government Practice Group. He brings extensive experience in project management. He has served as project principal on nearly all BerryDunn's organizational development projects and has managed more than 75 enterprise process and technology planning projects over the course of 15 years with BerryDunn. Seth has led our clients through many of the complex decision points and issue-resolution processes typical of large-scale planning and improvement projects and facilitated effective change. His experience includes providing oversight of strategic planning projects, assessing and documenting current environments, benchmarking with similar organizations, introducing industry best practices, developing recommendations, conducting organizational and operational assessments, and implementing and operationalizing plans and outcomes.

As the **project principal,** Seth will:

- Maintain overall responsibility for the services provided to the County
- Help ensure the commitment of our firm and appropriate resource allocation
- Review and approve all deliverables in accordance with our quality assurance processes



Michelle Kennedy, Prosci® CCP, ODCC

Michelle is a manager in our Local Government Practice Group and has more than 30 years of government-sector management and consulting experience. She is an expert in organizational development, including strategic and business planning, leadership development and executive coaching, organizational assessments, organizational change management, program evaluation, business process improvement, and performance measurement. Michelle has provided consulting services and project leadership for state and local government agencies throughout the United States, including local government entities in the State. Notably, Michelle has facilitated strategic plan development for DuPage County and Lake County, Illinois, and the Cities of Peoria and St. Charles, Illinois, among others. She is a strong facilitator and is certified in several related areas including in the ICA ToP® facilitation methodology, a key component of our strategic planning approach. In total, Michelle has facilitated the development and writing of strategic plans for more than 70 public-sector organizations.

As the **project manager,** Michelle will:

- Build and maintain a productive relationship with the County
- Serve as the County's primary point of contact
- Lead our work and perform day-to-day project management and staff oversight
- Develop and maintain the Project Work Plan and Schedule
- Lead the analysis and development of project deliverables
- Design the facilitation approach to the strategic planning process
- Assist in facilitating Strategic Planning Sessions
- Present findings and the Final Kane County Strategic Plan
- Lead implementation planning efforts
- Provide subject matter expertise



Jen Ferguson, MPA

Jen is a senior consultant in our Local Government Practice Group. She has over 25 years of public-sector experience and significant expertise in strategic and financial planning. Jen has led, planned, and coordinated fiscal affairs for cities across Washington and Minnesota, holding influential leadership positions such as city administrator, director of finance, and executive director for an economic development authority. Supplementing her background in public-sector administration, Jen is well versed in, organizational development, performance management, operations and process improvement, economic and business development, enterprise resource planning implementations, and is certified in the ICA ToP® facilitation methodology.



Karen Whichard, MPA, Prosci® CCP

Karen is a senior consultant in our Local Government Practice Group and a seasoned public-sector leader with 19 years of experience in both small and large local governments. Her time with local government organizations ranges from working with a town of 15,000 residents to playing a key role for the City of Charlotte, which is home to nearly 900,000 residents. She boasts a significant track record of successfully building consensus, solving complex problems, and navigating diverse political environments to implement the policy vision of elected bodies.



Maddison Powers Spencer, MPA

Maddison is a senior consultant in our Local Government Practice Group. She leverages her firsthand public-sector experience as an assistant to the city manager to support clients and drive successful projects. Certified in the ICA ToP® facilitation methodology, she is adept at leading community and employee engagement efforts and synthesizing outcomes to enhance client results. Maddison's strong communication, leadership, and project management skills complement her ability to conduct current environment assessments, analyze data, and organize and facilitate groups. She has assisted with the development of over 25 local government strategic plans.

As the **facilitators,** Jen, Karen, and Maddison will:

- Work with our proposed project manager to design the facilitation approach to the strategic planning process
- Participate in meetings with leadership
- Facilitate interviews, Community Visioning Forums, and Strategic Planning Sessions
- Contribute to deliverable development

As the **research analyst,** Maddison will also:

- Document engagement and strategic planning outcomes
- Help assess the County's current environment
- Analyze existing data and documentation
- Research best practices and industry standards

Additional Resources

As mentioned, the subject matter experts introduced on the following page are only representative of our broader pool of more than 335 consulting resources. This pool is composed of highly specialized and skilled public-sector consulting professionals whose expertise can be leveraged and support can be drawn upon as needed during the County's strategic planning project.



Dannielle (Dannie) Wilson, MS, Prosci® CCP | Parks and Recreation Subject Matter Expert

Dannie is a manager in our Parks, Recreation, Libraries Practice. She has more than 18 years of experience leading and consulting parks and recreation agencies throughout the country. She specializes in leading parks and recreation master and strategic planning initiatives and balances her intuitive approach with thorough data analysis and firsthand practitioner experience. Prior to joining BerryDunn, Dannie served as superintendent for recreation for the West Chicago Park District; held positions of progressive responsibility—including service team supervisor, strategic initiatives facilitator, and recreation director—for the Carol Stream Park District, Illinois, and held the title of guest services director for the Village of Pleasant Prairie, Wisconsin. Dannie is heavily involved in the Illinois Parks and Recreation Association (IPRA) and has presented at their Soaring to New Heights Conference in 2011, 2013, 2018, 2019, 2020, 2021, and 2024.



Michele Weinzetl, Ed. D., Prosci® CCP | Justice and Public Safety Subject Matter Expert

Michele is a senior manager in our Local Government Practice Group. She has over 27 years of experience in the public sector. Her background includes more than 17 years as a chief of police for three different Minnesota police departments and several years serving as a subject matter expert, consultant, and adjunct faculty member for the International Association of Chiefs of Police (IACP) Leading by Legacy program. She has extensive experience instructing hundreds of police officers and police executives in the areas of staff supervision, leadership development, organizational management, and policing skills.



Keri Ouellette, MCRP, AICP | Planning Services Subject Matter Expert

Keri is a manager in our Local Government Practice Group and an expert in community development operations. She joined BerryDunn after working for the City of Portland, Maine, as a permitting manager, where she gained a broad understanding of the complex issues that face the City and region and the challenges that municipalities face in addressing growth and managing enforcement. In addition, Keri's previous work with New York City's Department of Housing Preservation and Development and the Town of Eastchester, New York allowed her to develop a keen understanding of local government policy development in both a small town and a large city agency. She helps clients take the steps to evaluate processes and develop standard operating procedures to improve efficiency.



Khara Dodds, MCRP, AICP | Community Development and DEI Subject Matter Expert

Khara is a manager in BerryDunn's Local Government Practice Group. She is an AICP-certified planner with more than 13 years of leadership experience and 20 years of planning and community engagement experience. She believes in the potential of community development to empower communities and positively impact quality of life. Khara leverages her experience in city and regional planning to assist clients as they assess existing policies and processes, collect and evaluate stakeholder input, and identify and implement recommendations for improvement. Khara has a demonstrated commitment to leading DEI efforts. She is a member of BerryDunn's CEO Council on Diversity, Equity, Inclusion, Belonging, and Access (DEIBA)'s systemic barriers subcommittee and is certified in Equitable Community Change through eCornell University. She also supports DEI efforts and training through the American Planning Association (APA). In the public sector, she led multiple community equity projects, recommended the declaration of racism as a public health crisis, led affordable housing initiatives, worked with underserved neighborhoods on improvement and revitalization, and secured economic development incentives for large development projects.



James Mickle, CPSI, CPRP | Community Services and DEI Subject Matter Expert

James is a manager in our Local Government Practice Group and a Certified Park and Recreation Professional (CPRP). He is particularly skilled and experienced in municipal and nonprofit parks and recreation operations and DEI strategy development. James has over 20 years of experience in recreation operations, programming, and administration, volunteer board leadership, community, and employee engagement and Commission for Accreditation of Park and Recreation Agencies (CAPRA) accreditation and reaccreditation. Throughout his career he has concentrated on facility management, youth and teen civic engagement, facility management and active older adults comprehensive planning. He is a collaborative leader with dedication to partnering with coworkers to promote an engaged and empowering work culture.



Jesse Myott, MA | Finance Subject Matter Expert

Jesse is a manager in our Local Government Practice Group. He has nearly a decade of public-sector experience, focusing on supporting municipalities with operating and capital improvement budget development and management; special fund accounting, revenue and expenditure forecasting; customer valuation; and cost of revenue analyses for municipal programs and services. Jesse has led multiple cost of service and cost allocation projects for local governments from California to Massachusetts.

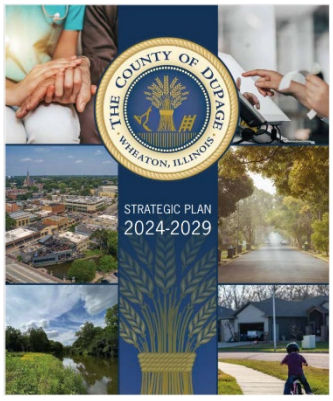


Corey Claflin | Health and Human Services (HHS) Subject Matter Expert

Corey Claflin is a manager in BerryDunn's Local Government Practice Group and leads BerryDunn's Health and Community Services Practice, which assists municipal and county public health and HHS agencies as they seek to improve the quality of life of their communities. In this role, Corey leads both technology projects—such as electronic health record (EHR) needs assessments, system selections, and implementations—and organizational development initiatives—such as strategic plans and executive coaching. Corey specializes in carefully crafting teams of subject matter experts and executing an approach that is tailored to the unique needs of each client.

3.4 Success Stories

The greatest testament of our high-quality work is the expressed satisfaction shared by our clients. Below, we share success stories for recent, relevant projects for the County's consideration. Contact information for each is provided on the County's requested form, so evaluators can hear their testimonies firsthand.



DuPage County, Illinois

DuPage County (population 920,000) selected BerryDunn to revisit and reimagine its Strategic Plan. The County needed a Plan that could adapt to unforeseen challenges related to the national economy, regional unemployment, and the local community, among others. The County also envisioned a focused plan that was strategic in terms of what it could and could not do to address priority issues in delivering its expansive service offering, while reflecting its desire to embed diversity and inclusion strategies in its functions, services, programs, and policies.

We helped the County align its plan components with the efforts of its counterparts. Through a streamlined and standardized process, the County's departments worked collectively to create goals and priorities to achieve its shared desired state. To give additional context regarding how this

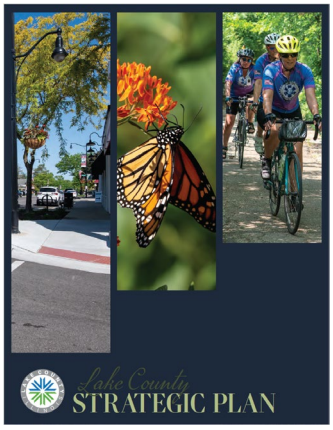
plan worked on the department level: one of the six strategic goals the County identified, environmental stewardship, focused on stormwater management, water quality improvement, and infrastructure planning. The plan established an objective to foster collaboration between municipal water utilities and state and federal officials to reduce the cost to homeowners who wish to connect with a public water supply.

Our work concluded with a focused working session to enable the County and departmental leadership to implement its adopted plan independently. This working session focused on allocating resources toward the plan's initiatives and socializing next steps among County participants. This was a critical step in making the plan actionable and promoting consistent progress.

Since completing this effort, our strategic planning work with DuPage County, Illinois has been awarded the NACo EDGE Excellence in Strategic Planning Award for 2024. **To view the NACo-awarded strategic plan developed for DuPage, please scan the QR code to the left or click here: Strategic Plan | DuPage County, IL.**

Lake County, Illinois

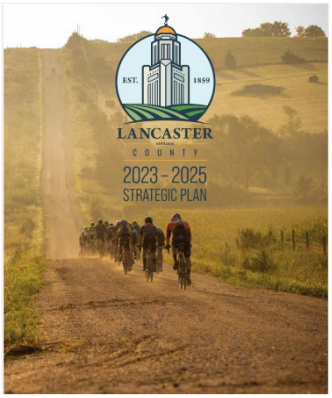
Prior to joining BerryDunn—proposed project manager and lead facilitator—Michelle Kennedy, designed and facilitated a comprehensive strategic planning process for Lake County that included:



- Conducting a series of community forums to gain citizen views on the vision for the County and the most important priorities for townships, municipalities, and residents
- Facilitating the 21-member county board in a cost-benefit analysis of strategy alternatives
- Facilitating department-level meetings to identify new trends, challenges, and recommended areas of focus for the Board to consider in its deliberations
- Leading the Board and County Administrator in drafting a vision, mission, values, and strategic goals
- Assisting staff in designing an online survey to obtain public feedback on the proposed vision and goals

Michelle wrote the original plan and has facilitated updates to the plan in 2009, 2011, 2013, 2015 and 2017. **To view the latest strategic plan developed for Lake County, please scan the QR code to the right or click here: Strategic Plan | Lake County, IL.**

Michelle's involvement in the County's strategic planning process was award-winning, as it was recognized by the National Association of Counties for community engagement activities. BerryDunn was engaged in 2023 to complete the next planning cycle for the County with Michelle again serving as project manager.



Lancaster County, Nebraska

BerryDunn was selected by Lancaster County to provide strategic planning consulting services. The County desired a comprehensive strategic planning effort that considered the voices, perspectives, and ideas of its stakeholders—including elected officials, department heads, employees, and the greater community—thereby generating buy-in, consensus, and support for achieving its shared vision. The County intends to use the Lancaster County Strategic Plan as a guiding document for future growth and budgetary decision-making for the next three years.

The final plan was adopted by the Lancaster County Board in January 2023. The County has contracted with BerryDunn for an additional phase of work to provide plan implementation support, progress monitoring, and plan evaluation and updates. This additional phase includes meeting with the County quarterly to discuss progress and create a corresponding report. We use the report and a customized implementation plan template as the basis to map the County's progress toward stated objectives and performance measures. This activity prompts our involvement in helping move the needle on objectives as needed. The report is then digitized, posted online, and discussed with the County Board, providing full transparency and support in the process.

To view the strategic plan developed for Lancaster County, please scan the QR code to the left or click here: Strategic Plan | Lancaster County, NE.

4. Approach and Methodology

4.1 Project Success Factors

Upon reviewing the requested scope of work and considering the anticipated current environment, we thought deeply about those success factors that may specifically impact Kane County's project. Below are a few of those areas we have identified as key to Kane County's strategic planning success and how we anticipate emphasizing them in our work.



Governance and structure. Effective governance and structure must be established to guide project efforts, make key decisions, and manage any potential project risks or issues. This will entail defining clear roles, responsibilities, and lines of authority. We will determine the appropriate governance and structure with the County during project initiation activities. Further, the strategic plan we help the County develop will include governance and structure to make it clear what role County government plays in making progress in the community and hold responsible parties accountable for progress, communication, and overall success for achieving what is set out in the Kane County Strategic Plan.



Existing document and data sharing and review. The County has performed a considerable amount of work in advance of this project, having conducted various planning and other initiatives at the enterprise and department levels. To make the most efficient and effective use of time and minimize redundancies for County staff, we will request access to existing documents and data (examples of the documents and data we will request are noted in **Section 4.3. Work Plan**). Once provided, we review them to gain a foundational understanding of what has been conducted to-date and seek to enhance, bolster, or build upon our findings by way of our planned efforts.



Early stakeholder and stakeholder group identification and engagement strategy development. Recognizing the rich diversity within Kane County, it will be important to identify key stakeholders and stakeholder groups early on to then also identify the best methods by which to engage them. This may involve engaging community partners to identify opportunities to meet stakeholders where they are most comfortable and surrounded by people they trust. From there, we will develop a multifaceted engagement strategy that encompasses the many ways we will engage these stakeholders to help ensure all voices, perspectives, and inputs are considered in the strategic plan development process. We will strike a balance between in-person and remote activities, leveraging virtual technologies, community forums, interviews and focus groups, and more to provide many opportunities for people to get involved in the process and contribute to the outcomes of the project. In these activities, we will develop and ask targeted questions of the different populations, so that we are building off the data gathering that has already been done and eliminate redundancies.



Ongoing involvement in key activities. It is our goal to actively involve and guide the County in this strategic planning project. This will include participating in project initiation, performing deliverable review and providing deliverable approval, providing executive sponsorship as deemed appropriate, sharing input during interviews and strategic planning sessions, and taking part in implementation planning activities. By reviewing **Section 4.3. Work Plan** and the resulting contract in detail, the County can gain a clear understanding of what the expected level of involvement will be and how to best prepare for what is to come. It is important to note that during project initiation

activities, we will discuss scheduling for the upcoming effort. We will follow this schedule and only make changes upon mutual agreement with the County.



Ongoing transparency and communication. The County prioritizes communication and transparency in its activities and wants to be held accountable to what is set forth in the Kane County Strategic Plan. Part of this is reporting progress to stakeholders and the community at large. We will build implementation planning into our project activities to help ensure the County is educated and prepared to operationalize the plan's components, measure and report progress, and build trust with the Kane County community. In terms of how we project manage, the County can also trust that BerryDunn will be transparent and communicative at every step. We will hold Biweekly Project Status Meetings to provide regular updates, request review and approval of all project deliverables, and emphasize thoughtful education and information-sharing when deemed appropriate.

As mentioned throughout this section, the associated activities and overall spirit of the presented success factors can be found woven throughout **Section 4.3. Work Plan.** We would welcome the opportunity to discuss these and the details of our work plan in more detail upon request.

4.2 Supportive Methodologies and Tools

Our project team will engage the County's various stakeholders in ways that will maximize creativity and innovation and inspire collaboration and consensus for achieving its vision, including:

- Elected/appointed officials
- Staff
- Residents
- Community groups
- Major employees
- Key partners, such as colleges and universities, school districts, nonprofit community, and member municipalities



The North Star Vision

An organization's North Star Vision serves as a unifying focal point for long-term achievement. It must be clear enough for stakeholders to know what they are working toward and how to get there. Stakeholders must see their role in this vision and believe in the organization's dream, as they will play a vital role in executing on it.

It is our goal to help the County develop a strategic plan that can reasonably be implemented with support and commitment from these stakeholders and others. A strategic plan is a living document that remains applicable, helps to navigate in times of organizational changes, and defines the organization's reason for being. It establishes a clear and compelling vision; sets measurable objectives and lays out the desired impact on and value added to entire communities—residents, business, employees, and other stakeholders; and helps set a direction and focus and assists in aligning resources to accomplish strategic objectives.

Having a clear, concrete strategic direction will help keep the County on track and focused on what is important when challenges, setbacks, and unanticipated events occur. It also helps ensure decisions, policies, plans, programs, and processes are designed through the lenses of stewardship of resources, equity, and collective impact.

Achieving Consensus and Quickly Moving Groups to Action

We will design and conduct a well-facilitated strategic planning process that uses data and personal knowledge to assess the County's environment. Our project team will use the ICA ToP® facilitation methodology to help ensure the County's strategic planning sessions are highly collaborative and inclusive of all stakeholders.

The ToP® methodology emphasizes structured participation that pulls information into the group's thinking process and creates a clear intention, helping members of the group align with one another and reach consensus. Structured participation encourages the values shown in Figure 2 below.

Figure 2: Values Encouraged by Structured Participation as Defined by the ICA ToP® Facilitation Methodology



Encouraging Crossing Boundaries and Strengthening Interdependencies

Strategies are themes for action, and successful strategies will often cross organizational and community boundaries and appeal to several environmental factors. We will help stakeholders recognize these interrelationships and critical interdependencies, identifying how they align with overall strategic goals.

Applying Effective Tools

Another key to success is aligning financial resources of the organization with strategic priorities. When groups have difficulty agreeing on priorities or selecting just a few to focus on, we use a cost-benefit scoring sheet that helps the group score the impacts, risks, level of difficulty, and effort for each strategy or objective to determine the ones to prioritize. We can customize this tool for use with the County if the group is having difficulty achieving consensus.

Developing Clear and Compelling Plans That Articulate a Business Case

We will write strategic goals, initiatives, and actions in a common language to evoke a clear picture of success to serve as a useful tool for the County's decision-making. Our project team has facilitated clear, compelling strategic plans for 70 public-sector entities and system-level plans involving multiple levels of government, jurisdictions, and agencies. Our clients use these plans to drive budget decisions, execute strategies, and publish the results to communicate with stakeholders and the public.

Focusing on DEI

BerryDunn's approach focuses on and reflects our firm's commit to DEI. We recognize how important it is that we assemble a project team that understands what the County needs to do to conduct a sound strategic planning process. We will work with the County—as well as DEI resources—to help ensure its work effort is conducted through an equity lens and effectively reaches traditional marginalized communities.

With the County serving as a backbone organization, we will engage current partners to facilitate an authentic, inclusive, and accessible planning process. We have found great success in this collaborative approach to assembling the ideal team. As an example, after being selected to lead DuPage County, Illinois, in the development of their strategic plan, BerryDunn's DEI sub-consulting partner worked with our team to help advance the County's DEI and community engagement efforts. This involved successfully expanding the overall reach to underrepresented populations and incorporating the voices of those that have been marginalized in the past into the strategic planning process.

Together, we will exhibit care and respect for others, allowing individuals to speak for themselves and teach us through their own authentic experiences; build trust with the County's stakeholders and establish mutual buy-in this process; and learn as much from you all as you will learn from us, as we all chart the best path toward

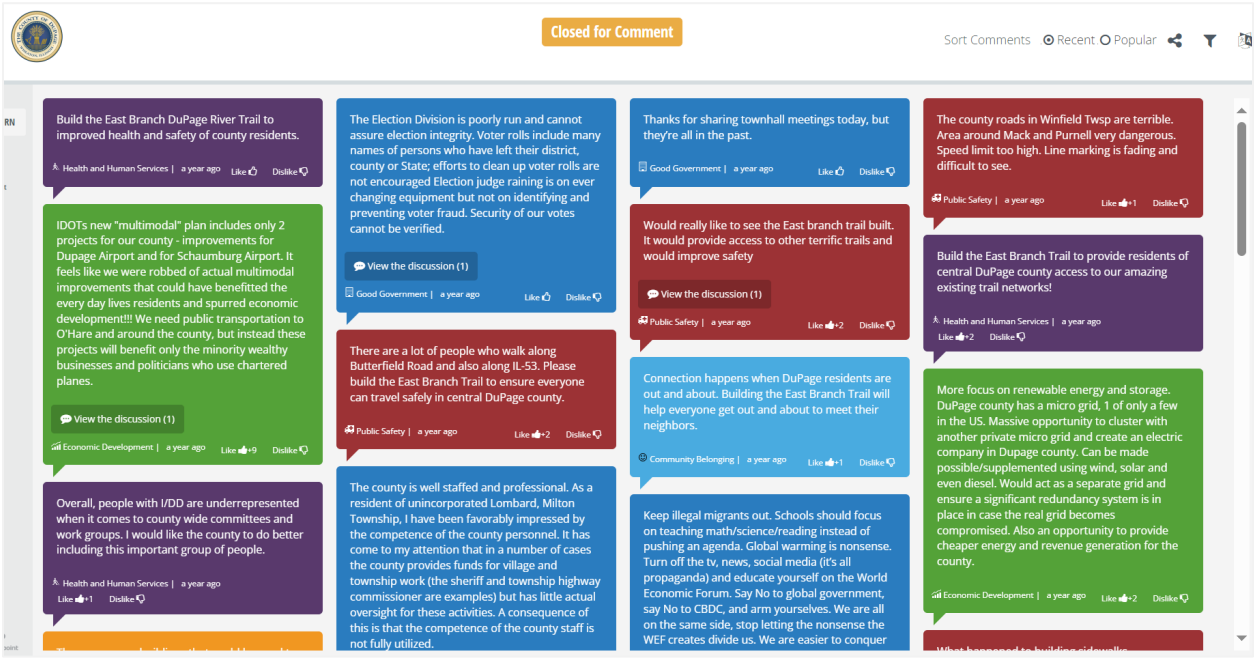
the County's future. We look forward to coming together to make the County's stakeholders feel heard, respected, and partnered with in this strategic planning process.

Effectively Engaging the Public

We will utilize several strategies to effectively engage and collect data and information from the public, including developing communications, facilitating meeting-in-a-box, conducting interviews and focus groups, facilitating community forums, and creating an interactive project landing and engagement website via Social Pinpoint.

Social Pinpoint is a customizable community engagement platform that is used to inform stakeholders of project goals, objectives, and progress, and provide opportunities to interact and gather information. This tool has several features that we use frequently and as needed throughout strategic planning projects, such as forums, mapping, an ideas wall, and surveys. It is also important to note that Social Pinpoint is mobile friendly and has Google Translate interface.

With this tool, we will easily be able to set up a landing page and sub-pages for the County to capture the culture of the stakeholders it serves—providing opportunities for participants to contribute to the County's mission, values, vision, and strategic priorities. We will also be able to track analytics and progress in real-time, promote participation, and set up email notifications to help ensure that, even in a remote environment, effective strategic planning and community engagement activities can take place.



We recently developed fully customized Social Pinpoint sites to support the following clients, as well as others:

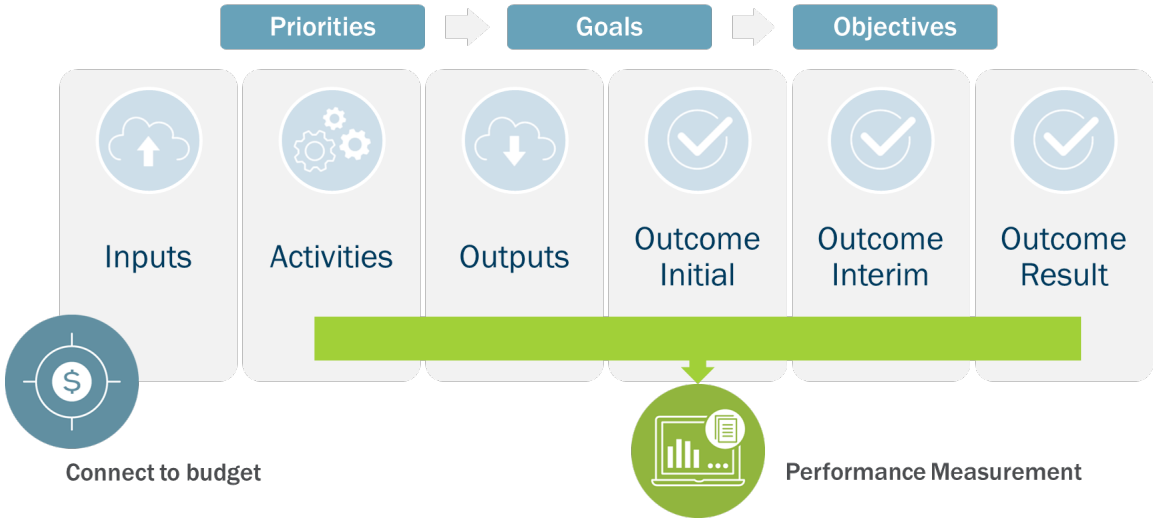
- Bloomfield Township, Michigan
- City of Menifee, California
- City of Port Arthur, Texas
- City of St. Charles, Illinois
- City of Wausau, Wisconsin
- City of Washougal, Washington
- DuPage County, Illinois
- Lake County, Illinois
- Lancaster County, Nebraska
- Lane County, Oregon
- Onslow County, North Carolina

Logic Modeling to Connect Objectives to Outcomes and Performance Measures

Our goal is to produce a strategic planning document that the County can actively use to track progress and report outcomes to internal and external audiences. Implementation planning is a crucial part of our proposed approach, where our team will work with the County to develop an Implementation Plan that maps out how the organization will execute its strategic priorities. To achieve this process, our team will facilitate logic modeling sessions with the County, using a tool that prompts stakeholders to break down the building blocks of its strategic goals.

To facilitate the implementation process, we use logic modeling as depicted in Figure 3.

Figure 3: Logic Modeling Tool



4.3 Work Plan

BerryDunn strives to be flexible when it comes to development and execution of an effective work plan. We understand that no two projects are exactly alike and believe that **one of the primary reasons we have been successful with similar projects is our willingness to be flexible in adapting to our clients' unique needs.** Figure 4 and in the narrative that follows, we present full work plan details to deliver all elements of the County's scope of work intended to achieve its stated goals and objectives for this important initiative.

Figure 4: Work Plan Overview



Phase 1: Project Initiation and Management

1.1 Prepare for and conduct an initial virtual project planning meeting. Upon conducting background research to gain more familiarity with the County, we will conduct initial project planning with the County administrator and project team to identify project milestones and expectations for stakeholder engagement in the strategic planning process. We will introduce key team members, clarify project goals and objectives, identify known project constraints, and refine dates and/or tasks, as appropriate. We will discuss our approach for managing communications between BerryDunn and the County, as well as our approach to scope, risk, and resource management. We will also review possible formats for the Final County Strategic Plan. These discussions will help us to refine our currently proposed Project Work Plan and Schedule.

1.2 Request and compile documents and data. We will request and compile documentation and data to help us better understand the current environment and inform engagement activities.

Examples include:

- Key performance metric data
- Program descriptions and data
- Past internal and external assessments
- Past strategic plans and associated material, including the County's existing planning documents at the enterprise and department levels, the 2040 Plan, the 2024 Economic Development Strategy, among others
- Other existing planning and policy documents, organizational charts, staffing, and budgeting details
- Data from any previous community and stakeholder engagement efforts that are relevant to the future Kane County Strategic Plan
- Previous surveys of County stakeholders and staff
- Demographic, economic, and community data and forecasted trends from the U.S. Census Bureau, the U.S. Bureau of Labor Statistics, American Community Survey, U.S. Department of Education, Centers for Disease Control and Prevention, the Opportunity Index, and other state and local data sources

Once provided, we will review the documentation and data to help us produce an Initial and Updated Environmental Scan that will inform engagement activities.

1.3 Develop a Project Work Plan and Schedule. Based on the information gathered from our initial project planning meeting and document and data review activities, as well as from those details enclosed in this proposal, we will develop the Project Work Plan and Schedule, which will outline the tasks and timelines for the strategic planning process. The Project Work Plan and Schedule will also include agreed-upon procedures between BerryDunn and the County related to project control, including quality management and deliverable submission/acceptance management. After providing draft versions of these materials in advance, we will facilitate a videoconference with the County's project team to review the drafts and solicit feedback. This videoconference will introduce the County's project team to our document review process and provide an opportunity for the County to share input on a critical step in the process. We will incorporate the County's feedback and finalize the documentation before distributing it in final form.

Deliverable 1 – Project Work Plan and Schedule

1.4 Identify stakeholders and stakeholder groups and develop a stakeholder engagement strategy. We will assist the County in developing a stakeholder engagement strategy, first compiling a list of stakeholders and stakeholder groups we should engage in this process and the best methods to leverage to engage them. The strategy will also include developing communications and messaging to build awareness for the process, its

Phase 1: Project Initiation and Management

intended outcomes, and opportunities for stakeholders to get involved, as well as to keep County leadership, the County Board, County staff, and community stakeholders informed about the strategic planning process. It will also include any kickoff presentations to orient the Strategic Planning Committee, County leadership, the County Board, and County staff. We will review messaging and communications with the County's project team before finalizing and working with the County's project team to distribute them.

1.5 Develop interview guides and questions to support the development of a community survey. We will create interview guides and survey questions tailored to the community participating in the stakeholder engagement process, focusing on assessing the County's current state, strategic readiness assessment for the strategic planning process, and barriers to successful strategic planning. We understand the importance of asking the right questions and, as a result, will meet with the County to review the draft questions and incorporate feedback before finalizing the survey for administration.

1.6 Conduct Biweekly Project Status Meetings. Our project manager, Michelle Kennedy, will conduct Biweekly Project Status Meetings with the County's project manager on an ongoing basis throughout the strategic planning process. We will use these meetings to describe the activities and accomplishments for the reporting period; plans for the upcoming month; risks or issues encountered during the reporting period; and anticipated problems that might impact project deliverables. We will also use these meetings to highlight any work products and approaches that will contribute to deliverable development.

- **Deliverable 2 – Biweekly Project Status Meetings**

Phase 2: Community Engagement and Strategic Analysis

2.1 Coordinate stakeholder engagement logistics. We will coordinate with the County to schedule and handle logistics for community engagement activities, including interviews, focus groups, meeting-in-a-box, community meetings, and pop-up events. All logistics will be managed to help ensure we create accessible involvement, promote participation, and build trust with participants in our activities.

2.2 Develop a project kickoff presentation and facilitate project orientation meetings. We will develop a kickoff presentation to support project orientations held for Strategic Planning Committee, County leadership, the County Board, and County staff. The presentations will introduce participants to the BerryDunn team, our approach and methodologies, project goals and objectives, the anticipated timeline, and how we intend to involve them and others in the process and the development of the Kane County Strategic Plan. We will review communications and the kickoff presentations with the County project team in a Biweekly Project Status Meeting before finalizing and distributing the final versions.

2.3 Develop and administer the County's Social Pinpoint site. We will use tools and technology that will help to encourage collaboration with the County and its stakeholders. One of these tools, a virtual engagement platform called Social Pinpoint, will be customized to encourage community engagement in the strategic planning process and to gain broad stakeholder input that will be used to inform development of the Kane County Strategic Plan. We will work in collaboration with the County to help ensure its landing page is built thoughtfully and speaks to its culture. Additionally, within this landing page, County stakeholders will have access to an idea wall and other engagement tools that will help gather information related to the County's current environment and the community's desired vision for the County's future.

Phase 2: Community Engagement and Strategic Analysis

2.4 Review and analyze County-provided documents and data. We will review and analyze the documents and data requested in Task 1.2. This will be used to help us produce an Initial and Updated Environmental Scan that will inform engagement activities.

2.5 Conduct interviews with County stakeholders. We will conduct individual and group interviews and focus groups with the County Board, leadership, staff, community stakeholders, residents, and other groups identified by the County to thoroughly review and assess services and the needs of the community. These interviews will be guided by previously developed guides and questions, as well as our engagement strategy. Working with these diverse stakeholder groups, we will help ensure alignment and cohesion for the County's strategic direction, as well as generate excitement, promote consensus and buy-in, and encourage participation and involvement in the process.

2.6 Synthesize information gathered and develop an Initial Environmental Scan. We will synthesize information gathered through quantitative and qualitative research, document and data review, Social Pinpoint, and leadership and stakeholder interviews to develop an Initial Environmental Scan. The format will be a highly visual and compelling slide deck and will be used to inform the upcoming community forums and strategic planning sessions. The presentation will provide an overview of the County's current environment; a detailed analysis; and discovery outcomes. This will be presented to the County's project team to solicit input and gain consensus.

- **Deliverable 3 – Initial Environmental Scan**

2.7 Design, prepare for, and conduct community forums. Using information gathered to date and the ICA ToP® facilitation methodology, we will design a community forum format that is structured to educate, inform, and engage all participants in developing a vision for the County. We will make creative use of digital applications to help ensure forums are engaging and effective. Once prepared, we will facilitate a total of five community forums that can be conducted virtually, in-person, or some combination of both, to gather perspectives and ideas from the community. We will use the Updated Environmental Scan to educate the community about the current environment of the County. Outcomes will be documented to inform future updates to the Environmental Scan.

2.8 Update the Environmental Scan to final. We will incorporate community forum outcomes in our Initial Environmental Scan, review it with the County's project team, and solicit feedback before updating it to final. The Updated Environmental Scan will guide and inform strategic planning sessions, as well as generate excitement for the process among stakeholders, encourage new ideas, and foster a sense of cohesion and optimism for the future. The Updated Environmental Scan will also include a strengths, weaknesses, opportunities, and challenges analysis that will assist in the development of the Kane County Strategic Plan.

- **Deliverable 4 – Updated Environmental Scan**

Phase 3: Strategic Plan Development and Budget Integration

3.1 Develop the meeting design and agendas for strategic planning sessions 1 and 2. We will design and develop agendas for strategic planning sessions 1 and 2. Each session's design and agenda will guide strategic planning progress and will include a presentation of the Updated Environmental Scan to provide participants with a shared understanding of the current environment, the trends that are affecting it, opportunities for the future, and key takeaways from engagement activities. Each in-person session will focus on building consensus and refining the strategic priorities identified, as well as the County's vision and key results. We will review the meeting designs and agendas for each session with the County's project team before updating them to final.

Phase 3: Strategic Plan Development and Budget Integration

3.2 Facilitate strategic planning session 1. Strategic planning session 1 will focus on developing the County's vision, mission, values, strategic priorities, and goals with the County Board. This session will be guided by the previously developed meeting design and agenda, as well as the Updated Environmental Scan. We will use the ICA ToP® facilitation methodology, designed to produce group consensus, to address and resolve any conflicting values or visions. We will document the outcomes of this session to review with the County's project team and plan for next steps.

3.3 Facilitate strategic planning session 2. Strategic planning session 2 will be conducted with County and will focus on developing strategic objectives and actions. It will be guided by the previously developed meeting design and agenda, outcomes of strategic planning session 1, and the Updated Environmental Scan. Strategic planning session 2 will also include a performance measures workshop to develop appropriate tracking and monitoring in terms of the defined strategic objectives and actions. The measures will be quantifiable in terms actual progress made toward meeting the objectives and appropriate as they relate to the County's size, operations, management, and systems. We will document outcomes of this session and review with the County administrator and project team.

3.4 Finalize objectives and performance measures. We will review the objectives and performance measures developed in Task 3.3 with the County's department leadership and key staff to finalize them an develop a process and schedule for progress reporting and performance evaluation. We will document outcomes, as well as a process and schedule for progress reporting, performance evaluation, and communication to key stakeholders to help ensure effective tracking and monitoring and transparency in the County's strategic activities.

3.5 Develop and present the Initial Kane County Strategic Plan Draft. We will develop the Initial Kane County Strategic Plan Draft in an agreed-upon format for the final document. This plan document will include an executive summary, as well as a detailed plan that identifies the County's shared vision, mission, guiding principles, strategic priorities, goals, objectives, and performance measures. It will also outline the process and schedule for progress reporting, performance evaluation, and communication to key stakeholders. Once drafted, we will apply the Government Finance Officers Association (GFOA) Strategic Planning Best Practices checklist to help ensure the plan is in line with GFOA requirements. We will review this draft with the County administration and project team to gather input, then incorporate that input before preparing a presentation of the Initial Kane County Strategic Plan Draft to the County Board. This will serve as an opportunity for the County Board to provide feedback and make any final changes.

- **Deliverable 5 – Initial Kane County Strategic Plan Draft**

3.6 Develop the final Kane County Strategic Plan. After reviewing the Initial Kane County Strategic Plan Draft with the County Board, we will incorporate requested edits. That draft will then be used to develop a graphically designed Kane County Strategic Plan for final approval and adoption. In addition to the content described in Task 3.5, the final document will include a description of the strategic plan development process, the plan for progress monitoring and reporting, as well as the development of a one-page "Plan at a Glance" document that can serve as a standalone high-level summary of the Kane County Strategic Plan. The "Plan at a Glance" will follow the design and branding of the full Kane County Strategic Plan and include mission and vision statements, guiding principles/values, strategic priorities, strategic goals, and a link to the website where the full Kane County Strategic Plan can be reviewed or downloaded.

- **Deliverable 6 – Kane County Strategic Plan**

Phase 4: Implementation Planning

BerryDunn is committed to preparing our clients for successful strategic plan implementation and to providing the level of implementation support is deemed necessary. To that end, we are pleased to provide an implementation support phase. We find that thoughtful implementation planning helps to ensure that the strategic plan remains a living document and is not put on a shelf. We intentionally involve key stakeholders in implementation planning activities as they will be the ones responsible for daily plan management and it is critical to foster their buy-in and support.

4.1 Develop and finalize the Implementation Plan template. We will develop an implementation plan template that will identify resources, partners, department and division leads, anticipated timelines, interdependencies, actions, and other information to help enable the plan implementation and progress reporting process. This template will be customized to the County's needs and will serve as a tool to delegate responsibilities, track progress, and assist in the overall longevity and sustainability of the Kane County Strategic Plan. Using the template, we will facilitate the County's leadership and staff in developing a completed Implementation Plan that they fully own and are ready to execute.

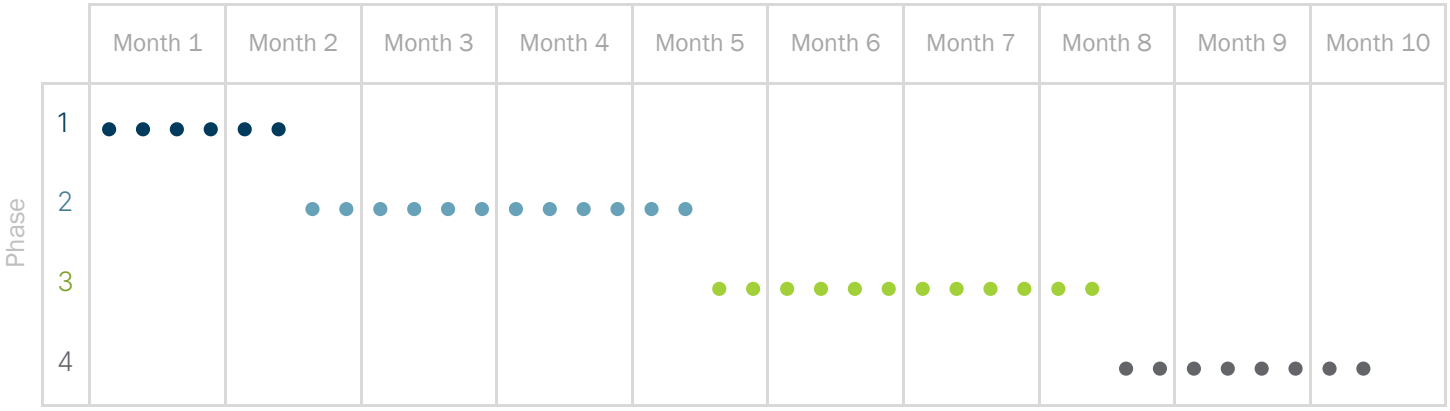
4.2 Support the County with Implementation Plan rollout. We will work with the County to support with the rollout of the Implementation Plan by facilitating implementation planning meetings with County staff. Staff will be guided in linking their departmental activities to the greater achievement of the organization's strategic plan objectives and actions. Once complete, the Implementation Plan will provide County staff with the tools necessary to sustainably implement the Kane County Strategic Plan and make any necessary adjustments. The final Implementation Plan will be reviewed and finalized with County leadership and staff prior to operationalizing the Kane County Strategic Plan.

- **Deliverable 7 – Implementation Plan**

4.3 Conduct project closeout activities. Once the strategic planning effort is complete, we will perform closeout activities, including providing the County with documentation developed and collected during the process and conducting lessons learned and knowledge-sharing activities. Conducting this task will equip the County with the tools needed to continue to progress toward its vision and to successfully implement its plan, even after the project is complete.

5. Project Plan and Timeline

Below, we highlight our proposed project schedule for the County's requested work effort. We are happy to adjust this schedule to best accommodate the County's needs, as appropriate.



6. Budget and Fee Structure

6.1 Total Estimated Cost

Our proposed fixed-fee cost to complete the County's desired project is broken down by phase in Table 1. Our costs are based on our experience conducting projects of similar size and scope, and the assumption that satisfying a deliverable is based on the County's signed acceptance. That said, the County will not incur any additional costs associated with the process of reaching deliverable acceptance.

We will utilize our hybrid methodologies through collaborative planning with the County to limit travel expense to the County as appropriate.

Table 1: Cost by Project Phase

Phase	Fixed-Fee Cost
Phase 1: Project Initiation and Management	$24,500
Phase 2: Community Engagement and Strategic Analysis	$40,600
Phase 3: Strategic Plan Development and Budget Integration	$38,600
Phase 4: Implementation Planning	$23,800
Total Fixed-Fee Services Cost	**$127,500**
*Travel expense estimated allocation**	$10,000

**This travel expense allocation represents our best estimate to provide a hybrid approach to service delivery. We would be happy to further discuss and refine this estimate with the County. While our services are proposed as a fixed fee, we propose to only invoice the County for actual travel expenses incurred.*

6.2 Labor Hours and Hourly Rates

As mentioned, our proposed services cost is fixed fee, so BerryDunn's hourly rates and estimated hours only serve as a reference point.

Project Team Member	Estimated Hours	Hourly Rate
Seth Hedstrom, Principal | Proposed Project Principal	16	$425
Michelle Kennedy, Manager | Proposed Project Manager	120	$275
Karen Whichard, Senior Consultant | Proposed Facilitator	130	$250
Jen Ferguson, Senior Consultant | Proposed Facilitator	120	$250
Maddison Powers Spencer, Senior Consultant | Proposed Facilitator and Research Analyst	120	$210
Additional Resources	As Needed	$210

Seth Hedstrom, PMP®, LSSGB

PRINCIPAL



Seth is a principal and leads BerryDunn's Local Government Practice Group. He has more than 15 years of experience assisting public-sector clients. His experience includes technology planning, organizational needs assessments, system planning and procurement, and the implementation of enterprise-wide information systems. Seth often serves in a leadership role on strategic planning projects and manages and oversees project progress and issue escalation and resolution with executive project sponsors.

EDUCATION AND CERTIFICATIONS

BS, Business Management, Babson College

Project Management Professional® (PMP®), Project Management Institute®

Lean Six Sigma Green Belt Certified

Diversity and Inclusion Certificate, Cornell University

AFFILIATIONS AND MEMBERSHIPS

Associate Member, Government Finance Officers Association

SELECT CLIENTS

City of St. Charles, IL
City of Waukesha, WI
City of Wausau, WI
DuPage County, IL
Lake County, IL

RELEVANT EXPERIENCE

Strategic Planning: Seth has served as a project principal on dozens of BerryDunn's strategic planning projects across the country. He has overseen the project management, community engagement, strategic planning, and implementation phases of the strategic planning life cycle for a variety of organizations of different sizes, scopes, and complexities.

Project Management: Seth has served in leadership on most of BerryDunn's local government strategic planning project. He also has managed system selection and IT strategic planning projects for some of BerryDunn's largest local government clients. He helps ensure projects are conducted in a high-quality manner, as well as stay on time and on budget.

Operational and Organizational Assessments: Seth has been involved in numerous operational and organizational assessment projects, which involve current environment analysis, future state planning, and the development of an implementation plan for incremental improvements over a multiyear planning horizon to align with client resources.

Business Process Improvement: Seth has provided business process improvement services for many BerryDunn clients, either as a stand-alone engagement or as part of an enterprise system selection. His experience includes documenting as-is business processes, benchmarking processes with similar organizations, introducing industry best practices, and developing to-be business process recommendations.

Michelle Kennedy, Prosci® CCP, ODCC

MANAGER



Michelle is a manager in our Local Government Practice Group. She brings three decades of consulting experience in organizational assessment, stakeholder engagement, strategic and business planning, leadership development and executive coaching, OCM, program evaluation, business process improvement, and performance measurement. Prior to consulting, Michelle served for 13 years in government senior-level leadership.

EDUCATION AND CERTIFICATIONS

BA, Journalism/Mass Communication, Iowa State University

Certified: Hogan Leadership Assessment System®, Myers Briggs Type Indicator®, Institute of ICA ToP Facilitation Methodology

Prosci® Certified Change Practitioner

Organization Development Certified Consultant (ODCC)

SELECT CLIENTS

DuPage County, IL
Jefferson County, WA
Lake County, IL
Lancaster County, NE
Lane County, OR
Marquette County, MI
McHenry County, IL
St. John's County, FL
Tompkins County, NY

RELEVANT EXPERIENCE

Strategic Planning: Michelle has developed strategic plans for more than 70 public sector organizations. She actively involves and engages the community, as well as the organization, to gain views for the vision, mission, and goals and helps to prioritize initiatives to yield achievable and measurable outcomes. Most of Michelle's strategic planning clients have retained her to provide updates.

Organizational Assessments: Michelle is an expert in conducting assessments related to organizational structure and culture, the methods and tools related to the delivery of organizational programs and services, and the culture of the organization. Her reviews also include assessing leadership structures, roles, and styles; methods of knowledge and skill preservation; and succession strategies and plans.

Change Management: Michelle is well-versed in conducting change readiness assessments, involving key stakeholders in the decision-making process to promote buy-in and build consensus, and actively monitoring project progress to address change resistance.

PUBLICATIONS AND PRESENTATIONS

Presentation at the Oregon Recreation and Parks Association (ORPA) Annual Conference, 2019: Rivers of Change Oceans of Opportunity: Planning Your Strategy During Turbulent Times

Presentation at "Results Washington" Lean Transformation Conference, 2018: Transforming the Municipal Development Review Process Using Lean Practices

Presentation at the American Public Human Services Association (APHSA) Annual Conference, 2015: Developing Future Health and Human Services Leaders

Jen Ferguson, MPA

SENIOR CONSULTANT



Jen is a senior consultant in our Local Government Practice Group. She has over 25 years of public-sector experience and significant expertise in strategic and financial planning. Jen has led, planned, and coordinated fiscal affairs for cities across Washington and Minnesota, holding influential leadership positions such as city administrator, director of finance, and executive director for an Economic Development Authority. Supplementing her background in public-sector administration, Jen is well versed in, organizational development, performance management, operations and process improvement, economic and business development, and enterprise resource planning implementations.

EDUCATION AND CERTIFICATIONS

MPA, Evans School of Public Policy and Governance, University of Washington

BS, Business Management, Stritch University

Senior Executive Institute, University of Virginia

Institute of Cultural Affairs (ICA) Technology of Participation® (ToP®) Certified

AFFILIATIONS AND MEMBERSHIPS

Government Finance Officers Association (GFOA)

International City/County Management Association (ICMA)

SELECT CLIENTS

Bloomfield Township, MI

City of Janesville, WI

City of Waukesha, WI

Jefferson County, WA

St. John's County, FL

RELEVANT EXPERIENCE

Local Government: Extensive, hands-on experience in the public sector has given Jen in-depth knowledge of city operations, including staffing, facility, and fleet management. She has a demonstrated history of directing resources to ensure optimum service delivery and support the economic vitality of local business.

Financial Management and Planning: Jen's experience leading fiscal affairs includes budget development and administration, long-term financial planning, accounting, audit, payroll, investment management, debt management, and billing and collections. As director of business development and finance for the City of Waconia, Minnesota, Jen prepared and maintained a 20-year financial management plan, with an integrated 10-year capital improvement plan to support long-term objectives.

Organizational Development: Jen specializes in development and planning at both the departmental and city level, guiding operations to achieve long-range strategic goals. She has both facilitated and consulted on organizational assessments, economic development programs, as well as projects focused on process improvement. Jen has additional leadership experience in human resources programs, including personnel retention, and performance management.

Karen Whichard, MPA, Prosci® CCP

SENIOR CONSULTANT



Karen is a senior consultant in BerryDunn's Local Government Practice Group. She is a seasoned public sector leader with 19 years of experience in both small and large local governments. Her time with local government organizations ranges from working with a town of 15,000 residents to playing a key role for the City of Charlotte, North Carolina, which is home to nearly 900,000 residents. She boasts a significant track record of successfully building consensus, solving complex problems, and navigating diverse political environments to implement the policy vision of elected bodies.

EDUCATION AND CERTIFICATIONS

MPA, University of North Carolina Charlotte

BA, Journalism and Mass Communication, University of North Carolina at Chapel Hill

Prosci® Certified Change Practitioner

SELECT CLIENTS

City of Foley, AL

City of Margate, FL

City of New Braunfels, TX

City of Sarasota, FL

DuPage County, IL

Lake County, IL

Metro Nashville, TN

Orange County, NC

Onslow County, NC

Tompkins County, NY

St. Johns County, Florida

RELEVANT EXPERIENCE

Strategic Planning: During Karen's time with the Town of Davidson, North Carolina, she directed the creation and adoption of the 2020-2021 two-year strategic plan including managing the biennial town board retreat. While working for the City of Charlotte, Karen served as the lead budget analyst for the Strategy and Budget Department. In this role, she contributed to the City's Environmental Focus Area Plan and the Strategic Energy Action Plan.

Organizational Development: As assistant county manager for Gaston County, North Carolina, Karen was a member of the executive leadership team. In this role, she helped rebuild the relationship with a key community non-profit active in child welfare and foster care after years of challenges. She also implemented a change management program to improve workplace culture in the Division of Social Services – Child Welfare Division. Karen reformed the Health & Human Services Division to increase collaboration, promote efficiency, and improve client outcomes.

Financial Management: As a member of the City of Charlotte Strategy and Budget Department, Karen provided operating and capital budget oversight of operating and capital budgets for functions including housing and neighborhoods, code enforcement, solid waste collections and the City's water/sewer utility. This work included analyzing budgets and personnel requests for appropriate staffing levels, evaluating capital needs, benchmarking city services, and ensuring rates and fees were set to meet cost recovery targets. As assistant town manager for the Town of Davidson, she managed the Town's $14 million public facilities project as well as $17 million in general obligation bond projects for parks, greenways and transportation. Part of this work led to the Town of Davidson's first AAA bond rating.

Maddison Powers Spencer, MPA

SENIOR CONSULTANT



Maddison is a senior consultant in our Local Government Practice Group. She has firsthand experience serving in the public sector and is familiar with the unique aspects of government operations. Notably, she has been involved in various governmental initiatives, including those related to DEI; sustainability; and process and project analysis and management. Maddison focuses on assisting public-sector clients with strategic planning by facilitating elected official and executive leadership workshops and retreats and conducting community engagement and outreach.

EDUCATION AND CERTIFICATIONS

MPA, Local Government, University of North Carolina at Chapel Hill, School of Government

BS, Political Science, Northern Arizona University

Institute of Cultural Affairs (ICA) Technology of Participation® (ToP®) Certified

SELECT CLIENTS

City of Peoria, IL

City of St. Charles, IL

City of Waukesha, WI

City of Wausau, WI

DuPage County, IL

Jefferson County, IL

Lake County, IL

Lancaster County NE

St. Johns County, FL

RELEVANT EXPERIENCE

Local Government: Maddison is the former assistant to the city manager for the City of Covington, Georgia. In that role, she worked across city departments in an effort to manage priorities, develop recommendations, conduct research, support community needs, and develop reports for the city mayor and city council. In addition, Maddison served as a senior fellow through the International City/County Management Association (ICMA) fellowship. In this role she managed the recruitment and hiring for two assistant city managers, led a leadership development initiative to develop more women leaders in the organization, and managed an annexation study to understand the impact of service delivery for various city groups.

Research and Analysis: Maddison is well versed in conducting research and analysis. Notably, she has leveraged survey tools, conducted data analysis, facilitated focus groups, and researched issues of importance to develop recommendations and share findings with organization leadership. As such, her approach is centered on using sound evidence and data to drive decision-making and organizational and operational improvement.

Project Management and Support: Maddison is well-organized and detail-oriented, supporting her in her ability to effectively manage projects and provide support to her colleagues and the clients she serves. She is well versed in documenting outcomes, researching and analyzing documents and data, and managing various priorities to promote success and productivity. In addition, she has experience with scheduling, reporting, and seeking opportunities for business process improvement.

PRESENTATIONS

ICMA Conference, 2021, Portland, OR, *How Millennials are Changing Local Government*

PROPOSAL RESPONSE

FORM
RFP 24-056-KK
Kane County Strategic Plan

RFP Due Date & Time: October 29, 2024 at 2:00 p.m. CST

Proposals may be submitted electronically to
https://www.bidnetdirect.com/illinois/kanecounty

The proposer shall return RFP with all documents, as well as literature, samples, etc. as required within the specifications.

The undersigned proposer, having examined the specifications and any other related documents, hereby agrees to provide the UPS System with Installation per specification and to perform other work stipulated in, required by and in accordance with the proposal documents attached for and in consideration of the proposed prices.

RECEIPT OF ADDENDA: The undersigned hereby acknowledges receipt of following addendum(s): 1 ; 2 ; _____.

By signing this proposal, the proposer hereby certifies that they are not barred from bidding on this contract as a result of a violation of either Section 33E-3 or 33E-4 of the Illinois Criminal Code of 1961, as amended. The awarding of any contract resulting from this RFP will be based upon the funding available to Kane County. The terms of the RFP and the response shall be incorporated by this reference as though fully set forth into the Contract not withstanding any language in the contract to the contrary. In the event of any conflict between the terms of the Contract and the terms of the RFP and the response, the terms of the RFP and the response shall govern. Every element or item of the RFP and the response shall be deemed a material and severable item or element of the contract. **THIS SECTION MUST BE SIGNED BY AN AUTHORIZED REPRESENTATIVE OF THE COMPANY OR ENTITY RESPONDING TO THE RFP.**

Signature _____

Typed Signature Seth Hedstrom, Principal

Company Berry, Dunn, McNeil & Parker, LLC

Address 2211 Congress Street Portland, Maine 04102

Phone # (207) 541-2200 **Fax #** (207) 774-2375 **E-mail** shedstrom@berrydunn.com

Federal I.D./Social Security # 01-0523282 **Date** October 29, 2024

ACCEPTANCE

The Offer is hereby accepted for Kane County Strategic Plan.

The Contractor is bound to provide the materials and services listed in the attached agreement and based upon the Request for Proposal, including all terms, conditions, specification and amendments, the Contractor's offer is accepted by the County of Kane.

This contract shall henceforth be referred to as Contract Number 24-056-KK. The Contractor has been cautioned not to commence any billable work or to provide any materials or services until this Contractor receives a purchase order and or notice to proceed.

_____ _____

Corinne Pierog MA, MBA
Chairman, County Board
Kane County, Illinois

Date

VENDOR CERTIFICATION

This information is collected for reporting purposes only and will not have any influence on vendor selection. It is required by the State of Illinois. Please check any of the following boxes that apply to the ownership of your firm.

- ☐ Minority-owned Business (MBE)
- ☐ Woman-owned Business (WBE)
- ☐ Business Enterprise Program (BEP)
- ☐ Small Disadvantaged Business (SDB)
- ☐ Kane County Local Business
- ☐ Veteran-owned Business Enterprise (VBE)
- ☐ Service-Disabled Veteran-owned Business Enterprise (SDVBE)
- ☐ Veteran-owned Small Business (VOSB)
- ☐ Persons with Disabilities-owned Business Enterprises (PDBE)
- ☑ N/A – These categories do not apply to my business

Please Note: It is required that you check at least one box.

REFERENCES

Kane County Strategic Plan
For
KANE COUNTY BOARD, Geneva, Illinois

List below businesses or other organizations for whom you have provided comparable services:

Offeror's Name: Berry, Dunn, McNeil & Parker, LLC

1. Organization: DuPage County, Illinois
   Address: 421 North County Farm Road
   City, State, Zip Code: Wheaton, IL 60187
   Telephone Number: (630) 407-6143
   Contact Person: Jason R. Blumenthal, Assistant Director of Operations
   Date of Project: 04/2023 - 03/2024
   E-Mail Address: jason.blumenthal@dupageco.org
2. Organization: Lake County, Illinois
   Address: 18 North County Street
   City, State, Zip Code: Waukegan, IL 60085
   Telephone Number: (262) 843-2313
   Contact Person: Cassandra Hiller, Former Assistant County Administrator
   Date of Project: 03/2023 - 09/2023
   E-Mail Address: chiller@voslwi.gov
3. Organization: Lancaster County, Nebraska
   Address: 440 South 8th Street
   City, State, Zip Code: Lincoln, NE 68508
   Telephone Number: (402) 441-7496
   Contact Person: Kristy Bauer, Deputy Chief Administrative Officer
   Date of Project: 05/2022 - 08/2023
   E-Mail Address: kbauer@lancasterne.gov
4. Organization: St. Johns County, Florida
   Address: 500 San Sebastian View
   City, State, Zip Code: St. Augustine, FL 32084
   Telephone Number: (904) 209-0530
   Contact Person: Angie Cowling, Chief of Staff
   Date of Project: 11/2023 - Present
   E-Mail Address: acowling@sjcfl.us

BERRDUN-03 HCTALBOT

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 4/30/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Clark Insurance
1945 Congress Street, Bldg A
PO Box 3543
Portland, ME 04104-3543

CONTACT NAME: Heather Caston-Talbot, AAI, CIIP, CIC
PHONE (A/C, No, Ext): (207) 523-2235 FAX (A/C, No):
E-MAIL ADDRESS: heather.caston-talbot@marshmma.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Hanover American	36064
INSURER B : Massachusetts Bay	22306
INSURER C : The Hanover Insurance Company	22292
INSURER D : Maine Employers Mutual Ins Co	11149
INSURER E :	
INSURER F :	

INSURED
Berry Dunn McNeil & Parker LLC
2211 Congress Street
Attn: Jodi Coffee
Portland, ME 04104

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR X CG 00 01 GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT X LOC OTHER:			ZZP D240054	4/30/2024	4/30/2025	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 1,000,000 $ 15,000 $ 1,000,000 $ 2,000,000 $ 2,000,000
B	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY SCHEDULED AUTOS X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY			ADPD240058	4/30/2024	4/30/2025	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) Hired Auto P.D.	$ 1,000,000 $ $ $ $ 50,000
C	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $ 0			UHP D240055	4/30/2024	4/30/2025	EACH OCCURRENCE AGGREGATE	$ 8,000,000 $ 8,000,000
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N: N If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		5101800149	1/1/2024	1/1/2025	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
30 day notice of cancellation with 10 days notice for non-payment of premium, if required by written contract/agreement.

CERTIFICATE HOLDER
Berry Dunn McNeil & Parker
2211 Congress Street
Portland, ME 04102

CANCELLATION
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
heather caston-talbot

© 1988-2015 ACORD CORPORATION. All rights reserved.
The ACORD name and logo are registered marks of ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/01/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Gretchen McCole
Affinity Insurance Services 1100 Virginia Drive, Suite 250 Fort Washington, PA 19034	PHONE (A/C, No, Ext): 215-773-4600 FAX (A/C, No): E-MAIL ADDRESS: gretchen.mccole@aon.com
	INSURER(S) AFFORDING COVERAGE — NAIC #
	INSURER A : Continental Casualty Company — 20443
INSURED Berry, Dunn, McNeil & Parker, LLC 2211 Congress Street Portland, ME 04102	INSURER B :
	INSURER C :
	INSURER D :
	INSURER E :
	INSURER F :

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	☐ CLAIMS-MADE ☐ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$
	☐ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG	$
	OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY ☐ SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE	$
	DED ☐ RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N						☐ PER STATUTE ☐ OTH-ER	
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ N / A						E.L. EACH ACCIDENT	$
	(Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
A	Professional Liability			APL-188112791	04/01/2024	04/01/2025	Per Claim/Aggregate Limit	$1,000,000 / $1,000,000
							Limits shown are as requested. SIR applies per policy terms and conditions.	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

Berry Dunn McNeil & Parker, LLC
2211 Congress Street
Portland, ME 04102

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Gretchen McCole

© 1988-2015 ACORD CORPORATION. All rights reserved.

Appendix C. Work Samples

Work samples for DuPage County, Illinois; Lancaster County, Nebraska; and Washington County, Minnesota can be found on the following pages.





THE COUNTY OF DUPAGE
WHEATON, ILLINOIS



STRATEGIC PLAN
2024-2029







Table of Contents

Letter from the Board Chair & Strategic Planning Chair 3

Who we Are 4

Why a Strategic Plan? 5

How did we Arrive at this Plan? 6

Plan at a Glance 8

Strategic Priorities 9

- Community Well-Being 9
- Fiscal Responsibility 11
- Thriving Economy 13
- Safe Community 15
- Environmental Stewardship 17
- Mobility 19

Acknowledgements 21



DEBORAH A. CONROY
County Board Chair

630-407-6060
chair@dupagecounty.gov

DUPAGE COUNTY

Deborah A. Conroy
Chair

District 1
Cindy Cronin Cahill
Michael Childress
Sam Tornatore

District 2
Elizabeth Chaplin
Paula Deacon Garcia
Yeena Yoo

District 3
Lucy Chang Evans
Kari Galassi
Brian Krajewski

District 4
Grant Eckhoff
Lynn LaPlante
Mary FitzGerald Ozog

District 5
Sadia Covert
Dawn DeSart
Patty Gustin

District 6
Sheila Rutledge
Greg Schwarze
James Zay

March 26, 2024

To the DuPage County Community,

Over the last year, DuPage County government leaders have been immersed in a strategic planning process that sets the vision for the next five years. As part of this process, the County Strategic Planning Committee engaged the community through stakeholder discussions, public forums, and surveys. We received significant feedback from our residents, stakeholders, County staff and Board Members. The Board voted on March 26, 2024, to adopt the attached 2024 Strategic Plan which incorporates the common themes and goals that arose from these community outreach initiatives.

This new Strategic Plan is guided by four overarching values: Accountability, Diversity and Inclusion, Leadership, and Quality. These values will be woven throughout the six strategic priorities that will turn the plan into action steps: Community Well-Being, Fiscal Responsibility, Thriving Economy, Safe Community, Environmental Stewardship, and Mobility. These core principles and priorities set the direction for the future of the County. Each of the plan's goals include performance measures and desired outcomes allowing the County to provide periodic updates on our progress.

Our thanks to the community, County staff, business partners and Board Members who shared their perspective to help make this a robust process. We believe our new Strategic Plan is a living, breathing document that provides direction with the flexibility needed to lead our County in a responsive and responsible manner. We thank you for your continued support.

Respectfully,

Deborah A. Conroy
Chair
DuPage County Board

Sadia Covert
Strategic Planning Committee Chair
DuPage County Board

Who We Are

Our Mission

DuPage County provides exemplary services in a financially sustainable manner to make our County a desirable place to live, work, and raise a family.

Our Vision

DuPage County is a hub of economic vitality, features expansive natural spaces, delivers high-quality services, and prides itself on being a place where all can thrive.



Guiding Principles

Accountability

We ensure that County government, through its policies and programs, is responsible for creating and achieving high-quality performance standards.

Diversity and Inclusion

We approach the work of County government in a culturally competent and inclusive manner so that all are able to fully participate.

Leadership

We find innovative approaches that provide local, regional, and statewide solutions to common issues for our communities, working in collaboration with external and internal stakeholders to share resources and information.

Quality

We offer effective, accessible, and efficient services, provided by well-trained, highly valued, and supported staff, who respond to new and emerging community needs.

Why a Strategic Plan?

Charts the Course

The Strategic Plan's five-year timeline allows for thoughtful sequencing of initiatives. The alignment with the County's annual budget process creates a stronger connection between finances and operations. With the Strategic Plan as a guide, other County plans and initiatives will be built to align. In addition to priorities, goals and objectives, this plan includes performance measures for government transparency, accountability, and ongoing improvement.

Results for the Community

We know our community has high standards and aspirations for DuPage County. We enjoy a high quality of life here, and want to remain an excellent place to raise a family. The County's Strategic Plan lays a foundation for progress, defines a shared vision for the future and focuses County resources on six key strategic priorities: Community Well-Being, Fiscal Responsibility, Thriving Economy, Safe Community, Environmental Stewardship, and Mobility. These priorities, and their supporting goals and objectives, came from considerable community input and feedback. These priorities drive us toward meaningful outcomes and big steps forward on the road to reaching our collective long-term vision.



How did we arrive at this Plan?

April – June 2023

- Project Initiation and Management
- Presentation to Strategic Planning Committee June 6

July 2023 – August 2023

- Strategic Plan Website Launched
- Conducted Interviews and Focus Groups

September 2023

- Presentation to Strategic Planning Committee September 5
- Community Forums held September 6 and 7

October 2023

- County Board Planning Session October 17
- Senior Staff Planning Session October 18
- Strategic Plan Website closed for comment

November 2023 – January 2024

- Developed Mission, Vision, and Core Values
- Developed Strategic Priorities, Objectives and Performance Measures

February 2024

- Presented Initial Strategic Plan to Strategic Planning Committee

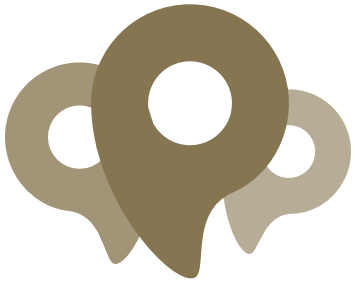
March 2024

- Final Adoption of Strategic Plan

April 2024 – May 2029

- Implement DuPage County Strategic Plan

How did we arrive at this Plan?



Online interactions with Social Pinpoint

6,547



Survey responses

1,083



Ideas Wall comments

372



Interviews

40



Community forums

4



County Board engagements

4



A total of **11** social medias posts were made with some on Facebook, LinkedIn, and Twitter.



Three Newsletters were sent and averaged a **44%** open rate which equates to **4,367** clicks.

Plan at a Glance



1 PRIORITY Community Well-Being

Our Goal...

Partner with the nonprofit sector, optimize federal and state funding opportunities, and implement locally funded initiatives to ensure all county residents are able to access services and programs that lead to independent and healthy lives.

Objectives

1. Provide County services in an equitable manner to ensure access to every member of the community.
2. Help individuals and families access services that work to reduce poverty by offering pathways to financial sustainability.
3. Establish, maintain, and enhance familial relationships and to help reduce adverse impacts of family conflict.
4. Determine long-term funding strategy and improve awareness and ease of use of the 211 system to help residents access County and partner agency services.
5. Along with partner organizations, develop a strategy to leverage the expertise of older adults in the community via volunteer and mentoring opportunities to increase civic engagement, reduce the impacts of isolation, improve mental health, and support aging in place.
6. Create broad community awareness of adult protective services to help raise awareness of needs and services available to support vulnerable adults in the community and in long-term care facilities.
7. Create broad community awareness of Community Services programs via outreach and public relations initiatives.
8. Continue providing safety net services at the DuPage Care Center to meet community needs for older adults and people with disabilities.



Performance Measures

Milestone

- Add staff resources to ensure a Disadvantaged Businesses enterprise program is successfully implemented
- Review County services from a diversity and inclusion lens
- Implement 211 text and chat features by 4th quarter of 2024
- Partner with Pace to create new community transit options for Willowbrook Corners by 2028
- Complete DuPage Care Center renovations by summer 2026

Output

- Increase the percentage of households successfully completing the Family Self-Sufficiency program to 60%
- Increase the number of education sessions to financial institutions, law enforcement, hospitals, senior buildings, and home healthcare agencies to increase their awareness and knowledge of adult protective services and the long-term care ombudsman program
- 4% of eligible seniors participating in the Senior Freeze exemption program
- 2% of eligible veterans and people with disabilities participating in property tax exemption programs
- Maintain 4- to 5-star quality rating for the delivery of high-quality care at the DuPage Care Center

Outcome

- Increase the percentage of parents who were able to talk about all or some of the issues in mediation: 85% is the target
- Increase the percentage of parents who were very satisfied or satisfied with the outcome of mediation: 75% is the target
- Regardless of outcome, percentage of parents who were satisfied with the overall experience in mediation sessions: 90% is the target
- Increase the number of new and affordable senior housing units constructed
- Increase 211 contacts by 4% by December 31, 2024—and an additional 4% per year—until 20% saturation of County is reached



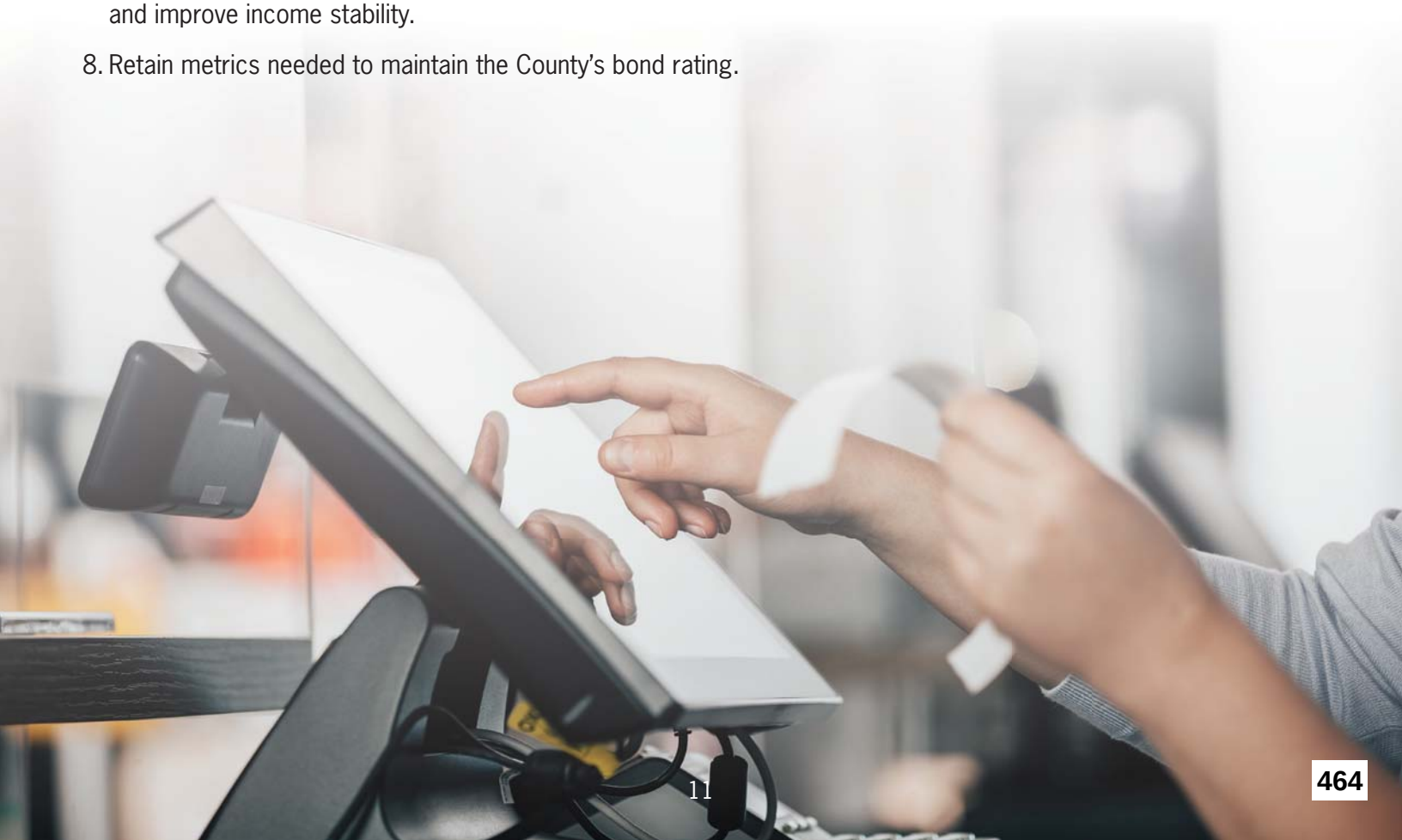
2 Fiscal Responsibility

Our Goal...

Maintain the highest standards of financial planning, forecasting, transparency, risk analysis, and innovative management to ensure the County has a sustainable fiscal future.

Objectives

1. Make strategic funding investments in personnel, capital equipment, and programs.
2. Evaluate services and programs sustained by COVID-19-era funding sources for continued viability, need, and budgetary support.
3. When using state and federal funds to provide County services, maintain full compliance while also transparently communicating program outcomes to the community.
4. Enhance the County's financial and collaboration capabilities by procuring and implementing a new ERP system that will better integrate budget, grants, accounts payable/receivable, the general ledger, procurement, receiving, and cash management.
5. Annually evaluate and identify areas of interdepartmental efficiencies to consolidate efforts where possible and identify cost savings.
6. Evaluate the County's Human Resources processes and procedures to create a learning culture, effectively manage and reward performance, and ensure the County can attract and retain a talented workforce that best aligns with department needs and succession planning efforts.
7. Diversify the revenue stream for the General Fund to minimize the impact of fluctuations in any one revenue source and improve income stability.
8. Retain metrics needed to maintain the County's bond rating.



Performance Measures

Milestone

- New services started or supplemented with ARPA and CARES funding streams are inventoried by FY2026, with potential funding priorities and funding streams determined by FY2026 budget cycle
- Complete annual fee reviews each August to ensure that revenues generated by fees are set at the appropriate level
- Integrate grants reporting into the annual budget by the FY2026 budget
- Use the OpenGov software to improve program information on DuPage County website to add budget, performance metric graphics, and stories by the FY2026 budget

Output

- Reduce average number of days from job posting to onboarding new hires
- Increase percentage of employees who remain employed for at least 24 consecutive months
- Maintain reserves at 25% of annual operating expenses
- 5% County services covered by user fees

Outcome

- Maintain AAA and AA bond ratings



3 PRIORITY Thriving Economy

Our Goal...

Sustain a policy and regulatory environment that supports a successful business community, ensures an adequate supply of workforce housing, and advances economic growth.

Objectives

1. Support initiatives that promote the arts, sporting, and cultural events to help drive economic and social capital. These initiatives will build new local revenue streams and elevate the County on a national level.
2. Collaborate and partner with Choose DuPage and the DuPage Convention & Visitor Bureau to support new and existing business growth and strengthen and diversify the County's economy.
3. Support local businesses by developing policies and practices that encourage using County-based businesses for County service delivery.
4. Incentivize private developers to build affordable housing by granting density bonuses and other variances, providing land and necessary site infrastructure, and identifying other tools and mechanisms identified as part of the Ad-Hoc Housing Committee review.
5. Educate developers about the resources available through the state and federal government, including the Illinois Housing Development Authority, and help them connect to resources available to increase the number of workforce housing units built and preserved.
6. Increase access to employment and career opportunities in key sectors of the DuPage County economy by providing workforce development programming.



Performance Measures

Milestone

- Complete Ad Hoc Housing Committee Affordable Housing Review by the 4th Quarter of 2024
- Develop a reporting index for the diversity of populations served by workNet DuPage and then track the appropriate output and outcome data

Output

- Increase the number of people participating in workNet DuPage programs
- Achieve average wage among workforce training program completers with barriers to employment to $22/hour
- Ensure majority of grant-funded training develops workforce for key industry sectors of DuPage
- Increase the number of new businesses in the County annually
- Increase the number of living wage new jobs created annually
- Increase the number of hotel stays annually
- Reduce the number of days for plan review cycle for workforce housing projects
- Increase the number of affordable housing units created
- Increase the number of affordable housing units preserved

Outcome

- Increase labor force participation rate
- Maintain unemployment rate lower than the state average



4 Safe Community

Our Goal...

Preserve and enhance safety and security for community members.

Objectives

1. In partnership with the public safety agencies operating within the County, work to reduce crime and enhance the safety of residents and visitors in the community by supporting strong public safety policies, funding, and initiatives, such as policies mandating secure gun storage.
2. Ensure a safe and efficient network of roads, trails, and sidewalks.
3. Promote emergency preparedness, all hazards planning, and community engagement to make the population more resilient in the face of all hazards, natural or otherwise.
4. Implement strategies to increase rabies compliance, promote the welfare of domesticated animals, and prevent negative interactions with wildlife.
5. Manage cybersecurity risks, protect against cyberattacks, and develop employees' knowledge and skills to collectively safeguard the County's IT infrastructure to protect data and ensure service delivery.
6. Invest in the appropriate human and technology resources needed to maintain critical IT infrastructure that supports public safety, citizen engagement, and emergency management programs in the County.
7. In collaboration with DuPage County municipal water utilities and state and federal officials, work to identify funding sources to reduce the cost to homeowners who wish to connect with a public water supply.



Performance Measures

Milestone

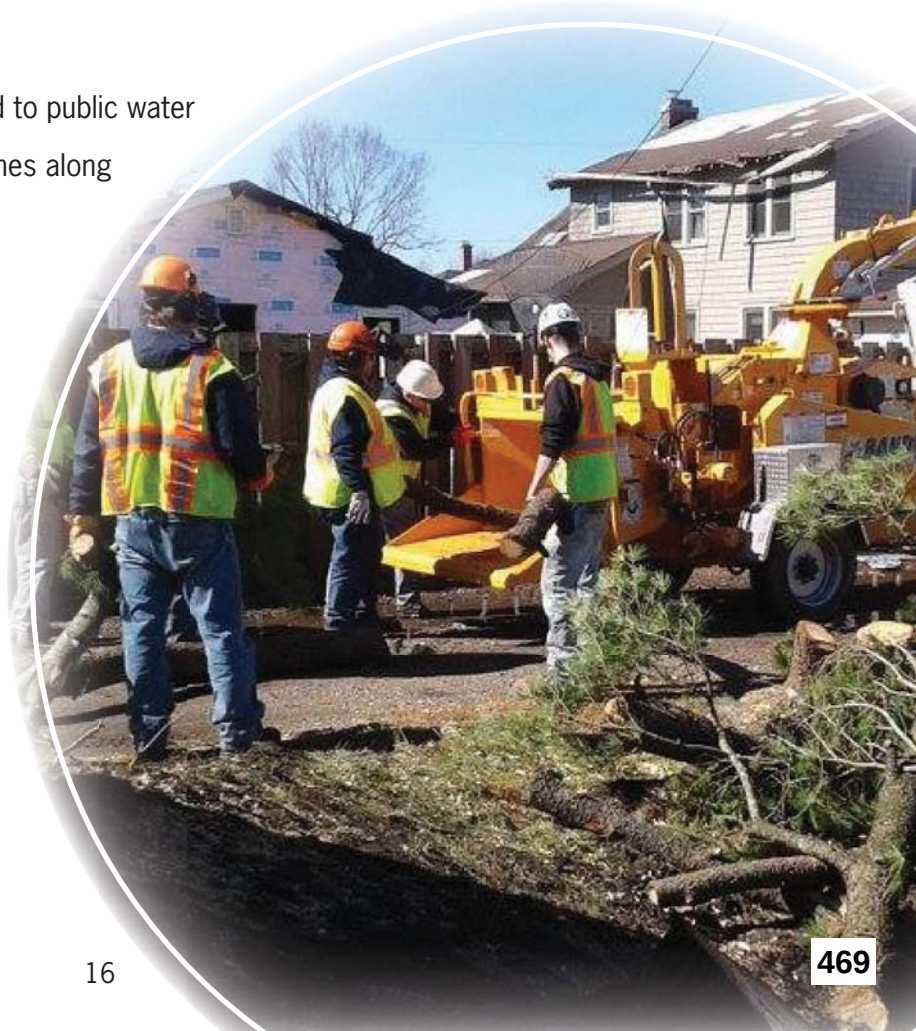
- Review and update the County Emergency Operations Plan and incorporate relevant elements of the County's Natural Hazard Mitigation Plan by March 2025 and every three years after
- Develop a new Safe Streets for All Action Plan by 2025
- Overhaul ProtectDupage.org (or Protect.DuPageCounty.gov or Ready.DuPageCounty.gov) to provide timely, reliable, and relevant content for the whole community by March 2025
- Implement data-sharing process for animal call codes with the DuPage County Sherriff's Office, Planning and Zoning, and Animal Services by the end of 2026

Output

- Percentage reduction in the number of crimes occurring throughout the County.
- Reduce the number of animal bites
- Secure federal and state grants and direct allocation of funding for well conversions in unincorporated DuPage County
- 90% of DuPage County employees trained on cybersecurity annually
- Increase grant funding availability for emergency scenario training

Outcome

- Increase the number of private wells transitioned to public water
- Reduce the percentage of fatal and Type A crashes along County roadways



5 PRIORITY Environmental Stewardship

Our Goal...

Preserve the natural environment, mitigate the impacts of climate change, safeguard wetlands, and protect public health by making strategic investments that promote community resilience.

Objectives

1. Mitigate the impacts of climate change locally by improving funding stability for the County's Stormwater Management program.
2. Create a stormwater stream bank stabilization program to improve water quality and maintain continuity of the watershed.
3. Reconvene the Green Government Council and lead the effort to establish the next community-wide climate action goals to continue progress made under Cool DuPage.
4. Reduce waste landfilled by pursuing initiatives included in the Solid Waste Management Plan, partnering with the commercial sector to explore composting with commercial food providers, and working to increase recycling and diversion rates.
5. Advance County facility projects and fleet investments that lower the County's emissions, enhance beneficial reuse, and improve efficiency.
6. Invest in integrated technology solutions to leverage data in order to maintain optimized performance, inform future infrastructure planning, and enhance environmental sustainability of the County's facilities.



Performance Measures

Milestone

- Complete stormwater management study and capital plan by December 2024
- Develop and approve stormwater fee methodology by December 2026
- Implement stormwater fee by December 2028
- Reconvene the Green Government Council by April 1, 2025
- Start the evaluation, design, and construction of a project to use the methane gas generated at the Woodridge Green Valley Wastewater Treatment Plant as renewable energy by 2026

Output

- Increase the number of miles of stormwater infrastructure rehabilitated or installed
- Reduce contaminants and decrease sediment load in County rivers and streams
- Reduce property damage caused by high water flows during times of rainfall.
- Reduce the number of tons landfilled per year

Outcome

- Reduce total maximum daily load (TMDL) of sediment in stream
- Set energy reduction target for Campus



6 Mobility

Our Goal...

Make certain that the transportation network in DuPage County is regionally connected, well maintained, and reliable so that residents, employees, and visitors are able to easily move around the community using their mode of choice.

Objectives

1. Ensure state of good repair for County roadways, sidewalks, and bridges.
2. Expand the bike and pedestrian network and enhance user experience.
3. Collaborate on a reimagined, more-accessible transit system.
4. Invest in new infrastructure, explore innovations in integrated circuit deployment for smarter traffic control, enhance usage of data, deploy emerging technologies, and invest in ongoing operations and maintenance to reduce traffic congestion.
5. Provide strategic investment for the development of Pace Pulse Routes between DuPage County and neighboring counties.



Performance Measures

Milestone

- Update Long Range Transportation Plan by 2026
- Complete Bicycle and Pedestrian Plan by 2027
- Complete East Branch DuPage River Trail Central section by 2028
- Conduct review of scope and administration of Ride DuPage to coordinate and align with regional needs by 2029

Output

- Maintain pavement to an established standard, where 90% of County-maintained highways have a condition of “fair” or better
- Maintain bridges to an established standard, where 90% of County-owned and -maintained bridges have a sufficiency rating of 50 or greater
- Increase the sidewalk and bike path connectivity index by 1% annually for the next five years
- Maintain a County-wide peak hour operating speed average operating level of C or better
- Increase number of signal systems coordinated with performance improvement over prior three years



Acknowledgements

The Strategic Plan is the result of the combined efforts of our County's community members, elected officials, and employees. DuPage County would like to thank all those who participated in the months-long process, providing knowledge and insights throughout the various stages of the process.

County Board

Deborah Conroy, Chair
Cindy Cronin Cahill, District 1
Elizabeth Chaplin, District 2
Michael Childress, District 1
Sadia Covert, District 5
Dawn DeSart, District 5
Grant Eckhoff, District 4
Lucy Chang-Evans, District 3
Kari Galassi, District 3
Paula Deacon Garcia, District 2
Patty Gustin, District 5
Brian Krajewski, District 3
Lynn LaPlante, District 4
Mary FitzGerald Ozog, District 4
Sheila Rutledge, District 6
Greg Schwarze, District 6
Sam Tornatore, District 1
Yeena Yoo, District 2
James Zay, District 6

Staff Steering Team

Jason Blumenthal
Sarah Hunn
Mary Keating
Joan Olson
Evan Shields
Mary Catherine Wells
Linda Zerwin

BerryDunn Consulting Team

Seth Hedstrom, Principal
Michelle Kennedy, Project Manager and Lead Facilitator
Karen Whichard, Facilitator
Maddison Powers Spencer, Research Analyst





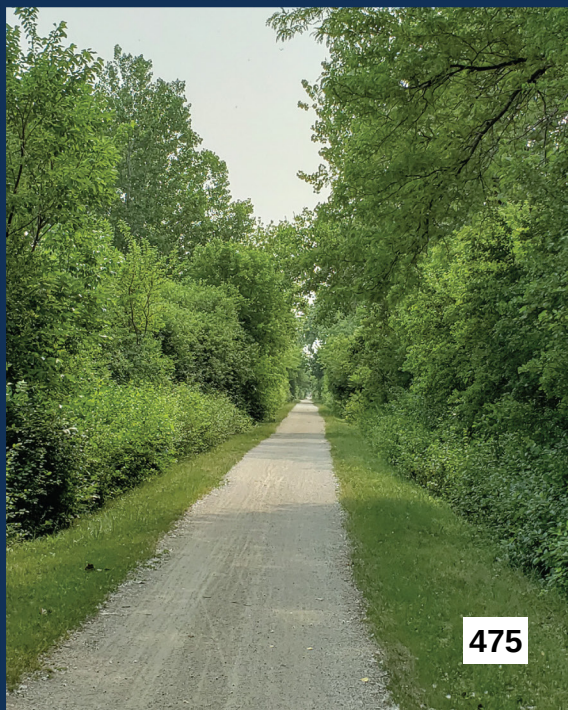
THE COUNTY OF DUPAGE
WHEATON, ILLINOIS





STRATEGIC PLAN 2024-2029







2023 – 2025 STRATEGIC PLAN

Table of Contents

Message from the County Commissioners 3

Mission & Vision Statements 4

Guiding Principles 5

Strategic Priorities

- Community Well-Being and Safety 6
- Welcoming and Diverse Communities 7
- Employer of Choice 8
- Climate Smart and Resilient Infrastructure 9
- Thriving Economy 10

Acknowledgements 11

Message from the County Commissioners

Lancaster County has grown and evolved since being founded in 1859, but it has preserved the characteristics that make Lancaster County unique, including providing the best of both rural and urban residential, commercial, and recreational opportunities. The County Commissioners are excited to build upon our successes and make Lancaster County an even better place to live, work, and play through an even more effective, more efficient, and more focused County government.

