Kane County
County Board
Agenda

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

Tuesday, October 13, 2026 | **9:45 AM** | **County Board Room**

1. CALL TO ORDER

2. ROLL CALL

3. REMOTE ATTENDANCE REQUESTS

4. PLEDGE OF ALLEGIANCE & INVOCATION

5. APPROVAL OF MINUTES: SEPTEMBER 8, 2026, SEPTEMBER 14, 2026, & SEPTEMBER 29, 2026

6. PUBLIC COMMENT

7. PIO Update (J. Mann)

8. CHAIRMAN'S COMMENTS

A. Remembrance of Former Kane County Board Member Gary Daugherty

B. **DOC-2026-22** Recognizing November 4-11, 2026 as Veterans Week in Kane County, Illinois

C. **TMP-26-1289** Drainage/Sanitary & Conservancy District Appointments

D. **TMP-26-1318** Kane County Emergency Communications Board (KaneComm) Appointments

E. Ethics Commission Update

9. CONSENT AGENDA/OMNIBUS VOTE

---------- CONSENT AGENDA ----------

Administration

Resolution: **26-449** Authorizing Updated Capital Projects from the Capital Fund

Resolution: **26-450** Authorizing a Contract with 1 Source Mechanical, Inc. and Valdes Architecture & Engineering for the JC Holding & Control HVAC Project for the Kane County Building Management Department (BID# 26-011-TK)

Resolution: 26-451 Authorizing a Contract with Lifeway Mobility and R.C. Wegman Construction Company for the Design and Build for Incline Platform Lift Project for the Kane County Building Management Department (BID# 26-055-DH)

Resolution: 26-452 Authorizing Purchase of Documents and Records Management with Laserfiche through OMNIA for the Information Technologies Department (Contract #01-158)

Resolution: 26-453 Authorizing Additional Expenditure of Funds to Pay Invoice from FY2026 Mill Creek Special Service Area Budget for Natural Area Management with V3 Construction Group, LTD.

Agriculture

Resolution: 26-454 Authorizing the Expenditure of Funds and Execution of Deed of Agricultural Conservation Easement for Property Located in Big Rock Township (Property Identification Numbers: 13-05-200-007, 13-05-200-009) and All Related Documents for Closing as Part of the Kane County Agricultural Conservation Easement and Farmland Protection Program

Resolution: 26-455 Authorizing the Expenditure of Funds and Execution of Deed of Agricultural Conservation Easement for Property Located in Big Rock Township (Property Identification Numbers: 13-06-200-011, 13-06-100-002) and All Related Documents for Closing as Part of the Kane County Agricultural Conservation Easement and Farmland Protection Program

Resolution: 26-456 Authorizing the Expenditure of Funds and Execution of Deed of Agricultural Conservation Easement for Property Located in Big Rock Township (Property Identification Numbers: 13-03-200-010, 13-03-200-012, 13-03-200-018) and All Related Documents for Closing as Part of the Kane County Agricultural Conservation Easement and Farmland Protection Program

Resolution: 26-457 Authorizing the Expenditure of Funds and Execution of Deed of Agricultural Conservation Easement for Property Located in Virgil Township (Property Identification Number: 07-22-100-006) and All Related Documents for Closing as Part of the Kane County Agricultural Conservation Easement and Farmland Protection Program

Resolution: 26-458 Authorizing the Expenditure of Funds and Execution of Deed of Agricultural Conservation Easement for Property Located in Virgil Township (Property Identification Numbers: 07-29-200-002, 07-21-300-012, 07-20-300-004, 07-20-400-010, 07-20-400-014, 07-20-400-013, 07-21-300-013, 07-20-400-007) and All Related Documents for Closing as Part of the Kane County Agricultural Conservation Easement and Farmland Protection Program

Resolution: 26-459 Authorizing the Expenditure of Funds and Execution of Deed of Agricultural Conservation Easement for Property Located in Big Rock Township (Property Identification Numbers: 13-05-200-008, 13-05-200-010) and All Related Documents for Closing as Part of the Kane County Agricultural Conservation Easement and Farmland Protection Program

Resolution: 26-460 Authorizing the Expenditure of Funds and Execution of Deed of Agricultural Conservation Easement for Property Located in Kaneville Township (Property Identification Number: 10-32-400-001) and All Related Documents for Closing as Part of the Kane County Agricultural Conservation Easement and Farmland Protection Program

Resolution: 26-461 Authorizing the Expenditure of Funds and Execution of Deed of Agricultural Conservation Easement for Property Located in Kaneville Township (Property Identification Numbers: 10-26-400-003, 10-26-400-006) and All Related Documents for Closing as Part of the Kane County Agricultural Conservation Easement and Farmland Protection Program

County Development

Ordinance: 26-462 Amending Ordinance No. 25-349 Adoption of a Revised Schedule of Fees for Stormwater Permits

Energy/Environmental

Resolution: 26-463 Authorizing an Intergovernmental Agreement with DuPage County to Share Costs of Advertising to Promote Curbside Recycling Awareness on Suburban Pace Bus Routes that Cross County Boundaries

Executive

Resolution: 26-464 Authorizing Re-Programming of $40,000 (Forty Thousand Dollars) from Community Mental Health Funding Bridge ARPA Project to the Drainage Cost-Share Consultant and Capital ARPA Project and Approving Second Amendment to Intergovernmental Agreement with Hampshire Township Road District

Finance

Resolution: 26-465 Approving August 2026 Claims Paid

Resolution: 26-466 Authorization to Enter into a Contract Extension for Audit Services with Baker Tilly US, LLP

Ordinance: 26-467 Authorizing a Fiscal Year 2027 0.2% Cost-of-Living Wage Increase for Non-Union Employees and Budget Adjustments to Amend the FY2027 County Budget

Resolution: 26-468 Authorizing Office Supplies Contracts and/or Approving Cooperatives - Countywide (BID# 26-017-TK)

Resolution: 26-469 Amending Kane County Financial Policies Related to Indirect Costs of Grant Awards

Resolution: 26-470 Amending the 2027 Monthly Health and Dental Contributions

Resolution: 26-471 Authorizing the County to Contract with Humana Inc. to Provide the 2027 Healthcare Continuation Coverage for Medicare Eligible Retired and Disabled Employees and Surviving Spouses

Resolution: 26-472 Authorizing the Child Protection Data Courts Grant

Resolution: 26-473 Authorizing Receipt of the Court Improvement Program Grant to Establish and Implement the Kane County Family Treatment Court

Resolution: 26-474 Approving Acceptance of the 2026 Opioid Use Disorder Grant from the City of Aurora for the Kane County Collaborative Diversion Program and Authorizing Corresponding Budget Adjustment

Resolution: 26-475 Authorizing FY26 Budget Adjustment for Grant Funding from the Illinois Criminal Justice Information Authority and Related Grant Budget Expenses for the Kane County State's Attorney's Office

Resolution: 26-476 Approving Agreement Between JusticeText, Inc. and Kane County Public Defender for Audiovisual Evidence Management Platform

Resolution: 26-477 Authorizing an Addendum to the Kane County Courthouse Bench Project to Include Gallery Benches and Amending the Authorized Project Amount (RFP# 26-037-TL)

Resolution: 26-478 Authorizing Progressive Energy Group, LLC as Kane County's Electric Energy Broker and Entering an Agreement for the Procurement of Electricity

Resolution: 26-479 Authorizing a Contract Extension for Kane County Garage Door Repair and Maintenance for the Building Management Department with Allied Garage Door, Inc. (BID# 23-053)

Resolution: 26-480 Approving the Purchase of Three Replacement Vehicles for Kane County Court Services (BID# 26-049-TK)

Resolution: 26-481 Budget Adjustment for Transfer of Funds from the Elgin Community Development Block Grant (Elgin CDBG) Fund #401

Jobs

Resolution: 26-482 Recognizing October as Manufacturing Month in Kane County

Judicial/Public Safety

Resolution: 26-483 Adopting the Kane County Emergency Response Guide and Establishing Employee Orientation Requirements

Resolution: 26-484 Authorizing an Intergovernmental Agreement Between the County of Kane, the Kane County Sheriff's Office, and the Oswego Police Department

Resolution: 26-485 Authorizing the Kane County Sheriff's Office to Enter into an Agreement with First Responders Wellness Center, PLLC, for Wellness Coordinator Services

Resolution: 26-486 Authorizing Lease for Court Services Elgin Office

Transportation

Resolution: 26-487 Amending Resolution No. 25-244 to Authorize a Supplemental Motor Fuel Tax Expenditure for Phase III Engineering Services with Hampton, Lenzini and Renwick, Inc. for the Plato Township Road District Muirhead Road Over Canadian National Railroad Project, Section No. 17-12082-01-BR

Resolution: 26-488 Approving Adopt-A-Highway Applicants

Resolution: 26-489 Approving a Three (3) Year Contract for the Use of GPS and Dash Cameras from Samsara for the Kane County Division of Transportation

Resolution: 26-490 Approving an Amended and Restated Agreement with NV5 Geospatial, Inc. of Springfield, Illinois for Geographic Information System Professional Services, Kane County Section No. 23-00567-00-AM

Resolution: 26-491 Approving a Technical Services Agreement Between the Northern Illinois Transit Authority and the County of Kane for the Ride in Kane Program, Contract No. S5310-2026-03, Federal Project No. IL-2026-003

Resolution: 26-492 Approving a Professional Engineering Services Agreement with GFT Infrastructure, Inc. of Schaumburg, Illinois for the IL-47 Planning and Environmental Linkages (PEL) Study, Kane County Section No. 26-00595-00-ES

Resolution: 26-493 Approving Amendment No. 3 to the Agreement with GZA Illinois, Inc. f/k/a Huff and Huff, Inc. of Oak Brook, Illinois for On-Call Environmental Engineering Services, Kane County Section No. 20-00527-00-ES

Resolution: 26-494 Approving a Contract for Construction with Herlihy Mid-Continent Company of Romeoville, Illinois for the Randall Road at Claude Hanson Bridge Joint Replacement and Thin Lift Epoxy Overlay Project, Kane County Section No. 26-00176-06-BR

Resolution: 26-495 Approving a Contract for Construction with Plote Construction, Inc. of Hoffman Estates, Illinois for the Kirk Road at Douglas Road Traffic Signal Installation, Reconstruction, and Resurfacing Project, Kane County Section No. 24-00377-01-CH

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

10. EXECUTIVE SESSION

A. Pending Litigation

11. OPEN SESSION

A. Vote on Settlement Approval in Case 25LA615

12. ZONING PETITIONS

A. TMP-26-1136 Petition # 4691 Petitioner: American Tower dba Amine & Associates, LLC (Anthony Amine)

B. TMP-26-1137 Petition # 4687 Petitioner: Roadside Farms 1921 LLC (Kevin Peterson)

C. TMP-26-1210 Petition # 4690 Petitioner: Catfish Renewable Energy LLC (Vincent Catich)

13. RESOLUTIONS, ORDINANCES, AND OTHER SCHEDULED MATTERS

A. **Resolution:** 26-496 Approving County Board Personal Expense Voucher Reimbursement Request (Corinne Pierog, Co. Bd. Chairman)

B. **Resolution:** 26-497 Approving County Board Personal Expense Voucher Reimbursement Request (Anita Lewis, District 3)

C. **Resolution:** 26-498 Authorizing an Amendment to the Professional Services Agreement with Derek Poarch and Associates, LLC for KaneComm Executive Director Search Services

D. TMP-26-1290 Vote to Approve Travel Purpose and Evaluation Form for Corinne Pierog

14. NEW AND UNFINISHED BUSINESS

15. COMMITTEE UPDATES

16. ADJOURNMENT TO TUESDAY, NOVEMBER 10, 2026

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

PROCLAMATION NO. DOC-2026-22

RECOGNIZING NOVEMBER 4-11, 2026 AS VETERANS WEEK IN KANE COUNTY, ILLINOIS

RECOGNIZING NOVEMBER 4-11, 2026 AS VETERANS WEEK
IN KANE COUNTY, ILLINOIS

WHEREAS, the residents of Kane County have great respect, admiration, and the utmost gratitude for all the men and women who have selflessly served our country and this community in the Armed Forces; and

WHEREAS, the contributions and sacrifices of those who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizen; and

WHEREAS, Kane County seeks to honor individuals who have made countless sacrifices for freedom by placing themselves in harm's way for the good of all; and

WHEREAS, veterans continue to serve our community through American Legion Posts, Veterans of Foreign Wars Posts, AMVETS Posts, Vietnam Veterans of America Chapters, Marine Corps League Detachments, and Navy Club Ships located within Kane County; and

WHEREAS, the Veterans Assistance Commission of Kane County exists to maximize the benefits of the 16,130 veterans and their dependents and survivors who call Kane County home; and

WHEREAS, the National Association of Counties encourages all counties, parishes and boroughs to recognize Operation Green Light for Veterans; and

WHEREAS, Kane County appreciates the sacrifices of our United States military personnel and believes specific recognition should be granted;

NOW, THEREFORE, BE IT PROCLAIMED by the Kane County Board that November 4-11, 2026 is recognized as Veterans Week in Kane County, Illinois, and encourages its citizens in patriotic tradition to recognize the importance of honoring all those who made immeasurable sacrifices to preserve freedom by displaying green lights in a window of their place of business or residence during this week.