The Lancaster County Strategic Plan will be vital in making our vision for Lancaster County a reality. It is important to view this document as a road map and to understand our continued success will depend on following the direction provided by the Strategic Plan's priorities and goals.

This Strategic Plan would not exist if not for the thoughtful insight and input from our community, including residents, businesses, advisory boards and committees, a broad array of community stakeholder groups, elected officials, department heads, and employees. Thanks to all of you for your many meaningful contributions to this Strategic Plan.

We look forward to implementing this Strategic Plan in collaboration with all of our internal and external partners as it provides innovative, sustainable services for a healthy, safe, diverse, and vibrant community.



Mission & Vision Statement

Our Mission

The mission of Lancaster County government is to provide innovative, sustainable services for a healthy, safe, diverse, and vibrant community.

Our Vision

Lancaster County is a leading center of culture, education, agriculture, and commerce that thrives through dynamic growth, thoughtful leadership, and the diversity of its people in both rural and urban communities.

Guiding Principles

Engaged, Accessible and Attentive

We create an environment in which all voices are heard, information is available, and where dialogue and understanding are seen as invaluable to the decision-making process and service provision.

Compassionate and People-Focused

We are professionals who treat everyone with fairness, dignity, and respect and serve all with empathy and kindness, always putting people first.

Accountable and Faithful Stewards

We apply best practices, invest wisely, and use County resources responsibly because we value our service to the public and the trust of our community.

Solution-Oriented and Innovative

We challenge the status quo and are not afraid to take risks as we focus on finding and creating new and efficient solutions to sustain existing services, adapt to new demands, and look towards the future.

Exceptional and Empowered Employees

We continuously invest in our workforce and implement forward-thinking policies and practices that promote development, recognition and stability and create a friendly, supportive environment where everyone wants to work.

LANCASTER
STRATEGIC PRIORITY & GOAL

Community Well-Being and Safety

Provide a range of public safety services and enhance access to human services to foster well-being throughout Lancaster County.

OBJECTIVES



- Enhance partnerships and expand access to crisis intervention, behavioral health services, and basic needs support services.
- Ensure residents of all abilities have physical access to government programs and services.
- Enhance diversion programs and alternatives to incarceration to decrease the jail population and reduce recidivism.

OUTCOME MEASURES

- Complete construction of the Family Resource Center by the end of 2025.
- Reduce number of behavioral health and increase number of calls for service to law enforcement and increased number of calls to community-based crisis response resources.
- Reduce waiting periods for health and human services in the community based on data from Region V and County programs.
- Complete an updated self-evaluation and Americans with Disabilities (ADA) transition plan by the end of 2023.
- Engage an independent third-party consultant to provide findings and recommendations on the criminal justice system by end of 2025, including developing a common definition of recidivism.



Welcoming and Diverse Communities

LANCASTER 2
STRATEGIC PRIORITY & GOAL

Foster opportunities, services, and effective communication to strengthen the cycle of support and sense of belonging for all who live in and visit Lancaster County.

OBJECTIVES

- Assess and enhance existing data and data sources available on service provision and community needs.
- Establish a communications position to develop a comprehensive, inclusive, centralized, data-driven community engagement strategy to effectively engage the community and ensure a unified approach to addressing community needs.
- Support the implementation of the Welcoming and Belonging Plan developed jointly by the City of Lincoln and Lancaster County.

OUTCOME MEASURES

- Engage an independent third-party consultant to provide findings and recommendations on how best to use existing data and develop new data for service provision and community needs.
- Fill Communications position by the end of 2023.
- Complete community engagement strategy by the end of 2024.
- Evaluate the success of the community engagement strategy through a community survey using objective measurements.





LANCASTER
STRATEGIC PRIORITY & GOAL

Employer of Choice

Implement flexible, creative, and diverse methods of learning and developing the County's workforce that enhance the employees' experience, encourage a culture of innovation, and enable employee success through development of their talents.

OBJECTIVES



- Enhance the pride and satisfaction employees feel as part of Lancaster County through learning and development that strengthens employee attraction, engagement, and retention.
- Effectively use knowledge, processes, data, workforce and systems to meet the expectations and needs of those the County serves.
- Develop an employee-driven quality improvement and continuous process improvement program to enhance decision-making and to increase the efficiency and effectiveness of County operations.
- Support Diversity, Equity, and Inclusion (DEI) Manager's development and implementation ofa DEI strategy within County agencies.

OUTCOME MEASURES

- Complete a needs analysis of organizational capabilities and employee competencies by the end of 2024, providing a proposal for resources needed to implement an employee development program.
- Develop streamlined quality assurance reporting for employee data by the end of 2023.
- Roll out the employee development program based upon the findings of the organizational needs analysis by the end of 2025.
- Implement an employee-driven quality improvement and continuous process improvement program by the end of 2024.
- Utilize regular employee surveys and human capital management data, to demonstrate an increase in:
  - Employee retention and reduce turnover year over year.
  - Employee engagement year over year.
  - Employees who receive/attend training year over year.
  - Employees who feel that the County provides opportunities for career advancement (benchmarked from survey).
  - Employees who rate their work environment as excellent or good (benchmarked from survey).
- Implement a DEI Strategy within County agencies by end of 2025.



Climate Smart and Resilient Infrastructure

LANCASTER
STRATEGIC PRIORITY & GOAL

Invest in resilient and sustainable infrastructure to meet changing needs and potential growth, protect the environment, and ensure a safe community.

OBJECTIVES

- Update the 2018 Transportation Study by developing a 20-year infrastructure needs assessment to begin planning and prioritizing improvements, including needs relative to service delivery.
- Develop a climate strategic plan in coordination with other government agencies and partners to increase climate resiliency throughout the County.
- Ensure a safe, sustainable water supply.



OUTCOME MEASURES

- Complete the 20-year infrastructure needs assessment by the end of 2024 to identify and prioritize:
  - District shops and buildings in need of updates.
  - Replacement of bridges and culverts rated in poor condition.
  - Pavement of county roads to support traffic increases.
  - Propose innovative solutions to filling any identified gaps in funding for shop, bridge, culvert, and road projects over the 20-year plan lifecycle.
- Complete climate strategic plan by end of 2025.
- Receive recommendation from the Lincoln Second Water Supply Working Group by the end of 2023.



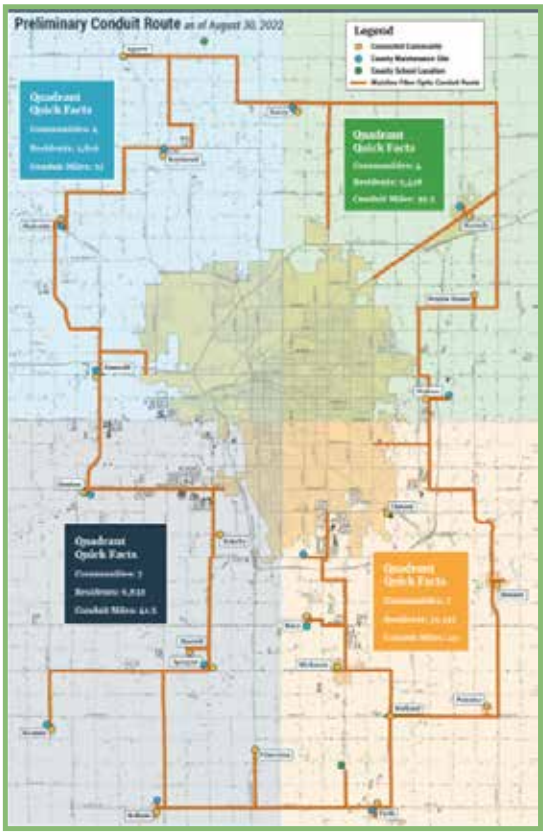
LANCASTER
STRATEGIC PRIORITY & GOAL

Thriving Economy

Encourage a diversified and resilient economy through intentional growth and public-private partnerships so that Lancaster County residents have the best employment, housing, and opportunities for a high quality of life.

OBJECTIVES

- Expand access to technologies such as broadband to rural areas of the County to increase connectivity.
- Align zoning to promote commercial and industrial sectors and housing options that support community needs consistent with the Lincoln-Lancaster County 2050 Comprehensive Plan.
- Work with the Chamber, through Lincoln Partnership Economic Development (LPED) and Convention and Visitors Bureau (CVB), to support and advance tourism and their existing and planned economic development efforts, including the expansion of recreational activities in Lancaster County.
- Improve access to housing in rural communities.
- Support and partner with the American Jobs Center to provide people looking for work with access to job openings.
- Increase public expenditures with local vendors.



OUTCOME MEASURES

- Complete broadband project milestones.
- Make Visitor's Improvement Fund available for projects in 2025.
- Add new Promotion Fund grant cycle in 2023 and 2024.
- Increase the size of Lancaster County's workforce in the commercial and industrial sectors.
- Expend Owner Occupied Rehousing Program funds by the end of 2025.
- Increase in the number of people accessing the American Jobs Center who find employment.
- Validate at least 5,000 affordable housing units on track to be constructed by 2030.
- Implement a plan to increase public expenditures with local vendors by the end of 2025.



Acknowledgements

The County Commissioners would like to thank all those who participated in the process of providing knowledge and insights that informed the development of this Strategic Plan:

Local and State Elected Officials

Department Heads

County Employees

Constituents who participated in the planning process in person and on-line

Local Businesses, including Agricultural Producers

Non-Profits

Faith-Based Communities

Local Governmental Entities

Clubs and Organizations

BerryDunn Consulting Team

IMAGE CREDITS

Front and Back Cover
Photos Provided by Gravel Worlds®

Page 6
Top Photo by permission of Leah Bucco-White
Bottom Photo provided by Lancaster County Sheriff's Office

Page 7
Top Photo provided by Soulinnee Phan
Bottom Photo by permission of Aging Partners

Page 9
Top Photo provided by District Energy Corporation
Bottom Photo by permission of Schemmer & Associates

Page 10
Bottom Photo provided by the Chamber of Commerce

EST. 1859

LANCASTER
NEBRASKA
COUNTY

2023 – 2025
STRATEGIC PLAN



Washington County
MINNESOTA

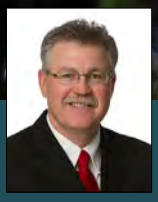


2024-2029

Washington County Strategic Plan

Table of Contents

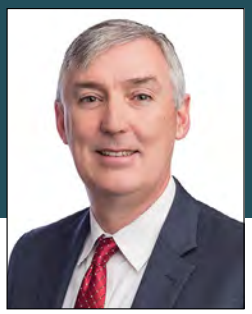
Letter from the Administrator	1
Letter from the Board Chair	2
Mission, Vision, Values	3
Introduction	4
Planning Approach	7
Commitment to DEI	9
Strategic Plan	10
Acknowledgments	22







Washington County Board of Commissioners
Fran Miron, Stan Karwoski, Gary Kriesel, Karla Bigham, Michelle Clasen



Letter from the Administrator

Introducing the new Countywide Strategic Plan: Our organization's North Star

I am excited to share Washington County's newly developed Countywide Strategic Plan. This comprehensive roadmap outlines our organization's vision, mission, values, and goals for the future, and it reflects the collective efforts of our dedicated team.

To succeed in our mission, we must align ourselves internally. Our departments, divisions, and teams are interconnected, and collaboration is key. By fostering open communication, sharing knowledge, and breaking down silos, we can meet community needs with greater efficiency and effectiveness. With this plan as our North Star, we will continue to serve our communities and enhance the quality of life in Washington County.

We will engage with residents, listen to their concerns, and tailor our services to meet their needs. Whether it's enhancing public safety, improving infrastructure, or promoting health and well-being, our strategic plan guides us toward impactful outcomes.

I extend my thanks to all employees who participated in shaping this plan. Your insights, dedication, and commitment have been invaluable. Additionally, we incorporated feedback from our residents through the Resident Survey — a vital source of community input. This plan reflects our shared aspirations.

Our strategic plan is not static; it is a living document. As we begin implementing our initiatives, we will adapt, learn, and refine our approach. Our County Board will receive regular updates and progress reports to keep us accountable, transparent, and in alignment with our stated goals.

Let us embrace this exciting journey toward a stronger, more vibrant county. Together, we will build a bright future.

Sincerely,

Kevin J Corbid

Kevin Corbid

County Administrator



Letter from the Board Chair

Unveiling our vision for the future

As elected representatives of this vibrant county, the Washington County Board of Commissioners is delighted to unveil our newly updated Countywide Strategic Plan. This plan is not just a document; it's a guide pointing toward our shared vision. It outlines our priorities, initiatives, and milestones, whether it's parks and library services, property and taxpayer services, or social services.

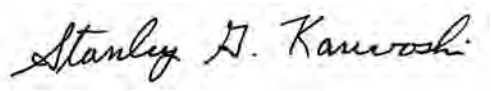
We recognize that planning is essential for progress. It ensures that we allocate resources wisely, anticipate challenges, and seize opportunities. Our community deserves nothing less than thoughtful, intentional planning. As stewards of your trust, we pledge to uphold this responsibility.

Our commitment extends beyond mere planning. We aspire to be an organization that constantly improves. By listening to your feedback, engaging with our employees, and learning from best practices, we will continue to evolve. Our goal is to enhance services, streamline processes, and elevate the quality of life for all.

Rest assured that your perspectives matter. We connected with community members and employees throughout this process, incorporating their insights, hopes, and concerns. We are confident that it reflects the diverse needs and aspirations of our county.

The County Board is excited about the possibilities, the impact, and the journey ahead. We invite you to join us. Your support, feedback, and active participation are invaluable. Let us work together to create a county we can all be proud of — a place where every resident thrives.

With great anticipation,



Stan Karwoski

County Board Chair

Our Mission, Vision, and Values

The county's strategic plan is a living document that creates a framework and the steps needed to meet and exceed our community's needs over the next several years.

The Mission tells us "what" the county does. It describes our purpose for being and keeps our elected officials and staff focused on the tasks to be done. The Vision tells us "where" we are going. It keeps us focused on the destination and the shared future we are trying to create. The Values tell us "how" to do what we're doing. They remind us of the way we intend to serve the people and communities of Washington County and set expectations for decision-making and service delivery.



Mission

We strive to provide exceptional services that enhance quality of life and promote a safe, healthy, and welcoming community for all.



Vision

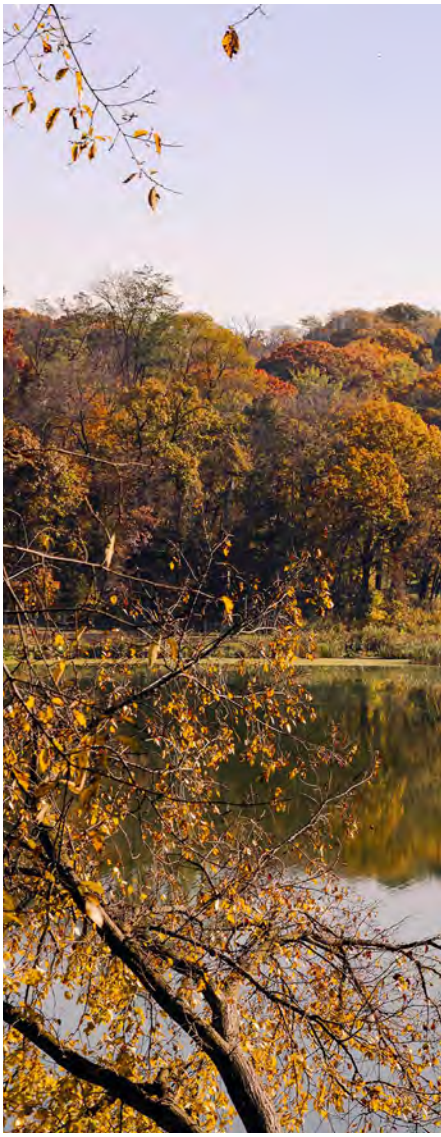
A vibrant county embracing the diversity of its communities, advancing equitable access to resources and opportunities, and prioritizing the sustainability of its natural environment.



Values

- **Caring:** We serve all with dignity, respect, and understanding.
- **Collaborative:** We connect with each other and our community to make intentional decisions.
- **Equitable:** We are committed to fostering an inclusive community and delivering accessible services to achieve equitable outcomes.
- **Ethical:** We act with integrity and make transparent decisions to build public trust.
- **Fiscally Responsible:** We support current and future generations through prudent financial decisions that respect public investments and advance the long-term interest of the community.
- **Responsive:** We anticipate evolving community needs and embrace innovative approaches to solve problems and promote positive change.
- **Sustainable:** We recognize the significance of our natural environment and are proactive in protecting our resources.





Introduction

About Washington County

Washington County, established in 1849 as one of Minnesota's nine original counties, is located on the eastern edge of the Twin Cities Metropolitan Area. It is the fifth largest county by population in the State of Minnesota, housing 4% of the state's population and 8% of the Twin Cities region's population. Washington County's eastern border is defined by the scenic St. Croix River, which separates the State of Minnesota from Wisconsin.

The county employs approximately 1,400 employees and offers a full range of services, including property tax administration, law enforcement, corrections, public works, human services, parks, solid waste management, libraries, community health, and general administration.

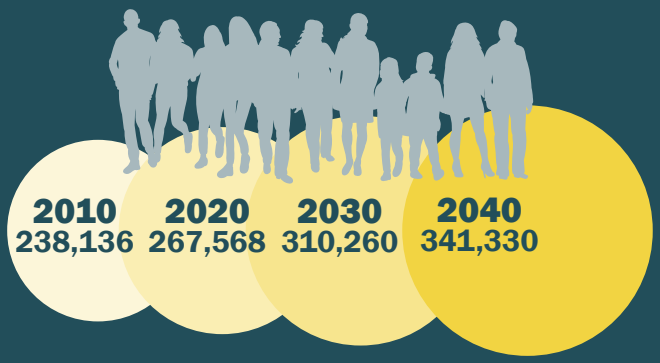
Washington County serves an estimated population of 280,325 (2023).[1] The county's population has been steadily growing over the past several decades and is projected to grow by an additional 27% by 2040.[2] The county must plan to meet the needs of our growing community and continue to provide quality services for all.

Additionally, the county's population is getting older and more racially and ethnically diverse. The population of people 65 and older is projected to grow by nearly 50% between 2020 and 2030, and the proportions of our population identifying as Black, Asian, Hispanic, and two or more races have all increased over the last decade.[3] Planning for the changing housing, transportation, and health care needs of an aging population, along with addressing racial disparities, is key to promoting a high quality of life for Washington County residents in the coming years.

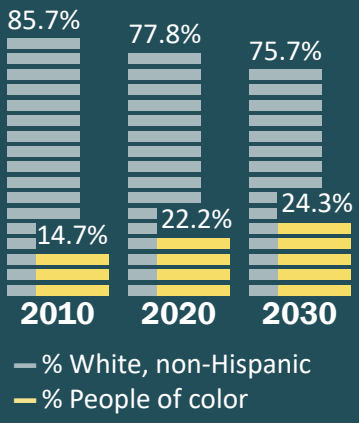
[1]Metropolitan Council Annual Population Estimates for 2023. [2]U.S. Census Bureau, Metropolitan Council and New Commissioner Guide 2022. [3]U.S. Census Bureau, Minnesota State Demographic Center.



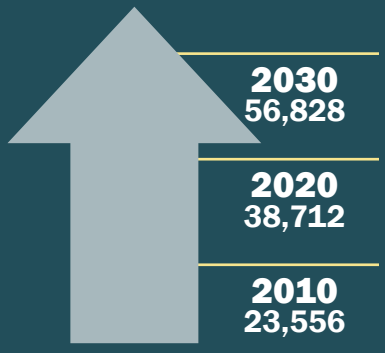
Population + Projected Increase



Population Diversity



Population Age 65 and Over



Sources: All past and current populations - U.S. Census Bureau, population projected increase - Metropolitan Council, Diversity and Age 65+ projections - Minnesota State Demographic Center.

The Strategic plan provides a "North Star" for the organization that keeps us on track and working together to fulfill the county's mission and reach our desired destination.



What is a Strategic Plan?

A strategic plan helps us identify a shared vision for the future and align our resources around a set of clearly defined priorities, goals, and objectives with clear measures for tracking progress and accountability.

Putting the Plan into Action

The Countywide Strategic Plan's five-year timeline allows for thoughtful sequencing of initiatives to support positive outcomes for the Washington County community.

The county's implementation plan will translate the priorities, goals, and objectives of the strategic plan into action steps with assigned responsibilities and established timelines. This will allow county departments to collaborate to achieve desired results. A process for regular monitoring and evaluation will be established to ensure continuous improvement and ongoing alignment with the county's overarching goals.

Washington County will consult the strategic plan as part of our annual budget process to allow for responsible fund allocation to priorities consistent with community needs and the county's long-term goals. The values expressed in this plan, inspired by in-depth stakeholder engagement, will drive county decision-making and service delivery. And, because the strategic plan is a living document, we will adapt and revise the plan as necessary to account for emerging needs and opportunities.

Keeping Track of Progress

The county will monitor progress toward strategic plan goals and objectives and report on performance measures, maintaining transparency for and accountability to the public. County staff will provide regular updates to county leadership and present an annual progress report to the Board of Commissioners, which will be published on the county website. Community members can expect to understand the county's progress toward our strategic priorities and the impacts for our residents, cities, towns, businesses, and the community overall.



Planning Approach

The strategic planning process is as important as the final document itself. Input was incorporated from across the organization, including county employees, leadership, and the Board of Commissioners, leading the strategic plan to not only be better aligned with our organization's needs and aspirations, but to generate the organizational support necessary for its successful implementation.

Utilizing feedback from Washington County cities and townships, as well as the biennial Resident Survey, the county was also able to incorporate community input to ensure we are being responsive to community priorities and needs.



Key Sources of Input

Stakeholders

- County Board
- County Senior Leadership
- Project Management Team
- County Diversity, Equity, and Inclusion (DEI) Steering Team
- County Employee Resource Groups (ERGs)
- County Department Head and Supervisors Group
- County Employees
- City and Township Administrators, Clerks, and Elected Officials

Types of Engagement

- Individual interviews
- Focus Group Sessions
- Survey and Ideas Wall
- Strategic planning workshops
- Facilitated Employee Input Sessions
- Regular Updates

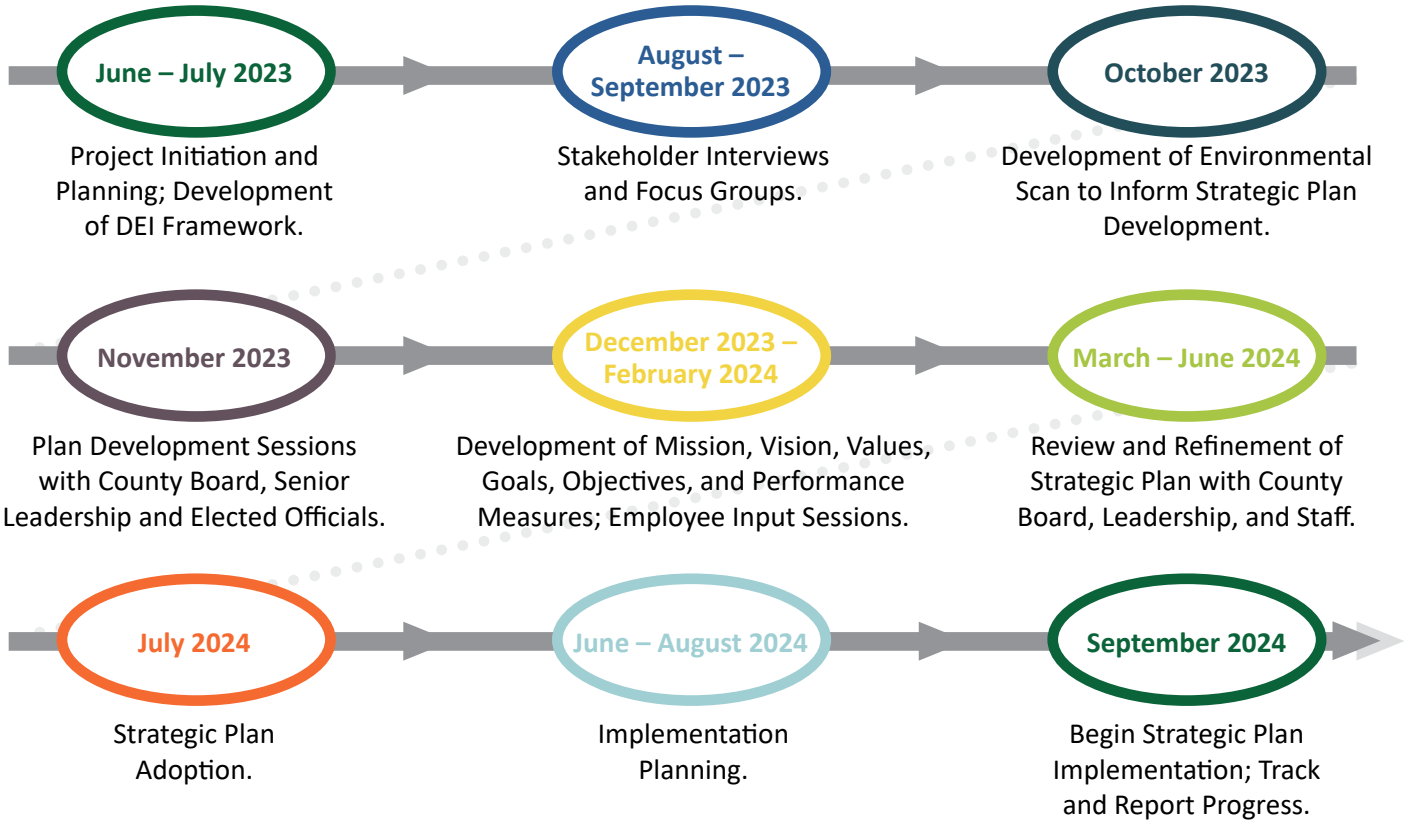
Other Sources

Include, but are not limited to:

- Resident Survey (2022)
- Employee Engagement Survey (2023)
- Community Health Assessment (2019)
- Maxfield Housing Needs Study (2022)
- Washington County Operating and Capital Budget (2023)
- Washington County Budget (2023-2024)
- Washington County Interim Work Plan (2023)
- Washington County Strategic Plan (2013)
- Washington County 2040 Comprehensive Plan

After the last strategic plan reached its sunset in 2020, the county wanted a fresh, sophisticated approach to strategic planning that accounts for the breadth and complexity of county services, reflects cultural shifts that impact the workplace and service delivery, and results in strategic priorities and actions that promote interdepartmental collaboration.

Strategic Plan Timeline











Commitment to DEI

Washington County is committed to creating a vibrant workplace and community that practices engagement, representation, and service to all members inclusively and equitably with dignity and respect. We strive to embed diversity, equity, and inclusion (DEI) into all aspects of our work, and in this strategic plan it is deliberately woven into all our priorities, goals, and objectives.

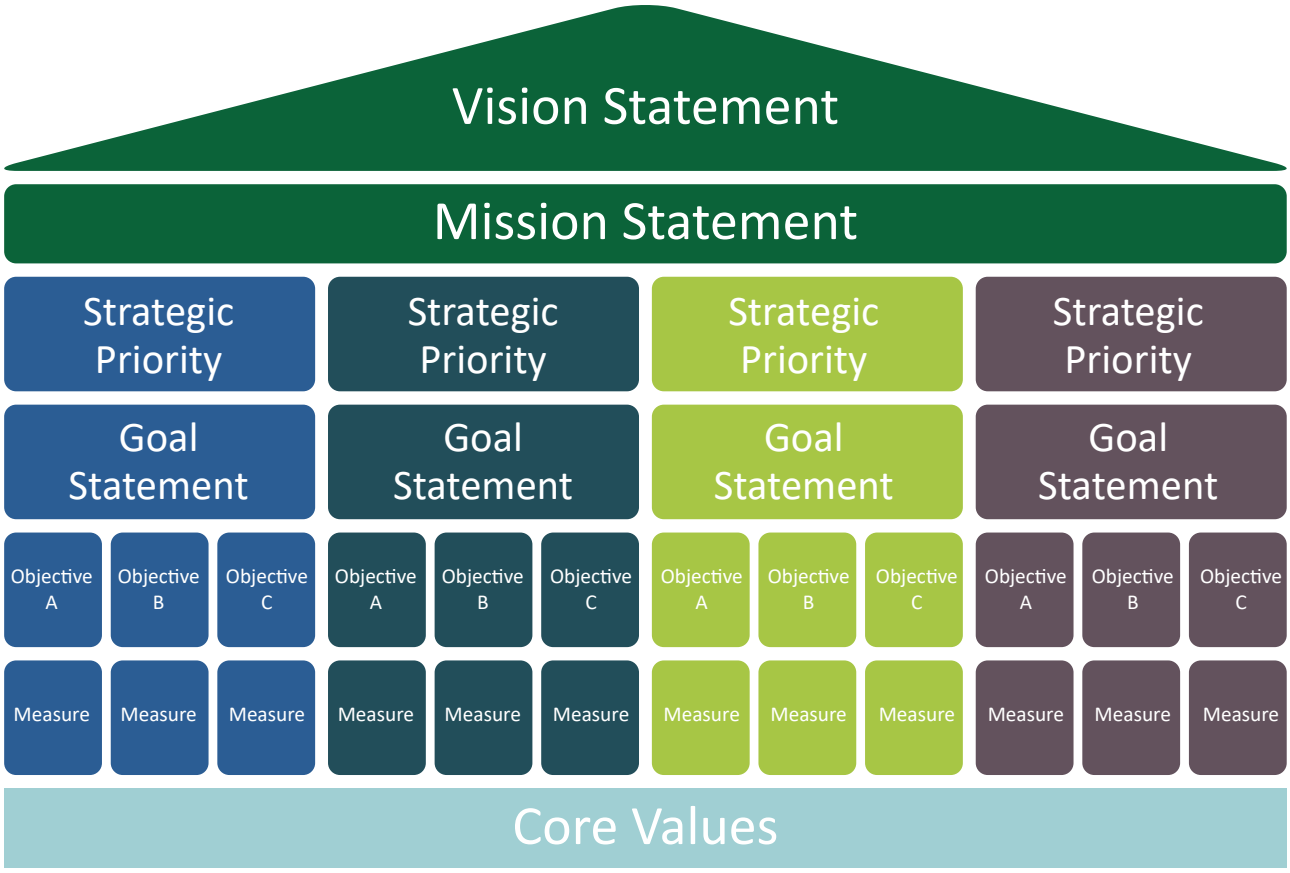




Strategic Plan

Priorities, Goals, Objectives, and Performance Measures

The County identified four **Strategic Priorities** or focus areas. These priorities and their supporting goals, objectives, and performance measures drive the county toward meaningful outcomes and big steps forward on the road to reaching our collective long-term vision. The **Goals** define the long-term outcome for each priority. The **Objectives** on the following pages define the actions the county will take to achieve the goals. And the **Performance Measures** define how we will track and report our progress within each priority.



Strategic Priorities Overview

Organizational Excellence

Goal: Develop and sustain an environment where employees and the organization are equipped and supported to deliver outstanding service to everyone in Washington County.

Safe Communities and Thriving People

Goal: Ensure that everyone in Washington County has access to services that address inequities, foster well-being, and promote safety.

Strong and Sustainable Environment

Goal: Enhance and maintain investments in the built and natural environment to encourage responsible growth, accessibility, and resilient communities.

Financial Health and Capacity

Goal: Sustain strong financial policies and practices to provide and improve valued public services and make progress towards the county's five-year vision.



Organizational Excellence

GOAL: Develop and sustain an environment where employees and the organization are equipped and supported to deliver outstanding service to everyone in Washington County.

Objective A

Regularly evaluate employee compensation and strategically communicate the evaluation process so employees are appropriately and competitively compensated and understand the process behind setting salary and benefits.

Performance Measures

1. Regularly review approved regional market surveys for salary and competitiveness.
2. Regularly review county benefit packages for competitiveness.
3. Create and distribute a yearly total compensation statement augmented by a WashNet article to employees.
4. Improve the Employee Engagement Survey pay and benefits score by 5% in 2026.

Objective B

Evaluate and improve recruitment and retention practices to support qualified and high-performing employees and cultivate a vibrant, diverse, and knowledgeable workforce.

Performance Measures

1. Reduction of annual turnover to seven county average or less.
2. Annual reduction in turnover of underrepresented employees.
3. Annual reduction in turnover of employees with less than two years of county service.
4. Track total number of ERG participants.
5. Track percentage of under represented population in workforce as compared to county demographics (End of year workforce data (disability, gender, black, indigenous, and people of color (BIPOC))
   – Track Employees and Leadership/Supervisors.
6. Track and regularly report on BIPOC demographic data with respect to those hired versus who applied.

Objective C

Improve internal communication and augment existing efforts to ensure employees are highly engaged to increase employee satisfaction, retention, and productivity.

Performance Measures

1. Maintain Employee Engagement Survey (EES) participation above 80%.
2. Maintain EES Engagement Index above 70%.
3. Increase EES Communication score by 3% in 2026.
4. Improve EES score on countywide focus areas by 5% in 2026.
5. Develop action plan to address EES focus areas in 2026.
6. Identify employee-focused improvements to implement annually.
7. Increase BIPOC employees EES Engagement Index score by 5% in 2026.

Objective D

Invest in employee development resources to assist employees in acquiring the knowledge, skills, and tools they need to deliver exceptional service and grow in their careers.

Performance Measures

1. Track total number of employees who participate in employee Tuition Reimbursement program.
2. Annually increase percentage of county supervisors who have completed the Supervisor Academy.
3. Identify additional internal professional development opportunities by 2025.
4. Annually increase percentage of employees who have participated in DEI Foundational Training.



Objective E

Leverage employee and departmental collaboration to continuously improve service delivery.

Performance Measures

1. Improve "Teamwork between departments" metric in EES by 2% in 2026.
2. Every department completes a Department Strategic or Operational Plan by 2026.
3. Increased completion rate and timeliness of employee Performance Evaluations.
4. Track number of interdepartmental teams and workgroups.
5. Review and update organizational policies using DEI Framework by 2025.
6. Complete 2050 Comprehensive Plan by 2028.
7. Complete countywide continuous improvement plan by 2026.

Objective F

Modernize and update the county's technology and communication systems to improve user experience, create efficiencies, enhance data security, and better support county services.

Performance Measures

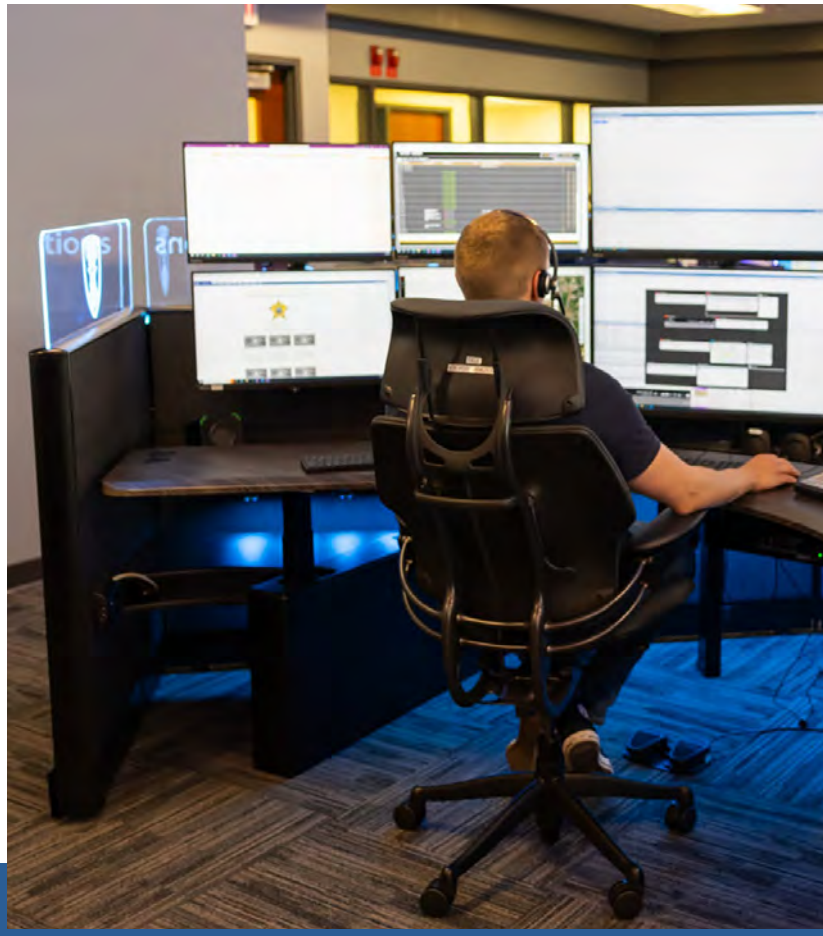
1. Improve Evaluation Entry System rate of satisfaction with tools and technology by 5% in 2026.
2. Achieve Center for Internet Security (CIS) level 1 by December 2024 and level 2 by December 2025.
3. Integrate Power Business Intelligence into employee analytics by 2026.
4. Track annual percentage of employee participation in security training.
5. Migrate website domain to .gov in 2024.
6. Transition to SharePoint Online by December 2024.
7. Implementation of phone system by December 2024.
8. Implementation of secure printing solution by December 2025.
9. Track number of ways that residents can access services online.
10. Complete evaluation of current website in 2024.

Objective G

Embed a DEI lens in county services, programming, policies, and practices to deliver equitable outcomes and foster an inclusive environment.

Performance Measures

1. Develop countywide guidance on the use of Equity Toolkits in service delivery by 2026.
2. Develop training for the Equity Toolkit by 2025.
3. Track usage of DEI framework to inform policy and process changes.
4. Track total number of participants in ERGs and ERG activities.
5. Track percentage of employee participation in DEI training.
6. Improve EES DEI measures overall or by community by 5% in 2026.



Objective H

Develop organizational capacity, understanding, and policies that support effective community engagement across diverse populations (BIPOC, seniors, people with disabilities, etc.)

Performance Measures

1. Review existing policies around community engagement or external communication by 2025.
2. Develop baseline countywide understanding and guidance on the community engagement by 2025.
3. Board consideration of policy to compensate community members with lived experience for time and insight shared during engagement efforts by 2026.
4. Increase satisfaction with community "informing" and "listening" measures as measured through biennial Resident Survey.
5. Investigate opportunities for additional citizen advisory committees around key county initiatives.



Objective I

Establish communication policies and strategies to better reach diverse populations (BIPOC, seniors, people with disabilities, non-native English speakers, etc.).

Performance Measures

1. Develop policy for translating county communications into non-English languages based on best practices/ county demographics by 2025.
2. Track percentage of identified documents translated by 2026.
3. Track people served annually by department with interpreter/translator county wide contracts.
4. Launch a county branding and marketing initiative including slogan development by year-end 2025.

Objective J

Support and enhance strategies to support employee mental health and well-being.

Performance Measures

1. Track participation levels in Employee Assistance Programs (EAP) (both Elevate and Sandcreek).
2. Increase annual participation in Employee Wellness programs.
3. Improve EES score regarding work/home balance by 5% in 2026.
4. Conduct demographic evaluation of EAP and wellness programs by 2026.





Safe Communities & Thriving People

GOAL: Ensure that everyone in Washington County has access to services that address inequities, foster well-being, and promote safety.

Objective A

Establish reliable and supportive housing options, including emergency housing, to provide shelter for "at-risk" individuals.

Performance Measures

1. Increase number of single adult emergency housing beds for individuals to 30 by 2025.
2. Increase capacity of emergency family housing to 10-14 families by 2028.
3. Increase the number of county-sponsored supportive housing beds by 2028.
4. Reduction of eviction rates to pre-pandemic average by 2028.
5. Maintain level of 45% or more people exiting emergency housing into stable housing.
6. Reduce the average time a household is homeless (Department of Housing and Urban Development (HUD) measure).

Objective B

Implement and scale solutions that respond to the growing needs and demand for services of aging populations to support their ability to continue living healthy and meaningful lives.

Performance Measures

1. Track and increase number of senior-focused programs and activities throughout Washington County.
2. Increase number of outreach activities at senior buildings in Washington County (baseline of 40% of 64 senior buildings).
3. Improve Resident Survey measure on "Services provided to older adults" by 5% by 2027.
4. Maintain or increase American Association of Retired Persons (AARP) Livability Index Score of 61 by 2028.
5. Track number of seniors accessing home and community-based services (Elderly Wavier and Alternative Care Grant).
6. Seek Board direction on increasing availability of locally sponsored, affordable transit options by 2029.

Objective C

Consolidate and streamline county services at key access points to better respond to community members' needs in a holistic and efficient manner.

Performance Measures

1. Track staff referrals made for client assessment for services outside of initial presenting need/issue.
2. Annually increase the number of people served by cross-functional programs (referrals, etc.)
3. Increase percentage of services, programs, and access points that collaborate with each other by 2028.
4. Identify potential opportunities to connect information on shared clients across key access points by 2026.

Objective D

Develop targeted prevention strategies for frequent users of services to improve outcomes and more effectively utilize resources.

Performance Measures

1. Define and identify people who frequently use our services by 2025.
2. Track number of individuals assigned intensive case management services.
3. Decrease number of touch-points for identified clients by 5% annually.

Objective E

Expand upon existing service delivery options to better accommodate the needs and preferences of the people we serve.

Performance Measures

1. Examine current county service delivery approaches using DEI lens and conduct needs/gap analysis by 2026.
2. Improve Resident Survey measure on "Quality of County Services" by 2% in 2027.
3. Increase available community-based service accessibility options by 2027.

Objective F

Proactively monitor and address emerging community needs to ensure effective service delivery focused on prevention, managing risk, and improving accessibility.

Performance Measures

1. Conduct a Community Health Assessment every three years.
2. Maintain or improve the percent of county residents that indicate their overall health is "very good" or "excellent."
3. Track community health and mortality rates.
4. Seek Board direction on conducting a new Transit Needs Assessment by 2027.

Objective G

Identify and address priority areas to maintain a high level of public safety.

Performance Measures

1. Annual reduction in Group A and Group B crimes countywide.
2. Annual reduction in recidivism rates for probationers.
3. Annual reduction in criminal charging turnaround time.
4. Annual reduction in response times to 911 calls countywide.
5. Annual reduction in vehicular accidents resulting in fatalities or serious injuries.
6. Annual reduction in charges issued by Attorney's Office for identified priority areas.
7. Annual reduction in charges issued to juveniles.
8. Increase resident's perception of safety in selected priority areas in 2027.
9. Maintain absence of maltreatment recurrence rate above statewide performance average each year.





Strong & Sustainable Environment

GOAL: Enhance and maintain investments in the built and natural environment to encourage growth, accessibility, and resilient communities.

Objective A

Collaborate with the Washington County Community Development Agency (CDA) to promote an increase in affordable housing supply and provide a range of housing options.

Performance Measures

1. Increased stock of affordable housing annually.
   2022 Total = 2,393, including 1,650 affordable rental units and 763 subsidized units.
   - Number of units that are at or below 30% area median income (AMI).
   - Number of units that are at or below 50% area median income (AMI).
2. CDA homeownership program helps 10 BIPOC households achieve homeownership by 2026.
3. Annual reduction in the homeownership gap in Washington County for BIPOC households.

Objective B

Plan, build, and maintain spaces that promote livability such as parks, libraries, and open spaces to increase access and enhance community well-being.

Performance Measures

1. Complete study exploring alternatives to park fees by 2026.
2. Miles of paved and turf trails built or maintained in parks annually.
3. Complete Park Grove and R.H. Stafford Library remodel projects by 2029.
4. Increase acres of parkland acquired annually as guided by county park master plans.
5. Increase acres of natural resources protected annually with Land and Water Legacy conservation easements.
6. Increase satisfaction level (or decrease dissatisfaction level) across measures in annual Parks Survey.
7. Audit all library spaces to ensure welcoming and accommodating by 2027.
8. Pilot increased hours of availability of library spaces by 2025.
9. Establish priorities for maintenance and stewardship of county parks and conservation easements through the development of a Natural Resource Protection and Stewardship System Framework.

Objective C

Plan, build, and maintain county facilities that are accessible and adaptable to meet future demand and needs of the community.

Performance Measures

1. Improve Facility Condition Index (FCI) annually.
2. Develop countywide signage and wayfinding plan by 2026.
3. Build five public-facing community service interview rooms by 2026.
4. Net reduction in Greenhouse Gas (GhG) emissions at county facilities by 30% (from 2018 baseline) by 2025.

Objective D

Maintain, develop, and expand multimodal transportation options to improve ease of travel across the county.

Performance Measures

1. Increase use of multimodal transportation as reported in biennial Resident Survey.
2. Miles of dedicated trails built as envisioned in bike and pedestrian plan.
3. Increase satisfaction level (or decrease dissatisfaction level) on transportation measures in biennial Resident Survey.
4. Improve trail and highway Pavement Condition Index (PCI) annually.
5. Maintain and improve level of city/township satisfaction around engagement for capital improvement projects.
6. Seek Board direction on approach to increasing transit access by 2026.



Objective E

Develop and implement climate change strategies and policies to improve community resiliency and sustainability of natural resources.

Performance Measures

1. Develop and adopt a comprehensive climate action plan which connects to other relevant county environment plans (2018 Energy Plan, etc.) by 2026.
2. Increase rate of waste landfill diversion by 2028.
3. Annually increase overall county recycling rate.
4. Track Greenhouse Gas (GhG) emissions per capita.
5. Increase number of environmental stewardship promotional activities to enhance community education and engagement.
6. Track amount of wood waste diverted to higher use.
7. Seek Board direction on adoption of a sustainable purchasing policy.
8. Seek Board direction on electric vehicle (EV) charging stations at county facilities.
9. Continue to leverage and support the work of the Ramsey/Washington Recycling & Energy Board.

Objective F

Partner with state and local agencies as envisioned in One Watershed One Plan to lead or support efforts to provide clean surface and groundwater of adequate supply to support human health, community growth, and a thriving natural environment.

Performance Measures

1. Update and adopt countywide groundwater plan by 2025.
2. Annual participation in review of relevant plan updates for partner organizations (e.g. watershed plans, watershed rules, environmental review, wellhead protection plans).
3. Adopt smart salting practices to reduce salt usage and environmental impacts related to snow and ice control by 2025.
4. Maintain or increase number of initiatives annually aimed at improving water efficiency and/or water quality.
5. Decrease in percentage of impaired water bodies in Washington County as measured by Minnesota Polution Countrol Agency (MPCA) biannually.
6. 100% of PFAS impacted public and private drinking water wells have adequate treatment.
7. Identify the outcomes from the recommendations from 1999 Water Governance Study and develop continued efforts to improve governance and accountability.



Financial Health & Capacity

GOAL: Sustain strong financial policies and practices to provide and improve valued public services and make progress toward the county's five-year vision.

Objective A

Balance a responsible tax impact to support affordability and growth while meeting the increasing demand for services as the county grows in population and diversity.

Performance Measures

1. Maintain steady Cost of Government Index (tax divided by personal income, no more than 5% annual increase).
2. Tax levy per capita at or below the seven-county metro average.
3. Review performance measures on services delivery by 2026 to ensure the county meets state and federal requirements.

Objective B

Maintain responsible debt management to meet the county's financing needs and payment obligations at the lowest reasonable cost.

Performance Measures

1. Maintain highest-possible bond rating of AAA.
2. Maintain a per capita debt ratio below state average.
3. Maintain an unrestricted fund balance that meets county policy and state auditor recommendations.
4. Maintain a debt-service levy less than 15% of total county gross levy.

Objective C

Partner with CDA and local municipalities to encourage responsible growth and economic development.

Performance Measures

1. Increase in Washington County's overall median wage.
2. Track number of jobs.
3. Track annual taxbase growth.
4. Track number of jobs in Washington County higher than median wage.
5. Track number of new parcels created annually through Property Records and Taxpayer Services (PRTS) data.
6. Track value of new residential and commercial construction in county.
7. Track city/township review and participation in capital planning process.
8. Provide technical assistance to 125 businesses per year.

Objective D

Ensure public engagement and transparency around county financial decision-making so that funding priorities reflect community needs.

Performance Measures

1. Implement OpenGov public budget portal by 2026 and track traffic to the OpenGov site once implemented.
2. Publish Board financial policies and practices on county website.
3. Measure public satisfaction with the county's decision making through biennial Resident Survey.

Objective E

Ensure flexibility in budgeting for new initiatives so departments can be more responsive to emerging and changing community needs.

Performance Measures

1. Annually measure county departments' level of satisfaction with budget flexibility.
2. Report on initiatives funded countywide and within departments using Mission Directed Budget (MDB).

Objective F

Strategically maximize state and federal resources and other grant funding to grow and sustain the county's ability to fund programming, services, and infrastructure.

Performance Measures

1. Develop criteria and strategy for seeking grant funding by 2026.
2. Percentage of inter-governmental funding in county budget.
3. Number of grants applied for annually.
4. Value of grants received annually.
5. Number of new grants received between 2024 and 2029.





Acknowledgments

This strategic plan is the result of the combined efforts of our county's elected officials, employees, and community stakeholders. Washington County extends our sincere thanks to everyone who dedicated their knowledge, guidance, and time over the past several months to bring it to life. Your contributions are the bricks that build the foundation for our future.

County Board of Commissioners
Fran Miron (District 1), Stan Karwoski (District 2), Gary Kriesel (District 3), Karla Bigham (District 4), Michelle Clasen (District 5).

County Leadership
Kevin Corbid (Administrator), Jan Lucke (Deputy Administrator), Jennifer Wagenius (Deputy Administrator).

Project Management Team
Joe Ayers-Johnson (Project Manager), Nicki Castro, Erin Clarkowski, Jeff Hudson, Macklyn Hutchison, Emily Jorgensen, Dan Pepper, Kevin Phan, Wendy Schuster, Ryan Selock, Cate Sering, Stephanie Souter, Jared Voto.

Strategic Priority Working Groups
Adam Broderick, Dave Brummel, Julia Carlis, Jen Castillo, Ren Clinton, Paula Graff, Joanne Helm, Caleb Johnson, Lowell Johnson, Tina Kaple, Jacquie Kramer, Adam Larson, County Attorney Kevin Magnuson, Angie Nalezny, Rob Parker, Kevin Peterson, Beth Pierce, Dawan Propps, Wayne Sandberg, Sheriff Dan Starry, Amy Stenftenagel, Terry Thomas, Frank Ticknor, Jill Timm, Sarah Tripple, Brent Wartner, Greg Wood, Drew Wylie.

BerryDunn Consultants
Seth Hedstrom (Principal), Michelle Kennedy (Project Manager), Maddi Powers, Tara Warne-Griggs.



Washington County
MINNESOTA

14949 62nd Street North | P.O. Box 6 | Stillwater, MN 55082-0006
651-430-6001 | washingtoncountymn.gov

BerryDunn

December 18, 2024

County of Kane, Illinois
Karin Kietzman, CPPB
Director of Purchasing
719 S. Batavia Avenue, Bldg. A
Geneva, IL 60134

Sent via email to purchasing@kanecountyil.gov

Dear Karin Kietzman and Members of the Selection Committee:

Thank you for providing the opportunity to present our Best and Final Offer (BAFO) in response to the County of Kane's (the County's) request for proposals (RFP) #24-056-KK for a Kane County Strategic Plan. This BAFO is a firm and irrevocable offer valid for 120 days from the response submission deadline of December 19, 2024.

Our practice is to propose our most favorable pricing at the onset; we do not inflate our initial cost proposals to allow for later reductions. We believe our work effort estimate remains appropriate to deliver a quality process and end product, and our anticipated resources are appropriately matched. That said, we do understand the County must carefully consider the resources required with each project and the total value proposition. As a gesture towards what we hope will be a long-lasting partnership, we are pleased to propose absorbing our estimated travel expense allocation, resulting in a savings of $10,000 to the County.

Below and on the following page, we present our proposed costs for completing the County's requested scope of work, following the format provided in our original proposal.

Total Estimated Cost

Our proposed fixed-fee costs to complete the County's desired project is broken down by phase in Table 1. As mentioned, our costs are based on our experience conducting projects of similar size and scope, and the assumption that satisfying a deliverable is based on the County's signed acceptance. That said, the County will not incur any additional costs associated with the process of reaching deliverable acceptance. **Further, we updated our travel expense estimated allocation costs to emphasize and reflect our strong desire to partner with the County on this project.**

Table 1: Cost by Project Phase

Phase	Updated, Fixed-Fee Cost
Phase 1: Project Initiation and Management	$24,500
Phase 2: Community Engagement and Strategic Analysis	$40,600
Phase 3: Strategic Plan Development and Budget Integration	$38,600
Phase 4: Implementation Planning	$23,800
Total Updated, Fixed-Fee Services Cost	**$127,500**
Travel expense estimated allocation*	$10,000 absorbed by BerryDunn



**This travel expense allocation represents our best estimate to provide a hybrid approach to service delivery. As mentioned, we will absorb $10,000 in travel expense to provide cost savings to the County.*

Labor Hours and Hourly Rates

As mentioned, our proposed services cost is fixed fee, so BerryDunn's hourly rates and estimated hours only serve as a reference point; these are summarized in Table 2 below. These rates and estimated hours remain consistent from our original proposal to this BAFO response.

Table 2: Hourly Rates and Estimated Hours

Project Team Member	Estimated Hours	Hourly Rate
Seth Hedstrom, Principal | Proposed Project Principal	16	$425
Michelle Kennedy, Manager | Proposed Project Manager	120	$275
Karen Whichard, Senior Consultant | Proposed Facilitator	130	$250
Jen Ferguson, Senior Consultant | Proposed Facilitator	120	$250
Maddison Powers Spencer, Senior Consultant | Proposed Facilitator and Research Analyst	120	$210
Additional Resources	As Needed	$210

In Closing

We appreciate the County providing this opportunity, and we look forward to the chance to speak with the County again in the coming weeks. In the meantime, should you have any questions, or if we can provide any additional information, please feel free to contact either of us directly.

Sincerely,

Seth Hedstrom, Principal
207-541-2212 | shedstrom@berrydunn.com

Michelle Kennedy, Manager
207-842-8088 | mkennedy@berrydunn.com

BERRDUN-03 HCTALBOT

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 12/23/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Clark Insurance, a Marsh & McLennan Agency, LLC company
1945 Congress Street, Bldg A
PO Box 3543
Portland, ME 04104-3543

CONTACT NAME: Heather Caston-Talbot, AAI, CIIP, CIC
PHONE (A/C, No, Ext): (207) 523-2235 FAX (A/C, No):
E-MAIL ADDRESS: heather.caston-talbot@marshmma.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Hanover American	36064
INSURER B : The Hanover Insurance Company	22292
INSURER C : Maine Employers Mutual Ins Co	11149
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Berry Dunn McNeil & Parker LLC
2211 Congress Street
Portland, ME 04102

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR X CG 00 01 GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT X LOC OTHER:	X	X	ZZP D240054	4/30/2024	4/30/2025	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 1,000,000 $ 15,000 $ 1,000,000 $ 2,000,000 $ 2,000,000
B	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY / SCHEDULED AUTOS X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY	X	X	AHPD240058	4/30/2024	4/30/2025	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) Hired Auto P.D.	$ 1,000,000 $ $ $ $ 50,000
B	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $ 0			UHP D240055	4/30/2024	4/30/2025	EACH OCCURRENCE AGGREGATE	$ 8,000,000 $ 8,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N: N If yes, describe under DESCRIPTION OF OPERATIONS below	N / A	X	5101800149	1/1/2025	1/1/2026	X PER STATUTE / OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
30 day notice of cancellation with 10 days notice for non-payment of premium, if required by written contract/agreement.

RE: Contract #24-056-KK: Kane County Strategic Plan
County of Kane is additional insured with respect to general liability * businedd auto liability (hired/non-owned only - no owned autos) on a primary and non-contributory basis, when required by a written contract. Waiver of subrogation applies where permitted by law and required by a written contract.

CERTIFICATE HOLDER
County of Kane
719 Batavia Ave., Bldg A
Geneva, IL 60134

CANCELLATION
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Heather Caston-Talbot

© 1988-2015 ACORD CORPORATION. All rights reserved.
The ACORD name and logo are registered marks of ACORD

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

COMMERCIAL GENERAL LIABILITY BROADENING ENDORSEMENT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SUMMARY OF COVERAGES

1.	Additional Insured by Contract, Agreement or Permit	Included
2.	Additional Insured – Primary and Non-Contributory	Included
3.	Blanket Waiver of Subrogation	Included
4.	Bodily Injury Redefined	Included
5.	Broad Form Property Damage – Borrowed Equipment, Customers Goods & Use of Elevators	Included
6.	Knowledge of Occurrence	Included
7.	Liberalization Clause	Included
8.	Medical Payments – Extended Reporting Period	Included
9.	Newly Acquired or Formed Organizations - Covered until end of policy period	Included
10.	Non-owned Watercraft	51 ft.
11.	Supplementary Payments Increased Limits	
	- Bail Bonds	$2,500
	- Loss of Earnings	$1000
12.	Unintentional Failure to Disclose Hazards	Included
13.	Unintentional Failure to Notify	Included

This endorsement amends coverages provided under the Commercial General Liability Coverage Part through new coverages, higher limits and broader coverage grants.

1. Additional Insured by Contract, Agreement or Permit

The following is added to **SECTION II – WHO IS AN INSURED**:

Additional Insured by Contract, Agreement or Permit

a. Any person or organization with whom you agreed in a written contract, written agreement or permit that such person or organization to add an additional insured on your policy is an additional insured only with respect to liability for “bodily injury”, “property damage”, or “personal and advertising injury” caused, in whole or in part, by your acts or omissions, or the acts or omissions of those acting on your behalf, but only with respect to:

(1) "Your work" for the additional insured(s) designated in the contract, agreement or permit;

(2) Premises you own, rent, lease or occupy; or

(3) Your maintenance, operation or use of equipment leased to you.

b. The insurance afforded to such additional insured described above:

(1) Only applies to the extent permitted by law; and

(2) Will not be broader than the insurance which you are required by the contract, agreement or permit to provide for such additional insured.

 Includes copyrighted material of Insurance Services Office, Inc., with its permission.

(3) Applies on a primary basis if that is required by the written contract, written agreement or permit.

(4) Will not be broader than coverage provided to any other insured.

(5) Does not apply if the “bodily injury”, “property damage” or “personal and advertising injury” is otherwise excluded from coverage under this Coverage Part, including any endorsements thereto.

c. This provision does not apply:

(1) Unless the written contract or written agreement was executed or permit was issued prior to the "bodily injury”, “property damage", or "personal injury and advertising injury".

(2) To any person or organization included as an insured by another endorsement issued by us and made part of this Coverage Part.

(3) To any lessor of equipment:

(a) After the equipment lease expires; or

(b) If the “bodily injury”, “property damage”, “personal and advertising injury” arises out of sole negligence of the lessor

(4) To any:

(a) Owners or other interests from. whom land has been leased which takes place after the lease for the land expires; or

(b) Managers or lessors of premises if:

(i) The occurrence takes place after you cease to be a tenant in that premises; or

(ii) The "bodily injury", "property damage", "personal injury" or "advertising injury" arises out of structural alterations, new construction or demolition operations performed by or on behalf of the manager or lessor.

(5) To “bodily injury”, “property damage” or “personal and advertising injury” arising out of the rendering of or the failure to render any professional services.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the “occurrence” which caused the “bodily injury” or “property damage” or the offense which caused the “personal and advertising injury” involved the rendering of or failure to render any professional services by or for you.

d. With respect to the insurance afforded to these additional insureds, the following is added to **SECTION III – LIMITS OF INSURANCE**:

The most we will pay on behalf of the additional insured for a covered claim is the lesser of the amount of insurance:

1. Required by the contract, agreement or permit described in Paragraph **a.;** or

2. Available under the applicable Limits of Insurance shown in the Declarations.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

2. Additional Insured – Primary and Non-Contributory

The following is added to **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS,** Paragraph **4. Other insurance:**

Additional Insured – Primary and Non-Contributory

If you agree in a written contract, written agreement or permit that the insurance provided to any person or organization included as an Additional Insured under **SECTION II – WHO IS AN INSURED**, is primary and non-contributory, the following applies:

If other valid and collectible insurance is available to the Additional Insured for a loss covered under Coverages **A** or **B** of this Coverage Part, our obligations are limited as follows:

a. Primary Insurance

This insurance is primary to other insurance that is available to the Additional Insured which covers the

Additional Insured as a Named Insured. We will not seek contribution from any other insurance available to the Additional Insured except:

(1) For the sole negligence of the Additional Insured;

(2) When the Additional Insured is an Additional Insured under another primary liability policy; or

(3) when **b.** below applies.

If this insurance is primary, our obligations are not affected unless any of the other insurance is also primary. Then, we will share with all that other insurance by the method described in **c.** below.

b. Excess Insurance

(1) This insurance is excess over any of the other insurance, whether primary, excess, contingent or on any other basis:

(a) That is Fire, Extended Coverage, Builder's Risk, Installation Risk or similar coverage for "your work";

(b) That is Fire insurance for premises rented to the Additional Insured or temporarily occupied by the Additional Insured with permission of the owner;

(c) That is insurance purchased by the Additional Insured to cover the Additional Insured's liability as a tenant for "property damage" to premises rented to the Additional Insured or temporarily occupied by the Additional with permission of the owner; or

(d) If the loss arises out of the maintenance or use of aircraft, "autos" or watercraft to the extent not subject to Exclusion **g.** of **SECTION I – COVERAGE A – BODILY INURY AND PROPERTY DAMAGE LIABILITY**.

(2) When this insurance is excess, we will have no duty under Coverages **A** or **B** to defend the insured against any "suit" if any other insurer has a duty to defend the insured against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the insured's rights against all those other insurers.

(3) When this insurance is excess over other Insurance, we will pay only our share of the amount of the loss, if any, that exceeds the sum of:

(a) The total amount that all such other insurance would pay for the loss in the absence of this insurance; and

(b) The total of all deductible and self insured amounts under all that other insurance.

We will share the remaining loss, if any, with any other insurance that is not described in this Excess Insurance provision and was not bought specifically to apply in excess of the Limits of Insurance shown in the Declarations of this Coverage Part.

c. Method Of Sharing

If all of the other insurance permits contribution by equal shares, we will follow this method also. Under this approach each insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first. If any of the other insurance does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers

3. Blanket Waiver of Subrogation

The following is added to **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS,** Paragraph **8. Transfer Of Rights Of Recovery Against Others To Us**:

We waive any right of recovery we may have against any person or organization with whom you have a written contract that requires such waiver because of payments we make for damage under this coverage form. The damage must arise out of your activities under a written contract with that person or organization. This waiver applies only to the extent that subrogation is waived under a written contract executed prior to the "occurrence" or offense giving rise to such payments.

4. Bodily Injury Redefined

SECTION V – DEFINITIONS, Definition **3.** "bodily injury" is replaced by the following:

3. "Bodily injury" means bodily injury, sickness or disease sustained by a person including death resulting from any of these at any time. "Bodily injury" includes mental anguish or other mental injury resulting from "bodily injury".

5. Broad Form Property Damage – Borrowed Equipment, Customers Goods, Use of Elevators

a. SECTION I – COVERAGES, COVERAGE A – BODILIY INJURY AND PROPERTY DAMAGE LIABILITY, Paragraph **2. Exclusions** subparagraph **j.** is amended as follows:

Paragraph **(4)** does not apply to "property damage" to borrowed equipment while at a jobsite and not being used to perform operations.

Paragraphs **(3), (4)** and **(6)** do not apply to "property damage" to "customers goods" while on your premises nor do they apply to the use of elevators at premises you own, rent, lease or occupy.

b. The following is added to **SECTION V – DEFINTIONS:**

24. "Customers goods" means property of your customer on your premises for the purpose of being:

a. worked on; or

b. used in your manufacturing process.

c. The insurance afforded under this provision is excess over any other valid and collectible property insurance (including deductible) available to the insured whether primary, excess, contingent

6. Knowledge of Occurrence

The following is added to **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS,** Paragraph **2. Duties in the Event of Occurrence, Offense, Claim or Suit:**

e. Notice of an "occurrence", offense, claim or "suit" will be considered knowledge of the insured if reported to an individual named insured, partner, executive officer or an "employee" designated by you to give us such a notice.

7. Liberalization Clause

The following is added to **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS:**

Liberalization Clause

If we adopt any revision that would broaden the coverage under this Coverage Form without additional premium, within 45 days prior to or during the policy period, the broadened coverage will immediately apply to this Coverage Part.

8. Medical Payments – Extended Reporting Period

a. SECTION I – COVERAGES, COVERAGE C – MEDICAL PAYMENTS, Paragraph **1. Insuring Agreement,** subparagraph **a.(3)(b)** is replaced by the following:

(b) The expenses are incurred and reported to us within three years of the date of the accident; and

b. This coverage does not apply if **COVERAGE C – MEDICAL PAYMENTS** is excluded either by the provisions of the Coverage Part or by endorsement.

9. Newly Acquired Or Formed Organizations

SECTION II – WHO IS AN INSURED, Paragraph **3.a.** is replaced by the following:

a. Coverage under this provision is afforded until the end of the policy period.

10. Non-Owned Watercraft

SECTION I – COVERAGES, COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY, Paragraph **2. Exclusions,** subparagraph **g.(2)** is replaced by the following:

g. Aircraft, Auto Or Watercraft

(2) A watercraft you do not own that is:

(a) Less than 51 feet long; and

(b) Not being used to carry persons or property for a charge;

This provision applies to any person who, with your consent, either uses or is responsible for the use of a watercraft.

11. Supplementary Payments Increased Limits

SECTION I – SUPPLEMENTARY PAYMENTS COVERAGES A AND B, Paragraphs **1.b.** and **1.d.** are replaced by the following:

1.b. Up to $2,500 for cost of bail bonds required because of accidents or traffic law violations arising out of the use of any vehicle to which the Bodily Injury Liability Coverage applies. We do not have to furnish these bonds.

1.d. All reasonable expenses incurred by the insured at our request to assist us in the investigation or defense of the claim or "suit", including actual loss of earnings up to $1000 a day because of time off from work.

12. Unintentional Failure to Disclose Hazards

The following is added to **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS,** Paragraph **6. Representations:**

We will not disclaim coverage under this Coverage Part if you fail to disclose all hazards existing as of the inception date of the policy provided such failure is not intentional.

13. Unintentional Failure to Notify

The following is added to **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS,** Paragraph **2. Duties in the Event of Occurrence, Offense, Claim or Suit:**

Your rights afforded under this policy shall not be prejudiced if you fail to give us notice of an "occurrence", offense, claim or "suit", solely due to your reasonable and documented belief that the "bodily injury" or "property damage" is not covered under this policy.

ALL OTHER TERMS, CONDITIONS, AND EXCLUSIONS REMAIN UNCHANGED.

POLICY NUMBER:

COMMERCIAL GENERAL LIABILITY
CG 20 10 03 97

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – SCHEDULED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name of Person or Organization:
Blanket Additional Insureds If Required By Written Contract/Agreement

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

Who Is An Insured (Section II) is amended to include as an insured the person or organization shown in the Schedule, but only with respect to liability arising out of your ongoing operations performed for that insured.

Copyright, Insurance Services Office, Inc., 1996

POLICY NUMBER:

COMMERCIAL GENERAL LIABILITY
CG 20 37 04 13

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location And Description Of Completed Operations
Blanket Additional Insureds If Required By Written Contract/Agreement	**All Locations**
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. **Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the Schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

© Insurance Services Office, Inc., 2012

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BLANKET ADDITIONAL INSURED – PRIMARY AND NON-CONTRIBUTORY

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

A. The following is added to **SECTION II – LIABILITY COVERAGE,** Paragraph **A.1. Who Is An Insured:**

Additional Insured if Required by Contract

If you agree in a written contract, written agreement or written permit that a person or organization be added as an additional "insured" under this Coverage Part, such person or organization is an "insured"; but only to the extent that such person or organization qualifies as an "insured" under paragraph **A.1.c.** of this Section.

If you agree in a written contract, written agreement or written permit that a person or organization be added as an additional "insured" under this Coverage Part, the most we will pay on behalf of such additional "insured" is the lesser of:

(1) The Limits of Insurance for liability coverage specified in the written contract, written agreement or written permit; or

(2) The Limits of Insurance for Liability Coverage shown in the Declarations applicable to this Coverage Part.

Such amount shall be part of and not in addition to the Limits of Insurance shown in the Declarations applicable to this Coverage Part. Regardless of the number of covered "autos", "insureds", premiums paid, claims made or vehicles involved in the "accident", the most we will pay for the total of all damages and "covered pollution cost or expense" combined resulting from any one "accident" is the Limit of Insurance for Liability Coverage shown in the Declarations.

B. The following is added to **SECTION IV – BUSINESS AUTO CONDITIONS,** Paragraph **B. General Conditions,** subparagraph **5. Other Insurance:**

Primary and Non-Contributory

If you agree in a written contract, written agreement or written permit that the insurance provided to a person or organization who qualifies as an additional "insured" under **SECTION II – LIABILITY COVERAGE,** Paragraph **A.1. Who Is An Insured,** subparagraph **Additional Insured if Required by Contract** is primary and non-contributory, the following applies:

The liability coverage provided by this Coverage Part is primary to any other insurance available to the additional "insured" as a Named Insured. We will not seek contribution from any other insurance available to the additional "insured" except:

(1) For the sole negligence of the additional "insured"; or

(2) For negligence arising out of the ownership, maintenance or use of any "auto" not owned by the additional "insured" or by you, unless that "auto" is a "trailer" connected to an "auto" owned by the additional "insured" or by you; or

(3) When the additional "insured" is also an additional "insured" under another liability policy.

C. This endorsement will apply only if the "accident" occurs:

1. During the policy period;

2. Subsequent to the execution of the written contract or written agreement or the issuance of the written permit; and

3. Prior to the expiration of the period of time that the written contract, written agreement or written permit requires such insurance to be provided to the additional "insured".

D. Coverage provided to an additional "insured" will not be broader than coverage provided to any other "insured" under this Coverage Part.

ALL OTHER TERMS, CONDITIONS, AND EXCLUSIONS REMAIN UNCHANGED.

461-0478 12 12 Includes copyrighted material of ISO Insurance Services Office, Inc., with its permission

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BUSINESS AUTO COVERAGE
BROADENING ENDORSEMENT

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

1. **CANCELLATION EXTENSION**

Paragraph **A. CANCELLATION 2. b**. of the **COMMON POLICY CONDITIONS** is replaced with the following:

b. 60 days before the effective date of cancellation if we cancel for any other reason.

SECTION I - COVERED AUTOS

2. **EMPLOYEE HIRED "AUTOS" Description Of Covered Auto Designation Symbols; Symbol 8** is replaced by the following:

8 = Hired "Autos" Only - Only those "autos" you lease, hire, rent or borrow; including "autos" your employee hires at your direction, for the purpose of conducting your business. This does not include any "auto" you lease, hire, rent, or borrow from any of your "employees" or partners or members of their households.

SECTION II - LIABILITY COVERAGE

3. **BROADENED NAMED INSURED**

The following is added to the **SECTION II - LIABILITY COVERAGE**, Paragraph 1. **Who Is An Insured** provision:

d. Any business entity for which you have a financial interest greater than 50% of the voting stock or otherwise have a controlling interest after the effective date of this policy or that is newly acquired or formed by you during the term of this policy.

The coverage provided by this provision is afforded until expiration or termination of this policy, whichever occurs earlier.

The coverage provided by this provision does not apply to any business entity described in d. above that qualifies as an insured under any other automobile liability policy issued to that business entity as a named insured or would have been an insured except for the exhaustion of the policy limits or the insolvency of the insurer.

The coverage provided by this provision does not apply to "bodily injury" nor "property damage" arising from an accident that occurred prior to your acquiring or forming the business entity described in d. above.

Includes copyrighted material of Insurance Services Office, Inc. with its permission.
Copyright, Insurance Services Office, Inc., 1996

4. **EMPLOYEES AS INSUREDS**

The following is added to the **SECTION II - LIABILITY COVERAGE**, Paragraph 1. **Who Is An Insured** provision:

e. Any employee of yours is an "insured" while using a covered "auto" you do not own, hire or borrow in your business or your personal affairs.

5. **SUPPLEMENTARY PAYMENTS**

The following amends **SECTION II - LIABILITY COVERAGE**, Paragraph 2. **Coverage Extensions** provision:

Paragraph (2) is replaced by the following:

(2) Up to $2500 for cost of bail bonds (including bonds for related traffic law violations) required because of an "accident" we cover. We do not have to furnish these bonds.

Paragraph (4) is replaced by the following:

(4) All reasonable expenses incurred by the "insured" at our request, including actual loss of earnings up to $500 a day because of time off from work.

6. **AMENDED FELLOW EMPLOYEE EXCLUSION**

The following is added to the **SECTION II - LIABILITY COVERAGE, B. Exclusions** Paragraph 5. **Fellow Employee** exclusion:

This exclusion does not apply if the "bodily injury" arises from the use of a covered "auto" you own or hire. This coverage is excess over any other collectible insurance

SECTION III - PHYSICAL DAMAGE COVERAGE.

7. **EXPENSE OF RETURNING A STOLEN "AUTO"** and **SIGN COVERAGE**

The following is added to **SECTION III - PHYSICAL DAMAGE COVERAGE**, **A.1. COVERAGE:**

d. **Expense Of Returning A Stolen "Auto"**

We will pay for the expense of returning a covered "auto" to you.

e. **Sign Coverage**

We will pay for loss to signs, murals, paintings or graphics, as part of equipment, which are displayed on a covered "auto".

The most we will pay for "loss" in any one "accident" is the lesser of:

1. The actual cash value of the property as of the time of the "loss"; or
2. The cost of repairing or replacing the damaged or stolen property with other property of like kind and quality; or
3. $2,000.

8. **GLASS BREAKAGE DEDUCTIBLE**

The following is added to SECTION III- PHYSICAL DAMAGE COVERAGE A. COVERAGE paragraph 3. Glass Breakage - Hitting a Bird or Animal - Falling Objects or Missiles:

Any deductible shown in the Declarations as applicable to the

Includes copyrighted material of Insurance Services Office, Inc. with its permission.
Copyright, Insurance Services Office, Inc., 1996

covered "auto" will not apply to glass breakage if such glass is repaired, rather than replaced.

9. **TRANSPORTATION EXPENSE**

Paragraph 4. **Coverage Extension**. of **SECTION III - PHYSICAL DAMAGE COVERAGE, A. COVERAGE** is replaced with the following:

4. **Coverage Extension**

We will pay up to $50 per day to a maximum of $1500 for temporary transportation expense incurred by you because of the total theft of a covered "auto" of the private passenger type. We will pay only for those covered "autos" for which you carry either Comprehensive or Specified Causes of Loss Coverage. We will pay for temporary transportation expenses incurred during the period beginning 24 hours after the theft and ending, regardless of the policy's expiration, when the covered "auto" is returned to use or we pay for its "loss".

10. **HIRED AUTO PHYSICAL DAMAGE**

The following is added to **SECTION III - PHYSICAL DAMAGE COVERAGE, A. COVERAGE:**

5. **Hired Auto Physical Damage**

If hired "autos" are covered "autos" for Liability Coverage and if Physical Damage Coverage of Comprehensive, Specified Causes of Loss, or Collision is provided under this Coverage Form for any "auto" you own, then the Physical Damage Coverage(s) provided is extended to "autos" you hire without a driver or your employee hires, without a driver, at your direction, for the purpose of conducting your business, for a period of 30 days or less, of like kind and use as the "autos" you own, subject to the following:

The most we will pay for any one loss is the lesser of the following:

a. $50,000 per accident, or
b. cash value, or
c. the cost of repair,

minus the deductible equal to the lowest deductible applicable to any owned "auto" for that coverage. Any deductible shown in the Declarations does not apply to "loss" caused by fire or lightning. Subject to the limit and deductible stated above, we will provide coverage equal to the broadest coverage provided to any covered "auto" you own, that is applicable to the loss.

If the loss arises from an accident for which you are legally liable and the lessor incurs an actual financial loss from that accident, we will cover the lessor's actual financial loss of use of the hired "auto" for a period of up to seven consecutive days from the date of the accident, subject to a limit of $1,000 per accident.

11. **AUDIO, VISUAL AND DATA ELECTRONIC EQUIPMENT COVERAGE**

The following is added to **SECTION III - PHYSICAL DAMAGE COVERAGE, A. COVERAGE:**

6. **Audio, Visual and Data Electronic Equipment Coverage**

We will pay for "loss" to any electronic equipment that receives

Includes copyrighted material of Insurance Services Office, Inc. with its permission.
Copyright, Insurance Services Office, Inc., 1996

or transmits audio, visual or data signals and that is not designed solely for the reproduction of sound. This coverage applies only if the equipment is permanently installed in the covered "auto" at the time of the "loss" or the equipment is removable from a housing unit which is permanently installed in the covered “auto’ at the time of the "loss", and such equipment is designed to be solely operated by use of the power from the "auto’s" electrical system, in or upon the covered "auto", including its antennas and other accessories. However , this does not include tapes, records or discs.

The exclusions that apply to PHYSICAL DAMAGE COVERAGE, except for the exclusion relating to Audio, Visual and Data Electronic Equipment, also apply to coverage provided herein. In addition, the following exclusions apply:

We will not pay , under this coverage, for either any electronic equipment or accessories used with such electronic equipment that is:

1. Necessary for the normal operation of the covered "auto" or the monitoring of the covered "auto’s" operating system; or

2. Both:

    a. An integral part of the same unit housing any sound reproducing equipment designed solely for the reproduction of sound if the sound reproducing equipment is permanently installed in the covered "auto", and

    b. Permanently installed in the opening of the dash or console normally used by the manufacturer for the installation of a radio.

With respect to coverage herein, the **LIMIT OF INSURANCE** provision of **PHYSICAL DAMAGE COVERAGE** is replaced by the following:

1. The most we will pay for all "loss" to audio, visual or data electronic equipment and any accessories used with this equipment as a result of any one "accident" is the lesser of

    a. The actual cash value of the damaged or stolen property as of the time of the "loss"; or
    b. The cost of repairing or replacing the damaged or stolen property with other property of like kind and quality; or
    c. $500.

2. An adjustment for depreciation and physical condition will be made in determining actual cash value at the time of the "loss".

3. Deductibles applicable to **PHYSICAL DAMAGE COVERAGE**, do not apply to this Audio, Visual and Data Electronic Equipment Coverage.

If there is other coverage provided by this policy for audio, visual and data electronic equipment, the coverage provided herein is

Includes copyrighted material of Insurance Services Office, Inc. with its permission.
Copyright, Insurance Services Office, Inc., 1996

excess. However, you may elect to apply the limit or any portion thereof of coverage provided herein to pay any deductible that is applicable under the provisions of the other coverage.

12. **RENTAL REIMBURSEMENT** and **MATERIAL TRANSFER EXPENSE**

The following is added to **SECTION III - PHYSICAL DAMAGE COVERAGE, A. COVERAGE:**

7. **Rental Reimbursement and Material Transfer Expense**

This coverage provides only those Physical Damage Coverages where a premium is shown in the Declarations. It applies only to a covered "auto" described or designated to which the Physical Damage Coverages apply.

We will pay for auto rental expenses and the expenses, incurred by you because of "loss" to a covered "auto", to remove and transfer your materials and equipment from the covered "auto" . Payment applies in addition to the otherwise applicable amount of each coverage you have on a covered "auto". No deductibles apply to this coverage.

We will pay only for those auto rental expenses incurred during the policy period beginning 24 hours after the "loss" and ending, regardless of the policy's expiration, with the lesser of the following number of days:

1. The number of days reasonably required to repair or replace the covered "auto". If "loss" is caused by theft, this number of days is added to the number of days it takes to locate the covered "auto" and transport it to a repair shop.

2. 60 days.

Our payment is limited to the lesser of the following amounts:

1. Necessary and actual expenses incurred, including loss of use.

2. $3000.

This auto rental expense coverage does not apply while there are spare or reserve "autos" available to you for your operations.

If "loss" results from the total theft of a covered "auto" of the private passenger type, we will pay under this coverage only that amount of your rental reimbursement expenses which is not already provided for under the **SECTION III - PHYSICAL DAMAGE COVERAGE, A.** 4. Coverage Extension.

13. **AIRBAG COVERAGE**

The following is added to **SECTION III - PHYSICAL DAMAGE COVERAGE, B. Exclusions**, paragraph **3**.

The portion of this exclusion relating to mechanical or electrical breakdown does not apply to the accidental discharge of an airbag. This coverage is excess of other collectible insurance or warranty. No deductible applies to this Airbag Coverage.

Includes copyrighted material of Insurance Services Office, Inc. with its permission.
Copyright, Insurance Services Office, Inc., 1996

14. **AUTO LOAN PHYSICAL DAMAGE EXTENSION**

The following is added to **SECTION III - PHYSICAL DAMAGE COVERAGE, C. Limit Of Insurance** provision:

When a "loss" results in a total loss to a covered auto you own for which a Loss Payee is designated in this policy, the most we will pay for "loss" in any one "accident" is the greater of:

1. The actual cash value of the damaged or stolen property as of the time of the "loss"; or

2. The outstanding balance of the initial loan, less any amounts for taxes, overdue payments, overdue payment charges, penalties, interest , any charges for early termination of the loan, costs for Credit Life Insurance, Health, Accident or Disability Insurance purchased with the loan, and carry-over balances from previous loans.

15. **AUTO LEASE PHYSICAL DAMAGE EXTENSION**

The following is added to **SECTION III - PHYSICAL DAMAGE COVERAGE**, **C. Limit Of Insurance** provision:

If, because of damage, destruction or theft of a covered "auto", which is a long-term leased "auto", the lease agreement between you and the lessor is terminated, "we" will pay the difference between the amount paid under paragraph **C. LIMIT OF INSURANCE 1**. or **2**. and the amount due at the time of "loss" under the terms of the lease agreement applicable to the leased "auto" which you are required to pay: less any fees to dispose of the auto; any overdue payments; financial penalties imposed under a lease for excessive use, abnormal wear and tear or high mileage; security deposits not refunded by the lessor; cost for extended warranties, Credit Life Insurance, Health, Accident or Disability Insurance purchased with the loan; and carry over balances from previous leases.

This coverage applies only to the initial lease for the covered "auto" which has not previously been leased. This coverage is excess over all other collectible insurance.

SECTION IV - CONDITIONS

16. **DUTIES IN THE EVENT OF ACCIDENT, CLAIM, SUIT OR LOSS**

The following is added to **SECTION IV - BUSINESS AUTO CONDITIONS**, **A. Loss Conditions, 2. Duties In The Event Of Accident, Claim, Suit Or Loss**:

d. Knowledge of any "accident", claim, "suit" or "loss" will be deemed knowledge by you when notice of such "accident", claim, "suit" or "loss" has been received by:

   (1) You, if you are an individual;
   (2) Any partner or insurance manager if you are a partnership; or
   (3) An executive officer or insurance manager if you are a corporation.

17. **BLANKET WAIVER OF SUBROGATION**

Paragraph **5. Transfer Of Rights Of Recovery Against Others To Us, SECTION IV - BUSINESS AUTO CONDITIONS, A. Loss Conditions** is replaced by the following:

Includes copyrighted material of Insurance Services Office, Inc. with its permission.
Copyright, Insurance Services Office, Inc., 1996

5. **Transfer Of Rights Of Recovery Against Others To Us**

If any person or organization to or for whom we make payment under this Coverage Form has rights to recover damages from another, which have not been waived through the execution of an "insured contract", written agreement, or permit, prior to the "accident" or "loss" giving rise to the payment, those rights to recover damages from another are transferred to us. That person or organization must do everything necessary to secure our rights and must do nothing after the "accident" or "loss" to impair them.

18. **UNINTENTIONAL FAILURE TO DISCLOSE INFORMATION**

The following is added to **SECTION IV BUSINESS AUTO CONDITIONS. B. General Conditions**, paragraph **2**. **Concealment, Misrepresentation Or Fraud**:

Your unintentional error in disclosing, or failure to disclose, any material fact existing after the effective date of this Coverage Form shall not prejudice your rights under this Coverage Form. However, this provision does not affect our right to collect additional premium or exercise our right of cancellation or nonrenewal.

19. **HIRED AUTO – WORLDWIDE COVERAGE**

The following is added to **SECTION IV - Business Auto Conditions, B. General Conditions,** paragraph **7**. **Policy Period, Coverage Territory** provision:

e. Outside the coverage territory described in a., b., c., and d. above for an "accident" or "loss" resulting from the use of a covered "auto" you hire, without a driver, or your employee hires without a driver, at your direction, for the purpose of conducting your business, for a period of 30 days or less, provided the suit is brought within The United States of America or its territories or possessions.

SECTION V - DEFINITIONS

20. **MENTAL ANGUISH**

Paragraph **C. "Bodily injury", SECTION V - DEFINITIONS** is replaced by the following:

C. "Bodily injury" means bodily injury, sickness or disease sustained by a person including death or mental anguish resulting from any of these.

Includes copyrighted material of Insurance Services Office, Inc. with its permission.
Copyright, Insurance Services Office, Inc., 1996

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

This agreement shall not operate directly or indirectly to benefit anyone not named in the Schedule.

Schedule

ANY WRITTEN CONTRACT REQUIRING A WAIVER OF RIGHT
TO RECOVER EXECUTED PRIOR TO THE DATE OF LOSS.
THIS WAIVER DOES NOT APPLY IN NH, NJ, KY, UT, OR ANY
CONSTRUCTION CLASS CODE IN MO AND/OR KS.

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective 1/1/2025 Policy No. 5101800149 Endorsement No.

Insured Premium $

Berry, Dunn. McNeil & Parker

Insurance Company Countersigned by_____

Maine Employers Mutual Insurance Company

Copyright 1983 National Council on Compensation Insurance.
Hart Forms & Services
Reorder No. 14-4888

County of Kane
PURCHASING DEPARTMENT
KANE COUNTY GOVERNMENT CENTER

Karin Kietzman, CPPB
Director of Purchasing

719 S. Batavia Avenue, Bldg. A.
Geneva, Illinois 60134
Telephone: (630) 208-3803
Fax: (630) 208-5107

REQUEST FOR PROPOSAL

DATE: October 8, 2024

RFP #24-056-KK – Kane County Strategic Plan

The County of Kane ("County") is soliciting proposals from qualified consulting firms to develop a 5-year strategic plan.

EVENT:	LOCATION:	DATE:	TIME:
Deadline for Questions/Exceptions to Proposal Language and Specification Inquiries.	Must be submitted in writing to: Purchasing@co.kane.il.us	10/22/24	4:00 p.m.
Proposal Due	Proposals may be submitted electronically to https://www.bidnetdirect.com/illinois/kanecounty	10/29/24	2:00 p.m.

√	SUBMITTAL CHECKLIST
	PROPOSAL RESPONSE FORM COMPLETED, WITH AUTHORIZED SIGNATURE
	ELECTRONIC (PDF) COPY (MUST BE SUBMITTED ELECTRONICALLY AT http://www.bidnetdirect.com/illinois/kanecounty
	ADDENDA NUMBER ACKNOWLEDGED, IF APPLICABLE
	PROPOSAL PRICING (INCLUDING UNIT PRICES, WHERE REQUIRED)
	REFERENCES
	COMPLETED CONTRACTOR DISCLOSURE FORM (UPON AWARD)
	COMPLETED FAMILIAL DISCLOSURE FORM (SIGNED AND NOTARIZED) AND VENDOR CERTIFICATION COMPLETED (UPON AWARD)
	CERTIFICATE OF INSURANCE SAMPLE

PLEASE NOTE: Proposals received after the submittal time will be rejected. There will be no public opening of proposals.

CONTACT PERSON: Karin Kietzman, CPPB
purchasing@kanecountyil.gov

DISCLAIMER: TO THE EXTENT THAT YOU HAVE OBTAINED THESE DOCUMENTS FROM A SOURCE OTHER THAN BID NET DIRECT, PLEASE BE ADVISED THAT THESE DOCUMENTS MAY NOT INCLUDE ALL UPDATES, INCLUDING, BUT NOT LIMITED TO, ADDENDUMS, CLARIFICATIONS, AND DUE DATE EXTENSIONS. FOR ALL UPDATES TO DOCUMENTS, PLEASE VISIT HTTPS://WWW.BIDNETDIRECT.COM/ILLINOIS/KANECOUNTY

INSTRUCTIONS TO OFFERORS
COUNTY OF KANE
COMPETITIVE SELECTION PROCEDURE - PROPOSAL
TERMS AND CONDITIONS

A. REQUEST FOR PROPOSALS

A.01 Definition:
Request for Proposals (RFP) is a method of procurement permitting discussions with responsible offerors and revisions to proposals prior to award of a contract. Award will be based on the criteria set forth herein.

A.02 Proposal Opening:
Sealed proposals will be received at the Kane County Purchasing Department until the date and time specified, at which time the names of offerors will be read aloud and recorded on an abstract. Contents of the sealed proposals will be opened and evaluated in private with proposal information kept confidential until an award is made. Late proposals shall be rejected and returned unopened to the sender. Kane County does not prescribe the method by which proposals are to be delivered; therefore, it cannot be held responsible for any delay, regardless of the reason, in delivery of the proposals.

A.03 Proposal Preparation:
Proposals must be submitted in the format listed in submittal instructions and all information and certifications called for must be furnished. Proposals submitted in any other manner, or which fail to furnish all information or certificates required, may be summarily rejected. Proposals may be modified or withdrawn prior to the time specified for the opening of proposals. Proposals shall be filled out legibly in ink or typewritten with all erasures, strikeovers and corrections initialed in ink by the person signing the proposal. The proposal shall include the legal name of the Vendor, the complete mailing address, and be signed in ink by a person or persons legally authorized to bind the Vendor to a contract. Name of person signing should be typed or printed below the signature.

A.04 Proposal Envelopes:
Envelopes containing proposals must be sealed and addressed to the County of Kane, Purchasing Department. The name and address of the Vendor and Invitation Number must be shown in the upper left corner of the envelope.

A.05 Addenda:

A.05.1 Addenda are written instruments issued by the County prior to the date for receipt of proposals which modify or interpret the RFP by addition, deletion, clarifications, or corrections.

A.05.2 Prior to the receipt of proposals, addenda will be mailed or delivered to all who are known to have received a complete Request for Proposals.

A.05.3 After receipt of proposals, addenda shall be distributed only to offerors who submitted proposals, and those offerors shall be permitted to submit new proposals or to amend those submitted.

A.05.4 Each offeror shall ascertain prior to submitting a proposal that all addenda issued have been received and acknowledge on the proposal response form, by submission of a proposal, such act shall be taken to mean that such offeror has received all addenda, and that the offeror is familiar with the terms thereof and understands fully the contents of the addenda.

A.06 Evaluation of Proposals:

The proposals submitted by offerors shall be evaluated solely in accordance with the criteria set forth in the RFP. The Proposals shall be categorized as:

A.06.1 Acceptable;

A.06.2 Potentially Acceptable; that is, reasonably susceptible of being made acceptable; or

A.06.3 Unacceptable.

A.07 Discussion of Proposals:

A.07.1 The Evaluation Panel may conduct discussions with any offeror who submits an acceptable or potentially acceptable proposal. Offerors shall be accorded fair and equal treatment with respect to any opportunity of discussion and revision of proposals. During the course of such discussions, the Evaluation Panel shall not disclose any information derived from one proposal to any other offeror.

A.07.2 During the initial discussion, the offeror shall be prepared to give an oral presentation covering the following topics:

(a) The specific services to be provided;
(b) Qualifications of the offeror, experience of personnel, etc;
(c) The working relationship to be established between the County and the offeror, including, but not limited to, what each party should expect from the other.
(d) A review of the costs associated with this project.

A.08 Negotiations:

The County of Kane reserves the right to negotiate specifications, terms and conditions which may be necessary or appropriate to the accomplishment of the purpose of this RFP. The County may require the entire proposal be made an integral part of the resulting contract. This implies that all responses, supplemental information, and other submissions provided by the offeror during

discussions or negotiations will be held by the County of Kane as contractually binding on the successful offeror.

A.09 Notice of Unacceptable Proposal:
When the Evaluation Panel determines an offeror's proposal to be unacceptable, such offeror shall not be afforded an additional opportunity to supplement its proposal. The decision of the Evaluation Panel shall be final.

A.10 Confidentiality:
The County's Director of Purchasing shall examine the proposals to determine the validity of any written requests for nondisclosure of trade secrets and other proprietary data identified. After award of the contract, all responses, documents, and materials submitted by the offeror pertaining to this RFP will be considered public information and will be made available for inspection, unless otherwise determined by the Director of Purchasing. All data, documentation and innovations developed as a result of these contractual services shall become the property of the County of Kane. Based upon the public nature of these RFP's, an offeror must inform the County, in writing, of the exact materials in the offer which cannot be made a part of the public record in accordance with the Illinois Freedom of Information Act.

A.10.1 Confidential information submitted by the Vendor shall be labeled and shall be maintained in confidence to the extent permitted by the Illinois Open Meetings Act, and the Illinois Freedom of Information Act.

A.11 Proprietary Information:
Under the Illinois Freedom of Information Act, all records in the possession of Kane County are presumed to be open to inspection or copying, unless a specific exception applies. 5 ILCS 140/1.2 One exception is "[t]rade secrets and commercial or financial information obtained from a person or business where the trade secrets or commercial or financial information are furnished under a claim that they are proprietary, privileged or confidential, and that disclosure of the trade secrets or commercial or financial information would cause competitive harm to the person or business, and only insofar as the claim directly applies to the records requested." 5 ILCS 140/7(1)(g). The County will assume that all information provided to us in a bid or proposal is open to inspection or copying by the public unless clearly marked with the appropriate exception that applies under the Freedom of Information Act. Additionally, if providing documents that you believe fall under an exception to the Freedom of Information Act, please submit both an un-redacted copy along with a redacted copy which has all portions redacted that you deem to fall under a Freedom of Information Act exception.

A.12 Interpretation or Correction of Documents:
Vendors shall promptly notify the County of any ambiguity, inconsistency or error they may discover upon examination of the specification documents. Interpretations, corrections and changes will be made by addendum.

A.13 Variances:
State or list by reference any variations to specifications, terms and conditions.

B. TERMS AND CONDITIONS

B.01 Authority:
This Request for Proposals is issued pursuant to applicable provisions of the Kane County Purchasing Department.

B.02 Errors in Proposals:
Offerors are cautioned to verify their proposals prior to submission. Negligence on the part of the offeror in preparing the proposal confers no right for withdrawal or modification of the proposal.

B.03 Reserved Rights:
The County of Kane reserves the right at any time and for any reason to cancel this Request for Proposals, or to accept an alternate Proposal. The County reserves the right to award one or more contracts for their services specified herein. The County reserves the right to waive any immaterial defect in any proposal. Unless otherwise specified by the offeror, the County has one hundred twenty (120) days to accept. The county may seek clarification from any offeror at any time and failure to respond promptly is cause for rejection.

Kane County reserves the right to compare pricing submitted to any and all known national joint purchasing cooperatives in order to obtain the lowest pricing available in the current market place for this contract award. The list of joint purchasing cooperatives is not all inclusive and may include other joint purchasing cooperatives Kane County is not currently aware of at the present time. Kane County reserves the right to award a contract to the lowest responsive, responsible vendor for said product or service after reviewing all joint purchasing cooperative pricing available for Kane County to participate in their program.

State of Illinois Central Management Services (CMS)
Omnia Partners (formerly US Communities & National IPA)
Sourcewell

B.04 Incurred Costs:
The County of Kane will not be liable in any way for any costs incurred by respondents in replying to this RFP.

B.05 Award:
Proposals will be evaluated and negotiated by the Evaluation Panel. The Evaluation Panel shall have the authority and discretion to determine the qualifications, responsibility and capabilities of offerors, the reasonableness of price, and other factors (where applicable): (a) adherence to all conditions and requirements of the proposal specifications; (b) price; (c) qualifications of the

Vendor, including past performance, financial responsibility, general reputation, experience, service capabilities, and facilities; (d) delivery or completion date; (e) product appearance, workmanship, finish, taste, feel, overall quality, and results of product testing; (f) maintenance costs and warranty provisions; and (g) repurchase or residual value.

B.05.1 Confidential information submitted shall be maintained in confidence to the extent permitted by the Illinois Open Meetings Act, and the Illinois Freedom of Information Act. The Evaluation Panel's final recommendation and reports shall be forwarded to the appropriate committees of the Kane County Board for consideration and award of the contract.

B.06 Criteria for Selection:
All proposals will be evaluated based on the criteria as stated on the specification.

B.07 Pricing:
The price for the contract is to be held firm for the term of the contract.

B.08 Taxes:
The County of Kane is exempted from paying Illinois Retailers Occupation Tax and Federal Excise Tax.

B.09 Warranty:
Vendor expressly warrants that all goods and services (real property and all structures thereon) will conform to the drawings, materials, performance and any other specifications, samples or other description furnished by the County, and will be fit and sufficient for the purpose intended, merchantable, of good material and workmanship. Vendor agrees that these warranties shall run to Kane County, its successor, assigns, customers and users of the products or services and that these warranties shall survive acceptance of the goods or performance of the services.

B.10 Indemnity:
Vendor agrees to save, hold harmless, defend and indemnify the County of Kane and its Officers, Agents and Employees from any and all liability or loss incurred by the County of Kane resulting from Vendor's noncompliance with any laws or regulations of any governmental authority having jurisdiction over Vendor's performance of this contract and Vendor's violation of any of the terms and conditions of this agreement, and from the Vendor's negligence arising from, in any manner and in any way connected with, the terms and conditions of this Agreement and arising from the Vendor's performance thereunder.

Vendor shall provide to the County of Kane proof of adequate insurance coverage to satisfy the indemnification provisions herein.

B.11 Equal Employment Opportunity:
The equal employment opportunity clause required by the Illinois Human Rights Act is hereby incorporated by reference in all contract made by the County of and in all bid specifications therefore furnished by the County to all Vendors, contractors and subcontractors.

The County of Kane, State of Illinois, represents that it and the employing agencies responsible to it, conform to the following:

We do not discriminate against any employee or applicant for employment because of race, creed, color, age, disability, religion, sex, national origin/ancestry, sexual orientation, marital status, veteran status, political affiliation, pregnancy, or any other legally protected status. We will take whatever action is necessary to ensure that applicants and employees are treated appropriately regarding all terms and conditions of employment. We will post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.

We will, in all solicitations or advertisements for employees placed by or on behalf of the employing agencies, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, ancestry, age, sex, marital status, military status, sexual orientation, pregnancy or unfavorable discharge from military service. (Ordinance No. Res. No. 82-90, 6-10-80; Res. No. 81-79, 6-9-81; Res. No. 82-90, 6-8-82; Res. No. 05-303, 9-23-05). State law references—Illinois Human Rights Act, 775ILCS 5/1-101 et seq.

B.12 Default:
If delivery of services is not completed by the time promised, the County reserves the right, without liability, in addition to its other rights and remedies, to terminate the contract by notice effective when received by the Contractor.

B.13 Payments:
B13.1 The payment terms for this contract will be made on a monthly basis by the County of Kane.

B13.2 The County of Kane requests all payments being made to vendors be done as direct deposits through an Automated Clearing House (ACH). All vendors being awarded a contract shall complete an authorization agreement form prior to award. The ACH form and information on this program can be located on the County's Web site under Vendor Information on the Finance Department page.

B.14 Eligibility:
By signing the proposal response form, the Vendor hereby certifies that they are not barred from bidding on this contract as a result of a violation of Article 33E, Public Contracts of the Illinois Criminal Code of 1961, as amended (Illinois Complied Statutes, 720 ILCS 5/33E-1).

Prohibition to Award Contracts to Parties Debarred or Suspended:
No contract may be awarded to parties listed on the federal governments Excluded Parties List System in the System for Award Management (SAM), on the State of Illinois' list of sanctioned persons maintained by the Agency's Office of Inspector General, or on the County's own list of parties suspended or debarred from doing business with the County.

Debarment:
Debarment is the process of determining that a contractor is ineligible to received contract awards based upon a preponderance of evidence, usually a conviction. Debarment is usually three (3) years in length. The name of the debarred contractor may be published as ineligible on the System for Award Management (SAM), which is a website administered by the U. S. General Services Administration, or on the list of sanctioned providers maintained by the State of Illinois Office of Inspector General.

Suspension:
Suspension is the process of determining that a contractor is ineligible to receive contract awards based upon adequate evidence, usually an indictment. Suspension is a temporary measure having a 12-month limit. It is usually used pending completion of an investigation or legal proceedings. The name of the suspended contractor will be published as ineligible on the System for Award Management (SAM), which is a website administered by the U. S. General Services Administration, or on the list of sanctioned providers maintained by the State of Illinois Office of Inspector General.

B. 15 Communication during the Procurement Process:
In an effort to create a more competitive and unbiased procurement process, the County desires to establish a single point of contact through the solicitation process. Therefore, from the issue date of any solicitation until the due date of the solicitation, all requests for clarification or additional information regarding the solicitation, or contact with County personnel concerning this solicitation or the evaluation process must only be through the Purchasing Department staff. Inquires will be collected by the Purchasing Department staff who will then submit the inquiries to the Department Head responsible for the procurement. Responses by the Department Head to the inquires will be submitted to the Purchasing Department staff who will then distribute the responses to all vendors responding to the solicitation. In this way it will be assured that all vendors participating in the process will be receiving the same information. No contact regarding this solicitation with other County employees, agents of the County or elected officials is permitted unless expressly authorized by the Purchasing Director. A violation of this provision is cause for the County to reject the Bidder's proposal. If it is later discovered that a violation has occurred, the County may reject any proposal or terminate any contract awarded pursuant to this solicitation.

B. 16 **CERTIFICATE OF INSURANCE REQUIRED BY KANE COUNTY**
Contractor to furnish and deliver prior to commencement of work, a completed Certificate of Insurance satisfactory to the requirements of County of Kane containing:

B.16.1 The Contractor and all Subcontractors shall provide a Certificate of Insurance naming the Owner (Kane County) as certificate holder and as additional insured. The certificate shall contain a 30-day notification provision to the owner (Kane County) prior to cancellation or modification of the policy.

B.16.2 Commercial General Liability insurance including Products/Completed Operations, Owners and Contractor Protective Liability and Broad Form Contractual Liability. The exclusion pertaining to Explosion, Collapse and Underground Property Damage hazards eliminated. The limit of liability shall not be less than the following:

General Aggregate	$2,000,000
Products and Completed Operations	$2,000,000
Personal and Advertising Injury	$1,000,000
Each Occurrence	$1,000,000
Or - Combined Single Limit	$1,000,000

B16.2.1 Products and Completed Operation coverage is to remain in force for a period of two years after the completion of project.

B16.3 Business Automotive Liability Insurance including owned, hired and non-owned automobiles, and/or trailer and other equipment required to be licensed, with limits of not less than the following:

Each Person for Bodily Injury	$1,000,000
Each Occurrence for Bodily Injury	$1,000,000
Each Occurrence for Property Damage	$1,000,000
Or - Combined Single Limit	$1,000,000

B16.4 Statutory Worker's Compensation insurance shall be in accordance with the provisions of the laws of the State of Illinois, including Occupational Disease Act provisions, for employees at the site of the project, and in case work is sublet, the Contractor shall require each Subcontractor similarly to provide this insurance. In case employees are engaged in work under this contract and are not protected under the Workers Compensation and Occupational Disease Act, the Contractor shall provide, and shall cause Subcontractor to provide, adequate and suitable insurance for the protection of employees not otherwise provided.

B16.5 Umbrella Liability:

Aggregate Limits	$5,000,000

B16.6 Professional Liability policy to cover all claims arising out of the Consultant's operations or premises, Sub-consultant's operation or premises, anyone directly employed by the Consultant or Sub-consultant, and the Consultant's obligation of indemnification under this Contract.

Limits:

Aggregate	$1,000,000

Vendor to furnish a copy of the Endorsement showing Kane County, as an additional insured on the General Liability, Auto, and Umbrella/Excess policies.

The Contractor shall cease operations on the project if the insurance is cancelled or reduced below the required amount of coverage.

C. CONTRACTOR DISCLOSURE

C.01 Prior to award, every contractor or vendor who is seeking or who has obtained contracts or change orders to contracts or two (2) or more individual contracts with Kane County resulting in an amount greater than Fifteen Thousand Dollars ($15,000) shall disclose to the Kane County Purchasing Department, in writing all cumulative campaign contributions, (which includes multiple candidates) made within the previous twelve (12) months of awarding of the contract made by that contractor, union, or vendor to any current officer or countywide elected officer whose office the contract to be awarded will benefit.

Disclosure shall be updated annually during the term of a multi-year contract and prior to any change order or renewal requiring Board level approval. For purposes of this disclosure requirement, "contractor or vendor" shall include owners, officers, managers, insurance brokers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors corporations, partnerships, associations, business trusts, estates, trustees, and/or beneficiaries under the control of the contracting person, and political action committees to which the contracting person has made contributions.

C.02 All contractors and vendors who have obtained or are seeking contracts with Kane County must disclose the following information which shall be certified and attached to the application or document. Penalties for knowingly violating disclosure requirements will potentially result in immediate cancellation of the contract, and possible disbarment from future County contracts:

C.02.1 Name, address, and percentage of ownership interest of each individual or entity having a legal or beneficial interest of more than five percent (5%) in the applicant. Any entity required by law to file a statement providing substantially the information required by this paragraph with any other government agency may file a duplicate of such statement;

C.02.2 Names and contact information of their lobbyists, agents and representatives and all individuals who are or will be having contact with County employees or officials in relation to the contract or bid. This information disclosure must be updated when any changes to the information occurs.

C.02.3 Whenever any interest required to be disclosed in paragraph (a) above is held by an agent or agents, or a nominee or nominees, the principals for whom such agents or nominees hold such interest shall also be disclosed. The application of a spouse or any other party, if constructively controlled by another person, or legal entity as set forth above, shall state the name and address and percentage of beneficial interest of such person or entity possessing such constructive control and the relationship under which such control is being or may be exercised.

Whenever a stock or beneficial interest is held by a corporation or other legal entity, such shareholder or beneficiary shall also make disclosure as required by paragraph C.02.1 above.

C.02.4 A statement under oath that the applicant has withheld no disclosures as to economic neither interests in the undertaking nor reserved any information, data or plan as to the intended use or purpose for which it seeks County Board or other county agency action.

C.03 All disclosures and information shall be current as of the date upon which the application is presented and shall be maintained current until such time as Kane County shall take action on the application. Furthermore, this information shall be maintained in a database by the Purchasing Department, and made available for public viewing.

C.04 Notwithstanding any of the above provisions, the County Purchasing Department with respect to contracts awarded may require any such additional information from any applicant which is reasonably intended to achieve full disclosure relevant to the application for action by the County Board or any other County agency.

C.05 Any failure to comply with the provisions of this section shall render any ordinance, ordinance amendment, County Board approval or other County action

in behalf of the applicant failing to comply voidable at the option of the County Board or other County agency involved upon the recommendation of the County Board Chairman or the majority of the County Board.

D. LAW GOVERNING:

D.01 This contract shall be governed by and construed according to the laws of the State of Illinois.

E. Illinois Non-Appropriation Clause:

A forfeit clause is provided pursuant to the Illinois Non-Appropriation Clause of funds for government entities that if funds or budgets are not approved, service may be cancelled. No early cancellation penalties will be assessed, but the customer must be given 30-day notice of intent to cancel.

F. Termination for Cause:

This Contract may be terminated by the County at any time upon thirty (30) days written notice, or by either party in the event of substantial failure to perform in accordance with the terms hereof by the other party through no fault of the terminating party. This Contract is also subject to termination by either party if either party is restrained by state or federal law of a court of competent jurisdiction from performing the provisions of this Agreement. Upon such termination, the liabilities of the parties to this Contract shall cease, but they shall not be relieved of the duty to perform their obligations up to the date of termination. Mailing of such notice, as and when above provided, shall be equivalent to personal notice and shall be deemed to have been given at the time of mailing.

If this Contract is terminated due to the County's substantial failure to perform, the Contractor shall be paid for labor and expenses incurred to date, subject to setoff for any damages, losses or claims against the County resulting from or relating to Contractor’s performance or failure to perform under this agreement.

In the event of termination by the County upon notice and without cause, upon completion of any phase of the Basic Services, fees due the Contractor for services rendered through such phase shall constitute total payment for services. In the event of such termination by the County during any phase of the Basic Services, the Contractor will be paid for services rendered during the phase on the basis of the proportion of work completed on the phase as of the date of termination to the total work required for that phase.

In the event of any such termination, the Contractor also will be reimbursed for the charges of independent professional associates and contractors employed by the Contractor to render Basic Services, and paid for all unpaid Additional Services and Reimbursable Expenses not in dispute.

Reimbursable expenses mean the actual expenses incurred by the Contractor or the Contractor's independent professional associates or contractors, directly or indirectly in connection with the Project.

G. Litigation

Vendors are required to disclose if they have been a party to any lawsuits or arbitration proceedings involving their services within the last five years. Provide status or outcome of any such proceedings disclosed.

H. Holidays

Kane County is closed for business on the following holidays: New Year's Day; Martin Luther King, Jr. Day; Lincoln's Birthday, Washington's Birthday, Spring Holiday, Memorial Day, Juneteenth, Independence Day; Labor Day, Columbus Day; Veteran's Day, Thanksgiving Day, Day following Thanksgiving Day, Christmas Day.

STATEMENT OF WORK
For
Kane County Strategic Plan

GENERAL OVERVIEW

A. Overview

a. Summary

Kane County invites proposals from qualified consulting firms to develop a 5-year strategic plan. This strategic plan will guide our organization in achieving its mission, vision, and goals.

Bids will be received by Kane County until October 29, 2024, @ 2:00 p.m. Bidders will be required to comply with all applicable statues and regulations. **It is the responsibility of each bidder to ensure that their bid is received on time.**

b. Background

Kane County, Illinois, located in the northeastern part of the state, is part of the Chicago metropolitan area. Established in 1836, it has a diverse population and a mix of urban, suburban, and rural areas. The county seat is Geneva, while the largest city is Aurora, known for its historic downtown and vibrant arts scene. Kane County features a blend of agricultural lands, natural preserves, and residential communities, offering amenities such as parks, recreational facilities, and cultural attractions. The Fox River runs through the county, providing scenic views and outdoor activities. Additionally, Kane County is home to several educational institutions and has a strong economy driven by manufacturing, healthcare, and retail industries.

B. General Instruction

Kane County, Illinois is seeking the services of a qualified professional firm for the facilitation and development of a 5-year Strategic Plan for the County. The strategic plan will assist in defining the County's role in the community, guide the County's governance, and establish a framework for setting strategic priorities and operational goals while creating measurable and achievable service plans and timelines. A strategic plan will be a vital tool for the County to ensure that the vision and priorities set by the County Board are clearly conveyed to employees and the community, that County strategies and projects are developed to meet County priorities, and that overall County government is accountable to meeting community needs. A strategic plan will also assist the County to provide services that meet changing needs in a cost-effective manner and to educate stakeholders.

As part of the development of a strategic plan, it is expected that the plan will include benchmarks and key performance indicators such as priority outcomes, community indicators, and evaluation measures. Where necessary, the professional services firm will develop an implementation plan to assist County Offices and Departments in using

and reporting on these benchmarks and key performance indicators. The benchmarks and indicators should be reported to the community at large as well.

The County is aware that there are a variety of perspectives, models, and approaches available to develop a strategic planning document; therefore, the successful firm should propose a framework or model(s) that they believe to be most suitable and financially efficient for the County at this time.

C. Scope of Services

The selected consultant will be expected to:

1. Create a new strategic planning process
    - Conduct a comprehensive background review and requirements analysis
    - Facilitate stakeholder engagement sessions (e.g., interviews, focus groups, surveys), including but not limited to:
        - Kane County elected officials
        - Kane County staff
        - Community Groups
        - Citizens & Clients
    - Analyze external and internal factors affecting the organization
    - Perform outreach and elicit public input through public meetings, stakeholder group sessions, outreach forums, social media, and surveys.
2. Develop strategic priorities and objectives
    - Integrate annual budget process into the multi-year strategic planning process.
        - Develop guidelines for Office/Department Missions and Outcomes.
        - Ensure that Missions and Outcomes align with Strategic Plan.
        - Develop meaningful annual budget performance metrics for measuring output, efficiency, and outcomes.
        - Create performance metric reporting system that is fast and easy for Offices/Departments to use.
    - Create an implementation plan with timelines, responsibilities, and performance metrics
3. Attend all necessary County Board and Committee meetings.
4. Identify necessary skills for staff to carry out programs.
5. Assign leadership responsibilities.
6. Assist the County in monitoring and implementing the strategic plan over its five-year duration.
    - Development short term objectives (one year) and long-term goals (five years).
    - Present a summary of the final Strategic Plan to Kane County at a Board meeting, upon completion. Meeting shall be in person.

The County shall:

1. Work with the consultant to ensure relevant information and goals are included with the Strategic Plan.
2. Work with the consultant to provide relevant information to develop the Strategic Plan.
3. Review, approve, and provide feedback on the overall project.
4. Assist with communicating with leadership staff and elected officials, where appropriate.
5. Assist with facilitating participation from staff and elected officials.

D. Proposal Requirements

Proposals should include the following:

- Cover letter
- Executive summary
- Company profile, including experience and qualifications, including:
    - Key members of the consulting agency's team with years of experience and relevant qualifications
    - Description of success stories from previous clients
- Description of the proposed approach and methodology
    - Key success factors specific to Kane County
- Detailed project plan and timeline
- Description of project deliverables throughout proposed timeline
- Budget and fee structure
- References and work samples from similar projects, with client contact information for at least three references

E. Process for Selecting a Facilitator

Proposals will be evaluated based on the most qualified offer. The County will consider the quality of products and services offered, price, responsiveness to the RFP requirements, and the Consultant's ability to understand and meet the needs of Kane County. Proposals will be evaluated by an Evaluation Committee comprised of Kane County personnel based on the evaluation criteria listed below. Each vendor shall be required to make a presentation to the Evaluation Committee. Evaluations/scoring will be completed after each bidder has concluded its presentation. The order of such presentation(s) shall be up to the sole discretion of the County.

Indicate the firm's background in providing these similar services and projects preferably municipalities, or governmental agencies. Provide a list of client references. Include the client's name, contact persons, and phone numbers for at least three clients.

F. Pricing

Proposal budgets should include a total estimated cost as well as a detailed allocation of costs across all budget categories. Categories should include labor costs with hourly rates for team members (e.g., consultants, project managers, support staff), including estimated hours per role, materials and resources to be used, any third-party services or partnerships that may be involved, administrative costs, and any miscellaneous expenses and other costs that may arise during the execution of the project.

CRITERIA FOR EVALUATION AND SELECTION OF QUALIFIED PROFESSIONALS

All proposals submitted in response to the RFP will be evaluated based on the following criteria:

Evaluation Criteria	Value
Capability, Capacity and Qualifications of the Proposer	40%
Suitability and Quality of the Approach/Methodology	25%
Milestones and Deliverables	20%
Cost	15%
Total	100%

CONTRACT TERM

The project has an anticipated completion date of December 31, 2025.

SUBMITTAL INSTRUCTIONS

An original RFP response (with all required documents) shall be submitted electronically to https://www.bidnetdirect.com/illinois/kanecounty and marked, “RFP 24-056-KK: Kane County Strategic Plan” and must be received on or before 2:00 p.m. CST on October 29, 2024.

PROPOSALS MUST BE SUBMITTED ELECTRONICALLY

LATE PROPOSALS WILL NOT BE ACCEPTED

PROPOSAL RESPONSE

FORM
RFP 24-056-KK
Kane County Strategic Plan

RFP Due Date & Time: October 29, 2024 at 2:00 p.m. CST

Proposals may be submitted electronically to
https://www.bidnetdirect.com/illinois/kanecounty

The proposer shall return RFP with all documents, as well as literature, samples, etc. as required within the specifications.

The undersigned proposer, having examined the specifications and any other related documents, hereby agrees to provide the UPS System with Installation per specification and to perform other work stipulated in, required by and in accordance with the proposal documents attached for and in consideration of the proposed prices.

RECEIPT OF ADDENDA: The undersigned hereby acknowledges receipt of following addendum(s): _____; _____; _____.

By signing this proposal, the proposer hereby certifies that they are not barred from bidding on this contract as a result of a violation of either Section 33E-3 or 33E-4 of the Illinois Criminal Code of 1961, as amended. The awarding of any contract resulting from this RFP will be based upon the funding available to Kane County. The terms of the RFP and the response shall be incorporated by this reference as though fully set forth into the Contract not withstanding any language in the contract to the contrary. In the event of any conflict between the terms of the Contract and the terms of the RFP and the response, the terms of the RFP and the response shall govern. Every element or item of the RFP and the response shall be deemed a material and severable item or element of the contract. **THIS SECTION MUST BE SIGNED BY AN AUTHORIZED REPRESENTATIVE OF THE COMPANY OR ENTITY RESPONDING TO THE RFP.**

Signature_____

Typed Signature_____

Company_____

Address_____

Phone #_____ **Fax #** _____ **E-mail** _____

Federal I.D./Social Security # _____**Date**_____

ACCEPTANCE

The Offer is hereby accepted for Kane County Strategic Plan.

The Contractor is bound to provide the materials and services listed in the attached agreement and based upon the Request for Proposal, including all terms, conditions, specification and amendments, the Contractor's offer is accepted by the County of Kane.

This contract shall henceforth be referred to as Contract Number 24-056-KK. The Contractor has been cautioned not to commence any billable work or to provide any materials or services until this Contractor receives a purchase order and or notice to proceed.

_____ _____

Corinne Pierog MA, MBA Date
Chairman, County Board
Kane County, Illinois

VENDOR CERTIFICATION

This information is collected for reporting purposes only and will not have any influence on vendor selection. It is required by the State of Illinois. Please check any of the following boxes that apply to the ownership of your firm.

- ☐ Minority-owned Business (MBE)
- ☐ Woman-owned Business (WBE)
- ☐ Business Enterprise Program (BEP)
- ☐ Small Disadvantaged Business (SDB)
- ☐ Kane County Local Business
- ☐ Veteran-owned Business Enterprise (VBE)
- ☐ Service-Disabled Veteran-owned Business Enterprise (SDVBE)
- ☐ Veteran-owned Small Business (VOSB)
- ☐ Persons with Disabilities-owned Business Enterprises (PDBE)
- ☐ N/A – These categories do not apply to my business

Please Note: It is required that you check at least one box.

REFERENCES

Kane County Strategic Plan
For
KANE COUNTY BOARD, Geneva, Illinois

List below businesses or other organizations for whom you have provided comparable services:

Offeror's Name: _____

1. Organization: _____
   Address: _____
   City, State, Zip Code: _____
   Telephone Number: _____
   Contact Person: _____
   Date of Project: _____
   E-Mail Address: _____
2. Organization: _____
   Address: _____
   City, State, Zip Code: _____
   Telephone Number: _____
   Contact Person: _____
   Date of Project: _____
   E-Mail Address: _____
3. Organization: _____
   Address: _____
   City, State, Zip Code: _____
   Telephone Number: _____
   Contact Person: _____
   Date of Project: _____
   E-Mail Address: _____
4. Organization: _____
   Address: _____
   City, State, Zip Code: _____
   Telephone Number: _____
   Contact Person: _____
   Date of Project: _____
   E-Mail Address: _____

CONTRACTOR DISCLOSURE

As of (Today's Date), *ABC Company,* to the best of our knowledge the Owners, Officers or Executives have not made any political campaign contributions to any Kane County Elected Official countywide in the last 12 month period.

Below is a list of shareholders or owners, with at least 5% holdings in *ABC Company*:

Mr. John Smith 456 Second Street Geneva, IL 60134	50%
Ms. Sue Jones 456 Second Street Geneva, IL 60134	50%

_____ _____
Officer Date
Title

Subscribed and Sworn this _____ day of _____, 2024

_____
Notary Public

SAMPLE

FAMILIAL RELATIONSHIP DISCLOSURE

As of (Today's Date), *ABC Company*, to the best of our knowledge the Owners, Officers or Executives do not have a familial relationship with any County Elected Official or County Department Director within the last 12 month period. "Familial Relationship" is defined in Public Act 101-0544.

The County may deny, suspend, or terminate the eligibility of a person, firm, corporation, association, agency, institution, or other legal entity to participate as a vendor for goods or services to the County, if the vendor, for contracts greater than $30,000, fails to disclose to the County a familial relationship between a County Elected Official or County Department Director.

_____ _____
Officer Date
Title

Subscribed and Sworn this _____ day of _____, 2024

_____
Notary Public

SAMPLE

NO-RFP RESPONSE
24-056-KK
Kane County Strategic Plan

In the event that your organization chooses not to submit a response to this solicitation the Kane County Purchasing Department is interested in the reasons why vendors/consultants have chosen not to submit a bid or proposal response in order to better serve the taxpayers of Kane County. Please indicate your reason(s) by checking all applicable items below and return this form to the address shown below.

- ☐ Could not meet the specifications.
- ☐ Items or materials requested not manufactured by us or not available to our company.
- ☐ Insurance requirements too restricting.
- ☐ Bond requirements too restricting.
- ☐ Scope of services not clearly understood or applicable (too vague, too rigid, etc.).
- ☐ Project not suited to our organization.
- ☐ Quantities too small.
- ☐ Insufficient time allowed for preparation of bid/proposal response.
- ☐ Could not meet Responsible Bidder requirements
- ☐ Other (please specify):

_____

_____

_____

_____

_____

Vendor Name: _____

Contact Person: _____

Telephone: _____

Email: _____

Please send your response to: purchasing@co.kane.il.us

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-24-2519

AUTHORIZING EXTERNAL AUDITS PURSUANT TO THE COUNTY AUDITING LAW 55 ILCS 5/6-31005

WHEREAS, the County Auditing Law, 55 ILCS 5/6-31001 et seq., sets forth procedures and requirements for annual and other additional audits of county funds and accounts, separate from the duties of the elected county auditor; and

WHEREAS, 55 ILCS 5/6-31003 requires that the county board of each county cause an audit of all of the funds and accounts of the county to be performed annually by a qualified external auditor chosen by the county board; and

WHEREAS, 55 ILCS 5/6-31005 requires that, in addition to annual audits, the county board shall cause an audit to be made of all funds and accounts under the management or control of a county official to be performed by a qualified external auditor as soon as possible after such official leaves office for any reason, with such audit to be filed with the county board not later than 180 days after the official leaves office; and

WHEREAS, the County Coroner is newly elected and started her new position effective December 1, 2024; and

WHEREAS, after a competitive selection process, the County had already contracted with Baker Tilly, LLP (“Baker Tilly”), an external auditor qualified under the County Auditing Law, for the performance of the fiscal year 2024 annual audit of the County’s basic financial statements and supplementary information and certain related additional auditing services and the preparation of an auditor’s report, pursuant to 55 ILCS 5/6-31001; and

WHEREAS, the County Board has determined that having Baker Tilly perform the audits under 55 ILCS 5/6-31005 simultaneously with the performance of the annual audit under 55 ILCS 5/6-31001 will result in efficiencies and cost savings.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board, that the Chairman of the County Board and the County’s Executive Director of Finance are hereby authorized to execute an amendment, in a form approved by the Kane County State’s Attorney, to the Contract for Professional Services: Agreement for Auditing Services, dated January 9, 2025, with Baker Tilly, as well as to execute Baker Tilly’s Engagement Letter to provide for the additional auditing services associated with the requirements of 55 ILCS 5/6-31005, at an additional cost not to exceed $4,000.

Line Item: 001.040.040.50130
Line Item Description: Certified Audit Contract
Was Personnel/Item/Service approved in original budget or a subsequent budget revision? Yes
Are funds currently available for this Personnel/Item/Service in the specific line item? Yes
If funds are not currently available in the specified line item, where are the funds available?
N/A

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION/ORDINANCE EXECUTIVE SUMMARY

Ordinance: No.

Authorizing External Audits Pursuant to the County Auditing Law 55 ILCS 5/6-31005

Committee Flow: Finance and Budget Committee, Executive Committee, County Board

Contact: Kathleen T Hopkinson, 630.208.5132

Budget Information:

Was this item budgeted? Yes	Contract Approval Amount $ 4,000
If not budgeted, explain funding source: N/A	Emergency Appropriation Amount: N/A

Summary:

The County Auditing Law, 55 ILCS 5/6-31005 requires that, in addition to annual audits, the County Board shall cause an audit to be made of all funds and accounts under the management or control of a county official to be performed by a qualified external auditor as soon as possible after such official leaves office for any reason, with such audit to be filed with the county board not later than 180 days after the official leaves office.

The County Coroner is newly elected and started her new position effective December 1, 2024. The County has an existing audit contract with Baker Tilly, LLP to conduct the annual audit. Baker Tilly has also been called upon to conduct previous transition audits. Baker Tilly estimates that the cost to issue an agreed-upon procedures report for each of these departments – the Finance Department and the Office of Emergency Management – will cost no more than $4,000.

Baker Tilly US, LLP
1301 W 22nd St, Ste 400
Oak Brook, IL 60523-3389
United States of America

T: +1 (630) 990 3131
F: +1 (630) 990 0039

bakertilly.com

January 13, 2025

Ms. Kathleen Hopkinson
Kane County
719 S. Batavia Ave
Building A, 3rd Floor, Room 319
Geneva, IL 60134

Dear Ms. Hopkinson:

Thank you for using Baker Tilly US, LLP (Baker Tilly, we, our, us) as your accountants and business advisors.

We are pleased to confirm our understanding of the nature and limitations of the services we are to provide for Kane County (the County, Client, you, your). This letter should be read in conjunction with the contract dated September 28, 2020 and subsequent contract riders.

Services and Related Report

We currently expect to perform the agreed-upon procedures specified and agreed to by you on the elected official transition of the County Coroner which is to be provided to us by the County. The records of the County Coroner are your responsibility. The intended purpose of this engagement is to examine the records of the County Coroner on the date of transition of the official. Prior to the completion of the engagement, you agree to provide us with written agreement and acknowledgement that the procedures performed are appropriate for this intended purpose.

We expect to issue a written report addressed to you upon the completion of our engagement that lists the procedures performed and our findings. You understand that our report is intended solely for your information and use and should not be used by anyone else and that this restriction will be indicated in a separate paragraph in our report. Our report will also contain a paragraph indicating that had we performed additional procedures, other matters might have come to our attention that would have been reported to you. If, for any reason, we are unable to complete any of the procedures, or if we determine in our professional judgment the circumstances necessitate, we will describe in our report any restrictions on the performance of the procedures, or may withdraw and decline to issue a report as a result of this engagement.

Baker Tilly Advisory Group, LP and Baker Tilly US, LLP, trading as Baker Tilly, operate under an alternative practice structure and are members of the global network of Baker Tilly International Ltd., the members of which are separate and independent legal entities. Baker Tilly US, LLP is a licensed CPA firm that provides assurance services to its clients. Baker Tilly Advisory Group, LP and its subsidiary entities provide tax and consulting services to their clients and are not licensed CPA firms. © 2024 Baker Tilly Advisory Group, LP

Our Responsibilities and Limitations

Our engagement to apply agreed-upon procedures will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Determining the sufficiency of the procedures performed and their relationship to the intended purpose of the engagement is solely your responsibility. Consequently, we make no representation regarding the sufficiency of the procedures performed as a part of this engagement either for the intended purpose for which this report has been requested or for any other purpose.

Because the agreed-upon procedures specified do not constitute an examination or review, we will not express an opinion or conclusion on the records of the County Coroner. In addition, we have no obligation to perform any procedures beyond those specified by you.

An agreed-upon procedures engagement is not designed to detect instances of fraud or noncompliance with laws or regulations; however, we will communicate to you any known and suspected fraud and noncompliance with laws or regulations affecting the records of the County Coroner that come to our attention. In addition, if, in connection with this engagement, matters come to our attention that contradict the records of the County Coroner, we will disclose those matters in our report. Such disclosures, if any, may not necessarily include all matters that might have come to our attention had we performed additional procedures or an examination or review.

Management's Responsibilities

You are responsible for providing us with (1) access to all information of which the appropriate parties are aware is relevant to the performance of the agreed-upon procedures, (2) additional information that we may request from the appropriate parties for the purpose of performing the agreed-upon procedures, and (3) unrestricted access to persons within the appropriate parties from whom we determine it necessary to obtain evidence related to the performance of the agreed-upon procedures.

At the conclusion of our engagement, you agree to provide certain representations in the form of a representation letter.

If the need for additional procedures arises, or the procedures need to be modified, our agreement with you will need to be revised. It is customary for us to enumerate these revisions in an addendum to this letter. If additional specified parties of the report are added, you agree to provide a written representation that you have obtained from those additional specified parties, agreement to the procedures performed and acknowledgment that those procedures are appropriate for their purposes.

Nonattest Services

Prior to or as part of our engagement, it may be necessary for either Baker Tilly US, LLP or Baker Tilly Advisory Group, LP to perform certain nonattest services.

Baker Tilly US, LLP and Baker Tilly Advisory Group, LP will not perform any management functions or make management decisions on your behalf with respect to any nonattest services we provide.

In connection with Baker Tilly US, LLP’s or Baker Tilly Advisory Group, LP’s performance of any nonattest services, you agree that you will:

- Continue to make all management decisions and perform all management functions, including approving all journal entries and general ledger classifications when they are submitted to you.

- Designate an employee with suitable skill, knowledge and/or experience, preferably within senior management, to oversee the services performed.

- Evaluate the adequacy and results of the nonattest services performed.

- Accept responsibility for the results of the nonattest services.

- Establish and maintain internal controls, including monitoring ongoing activities related to the nonattest function.

Timing and Fees

Our fees for these services will be billed at the discounted hourly rates associated with the County's FY24 financial statement audit in an amount not to exceed $4,000.

We plan to begin our procedures as soon as we receive the necessary information and, unless unforeseeable problems are encountered, the engagement should be completed by March 31, 2025. Completion of our work is subject to, among other things, (i) appropriate cooperation from the County's personnel, including timely preparation of necessary schedules and (ii) timely responses to our inquiries. When and if for any reason the County is unable to provide such schedules, information and assistance, Baker Tilly and you may mutually revise the fee to reflect additional services, if any, required of us to complete the engagement.

Invoices for these fees will be rendered each month as work progresses and are payable on presentation. A charge of 1.5 percent per month shall be imposed on accounts not paid within thirty (30) days of receipt of our statement for services provided. In accordance with our firm policies, work may be suspended if your account becomes thirty (30) days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notice of termination, even if we have not completed our report. The County will be obligated to compensate us for all time expended and to reimburse us for all expenditures through the date of termination. In the event that collection procedures are required, the County agrees to be responsible for all expenses of collection including related attorneys' fees.

Baker Tilly’s fees are exclusive of any federal, national, regional, state, provincial or local taxes, including any VAT or other withholdings, imposed on this transaction, the fees, or on Client’s use of the Services or possession of the Deliverable (individually or collectively, the Taxes). All applicable Taxes shall be paid by Client without deduction from any fees owed by Client to Baker Tilly. In the event Client fails to pay any Taxes when due, Client shall defend, indemnify, and hold harmless Baker Tilly, its officers, agents, employees and consultants from and against any and all fines, penalties, damages, costs (including, but not limited to, claims, liabilities or losses arising from or related to such failure by Client) and will pay any and all damages, as well as all costs, including, but not limited to, mediation and arbitration fees and expenses as well as attorneys’ fees, associated with Client’s breach of this section.

We may use temporary contract staff to perform certain tasks on your engagement and will bill for that time at the rate that corresponds to Baker Tilly staff providing a similar level of service. Upon request, we will be happy to provide details on training, supervision and billing arrangements we use in connection with these professionals. Additionally, we may from time to time, and depending on the circumstances, use service providers (e.g., to act as a specialist or audit an element of the financial statements) in serving your account. We may share confidential information about you with these contract staff and service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all contract staff and service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the contract staff or third-party service provider. Furthermore, the firm will remain responsible for the work provided by any such contract staff or third-party service providers.

To the extent the Services require Baker Tilly to receive personal data or personal information from Client, Baker Tilly may process, and engage subcontractors to assist with processing, any personal data or personal information, as those terms are defined in applicable privacy laws. Baker Tilly's processing shall be in accordance with the requirements of the applicable privacy laws relevant to the processing in providing Services hereunder, including Services performed to meet the business purposes of the Client, such as Baker Tilly's tax, advisory, and other consulting services. Applicable privacy laws may include any local, state, federal or international laws, standards, guidelines, policies or regulations governing the collection, use, disclosure, sharing or other processing of personal data or personal information with which Baker Tilly or its Clients must comply. Such privacy laws may include (i) the EU General Data Protection Regulation 2016/679 (GDPR); (ii) the California Consumer Privacy Act of 2018 (CCPA); and/or (iii) other laws regulating marketing communications, requiring security breach notification, imposing minimum security requirements, requiring the secure disposal of records, and other similar requirements applicable to the processing of personal data or personal information. Baker Tilly is acting as a Service Provider/Data Processor, as those terms are defined respectively under the CCPA/GDPR, in relation to Client personal data and personal information. As a Service Provider/Data Processor processing personal data or personal information on behalf of Client, Baker Tilly shall, unless otherwise permitted by applicable privacy law, (a) follow Client instructions; (b) not sell personal data or personal information collected from the Client or share the personal data or personal information for purposes of targeted advertising; (c) process personal data or personal information solely for purposes related to the Client's engagement and not for Baker Tilly's own commercial purposes; and (d) cooperate with and provide reasonable assistance to Client to ensure compliance with applicable privacy laws. Client is responsible for notifying Baker Tilly of any applicable privacy laws the personal data or personal information provided to Baker Tilly is subject to, and Client represents and warrants it has all necessary authority (including any legally required consent from individuals) to transfer such information and authorize Baker Tilly to process such information in connection with the Services described herein. Client further understands Baker Tilly US, LLP and Baker Tilly Advisory Group, LP will co-process Client data as necessary to perform the Services, pursuant to the alternative practice structure in place between the two entities. Baker Tilly Advisory Group, LP maintains custody of client files for both entities. By executing this Engagement Letter, you hereby consent to the transfer to Baker Tilly Advisory Group, LP of all your Client files, workpapers and work product. Baker Tilly Advisory Group, LP is bound by the same confidentiality obligations as Baker Tilly US, LLP. Baker Tilly is responsible for notifying Client if Baker Tilly becomes aware that it can no longer comply with any applicable privacy law and, upon such notice, shall permit Client to take reasonable and appropriate steps to remediate personal data or personal information processing. Client agrees that Baker Tilly has the right to utilize Client data to improve internal processes and procedures and to generate aggregated/de-identified data from the data provided by Client to be used for Baker Tilly business purposes and with the outputs owned by Baker Tilly. For clarity, Baker Tilly will only disclose aggregated/de-identified data in a form that does not identify Client, Client employees, or any other individual or business entity and that is stripped of all persistent identifiers. Client is not responsible for Baker Tilly's use of aggregated/de-identified data.

Baker Tilly has established information security related operational requirements that support the achievement of our information security commitments, relevant information security related laws and regulations, and other information security related system requirements. Such requirements are communicated in Baker Tilly's policies and procedures, system design documentation and contracts with customers. Information security policies have been implemented that define our approach to how systems and data are protected. Client is responsible for providing timely written notification to Baker Tilly of any additions, changes or removals of access for Client personnel to Baker Tilly provided systems or applications. If Client becomes aware of any known or suspected information security or privacy related incidents or breaches related to this agreement, Client should timely notify Baker Tilly via email at dataprotectionofficer@bakertilly.com.

Any additional services that may be requested, and we agree to provide, may be the subject of separate arrangements.

We may be required to disclose confidential information to federal, state and international regulatory bodies or a court in criminal or other civil litigation. In the event that we receive a request from a third party (including a subpoena, summons or discovery demand in litigation) calling for the production of information, we will promptly notify the County, unless otherwise prohibited. In the event we are requested by the County or required by government regulation, subpoena or other legal process to produce our engagement working papers or our personnel as witnesses with respect to services rendered to the County, so long as we are not a party to the proceeding in which the information is sought, we may seek reimbursement for our professional time and expenses, as well as the fees and legal expenses, incurred in responding to such a request.

We may be required to disclose confidential information with respect to complying with certain professional obligations, such as peer review programs. All participants in such peer review programs are bound by the same confidentiality requirements as Baker Tilly and its employees. Baker Tilly will not be required to notify the County if disclosure of confidential information is necessary for peer review purposes.

Other Matters

Our dedication to client service is carried out through our employees who are integral in meeting this objective. In recognition of the importance of our employees to Baker Tilly, it is hereby agreed that the County will not solicit our employees for employment or enter into an independent contractor arrangement with any individual who is or was an employee of Baker Tilly US, LLP for a period of twelve (12) months following the date of conclusion of this engagement. If the County violates this nonsolicitation clause, the County agrees to pay to Baker Tilly a fee of equal to the hired individual's new annual salary at the time of the violation so as to reimburse Baker Tilly for the costs of hiring and training a replacement.

The services performed under this Agreement do not include the provision of legal advice and Baker Tilly makes no representations regarding questions of legal interpretation. Client should consult with its attorneys with respect to any legal matters or items that require legal interpretation under federal, state or other type of law or regulation.

Baker Tilly US, LLP and Baker Tilly Advisory Group, LP and its subsidiary entities provide professional services through an alternative practice structure in accordance with the AICPA Code of Professional Conduct and applicable laws, regulations and professional standards. Baker Tilly US, LLP is a licensed independent CPA firm that provides attest services to clients. Baker Tilly Advisory Group, LP and its subsidiary entities provide tax and business advisory services to their clients. Baker Tilly Advisory Group, LP and its subsidiary entities are not licensed CPA firms.

Baker Tilly Advisory Group, LP and its subsidiaries and Baker Tilly US, LLP, trading as Baker Tilly, are independent members of Baker Tilly International. Baker Tilly International Limited is an English company. Baker Tilly International provides no professional services to clients. Each member firm is a separate and independent legal entity and each describes itself as such. Baker Tilly Advisory Group, LP and Baker Tilly US, LLP are not Baker Tilly International's agents and do not have the authority to bind Baker Tilly International or act on Baker Tilly International's behalf. None of Baker Tilly International, Baker Tilly Advisory Group, LP, Baker Tilly US, LLP, nor any of the other member firms of Baker Tilly International has any liability for each other's acts or omissions. The name Baker Tilly and its associated logo is used under license from Baker Tilly International Limited.

We appreciate the opportunity to be of service to you.

If there are any questions regarding the Engagement Letter, please contact Michael Malatt, the professional on this engagement who is responsible for the overall supervision and review of the engagement and for determining that the engagement has been completed in accordance with professional standards. Michael Malatt is available at 630 645 6226.

Sincerely,

BAKER TILLY US, LLP

Baker Tilly US, LLP

The services and terms as set forth in this Engagement Letter are agreed to by:

_____
Officer signature

_____
Title

_____
Date

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-098

AUTHORIZING A SALARY ADJUSTMENT FOR THE ADMINISTRATOR OF KANE COUNTY ANIMAL CONTROL

WHEREAS, Kane County Animal Control (KCAC) is tasked with ensuring all eligible animals are vaccinated and registered for rabies, ensuring compliance with all bite laws and houses animals found straying in Kane County; and

WHEREAS, the Kane County Board passed the FY25 budget with all funding for a KCAC staff transition and KCAC has moved all staffing to a consistent forty-hour work week; and

WHEREAS, KCAC is looking to adjust the salary of the Administrator of KCAC due to increased supervisory demands; and

WHEREAS, the Illinois Animal Control Act (510 ILCS 5/3) provides that the salary of the Administrator shall be fixed by the county board; and

WHEREAS, section 5-3 of the Kane County Code provides that the salary of the Administrator shall be fixed by the Kane County Board.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board hereby authorizes an adjustment to the annual salary of the Kane County Animal Control Administrator to one hundred thirty-three thousand six hundred twenty-nine and thirty cents ($133,629.30).

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Kane County Board that the Executive Director of the Human Resources Management Department and the Executive Director of the Finance Department take all steps necessary to implement this adjustment.

Line Item: 290.500.500.40000
Line Item Description: Salaries and Wages
Was Personnel/Item/Service approved in original budget or a subsequent budget revision? Yes
Are funds currently available for this Personnel/Item/Service in the specific line item? Yes
If funds are not currently available in the specified line item, where are the funds available?
N/A

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Authorizing a salary adjustment for the Administrator of Kane County Animal Control

Committee Flow:
Public Health Committee, Finance and Budget Committee, Executive Committee, County Board

Contact:
Brett Youngsteadt, DVM 630.232.3555

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $16,703.66
If not budgeted, explain funding source: N/A	

Summary:

Kane County Animal Control (KCAC) recently was part of an internal equity study. During this study a discussion about moving all staffing to a forty hour work week. KCAC budgeted FY25 for this full adjustment of staffing. KCAC believes that this move will help to better effectively ensure the missions of this department are being met with the high standard that is expected.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-141

AUTHORIZING AN INTERFUND LOAN FOR THE PAYMENT OF OFFICE OF COMMUNITY REINVESTMENT PROGRAM EXPENSES FROM THE GENERAL FUND IN INSTANCES WHERE FUNDING AGREEMENTS OR REIMBURSEMENTS ARE DELAYED

WHEREAS, the Kane County Office of Community Reinvestment (OCR) receives annual allocations of Federal funding from the U.S. Department of Housing and Urban Development and the U.S. Department of Labor (via the Illinois Department of Commerce and Economic Opportunity); and

WHEREAS, said funding supports a variety of housing, community and workforce development initiatives that improve neighborhood living conditions and support job training and career services for area residents; and

WHEREAS, funding agreements for said programs are occasionally delayed, and the timing of reimbursements are either delayed or do not coincide with the County's accounts payable schedule; and

WHEREAS, Resolution 22-142 authorized an interfund loan of $1,200,000 from the County's General Fund to cover the payment of OCR program expenses, and to obtain 100% reimbursement upon execution of said funding agreements and receipt of reimbursements thereunder; and

WHEREAS, for financial reporting and accounting purposes, this interfund loan agreement will be renewed each fiscal year to take into consideration revisions to the loan amount or other terms; and

WHEREAS, for fiscal year 2025, an interfund loan amount of $600,000 should be made from the County's General Fund - General Account to cover the payment of OCR program expenses in the funds listed in Exhibit A as directed by the Executive Director of the Finance Department; and

WHEREAS, under Kane County's Financial Policies, it is necessary to notify the Finance Committee of all interfund loans.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the Finance Department is authorized to set up interfund loans for Fiscal Year 2025 totaling not more than $600,000 to cover administrative and program expenses for the funds listed in Exhibit A on the condition that said funds will come from the County's General Fund - General Account #001 and shall be 100% reimbursed during fiscal year 2025 upon the execution of necessary funding agreements and receipt of reimbursements thereunder.

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION/ORDINANCE EXECUTIVE SUMMARY

Resolution: No.
Authorizing an Interfund Loan for the Payment of Office of Community Reinvestment Program Expenses from the General Fund in Instances Where Funding Agreements or Reimbursements are Delayed

Committee Flow: Finance and Budget Committee, Executive Committee, County Board
Contact: Kathleen T Hopkinson, 630.208.5132

Budget Information:

Was this item budgeted? No	Appropriation Amount: N/A
If not budgeted, explain funding source:	

Previously, the County Board has approved resolutions including 16-203, 17-392, 20-142, 21-364, 21-390, 21-486, and 22-142 authorizing interfund loans from the County's General Fund and various special revenue funds, for both elected offices and departments, for the purpose of covering program expenses in those special revenue funds where there are delays in receiving grant payments, thus resulting in negative cash in those special revenue funds. Negative cash in funds can result in payment processing issues at the County and therefore it is best to have available cash in a fund when an invoice has been presented for payment. These previous resolutions require that once the special revenue funds receive the grant payments, that the interfund loan amount be returned to the General Fund.

This resolution authorizes up to $600,000 of interfund loans for fiscal year 2025, from the County's General Fund to cover program expenses for the following funds overseen by the Office of Community Reinvestment.

Fund Name	Fund Number
Community Development Block Grant	401
HOME Program	402
Homeless Management Information Systems Program	404
OCR Recovery Act Programs	406
Neighborhood Stabilization Program	408
Continuum of Care Planning Program	409
Elgin (City of) Community Development Block Grant	410
Community Development Block Grant - COVID-19	413
HOME ARP Grant	414
Homeless Prevention Programs	415
Workforce Development Program	480

Exhibit A

Fund Name	Fund Number
Community Development Block Grant	401
HOME Program	402
Homeless Management Information Systems Program	404
OCR Recovery Act Programs	406
Neighborhood Stabilization Program	408
Continuum of Care Planning Program	409
Elgin (City of) Community Development Block Grant	410
Community Development Block Grant - COVID-19	413
HOME ARP Grant	414
Homeless Prevention Programs	415
Workforce Development Program	480

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-138

EMERGENCY APPROPRIATION FOR TRANSFER OF FUNDS FROM THE FEMA PA ADMINISTRATION FUND #358 TO THE GENERAL FUND - GENERAL ACCOUNT #001

WHEREAS, Fund #358 - the FEMA PA Administration Fund, was created as a special revenue fund by Resolution #22-354 to account for expenses, primarily consulting services provided by Ernst & Young LLP, related to the administration of Federal Emergency Management Agency Public Assistance Program applications and other Federal or State grant programs that responded to the COVID-19 public health emergency and its negative economic impacts; and

WHEREAS, Resolution #22-354 also authorized the transfer of $250,000 from the County's General Fund - Covid Payroll Reimbursement Account #357 to Fund #358 to pay for the expenses; and

WHEREAS, , the processing of FEMA related public assistance has now ended and a balance of $155,158.67 remains in Fund #358.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that $155,158.67 be transferred from Fund #358 - the FEMA PA Administration Fund to Fund #001 - General Fund - General Account, that the appropriation adjustments and related cash transfers listed below be made to the FY 2024 budget, and that Fund #358 be closed as of November 30, 2024.

Account Number	Description	Amount
001.000.000.39358	Transfer from Fund #358	$155,158.67
001.000.000.39900	Fund Balance Utilization	($155,158.67)
358.800.676.99001	Transfer to General Fund - General Acct	$155,158.67
358.800.000.39900	Fund Balance Utilization	$155,158.67

Was personnel/Item/Service approved in original budget or a subsequent budget revision? N/A
Are funds currently available for this Personnel/Item/Service in the specific line item? Yes
If funds are not currently available in the specified line item, where are the funds available?
N/A

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION/ORDINANCE EXECUTIVE SUMMARY

Resolution: No.
Emergency Appropriation for Transfer of Funds from the FEMA PA Administration Fund #358 to the General Fund – General Account #001

Committee Flow: Finance and Budget Committee, Executive Committee, County Board
Contact: Kathleen T Hopkinson, 630.208.5132

Budget Information:

Was this item budgeted? No	Appropriation Amount: $155,158.67
If not budgeted, explain funding source:	

Fund #358 - the FEMA PA Administration Fund, was created as a separate special revenue fund to account for expenses, primarily consulting services provided by Ernst & Young LLP, related to the administration of Federal Emergency Management Agency Public Assistance Program applications and was funded by a transfer of $250,000 from the County's General Fund. The processing of FEMA related transactions has ended and $155,158.67 remains in Fund #358, which can now be returned to the County's General Fund – General Account #001.

:

COUNTY OF KANE

Kane County
Finance Department
Kathleen Hopkinson
Executive Director

Kane County Government Center
Building A
719 Batavia Avenue
Geneva, Illinois 60134
(630) 208-5132
hopkinsonkathleen@kanecountyil.gov

Emergency Appropriation and/or **Budget Transfer Request Form**

Department Name	Finance
Date	1-22-2025
Fund	Funds #358 and #001
Category (*Personnel Services, Contractual Services, Commodities, or Capital***)**	Transfers to/from Fund Balance Utilization
Increase or Decrease	Increase/Decrease
Amount	$155,158.67

Requested Emergency Appropriation and/or Budget Transfer Description and Rationale (please also attach draft resolution**)** Fund #358 - the FEMA PA Administration Fund, was created as a separate special revenue fund to account for expenses, primarily consulting services provided by Ernst & Young LLP, related to the administration of Federal Emergency Management Agency Public Assistance Program applications and was funded by a transfer of $250,000 from the County's General Fund. The processing of FEMA related transactions has ended and $155,158.67 remains in Fund #358, which can now be returned to the County's General Fund – General Account #001.

Submitted by
Signature of Elected Official or Department Executive Director

_____ Date_____

Category	Account	Approved Budget	Debit	Credit
Transfer from Fund #358	001.000.000.39358			$155,158.67
Fund Balance Utilization	001.000.000.39900		$155,158.67	
Transfer to Fund #001	358.800.676.99001		$155,158.67	
Fund Balance Utilization	358.800.000.39900			$155,158.67

Reviewed by

Emergency Appropriation has been reviewed by Finance Department

Executive Director Kathleen Hopkinson Date 1-22-2025

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-139

EMERGENCY APPROPRIATION FOR TRANSFER OF FUNDS FROM THE CORONAVIRUS RELIEF FUND #353 TO THE GENERAL FUND - GENERAL ACCOUNT #001

WHEREAS, Fund #353 - the Coronavirus Relief Fund, was created as a special revenue fund by Resolution #20-140 to receive anticipated revenue from the Coronavirus Relief Fund (CARES) and pay for applicable expenditures related to costs incurred from the Covid-19 pandemic; and

WHEREAS, the County received a CARES Act payment of $92,900,217.90 in FY 2020 and deposited this payment into pooled cash and investment bank accounts of the County; and

WHEREAS, in FY 2020 and FY 2021, $92,957,307.68 was disbursed from Fund #353 for CARES act eligible expenses, which included the use of the full amount of the $92,900,217.90 CARES Act payment and $37,642.78 in interest earned, leaving $80,243.58 in interest earned remaining in Fund #353.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that $80,243.58 in interest earned remaining in Fund #353 be transferred from Fund #353 - the Coronavirus Relief to Fund #001 - General Fund - General Account, that the appropriation adjustments and related cash transfers listed below be made to the FY 2024 budget, and that Fund #353 be closed as of November 30, 2024.

Account Number	Description	Amount
001.000.000.39353	Transfer from Fund #353	$80,243.58
001.000.000.39900	Fund Balance Utilization	($80,243.58)
353.800.6658.99001	Transfer to General Fund - General Acct	$80,243.58
353.800.000.39900	Fund Balance Utilization	$80,243.58

Was Personnel/Item/Service approved in original budget or a subsequent budget revision? N/A
Are funds currently available for this Personnel/Item/Service in the specific line item? Yes
If funds are not currently available in the specified line item, where are the funds available?
N/A

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION/ORDINANCE EXECUTIVE SUMMARY

Resolution: No.
Emergency Appropriation for Transfer of Funds from the Coronavirus Relief Fund #353 to the General Fund – General Account #001

Committee Flow: Finance and Budget Committee, Executive Committee, County Board
Contact: Kathleen T Hopkinson, 630.208.5132

Budget Information:

Was this item budgeted? No	Appropriation Amount: $80,243.58
If not budgeted, explain funding source:	

Fund #353 - the Coronavirus Relief Fund (CARES), was created as a special revenue fund by Resolution #20-140 to receive anticipated revenue from the Coronavirus Relief Fund (CARES) and pay for applicable expenditures related to costs incurred from the Covid-19 pandemic. The County received a CARES Act payment of $92,900,217.90 in FY 2020 and deposited this payment into pooled cash and investment bank accounts of the County and credited the payment as revenue to Fund #353. In FY 2020 and FY 2021, $92,937,860.68 was disbursed from Fund #353 for CARES act eligible expenses, which included the use of the full amount of the $92,900,217.90 CARES Act payment and $37,642.78 in interest earned, leaving $80,243.58 in interest earned remaining in Fund #353. As the CARES act payment was deposited into the County's pooled cash and investment bank accounts and as the full CARES Act payment of $92,900,217.90 was spent on eligible expenses, the remaining interest earned can be used to meet immediate needs of the County.

	CARES Rev and Exp	Interest Earned	Total
Revenues			
CARES grant funds	$ 92,900,217.90		
Interest earned		$ 117,886.36	
Total revenues			$ 93,018,104.26
Expenses			
Expenses made with CARES funds	$ 92,900,217.90		
Expenses made with interest earned		$ 37,642.78	
Total expenses			$ 92,937,860.68
Balance Remaining	$ -	$ 80,243.58	$ 80,243.58

:

COUNTY OF KANE

Kane County
Finance Department
Kathleen Hopkinson
Executive Director

Kane County Government Center
Building A
719 Batavia Avenue
Geneva, Illinois 60134
(630) 208-5132
hopkinsonkathleen@kanecountyil.gov

Emergency Appropriation and/or **Budget Transfer Request Form**

Department Name	Finance
Date	1-22-2025
Fund	Funds #353 and #001
Category (*Personnel Services, Contractual Services, Commodities, or Capital***)**	Transfers to/from Fund Balance Utilization
Increase or Decrease	Increase/Decrease
Amount	$80,243.58

Requested Emergency Appropriation and/or Budget Transfer Description and Rationale (please also attach draft resolution**)** Fund #353 - the Coronavirus Relief Fund (CARES), was created as a special revenue fund by Resolution #20-140 to receive anticipated revenue from the Coronavirus Relief Fund (CARES) and pay for applicable expenditures related to costs incurred from the Covid-19 pandemic. The County received a CARES Act payment of $92,900,217.90 in FY 2020 and deposited this payment into pooled cash and investment bank accounts of the County and credited the payment as revenue to Fund #353. In FY 2020 and FY 2021, $92,937,860.68 was disbursed from Fund #353 for CARES act eligible expenses, which included the use of the full amount of the $92,900,217.90 CARES Act payment and $37,642.78 in interest earned, leaving $80,243.58 in interest earned remaining in Fund #353. As the CARES act payment was deposited into the County's pooled cash and investment bank accounts and as the full CARES Act payment of $92,900,217.90 was spent on eligible expenses, the remaining interest earned can be used to meet immediate needs of the County.

Submitted by
Signature of Elected Official or Department Executive Director

_____ Date_____

Category	Account	Approved Budget	Debit	Credit
Transfer from Fund #353	001.000.000.39353			$80,243.58
Fund Balance Utilization	001.000.000.39900		$80,243.58	
Transfer to Fund #001	353.800.6658.99001		$80,243.58	
Fund Balance Utilization	353.800.000.39900			$80,243.58

Reviewed by

Emergency Appropriation has been reviewed by Finance Department

Executive Director Kathleen Hopkinson Date 1-22-2025

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-140

EMERGENCY APPROPRIATION FOR TRANSFER OF FUNDS FROM THE MASS VACCINATION FUND #354 TO THE GENERAL FUND - GENERAL ACCOUNT #001

WHEREAS, Fund #354 - the Mass Vaccination Fund, was created as a special revenue fund by Resolution #21-188 to account for transactions associated with the County's COVID-19 Mass Vaccination program; and

WHEREAS, Resolution #22-83 transferred $1,948,080 in monies from Fund #357 - General Fund - Covid Payroll Reimbursement Account into Fund #354 to pay for mass vaccination expenses; and

WHEREAS, Resolution #24-539 returned $666,548.53 of unspent General Fund monies to the General Fund - General Account #001; and

WHEREAS, in November 2024, the County received its FEMA reimbursement of $555,816.64 and the Mass Vaccination Fund can be closed out; and

WHEREAS, the total revenues and transfers into Fund #354 are $2,543,447.18 and the total expenses and transfers out are $1,987,630.54, leaving a fund balance of $555,816.64 which such balance should be returned to the General Fund since there are no longer mass vaccination expenses to be paid.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that $555,816.64 be transferred from Fund #354 - Mass Vaccination Fund to Fund #001 - General Fund - General Account, that the appropriation adjustments and related cash transfers listed below be made to the FY 2024 budget, and that Fund #354 be closed as of November 30, 2024.

Account Number	Description	Amount
001.000.000.39354	Transfer from Fund #354	$555,816.64
001.000.000.39900	Fund Balance Utilization	($555,816.64)
354.800.669.99001	Transfer to General Fund - Gen. Acct	$555,816.64
354.000.000.39900	Fund Balance Utilization	$555,816.64

Was Personnel/Item/Service approved in original budget or a subsequent budget revision? N/A
Are funds currently available for this Personnel/Item/Service in the specific line item? Yes
If funds are not currently available in the specified line item, where are the funds available?
N/A

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION/ORDINANCE EXECUTIVE SUMMARY

Resolution: No.
Emergency Appropriation for Transfer of Funds from the Mass Vaccination Fund #354 to the General Fund – General Account #001

Committee Flow: Finance and Budget Committee, Executive Committee, County Board
Contact: Kathleen T Hopkinson, 630.208.5132

Budget Information:

Was this item budgeted? No	Appropriation Amount: $555,816.64
If not budgeted, explain funding source:	

Fund #354 - the Mass Vaccination Fund, was created as a special revenue fund by Resolution #21-188 to account for transactions associated with the County's COVID-19 Mass Vaccination program. The County decided to fund the mass vaccination program with General Fund monies and subsequently applied for a FEMA grant to reimburse some of the program expenses. Resolution #22-83 transferred $1,948,080 in monies from Fund #357 – General Fund – Covid Payroll Reimbursement Account into Fund #354. Resolution #24-539 returned $666,548.53 of the unspent General Fund monies to the General Fund – General Account #001. On November 27, 2024, the County received a $555,816.64 FEMA reimbursement, which was credited to Fund #354. Now that the FEMA reimbursement has been received, the remaining balance of $555,816.64 in Fund #354 can be returned to the General Fund.

:

COUNTY OF KANE

Kane County
Finance Department
Kathleen Hopkinson
Executive Director

Kane County Government Center
Building A
719 Batavia Avenue
Geneva, Illinois 60134
(630) 208-5132
hopkinsonkathleen@kanecountyil.gov

Emergency Appropriation and/or **Budget Transfer Request Form**

Department Name	Finance
Date	1-22-2025
Fund	Funds #354 and #001
Category (*Personnel Services, Contractual Services, Commodities, or Capital***)**	Transfers to/from Fund Balance Utilization
Increase or Decrease	Increase/Decrease
Amount	$555,816.64

Requested Emergency Appropriation and/or Budget Transfer Description and Rationale (please also attach draft resolution**)** Fund #354 - the Mass Vaccination Fund, was created as a special revenue fund by Resolution #21-188 to account for transactions associated with the County's COVID-19 Mass Vaccination program. The County decided to fund the mass vaccination program with General Fund monies and subsequently applied for a FEMA grant to reimburse some of the program expenses. Resolution #22-83 transferred $1,948,080 in monies from Fund #357 – General Fund – Covid Payroll Reimbursement Account into Fund #354. Resolution #24-539 returned $666,548.53 of the unspent General Fund monies to the General Fund – General Account #001. On November 27, 2024, the County received a $555,816.64 FEMA reimbursement, which was credited to Fund #354. Now that the FEMA reimbursement has been received, the remaining balance of $555,816.64 in Fund #354 can be returned to the General Fund.

Submitted by
Signature of Elected Official or Department Executive Director

_____ Date_____

Category	Account	Approved Budget	Debit	Credit
Transfer from Fund #354	001.000.000.39354			$555,816.64
Fund Balance Utilization	001.000.000.39900		$555,816.64	
Transfer to Fund #001	354.800.669.99001		$555,816.64	
Fund Balance Utilization	354.000.000.39900			$555,816.64

Reviewed by

Emergency Appropriation has been reviewed by Finance Department

Executive Director Kathleen Hopkinson Date 1-22-2025

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-142

BUDGET TRANSFER TO CORRECT THE 2024 AND 2025 BUDGETS AND TRANSFER BUDGET FROM CONTRACTUAL SERVICES TO PERSONNEL SERVICES

WHEREAS, the FY 2024 and FY 2025 budgets included a line item in the General Fund, County Clerk's Office Contractual Services for election judges and workers in the amount of $1,153,410; and

WHEREAS, the expense for election judges and workers is more properly budgeted under the line item Personnel Services - Salaries and Wages.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the Budget amount of $1,153,410 be transferred from the General Fund - General Account (#001), County Clerk's Office Contractual Services line item #50100 Election Judges and Workers to the General Fund - General Account (#001) County Clerk's Office Personnel Services - Salaries and Wages line item #40000 for both FY 2024 and FY 2025 as listed below:

FY 2024

Account Number	Description	Amount
001.190.191.40000	Salaries and Wages	$1,153,410
001.190.191.50100	Election Judges and Workers	($1,153,410)

FY 2025

Account Number	Description	Amount
001.190.191.40000	Salaries and Wages	$1,153,410
001.190.191.50100	Election Judges and Workers	($1,153,410)

Was Personnel/Item/Service approved in original budget or a subsequent budget revision? Yes
Are funds currently available for this Personnel/Item/Service in the specific line item? Yes
If funds are not currently available in the specified line item, where are the funds available?
N/A

Passed by the Kane County Board on February 11, 2025.

_____
John A. Cunningham, MBA, JD, JD
Clerk, County Board
Kane County, Illinois
Vote:

_____
Corinne M. Pierog MA, MBA
Chairman, County Board
Kane County, Illinois

RESOLUTION/ORDINANCE EXECUTIVE SUMMARY

Resolution: No.
Budget Transfer to Correct the 2024 and 2025 Budgets and Transfer Budget from Contractual Services to Personnel Services

Committee Flow: Finance and Budget Committee, Executive Committee, County Board
Contact: Kathleen T Hopkinson, 630.208.5132

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: N/A
If not budgeted, explain funding source:	

When preparing the FY 2024 and FY 2025 budgets, the cost of County Clerk Election Judges and Workers of $1,153,410 in each year was inadvertently budgeted as a contractual service instead of a personnel service. The FY 2024 actual transactions were posted to the correct accounts, but this resolution will correct the budgets to ensure that the review of budget to actual is proper.

:

COUNTY OF KANE

Kane County
Finance Department
Kathleen Hopkinson
Executive Director

Kane County Government Center
Building A
719 Batavia Avenue
Geneva, Illinois 60134
(630) 208-5132
hopkinsonkathleen@kanecountyil.gov

Emergency Appropriation and/or **Budget Transfer Request Form**

Department Name	County Clerk
Date	1-23-2025
Fund	General Fund – General Account #001
Category (*Personnel Services, Contractual Services, Commodities, or Capital***)**	Personnel Services and Contractual Services
Increase or Decrease	Increase/Decrease
Amount	$1,153,410

Requested Emergency Appropriation and/or Budget Transfer Description and Rationale (please also attach draft resolution**)** When preparing the FY 2024 and FY 2025 budgets, the cost of Election Judges and Workers was inadvertently budgeted as a contractual service instead of a personnel service. During FY 2024, the actual transactions were posted to the correct accounts, but this resolution will correct the FY 2024 and FY 2025 budgets to ensure that the review of budget to actual is proper.

Submitted by
Signature of Elected Official or Department Executive Director

_____ Date_____

Category	Account	Approved Budget	Debit	Credit
Salaries and Wages	001.190.191.40000	FY 2024	$1,153,410	
Election Judges and Workers	001.190.191.50100	FY 2024		$1,153,410
Salaries and Wages	001.190.191.40000	FY 2025	$1,153,410	
Election Judges and Workers	001.190.191.50100	FY 2025		$1,153,410

Reviewed by

Emergency Appropriation has been reviewed by Finance Department

Executive Director Kathleen Hopkinson Date 1-23-2025

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-038

AUTHORIZING THE ILLINOIS SUPREME COURT DISABILITY AND ACCESSIBILITY IMPROVEMENT FUNDING ALLOCATION

WHEREAS, the 16th Judicial Circuit Court, Kane County, was allocated funding for Disability Accessibility Improvement (DAI) from the Illinois Supreme Court Commission on Access to Justice which provides money to courts for disability and accessibility goods and services necessary to continue the Illinois Supreme Court's Access to Justice (ATJ) initiative; and

WHEREAS, the Chief Judge shall ensure that the funding allocation will be used by the 16th Judicial Circuit Court, Kane County for the purpose of updating equipment and services used to improve the court system; and

WHEREAS, the 16th Judicial Circuit Court, Kane County was allocated by the Illinois Supreme Court Commission on Access to Justice the amount of $8,412.35 (Eight-Thousand Four-Hundred Twelve and Thirty-Five Cents) that will pass through Kane County to then be distributed to the appropriate vendors facilitating the projects; and

WHEREAS, the budget amounts need to be reflected in revenue and expense General Ledger account.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the Chairman thereof and hereby is authorized to accept the Illinois Supreme Court Commission on Access to Justice Disability and Accessibility Improvement Funding for the purposes of depositing and expending funds allocated by the Illinois Supreme Court to the 16th Judicial Circuit Court, Kane County, to continue the Illinois Supreme Court's Access to Justice initiatives.

001.240.000.38900	Miscellaneous Other Revenue	+ $8,412.35
001.240.240.55000	Miscellaneous Expenses	+ $8,412.35

Passed by the Kane County Board on February 11, 2025

_____ _____

John A. Cunningham, MBA, JD, JD
Clerk, County Board
Kane County, Illinois

Corinne M. Pierog MA, MBA
Chairman, County Board
Kane County, Illinois

Vote:

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title
Authorizing the Illinois Supreme Court Disability and Accessibility Improvement Funding Allocation

Committee Flow:
Judicial Public Safety Committee, Finance and Budget Committee, Executive Committee, County Board

Contact:
Jason W. Mathis, 630-208-5145

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $8,412.35
If not budgeted, explain funding source: N/A	

Summary:

To authorize acceptance Illinois Supreme Court Disability and Accessibility Improvement Funding Allocation in the amount of $8,412.35.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-24-3287

AMENDING THE PERSONNEL POLICY HANDBOOK SECTION REGARDING ABSENCES AND TARDINESS

WHEREAS, the Human Service Committee from time to time recommends that additions be made to the Kane County Personnel Handbook to provide guidance and establish procedures for County departments to ensure compliance with all applicable regulations; and

WHEREAS, the Human Service Committee desires to update and provide additional guidelines to the Absenteeism and Tardiness Policy currently in the Kane County Personnel Policy Handbook; and

WHEREAS, it is in the best interest of Kane County that the attached Exhibit A be adopted as the Absences and Tardiness Policy.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board that the current Absenteeism and Tardiness Policy is hereby stricken and replaced with the Absences and Tardiness Policy as set forth in Exhibit A in the Kane County Personnel Policy Handbook effective March 1, 2025.

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

Absences and Tardiness		
Effective Date: February 1, 2025 **Last Amended Date:** N/A	**Applicable Law/Statute:**	

Introduction

Punctual and regular attendance is the responsibility of each employee. Late arrival, early departure, or other unexcused absences from scheduled work hours are disruptive and should be avoided.

Employees are expected to schedule and receive approval for time off whenever the need is foreseeable. The County recognizes that illness and personal circumstances sometimes arise that are not foreseeable. This policy provides definitions and guidelines for employee absences that are not a part of an approved leave of absence or otherwise protected under the Family and Medical Leave Act, Americans with Disabilities Act, or any other applicable regulation or law. For further information, please see the Leaves of Absence policy in this handbook.

All employees paid on an hourly or salary basis are subject to this policy *excluding* those employees subject to a policy of an elected official with internal control over operations of their office, collective bargaining agreement, contract, statute, or ordinance. Such employees are governed by the applicable policy of their office, collective bargaining agreement, contract, statute, or ordinance.

A department head or participating elected official may excuse any absence that, in their sole discretion, was not disruptive to operations, conformed to the absence protocol and expectations of their department or office, or due to extenuating circumstances. Nothing in this policy is intended to limit the approval authority or right of the department head or participating elected official to set forth their own departmental guidelines.

Definitions

Tardiness: Any instance in which the employee is not present and ready to perform work at their scheduled or pre-determined time on a given day.

Excused absence: Any absence or tardiness for which the employee made a request and that request was evaluated by their manager or his or her designee and approved *prior to or concurrent with* the absence and has met departmental protocol for absence documentation.

Unexcused absence: Any absence or tardiness which the employee has indicated they are unable to attend work as scheduled, did not provide sufficient notice in advance of absence, does not have sufficient accrued paid time off to cover the absence, or fails to meet the policy guidelines and/or absence notification protocol for their department

Policy Guidelines

1. Kane County provides paid Sick and Personal Leave to accommodate the need for unexcused absences at a rate of 5 days per year. Unexcused absences must be limited to this bank of time or the

employee will be subject to disciplinary action as determined by the department head or participating elected official. See the Sick and Personal Leave policy in this handbook for further information.

2. An employee must notify their manager or his or her designee directly when illness, injury, or personal emergency prevents the employee from coming to work. Notice to the manager or his or her designee should be given no later than the employee's scheduled start time, or other time frame established by the Department.
3. Employees must report each day of an absence to their manager or his or her designee. Employees may call in each day or provide written notice of multiple day absences in the form a physician's note or certification that lists each day of the absence and a return to work date. Employees are not permitted open-ended absences under any circumstances.
4. Employees with unexcused absences must exhaust their Sick and Personal bank prior to utilizing their Vacation bank.
5. Employees may utilize either their Sick and Personal bank or their Vacation bank for excused absences.
6. Employees must exhaust their Sick and Personal bank and their Vacation bank and if applicable, any compensatory time prior to requesting any scheduled or unscheduled leave without pay. Leave without pay must be pre-approved by the department head or participating elected official.
7. If the department head or participating elected official does not consider the evidence submitted as adequate, additional documentation may be required, regardless of the number of days absent. If this additional documentation is not supplied, the request for paid benefit time may be denied and coded as without pay. The time without pay may include a day preceding or following a designated holiday.
8. Employees with unexcused absences on the day preceding or following a paid county holiday who have exhausted their Sick and Personal Leave are not eligible for holiday pay.
9. An employee is considered no call/no show when the employee fails to report for work or report their absence within two hours of their scheduled start time. A no call/no show is grounds for immediate disciplinary action and denial of pay. Any employee with three or more consecutive no call/no show days without consent from their manager or his or her designee will be considered to have abandoned their job and voluntarily terminated the employment relationship.
10. Employees are expected to report to work when scheduled and return from scheduled breaks on time. Any employee unable to report to work as scheduled must notify their manager or his or her designee. This notification does not excuse the tardiness but notifies the supervisor that scheduling changes may be necessary.
11. Employees who must leave work prior to the scheduled end of shift must notify their manager or his or her designee immediately. If the absence is not approved by the manager or his or her designee, it will be deemed an unexcused absence.
12. Questions about this policy may be directed to the Human Resources Department.

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Amending The Personnel Policy Handbook Section Regarding Absences and Tardiness

Committee Flow:
Human Services Committee, Executive Committee, County Board

Contact:
Jamie Lobrillo, 630.208.3836

Budget Information:

Was this item budgeted? N/A	Appropriation Amount: $N/A
If not budgeted, explain funding source: N/A	

Summary:

This resolution completes updating the Absences and Tardiness policy and removing the existing Absenteeism and Tardiness policy. This policy provides definitions and guidelines for employee absences that are not a part of an approved leave of absence.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-062

APPROVING A CONTRACT EXTENSION WITH GMCI FOR THE CONTINUED MARKETING OF THE FABULOUS FOX! NATIONAL WATER TRAIL

WHEREAS, a contract with GMCI to provide marketing services for the Fabulous Fox! National Water Trail, was approved as Resolution 23-442; and

WHEREAS, the contract with GMCI states that the contract can be mutually extended annually for two (2) additional 1(one) year renewal periods based on the professional fees established in the contract; and

WHEREAS, GMCI has agreed to the same terms and conditions of the original contract; and

WHEREAS, GMCI has provided marketing services for the Fabulous Fox! National Water Trail and the Kane County Development and Community Services Department wishes to engage GMCI for a one-year contract extension.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board and the Chairman thereof is hereby authorized and directed to sign the Extension of Contract with GMCI with for a contracted amount not to exceed $150,000 (One Hundred Fifty Thousand) for 2025, the first extension of the contract.

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Approving a Contract Extension with GMCI for the Continued Marketing of the Fabulous Fox! Water Trail

Committee Flow:
Jobs Committee, Executive Committee, County Board

Contact:
Christopher Toth, 630-232-3491

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $150,000
If not budgeted, explain funding source: n/a	

Summary:

Extending a contract with GMCI to provide marketing services for the Fabulous Fox! National Water Trail for one year.

County of Kane
PURCHASING DEPARTMENT
KANE COUNTY GOVERNMENT CENTER

719 S. Batavia Ave., Bldg. A
Geneva, IL 60137

Phone: (630) 232-5929
Fax: (630) 208-5107

Extension of Contract 22-020 for Marketing of Fabulous Fox

This RIDER made this 6th day of January, 2025 is part of and is to be attached to the Offer to Contract Form (RFQ 22-020) made on February 20, 2024, per Resolution 23-442, by and between County of Kane and GMCI of Elgin, IL to provide Marketing of the Fabulous Fox Water Trail in Kane County.

The County hereby requests and GCMI agrees and offers to provide Marketing of the Fabulous Fox Water Trail at the same terms, pricing and conditions for a one-year extension of the original contract.

The parties hereto mutually agree to the renewal of the aforesaid Contract of which this RIDER is made part of, is and shall be and remain in full force and effect in accordance with all the terms, pricing and conditions thereof, only as in this RIDER specifically provided.

_____ _____
Kim Gilmore Date
GMCI Inc.
Elgin, IL

_____ _____
Corinne Pierog MA, MBA Date
Chairman, County Board
Kane County, Illinois

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-24-3365

AUTHORIZING A FACILITY USE AGREEMENT WITH AMERICAN RED CROSS FOR THE STORAGE OF AN EMERGENCY SHELTER TRAILER

WHEREAS, the Office of Emergency Management is responsible for providing emergency, short-term shelter to Kane County residents who have been displaced from their homes during times of emergency or disaster; and

WHEREAS, Kane County has neither the equipment nor supplies suitable for such purposes; and

WHEREAS, the American Red Cross has equipment and supplies necessary for emergency, short-term sheltering and desires to store a 16-foot utility trailer containing 50 cots and related supplies at the Kane County Government Center; and

WHEREAS, it is in the best interests of Kane County residents and public safety agencies to have this equipment and supplies stored where it is easily accessible; and

WHEREAS, establishing a Facility Use Agreement between the County and American Red Cross is desirable to provide clarity surrounding the use of the facility, compensation, insurance, liability, and other issues.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board hereby authorizes the Chairman thereof to execute the American Red Cross Facility Use Agreement.

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

AUTHORIZING A FACILITY USE AGREEMENT WITH AMERICAN RED CROSS FOR THE STORAGE OF AN EMERGENCY SHELTER TRAILER

Committee Flow:
Judicial Public Safety Committee, Executive Committee, County Board

Contact:
Scott Buziecki; 630-232-5986

Budget Information:

Was this item budgeted? N/a	Appropriation Amount: $Na
If not budgeted, explain funding source: N/A	

Summary:

The Kane County Office of Emergency Management is responsible for providing shelter to Kane County residents who have been displaced from their homes during times of emergency or disaster and Kane County has no equipment nor supplies that are suitable for such purposes. However, the American Red Cross has indicated a willingness to store such equipment & supplies (stored in a 16-foot utility trailer) at the Kane County Government Center so it is readily accessible should it be needed during an emergency or disaster. No funds will change hands for this arrangement. This resolution authorizes the County Board Chairman to execute the attached American Red Cross Facility Use Agreement.

Facility Use Agreement

The American National Red Cross ("Red Cross"), a non-profit corporation chartered by the United States Congress, provides services to individuals, families, and communities when disasters strike. The disaster relief activities of the Red Cross are made possible by the American public, who support the Red Cross with generous donations. The Red Cross's disaster services are also supported by facility owners who permit the Red Cross to use their buildings as shelters and other service delivery sites for disaster victims. This agreement is between the Red Cross and a facility owner ("Owner") so the Red Cross can use the facility to provide services during a disaster. This agreement only applies when Red Cross requests use of the facility and is managing the activity at the facility.

Parties and Facility

Owner:

Full Name of Owner	County of Kane
Address	719 S. Batavia Ave., Geneva IL 60134
24-Hour Point of Contact Name and Title Work Phone Cell	Beth Drendel, Preparedness Specialist 630-232-2634 (w) 224-239-8042 (c)
Address for Official Notices (only if different from above	Kane County Office of Emergency Management 719 S. Batavia Ave., Bldg C Geneva, IL 60134

Red Cross:

Chapter Name	
Chapter Address	
24-Hour Point of Contact Name and Title Work Phone Cell Address for Official Notices	American Red Cross, Disaster Cycle Services Logistics, 8550 Arlington Blvd., Fairfax, VA 22031

Facility:

Insert name and complete street address of building or, if multiple buildings, write "See attached facility list," and attach facility list, including complete street address of each building that is part of this agreement. If the Red Cross will use only a portion of a building, then describe the portion of the building that the Red Cross will use.

Terms and Conditions

1. Use of Facility: Upon request and if feasible, Owner will permit the Red Cross to use and occupy the Facility on a temporary basis to conduct emergency, disaster-related activities. The Facility may be used for the following purposes (both parties must initial all that apply):

Facility Purpose	Owner Initials	Red Cross Initials
Service Center (Operations, Client Services, or Volunteer Intake)	n/a	
Storage of supplies	n/a	
Parking of vehicles	SB	
Disaster Shelter	n/a	

2. Facility Management: The Red Cross will designate a Red Cross official to manage the activities at the Facility ("Red Cross Manager"). The Owner will designate a Facility Coordinator to coordinate with the Red Cross Manager regarding the use of the Facility by the Red Cross.

3. Condition of Facility: The Facility Coordinator and Red Cross Manager (or designee) will jointly conduct a survey of the Facility before it is turned over to the Red Cross. They will use the first page of the Red Cross's ***Facility/Shelter Opening/Closing Form*** to record any existing damage or conditions. The Facility Coordinator will identify and secure all equipment in the Facility that the Red Cross should not use. The Red Cross will exercise reasonable care while using the Facility and will not modify the Facility without the Owner's express written approval.