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

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

APPOINTMENT NO. TMP-26-1289

DRAINAGE/SANITARY & CONSERVANCY DISTRICT APPOINTMENTS

KANE COUNTY BOARD
DRAINAGE/SANITARY & CONSERVANCY DISTRICT APPOINTMENTS

OCT 2026

Big Rock Drainage District #2
(3-Year terms Staggered)

- Scott Hermann– 49W197 Scott Road, Sugar Grove, IL (Expires 9/2029)

Plato Rutland Drainage District
(3-Year terms Staggered)

- Ron Straub 41W481 Plato Road (Expires 9/2029)

Rob Roy Drainage District
(3-Year terms Staggered)

- Bradley Sauer P.O. Box 222, Sugar Grove, IL (Expires 9/2029)

Sugar Grove Drainage District #1
(3-Year terms Staggered)

- Scott Jesseman 44W378 Wheeler Road, Sugar Grove, IL (Expires 9/2029)

TEMPORARY Grand Prairie Sanitary District
(Appointments are effective on the Date of the Closing with Shodeen - 3-Year terms Staggered)

- Douglas Burnett 1N845 Killarney, Elburn - (Expires 9/2027)
- William Zander 1N840 Killarney, Elburn – (Expires 9/2028)
- Andrew Frasz1N545 Brundige, Elburn – (Expires 9/2029)

Lake Marian River Conservancy District
(5-Year terms Staggered)

- Brandon M. Reisdorf (Expires 7/2031)

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

APPOINTMENT NO. TMP-26-1318

KANE COUNTY EMERGENCY COMMUNICATIONS BOARD (KANECOMM) APPOINTMENTS

KANE COUNTY BOARD CHAIRMAN APPOINTMENTS
November 13, 2026

Kane County Emergency Communications Board (KaneComm)

Michael Hill, Fire Chief, Fox River & Countryside Fire/Rescue
(Appointment Expires 11/13/2030)

Douglas Pann, Police Chief, Village of Hampshire Police Department
(Appointment Expires 11/13/2030)

Michael Fagel, Public Member, Resident of Sugar Grove
(Reappointment Expires 11/13/2030)

8.5-1: CREATION OF KANECOMM:
The Illinois commerce commission has directed and authorized local units of government to establish and operate public safety answering points ("PSAP"). The Kane County PSAP shall be known as Kane County emergency communications ("KaneComm") which is created for the receipt of a request for emergency services; and whereby pertinent information is noted by the recipient of a telephone request for such services, and is relayed to the appropriate public safety agency or other provider of emergency services for dispatch of an emergency service unit so as the proper action may be taken. (Ord. 11-398, 12-13-2011)
8.5-2: BOARD CREATED:
There is hereby established the Kane County emergency communications board ("KaneComm") with the duties, responsibilities and membership hereafter provided. (Ord. 11-398, 12-13-2011)
8.5-3: MEMBERSHIP:
KaneComm shall be governed by an eleven (11) member board (the "KaneComm board") comprised of the following:

A. The chairman of the Kane County board, or a member of the county board designated by the chairman, who shall also serve as the chairman of the KaneComm board;
B. The county board member appointed by the chairman of the Kane County board, who is the chairman of the county board judicial and public safety committee;
C. A county board member appointed by the chairman of the Kane County board, who is the chairman of the administration committee;
D. The executive director of the Kane County department of information technology;
E. The executive director of 911 as appointed as hereinafter provided;
F. The sheriff of Kane County, or a member of the sheriff's office designated by the sheriff;
G. A police user member as determined by volume of service activity chosen from among the units of government entering into subscriber agreements with the county (the "user member");
H. A police user member appointed by the chairman of the Kane County board chosen from among the units of government entering into subscriber agreements with the county (the "user member");
I. A fire user member as determined by volume of service activity chosen from among the units of government entering into subscriber agreements with the county (the "user member");
J. A fire user member appointed by the chairman of the Kane County board chosen from among the units of government entering into subscriber agreements with the county (the "user member");
K. A member of the public appointed by the chairman of the Kane County board, who is a resident of the Kane County emergency communications service area. (Ord. 11-398, 12-13-2011; Ord. 13-91, 4-9-2013)
8.5-4: TERM OF BOARD; EX OFFICIO MEMBERS; REMOVAL FROM OFFICE:
A. All appointed members of KaneComm shall serve for a term of four (4) years or until their successors are appointed and qualified, unless otherwise provided in this chapter.
B. All members except the public member shall serve ex officio. (Ord. 11-398, 12-13-2011)

8.5-5: COMPENSATION AND EXPENSES:
All members of the KaneComm board shall serve without compensation but shall be reimbursed for their actual mileage and
expenses. Nothing herein shall be construed to preclude or limit any board member from receiving any compensation for any other office. (Ord. 11-398, 12-13-2011)

8.5-6: MEETINGS; OFFICERS:
The KaneComm board shall meet quarterly. Special meetings may be called by the chairman of the KaneComm board or any two (2) user representatives, in accordance with the requirements of the open meetings act, or may be scheduled at any regular meeting. The proceedings of the board shall be governed by "Robert's Rules Of Order" (current edition) and such other rules as may be adopted by the KaneComm board or the Kane County board. A majority of the members shall constitute a quorum to do business. The executive director of 911 shall serve as the ex officio secretary to the KaneComm board. (Ord. 11-398, 12-13-2011)

8.5-7: SPECIAL ACCOUNT ESTABLISHED:
All fees, grants, or revenues related to the operation of the Kane County emergency communications system shall be deposited in a special account (the "KaneComm fund") in the custody of the Kane County treasurer. All warrants and charges on the KaneComm fund shall be by order of the board and paid by the treasurer. The special account shall be subject to audit by the county auditor and shall have an annual audit of its books and records. (Ord. 11-398, 12-13-2011)

8.5-8: ANNUAL BUDGET:
The KaneComm board shall determine its annual budget subject to the approval of the Kane County board and the KaneComm board shall also approve all expenditures in accordance with applicable law and county ordinances. (Ord. 11-398, 12-13-2011)

8.5-9: POWERS AND DUTIES OF THE BOARD:
The board shall have the following powers and duties:
A. To adopt the format of all subscriber agreements with other units of local government who are dispatched through KaneComm to be ratified by the Kane County board;
B. To approve all subscriber agreements to the fullest extent permitted by applicable law;
C. To set all fees and charges for subscribers;
D. To keep and maintain all records necessary to the discharge of its duties;
E. To receive and administer all funds provided by this chapter or other provision of law related to the emergency communications system, the custody of which is not given to some other officer;
F. To authorize the executive director of 911 to approve for payment any invoices which have been authorized and approved in the annual KaneComm budget necessary to the operation of the emergency communications system;
G. To plan for and recommend improvements and upgrades to the county 911 system;
H. To coordinate and supervise the implementation, upgrading or maintenance of the county 911 system, including the establishment of equipment specifications;
I. To review regular financial and budget reports and expenditures no less than annually and to approve, as needed, disbursements from the KaneComm fund;
J. To set the guiding vision for PSAP operations, ensure representation of the subscriber community, clarify KaneComm's mission and strategic direction;
K. To support the executive director of 911 in setting strategic direction, providing input into operations and promoting accountability for service and results among the user group. (Ord. 11-398, 12-13-2011)

8.5-10: 911 DIRECTOR:
The chairman shall appoint with concurrence of a majority of the KaneComm board, a director (the "executive director of 911") for the 911 operation who shall be the executive director for the KaneComm board. The 911 director shall submit reports as directed by the KaneComm board on the status of PSAP activities and issues, and shall be responsible for the hiring of all 911 employees. The 911 director shall also submit an annual report on all PSAP operations. Department of information technology personnel assigned to the PSAP shall remain the staff of the information technology department. (Ord. 11-398, 12-13-2011)

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-449

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 2026 Capital Projects and Capital fund; and

WHEREAS, the revised list of capital projects identifies the allocation of capital funds to each project according to the funds available in fiscal year 2026 in an amount not to exceed $7,174,396; 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 FY2026 capital projects subject to final approval and authorization of the Kane County Board.

Passed by the Kane County Board on October 13, 2026.

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

Vote:

Risk	System	BLDG/DEPT	Project Description	Curent FY2026 Capital Project Lis	Project Stage
1	Life Safety & Fire	Judicial	Fire Panel Upgrades	$ 1,577,359	3-Execution
2	Building Improvements	AJC	Jail Kitchen and Laundry Improvements	$ 2,219,910	2-Planning
1	Building Improvements	Elgin Health	New Health Building Repairs	$ 250,000	3-Execution
4	Vehicles	BLD MGMT	Vehicles	$ 165,000	3-Execution
3	Site Improvements	ALL	Concrete	$ 100,000	2-Planning
3	Consulting Services	ALL	Architect/Engineer Consulting	$ 200,000	3-Execution
3	Interior	ALL	Countywide Flooring	$ 100,000	2-Planning
3	Life Safety & Fire	ALL	Remediation (Asbestos/mold)	$ 100,000	2-Planning
3	Structural & Envelope	ALL	Tuckpoint/Mortar	$ 100,000	3-Execution
3	Building Improvements	OCH	Courtroom and Chamber HVAC	$ 100,000	1-Initiation
2	Building Improvements	AJC	Jail Shower Renovations (4 units)	$ 100,000	1-Initiation
2	Building Improvements	JC	Holding Cell Accessibility Renovation	$ 46,396	1-Initiation
3	Building Improvements	ALL	HVAC Equipment	$ 585,319	1-Initiation
3	Building Improvements	Amasa house	Roof Replacement Amasa White House	$ 100,000	1-Initiation
3	Site Improvements	Fabyan Campus	Pavement Management Fabyan Recycle	$ 300,000	1-Initiation
2	Site Improvements	JC	Pavement Management SHF Impound	$ 600,000	1-Initiation
4	Building Improvements	BLD A	Building A 4th Floor Construction/Furniture	$ 94,771	1-Initiation
3	Building Improvements	401 Campbell St.	NEST Project Neutral Exchange Supervised Time REPAIR/Renovatio	$ 100,000	1-Initiation
NEW					
4	Building Improvements	BLD E	Building E Improvements: Roof/ Doors	$ 41,308	2-Planning
2	Building Improvements	BLD A	Building A: Design and Build of Incline Platform Lift	$ 83,333	2-Planning
2	Building Improvements	JC	JC Holding & Control Project	$ 211,000	2-Planning
			FY2026 Capital Project Total	**$ 7,174,396**	
			FY2026 Capital Budget Total	**$ 7,174,396**	

RESOLUTION/ORDINANCE EXECUTIVE SUMMARY

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

Committee Flow: Administration Committee, Executive Committee, County Board
Contact: Kevin Harris, 630-762-2174

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $7,174,396
If not budgeted, explain funding source:	
Was this item passed through the appropriate committee? Yes	

Summary:

Authorizing and directing the Building Management Department to initiate the planning and procurement process for the FY2026 capital projects subject to final approval and authorization of the Kane County Board.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-450

AUTHORIZING A CONTRACT WITH 1 SOURCE MECHANICAL, INC. AND VALDES ARCHITECTURE & ENGINEERING FOR THE JC HOLDING & CONTROL HVAC PROJECT FOR THE KANE COUNTY BUILDING MANAGEMENT DEPARTMENT (BID# 26-011-TK)

WHEREAS, bids have been solicited for the Kane County Building Management Department JC Holding & Control HVAC Project (BID# 26-011-TK). A total of two (2) bids were received by the August 28, 2026 deadline; and

WHEREAS, the lowest responsive and responsible bidder, as per bid documents and specifications was 1 Source Mechanical, Inc. 821 E Lincoln Highway Dekalb, IL 60115; and

WHEREAS, the contract is for the duration of the JC Holding & Control HVAC Project in an amount not to exceed Two Hundred Eleven Thousand Dollars ($211,000); and

WHEREAS, this includes the construction management cost of Twenty-Two Thousand Four Hundred Dollars ($22,400) with Valdes Architecture & Engineering and contingency of Twenty-Four Thousand Six Hundred Dollars ($24,600); and

WHEREAS, funds have been budgeted as part of the 2026 capital plan and will be paid from Building Management Capital (500.800.805.72010) Building Improvements.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the Chairman thereof is hereby authorized and directed to execute a contract with 1 Source Mechanical, Inc. 821 E Lincoln Highway Dekalb, IL 60115 and Valdes Architecture & Engineering 100 W. 22nd St. Lombard, IL 60148 for the JC Holding & Control HVAC Project for the Building Management Department in the amount not to exceed Two Hundred Eleven Thousand Dollars ($211,000).

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 October 13, 2026.

_____	_____
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 a Contract with 1 Source Mechanical, Inc. and Valdes Architecture & Engineering for the JC Holding & Control HVAC Project for the Kane County Building Management Department (BID#26-011-TK)

Committee Flow: Administration Committee, Executive Committee, County Board
Contact: Kevin Harris, 630-762-2174

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $211,000
If not budgeted, explain funding source:	
Was this item passed through the appropriate committee? Yes	

Summary:

This resolution authorizes a contract for the duration of the JC Holding & Control HVAC Project in an amount not to exceed Two Hundred Eleven Thousand Dollars ($211,000). This includes the construction management cost of Twenty-Two Thousand Four Hundred Dollars ($22,400) with Valdes Architecture & Engineering and contingency of Twenty-Four Thousand Six Hundred Dollars ($24,600).

Judicial Center Holding & Control Air Conditioning Project

Prepared by Kane County Building Management 9.1.26

What are the Holding & Control Areas of the Judicial Center?

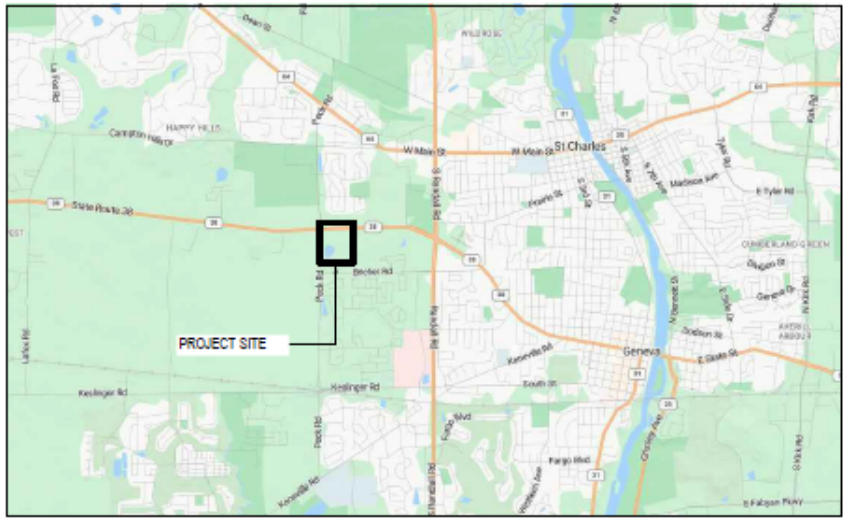
- This is the secure area of the Judicial Center where individuals are detained before being brought to a courtroom or transferred to another facility
- The air conditioning in this area of the building has been out of repair since 2024
- We have been running temporary air conditioning units for over two years, around the clock
- Two (2) control rooms are located here
- At any given time there are 4-6 officers working in these areas to escort detainees and monitor the control rooms
- The control areas produce a significant amount of heat due to the contiguous server room, multiple monitors and computer equipment
- This is the area of the building where technology has taken over and the size of the rooms vs. the heat generated require this area of the building to be air conditioned year-round

Engineering

- The location of the control areas present a complex and challenging project
- Valdes Architecture & Engineering was hired to design and specify a new air conditioning system
- The area will require significant workings above the ceilings and below the flooring
- This project will be required to take place in the **evenings** when court is not in session, requiring the supervision of County staff

KANE COUNTY JUDICIAL CENTER
HOLDING AREA AIR-CONDITIONING REPLACEMENT

37W755 IL-38, ST. CHARLES, IL 60175



N

OVERALL PROJECT LOCATION

N

PROJECT SITE PLAN

The project was sent out to public bid and two (2) vendors have responded

MECHANICAL ENGINEER OF RECORD
VALDES ARCHITECTURE AND ENGINEERING
100 West 22nd Street
Lombard, IL 60148