4. Food Services (*This paragraph applies only when the Facility is used as a shelter or service center.*): Upon request by the Red Cross, and if such resources are available, the Owner will make the food service resources of the Facility, including food, supplies, equipment and food service workers, available to feed the shelter occupants. The Facility Coordinator will designate a Food Service Manager to coordinate meals at the direction of and in cooperation with the Red Cross Manager. The Food Service Manager will establish a feeding schedule and supervise meal planning and preparation. The Food Service Manager and Red Cross Manager will jointly conduct a pre-occupancy inventory of the food and food service supplies before the Facility is turned over to the Red Cross. When the Red Cross vacates the Facility, the Red Cross Manager and Facility Coordinator or Food Service Manager will conduct a post-occupancy inventory of the food and supplies used during the Red Cross's activities at the Facility.

5. Custodial Services (*This paragraph applies only when the Facility is used as a shelter or service center.*): Upon request of the Red Cross and if such resources are available, the Owner will make its custodial resources, including supplies and workers, available to provide cleaning and sanitation services at the Facility. The Facility Coordinator will designate a Facility Custodian to coordinate these services at the direction of and in cooperation with the Red Cross Manager.

6. Security/Safety: In coordination with the Facility Coordinator, the Red Cross Manager, as he or she deems necessary and appropriate, will coordinate with law enforcement regarding any security and safety issues at the Facility.

7. Signage and Publicity: The Red Cross may post signs identifying the Facility as a site of Red Cross operations in locations approved by the Facility Coordinator. The Red Cross will remove such signs when the Red Cross concludes its activities at the Facility. The Owner will not issue press releases or other publicity concerning the Red Cross's activities at the Facility without the

written consent of the Red Cross Manager. The Owner will refer all media questions about the Red Cross activities to the Red Cross Manager.

8. Closing the Facility: The Red Cross will notify the Owner or Facility Coordinator of the date when the Red Cross will vacate the Facility. Before the Red Cross vacates the Facility, the Red Cross Manager and Facility Coordinator will jointly conduct a post-occupancy inspection, using the second page of the *Shelter/Facility Opening/Closing Form,* to record any damage or conditions.

9. Fee (*This paragraph does not apply when the Facility is used as a shelter. The Red Cross does not pay fees to use facilities as shelters.*): Both parties must initial one of the two statements below:

   a. Owner will not charge a fee for the use of the Facility.
   Owner Initials SB Red Cross Initials _____

   b. The Red Cross will pay $___per:_____for the right to use and occupy the Facility
   Owner Initials _____ Red Cross Initials _____

10. Reimbursement: Subject to the conditions in paragraph 10(e) below, the Red Cross will reimburse the Owner for the following:

   a. *Damage to the Facility or other property of Owner*, reasonable wear and tear excepted, resulting from the operations of the Red Cross. Reimbursement for facility damage will be based on replacement at actual cash value. The Red Cross, in consultation with the Owner, will select from bids from at least three reputable contractors. The Red Cross is not responsible for storm damage or other damage caused by the disaster.

   b. *Reasonable costs associated with custodial and food service personnel and supplies* which would not have been incurred but for the Red Cross's use of the Facility. The Red Cross will reimburse at per-hour, straight-time rate for wages actually incurred but will not reimburse for (i) overtime or (ii) costs of salaried staff.

   c. *Reasonable, actual, out-of-pocket costs for the utilities indicated below*, to the extent that such costs would not have been incurred but for the Red Cross's use of the Facility. (Both parties must initial all utilities that may be reimbursed by the Red Cross):

	Owner Initials	**Red Cross Initials**
Water		
Gas		
Electricity		
Waste Disposal		

   d. The Owner will submit any request for reimbursement to the Red Cross within 60 days after the occupancy of the Red Cross ends. Any request for reimbursement must be accompanied by supporting invoices. Any request for reimbursement for personnel costs must be accompanied by a list of the personnel with the dates and hours worked.

   e. If the disaster is a Federally declared disaster and Owner is a municipal, county, parish, or state government entity, then the Owner will work with appropriate emergency management agencies to seek cost reimbursement through the Federal Emergency Management Agency's program for administering Public Assistance Category B under the Robert T. Stafford Act. The Red Cross is not obligated to

reimburse the Owner for costs covered by Public Assistance Category B.

11. Insurance: The Red Cross shall carry insurance coverage in the amounts of at least $1,000,000 per occurrence for Commercial General Liability and Automobile Liability. The Red Cross shall also carry Workers'.

    a. Compensation coverage with statutory limits for the jurisdiction within which the facility is located and $1,000,000 in Employers' Liability.

12. Indemnification: The Red Cross shall defend, hold harmless, and indemnify Owner against any legal liability, including reasonable attorney fees, in respect to claims for bodily injury, death, and property damage arising from the negligence of the Red Cross during the use of the Facility.

13. Term: The term of this agreement begins on the date of the last signature below for a period of four (4) years. Either party may terminate this agreement by sending thirty (30) days written notice to the other party.

Digital Signature: Each party agrees that either part's execution of this agreement by DIGITAL signature (whether ELECTRONIC or encrypted) is expressly intended to authenticate this AGREEMENT and to have the same force and effect as manual signatures. The term DIGITAL signature means any electronic sound, symbol, or process attached to or logically associated with a record and executed and adopted by a party with the intent to sign such record, including facsimile or email electronic signatures. The use of digital signatures is intended to facilitate more efficient execution and delivery of signed documents.

County of Kane	The American National Red Cross
Owner (Legal Name)	(Legal Name)
By (Signature)	By (Signature)
Name (Printed)	Name (Printed)
Title	Title
Date	Date

Facility List

1. Kane County Government Center, 719 S. Batavia Ave., Geneva, Illinois 60134 – one parking space in the parking lot to park an emergency shelter equipment & supplies trailer.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-005

AUTHORIZING THE FY24 EMERGENCY MANAGEMENT PROGRAM GRANT AGREEMENT FOR THE OFFICE OF EMERGENCY MANAGEMENT

WHEREAS, the Kane County Office of Emergency Management has been awarded an Emergency Management Program Grant (EMPG) through the State of Illinois funded by the Federal Emergency management Agency (FEMA); and

WHEREAS, the objective of the EMPG program is to provide aid in the administration of effective emergency management in the areas of personnel and benefits, travel, organization and equipment; and

WHEREAS, the grant award has been set not to exceed One Hundred Seventy Thousand, Eight Hundred Forty Three Dollars and 40/100 ($170,843.40) of which Eighty Five Thousand, Four Hundred Twenty One Dollar and 70/100 ($85,421.70) are federal funds available for reimbursement of eligible administrative cost. The Grantee shall receive and amount not to exceed $85,421.70 under the agreement.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board that the Chairman thereof is hereby authorized to enter into said grant agreement with the State of Illinois as part of the Emergency Management Program Grant program.

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

AUTHORIZING THE FY 24 EMERGENCY MANAGEMENT PROGRAM GRANT FOR THE OFFICE OF EMERGENCY MANAGEMENT

Committee Flow:
Judicial Public Safety Committee, Executive Committee, County Board

Contact:
Scott Buziecki; 630-232-5986

Budget Information:

Was this item budgeted? N/a	Appropriation Amount: $Na
If not budgeted, explain funding source: N/A	

Summary:

The Kane County Office of Emergency Management has been awarded an Emergency Management Program Grant with pass through funds not to exceed $85,421.70. This grant provides partial funding towards the administrative cost of building and sustaining increased preparedness capabilities.

GRANT AGREEMENT
BETWEEN
THE STATE OF ILLINOIS, ILLINOIS EMERGENCY MANAGEMENT AGENCY
AND OFFICE OF HOMELAND SECURITY
AND
County of Kane

The parties to this Grant Agreement (Agreement) are the State of Illinois (State), acting through the undersigned agency Illinois Emergency Management Agency and Office of Homeland Security (Grantor) and County of Kane (Grantee) (collectively, the "Parties" and individually, a "Party"). The Agreement, consisting of the signature page, the parts listed below, and any additional exhibits or attachments referenced in this Agreement, constitute the entire agreement between the Parties. No promises, terms, or conditions not recited, incorporated or referenced herein, including prior agreements or oral discussions, are binding upon either Grantee or Grantor.

PART ONE – The Uniform Terms

Article I	**Definitions**
Article II	**Award Information**
Article III	**Grantee Certifications and Representations**
Article IV	**Payment Requirements**
Article V	**Scope of Award Activities/Purpose of Award**
Article VI	**Budget**
Article VII	**Allowable Costs**
Article VIII	**Lobbying**
Article IX	**Maintenance and Accessibility of Records; Monitoring**
Article X	**Financial Reporting Requirements**
Article XI	**Performance Reporting Requirements**
Article XII	**Audit Requirements**
Article XIII	**Termination; Suspension; Non-compliance**
Article XIV	**Subcontracts/Subawards**
Article XV	**Notice of Change**
Article XVI	**Structural Reorganization and Reconstitution of Board Membership**
Article XVII	**Conflict of Interest**
Article XVIII	**Equipment or Property**
Article XIX	**Promotional Materials; Prior Notification**
Article XX	**Insurance**
Article XXI	**Lawsuits and Indemnification**
Article XXII	**Miscellaneous**
Exhibit A	**Project Description**
Exhibit B	**Deliverables or Milestones**
Exhibit C	**Contact Information**
Exhibit D	**Performance Measures and Standards**
Exhibit E	**Specific Conditions**

PART TWO – Grantor-Specific Terms

PART THREE – Project-Specific Terms

The Parties or their duly authorized representatives hereby execute this Agreement.

ILLINOIS EMERGENCY MANAGEMENT AGENCY AND OFFICE OF HOMELAND SECURITY

By: _____
Alicia Tate-Nadeau, Director

By: _____
Signature of Designee

Date: _____

Printed Name: _____

Printed Title: _____
Designee

By: _____
Douglas Dorando, Chief Legal Counsel

Date: _____

By: _____
Karl Pound, Chief Financial Officer

Date: _____

County of Kane

By: _____
Corinne Pierog, County Board Chairman

By: _____
Signature of Designee

Date: _____

Printed Name: _____

Printed Title: _____
Designee

PART ONE – THE UNIFORM TERMS

ARTICLE I
DEFINITIONS

1.1. Definitions. Capitalized words and phrases used in this Agreement have the meanings stated in 2 CFR 200.1 unless otherwise stated below.

"Allowable Costs" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Award" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Budget" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Catalog of State Financial Assistance" or "CSFA" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Close-out Report" means a report from the Grantee allowing Grantor to determine whether all applicable administrative actions and required work have been completed, and therefore closeout actions can commence.

"Conflict of Interest" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Cooperative Research and Development Agreement" has the same meaning as in 15 USC 3710a.

"Direct Costs" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Financial Assistance" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"GATU" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Grant Agreement" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Grantee Compliance Enforcement System" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Grant Funds" means the Financial Assistance made available to Grantee through this Agreement.

"Grantee Portal" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Indirect Costs" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Indirect Cost Rate" means a device for determining in a reasonable manner the proportion of Indirect Costs each Program should bear. It is a ratio (expressed as a percentage) of the Indirect Costs to a Direct Cost base. If reimbursement of Indirect Costs is allowable under an Award, Grantor will not reimburse those Indirect Costs unless Grantee has established an Indirect Cost Rate covering the applicable activities and period of time, unless Indirect Costs are reimbursed at a fixed rate.

"Indirect Cost Rate Proposal" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Obligations" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Period of Performance" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Prior Approval" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Profit" means an entity's total revenue less its operating expenses, interest paid, depreciation, and taxes. "Profit" is synonymous with the term "net revenue."

"Program" means the services to be provided pursuant to this Agreement. "Program" is used interchangeably with "Project."

"Program Costs" means all Allowable Costs incurred by Grantee and the value of the contributions made by third parties in accomplishing the objectives of the Award during the Term of this Agreement.

"Related Parties" has the meaning set forth in Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 850-10-20.

"SAM" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"State-issued Award" means the assistance that a grantee receives directly from a State agency. The funding source of the State-issued Award can be federal pass-through, State or a combination thereof. "State-issued Award" does not include the following:

- contracts issued pursuant to the Illinois Procurement Code that a State agency uses to buy goods or services from a contractor or a contract to operate State government-owned, contractor-operated facilities;
- agreements that meet the definition of "contract" under 2 CFR 200.1 and 2 CFR 200.331, which a State agency uses to procure goods or services but are exempt from the Illinois Procurement Code due to an exemption listed under 30 ILCS 500/1-10, or pursuant to a disaster proclamation, executive order, or any other exemption permitted by law;
- amounts received for services rendered to an individual;
- Cooperative Research and Development Agreements;
- an agreement that provides only direct cash assistance to an individual;
- a subsidy;
- a loan;
- a loan guarantee; or
- insurance.

"Illinois Stop Payment List" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Unallowable Cost" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Unique Entity Identifier" or "UEI" has the same meaning as in 44 Ill. Admin. Code 7000.30.

ARTICLE II
AWARD INFORMATION

2.1. Term. This Agreement is effective on October 1, 2023, and expires on September 30, 2026 (the Term), unless terminated pursuant to this Agreement.

2.2. Amount of Agreement. Grant Funds (check one) **X** must not exceed or ☐ are estimated to be **$170,843.40**, of which **$85,421.70** are federal funds. Grantee accepts Grantor's payment as specified in this ARTICLE.

2.3. Payment. Payment will be made as follows (*see* additional payment requirements in ARTICLE IV; additional payment provisions specific to this Award may be included in **PART TWO** or **PART THREE**):

The Grantee shall receive an amount not to exceed **$85,421.70** under this Agreement.

Such reimbursement by the Grantor is contingent on the receipt of timely, complete, and proper documentation from the Grantee in accordance with this Agreement.

2.4. Award Identification Numbers. If applicable, the Federal Award Identification Number (FAIN) is EMC-2024-EP-05002, the federal awarding agency is Federal Emergency Management Agency, and the Federal Award date is October 1, 2023. If applicable, the Assistance Listing Program Title is Emergency Management Performance Grants and Number is 97.042. The Catalog of State Financial Assistance (CSFA) Number is 588-40-0450 and the CSFA Name Emergency Management Performance Grants. If applicable, the State Award Identification Number (SAIN) is 24EMAKANE.

ARTICLE III
GRANTEE CERTIFICATIONS AND REPRESENTATIONS

3.1. Registration Certification. Grantee certifies that: (i) it is registered with SAM and M4TTBEK5NU69 is Grantee's correct UEI; (ii) it is in good standing with the Illinois Secretary of State, if applicable; and (iii) Grantee has successfully completed the annual registration and prequalification through the Grantee Portal.

Grantee must remain current with these registrations and requirements. If Grantee's status with regard to any of these requirement's changes, or the certifications made in and information provided in the uniform grant application changes, Grantee must notify Grantor in accordance with ARTICLE XV.

3.2. Tax Identification Certification. Grantee certifies that: 36-6006585 is Grantee's correct federal employer identification number (FEIN) or Social Security Number. Grantee further certifies, if applicable: (a) that Grantee is not subject to backup withholding because (i) Grantee is exempt from backup withholding, or (ii) Grantee has not been notified by the Internal Revenue Service (IRS) that Grantee is subject to backup withholding as a result of a failure to report all interest or dividends, or (iii) the IRS has notified Grantee that Grantee is no longer subject to backup withholding; and (b) Grantee is a U.S. citizen or other U.S. person. Grantee is doing business as a Governmental Unit.

If Grantee has not received a payment from the State of Illinois in the last two years, Grantee must submit a W-9 tax form with this Agreement.

3.3. Compliance with Uniform Grant Rules. Grantee certifies that it must adhere to the applicable Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, which are published in Title 2, Part 200 of the Code of Federal Regulations (2 CFR Part 200) and are incorporated herein by reference. 44 Ill. Admin. Code 7000.40(c)(1)(A). The requirements of 2 CFR Part 200 apply to the Grant Funds awarded through this Agreement, regardless of whether the original source of the funds is State or federal, unless an exception is noted in federal or State statutes or regulations. 30 ILCS 708/5(b).

3.4. Representations and Use of Funds. Grantee certifies under oath that (1) all representations made in this Agreement are true and correct and (2) all Grant Funds awarded pursuant to this Agreement must be used only for the purpose(s) described herein. Grantee acknowledges that the Award is made solely upon this certification and that any false statements, misrepresentations, or material omissions will be the basis for immediate termination of this Agreement and repayment of all Grant Funds.

3.5. Specific Certifications. Grantee is responsible for compliance with the enumerated certifications in this Paragraph to the extent that the certifications apply to Grantee.

(a) **Bribery.** Grantee certifies that it has not been convicted of bribery or attempting to bribe an officer or employee of the State of Illinois, nor made an admission of guilt of such conduct which is a matter of record.

(b) **Bid Rigging.** Grantee certifies that it has not been barred from contracting with a unit of State or local government as a result of a violation of Paragraph 33E-3 or 33E-4 of the Criminal Code of 2012 (720 ILCS 5/33E-3 or 720 ILCS 5/33E-4, respectively).

(c) **Debt to State.** Grantee certifies that neither it, nor its affiliate(s), is/are barred from receiving an Award because Grantee, or its affiliate(s), is/are delinquent in the payment of any debt to the State, unless Grantee, or its affiliate(s), has/have entered into a deferred payment plan to pay off the debt.

(d) **International Boycott.** Grantee certifies that neither it nor any substantially owned affiliated company is participating or will participate in an international boycott in violation of the provision of the Anti-Boycott Act of 2018, Part II of the Export Control Reform Act of 2018 (50 USC 4841 through 4843), and the anti-boycott provisions set forth in Part 760 of the federal Export Administration Regulations (15 CFR Parts 730 through 774).

(e) **Discriminatory Club Dues or Fees.** Grantee certifies that it is not prohibited from receiving an Award because it pays dues or fees on behalf of its employees or agents or subsidizes or otherwise reimburses employees or agents for payment of their dues or fees to any club which unlawfully discriminates (775 ILCS 25/2).

(f) **Pro-Children Act.** Grantee certifies that it is in compliance with the Pro-Children Act of 2001 in that it prohibits smoking in any portion of its facility used for the provision of health, day care, early childhood development services, education, or library services to children under the age of eighteen (18) (except such portions of the facilities which are used for inpatient substance abuse treatment) (20 USC 7181-7184).

(g) **Drug-Free Workplace.** If Grantee is not an individual, Grantee certifies it will provide a drug free workplace pursuant to the Drug Free Workplace Act. 30 ILCS 580/3. If Grantee is an individual and this Agreement is valued at more than $5,000, Grantee certifies it will not engage in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance during the

performance of the Agreement. 30 ILCS 580/4. Grantee further certifies that if it is a recipient of federal pass-through funds, it is in compliance with the government-wide requirements for a drug-free workplace as set forth in 41 USC 8103.

(h) **Motor Voter Law.** Grantee certifies that it is in full compliance with the terms and provisions of the National Voter Registration Act of 1993 (52 USC 20501 *et seq.*).

(i) **Clean Air Act and Clean Water Act.** Grantee certifies that it is in compliance with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 USC 7401 *et seq.*) and the Federal Water Pollution Control Act, as amended (33 USC 1251 *et seq.*).

(j) **Debarment.** Grantee certifies that it is not debarred, suspended, proposed for debarment or permanent inclusion on the Illinois Stop Payment List, declared ineligible, or voluntarily excluded from participation in this Agreement by any federal department or agency (2 CFR 200.205(a)), or by the State (30 ILCS 708/25(6)(G)).

(k) **Non-procurement Debarment and Suspension.** Grantee certifies that it is in compliance with Subpart C of 2 CFR Part 180 as supplemented by 2 CFR Part 376, Subpart C.

(l) **Health Insurance Portability and Accountability Act.** Grantee certifies that it is in compliance with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) (Public Law No. 104-191, 45 CFR Parts 160, 162 and 164, and the Social Security Act, 42 USC 1320d-2 through 1320d-7), in that it may not use or disclose protected health information other than as permitted or required by law and agrees to use appropriate safeguards to prevent use or disclosure of the protected health information. Grantee must maintain, for a minimum of six (6) years, all protected health information.

(m) **Criminal Convictions.** Grantee certifies that:

(i) Neither it nor a managerial agent of Grantee (for non-governmental grantees only, this includes any officer, director, or partner of Grantee) has been convicted of a felony under the Sarbanes-Oxley Act of 2002, nor a Class 3 or Class 2 felony under Illinois Securities Law of 1953, or that at least five (5) years have passed since the date of the conviction; and

(ii) It must disclose to Grantor all violations of criminal law involving fraud, bribery or gratuity violations potentially affecting this Award. Failure to disclose may result in remedial actions as stated in the Grant Accountability and Transparency Act. 30 ILCS 708/40. Additionally, if Grantee receives over $10 million in total federal Financial Assistance, during the period of this Award, Grantee must maintain the currency of information reported to SAM regarding civil, criminal or administrative proceedings as required by 2 CFR 200.113 and Appendix XII of 2 CFR Part 200, and 30 ILCS 708/40.

(n) **Federal Funding Accountability and Transparency Act of 2006 (FFATA).** Grantee certifies that it is in compliance with the terms and requirements of 31 USC 6101 with respect to Federal Awards greater than or equal to $30,000. A FFATA subaward report must be filed by the end of the month following the month in which the award was made.

(o) **Illinois Works Review Panel**. For Awards made for public works projects, as defined in the Illinois Works Jobs Program Act, Grantee certifies that it and any contractor(s) or subcontractor(s) that performs work using funds from this Award, must, upon reasonable notice, appear before and respond to requests for information from the Illinois Works Review Panel. 30 ILCS 559/20-25(d).

(p) **Anti-Discrimination.** Grantee certifies that its employees and subcontractors under subcontract made pursuant to this Agreement, must comply with all applicable provisions of State and federal laws and regulations pertaining to nondiscrimination, sexual harassment and equal employment opportunity including, but not limited to: Illinois Human Rights Act (775 ILCS 5/1-101 *et seq.*), including, without limitation, 44 Ill. Admin. Code 750- Appendix A, which is incorporated herein; Public Works Employment Discrimination Act (775 ILCS 10/1 *et seq.*); Civil Rights Act of 1964 (as amended) (42 USC 2000a - 2000h-6); Section 504 of the Rehabilitation Act of 1973 (29 USC 794); Americans with Disabilities Act of 1990 (as amended) (42 USC 12101 *et seq.*); and the Age Discrimination Act of 1975 (42 USC 6101 *et seq.*).

(q) **Internal Revenue Code and Illinois Income Tax Act**. Grantee certifies that it complies with all provisions of the federal Internal Revenue Code (26 USC 1), the Illinois Income Tax Act (35 ILCS 5), and all regulations and rules promulgated thereunder, including withholding provisions and timely deposits of employee taxes and unemployment insurance taxes.

ARTICLE IV
PAYMENT REQUIREMENTS

4.1. Availability of Appropriation; Sufficiency of Funds. This Agreement is contingent upon and subject to the availability of sufficient funds. Grantor may terminate or suspend this Agreement, in whole or in part, without penalty or further payment being required, if (i) sufficient funds for this Agreement have not been appropriated or otherwise made available to Grantor by the State or the federal funding source, (ii) the Governor or Grantor reserves funds, or (iii) the Governor or Grantor determines that funds will not or may not be available for payment. Grantor must provide notice, in writing, to Grantee of any such funding failure and its election to terminate or suspend this Agreement as soon as practicable. Any suspension or termination pursuant to this Paragraph will be effective upon the date of the written notice unless otherwise indicated.

4.2. Pre-Award Costs. Pre-award costs are not permitted unless specifically authorized by Grantor in **Exhibit A**, **PART TWO** or **PART THREE** of this Agreement. If they are authorized, pre-award costs must be charged to the initial Budget Period of the Award, unless otherwise specified by Grantor. 2 CFR 200.458.

4.3. Return of Grant Funds. Grantee must liquidate all Obligations incurred under the Award within forty-five (45) days of the end of the Period of Performance, or in the case of capital improvement Awards, within forty-five (45) days of the end of the time period the Grant Funds are available for expenditure or obligation, unless Grantor permits a longer period in **PART TWO** OR **PART THREE**. Grantee must return to Grantor within forty-five (45) days of the end of the applicable time period as set forth in this Paragraph all remaining Grant Funds that are not expended or legally obligated.

4.4. Cash Management Improvement Act of 1990. Unless notified otherwise in **PART TWO** or **PART THREE**, Grantee must manage federal funds received under this Agreement in accordance with the Cash Management Improvement Act of 1990 (31 USC 6501 *et seq.*) and any other applicable federal laws or regulations. 2 CFR 200.305; 44 Ill. Admin. Code 7000.120.

4.5. Payments to Third Parties. Grantor will have no liability to Grantee when Grantor acts in good faith to redirect all or a portion of any Grantee payment to a third party. Grantor will be deemed to have acted in good faith when it is in possession of information that indicates Grantee authorized Grantor to intercept or redirect payments to a third party or when so ordered by a court of competent jurisdiction.

4.6. Modifications to Estimated Amount. If the Agreement amount is established on an estimated

basis, then it may be increased by mutual agreement at any time during the Term. Grantor may decrease the estimated amount of this Agreement at any time during the Term if (i) Grantor believes Grantee will not use the funds during the Term, (ii) Grantor believes Grantee has used Grant Funds in a manner that was not authorized by this Agreement, (iii) sufficient funds for this Agreement have not been appropriated or otherwise made available to Grantor by the State or the federal funding source, (iv) the Governor or Grantor reserves funds, or (v) the Governor or Grantor determines that funds will or may not be available for payment. Grantee will be notified, in writing, of any adjustment of the estimated amount of this Agreement. In the event of such reduction, services provided by Grantee under **Exhibit A** may be reduced accordingly. Grantor must pay Grantee for work satisfactorily performed prior to the date of the notice regarding adjustment. 2 CFR 200.308.

4.7. Interest.

(a) All interest earned on Grant Funds held by a Grantee will be treated in accordance with 2 CFR 200.305(b)(9), unless otherwise provided in **PART TWO** or **PART THREE**. Grantee must remit annually any amount due in accordance with 2 CFR 200.305(b)(9) or to Grantor, as applicable.

(b) Grant Funds must be placed in an insured account, whenever possible, that bears interest, unless exempted under 2 CFR 200.305(b)(8).

4.8. Timely Billing Required. Grantee must submit any payment request to Grantor within fifteen (15) days of the end of the quarter, unless another billing schedule is specified in **ARTICLE II, PART TWO**, or **PART THREE**. Failure to submit such payment request timely will render the amounts billed Unallowable Costs which Grantor cannot reimburse. In the event that Grantee is unable, for good cause, to submit its payment request timely, Grantee shall timely notify Grantor and may request an extension of time to submit the payment request. Grantor's approval of Grantee's request for an extension shall not be unreasonably withheld.

4.9. Certification. Pursuant to 2 CFR 200.415, each invoice and report submitted by Grantee (or subrecipient) must contain the following certification by an official authorized to legally bind Grantee (or subrecipient):

> By signing this report [or payment request or both], I certify to the best of my knowledge and belief that the report [or payment request] is true, complete, and accurate; that the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the State or federal pass-through award; and that supporting documentation has been submitted as required by the grant agreement. I acknowledge that approval for any other expenditure described herein is considered conditional subject to further review and verification in accordance with the monitoring and records retention provisions of the grant agreement. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812; 30 ILCS 708/120).

ARTICLE V
SCOPE OF AWARD ACTIVITIES/PURPOSE OF AWARD

5.1. Scope of Award Activities/Purpose of Award. Grantee must perform as described in this Agreement, including as described in **Exhibit A** (Project Description), **Exhibit B** (Deliverables or Milestones), and **Exhibit D** (Performance Measures and Standards), as applicable. Grantee must further comply with all terms and

conditions set forth in the Notice of State Award (44 Ill. Admin. Code 7000.360) which is incorporated herein by reference. All Grantor-specific provisions and programmatic reporting required under this Agreement are described in **PART TWO** (Grantor-Specific Terms). All Project-specific provisions and reporting required under this Agreement are described in **PART THREE** (Project-Specific Terms).

5.2. Scope Revisions. Grantee must obtain Prior Approval from Grantor whenever a scope revision is necessary for one or more of the reasons enumerated in 44 Ill. Admin. Code 7000.370(b)(2). All requests for scope revisions that require Grantor approval must be signed by Grantee's authorized representative and submitted to Grantor for approval. Expenditure of funds under a requested revision is prohibited and will not be reimbursed if expended before Grantor gives written approval. 2 CFR 200.308.

5.3. Specific Conditions. If applicable, specific conditions required after a risk assessment are included in **Exhibit E**. Grantee must adhere to the specific conditions listed therein. 44 Ill. Admin. Code 7000.340(e).

ARTICLE VI
BUDGET

6.1. Budget. The Budget submitted by Grantee at application, or a revised Budget subsequently submitted and approved by Grantor, is considered final and is incorporated herein by reference.

6.2. Budget Revisions. Grantee must obtain Prior Approval, whether mandated or discretionary, from Grantor whenever a Budget revision is necessary for one or more of the reasons enumerated in 44 Ill. Admin. Code 7000.370(b). All requests for Budget revisions that require Grantor approval must be signed by Grantee's authorized representative and submitted to Grantor for approval. Expenditure of funds under a requested revision is prohibited and will not be reimbursed if expended before Grantor gives written approval.

6.3. Notification. Within thirty (30) calendar days from the date of receipt of the request for Budget revisions, Grantor will review the request and notify Grantee whether the Budget revision has been approved, denied, or the date upon which a decision will be reached. 44 Ill. Admin. Code 7000.370(b)(7).

ARTICLE VII
ALLOWABLE COSTS

7.1. Allowability of Costs; Cost Allocation Methods. The allowability of costs and cost allocation methods for work performed under this Agreement will be determined in accordance with 2 CFR Part 200 Subpart E and Appendices III, IV, V, and VII.

7.2. Indirect Cost Rate Submission.

(a) All grantees, except for Local Education Agencies (as defined in 34 CFR 77.1), must make an Indirect Cost Rate election in the Grantee Portal, even grantees that do not charge or expect to charge Indirect Costs. 44 Ill. Admin. Code 7000.420(e).

(i) Waived and de minimis Indirect Cost Rate elections will remain in effect until Grantee elects a different option.

(b) Grantee must submit an Indirect Cost Rate Proposal in accordance with federal and State regulations, in a format prescribed by Grantor. For grantees who have never negotiated an Indirect Cost Rate before, the Indirect Cost Rate Proposal must be submitted for approval no later than three months after the effective date of the Award. For grantees who have previously negotiated an Indirect

Cost Rate, the Indirect Cost Rate Proposal must be submitted for approval within 180 days of Grantee's fiscal year end, as dictated in the applicable appendices, such as:

(i) Appendix VII to 2 CFR Part 200 governs Indirect Cost Rate Proposals for state and Local Governments and Indian Tribes,

(ii) Appendix III to 2 CFR Part 200 governs Indirect Cost Rate Proposals for public and private institutions of higher education,

(iii) Appendix IV to 2 CFR Part 200 governs Indirect (F&A) Costs Identification and Assignment, and Rate Determination for Nonprofit Organizations, and

(iv) Appendix V to 2 CFR Part 200 governs state/Local Governmentwide Central Service Cost Allocation Plans.

(c) A grantee who has a current, applicable rate negotiated by a cognizant federal agency must provide to Grantor a copy of its Indirect Cost Rate acceptance letter from the federal government and a copy of all documentation regarding the allocation methodology for costs used to negotiate that rate, e.g., without limitation, the cost policy statement or disclosure narrative statement. Grantor will accept that Indirect Cost Rate, up to any statutory, rule-based or programmatic limit.

(d) A grantee who does not have a current negotiated rate, may elect to charge the *de minimis* rate as set forth in 2 CFR 200.414(f), which may be used indefinitely. No documentation is required to justify the *de minimis* Indirect Cost Rate. 2 CFR 200.414(f).

7.3. Transfer of Costs. Cost transfers between Grants, whether as a means to compensate for cost overruns or for other reasons, are unallowable. 2 CFR 200.451.

7.4. Commercial Organization Cost Principles. The federal cost principles and procedures for cost analysis and the determination, negotiation and allowance of costs that apply to commercial organizations are set forth in 48 CFR Part 31.

7.5. Financial Management Standards. The financial management systems of Grantee must meet the following standards:

(a) **Accounting System**. Grantee organizations must have an accounting system that provides accurate, current, and complete disclosure of all financial transactions related to each state- and federally funded Program. Accounting records must contain information pertaining to State and federal pass-through awards, authorizations, Obligations, unobligated balances, assets, outlays, and income. These records must be maintained on a current basis and balanced at least quarterly. Cash contributions to the Program from third parties must be accounted for in the general ledger with other Grant Funds. Third party in-kind (non-cash) contributions are not required to be recorded in the general ledger, but must be under accounting control, possibly through the use of a memorandum ledger. To comply with 2 CFR 200.305(b)(7)(i) and 30 ILCS 708/97, Grantee must use reasonable efforts to ensure that funding streams are delineated within Grantee's accounting system. 2 CFR 200.302.

(b) **Source Documentation**. Accounting records must be supported by such source documentation as canceled checks, bank statements, invoices, paid bills, donor letters, time and attendance records, activity reports, travel reports, contractual and consultant agreements, and subaward documentation. All supporting documentation must be clearly identified with the Award and general ledger accounts which are to be charged or credited.

(i) The documentation standards for salary charges to Grants are prescribed by 2 CFR 200.430, and in the cost principles applicable to the Grantee's organization.

(ii) If records do not meet the standards in 2 CFR 200.430, then Grantor may notify Grantee in **PART TWO**, **PART THREE** or **Exhibit E** of the requirement to submit personnel activity reports. 2 CFR 200.430(i)(8). Personnel activity reports must account on an after-the-fact basis for one hundred percent (100%) of the employee's actual time, separately indicating the time spent on the Award, other grants or projects, vacation or sick leave, and administrative time, if applicable. The reports must be signed by the employee, approved by the appropriate official, and coincide with a pay period. These time records must be used to record the distribution of salary costs to the appropriate accounts no less frequently than quarterly.

(iii) Formal agreements with independent contractors, such as consultants, must include a description of the services to be performed, the period of performance, the fee and method of payment, an itemization of travel and other costs which are chargeable to the agreement, and the signatures of both the contractor and an appropriate official of Grantee.

(iv) If third party in-kind (non-cash) contributions are used for Award purposes, the valuation of these contributions must be supported with adequate documentation.

(c) **Internal Control**. Grantee must maintain effective control and accountability for all cash, real and personal property, and other assets. Grantee must adequately safeguard all such property and must provide assurance that it is used solely for authorized purposes. Grantee must also have systems in place that provide reasonable assurance that the information is accurate, allowable, and compliant with the terms and conditions of this Agreement. 2 CFR 200.303.

(d) **Budget Control**. Grantee must maintain records of expenditures for each Award by the cost categories of the approved Budget (including Indirect Costs that are charged to the Award), and actual expenditures are to be compared with budgeted amounts at least quarterly.

(e) **Cash Management**. Requests for advance payment must be limited to Grantee's immediate cash needs. Grantee must have written procedures to minimize the time elapsing between the receipt and the disbursement of Grant Funds to avoid having excess funds on hand. 2 CFR 200.305.

7.6. Profits. It is not permitted for any person or entity to earn a Profit from an Award. *See, e.g.*, 2 CFR 200.400(g); *see also* 30 ILCS 708/60(a)(7).

7.7. Management of Program Income. Grantee is encouraged to earn income to defray Program Costs where appropriate, subject to 2 CFR 200.307.

ARTICLE VIII
LOBBYING

8.1. Improper Influence. Grantee certifies that it will not use and has not used Grant Funds to influence or attempt to influence an officer or employee of any government agency or a member or employee of the State or federal legislature in connection with the awarding of any agreement, the making of any grant, the making of any loan, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment or modification of any agreement, grant, loan or cooperative agreement. Additionally, Grantee certifies that it has filed the required certification under the Byrd Anti-Lobbying Amendment (31 USC 1352), if applicable.

8.2. Federal Form LLL. If any federal funds, other than federally appropriated funds, were paid or will be paid to any person for influencing or attempting to influence any of the above persons in connection with this Agreement, the undersigned must also complete and submit Federal Form LLL, Disclosure of Lobbying Activities Form, in accordance with its instructions.

8.3. Lobbying Costs. Grantee certifies that it is in compliance with the restrictions on lobbying set forth in 2 CFR 200.450. For any Indirect Costs associated with this Agreement, total lobbying costs must be separately identified in the Program Budget, and thereafter treated as other Unallowable Costs.

8.4. Procurement Lobbying. Grantee warrants and certifies that it and, to the best of its knowledge, its subrecipients have complied and will comply with Illinois Executive Order No. 1 (2007) (EO 1-2007). EO 1-2007 generally prohibits grantees and subcontractors from hiring the then-serving Governor's family members to lobby procurement activities of the State, or any other unit of government in Illinois including local governments, if that procurement may result in a contract valued at over $25,000. This prohibition also applies to hiring for that same purpose any former State employee who had procurement authority at any time during the one-year period preceding the procurement lobbying activity.

8.5. Subawards. Grantee must include the language of this ARTICLE in the award documents for any subawards made pursuant to this Award at all tiers. All subrecipients are also subject to certification and disclosure. Pursuant to Appendix II(I) to 2 CFR Part 200, Grantee must forward all disclosures by contractors regarding this certification to Grantor.

8.6. Certification. This certification is a material representation of fact upon which reliance was placed to enter into this transaction and is a prerequisite for this transaction, pursuant to 31 USC 1352. Any person who fails to file the required certifications will be subject to a civil penalty of not less than $10,000, and not more than $100,000, for each such failure.

ARTICLE IX
MAINTENANCE AND ACCESSIBILITY OF RECORDS; MONITORING

9.1. Records Retention. Grantee must maintain for three (3) years from the date of submission of the final expenditure report, adequate books, all financial records and, supporting documents, statistical records, and all other records pertinent to this Award, adequate to comply with 2 CFR 200.334, unless a different retention period is specified in 2 CFR 200.334, 44 Ill. Admin. Code 7000.430(a) and (b) or **PART TWO** or **PART THREE**. If any litigation, claim or audit is started before the expiration of the retention period, the records must be retained until all litigation, claims or audit exceptions involving the records have been resolved and final action taken.

9.2. Accessibility of Records. Grantee, in compliance with 2 CFR 200.337 and 44 Ill. Admin. Code 7000.430(f), must make books, records, related papers, supporting documentation and personnel relevant to this Agreement available to authorized Grantor representatives, the Illinois Auditor General, Illinois Attorney General, any Executive Inspector General, Grantor's Inspector General, federal authorities, any person identified in 2 CFR 200.337, and any other person as may be authorized by Grantor (including auditors), by the State of Illinois or by federal statute. Grantee must cooperate fully in any such audit or inquiry.

9.3. Failure to Maintain Books and Records. Failure to maintain adequate books, records and supporting documentation, as described in this ARTICLE, will result in the disallowance of costs for which there is insufficient supporting documentation and also establishes a presumption in favor of the State for the recovery of any Grant Funds paid by the State under this Agreement for which adequate books, records and supporting documentation are not available to support disbursement.

9.4. Monitoring and Access to Information. Grantee must monitor its activities to assure compliance with applicable state and federal requirements and to assure its performance expectations are being achieved. Grantor will monitor the activities of Grantee to assure compliance with all requirements, including appropriate programmatic rules, regulations, and guidelines that the Grantor promulgates or implements, and performance

expectations of the Award. Grantee must timely submit all financial and performance reports, and must supply, upon Grantor's request, documents and information relevant to the Award. Grantor may make site visits as warranted by Program needs. 2 CFR 200.329; 200.332. Additional monitoring requirements may be in **PART TWO** or **PART THREE**.

ARTICLE X
FINANCIAL REPORTING REQUIREMENTS

10.1. Required Periodic Financial Reports. Grantee must submit financial reports as requested and in the format required by Grantor no later than the dues date(s) specified in **PART TWO** or **PART THREE**. Grantee must submit quarterly reports with Grantor describing the expenditure(s) of the funds related thereto, unless more frequent reporting is required by the Grantee due to the funding source or pursuant to specific award conditions. 2 CFR 200.208. Any report required by 30 ILCS 708/125 may be detailed in **PART TWO** or **PART THREE**.

10.2. Financial Close-out Report.

(a) Grantee must submit a financial Close-out Report, in the format required by Grantor, by the due date specified in **PART TWO** or **PART THREE**, which must be no later than sixty (60) calendar days following the end of the Period of Performance for this Agreement or Agreement termination. The format of this financial Close-out Report must follow a format prescribed by Grantor. 2 CFR 200.344; 44 Ill. Admin. Code 7000.440(b).

(b) If an audit or review of Grantee occurs and results in adjustments after Grantee submits a Close-out Report, Grantee must submit a new financial Close-out Report based on audit adjustments, and immediately submit a refund to Grantor, if applicable. 2 CFR 200.345; 44 Ill. Admin. Code 7000.450.

10.3. Effect of Failure to Comply. Failure to comply with the reporting requirements in this Agreement may cause a delay or suspension of funding or require the return of improper payments or Unallowable Costs and will be considered a material breach of this Agreement. Grantee's failure to comply with ARTICLE X, ARTICLE XI, or ARTICLE XVII will be considered prima facie evidence of a breach and may be admitted as such, without further proof, into evidence in an administrative proceeding before Grantor, or in any other legal proceeding. Grantee should refer to the State Grantee Compliance Enforcement System for policy and consequences for failure to comply. 44 Ill. Admin. Code 7000.80.

ARTICLE XI
PERFORMANCE REPORTING REQUIREMENTS

11.1. Required Periodic Performance Reports. Grantee must submit performance reports as requested and in the format required by Grantor no later than the due date(s) specified in **PART TWO** or **PART THREE**. 44 Ill. Admin. Code 7000.410. Grantee must report to Grantor on the performance measures listed in **Exhibit D**, **PART TWO** or **PART THREE** at the intervals specified by Grantor, which must be no less frequent than annually and no more frequent than quarterly, unless otherwise specified in **PART TWO**, **PART THREE**, or **Exhibit E** pursuant to specific award conditions. For certain construction-related Awards, such reports may be exempted as identified in **PART TWO** or **PART THREE**. 2 CFR 200.329.

11.2. Performance Close-out Report. Grantee must submit a performance Close-out Report, in the format required by Grantor by the due date specified in **PART TWO** or **PART THREE,** which must be no later than 60 calendar days following the end of the Period of Performance or Agreement termination. 2 CFR 200.344; 44 Ill. Admin. Code 7000.440(b).

11.3. Content of Performance Reports. Pursuant to 2 CFR 200.329(b) and (c), all performance reports must relate the financial data and accomplishments to the performance goals and objectives of this Award and also include the following: a comparison of actual accomplishments to the objectives of the Award established for the period; where the accomplishments can be quantified, a computation of the cost and demonstration of cost effective practices (e.g., through unit cost data); performance trend data and analysis if required; and reasons why established goals were not met, if appropriate. Additional content and format guidelines for the performance reports will be determined by Grantor contingent on the Award's statutory, regulatory and administrative requirements, and are included in **PART TWO** or **PART THREE** of this Agreement.

ARTICLE XII
AUDIT REQUIREMENTS

12.1. Audits. Grantee is subject to the audit requirements contained in the Single Audit Act Amendments of 1996 (31 USC 7501-7507), Subpart F of 2 CFR Part 200, and the audit rules and policies set forth by the Governor's Office of Management and Budget. 30 ILCS 708/65(c); 44 Ill. Admin. Code 7000.90.

12.2. Consolidated Year-End Financial Reports (CYEFR). All grantees must complete and submit a CYEFR through the Grantee Portal, except those exempted by federal or State statute or regulation, as set forth in **PART TWO** or **PART THREE**. The CYEFR is a required schedule in Grantee's audit report if Grantee is required to complete and submit an audit report as set forth herein.

(a) Grantee's CYEFR must cover the same period as the audited financial statements, if required, and must be submitted in accordance with the audit schedule at 44 Ill. Admin. Code 7000.90. If Grantee is not required to complete audited financial statements, the CYEFR must cover Grantee's fiscal year and must be submitted within 6 months of the Grantee's fiscal year-end.

(b) The CYEFR must include an in relation to opinion from the auditor of the financial statements included in the audit.

(c) The CYEFR must follow a format prescribed by Grantor.

12.3. Entities That Are Not "For-Profit".

(a) This Paragraph applies to Grantees that are not "for-profit" entities.

(b) Single and Program-Specific Audits. If, during its fiscal year, Grantee expends at least the threshold amount as set out in 2 CFR 200.501(a) in federal Awards (direct federal and federal pass-through awards combined), Grantee must have a single audit or program-specific audit conducted for that year as required by 2 CFR 200.501 and other applicable sections of Subpart F of 2 CFR Part 200. The audit report packet must be completed as described in 2 CFR 200.512 (single audit) or 2 CFR 200.507 (program-specific audit), 44 Ill. Admin. Code 7000.90(h)(1) and the current GATA audit manual and submitted to the Federal Audit Clearinghouse, as required by 2 CFR 200.512. The results of peer and external quality control reviews, management letters issued by the auditors and their respective corrective action plans if significant deficiencies or material weaknesses are identified, and the CYEFR(s) must be submitted to the Grantee Portal at the same time the audit report packet is submitted to the Federal Audit Clearinghouse. The due date of all required submissions set forth in this Paragraph is the earlier of (i) thirty (30) calendar days after receipt of the auditor's report(s) or (ii) nine (9) months after the end of Grantee's audit period.

(c) Financial Statement Audit. If, during its fiscal year, Grantee expends less than the threshold amount as set out in 2 CFR 200.501(a) in federal Awards, Grantee is subject to the following audit requirements:

(i) If, during its fiscal year, Grantee expends at least the threshold amount as set out in 44 Ill. Admin. Code 7000.90(c)(1) in State-issued Awards, Grantee must have a financial statement audit conducted in accordance with the Generally Accepted Government Auditing Standards (GAGAS). Grantee may be subject to additional requirements in **PART TWO, PART THREE** or **Exhibit E** based on Grantee's risk profile.

(ii) If, during its fiscal year, Grantee expends less than the threshold amount as set out in 44 Ill. Admin. Code 7000.90(c)(1) in State-issued Awards but expends at least the threshold amount as set out in 44 Ill. Admin Code 7000.90(c)(2) in State-issued Awards, Grantee must have a financial statement audit conducted in accordance with the Generally Accepted Auditing Standards (GAAS).

(iii) If Grantee is a Local Education Agency (as defined in 34 CFR 77.1), Grantee must have a financial statement audit conducted in accordance with GAGAS, as required by 23 Ill. Admin. Code 100.110, regardless of the dollar amount of expenditures of State-issued Awards.

(iv) If Grantee does not meet the requirements in subsections 12.3(b) and 12.3(c)(i-iii) but is required to have a financial statement audit conducted based on other regulatory requirements, Grantee must submit those audits for review.

(v) Grantee must submit its financial statement audit report packet, as set forth in 44 Ill. Admin. Code 7000.90(h)(2) and the current GATA audit manual, to the Grantee Portal within the earlier of (i) thirty (30) calendar days after receipt of the auditor's report(s) or (ii) six (6) months after the end of Grantee's audit period.

12.4. "For-Profit" Entities.

(a) This Paragraph applies to Grantees that are "for-profit" entities.

(b) Program-Specific Audit. If, during its fiscal year, Grantee expends at least the threshold amount as set out in 2 CFR 200.501(a) in federal pass-through funds from State-issued Awards, Grantee must have a program-specific audit conducted in accordance with 2 CFR 200.507. The auditor must audit federal pass-through programs with federal pass-through Awards expended that, in the aggregate, cover at least 50 percent (0.50) of total federal pass-through Awards expended. The audit report packet must be completed as described in 2 CFR 200.507 (program-specific audit), 44 Ill. Admin. Code 7000.90 and the current GATA audit manual and must be submitted to the Grantee Portal. The due date of all required submissions set forth in this Paragraph is the earlier of (i) thirty (30) calendar days after receipt of the auditor's report(s) or (ii) nine (9) months after the end of Grantee's audit period.

(c) Financial Statement Audit. If, during its fiscal year, Grantee expends less than the threshold amount as set out in 2 CFR 200.501(a) in federal pass-through funds from State-issued Awards, Grantee must follow all of the audit requirements in Paragraphs 12.3(c)(i)-(v), above.

(d) Publicly Traded Entities. If Grantee is a publicly traded company, Grantee is not subject to the single audit or program-specific audit requirements but must submit its annual audit conducted in accordance with its regulatory requirements.

12.5. Performance of Audits. For those organizations required to submit an independent audit report, the audit must be conducted by the Illinois Auditor General (as required for certain governmental entities only),

or a Certified Public Accountant or Certified Public Accounting Firm licensed in the State of Illinois or in accordance with Section 5.2 of the Illinois Public Accounting Act (225 ILCS 450/5.2). For all audits required to be performed subject to GAGAS or Generally Accepted Auditing Standards, Grantee must request and maintain on file a copy of the auditor's most recent peer review report and acceptance letter. Grantee must follow procedures prescribed by Grantor for the preparation and submission of audit reports and any related documents.

12.6. Delinquent Reports. When audit reports or financial statements required under this ARTICLE are prepared by the Illinois Auditor General, if they are not available by the above-specified due date, they must be provided to Grantor within thirty (30) days of becoming available. Grantee should refer to the State Grantee Compliance Enforcement System for the policy and consequences for late reporting. 44 Ill. Admin. Code 7000.80.

ARTICLE XIII
TERMINATION; SUSPENSION; NON-COMPLIANCE

13.1. Termination.

(a) Either Party may terminate this Agreement, in whole or in part, upon thirty (30) calendar days' prior written notice to the other Party.

(b) If terminated by the Grantee, Grantee must include the reasons for such termination, the effective date, and, in the case of a partial termination, the portion to be terminated. If Grantor determines in the case of a partial termination that the reduced or modified portion of the Award will not accomplish the purposes for which the Award was made, Grantor may terminate the Agreement in its entirety. 2 CFR 200.340(a)(4).

(c) This Agreement may be terminated, in whole or in part, by Grantor:

(i) Pursuant to a funding failure under Paragraph 4.1;

(ii) If Grantee fails to comply with the terms and conditions of this or any Award, application or proposal, including any applicable rules or regulations, or has made a false representation in connection with the receipt of this or any Award; or

(iii) If the Award no longer effectuates the Program goals or agency priorities as set forth in **Exhibit A**, **PART TWO** or **PART THREE**.

13.2. Suspension. Grantor may suspend this Agreement, in whole or in part, pursuant to a funding failure under Paragraph 4.1 or if the Grantee fails to comply with terms and conditions of this or any Award. If suspension is due to Grantee's failure to comply, Grantor may withhold further payment and prohibit Grantee from incurring additional Obligations pending corrective action by Grantee or a decision to terminate this Agreement by Grantor. Grantor may allow necessary and proper costs that Grantee could not reasonably avoid during the period of suspension.

13.3. Non-compliance. If Grantee fails to comply with the U.S. Constitution, applicable statutes, regulations or the terms and conditions of this or any Award, Grantor may impose additional conditions on Grantee, as described in 2 CFR 200.208. If Grantor determines that non-compliance cannot be remedied by imposing additional conditions, Grantor may take one or more of the actions described in 2 CFR 200.339. The Parties must follow all Grantor policies and procedures regarding non-compliance, including, but not limited to, the procedures set forth in the State Grantee Compliance Enforcement System. 44 Ill. Admin. Code 7000.80 and

7000.260.

13.4. Objection. If Grantor suspends or terminates this Agreement, in whole or in part, for cause, or takes any other action in response to Grantee's non-compliance, Grantee may avail itself of any opportunities to object and challenge such suspension, termination or other action by Grantor in accordance with any applicable processes and procedures, including, but not limited to, the procedures set forth in the State Grantee Compliance Enforcement System. 2 CFR 200.342; 44 Ill. Admin. Code 7000.80 and 7000.260.

13.5. Effects of Suspension and Termination.

(a) Grantor may credit Grantee for allowable expenditures incurred in the performance of authorized services under this Agreement prior to the effective date of a suspension or termination.

(b) Except as set forth in subparagraph (c), below, Grantee must not incur any costs or Obligations that require the use of Grant Funds after the effective date of a suspension or termination and must cancel as many outstanding Obligations as possible.

(c) Costs to Grantee resulting from Obligations incurred by Grantee during a suspension or after termination of the Agreement are not allowable unless Grantor expressly authorizes them in the notice of suspension or termination or subsequently. However, Grantor may allow costs during a suspension or after termination if:

(i) The costs result from Obligations properly incurred before the effective date of suspension or termination, are not in anticipation of the suspension or termination, and the costs would be allowable if the Agreement was not suspended or terminated prematurely. 2 CFR 200.343.

13.6. Close-out of Terminated Agreements. If this Agreement is terminated, in whole or in part, the Parties must comply with all close-out and post-termination requirements of this Agreement. 2 CFR 200.340(d).

ARTICLE XIV
SUBCONTRACTS/SUBAWARDS

14.1. Subcontracting/Subrecipients/Delegation. Grantee must not subcontract nor issue a subaward for any portion of this Agreement nor delegate any duties hereunder without Prior Approval of Grantor. The requirement for Prior Approval is satisfied if the subcontractor or subrecipient has been identified in the uniform grant application, such as, without limitation, a Project description, and Grantor has approved. Grantee must notify any potential subrecipient that the subrecipient must obtain and provide to the Grantee a Unique Entity Identifier prior to receiving a subaward. 2 CFR 25.300.

14.2. Application of Terms. If Grantee enters into a subaward agreement with a subrecipient, Grantee must notify the subrecipient of the applicable laws and regulations and terms and conditions of this Award by attaching this Agreement to the subaward agreement. The terms of this Agreement apply to all subawards authorized in accordance with Paragraph 14.1. 2 CFR 200.101(b)(2).

14.3. Liability as Guaranty. Grantee will be liable as guarantor for any Grant Funds it obligates to a subrecipient or subcontractor pursuant to this ARTICLE in the event Grantor determines the funds were either misspent or are being improperly held and the subrecipient or subcontractor is insolvent or otherwise fails to return the funds. 2 CFR 200.345; 30 ILCS 705/6; 44 Ill. Admin. Code 7000.450(a).

ARTICLE XV
NOTICE OF CHANGE

15.1. Notice of Change. Grantee must notify Grantor if there is a change in Grantee's legal status, FEIN, UEI, SAM registration status, Related Parties, senior management (for non-governmental grantees only) or address. If the change is anticipated, Grantee must give thirty (30) days' prior written notice to Grantor. If the change is unanticipated, Grantee must give notice as soon as practicable thereafter. Grantor reserves the right to take any and all appropriate action as a result of such change(s).

15.2. Failure to Provide Notification. To the extent permitted by Illinois law (*see* Paragraph 21.2), Grantee must hold harmless Grantor for any acts or omissions of Grantor resulting from Grantee's failure to notify Grantor as required by Paragraph 15.1.

15.3. Notice of Impact. Grantee must notify Grantor in writing of any event, including, by not limited to, becoming a party to litigation, an investigation, or transaction that may have a material impact on Grantee's ability to perform under this Agreement. Grantee must provide notice to Grantor as soon as possible, but no later than five (5) days after Grantee becomes aware that the event may have a material impact.

15.4. Effect of Failure to Provide Notice. Failure to provide the notice described in this ARTICLE is grounds for termination of this Agreement and any costs incurred after the date notice should have been given may be disallowed.

ARTICLE XVI
STRUCTURAL REORGANIZATION AND RECONSTITUTION OF BOARD MEMBERSHIP

16.1. Effect of Reorganization. This Agreement is made by and between Grantor and Grantee, as Grantee is currently organized and constituted. Grantor does not agree to continue this Agreement, or any license related thereto, should Grantee significantly reorganize or otherwise substantially change the character of its corporate structure, business structure or governance structure. Grantee must give Grantor prior notice of any such action or changes significantly affecting its overall structure or, for non-governmental grantees only, management makeup (for example, a merger or a corporate restructuring), and must provide all reasonable documentation necessary for Grantor to review the proposed transaction including financial records and corporate and shareholder minutes of any corporation which may be involved. Grantor reserves the right to terminate the Agreement based on whether the newly organized entity is able to carry out the requirements of the Award. This ARTICLE does not require Grantee to report on minor changes in the makeup of its board membership or governance structure, as applicable. Nevertheless, **PART TWO** or **PART THREE** may impose further restrictions. Failure to comply with this ARTICLE constitutes a material breach of this Agreement.

ARTICLE XVII
CONFLICT OF INTEREST

17.1. Required Disclosures. Grantee must immediately disclose in writing any potential or actual Conflict of Interest to Grantor. 2 CFR 200.113; 30 ILCS 708/35.

17.2. Prohibited Payments. Payments made by Grantor under this Agreement must not be used by Grantee to compensate, directly or indirectly, any person currently holding an elective office in this State including, but not limited to, a seat in the General Assembly. In addition, where Grantee is not an instrumentality of the State of Illinois, as described in this Paragraph, Grantee must request permission from Grantor to compensate, directly or indirectly, any officer or any person employed by an office or agency of the State of

Illinois. An instrumentality of the State of Illinois includes, without limitation, State departments, agencies, boards, and State universities. An instrumentality of the State of Illinois does not include, without limitation, units of Local Government and related entities.

17.3. Request for Exemption. Grantee may request written approval from Grantor for an exemption from Paragraph 17.2. Grantee acknowledges that Grantor is under no obligation to provide such exemption and that Grantor may grant an such exemption subject to additional terms and conditions as Grantor may require.

ARTICLE XVIII
EQUIPMENT OR PROPERTY

18.1. Purchase of Equipment. For any equipment purchased in whole or in part with Grant Funds, if Grantor determines that Grantee has not met the conditions of 2 CFR 200.439, the costs for such equipment will be disallowed. Grantor must notify Grantee in writing that the purchase of equipment is disallowed.

18.2. Prohibition against Disposition/Encumbrance. Any equipment, material, or real property that Grantee purchases or improves with Grant Funds must not be sold, transferred, encumbered (other than original financing) or otherwise disposed of during the Award Term without Prior Approval of Grantor unless a longer period is required in **PART TWO** or **PART THREE** and permitted by 2 CFR Part 200 Subpart D. Use or disposition of real property acquired or improved using Grant Funds must comply with the requirements of 2 CFR 200.311. Real property, equipment, and intangible property that are acquired or improved in whole or in part using Grant Funds are subject to the provisions of 2 CFR 200.316. Grantor may require the Grantee to record liens or other appropriate notices of record to indicate that personal or real property has been acquired or improved with this Award and that use, and disposition conditions apply to the property.

18.3. Equipment and Procurement. Grantee must comply with the uniform standards set forth in 2 CFR 200.310–200.316 governing the management and disposition of property, the cost of which was supported by Grant Funds. Any waiver from such compliance must be granted by either the President's Office of Management and Budget, the Governor's Office of Management and Budget, or both, depending on the source of the Grant Funds used. Additionally, Grantee must comply with the standards set forth in 2 CFR 200.317-200.326 to establish procedures to use Grant Funds for the procurement of supplies and other expendable property, equipment, real property and other services.

18.4. Equipment Instructions. Grantee must obtain disposition instructions from Grantor when equipment, purchased in whole or in part with Grant Funds, is no longer needed for their original purpose. Notwithstanding anything to the contrary contained in this Agreement, Grantor may require transfer of any equipment to Grantor or a third party for any reason, including, without limitation, if Grantor terminates the Award or Grantee no longer conducts Award activities. Grantee must properly maintain, track, use, store and insure the equipment according to applicable best practices, manufacturer's guidelines, federal and state laws or rules, and Grantor requirements stated herein.

18.5. Domestic Preferences for Procurements. In accordance with 2 CFR 200.322, as appropriate and to the extent consistent with law, Grantee must, to the greatest extent practicable under this Award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this Paragraph must be included in all subawards and in all contracts and purchase orders for work or products under this Award.

ARTICLE XIX
PROMOTIONAL MATERIALS; PRIOR NOTIFICATION

19.1. Promotional and Written Materials. Use of Grant Funds for promotions is subject to the prohibitions for advertising or public relations costs in 2 CFR 200.421(e). In the event that Grant Funds are used in whole or in part to produce any written publications, announcements, reports, flyers, brochures or other written materials, Grantee must obtain Prior Approval for the use of those funds (2 CFR 200.467) and must include in these publications, announcements, reports, flyers, brochures and all other such material, the phrase "Funding provided in whole or in part by the [Grantor]." 2 CFR 200.467. Exceptions to this requirement must be requested, in writing, from Grantor and will be considered authorized only upon written notice thereof to Grantee.

19.2. Prior Notification/Release of Information. Grantee must notify Grantor ten (10) days prior to issuing public announcements or press releases concerning work performed pursuant to this Agreement or funded in whole or in part by this Agreement and must cooperate with Grantor in joint or coordinated releases of information.

ARTICLE XX
INSURANCE

20.1. Maintenance of Insurance. Grantee must maintain in full force and effect during the Term of this Agreement casualty and bodily injury insurance, as well as insurance sufficient to cover the replacement cost of any and all real or personal property, or both, purchased or otherwise acquired, or improved in whole or in part, with funds disbursed pursuant to this Agreement. 2 CFR 200.310. Additional insurance requirements may be detailed in **PART TWO** or **PART THREE**.

20.2. Claims. If a claim is submitted for real or personal property, or both, purchased in whole with funds from this Agreement and such claim results in the recovery of money, such money recovered must be surrendered to Grantor.

ARTICLE XXI
LAWSUITS AND INDEMNIFICATION

21.1. Independent Contractor. Neither Grantee nor any employee or agent of Grantee acquires any employment rights with Grantor by virtue of this Agreement. Grantee must provide the agreed services and achieve the specified results free from the direction or control of Grantor as to the means and methods of performance. Grantee must provide its own equipment and supplies necessary to conduct its business; provided, however, that in the event, for its convenience or otherwise, Grantor makes any such equipment or supplies available to Grantee, Grantee's use of such equipment or supplies provided by Grantor pursuant to this Agreement is strictly limited to official Grantor or State of Illinois business and not for any other purpose, including any personal benefit or gain.

21.2. Indemnification and Liability.

(a) **Non-governmental entities**. This subparagraph applies only if Grantee is a non-governmental entity. Grantee must hold harmless Grantor against any and all liability, loss, damage, cost or expenses, including attorneys' fees, arising from the intentional torts, negligence or breach of contract of Grantee, with the exception of acts performed in conformance with an explicit, written directive of Grantor. Indemnification by Grantor is governed by the State Employee Indemnification Act (5 ILCS 350/.01 *et seq.*) as interpreted by the Illinois Attorney General. Grantor makes no representation that Grantee, an independent contractor, will qualify or be eligible for indemnification under said Act.

(b) **Governmental entities**. This subparagraph applies only if Grantee is a governmental unit as designated in Paragraph 3.2. Neither Party shall be liable for actions chargeable to the other Party under this Agreement including, but not limited to, the negligent acts and omissions of the other Party's agents, employees or subcontractors in the performance of their duties as described under this Agreement, unless such liability is imposed by law. This Agreement is not construed as seeking to enlarge or diminish any obligation or duty owed by one Party against the other or against a third party.

ARTICLE XXII
MISCELLANEOUS

22.1. Gift Ban. Grantee is prohibited from giving gifts to State employees pursuant to the State Officials and Employees Ethics Act (5 ILCS 430/10-10) and Illinois Executive Order 15-09.

22.2. Assignment Prohibited. This Agreement must not be sold, assigned, or transferred in any manner by Grantee, to include an assignment of Grantee's rights to receive payment hereunder, and any actual or attempted sale, assignment, or transfer by Grantee without the Prior Approval of Grantor in writing renders this Agreement null, void and of no further effect.

22.3. Copies of Agreements upon Request. Grantee must, upon request by Grantor, provide Grantor with copies of contracts or other agreements to which Grantee is a party with any other State agency.

22.4. Amendments. This Agreement may be modified or amended at any time during its Term by mutual consent of the Parties, expressed in writing and signed by the Parties.

22.5. Severability. If any provision of this Agreement is declared invalid, its other provisions will remain in effect.

22.6. No Waiver. The failure of either Party to assert any right or remedy pursuant to this Agreement will not be construed as a waiver of either Party's right to assert such right or remedy at a later time or constitute a course of business upon which either Party may rely for the purpose of denial of such a right or remedy.

22.7. Applicable Law; Claims. This Agreement and all subsequent amendments thereto, if any, are governed and construed in accordance with the laws of the State of Illinois. Any claim against Grantor arising out of this Agreement must be filed exclusively with the Illinois Court of Claims. 705 ILCS 505/1 *et seq.* Grantor does not waive sovereign immunity by entering into this Agreement.

22.8. Compliance with Law. Grantee is responsible for ensuring that Grantee's Obligations and services hereunder are performed in compliance with all applicable federal and State laws, including, without limitation, federal regulations, State administrative rules, including but not limited to 44 Ill. Admin. Code Part 7000, laws and rules which govern disclosure of confidential records or other information obtained by Grantee concerning persons served under this Agreement, and any license requirements or professional certification provisions.

22.9. Compliance with Freedom of Information Act. Upon request, Grantee must make available to Grantor all documents in its possession that Grantor deems necessary to comply with requests made under the Freedom of Information Act. 5 ILCS 140/7(2).

22.10. Precedence.

(a) Except as set forth in subparagraph (b), below, the following rules of precedence are controlling for this Agreement: In the event there is a conflict between this Agreement and any of the exhibits or attachments hereto, this Agreement controls. In the event there is a conflict between **PART ONE** and **PART TWO** or **PART THREE** of this Agreement, **PART ONE** controls. In the event there is a conflict between **PART TWO** and **PART THREE** of this Agreement, **PART TWO** controls. In the event there is a conflict between this Agreement and relevant statute(s) or rule(s), the relevant statute(s) or rule(s) controls.

(b) Notwithstanding the provisions in subparagraph (a), above, if a relevant federal or state statute(s) or rule(s) requires an exception to this Agreement's provisions, or an exception to a requirement in this Agreement is granted by GATU, such exceptions must be noted in **PART TWO** or **PART THREE**, and in such cases, those requirements control.

22.11. Illinois Grant Funds Recovery Act. In the event of a conflict between the Illinois Grant Funds Recovery Act and the Grant Accountability and Transparency Act, the provisions of the Grant Accountability and Transparency Act control. 30 ILCS 708/80.

22.12. Headings. Articles and other headings contained in this Agreement are for reference purposes only and are not intended to define or limit the scope, extent or intent of this Agreement or any provision hereof.

22.13. Counterparts. This Agreement may be executed in one or more counterparts, each of which are considered to be one and the same agreement, binding on all Parties hereto, notwithstanding that all Parties are not signatories to the same counterpart. Duplicated signatures, signatures transmitted via facsimile, or signatures contained in a Portable Document Format (PDF) document are deemed original for all purposes.

22.14. Attorney Fees and Costs. Unless prohibited by law, if Grantor prevails in any proceeding to enforce the terms of this Agreement, including any administrative hearing pursuant to the Grant Funds Recovery Act or the Grant Accountability and Transparency Act, Grantor has the right to recover reasonable attorneys' fees, costs and expenses associated with such proceedings.

22.15. Continuing Responsibilities. The termination or expiration of this Agreement does not affect: (a) the right of Grantor to disallow costs and recover funds based on a later audit or other review; (b) the obligation of the Grantee to return any funds due as a result of later refunds, corrections or other transactions, including, without limitation, final Indirect Cost Rate adjustments and those funds obligated pursuant to ARTICLE XIV; (c) the CYEFR(s); (d) audit requirements established in 44 Ill. Admin. Code 7000.90 and ARTICLE XII ; (e) property management and disposition requirements established in 2 CFR 200.310 through 2 CFR 200.316 and ARTICLE XVIII; or (f) records related requirements pursuant to ARTICLE IX. 44 Ill. Admin. Code 7000.440.

THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK.

EXHIBIT A

PROJECT DESCRIPTION

The Grantor has been awarded an Emergency Management Performance Grant (EMPG) from the Federal Emergency Management Agency (FEMA). The Grantee will utilize EMPG grant funds in accordance with the Emergency Management Assistance (EMA) program as outlined in the Grantee's FFY 24 Grant Program Application. The EMA Program will aid the Grantee in the administration of effective emergency management in the areas of personnel and benefits, travel, organization, and equipment.

EXHIBIT B

DELIVERABLES OR MILESTONES

Deliverables are directly related to the successful completion of the expenditures and projects listed in the approved application.

The approved Application outlines the expenditures for which the Grantee will seek reimbursement. The Grantor will only reimburse those expenditures that are specifically listed on the approved Application and incurred within the performance period.

The Grantee is required to perform each of the following tasks:

1. Timely submission of quarterly reports that include both financial and performance-based information as set forth in Exhibit E.

2. Required training and exercise participation as set forth in Part III.

EXHIBIT C

CONTACT INFORMATION

CONTACTS FOR NOTIFICATION AND GRANT ADMINISTRATION:

Unless specified elsewhere, all notices required or desired to be sent by either Party must be sent to the persons listed below. Grantee must notify Grantor of any changes in its contact information listed below within five (5) business days from the effective date of the change, and Grantor must notify Grantee of any changes to its contact information as soon as practicable. The Party making a change must send any changes in writing to the contact for the other Party. No amendment to this Agreement is required if information in this Exhibit is changed.

GRANTOR CONTACT		**GRANTEE CONTACT**	
Name:	Nichole Strayer	Name:	Deborah Dortmund
Title:	EMPG Grant Program Manager		
Address:	2200 South Dirksen Parkway Springfield, IL 62703	Address:	719 South Batavia Avenue-Building C Geneva, IL 60134-3077
Phone:	217-527-7890	Phone:	(630) 232-5985; 630-208-2049
E-mail:	Nichole.strayer@illinois.gov	E-mail:	dortmund@kcoem.org

EXHIBIT D

PERFORMANCE MEASURES AND STANDARDS

The Grantee shall provide a quarterly Reimbursement Request and Reporting Form to IEMA-OHS within thirty (30) days after the end of the quarter throughout the performance period of the Agreement.

The Grantee must submit a final Reimbursement Request and Reporting Form to the Grantor within 30 days after the expiration of the Agreement, or within 30 days of completion of all approved projects, whichever occurs first.

The quarterly reporting schedule is as follows:

Quarter 1: October 1, 2024-December 31, 2024: Due January 30, 2025

Quarter 2: January 1, 2025-March 31, 2025: Due April 30, 2025

Quarter 3: April 1, 2025-June 30, 2025: Due July 15, 2025

Quarter 4: July 1, 2025-September 30, 2025: Due October 30, 2025

Performance standards include:

1. Appropriate use of grant funds in accordance with the approved scope of work and budget outlined in Section 2.3, and the terms outlined in this Agreement.

2. The timely submittal of required documentation, as defined in this Agreement.

3. Adequate results from grant monitoring conducted by the Grantor.

EXHIBIT E

SPECIFIC CONDITIONS

The Grantee agrees to comply with any special conditions contained in the Notice of State Award (NOSA) that have been imposed as a result of the Grantee's programmatic, financial and administrative internal control questionnaires.

Grantor may remove (or reduce) a Specific Condition included in this Exhibit by providing written notice to the Grantee, in accordance with established procedures for removing a Specific Condition.

PART TWO –GRANTOR-SPECIFIC TERMS

In addition to the uniform requirements in **PART ONE**, Grantor has the following additional requirements for its Grantee:

The Grantee agrees to comply with any special conditions contained in the Notice of State Award (NOSA) that have been imposed as a result of the Grantee's programmatic, financial and administrative internal control questionnaires.

1. If not submitted as part of the application, within 90 days after complete execution of the grant agreement, the subrecipient shall provide the following to IEMA:

   A. A Nondiscrimination Policy Statement referencing:
      i. Title VI of the Civil Rights Act of 1964
      ii. Section 504 of the Rehabilitation Act of 1972
      iii. Title IX of the Education Amendments Act of 1972
      iv. Age Discrimination Act of 1975
      v. U.S. Department of Homeland Security region 6 C.F.R. Part 9.

   B. List of designated staff to coordinate and carry out responsibilities related to compliance with the civil rights laws, including a description of the responsibilities.
   C. Procedures for accepting and responding to discrimination complaints.
   D. A language access policy and plan; and a disability access policy and reasonable accommodations procedure

2. Pursuant to section 889(b)(1) of the *John S. McCain National Defense Authorization Act for Fiscal Year 2019 (FY 2019 NDAA)*, Pub. L. No. 115-232 (2018), grantee may not use any funds under this grant award to:

   i. Procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system as defined herein.

   ii. Enter into, extend, or renew a contract to procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system; or

   iii. Enter into, extend, or renew contracts with entities that use covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system as defined herein.

   Definitions

   Covered telecommunications equipment or services means:

   i. Telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).

   ii. For the purpose of public safety, security of Government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications

equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).

iii. Telecommunications or video surveillance services provided by such entities or using such equipment; or

iv. Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the People's Republic of China

PART THREE –PROJECT-SPECIFIC TERMS

In addition to the uniform requirements in **PART ONE** and Grantor-Specific Terms in **PART TWO**, Grantor has the following additional requirements for this Project:

1. All allocations and use of funds by the Grantee shall be in accordance with the applicable notice of funding opportunity. The Grantee shall comply with all applicable federal statutes, state statutes, including but not limited to 20 ILCS 3305, regulations, including but not limited to 32 Ill. Admin. Code 301, executive orders, and other policies and requirements in carrying out any project supported by these funds. The Grantee recognizes that laws, regulations, policies, and administrative practices may be modified from time to time and those modifications may affect project implementation. The Grantee agrees that the most recent requirements will apply during the performance period of this Agreement. Failure to comply with all applicable federal statutes, state statutes, regulations, executive orders, and other policies and requirements as described herein may cause a delay or suspension of funding or require the return of improper payments or Unallowable Costs and will be considered a material breach of this Agreement.

2. All personnel who are funded in whole or in part with the funds from this Agreement are required to successfully complete: (a) specified National Incident Management System (NIMS) courses (IS 100, IS 200, IS 700 and IS 800); (b) either (i) the FEMA Professional Development Series (PDS) (IS 120, IS 230, IS 235, IS 240, IS 241, IS 242 and IS 244) or (ii) the Emergency Management Professionals Program (EMPP) Basic Academy. New employees have 12 months from the date of hire to complete the training requirement. All employees must ensure that their course certificates have been submitted to their respective Grantor Regional Office for entry on their training transcript by September 30, 2025.

3. The Grantee is required to maintain adoption and implementation of the National Incident Management System.

4. If funding will be used to purchase emergency communications equipment or to fund related activities, the Grantee shall comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

5. The Grantee will provide all necessary financial and managerial resources to meet the terms and conditions of this Agreement.

6. This Agreement may be amended because of changes in state or federal statutes, regulations, or grant award policies; an extension in the grant award term; an increase in the amount of funds granted; or any other provision requiring a modification. Grantor may remove (or reduce) a Specific Condition included in this Exhibit E by providing notice in writing to the Grantee. All other modifications must be in writing and signed by both parties.

7. The Grantee agrees that funds under this award will be used to supplement, but not supplant, state or local funds budgeted for the same purposes. The Grantee may be required to demonstrate and document that a reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds.

8. The Grantee shall not undertake any project having the potential to impact EHP resources or initiate procurement without the prior approval of FEMA, including but not limited to construction of

communication towers, modification or renovation of existing buildings, structures and facilities, or new construction including replacement of facilities. The EHP review process involves the submission of a detailed project description along with supporting documentation, so that FEMA may determine whether the proposed project has the potential to impact environmental resources and/or historic properties. In some cases, DHS/FEMA is also required to consult with other regulatory agencies and the public to complete the review process. The EHP review process must be completed and approved before funds are released to carry out the proposed project The Grantee must comply with all conditions placed on the project as the result of the EHP review. Any change to the approved project scope of work will require re- evaluation for compliance with these EHP requirements. If ground-disturbing activities occur during project implementation, the Grantee must ensure monitoring of ground disturbance, and if any potential archeological resources are discovered, the Grantee will immediately cease construction in that area and notify FEMA and the appropriate State Historic Preservation Office. Any activities that have been initiated without the necessary EHP review and approval will result in a non-compliance finding and will not be eligible for FEMA funding.

9. The Grantee completes and submits to their respective IEMA Regional Office an updated Multi-Year Integrated Preparedness Plan (IPP) by March 15, and September 1, 2025, as well as the Illinois Capability and THIRA Tool (IL-CATT) for their organization by March 15, and September 1, 2025.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-24-3360

APPROVING AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF AURORA AND THE CITY OF ELGIN FOR THE EXECUTION OF THE 2024 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) PROGRAM AWARD

WHEREAS, the County of Kane, the City of Aurora, and the City of Elgin have received the Edward Byrne Memorial Justice Assistance Grant (JAG) to be administered by the City of Aurora; and

WHEREAS, this Agreement is made under the authority of the Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq; and

WHEREAS, each governing body, in performing governmental functions or in paying for the performance of governmental functions hereunder, shall make that performance or those payments from current revenues legally available to pay that party; and

WHEREAS, each governing body finds that the performance of this Agreement is in the best interest of all parties, that the undertaking will benefit the public, and that the division of costs fairly compensate the performing party for the services or functions under this agreement; and

WHEREAS, the City of Aurora agrees to provide the County of Kane Thirteen Thousand, Two Hundred Fifteen Dollars and 30/100 ($13,215.30) from the JAG award under the training category for the yearly subscription for the LEXIPOL policy and training program.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the Chairman thereof is hereby authorized and directed to execute an intergovernmental agreement with the City of Aurora and the City of Elgin for the execution of the Edward Byrne Memorial Justice Assistance Grant (JAG) Program Award.

Line Item: TBD
Line Item Description: TBD
Was Personnel/Item/Service approved in original budget or a subsequent budget revision? N/A
Are funds currently available for this Personnel/Item/Service in the specific line item? N/A
If funds are not currently available in the specified line item, where are the funds available?
N/A

Passed by the Kane County Board on February 11, 2025.

John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Approving an Intergovernmental Agreement Between the City of Aurora and the City of Elgin for the Execution of the 2024 Edward Byrne Memorial Justice Assistance Grant (JAG) Program Award

Committee Flow:
Judicial Public Safety Committee, Executive Committee, County Board

Contact:
Elizabeth Richards 630.208.2001

Budget Information:

Was this item budgeted? N/A	Appropriation Amount: $N/A
If not budgeted, explain funding source: N/A	

Summary:

This authorizes an Intergovernmental Agreement with City of Aurora and the City of Elgin that will allow for the execution of the 2024 Edward Byrne Memorial Justice Assistance Grant (JAG) Program Award. It is anticipated that the Kane County Sheriff's Office will use its share of the funds under the training category to fund the yearly subscription to the LEXIPOL policy and training program. It is anticipated that Sheriff's Office will receive $13,215.30 from the grant award.

INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF AURORA, THE CITY OF ELGIN, AND THE COUNTY OF KANE, ILLINOIS

2024 JUSTICE ASSISTANCE GRANT (JAG) PROGRAM AWARD NUMBER 15PBJA-24-GG-05054-JAGX

This agreement is made and entered into this day of December 23, 2024, by and between the **COUNTY OF KANE** (hereinafter referred to as "COUNTY"), the **CITY OF AURORA,** and the **CITY OF ELGIN,** all of Kane County, State of Illinois, witnesseth:

WHEREAS, this Agreement is made under the authority of the Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq.; and

WHEREAS, each governing body, in performing governmental functions or in paying for the performance of governmental functions hereunder, shall make that performance or those payments from current revenues legally available to that party: and

WHEREAS, each governing body finds that the performance of this Agreement is in the best interests of all parties, that the undertaking will benefit the public, and that the division of costs fairly compensates the performing party for the services or functions under this agreement: and

WHEREAS, the CITY OF AURORA agrees to provide the COUNTY $13,215.30 from the JAG award for law enforcement policy maintenance; and,

WHEREAS, the CITY OF AURORA agrees to provide the CITY OF ELGIN $14,594.30 from the JAG award for law enforcement equipment; and

WHEREAS, the CITY OF AURORA retains $16,241.40 from the JAG award for law enforcement equipment; and

WHEREAS, the CITY OF AURORA, the CITY OF ELGIN, and the COUNTY believe it to be in their best interests to reallocate the JAG funds accordingly,

NOW THEREFORE, the COUNTY, the CITY OF AURORA, and the CITY OF ELGIN agree as follows:

Section 1

The CITY OF AURORA agrees to pay COUNTY a total of $13,215.30 of JAG funds.

The CITY OF AURORA agrees to pay the CITY OF ELGIN a total of $14,594.30 of JAG

funds. The CITY OF AURORA retains $16,241.40 of JAG funds.

The CITY OF AURORA, the CITY OF ELGIN, and COUNTY all agree that the amounts are subject to change should the grant award be less than or more than the anticipated total JAG fund award of $44,051.00.

Section 2

COUNTY agrees to use $13,215.30 for law enforcement policy maintenance until 09-30-2027.

The CITY OF ELGIN agrees to use $14,594.30 for equipment until 09-30-2027.

Section 3

Nothing in the performance of this Agreement shall impose any liability for claims against COUNTY other than claims for which liability may be imposed by law.

Nothing in the performance of this Agreement shall impose any liability for claims against the CITY OF AURORA other than claims for which liability may be imposed by law.

Nothing in the performance of this Agreement shall impose any liability for claims against the CITY OF ELGIN other than claims for which liability may be imposed by law.

Section 4

Each party to this Agreement will be responsible for its own actions in providing services under this Agreement and shall not be liable for any liability that may arise from the furnishing of the services by the other party.

Section 5

The parties to this Agreement do not intend for any third party to obtain a right by virtue of this Agreement.

Section 6

By entering into this Agreement, the parties do not intend to create any obligations express or implied other than those set out herein; further, this Agreement shall not create any rights in any party not a signatory hereto.

CITY OF AURORA	CITY OF ELGIN	COUNTY OF KANE
_____	_____	_____
Richard C. Irvin	Richard G. Kozal	Corinne Pierog
Mayor, City of Aurora	City Manager, City of Elgin	Chairwoman, Kane County

ATTEST:

_____	_____	_____
Jennifer Stallings	Kimberly Dewis	
City Clerk	City Clerk	

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-009

AUTHORIZING RENEWAL OF A CONTRACT WITH FLOCK SAFETY BY THE KANE COUNTY SHERIFF'S OFFICE

WHEREAS, the Kane County Sheriff is responsible for the safety and security of the citizens of Kane County, Illinois, a large and diverse community; and

WHEREAS, the Kane County Sheriff's Office contracts with and purchases from multiple vendors to provide for and support the crime prevention and solving needs of the office; and

WHEREAS, Flock Safety of Atlanta, Georgia, is a premier company specializing in comprehensive and intelligent holistic public safety equipment providing actionable evidence to solve, deter, and reduce crime across cities and schools; and

WHEREAS, the Kane County Sheriff's has successfully contracted with Flock Safety for surveillance support around Kane County, demonstrating a significant impact on crime response and prevention; and

WHEREAS, the Kane County Sheriff's Office contract with Flock Safety is ready to be renewed at a cost of Sixty-One Thousand and 00/100 Dollars ($61,000.00) for 2025, continuing the service of 25 License Plate Reader (LPR) cameras dispersed countywide, including at the Judicial Center complex and the Government Center.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board authorizes that the contract between Flock Safety and the Kane County Sheriff's Office be renewed and payment of Sixty-One Thousand and 00/100 Dollars ($61,000) be made for the 2025 calendar year.

Line Item: 001.380.380.50150
Line Item Description: Contractual/Consulting Services
Was Personnel/Item/Service approved in original budget or a subsequent budget revision? Yes
Are funds currently available for this Personnel/Item/Service in the specific line item? Yes
If funds are not currently available in the specified line item, where are the funds available?
N/A

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Authorizing the Renewal of a Contract with Flock Safety by the Kane County Sheriff's Office

Committee Flow:
Judicial Public Safety Committee, Executive Committee, County Board

Contact:
Elizabeth Richards, 630.208.2001

Budget Information:

Was this item budgeted? No	Appropriation Amount: $61,000
If not budgeted, explain funding source: Public Safety Contractual Services	

Summary:

The Sheriff's Office originally received a grant in 2023 to install 23 license plate reader (LPR) cameras across Kane County in public areas. The grant required a membership with the National Sheriff's Association for $5,000. The Sheriff's Office absorbed that payment in their existing budget. Since the installement of the cameras, it has demonstrated a significant impact on crime within Kane County. The grant has expired and the Sheriff's Office deems it appropriate to continue the contract with Flock, Inc in our continued efforts to enhance public safety.

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Flock Safety + IL - Kane County SO

Flock Group Inc.
1170 Howell Mill Rd, Suite 210
Atlanta, GA 30318

MAIN CONTACT:
Andrew Allen
andrew.allen@flocksafety.com
6159719287

flock safety

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

EXHIBIT A
ORDER FORM

Customer:	IL - Kane County SO	Initial Term:	12 Months
Legal Entity Name:	IL - Kane County SO	Renewal Term:	24 Months
Accounts Payable Email:		Payment Terms:	Net 30
Address:	37w755 Il-38 Suite A Saint Charles, Illinois 60175	Billing Frequency:	Annual
		Retention Period:	30 Days

Hardware and Software Products

Annual recurring amounts over subscription term

Item	Cost	Quantity	Total
Flock Safety Platform			**$60,500.00**
Flock Safety Flock OS			
FlockOS ™ - Essentials	Included	1	Included
Flock Safety LPR Products			
Flock Safety Falcon ®	Included	23	Included
Flock Safety Wing ™ LPR	Included	2	Included

Professional Services and One Time Purchases

Item	Cost	Quantity	Total
One Time Fees			
Flock Safety Professional Services			
Professional Services - Wing Implementation Fee	$500.00	1	$500.00

Subtotal Year 1:	$61,000.00
Annual Recurring Subtotal:	$60,500.00
Discounts:	$11,500.00
Estimated Tax:	$0.00
Contract Total:	$61,000.00

The Term for Flock Hardware shall commence upon first installation and validation, except that the Term for any Flock Hardware that requires self-installation shall commence upon execution of the Agreement. In the event a Customer purchases more than one type of Flock Hardware, the earliest Term start date shall control. In the event a Customer purchases software only, the Term shall commence upon execution of the Agreement.

*Taxes shown above are provided as an estimate. Actual taxes are the responsibility of the Customer. This Agreement will automatically renew for successive renewal terms of the greater of one year or the length set forth on the Order Form (each, a "**Renewal Term**") unless either Party gives the other Party notice of non-renewal at least thirty (30) days prior to the end of the then-current term.*

Special Terms:

• This Agreement supersedes any and all previously executed agreement between the Parties, relating to the provision of services by Flock to Customer and

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

any exhibits attached thereto or incorporated therein by reference. Upon execution of this Agreement, all previously executed agreements pertaining to the Services provided shall run coterminous with the Term of this Agreement. In the event of any overlap in subscription terms and prior invoices, payments will be provided in pro rata credit. Any estimates provided on credits are subject to change based on execution of new contract.

Billing Schedule

Billing Schedule	Amount (USD)
Year 1	
At Contract Signing	$61,000.00
Annual Recurring after Year 1	$60,500.00
Contract Total	$61,000.00

*Tax not included

Discounts

Discounts Applied	Amount (USD)
Flock Safety Platform	$11,500.00
Flock Safety Add-ons	$0.00
Flock Safety Professional Services	$0.00

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Product and Services Description

Flock Safety Platform Items	Product Description
FlockOS ™ - Essentials	An integrated public safety platform that detects, centralizes and decodes actionable evidence to increase safety, improve efficiency, and connect the community.
Flock Safety Wing ™ LPR	Wing software integration transforms traditional IP cameras into Flock Safety enabled LPR cameras. Includes Vehicle Fingerprint ™ computer vision and Advanced Search Package (Convoy Analysis, Multi Geo Search, Visual Search)
Flock Safety Falcon ®	Law enforcement grade infrastructure-free (solar power + LTE) license plate recognition camera with Vehicle Fingerprint ™ technology (proprietary machine learning software) and real-time alerts for unlimited users.
Professional Services - Wing Implementation Fee	

FlockOS Features & Description

FlockOS Features	Description
Community Network Access	The ability to request direct access to feeds from privately owned Flock Safety Falcon® LPR cameras located in neighborhoods, schools, and businesses in your community, significantly increasing actionable evidence that clears cases.
Unlimited Users	Unlimited users for FlockOS
State Network (License Plate Lookup Only)	Allows agencies to look up license plates on all cameras opted into the Flock Safety network within your state.
Nationwide Network (License Plate Lookup Only)	With the vast Flock Safety sharing network, law enforcement agencies no longer have to rely on just their devices alone. Agencies can leverage a nationwide system boasting 10 billion additional plate reads per month to amplify the potential to collect vital evidence in otherwise dead-end investigations.
Law Enforcement Network Access	The ability to request direct access to evidence detection devices from Law Enforcement agencies outside of your jurisdiction.
Time & Location Based Search	Search full, partial, and temporary plates by time at particular device locations
License Plate Lookup	Look up specific license plate location history captured on Flock devices
Vehicle Fingerprint Search	Search footage using Vehicle Fingerprint™ technology. Access vehicle type, make, color, license plate state, missing / covered plates, and other unique features like bumper stickers, decals, and roof racks.
Insights & Analytics	Reporting tool to help administrators manage their LPR program with device performance data, user and network audits, plate read reports, hot list alert reports, event logs, and outcome reports.
ESRI Based Map Interface	Map-based interface that consolidates all data streams and the locations of each connected asset, enabling greater situational awareness and a common operating picture.
Real-Time NCIC Alerts on Flock ALPR Cameras	Receive automated alerts when vehicles entered into established databases for missing and wanted persons are detected, including the FBI's National Crime Information Center (NCIC) and National Center for Missing & Exploited Children (NCMEC) databases.
Unlimited Custom Hot Lists	Ability to add a suspect's license plate to a custom list and get alerted when it passes by a Flock camera

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

By executing this Order Form, Customer represents and warrants that it has read and agrees all of the terms and conditions contained in the Terms of Service located at https://www.flocksafety.com/terms-and-conditions

The Parties have executed this Agreement as of the dates set forth below.