GOVERNING CODES
2021 INTERNATIONAL MECHANICAL CODE

VALDES
ARCHITECTURE & ENGINEERING
100 W 22nd St, Ste 105
Lombard, IL 60148
630.792.1500
VALDESENG.COM

CONSULTANTS

REV	DATE	DESCRIPTION
1	6.04.2021	REVISED PER REVIEW
2	7.23.2021	REVISED PER REVIEW

REVISIONS

SEAL

KANE COUNTY
HOLDING AREA AC
KANE COUNTY JUDICIAL CENTER

HOLDING AREA
COVER SHEET

CHECKED BY: CB
DRAWN BY: MMB
DESIGNED BY: MMB
SCALE: N.T.S.
DATE: 7/23/21
PROJECT NO.: 2006.120

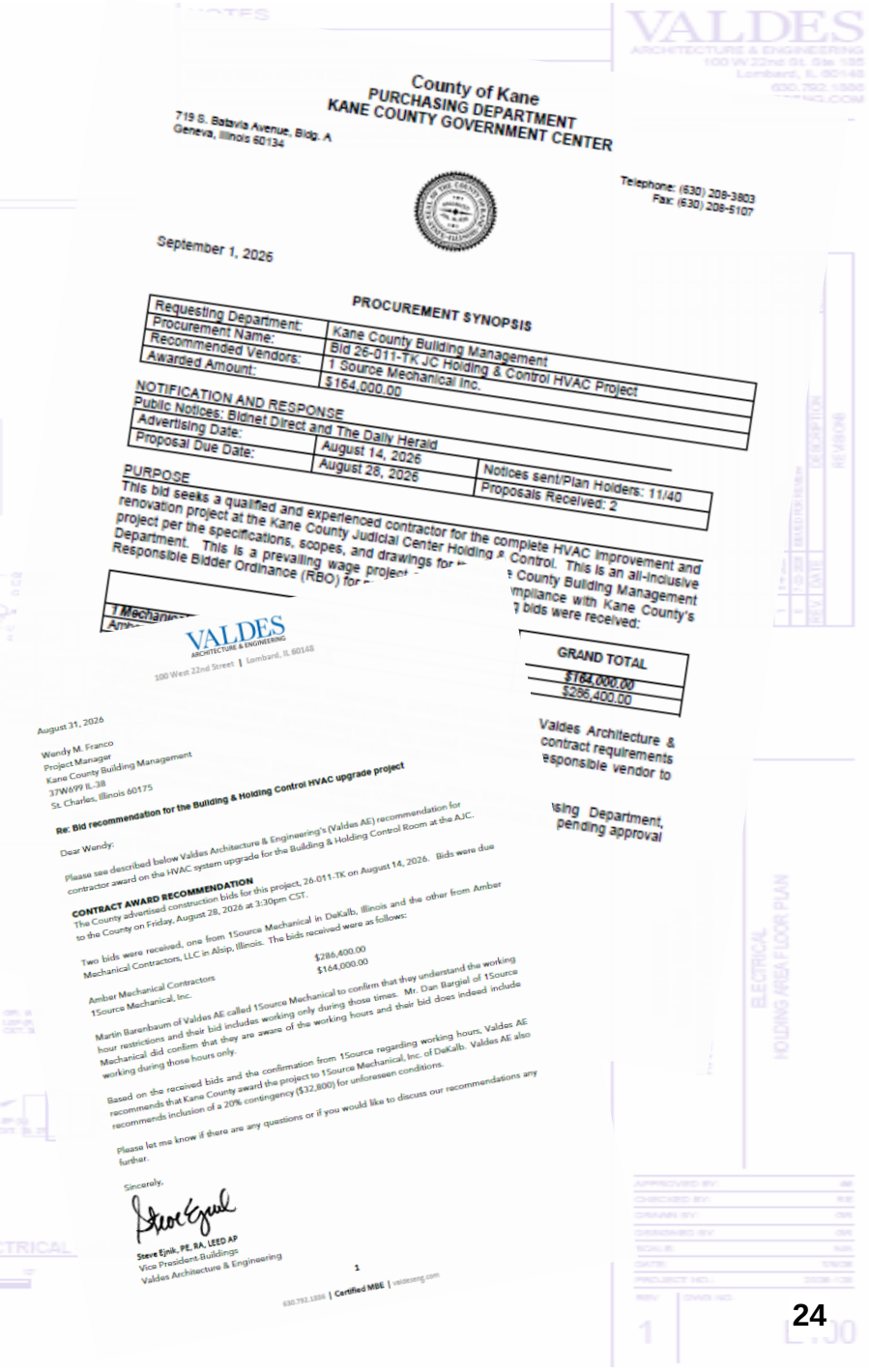
REV | DWG NO.
1 | G000

Two (2) Bid Proposals were received:

Abbey Mechanical $286,400.00

1Source Mechanical: $164,000.00

Our Engineer has reviewed both bid proposals and interviewed each vendor to verify their capacity to complete this project and 1Source Mechanical has been recommended



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

September 1, 2026

PROCUREMENT SYNOPSIS

Requesting Department:	Kane County Building Management
Procurement Name:	Bid 26-011-TK JC Holding & Control HVAC Project
Recommended Vendors:	1 Source Mechanical Inc.
Awarded Amount:	$164,000.00

NOTIFICATION AND RESPONSE

Public Notices: Bidnet Direct and The Daily Herald		
Advertising Date:	August 14, 2026	Notices sent/Plan Holders: 11/40
Proposal Due Date:	August 28, 2026	Proposals Received: 2

PURPOSE

This bid seeks a qualified and experienced contractor for the complete HVAC improvement and renovation project at the Kane County Judicial Center Holding & Control. This is an all-inclusive project per the specifications, scopes, and drawings for the County Building Management Department. This is a prevailing wage project in compliance with Kane County's Responsible Bidder Ordinance (RBO) for 7 bids were received:

	GRAND TOTAL
1 Mechanical	$164,000.00
Amber	$286,400.00

VALDES
ARCHITECTURE & ENGINEERING
100 West 22nd Street | Lombard, IL 60148

August 31, 2026

Wendy M. Franco
Project Manager
Kane County Building Management
37W699 IL-38
St. Charles, Illinois 60175

Re: Bid recommendation for the Building & Holding Control HVAC upgrade project

Dear Wendy:

Please see described below Valdes Architecture & Engineering's (Valdes AE) recommendation for contractor award on the HVAC system upgrade for the Building & Holding Control Room at the AJC.

CONTRACT AWARD RECOMMENDATION

The County advertised construction bids for this project, 26-011-TK on August 14, 2026. Bids were due to the County on Friday, August 28, 2026 at 3:30pm CST.

Two bids were received, one from 1Source Mechanical in DeKalb, Illinois and the other from Amber Mechanical Contractors, LLC in Alsip, Illinois. The bids received were as follows:

Amber Mechanical Contractors	$286,400.00
1Source Mechanical, Inc.	$164,000.00

Martin Barenbaum of Valdes AE called 1Source Mechanical to confirm that they understand the working hour restrictions and their bid includes working only during those times. Mr. Dan Bargiel of 1Source Mechanical did confirm that they are aware of the working hours and their bid does indeed include working during those hours only.

Based on the received bids and the confirmation from 1Source regarding working hours, Valdes AE recommends that Kane County award the project to 1Source Mechanical, Inc. of DeKalb. Valdes AE also recommends inclusion of a 20% contingency ($32,800) for unforeseen conditions.

Please let me know if there are any questions or if you would like to discuss our recommendations any further.

Sincerely,

Steve Ejnik, PE, RA, LEED AP
Vice President-Buildings
Valdes Architecture & Engineering

1

630.792.1888 | Certified MBE | valdesarg.com

Prepared by Kane County Building Management 9.1.26

JUDICIAL CENTER HOLDING & CONTROL AIR CONDITIONING BUDGET

1Source Mechanical	$164,000.00
Contingency Allowance	$24,600.00
Valdes Construction Administration	$12,500.00
Valdes Commissioning	$9,900.00
TOTAL	$211,000.00

Prepared by Kane County Building Management 9.1.26

Questions & Answers

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-451

AUTHORIZING A CONTRACT WITH LIFEWAY MOBILITY AND R.C. WEGMAN CONSTRUCTION COMPANY FOR THE DESIGN AND BUILD FOR INCLINE PLATFORM LIFT PROJECT FOR THE KANE COUNTY BUILDING MANAGEMENT DEPARTMENT (BID# 26-055-DH)

WHEREAS, bids have been solicited for the Kane County Building Management Department Design and Build for Incline Platform Lift Project (BID# 26-055-DH). A total of one (1) bid was received by the August 21, 2026 deadline; and

WHEREAS, the lowest responsive and responsible bidder, as per bid documents and specifications, is Lifeway Mobility, 210 W Campus Dr. Ste B, Arlington Heights, IL 60004; and

WHEREAS, the contract is for the duration of the Design and Build for Incline Platform Lift Project in an amount not to exceed Eighty-Three Thousand Three Hundred Thirty-Three Dollars ($83,333); and

WHEREAS, this includes the construction management cost of Twenty-Four Thousand Three Hundred Seventy-Four Dollars ($24,374) with R.C. Wegman Construction Company and contingency of Eleven Thousand One Hundred Fifty-One Dollars ($11,151); and

WHEREAS, funds have been budgeted as part of the 2026 capital plan and will be paid from Building Management Capital (500.800.805.72010) Building Improvements.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the Chairman thereof is hereby authorized and directed to execute a contract with Lifeway Mobility, 210 W Campus Dr. Ste B, Arlington Heights, IL 60004 and R.C. Wegman Construction Company, 750 Morton Ave. Aurora, IL 60506 for the Design and Build for Incline Platform Lift Project for the Building Management Department in the amount not to exceed Eighty-Three Thousand Three Hundred Thirty-Three Dollars ($83,333).

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 October 13, 2026.

_____	_____
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 a Contract with Lifeway Mobility and R.C. Wegman Construction Company for the Design and Build for Incline Platform Lift Project for the Kane County Building Management Department (BID#26-055-DH)

Committee Flow: Administration Committee, Executive Committee, County Board
Contact: Kevin Harris, 630-762-2174

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $83,333
If not budgeted, explain funding source:	
Was this item passed through the appropriate committee? Yes	

Summary:

This resolution authorizes a contract for the duration of the Design and Build for Incline Platform Lift Project in an amount not to exceed Eighty-Three Thousand Three Hundred Thirty-Three Dollars ($83,333). This includes the construction management cost of Twenty-Four Thousand Three Hundred Seventy-Four Dollars ($24,374) and contingency of Eleven Thousand One Hundred Fifty-One Dollars ($11,151).

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-452

AUTHORIZING PURCHASE OF DOCUMENTS AND RECORDS MANAGEMENT WITH LASERFICHE THROUGH OMNIA FOR THE INFORMATION TECHNOLOGIES DEPARTMENT (CONTRACT #01-158)

WHEREAS, pursuant to Article VII, Section 10, of the Illinois Constitution of 1970, and the Illinois Intergovernmental Cooperation Act (5 ILCS 220/1, et seq.), the County is authorized to procure goods and services through other governmental entities and agencies, provided various requirements of the Kane County Code are satisfied; and

WHEREAS, Chapter 2, Article VI, Division 3, Section 2-221 of the Kane County Code permits joint purchasing agreements by the County with other units of government when: a) the procurement is made pursuant to a written agreement, b) competitive selection procedures were used, c), the procurement is not employed to circumvent the intent of the County Purchasing Code, and d) the County is authorized pursuant to law or regulation to contract with the cooperating governmental agency; and

WHEREAS, pursuant to Kane County Board Resolution No. 22-265 the County of Kane has previously entered into a Master Intergovernmental Cooperative Purchasing Agreement ("MICPA") with OMNIA; a cooperative purchasing organization that aggregates the purchasing power of governmental entities nationwide; and

WHEREAS, the MICPA is an intergovernmental agreement between the principal procurement agencies and participating agencies, including the County, that permits participating agencies to purchase products and/or services through various existing public purchasing agreements executed by the principal procurement agencies and their contracting third-party businesses; and

WHEREAS, the Kane County Information Technologies Department desires to utilize, through the OMNIA MICPA, public purchasing contract (Contract No. 01-158) to purchase Documents and Records Management services from Laserfiche, utilizing OPG-3 Inc. as the reseller; and

WHEREAS, the term of OMNIA's Contract No. 01-158 with Laserfiche has been renewed through November 30, 2027; and

WHEREAS, the County has in the past successfully utilized OMNIA public purchasing contracts to the satisfaction of the County; and

WHEREAS, this was previously approved on Resolution No. 24-191 as well as Resolution No. 26-149 and the contract has been extended through November 30, 2027.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the Kane County Information Technologies Department is authorized to enter into a joint purchasing agreement with OMNIA (under Contract No. 01-158) and Laserfiche with OPG-3, Inc. as a reseller for the purchase of Documents and Records Management.

BE IT FURTHER RESOLVED the Kane County Information Technologies Department is hereby authorized to purchase Documents and Records Management through OMNIA's Laserfiche's Contract No. 01-158 with OPG-3, Inc. as a reseller for a sum not-to-exceed One Hundred Fifty Thousand Dollars ($150,000) per fiscal year.

BE IT ALSO FURTHER RESOLVED by the Kane County Board that One Hundred Fifty Thousand Dollars ($150,000) per fiscal year is hereby appropriated from Riverboat Software Licensing Cost # (390.060.337.50340) and Various to pay for the Information Technologies Department Documents and Records Management procurement from Laserfiche with OPG-3, Inc. as a reseller under Contract No. 01-158.

Line Item: 390.060.337.50340, Various
Line Item Description: Software Licensing Cost, Various
Was Personnel/Item/Service approved in original budget or a subsequent budget revision?
Are funds currently available for this Personnel/Item/Service in the specific line item?
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 October 13, 2026.

_____	_____
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 Purchase of Documents and Records Management with Laserfiche through OMNIA for the Information Technologies Department (Contract #01-158)

Committee Flow:
Administration Committee, Executive Committee, County Board

Contact:
Charles Lasky, 630-232-5827

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $150,000
If not budgeted, explain funding source: N/A	
Was this item passed through the appropriate committee? Yes	

Summary:

This resolution authorizes the purchase of documents and records management with Laserfiche through OMNIA Partners cooperative purchasing contract #01-158, valid through November 30, 2027. The County has previously approved participation in OMNIA's cooperative purchasing program (Resolution No. 24-191 and Resolution No. 26-149). This resolution is for a sum not-to-exceed $150,000 per fiscal year. Laserfiche is currently used by various Kane County offices and departments to support critical business functions, including document storage, records management, workflow processes, and the maintenance of important County records. This resolution allows the County to continue using these services and helps ensure that these critical operations remain available and supported.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-453

AUTHORIZING ADDITIONAL EXPENDITURE OF FUNDS TO PAY INVOICE FROM FY2026 MILL CREEK SPECIAL SERVICE AREA BUDGET FOR NATURAL AREA MANAGEMENT WITH V3 CONSTRUCTION GROUP, LTD.

WHEREAS, the Kane County Mill Creek Special Service Area obtained three quotes for natural area work in areas 1 & 13 in the Mill Creek subdivision because the anticipated cost of the work exceeded Ten Thousand Dollars ($10,000) but was less than Thirty Thousand Dollars ($30,000); and

WHEREAS, V3 Construction Group, LTD. was the lowest of the three quotes that were obtained coming in at Twenty-Five Thousand Two Hundred Fifteen Dollars ($25,215); and

WHEREAS, due to unforeseen circumstances the project had change orders and the amount total is now Thirty-One Thousand Two Hundred Ninety-Five Dollars ($31,295) and has a bill for the remaining amount of One Thousand Nine Hundred Dollars ($1,900); and

WHEREAS, adequate funds have been budgeted and are available in the FY2026 Mill Creek Special Services Area operating budget.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the Mill Creek Special Service Area is authorized to pay the outstanding balance to V3 Construction Group, LTD. in the amount of One Thousand Nine Hundred Dollars ($1,900) making the total spent with V3 Construction Group, LTD. Thirty-One Thousand Two Hundred Ninety-Five Dollars ($31,295).

Line Item: 520.690.730.52120, Various
Line Item Description: Repairs and Maint- Grounds, 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 October 13, 2026.

_____	_____
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 Additional Expenditure of Funds to Pay Invoice from FY2026 Mill Creek Special Service Area Budget for Natural Area Management with V3 Construction Group, LTD.

Committee Flow:
Administration Committee, Executive Committee, County Board

Contact:
Roger Fahnestock, 630-232-3571

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $1,900
If not budgeted, explain funding source: N/A	
Was this item passed through the appropriate committee? Yes	

Summary:

This resolution authorizes an additional expenditure of $1,900 as due to unforeseen circumstances the project had change orders. This will bring the total spend with V3 for FY2026 to $31,295.

V3 Construction Group, Ltd.
7325 Janes Avenue
Woodridge, IL 60517
P: 630-724-9200

Invoice No:	000020726033
Invoice Date:	August 4, 2026
Period To:	July 25, 2026
V3 Project No.:	ER25041

To:

Accounts _Payable Dev Dept
Kane County
Kane County Development Department
719 Batavia Avenue, Bldg A, 4th fl, Rm 411
Geneva, IL 60134

Project: ER25041 - Mill Creek Areas 1 and 13

Purchase Order Number (Client)2025-00001680

INVOICE SUMMARY:	**AMOUNT**
Original Contract Amount:	$25,215.00
Total Change Order Amount:	$6,080.00
Current Contract Amount:	$31,295.00
Total Completed to Date:	$31,295.00
Total Retainage Held:	$0.00
Total Earned Less Retainage	$31,295.00
Less Previous Certificates of Payment	$29,395.00
Current Amount Due:	**$1,900.00**

NET DUE THIS INVOICE: **$1,900.00**

Contract Balance Remaining: $0.00

Make all checks payable to V3 Construction Group, Ltd.

Payment is due within 30 days of Invoice date.

Thank you for your business!

V3 Construction Group, Ltd.
7325 Janes Avenue
Woodridge, IL 60517
P: 630-724-9200

Invoice No:	000020726033
Invoice Date:	August 4, 2026
Period To:	July 25, 2026
V3 Project No.:	ER25041

ITEM NO.	DESCRIPTION	QTY	UNIT	RATE	SCHEDULED VALUE	WORK COMPLETED PREVIOUS APPLICATION QTY	PREVIOUS APPLICATION TOTAL	THIS PERIOD QTY	THIS PERIOD TOTAL	COMPLETED AND STORED	BALANCE TO FINISH	RETENTION
R001.1	Area 1 Seed Install	1.00	EA	$1,920.00	$1,920.00	1.00	$1,920.00	**0.00**	**$0.00**	$1,920.00	$0.00	$0.00
R001.2	Area 1 General Maintenance	1.00	EA	$3,200.00	$3,200.00	1.00	$3,200.00	**0.00**	**$0.00**	$3,200.00	$0.00	$0.00
R001.3	Area 1 Winter Mowing	1.00	EA	$1,700.00	$1,700.00	1.00	$1,700.00	**0.00**	**$0.00**	$1,700.00	$0.00	$0.00
R002.1	Area 13 General Maintenance	1.00	EA	$4,415.00	$4,415.00	1.00	$4,415.00	**0.00**	**$0.00**	$4,415.00	$0.00	$0.00
R002.2	Area 13 Woody Clearing	1.00	EA	$7,000.00	$7,000.00	1.00	$7,000.00	**0.00**	**$0.00**	$7,000.00	$0.00	$0.00
R002.3	Area 13 Seed Install	1.00	EA	$6,980.00	$6,980.00	1.00	$6,980.00	**0.00**	**$0.00**	$6,980.00	$0.00	$0.00
R004	Patricia Ln. Clearing	1.00	LS	$4,180.00	$4,180.00	1.00	$4,180.00	**0.00**	**$0.00**	$4,180.00	$0.00	$0.00
R004	Patricia Ln. Resprouts	2.00	EA	$950.00	$1,900.00	0.00	$0.00	**2.00**	**$1,900.00**	$1,900.00	$0.00	$0.00
	Application Total				**$31,295.00**		**$29,395.00**		**$1,900.00**	**$31,295.00**	**$0.00**	**$0.00**

V3 Construction Group, Ltd.
7325 Janes Avenue
Woodridge, IL 60517
P: 630-724-9200

Invoice No:	000020726033
Invoice Date:	August 4, 2026
Period To:	July 25, 2026
V3 Project No.:	ER25041

Outstanding Invoices

Number	Date	30 days	60 days	90 days	120 days	Over 120 days
Subtotal						
Interest on Invoices Over 30 Days Old						
Total						

Retainage

Total Due Outstanding Invoices:

Thank you for your business.
Net 30 Terms

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-454

AUTHORIZING THE EXPENDITURE OF FUNDS AND EXECUTION OF DEED OF AGRICULTURAL CONSERVATION EASEMENT FOR PROPERTY LOCATED IN BIG ROCK TOWNSHIP (PROPERTY IDENTIFICATION NUMBERS: 13-05-200-007, 13-05-200-009) AND ALL RELATED DOCUMENTS FOR CLOSING AS PART OF THE KANE COUNTY AGRICULTURAL CONSERVATION EASEMENT AND FARMLAND PROTECTION PROGRAM

WHEREAS, Article V of Chapter 11 of the Kane County Code governs the Kane County Agricultural Conservation Easement and Farmland Protection Program, which was originally adopted by Ordinance No. 01-67; and

WHEREAS, section 11-134 of the Kane County Code authorizes the Kane County Board to acquire conservation interests in real property for the purpose of farmland protection; and

WHEREAS, the Kane County Development and Community Services Department recommends that the Kane County Board authorizes the acquisition of a conservation interest for property located on Lasher Road, Big Rock Township (PINs: 13-05-200-007, 13-05-200-009) as part of the Kane County Agricultural Conservation Easement and Farmland Protection Program; and

WHEREAS, it is necessary for the Kane County Board to authorize the County Board Chairman and certain staff from the Kane County Development and Community Services Department to execute necessary documents for closing purposes.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board authorizes the following individuals to execute a deed of agricultural easement with Carl and Amy Schoger for property located in Big Rock Township (PINs: 13-05-200-007, 13-05-200-009) and all related documents for closing, subject to the review and advisement of the Kane County State's Attorney's Office: the Kane County Board Chairman, the Director of the Kane County Development and Community Services Department (Mark VanKerkhoff), the Planning Division Manager of the Kane County Development and Community Services Department (Christopher Toth), and the Planner of the Kane County Development and Community Services Department (Matthew Tansley).

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Kane County Board authorizes the expenditure of funds for purposes of acquiring a conservation interest for the property located in Big Rock Township (Property Identification Numbers: 13-05-200-007, 13-05-200-009) from Fund 430 - Farmland Protection, in accordance with section 11-134 of the Kane County Code, and subject to availability of funding.

Passed by the Kane County Board on October 13, 2026.

_____	_____
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 Expenditure of Funds and Execution of Deed of Agricultural Conservation Easement for Property Located in Big Rock Township (Property Identification Numbers: 13-05-200-007, 13-05-200-009) and All Related Documents for Closing as Part of the Kane County Agricultural Conservation Easement and Farmland Protection Program

Committee Flow:
Agriculture Committee, Executive Committee, County Board

Contact:
Chris Toth, 630.232.3491

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 provides authorization for Kane County personnel to execute of deed of agricultural conservation easement with Carl and Amy Schoger for property located in Big Rock Township.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-455

AUTHORIZING THE EXPENDITURE OF FUNDS AND EXECUTION OF DEED OF AGRICULTURAL CONSERVATION EASEMENT FOR PROPERTY LOCATED IN BIG ROCK TOWNSHIP (PROPERTY IDENTIFICATION NUMBERS: 13-06-200-011, 13-06-100-002) AND ALL RELATED DOCUMENTS FOR CLOSING AS PART OF THE KANE COUNTY AGRICULTURAL CONSERVATION EASEMENT AND FARMLAND PROTECTION PROGRAM

WHEREAS, Article V of Chapter 11 of the Kane County Code governs the Kane County Agricultural Conservation Easement and Farmland Protection Program, which was originally adopted by Ordinance No. 01-67; and

WHEREAS, section 11-134 of the Kane County Code authorizes the Kane County Board to acquire conservation interests in real property for the purpose of farmland protection; and

WHEREAS, the Kane County Development and Community Services Department recommends that the Kane County Board authorizes the acquisition of a conservation interest for property located in Big Rock Township (PINs: 13-06-200-011, 13-06-100-002) as part of the Kane County Agricultural Conservation Easement and Farmland Protection Program; and

WHEREAS, it is necessary for the Kane County Board to authorize the County Board Chairman and certain staff from the Kane County Development and Community Services Department to execute necessary documents for closing purposes.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board authorizes the following individuals to execute a deed of agricultural easement with Richard E. Herrmann, not individually, but as Trustee of the Richard E. Herrmann Revocable Trust and Lisa A. Herrmann, not individually, but as Trustee of the Lisa A. Herrmann Revocable Trust, for property located in Big Rock Township (PINs: 13-06-200-011, 13-06-100-002) and all related documents for closing, subject to the review and advisement of the Kane County State's Attorney's Office: the Kane County Board Chairman, the Director of the Kane County Development and Community Services Department (Mark VanKerkhoff), the Planning Division Manager of the Kane County Development and Community Services Department (Christopher Toth), and the Planner of the Kane County Development and Community Services Department (Matthew Tansley).

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Kane County Board authorizes the expenditure of funds for purposes of acquiring a conservation interest for the property located in Big Rock Township (PINs: 13-06-200-011, 13-06-100-002) from Fund 430 - Farmland Protection, in accordance with section 11-134 of the Kane County Code, and subject to availability of funding.

Passed by the Kane County Board on October 13, 2026.

_____	_____
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 Expenditure of Funds and Execution of Deed of Agricultural Conservation Easement for Property Located in Big Rock Township (Property Identification Numbers: 13-06-200-011, 13-06-100-002) and All Related Documents for Closing as Part of the Kane County Agricultural Conservation Easement and Farmland Protection Program

Committee Flow:
Agriculture Committee, Executive Committee, County Board

Contact:
Chris Toth, 630.232.3491

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 provides authorization for Kane County personnel to execute of deed of agricultural conservation easement with Richard E. Herrmann Revocable Trust and Lisa A. Herrmann Revocable Trust for property located in Big Rock Township.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-456

AUTHORIZING THE EXPENDITURE OF FUNDS AND EXECUTION OF DEED OF AGRICULTURAL CONSERVATION EASEMENT FOR PROPERTY LOCATED IN BIG ROCK TOWNSHIP (PROPERTY IDENTIFICATION NUMBERS: 13-03-200-010, 13-03-200-012, 13-03-200-018) AND ALL RELATED DOCUMENTS FOR CLOSING AS PART OF THE KANE COUNTY AGRICULTURAL CONSERVATION EASEMENT AND FARMLAND PROTECTION PROGRAM

WHEREAS, Article V of Chapter 11 of the Kane County Code governs the Kane County Agricultural Conservation Easement and Farmland Protection Program, which was originally adopted by Ordinance No. 01-67; and

WHEREAS, section 11-134 of the Kane County Code authorizes the Kane County Board to acquire conservation interests in real property for the purpose of farmland protection; and

WHEREAS, the Kane County Development and Community Services Department recommends that the Kane County Board authorizes the acquisition of a conservation interest for property located in Big Rock Township (PINs: 13-03-200-010, 13-03-200-012, 13-03-200-018) as part of the Kane County Agricultural Conservation Easement and Farmland Protection Program; and

WHEREAS, it is necessary for the Kane County Board to authorize the County Board Chairman and certain staff from the Kane County Development and Community Services Department to execute necessary documents for closing purposes.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board authorizes the following individuals to execute a deed of agricultural easement with James B. Long for property located in Big Rock Township (PINs: 13-03-200-010, 13-03-200-012, 13-03-200-018) and all related documents for closing, subject to the review and advisement of the Kane County State's Attorney's Office: the Kane County Board Chairman, the Director of the Kane County Development and Community Services Department (Mark VanKerkhoff), the Planning Division Manager of the Kane County Development and Community Services Department (Christopher Toth), and the Planner of the Kane County Development and Community Services Department (Matthew Tansley).

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Kane County Board authorizes the expenditure of funds for purposes of acquiring a conservation interest for the property located in Big Rock Township (PINs: 13-03-200-010, 13-03-200-012, 13-03-200-018) from Fund 430 - Farmland Protection, in accordance with section 11-134 of the Kane County Code, and subject to availability of funding.

Passed by the Kane County Board on October 13, 2026.

_____	_____
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 Expenditure of Funds and Execution of Deed of Agricultural Conservation Easement for Property Located in Big Rock Township (Property Identification Numbers: 13-03-200-010, 13-03-200-012, 13-03-200-018) and All Related Documents for Closing as Part of the Kane County Agricultural Conservation Easement and Farmland Protection Program

Committee Flow:
Agriculture Committee, Executive Committee, County Board

Contact:
Chris Toth, 630.232.3491

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 provides authorization for Kane County personnel to execute of deed of agricultural conservation easement with James B. Long for property located in Big Rock Township.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-457

AUTHORIZING THE EXPENDITURE OF FUNDS AND EXECUTION OF DEED OF AGRICULTURAL CONSERVATION EASEMENT FOR PROPERTY LOCATED IN VIRGIL TOWNSHIP (PROPERTY IDENTIFICATION NUMBER: 07-22-100-006) AND ALL RELATED DOCUMENTS FOR CLOSING AS PART OF THE KANE COUNTY AGRICULTURAL CONSERVATION EASEMENT AND FARMLAND PROTECTION PROGRAM

WHEREAS, Article V of Chapter 11 of the Kane County Code governs the Kane County Agricultural Conservation Easement and Farmland Protection Program, which was originally adopted by Ordinance No. 01-67; and

WHEREAS, section 11-134 of the Kane County Code authorizes the Kane County Board to acquire conservation interests in real property for the purpose of farmland protection; and

WHEREAS, the Kane County Development and Community Services Department recommends that the Kane County Board authorizes the acquisition of a conservation interest for property located in Virgil Township (PIN: 07-22-100-006) as part of the Kane County Agricultural Conservation Easement and Farmland Protection Program; and

WHEREAS, it is necessary for the Kane County Board to authorize the County Board Chairman and certain staff from the Kane County Development and Community Services Department to execute necessary documents for closing purposes.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board authorizes the following individuals to execute a deed of agricultural easement with Keifer Brothers Farms LLC and Yvonee Keifer for property located in Virgil Township (PIN: 07-22-100-006) and all related documents for closing, subject to the review and advisement of the Kane County State's Attorney's Office: the Kane County Board Chairman, the Director of the Kane County Development and Community Services Department (Mark VanKerkhoff), the Planning Division Manager of the Kane County Development and Community Services Department (Christopher Toth), and the Planner of the Kane County Development and Community Services Department (Matthew Tansley).

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Kane County Board authorizes the expenditure of funds for purposes of acquiring a conservation interest for the property located in Virgil Township (PIN: 07-22-100-006) from Fund 430 - Farmland Protection, in accordance with section 11-134 of the Kane County Code, and subject to availability of funding.

Passed by the Kane County Board on October 13, 2026.