FLOCK GROUP, INC.

By: Signed by: Mark Smith AC5C931454C24F3...

Name: Mark Smith

Title: General Counsel

Date: 1/6/2025

Customer: IL - Kane County SO

By: Signed by: David Wolf 325CA076054C4C1...

Name: David Wolf

Title: Chief of Operations

Date: 1/6/2025

PO Number:

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Customer Implementation Guide

Law Enforcement



flock safety

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Table of Contents

Implementation Timeline 2

Flock Safety Team 3

Implementation Service briefs: Existing Infrastructure vs Standard vs Advanced 6

- Existing Infrastructure Implementation
- Standard Implementation
- Advanced Implementation

Things to Consider When Selecting Locations 12

Customer Responsibilities: AC-Powered Cams 14

Electrician Handout 15

- Electrician Installation Steps
- FAQs about AC-Powered Flock Cameras

Installation Service Brief Summary 18

Permitting: Pre-Install Questionnaire 19

1. Timeline
2. Right of Way
3. AC Power vs. Solar
4. Traffic Control & Installation Methods
5. Paperwork & Required Forms
6. Contacts

*Fee Schedule 21

Help Center 22

Customer Support 22

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Implementation Timeline

This timeline provides general guidance and understanding of your installation process. While we typically complete installations 6-8 weeks after locations have been finalized, delays can occur as noted in the timeline below:

REVIEW LOCATIONS

Confirm Camera Locations With Your Sales Representative

FLOCK: Your sales representative will present several viable options for camera locations

CUSTOMER: Review Deployment Plan & approve camera locations

PLEASE NOTE: If Public Works is required to move forward, please obtain approval

FINALIZE LOCATIONS

Prepare For Finalized Camera Locations

FLOCK: Confirm Deployment Plane and signed agreement. Flock will move forward with next steps for locations that don't need permits (minimum 10 locations needed to move forward with partial installation)

CUSTOMER: Prepare the below items, as needed

- **If permits are required, begin application process**
- **If camera will be AC-powered, hire an electrician/street department**

STEP 1

Conduct On-site Survey & Place Flags

FLOCK: Flock technician conducts site survey to (1) evaluate/reconfirm solar or power access, (2) check line of sight to the road, and (3) evaluate/reconfirm cellular service in the area. When the technician deems the locations suitable, s/he will place a white flag at each spot

PLEASE NOTE: If the initially determined locations don't meet Flock standards, we will evaluate a new location, obtain customer approval, and redo a site survey. This may push timeline for installation

STEP 2

Call 811

FLOCK: Flock Safety will coordinate with Call 811 to mark each camera location for underground utilities within a 10-foot radius

PLEASE NOTE: Call 811 is a government service, so turnaround times may vary and is outside of Flock control

STEP 3

Schedule Installation

FLOCK: Flock will (1) ship any site specific material that the technician does not have locally (2) schedule the installation date

STEP 4

Install & Validate Cameras

FLOCK: After installation, your Onboarding Specialist will confirm that cameras are capturing footage well and functioning properly. They will then give you full access to the system along with helpful training resources

ONGOING – AS NEEDED

Finalize Any Installation Needs

FLOCK: While we typically complete installations within 4 weeks of finalizing locations, delays may occur due to external factors. In these instances, we will continue to work through this process until your cameras are fully installed and operational

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Flock Safety Team

Implementation Team	How They Will Support You
 **Project Manager**	Your **Project Manager** is your **primary contact during camera installation.** Your project manager will guide you through the entire installation process, keeping you apprised of all implementation updates as well as answering any questions you have during this time. They will ensure that all the cameras are on the ground and operating for at least 48 hours before transitioning you to your Customer Success Manager.
 **Field Operations Team**	• The Field Operations team is responsible for the physical installation and maintenance of cameras and associated equipment provided by Flock. This includes a large team of technicians, schedulers, and many others involved in ensuring the delivery of the product. • They take the technical plan you finalized with Product Implementation and work closely with other teams at Flock to make sure that the cameras are installed quickly and safely and in a way that maximizes the opportunity to solve crime at a specific location. • ***Note*:** For **all Installation questions or concerns**, please always direct them to your **Customer Success Manager** and not the technician.

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Relationship Team	How They Will Support You
 **Customer Success Manager**	Your Customer Success Manager is your strategic partner for your lifetime as a Flock customer. While the cameras are getting installed, your CSM will help get your account set up and get all key users trained on the system. Post-Camera-Installation, your CSM will be your go-to for most account-related needs: You should reach out to them to: • Set up Account Training • Understand benefits of features • Learning best practices for getting relevant data • Identifying opportunities to expand the security network in your area • Provide feedback on your partnership with Flock
 **Flock Safety Support**	The Flock Safety Support team is committed to answering all your day-to-day questions as quickly as possible. **To get in touch with support**, simply email **support@flocksafety.com or call 866-901-1781 Mon-Fri 8am-8pm EST.** Support can help you: • Request camera maintenance • Troubleshoot online platform • Contract / Billing questions • Update account information • Camera Sharing questions • Quick “How to” questions in your Flock Account

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Outside Party	When They May Be Involved
Electrician/Street Department	If the Flock cameras need to be AC powered, you (customer) are responsible for providing an electrician to ensure power connectivity
Public Works (LE)	To weigh in on the use of public Rights of Way or property
Department of Transportation (DOT), City, or County agencies	If installation in your area requires permitting

PLEASE NOTE: On some occasions, third parties outside of Flock Safety may be (or need to be) involved in your implementation.

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Implementation Service Briefs: Existing Infrastructure vs Standard vs Advanced

	Existing Infrastructure Install	Standard Install	Advanced Install
Pole	None	Flock	NCHRP 350 / MASH
Timeline	Short	Medium	Longest
Cost	Lowest	Mid	Highest

Existing Infrastructure Implementation

COST: $150 per camera (one time cost)

Included In Scope:

Once designated locations are approved by the customer, as part of the **Existing Infrastructure Implementation Service** Flock will perform the following:

- An in-person site survey to confirm the installation feasibility of a location (location assessment, solar assessment, visibility review, etc.)
  - Cameras need sufficient power. Since a solar panel is required per camera, it can prevent adequate solar power if two cameras and two solar panels are on a single pole (blocking visibility). Therefore if relying on solar power, only one camera can be installed per pole.
- Confirm that a location is safe for work by following State utility locating procedures.
- Each installation may include the following:
  - Installation of camera and solar panel or AC adapter box on a suitable existing pole

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

        - Types of existing infrastructure such as existing utility, light, and traffic signal poles.
        - Pole no higher than 8'-12' (approval at Flock Safety's discretion)
        - Flock will provide and mount an AC adapter unit that a qualified electrician can connect to AC power following our **electrical wiring requirements**. Flock is unable to make any AC connections or boreholes in any material other than dirt, grass, loose gravel (or other non-diggable material). Electrical work requiring a licensed electrician and associated costs, not included in the scope.
    - Access requiring up to a 14' using an A-frame ladder
    - Standard MUTCD traffic control procedures performed by a Flock technician
- Obtain a business license to operate in the city and state of camera location

Out Of Scope:

By default, Flock does **not** include the following as part of the **Existing Infrastructure Implementation Service** but can provide a quote for sourcing at an additional cost:

- Mounting on mast arms (always require bucket truck and traffic control)
- Call 811 'Call-before-you-Dig' system
- Installation of any poles including but not limited to
    - Standard, 12' above grade **Flock breakaway pole**
    - NCHRP 350 or MASH approved pole (as may be required for locations in DOT right of way)
- A Bucket Truck for accessing horizontal/cross-beams and/or height above 14'
- Special equipment rentals for site access
- Site-specific engineered traffic plans
- Third-party provided traffic control
- State or city-specific specialty contractor licenses or unique attachment/ connection requirements
- Custom engineered drawings
- Electrical work requires a licensed electrician.

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

    - Flock will provide and mount an AC adapter that a qualified electrician can connect to AC power but cannot make any AC connections or boreholes in any material other than dirt, grass, loose gravel (or other non-diggable material).
- Concrete cutting
- Private utility search for privately owned items not included in standard 811 procedures (communication, networking, sprinklers, etc.)
- Upgrades to power sources to ready them for Flock power (additional fuses, switches, breakers, etc.)
- Any fees or costs associated with filing for required city, county, or state permits
- Licensing or attachment agreements with asset / infrastructure owners
- Utility contracts and billing
- Customer requested relocations (see fee schedule)

Standard Implementation

COST: $650 per camera (one time cost)

Included In Scope:

Once designated locations are approved by the customer, as part of the **Standard Implementation Service** Flock will perform the following:

- An in-person site survey to confirm the installation feasibility of a location (location assessment, solar assessment, visibility review, etc.)
- Confirm that a location is safe for work by following state utility locating procedures. Work with local utilities to prevent service interruptions during the installation
    - Engage 811 'Call-before-you-Dig' system to receive legal dig date
    - Apply approved markings Coordinate with 811 regarding any necessary high-risk dig clearances or required vendor meets
- Each installation may include the following:
    - Installation of camera and solar panel with **standard, 12' above grade Flock breakaway pole**

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

  - Installation of camera and AC adapter that a qualified electrician can connect to AC power on a suitable existing pole, no higher than 8-12’ (approval at Flock Safety’s discretion)
    - Flock will provide and mount an AC adapter that a qualified electrician can connect to AC power following our **electrical wiring requirements**. Flock is unable to make any AC connections or boreholes in any material other than dirt, grass, loose gravel (or other non-diggable material). Electrical work requiring a licensed electrician and associated costs, not included in the scope.
  - Access requiring up to a 14’ A-frame ladder
  - Standard MUTCD traffic control procedures performed by a Flock technician
- Obtain a business license to operate in the City and State of camera location

Out Of Scope:

By default, Flock does **not** include the following as part of the Standard Implementation Service but can provide a quote for sourcing at an additional cost:

- Use and/or mounting to existing infrastructure.
- NCHRP 350 or MASH approved pole (as may be required for locations in DOT right of way)
- A Bucket Truck for accessing horizontal/cross-beams and/or height above 14’
- Special equipment rentals for site access
- Site-specific engineered traffic plans
- Third-party provided traffic control
- State or city-specific specialty contractor licenses
- Custom engineered drawings
- Electrical work requires a licensed electrician.
  - Flock will provide and mount an AC adapter that a qualified electrician can connect to AC power but cannot make any AC connections or boreholes in any material other than dirt, grass, loose gravel (or other non-diggable material).
- Concrete cutting
- Private utility search for privately owned items not included in standard 811 procedures (communication, networking, sprinklers, etc.)

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

- Upgrades to power sources to ready them for Flock power (additional fuses, switches, breakers, etc.)
- Any fees or costs associated with filing for required city, county, or state permits
- Licensing or attachment agreements with asset / infrastructure owners
- Utility contracts and billing
- Customer requested relocations (see fee schedule)

Advanced Implementation

COST: $1,900 per camera (one time cost)

Included In Scope:

Once Designated Locations are confirmed, as part of the **Advanced Implementation Service**, Flock will perform the following:

- An in-person site survey to confirm the installation feasibility of a location (location assessment, solar assessment, visibility review, etc.)
- Confirm that a location is safe for work by following State utility locating procedures. Work with local utilities to prevent service interruptions during the installation
  - Engage 811 'Call-before-you-Dig' system to receive legal dig date
  - Apply approved markings Coordinate with 811 regarding any necessary high-risk dig clearances or required vendor meets
- Each installation may include the following:
  - Installation of camera and solar panel on a suitable **NCHRP 350 or MASH** approved pole.
  - Installation of camera and AC adapter that a qualified electrician can connect to AC power.
    - Flock will provide and mount an AC adapter that a qualified electrician can connect to AC power following our electrical wiring requirements. Flock cannot make any AC connections or boreholes in any material other than dirt, grass, loose gravel (or other non-diggable material).

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Electrical work requiring a licensed electrician and associated costs, not included in the scope.

- Access requiring up to a 14’ A-frame ladder
- Standard MUTCD traffic control procedures performed by a Flock technician

- Obtain a business license to operate in the City and State of camera location

Out Of Scope:

By default, Flock does not include the following as part of the **Advanced Implementation Service** but can optionally provide a quote for sourcing (additional cost):

- Installation on **Standard, 12’ above grade Flock breakaway pole** or existing infrastructure.
- A Bucket Truck for accessing horizontal/cross-beams and/or height above 14’
- Special equipment rentals for site access
- Site-specific engineered traffic plans
- Third-party provided traffic control
- State or City-specific specialty contractor licenses
- Custom engineered drawings
- Electrical work requires a licensed electrician. Flock will provide and mount an AC adapter that a qualified electrician can connect to AC power but cannot make any AC connections or boreholes in any material other than dirt, grass, loose gravel (or other non-diggable material).
- Concrete cutting
- Private utility search for privately owned items not included in standard 811 procedures (communication, networking, sprinklers, etc.)
- Upgrades to power sources to ready them for Flock power (additional fuses, switches, breakers, etc.)
- Fees or costs associated with filing for required City, County, or State permits

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Things to Consider When Selecting Locations

Falcon Cameras



- Use Cases
  - Flock LPRs are designed to capture images of rear license plates aimed in the direction of traffic.
  - Flock LPRs are not designed to capture pedestrians, sidewalks, dumpsters, gates, other areas of non-vehicle traffic, intersections.
- Placement
  - They capture vehicles driving away from an intersection.
  - They cannot point into the middle of an intersection.
  - They should be placed after the intersection to prevent stop and go motion activation or “stop and go” traffic.
- Mounting
  - They can be mounted on existing utility, light, traffic signal poles, or 12 foot Flock poles.*
  - They should be mounted one per pole.** If using AC power, they can be mounted 2 per pole.
- They can be powered with solar panels or direct wire-in AC Power (no outlets).***
- They will require adequate cellular service using AT&T or T-Mobile to be able to process & send images.

* Permitting (or permission from pole owner) may be required to use existing infrastructure or install in specific areas, depending on local regulations & policies.

** Cameras need sufficient power. Since a solar panel is required per camera, it can prevent adequate solar power if two cameras and two solar panels are on a single pole (blocking visibility). Therefore if relying on solar power, only one camera can be installed per pole.

*** Flock does not provide Electrical services. Once installed, the agency or community must work with an electrician to wire the cameras. Electrician services should be completed within two days of installation to prevent the camera from dying.

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Solar Panels

Solar panels need unobstructed southern-facing views.



Pole

If a location requires a "DOT Pole" (i.e., Advanced Pole, **not** Flock standard pole), the implementation cost will be $5,000/camera.





Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Customer Responsibilities: AC-Powered Cams

If the Flock cameras need to be AC-powered, the **customer is responsible** for acquiring an electrician and ensuring they connect the camera to power. **See steps 2 and 6 below**.

How to Get Started with a Powered Install



1. Create a Deployment Plan

Work with us to select the best location(s) for Flock Safety cameras and power sources



2. Acquire an Electric Quote

Contact an electrician to receive a quote to run 120volt AC power to the camera



3. Sign Flock Safety Agreement

Sign the Flock Safety purchase order to begin the installation of cameras



4. Conduct Site Survey

Flock will mark camera locations, locate underground utilities and mark if present



5. Install Camera

Flock will install the camera and AC power kit at the specified camera location



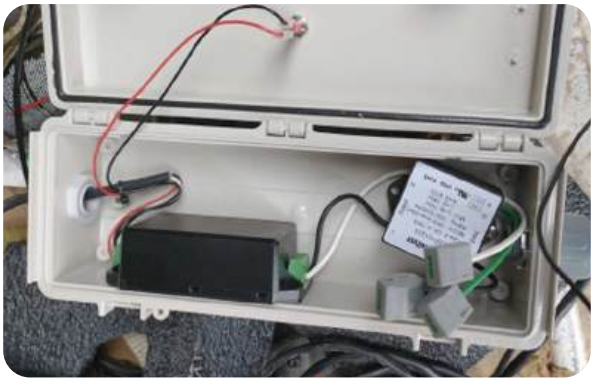
6. Connect Camera to Power

Notify the electrician that the camera is ready for the power connection installation

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

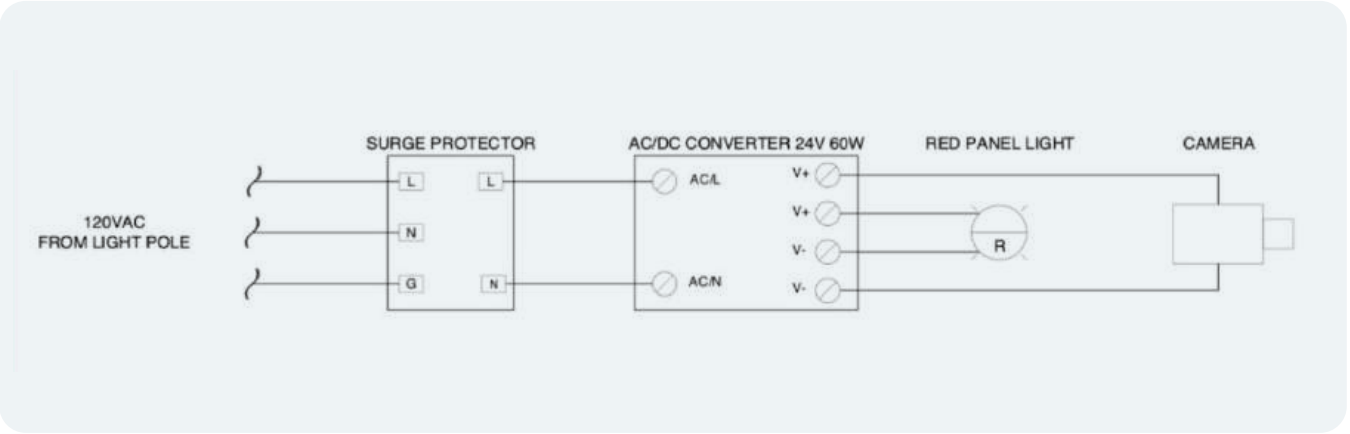
Electrician Handout

Electrician Installation Steps



1. Run AC cable and conduit to the box according to NEC Article 300 and any applicable local codes. The gland accepts ½" conduit.
2. Open the box using hinges.
3. Connect AC Mains per wiring diagram below:
    a. Connect AC Neutral wire to the Surge Protector white Neutral wire using the open position on the lever nut.
    b. Connect AC Line wire to the Surge Protector black Line wire using the open position on the lever nut.
    c. Connect AC Ground wire to the Surge Protector green ground wire using the open position on the lever nut.
4. Verify that both the RED LED is lit on the front of the box
5. Close box and zip tie the box shut with the provided zip tie
6. While still on-site, call Flock, who will remotely verify that power is working correctly:

Southeast Region - (678) 562-8766
West-Region - (804) 607-9213
Central & NE Region - (470) 868-4027



Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

FAQs about AC-Powered Flock Cameras

What voltage is supported?
The AC kit is designed to work with 120VAC Infrastructure by default. A 240VAC version is available on request.

How much power does this consume?
Peak current draw is 1.5 A at 120VAC. The average power draw is roughly 30W in high traffic conditions but maybe lower when fewer vehicles are present.

Who is responsible for contracting the electrician?
The customer is responsible for contracting an electrician. We can help answer questions, but the customer is responsible for identifying and contracting an electrician.

Who is responsible for maintenance?
Flock will handle all maintenance related to Flock's camera and power equipment. However, any problems with the electrical supply are the customer's responsibility. The AC junction box has two lights to indicate the presence of power and make it easy for quick diagnosis if there is a problem related to the AC power source.

- If the camera indicates to Flock that there is a power supply problem, Flock will notify the customer and request that the customer verifies the lights on the AC junction box. If the AC Source light is illuminated, Flock will send a technician to investigate. If the AC source light is not illuminated, the customer should check any GFCI's or breakers in the supply circuit or call the electrician who installed the power supply.

How much does it cost?
Work required to bring AC power to each location will be different, so exact pricing is unavailable. Primary cost drivers include arrow boards and the distance from the camera location to the AC power source.

What information do I need to provide my electrician?
The Flock deployment plan and these work instructions should be sufficient to secure a quote. It will be helpful if you know the location of the existing power infrastructure before creating the deployment plan.

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Can you plug it into my existing power outlet? The Flock AC power adapter does not use a standard outlet plug but must be directly wired into the power mains. While using outlet plugs may be convenient, they can easily be unplugged, presenting a tampering risk to this critical safety infrastructure.
The electrician can route power directly to the camera with a direct wire-in connection if an outlet is close to the camera.

How long does this process typically take?
The installation process typically takes 6-8 weeks. To accelerate the process, be sure to have the electrician perform his work shortly after the Flock technician finishes installing the camera.

What kind of electrician should I look for?
Any licensed electrician should perform this work, though we have found that those who advertise working with landscape lighting are most suited for this work.

What happens if the electrician damages the equipment?
The customer is responsible for contracting the electrician. Any liability associated with this work would be assumed by the customer. If any future work is required at this site due to the electrical infrastructure or the work performed by the electrician would be the responsibility of the customer.

When should the electrician perform his work?
Once Flock installs the camera, you will receive an email alert letting you know that this has been completed. After this, you will need to schedule the electrician to route power to the pole.

What if my electrician has questions about Flock's AC Kit?
You should share the **AC-Power Kit Details** packet with the electrician if they have questions.

What if the AC power is on a timer?
Sometimes the AC power will be on a timer (like used for exterior lighting). Flock requires that the AC power provided to the camera be constant. The source that the electrician uses must not be on a timing circuit.

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Installation Service Brief Summary

Below outlines the statement of work for the Flock Camera Installation:

What Is Covered By Flock	What Is NOT Covered By Flock	Special Note
Flock Cameras & Online Platform	Traffic Control And Any Associated Costs	
Mounting Poles	*DOT Approved Pole Cost Electrician & Ongoing Electrical Costs	
AC Power Kit (As Needed)	Engineering Drawings	
Solar Panels (As Needed)	Relocation Fees	*Excluding Changes During Initial Installation*
Site Surveys And Call 811 Scheduling	Contractor Licensing Fees	
Installation Labor Costs	Permit Application Processing Fees	
Customer Support / Training	Specialist Mounting Equipment	*Including, But Not Limited To, **MASH Poles Or Adapters*
Cellular Data Coverage	Bucket Trucks	
Maintenance Fees *(Review Fees Sheet For More Details)*	Loss, Theft, Damage To Flock Equipment	
Data Storage For 30 Days	Camera Downtime Due To Power Outage	*Only Applicable For AC-Powered Cameras*
	***Field Technician Maintenance For **Falcon™ Flex**	

*If a location requires a "DOT pole" (i.e., not our standard), the implementation cost will be $5,000/camera; This cost is applicable for installations in GA, IL, SC, TN, and CA.

**MASH poles: Manual for Assessing Safety Hardware (MASH) presents uniform guidelines for crash testing permanent and temporary highway safety features and recommends evaluation criteria to assess test results

***If a camera is lost, stolen, or damaged, a replacement device can be purchased at a discounted price of $800

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Permitting: Pre-Install Questionnaire

1. **Timeline**
   - In Flock Safety's experience, in-depth permitting requirements can **add 2+ months to the installation timeline.**
   - The SLA for permit document submission is within 15 days from contract signature date (contract Closed-Won)

2. **Right of Way**
   - Will any Flock Safety cameras be installed on the city, state, or power company-owned poles or in the city, county, or state Right of Way (RoW)?
     - What is the RoW buffer?
     - Will additional permits or written permission be required from third-party entities (such as DOT, power companies, public works, etc.)?
   - Will any cameras be installed on city-owned traffic signal poles (vertical mass)?
     - If yes, please provide heights/photos to determine if a bucket truck is needed for the installation.
       - Note: A bucket truck is required if the height exceeds 15 feet tall.

3. **AC Power vs. Solar**
   - If AC powered, is there a 120V power source available, and is there access to an electrician who can connect the existing wire to the Flock Safety powered installation kit?
   - If solar-powered, consider the size of the solar panel and potential to impact the visibility of DOT signs/signals:
     - Single Panel: 21.25" x 14" x 2" (Length x Width x Depth)
     - Double Panel: 21.25" x 28" x 2" (LxWxD)

4. **Traffic Control & Installation Methods**
   - **If a bucket truck is required**, this typically necessitates an entire lane to be blocked in the direction of travel. **Can you provide a patrol car escort, or will full traffic control be required?***

PLEASE NOTE: If traffic control is required, you may incur additional costs due to city/state requirements; Fees will be determined by quotes received.

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

- **If full traffic control is required (cones, arrow boards, etc.):**
  - Will standard plans suffice, or are custom plans needed? Custom plans can double the cost, while standard plans can be pulled from the Manual of Uniform Traffic Control Devices **(MUTCD)**.
  - Will a non-sealed copy of the traffic plan suffice? Or does the traffic plan need to be sealed and/or submitted by a professional engineer?
  - Are there state-specific special versions/variances that must be followed?
- **If a bucket truck is *not* required**, the shoulder or sidewalk should suffice and enable Flock Safety to proceed without traffic control systems in place.
  - Note: In some states (i.e., arrow boards), sidewalks may require signage. If signage is mandatory, Will your Public Works department be able to assist?

5. **Paperwork & Required Forms**
   - Flock Safety will need copies of paperwork to complete before proceeding (ex., business license applications, encroachment permit applications). We can save critical time by gathering these documents upfront. We appreciate your assistance in procuring these.

6. **Contacts**
   - If Flock Safety needs to interface directly with the departments, please share the contact information of the following departments:
     - Permitting
     - Public Works
     - Traffic Department

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

*Fee Schedule

After a deployment plan with Designated Locations and equipment has been agreed upon by both Flock and the Customer, any subsequent changes to the deployment plan ("Reinstalls") driven by a Customer's request will incur a fee per the table below.

What Services Incur Fees:

- Requested relocations post-approval by customer
- Relocations due to poor performance will be the responsibility of Flock
  - If a customer requests a location against the advisement of Flock, performance issues and any requested relocations will be the responsibility of the customer.
- Per the contract and absent a defect, in the event that Flock Hardware is lost, stolen, or damaged, Customer may request that Flock replace the Flock Hardware at a fee according to the then-current Reinstall policy **https://www.flocksafety.com/reinstall-fee-schedule**
- Misc billables for out of scope items for each implementation

All fees are per reinstall or required visit (in the case that a reinstall is attempted but not completed) and include labor and materials. If you have any questions, please email **support@flocksafety.com**.

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Help Center

Our Help Center is filled with many resources to help you navigate through the online platform. Below you will find some common questions and their relevant help article:

How do I search camera footage?

How do I add a user?

How do I add a vehicle to my own Hot List?

How do I enable browser notifications for Hot List alerts?

How do I get text alerts for Hot List?

How do I request camera access from other nearby agencies?

Help Center

How do I use the National Lookup to search for a plate?
(National Lookup - network of law enforcement agencies that have opted to allow their network of Flock cameras to be used for searches)

How do I reset my / another user's password?

Customer Support

You can reach our customer support team anytime by emailing **support@flocksafety.com**. They can help answer any "How-To" questions you may have.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-010

GRANTING THE KANE COUNTY SHERIFF AND THE KANE COUNTY STATE'S ATTORNEY AUTHORITY TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT WITH KENDALL COUNTY AND A LEASE WITH THE KANE COUNTY BAR ASSOCIATION FOR WELLNESS COORDINATOR SERVICES ON BEHALF OF KANE COUNTY

WHEREAS, the Constitution of the State of Illinois of 1970, Article VII, Section 10, provides that "units of local government and school districts may contract or otherwise associate among themselves . . . [and] with individuals, associations, and corporations in any manner not prohibited by law or by ordinance"; and

WHEREAS, Kane County, in order to promote the public's safety and welfare, wishes to assist its law enforcement agencies in accessing mental health resources, including counselors or therapists; and

WHEREAS, the Kane County Board has the authority to "impose additional duties, powers and functions upon county officers" (55 ILCS 5/5-1087); and

WHEREAS, the Kane County Sheriff is required to provide mental health resources to its employees by statute (55 ILCS 5/3-6012.2; 50 ILCS 705/6(f)); and

WHEREAS, the Kane County State's Attorney desires to provide mental health resources to its employees (see 55 ILCS 5/3-9006); and

WHEREAS, the Kane County Board recognizes that the Kane County Sheriff and the Kane County State's Attorney, as the elected officials responsible for the operations of their respective offices, are the county officers best situated to determine if and when it is appropriate to enter into agreements related to sharing the services of a wellness program coordinator; and

WHEREAS, the Kane County Bar Association ("KCBA") has agreed to lease office space to the Kane County Sheriff and the Kane County State's Attorney for the purpose of providing mental health services, at no cost; and

WHEREAS, the Kane County Board has received, reviewed, and now approves of the Intergovernmental Services Agreement Between the County of Kane, Illinois and the County of Kendall, Illinois for Sharing the Services of a Wellness Program Coordinator, attached as Exhibit A, which details how the Kane County Sheriff, the Kendall County Sheriff, and the Kane County State's Attorney will jointly provide for the services of a wellness program coordinator for their employees; and

WHEREAS, the Kane County Board has also received, reviewed, and now approves of the lease agreement between KCBA, the Kane County Sheriff, and the Kane County State's Attorney, attached as Exhibit B, subject to the review and advisement of the Office of the Kane County State's Attorney.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board hereby grants the Kane County Sheriff and the Kane County State's Attorney the authority to enter into an agreement with the Kendall County Sheriff's Office for the shared services of a wellness program coordinator without further action by the Kane County Board, and the authority to bind the County, provided the agreement executed by the Kane County Sheriff substantially complies with the Intergovernmental Services Agreement Between the County of Kane, Illinois and the County of Kendall, Illinois for Sharing the Services of a Wellness Program Coordinator, attached as Exhibit A, and the term of any such agreement does not exceed one (1) calendar year.

NOW, THEREFORE, BE IT ALSO RESOLVED that the Kane County Board hereby grants the Kane County Sheriff and the Kane County State's Attorney the authority to enter into a lease agreement with the KCBA to lease office space for the purpose of providing mental health services, attached as Exhibit B, subject to the review and advisement of the Office of the Kane County State's Attorney, for a term of one (1) calendar year.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the authority herein granted to the Kane County Sheriff and the Kane County State's Attorney will continue for two years after the date of adoption ("Termination Date"). The County Board may extend the authority every two years thereafter, by a majority vote. The County Board may revoke the authority granted to the Kane County Sheriff and the Kane County State's Attorney at any time, with a majority vote of the County Board.

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

EXHIBIT A

INTERGOVERNMENTAL SERVICES AGREEMENT BETWEEN THE COUNTY OF KANE, ILLINOIS and THE COUNTY OF KENDALL, ILLINOIS FOR SHARING THE SERVICES OF A WELLNESS PROGRAM COORDINATOR

This intergovernmental agreement is made this ___ day of _____, 2024, by and between the County of Kane, Illinois, a unit of local government organized and existing under the laws of the State of Illinois, the Sheriff of Kane County, and the Kane County State's Attorney; and the County of Kendall, Illinois, a unit of local government organized and existing under the laws of the State of Illinois, and the Sheriff of Kendall County. For purposes of this Agreement, the County of Kane, the Sheriff of Kane County, the Kane County State's Attorney, the County of Kendall, and the Sheriff of Kendall County shall collectively be referred to hereinafter as "the Parties".

RECITALS

WHEREAS, the Parties are units of local government within the meaning of Section 10 of Article 7 of the Constitution of the State of Illinois; and

WHEREAS, the Parties are also public agencies within the meaning of the Intergovernmental Cooperation Act (5 ILCS 220/1 *et seq.*); and

WHEREAS, the Parties are authorized to contract among themselves to obtain or share services, or exercise, combine, or transfer any power or function in any manner not prohibited by law (5 ILCS 220/3); and

WHEREAS, the Sheriffs of Kane County and Kendall County are required to provide mental health resources to their respective employees (55 ILCS 5/3-6012.2; 50 ILCS 705/6(f); and

WHEREAS, the Sheriff of Kane County desires to employ a Wellness Program Coordinator to implement the provision of said required mental health resources; and

WHEREAS, the Parties agree to share the cost of the Wellness Program Coordinator in exchange for sharing the services of the Wellness Program Coordinator.

NOW THEREFORE, for and in consideration of the mutual covenants herein the Parties agree as follows:

1. **RECITALS:** The recitals set forth above are incorporated in this Agreement by reference and made a part of this Agreement.

2. **EMPLOYMENT:** The Sheriff of Kane County desires to employ a Wellness Program Coordinator for the purposes of providing mental health resources as

mandated by statute. The Sheriff of Kane County shall be the sole employer of the Wellness Program Coordinator, and the Sheriff of Kane County shall be solely responsible for all employment related matters including paying all wages, benefits and any other compensation due and owing for the performance of services set forth in this Agreement. The Sheriff of Kane County is solely responsible for making all required payroll deductions and other tax and wage withholdings pursuant to state and federal law for the Wellness Program Coordinator as set forth in this Agreement. The Sheriff of Kane County also acknowledges its obligation to obtain appropriate insurance coverage for the benefit of the Wellness Program Coordinator and that Kendall County is not responsible for providing any insurance coverage for the benefit of the Sheriff of Kane County's officers, employees and agents. The employer-employee relationship will not be affected by any terms of this Agreement.

3. **SERVICES:** The Sheriff of Kane County has agreed that the employees of the Sheriff of Kendall County may also utilize the Wellness Program Coordinator for the purposes of the mandated mental health services. The Sheriff of Kane County has also agreed that employees of the Kane County State's Attorney may, on a voluntary basis, utilize the Wellness Program Coordinator for the purposes of mental health services. The Wellness Coordinator will be available to the employees of the Sheriff of Kane County two (2) days a week, available to the employees of the Sheriff of Kendall County two (2) days a week, and available on call to all employees.

4. **CONSIDERATION**: The Parties agree to share the cost of the Wellness Program Coordinator's salary (not including insurance or other benefits) in the following manner: 2/5 provided by the Sheriff of Kane County, 2/5 provided by the Sheriff of Kendall County, and 1/5 provided by the Kane County State's Attorney. The Sheriff of Kendall County and the Kane County State's Attorney shall submit their shares of the salary in one payment upon execution of the contract to the Sheriff of Kane County for appropriate distribution.

5. **AGREEMENT TERM**: The term of this Agreement shall commence on the date of this Agreement and shall continue for one (1) year ("Term"). This Agreement will automatically renew for additional one (1) year terms, unless any party provides notice within 30 days of such renewal that the party no longer wishes to continue the agreement.

6. **CONFIDENTIALITY**: The Parties shall not disclose to any third party or use, except in connection with the performance of services hereunder, any confidential information of any party in the possession of any other party, unless otherwise required by law or court order.

7. **INDEMNITY**: The Parties agree to save, hold harmless, defend and indemnify each other, from any and all liability or loss incurred by one party resulting from another party's noncompliance with any laws or regulations of any governmental authority having jurisdiction over the Parties and/or a party's performance of this contract and the party's violation of any of the terms and conditions of this Agreement, and from the party's negligence arising from, in any manner and in any way connected with, the terms and conditions of this Agreement and arising from the party's performance thereunder.

8. **TERMINATION:** Any party may terminate this Agreement at any time with thirty (30) days written notice to the other. No additional payments, penalties, and/or early termination charges shall be required upon termination of the Agreement.

9. **NOTICE:** Any notice required or permitted to be given hereunder shall be in writing and shall be deemed given:
   (i) When delivered personally to the individual designated below; or
   (ii) On the third business day after sent by registered or certified mail, postage prepaid, addressed as follows:

   TO SHERIFF OF KANE COUNTY:
   Contact:
   Address:
   Phone:
   E-mail:

   TO KANE COUNTY STATE'S ATTORNEY:
   Contact:
   Address:
   Phone:
   E-mail:

   TO KENDALL COUNTY:
   Contact: Chairman of the Kendall County Board
   Address: 111 W. Fox Street, Yorkville, Illinois 60560
   Phone: 630-553-4171
   E-mail: kcboard@kendallcountyil.gov

   TO SHERIFF OF KENDALL COUNTY:
   Contact: Kendall County Sheriff's Office Attn: Sheriff
   Address: 1102 Cornell Lane, Yorkville, IL 60560
   Phone: 630-553-5856
   E-mail: SheriffOffice@kendallcountyil.gov

WITH COPY SENT TO:
Contact: Kendall County State's Attorney
Address: 807 John Street, Yorkville, IL 60560
Phone: 630-553-4157
Email: states_attorney_web_email@kendallcountyil.gov

10. **SEVERABILITY**: In the event any portion of this Agreement is deemed to be invalid or unenforceable, such portion shall be deemed severed and the Parties agree that the remaining portions of this Agreement shall remain in full force and effect.

11. **ASSIGNMENT**: None of the Parties may assign or otherwise transfer this Agreement without the written consent of the other parties. This Agreement shall inure to the benefit of and bind the Parties hereto and their respective legal representatives, successors and assigns.

12. **NON-DISCRIMINATION:** The Parties, their, officers, employees, subcontractors, and agents agree not to commit unlawful discrimination/unlawful harassment and further agree to comply with all applicable provisions of the Illinois Human Rights Act, Title VII of the Civil Rights Act of 1964, as amended, the Americans with Disabilities Act, the Age Discrimination in Employment Act, Section 504 of the Federal Rehabilitation Act, the Illinois Public Works Employment Discrimination Act, 775 ILCS 10/0.01 et seq., as amended, the Equal Pay Act of 2003, as amended, and all applicable rules and regulations. The Parties, their officers, employees, subcontractors, and agents shall maintain a written sexual harassment policy that complies with the requirements of 775 ILCS 5/2-105 and shall comply with all fair employment practices and equal employment opportunity/affirmative action requirements set forth in applicable state and federal laws and regulations.

13. **GOVERNING LAW**: This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois and the County of Kane.

14. **ENTIRE AGREEMENT**: This Agreement, including the recitals and schedules, set forth the entire agreement between the Parties with respect to the subject matter hereof and the Agreement shall be amended only in writing signed by the Parties. This Agreement supersedes any prior written or oral agreement between the Parties regarding the subject matter of this Agreement.

15. **COUNTERPARTS**: This Agreement may be executed in counterparts in the same form and such parts so executed shall together form one original document and be read and construed as if one copy of the Agreement had been executed.

16. **NO THIRD-PARTY BENEFICIARIES:** This Agreement is entered into solely for the benefit of the contracting parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person or entity who is not a party to this Agreement, or to acknowledge, establish or impose any legal duty to any third party.

17. **AUTHORIZATION:** The Parties represent that all necessary acts have been taken to authorize and approve this agreement in accordance with applicable law, and this Agreement, when executed by the Parties hereto, shall constitute a binding obligation of the Parties, legally and enforceable at law and equity against both.

N WITNESS WHEREOF, the Parties have executed this Agreement effective this ___ day of _____, 2024.

SHERIFF OF KANE COUNTY, ILLINOIS

By:_____

KANE COUNTY STATE'S ATTORNEY

By:_____

KENDALL COUNTY

By: _____

SHERIFF OF KENDALL COUNTY, ILLINOIS

By:_____

EXHIBIT B

LICENSE AGREEMENT

OWNER: KCBA
555 South Randall Road #203
St. Charles, IL 60174

USER: Office of the Kane County State's Attorney
37W777 Route 38 Suite 300
St. Charles, IL 60175

Kane County Sheriff's Office
37W755 Route 38 Suite A
St. Charles, IL 60175

TERM: November 1, 2024 to November 1, 2025

FACILITIES: A space being 10 x 10 more or less in area ("Office Space") within Unit #203, a condominium unit owned and occupied by KCBA (the "Premises") on the property located at 555 South Randall Road, St. Charles, IL (the "Property").

TERMS

1. KCBA shall allow access to and use of said Office Space to the Office of the Kane County State's Attorney and the Kane County Sheriff's Office, on the following conditions:

a. Use of the Office Space shall be solely for the purpose of providing counseling services to employees of the Office of the Kane County State's Attorney and the Kane County Sheriff's Office from time to time during the term, and for no other purpose.

b. USER shall use and occupy the Office Space in a safe and careful manner and shall comply with all municipal, state, and federal laws, and any and all rules and regulations pertaining to use and occupancy of the Office Space.

c. USER shall keep the Office Space clean and free of rubbish and waste at all times and shall not do any act or suffer any act to be done during the term of this Agreement which will any way damage, deface, mar or waste the Office Space, the Premises and/or the Property, or any part thereof.

d. USER shall make no alterations or improvements to the Office Space without the prior, written consent of KCBA.

e. USER shall not engage in any activities which are disruptive to the operations of KCBA on the Premises.

f. Access to the Premises shall be strictly restricted to those persons who are employees of the Office of the Kane County State's Attorney and the Kane County Sheriff's Office and to the counselor employed by the Office to provide services to its employees.

g. Access to the Property and to the Premises shall be allowed to the counselor contracted by the Kane County State's Attorney and the Kane County Sheriff's Office at any time.

h. USER shall be provided keys to the building on the Property, and to the Premises; USER shall at all times be responsible for custody and control of such keys and shall pay to replace any lost keys. Provided, it is understood and agreed that Jada Hudson, Counselor shall have custody and control of said keys, pursuant to agreement with the Office of the Kane County State's Attorney and the Kane County Sheriff's Office to provide counseling services to its employees' and said person shall at all times provide to KCBA current contact information, including name, address, telephone number and e-mail address; and finally, and said person shall immediately return to the KCBA Executive Director any and all keys in his/her/their possession upon termination of said contract.

i. USER shall when leaving the Premises and the Property lock all doors; and for default or carelessness with respect to same, shall make good any damages sustained by KCBA or any other user or occupant of the Property

j. USER may provide such furnishings for use of the Office Space as USER desires; provided, KCBA shall have no responsibility for the maintenance or care of such furnishings.

k. USER shall take good care of the Office Space and repair any damage to the Office Space resulting from use of same by USER or USER's employees, agents, guests or invitees.

l. No animals shall be allowed in the Office Space, except for bona fide companion animals of USER and/or USER's invitees.

2. KCBA shall make the Office Space available for use by USER without charge.

3. USER shall have the right to park motor vehicles in the parking lot on the Property, but only at such times as USER and/or USER's employees, agents, guests or invitees are actually using the space for the purposes allowed under this License Agreement.

4. KCBA shall have no responsibility or liability for the actions of USER or USER's employees, agents, guests, or invitees anywhere on the Property..

5. USER shall provide to OWNER a certificate of insurance for the period of the term of this agreement, naming KCBA as an additional insured, with coverages in the following amounts:

a. General liability: $1 million
b. Personal injury/accident: $1 million
c. Property damage: $1 million

6. USER shall hold harmless and indemnify KCBA from and against any and all suits, claims, causes of action, claims for damages or liability for injury or damages to persons or property sustained or claimed to have been sustained by anyone whomsoever, by reason of the use of or presence on the Office Space, the Premises and/or the Property, whether such use or presence is authorized or not, or by any act or omission of USER, or any of its agents, employees, guests, or invitees.

7. Not later than the last day of the term USER shall at USER's expense remove from the Office Space all of USER's personal property; and shall repair any and all injury done by or in connection with USER's use of the Office Space. USER shall surrender the Premises in as good condition as they were at the beginning of the term, reasonable wear and tear excluded. USER shall also be responsible to any and all damage caused to the Premises or to the Property resulting from USER's activities on the Premises and/or the Property including

activities related to removal of such personal property.

8. All property of USER remaining on the Premises or on the Property after the last day of the term of this License Agreement shall be conclusively deemed abandoned and may be removed by KCBA, and USER shall reimburse KCBA for the cost of such removal.

9. The license authorized by this License Agreement shall be subject and subordinate to any mortgage(s) which may now or hereafter affect the property of which the Office Space forms a part, and also all renewals, modifications, consolidations, and replacements of such mortgage(s). USER agrees to execute such estoppel letters or other documents required to confirm the same.

10. KCBA may enter the Office Space at any reasonable time, upon adequate notice to Lessee (except that no notice need be given in case of an emergency) for the purpose of inspection or the making of such repairs, replacements, or additions in, to, on and about the Premises or the Property, as KCBA deems necessary or desirable.

11. The occurrence of any one or more of the following events shall constitute a Default and material breach of this License Agreement by USER:

a. Failure of USER to comply with any term, condition or covenant of this License Agreement, and the failure to cure such within ten (10) days after written notice thereof has been delivered by KCBA to USER.

b. Abandonment of use by USER.

For any such Default, KCBA may declare this License Agreement terminated, and null and void; and may take possession of the space without legal process, refuse any further access to the Property or to the Premises to USER, its agents, employees, guests or invitees, change the locks on any doors or entries; and pursue any other legal remedy to which it may be entitled

12. A waiver by KCBA or any breach or default, or alleged breach or default, under the terms and conditions of this License Agreement shall not be construed as a waiver of any subsequent breach or default, or of any other term of condition of this License Agreement, and the failure of KCBA to assert its rights resulting from any breach or default shall not be construed to constitute a waiver thereof.

13. Nothing in this License Agreement is intended or shall be deemed or construed as creating the relationship of principal and agent, partnership or joint venture between the parties hereto.

14. Notices to either party from the other shall be given in person or by certified US Mail, return receipt requested, or by nationally recognized delivery service, as follows:

Office of the Kane County State's Attorney
c/o Ms. Jamie Mosser
37W777 IL 38 #300
St. Charles, IL 60175
MosserJamie@KaneCountyIL.gov

KCBA
c/o Executive Director
555 South Randall Road #203
St. Charles, IL 60174
Director@kanecountybar.org

Office of Kane County Sheriff
c/o Undersheriff Amy Johnson
37W755 IL-38 Suite A
St. Charles, IL 60175
JohnsonAmy@KaneCountyIL.gov

15. If any term, covenant, condition, or provision of this License Agreement shall be invalid or unenforceable, any and all other provisions shall not be affected thereby and each other term, covenant, condition or provision shall be valid and enforceable to the fullest extent allowed by law.

16. This document represents the entire agreement of the parties and there are no representations not stated herein, and this agreement may only be modified by a writing executed by each of the parties hereto.

DATE: November 1, 2024.

OFFICE OF THE KANE COUNTY STATE'S ATTORNEY

By: _____ Date signed: _____

Jamie Mosser
Kane County State's Attorney

OFFICE OF THE KANE COUNTY SHERIFF

By: _____ Date signed:_____

Amy Johnson
Kane County Undersheriff

KANE COUNTY BAR ASSOCIATION

By: _____ Date signed: _____

Gina Armstrong
KCBA Executive Director

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Resolution Granting the Kane County Sheriff and Kane County State's Attorney Authority to Enter into an IGA with Kendall County and a Lease with the Kane County Bar Association for Wellness Coordinator Services on Behalf of Kane County

Committee Flow:
Judicial Public Safety Committee, Executive Committee, County Board

Contact:
Caitlin Vargas, 630.208.5323

Budget Information:

Was this item budgeted? N/A	Appropriation Amount: $N/A
If not budgeted, explain funding source: N/A	

Summary:

The Kane County Sheriff and the Kane County State's Attorney desire to enter into an Intergovernmental Agreement with Kendall County and the Kendall County Sheriff for the purposes of sharing the services of a wellness coordinator. The Kane County Sheriff and the Kane County State's Attorney also desire to enter into a lease agreement with the Kane County Bar Association for the purposes of providing the services of a wellness coordinator. The Kane County Board shall authorize the Kane County Sheriff and the Kane County State's Attorney to execute the respective agreements.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-043

NOTIFICATION OF RENEWAL OF DRUG AND ALCOHOL EVALUATION AND REFERRAL SERVICES, RFQ 33-021

WHEREAS, Court Services is mandated by the Administrative Office of Illinois Courts (AOIC) to assess the needs of all offenders placed under its supervision, including the need for substance abuse services; and

WHEREAS, Court Services wishes to collaborate with community-based providers of substance abuse services who agree to collect and report outcome data to enhance services and support the goals of implementing Evidence-Based Practices; and

WHEREAS, according to 730 ILCS 110/15.1 (b), "…Monies in the probation and court services fund shall be appropriated by the county board to be used within the county or jurisdiction were collected in accordance with policies and guidelines approved by the Supreme Court for the costs of operating the probation and court services department,"; and

WHEREAS, the AOIC's Probation Services Fees Policies and Guidelines establishes that, "A priority for the expenditure of Probation and Court Services Fund monies should be for the purchase of services," including for the evaluation and treatment of substance abuse; and

WHEREAS, according to 730 ILCS 110/15.1 (b), "…Monies in the probation and court services fund shall be appropriated by the county board to be used within the county or jurisdiction were collected in accordance with policies and guidelines approved by the Supreme Court for the costs of operating the probation and court services department,"; and

WHEREAS, Court Services had a Memorandum of Understanding with each provider listed above; and

WHEREAS, RFQ 33-021 as issued allows for extensions if mutually agreed upon by both parties; and

WHEREAS, the providers listed above remain in the business of offering such services to the community they serve and are willing to provide such services to offenders referred by Court Services; and

WHEREAS, Court Services and each provider listed above have mutually agreed to an extension.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board is notified that the Chief Judge is entering into agreements with the above listed providers to provide drug and alcohol evaluations and referral services to offenders referred by Court Services with an option to renew by agreement of both parties.

Passed by the Kane County Board on February 11, 2025

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION/ORDINANCE EXECUTIVE SUMMARY

Title

Notification of Renewal of Drug and Alcohol Evaluation and Referral Services (RFQ 33-021)

Committee Flow: Judicial/Public Safety Committee, Executive Committee, County Board

Contact: Lisa Aust, 630.232.5805

Budget Information:

Was this item budgeted? Y	Appropriation Amount: N/A
If not budgeted, explain funding source: see below	

Summary:

Court Services will connect individuals under its supervision to substance abuse services as required by court order or at the discretion of trained staff. Following a Request for Qualifications (RFQ 33-021), Court Services created a roster of qualified, community-based providers of drug and alcohol evaluations and referral services. Initial agreements between Court Services and each rostered agency have expired, but the RFQ as issued allows for extensions. Court Services will continue to minimize the impact of financial barriers on the substance abuse needs of individuals by opting for extensions with the following agencies: Ecker Center for Behavioral Health, Associates in Behavioral Health Care, Braden Counseling Center, Care Clinics, Mutual Ground (formerly Breaking Free), and Tools for Life.

These services will be paid from collected probation fees with no impact on the general fund.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-046

NOTIFYING THE COUNTY BOARD THAT THE CHIEF JUDGE HAS ENTERED INTO A CONTRACT FOR PROFESSIONAL SERVICES FOR THE TREATMENT ALTERNATIVE COURT

WHEREAS, Court Services oversees the budget of the Treatment Alternative Court program whose criminality is directly linked to their mental health diagnosis; and

WHEREAS, Ecker Center for Behavioral Health is a sole source provider for crises stabilization by the Illinois Department of Human Services 590 Grant for our catchment area, and is therefore uniquely qualified to work with this high need population; and

WHEREAS, Court Services has worked with Ecker Center since the inception and enactment of the Treatment Alternative Court Program with them providing comprehensive mental health services for clients who reside in Kane County; and

WHEREAS, Court Services pays for the provision of these services through a Special Fund #270, with no impact on the General Fund.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board is notified that the Chief Judge of the Sixteenth Judicial Circuit has entered into a contract with Ecker Center for Behavioral Health for professional services for the court's clients.

Line Item: 270.430.460.50200
Line Item Description: Psychological/Psychiatric Services Special Fund
Was Personnel/Item/Service approved in original budget or a subsequent budget revision? YES
Are funds currently available for this Personnel/Item/Service in the specific line item? YES
If funds are not currently available in the specified line item, where are the funds available?
N/A

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Notifying the County Board that the Chief Judge has Entered into a Contract for Professional Services for the Treatment Alternative Court

Committee Flow:
Judicial Public Safety Committee, Executive Committee, County Board

Contact:
Lisa Aust, 630.232.5805

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $N/A
If not budgeted, explain funding source: N/A	

Summary:

The Kane County Board is notified that the Chief Judge of the Sixteenth Judicial Circuit has entered into a contract with Ecker Center for Behavioral Health for professional services for the Treatment Alternative Court's clients.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-047

NOTIFYING THE COUNTY BOARD THAT THE CHIEF JUDGE HAS ENTERED INTO A CONTRACT FOR PROFESSIONAL SERVICES FOR THE DRIVING UNDER THE INFLUENCE (DUI) COURT, RFP 24-060-TK

WHEREAS, Court Services oversees the budget of the DUI Court program that services individuals whose criminality is linked to substance abuse and addiction; and

WHEREAS, Lighthouse Recovery, Inc. responded to RFP #24-060-TK and was selected to be the best situated agency to provide DUI assessment services and treatment services for the participants in this program; and

WHEREAS, Court Services has entered into agreements with community agencies since the inception of the DUI Court in order to facilitate availability of necessary services to program participants; and

WHEREAS, Court Services pays for the provision of these services through a Special Fund #279, with no impact on the General Fund.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board is notified that the Chief Judge of the Sixteenth Judicial Circuit has entered into a contract with Lighthouse Recovery, Inc. for a period of one (1) year with the option to renew for four (4) one-year extensions to provide professional services to the court's clients.

Line Item: 279.430.279.50200
Line Item Description: Psychological/Psychiatric Services Special Fund
Was Personnel/Item/Service approved in original budget or a subsequent budget revision? Yes
Are funds currently available for this Personnel/Item/Service in the specific line item? Yes
If funds are not currently available in the specified line item, where are the funds available?
N/A

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Notifying the County Board that the Chief Judge has Entered into a Contract for Professional Services for the Driving Under the Influence (DUI) Court, RFP 24-060-TK

Committee Flow:
Judicial Public Safety Committee, Executive Committee, County Board

Contact:
Lisa Aust, 630.232.5805

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $N/A
If not budgeted, explain funding source: N/A	

Summary:

The Kane County Board is notified that the Chief Judge of the Sixteenth Judicial Circuit has entered into a contract with Lighthouse Recovery, Inc. for professional services for the Driving Under the Influence (DUI) Court's clients.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

ORDINANCE NO. 24-544

AMENDING SECTION 2-193 OF THE KANE COUNTY CODE - EXPENDITURE OF FUNDS FOR SETTLEMENT OF CLAIMS

WHEREAS, pursuant to section 5-1004 of the Counties Code (55 ILCS 5/5-1004), the Kane County Board shall exercise the powers of the County of Kane as a body corporate or politic; and

WHEREAS, pursuant to section 1-6006 of the Counties Code (55 ILCS 5/1-6006), the Kane County Board may delegate the authority to allow or disallow claims made against the County of Kane; and

WHEREAS, the Kane County Board has delegated the authority to allow or disallow claims made against the County of Kane up to $50,000 to a special committee known as the legal affairs and claims committee; and

WHEREAS, pursuant to section 3-9005 of the Counties Code (55 ILCS 5/3-9005), the State's Attorney has the duty to commence and prosecute all actions in which the people of the State or the County of Kane may be concerned, and the duty to defend all actions and proceedings against the County of Kane; and

WHEREAS, in accordance with the Kane County Code and past practice, the State's Attorney, by and through her Assistant State's Attorneys, requests authority to settle claims initiated by the County of Kane and to settle claims against the County of Kane up to $50,000 from the legal affairs and claims committee; and

WHEREAS, the County Board has determined it is the best interests of the County, for purposes of efficiency, to authorize the State's Attorney, by and through her Assistant State's Attorneys, to settle claims initiated by the County of Kane and to settle claims against the County of Kane, at her discretion up to $10,000.

NOW, THEREFORE, BE IT ORDAINED by the Kane County Board that Kane County Code Chapter 2 (Administration), Article V (Financial Affairs), Division 1 (Generally), Section 2-193 - Expenditure of Funds for Settlement of Claims, is hereby amended as provided for in the attached Exhibit A.

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

EXHIBIT A

Kane County Code Chapter 2 (Administration), Article V (Financial Affairs), Division 1 (Generally), Section 2-193 – Expenditure of Funds for Settlement of Claims is hereby amended as follows (underline indicates insertion of text; strike-through indicates deletion):

2-193: EXPENDITURE OF FUNDS ~~FOR~~ AND SETTLEMENT OF CLAIMS:

Since the county is self-insured, the Kane County board hereby delegates to the State's Attorney, by and through Assistant State's Attorneys, the authority to determine whether claims initiated by the County, its officers, employees or agents should be allowed or disallowed, and whether claims against the County, its officers, employees or agents should be allowed or disallowed, up to the sum of ten thousand dollars ($10,000), if sufficient funds have been budgeted and are available in the appropriate county fund. The State's Attorney, by and through Assistant State's Attorneys, shall provide the legal affairs and claims committee and the Executive Director of Human Resources electronic notice of intent to settle a claim up to ten thousand dollars ($10,000), and the legal affairs and claims committee and the Executive Director of Human Resources shall have two (2) business days after receipt of notice to object to a settlement and require that a claim be reviewed by the committee. For all claims that exceed ten thousand dollars ($10,000), the Kane County board hereby delegates to a special committee of the county board to be known as the "legal affairs and claims committee", to be appointed by the chairman of the county board with the advice and consent of the county board the authority to determine whether claims initiated by the county, its officers, employees or agents should be allowed or disallowed, and whether claims against the county, its officers, employees or agents should be allowed or disallowed, up to the sum of ~~fifty~~ one hundred thousand dollars ($~~5~~100,000.00) per claim, if sufficient funds have been budgeted and are available in the appropriate county fund. If there is a dissenting vote by a committee member on the allowance of any claim, the claim shall be referred to the county board for final action. The authority herein delegated shall not extend to any claims arising from goods, products or services furnished to the county which are the subject of article VI of this chapter. The finance director is authorized to expend from the insurance liability fund the amount authorized by the legal affairs and claims committee to settle such claim without further resolution of the Kane County board.

A. Legal Affairs and Claims Committee: The legal affairs and claims committee shall be a subcommittee of the county board executive committee and shall consist of four (4) members thereof appointed by the chairman of the county board with the advice and consent of the county board, and a chairman, who shall be the chairman of the county board. The chairman may vote on all matters considered by the committee. The committee shall have the powers and duties set out in this section, and such other duties as may be assigned or delegated to it from time to time. The committee shall meet at the call of the chair.

B. Monthly Reports on Claims: The county auditor shall file a monthly report of all claims paid in the prior month to the chairman and all other members of the county board. For each claim paid, the monthly report shall identify the claimant, the nature of the claim and the official or department, if any, against which the claim was made, the fund from which the payment was made, the amount of the payment and the date the check was issued.

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Amending Section 2-193 of the Kane County Code – Expenditure of Funds for Settlement of Claims

Committee Flow:
Legal Affairs & Claims Committee, Executive Committee, County Board

Contact:
Elizabeth Tabor, 630.232.3545

Budget Information:

Was this item budgeted? N/A	Appropriation Amount: $N/A
If not budgeted, explain funding source: N/A	
Was this item passed through the appropriate committee? Yes	

Summary:

The Kane County Board desires to amend the Kane County Code, Section 2-193 – Expenditure of Funds for Settlement of Claims, to authorize the State's Attorney, by and through her Assistant State's Attorneys, to settle claims initiated by the County of Kane and to settle claims against the County of Kane, at her discretion up to $10,000. The Kane County Board also desires to amend the Kane County Code, Section 2-193 – Expenditure of Funds for Settlement of Claims, to authorize the legal affairs and claims committee to allow or disallow claims initiated by the County of Kane or claims made against the County of Kane up to $100,000.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 25-011

AUTHORIZING OPIOID RESPONSE COMMUNITY IMPLEMENTATION PROJECT

WHEREAS, according to the Center for Disease Control, from 1999 to 2020, more than 500,000 Americans have died from an opioid overdose (including Rx and illicit opioids), which is seen as an epidemic; and

WHEREAS, according to the Centers for Disease Control, the age adjusted rate of overdose deaths increased by 14% from 2020 to 2021; and

WHEREAS, in 2023 there were 270 opioid related overdose emergency department visits at Kane County Facilities and 71 opioid overdose fatalities among Kane County Residents; and

WHEREAS, as part of the 2020 comprehensive community health assessment conducted by the Kane County Health Department, mental health and substance use were identified as top health priorities in Kane County; and

WHEREAS, the Kane County Health Department carries out opioid overdose response strategies through the Illinois Department of Human Services State Opioid Response grant; and

WHEREAS, these activities are essential to combat the opioid epidemic and reduce overdose-related mortality for the residents of Kane County; and

WHEREAS, the Kane County Health Department issued a competitive Request for Proposals to identify projects that will reduce overdoses through community led efforts that include improving access to naloxone, increasing utilization of recovery coaches, conducting street outreach, utilizing harm reduction strategies and enhancing linkages to treatment opportunities.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board authorizes the Health Department to purchase contractual services in an amount not to exceed fifty thousand dollars ($50,000.00) with Northwestern Medicine, Delnor Hospital for the continued implementation of the Embedding Peers in Emergency Room Department Program.

Line Item: 350-580-580-50150
Line Item Description: Contractual Services
Was Personnel/Item/Service approved in original budget or a subsequent budget revision? Yes
Are funds currently available for this Personnel/Item/Service in the specific line item? Yes
If funds are not currently available in the specified line item, where are the funds available?
N/A

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Authorizing Opioid Response Community Implementation Project

Committee Flow:
Public Health Committee, Executive Committee, County Board

Contact:
Michael Isaacson 630-208-3140

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $50,000.00
If not budgeted, explain funding source: n/a	

Summary:

The Kane County Health Department seeks to utilize grant funding from the National Association of City and County Health Officials to contract with Northwestern Medicine, Delnor Hospital for the continued implementation of the Embedding Peers in Emergency Rooms Project to increase access to substance use treatment as part of the coordinated effort to reduce overdoses..

This project allows for a person with lived experience to be present in the hospital emergency room to meet with individuals presenting due to an overdose to provide information, resources and case management.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-093

AMENDING THE SOURCE FUND LINE ITEM OF PRIOR RESOLUTION NO. 24-371 - APPROVING A PHASE I ENGINEERING SERVICES AGREEMENT WITH BLA, INC. FOR RANDALL ROAD AT U.S. ROUTE 20 INTERCHANGE IMPROVEMENTS, KANE COUNTY SECTION NO. 19-00520-00-CH

WHEREAS, Whereas pursuant to Resolution No. 24-371, the County of Kane entered into a Phase I Engineering Services Agreement (hereinafter the "Agreement") with BLA, Inc. and appropriated Three Million Nine Hundred Forty-Five Thousand Seventeen Dollars ($3,945,017.00) for engineering services for the Kane County Highway No. 34 (Randall Road) at the US 20 Interchange Improvement Project; and

WHEREAS, the Resolution No. 24-371 that was submitted for approval to the Kane County Board contained a scrivener's error appropriating the above stated $3,945,017.00 from an incorrect fund, namely Transportation Sales Tax Fund #305, Line Item #50140 (Engineering); and

WHEREAS, the fund from which said $3,945,017.00 is intended to be appropriated is Motor Fuel Tax Fund #302, Line Item #50140 (Engineering).

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the appropriation contained in Resolution No. 24-371 as approved, for the sum of Three Million Nine Hundred Forty-Five Thousand Seventeen Dollars ($3,945,017.00) be amended to state that said funds are appropriated from Motor Fuel Tax Fund #302, Line Item #50140 (Engineering) to pay for the engineering services approved therein.

Line Item: 302.520.522.50140
Line Item Description: Engineering
Was Personnel/Item/Service approved in original budget or a subsequent budget revision? Yes
Are funds currently available for this Personnel/Item/Service in the specific line item? Yes
If funds are not currently available in the specified line item, where are the funds available? N/A

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Amending the Source Fund Line Item of Prior Resolution No. 24-371 – Approving a Phase I Engineering Services Agreement with BLA, Inc. for Randall Road at the US 20 Interchange Improvement Project

Committee Flow:
Transportation Committee, Executive Committee, County Board

Contact:
Justin VanVooren, 630.845.7872

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $3,945,017.00
If not budgeted, explain funding source: N/A	

Summary:

Pursuant to Resolution No. 24-371, the County of Kane entered into a Phase I Engineering Services Agreement (hereinafter the "Agreement") with BLA, Inc. and appropriated Three Million Nine Hundred Forty-Five Thousand Seventeen Dollars ($3,945,017.00) for engineering services for the Kane County Highway No. 34 (Randall Road) at the US 20 Interchange Improvement Project.

Resolution No. 24-371 that was submitted for approval to the Kane County Board contained a scrivener's error appropriating the above stated $3,945,017.00 from an incorrect fund, namely Transportation Sales Tax Fund #305, Engineering Services Line Item #50140. The resolution should be amended to state that said funds are appropriated from Motor Fuel Tax Fund #302, Engineering Services Line Item #50140.

Staff recommends approval.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-097

APPROVING A $132,880.25 CONTRACT FOR THE PURCHASE OF ONE (1) 2025 3TS-8T JCB TELESKID FOR THE KANE COUNTY DIVISION OF TRANSPORTATION

WHEREAS, pursuant to Kane County Resolution No. 22-266, the County of Kane and Sourcewell entered into an Intergovernmental Agreement (IGA) to procure materials, services, supplies, equipment, construction and construction-related services; and

WHEREAS, bids have been solicited and received for one (1) 2025 model year 3TS-8T Teleskid Skidsteer (hereinafter the "Teleskid") for the County's Division of Transportation; and

WHEREAS, JCB CHICAGO, LLC dba NORTH STAR JCB, was the selected Vendor for the Skidsteer under the Sourcewell authorized cooperative agreement, at a total purchase price of $132,880.25.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the offer for said Teleskid from JCB CHICAGO, LLC dba NORTH STAR JCB in the amount of One Hundred Thirty-Two Thousand Eight Hundred Eighty and 25/100 Dollars ($132,880.25) is accepted and that the County of Kane purchase said Teleskid from JCB CHICAGO, LLC dba NORTH STAR JCB; payment therefor to be made from the County Highway Fund #300, Line Item #70110 (Machinery and Equipment).

Line Item: 300.520.520.70110
Line Item Description: Machinery and Equipment
Was Personnel/Item/Service approved in original budget or a subsequent budget revision? Yes
Are funds currently available for this Personnel/Item/Service in the specific line item? Yes
If funds are not currently available in the specified line item, where are the funds available? N/A

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Approving a $132,880.25 Contract for the Purchase of One (1) 2025 3TS-8T JCB Teleskid for the Kane County Division Of Transportation

Committee Flow:
Transportation Committee, Executive Committee, County Board

Contact:
Michael Way, 630.406.7359

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $132,880.25
If not budgeted, explain funding source: N/A	

Summary:

Description: 2025 3TS-8T JCB Teleskid

Vendor: JCB (Sourcewell Contract 020223-JCB)

Purchase price – Total $132,880.25

Comments: This Teleskid will be used in the maintenance Department of the Kane County Division of Transportation. The Teleskid was demoed and will be purchased via Sourcewell Contract 020223-JCB.

Attachments are also included in the quote. They include a 6 in1 bucket, pallet forks and a snow blower.

This equipment is included in the FY25 Budget.

Staff recommends approval.

JCB CHICAGO LLC dba NORTH STAR JCB
31W019 NORTH AVENUE
WEST CHICAGO
Illinois
60185
United States

Quotation

Customer:	Quote Number:	Status:	Revision:	Currency:	Quote Creation Date:	Quote Validity Date:
Kane County Department of Transportation **Campton Hills** **60175**	15749	Open	0	USD	19-December-2024	18-January-2025

Ship to:	Quote Prepared By: Joe Wilmath	Customer Reference:	Requested Delivery Date:
Kane County Department of Transportation **Campton Hills** **60175**	joe.wilmath@northstarJCB.com		

Payment Terms:

Delivery Terms:

Quote Description:3TS-8T

MODEL	QTY	DESCRIPTION	
3TS-8T NA	1		
		3TS-8T TELESKID (T4) NA, SERIES 3.2	
		RUBBER TRACKS - 17.7 IN / 450 MM WIDE	MSRP: $123,830.59
		CAB, TRACKED, HEAT & A/C (LP TS T4 3.2)	Sourcwell Discount 15% ($16,151.82)
		E/H 7 WAY JOYSTICKS & AUX HARNESS (LP TS T4/S5)	
		GP BUCKET - 84 IN / 2134 MM WIDE WITH BOCE	
		TRACKED TELESKID - ENGLISH, CAB (LP TS T4)	
		HIGH FLOW HYDRAULICS WITH CREEP SPEED (LP TS T4/S5)	

Customer Sale Price (less tax)	USD	107,678.77

Additional Comments:

Line item attachments below are not included in above price these prices are all 10% off list price.

332/L3563 84" tooth bar	$1,129.58
980/B0819 78" 6 in 1 bucket	$6,692.41
332/L3536 78" tooth bar	$1,297.56
332/L3341 42" pallet forks	$1,476.49
334/L2463 72" snow blower HF	$14,067.05
402/U7551 Front screen	$538.39
Total for machine with all attachments	$132,880.25

TERMS AND CONDITIONS:

Unless otherwise agreed in writing, a quotation provided by North Star JCB may be accepted up to 30 days from the quotation date, after which North Star JCB reserves the right to amend or withdraw it. Provided quotation DOES NOT include any local, state or federal taxes.

Quote Number:	15749	**Customer Reference:**	
Customer Acceptance:	_____	**Date:**	_____
Dealer:	_____	**Date:**	_____

DocuSign Envelope ID: 5CA86FDF-1F21-41F0-A114-45C7A5B961BE

Sourcewell

Solicitation Number: RFP #020223

CONTRACT

This Contract is between Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and JCB, Inc., 2000 Bamford Blvd., Pooler, GA 31322 (Supplier).

Sourcewell is a State of Minnesota local government unit and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to eligible federal, state/province, and municipal governmental entities, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada. Sourcewell issued a public solicitation for Medium Duty and Compact Construction Equipment with Related Attachments from which Supplier was awarded a contract.

Supplier desires to contract with Sourcewell to provide equipment, products, or services to Sourcewell and the entities that access Sourcewell's cooperative purchasing contracts (Participating Entities).

1. TERM OF CONTRACT

A. EFFECTIVE DATE. This Contract is effective upon the date of the final signature below.

B. EXPIRATION DATE AND EXTENSION. This Contract expires April 17, 2027, unless it is cancelled sooner pursuant to Article 22. This Contract may be extended one additional year upon the request of Sourcewell and written agreement by Supplier.

C. SURVIVAL OF TERMS. Notwithstanding any expiration or termination of this Contract, all payment obligations incurred prior to expiration or termination will survive, as will the following: Articles 11 through 14 survive the expiration or cancellation of this Contract. All other rights will cease upon expiration or termination of this Contract.

2. EQUIPMENT, PRODUCTS, OR SERVICES

A. EQUIPMENT, PRODUCTS, OR SERVICES. Supplier will provide the Equipment, Products, or Services as stated in its Proposal submitted under the Solicitation Number listed above. Supplier's Equipment, Products, or Services Proposal (Proposal) is attached and incorporated into this Contract.

DocuSign Envelope ID: 5CA86FDF-1F21-41F0-A114-45C7A5B961BE

All Equipment and Products provided under this Contract must be new and the current model. Supplier may offer close-out or refurbished Equipment or Products if they are clearly indicated in Supplier's product and pricing list. Unless agreed to by the Participating Entities in advance, Equipment or Products must be delivered as operational to the Participating Entity's site.

This Contract offers an indefinite quantity of sales, and while substantial volume is anticipated, sales and sales volume are not guaranteed.

B. WARRANTY. Supplier warrants that all Equipment, Products, and Services furnished are free from liens and encumbrances, and are free from defects in design, materials, and workmanship. In addition, Supplier warrants the Equipment, Products, and Services are suitable for and will perform in accordance with the ordinary use for which they are intended. Supplier's dealers and distributors must agree to assist the Participating Entity in reaching a resolution in any dispute over warranty terms with the manufacturer. Any manufacturer's warranty that extends beyond the expiration of the Supplier's warranty will be passed on to the Participating Entity.

C. DEALERS, DISTRIBUTORS, AND/OR RESELLERS. Upon Contract execution and throughout the Contract term, Supplier must provide to Sourcewell a current means to validate or authenticate Supplier's authorized dealers, distributors, or resellers relative to the Equipment, Products, and Services offered under this Contract, which will be incorporated into this Contract by reference. It is the Supplier's responsibility to ensure Sourcewell receives the most current information.

3. PRICING

All Equipment, Products, or Services under this Contract will be priced at or below the price stated in Supplier's Proposal.

When providing pricing quotes to Participating Entities, all pricing quoted must reflect a Participating Entity's total cost of acquisition. This means that the quoted cost is for delivered Equipment, Products, and Services that are operational for their intended purpose, and includes all costs to the Participating Entity's requested delivery location.

Regardless of the payment method chosen by the Participating Entity, the total cost associated with any purchase option of the Equipment, Products, or Services must always be disclosed in the pricing quote to the applicable Participating Entity at the time of purchase.

A. SHIPPING AND SHIPPING COSTS. All delivered Equipment and Products must be properly packaged. Damaged Equipment and Products may be rejected. If the damage is not readily apparent at the time of delivery, Supplier must permit the Equipment and Products to be returned within a reasonable time at no cost to Sourcewell or its Participating Entities. Participating Entities reserve the right to inspect the Equipment and Products at a reasonable

DocuSign Envelope ID: 5CA86FDF-1F21-41F0-A114-45C7A5B961BE

time after delivery where circumstances or conditions prevent effective inspection of the Equipment and Products at the time of delivery. In the event of the delivery of nonconforming Equipment and Products, the Participating Entity will notify the Supplier as soon as possible and the Supplier will replace nonconforming Equipment and Products with conforming Equipment and Products that are acceptable to the Participating Entity.

Supplier must arrange for and pay for the return shipment on Equipment and Products that arrive in a defective or inoperable condition.

Sourcewell may declare the Supplier in breach of this Contract if the Supplier intentionally delivers substandard or inferior Equipment or Products.

B. SALES TAX. Each Participating Entity is responsible for supplying the Supplier with valid tax-exemption certification(s). When ordering, a Participating Entity must indicate if it is a tax-exempt entity.

C. HOT LIST PRICING. At any time during this Contract, Supplier may offer a specific selection of Equipment, Products, or Services at discounts greater than those listed in the Contract. When Supplier determines it will offer Hot List Pricing, it must be submitted electronically to Sourcewell in a line-item format. Equipment, Products, or Services may be added or removed from the Hot List at any time through a Sourcewell Price and Product Change Form as defined in Article 4 below.

Hot List program and pricing may also be used to discount and liquidate close-out and discontinued Equipment and Products as long as those close-out and discontinued items are clearly identified as such. Current ordering process and administrative fees apply. Hot List Pricing must be published and made available to all Participating Entities.

4. PRODUCT AND PRICING CHANGE REQUESTS

Supplier may request Equipment, Product, or Service changes, additions, or deletions at any time. All requests must be made in writing by submitting a signed Sourcewell Price and Product Change Request Form to the assigned Sourcewell Supplier Development Administrator. This approved form is available from the assigned Sourcewell Supplier Development Administrator. At a minimum, the request must:

- Identify the applicable Sourcewell contract number;
- Clearly specify the requested change;
- Provide sufficient detail to justify the requested change;
- Individually list all Equipment, Products, or Services affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and

DocuSign Envelope ID: 5CA86FDF-1F21-41F0-A114-45C7A5B961BE

- Include a complete restatement of pricing documentation in Microsoft Excel with the effective date of the modified pricing, or product addition or deletion. The new pricing restatement must include all Equipment, Products, and Services offered, even for those items where pricing remains unchanged.

A fully executed Sourcewell Price and Product Request Form will become an amendment to this Contract and will be incorporated by reference.

5. PARTICIPATION, CONTRACT ACCESS, AND PARTICIPATING ENTITY REQUIREMENTS

A. PARTICIPATION. Sourcewell's cooperative contracts are available and open to public and nonprofit entities across the United States and Canada; such as federal, state/province, municipal, K-12 and higher education, tribal government, and other public entities.

The benefits of this Contract should be available to all Participating Entities that can legally access the Equipment, Products, or Services under this Contract. A Participating Entity's authority to access this Contract is determined through its cooperative purchasing, interlocal, or joint powers laws. Any entity accessing benefits of this Contract will be considered a Service Member of Sourcewell during such time of access. Supplier understands that a Participating Entity's use of this Contract is at the Participating Entity's sole convenience and Participating Entities reserve the right to obtain like Equipment, Products, or Services from any other source.

Supplier is responsible for familiarizing its sales and service forces with Sourcewell contract use eligibility requirements and documentation and will encourage potential participating entities to join Sourcewell. Sourcewell reserves the right to add and remove Participating Entities to its roster during the term of this Contract.

B. PUBLIC FACILITIES. Supplier's employees may be required to perform work at government-owned facilities, including schools. Supplier's employees and agents must conduct themselves in a professional manner while on the premises, and in accordance with Participating Entity policies and procedures, and all applicable laws.

6. PARTICIPATING ENTITY USE AND PURCHASING

A. ORDERS AND PAYMENT. To access the contracted Equipment, Products, or Services under this Contract, a Participating Entity must clearly indicate to Supplier that it intends to access this Contract; however, order flow and procedure will be developed jointly between Sourcewell and Supplier. Typically, a Participating Entity will issue an order directly to Supplier or its authorized subsidiary, distributor, dealer, or reseller. If a Participating Entity issues a purchase order, it may use its own forms, but the purchase order should clearly note the applicable Sourcewell contract number. All Participating Entity orders under this Contract must be issued prior to expiration or cancellation of this Contract; however, Supplier performance, Participating Entity

DocuSign Envelope ID: 5CA86FDF-1F21-41F0-A114-45C7A5B961BE

payment obligations, and any applicable warranty periods or other Supplier or Participating Entity obligations may extend beyond the term of this Contract.

Supplier's acceptable forms of payment are included in its attached Proposal. Participating Entities will be solely responsible for payment and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.

B. ADDITIONAL TERMS AND CONDITIONS/PARTICIPATING ADDENDUM. Additional terms and conditions to a purchase order, or other required transaction documentation, may be negotiated between a Participating Entity and Supplier, such as job or industry-specific requirements, legal requirements (e.g., affirmative action or immigration status requirements), or specific local policy requirements. Some Participating Entities may require the use of a Participating Addendum, the terms of which will be negotiated directly between the Participating Entity and the Supplier or its authorized dealers, distributors, or resellers, as applicable. Any negotiated additional terms and conditions must never be less favorable to the Participating Entity than what is contained in this Contract.

C. SPECIALIZED SERVICE REQUIREMENTS. In the event that the Participating Entity requires service or specialized performance requirements not addressed in this Contract (such as e-commerce specifications, specialized delivery requirements, or other specifications and requirements), the Participating Entity and the Supplier may enter into a separate, standalone agreement, apart from this Contract. Sourcewell, including its agents and employees, will not be made a party to a claim for breach of such agreement.

D. TERMINATION OF ORDERS. Participating Entities may terminate an order, in whole or in part, immediately upon notice to Supplier in the event of any of the following events:

1. The Participating Entity fails to receive funding or appropriation from its governing body at levels sufficient to pay for the equipment, products, or services to be purchased; or
2. Federal, state, or provincial laws or regulations prohibit the purchase or change the Participating Entity's requirements.

E. GOVERNING LAW AND VENUE. The governing law and venue for any action related to a Participating Entity's order will be determined by the Participating Entity making the purchase.

7. CUSTOMER SERVICE

A. PRIMARY ACCOUNT REPRESENTATIVE. Supplier will assign an Account Representative to Sourcewell for this Contract and must provide prompt notice to Sourcewell if that person is changed. The Account Representative will be responsible for:

- Maintenance and management of this Contract;

DocuSign Envelope ID: 5CA86FDF-1F21-41F0-A114-45C7A5B961BE

- Timely response to all Sourcewell and Participating Entity inquiries; and
- Business reviews to Sourcewell and Participating Entities, if applicable.

B. BUSINESS REVIEWS. Supplier must perform a minimum of one business review with Sourcewell per contract year. The business review will cover sales to Participating Entities, pricing and contract terms, administrative fees, sales data reports, performance issues, supply issues, customer issues, and any other necessary information.

8. REPORT ON CONTRACT SALES ACTIVITY AND ADMINISTRATIVE FEE PAYMENT

A. CONTRACT SALES ACTIVITY REPORT. Each calendar quarter, Supplier must provide a contract sales activity report (Report) to the Sourcewell Supplier Development Administrator assigned to this Contract. Reports are due no later than 45 days after the end of each calendar quarter. A Report must be provided regardless of the number or amount of sales during that quarter (i.e., if there are no sales, Supplier must submit a report indicating no sales were made).

The Report must contain the following fields:

- Participating Entity Name (e.g., City of Staples Highway Department);
- Participating Entity Physical Street Address;
- Participating Entity City;
- Participating Entity State/Province;
- Participating Entity Zip/Postal Code;
- Participating Entity Contact Name;
- Participating Entity Contact Email Address;
- Participating Entity Contact Telephone Number;
- Sourcewell Assigned Entity/Participating Entity Number;
- Item Purchased Description;
- Item Purchased Price;
- Sourcewell Administrative Fee Applied; and
- Date Purchase was invoiced/sale was recognized as revenue by Supplier.

B. ADMINISTRATIVE FEE. In consideration for the support and services provided by Sourcewell, the Supplier will pay an administrative fee to Sourcewell on all Equipment, Products, and Services provided to Participating Entities. The Administrative Fee must be included in, and not added to, the pricing. Supplier may not charge Participating Entities more than the contracted price to offset the Administrative Fee.

The Supplier will submit payment to Sourcewell for the percentage of administrative fee stated in the Proposal multiplied by the total sales of all Equipment, Products, and Services purchased by Participating Entities under this Contract during each calendar quarter. Payments should

DocuSign Envelope ID: 5CA86FDF-1F21-41F0-A114-45C7A5B961BE

note the Supplier's name and Sourcewell-assigned contract number in the memo; and must be mailed to the address above "Attn: Accounts Receivable" or remitted electronically to Sourcewell's banking institution per Sourcewell's Finance department instructions. Payments must be received no later than 45 calendar days after the end of each calendar quarter.

Supplier agrees to cooperate with Sourcewell in auditing transactions under this Contract to ensure that the administrative fee is paid on all items purchased under this Contract.

In the event the Supplier is delinquent in any undisputed administrative fees, Sourcewell reserves the right to cancel this Contract and reject any proposal submitted by the Supplier in any subsequent solicitation. In the event this Contract is cancelled by either party prior to the Contract's expiration date, the administrative fee payment will be due no more than 30 days from the cancellation date.

9. AUTHORIZED REPRESENTATIVE

Sourcewell's Authorized Representative is its Chief Procurement Officer.

Supplier's Authorized Representative is the person named in the Supplier's Proposal. If Supplier's Authorized Representative changes at any time during this Contract, Supplier must promptly notify Sourcewell in writing.

10. AUDIT, ASSIGNMENT, AMENDMENTS, WAIVER, AND CONTRACT COMPLETE

A. AUDIT. Pursuant to Minnesota Statutes Section 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices relevant to this Contract are subject to examination by Sourcewell or the Minnesota State Auditor for a minimum of six years from the end of this Contract. This clause extends to Participating Entities as it relates to business conducted by that Participating Entity under this Contract.

B. ASSIGNMENT. Neither party may assign or otherwise transfer its rights or obligations under this Contract without the prior written consent of the other party and a fully executed assignment agreement. Such consent will not be unreasonably withheld. Any prohibited assignment will be invalid.

C. AMENDMENTS. Any amendment to this Contract must be in writing and will not be effective until it has been duly executed by the parties.

D. WAIVER. Failure by either party to take action or assert any right under this Contract will not be deemed a waiver of such right in the event of the continuation or repetition of the circumstances giving rise to such right. Any such waiver must be in writing and signed by the parties.

DocuSign Envelope ID: 5CA86FDF-1F21-41F0-A114-45C7A5B961BE

E. CONTRACT COMPLETE. This Contract represents the complete agreement between the parties. No other understanding regarding this Contract, whether written or oral, may be used to bind either party. For any conflict between the attached Proposal and the terms set out in Articles 1-22 of this Contract, the terms of Articles 1-22 will govern.

F. RELATIONSHIP OF THE PARTIES. The relationship of the parties is one of independent contractors, each free to exercise judgment and discretion with regard to the conduct of their respective businesses. This Contract does not create a partnership, joint venture, or any other relationship such as master-servant, or principal-agent.

11. INDEMNITY AND HOLD HARMLESS

Supplier must indemnify, defend, save, and hold Sourcewell and its Participating Entities, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees incurred by Sourcewell or its Participating Entities, arising out of any act or omission in the performance of this Contract by the Supplier or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to have been caused by some defect in the Equipment, Products, or Services under this Contract to the extent the Equipment, Product, or Service has been used according to its specifications. Sourcewell's responsibility will be governed by the State of Minnesota's Tort Liability Act (Minnesota Statutes Chapter 466) and other applicable law.

12. GOVERNMENT DATA PRACTICES

Supplier and Sourcewell must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by or provided to Sourcewell under this Contract and as it applies to all data created, collected, received, maintained, or disseminated by the Supplier under this Contract.

13. INTELLECTUAL PROPERTY, PUBLICITY, MARKETING, AND ENDORSEMENT

A. INTELLECTUAL PROPERTY

1. *Grant of License.* During the term of this Contract:
   a. Sourcewell grants to Supplier a royalty-free, worldwide, non-exclusive right and license to use the trademark(s) provided to Supplier by Sourcewell in advertising and promotional materials for the purpose of marketing Sourcewell's relationship with Supplier.
   b. Supplier grants to Sourcewell a royalty-free, worldwide, non-exclusive right and license to use Supplier's trademarks in advertising and promotional materials for the purpose of marketing Supplier's relationship with Sourcewell.
2. *Limited Right of Sublicense*. The right and license granted herein includes a limited right of each party to grant sublicenses to their respective subsidiaries, distributors, dealers, resellers, marketing representatives, and agents (collectively "Permitted Sublicensees") in

DocuSign Envelope ID: 5CA86FDF-1F21-41F0-A114-45C7A5B961BE

advertising and promotional materials for the purpose of marketing the Parties' relationship to Participating Entities. Any sublicense granted will be subject to the terms and conditions of this Article. Each party will be responsible for any breach of this Article by any of their respective sublicensees.

3. *Use; Quality Control.*

a. Neither party may alter the other party's trademarks from the form provided and must comply with removal requests as to specific uses of its trademarks or logos.

b. Each party agrees to use, and to cause its Permitted Sublicensees to use, the other party's trademarks only in good faith and in a dignified manner consistent with such party's use of the trademarks. Upon written notice to the breaching party, the breaching party has 30 days of the date of the written notice to cure the breach or the license will be terminated.

4. *Termination*. Upon the termination of this Contract for any reason, each party, including Permitted Sublicensees, will have 30 days to remove all Trademarks from signage, websites, and the like bearing the other party's name or logo (excepting Sourcewell's pre-printed catalog of suppliers which may be used until the next printing). Supplier must return all marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell's written directions.

B. PUBLICITY. Any publicity regarding the subject matter of this Contract must not be released without prior written approval from the Authorized Representatives. Publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Supplier individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Contract.

C. MARKETING. Any direct advertising, marketing, or offers with Participating Entities must be approved by Sourcewell. Send all approval requests to the Sourcewell Supplier Development Administrator assigned to this Contract.

D. ENDORSEMENT. The Supplier must not claim that Sourcewell endorses its Equipment, Products, or Services.

14. GOVERNING LAW, JURISDICTION, AND VENUE

The substantive and procedural laws of the State of Minnesota will govern this Contract. Venue for all legal proceedings arising out of this Contract, or its breach, must be in the appropriate state court in Todd County, Minnesota or federal court in Fergus Falls, Minnesota.

DocuSign Envelope ID: 5CA86FDF-1F21-41F0-A114-45C7A5B961BE

15. FORCE MAJEURE

Neither party to this Contract will be held responsible for delay or default caused by acts of God or other conditions that are beyond that party's reasonable control. A party defaulting under this provision must provide the other party prompt written notice of the default.

16. SEVERABILITY

If any provision of this Contract is found by a court of competent jurisdiction to be illegal, unenforceable, or void then both parties will be relieved from all obligations arising from that provision. If the remainder of this Contract is capable of being performed, it will not be affected by such determination or finding and must be fully performed.

17. PERFORMANCE, DEFAULT, AND REMEDIES

A. PERFORMANCE. During the term of this Contract, the parties will monitor performance and address unresolved contract issues as follows:

1. *Notification.* The parties must promptly notify each other of any known dispute and work in good faith to resolve such dispute within a reasonable period of time. If necessary, Sourcewell and the Supplier will jointly develop a short briefing document that describes the issue(s), relevant impact, and positions of both parties.
2. *Escalation.* If parties are unable to resolve the issue in a timely manner, as specified above, either Sourcewell or Supplier may escalate the resolution of the issue to a higher level of management. The Supplier will have 30 calendar days to cure an outstanding issue.
3. *Performance while Dispute is Pending*. Notwithstanding the existence of a dispute, the Supplier must continue without delay to carry out all of its responsibilities under the Contract that are not affected by the dispute. If the Supplier fails to continue without delay to perform its responsibilities under the Contract, in the accomplishment of all undisputed work, the Supplier will bear any additional costs incurred by Sourcewell and/or its Participating Entities as a result of such failure to proceed.

B. DEFAULT AND REMEDIES. Either of the following constitutes cause to declare this Contract, or any Participating Entity order under this Contract, in default:

1. Nonperformance of contractual requirements, or
2. A material breach of any term or condition of this Contract.

The party claiming default must provide written notice of the default, with 30 calendar days to cure the default. Time allowed for cure will not diminish or eliminate any liability for liquidated or other damages. If the default remains after the opportunity for cure, the non-defaulting party may:

DocuSign Envelope ID: 5CA86FDF-1F21-41F0-A114-45C7A5B961BE

- Exercise any remedy provided by law or equity, or
- Terminate the Contract or any portion thereof, including any orders issued against the Contract.

18. INSURANCE

A. REQUIREMENTS. At its own expense, Supplier must maintain insurance policy(ies) in effect at all times during the performance of this Contract with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with coverage and limits of insurance not less than the following:

1. *Workers' Compensation and Employer's Liability.*
Workers' Compensation: As required by any applicable law or regulation.
Employer's Liability Insurance: must be provided in amounts not less than listed below:
Minimum limits:
$500,000 each accident for bodily injury by accident
$500,000 policy limit for bodily injury by disease
$500,000 each employee for bodily injury by disease

2. *Commercial General Liability Insurance.* Supplier will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Contract.
Minimum Limits:
$1,000,000 each occurrence Bodily Injury and Property Damage
$1,000,000 Personal and Advertising Injury
$2,000,000 aggregate for products liability-completed operations
$2,000,000 general aggregate

3. *Commercial Automobile Liability Insurance.* During the term of this Contract, Supplier will maintain insurance covering all owned, hired, and non-owned automobiles in limits of liability not less than indicated below. The coverage must be subject to terms no less broad than ISO Business Auto Coverage Form CA 0001 (2010 edition or newer), or equivalent.
Minimum Limits:
$1,000,000 each accident, combined single limit

DocuSign Envelope ID: 5CA86FDF-1F21-41F0-A114-45C7A5B961BE

4. *Umbrella Insurance*. During the term of this Contract, Supplier will maintain umbrella coverage over Employer's Liability, Commercial General Liability, and Commercial Automobile.

Minimum Limits:
$2,000,000

5. *Network Security and Privacy Liability Insurance*. During the term of this Contract, Supplier will maintain coverage for network security and privacy liability. The coverage may be endorsed on another form of liability coverage or written on a standalone policy. The insurance must cover claims which may arise from failure of Supplier's security resulting in, but not limited to, computer attacks, unauthorized access, disclosure of not public data – including but not limited to, confidential or private information, transmission of a computer virus, or denial of service.

Minimum limits:
$2,000,000 per occurrence
$2,000,000 annual aggregate

Failure of Supplier to maintain the required insurance will constitute a material breach entitling Sourcewell to immediately terminate this Contract for default.

B. CERTIFICATES OF INSURANCE. Prior to commencing under this Contract, Supplier must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Contract. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 or sent to the Sourcewell Supplier Development Administrator assigned to this Contract. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf.

Failure to request certificates of insurance by Sourcewell, or failure of Supplier to provide certificates of insurance, in no way limits or relieves Supplier of its duties and responsibilities in this Contract.

C. ADDITIONAL INSURED ENDORSEMENT AND PRIMARY AND NON-CONTRIBUTORY INSURANCE CLAUSE. Supplier agrees to list Sourcewell and its Participating Entities, including their officers, agents, and employees, as an additional insured under the Supplier's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Supplier, and products and completed operations of Supplier. The policy provision(s) or endorsement(s) must further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.

D. WAIVER OF SUBROGATION. Supplier waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Contract or other

DocuSign Envelope ID: 5CA86FDF-1F21-41F0-A114-45C7A5B961BE

insurance applicable to the Supplier or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance maintained by the Supplier or its subcontractors. Where permitted by law, Supplier must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.

E. UMBRELLA/EXCESS LIABILITY/SELF-INSURED RETENTION. The limits required by this Contract can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies), or self-insured retention.

19. COMPLIANCE

A. LAWS AND REGULATIONS. All Equipment, Products, or Services provided under this Contract must comply fully with applicable federal laws and regulations, and with the laws in the states and provinces in which the Equipment, Products, or Services are sold.

B. LICENSES. Supplier must maintain a valid and current status on all required federal, state/provincial, and local licenses, bonds, and permits required for the operation of the business that the Supplier conducts with Sourcewell and Participating Entities.

20. BANKRUPTCY, DEBARMENT, OR SUSPENSION CERTIFICATION

Supplier certifies and warrants that it is not in bankruptcy or that it has previously disclosed in writing certain information to Sourcewell related to bankruptcy actions. If at any time during this Contract Supplier declares bankruptcy, Supplier must immediately notify Sourcewell in writing.

Supplier certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Supplier certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Contract. Supplier further warrants that it will provide immediate written notice to Sourcewell if this certification changes at any time.

21. PROVISIONS FOR NON-UNITED STATES FEDERAL ENTITY PROCUREMENTS UNDER UNITED STATES FEDERAL AWARDS OR OTHER AWARDS

Participating Entities that use United States federal grant or FEMA funds to purchase goods or services from this Contract may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200. Participating Entities may have additional requirements based on specific funding source terms or conditions. Within this Article, all

DocuSign Envelope ID: 5CA86FDF-1F21-41F0-A114-45C7A5B961BE

references to “federal” should be interpreted to mean the United States federal government. The following list only applies when a Participating Entity accesses Supplier’s Equipment, Products, or Services with United States federal funds.

A. EQUAL EMPLOYMENT OPPORTUNITY. Except as otherwise provided under 41 C.F.R. § 60, all contracts that meet the definition of “federally assisted construction contract” in 41 C.F.R. § 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. §60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 C.F.R. § 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.” The equal opportunity clause is incorporated herein by reference.

B. DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148). When required by federal program legislation, all prime construction contracts in excess of $2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Supplier must be in compliance with all applicable Davis-Bacon Act provisions.

C. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708). Where applicable, all contracts awarded by the non-federal entity in excess of $100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of

DocuSign Envelope ID: 5CA86FDF-1F21-41F0-A114-45C7A5B961BE

not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is hereby incorporated by reference into this Contract. Supplier certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

D. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT. If the federal award meets the definition of "funding agreement" under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 C.F.R. § 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency. Supplier certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

E. CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387). Contracts and subgrants of amounts in excess of $150,000 require the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. § 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Supplier certifies that during the term of this Contract will comply with applicable requirements as referenced above.

F. DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689). A contract award (see 2 C.F.R. § 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. §180 that implement Executive Orders 12549 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Supplier certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

G. BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352). Suppliers must file any required certifications. Suppliers must not have used federal appropriated funds to pay any

DocuSign Envelope ID: 5CA86FDF-1F21-41F0-A114-45C7A5B961BE

person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Suppliers must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Suppliers must file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).

H. RECORD RETENTION REQUIREMENTS. To the extent applicable, Supplier must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Supplier further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of 3 years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

I. ENERGY POLICY AND CONSERVATION ACT COMPLIANCE. To the extent applicable, Supplier must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

J. BUY AMERICAN PROVISIONS COMPLIANCE. To the extent applicable, Supplier must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.

K. ACCESS TO RECORDS (2 C.F.R. § 200.336). Supplier agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers and records of Supplier that are directly pertinent to Supplier's discharge of its obligations under this Contract for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Supplier's personnel for the purpose of interview and discussion relating to such documents.

L. PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322). A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. § 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired during the preceding fiscal year exceeded $10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

DocuSign Envelope ID: 5CA86FDF-1F21-41F0-A114-45C7A5B961BE

M. FEDERAL SEAL(S), LOGOS, AND FLAGS. The Supplier cannot use the seal(s), logos, crests, or reproductions of flags or likenesses of Federal agency officials without specific pre-approval.

N. NO OBLIGATION BY FEDERAL GOVERNMENT. The U.S. federal government is not a party to this Contract or any purchase by a Participating Entity and is not subject to any obligations or liabilities to the Participating Entity, Supplier, or any other party pertaining to any matter resulting from the Contract or any purchase by an authorized user.

O. PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS. The Contractor acknowledges that 31 U.S.C. 38 (Administrative Remedies for False Claims and Statements) applies to the Supplier's actions pertaining to this Contract or any purchase by a Participating Entity.

P. FEDERAL DEBT. The Supplier certifies that it is non-delinquent in its repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowance, and benefit overpayments.

Q. CONFLICTS OF INTEREST. The Supplier must notify the U.S. Office of General Services, Sourcewell, and Participating Entity as soon as possible if this Contract or any aspect related to the anticipated work under this Contract raises an actual or potential conflict of interest (as described in 2 C.F.R. Part 200). The Supplier must explain the actual or potential conflict in writing in sufficient detail so that the U.S. Office of General Services, Sourcewell, and Participating Entity are able to assess the actual or potential conflict; and provide any additional information as necessary or requested.

R. U.S. EXECUTIVE ORDER 13224. The Supplier, and its subcontractors, must comply with U.S. Executive Order 13224 and U.S. Laws that prohibit transactions with and provision of resources and support to individuals and organizations associated with terrorism.

S. PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT. To the extent applicable, Supplier certifies that during the term of this Contract it will comply with applicable requirements of 2 C.F.R. § 200.216.

T. DOMESTIC PREFERENCES FOR PROCUREMENTS. To the extent applicable, Supplier certifies that during the term of this Contract will comply with applicable requirements of 2 C.F.R. § 200.322.

22. CANCELLATION

Sourcewell or Supplier may cancel this Contract at any time, with or without cause, upon 60 days' written notice to the other party. However, Sourcewell may cancel this Contract immediately upon discovery of a material defect in any certification made in Supplier's

DocuSign Envelope ID: 5CA86FDF-1F21-41F0-A114-45C7A5B961BE

Proposal. Cancellation of this Contract does not relieve either party of financial, product, or service obligations incurred or accrued prior to cancellation.

Sourcewell	JCB, Inc.
DocuSigned by: Jeremy Schwartz C0FD2A139D06489...	DocuSigned by: Ryan Connelly CAF1442C3A3A43D...
By: _____	By: _____
Jeremy Schwartz	Ryan Connelly
Title: Chief Procurement Officer	Title: Government Sales Manager
Date: 4/5/2023 | 8:31 PM CDT	Date: 4/10/2023 | 6:22 AM PDT

Approved:

DocuSigned by: Chad Coauette 7E42B8F817A64CC...

By: _____

Chad Coauette

Title: Executive Director/CEO

Date: 4/10/2023 | 8:33 AM CDT

RFP 020223 - Medium Duty and Compact Construction Equipment with Related Attachments

Vendor Details

Company Name:	JCB, Inc
Address:	2000 Bamford Blvd Pooler , Georgia 31322
Contact:	Ryan Connelly
Email:	ryan.connelly@jcb.com
Phone:	912-447-2053
HST#:	52-0907423

Submission Details

Created On:	Tuesday January 10, 2023 15:47:25
Submitted On:	Wednesday February 01, 2023 14:33:19
Submitted By:	Ryan Connelly
Email:	ryan.connelly@jcb.com
Transaction #:	3c7fb245-d263-4f55-ab00-22f2c5b62141
Submitter's IP Address:	104.129.204.99

Specifications

Table 1: Proposer Identity & Authorized Representatives

General Instructions (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; respond “N/A” if the question does not apply to you (preferably with an explanation).

Line Item	Question	Response *	
1	Proposer Legal Name (one legal entity only): (In the event of award, will execute the resulting contract as "Supplier")	JCB Inc.	*
2	Identify all subsidiary entities of the Proposer whose equipment, products, or services are included in the Proposal.	N/A	*
3	Identify all applicable assumed names or DBA names of the Proposer or Proposer's subsidiaries in Line 1 or Line 2 above.	JCB	*
4	Provide your CAGE code or Unique Entity Identifier (SAM):	0JKF0	*
5	Proposer Physical Address:	2000 Bamford Blvd. Pooler, GA 31322	*
6	Proposer website address (or addresses):	www.jcb.com	*
7	Proposer's Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the “Proposer’s Assurance of Compliance” on behalf of the Proposer and, in the event of award, will be expected to execute the resulting contract):	Ryan Connelly Government Sales Manager 2000 Bamford Blvd., Pooler, GA 31322 ryan.connelly@jcb.com 912-447-2053	*
8	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Ryan Connelly Government Sales Manager 2000 Bamford Blvd., Pooler, GA 31322 ryan.connelly@jcb.com 912-447-2053	*
9	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	N/A	

Table 2: Company Information and Financial Strength

Line Item	Question	Response *	
10	Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested equipment, products or services.	In 1945, Joseph Cyril Bamford founded JCB with the goal of producing the best, most innovative machines on the market while staying true to the needs of the customer. Approaching eighty years and countless innovations later, JCB has grown to become the third largest heavy equipment manufacturer in the world. And because we are still a family-owned company, our dedication to the customer remains a top priority. We answer to our customers, not a group of shareholders. That freedom allows us to concentrate on developing the latest technologies and incorporating them into our equipment. We focus on what is needed on the jobsite – a machine that holds up in the toughest environment and increases productivity. At JCB, we stand behind our products – and our name.	*
11	What are your company's expectations in the event of an award?	In the event of an award, our expectation is that sales through the Sourcewell contract will continue to increase. As a multi-year contract holder, JCB continues to see more and more use and awareness of the program through our Dealer network and sales teams each year. We understand the value of this procurement tool for both our customers and dealer personnel, simplifying the purchasing process and providing an equipment solution in a more efficient manner.	*
12	Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response.	With JCB being a private, family-owned business, we do not release public financial/SEC statements. With that said, JCB has been in business since 1945 and in 2021 we reported our global sales revenue to be over $5.0 billion and profit before taxes to be over $600 million.	*
13	What is your US market share for the solutions that you are proposing?	~5.0%	*
14	What is your Canadian market share for the solutions that you are proposing?	~5.0%	*
15	Has your business ever petitioned for bankruptcy protection? If so, explain in detail.	No, we have not.	*
16	How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer whichever question (either a) or b) just below) best applies to your organization. a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned? b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?	JCB is best described as an original equipment manufacturer. We have an extensive dealer network throughout the US and Canada, with over 100 full-service dealers in over 350 locations and their sales force totaling over 500 reps selling JCB products in the US and Canada everyday.	*
17	If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.	As an Original Equipment Manufacturer, we are in compliance with required ISO/SAE standards for our products. We also meet all necessary OSHA and insurance regulations required for our operations.	*
18	Provide all "Suspension or Debarment" information that has applied to your organization during the past ten years.	N/A	*

Table 3: Industry Recognition & Marketplace Success

Line Item	Question	Response *	
19	Describe any relevant industry awards or recognition that your company has received in the past five years	2022 Construction Equipment's Top 100 Products - 512-83R (Roto) telehandler and 245XR Excavator 2021 Equipment Watch: Highest Retained Value Award - JCB Telehandlers 2021 Royal Automobile Club's Dewar Trophy - JCB Hydrogen fueled engine 2019 United Rentals Supplier of the Year	*
20	What percentage of your sales are to the governmental sector in the past three years	12%	*
21	What percentage of your sales are to the education sector in the past three years	1%	*
22	List any state, provincial, or cooperative purchasing contracts that you hold. What is the annual sales volume for each of these contracts over the past three years?	Pennsylvania (COSTARS) – Approximately 40 units/yr Sourcewell - Approximately 40 units/yr (increasing annually) Pennsylvania DOT - Approximately 15 units/yr North Carolina – Approximately 15 units/yr BuyBoard - Awarded Dec. 2022	*
23	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?	GSA contract held through our sub-dealers Earle Kinlaw & Associates and American Material Handling - Approximately 50 units/yr Defense Logistics Agency - Approximately 30 units/yr	*

Table 4: References/Testimonials

Line Item 24. Supply reference information from three customers who are eligible to be Sourcewell participating entities.

Entity Name *	Contact Name *	Phone Number *	
Manitoba Hydro	Stephanie Dion	431-374-5567	*
Kendall County	Don Evans	210-844-7587	*
Manchester-Shortsville Joint Sewage Treatment Plant (Village of Manchester)	Rita Gurewitch	585-289-4340	*

Table 5: Top Five Government or Education Customers

Line Item 25. Provide a list of your top five government, education, or non-profit customers (entity name is optional), including entity type, the state or province the entity is located in, scope of the project(s), size of transaction(s), and dollar volumes from the past three years.

Entity Name	Entity Type *	State / Province *	Scope of Work *	Size of Transactions *	Dollar Volume Past Three Years *	
US Army	Government	District of Columbia - DC	HMEE/LCRTF Program Sales	Approx 200 units/yr	~$65,000,000	*
USMC/US Army/USAF - DLA	Government	Pennsylvania - PA	Construction equipment sales	Approx 30 units/yr	~$6,000,000	*
Pennsylvania DOT	Government	Pennsylvania - PA	Construction equipment sales - BHL, MEX, WLS	Approx 15 units/yr	~$4,000,000	*
City	Government	Texas - TX	Construction equipment sales - BHL	Approx 10 units/yr	~$2,000,000	*
City	Government	Florida - FL	Construction equipment sales - BHL, WLS, CTL	Approx 10 units/yr	~$2,000,000	*

Table 6: Ability to Sell and Deliver Service

Describe your company's capability to meet the needs of Sourcewell participating entities across the US and Canada, as applicable. Your response should address in detail at least the following areas: locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *	
26	Sales force.	JCB Inc. has approximately 700 employees in North America, 60 of which are field based throughout North America who serve our customers. 100% of these field-based employees are focused on the products in the RFP. Throughout our extensive dealer network, we have approximately 500 dealer salesmen with representation in all fifty States and coverage throughout Canada. All are focused on selling equipment in this RFP.	*
27	Dealer network or other distribution methods.	JCB has 125 authorized full sales & service Dealers across the United States and Canada with approximately 350 dealer locations. Our Direct sales teams also has relationships with many Rental Companies (i.e. United Rentals, Sunbelt Rentals, etc) that have approximately 2,500 locations across the United States.	*
28	Service force.	JCB has a team of dedicated District Service Managers that are field-based throughout the US and Canada and provide product support to our dealer network. All authorized JCB dealers have full trained/certified service technicians to serve and maintain Sourcewell members. At our headquarters in Savannah, GA, we have the JCB Uptime Center, which is a monitoring and response system for our Technical Support teams to provide world-class product support.	*
29	Describe the ordering process. If orders will be handled by distributors, dealers or others, explain the respective roles of the Proposer and others.	Orders will typically be received and processed through the JCB dealer network. JCB has an established Sourcewell Sales Training Guide that is used to provide the dealer sales teams with instructions and information on the Sourcwell contract, pricing structure, order processing, and sales reporting.	*
30	Describe in detail the process and procedure of your customer service program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.	JCB understands the importance of customer service. Our Sales teams pride themselves on getting back to our customers within 24 hours on quotation requests and deliver a first-class customer experience throughout the delivery process. We feel that we have the best back-up in the business and as a result our service teams are a top priority. With 4 parts depots located in North America alone, we have coast-to-coast coverage to minimize machine down-time. AS mentioned above, we also utilize the JCB Uptime Center, which as it sounds, is used to maximize our customer's machine uptime and provide the highest level of support to our dealer product support teams.	*
31	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in the United States.	JCB is certainly able and willing to provide our products and services to Sourcwell members. We offer one of the widest ranges of equipment in the industry, with unique product solutions, and an extensive dealer network to both sell and support the products. We have found the Sourcewell program to be an excellent tool for both our customers and dealers and it is increasing in awareness and use, so we definitely look forward to the opportunity to continue to build-on the program.	*
32	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in Canada.	Just like the US, JCB has an extensive dealer network in Canada, and as such, the Sourcewell program can be fully utilized and supported in Canada as it is in the US.	*
33	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed contract.	NOT APPLICABLE – JCB can service all areas and member sectors.	*
34	Identify any Sourcewell participating entity sectors (i.e., government, education, not-for-profit) that you will NOT be fully serving through the proposed contract. Explain in detail. For example, does your company have only a regional presence, or do other cooperative purchasing contracts limit your ability to promote another contract?	NOT APPLICABLE – JCB can service all areas and member sectors.	*
35	Define any specific contract requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	JCB has dealer presence in Hawaii and Alaska.	*

Table 7: Marketing Plan

Line Item	Question	Response *	
36	Describe your marketing strategy for promoting this contract opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	To aid our sales teams, we have created a Sourcewell Sales Training Guide that both helps to promote and provide education on the program. We believe it is critically important for the sales folks to be familiar and comfortable with the program, and as you would expect, as awareness has grown so has utilization of the program. Further to that, we recently created a sales flyer for one of our machines commonly sold to governmental customers to include info on the machine and the Sourcewell contract information. We also updated the website page for that machine to include info on the Sourcewell contract (https://www.jcb.com/en-us/products/wheeled-excavators/hydradig/hydradig). The sales flyer was distributed to our dealer network for a targeted muni campaign and will be one that we look to extend to other models moving forward. Additionally, when we attend Governmental trade shows our product range literature features the Sourcewell Logo and contract information. Finally, one area of focus we have is to work with our dealers to ensure they are familiar with the participating members in their region. We have already scheduled a training calendar for 2023 with some of the key dealers to review the member's list and an overview of the program so that the program remains fresh on their minds. If awarded on the new contract, we will continue to build on these promotions and keep gaining momentum that we have achieved through the Sourcewell program.	*
37	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	Digital media is a critical component to our marketing strategy. We have a very active social media presence, but also have the luxury of the content that our dealer network produces in their local markets. We do also use marketing agencies to extend our reach through online advertising and will continue to promote the Sourcewell program through our various digital marketing methods.	*
38	In your view, what is Sourcewell's role in promoting contracts arising out of this RFP? How will you integrate a Sourcewell-awarded contract into your sales process?	In our experience as a contract holder, Sourcewell has provided solid support and promotion of the contract. They have connected us with interested inquirers, held training sessions for our internal and dealer sales teams, and helped to provide tools such as member list and reclaimed accounts. As I've stated, the Sourcwell award is an important tool to our sales processes and with its increasing success, we will continue to apply more focus, resources, and promotion to it.	*
39	Are your products or services available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.	JCB does not have an E-procurement system.	*

Table 8: Value-Added Attributes

Line Item	Question	Response *	
40	Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell participating entities. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.	With every new JCB delivery, the delivering sales representative is responsible to give the Sourcewell member a “walk around” of the product showing the features and benefits and basic operational instruction. Maintenance familiarization training can be offered as an additional cost provided by our local authorized dealer and can be quoted by request. JCB does not offer an operator training/certification program but does provide operational instruction upon delivery and an operator’s manual is provided with every new machine.	*
41	Describe any technological advances that your proposed products or services offer.	With the growing importance to reduce or eliminate emissions produced from construction equipment, JCB has been on the cutting-edge of technology developments to this challenge. Designing and building our own engine for many of our products has allowed us to engineer machine solutions that do not require aftertreatment systems. This results in significant cost savings for our customers while protecting the environment. As technology continues to develop, we have introduced several electrically powered construction equipment pieces that produce zero-emissions in operations. We are also in the process of developing our hydrogen combustion engine which will provide zero carbon emissions and revolutionize the industry. Also worth mentioning, the JCB Teleskid is the only skid steer/compact track loader of its kind in the industry, being the only skid steer/compact track loader with a telescoping boom. This product has received numerous industry awards and continues to have extremely high demand in the market.	*
42	Describe any “green” initiatives that relate to your company or to your products or services, and include a list of the certifying agency for each.	In addition to the advances we are making to produce zero-emission equipment, we also take pride in our manufacturing policies and sustainability initiatives. We can proudly report that since 2008 we have reduced our waste output by 90%.	*
43	Identify any third-party issued eco-labels, ratings or certifications that your company has received for the equipment or products included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.	2021 Royal Automobile Club's Dewar Trophy - JCB Hydrogen fueled engine	*
44	Describe any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation of certification (as applicable) in the document upload section of your response.	N/A	*
45	What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?	JCB has always been known for our unique product innovations. We are the only manufacturer of the side-door entry design skid steer/compact track loader, the safest SSL/CTL in the industry. This is a result of our Powerboom, single-arm design which allows us to have 270° of visibility. This gives us a 60% visibility advantage versus the competition. The operator can easily enter/exit the machine through the left-side door instead of having to climb through the front opening of the machine. Combined with 60% better visibility, we have the safest skid steer in the industry and certainly a value-added product to the customer. Furthermore, the JCB Teleskid (mentioned above) works off of the same technology as all other skid steers/compact track loaders but is the only telescoping boom machine of its type in the industry. JCB has the world's# I selling backhoe. World-wide, JCB has almost 50% backhoe market share and this is a result of the innovations we have built into the product over the last 50 years since we first invented it. From designing and producing our own engine, to the current advances being achieved with zero-emission equipment, JCB is proud of the industry solutions that we provide and continue to develop.	*

Table 9: Warranty

Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may upload representative samples of your warranty materials (if applicable) in the document upload section of your response in addition to responding to the questions below.

Line Item	Question	Response *	
46	Do your warranties cover all products, parts, and labor?	Yes, the JCB warranty covers all products, parts, and labor.	*
47	Do your warranties impose usage restrictions or other limitations that adversely affect coverage?	The JCB Standard Full Warranty allows unlimited hours in its first year, and up to 2000 (total) hours in the 2nd year.	*
48	Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?	Yes – up to 50 miles	*
49	Are there any geographic regions of the United States or Canada (as applicable) for which you cannot provide a certified technician to perform warranty repairs? How will Sourcewell participating entities in these regions be provided service for warranty repair?	No	*
50	Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?	They will be passed on to the original equipment manufacturer.	*
51	What are your proposed exchange and return programs and policies?	JCB does not have an exchange and return program.	*
52	Describe any service contract options for the items included in your proposal.	We provide our customers with a peace of mind with our standard 2-year warranty. Additionally, our dealer network can offer service and preventative maintenance agreements to our customers on an as-needed basis.	*

Table 10: Payment Terms and Financing Options

Line Item	Question	Response *	
53	Describe your payment terms and accepted payment methods.	Net 30 days. Check and ACH payment accepted	*
54	Describe any leasing or financing options available for use by educational or governmental entities.	Tax-exempt Municipal lease programs are available	*
55	Describe any standard transaction documents that you propose to use in connection with an awarded contract (order forms, terms and conditions, service level agreements, etc.). Upload a sample of each (as applicable) in the document upload section of your response.	As an existing contract holder for many years now, JCB has a sales force that is very familiar with the Sourcewell program and processes. We have established a Sourcewell Sales Guide that is distributed to the dealer network and provides information on the program, pricing structure, and terms. We have also simplified the sales reporting process (pin #'s issued for discount/tracking) to ensure we are capturing all sales through the program.	*
56	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcewell participating entities for using this process?	No	*

Table 11: Pricing and Delivery

Provide detailed pricing information in the questions that follow below. Keep in mind that reasonable price and product adjustments can be made during the term of an awarded Contract as described in the RFP, the template Contract, and the Sourcewell Price and Product Change Request Form.

Line Item	Question	Response *	
57	Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcewell discounted price) on all of the items that you want Sourcewell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.	JCB will list all applicable category models to be included in the contract with a discount off of List price noted for each. This price will serve as the contract price for Sourcewell members plus applicable freight. The pricing will be aggressive and better prices in comparison to non-Sourcewell members. JCB does not have SKU numbers for our equipment.	*
58	Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.	Discounts range from 5% - 30% depending upon the product model. Please see attached spreadsheet for discounts by model.	*
59	Describe any quantity or volume discounts or rebate programs that you offer.	JCB can offer volume discounts. For orders of 4 – 9 units, we can discount a further 2% points from the standard discount structure. Volume orders of 10 units or more can be evaluated on a case by case basis for additional discounts.	*
60	Propose a method of facilitating “sourced” products or related services, which may be referred to as “open market” items or “nonstandard options”. For example, you may supply such items “at cost” or “at cost plus a percentage,” or you may supply a quote for each such request.	For non-published items, JCB will offer a 5% discount off of the Manufacturer list price.	*
61	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	The only additional charge, other than freight/shipping, will be for the JCB Dealer's charge for pre-delivery inspection. This service allows the dealer to properly inspect and prepare the machine for final delivery to the customer. This charge will be an itemized line item on the invoice.	*
62	If freight, delivery, or shipping is an additional cost to the Sourcewell participating entity, describe in detail the complete freight, shipping, and delivery program.	Freight/delivery charges are an additional cost to the Sourcewell member. Delivery will be arranged by JCB and the local JCB dealer facilitating the transaction. Freight/delivery charges will be based on FOB Pooler, GA unless possible to arrange shipping from a closer port/location. These charges will be itemized as a line item on the invoice.	*
63	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	Shipping to these territories would fall under the same terms as answered in the previous question.	*
64	Describe any unique distribution and/or delivery methods or options offered in your proposal.	Since JCB manufactures our SSL/CTL and Compact Telehandler products in North America, we have the advantage of getting the product out the door faster and into the customer's hands. We have 6 ports in North America for which we receive equipment shipments, helping to reduce freight costs and expediting delivery to the customer.	*

Table 12: Pricing Offered

Line Item	The Pricing Offered in this Proposal is: *	Comments
65	b. the same as the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.	With the ceiling-based pricing established, the structure allows for our dealers to provide competitive pricing and flexibility for more aggressive pricing to meet customer budgets, multi-unit transactions, and dealer on-hand stock.

Table 13: Audit and Administrative Fee

Line Item	Question	Response *	
66	Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with Sourcewell. This process includes ensuring that Sourcewell participating entities obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to Sourcewell. Provide sufficient detail to support your ability to report quarterly sales to Sourcewell as described in the Contract template.	For contract sales reports - After each month concludes each Regional sales rep is tasked to report these sales to ensure contract sales are noted. As a second method to ensure contract sales are being reported, JCB issues a Sourcewell contract specific pin to dealers making Contract sales. When these sales are reported into the JCB system portal, the dealer will note the contract Pin# which is an identifier of a contract sale. To ensure proper pricing, pricing compliance is randomly audited once a month.	*
67	If you are awarded a contract, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the contract.	JCB understands the value that the Sourcewell program provides. The dealers who are engaged and utilizing the program are experiencing greater sales success. We have implemented metrics to identify dealer municipal market share and ratios to compare Sourcewell sales to overall municipal sales.	*
68	Identify a proposed administrative fee that you will pay to Sourcewell for facilitating, managing, and promoting the Sourcewell Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor's sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member's cost of goods. (See the RFP and template Contract for additional details.)	JCB proposes a 1.5% administrative fee.	*

Table 14A: Depth and Breadth of Offered Equipment Products and Services

Line Item	Question	Response *	
69	Provide a detailed description of the equipment, products, and services that you are offering in your proposal.	JCB offers a full range of Medium-duty Construction equipment with attachments that includes our Worldwide market share leaders the JCB Backhoe, Rough Terrain Forklifts and Tele-handler. The JCB Skid Steer and Compact Track Loader is the safest product of its kind on the market because of the JCB Powerboom and side-door entry. JCB not only has the safest skid steer and compact track loader on the market, we have the most versatile. The JCB Teleskid is the industry's only telescoping boom skid steer or compact track loader. The JCB Wheel Loader range is designed the meet the buyer's priorities. Namely safety, efficiency, ease-of-use and maintenance, productivity, performance, reliability and comfort. The JCB Excavator range is designed to meet the customer needs with a range from a 2-ton operating weight to our minimum swing, X-series 245XR. The JCB Hydradig is a one-of-a-kind Wheeled Excavator that centers on visibility, stability, maneuverability, mobility, and serviceability. JCB newest additions to our product line up are the JCB scissor lift line as well as compact site dump trucks. Our scissor lift line ranges from 15' to 45' in platform height. Our Site dumpers have 4 and 5 cubic yard bucket capacity. All products noted can be sold thru all authorized JCB dealer locations and via JCB direct. All servicing will be done by the Sourcewell customers authorized JCB dealer.	*
70	Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.	Skid Steer and Compact Track Loaders Backhoe Loaders Rough Terrain Forklifts Telehandlers Mini-Excavators Tracked and Wheeled Excavators Wheel Loaders Access Site Dumpers Teletruk Articulated Telescopic Loader (Telemaster)	*

Table 14B: Depth and Breadth of Offered Equipment Products and Services

Indicate below if the listed types or classes of equipment, products, and services are offered within your proposal. Provide additional comments in the text box provided, as necessary.

Line Item	Category or Type	Offered *	Comments	
71	Wheeled, tracked, and backhoe loaders;	(•) Yes ( ) No	A range of wheel loaders from 1 yd - 4.5 yd A range of backhoe loaders from our compact 1CXT to our full-size 4CX backhoe.	*
72	Skidsteers;	(•) Yes ( ) No	A range of wheeled and tracked skid steers to include the JCB Teleskid. Safest SSL/CTL products in the market.	*
73	Mini excavators;	(•) Yes ( ) No	A range of zero-tail swing and reduced swing excavators, including an electric model	*
74	Telehandlers;	(•) Yes ( ) No	World's #1 Telehandler - Market leader	*
75	Soil compaction and site preparation equipment	(•) Yes ( ) No	Site dumpers and various attachments	*

Table 15: Exceptions to Terms, Conditions, or Specifications Form

Line Item 76. **NOTICE**: To identify any exception, or to request any modification, to the Sourcewell template Contract terms, conditions, or specifications, a Proposer must submit the exception or requested modification on the **Exceptions to Terms, Conditions, or Specifications Form** immediately below. The contract section, the specific text addressed by the exception or requested modification, and the proposed modification must be identified in detail. Proposer's exceptions and proposed modifications are subject to review and approval of Sourcewell and will not automatically be included in the contract.

Contract Section	Term, Condition, or Specification	Exception or Proposed Modification

Documents

Ensure your submission document(s) conforms to the following:

1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.

2. Documents should NOT have a security password, as Sourcewell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcewell.

3. Sourcewell may reject any response where any document(s) cannot be opened and viewed by Sourcewell.

4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as “Marketing Plan.”

- Pricing - JCB - Sourcewell Discount structure and price pages.pdf - Wednesday February 01, 2023 10:59:01
- Financial Strength and Stability (optional)
- Marketing Plan/Samples - JCB Hydradig-Sourcewell Sales Flyer.pdf - Tuesday January 31, 2023 15:39:42
- WMBE/MBE/SBE or Related Certificates (optional)
- Warranty Information - JCB Certificate of Warranty.pdf - Tuesday January 31, 2023 15:39:32
- Standard Transaction Document Samples (optional)
- Upload Additional Document (optional)

Addenda, Terms and Conditions

PROPOSER AFFIDAVIT AND ASSURANCE OF COMPLIANCE

I certify that I am the authorized representative of the Proposer submitting the foregoing Proposal with the legal authority to bind the Proposer to this Affidavit and Assurance of Compliance:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.

2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for contract award.

3. The Proposer, including any person assisting with the creation of this Proposal, has arrived at this Proposal independently and the Proposal has been created without colluding with any other person, company, or parties that have or will submit a proposal under this solicitation; and the Proposal has in all respects been created fairly without any fraud or dishonesty. The Proposer has not directly or indirectly entered into any agreement or arrangement with any person or business in an effort to influence any part of this solicitation or operations of a resulting contract; and the Proposer has not taken any action in restraint of free trade or competitiveness in connection with this solicitation. Additionally, if Proposer has worked with a consultant on the Proposal, the consultant (an individual or a company) has not assisted any other entity that has submitted or will submit a proposal for this solicitation.

4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest exists when a vendor has an unfair competitive advantage or the vendor's objectivity in performing the contract is, or might be, impaired.

5. The contents of the Proposal have not been communicated by the Proposer or its employees or agents to any person not an employee or legally authorized agent of the Proposer and will not be communicated to any such persons prior to Due Date of this solicitation.

6. If awarded a contract, the Proposer will provide to Sourcewell Participating Entities the equipment, products, and services in accordance with the terms, conditions, and scope of a resulting contract.

7. The Proposer possesses, or will possess before delivering any equipment, products, or services, all applicable licenses or certifications necessary to deliver such equipment, products, or services under any resulting contract.

8. The Proposer agrees to deliver equipment, products, and services through valid contracts, purchase orders, or means that are acceptable to Sourcewell Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to Sourcewell Members under an awarded Contract.

9. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.

10. The Proposer understands that Sourcewell will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statutes Section 13.591, subdivision 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals become public data. Minnesota Statutes Section 13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.

11. Proposer its employees, agents, and subcontractors are not:
    1. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: https://www.treasury.gov/ofac/downloads/sdnlist.pdf;

    2. Included on the government-wide exclusions lists in the United States System for Award Management found at: https://sam.gov/SAM/; or

    3. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated

by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

☑ By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - Ryan Connelly, Government Sales Manager, JCB Inc.

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the contractual obligations contemplated in the bid.

○ **Yes** ◉ **No**

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "**I have reviewed this addendum"** below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
Addendum_4_Medium_Duty_and_Compact_Construction_Eqpt_RFP_020223 Tue January 24 2023 02:56 PM	☑	2
Addendum_3_Medium_Duty_and_Compact_Construction_Eqpt_RFP_020223 Tue January 3 2023 11:29 AM	☑	1
Addendum_2_Medium_Duty_and_Compact_Construction_Eqpt_RFP_020223 Tue December 27 2022 03:08 PM	☑	1
Addendum_1_Medium_Duty_and_Compact_Construction_Eqpt_RFP_020223 Mon December 12 2022 04:08 PM	☑	1

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-099

APPROVING AN INTERGOVERNMENTAL AGREEMENT WITH THE STATE OF ILLINOIS FOR PHASE III CONSTRUCTION FOR RANDALL ROAD AT ILLINOIS ROUTE 72 INTERSECTION IMPROVEMENT, KANE COUNTY SECTION NO. 19-00514-00-WR

WHEREAS, the Illinois Constitution of 1970, Article VII, Section 10 and the Intergovernmental Cooperation Act (5 ILCS 220/1, et. seq.), authorizes the County of Kane (County) and the State of Illinois (State) to cooperate in the performance of their respective duties and responsibilities by contract and other agreements; and

WHEREAS, the County and the State (through its Illinois Department of Transportation) desire to cooperate among themselves to accomplish the Randall Road at Illinois Route 72 Intersection Improvement Project (Kane County Section No. 19-00514-00-WR), (hereinafter referred to as the “Improvement”); and

WHEREAS, the County and the State desire to undertake Phase III Construction for the Improvement at an estimated cost of Nine Million Five Hundred Twenty-Eight Thousand Three Hundred Seventy-Six Dollars ($9,528,376.00); and

WHEREAS, the Improvement is deemed by the County and the State to be of immediate benefit to the residents of the County of Kane and the State of Illinois in that it shall facilitate the efficient movement of traffic and provide for the safety of the motoring public; and

WHEREAS, the County and the State have determined a mutually satisfactory allocation of responsibilities and costs for said Improvement as set forth in an intergovernmental agreement with the State (a copy of which is on file with the Kane County Clerk's Office), with the County’s share of the Phase III Construction costs estimated to be One Million Nine Hundred Five Thousand Six Hundred Seventy-Six Dollars ($1,905,676.00).

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the Chairman thereof is hereby authorized and directed to execute an intergovernmental agreement(s) with the State of Illinois, acting through the Illinois Department of Transportation, for Phase III Construction Engineering for the Randall Road at Illinois Route 72 Intersection Improvement Project.

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Approving an Intergovernmental Agreement with the State of Illinois for Phase III Construction for Randall Road at Illinois Route 72 Intersection Improvement, Kane County Section 19-00514-00-WR

Committee Flow:
Transportation Committee, Executive Committee, County Board

Contact:
Jackie Forbes, 630-444-3142

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $N/A
If not budgeted, explain funding source: N/A	

Summary:

Attached is an intergovernmental agreement with IDOT that will provide for federal funding towards a portion of the Randall Road at IL 72 intersection improvement project. The total construction and construction engineering is estimated to be $10,481,213 with the Local Public Agency (County) total construction and construction engineering costs estimated at $2,858,513. In regards to the Participating Construction costs, the agreement shows a total Participating Construction estimate of $9,528,376 with the County's contribution (local match) estimated at $1,905,676 and federal funding estimated at $7,622,700.

Staff recommends approval.

Illinois Department of Transportation

Joint Funding Agreement for Federally Funded Construction

LOCAL PUBLIC AGENCY

Local Public Agency	County	Section Number
County of Kane	Kane	19-00514-00-WR

Fund Type	ITEP, SRTS, HSIP Number(s)	MPO Name	MPO TIP Number
STU		CMAP	09-21-0019

Construction

State Job Number	Project Number
C-91-201-23	0EIW(017)

☐ Local Let/Day Labor ☒ Construction on State Letting ☐ Construction Engineering ☐ Utilities ☐ Railroad Work

LOCATION

Local Street/Road Name	Key Route	Length	Stationing From	Stationing To
Randall Road	2-0336	.48	3.48	3.48

Location Termini: at IL 72

Current Jurisdiction	Existing Structure Number(s)	
County of Kane		Remove

PROJECT DESCRIPTION

Adding a through lane on each side of Randall Road widening it from the existing 2 lanes in each direction to 3 lanes in each direction. Also addressing operational, capacity, and safety improvements to the intersection

Local Public Agency	Section Number	State Job Number	Project Number
County of Kane	19-00514-00-WR	C9120123	0EIW(017)

This Agreement is made and entered into between the above local public agency, hereinafter referred to as the "**LPA**" and the State of Illinois, acting by and through its Department of Transportation, hereinafter referred to as the "**STATE**". The **STATE** and **LPA** jointly proposes to improve the designated location as described in the Location and Project Description sections of this agreement. The improvement shall be constructed in accordance with plans prepared by, or on behalf of the **LPA** and approved by the **STATE** using the **STATE's** policies and procedures approved and/or required by the Federal Highway Administration, hereby referred to as "**FHWA**".

I. GENERAL

1.1 Availability of Appropriation; Sufficiency of Funds. This Agreement is contingent upon and subject to the availability of sufficient funds. The **STATE** may terminate or suspend this Agreement, in whole or in part, without penalty or further payment being required, if (i) sufficient funds for this Agreement have not been appropriated or otherwise made available to the **LPA** by the **STATE** or the federal funding source, (ii) the Governor or **STATE** reserves funds, or (iii) the Governor or **STATE** determines that funds will not or may not be available for payment. The **STATE** shall provide notice, in writing, to **LPA** of any such funding failure and its election to terminate or suspend this Agreement as soon as practicable. Any suspension or termination pursuant to this Section will be effective upon the date of the written notice unless otherwise indicated.

1.2 Domestic Steel Requirement. Construction of the project will utilize domestic steel as required by Section 106.01 of the current edition of the Standard Specifications for Road and Bridge Construction and federal Build America-Buy America provisions.

1.3 Federal Authorization. That this Agreement and the covenants contained herein shall become null and void in the event that the **FHWA** does not approve the proposed improvement for Federal-aid participation within one (1) year of the date of execution of this agreement.

1.4 Severability. If any provision of this Agreement is declared invalid, its other provisions shall not be affected thereby.

1.5 Termination. This Agreement may be terminated, in whole or in part, by either Party for any or no reason upon thirty (30) calendar days' prior written notice to the other Party. If terminated by the **STATE**, the **STATE** must include the reasons for such termination, the effective date, and, in the case of a partial termination, the portion to be terminated. If the **STATE** determines in the case of a partial termination that the reduced or modified portion of the funding award will not accomplish the purposes for which the funding award was made, the **STATE** may terminate the Agreement in its entirety.

This Agreement may be terminated, in whole or in part, by the **STATE** without advance notice:

a. Pursuant to a funding failure as provided under Article 1.1.

b. If **LPA** fails to comply with the terms and conditions of this funding award, application or proposal, including any applicable rules or regulations, or has made a false representation in connection with the receipt of this or any award.

II. REQUIRED CERTIFICATIONS

By execution of this Agreement and the LPA's obligations and services hereunder are hereby made and must be performed in compliance with all applicable federal and State laws, including, without limitation, federal regulations, State administrative rules and any and all license requirements or professional certification provisions.

2.1 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR Part 200). The **LPA** certifies that it shall adhere to the applicable Uniform Administrative Requirements, Cost Principles, and Audit Requirements, which are published in Title 2, Part 200 of the Code of Federal Regulations, and are incorporated herein by reference.

2.2 Compliance with Registration Requirements. **LPA** certifies that it: (i) is registered with the federal SAM system; (ii) is in good standing with the Illinois Secretary of State, if applicable; (iii) have a valid DUNS Number; (iv) have a valid UEI, if applicable. It is **LPA**'s responsibility to remain current with these registrations and requirements.

2.3 Bribery**.** The **LPA** certifies to the best of it's knowledge that it's officials have not been convicted of bribery or attempting to bribe an officer or employee of the state of Illinois, nor made an admission of guilt of such conduct which is a matter of record (30 ILCS 500/50-5).

2.4 Bid Rigging**. LPA** certifies that it has not been barred from contracting with a unit of state or local government as a result of a violation of Paragraph 33E-3 or 33E-4 of the Criminal Code of 1961 (720 ILCS 5/33E-3 or 720 ILCS 5/33E-4, respectively).

2.5 Debt to State. **LPA** certifies that neither it, nor its affiliate(s), is/are barred from receiving an Award because the **LPA**, or its affiliate(s), is/are delinquent in the payment of any debt to the **STATE**, unless the **LPA**, or its affiliate(s), has/have entered into a deferred payment plan to pay off the debt, and **STATE** acknowledges the **LPA** may declare the Agreement void if the certification is false (30 ILCS 500/50-11).

2.6 Debarment. The **LPA** certifies to the best of its knowledge and belief that it's officials:

a. are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;

b. have not within a three-year period preceding this agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State anti-trust statutes or

commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements receiving stolen property;

c. are not presently indicated for or otherwise criminally or civilly charged by a governmental entity (Federal, State, Local) with commission of any of the offenses enumerated in item (b) of this certification; and

d. have not within a three-year period preceding the agreement had one or more public transactions (Federal, State, Local) terminated for cause or default.

2.7 Construction of Fixed Works**.** The **LPA** certifies that all Programs for the construction of fixed works which are financed in whole or in part with funds provided by this Agreement shall be subject to the Prevailing Wage Act (820 ILCS 130/0.01 *et seq.*) unless the provisions of that Act exempt its application. In the construction of the Program, the **LPA** shall comply with the requirements of the Prevailing Wage Act including, but not limited to, inserting into all contracts for such construction a stipulation to the effect that not less than the prevailing rate of wages as applicable to the Program shall be paid to all laborers, workers, and mechanics performing work under the Award and requiring all bonds of contractors to include a provision as will guarantee the faithful performance of such prevailing wage clause as provided by contract.

2.8 Criminal Convictions**.** The **LPA** certifies that neither it nor any managerial agent of **LPA** has been convicted of a felony under the Sarbanes-Oxley Act of 2002, nor a Class 3 or Class 2 felony under Illinois Securities Law of 1953, or that at least five (5) years have passed since the date of the conviction. The **LPA** further certifies that it is not barred from receiving an funding award under 30 ILCS 500/50-10.5 and acknowledges that **STATE** shall declare the Agreement void if this certification is false (30 ILCS 500/50-10.5).

2.9 Improper Influence. The **LPA** certifies that no funds have been paid or will be paid by or on behalf of the **LPA** to any person for influencing or attempting to influence an officer or employee of any government agency, a member of Congress or Illinois General Assembly, an officer or employee of Congress or Illinois General Assembly, or an employee of a member of Congress or Illinois General Assembly in connection with the awarding of any agreement, the making of any grant, the making of any loan, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment or modification of any agreement, grant, loan or cooperative agreement. 31 USC 1352. Additionally, the **LPA** certifies that it has filed the required certification under the Byrd Anti-Lobbying Amendment (31 USC 1352), if applicable.

2.10 Telecom Prohibition. The **LPA** certifies that it will comply with Section 889 of the FY 2019 National Defense Authorization Act (NDAA) that prohibits the use of telecommunications or video surveillance equipment or services produced or provided by the following companies: Dahua Technology Company, Hangzhou Hikvision Digital Technology Company, Huawei Technologies Company, Hytera Communications Corporation, and ZTE Corporation. Covered equipment and services cannot be used as substantial or essential component or any system, or as critical technology as part of any system.

2.11 Personal Conflict of Interest - (50 ILCS 105/3, 65 ILCS 5/3.1-55-10, 65 ILCS 5/4-8-6) The **LPA** certifies that it shall maintain a written code or standard of conduct which shall govern the performance of its employees, officers, board members, or agents engaged in the award and administration of contracts supported by state or federal funds. Such code shall provide that no employee, officer, board member or agent of the **LPA** may participate in the selection, award, or administration of a contract supported by state or federal funds if a conflict of interest, real or apparent would be involved. Such a conflict would arise when any of the parties set forth below has a financial or other interest in the firm selected for award:

a. the employee, officer, board member, or agent;
b. any member of his or her immediate family;
c. his or her partner; or
d. an organization which employs, or is about to employ, any of the above.

The conflict of interest restriction for former employees, officers, board members and agents shall apply for one year.

The code shall also provide that **LPA**'s employees, officers, board members, or agents shall neither solicit nor accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to subcontracts. The **STATE** may waive the prohibition contained in this subsection, provided that any such present employee, officer, board member, or agent shall not participate in any action by the **LPA** relating to such contract, subcontract, or arrangement. The code shall also prohibit the officers, employees, board members, or agents of the **LPA** from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest or personal gain.

2.12 Organizational Conflict of Interest - The **LPA** certifies that it will also prevent any real or apparent organizational conflict of interest. An organizational conflict of interest exists when the nature of the work to be performed under a proposed third party contract or subcontract may, without some restriction on future activities, result in an unfair competitive advantage to the third party contractor or **LPA** or impair the objectivity in performing the contract work.

2.13 Accounting System. The **LPA** certifies that it has an accounting system that provides accurate, current, and complete disclosure of all financial transactions related to each state and federally funded program. Accounting records must contain information

pertaining to state and federal pass-through awards, authorizations, obligations, unobligated balances, assets, outlays, and income. To comply with 2 CFR 200.305(b)(7)(i), the **LPA** shall use reasonable efforts to ensure that funding streams are delineated within **LPA**'s accounting system. *See* 2 CFR 200.302.

III. AUDIT AND RECORD RETENTION

3.1 Single Audits: The **LPA** shall be subject to the audit requirements contained in the Single Audit Act Amendments of 1996 (31 USC 7501-7507) and Subpart F of 2 CFR Part 200.

If, during its fiscal year, **LPA** expends $750,000 or more in Federal Awards (direct federal and federal pass-through awards combined), **LPA** must have a single audit or program-specific audit conducted for that year as required by 2 CFR 200.501 and other applicable sections of Subpart F of 2 CFR Part 200. A copy of the audit report must be submitted to the **STATE** (IDOT's Financial Review & Investigations Section, Room 126, 2300 South Dirksen Parkway, Springfield, Illinois, 62764) within 30 days after the completion of the audit, but no later than one year after the end of the **LPA**'s fiscal year.

Assistance Listing number (formally known as the Catalog of Federal Domestic Assistance (CFDA) number) for all highway planning and construction activities is **20.205**.
Federal funds utilized for construction activities on projects let and awarded by the **STATE** (federal amounts shown as "Participating Construction" on Schedule 2) are not included in a **LPA**'s calculation of federal funds expended by the **LPA** for Single Audit purposes.

3.2 STATE Audits: The **STATE** may, at its sole discretion and at its own expense, perform a final audit of the Project (30 ILCS 5, the Illinois State Auding Act). Such audit may be used for settlement of the Project expenses and for Project closeout purposes. The **LPA** agrees to implement any audit findings contained in the **STATE**'s authorized inspection or review, final audit, the **STATE**'s independent audit, or as a result of any duly authorized inspection or review.

3.3 Record Retention. The **LPA** shall maintain for three (3) years from the date of final project closeout by the **STATE**, adequate books, records, and supporting documents to verify the amounts, recipient, and uses of all disbursements of funds passing in conjunction with this contract. adequate to comply with 2 CFR 200.334. If any litigation, claim or audit is started before the expiration of the retention period, the records must be retained until all litigation, claims or audit exceptions involving the records have been resolved and final action taken.

3.4 Accessibility of Records. The **LPA** shall permit, and shall require its contractors and auditors to permit, the **STATE**, and any authorized agent of the **STATE**, to inspect all work, materials, payrolls, audit working papers, and other data and records pertaining to the Project; and to audit the books, records, and accounts of the **LPA** with regard to the Project. The **LPA** in compliance with 2 CFR 200.337 shall make books, records, related papers, supporting documentation and personnel relevant to this Agreement available to authorized **STATE** representatives, the Illinois Auditor General, Illinois Attorney General, any Executive Inspector General, the **STATE**'s Inspector General, federal authorities, any person identified in 2 CFR 200.337, and any other person as may be authorized by the **STATE** (including auditors), by the state of Illinois or by federal statute. The **LPA** shall cooperate fully in any such audit or inquiry.

3.5 Failure to maintain the books and records. Failure to maintain the books, records and supporting documents required by this section shall establish presumption in favor of the **STATE** for recovery of any funds paid by the **STATE** under the terms of this contract.

IV. LPA FISCAL RESPONSIBILITIES

4.1 To provide all initial funding and payment for construction engineering, utility, and railroad work

4.2 LPA Appropriation Requirement. By execution of this Agreement the **LPA** attests that sufficient moneys have been appropriated or reserved by resolution or ordinance to fund the **LPA** share of project costs. A copy of the authorizing resolution or ordinance is attached as Schedule 5.

4.3 Reimbursement Requests: For reimbursement requests the **LPA** will submit supporting documentation with each invoice. Supporting documentation is defined as verification of payment, certified time sheets or summaries, vendor invoices, vendor receipts, cost plus fix fee invoice, progress report, personnel and direct cost summaries, and other documentation supporting the requested reimbursement amount (Form BLR 05621 should be used for consultant invoicing purposes). **LPA** invoice requests to the **STATE** will be submitted with sequential invoice numbers by project.

4.4 Financial Integrity Review and Evaluation (FIRE) program: **LPA's** and the **STATE** must justify continued federal funding on inactive projects. 23 CFR 630.106(a)(5) defines an inactive project as a project which no expenditures have been charged against Federal funds for the past twelve (12) months. To keep projects active, invoicing must occur a minimum of one time within any given twelve (12) month period. However, to ensure adequate processing time, the first invoice shall be submitted to the **STATE** within six (6) months of the federal authorization date. Subsequent invoices will be submitted in intervals not to exceed six (6) months.

4.5 Final Invoice: The **LPA** will submit to the **STATE** a complete and detailed final invoice with applicable supporting documentation of all incurred costs, less previous payments, no later than twelve (12) months from the date of completion of work or from the date of the previous invoice, whichever occurs first. If a final invoice is not received within this time frame, the most recent invoice

may be considered the final invoice and the obligation of the funds closed. Form BLR 05613 (Engineering Payment Record) is required to be submitted with the final invoice for engineering projects.

4.6 Project Closeout: The **LPA** shall provide the final report to the appropriate **STATE** district office within twelve (12) months of the physical completion date of the project so that the report may be audited and approved for payment. If the deadline cannot be met, a written explanation must be provided to the district prior to the end of the twelve (12) months documenting the reason and the new anticipated date of completion. If the extended deadline is not met, this process must be repeated until the project is closed. Failure to follow this process may result In the immediate close-out of the project and loss of further funding.

4.7 Project End Date: The period of performance (end date) for state and federal obligation purposes is five (5) years for projects under $1,000,000 or seven (7) years for projects over $1,000,000 from the execution date of the agreement. Requests for time extensions and joint agreement amendments must be received and approved prior to expiration of the project end date. Failure to extend the end date may result in the immediate close-out of the project and loss of further funding.

V. THE LPA AGREES

5.1 To acquire in its name, or in the name of the **STATE** if on the **STATE** highway system, all right-of-way necessary for this project in accordance with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, and established State policies and procedures. Prior to advertising for bids, the **LPA** shall certify to the **STATE** that all requirements of Titles II and III of said Uniform Act have been satisfied. The disposition of encroachments, if any, will be cooperatively determined by representatives of the **LPA**, the **STATE**, and the **FHWA** if required.

5.2 To provide for all utility adjustments and to regulate the use of the right-of-way of this improvement by utilities, public and private, in accordance with the current Utility Accommodation Policy for Local Public Agency Highway and Street Systems.

5.3 To provide on-site engineering supervision and inspection during construction of the proposed improvement.

5.4 To retain jurisdiction of the completed improvement unless specified otherwise by schedule (schedule should be accompanied by a location map). If the improvement location is currently under road district jurisdiction, a jurisdictional schedule is required.

5.5 To maintain or cause to be maintained the completed improvement (or that portion within its jurisdiction as established by schedule) in a manner satisfactory to the **STATE** and the **FHWA.**

5.6 To provide if required, for the improvement of any railroad-highway grade crossing and rail crossing protection within the limits of the proposed improvement.

5.7 To regulate parking and traffic in accordance with the approved project report.

5.8 To regulate encroachments on public rights-of-way in accordance with current Illinois Compiled Statutes.

5.9 To regulate the discharge of sanitary sewage into any storm water drainage system constructed with this improvement in accordance with the current Illinois Compiled Statutes.

5.10 For contracts awarded by the **LPA**, the **LPA** shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any USDOT - assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The **LPA** shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of USDOT - assisted contracts. The **LPA**'s DBE program, as required by 49 CFR part 26 and as approved by USDOT, is incorporated by reference in this agreement. Upon notification to the recipient of its failure to carry out its approved program, the **STATE** may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S. C 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C 3801 et seq.). In the absence of a USDOT - approved **LPA** DBE Program or on **STATE** awarded contracts, this agreement shall be administered under the provisions of the **STATE**'S USDOT approved Disadvantaged Business Enterprise Program.

5.12 That execution of this agreement constitutes the **LPA**'s concurrence in the award of the construction contract to the responsible low bidder as determined by the **STATE**.

VI. THE STATE AGREES

6.1 To provide such guidance, assistance, and supervision to monitor and perform audits to the extent necessary to assure validity of the **LPA**'s certification of compliance with Title II and III Requirements.

6.2 To receive bids for construction of the proposed improvement when the plans have been approved by the **STATE** (and **FHWA**, if required) and to award a contract for construction of the proposed improvement after receipt of a satisfactory bid.

6.3 To provide all initial funding and payments to the contractor for construction work let by the **STATE**. The **LPA** will be invoiced for their share of contract costs per the method of payment selected under Method of Financing based on the Division of Costs shown on Schedule 2.

6.4 For agreements with federal and/or state funds in local let/day labor construction, construction engineering, utility work and/or railroad work:

a. To reimburse the **LPA** for federal and/or state share on the basis of periodic billings, provided said billings contain sufficient cost information and show evidence of payments by the **LPA**;
b. To provide independent assurance sampling and furnish off-site material inspection and testing at sources normally visited by **STATE** inspectors for steel, cement, aggregate, structural steel, and other materials customarily tested by the **STATE**.

SCHEDULES

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

☒	1.	Division of Cost
☒	2.	Location Map
☒	3.	Risk Assessment
☒	4.	Attestations
☒	5.	Resolution*
☐		
☐		
☐		
☐		

*Appropriation and signature authority resolution must be in effect on, or prior to, the execution date of the agreement.

Local Public Agency	Section Number	State Job Number	Project Number
County of Kane	19-00514-00-WR	C9120123	0EIW(017)

AGREEMENT SIGNATURES EXECUTION

The LPA agrees to accept and comply with the applicable provision set forth in this agreement including attached schedules.

APPROVED

Local Public Agency

Name of Official (Print or Type Name)

Corinne M. Pierog

Title of Official

Chairman, County Board

Signature | Date

The above signature certifies the agency's TIN number is

36-600658 conducting business as a Governmental Entity.

DUNS Number 945248565

UEI JDR6EZ6HML25

APPROVED

State of Illinois
Department of Transportation

Omer Osman, P.E., Secretary of Transportation | Date

By:

George A. Tapas, P.E., S.E., Engineer of Local Roads & Streets | Date

Stephen M. Travia, P.E., Director of Highways PI/Chief Engineer | Date

Michael Prater, Chief Counsel | Date

Vicki Wilson, Chief Fiscal Officer | Date

NOTE: A resolution authorizing the local official (or their delegate) to execute this agreement and appropriation of local funds is required and attached as Schedule 5. The resolution must be approved prior to, or concurrently with, the execution of this agreement. If BLR 09110 or BLR 09120 are used to appropriate local matching funds, attach these forms to the signature authorization resolution.

☐ Please check this box to open a fillable Resolution form within this form.

SCHEDULE NUMBER 1

Local Public Agency	County	Section Number	State Job Number	Project Number
County of Kane	Kane	19-00514-00-WR	C-91-201-23	0EIW(017)

DIVISION OF COST

	Federal Funds			State Funds			Local Public Agency			
Type of Work	Fund Type	Amount	%	Fund Type	Amount	%	Fund Type	Amount	%	Totals
Participating Construction	STU	$1,400,000.00	*				Local	$350,000.00	BAL	$1,750,000.00
Participating Construction	STU	$2,726,100.00	*				Local	$681,525.00	BAL	$3,407,625.00
Participating Construction	STU	$3,496,600.00	*				Local	$874,151.00	BAL	$4,370,751.00
Construction Engineering							Local	$952,837.00	100%	$952,837.00
	Total	$7,622,700.00		Total			Total	$2,858,513.00		$10,481,213.00

If funding is not a percentage of the total place an asterisk (*) in the space provided for the percentage and explain below:

MAXIMUM FHWA (STU) PARTICIPATION 80% NTE $1,400,000 (STP-L)
MAXIMUM FHWA (STU) PARTICIPATION 80% NTE $3,496,600 (STP-L)
MAXIMUM FHWA (STU) PARTICIPATION 80% NTE $2,726,100 (STP-SF)

NOTE: The costs shown in the Division of Cost table are approximate and subject to change. The final **LPA** share is dependent on the final Federal and State participation. The actual costs will be used in the final division of cost for billing and reimbursement.

METHOD OF FINANCING - (State-Let Contract Work Only)

Check One

☐ METHOD A - Lump Sum (80% of LPA Obligation _____)

Lump Sum Payment - Upon award of the contract for this improvement, the **LPA** will pay the **STATE** within thirty (30) calendar days of billing, in lump sum, an amount equal to 80% of the LPA's estimated obligation incurred under this agreement. The **LPA** will pay to the **STATE** the remainder of the **LPA's** obligation (including any nonparticipating costs) in a lump sum within thirty (30) calendar days of billing in a lump sum, upon completion of the project based on final costs.

☐ METHOD B - _____ Monthly Payments of _____ due by the _____ of each successive month.

Monthly Payments - Upon award of the contract for this improvement, the **LPA** will pay to the **STATE** a specified amount each month for an estimated period of months, or until 80% of the **LPA's** estimated obligation under the provisions of the agreement has been paid. The **LPA** will pay to the **STATE** the remainder of the **LPA's** obligation (including any nonparticipating costs) in a lump sum, upon completion of the project based upon final costs.

☒ METHOD C - **LPA's** Share Balance divided by estimated total cost multiplied by actual progress payment.

Progress Payments - Upon receipt of the contractor's first and subsequent progressive bills for this improvement, the **LPA** will pay to the **STATE** within thirty (30) calendar days of receipt, an amount equal to the **LPA's** share of the construction cost divided by the estimated total cost multiplied by the actual payment (appropriately adjust for nonparticipating costs) made to the contractor until the entire obligation incurred under this agreement has been paid.

745

SCHEDULE NUMBER 3

Local Public Agency	Section Number	County	State Job Number	Project Number
County of Kane	19-00514-00-WR	Kane		

LRS Federal Funds RISK ASSESSMENT

Risk Factor	Description	Definition of Scale (time frames are based on LPA fiscal year)	Points
General History of Performance	Have there been any changes in key organizational staff or leadership, such as Fiscal and Administrative Management, Transportation Related Program/Project Management, and/or Elected Officials?	**0 points** - no significant changes in the last 4 or more years; **1 point** - minor changes, but majority of key staff and officials have not changed in the last 4 years; **2 points** - significant key staff or elected leadership changes within the last 3 years; **3 points** - significant key staff and elected leadership changes within the last 3 years	0
	What is the LPA's history with federal-aid funded transportation projects?	**0 points** - One or more federal-aid funded transportation projects initiated per year; **1 point** - At least one project initiated within the past three years; **2 points** - AT least one project initiated within the past 5 years; **3 points** - None or more than 5 years	0
	Does LPA have qualified technical staff with experience managing federal-aid funded transportations through IDOT?	**0 points -** Full-time employee with experience designated as being in "responsible charge"; **1 point** - LPA has qualified technical staff, but will be utilizing an engineering consultant to manage day-to-day with LPA technical staff oversight; **2 points** - LPA has no technical staff and all technical work will be completed by consultant, but LPA staff has prior experience with federal-aid projects; **3 points** - LPA staff have no prior experience or technical expertise and relying solely on consultant	0
	Has the LPA been untimely in submitting invoicing, reporting on federal-aid projects as required in 2 CFR 200, and or audits as required?	**0 points** - No; **1 point** - Delays of 6 or more months; **2 points** - Delays of up to 1 year; **3 points** - 1 year or more years of delay	0
Financial Controls	Are the annual financial statements prepared in accordance with Generally Accepted Accounting Principles or on a basis acceptable by the regulatory agency?	**0 points** - yes; **3 points** - no	0
	What is the LPA's accounting system?	**0 points** - Automated accounting software; **1 point** - Spreadsheets; **2 points** - paper only; **3 points** - none	0
	Does the organization have written policies and procedures regarding proper segregation of duties for fiscal activities that include but are not limited to: a) authorization of transactions; b) recordkeeping for receipts and payments; and c) cash management?	**0 points** - yes; **3 points** - no	0
Audits	When was the last time a financial statement audit was conducted?	**0 points** - in the past year; **1 point** - in the past two years; **2 points** - in the past three years; **3 points** - 4 years or more, or never	0
	What type of financial statement audit has the organization had conducted?	**0 points** - Single Audit/Program Specific Audit in accordance with 2 CFR 200.501 or Financial audit conducted in accordance with Generally Accepted Auditing Standards or Generally Accepted Government Auditing Standards; **1 point** - Financial review?; **2 points** Other type? or no audit required; **3 points** - none	0
	Did the most recent audit disclose findings considered to be significant deficiencies or material weaknesses?	**0 points** - no; **3 points** - yes, or no audits required	0
	Have the findings been resolved?	**0 points** - yes or no findings; **1 point** - in progress; **3 points** - no	0

Summary of Risk	
General History of Performance	0
Financial Controls	0
Audits	0
Total	0

District Review Signature & Date

Central Office Review Signature & Date

Additional Requirements? ☐ Yes ☐ No

746

Local Public Agency	Section Number	State Job Number	Project Number
County of Kane	19-00514-00-WR	C9120123	0EIW(017)

SCHEDULE NUMBER 4
Attestation on Single Audit Compliance

1. In the prior fiscal year, did County of Kane (LPA) expend more than $750,000 in federal funds in aggregate from all federal sources?

   ☒ Yes ☐ No

2. Does the County of Kane (LPA) anticipate expending more than $750,000 in federal funds in aggregate from all federal sources in the current County of Kane (LPA) fiscal year?

   ☒ Yes ☐ No

If answers to question 1 and 2 are no, please proceed to the signature section.
If answer to question 1 is yes, please answer question 3a.
If answer to question 2 is yes, please answer question 3b.

3. A single audit must be conducted in accordance with Subpart F of 2 CFR 200 if $750,000 or more in federal funds are expended in a single fiscal year.

   a. Has the County of Kane (LPA) performed a single audit for their previous fiscal year?

   ☒ Yes ☐ No

   i. If yes, has the audit be filed with the Illinois Office of the Comptroller in accordance with 50 ILCS 310 (*see also 55 ILCS 5 & 65 ILCS 5 & 60 ILCS 1/80)*?

   ☒ Yes ☐ No

   b. For the current fiscal year, does the County of Kane (LPA) intend to comply with Subpart F of 2 CFR 200?

   ☒ Yes ☐ No

By completing this attestation, I certify that I have authority to sign this attestation on behalf of the LPA; and that the foregoing information is correct and complete to the best of my knowledge and belief.

Name	Title	LPA
Carl Schoedel	County Engineer	County of Kane

Signature & Date

Carl Schoedel Digitally signed by Carl Schoedel Date: 2025.01.11 14:09:39 -06'00'

Instructions for BLR 05310C Page 1 of 4

NOTE: Form instructions should not be included when the form is submitted.

This form shall be used when a local public agency (LPA) project involves Federal-Aid, with or without state funds and this standard form is sufficient to describe all details of the agreement. For more information refer to the Bureau of Local Roads and Streets (BLRS) Manual, Chapter 5. For signature requirements refer to Chapter 2, Section 3.05(b) of the BLRS manual. When filling out this form electronically, once a field is initially completed, fields requiring the same information will be auto-populated.

Local Public Agency

Name of Local Public Agency	Insert the name of the LPA.
County	Insert the name of the county in which the LPA is located.
Section Number	Insert the section without dashes. The dashes are automatically inserted.
Fund Type	Insert the funding type(s) being used for this project (e.g. STU, STR, ITEP, etc.).
ITEP, SRTS, HSIP, Number	Insert the ITEP, SRTS, HSIP number assigned to this project.
MPO Name	From the drop-down choose the MPO in which the project is located. If the project is not located within an MPO, select N/A. Types to choose from are:

Bi-State	Bi-State Regional Commission
CMAP	Chicago Metropolitan Planning Organization
CUUATS	Champaign/Urbana Urban Area Transportation Study
DATS	Danville Area Transportation Study
DMATS	Dubuque
DSATS	DeKalb/Sycamore Area Transportation Study
DUATS	Decatur Urbanized Area Transportation Study
EWGCG	East-West Gateway Council of Governments
KATS	Kankakee Area Transportation Study
MCRPC	McLean County Regional Planning Commission
PPUATS	Peoria/Pekin Urban Area Transportation Study
RPC	Region 1 Planning Council
SATS	Springfield Area Transportation Study
SEMPO	South East Metropolitan Planning Organization
SIMPO	Southern Illinois Metropolitan Planning Organization
SLATS	State Line Area Transportation Study

MPO Tip Number	Insert MPO Tip Number assigned to this project, this is required for all projects located within the MPO planning boundaries if applicable. If not, insert "N/A"
Construction	
Job Number	Insert the job number assigned for the construction portion, the number will begin with a "C"
Project Number	Insert the project number assigned to the construction portion of this project.
Local Let/Day Labor	Check this box if the construction portion of this project will be local let or day labor.
Construction on State Letting	Check this box if the construction portion of this project will be on a state held letting.
Construction Engineering	Check this box if the construction portion of this project will involve construction engineering.
Utilities	Check this box if the construction portion of this project will involve utility work.
Railroad Work	Check this box if the construction portion of this project will involve railroad work.
Location	**Use the add location bu**
Local Street/Road Name	Insert the local street/road name.
Key Route	Insert the key route of the street/road listed above.
Length	Insert the length in miles as it pertains to the location listed above. For a structure insert 0.01.
Station	
From	Insert the beginning station of the project as it pertains to the key route for this location for this project
To	Insert the ending station of the project as it pertains to the key route for this location for this project.
Location Termini	Insert the beginning and ending termini as it pertains to this location for this project.
Existing Structure Number(s)	Insert the existing structure number(s) for this project.

Use the add location button to add additional locations if needed for up to a total of five locations. If there are more than five locations, use various.

Project Description

Project Description	Insert a description of the work to be accomplished by this project.

Agreement Signatures Execution

Local Public Agency	The appropriate LPA official shall insert their name, sign, and date. Insert the LPA's TIN number, DUNS Number, and the UEI (note the UEI will be replacing the DUNS Number https://sam.gov/content/duns-uei).
Illinois Dept. of Transportation	The appropriate IDOT official shall sign and date here.

Schedules

Within the schedule table, check the box as applicable. Insert the item number of the schedule and a description of the item.

1. Location Map - Attach a location map to this agreement showing all locations being improved by this project.
2. Location Map - Attach a location map to this agreement showing all locations being improved by this project.
3. Division of Cost — See separate instructions for completing this page. (All Agreements)
4. Risk Assessment - See separate instructions for completing these pages. (All Agreements)
5. Attestations - See separate instructions for completing this page. (All Agreements)
6. Resolution — The LPA must pass an appropriation resolution covering the local share of the project and must grant signature authority to the signee. Attach the resolution as Schedule 5. (check the box at the bottom of Agreement Signatures page) If BLR 09110 or BLR 09120 are used to appropriate local fund, attach these forms to the signature authorization resolution.

For additional schedules, check the selection box and insert a schedule number and a short schedule description / name and attach it to the agreement.

Division of Cost (Schedule 1) Instructions

When the LPA desires to use one or more lump-sum amounts before the federal percentage is calculated, specify the order in which it should be used and the "not to exceed" amount. The following provides an example of the wording that may be used:

Lump-sum $60,000 TARP funds not to exceed 50% of final cost of project credited to the project to be utilized first.
Lump-sum to be utilized second not to exceed $20,000 EDP funds.
Lump-sum to be utilized third not to exceed $40,000 SMA funds.

These specified amounts will be used in sequence, with the federal and local percentages calculated after they are deducted.

When the LPA desires to use a percent "not to exceed" commitment, the federal and state funds will be used concurrently at the specified percentages up the the "not to exceed" amount.

Example: Maximum STR participation 80% not to exceed $100,000.
Lump-sum SMA not to exceed $20,000 to be used as a match to the federal funds.

Be advised that the "not to exceed" amount specified under a percentage commitment will be tied up and unavailable for programming until the project is closed out and a documentation review has been completed by IDOT or FHWA, if required.

Use a separate line for each type of work as it relates to the fund type for federal, state and/or LPA funds.

Type of Work	Choose the type of work from the drop-down list. Types to choose from are: Participating Construction, Non-Participating Construction, Construction Engineering, Railroads, Utilities, and Materials.
Federal Funds	If federal funds are being used on this project complete the following for federal funds.
Fund Type	Choose the type of federal fund type from the drop-down.
Amount	Insert the amount of federal funds for the type of listed under fund type.
%	Insert the percentage of federal funds for this type.
State Funds	If state funds are being used on this project complete with following for state funds.
Fund Type	Choose the type of state fund type from the drop-down.
Amount	Insert the amount of state funds for the type of listed under fund type.
%	Insert the percentage of state funds for this type.
Local Public Agency Funds	
Fund Type	Choose the type of LPA funds from the drop-down.
Amount	Insert the amount of LPA funds for the type of listed under fund type.
%	Insert the percentage of LPA funds for this type.
Explanation	Insert any necessary additional information as to how the funding is being applied for this project.

For State-Let Construction Projects

Method of Financing	This area is for state-let contract only. Check one.
Method A	If this box is checked, insert the dollar amount equal to 80% of the LPA's total obligation.
Method B	If this box is checked, insert the number of monthly payments needed to repay 80% of the LPA's estimated obligation.
Method C	If this box is checked, insert the dollar amount of the LPA's share of the construction costs for this project.

LRS Federal Funds Risk Assessment (Schedule 3) Instructions

The LPA shall complete the risk assessment to the best of their knowledge.
District staff will review the assessment and make recommendations for risk monitoring based on the results of the assessment. If monitoring is required above normal policy procedures, those requirements shall be itemized in the Additional Requirements box. Appropriate full-time district staff will approve the assessment by signing and dating in the box provided.

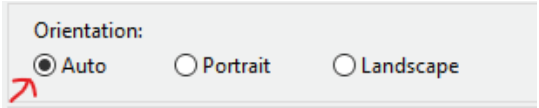
Attestation on Single Audit Compliance (Schedule 4) Instructions

The LPA shall complete the risk assessment to the best of their knowledge.
The appropriate local agency official shall certify the attestation by signing and dating in the box provided.

A minimum of two (2) originals executed by the LPA must be submitted to the District through it s Regional Engineer's Office.
If the DocuSign process is used no physical copies are required to be submitted.

Upon execution distribution will be as follows:

LPA
Bureau of Local Roads & Streets

Printing Instructions	For the document to print properly, please make sure "Orientation" is set to "Auto" (see image below) within the print dialog window. If this setting is not chosen, then some pages may be cut off during the printing process. 

Sample Resolution

RESOLUTION No:_____

A Resolution for:
Section No: _____
Job No.: _____
Project No.: _____

WHEREAS, the [*city, village, town, county*} of _____ is proposing to _____.

WHEREAS, the above stated improvement will necessitate the use of funding provided through the Illinois Department of Transportation (IDOT); and signee

WHEREAS, the use of these funds requires a joint funding agreement (AGREEMENT) with IDOT; and

WHEREAS, the improvement requires matching funds; and

NOW, THEREFORE, be it resolved by the *{Board}*:

Section 1: The *{Board}* hereby appropriates $_____, _____or as much as may be needed to match the required funding to complete the proposed improvement from *{Local fund source}* and furthermore agree to pass a supplemental resolution if necessary to appropriate additional funds for completion of the project.

Section 2: The *{Local Official or delegate}* is hereby authorized to execute an AGREEMENT with IDOT for the above-mentioned project.

Section 3: This resolution will become Attachment 3 of the AGREEMENT.

Section 4: The _____ Clerk of _____ is directed to transmit 3 (three) copies of the AGREEMENT and Resolution to IDOT District __ Bureau of Local Roads and Streets.

I, _____, _____ Clerk in and for _____, Illinois , and keeper of the records and files thereof, as provided by statute, do hereby certify the forgoing to be a true, perfect and complete copy of the resolution approved by the _____ at its meeting on the _____ day of _____, 20__.

IN TESTIMONY WEREOF; I have unto set my hand and seal, at my office, this _____ day of _____, 20__.

_____

_____

(seal) _____



Randall Road at Illinois Route 72
Intersection Improvement

0 500 1,000 2,000 3,000 4,000 Feet

0 1 Miles

N
W E
S

KANE COUNTY Division of Transportation

752

M:\DotserverD\USERS\Shared File System\GIS\Projects\Press Releases\Randall Road\Randall Rd at IL Rte 72_loc map.mxd

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-101

APPROVING A $23,154.00 AMENDMENT TO THE PHASE I/II ENGINEERING SERVICES AGREEMENT WITH KIMLEY HORN AND ASSOCIATES, INC. OF WARRENVILLE, ILLINOIS FOR PLANK ROAD HSIP IMPROVEMENTS, ROMKE ROAD TO BRIER HILL ROAD, KANE COUNTY SECTION NO. 21-00540-00-SP

WHEREAS, pursuant to Resolution No. 22-28, the County of Kane approved a Phase I/II engineering services Agreement (hereinafter the "Agreement") with Kimley Horn Associates, Inc. and appropriated Eight Hundred Seven Thousand Seven Hundred Twenty-Two Dollars ($807,722.00), (hereinafter the "appropriation"); and

WHEREAS, additional engineering services as set forth in the scope of work set forth in the Agreement are desired by the County for the successful completion of the Project; and

WHEREAS, in order to address the need for the additional engineering services, the County desires to amend the Agreement, (hereinafter the "Amendment"), (a copy of which Amendment is on file in the office the Kane County Clerk) by increasing the appropriation of the cost of engineering services an additional $23,154.00; and

WHEREAS, it is in the County's best interest to extend the upper limit of the appropriation as set forth in the Agreement and the Amendment by an additional Twenty-Three Thousand One Hundred Fifty-Four Dollars ($23,154.00) from $807,722.00 to $830,876.00.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the Amendment to the Agreement with Kimley Horn and Associates, Inc. is hereby approved and that the Chairman thereof is hereby authorized to execute the Amendment along with any other documents for the Agreement as amended.

BE IT FURTHER RESOLVED that there is hereby appropriated the sum of Twenty-Three Thousand One Hundred Fifty-Four Dollars ($23,154.00) from Transportation Sales Tax Fund #305, Line Item #50140 (Engineering Services) for a total appropriation for the Agreement and its Amendment not to exceed Eight Hundred Thirty Thousand Eight Hundred Seventy-Six Dollars ($830,876.00).

Line Item: 305.520.527.50140
Line Item Description: Engineering Services
Was Personnel/Item/Service approved in original budget or a subsequent budget revision? Yes
Are funds currently available for this Personnel/Item/Service in the specific line item? Yes
If funds are not currently available in the specified line item, where are the funds available? N/A

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Approving a $23,154.00 Amendment to the Phase I/II Engineering Services Agreement with Kimley Horn and Associates, Inc. of Warrenville, Illinois for Plank Road HSIP Improvements, Romke Road to Brier Hill Road, Kane County Section No. 21-00540-00-SP

Committee Flow:
Transportation Committee, Executive Committee, County Board

Contact:
Jennifer O'Connell, 630.406.7333

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $23,154.00
If not budgeted, explain funding source: N/A	

Summary:

In 2021, staff completed the QBS process to select Kimley Horn for Phase I/ II Engineering Services for this proposed Plank Road HSIP improvement, between Romke Road and Brier Hill Road. Earlier this summer after staff oversaw construction of a similar safety project on another section of Plank Road, it was determined that it is in the County's best interest to mill and resurface the existing pavement as part of this improvement. Additional funds are requested to modify the design and obtain IDOT Phase I and Phase II approvals.

Staff recommends approval of an additional $23,154.00 be added to the existing agreement.

AMENDMENT NO. 1 TO AN AGREEMENT
BETWEEN THE COUNTY OF KANE AND KIMLEY HORN AND ASSOCIATES, INC.
PROFESSIONAL DESIGN ENGINEERING SERVICES
PHASE I & II ENGINEERING FOR PLANK ROAD HSIP IMPROVEMENTS
ROMKE ROAD TO BRIER HILL ROAD
KANE COUNTY SECTION NO. 21-00540-00-SP

PURCHASE ORDER #2022-261

This Amendment No. 1 made this 11th day of February, 2025, to an Agreement between the COUNTY OF KANE, a body corporate and politic of the State of Illinois (hereinafter referred to as the "COUNTY"), and, KIMLEY HORN AND ASSOCIATES, INC., a North Carolina corporation authorized to conduct business in the state of Illinois and an Illinois licensed professional engineering firm, with offices at 4201 Winfield Road. Warrenville, Illinois (hereinafter referred to as the "CONSULTANT"). The COUNTY and the CONSULTANT are sometimes hereinafter collectively referred to as the "PARTIES" and individually as a "PARTY".

RECITALS

WHEREAS, pursuant to Kane County Resolution No. 22-28, the COUNTY and the CONSULTANT entered into a Phase I and II Engineering Services Agreement for the Phase I and II design services for the Plank Road HSIP improvements between Romke Road and Brier Hill Road in the amount of $807,722.00 (hereinafter referred to as the ("Agreement");

NOW, THEREFORE, in consideration of the mutual covenants and obligations set forth in the Agreement between the PARTIES, and their mutual request to modify the Agreement, the PARTIES hereby agree as follows:

1.0 RECITALS INCORPORATED

1.1 The foregoing preambles are incorporated into this Amendment No. 1 as though fully set forth herein,

2.0 AGREEMENT REMAINS IN EFFECT

2.1 The Agreement, shall remain in full force and effect except where the provisions of this Amendment No. 1 conflict with the Agreement, in which case the provisions of this Amendment No. 1 shall supersede and control.

3.0 SCOPE OF SERVICES

3.1 Additional engineering services are to be provided by the CONSULTANT in accordance with the modified scope of services identified within Exhibit "A" and Exhibit "B" attached hereto and are incorporated into Amendment No. 1 by reference..

4.0 COMPENSATION

4.1 Compensation to the CONSULTANT for the additional engineering services identified within Exhibit “A” and Exhibit “B” of this Agreement shall be $23,154.00 based upon the additional services and work identified therein.

4.2 Total payments to the ENGINEER for the engineering services under the terms of the Agreement and this Amendment No. 1 shall not exceed $830,876.00.

5.0 PROJECT SCHEDULE

5.1 The date of termination of the Agreement shall be January 12, 2027, unless otherwise extended by mutual written agreement of the PARTIES or unless otherwise terminated as provided for within the Agreement.

The PARTIES set their hands and seals as of the date written above.

COUNTY OF KANE	KIMLEY HORN AND ASSOCIATES, INC
_____	_____
CORINNE M. PIEROG MADAM CHAIR, KANE COUNTY BOARD	TIM SJOGREN, PE ASSOCIATE
ATTEST:	ATTEST:
_____	_____
JOHN A. CUNNINGHAM KANE COUNTY CLERK	SAGAR SONAR, PE, PTOE PROJECT MANAGER

Scope of Services – Amendment 1

Introduction

The project involves Plank Road from Romke Road to Brier Hill Road and is located in Burlington Township, Kane County, Illinois. Plank Road is under the jurisdiction of the Kane County Division of Transportation. The County is the lead agency for the project. The purpose of the project is to implement roadway safety improvements identified in the Highway Safety Improvement Program (HSIP) funding received by the County. The improvements include shoulder widening, shoulder and center rumble strips, placement of inlaid wet reflective pavement marking along the edge of pavement, and additional ancillary improvements needed to accommodate the proposed widening.

The County would like to amend the scope of improvements to include roadway resurfacing within the project limits. The previously established Right-of-Way (ROW) acquisition will be reviewed for any changes. The final PDR was submitted to IDOT for design approval before the pavement resurfacing was added to the project scope. Phase II PS&E preparation was initiated, and preliminary plans have been prepared. The amendment scope will require revisions to Phase I and II documents completed at this time. It is anticipated that the resurfacing will be completed with County (Local) funds.

Kimley-Horn and Associates, Inc. ("Kimley-Horn" or "Consultant") is pleased to submit this scope of services to the Kane County Division of Transportation ("County") to revise project geometry to include resurfacing of the pavement. Based on our understanding of the project, the Consultant team has developed the following Scope of Services:

Task 1 – Typical Sections

The task will include revising the proposed typical section to include roadway resurfacing.

Task 2 – Profile and Cross-sections

The Consultant will revise roadway geometry including profile and cross-sections to include resurfacing. The edge-of-pavement (EOP) will be matched with previously established EOP for shoulder widening.

Task 3 – Plan and Profile sheets

The previously prepared plan and profile sheets will be revised to show revised roadway geometry and ROW. The revisions will be made in the Phase II plan sheets.

Task 4 – MOT Typical Sections

The task will include revising the proposed typical section to include roadway resurfacing.

Task 5 – Quantities and Cost Estimate

The project quantities and cost estimate will be revised to include proposed resurfacing.

Task 6 – Project Development Report (PDR)

The Consultant will revise the final PDR to include roadway resurfacing that include updates to the report text, cost estimate, and exhibits.

Scope of Services – Amendment 1

Task 7 – IDOT Coordination

The Consultant will coordinate the scope revisions with IDOT and assist the County with PPI update.

Task 8 – QA/QC

It is the Consultant's policy that all deliverables, reports and studies be checked and reviewed under our QC Program to ensure a timely and accurate submittal of deliverables. This process includes review of documents by qualified and experienced personnel.

Estimate of Manhours

Plank Road Resurfacing Revisions
Segment 2 - Romke Road to Brier Hill Road

#	Task	Details	Segment 2
1	Typical Sections	1 typical	2
2	Profile and Cross-sections	0.25 hr / xs	62
3	Plan and Profile sheets	4 hr / sht	28
4	MOT Typical Sections	1 typical	2
5	Quantities and Cost Estimate		4
6	Project Report		16
7	IDOT Coordination		8
8	QC		5
		Total	126

Illinois Department of Transportation

COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

FIXED RAISE

Local Public Agency	County	Section Number
Kane County Division of Transportation	Kane	

Prime Consultant (Firm) Name	Prepared By	Date
Kimley-Horn and Associates	Sagar Sonar	11/10/2024

Consultant / Subconsultant Name	Job Number
Kimley-Horn and Associates	

Note: This is name of the consultant the CECS is being completed for. This name appears at the top of each tab.