_____	_____
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 Expenditure of Funds and Execution of Deed of Agricultural Conservation Easement for Property Located in Virgil Township (Property Identification Number: 07-22-100-006) and All Related Documents for Closing as Part of the Kane County Agricultural Conservation Easement and Farmland Protection Program

Committee Flow:
Agriculture Committee, Executive Committee, County Board

Contact:
Chris Toth, 630.232.3491

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 provides authorization for Kane County personnel to execute of deed of agricultural conservation easement with Keifer Brothers Farms LLC & Yvonee Keifer for property located in Virgil Township.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-458

AUTHORIZING THE EXPENDITURE OF FUNDS AND EXECUTION OF DEED OF AGRICULTURAL CONSERVATION EASEMENT FOR PROPERTY LOCATED IN VIRGIL TOWNSHIP (PROPERTY IDENTIFICATION NUMBERS: 07-29-200-002, 07-21-300-012, 07-20-300-004, 07-20-400-010, 07-20-400-014, 07-20-400-013, 07-21-300-013, 07-20-400-007) AND ALL RELATED DOCUMENTS FOR CLOSING AS PART OF THE KANE COUNTY AGRICULTURAL CONSERVATION EASEMENT AND FARMLAND PROTECTION PROGRAM

WHEREAS, Article V of Chapter 11 of the Kane County Code governs the Kane County Agricultural Conservation Easement and Farmland Protection Program, which was originally adopted by Ordinance No. 01-67; and

WHEREAS, section 11-134 of the Kane County Code authorizes the Kane County Board to acquire conservation interests in real property for the purpose of farmland protection; and

WHEREAS, the Kane County Development and Community Services Department recommends that the Kane County Board authorizes the acquisition of a conservation interest for property located in Virgil Township (PINs: 07-29-200-002, 07-21-300-012, 07-20-300-004, 07-20-400-010, 07-20-400-014, 07-20-400-013, 07-21-300-013, 07-20-400-007) as part of the Kane County Agricultural Conservation Easement and Farmland Protection Program; and

WHEREAS, it is necessary for the Kane County Board to authorize the County Board Chairman and certain staff from the Kane County Development and Community Services Department to execute necessary documents for closing purposes.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board authorizes the following individuals to execute a deed of agricultural easement with Herbert G. Ruh Declaration of Trust and Alvena H. Ruh Declaration of Trust for property located in Virgil Township (PINs: 07-29-200-002, 07-21-300-012, 07-20-300-004, 07-20-400-010, 07-20-400-014, 07-20-400-013, 07-21-300-013, 07-20-400-007) and all related documents for closing, subject to the review and advisement of the Kane County State's Attorney's Office: the Kane County Board Chairman, the Director of the Kane County Development and Community Services Department (Mark VanKerkhoff), the Planning Division Manager of the Kane County Development and Community Services Department (Christopher Toth), and the Planner of the Kane County Development and Community Services Department (Matthew Tansley).

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Kane County Board authorizes the expenditure of funds for purposes of acquiring a conservation interest for the property located in Virgil Township (PINs: 07-29-200-002, 07-21-300-012, 07-20-300-004, 07-20-400-010, 07-20-400-014, 07-20-400-013, 07-21-300-013, 07-20-400-007) from Fund 430 - Farmland Protection, in accordance with section 11-134 of the Kane County Code, and subject to availability of funding.

Passed by the Kane County Board on October 13, 2026.

_____	_____
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 Expenditure of Funds and Execution of Deed of Agricultural Conservation Easement for Property Located in Virgil Township (Property Identification Numbers: 07-29-200-002, 07-21-300-012, 07-20-300-004, 07-20-400-010, 07-20-400-014, 07-20-400-013, 07-21-300-013, 07-20-400-007) and All Related Documents for Closing as Part of the Kane County Agricultural Conservation Easement and Farmland Protection Program

Committee Flow:
Agriculture Committee, Executive Committee, County Board

Contact:
Chris Toth, 630.232.3491

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 provides authorization for Kane County personnel to execute of deed of agricultural conservation easement with Herbert G. Ruh Declaration of Trust and Alvena H. Ruh Declaration of Trust for property located in Virgil Township.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-459

AUTHORIZING THE EXPENDITURE OF FUNDS AND EXECUTION OF DEED OF AGRICULTURAL CONSERVATION EASEMENT FOR PROPERTY LOCATED IN BIG ROCK TOWNSHIP (PROPERTY IDENTIFICATION NUMBERS: 13-05-200-008, 13-05-200-010) AND ALL RELATED DOCUMENTS FOR CLOSING AS PART OF THE KANE COUNTY AGRICULTURAL CONSERVATION EASEMENT AND FARMLAND PROTECTION PROGRAM

WHEREAS, Article V of Chapter 11 of the Kane County Code governs the Kane County Agricultural Conservation Easement and Farmland Protection Program, which was originally adopted by Ordinance No. 01-67; and

WHEREAS, section 11-134 of the Kane County Code authorizes the Kane County Board to acquire conservation interests in real property for the purpose of farmland protection; and

WHEREAS, the Kane County Development and Community Services Department recommends that the Kane County Board authorizes the acquisition of a conservation interest for property located in Big Rock Township (PINs: 13-05-200-008, 13-05-200-010) as part of the Kane County Agricultural Conservation Easement and Farmland Protection Program; and

WHEREAS, it is necessary for the Kane County Board to authorize the County Board Chairman and certain staff from the Kane County Development and Community Services Department to execute necessary documents for closing purposes.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board authorizes the following individuals to execute a deed of agricultural easement with Schoger Ag. LLC for property located in Big Rock Township (PINs: 13-05-200-008, 13-05-200-010) and all related documents for closing, subject to the review and advisement of the Kane County State's Attorney's Office: the Kane County Board Chairman, the Director of the Kane County Development and Community Services Department (Mark VanKerkhoff), the Planning Division Manager of the Kane County Development and Community Services Department (Christopher Toth), and the Planner of the Kane County Development and Community Services Department (Matthew Tansley).

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Kane County Board authorizes the expenditure of funds for purposes of acquiring a conservation interest for the property located in Big Rock Township (PINs: 13-05-200-008, 13-05-200-010) from Fund 430 - Farmland Protection, in accordance with section 11-134 of the Kane County Code, and subject to availability of funding.

Passed by the Kane County Board on October 13, 2026.

_____	_____
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 Expenditure of Funds and Execution of Deed of Agricultural Conservation Easement for Property Located in Big Rock Township (Property Identification Numbers: 13-05-200-008, 13-05-200-010) and All Related Documents for Closing as Part of the Kane County Agricultural Conservation Easement and Farmland Protection Program

Committee Flow:
Agriculture Committee, Executive Committee, County Board

Contact:
Chris Toth, 630.232.3491

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 provides authorization for Kane County personnel to execute of deed of agricultural conservation easement with Schoger Ag. LLC for property located in Big Rock Township.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-460

AUTHORIZING THE EXPENDITURE OF FUNDS AND EXECUTION OF DEED OF AGRICULTURAL CONSERVATION EASEMENT FOR PROPERTY LOCATED IN KANEVILLE TOWNSHIP (PROPERTY IDENTIFICATION NUMBER: 10-32-400-001) AND ALL RELATED DOCUMENTS FOR CLOSING AS PART OF THE KANE COUNTY AGRICULTURAL CONSERVATION EASEMENT AND FARMLAND PROTECTION PROGRAM

WHEREAS, Article V of Chapter 11 of the Kane County Code governs the Kane County Agricultural Conservation Easement and Farmland Protection Program, which was originally adopted by Ordinance No. 01-67; and

WHEREAS, section 11-134 of the Kane County Code authorizes the Kane County Board to acquire conservation interests in real property for the purpose of farmland protection; and

WHEREAS, the Kane County Development and Community Services Department recommends that the Kane County Board authorizes the acquisition of a conservation interest for property located in Kaneville Township (PIN: 10-32-400-001) as part of the Kane County Agricultural Conservation Easement and Farmland Protection Program; and

WHEREAS, it is necessary for the Kane County Board to authorize the County Board Chairman and certain staff from the Kane County Development and Community Services Department to execute necessary documents for closing purposes.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board authorizes the following individuals to execute a deed of agricultural easement with Schoger AG LLC for property located in Kaneville Township (PIN: 10-32-400-001) and all related documents for closing, subject to the review and advisement of the Kane County State's Attorney's Office: the Kane County Board Chairman, the Director of the Kane County Development and Community Services Department (Mark VanKerkhoff), the Planning Division Manager of the Kane County Development and Community Services Department (Christopher Toth), and the Planner of the Kane County Development and Community Services Department (Matthew Tansley).

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Kane County Board authorizes the expenditure of funds for purposes of acquiring a conservation interest for the property located in Kaneville Township (PIN: 10-32-400-001) from Fund 430 - Farmland Protection, in accordance with section 11-134 of the Kane County Code, and subject to availability of funding.

Passed by the Kane County Board on October 13, 2026.

_____	_____
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 Expenditure of Funds and Execution of Deed of Agricultural Conservation Easement for Property Located in Kaneville Township (Property Identification Number: 10-32-400-001) and All Related Documents for Closing as Part of the Kane County Agricultural Conservation Easement and Farmland Protection Program

Committee Flow:
Agriculture Committee, Executive Committee, County Board

Contact:
Chris Toth, 630.232.3491

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 provides authorization for Kane County personnel to execute of deed of agricultural conservation easement with Schoger Ag. LLC for property located in Kaneville Township.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-461

AUTHORIZING THE EXPENDITURE OF FUNDS AND EXECUTION OF DEED OF AGRICULTURAL CONSERVATION EASEMENT FOR PROPERTY LOCATED IN KANEVILLE TOWNSHIP (PROPERTY IDENTIFICATION NUMBERS: 10-26-400-003, 10-26-400-006) AND ALL RELATED DOCUMENTS FOR CLOSING AS PART OF THE KANE COUNTY AGRICULTURAL CONSERVATION EASEMENT AND FARMLAND PROTECTION PROGRAM

WHEREAS, Article V of Chapter 11 of the Kane County Code governs the Kane County Agricultural Conservation Easement and Farmland Protection Program, which was originally adopted by Ordinance No. 01-67; and

WHEREAS, section 11-134 of the Kane County Code authorizes the Kane County Board to acquire conservation interests in real property for the purpose of farmland protection; and

WHEREAS, the Kane County Development and Community Services Department recommends that the Kane County Board authorizes the acquisition of a conservation interest for property located in Kaneville Township (PINs: 10-26-400-003, 10-26-400-006) as part of the Kane County Agricultural Conservation Easement and Farmland Protection Program; and

WHEREAS, it is necessary for the Kane County Board to authorize the County Board Chairman and certain staff from the Kane County Development and Community Services Department to execute necessary documents for closing purposes.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board authorizes the following individuals to execute a deed of agricultural easement with Roger L. Souders Trust for property located in Kaneville Township (PINs: 10-26-400-003, 10-26-400-006) and all related documents for closing, subject to the review and advisement of the Kane County State's Attorney's Office: the Kane County Board Chairman, the Director of the Kane County Development and Community Services Department (Mark VanKerkhoff), the Planning Division Manager of the Kane County Development and Community Services Department (Christopher Toth), and the Planner of the Kane County Development and Community Services Department (Matthew Tansley).

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Kane County Board authorizes the expenditure of funds for purposes of acquiring a conservation interest for the property located in Kaneville Township (PINs: 10-26-400-003, 10-26-400-006) from Fund 430 - Farmland Protection, in accordance with section 11-134 of the Kane County Code, and subject to availability of funding.

Passed by the Kane County Board on October 13, 2026.

_____	_____
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 Expenditure of Funds and Execution of Deed of Agricultural Conservation Easement for Property Located in Kaneville Township (Property Identification Numbers: 10-26-400-003, 10-26-400-006) and All Related Documents for Closing as Part of the Kane County Agricultural Conservation Easement and Farmland Protection Program

Committee Flow:
Agriculture Committee, Executive Committee, County Board

Contact:
Chris Toth, 630.232.3491

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 provides authorization for Kane County personnel to execute of deed of agricultural conservation easement with Roger L. Souders Trust for property located in Kaneville Township.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

ORDINANCE NO. 26-462

AMENDING ORDINANCE NO. 25-349 ADOPTION OF A REVISED SCHEDULE OF FEES FOR STORMWATER PERMITS

WHEREAS, Ordinance No. 25-349 was approved on October 20, 2025; and

WHEREAS, the Ordinance revised the fees for Stormwater Permits in Unincorporated Kane County and Non-Certified Communities; and

WHEREAS, a scrivener's error occurred on two-line items under Stormwater Submittals in the description for small and large sites that does not impact the fee amount.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the Revised Schedule A is adopted as the Stormwater Permit fees for Unincorporated Kane County and Non-Certified Communities.

Passed by the Kane County Board on October 13, 2026.

_____	_____
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 Ordinance No. 25-349 Adoption of a Revised Schedule of Fees for Stormwater Permits

Committee Flow:
Development Committee, Executive Committee, County Board

Contact:
Jodie Wollnik 6302323499

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:

Fixing a scrivener's error in the description of two line items for Small and Large Site under Stormwater Management that add "and/or" and define the BMP as Category II.

SCHEDULE A

Permit Review Category*	Fee**
Application Fee	**$85.00**
STORMWATER SUBMITTALS (outside Special Management Areas)	
> 5000 sq. ft. disturbed, no Detention or BMP required	**$200.00**
Category I BMP required	**$300.00**
Small site - Detention &/or Cat II BMP (< 5 acre non-residential or minor subdivision)	**$1,000.00**
Large site - Detention &/or Cat II BMP (>5 acre non-residential or major subdivision >5 lots)	**$3,200.00**
Large site - Detention required PER ACRE OR LOT over threshold	**$60.00**
Linear Utility or Trail, 1st mile	**$1,000.00**
Linear Utility or Trail, each additional mile	**$250.00**
FLOODPLAIN/DEPRESSIONAL STORAGE SUBMITTALS (Special Management Area)	
Accessory Structure > or = 200 sq. ft.	**$700.00**
New Single Family Home /Addition	**$2,500.00**
Existing Single Family Home Elevation	**$500.00**
Small Site, no compensatory storage	**$300.00**
Small Site, compensatory storage required	**$1,000.00**
Development in the Regulatory Floodway: Channel modifications, bridges, dams, online detention, filling, and any development which affects flood elevations or floodway limits or requires modeling	**$8,000.00**
Utility crossing at existing grade (sediment & erosion plan only) an other minor developments which do not require modeling	**$500.00**
Streambank stabilization	**$150.00**
WETLAND SUBMITTAL (Special management area)	
Wetland review - delineation report	**$85.00**
Wetland review - buffer establishment (per wetland/linear water course)	**$170.00**
Wetland review 80-150 rule (per wetland/linear water course)	**$750.00**
Wetland mitigation plans WR admin only	**$85.00**
Wetland bank or fee in lieu	**$85.00**
OTHER ADMINISTRATIVE FEES	
Preapplication meeting, initial	**$0.00**
Preapplication meeting, per additional meeting	**$200.00**
Permit review submittals, 1st rejection (10% of original fee)	**10%**
Permit review submittals, 2nd rejection (20% of original fee)	**20%**
Permit review submittals, 3rd or more rejections (60% of original fee)	**60%**
Variance	**$700.00**
Misc. staff time per hour	**$90.00**
Appeals	**$350.00**
Permit Renewal (25% of original fee)	**25%**
Violation	**$500.00**
SSA Establishment	**$1,500.00**
Recording Fee & Map Plotting	**$85.00**
BUILDING PERMIT FEES - (FOR STORMWATER PERMITS ISSUED THROUGH BUILDING PERMIT - APPLICATION FEE DOES	
Single Family Home	**$350.00**
Shed/Pool/Addition equal to or less than 600 sq ft	**$50.00**
Shed/Pool/Addition greater than 600 sq ft	**$100.00**
Floodplain***	**$220.00**
Site Visit	**$170.00**
Hourly Rate	**$85.00**
ZONING FEES - WATER RESOURCE STIPULATIONS ON ZONING PETITIONS	
Zoning Petition - Residential	**$250.00**
Zoning Petition - Non-Residential	**$500.00**
FEE-IN-LIEU	
Detention - the greater of EOPC or	**$90,000/ AC-FT**
BMP - the greater of EOPC or	**$5.00/CF**

* Site refers to the area of development as defined in the Stormwater Management Ordinance

** Permit fees are non-refundable once review has begun

*** Floodplain will apply to fences, sheds <200 sq. ft., and pools not requiring compensatory storage as well as Substantial Improvement paperwork. For other Floodplain Projects refer to Floodplain/Depressional Storage Submittal fee schedule above

Kane County Ordinance No. 25-349
Adopted October 14, 2025
Effective January 1, 2026

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-463

AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT WITH DUPAGE COUNTY TO SHARE COSTS OF ADVERTISING TO PROMOTE CURBSIDE RECYCLING AWARENESS ON SUBURBAN PACE BUS ROUTES THAT CROSS COUNTY BOUNDARIES

WHEREAS, Kane and DuPage Counties are both partners in the Feed the Cart Campaign, a regional recycling awareness campaign intended to increase the quantity and quality of curbside recycling collected in the region, funded through a U.S. EPA Recycling Outreach and Education grant; and

WHEREAS, Kane and DuPage Counties have each been subawarded federal grant funds to amplify the Feed the Cart messaging in their localities; and

WHEREAS, Pace bus service out of the River Garage and Fox Valley Garage runs through several high-traffic and densely populated areas of Kane and DuPage Counties, potentially providing 14.56 million advertising impressions over the course of a thirteen-week advertising campaign; and

WHEREAS, Pace service out of the River Garage crosses county boundaries, with roughly 50% of the service falling within Kane County and 50% falling within DuPage County while service from the Fox Valley Garage falls almost entirely within Kane County; and

WHEREAS, the Intergovernmental Cooperation Act (5 ILCS 220/1 et. seq) allows Kane County and DuPage County to contract among themselves to obtain and share services, or exercise, combine, or transfer any power of function in any manner not prohibited by law.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board authorizes and directs its Chairman to enter into an intergovernmental agreement with the County of DuPage through which the County of DuPage shall pay Kane County an amount not to exceed $8,000 for advertising purchased through Intersection Media, LLC on Pace Bus.