Remarks

Amendement to include resurfacing of Plank Road, Romke Rd to Brier Hill Rd

PAYROLL ESCALATION TABLE

CONTRACT TERM	12	MONTHS	OVERHEAD RATE	196.54%
START DATE	12/16/2024		COMPLEXITY FACTOR	
RAISE DATE	7/1/2025		% OF RAISE	2.00%
END DATE	12/15/2025			

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	12/16/2024	7/1/2025	7	58.33%
1	7/2/2025	12/1/2025	5	42.50%

The total escalation = 0.83%

Local Public Agency	County	Section Number
Kane County Division of Transportation	Kane	

Consultant / Subconsultant Name	Job Number
Kimley-Horn and Associates	

PAYROLL RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET FIXED RAISE

MAXIMUM PAYROLL RATE	**86.00**
ESCALATION FACTOR	**0.83%**

CLASSIFICATION	IDOT PAYROLL RATES ON FILE	CALCULATED RATE
Principal	$86.00	$86.00
Senior Project Manager	$86.00	$86.00
Senior Project Engineer	$73.91	$74.53
Project Engineer	$64.90	$65.44
Design Engineer 1	$36.03	$36.33
Design Engineer 2	$38.63	$38.95
Design Engineer 3	$43.50	$43.86
Design Engineer 4	$47.67	$48.07
Design Engineer 5	$53.18	$53.62
Senior Designer	$58.51	$59.00
Technician	$31.02	$31.28
Admin. Assistant	$37.27	$37.58
Secretary/Clerical	$33.13	$33.41
Sr Admin Assistant	$70.29	$70.88

Local Public Agency
Kane County Division of Transportation

County
Kane

Section Number

Consultant / Subconsultant Name
Kimley-Horn and Associates

Job Number

COST ESTIMATE WORKSHEET

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

OVERHEAD RATE 196.54%

COMPLEXITY FACTOR 0

TASK	DIRECT COSTS (not included in row totals)	STAFF HOURS	PAYROLL	OVERHEAD & FRINGE BENEFITS	FIXED FEE	SERVICES BY OTHERS	TOTAL	% OF GRAND TOTAL
Typical Sections		2	88	172	29		289	1.25%
Profile and Cross-sections		62	3,214	6,318	1,061		10,593	45.75%
Plan and Profile sheets		28	1,464	2,877	483		4,824	20.83%
MOT Typical Sections		2	97	192	32		321	1.39%
Quantities and Cost Estimate		4	185	364	61		610	2.63%
Project Report		16	968	1,902	319		3,189	13.77%
IDOT Coordination		8	580	1,140	191		1,911	8.25%
QC		5	430	845	142		1,417	6.12%
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
Subconsultant DL							$0.00	
Direct Costs Total ===>	$0.00						**$0.00**	
TOTALS		127	7,026	13,810	2,318	-	23,154	100.00%
			20,836					

Local Public Agency
Kane County Division of Transportation

County
Kane

Section Number

Consultant / Subconsultant Name
Kimley-Horn and Associates

Job Number

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			Typical Sections			Profile and Cross-sections			Plan and Profile sheets			MOT Typical Sections			Quantities and Cost Estimate		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Principal	86.00	0.0																	
Senior Project Manager	86.00	19.0	14.96%	12.87				6	9.68%	8.32	2	7.14%	6.14						
Senior Project Engineer	74.53	0.0																	
Project Engineer	65.44	0.0																	
Design Engineer 1	36.33	0.0																	
Design Engineer 2	38.95	0.0																	
Design Engineer 3	43.86	64.0	50.39%	22.10	2	100.00%	43.86	40	64.52%	28.30	16	57.14%	25.06	1	50.00%	21.93	3	75.00%	32.90
Design Engineer 4	48.07	0.0																	
Design Engineer 5	53.62	2.0	1.57%	0.84										1	50.00%	26.81	1	25.00%	13.41
Senior Designer	59.00	42.0	33.07%	19.51				16	25.81%	15.23	10	35.71%	21.07						
Technician	31.28	0.0																	
Admin. Assistant	37.58	0.0																	
Secretary/Clerical	33.41	0.0																	
Sr Admin Assistant	70.88	0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
TOTALS		127.0	100%	$55.33	2.0	100.00%	$43.86	62.0	100%	$51.85	28.0	100%	$52.28	2.0	100%	$48.74	4.0	100%	$46.30

Local Public Agency
Kane County Division of Transportation

County
Kane

Section Number

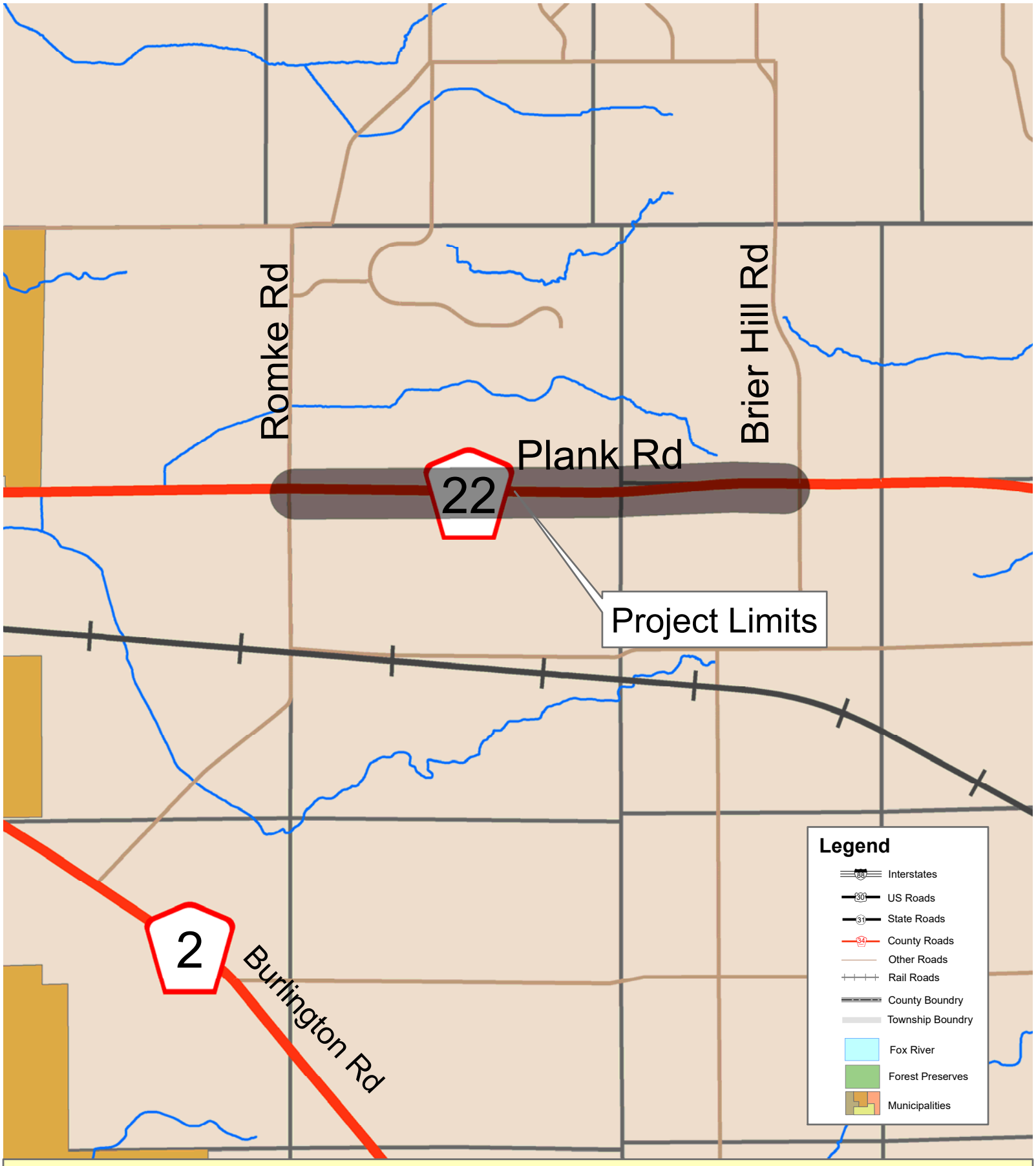
Consultant / Subconsultant Name
Kimley-Horn and Associates

Job Number

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

PAYROLL CLASSIFICATION	AVG HOURLY RATES	Project Report			IDOT Coordination			QC											
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Principal	86.00																		
Senior Project Manager	86.00	2	12.50%	10.75	4	50.00%	43.00	5	100.00%	86.00									
Senior Project Engineer	74.53																		
Project Engineer	65.44																		
Design Engineer 1	36.33																		
Design Engineer 2	38.95																		
Design Engineer 3	43.86	2	12.50%	5.48															
Design Engineer 4	48.07																		
Design Engineer 5	53.62																		
Senior Designer	59.00	12	75.00%	44.25	4	50.00%	29.50												
Technician	31.28																		
Admin. Assistant	37.58																		
Secretary/Clerical	33.41																		
Sr Admin Assistant	70.88																		
TOTALS		16.0	100%	$60.48	8.0	100%	$72.50	5.0	100%	$86.00	0.0	0%	$0.00	0.0	0%	$0.00	0.0	0%	$0.00



Section Number 21-00540-00-SP
HISP Plank Road - Romke Road to Brier Hill Road



N
W E
S

0 480 960 1,920 2,880 3,840 Feet

KANE COUNTY Division of Transportation 766

M:\DotserverD\USERS\Shared File System\GIS\Projects\Press Releases\Plank Road\Plank Rd - Romke Rd to Brier Hill Rd HISP loc map.mxd

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-100

APPROVING A $25,698.00 AMENDMENT TO THE PHASE I/II ENGINEERING SERVICES AGREEMENT WITH KIMLEY HORN AND ASSOCIATES, INC. OF WARRENVILLE, ILLINOIS FOR PLANK ROAD HSIP IMPROVEMENTS, COUNTY LINE ROAD TO ENGEL ROAD, KANE COUNTY SECTION NO. 22-00553-00-SP

WHEREAS, pursuant to Resolution No. 23-49, the County of Kane approved a Phase I/II engineering services Agreement (hereinafter the "Agreement") with Kimley Horn Associates, Inc. and appropriated Seven Hundred Fourteen Thousand Two Hundred Forty-Seven Dollars ($714,247.00), (hereinafter the "appropriation"); and

WHEREAS, additional engineering services as set forth in the scope of work set forth in the Agreement are desired by the County for the successful completion of the Project; and

WHEREAS, in order to address the need for the additional engineering services, the County desires to amend the Agreement, (hereinafter the "Amendment"), (a copy of which Amendment is on file in the office the Kane County Clerk) by increasing the appropriation of the cost of engineering services an additional $25,698.00; and

WHEREAS, it is in the County's best interest to extend the upper limit of the appropriation as set forth in the Agreement and the Amendment by an additional Twenty-Five Thousand Six Hundred Ninety-Eight Dollars ($25,698.00) from $714,247.00 to $739,945.00.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the Amendment to the Agreement with Kimley Horn and Associates, Inc. is hereby approved and that the Chairman thereof is hereby authorized to execute the Amendment along with any other documents for the Agreement as amended.

BE IT FURTHER RESOLVED that there is hereby appropriated the sum of Twenty-Five Thousand Six Hundred Ninety-Eight Dollars ($25,698.00) from Transportation Sales Tax Fund #305, Line Item #50140 (Engineering Services) for a total appropriation for the Agreement and its Amendment not to exceed Seven Hundred Thirty-Nine Thousand Nine Hundred Forty-Five Dollars ($739,945.00).

Line Item: 305.520.527.50140
Line Item Description: Engineering Services
Was Personnel/Item/Service approved in original budget or a subsequent budget revision? Yes
Are funds currently available for this Personnel/Item/Service in the specific line item? Yes
If funds are not currently available in the specified line item, where are the funds available? N/A

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Approving a $25,698.00 Amendment to the Phase I/IIEngineering Services Agreement with Kimley Horn and Associates, Inc. of Warrenville, Illinois for Plank Road HSIP Improvements, County Line Road to Engel Road, Kane County Section No. 22-00553-00-SP

Committee Flow:
Transportation Committee, Executive Committee, County Board

Contact: Jennifer O'Connell, 630.406.7333

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $25,698.00
If not budgeted, explain funding source: N/A	

Summary:

In 2022, staff completed the QBS process to select Kimley Horn for Phase I/II Engineering Services for the proposed Plank Road HSIP improvement. Earlier this summer after staff oversaw construction of a similar safety project on another section of Plank Road, it was determined that it is in the County's best interest to mill and resurface the existing pavement as part of this improvement. Additional funds are requested to modify the design and obtain IDOT Phase I and Phase II approvals.

Staff recommends approval of an additional $25,698.00 be added to the existing agreement.

AMENDMENT NO. 1 TO AN AGREEMENT
BETWEEN THE COUNTY OF KANE AND KIMLEY HORN AND ASSOCIATES, INC.
PROFESSIONAL DESIGN ENGINEERING SERVICES
PHASE I & II ENGINEERING FOR PLANK ROAD HSIP IMPROVEMENTS
W. COUNTY LINE ROAD TO ENGEL ROAD AND RECESSED REFLECTIVE PAVEMENT MARKER HSIP INSTALLATION ON VARIOUS COUNTY ROUTES
KANE COUNTY SECTION NOS. 22-00553-00-SP AND 22-00557-00-SP

PURCHASE ORDER #2023-507

This Amendment No. 1 made this 11th day of February, 2025, to an Agreement between the COUNTY OF KANE, a body corporate and politic of the State of Illinois (hereinafter referred to as the "COUNTY"), and, KIMLEY HORN AND ASSOCIATES, INC., a North Carolina corporation authorized to conduct business in the state of Illinois and an Illinois licensed professional engineering firm, with offices at 4201 Winfield Road. Warrenville, Illinois (hereinafter referred to as the "CONSULTANT"). The COUNTY and the CONSULTANT are sometimes hereinafter collectively referred to as the "PARTIES" and individually as a "PARTY".

RECITALS

WHEREAS, pursuant to Kane County Resolution No. 23-49, the COUNTY and the CONSULTANT entered into a Phase I and II Engineering Services Agreement for the Phase I and II design services for the Plank Road HSIP improvements between W. County Line Road and Engel Road and for Recessed Reflective Pavement Marker HSIP installation on various county routes in the amount of $714,247.00 (hereinafter referred to as the ("Agreement");

NOW, THEREFORE, in consideration of the mutual covenants and obligations set forth in the Agreement between the PARTIES, and their mutual request to modify the Agreement, the PARTIES hereby agree as follows:

1.0 RECITALS INCORPORATED

1.1 The foregoing preambles are incorporated into this Amendment No. 1 as though fully set forth herein,

2.0 AGREEMENT REMAINS IN EFFECT

2.1 The Agreement, shall remain in full force and effect except where the provisions of this Amendment No. 1 conflict with the Agreement, in which case the provisions of this Amendment No. 1 shall supersede and control.

3.0 SCOPE OF SERVICES

3.1 Additional engineering services are to be provided by the CONSULTANT in accordance with the modified scope of services identified within Exhibit "A" and Exhibit "B" attached hereto and are incorporated into Amendment No. 1 by reference..

4.0 COMPENSATION

4.1 Compensation to the ENGINEER for the additional engineering services identified within Exhibit "A" and Exhibit "B" of this Agreement shall be $25,698.00 based upon the additional services and work identified therein.

4.2 Total payments to the ENGINEER for the engineering services under the terms of the Agreement and this Amendment No. 1 shall not exceed $739,945.00.

5.0 PROJECT SCHEDULE

5.1 The date of termination of the Agreement shall be January 12, 2027, unless otherwise extended by mutual written agreement of the PARTIES or unless otherwise terminated as provided for within the Agreement.

The PARTIES set their hands and seals as of the date written above.

COUNTY OF KANE	KIMLEY HORN AND ASSOCIATES, INC
_____	_____
CORINNE M. PIEROG MADAM CHAIR, KANE COUNTY BOARD	TIM SJOGREN, PE ASSOCIATE
ATTEST:	ATTEST:
_____	_____
JOHN A. CUNNINGHAM KANE COUNTY CLERK	SAGAR SONAR, PE, PTOE PROJECT MANAGER

Kimley»Horn

Scope of Services – Amendment 1

Introduction

The project involves Plank Road from County Line Road to Engel Road and is located in Burlington Township, Kane County, Illinois. Plank Road is under the jurisdiction of the Kane County Division of Transportation. The County is the lead agency for the project. The purpose of the project is to implement roadway safety improvements identified in the Highway Safety Improvement Program (HSIP) funding received by the County. The improvements include shoulder widening, shoulder and center rumble strips, placement of inlaid wet reflective pavement marking along the edge of pavement, and additional ancillary improvements needed to accommodate the proposed widening.

The County would like to amend the scope of improvements to include roadway resurfacing within the project limits. The roadway resurfacing also requires evaluation of superelevation along three horizontal curves and identifying design revisions to ensure the curves meet current design criteria. The previously established Right-of-Way (ROW) acquisition will be reviewed for any changes. The project is currently in Phase I and will require revisions to documents completed at this time. It is anticipated that the resurfacing will be completed with County (Local) funds.

Kimley-Horn and Associates, Inc. ("Kimley-Horn" or "Consultant") is pleased to submit this scope of services to the Kane County Division of Transportation ("County") to revise project geometry to include resurfacing of the pavement. Based on our understanding of the project, the Consultant team has developed the following Scope of Services:

Task 1 – Typical Sections

The task will include revising the proposed typical section to include roadway resurfacing.

Task 2 – Profile and Cross-sections

The Consultant will revise roadway geometry including profile and cross-sections to include resurfacing. The edge-of-pavement (EOP) will be matched with previously established EOP for shoulder widening.

Task 3 – Plan and Profile sheets

The previously prepared plan and profile sheets will be revised to show revised roadway geometry and ROW.

Task 4 – Superelevation Evaluation

With the inclusion of pavement resurfacing, it will be necessary to address any geometric deficiencies that affects roadway safety. The three curves will be reviewed for geometric deficiencies including curve radii and superelevation. The roadway cross-section along the curves will be reviewed to correct deficient superelevation to meet IDOT BLR&S criteria. Roadway reconstruction, partial or complete, may be required to achieve necessary superelevation. Revisions to the drainage design and ROW may be necessary to provide the superelevation. ROW coordination letter will be prepared if additional parcels are impacted by the revised design.

Scope of Services – Amendment 1

Task 5 – MOT Typical Sections

The task will include revising the proposed typical section to include roadway resurfacing. It is anticipated that the reconstruction of the curves will be completed in stages without a detour.

Task 6 – Quantities and Cost Estimate

The project quantities and cost estimate will be revised to include proposed resurfacing and reconstruction if necessary to provide necessary superelevation along the curves.

Task 7 – Project Development Report (PDR)

The Consultant will revise the draft PDR to include roadway resurfacing that include updates to the report text, cost estimate, and exhibits.

Task 8 – IDOT Coordination

The Consultant will coordinate the scope revisions with IDOT and assist the County with PPI revisions.

Task 9 – QA/QC

It is the Consultant's policy that all deliverables, reports and studies be checked and reviewed under our QC Program to ensure a timely and accurate submittal of deliverables. This process includes review of documents by qualified and experienced personnel.

Estimate of Manhours

Plank Road Resurfacing Revisions
Segment 3 - County Line Road to Engel Road

#	Task	Details	Segment 3
1	Typical Sections	1 typical	2
2	Profile and Cross-sections	0.25 hr / xs	41
3	Plan and Profile sheets	4 hr / sht	20
4	Superelevation evaluation	16 hrs/curve	48
5	MOT Typical Sections	1 typical	2
6	Quantities and Cost Estimate		4
7	Project Report		16
8	IDOT Coordination		2
9	QC		5
		Sub-Total	141

Illinois Department of Transportation

COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

FIXED RAISE

Local Public Agency	County	Section Number
Kane County Division of Transportation	Kane	

Prime Consultant (Firm) Name	Prepared By	Date
Kimley-Horn and Associates	Sagar Sonar	11/21/2024

Consultant / Subconsultant Name	Job Number
Kimley-Horn and Associates	

Note: This is name of the consultant the CECS is being completed for. This name appears at the top of each tab.

Remarks

Amendement to include resurfacing of Plank Road, County Line Rd to Engel Rd

PAYROLL ESCALATION TABLE

CONTRACT TERM	12	MONTHS	OVERHEAD RATE	196.54%
START DATE	12/16/2024		COMPLEXITY FACTOR	
RAISE DATE	7/1/2025		% OF RAISE	2.00%
END DATE	12/15/2025			

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	12/16/2024	7/1/2025	7	58.33%
1	7/2/2025	12/1/2025	5	42.50%

The total escalation = 0.83%

Local Public Agency	County	Section Number
Kane County Division of Transportation	Kane	

Consultant / Subconsultant Name	Job Number
Kimley-Horn and Associates	

PAYROLL RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET FIXED RAISE

MAXIMUM PAYROLL RATE	**86.00**
ESCALATION FACTOR	**0.83%**

CLASSIFICATION	IDOT PAYROLL RATES ON FILE	CALCULATED RATE
Principal	$86.00	$86.00
Senior Project Manager	$86.00	$86.00
Senior Project Engineer	$73.91	$74.53
Project Engineer	$64.90	$65.44
Design Engineer 1	$36.03	$36.33
Design Engineer 2	$38.63	$38.95
Design Engineer 3	$43.50	$43.86
Design Engineer 4	$47.67	$48.07
Design Engineer 5	$53.18	$53.62
Senior Designer	$58.51	$59.00
Technician	$31.02	$31.28
Admin. Assistant	$37.27	$37.58
Secretary/Clerical	$33.13	$33.41
Sr Admin Assistant	$70.29	$70.88

Local Public Agency
Kane County Division of Transportation

County
Kane

Section Number

Consultant / Subconsultant Name
Kimley-Horn and Associates

Job Number

COST ESTIMATE WORKSHEET

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

OVERHEAD RATE 196.54%

COMPLEXITY FACTOR 0

TASK	DIRECT COSTS (not included in row totals)	STAFF HOURS	PAYROLL	OVERHEAD & FRINGE BENEFITS	FIXED FEE	SERVICES BY OTHERS	TOTAL	% OF GRAND TOTAL
Typical Sections		2	88	172	29		289	1.12%
Profile and Cross-sections		41	2,130	4,187	703		7,020	27.32%
Plan and Profile sheets		20	1,022	2,009	337		3,368	13.11%
Superelevation Evaluation		48	2,733	5,371	902		9,006	35.05%
MOT Typical Sections		2	97	192	32		321	1.25%
Quantities and Cost Estimate		4	185	364	61		610	2.37%
Project Report		16	968	1,902	319		3,189	12.41%
IDOT Coordination		2	145	285	48		478	1.86%
QC		5	430	845	142		1,417	5.51%
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
Subconsultant DL							$0.00	
Direct Costs Total ===>	$0.00						**$0.00**	
TOTALS		140	7,798	15,327	2,573	-	25,698	100.00%
			23,125					

Local Public Agency
Kane County Division of Transportation

County
Kane

Section Number

Consultant / Subconsultant Name
Kimley-Horn and Associates

Job Number

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			Typical Sections			Profile and Cross-sections			Plan and Profile sheets			Superelevation Evaluation			MOT Typical Sections		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Principal	86.00	0.0																	
Senior Project Manager	86.00	19.0	13.57%	11.67				5	12.20%	10.49	2	10.00%	8.60	4	8.33%	7.17			
Senior Project Engineer	74.53	0.0																	
Project Engineer	65.44	0.0																	
Design Engineer 1	36.33	0.0																	
Design Engineer 2	38.95	0.0																	
Design Engineer 3	43.86	58.0	41.43%	18.17	2	100.00%	43.86	28	68.29%	29.95	14	70.00%	30.70	8	16.67%	7.31	1	50.00%	21.93
Design Engineer 4	48.07	0.0																	
Design Engineer 5	53.62	18.0	12.86%	6.89										16	33.33%	17.87	1	50.00%	26.81
Senior Designer	59.00	45.0	32.14%	18.96				8	19.51%	11.51	4	20.00%	11.80	20	41.67%	24.58			
Technician	31.28	0.0																	
Admin. Assistant	37.58	0.0																	
Secretary/Clerical	33.41	0.0																	
Sr Admin Assistant	70.88	0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
TOTALS		140.0	100%	$55.70	2.0	100.00%	$43.86	41.0	100%	$51.95	20.0	100%	$51.10	48.0	100%	$56.93	2.0	100%	$48.74

Local Public Agency
Kane County Division of Transportation

County
Kane

Section Number

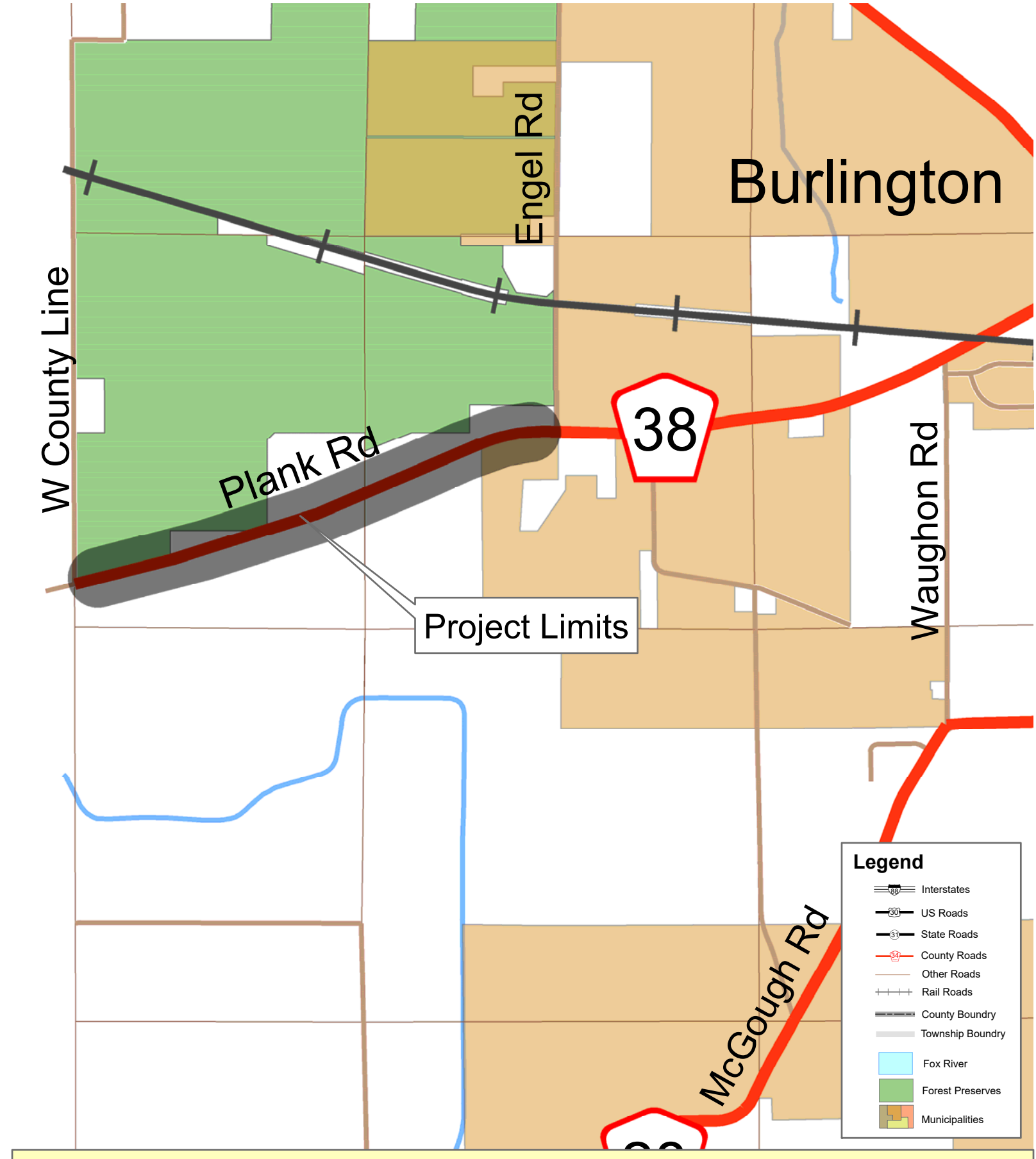
Consultant / Subconsultant Name
Kimley-Horn and Associates

Job Number

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

PAYROLL CLASSIFICATION	AVG HOURLY RATES	Quantities and Cost Estimate			Project Report			IDOT Coordination			QC								
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Principal	86.00																		
Senior Project Manager	86.00				2	12.50%	10.75	1	50.00%	43.00	5	100.00%	86.00						
Senior Project Engineer	74.53																		
Project Engineer	65.44																		
Design Engineer 1	36.33																		
Design Engineer 2	38.95																		
Design Engineer 3	43.86	3	75.00%	32.90	2	12.50%	5.48												
Design Engineer 4	48.07																		
Design Engineer 5	53.62	1	25.00%	13.41															
Senior Designer	59.00				12	75.00%	44.25	1	50.00%	29.50									
Technician	31.28																		
Admin. Assistant	37.58																		
Secretary/Clerical	33.41																		
Sr Admin Assistant	70.88																		
TOTALS		4.0	100%	$46.30	16.0	100%	$60.48	2.0	100%	$72.50	5.0	100%	$86.00	0.0	0%	$0.00	0.0	0%	$0.00



HSIP Plank Road - West County Line Road to Engel Road





0 400 800 1,600 2,400 3,200 Feet

KANE COUNTY Division of Transportation 780

M:\DotserverD\USERS\Shared File System\GIS\Projects\Press Releases\Plank Road\Plank Rd - Engel Rd to Waughon Rd loc map.mxd

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-094

APPROVING A $65,434.50 COUNTY SHARE AND CONTRACT FOR CONSTRUCTION WITH PRECISION PAVEMENT MARKINGS INC. OF PINGREE GROVE, ILLINOIS FOR COUNTYWIDE RECESSED REFLECTIVE PAVEMENT MARKERS PROJECT, KANE COUNTY SECTION NO. 22-00557-00-SP

WHEREAS, bids have been solicited and received by the Illinois Department of Transportation (IDOT) for the work and/or construction described as:

KANE COUNTY SECTION NO. 22-00557-00-SP
COUNTYWIDE RECESSED REFLECTIVE PAVEMENT MARKING PROJECT
(hereinafter the "Project")

WHEREAS, the lowest responsible bidder for the Project is:

Precision Pavement Markings Inc. of Pingree Grove, Illinois
With a low bid of
$545,287.50

WHEREAS, pursuant to Kane County Resolution No. 24-496, Kane County previously entered into a Local Agency Agreement for Federal Participation in the Project utilizing Federal, State and County funds to pay for the construction costs thereof; and

WHEREAS, the Project is estimated to be funded in the amount of $490,758.75 in Federal funds with the County's share of the Project estimated to be $54,528.75; and

WHEREAS, the County deems it prudent to include in its estimated Project cost a contingency of $10,905.75 (20%) of the County's share of the Project for any net additions to the IDOT contract not offset by reduced quantities or unused pay items for a total appropriation request of $65,434.50.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the award of a contract by IDOT for the construction of the Project is hereby approved and there is hereby appropriated Sixty-Five Thousand Four Hundred Thirty-Four 50/100 ($65,434.50) from the Transportation Sales Tax Fund #305, Line Item #73000 (Road Construction) to pay for the Project.

Line Item: 305.520.527.73000
Line Item Description: Road Construction
Was Personnel/Item/Service approved in original budget or a subsequent budget revision? Yes
Are funds currently available for this Personnel/Item/Service in the specific line item? Yes
If funds are not currently available in the specified line item, where are the funds available? N/A

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Approving a $65,434.50 County Share and Contract for Construction with Precision Pavement Markings Inc. of Pingree Grove, Illinois for the Countywide Recessed Reflective Pavement Markers Project, Kane County Section No. 22-00557-00-SP

Committee Flow:
Transportation Committee, Executive Committee, County Board

Contact:
Steve Coffinbargar, 630.406.7170

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $65,434.50
If not budgeted, explain funding source: N/A	

Summary:

On January 17, 2025, 3 bids were opened at the Illinois Department of Transportation for the above-mentioned project which includes installation of recessed reflective pavement markers and pavement markings on various routes within Kane County.

The lowest qualified bid of $545,287.50 was submitted by Precision Pavement Markings Inc. of Pingree Grove, Illinois. Precision Pavement Markings Inc. is IDOT prequalified for this work as required in the contract specifications.

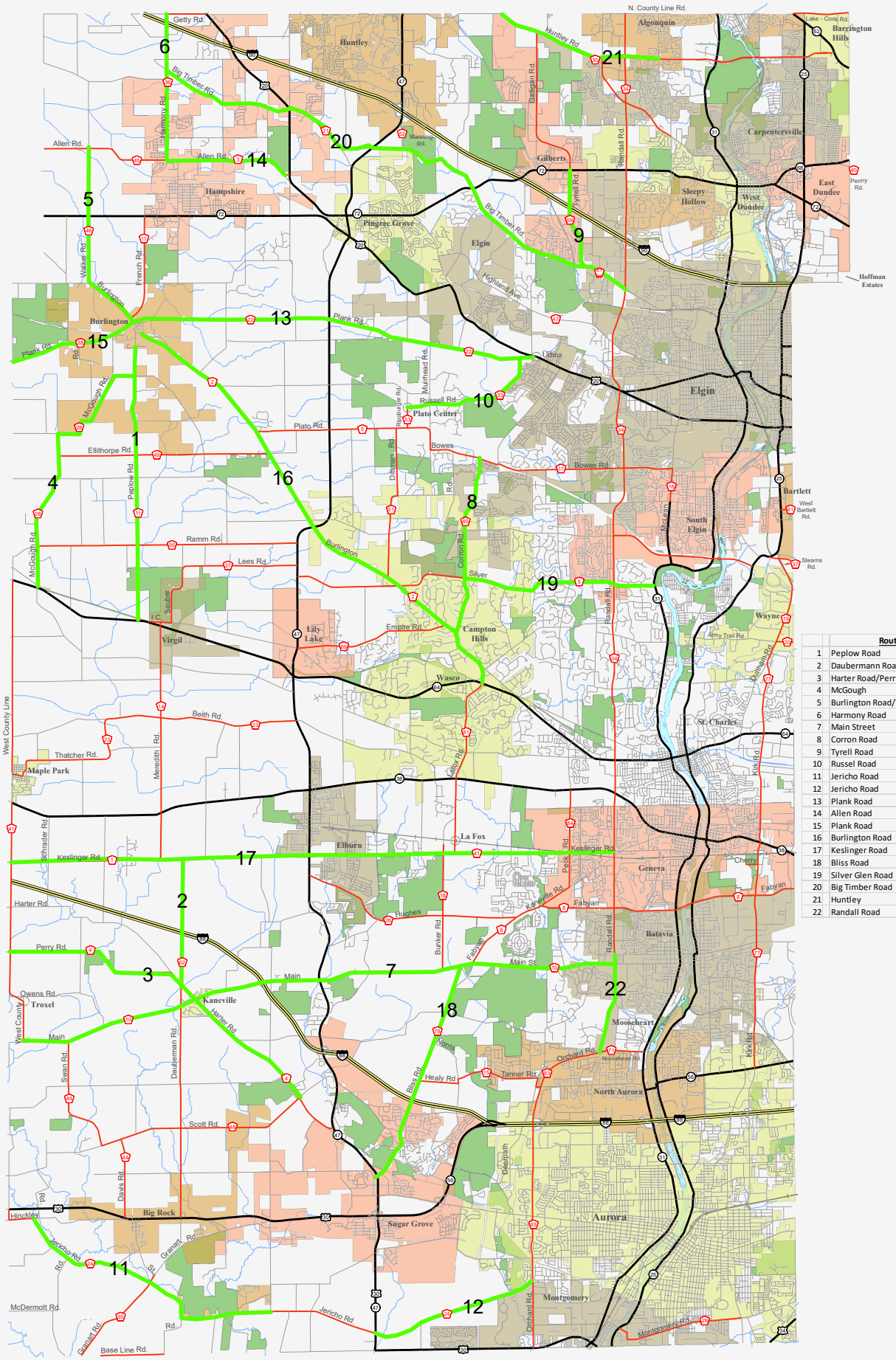
This project will be funded with federal funding sources estimated at $490,758.75 (90%). The total estimated County share is $54,528.75. The County would be responsible for any net additions to the contract not offset by reduced quantities or unused pay items. As is standard with federally funded projects, staff recommends adding a contingency of $10,905.75 (20% of estimated County share). The total local share appropriation amount is $65,434.50.

This project has an anticipated duration of 125 Working Days.

Staff recommends approval.

2025 Recessed Pavement Markers

				TOWNSHIP				
95	KANE COUNTY DIVISION OF TRANSPORTATION			COUNTY	KANE	Completion Date:	125 WD	
61L03	BID RESULTS AS READ			SECTION	**22-00557-00-SP**			
	IN SPRINGFIELD AS AN IDOT LETTING			DATE:	1-17-2025			
				Entered by	**DB**			
		1	**2**	**3**	**4**	**5**	**6**	
ENGINEERS ESTIMATE		Precision Pavement Marking Inc.	Superior Road Striping, Inc	Marking Specialists Corp.				
	VVV	Pingree Grove, IL	Bartlette, IL	Cary,IL				
PROJECT	TOTAL	TOTAL	TOTAL	TOTAL				
COST	$594,570.00	545,287.50	547,765.00	998,862.00				
	(Verify EE)							
		.						
AS READ	$594,570.00	$545,287.50	$547,765.00	$998,862.00				
% +/- ESTIMATE		-8.29%	-7.87%	68.00%				
% from Low bidder			0.45%	83.18%	-100.00%	-100.00%	-100.00%	



	Route	Limits
1	Peplow Road	IL 64 to Rolling Oaks Drive
2	Daubermann Road	N of Welch Creek Bridge to Keslinger Road
3	Harter Road/Perry Road	W. County Line Road to Scott Road
4	McGough	IL 64 to Peplow Road
5	Burlington Road/Walker Road	Plank Road to Allen Road
6	Harmony Road	Allen Road to Getty Road
7	Main Street	W. County Line Road to Randall
8	Corron Road	Burlington Road to Bowes Road
9	Tyrell Road	I 72 (Higgins Road) to Big Timber Road
10	Russel Road	Rippburger Road to Plank Road
11	Jericho Road	Hinckley Road to Dugan Road
12	Jericho Road	IL 47 to Orchard Road
13	Plank Road	Burlington Road to US Route 20
14	Allen Road	Harmony Road to Brier Hill Road
15	Plank Road	W. County Line Road to Burlington
16	Burlington Road	IL 64 to Railroad Street (Burlington)
17	Keslinger Road	W. County Line Rd to Randall Road
18	Bliss Road	IL 47 to Main Street
19	Silver Glen Road	Corron to IL 31
20	Big Timber Road	Harmony Road to Randall Road
21	Huntley	Kreutzer Road to Sleepy Hollow Road
22	Randall Road	Mooseheart Road/Orchard Road to Wilson St

Legend

- Interstates
- US Roads
- State Roads
- County Roads
- Other Roads
- Rail Roads
- County Boundry
- Township Boundry
- Fox River
- Forest Preserves
- Municipalities

2025 Kane County Countywide Recessed Reflective Pavement Marker
Section Number 22-00557-00-SP

0 3,100 6,200 12,400 18,600 24,800 Feet

N W E S

KDOT KANE COUNTY DIVISION OF TRANSPORTATION

785

M:\DotserverD\USERS\Shared File System\GIS\Projects\Pavement Markers\Recessed Pavement Markers.mxd

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-095

APPROVING A CONTRACT FOR CONSTRUCTION FOR $83,092.00 WITH CLEAN CUT TREE SERVICE, INC. OF GRAYSLAKE, ILLINOIS FOR THE RANDALL ROAD AT ILLINOIS ROUTE 72 TREE REMOVAL PROJECT, KANE COUNTY SECTION NO. 24-00514-01-WR

WHEREAS, the Kane County Division of Transportation has solicited and received bids for the work described as:

KANE COUNTY SECTION NO. 24-00514-01-WR
RANDALL ROAD AT ILLINOIS ROUTE 72 TREE REMOVAL PROJECT
(hereinafter the "Project")

WHEREAS, the lowest responsible bidder for the Project is:

CLEAR CUT TREE SERVICE, INC. OF GRAYSLAKE, ILLINOIS
With a low bid of
$83,092.00

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that a contract for the Project described hereinabove shall be awarded to the lowest responsible bidder, Clear Cut Tree Service, Inc. of Grayslake, Illinois in the amount as indicated hereinabove and that the County Board Chairman is hereby authorized and directed to execute a contract and contractor's bond therefor.

BE IT FURTHER RESOLVED by the Kane County Board that there is hereby appropriated Eighty-Three Thousand Ninety-Two Dollars ($83,092.00) from Transportation Sales Tax Fund #305, Line Item #73000 (Road Construction) to pay for the Project.

Line Item: 305.520.527.73000
Line Item Description: Road Construction
Was Personnel/Item/Service approved in original budget or a subsequent budget revision? Yes
Are funds currently available for this Personnel/Item/Service in the specific line item? Yes
If funds are not currently available in the specified line item, where are the funds available? N/A

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Approving a Contract for Construction for $83,092.00 with Clean Cut Tree Service Inc. of Grayslake, Illinois for the Randall Road at Illinois Route 72 Tree Removal Project, Kane County Section No. 24-00514-01-WR

Committee Flow:
Transportation Committee, Executive Committee, County Board

Contact:
Steve Coffinbargar, 630.406.7170

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $83,092.00
If not budgeted, explain funding source: N/A	

Summary:

On December 17th, two bids were opened at Kane County Division of Transportation for the above-mentioned project which includes the removal of trees prior to the improvement of the Randall Road and IL Route 72 (Higgins Road) intersection.

The lowest qualified bid of $ 83,092.00 was submitted by Clean Cut Tree Service Inc. of Grayslake, Illinois. Clean Cut Tree Service Inc. is IDOT prequalified for this work as required in the contract specifications.

Kane County Division of Transportation staff reviewed the bid submitted to determine compliance with the Kane County Ordinance. After review of the bid, it was determined that the bid submitted did not meet all guidelines set forth within the Responsible Bidder Ordinance (RBO) provisions of the Kane County Purchasing Ordinance. Consistent with the terms of the RBO, the bid was then reviewed for compliance with the remaining sections of the Kane County Purchasing Ordinance. After completing this review, KDOT is recommending approval for the low bidder, Clean Cut Tree Service Inc. of Grayslake, Illinois.

This project has an anticipated completion date of March 31, 2025, weather permitting, and is funded entirely with local funds.

Staff recommends approval.

Clean Cut
TREE SERVICE

December 17, 2024

Kane County Government Center
Purchasing Department, Bld. A
719 South Batavia Avenue
Geneva, IL 60134

Re: Contract Disclosure
Kane County Code, Art. II, Div. 3, Sec. 2-211
Clean Cut Tree Service Inc.

To Whom it May Concern,

In compliance with the Kane County Code Referenced above, this letter will serve as our disclosure of:

A. Campaign contributions for the last 12 months.
B. Individuals having more than 5% ownership of shares in the company.
C. Names and contact information of lobbyists, agents and representatives and;
D. A statement under oath that we have not withheld any disclosures as to the economic interest.

- Clean Cut Tree Service Inc. has not made campaign contributions in the past 12 months.
- There are two (2) individuals that hold more than 5% of shares in Clean Cut Tree Service Inc.
- Clean Cut Tree Service Inc. does not have any lobbyist, agents or representatives who are or would be having contact with Kane County Employees or officials in relation to contracts or bids.
- Clean Cut Tree Service Inc. has not withheld nor reserved any information regarding economic interest in the firm as required by County Code for this disclosure.

Sincerely,

Kelly E. Kelly, President

Subscribed and Sworn this 17th day of December, 2024

Notary Public

JENNA ROARK
OFFICIAL SEAL
Notary Public - State of Illinois
Commission No. 900937
My Commission Expires September 10, 2027

Clean Cut
TREE SERVICE

FAMILIAL RELATIONSHIP DISCLOSURE

As of December 17, 2024, Clean Cut Tree Service Inc., to the best of our knowledge the Owners, Officers or Executives do not have a familial relationship with any County Elected Official or County Department Director within the last 12-month period. "Familial Relationship" is defined in the attached Public Act 101-0544.

The County may deny, suspend, or terminate the eligibility of a person, firm, corporation, association, agency, institution, or other legal entity to participate as a vendor for goods or services to the County, if the vendor, for contracts greater than $30,000, fails to disclose to the County a familial relationship between a County Elected Official or County Department Director.

Kelly E Kelly, President

12/17/24
Date

Subscribed and Sworn this 17th day of December, 2024

Notary Public

JENNA ROARK
OFFICIAL SEAL
Notary Public - State of Illinois
Commission No. 900937
My Commission Expires September 10, 2027

Bid Result Publication Revision

Publication Type Unofficial Results

HOMER TREE SERVICE, INC

Organization Name	HOMER TREE SERVICE, INC
Bid Amount	$102,752.00
Line Items	Full
Bid Rank	2
Address	16464 W. 143rd Street LOCKPORT Illinois 60441 United States

CLEAN CUT TREE SERVICE INC

Organization Name	CLEAN CUT TREE SERVICE INC
Bid Amount	$83,092.00
Line Items	Full
Bid Rank	1
Address	31064 N ILLINOIS ROUTE 83 GRAYSLAKE Illinois 60030 United States

APPARENT LOW BIDDER

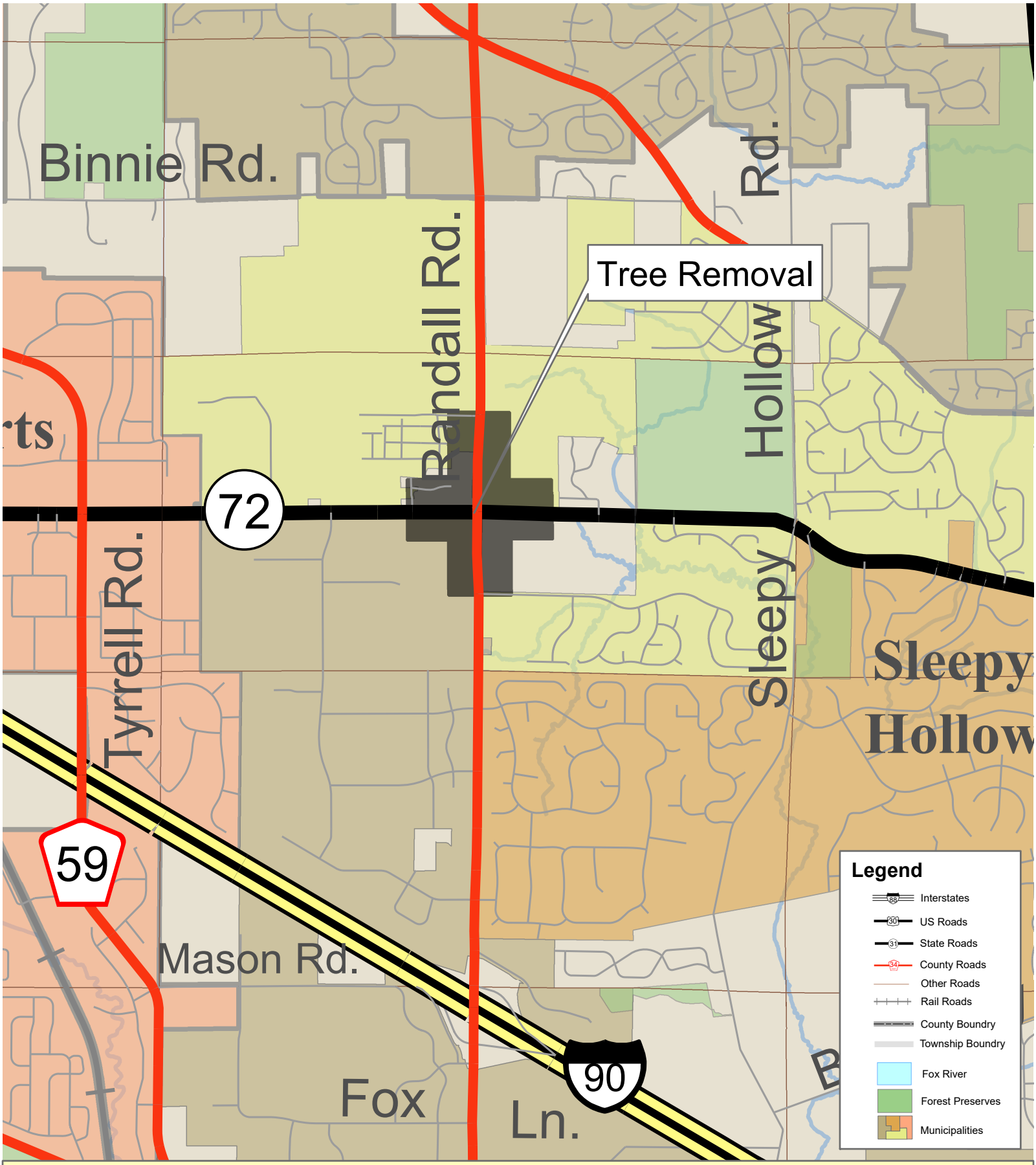
Bid Results Email

Email Attachment(s)

File	Size	Uploaded Date	Language
No Files			

Additional Recipients

Include notification issuer as an additional recipient	No



Section Number 24-00514-01-WR
Randall Road at Illinois Route 72
Tree Removal

0 1 Miles

N
W E
S

KDOT
KANE COUNTY DIVISION OF TRANSP

792

M:\DotserverD\USERS\Shared File System\GIS\Projects\Press Releases\Randall Road\Randall Rd at IL Rte 72_loc map.mxd

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-096

AUTHORIZING ACQUISITION OF REAL PROPERTY FOR RANDALL ROAD AT BIG TIMBER ROAD INTERSECTION IMPROVEMENT, KANE COUNTY SECTION NO. 19-00369-01-CH

WHEREAS, the County of Kane is authorized by law, pursuant to 605 ILCS 5/5-801, et. seq., to acquire by negotiated purchase or eminent domain proceedings, real property for highway and related and associated purposes; and

WHEREAS, the County of Kane has jurisdiction over Randall Road (Kane County Highway No. 34) within the boundaries of the County of Kane; and

WHEREAS, the County of Kane deems it necessary and appropriate to construct and improve Randall Road at Big Timber Road Intersection and in conjunction therewith require necessary lands to satisfy public land acquisition mitigation obligations and responsibilities arising therefrom; and

WHEREAS, Randall Road at Big Timber Road and the planned improvements therefor, including satisfaction of public right of way acquisition mitigation obligations, have been surveyed, laid out and projected over certain lands situated in Kane County, Illinois; and

WHEREAS, it is deemed by the County of Kane that certain parcels of land, and in particular, the parcels described herein in as Exhibit "A" (copy of which is on file with the County Clerk of Kane County and which is incorporated herein and made a part hereof), which are located within the limits of Kane County, should be acquired by negotiated purchase and, negotiation failing, by eminent domain proceedings for highway purposes including in conjunction therewith satisfaction of public right of way acquisition mitigation obligations.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board, that it is hereby determined by the County Board of Kane County that the real property described herein in Exhibit "A" be used, occupied for highway purposes in a manner necessary and convenient for public use including use as satisfaction of public right of way acquisition mitigation obligations.

BE IT FURTHER RESOLVED by the Kane County Board, that it is further hereby determined it is necessary and proper that the County of Kane acquire title to or other appropriate interest in and possession of these parcels in that said real property is necessary and required by the County of Kane for highway purposes and, more specifically, the improvement of Randall Road at Big Timber Road as mitigation for public right of way acquisitions.

BE IT FURTHER RESOLVED by the Kane County Board, that the Chairman of the Kane County Board or her duly authorized representative(s) are hereby authorized, empowered and directed to negotiate for and on behalf of the County of Kane with any and all owners of the property described herein or with any other individual possessing an interest therein for the purchase thereof upon such terms and conditions as shall be approved by the Transportation Committee of the Kane County Board and/or the County Board of Kane County.

BE IT FURTHER RESOLVED by the Kane County Board, that in the event the County of Kane is unable to agree with the owner or owners, or any other party having an interest in the real property described herein regarding the compensation to be paid for said real property, then to the extent allowed by law, the County of Kane shall institute proceedings to acquire the property by eminent domain pursuant to the applicable provisions of the eminent domain laws of the State of Illinois.

BE IT FINALLY RESOLVED by the Kane County Board, that in the event the County of Kane is unable to agree with the owner or owners, or any other party having an interest in the real property described herein regarding the compensation to be paid for said real property, then the County of Kane hereby directs the States Attorney of Kane County to institute eminent domain proceedings in a court of competent jurisdiction to acquire title to and possession of said real property in the name of the County of Kane.

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Authorizing Acquisition of Real Property for Randall Road at Big Timber Road Project, Kane County Section No. 19-00369-01-CH

Committee Flow:
Transportation Committee, Executive Committee, County Board

Contact:
Tom Rickert, 630.406.7305

Budget Information:

Was this item budgeted? N/A	Appropriation Amount: $N/A
If not budgeted, explain funding source: N/A	

Summary:

Right of way is required from the following parcels as described in the attached legal descriptions to complete the Randall Road at Big Timber Road intersection reconstruction improvement project. The attached standard project right of way resolution authorizes the County to acquire the following properties:

0001A	0.558 acres
0001B	2.080 acres
0002A	1.142 acres
0002B	0.035 acres
0003	0.389 acres
0003PE	0.038 acres
0003TE-A	0.013 acres
0003TE-B	0.012 acres
0004	0.768 acres
0004TE	0.026 acres
0005	1.891 acres
0005TE	0.066 acres
0006	0.024 acres

Exhibit “A”

0001A

That part of the Southwest Quarter of Section 31, Township 42 North, Range 8 East of the Third Principal Meridian, Kane County, Illinois, bearings and distances based on the Illinois State Plane Coordinate System, East Zone, NAD83 (2011 Adjustment), with a combined factor of 0.999971610, described as follows:
Commencing at a 5/8” iron rod with cap found at the southwest corner of the Northwest Quarter of fractional section 4, Township 41 North, Range 8 East of the Third Principal Meridian, per Monument Record to be recorded; thence North 15 degrees 41 minutes 48 seconds East, 736.01 feet along the easterly line of Elgin Corporate Center Unit No. 2 Resubdivision, said Resubdivision being recorded March 15, 1999 as Doc. No. 1999K027435, to the east line of the Southwest Quarter of said Southwest Quarter; thence North 00 degrees 44 minutes 57 seconds East, 71.23 feet along said east line to the center line of Big Timber Road for the Point of Beginning; thence northwesterly 554.54 feet along said center line on a curve to the right having a radius of 22918.30 feet, the chord of said curve bears North 56 degrees 12 minutes 17 seconds West 554.53 feet; thence North 34 degrees 18 minutes 10 seconds East, 45.00 feet; thence southeasterly 525.08 feet along a curve to the left having a radius of 22873.30 feet, the chord of said curve bears South 56 degrees 10 minutes 08 second East, 525.07 feet to the aforesaid east line of the Southwest Quarter of said Southwest Quarter; thence South 00 degrees 44 minutes 57 seconds West, 53.29 feet along said easterly line to the Point of Beginning.
Said parcel containing 0.558 acre, more or less, of which 0.412 acre, more or less of previously used for right-of-way purposes.

0001B

That part of the Southwest Quarter of Section 31, Township 42 North, Range 8 East of the Third Principal Meridian, and Northwest Quarter of fractional Section 4, Township 41 North, Range 8 East of the Third Principal Meridian, Kane County, Illinois, bearings and distances based on the Illinois State Plane Coordinate System, East Zone, NAD83 (2011 Adjustment), with a combined factor of 0.999971610, described as follows:
Commencing at a 5/8” iron rod with cap found at the southwest corner of said Northwest Quarter, per Monument Record to be recorded; thence North 15 degrees 41 minutes 48 seconds East, 736.01 feet along the easterly line of Elgin Corporate Center Unit No. 2 Resubdivision, said Resubdivision being recorded March 15, 1999 as Doc. No. 1999K027435, to the Point of Beginning; thence continuing North 15 degrees 41 minutes 48 seconds East, 23.05 feet along said easterly line to the southwesterly right-of-way line of Big Timber Road, recorded May 17, 1947, as Document No. 582005; thence southeasterly 295.35 feet along said southwesterly right-of-way line on a curve to the left having a radius of 22951.30 feet, the chord of said curve bears South 57 degrees 20 minutes 25 seconds East, 295.35 feet; thence South 57 degrees 42 minutes 32 seconds East, 430.87 feet along said southwesterly right-of-way line to the southwesterly right-of-way line of Big Timber Road, recorded August 30, 2012, as Document No. 2012K058379; thence South 32 degrees 17 minutes 28 seconds West, 12.00 feet along said southwesterly right-of-way line; thence South 57 degrees 42 minutes 33 seconds East, 300.00 feet along said southwesterly right-of-way line; thence South 50 degrees 51 minutes 59 seconds East, 251.80 feet along said southwesterly right-of-way line; thence South 57 degrees 42 minutes 33 seconds East, 151.08 feet along said southwesterly right-of-way line; thence South 26 degrees 29 minutes 54 seconds East, 87.00 feet along said southwesterly right-of-way line to the westerly right-of-way line of Randall Road, recorded June 29, 1978, as Document No. 1463684; thence southerly 221.07 feet along said right-of-way

line on a curve to the right having a radius of 11389.20 feet, the chord of said curve bears South 04 degrees 21 minutes 05 seconds West, 221.07 feet; thence South 04 degrees 54 minutes 26 seconds West, 500.74 feet along said westerly right-of-way line; thence southerly 581.02 feet along said right-of-way line on a curve to the right having a radius of 4227.18 feet, the chord of said curve bears South 08 degrees 50 minutes 41 seconds West, 580.57 feet; thence North 77 degrees 13 minutes 03 seconds West, 30.00 feet; thence northerly 576.90 feet on a curve to the left having a radius of 4197.18 feet, the chord of said curve bears North 08 degrees 50 minutes 41 seconds East, 576.45 feet; thence North 04 degrees 54 minutes 26 seconds East, 501.31 feet; thence northerly 117.03 feet on a curve to the left having a radius of 11359.20 feet, the chord of said curve bears North 04 degrees 36 minutes 43 seconds East, 117.03 feet; thence northwesterly 246.16 feet on a curve to the left having a radius of 215.00 feet, the chord of said curve bears North 28 degrees 28 minutes 57 seconds West, 232.93 feet; thence northwesterly 185.38 feet on a curve to the right having a radius of 1160.00 feet, the chord of said curve bears North 56 degrees 42 minutes 14 seconds West, 185.18 feet; thence North 52 degrees 07 minutes 32 seconds West, 435.84 feet; thence northwesterly 218.77 feet on a curve to the left having a radius of 2245.00 feet, the chord of said curve bears North 54 degrees 55 minutes 02 seconds West, 218.69 feet; thence North 57 degrees 42 minutes 32 seconds West, 107.18 feet; thence North 69 degrees 01 minutes 08 seconds West, 50.99 feet; thence North 57 degrees 42 minutes 32 seconds West, 30.87 feet; thence northwesterly 69.33 feet on a curve to the right having a radius of 22983.30 feet, the chord of said curve bears North 57 degrees 37 minutes 21 seconds West, 69.33 feet; thence North 46 degrees 11 minutes 33 seconds West, 51.12 feet; thence northwesterly 169.35 feet on a curve to the right having a radius of 22973.30 feet, the chord of said curve bears North 57 degrees 12 minutes 00 seconds West, 169.35 feet to the Point of Beginning.
Said parcel containing 2.080 acre, more or less.

0002A

That part of the Southwest Quarter of Section 31, Township 42 North, Range 8 East of the Third Principal Meridian, and Northwest Quarter of Section 4, Township 41 North, Range 8 East of the Third Principal Meridian, Kane County, Illinois, bearings and distances based on the Illinois State Plane Coordinate System, East Zone, NAD83 (2011 Adjustment), with a combined factor of 0.999971610, described as follows:
Commencing at a cross notch found at the southeast corner of said Southwest Quarter, per Monument Record recorded as Doc. No. 96K082232; thence North 89 degrees 44 minutes 57 seconds West, 69.80 feet along the south line of said Southwest Quarter, to the westerly right-of-way of Randall Road, recorded February 8, 1980 as Doc. No. 1535451; thence South 00 degrees 30 minutes 36 seconds West, 121.26 feet along said right-of-way to the north line of American National Bank and Trust Company of Chicago, Trust No. 77704; thence North 89 degrees 31 minutes 02 seconds West, 286.72 feet along said north line to the westerly line thereof; thence South 32 degrees 17 minutes 49 seconds West, 70.10 feet along said westerly line to the Point of Beginning; thence continuing South 32 degrees 17 minutes 49 seconds West, 240.20 feet along said westerly line to the northwesterly right-of-way line of Big Timber Road, recorded May 17, 1947 as Doc. No. 582006; thence North 57 degrees 42 minutes 32 seconds West, 603.96 feet along said northwesterly right-of-way line; thence northwesterly 344.92 feet along said northwesterly right-of-way line on a curve to the right having a radius of 22885.30 feet, the chord of said curve bears North 57 degrees 16 minutes 38 second West, 344.92 feet to the east line of the Southwest Quarter of said Southwest Quarter; thence North 00 degrees 44 minutes 57 seconds East, 14.21 feet along said east line; thence South 63 degrees 23 minutes 58 seconds East, 134.45 feet; thence southeasterly 218.56 feet along a curve to the left having a radius of 22858.30 feet, the chord of said curve bears South 57 degrees 26 minutes 06 second East 218.56 feet; thence South 57 degrees 42

minutes 32 seconds East, 188.05 feet; thence southeasterly 116.05 feet along a curve to the right having a radius of 2360.00 feet, the chord of said curve bears South 56 degrees 18 minutes 01 second East 116.04 feet; thence South 56 degrees 53 minutes 07 seconds East, 178.55 feet; thence North 32 degrees 33 minutes 50 seconds East 219.20 feet; thence South 57 degrees 26 minutes 10 seconds East 120.37 feet to the aforesaid westerly line of American National Bank and Trust Company of Chicago, Trust No. 77704 and the Point of Beginning.
Said parcel containing 1.142 acre, more or less.

0002B

That part of the Northwest Quarter of Section 4, Township 41 North, Range 8 East of the Third Principal Meridian, Kane County, Illinois, bearings and distances based on the Illinois State Plane Coordinate System, East Zone, NAD83 (2011 Adjustment), with a combined factor of 0.999971610, described as follows:
Commencing at a cross notch found at the southeast corner of the Southwest Quarter of Section 31, Township 42 North, Range 8 East of the Third Principal Meridian, per Monument Record recorded as Doc. No. 96K082232; thence North 89 degrees 44 minutes 57 seconds West, 69.80 feet along the north line of said Northwest Quarter, to the westerly right-of-way of Randall Road, recorded February 8, 1980 as Doc. No. 1535451 for the Point of Beginning; thence South 00 degrees 30 minutes 36 seconds West, 121.26 feet along said right-of-way to the north line of American National Bank and Trust Company of Chicago, Trust No. 77704; thence North 89 degrees 31 minutes 02 seconds West, 24.97 feet along said north line; thence North 12 degrees 08 minutes 44 seconds East, 123.82 feet to the aforesaid north line of said Northwest Quarter and the Point of Beginning.
Said parcel containing 0.035 acre, more or less.

0003

That part of Unit 403 in “2400 Big Timber Condominium” a condominium as delineated on a plat of survey of that part of the West Fractional Half of Section 4, Township 41 North, Range 8 East of the Third Principal Meridian, Kane County, Illinois, bearings and distances based on the Illinois State Plane Coordinate System, East Zone, NAD83 (2011 Adjustment), with a combined factor of 0.999971610, described as follows:
Commencing at a cross notch found at the southeast corner of the Southwest Quarter of Section 31, Township 42 North, Range 8 East of the Third Principal Meridian, per Monument Record recorded as Doc. No. 96K082232; thence North 89 degrees 44 minutes 57 seconds West, 69.80 feet along the north line of said West Fractional Half, to the westerly right-of-way of Randall Road, recorded February 8, 1980 as Doc. No. 1535451; thence South 00 degrees 30 minutes 36 seconds west, 121.26 feet along said right-of-way line to the north line of American National Bank and Trust Company of Chicago, Trust No. 77704 for the Point of Beginning; thence continuing South 00 degrees 30 minutes 36 seconds West, 58.65 feet along said right-of-way line; thence southerly 407.04 feet along said right-of-way line on a curve to the right having a radius of 11389.20 feet, the chord of said curve bears South 01 degrees 32 minutes 02 seconds West, 407.02 feet; thence South 61 degrees 32 minutes 49 seconds West, 51.35 feet along said right-of-way line, said right-of-way line also being the northerly right-of-way line of Big Timber Road; thence North 57 degrees 42 minutes 32 seconds West,141.13 feet along said right-of-way line; thence South 85 degrees 21 minutes 37 seconds East, 141.60 feet; thence northerly 370.67 feet on a curve to the left having a radius of 11364.20 feet the chord of said curve bears North 01 degrees 25 minutes 57 seconds East, 370.65 feet; thence North 00 degrees 29 minutes 53 seconds East, 55.73 feet

to the aforesaid north line American National Bank and Trust Company of Chicago, Trust No. 77704; thence South 89 degrees 31 minutes 02 seconds East, 24.97 feet to the Point of Beginning.
Said parcel containing 0.389 acre, more or less.

0003PE

That part of Unit 403 in "2400 Big Timber Condominium" a condominium as delineated on a plat of survey of that part of the West Fractional Half of Section 4, Township 41 North, Range 8 East of the Third Principal Meridian, Kane County, Illinois, bearings and distances based on the Illinois State Plane Coordinate System, East Zone, NAD83 (2011 Adjustment), with a combined factor of 0.999971610, described as follows:
Commencing at a cross notch found at the southeast corner of the Southwest Quarter of Section 31, Township 42 North, Range 8 East of the Third Principal Meridian, per Monument Record recorded as Doc. No. 96K082232; thence North 89 degrees 44 minutes 57 seconds West, 69.80 feet along the north line of said West Fractional Half, to the westerly right-of-way of Randall Road, recorded February 8, 1980 as Doc. No. 1535451; thence South 00 degrees 30 minutes 36 seconds West, 121.26 feet along said right-of-way to the north line of American National Bank and Trust Company of Chicago, Trust No. 77704; thence North 89 degrees 31 minutes 02 seconds, 286.72 feet along said north line to the westerly line thereof; thence South 32 degrees 17 minutes 49 seconds West, 70.10 feet along said westerly line to the Point of Beginning; thence continuing South 32 degrees 17 minutes 49 seconds West, 223.20 feet along said westerly line to the northerly right-of-way line of Big Timber Road recorded February 8, 1980 as Doc. No. 1535451; thence South 57 degrees 42 minutes 32 seconds East, 6.84 feet along said right-of-way line; thence North 32 degrees 33 minutes 50 seconds East, 223.17 feet; thence North 57 degrees 26 minutes 10 seconds West, 7.88 feet to the Point of Beginning.
Said easement contains 0.038 acre more or less.

0003TE-A

That part of Unit 403 in "2400 Big Timber Condominium" a condominium as delineated on a plat of survey of that part of the West Fractional Half of Section 4, Township 41 North, Range 8 East of the Third Principal Meridian, Kane County, Illinois, bearings and distances based on the Illinois State Plane Coordinate System, East Zone, NAD83 (2011 Adjustment), with a combined factor of 0.999971610, described as follows:
Commencing at a cross notch found at the southeast corner of the Southwest Quarter of Section 31, Township 42 North, Range 8 East of the Third Principal Meridian, per Monument Record recorded as Doc. No. 96K082232; thence North 89 degrees 44 minutes 57 seconds West, 69.80 feet along the north line of said West Fractional Half, to the westerly right-of-way of Randall Road, recorded February 8, 1980 as Doc. No. 1535451; thence South 00 degrees 30 minutes 36 seconds West, 121.26 feet along said right-of-way to the north line of American National Bank and Trust Company of Chicago, Trust No. 77704; thence North 89 degrees 31 minutes 02 seconds, 286.72 feet along said north line to the westerly line thereof; thence South 32 degrees 17 minutes 49 seconds West, 293.31 feet along said westerly line to the northerly right-of-way line of Big Timber Road recorded February 8, 1980 as Doc. No. 1535451; thence South 57 degrees 42 minutes 32 seconds East, 177.00 feet along said right-of-way line to the Point of Beginning; thence North 32 degrees 17 minutes 28 seconds East, 10.00 feet; thence South 57 degrees 42 minutes 32 seconds East, 55.00 feet; thence South 32 degrees 17 minutes 28 seconds West, 10.00 feet to said northerly right-of-way line of Big Timber Road; thence North 57 degrees 42 minutes 32 seconds West, 55.00 feet along said northerly right-of-way line of Big Timber Road to the Point of Beginning.

Said easement contains 0.013 acre more or less.

0003TE-B

That part of Unit 403 in "2400 Big Timber Condominium" a condominium as delineated on a plat of survey of that part of the West Fractional Half of Section 4, Township 41 North, Range 8 East of the Third Principal Meridian, Kane County, Illinois, bearings and distances based on the Illinois State Plane Coordinate System, East Zone, NAD83 (2011 Adjustment), with a combined factor of 0.999971610, described as follows:
Commencing at a cross notch found at the southeast corner of the Southwest Quarter of Section 31, Township 42 North, Range 8 East of the Third Principal Meridian, per Monument Record recorded as Doc. No. 96K082232; thence North 89 degrees 44 minutes 57 seconds West, 69.80 feet along the north line of said West Fractional Half, to the westerly right-of-way of Randall Road, recorded February 8, 1980 as Doc. No. 1535451; thence South 00 degrees 30 minutes 36 seconds West, 121.26 feet along said right-of-way to the north line of American National Bank and Trust Company of Chicago, Trust No. 77704; thence North 89 degrees 31 minutes 02 seconds, 286.72 feet along said north line to the westerly line thereof; thence South 32 degrees 17 minutes 49 seconds West, 70.10 feet along said westerly line; thence South 57 degrees 26 minutes 10 seconds East 7.88 feet to the Point of Beginning; thence continuing South 57 degrees 26 minutes 10 seconds East 5.00 feet; thence South 32 degrees 33 minutes 50 seconds West 100.00 feet; thence North 57 degrees 26 minutes 10 seconds West 5.00 feet; thence North 32 degrees 33 minutes 50 seconds East 100.00 feet to the Point of Beginning.
Said easement contains 0.012 acre more or less.

0004

That part of the West Half of Section 4, Township 41 North, Range 8 East of the Third Principal Meridian, Kane County, Illinois, bearings and distances based on the Illinois State Plane Coordinate System, East Zone, NAD83 (2011 Adjustment), with a combined factor of 0.999971610, described as follows:
Commencing at a 5/8" pinch pipe found at the northeast corner of said West Half, per Monument Record to be recorded; thence North 89 degrees 53 minutes 12 seconds West, 1006.37 feet along the north line of said West Half, to the easterly right-of-way line of Randall Road, recorded May 4, 2009 as Doc. No. 2009K033108; thence South 00 degrees 30 minutes 36 seconds West, 187.26 feet along said right-of-way line; thence southerly 475.68 feet along said easterly right-of-way line, said line being a curve to the right having a radius of 11544.20 feet, the chord of said curve bears South 01 degrees 43 minutes 21 seconds West, 475.68 feet; thence South 29 degrees 12 minutes 16 seconds East, 24.64 feet for the Point of Beginning; thence southeasterly 268.76 feet on a curve to the right, having a radius of 1165.00 feet, the chord of said curve bears South 61 degrees 30 minutes 02 second East, 268.16 feet; thence South 52 degrees 39 minutes 13 seconds East, 384.10 feet; thence South 54 degrees 53 minutes 30 seconds East, 215.85 feet; thence South 35 degrees 06 minutes 30 seconds West, 5.00 feet; thence southeasterly 109.90 feet on a curve to the right, having a radius of 2235.00 feet, the chord of said curve bears South 56 degrees 18 minutes 01 second East, 109.89 feet; thence South 57 degrees 42 minutes 32 seconds East, 270.39 feet to the west line of Spring Oaks, being a Planned Unit Development recorded May 12, 1986 as Document No. 1770682 said line also being the east line of West Half as monumented; thence South 01 degree 00 minutes 55 seconds East, 17.95 feet along said west line to the northerly right-of-way line of Big Timber Road, recorded September 19, 1989 as Doc. No. 1998260; thence North 57 degrees 42 minutes 32 seconds West, 562.18 feet along said northerly right-of-way line to the northerly right-of-way line of Big Timber Road, recorded June 29, 1978 as Doc. No. 1463684; thence North 32 degrees 17 minutes 28 seconds East, 20.00 feet along said northerly right-of-way line; thence

North 57 degrees 42 minutes 32 seconds West, 639.26 feet along said northerly right-of-way line to the aforesaid easterly right-of-way line of Randall Road; thence North 29 degrees 12 minutes 16 seconds West, 61.65 feet along said right-of-way line to the Point of Beginning.
Said parcel containing 0.768 acre, more or less.

0004TE

That part of the West Half of Section 4, Township 41 North, Range 8 East of the Third Principal Meridian, Kane County, Illinois, bearings and distances based on the Illinois State Plane Coordinate System, East Zone, NAD83 (2011 Adjustment), with a combined factor of 0.999971610, described as follows: Commencing at a 5/8" pinch pipe found at the northeast corner of said West Half, per Monument Record to be recorded; thence North 89 degrees 53 minutes 12 seconds West, 1006.37 feet along the north line of said West Half, to the easterly right-of-way line of Randall Road, recorded May 4, 2009 as Doc. No. 2009K033108; thence South 00 degrees 30 minutes 36 seconds West, 187.26 feet along said right-of-way line; thence southerly 466.27 feet along said easterly right-of-way line, said line being a curve to the right having a radius of 11544.20 feet, the chord of said curve bears South 01 degrees 41 minutes 57 seconds West, 466.23 feet for the Point of Beginning; thence South 29 degrees 12 minutes 16 seconds East, 30.86 feet; thence southeasterly 196.44 feet on a curve to the right, having a radius of 1170.00 feet, the chord of said curve bears South 63 degrees 12 minutes 47 second East, 196.21 feet; thence South 31 degrees 35 minutes 48 seconds West, 5.00 feet; thence northwesterly 197.36 feet on a curve to the left having a radius of 1165.00 feet, the chord of said curve bears North 63 degrees 15 minutes 23 seconds West, 197.12 feet to the aforesaid easterly right-of way line of Randall Road; thence North 29 degrees 12 minutes 16 seconds West, 24.64 feet along said easterly right-of-way line; thence northerly 9.41 feet along said easterly right-of-way line, said line being a curve to the left having a radius of 11544.20 feet, the chord of said curve bears North 02 degrees 52 minutes 47 seconds East, 9.41 feet to the Point of Beginning.
Said parcel easement contains 0.026 acre, more or less.

0005

That part of the West Half of Section 4, Township 41 North, Range 8 East of the Third Principal Meridian, Kane County, Illinois, bearings and distances based on the Illinois State Plane Coordinate System, East Zone, NAD83 (2011 Adjustment), with a combined factor of 0.999971610, described as follows: Beginning at the northwest corner of Lot 14 in Burnidge Big Timber Park, being a subdivision recorded September 14, 1981 as Doc. No. 1588113; thence northerly 419.15 feet along the easterly right-of-way line of Randall Road, recorded June 29, 1978 as Doc. No. 1463684, said line being a curve to the left having a radius of 4367.18 feet, the chord of said curve bears North 07 degrees 39 minutes 24 seconds East, 418.99 feet; thence North 04 degrees 54 minutes 26 seconds East, 500.79 feet along said right-of-way line; thence northerly 158.90 feet along said right-of-way line on a curve to the left having a radius of 11529.20 feet, the chord of said curve bears North 04 degrees 30 minutes 44 seconds East, 158.90 feet; thence North 68 degrees 27 minutes 41 seconds East, 44.37 feet along said right-of-way line, said line also being the southerly right-of-way line of Big Timber Road; thence southerly 161.86 feet on a curve to the right, having a radius of 11569.20 feet, the chord of said curve bears South 04 degrees 25 minutes 33 second West, 161.86 feet; thence South 81 degrees 14 minutes 47 seconds East, 195.44 feet; thence South 04 degrees 54 minutes 10 seconds West, 125.28 feet; thence South 61 degrees 48 minutes 23 seconds West, 137.27 feet; thence South 04 degrees 54 minutes 26 seconds West, 25.06 feet; thence North 81 degrees 14 minutes 47 seconds West, 75.17 feet; thence South 04 degrees 54 minutes 26 seconds West, 284.21 feet; thence southerly 247.08 feet on a curve to the right, having a radius of

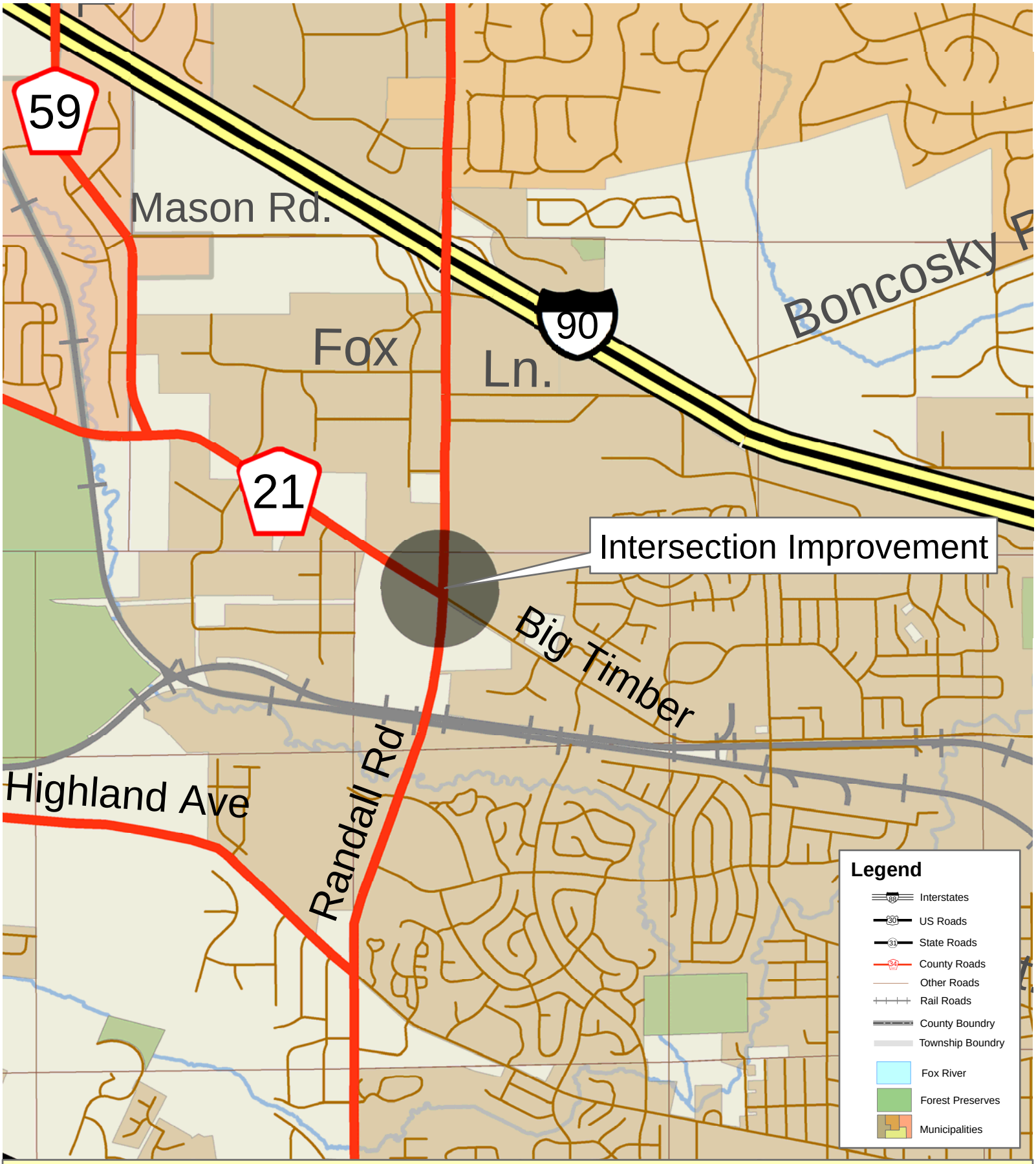
4412.18 feet, the chord of said curve bears South 06 degrees 30 minutes 41 second West, 247.05 feet; thence South 18 degrees 21 minutes 31 seconds West, 155.62 feet; thence southerly 17.94 feet on a curve to the right having a radius 4387.18 feet, the chord of said curve bears South 10 degrees 13 minutes 58 seconds West, 17.94 feet to the north line of said Lot 14, said line being the north line of the Southeast Quarter of the Southwest Quarter of said Section 4; thence South 88 degrees 15 minutes 59 seconds West, 20.46 feet along said north line to the Point of Beginning.
Said parcel containing 1.891 acre, more or less.

0005TE

That part of the West Half of Section 4, Township 41 North, Range 8 East of the Third Principal Meridian, Kane County, Illinois, bearings and distances based on the Illinois State Plane Coordinate System, East Zone, NAD83 (2011 Adjustment), with a combined factor of 0.999971610, described as follows: Commencing at a 5/8" pinch pipe found at the northeast corner of said West Half, per Monument Record to be recorded; thence South 01 degree 00 minutes 55 seconds East, 1514.62 feet along the east line of said West Half, to the southerly right-of-way line of Big Timber Road, recorded September 21, 1989 as Doc. No. 1998261; thence North 57 degrees 42 minutes 32 seconds West, 174.89 feet along said right-of-way line to the Point of Beginning; thence continuing North 57 degrees 42 minutes 32 seconds West, 302.57 feet along said right-of-way line; thence South 35 degrees 06 minutes 30 seconds West, 6.38 feet; thence South 54 degrees 53 minutes 30 seconds East, 15.85 feet; thence southeasterly 116.05 feet on a curve to the left having a radius of 2360.00 feet, the chord of said curve bears South 56 degrees 18 minutes 01 second East, 116.04 feet; thence South 57 degrees 42 minutes 32 seconds East, 171.06 feet;; thence North 32 degrees 17 minutes 28 second East, 10.00 feet to the Point of Beginning.
Said parcel easement contains 0.066 acre, more or less.

0006

That part of Lot 14 in Burnidge Big Timber Park, being a subdivision of part of the south half of Section 4, Township 41 North, Range 8 East of the Third Principal Meridian, Kane County, Illinois, recorded September 14, 1981 as Doc. No. 1588113, bearings and distances based on the Illinois State Plane Coordinate System, East Zone, NAD83 (2011 Adjustment), with a combined factor of 0.999971610, described as follows:
Beginning at the northwest corner of Lot 14; thence North 88 degrees 15 minutes 59 seconds East, 20.46 feet along the north line of said Lot 14, said line being the north line of the Southeast Quarter of the Southwest Quarter of said Section 4; thence Southerly 51.77 feet on a curve to the right having a radius of 4387.18 feet, the chord of said curve bears South 10 degrees 41 minutes 17 seconds West, 51.77 feet to a southerly line of said Lot 14; thence South 88 degrees 43 minutes 49 seconds West, 20.47 feet along said southerly line to a corner of said Lot 14; thence northerly 51.62 feet along the west line of said Lot 14, said line being the easterly right-of-way line of Randall Road, said line being a curve to the left having a radius of 4367.18 feet, the chord of said curve bears North 10 degrees 44 minutes 41 seconds East, 51.62 feet to the Point of Beginning.
Said parcel containing 0.024 acre, more or less.



Randall Road at Big Timber Road Intersection Improvement

0 500 1,000 2,000 3,000 4,000 Feet

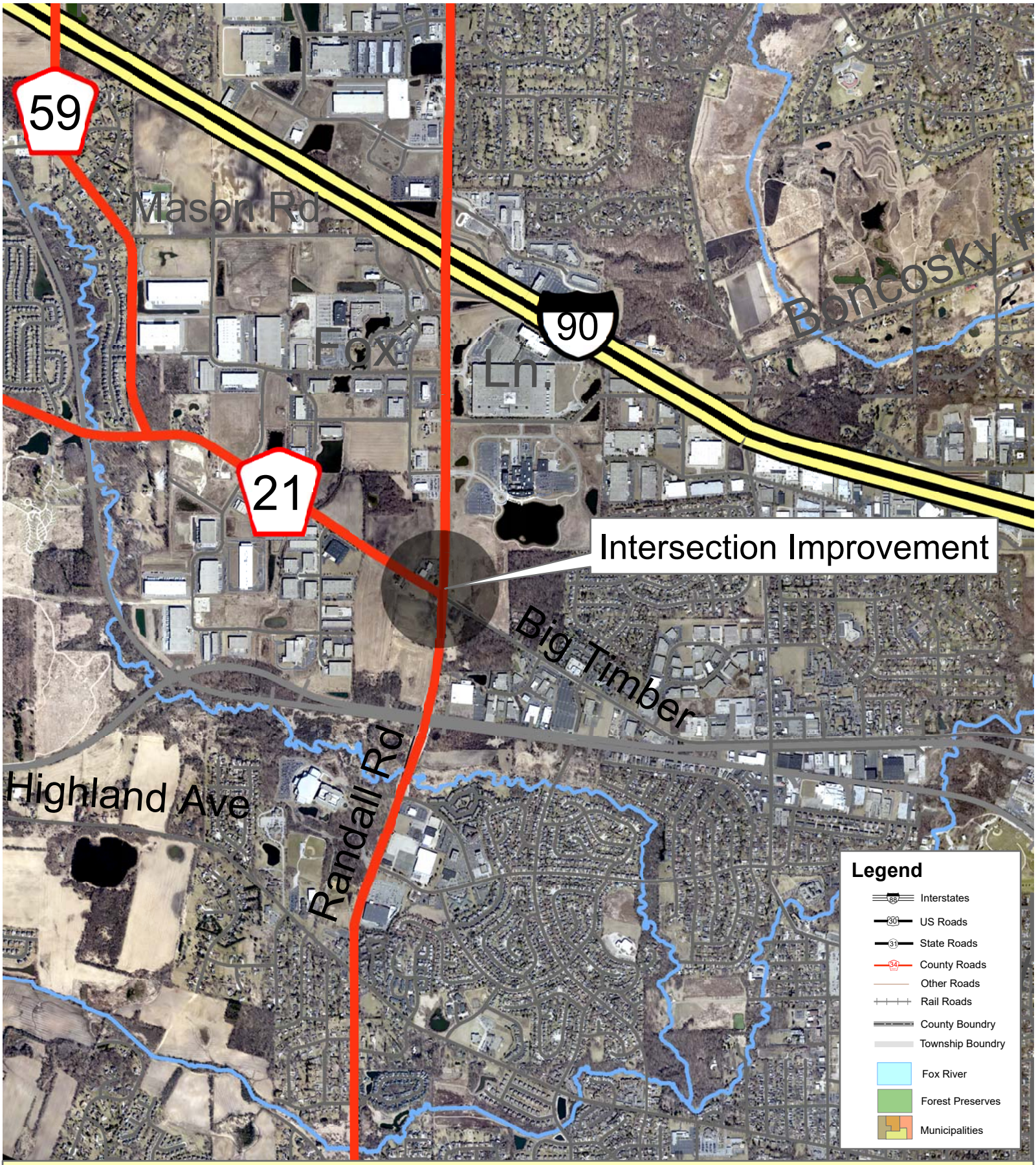
0 1 Miles

N W E S

KANE COUNTY Division of Transportation

803

M:\DotserverD\USERS\Shared File System\GIS\Projects\Press Releases\Randall Road\Randall Rd at Big Timber Rd_loc map



Randall Road at Big Timber Road
Intersection Improvement

0 500 1,000 2,000 3,000 4,000 Feet

0 1 Miles

N W E S

KANE COUNTY Division of Transportation

804

M:\DotserverD\USERS\Shared File System\GIS\Projects\Press Releases\Randall Road\Randall Rd at Big Timber Rd Aerial loc map

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-091

REQUESTING QUICK TAKE POWERS FOR THE ACQUISITION OF HIGHWAY RIGHT OF WAY FOR THE RANDALL ROAD AT HOPPS ROAD INTERSECTION REALIGNMENT AND RAILROAD GRADE SEPARATION IMPROVEMENT, PARCEL NOS.: 0001, 0002, 0002TE, 0003, 0003TE, 0004A, 0004B, 0005PE, 0006, 0006TE, 0007, 0008, AND 0009TE, KANE COUNTY SECTION NO. 19-00511-00-CH

WHEREAS, the County of Kane (hereinafter the "County") is authorized by law, pursuant to the Illinois Compiled Statutes, 605 ILCS 5/5-801 (2004), to acquire real property for highway purposes by negotiated purchase or eminent domain proceedings; and

WHEREAS, the County has developed right of way plans for the Randall Road at Hopps Road Intersection Realignment and Railroad Grade Separation Improvement, Kane County Sec. No. 19-00511-00-CH (hereinafter the "Project"); and

WHEREAS, in order to obtain the necessary highway right of way to complete the Project, the County has engaged in negotiations with the owners of the parcels of property described as Parcel Nos.: 0001, 0002, 0002TE, 0003, 0003TE, 0004A, 0004B, 0005PE, 0006, 0006TE, 0007, 0008, and 0009TE (a copy of the legal descriptions thereof are on file in the office of the Kane County Clerk) which negotiations have not to date resulted in the acquisition of said right of way but remain ongoing; and

WHEREAS, the County desires to continue to maintain the Project schedule to ensure the obligation of allocated federal funds that have been previously awarded to the Project; and

WHEREAS, the "Quick Take" provision of the Illinois Eminent Domain Act (735 ILCS 30/25-5) allows the Illinois General Assembly to authorize various units of local government throughout the State of Illinois (including the County), to utilize an expedited judicial process for the acquisition of real property prior to a final judicial determination of just compensation therefor; and

WHEREAS, Quick Take authorization from the Illinois General Assembly would allow the County to expedite the acquisition of any remaining parcels necessary for the construction of the Randall Road at Hopps Road Intersection Realignment and Railroad Grade Separation Improvement and to advertise and let a contract for said construction in the spring of 2026; and

WHEREAS, the County intends to utilize any Quick Take authority granted by the Illinois General Assembly on an "as needed" basis, after exhausting all negotiations with each parcel owner, to ensure it meets any obligation deadlines for previously allocated federal

funds for the completion of the Project; and

WHEREAS, the Illinois General Assembly, has enacted Illinois House Rule 41 which the County must comply with prior to being provided Quick Take authorization; and

WHEREAS, House Rule 41 of the Illinois General Assembly requires the following events to transpire prior to authorizing the County with Quick Take authority: (i) affected property owners are to be notified by certified mail of the County's requested quick take authority in the acquisition of their respective property, (ii) notice of a hearing to discuss the County's intention to acquire Quick Take authority must be published in a newspaper of general circulation in the County, (iii) a public hearing must be held regarding the County's request for Quick Take authority and, (iv) the County must adopt, by recorded vote, a resolution authorizing the County's request to acquire property using Quick Take and establishing a specified time for the exercise thereof and (v) said resolution and other information must be submitted by the County to the Illinois House Executive Committee.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the County of Kane is hereby authorized to seek approval of Quick Take powers legislation from the Illinois General Assembly, authorizing the County to acquire the following property: Parcel Nos.: 0001, 0002, 0002TE, 0003, 0003TE, 0004A, 0004B, 0005PE, 0006, 0006TE, 0007, 0008, and 0009TE by eminent domain using Quick Take powers authorized under the Eminent Domain Act for the period of time commencing September 1, 2025 until August 31, 2026.