Passed by the Kane County Board on October 13, 2026.

_____	_____
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 an Intergovernmental Agreement with DuPage County to Share Costs of Advertising to Promote Curbside Recycling Awareness on Suburban Pace Bus Routes that Cross County Boundaries

Committee Flow:
Energy and Environmental Committee, Executive Committee, County Board

Contact:
Clair Ryan; ryanclair@kanecountyil.gov; 630-208-3841

Budget Information:

Was this item budgeted? N/A	Appropriation Amount: $-8,000
If not budgeted, explain funding source: Federal grant subaward	
Was this item passed through the appropriate committee? Yes	

Summary:

This resolution authorizes the execution of an intergovernmental agreement between Kane and DuPage Counties to split costs associated with recycling outreach advertising on Pace Bus routes. Pace's service do not conform to county boundaries, and the advertising is sought by/desirable to both the Kane and DuPage County recycling programs, making an IGA to share costs advisable. The amount to be paid to to Kane County by DuPage County in the IGA is based primarily on the geographic split of the service area. Approximately 75% of the total service area to be covered is within Kane County, while 25% is in DuPage County. Split of costs associated with bus shelters is based on actual bus shelter locations selected (7 in Kane County and 1 in DuPage.)

INTERGOVERNMENTAL AGREEMENT AMONG THE COUNTY OF KANE AND THE COUNTY OF DUPAGE FOR THE SHARING OF SERVICES AND ASSOCIATED COSTS FOR RECYCLING EDUCATION AND OUTREACH ADVERTISEMENTS ON SUBURBAN TRANSIT

WITNESSETH

WHEREAS, Kane County and DuPage County are public agencies within the meaning of the Illinois "Intergovernmental Cooperation Act", 5 ILCS 220/1 *et. seq.*; and

WHEREAS, Kane County and DuPage County are also units of local government within the meaning of Section 10 of Article 7 of the Constitution of the State of Illinois; and

WHEREAS, the purposes of the "Intergovernmental Cooperation Act" and Article 7 of the Constitution of the State of Illinois include fostering cooperation among governmental bodies; and

WHEREAS, Kane County and DuPage County 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; and

WHEREAS, the Local Solid Waste Disposal Act, 415 ILCS 10/1 *et seq*., recognizes recycling as an important objective for counties in the State of Illinois and requires the development of solid waste management plans to protect the public health and welfare; and

WHEREAS, Kane County and DuPage County have independently developed solid waste management plans that each provide for, among other things, the Counties to educate the public regarding recycling, reuse and waste reduction; and

WHEREAS, both Kane County and DuPage County have been sub-awarded federal grant funds to conduct outreach and education related to curbside recycling; and

WHEREAS, Kane County intends to procure advertising from Intersection [Corporation], the sole provider of advertising on suburban Pace Bus, to promote curbside recycling; and

WHEREAS, Pace Bus selected Intersection as the sole provider of this service through a competitive bid process that meets the intent of the Kane County Purchasing Ordinance; and

WHEREAS, a Pace Bus route where on-bus advertising is planned includes portions of both Kane and DuPage Counties, making it most equitable for the Counties to share costs related to advertising on this route.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, Kane County and DuPage County agree as follows:

SECTION 1. RECITALS

The foregoing recitals are hereby incorporated into this agreement in their entirety.

SECTION 2. SCOPE OF SERVICES

(A) Kane County agrees to pursue a contract for services with Intersection that will include advertising on suburban Pace Bus routes that include portions of both Kane and DuPage Counties and bus shelter ads in both Kane and DuPage Counties.

(B) Final ad design for bus ads to run across county boundaries will be approved by an individual on Kane County staff and an individual on DuPage County staff to be assigned by the Counties' respective environmental division directors.

SECTION 3. COST SHARE

DuPage County shall pay Kane County an amount not to exceed $8,000 (Eight-thousand dollars) for its share of the advertising services described in Section 2, Item A above based on agreed upon pro-ration of services by the Recycling Program Coordinators for the respective counties. However, in the event the advertising services described in Section 2, Item A above are not substantially completed by May 1, 2027, the Kane County shall promptly reimburse the DuPage County any monies paid pursuant to this Agreement. Kane County's right to

retain DuPage County's payment for advertising services is expressly conditioned upon the Kane County's timely and satisfactory retainer of same.

SECTION 4. CHANGES

Kane County and DuPage County may, from time to time, require or request changes in the scope of services to be performed hereunder. Such changes which are mutually agreed upon by and among the Counties shall be incorporated only by written amendment(s) to this Agreement.

SECTION 5. TERMINATION

Default. This Agreement may be terminated in whole or in part in writing by any party in the event of substantial failure (hereinafter termed "termination by default") by another party to fulfill its obligations under this Agreement through no fault of the terminating party, provided that no such termination may be effected unless the all parties are given (1) not less than sixty (60) calendar days written notice of intent to terminate and (2) an opportunity for consultation with the terminating party prior to termination.

Non-Appropriation and Newly Elected Board Action. Either party may terminate this agreement in whole or in part upon: (1) thirty (30) calendar days' written notice if a party fails to appropriate funds to enable continued payment under the terms of the Agreement; or (b) sixty (60) calendar days' written notice for any reason, or for no reason at all, if such termination is approved by the terminating party's County Board no later than one hundred and eighty (180) days after a new County Board is seated subsequent to any election.

SECTION 6. REMEDIES

Except as may be otherwise provided in this Agreement, all claims, counter-claims, disputes and other matters in question among Kane County and DuPage County arising out of or relating to the services to be provided by each of the parties pursuant to this Agreement or the breach thereof shall be resolved in the Circuit Court within the County of the party sought to be named as Defendant in said suit. Each party shall be responsible for its own attorney's fees and costs, other than as provided in Section 7.

SECTION 7. HOLD HARMLESS AND INDEMNIFICATION

Each party (the indemnifying party) agrees to assume all risk of loss and to fully indemnify, defend, and hold the other party (the indemnified party), its officers, agents and employees, harmless from and against any and all liabilities, demands, claims, suits, losses, damages, causes of action, fines or judgments, including costs, attorneys' and witnesses' fees, and expenses incident thereto, for injuries to persons (including death) and for loss of, damage to, or destruction of property because of or arising solely out of the indemnifying party's negligent, reckless, or intentionally wrongful acts or omissions. Nothing contained herein shall be construed as prohibiting the either party, its officials, directors, officers and employees from defending through the selection and use of their own agents, attorneys and experts, any claims, suits, demands, proceedings and actions brought against them. Pursuant to Illinois law, any attorney representing either party under this paragraph who is not already an Assistant State's Attorney is to be appointed a Special Assistant State's Attorney of the County of the indemnified party, in accordance with the applicable law. The indemnified party's participation in its defense shall not remove the indemnifying party's duty to indemnify, defend, and hold the other party harmless, as set forth above. Nothing contained within this paragraph shall be construed as constituting a waiver of either party's any defenses or protections under the Local Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/1 *et seq*.) or otherwise available under the law.

SECTION 8. SEVERABILITY

The terms of this agreement shall be severable. In the event any of the terms or provisions of this agreement are deemed to be void or otherwise unenforceable, the remainder of this agreement shall remain in full force and effect.

The foregoing constitutes the entire Agreement between the parties, and no verbal statement shall supersede any of its provisions.

SECTION 9. NO THIRD-PARTY BENEFICIARIES

The parties expressly agree that enforcement of the terms and conditions of this Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to the Parties, and nothing contained in this Agreement shall give or allow any such claim or right of action by any other or third person, including, but not limited to, contractors, subcontractors, consultants, subconsultants, and suppliers. The Parties expressly intend that any person other than the Parties who receives services or benefits under this Agreement shall be deemed to be an incidental beneficiary only.

SECTION 10. TERM

The term of this Agreement shall commence, unless terminated pursuant to Section 5 hereof, upon date of final signature, and shall terminate on May 1, 2027.

SECTION 11. MISCELLANEOUS

This Agreement shall be executed in duplicate, and each party shall retain a fully executed copy, each of which shall be deemed an original. Each party represents that it holds the authority to enter into this Agreement and undertake the duties and obligations contemplated by this Agreement and that it has taken or caused to be taken all necessary action to authorize the execution and delivery of this Agreement.

This Agreement shall be governed by the laws of the State of Illinois as to both interpretation and performance. Neither party may assign this Agreement, nor any obligations imposed hereunder, without the prior written consent of the other party. This Agreement shall not be construed in such a way that either party is or is deemed to be the representative, agent, employee, partner, or joint venture of the other. Neither party shall have the authority to enter into any agreement, nor to assume any liability, on behalf of the other party, nor to bind or commit the other party in any manner, except as expressly provided herein or otherwise agreed in writing.

No course of dealing or failure of any party to enforce strictly any term, right, or condition of this Agreement shall be construed as a waiver of such term, right, or condition. No express waiver of any term, right, or condition of this Agreement shall operate as a waiver of any other term, right, or condition

[Signatures on the following page]

IN WITNESS HEREOF, the parties have caused this Agreement to be signed by their respective duly authorized officers on the dates noted below.

COUNTY OF KANE

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

Date: _____

COUNTY OF DUPAGE

By_____
Stephan Travia
Director, Facilities Management
DuPage County, Illinois

Date: _____

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-464

AUTHORIZING RE-PROGRAMMING OF $40,000 (FORTY THOUSAND DOLLARS) FROM COMMUNITY MENTAL HEALTH FUNDING BRIDGE ARPA PROJECT TO THE DRAINAGE COST-SHARE CONSULTANT AND CAPITAL ARPA PROJECT AND APPROVING SECOND AMENDMENT TO INTERGOVERNMENTAL AGREEMENT WITH HAMPSHIRE TOWNSHIP ROAD DISTRICT

WHEREAS, by Resolution No. 24-218, the Kane County Board authorized the use of $500,000 (Five Hundred Thousand Dollars) of State and Local Fiscal Recovery Funds for the Community Mental Health Funding Bridge Project; and

WHEREAS, the Community Mental Health Bridge Project is being completed under budget; and

WHEREAS, by Resolution 23-231, the Kane County Board approved using State and Local Fiscal Recovery Funds to fund the Drainage Cost Share Consultant and Capital Project for the Kane County Environmental & Water Resources Department; and

WHEREAS, as part of that project, by Resolution No. 24-508, the Kane County Board approved and authorized the Kane County Board Chairman to execute an Intergovernmental Agreement with HAMPSHIRE TOWNSHIP ROAD DISTRICT for the MARNEY AND KELLY AND THE KELLEY OFF-SITE DRAINAGE projects; and

WHEREAS, by resolution 26-196, the Kane County Board approved a FIRST Amendment to the Intergovernmental Agreement with HAMPSHIRE TOWNSHIP ROAD DISTRICT for the MARNEY AND KELLY AND THE KELLEY OFF-SITE DRAINAGE projects; and

WHEREAS, the Hampshire Township Road District has identified an additional $40,000 (Forty Thousand Dollars) of costs that are associated with the MARNEY AND KELLY AND THE KELLEY OFF-SITE DRAINAGE projects that may be eligible for reimbursement with State and Local Fiscal Recovery Funds; and

WHEREAS, the American Rescue Plan Act Committee recommends re-programming the $40,000 (FORTY THOUSAND DOLLARS) from the Community Mental Health Funding Bridge Project to the Drainage Cost Share Consultant and Capital Project; and

WHEREAS, if the County Board desires to re-program these funds, it is necessary to amend the Intergovernmental Agreement with HAMPSHIRE TOWNSHIP ROAD DISTRICT to allow the County to reimburse an additional $40,000 (Forty Thousand Dollars) for additional costs spent on the MARNEY AND KELLY AND THE KELLEY OFF-SITE DRAINAGE projects.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board authorizes re-programming $40,000 (FORTY THOUSAND DOLLARS) from the Community Mental Health Funding Bridge project to the Drainage Cost Share Consultant and Capital Project.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Kane County Board approves of SECOND Amendment to the Intergovernmental Agreement with HAMPSHIRE TOWNSHIP ROAD DISTRICT, attached hereto, and authorizes the Kane County Board Chairman to execute this First Amendment to the Intergovernmental Agreement, with the final form subject to the review and advisement of the Kane County State's Attorney's Office.

Passed by the Kane County Board on October 13, 2026.

_____	_____
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 RE-PROGRAMMING OF $ 40,000 (FORTY THOUSAND DOLLARS) FROM COMMUNITY MENTAL HEALTH FUNDING BRIDGE ARPA PROJECT TO THE DRAINAGE COST-SHARE CONSULTANT AND CAPITAL ARPA PROJECT AND APPROVING SECOND AMENDMENT TO INTERGOVERNMENTAL AGREEMENT WITH HAMPSHIRE TOWNSHIP ROAD DISTRICT

Committee Flow:
American Rescue Plan Committee, Executive Committee, County Board

Contact:
Vern Tepe 630.444.1222

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 authorizes re-programming $40,000 (FORTY THOUSAND DOLLARS) from Community Mental Health Funding Bridge project to the Drainage Cost Share Consultant and Capital Project.
The Kane County Board also approves of SECOND Amendment to the Intergovernmental Agreement with HAMPSHIRE TOWNSHIP ROAD DISTRICT, and authorizes the Kane County Board Chairman to ecute review and advisement of the Kane County State's Attorney's Office.

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DATE: 12/16/2024 | 12:40 PM CST

Unique Identifier:

INTERGOVERNMENTAL AGREEMENT BETWEEN THE COUNTY OF KANE AND HAMPSHIRE TOWNSHIP ROAD DISTRICT

THIS INTERGOVERNMENAL AGREEMENT ("Agreement"), is entered into and made effective the date of its final execution ("Effective Date") by and between the County of Kane ("County"), a body politic and corporate, organized and existing under the laws of the State of Illinois, and the Hampshire Township Road District ("Township"), a unit of local government organized and existing under the laws of the State of Illinois, and governs disbursement of the Department of Treasury Coronavirus State and Local Fiscal Recovery Funds by County to Township. County and Township, shall sometimes be referred to collectively as the "Parties."

WHEREAS, Article VII, Section 10, of the Illinois Constitution of 1970, and the Illinois Intergovernmental Cooperation Act (5 ILCS 220/1 *et seq*.) permits and encourages units of local government to cooperate with and support each other in the exercise of their authority and the performance of their responsibilities; and

WHEREAS, the Illinois Intergovernmental Cooperation Act authorizes units of local government to combine, transfer, or jointly exercise any power, privilege, function, or authority which either of them may exercise, and to enter into agreements for the performance of governmental services, activities, or undertakings; and

WHEREAS, County and Township are units of local government within the meaning of Article VII, Section 1 of the Illinois Constitution of 1970; and

WHEREAS, on March 13, 2020, the President of the United States issued a Proclamation on Declaring a National Public Health Emergency as a result of the COVID-19 outbreak; and

WHEREAS, on March 11, 2021, the President of the United States signed into law the American Rescue Plan Act ("ARPA"); and

WHEREAS, to implement ARPA, the United States Department of the Treasury ("Treasury Department") published administrative regulations on May 17, 2021 (86 Fed. Reg. 26786) ("Interim Final Rule") and on January 27, 2022 (87 Fed. Reg. 4338) ("Final Rule"); and

WHEREAS, through ARPA, the Congress of the United States has appropriated funding, the Coronavirus State and Fiscal Recovery Funds ("SLFRF") to remain available through December 31, 2024, for making payments to metropolitan cities, nonentitlement units of local government, and counties to mitigate the fiscal effects stemming from the public health emergency with respect to COVID-19; and

WHEREAS, the Federal Award Identification Number (FAIN) is SLFRP0243, the federal awarding agency is U.S. Department of Treasury and the Assistance Listing Number is 21.027; and

WHEREAS, County qualified as an eligible unit of local government and received SLFRF on 05/18/2021; and

WHEREAS, a unit of local government may award grants consistent with the criteria of ARPA and the Final Rule; and

WHEREAS, in accordance with ARPA (*see* 42 U.S.C §803(c)), County shall only

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use SLFRF: (1) to respond to the public health emergency with respect to COVID-19 or its negative economic impacts; (2) to respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers of County, or by providing grants to eligible employers that have eligible workers who perform essential work; (3) for the provision of government services to the extent of the reduction in revenue of County due to the COVID-19 public health emergency relative to revenues collected in the most full fiscal year of County prior to the emergency; (4) to make necessary investments in water, sewer, or broadband infrastructure; or (5) to provide emergency relief from natural disasters or the negative economic impacts of natural disasters, including temporary emergency housing, food assistance, financial assistance for lost wages, or other immediate needs; and

WHEREAS, ARPA provides that if County fails to comply with 42 U.S.C §803(c), then County shall be required to repay to the Secretary of the Treasury Department an amount equal to the amount of funds used in violation of such subsection; and

WHEREAS, this Agreement will be implemented in accordance with **Exhibit A: Program Terms**; and

WHEREAS, this Agreement is intended to transfer a portion of County's SLFRF award for use by Township, for purposes that are consistent with ARPA, to benefit the citizens of Kane County.

NOW, THEREFORE, the Parties mutually agree as follows:

I. TERMS & CONDITIONS

The purpose of this Agreement is to establish a legal relationship between County and Township to implement programming associated with the COVID-19 public health emergency. Under this Agreement, County will provide funding and technical assistance to Township to complete the project as set forth in Exhibit A, which is attached hereto and incorporated by reference into this Agreement and made a part hereof. Township will be responsible for project related decision making, implementation, execution, and completion. The following requirements are applicable to all activities undertaken pursuant to this Agreement with the portion of the SLFRF that County intends to distribute for this project.

A. Incorporation and Construction: All recitals set forth above are incorporated herein and made a party hereof.

B. Compliance with Applicable Requirements: This Agreement requires compliance with the laws and regulations of the State of Illinois and with all applicable State and local orders, laws, regulations, rules, policies, and certifications governing any activities undertaken during the performance of this Agreement. This Agreement also requires compliance with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements, which are published in Title 2, Part 200 of the Code of Federal Regulations (2 CFR Part 200), and all applicable guidance issued by the Treasury Department and all other applicable Federal laws and regulations. Based on Treasury Department guidance, as a subrecipient of County's SLFRF, Township is subject to 2 CFR Part 200, Subpart F, regarding audit requirements.

C. Indemnification: Township agrees to defend, indemnify, and hold the County, its officers, agents, and employees harmless from any claims or causes of action, including

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attorney's fees incurred by the County, arising from the performance of this Agreement by Township, its officers, agents, or employees. In the event that the Treasury Department or any other entity authorized by law audits the County's disbursement of SLFRF and determines that the funds disbursed to Township were used for purposes other than those permitted under ARPA or Treasury Department regulations, Township agrees to indemnify the County and hold the County harmless against any and all liabilities, including judgments, costs, and reasonable counsel fees, related to the disbursement of SLFRF to Township. Township expressly agrees to reimburse the County for the cost of any penalty, fine, or judgment should the Treasury Department penalize the County for any improper disbursement or expenditure of SLFRF under this Agreement.

D. **Misrepresentations & Noncompliance:** Township hereby asserts, certifies and reaffirms that all representations and other information contained in Township's documentation, any subsequent requests for reimbursement or expense, or any agreed-upon budget modifications are true, correct and complete, and to the best of Township's knowledge. Township acknowledges that all such representations and information have been relied on by County to provide the grant funds under this Agreement. Township shall promptly notify County, in writing, of the occurrence of any event or any material change in circumstances which would make any of Township's representation(s) or information untrue or incorrect or otherwise impair Township's ability to fulfill their under this Agreement.

E. **Workers' Compensation:** Township shall provide Workers' Compensation Insurance coverage commensurate with statutory requirements for all of its employees involved in the performance of this Agreement.

F. **Insurance:** Township shall carry sufficient insurance coverage to protect any grant funds provided to Township under this Agreement from loss due to theft, fraud and/or undue physical damage. Such insurance coverage shall be adequate to satisfy the indemnification provisions set forth in this Agreement. Upon County request, Township shall provide a Certificate of Insurance satisfactory to the requirement of County. If Township is self-insured, then Township shall maintain excess coverage over and above its self-insured retention limits.

G. **Amendments:** This Agreement may be amended at any time only by a written instrument signed by the Parties. Such amendments shall not invalidate this Agreement, nor relieve or release either any Party from its obligations under this Agreement. County may, in its discretion, amend this Agreement to conform with Federal, State or local governmental guidelines, policies and available funding amounts. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, then such modifications will be incorporated only by written amendment signed by the Parties. The Parties otherwise contemplate that the terms of this Agreement shall incorporate any subsequent amendments to ARPA or any regulations promulgated by the Treasury Department or other Federal agency, without need for further written amendment to this Agreement. Township agrees to adhere to any amendments to ARPA or any related Federal laws or regulations.

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H. Suspension or Termination: County may suspend or terminate this Agreement upon written notice if Township materially fails to comply with any terms of this Agreement, which include, but are not limited to, the following:

- Failure to comply with any of the rules, regulations or provisions referred to herein, or any such State and Federal statutes, regulations, executive orders, and Federal awarding agency guidelines, policies or directives as may become applicable at any time;
- Failure, for any reason, of Township to fulfill in a timely and proper manner its obligations under this Agreement;
- Ineffective or improper use of grant funds provided to Township under this Agreement; or
- Submission by Township to County reports that are incorrect or incomplete in any material respect.

If this Agreement is terminated, in whole or in part, the Parties shall comply with all close-out and post-termination requirements of this agreement.

I. Program Fraud & False or Fraudulent Statements or Related Acts: Township and must comply with 31 U.S.C. Chapter 38, Administrative Remedies for False Claims and Statements, which shall apply to the activities and actions of Township Board pertaining to any matter resulting from a contract.

J. Debarment / Suspension and Voluntary Exclusion:

- Non-Federal entities and contractors are subject to the debarment and suspension regulations implementing Executive Order 12549, Debarment and Suspension (1986) and Executive Order 12689, Debarment and Suspension (1989) at 2 CFR Part 180 and the Department of Homeland Security's regulations at 2 CFR Part 3000 (Nonprocurement Debarment and Suspension).
- These regulations restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs and activities. A contract must not be issued to parties listed in the Systems of Award Management ("SAM") Exclusions. SAM Exclusions is the list maintained by the General Services Administration that 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. SAM exclusions can be accessed at www.sam.gov.

K. Governing Law and Venue: This Agreement shall be interpreted under, and governed by, the laws of the State of Illinois, without regard to conflicts of laws principles. Any claim, suit, action, or proceeding brought in connection with this Agreement shall be in the Circuit Court of Kane County and each Party hereby irrevocably consents to the personal and subject matter jurisdiction of such court and waives any claim that such court does not constitute a convenient and appropriate venue for such claims, suits, actions, or proceedings.

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L. Conflict of Interest: Township shall maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

M. Term: This Agreement shall be effective on the date of final execution and shall expire on October 30, 2026, unless terminated pursuant to this Agreement. Any grant funds that are not expended at the end of the period of performance for this Agreement shall be returned to County within 30 (thirty) days. County is not obligated to provide any of County's SLFRF as payment or reimbursement for any invoices made or submitted beyond the Budget Period. Township may submit a request for extension in writing to County, which must be approved by the Kane County Board prior to the end of the Agreement.

N. Eligible Expenses: Grant funds shall only be used on allowable costs, and shall only be used in accordance with 2 CFR Part 200, ARPA, the Final Rule, and current and future rules and guidance issued by the Treasury Department for the use of SLFRF. For the purposes of this agreement, Township is authorized to use the grant funds only for the purposes set forth in **Exhibit A. Exhibit A** contains a description of the components of this program and the eligible uses of grant funds. Township agrees that the sole and exclusive decision as to whether or not Township's use of the grant funds is approved lies within the discretion of County. Township acknowledges and agrees that County may deny the use of grant funds which, in the discretion of County, is not a permitted use of SLFRF under APRA, the Final Rule, and any current and future guidance issued by the Treasury Department. County's approval of this agreement does not guarantee that Township's use of the grant funds will ultimately be approved by County, the Treasury Department, or the Office of the Inspector General. Any portion of the award that is not used for the purposes set forth in **Exhibit A** shall be repaid to County of Kane.

O. Payments: Grant payments under this Agreement shall be from County's available SLFRF funds. County shall not be obligated to provide funding from any other source. County shall not be obligated to provide any grant funds in excess of the Award Amount under this Agreement. Additional funding from County's Cost-Share Drainage fund may be provided by County to Township, subject to approval by the Kane County Board or its appropriately delegated committee. Township will submit financial reports to support the payment schedule per the terms in **Exhibit A**, and County will provide technical assistance to Township to allow for Township's submission of such reports. Grant funds awarded under this Agreement shall not be

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used for costs reimbursed or to be covered by other grants, insurance, State or Federal sources, including but not limited to CARES Act programs, FEMA, and any other source of financial recovery from COVID-19.

P. Record Retention: Township shall maintain all records and supporting documents, and all records relevant to this Agreement for five (5) years after all SLFRF have been expended or returned to the Treasury Department by County. Township agrees to cooperate with County and will ensure that it maintains such records to allow County to comply with any and all recordkeeping requirements under Federal or State law, or pursuant to any court order. If any litigation, claim or audit is started before the expiration of this retention period, the records must be retained until all litigation, claims or audit findings involving the records have been resolved and final action taken. Township, with technical assistance provided by County, is responsible for ensuring all contractors and vendors, if applicable, adhere to these records' retention requirements,

Q. Internal Controls: Township must comply with 2 CFR 200.303 and establish and maintain effective internal control over the funds allocated under this Agreement. When requested by County, Township must provide reasonable assurance that the grant funds are being managed in compliance with Federal statutes, regulations, and the terms and conditions of County's SLFRF award.

R. Specific Conditions: Township will comply with any and all specific conditions established by County, in compliance with 2 CFR 200.208, which are set forth in Exhibit B. Exhibit B is incorporated herein by reference.

S. Monitoring: County has the right to conduct monitoring consistent with 2 CFR Part 200, including but not limited to 2 CFR 200.332. Where circumstances require County to conduct monitoring consistent with 2 CFR Part 200, Township shall participate in monitoring activities at the request of County, which may include but are not limited to, timely submitting all financial and performance reports, and supplying, upon County's request, documents and information relevant to this Agreement. Where applicable, Township must monitor their activities to assure compliance with applicable State and Federal requirements and the terms and conditions of County's SLFRF award, and to assure its performance expectations are being achieved. County may take any action described in 2 CFR 200.339 in order to remedy instances of non-compliance by Township with the Agreement terms.

T. Reporting Procedures: Per Exhibit A, Township agrees to submit the forms, certifications, and documentation as may be required by County which document any expense for which grant funds are used or will be used under this Agreement. County may request ad-hoc reports and supporting documentation in addition to a reimbursement requests. County may also request that Township complies with audit requests made by the Treasury Department. Such reporting and requests may include documentation of invoices, submission of payroll logs, and proof of contracts. to substantiate eligible expenses. Failure to submit proper documentation verifying eligible expenses may result in termination of this agreement and recoupment of awarded funds

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from Township.

U. **FOIA:** Township acknowledges that County is a public body and agrees to participate with County in responding to any requests for information that County receives related to the SLFRF funds pursuant to the Freedom of Information Act (5 ILCS 140/1 *et seq*.). Township shall provide any documents requested by County in a timely fashion to allow County to comply with the requirements of the Freedom of Information Act.

V. **Notices:** Any and all notices, which may be required hereunder by any Party to the other Party, shall be executed by either personal delivery in writing or by mail, registered and certified, postage pre-paid with a return receipt requested. Township agrees to keep County informed of any change in business and/or mailing addresses, as well as telephone, facsimile, email, or any other relevant means of contact and communication. Mailed notices must be addressed to the Parties at the address below:

County: Kane County American Rescue Plan Program Manager
Kane County Government Center
719 S. Batavia Avenue, Building A
Geneva Illinois, 60134

Township: Highway Commissioner
Hampshire Township Road District
100 Center St.
Hampshire Illinois 60140

II. SEVERABILITY

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

III. WAIVER

County's failure to act with respect to a breach by Township does not waive its right to act with respect to subsequent or similar breaches. The failure of County to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

IV. CERTIFICATION

Township certifies the funds awarded pursuant to this Agreement shall be used only for the purposes described in **Exhibit A**. Township acknowledges that this Agreement is made solely upon this certification and that any false statements, misrepresentations, or material omissions shall be the basis for immediate termination of this Agreement and repayment of all SLFRF distributed under this Agreement. Township understand that the grant funds under this Agreement are supported by the Treasury Department Coronavirus Local and Fiscal Recovery Fund established by Section 9901 of ARPA and the Final Rule. Township

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will comply with, and are subject to, all requirements for the use of SLFRF and all related guidance issued by the Treasury Department. Costs that have been or shall be submitted for reimbursement have not been reimbursed by other sources of funding.

V. SUBAWARD INFORMATION

The Federal Award associated with this Agreement is as follows:

Unique Identifier: [insert]

CFDA Number: 21.027

Assistance Listing Title: Coronavirus State and Local Fiscal Recovery Funds

Federal Awarding Agency: United States Department of Treasury

Federal Award Identification Number (FAIN): SLFRP0243

Federal Award Date to County: May 18, 2021

Award is for Research & Development: No

Period of Performance Start and End Date: Effective Date, through October 30, 2026

Budget Period: The timeframe for spending is from Effective Date, through October 30, 2026

Award Amount: Total obligation under this Agreement is $260,000.00

Contact for Program: Submit inquiries and questions to KaneARPA@co.kane.il.us

VI. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the Parties for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the Parties relating to County's allocation of the grant funds to Township. This Agreement is subject to availability of funds under ARPA.