BE IT FURTHER RESOLVED by the Kane County Board that any grant of Quick Take authorization by the Illinois General Assembly to the County shall be used only on "as needed basis", after exhausting negotiations with each parcel owner, to ensure the obligation of federal funds and the successful and timely completion of the Project.

Passed by the Kane County Board on February 11, 2025.

_____	_____
John A. Cunningham, MBA, JD, JD	Corinne M. Pierog MA, MBA
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Requesting Quick Take Powers for the Acquisition of Highway Right of Way for the Randall Road at Hopps Road Intersection Relalignment and Railroad Grade Separation Improvement, Parcel Nos.: 0001, 0002, 0002TE, 0003, 0003TE, 0004A, 0004B, 0005PE, 0006, 0006TE, 0007, 0008, and 0009TE, Kane County Section No. 19-00511-00-CH

Committee Flow:
Transportation Committee, Executive Committee, County Board

Contact:
Steve Coffinbargar (630) 406-7170

Budget Information:

Was this item budgeted? N/A	Appropriation Amount: $N/A
If not budgeted, explain funding source: N/A	

Summary:

The Illinois Compiled Statutes allows the Illinois General Assembly to grant quick take powers to the County for the acquisition of real property prior to the final judicial determination of just compensation.

In order to facilitate the expeditious acquisition of the highway right of way and to fully utilize available federal funding for the construction of the Randall Road at Hopps Road intersection realignment and grade separation improvement, staff requests the approval to pursue quick take powers legislation through the Illinois General Assembly.

PARCEL NO.: 0001

That part of Lot 2 in Winterland Subdivision, being a subdivision in the Southwest Quarter of Section 33, Township 41 North, Range 8 East of the Third Principal Meridian, according to the plat thereof recorded May 11, 2001 as document no. 2001K044295 in Kane County, Illinois, bearings and distances based on the Illinois State Plane Coordinate System, East Zone, NAD 83 (2011 Adjustment), with a combined scale factor of 0.9999369004, being described as follows: Beginning at the southwest corner of said Lot 2; thence northerly along the west line of said Lot 2, being a 43,070.80 radius curve, concave westerly an arc distance of 25.38 (the chord bears North 01 degree 19 minutes 07 seconds West, 25.38 feet), said west line also being the east right-of-way line of Randall Road (A.K.A. County Highway 34); thence North 01 degree 29 minutes 37 seconds West, 217.77 feet (218.00 feet record) along said west line of Lot 2 to a point on a 34,332.50 foot radius curve, concave easterly; thence northerly along said curve and west line 62.19 feet (62.12 feet record) the chord bears North 01 degree 27 minutes 22 seconds West, 62.19 feet (62.12 feet record) to the northwest corner of said Lot 2; thence South 89 degrees 59 minutes 23 seconds East, 11.00 feet along the north line of said Lot 2 to a point on line 11.00 east of and parallel with said west line of Lot 2, being a 34,321.50 foot radius curve, concave easterly; thence southerly along said curve 61.90 feet (the chord bears South 01 degree 27 minutes 23 seconds East, 61.90 feet) along said parallel line; thence South 01 degree 29 minutes 37 seconds East, 217.78 feet along said parallel line to a point on a 43,081.80 foot radius curve, concave westerly; thence southerly along said curve 25.39 feet (the chord bears South 01 degree 19 minutes 07 seconds East, 25.39 feet) along said parallel line to a point on the south line of said Lot 2; thence South 88 degrees 39 minutes 23 seconds West, 11.00 feet along said south line to the point of beginning. Said parcel containing 0.077 acres, more or less.

PARCEL NO.: 0002

That part of Lot 4 in Winterland Subdivision, being a subdivision in the Southwest Quarter of Section 33, Township 41 North, Range 8 East of the Third Principal Meridian, according to the plat thereof recorded May 11, 2001 as document no. 2001K044295 in Kane County, Illinois, bearings and distances based on the Illinois State Plane Coordinate System, East Zone, NAD 83 (2011 Adjustment), with a combined scale factor of 0.9999369004, being described as follows: Beginning at the northwest corner of said Lot 4; thence North 88 degrees 52 minutes 44 seconds East, 40.00 feet along the north line of said Lot 4; thence South 32 degrees 46 minutes 19 seconds West, 52.02 feet to a point on a line 11.00 feet east of and parallel with said west line of Lot 4, being a 34,321.50 foot radius curve, concave easterly; thence southerly along said curve 157.00 feet (the chord bears South 01 degree 16 minutes 25 seconds East, 157.00 feet) to a point on the south line of said Lot 4; thence North 89 degrees 59 minutes 23 seconds West, 11.00 feet along said south line to the southwest corner of said Lot 4; thence northerly along said west line of Lot 4, said west line also being the east right-of-way line of Randall Road (A.K.A. County Highway 34) and being a 34,332.50 foot radius curve, concave easterly an arc distance of 199.97 feet (the chord bears North 01 degree 14 minutes 14 seconds West, 199.97 feet) to the point of beginning. Said parcel containing 0.065 acres, more or less.

PARCEL NO.: 0002TE

That part of Lot 4 in Winterland Subdivision, being a subdivision in the Southwest Quarter of Section 33, Township 41 North, Range 8 East of the Third Principal Meridian, according to the plat thereof recorded May 11, 2001 as document no. 2001K044295 in Kane County, Illinois, bearings and distances based on the Illinois State Plane Coordinate System, East Zone, NAD 83 (2011 Adjustment), with a combined scale factor of 0.9999369004, being described as follows: Commencing at the northeast corner of said Lot 4; thence South 88 degrees 52 minutes 44 seconds West, 122.00 feet along the north line of said Lot 4 to the point of beginning; thence South 01 degree 07 minutes 16 seconds East, 5.00 feet to a point on a line 5.00 feet south of and parallel with the said north line of Lot 4; thence South 88 degrees 52 minutes 44 seconds West, 41.00 feet along said parallel line; thence North 01 degree 07 minutes 16 seconds West, 5.00 feet to a point on said north line of Lot 4; thence North 88 degrees 52 minutes 44 seconds East, 41.00 feet along said north line to the point of beginning. Said temporary easement containing 0.005 acres or 205 square feet, more or less.

PARCEL NO.: 0003

That part of Lot 2 in Panko's Subdivision, being a subdivision in the Southwest Quarter of Section 33, Township 41 North, Range 8 East of the Third Principal Meridian, according to the plat thereof recorded November 6, 2003 as document no. 2003K195732 in Kane County, Illinois, bearings and distances based on the Illinois State Plane Coordinate System, East Zone, NAD 83 (2011 Adjustment), with a combined scale factor of 0.9999369004, being described as follows: Commencing at the southeast corner of said Lot 2; thence South 88 degrees 52 minutes 44 seconds West, 142.50 feet along the south line of said Lot 2 to the point of beginning; thence continuing South 88 degrees 52 minutes 44 seconds West, 134.05 feet along said south line; thence North 01 degree 02 minutes 08 seconds East, 5.00 feet along said south line; thence North 80 degrees 02 minutes 54 seconds West, 20.84 feet along said south line; thence North 88 degrees 52 minutes 44 seconds East, 154.32 feet; thence South 01 degree 07 minutes 16 seconds East, 9.00 feet to the point of beginning. Said parcel containing 0.029 acres, more or less.

PARCEL NO.: 0003TE

That part of Lot 2 in Panko's Subdivision, being a subdivision in the Southwest Quarter of Section 33, Township 41 North, Range 8 East of the Third Principal Meridian, according to the plat thereof recorded November 6, 2003 as document no. 2003K195732 in Kane County, Illinois, bearings and distances based on the Illinois State Plane Coordinate System, East Zone, NAD 83 (2011 Adjustment), with a combined scale factor of 0.9999369004, being described as follows: Commencing at the southeast corner of said Lot 2; thence South 88 degrees 52 minutes 44 seconds West, 142.50 feet along the south line of said Lot 2; thence North 01 degree 07 minutes 16 seconds West, 9.00 feet to the point of beginning; thence South 88 degrees 52 minutes 44 seconds West, 154.32 feet to a point on the south line of said Lot 2; thence North 80 degrees 02 minutes 54 seconds West, 28.64 feet along said south line; thence North 88 degrees 52 minutes 44 seconds East, 59.85 feet; thence North 04 degrees 00 minutes 18 seconds West, 5.00 feet; thence South 88 degrees 05 minutes 42 seconds East, 123.00 feet; thence South 01 degree 07 minutes 16 seconds East, 4.00 feet to the point of beginning. Said temporary easement containing 0.026 acres, more or less.

PARCEL NO.: 0004A

That part of the Southeast Quarter of Section 32, Township 41 North, Range 8 East of the Third Principal Meridian in Kane County, Illinois, bearings and distances based on the Illinois State Plane Coordinate System, East Zone, NAD 83 (2011 Adjustment), with a combined scale factor of 0.9999369004, being described as follows: Commencing at the northeast corner of said Southeast Quarter of Section 32; thence South 00 degrees 00 minutes 17 seconds East, 766.95 feet along the east line of said Southeast Quarter of Section 32 to a point on the southerly line of the 200.00 foot right-of-way of the Canadian National Railroad (A.K.A. The Illinois Central Gulf Railroad and The Chicago Central and Pacific Railroad), said point being the point of beginning; thence North 56 degrees 57 minutes 22 seconds West, 109.47 feet along said southerly line to a point on a line 63.00 feet west of and parallel with the centerline of right-of-way as platted and described by document no. 780936, recorded May 27, 1955; thence North 00 degrees 05 minutes 18 seconds West, 107.47 feet along said parallel line to a point on a line 90.00 feet north of and parallel with said southerly line of the 200.00 foot right-of-way of the Canadian National Railroad; thence South 56 degrees 57 minutes 22 seconds East, 109.66 feet along said parallel line to a point on said east line of said Southeast Quarter of Section 32; thence South 00 degrees 00 minutes 17 seconds East, 107.37 feet along said east line to the point of beginning. Said parcel containing 0.226 acres, more or less.

PARCEL NO.: 0004B

That part of the Southeast Quarter of Section 32, Township 41 North, Range 8 East of the Third Principal Meridian in Kane County, Illinois, bearings and distances based on the Illinois State Plane Coordinate System, East Zone, NAD 83 (2011 Adjustment), with a combined scale factor of 0.9999369004, being described as follows: Commencing at the northeast corner of said Southeast Quarter of Section 32; thence South 00 degrees 00 minutes 17 seconds East, 528.35 feet along the east line of said Southeast Quarter of Section 32 to a point on the northerly line of the 200.00 foot right-of-way of the Canadian National Railroad (A.K.A. The Illinois Central Gulf Railroad and The Chicago Central and Pacific Railroad), said point being the point of beginning; thence continuing South 00 degrees 00 minutes 17 seconds East, 35.79 feet along said east line to a point on a line 30.00 feet south of and parallel with said northerly line of the 200.00 foot right-of-way of the Canadian National Railroad; thence North 56 degrees 57 minutes 22 seconds West, 109.83 feet along said parallel line to a point on a line 63.00 feet west of and parallel with the centerline of right-of-way as platted and described by document no. 780936, recorded May 27, 1955; thence North 00 degrees 05 minutes 18 seconds West, 35.82 feet along said parallel line to a point on said northerly line of the 200.00 foot right-of-way of the Canadian National Railroad; thence South 56 degrees 57 minutes 22 seconds East, 109.89 feet along said northerly line to the point of beginning. Said parcel containing 0.076 acres, more or less.

PARCEL NO.: 0005PE

That part of the Southeast Quarter of Section 32, Township 41 North, Range 8 East of the Third Principal Meridian in Kane County, Illinois, bearings and distances based on the Illinois State Plane Coordinate System, East Zone, NAD 83 (2011 Adjustment), with a combined scale factor of 0.9999369004, being described as follows: Commencing at the northeast corner of said Southeast Quarter of Section 32; thence South 00 degrees 00 minutes 17 seconds East, 528.35 feet along the east line of said Southeast Quarter of Section 32 to a point on the northerly line of the 200.00 foot right-of-way of the Canadian National Railroad (A.K.A. The Illinois Central Gulf Railroad and The Chicago Central and Pacific Railroad); thence North 56 degrees 57 minutes 22 seconds West, 82.42 feet along said northerly line to a point on the west right-of-way line of Randall Road (A.K.A. County Highway 34) as dedicated by document no. 780936, recorded May 27, 1955, said point being the point of beginning; thence North 56 degrees 57 minutes 22 seconds West, 27.47 feet along said northerly line to a point on a line 23.00 feet west of and parallel with said west right-of-way line of Randall Road; thence North 00 degrees 05 minutes 18 seconds West, 137.33 feet along said parallel line to a point on a line 115.00 feet northerly of and parallel with said northerly line of the 200.00 foot right-of-way of the Canadian National Railroad; thence South 56 degrees 57 minutes 22 seconds East, 27.47 feet along said parallel line to a point on said west right-of-way line of Randall Road; thence South 00 degrees 05 minutes 18 seconds East, 137.33 feet along said west right-of-way line to the point of beginning. Said permanent easement containing 0.073 acres, more or less.

PARCEL NO.: 0006

That part of the Southeast Quarter and Northeast Quarter of Section 32, Township 41 North, Range 8 East of the Third Principal Meridian in Kane County, Illinois, bearings and distances based on the Illinois State Plane Coordinate System, East Zone, NAD 83 (2011 Adjustment), with a combined scale factor of 0.9999369004, being described as follows: Commencing at the southeast corner of said Northeast Quarter of Section 32; thence North 00 degrees 19 minutes 41 seconds East, 29.61 feet along the east line of said Southeast Quarter of Section 32 to a point on the north line of the south 29.60 feet of said Northeast Quarter of Section 32; thence South 88 degrees 45 minutes 58 seconds West, 59.02 feet along said north line of the south 29.60 feet of the Northeast Quarter to a point on the original west right-of-way line of Randall Road (A.K.A. County Highway 34), said point being the point of beginning; thence South 00 degrees 05 minutes 18 seconds East, 119.14 feet along said original west right-of-way line of Randall Road to a point on the west right-of-way line of Randall Road as dedicated by document no. 780936 recorded May 27, 1955, said west right-of-way line being a 1,677.28 foot radius curve, concave easterly; thence southerly along said curve and west right-of-way line 192.20 feet (the chord bears South 03 degrees 11 minutes 40 seconds West, 192.09 feet); thence South 00 degrees 05 minutes 18 seconds East, 63.48 feet along said west right-of-way line to a point on a line 115.00 feet northerly of and parallel with said northerly line of the 200.00 foot right-of-way of the Canadian National Railroad (A.K.A. The Illinois Central Gulf Railroad and The Chicago Central and Pacific Railroad); thence North 56 degrees 57 minutes 22 seconds West, 27.47 feet along said parallel line to a point on a line 63.00 feet west of and parallel with the centerline of right-of-way as platted and described by said document no. 780936; thence North 00 degrees 05 minutes 18 seconds West, 48.46 feet along said parallel line to a point on a 1,700.28 foot radius curve, concave easterly; thence northerly along said curve and parallel line 264.27 feet (the chord bears North 04 degrees 21 minutes 51 seconds East, 264.00 feet); thence North 81 degrees 11 minutes 00 seconds West, 36.00 feet to a point on a line 99.00 feet west of and parallel with the centerline of right-of-way as platted and described by said document no. 780936, being a 1,736.28 foot radius curve, concave easterly; thence northerly along said curve and parallel line 41.88 feet (the chord bears North 09 degrees 30 minutes 29 seconds East, 41.88 feet) to a point on said north line of the south 29.60 feet of said Northeast Quarter of Section 32; thence North 88 degrees 45 minutes 34 seconds East, 42.10 feet along said north line to the point of beginning. Said parcel containing 0.209 acres, more or less.

PARCEL NO.: 0006TE

That part of the Southeast Quarter and Northeast Quarter of Section 32, Township 41 North, Range 8 East of the Third Principal Meridian in Kane County, Illinois, bearings and distances based on the Illinois State Plane Coordinate System, East Zone, NAD 83 (2011 Adjustment), with a combined scale factor of 0.9999369004, being described as follows: Commencing at the southeast corner of said Northeast Quarter of Section 32; thence North 00 degrees 19 minutes 41 seconds East, 29.61 feet along the east line of said Southeast Quarter of Section 32 to a point on the north line of the south 29.60 feet of said Northeast Quarter of Section 32; thence South 88 degrees 45 minutes 34 seconds West, 101.12 feet along said north line of the south 29.60 feet of the Northeast Quarter to a point on a line 99.00 feet west of and parallel with the centerline of right-of-way as platted and described by document no. 780936 recorded May 27, 1955, being a 1,736.28 foot radius curve, concave easterly, said point being the point of beginning; thence southerly along said curve and parallel line 41.88 feet (the chord bears South 09 degrees 30 minutes 29 seconds West, 41.88 feet); thence South 81 degrees 11 minutes 00 seconds East, 36.00 feet to a point on a line 63.00 feet west of and parallel with said centerline of right-of-way platted and described by said document no. 780936, said parallel line being a 1,700.28 foot radius curve, concave easterly; thence southerly along said curve and parallel line 6.00 feet (the chord bears South 08 degrees 42 minutes 57 seconds West, 6.00 feet); thence North 81 degrees 11 minutes 00 seconds West, 46.00 feet to a point on a line 109.00 feet west of and parallel with said centerline of right-of-way, being a 1,746.28 foot radius curve, concave easterly; thence northerly along said curve and parallel line 46.10 feet (the chord bears North 09 degrees 22 minutes 35 seconds East, 46.10 feet) to a point on said north line of the south 29.60 feet of said Northeast Quarter of Section 32; thence North 88 degrees 45 minutes 34 seconds East, 10.20 feet along said north line to the point of beginning. Said temporary easement containing 0.016 acres, more or less.

PARCEL NO.: 0007

That part of Lot “A” in Fox Ridge Townhomes Subdivision, being a subdivision in the Northwest Quarter of Section 33, Township 41 North, Range 8 East of the Third Principal Meridian, according to the plat thereof recorded October 19, 1998 as document no. 98K096197 in Kane County, Illinois, bearings and distances based on the Illinois State Plane Coordinate System, East Zone, NAD 83 (2011 Adjustment), with a combined scale factor of 0.9999369004, being described as follows: Beginning at the southwest corner of said Lot “A”; thence northerly along the westerly line of said Lot “A”, said westerly line also being the easterly right-of-way line of Randall Road (A.K.A. County Highway 34) and being a 1,870.08 foot radius curve, concave southwesterly an arc distance of 819.75 feet (820.44 feet and 820.45 feet record) the chord bears North 21 degrees 52 minutes 55 seconds East, 813.20 feet to a point on a 1,597.28 foot radius curve (1,597.28 feet and 1,590.54 feet record), concave southwesterly; thence northerly along said curve and westerly line 175.78 feet (175.96 feet and 172.58 feet record) the chord bears North 43 degrees 36 minutes 14 seconds East, 175.69 feet; thence North 46 degrees 45 minutes 24 seconds East, 95.81 feet (94.10 feet and 94.65 feet record) to the northeast corner of said Lot “A”; thence South 00 degrees 22 minutes 14 seconds West, 13.78 feet along the east line of said Lot “A”; thence South 40 degrees 45 minutes 53 seconds West, 231.44 feet (13.78 feet record) to a point on a 1,754.00 foot radius curve, concave southwesterly; thence southerly along said curve 621.57 feet (the chord bears south 27 degrees 13 minutes 55 seconds West, 618.32 feet); thence South 74 degrees 00 minutes 44 seconds East, 12.25 feet to a point on a 1,845.08 foot radius curve, concave westerly; thence southerly along said curve 210.00 feet (the chord bears south 12 degrees 43 minutes 38 seconds West, 209.89 feet) to a point on the south line of said Lot “A”; thence South 88 degrees 55 minutes 06 seconds West, 25.42 feet along said south line to the point of beginning. Said parcel containing 0.531 acres, more or less.

PARCEL NO.: 0008

That part of the Northwest Quarter of Section 33, Township 41 North, Range 8 East of the Third Principal Meridian in Kane County, Illinois, bearings and distances based on the Illinois State Plane Coordinate System, East Zone, NAD 83 (2011 Adjustment), with a combined scale factor of 0.9999369004, being described as follows: Beginning at a point of intersection with the north line of said Northwest Quarter of Section 33 and the west right-of-way line of Randall Road (A.K.A. County Highway 34) as acquired by the County of Kane by deed document no. 1157361, recorded January 29, 1970; thence South 01 degree 01 minutes 35 seconds East, 21.85 feet (22.87 feet record) along said west right-of-way line to a point on a 1,864.08 foot radius curve, concave westerly; thence southerly along said curve and west right-of-way line 1,487.19 feet (the chord bears South 21 degrees 36 minutes 50 seconds West, 1,448.06 feet); thence South 44 degrees 49 minutes 39 seconds West, 121.14 feet along said west right-of-way line to a point on the centerline of the 50.00 foot right-of-way of Hopps Road as monumented and occupied; thence South 89 degrees 05 minutes 22 seconds West, 673.34 feet along said centerline of right-of-way; thence North 00 degrees 54 minutes 38 seconds West, 52.00 feet to a point on a line 52.00 feet north of and parallel with said centerline of right-of-way; thence North 89 degrees 05 minutes 22 seconds East, 110.00 feet along said parallel line; thence North 64 degrees 13 minutes 06 seconds East, 209.69 feet to a point on a 545.00 foot radius curve, concave southerly; thence easterly along said curve 413.09 feet (the chord bears North 85 degrees 55 minutes 58 seconds East, 403.28 feet); thence North 37 degrees 23 minutes 02 seconds East, 312.52 feet to a point on a 1,674.00 foot radius curve, concave westerly; thence northerly along said curve 1,117.16 feet (the chord bears North 18 degrees 15 minutes 56 seconds East, 1,096.54 feet); thence North 88 degrees 28 minutes 42 seconds East, 58.01 feet along to the point of beginning. Said parcel containing 5.068 acres, more or less, of which 0.394 acres, more or less, was previously dedicated or used for highway purposes.

PARCEL NO.: 0009TE

That part of Lot 160 in Woodbridge South – Phase 1 Subdivision, being a subdivision in the Northwest Quarter of Section 33, Township 41 North, Range 8 East of the Third Principal Meridian, according to the plat thereof recorded December 5, 1991 as document no. 91K066828 in Kane County, Illinois, bearings and distances based on the Illinois State Plane Coordinate System, East Zone, NAD 83 (2011 Adjustment), with a combined scale factor of 0.9999369004, being described as follows: Beginning at the northwesterly corner of said Lot 160; thence North 88 degrees 15 minutes 13 seconds East, 21.00 feet along the north line of said Lot 160, said north line also being the south right-of-way line of Hopps Road; thence South 62 degrees 41 minutes 34 seconds West, 50.68 feet to a point on the westerly line of said Lot 160, said westerly line also being the easterly right-of-way line of Randall Road (A.K.A. County Highway 34); thence North 46 degrees 45 minutes 24 seconds East, 33.00 feet along said westerly line to the point of beginning. Said temporary easement containing 0.005 acres or 230 square feet, more or less.

STATE OF ILLINOIS)
) SS
COUNTY OF KANE)

AFFIDAVIT

I, Corinne M. Pierog, being first duly sworn, on oath do hereby affirm, state and aver as following:

1. I am the Chairman of the County Board of the County of Kane, State of Illinois.

2. The County of Kane is actively seeking to acquire certain parcels of real estate for the construction and improvement of a Kane County highway; namely Kane County Highway No. 34, (also known as Randall Road) at its intersection with Hopps Road.

3. The street addresses and the legal descriptions of the parcels of real estate sought by the County of Kane are attached hereto as Exhibit "A".

4. The names of the Illinois State Senators in whose districts the above referenced parcels of real estate are located are set forth on Exhibit "B" are attached hereto and incorporated herein.

5. The Illinois State Senators listed on Exhibit "B" were contacted by the County of Kane on TBD, 2025, in writing through U.S. Mail, regarding the County of Kane's request for quick take authority for purposes of acquiring the parcels of real estate described above are attached hereto and incorporated herein.

6. The names of the Illinois State Representatives in whose districts the above referenced parcels of real estate are located are set forth on Exhibit "C" are attached hereto and incorporated herein.

7. The Illinois State Representatives listed on Exhibit "C" were contacted by the County of Kane on TBD, 2025, in writing by U.S. Mail, regarding the County of Kane's request for quick take authority for purposes of acquiring the parcels of real estate described above are attached hereto and incorporated herein.

8. The name, address and telephone number of each owner of the above described parcels of real estate sought by the County of Kane for the construction of the Randall Road at Hopps Road improvement are attached hereto as Exhibit "D" and incorporated herein.

9. A summary of negotiations conducted by the County of Kane with the owners of the parcels of real estate described above are set forth in Exhibit "E" which is attached hereto and made a part hereof.

10. On January 29, 2025 after notice thereof was published in a newspaper of general circulation within Kane County, the County of Kane conducted a public hearing in the Kane County Board meeting room at 719 S. Batavia, Avenue, Geneva, Illinois 60134 regarding the County of Kane's

request to seek quick take authority from the Illinois Legislature to acquire the parcels of real estate described above.

11. The above described parcels of real estate sought by the County of Kane are to be used for a public purpose specifically as Kane County Highway Right of Way for the construction of highways open for use by the public generally, namely the improvement of the intersection of Randall Road at Hopps Road near and in Elgin, Illinois.

12. The parcels of real estate described above which are sought by the County of Kane for public highway purposes are located entirely within the corporate limits of Kane County, Illinois.

13. Further the affiant sayeth naught.

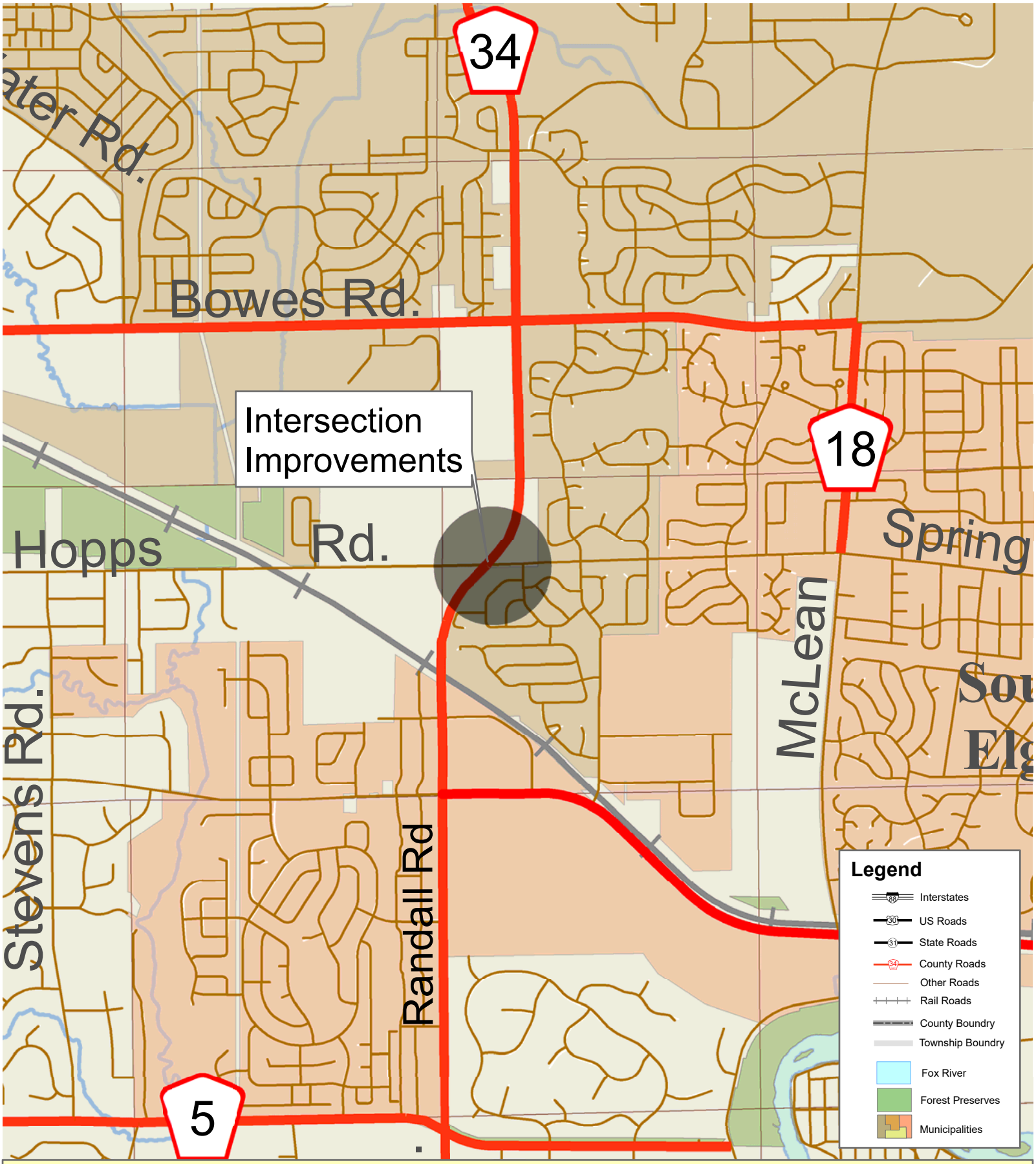
_____
Corinne M. Pierog, MA, MBA
Chairman, Kane County Board

I,_____, a Notary Public, in and for the County and State aforesaid, do hereby certify, that Corinne M. Pierog, personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that as Chairman of the Kane County Board she signed and delivered the said instrument pursuant to her authority as such Chairman as his free and voluntary act, for the uses and purposed therein set forth.

GIVEN under by hand and official seal this _____ day of February 11, 2025.

_____
Notary Public

(Seal)



Section Number 19-00511-00-CH
Randall Road at Hopps Road
Intersection Improvements

0 500 1,000 2,000 3,000 4,000 Feet

0 1 Miles

N W E S

KANE COUNTY Division of Transportation

818

M:\DotserverD\USERS\Shared File System\GIS\Projects\Press Releases\Randall Road\Randall Rd at Hopps RdIntersection Improvements loc map

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. TMP-25-110

APPROVING COUNTY BOARD PERSONAL EXPENSE VOUCHER REIMBURSEMENT REQUEST

WHEREAS, in accordance with the Local Government Travel Expense Control Act, 50 ILCS 150/1 et seq., all reimbursements for travel, meals and lodging of County Board Members and County Board Chairman must be approved by a roll call vote of the County Board; and

WHEREAS, such reimbursement requests should be advanced through the Finance and Budget Committee and Executive Committee before submission to the County Board for approval by roll call vote; and

WHEREAS, the following reimbursements have been requested, and applicable documentation is included for review:

Mileage	89 miles	$59.63
Parking		$21.00
Tolls		$ 6.00
		$86.63

NOW, THEREFORE, BE IT RESOLVED that the above requests for travel, meals and/or lodging are approved by roll call vote at the next applicable County Board meeting.

Passed by the Kane County Board on February 11, 2025.

_____
John A. Cunningham, MBA, JD, JD
Clerk, County Board
Kane County, Illinois

_____
Corinne M. Pierog MA, MBA
Chairman, County Board
Kane County, Illinois

Vote:

RESOLUTION/ORDINANCE EXECUTIVE SUMMARY

Resolution No.

Approving County Board Travel/Meal/Lodging Reimbursement Requests

Committee Flow: Finance and Budget Committee, Executive Committee, County Board

Contact: Jane Tallitsch

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $86.63
If not budgeted, explain funding source:	

Summary:

Per Resolution 17-30, that amended the Kane County Financial Policy in accordance with the Local Government Travel Expense Control Act, 50 ILCS 150/1 et seq., all reimbursements for travel, meals, and lodging of County Board Members & County Board Chairman must be approved by a roll call vote at County Board.

25-001254

Kane County
Personal Expense Voucher

INV #-010925

First Name and Last Name: Corinne Pierog

Address: 719 S. Batavia Avenue

City: Geneva State: IL Zip Code: 60134

ANY EXPENSES GREATER THAN 60 DAYS WILL NOT BE APPROVED.

Per June - Office address is OK to use - RS 1/13/25

Date (MM/DD/YYYY)	Description/Purpose	No of Miles	Mileage Reimb	Transprt	Lodging	Meals	Other
12/13/2024	ISACo 2024 Annual Luncheon	89	$59.63	$21.00			$6.00
	Total:	89	$59.63	$21.00			$6.00

Expense Total: $86.63

Signature

1/9/25
Current Date

Approved By

1/9/25
Current Date

I CERTIFY THAT THE ABOVE EXPENSES ARE CORRECT, AND WERE INCURRED FOR COUNTY BUSINESS. I FURTHER CERTIFY THAT, IF ANY ABOVE EXPENSES INVOLVED THE USE OF A MOTOR VEHICLE, I HAVE A VALID DRIVERS LICENSE FOR SAID USE AND HAVE INSURANCE IN THE AMOUNT REQUIRED BY KCC SECTION 2-72 AS AMENDED AND KC PERSONNEL POLICY HANDBOOK AS AMENDED.

Department

CHECKLIST

	Yes	No
Receipts and/or Agenda Attached?	☑	☐
Employee Home Address Included?	☑	☐
Employee Date and Sign?	☑	☐
Supervisor provide signature approval and date?	☑	☐
Account Number Correct?	☑	☐
Are Expenditures Greater than 60 Days?	☐	☑
Employees Address same?	☑	☐

Fund/Dept./Sub-Dept.

001.010.010.53106

SUMMARY OF EXPENSES

		Project Code	Amount/Item
Conference/Meeting	53100		
Training Expense	53110		
Mileage Expense	53106		$59.63
Office Supplies	60000		
Operating Supplies	60010		
Parking	53106		$21.00
Tolls	53106		$6.00
		Expense Total	$86.63

Tallitsch, Jane

From: Tiffani Homer <thomer@isacoil.org>
Sent: Tuesday, October 15, 2024 2:25 PM
Subject: EX: ISACo Annual Luncheon Invitation in December

To: ISACo Board of Directors

On behalf of ISACo President Matthew Prochaska, we are pleased to announce the Illinois State Association of Counties' 2024 Annual Luncheon is scheduled for noon on **Friday, December 13**. ISACo cordially invites you to join us for this event. The luncheon will be held at the prestigious Union League Club of Chicago.

Please RSVP to this email by Friday, November 15, as space may be limited. We look forward to seeing you at the event.

With Appreciation,
Tiffani Homer

Tiffani Homer | Member Services and Communications Manager
ILLINOIS STATE ASSOCIATION OF COUNTIES
427 E. Monroe | Springfield, Illinois 62701
217.679.3368

Tallitsch, Jane

From: Tiffani Homer <thomer@isacoil.org>
Sent: Tuesday, December 10, 2024 1:10 PM
Subject: EX: ISACo Annual Luncheon Reminder

To: ISACo Members, Corporate Partners and Friends

As a reminder, the 2024 Illinois State Association of Counties' (ISACo) Annual Luncheon **will be taking place this week on Friday, December 13 at noon.**

Please kindly note that the Annual Luncheon will be held at the Union League Club of Chicago. The luncheon will take place on the 7th floor in the French room. Union League attendants and ISACo staff will be present and able to assist guests in locating the event.

The address is:

Union League Club of Chicago
65 W Jackson Blvd.
Chicago, IL 60604

Self-parking is available at the garage on the northwest corner of Federal and Van Buren.

We look forward to seeing you at the event!

With Appreciation,
Tiffani Homer

Tiffani Homer | Member Services and Communications Manager
ILLINOIS STATE ASSOCIATION OF COUNTIES
427 E. Monroe | Springfield, Illinois 62701
217.679.3368

Blue from American Express®

CORINNE M PIEROG
Closing Date 12/27/24

Account Ending 2-81003

Customer Care & Billing Inquiries **1-888-BLUE-741**
International Collect 1-888-258-3741
Cash Advance at ATMs Inquiries 1-336-393-1111
Large Print & Braille Statements 1-800-CASH-NOW
1-888-BLUE-741
1-888-258-3741

Hearing Impaired
Online chat at **americanexpress.com** or use **Relay dial 711** and **1-888-258-3741**

Website: americanexpress.com

Customer Care & Billing Inquiries
P.O. BOX 981535
EL PASO, TX
79998-1535

Payments
PO BOX 6031
CAROL STREAM IL
60197-6031

Payments and Credits

Summary

	Total
Payments	[redacted]
Credits	[redacted]
Total Payments and Credits	[redacted]

020108 2/3

Detail

*Indicates posting date

Payments

		Amount
12/10/24*	ELECTRONIC PAYMENT RECEIVED-THANK	[redacted]

New Charges

Summary

	Total
Total New Charges	[redacted]

Detail

CORINNE M PIEROG
Card Ending 2-81003

				Amount
[redacted]				
[redacted]				
[redacted]				
[redacted]		CHICAGO	IL	$46.00
[redacted]				
12/13/24	PARKINGMETER5 8772427901 0086 877-242-7901	CHICAGO	IL	$21.00
[redacted]				
[redacted]				
[redacted]				
[redacted]				

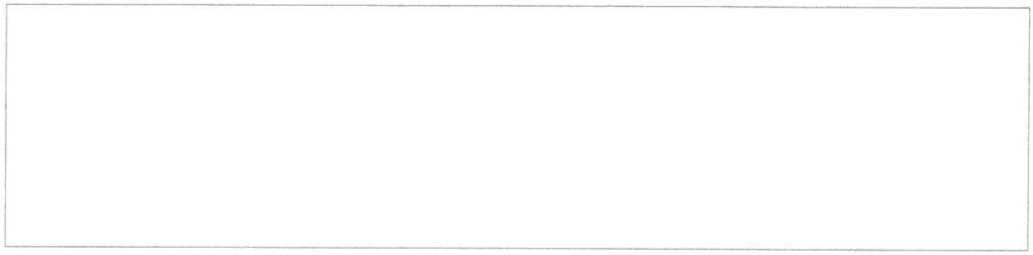
Continued on reverse

bing maps

A 719 S Batavia Ave, Geneva, IL 60134

B Union League Club of Chicago, 65 W Jackson Blvd, Chicago, IL 60604

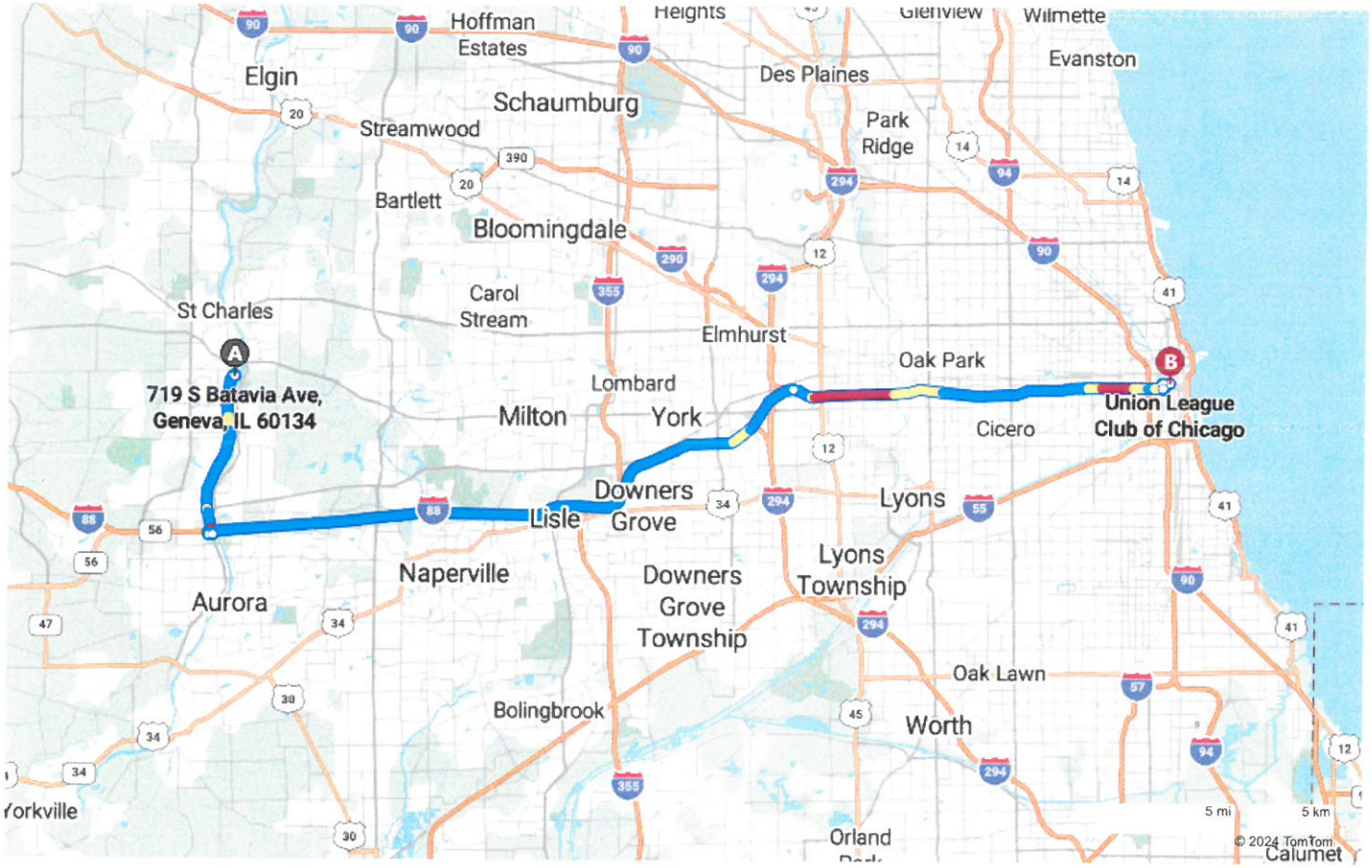
1 hr 02 min, 45.1 miles
Moderate traffic (13 min delay)
Via I-88 E, I-290 E
· Toll on route



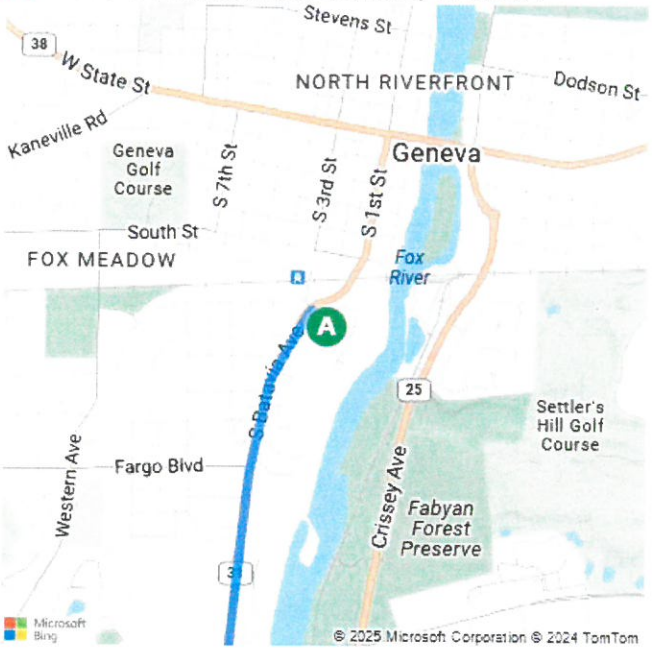
A 719 S Batavia Ave, Geneva, IL 60134

↑	1.	Depart and head **northeast** on **Kane County Rd**	217 ft
↰	2.	Turn **left** to stay on **Kane County Rd**	285 ft
↰	3.	Turn **left** onto **IL-31 / S Batavia Ave** Pass Shell on the left in 2.1 mi	6.2 mi
↱	4.	Take the ramp on the **right** for **I-88 / IL-56 West** and head toward **Chicago / Dekalb-Iowa** • *Toll road*	0.2 mi
88	5.	Keep **right**, heading toward **Chicago / East** • *Toll road*	24.0 mi, 21 min
88	6.	Continue on **I-290 E**	13.9 mi, 27 min
↱	7.	Take the ramp on the **right** and follow signs for **Franklin St**	0.4 mi
↱	8.	Turn **right** onto **W Jackson Blvd** Hilton Garden Inn Chicago Central Loop on the corner	0.3 mi
	9.	Arrive at **W Jackson Blvd** on the right The last intersection before your destination is S Clark St If you reach S Federal St, you've gone too far	

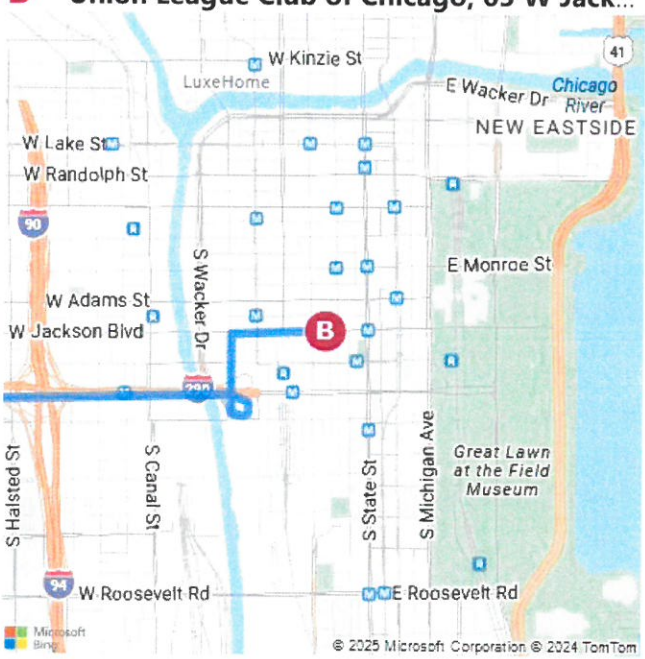
B Union League Club of Chicago



A 719 S Batavia Ave, Geneva, IL 60134



B Union League Club of Chicago, 65 W Jack...



These directions are subject to the Microsoft® Service Agreement and are for informational purposes only. No guarantee is made regarding their completeness or accuracy. Construction projects, traffic, or other events may cause actual conditions to differ from these results. Map and traffic data © 2025 TomTom.

bing maps

A Union League Club of Chicago, 65 W Jackson Blvd, Chicago, IL 60604
B 719 S Batavia Ave, Geneva, IL 60134

1 hr 08 min , 43.9 miles
Heavy traffic (20 min delay)
Via I-290 W, I-88 W
· Toll on route

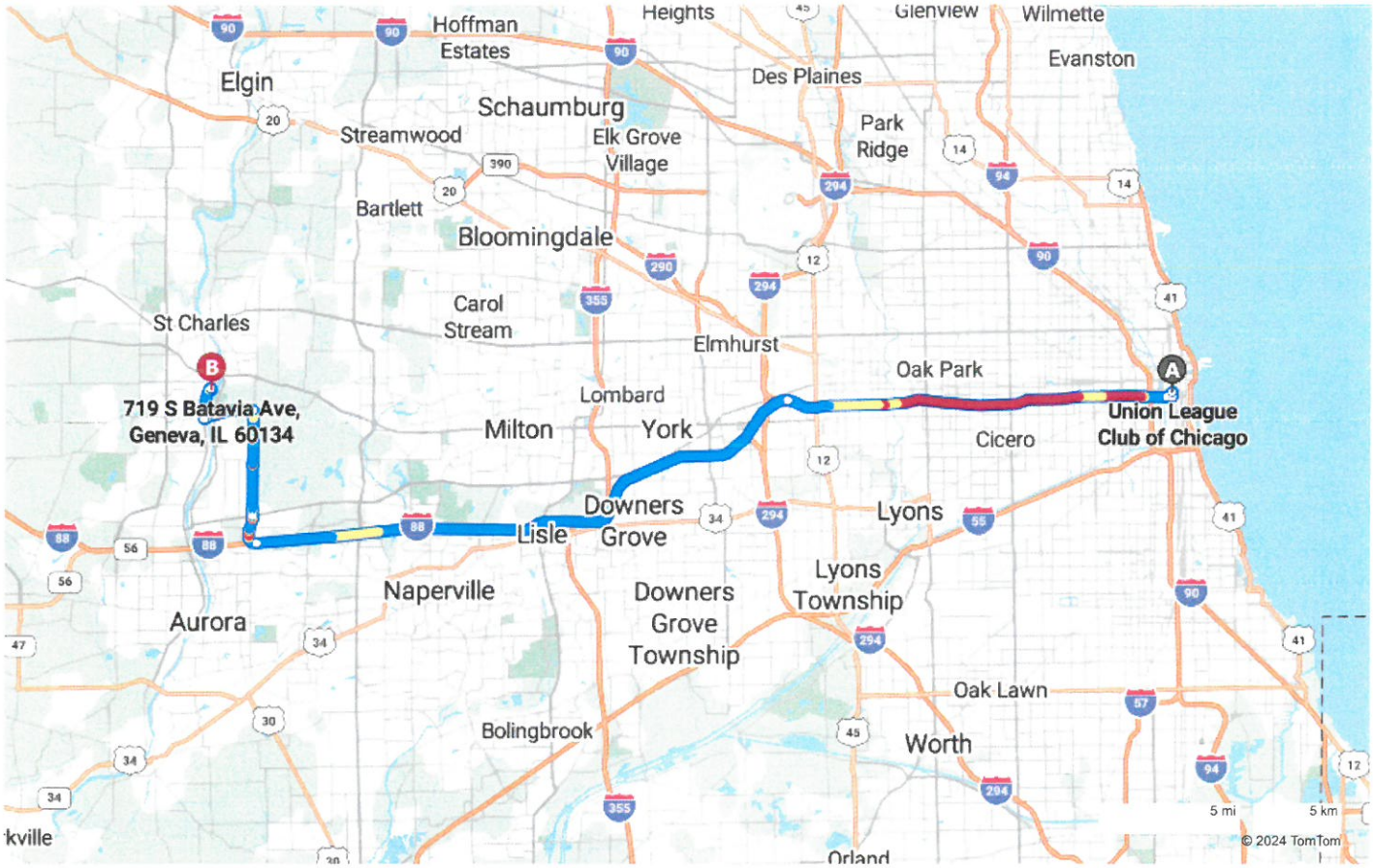


A Union League Club of Chicago

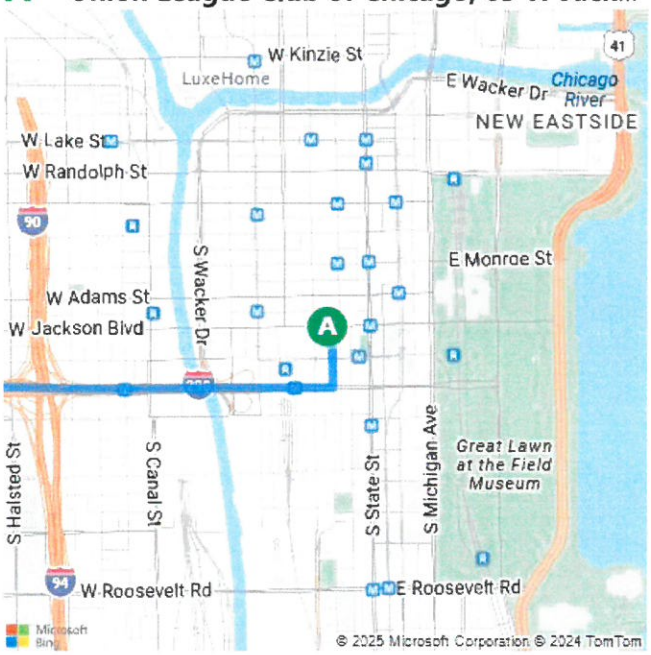
1.	Head **east** on **W Jackson Blvd** toward S Federal St	69 ft
2.	Turn **right** onto **S Federal St** National Trust For Historic Preservation on the corner	0.2 mi
3.	Turn **right** onto **W Ida B. Wells Dr**	0.2 mi
4.	Road name changes to **I-290 W**	14.0 mi, 37 min
5.	Keep **left** to get onto **I-88 W** • *Toll road*	21.3 mi, 20 min
6.	At Exit **119B**, head on the ramp **right** and follow signs for **NORTH Farnsworth Ave** • *Toll road*	1.2 mi
7.	Continue on **Kirk Rd**	2.8 mi
8.	Road name changes to **N Kirk Rd**	1.0 mi
9.	Turn **left** onto **E Fabyan Pkwy**	1.4 mi
10.	Keep **straight** to get onto **Fabyan Pkwy**	0.4 mi
11.	Turn **right** onto **IL-31 / S Batavia Ave**	1.2 mi
12.	Turn **right** onto **Kane County Rd**	190 ft
13.	Turn **right** to stay on **Kane County Rd**	466 ft

14. Arrive at **Kane County Rd** on the right
The last intersection before your destination is IL-31 / S 1st St

B 719 S Batavia Ave, Geneva, IL 60134



A Union League Club of Chicago, 65 W Jack...



B 719 S Batavia Ave, Geneva, IL 60134



These directions are subject to the Microsoft® Service Agreement and are for informational purposes only. No guarantee is made regarding their completeness or accuracy. Construction projects, traffic, or other events may cause actual conditions to differ from these results. Map and traffic data © 2025 TomTom.

Illinois Tollway

Trip Calculator

Right-Click on map or use the drop down fields below to select your route.

Step 1

Entry Point

I-88 EB: Illinois 31

Exit Point

I-88 EB Exit: I-290

Vehicle Class

Auto / Motorcycle (2 Axles

Time

All Times

Step 2

GET ROUTE

CLEAR

PLAZA NAME	TOLL
Aurora Toll Plaza	$1.50
Meyers Road Toll Plaza	$1.50
TOTAL	$3.00

Illinois Tollway

Trip Calculator

Right-Click on map or use the drop down fields below to select your route.

Step 1

Entry Point

I-88 WB Entry: I-290

Exit Point

I-88 WB: Illinois 31

Vehicle Class

Auto / Motorcycle (2 Axles

Time

All Times

Step 2

GET ROUTE

CLEAR

PLAZA NAME	TOLL
York Road Toll Plaza	$1.50
Aurora Toll Plaza	$1.50
TOTAL	$3.00

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Flock Safety + IL - Kane County SO

Flock Group Inc.
1170 Howell Mill Rd, Suite 210
Atlanta, GA 30318

MAIN CONTACT:
Andrew Allen
andrew.allen@flocksafety.com
6159719287

flock safety

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

EXHIBIT A
ORDER FORM

Customer:	IL - Kane County SO	Initial Term:	12 Months
Legal Entity Name:	IL - Kane County SO	Renewal Term:	24 Months
Accounts Payable Email:		Payment Terms:	Net 30
Address:	37w755 Il-38 Suite A Saint Charles, Illinois 60175	Billing Frequency:	Annual
		Retention Period:	30 Days

Hardware and Software Products

Annual recurring amounts over subscription term

Item	Cost	Quantity	Total
Flock Safety Platform			**$60,500.00**
Flock Safety Flock OS			
FlockOS ™ - Essentials	Included	1	Included
Flock Safety LPR Products			
Flock Safety Falcon ®	Included	23	Included
Flock Safety Wing ™ LPR	Included	2	Included

Professional Services and One Time Purchases

Item	Cost	Quantity	Total
One Time Fees			
Flock Safety Professional Services			
Professional Services - Wing Implementation Fee	$500.00	1	$500.00

Subtotal Year 1:	$61,000.00
Annual Recurring Subtotal:	$60,500.00
Discounts:	$11,500.00
Estimated Tax:	$0.00
Contract Total:	$61,000.00

The Term for Flock Hardware shall commence upon first installation and validation, except that the Term for any Flock Hardware that requires self-installation shall commence upon execution of the Agreement. In the event a Customer purchases more than one type of Flock Hardware, the earliest Term start date shall control. In the event a Customer purchases software only, the Term shall commence upon execution of the Agreement.

*Taxes shown above are provided as an estimate. Actual taxes are the responsibility of the Customer. This Agreement will automatically renew for successive renewal terms of the greater of one year or the length set forth on the Order Form (each, a "**Renewal Term**") unless either Party gives the other Party notice of non-renewal at least thirty (30) days prior to the end of the then-current term.*

Special Terms:

• This Agreement supersedes any and all previously executed agreement between the Parties, relating to the provision of services by Flock to Customer and

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

any exhibits attached thereto or incorporated therein by reference. Upon execution of this Agreement, all previously executed agreements pertaining to the Services provided shall run coterminous with the Term of this Agreement. In the event of any overlap in subscription terms and prior invoices, payments will be provided in pro rata credit. Any estimates provided on credits are subject to change based on execution of new contract.

Billing Schedule

Billing Schedule	Amount (USD)
Year 1	
At Contract Signing	$61,000.00
Annual Recurring after Year 1	$60,500.00
Contract Total	$61,000.00

*Tax not included

Discounts

Discounts Applied	Amount (USD)
Flock Safety Platform	$11,500.00
Flock Safety Add-ons	$0.00
Flock Safety Professional Services	$0.00

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Product and Services Description

Flock Safety Platform Items	Product Description
FlockOS ™ - Essentials	An integrated public safety platform that detects, centralizes and decodes actionable evidence to increase safety, improve efficiency, and connect the community.
Flock Safety Wing ™ LPR	Wing software integration transforms traditional IP cameras into Flock Safety enabled LPR cameras. Includes Vehicle Fingerprint ™ computer vision and Advanced Search Package (Convoy Analysis, Multi Geo Search, Visual Search)
Flock Safety Falcon ®	Law enforcement grade infrastructure-free (solar power + LTE) license plate recognition camera with Vehicle Fingerprint ™ technology (proprietary machine learning software) and real-time alerts for unlimited users.
Professional Services - Wing Implementation Fee	

FlockOS Features & Description

FlockOS Features	Description
Community Network Access	The ability to request direct access to feeds from privately owned Flock Safety Falcon® LPR cameras located in neighborhoods, schools, and businesses in your community, significantly increasing actionable evidence that clears cases.
Unlimited Users	Unlimited users for FlockOS
State Network (License Plate Lookup Only)	Allows agencies to look up license plates on all cameras opted into the Flock Safety network within your state.
Nationwide Network (License Plate Lookup Only)	With the vast Flock Safety sharing network, law enforcement agencies no longer have to rely on just their devices alone. Agencies can leverage a nationwide system boasting 10 billion additional plate reads per month to amplify the potential to collect vital evidence in otherwise dead-end investigations.
Law Enforcement Network Access	The ability to request direct access to evidence detection devices from Law Enforcement agencies outside of your jurisdiction.
Time & Location Based Search	Search full, partial, and temporary plates by time at particular device locations
License Plate Lookup	Look up specific license plate location history captured on Flock devices
Vehicle Fingerprint Search	Search footage using Vehicle Fingerprint™ technology. Access vehicle type, make, color, license plate state, missing / covered plates, and other unique features like bumper stickers, decals, and roof racks.
Insights & Analytics	Reporting tool to help administrators manage their LPR program with device performance data, user and network audits, plate read reports, hot list alert reports, event logs, and outcome reports.
ESRI Based Map Interface	Map-based interface that consolidates all data streams and the locations of each connected asset, enabling greater situational awareness and a common operating picture.
Real-Time NCIC Alerts on Flock ALPR Cameras	Receive automated alerts when vehicles entered into established databases for missing and wanted persons are detected, including the FBI's National Crime Information Center (NCIC) and National Center for Missing & Exploited Children (NCMEC) databases.
Unlimited Custom Hot Lists	Ability to add a suspect's license plate to a custom list and get alerted when it passes by a Flock camera

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

By executing this Order Form, Customer represents and warrants that it has read and agrees all of the terms and conditions contained in the Terms of Service located at https://www.flocksafety.com/terms-and-conditions

The Parties have executed this Agreement as of the dates set forth below.

FLOCK GROUP, INC.

By: Signed by: Mark Smith AC5C931454C24F3...

Name: Mark Smith

Title: General Counsel

Date: 1/6/2025

Customer: IL - Kane County SO

By: Signed by: David Wolf 325CA076054C4C1...

Name: David Wolf

Title: Chief of Operations

Date: 1/6/2025

PO Number:

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Customer Implementation Guide

Law Enforcement



flock safety

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Table of Contents

Implementation Timeline 2

Flock Safety Team 3

Implementation Service briefs: Existing Infrastructure vs Standard vs Advanced 6

- Existing Infrastructure Implementation
- Standard Implementation
- Advanced Implementation

Things to Consider When Selecting Locations 12

Customer Responsibilities: AC-Powered Cams 14

Electrician Handout 15

- Electrician Installation Steps
- FAQs about AC-Powered Flock Cameras

Installation Service Brief Summary 18

Permitting: Pre-Install Questionnaire 19

1. Timeline
2. Right of Way
3. AC Power vs. Solar
4. Traffic Control & Installation Methods
5. Paperwork & Required Forms
6. Contacts

*Fee Schedule 21

Help Center 22

Customer Support 22

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Implementation Timeline

This timeline provides general guidance and understanding of your installation process. While we typically complete installations 6-8 weeks after locations have been finalized, delays can occur as noted in the timeline below:

REVIEW LOCATIONS

Confirm Camera Locations With Your Sales Representative

FLOCK: Your sales representative will present several viable options for camera locations

CUSTOMER: Review Deployment Plan & approve camera locations

PLEASE NOTE: If Public Works is required to move forward, please obtain approval

FINALIZE LOCATIONS

Prepare For Finalized Camera Locations

FLOCK: Confirm Deployment Plane and signed agreement. Flock will move forward with next steps for locations that don't need permits (minimum 10 locations needed to move forward with partial installation)

CUSTOMER: Prepare the below items, as needed

- **If permits are required, begin application process**
- **If camera will be AC-powered, hire an electrician/street department**

STEP 1

Conduct On-site Survey & Place Flags

FLOCK: Flock technician conducts site survey to (1) evaluate/reconfirm solar or power access, (2) check line of sight to the road, and (3) evaluate/reconfirm cellular service in the area. When the technician deems the locations suitable, s/he will place a white flag at each spot

PLEASE NOTE: If the initially determined locations don't meet Flock standards, we will evaluate a new location, obtain customer approval, and redo a site survey. This may push timeline for installation

STEP 2

Call 811

FLOCK: Flock Safety will coordinate with Call 811 to mark each camera location for underground utilities within a 10-foot radius

PLEASE NOTE: Call 811 is a government service, so turnaround times may vary and is outside of Flock control

STEP 3

Schedule Installation

FLOCK: Flock will (1) ship any site specific material that the technician does not have locally (2) schedule the installation date

STEP 4

Install & Validate Cameras

FLOCK: After installation, your Onboarding Specialist will confirm that cameras are capturing footage well and functioning properly. They will then give you full access to the system along with helpful training resources

ONGOING – AS NEEDED

Finalize Any Installation Needs

FLOCK: While we typically complete installations within 4 weeks of finalizing locations, delays may occur due to external factors. In these instances, we will continue to work through this process until your cameras are fully installed and operational

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Flock Safety Team

Implementation Team	How They Will Support You
 **Project Manager**	Your **Project Manager** is your **primary contact during camera installation.** Your project manager will guide you through the entire installation process, keeping you apprised of all implementation updates as well as answering any questions you have during this time. They will ensure that all the cameras are on the ground and operating for at least 48 hours before transitioning you to your Customer Success Manager.
 **Field Operations Team**	• The Field Operations team is responsible for the physical installation and maintenance of cameras and associated equipment provided by Flock. This includes a large team of technicians, schedulers, and many others involved in ensuring the delivery of the product. • They take the technical plan you finalized with Product Implementation and work closely with other teams at Flock to make sure that the cameras are installed quickly and safely and in a way that maximizes the opportunity to solve crime at a specific location. • ***Note*:** For **all Installation questions or concerns**, please always direct them to your **Customer Success Manager** and not the technician.

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Relationship Team	How They Will Support You
 **Customer Success Manager**	Your Customer Success Manager is your strategic partner for your lifetime as a Flock customer. While the cameras are getting installed, your CSM will help get your account set up and get all key users trained on the system. Post-Camera-Installation, your CSM will be your go-to for most account-related needs: You should reach out to them to: • Set up Account Training • Understand benefits of features • Learning best practices for getting relevant data • Identifying opportunities to expand the security network in your area • Provide feedback on your partnership with Flock
 **Flock Safety Support**	The Flock Safety Support team is committed to answering all your day-to-day questions as quickly as possible. **To get in touch with support**, simply email **support@flocksafety.com or call 866-901-1781 Mon-Fri 8am-8pm EST.** Support can help you: • Request camera maintenance • Troubleshoot online platform • Contract / Billing questions • Update account information • Camera Sharing questions • Quick “How to” questions in your Flock Account

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Outside Party	When They May Be Involved
Electrician/Street Department	If the Flock cameras need to be AC powered, you (customer) are responsible for providing an electrician to ensure power connectivity
Public Works (LE)	To weigh in on the use of public Rights of Way or property
Department of Transportation (DOT), City, or County agencies	If installation in your area requires permitting

PLEASE NOTE: On some occasions, third parties outside of Flock Safety may be (or need to be) involved in your implementation.

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Implementation Service Briefs: Existing Infrastructure vs Standard vs Advanced

	Existing Infrastructure Install	Standard Install	Advanced Install
Pole	None	Flock	NCHRP 350 / MASH
Timeline	Short	Medium	Longest
Cost	Lowest	Mid	Highest

Existing Infrastructure Implementation

COST: $150 per camera (one time cost)

Included In Scope:

Once designated locations are approved by the customer, as part of the **Existing Infrastructure Implementation Service** Flock will perform the following:

- An in-person site survey to confirm the installation feasibility of a location (location assessment, solar assessment, visibility review, etc.)
  - Cameras need sufficient power. Since a solar panel is required per camera, it can prevent adequate solar power if two cameras and two solar panels are on a single pole (blocking visibility). Therefore if relying on solar power, only one camera can be installed per pole.
- Confirm that a location is safe for work by following State utility locating procedures.
- Each installation may include the following:
  - Installation of camera and solar panel or AC adapter box on a suitable existing pole

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

        - Types of existing infrastructure such as existing utility, light, and traffic signal poles.
        - Pole no higher than 8'-12' (approval at Flock Safety's discretion)
        - Flock will provide and mount an AC adapter unit that a qualified electrician can connect to AC power following our **electrical wiring requirements**. Flock is unable to make any AC connections or boreholes in any material other than dirt, grass, loose gravel (or other non-diggable material). Electrical work requiring a licensed electrician and associated costs, not included in the scope.
    - Access requiring up to a 14' using an A-frame ladder
    - Standard MUTCD traffic control procedures performed by a Flock technician
- Obtain a business license to operate in the city and state of camera location

Out Of Scope:

By default, Flock does **not** include the following as part of the **Existing Infrastructure Implementation Service** but can provide a quote for sourcing at an additional cost:

- Mounting on mast arms (always require bucket truck and traffic control)
- Call 811 'Call-before-you-Dig' system
- Installation of any poles including but not limited to
    - Standard, 12' above grade **Flock breakaway pole**
    - NCHRP 350 or MASH approved pole (as may be required for locations in DOT right of way)
- A Bucket Truck for accessing horizontal/cross-beams and/or height above 14'
- Special equipment rentals for site access
- Site-specific engineered traffic plans
- Third-party provided traffic control
- State or city-specific specialty contractor licenses or unique attachment/ connection requirements
- Custom engineered drawings
- Electrical work requires a licensed electrician.

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

    - Flock will provide and mount an AC adapter that a qualified electrician can connect to AC power but cannot make any AC connections or boreholes in any material other than dirt, grass, loose gravel (or other non-diggable material).
- Concrete cutting
- Private utility search for privately owned items not included in standard 811 procedures (communication, networking, sprinklers, etc.)
- Upgrades to power sources to ready them for Flock power (additional fuses, switches, breakers, etc.)
- Any fees or costs associated with filing for required city, county, or state permits
- Licensing or attachment agreements with asset / infrastructure owners
- Utility contracts and billing
- Customer requested relocations (see fee schedule)

Standard Implementation

COST: $650 per camera (one time cost)

Included In Scope:

Once designated locations are approved by the customer, as part of the **Standard Implementation Service** Flock will perform the following:

- An in-person site survey to confirm the installation feasibility of a location (location assessment, solar assessment, visibility review, etc.)
- Confirm that a location is safe for work by following state utility locating procedures. Work with local utilities to prevent service interruptions during the installation
    - Engage 811 'Call-before-you-Dig' system to receive legal dig date
    - Apply approved markings Coordinate with 811 regarding any necessary high-risk dig clearances or required vendor meets
- Each installation may include the following:
    - Installation of camera and solar panel with **standard, 12' above grade Flock breakaway pole**

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

  - Installation of camera and AC adapter that a qualified electrician can connect to AC power on a suitable existing pole, no higher than 8-12’ (approval at Flock Safety’s discretion)
    - Flock will provide and mount an AC adapter that a qualified electrician can connect to AC power following our **electrical wiring requirements**. Flock is unable to make any AC connections or boreholes in any material other than dirt, grass, loose gravel (or other non-diggable material). Electrical work requiring a licensed electrician and associated costs, not included in the scope.
  - Access requiring up to a 14’ A-frame ladder
  - Standard MUTCD traffic control procedures performed by a Flock technician
- Obtain a business license to operate in the City and State of camera location

Out Of Scope:

By default, Flock does **not** include the following as part of the Standard Implementation Service but can provide a quote for sourcing at an additional cost:

- Use and/or mounting to existing infrastructure.
- NCHRP 350 or MASH approved pole (as may be required for locations in DOT right of way)
- A Bucket Truck for accessing horizontal/cross-beams and/or height above 14’
- Special equipment rentals for site access
- Site-specific engineered traffic plans
- Third-party provided traffic control
- State or city-specific specialty contractor licenses
- Custom engineered drawings
- Electrical work requires a licensed electrician.
  - Flock will provide and mount an AC adapter that a qualified electrician can connect to AC power but cannot make any AC connections or boreholes in any material other than dirt, grass, loose gravel (or other non-diggable material).
- Concrete cutting
- Private utility search for privately owned items not included in standard 811 procedures (communication, networking, sprinklers, etc.)

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

- Upgrades to power sources to ready them for Flock power (additional fuses, switches, breakers, etc.)
- Any fees or costs associated with filing for required city, county, or state permits
- Licensing or attachment agreements with asset / infrastructure owners
- Utility contracts and billing
- Customer requested relocations (see fee schedule)

Advanced Implementation

COST: $1,900 per camera (one time cost)

Included In Scope:

Once Designated Locations are confirmed, as part of the **Advanced Implementation Service**, Flock will perform the following:

- An in-person site survey to confirm the installation feasibility of a location (location assessment, solar assessment, visibility review, etc.)
- Confirm that a location is safe for work by following State utility locating procedures. Work with local utilities to prevent service interruptions during the installation
  - Engage 811 'Call-before-you-Dig' system to receive legal dig date
  - Apply approved markings Coordinate with 811 regarding any necessary high-risk dig clearances or required vendor meets
- Each installation may include the following:
  - Installation of camera and solar panel on a suitable **NCHRP 350 or MASH** approved pole.
  - Installation of camera and AC adapter that a qualified electrician can connect to AC power.
    - Flock will provide and mount an AC adapter that a qualified electrician can connect to AC power following our electrical wiring requirements. Flock cannot make any AC connections or boreholes in any material other than dirt, grass, loose gravel (or other non-diggable material).

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Electrical work requiring a licensed electrician and associated costs, not included in the scope.

- Access requiring up to a 14’ A-frame ladder
- Standard MUTCD traffic control procedures performed by a Flock technician

- Obtain a business license to operate in the City and State of camera location

Out Of Scope:

By default, Flock does not include the following as part of the **Advanced Implementation Service** but can optionally provide a quote for sourcing (additional cost):

- Installation on **Standard, 12’ above grade Flock breakaway pole** or existing infrastructure.
- A Bucket Truck for accessing horizontal/cross-beams and/or height above 14’
- Special equipment rentals for site access
- Site-specific engineered traffic plans
- Third-party provided traffic control
- State or City-specific specialty contractor licenses
- Custom engineered drawings
- Electrical work requires a licensed electrician. Flock will provide and mount an AC adapter that a qualified electrician can connect to AC power but cannot make any AC connections or boreholes in any material other than dirt, grass, loose gravel (or other non-diggable material).
- Concrete cutting
- Private utility search for privately owned items not included in standard 811 procedures (communication, networking, sprinklers, etc.)
- Upgrades to power sources to ready them for Flock power (additional fuses, switches, breakers, etc.)
- Fees or costs associated with filing for required City, County, or State permits

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Things to Consider When Selecting Locations

Falcon Cameras



- Use Cases
  - Flock LPRs are designed to capture images of rear license plates aimed in the direction of traffic.
  - Flock LPRs are not designed to capture pedestrians, sidewalks, dumpsters, gates, other areas of non-vehicle traffic, intersections.
- Placement
  - They capture vehicles driving away from an intersection.
  - They cannot point into the middle of an intersection.
  - They should be placed after the intersection to prevent stop and go motion activation or “stop and go” traffic.
- Mounting
  - They can be mounted on existing utility, light, traffic signal poles, or 12 foot Flock poles.*
  - They should be mounted one per pole.** If using AC power, they can be mounted 2 per pole.
- They can be powered with solar panels or direct wire-in AC Power (no outlets).***
- They will require adequate cellular service using AT&T or T-Mobile to be able to process & send images.

* Permitting (or permission from pole owner) may be required to use existing infrastructure or install in specific areas, depending on local regulations & policies.

** Cameras need sufficient power. Since a solar panel is required per camera, it can prevent adequate solar power if two cameras and two solar panels are on a single pole (blocking visibility). Therefore if relying on solar power, only one camera can be installed per pole.

*** Flock does not provide Electrical services. Once installed, the agency or community must work with an electrician to wire the cameras. Electrician services should be completed within two days of installation to prevent the camera from dying.

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Solar Panels

Solar panels need unobstructed southern-facing views.



Pole

If a location requires a "DOT Pole" (i.e., Advanced Pole, **not** Flock standard pole), the implementation cost will be $5,000/camera.





Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Customer Responsibilities: AC-Powered Cams

If the Flock cameras need to be AC-powered, the **customer is responsible** for acquiring an electrician and ensuring they connect the camera to power. **See steps 2 and 6 below**.

How to Get Started with a Powered Install



1. Create a Deployment Plan

Work with us to select the best location(s) for Flock Safety cameras and power sources



2. Acquire an Electric Quote

Contact an electrician to receive a quote to run 120volt AC power to the camera



3. Sign Flock Safety Agreement

Sign the Flock Safety purchase order to begin the installation of cameras



4. Conduct Site Survey

Flock will mark camera locations, locate underground utilities and mark if present



5. Install Camera

Flock will install the camera and AC power kit at the specified camera location



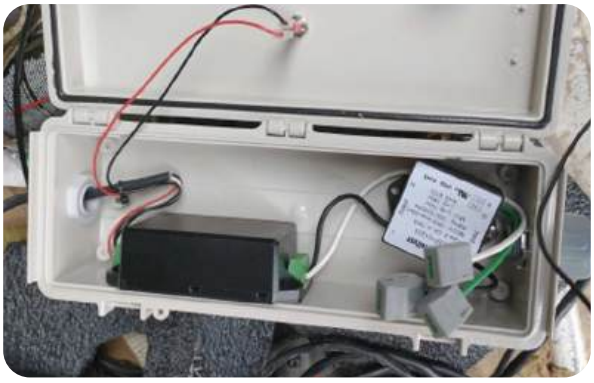
6. Connect Camera to Power

Notify the electrician that the camera is ready for the power connection installation

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

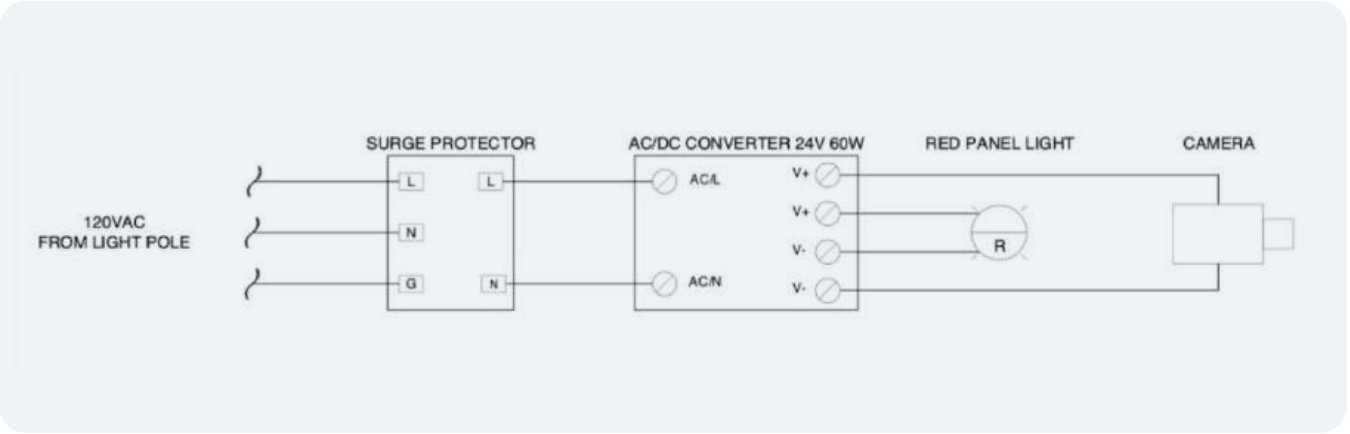
Electrician Handout

Electrician Installation Steps



1. Run AC cable and conduit to the box according to NEC Article 300 and any applicable local codes. The gland accepts ½" conduit.
2. Open the box using hinges.
3. Connect AC Mains per wiring diagram below:
    a. Connect AC Neutral wire to the Surge Protector white Neutral wire using the open position on the lever nut.
    b. Connect AC Line wire to the Surge Protector black Line wire using the open position on the lever nut.
    c. Connect AC Ground wire to the Surge Protector green ground wire using the open position on the lever nut.
4. Verify that both the RED LED is lit on the front of the box
5. Close box and zip tie the box shut with the provided zip tie
6. While still on-site, call Flock, who will remotely verify that power is working correctly:

Southeast Region - (678) 562-8766
West-Region - (804) 607-9213
Central & NE Region - (470) 868-4027



Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

FAQs about AC-Powered Flock Cameras

What voltage is supported?
The AC kit is designed to work with 120VAC Infrastructure by default. A 240VAC version is available on request.

How much power does this consume?
Peak current draw is 1.5 A at 120VAC. The average power draw is roughly 30W in high traffic conditions but maybe lower when fewer vehicles are present.

Who is responsible for contracting the electrician?
The customer is responsible for contracting an electrician. We can help answer questions, but the customer is responsible for identifying and contracting an electrician.

Who is responsible for maintenance?
Flock will handle all maintenance related to Flock's camera and power equipment. However, any problems with the electrical supply are the customer's responsibility. The AC junction box has two lights to indicate the presence of power and make it easy for quick diagnosis if there is a problem related to the AC power source.

- If the camera indicates to Flock that there is a power supply problem, Flock will notify the customer and request that the customer verifies the lights on the AC junction box. If the AC Source light is illuminated, Flock will send a technician to investigate. If the AC source light is not illuminated, the customer should check any GFCI's or breakers in the supply circuit or call the electrician who installed the power supply.

How much does it cost?
Work required to bring AC power to each location will be different, so exact pricing is unavailable. Primary cost drivers include arrow boards and the distance from the camera location to the AC power source.

What information do I need to provide my electrician?
The Flock deployment plan and these work instructions should be sufficient to secure a quote. It will be helpful if you know the location of the existing power infrastructure before creating the deployment plan.

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Can you plug it into my existing power outlet? The Flock AC power adapter does not use a standard outlet plug but must be directly wired into the power mains. While using outlet plugs may be convenient, they can easily be unplugged, presenting a tampering risk to this critical safety infrastructure.
The electrician can route power directly to the camera with a direct wire-in connection if an outlet is close to the camera.

How long does this process typically take?
The installation process typically takes 6-8 weeks. To accelerate the process, be sure to have the electrician perform his work shortly after the Flock technician finishes installing the camera.

What kind of electrician should I look for?
Any licensed electrician should perform this work, though we have found that those who advertise working with landscape lighting are most suited for this work.

What happens if the electrician damages the equipment?
The customer is responsible for contracting the electrician. Any liability associated with this work would be assumed by the customer. If any future work is required at this site due to the electrical infrastructure or the work performed by the electrician would be the responsibility of the customer.

When should the electrician perform his work?
Once Flock installs the camera, you will receive an email alert letting you know that this has been completed. After this, you will need to schedule the electrician to route power to the pole.

What if my electrician has questions about Flock's AC Kit?
You should share the **AC-Power Kit Details** packet with the electrician if they have questions.

What if the AC power is on a timer?
Sometimes the AC power will be on a timer (like used for exterior lighting). Flock requires that the AC power provided to the camera be constant. The source that the electrician uses must not be on a timing circuit.

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Installation Service Brief Summary

Below outlines the statement of work for the Flock Camera Installation:

What Is Covered By Flock	What Is NOT Covered By Flock	Special Note
Flock Cameras & Online Platform	Traffic Control And Any Associated Costs	
Mounting Poles	*DOT Approved Pole Cost Electrician & Ongoing Electrical Costs	
AC Power Kit (As Needed)	Engineering Drawings	
Solar Panels (As Needed)	Relocation Fees	*Excluding Changes During Initial Installation*
Site Surveys And Call 811 Scheduling	Contractor Licensing Fees	
Installation Labor Costs	Permit Application Processing Fees	
Customer Support / Training	Specialist Mounting Equipment	*Including, But Not Limited To, **MASH Poles Or Adapters*
Cellular Data Coverage	Bucket Trucks	
Maintenance Fees *(Review Fees Sheet For More Details)*	Loss, Theft, Damage To Flock Equipment	
Data Storage For 30 Days	Camera Downtime Due To Power Outage	*Only Applicable For AC-Powered Cameras*
	***Field Technician Maintenance For **Falcon™ Flex**	

*If a location requires a "DOT pole" (i.e., not our standard), the implementation cost will be $5,000/camera; This cost is applicable for installations in GA, IL, SC, TN, and CA.

**MASH poles: Manual for Assessing Safety Hardware (MASH) presents uniform guidelines for crash testing permanent and temporary highway safety features and recommends evaluation criteria to assess test results

***If a camera is lost, stolen, or damaged, a replacement device can be purchased at a discounted price of $800

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Permitting: Pre-Install Questionnaire

1. **Timeline**
   - In Flock Safety's experience, in-depth permitting requirements can **add 2+ months to the installation timeline.**
   - The SLA for permit document submission is within 15 days from contract signature date (contract Closed-Won)

2. **Right of Way**
   - Will any Flock Safety cameras be installed on the city, state, or power company-owned poles or in the city, county, or state Right of Way (RoW)?
     - What is the RoW buffer?
     - Will additional permits or written permission be required from third-party entities (such as DOT, power companies, public works, etc.)?
   - Will any cameras be installed on city-owned traffic signal poles (vertical mass)?
     - If yes, please provide heights/photos to determine if a bucket truck is needed for the installation.
       - Note: A bucket truck is required if the height exceeds 15 feet tall.

3. **AC Power vs. Solar**
   - If AC powered, is there a 120V power source available, and is there access to an electrician who can connect the existing wire to the Flock Safety powered installation kit?
   - If solar-powered, consider the size of the solar panel and potential to impact the visibility of DOT signs/signals:
     - Single Panel: 21.25" x 14" x 2" (Length x Width x Depth)
     - Double Panel: 21.25" x 28" x 2" (LxWxD)

4. **Traffic Control & Installation Methods**
   - **If a bucket truck is required**, this typically necessitates an entire lane to be blocked in the direction of travel. **Can you provide a patrol car escort, or will full traffic control be required?***

PLEASE NOTE: If traffic control is required, you may incur additional costs due to city/state requirements; Fees will be determined by quotes received.

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

- **If full traffic control is required (cones, arrow boards, etc.):**
  - Will standard plans suffice, or are custom plans needed? Custom plans can double the cost, while standard plans can be pulled from the Manual of Uniform Traffic Control Devices **(MUTCD)**.
  - Will a non-sealed copy of the traffic plan suffice? Or does the traffic plan need to be sealed and/or submitted by a professional engineer?
  - Are there state-specific special versions/variances that must be followed?
- **If a bucket truck is *not* required**, the shoulder or sidewalk should suffice and enable Flock Safety to proceed without traffic control systems in place.
  - Note: In some states (i.e., arrow boards), sidewalks may require signage. If signage is mandatory, Will your Public Works department be able to assist?

5. **Paperwork & Required Forms**
   - Flock Safety will need copies of paperwork to complete before proceeding (ex., business license applications, encroachment permit applications). We can save critical time by gathering these documents upfront. We appreciate your assistance in procuring these.

6. **Contacts**
   - If Flock Safety needs to interface directly with the departments, please share the contact information of the following departments:
     - Permitting
     - Public Works
     - Traffic Department

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

*Fee Schedule

After a deployment plan with Designated Locations and equipment has been agreed upon by both Flock and the Customer, any subsequent changes to the deployment plan ("Reinstalls") driven by a Customer's request will incur a fee per the table below.

What Services Incur Fees:

- Requested relocations post-approval by customer
- Relocations due to poor performance will be the responsibility of Flock
  - If a customer requests a location against the advisement of Flock, performance issues and any requested relocations will be the responsibility of the customer.
- Per the contract and absent a defect, in the event that Flock Hardware is lost, stolen, or damaged, Customer may request that Flock replace the Flock Hardware at a fee according to the then-current Reinstall policy **https://www.flocksafety.com/reinstall-fee-schedule**
- Misc billables for out of scope items for each implementation

All fees are per reinstall or required visit (in the case that a reinstall is attempted but not completed) and include labor and materials. If you have any questions, please email **support@flocksafety.com**.

Docusign Envelope ID: A596E0B4-45AF-4690-B9A9-F749CB99A83E

Help Center

Our Help Center is filled with many resources to help you navigate through the online platform. Below you will find some common questions and their relevant help article:

How do I search camera footage?

How do I add a user?

How do I add a vehicle to my own Hot List?

How do I enable browser notifications for Hot List alerts?

How do I get text alerts for Hot List?

How do I request camera access from other nearby agencies?

Help Center

How do I use the National Lookup to search for a plate?
(National Lookup - network of law enforcement agencies that have opted to allow their network of Flock cameras to be used for searches)

How do I reset my / another user's password?

Customer Support

You can reach our customer support team anytime by emailing **support@flocksafety.com**. They can help answer any "How-To" questions you may have.