VII. SIGNATURE AUTHORITY

The following specific officers/officials, or their authorized designees, are required to sign this Agreement on behalf of Township. Note: If this Agreement is signed by a designee, a duly authenticated delegation of authority evidencing the signer's authority to execute the Agreement for and on behalf of Township must be attached to the Agreement for review by Kane County. The following signatory on behalf of County has been authorized to execute this Agreement by resolution of the Kane County Board or authorized committee thereof.

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Agreement on the dates hereafter set forth below.

Hampshire Township Road District:

Signed: Signed by: Dan Rowlett
Its Duly Authorized Agent
Printed Name: Dan Rowlett
Title: Highway Commissioner
Date: 12/11/2024 | 2:36 PM CST

County of Kane:

Signed: DocuSigned by: Corinne Pierog
Its Duly Authorized Agent
Printed Name: Corinne Pierog
Title: Kane County Board Chair
Date: 12/16/2024 | 12:40 PM CST

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Exhibit A: Program Terms

1. Program Description: The stormwater infrastructure projects titled Marney & Kelley and Kelley Off-Site will be constructed under this Agreement as part of the Kane County Cost-Share Drainage program. The scope may include but is not limited to: survey, engineering, legal, easements, permit fees, advertisement, procurement, staking, field observation and construction. County, through the Kane County Department of Environmental and Water Resources, will provide technical assistance to Township to finalize the design plans and easements, develop the procurement documents for Township, assist in bidding of the project and review of the bids received, develop and submit required permit applications and fees, provide staking and field observation, review and approve pay requests and change orders. County will assist Township with all required ARPA reporting and paperwork.

2. Purpose of Award: The Treasury Department allows for the transfer of State and Local Fiscal Recovery Funds to any entity to carry out as a subrecipient an eligible use of funds by the transferor, as long as the transferee complies with the Award Terms and conditions and other applicable requirements, including the Uniform Guidance. The purpose of this award is to provide funding for use by Township for eligible uses and programs under the American Rescue Plan Act.

3. Eligible Costs: The eligible costs may include all costs related to the engineering, design, procurement, construction and closeout of the stormwater infrastructure projects titled Marney & Kelley and Kelley Off-Site. The projects are described as follows: grading and drainage on the north side of Kelley Road including a drainage ditch on the Crown Development property to connect to the Hampshire Meadows drainage infrastructure, approximately 500 linear feet of underdrain, relocation of utilities, traffic control and projection, approximately 1,100 linear feet of various size stormwater pipe, replacement of driveway culverts on Marney and Kelley as required, soil erosion and sediment control, landscaping, pavement repair and replacement, installation of triple culverts under Kelley Road, regarding of ditches on Marney and the south side of Kelley. The estimated project cost and ARPA funds committed to the project are $260,000.00. All work in accordance with the final engineering plans and the Village of Hampshire review comments by Western Engineering/SilverEdge Consulting.

   County maintains sole and exclusive decision over whether costs submitted by Township are eligible for reimbursement or payment under this Agreement.

4. Performance Measures: County may request additional information from Township as needed to measure performance under this Agreement.

5. Required Reporting

   a. Programmatic reports: At County's request, Township will submit programmatic reports to facilitate any requirements under the Uniform Administrative Requirements, Cost Principles, and Audit Requirements, which are published in Title 2, Part 200 of the Code of Federal Regulations (2 CFR Part 200), and any supporting documentation related to this Agreement and Township's implementation of the Program or use of the grant funds.

   b. Financial reports: At County's request, Township will submit financial reports to facilitate any requirements under the Uniform Administrative Requirements, Cost Principles, and Audit Requirements, which are published in Title 2, Part 200 of the Code of Federal Regulations (2 CFR Part 200), and any supporting documentation related to this Agreement and Township's

Docusign Envelope ID: D4935869-6F06-4098-ADE2-F75EADD970F0

implementation of the Program or use of the grant funds. Financial reports shall describe the expenditures related to this Agreement. Township's accounting and financial management system shall be sufficient to permit the preparation of financial reports required in connection with this Agreement and the tracing of funds to a level of expenditure adequate to establish that such funds have been used pursuant to the terms of this Agreement.

c. Closeout reports: Township shall describe the status of the implementation of the Program and all activities related to the use of the grant funds. The closeout report shall further include an accounting of all costs and expenses incurred through Township's use of the grant funds and such other information as County deems necessary to facilitate closeout of this Agreement and permit County to meet all of its obligations and requirements under the same.

6. Payment: The grant funds will be provided upon Township's submission of invoices for expenditures of eligible costs. Confirmation that Township has paid the vendors prior to submission and approval of invoices by County is not required. Invoices must be presented to County each month on a day to be determined by County. Township will submit with each invoice any forms or other documentation indicating Township's expenditures that are eligible costs under this Agreement. With technical assistance provided by County, Township will supply a quarterly report to County detailing Township's activities and use of grant funds pursuant to this Agreement.

Docusign Envelope ID: D4935869-6F06-4098-ADE2-F75EADD970F0

Exhibit B: Specific Conditions

1. Per 2 C.F.R. 200.208, Township shall comply with the following Specific Conditions under this Agreement:

County retains the right to impose specific conditions, as needed.

Docusign Envelope ID: 62AFE2D5-12BC-873A-802B-F503CAEDC18B

FIRST AMENDMENT TO INTERGOVERNMENTAL AGREEMENT

This FIRST AMENDMENT TO INTERGOVERNMENTAL AGREEMENT ("First Amendment") is entered into and made effective the date of its final execution ("Effective Date") by and between the COUNTY OF KANE ("County") and the HAMPSHIRE TOWNSHIP ROAD DISTRICT ("Township"). In this First Amendment, Owner and Licensee may be referred to individually as a "Party" and collectively as "Parties."

RECITALS

WHEREAS, the Parties entered into an Intergovernmental Agreement, dated December 16, 2024 ("Agreement"), to utilize a portion of County's State and Local Fiscal Recovery Funds to Grantee to benefit the citizens of Kane County; and

WHEREAS, the Parties desire to amend the Agreement, pursuant to the terms and conditions of this First Amendment; and

WHEREAS, section I(G) of the Agreement provides that the Parties may amend the Agreement by a written instrument signed by both Parties.

NOW, THEREFORE, for in consideration of the mutual covenants and agreements contained herein, the Parties hereby agree as follows**:**

AGREEMENTS

Section 1. **Incorporation; Definitions**. The foregoing preamble and recitals, including all terms defined therein, are hereby incorporated, and deemed a part of this First Amendment by this reference. All capitalized terms used but not defined in this First Amendment will have the meanings as set forth in the Agreement.

Section 2. **Amendments to Agreement**. The Agreement is hereby amended as follows:

(a) In **Section V. SUBAWARD INFORMATION** of the Agreement, the amount in the "Award Amount" line item is changed from $260,000 (Two Hundred Sixty Thousand Dollars) to $290,848.00 (Two Hundred Ninety Thousand Eight Hundred Forty-Eight Dollars).

(b) In **Exhibit A: Program Terms** to the Agreement, the reference to $260,000 (Two Hundred Sixty Thousand Dollars) in the "Eligible Costs" section is changed to $290,848.00 (Two Hundred Ninety Thousand Eight Hundred Forty-Eight Dollars).

Section 3. **Miscellaneous**.

Docusign Envelope ID: 62AFE2D5-12BC-873A-802B-F503CAEDC18B

(a) Continuing Effect. Except as specifically provided in this First Amendment, the provisions of the Agreement shall remain unchanged and in full force and effect. In the event of a conflict between the Agreement and this First Amendment, this First Amendment shall control.

(b) Entire Agreement. This First Amendment, and the Agreement as amended hereby, constitute the entire agreement and understanding of the Parties with respect to the subject matter hereof and supersedes all prior or contemporaneous agreements, understandings, negotiations, and communications, whether written or oral, between the Parties regarding such subject matter.

(c) Headings. The headings, captions, and numbering system of this Second Amendment are inserted only as a matter of convenience and may under no circumstances be considered in interpreting the provisions of this First Amendment.

(d) Counterparts. This First Amendment may be executed in separate counterparts, each of which shall be an original and all of which when taken together shall constitute one and the same instrument. This First Amendment becomes effective only upon execution and delivery thereof by all the parties hereto.

[*Signature Page Follows*]

Docusign Envelope ID: 62AFE2D5-12BC-873A-802B-F503CAEDC18B

IN WITNESS WHEREOF, County and Township have executed this First Amendment to the Agreement on the date last written below.

COUNTY OF KANE

BY: DocuSigned by: Corinne Pierog 62B70EBB0142429...
PRINT NAME: Corinne Pierog
TITLE: Chairman Kane County Board
DATE: 5/20/2026 | 10:26 AM CDT

HAMPSHIRE TOWNSHIP ROAD DISTRICT

BY: Signed by: Dan Rowlett 238B89984DE64E4...
PRINT NAME: Dan Rowlett
TITLE: Highway Commissioner
DATE: 5/15/2026 | 3:36 PM CDT

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 24-218

AUTHORIZING THE USE OF STATE AND LOCAL FISCAL RECOVERY FUNDS TO FUND THE COMMUNITY MENTAL HEALTH FUNDING BRIDGE PROJECT FOR ELGIN TOWNSHIP AND THE ELGIN TOWNSHIP COMMUNITY MENTAL HEALTH BOARD

WHEREAS, , the Congress of the United States has enacted the American Rescue Plan Act of 2021 ("ARPA") to provide economic relief to State, Local, and Tribal governments responding to economic and public health impacts of the COVID-19 pandemic; and

WHEREAS, the County of Kane has received a total of $103,413,041 (One Hundred Three Million, Four Hundred Thirteen Thousand, Forty-One Dollars) from the United States Department of the Treasury, in State and Local Fiscal Recovery Funds ("SLFRF") pursuant to ARPA, and

WHEREAS, pursuant to ARPA and the administrative regulations adopted by the United States Department of the Treasury ("Final Rule"), the County of Kane shall use SLFRF to defray costs associated with its response to the COVID-19 pandemic within the County, to address the economic fallout from the pandemic, and lay the foundation for a strong and equitable recovery; and

WHEREAS, by Resolution 21-313, the Kane County Board has established the American Rescue Plan Committee ("ARPC") as a resource for research, education, planning, and recommendations for the best allocation and uses of the County's SLFRF; and

WHEREAS, Elgin Township and the Elgin Township Community Mental Health Board have made a request in the amount of $500,000 (Five Hundred Thousand Dollars) of SLFRF to fund the Community Mental Health Funding Bridge project for the purpose of responding to the COVID-19 public emergency; and

WHEREAS, the Community Mental Health Funding Bridge project will address the overwhelming community needs and help community partners chip away at the long waiting lists of Elgin Township residents who are seeking services for mental health, substance use, and developmental disabilities; and

WHEREAS, the Community Mental Health Funding Bridge project will primarily include increased professional services and programming, as local service agencies have raised the long waiting lists for services, and increased Township funding will help allow for the expanded provision of direct and indirect services so that as close to "all" (as possible) residents of Elgin Township who are in need of mental health care will be able to receive some level of service and not be excluded because of any inability to pay; and

WHEREAS, to assist the County in determining whether the project is an eligible use of SLFRF under ARPA, the Final Rule, and the related guidance issued by the United States Department of the Treasury, the ARPC consultant, Ernst and Young, has reviewed the Elgin Township's request for SLFRF for the Community Mental Health Funding Bridge project for the purpose of responding to the COVID-19 public emergency and providing government services and completed an assessment regarding the project's eligibility (see Exhibit A); and

WHEREAS, the ARPC recommends that the Kane County Board authorizes the use SLFRF in the amount of $500,000 (Five Hundred Thousand Dollars) to fund the Community Mental Health Funding Bridge project for Elgin Township and the Elgin Township Community Mental Health Board, to be spent during the ARPA period of performance and in accordance with the ARPA, the Final Rule and related guidance issued by the United States Department of the Treasury, and any other Federal, State or local laws and regulations.

NOW, THEREFORE, BE IT RESOLVED, the Kane County Board hereby authorizes the use of State and Local Fiscal Recovery Funds in the amount of $500,000 (Five Hundred Thousand Dollars) to fund the Community Mental Health Funding Bridge project for Elgin Township and the Elgin Township Community Mental Health Board, in accordance with the American Rescue Plan Act of 2021, the Final Rule, and related guidance issued by the United States Department of the Treasury, and any other Federal, State or local laws and regulations.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Kane County Board that the Kane County Board Chairman is authorized and directed to execute an intergovernmental agreement, in the form attached as an Exhibit to this Resolution, to allow for the funding of eligible uses of the County's State and Local Fiscal Recovery Funds by Elgin Township and the Elgin Township Community Mental Health Board for the Community Mental Health Funding Bridge project, in the amount of $500,000 (Five Hundred Thousand Dollars).

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Kane County Board that the following adjustment be made to the Fiscal Year 2024 budget:

355.800.668234.55010	External Grants	$500,000
355.800.668.85000	Allowance for Budget Expense	($500,000)

Line Item: See Above
Line Item Description: See Above
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?
See Above

Passed by the Kane County Board on June 11, 2024.

John A. Cunningham, MBA, JD, JD
Clerk, County Board
Kane County, Illinois

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

Vote:

PASSED

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 24-508

APPROVING AN INTERGOVERNMENTAL AGREEMENT WITH THE HAMPSHIRE TOWNSHIP ROAD DISTRICT FOR THE MARNEY AND KELLEY AND THE KELLEY OFF-SITE DRAINAGE PROJECTS

WHEREAS, the Congress of the United States has enacted the American Rescue Plan Act of 2021 ("ARPA") to provide economic relief to State, Local, and Tribal governments responding to the economic and public health impacts of the COVID-19 pandemic; and

WHEREAS, the County of Kane received a total of $103,413,041 (One Hundred Three Million, Four Hundred Thousand, Forty-One Dollars) in State and Local Fiscal Recovery Funds ("SLFRF") from the United States Department of the Treasury pursuant to ARPA; and

WHEREAS, in Resolution 23-231, the Kane County Board authorized the use of $705,000 (Seven Hundred Five Thousand Dollars) of SLFRF to fund the "Drainage Cost Share Consultant and Capital Project" for the Kane County Environmental & Water Resources Department, for the purpose of making necessary investments in water, sewer, and broadband infrastructure; and

WHEREAS, through the Kane County Cost-Share Drainage program, the Kane County Environmental & Water Resources Department assists residents in unincorporated areas of Kane County with improvements to aid in solving stormwater and subsurface drainage problems; and

WHEREAS, as a part of allocation approved in Resolution 23-231, the Kane County Environmental & Water Resources Department desires to expend $260,000 (Two Hundred Sixty Thousand Dollars) to fund the Marney and Kelley and the Kelley Off-Site Drainage projects ("Projects"); and

WHEREAS, the Projects will involve grading and drainage on the north side of Kelley Road, including a drainage ditch on the Crown Development property to connect the Hampshire Meadows drainage infrastructure, approximately 500 (Five Hundred) linear feet of underdrain, relocation of utilities, traffic control and projection, approximately 1,100 (One Thousand One Hundred) linear feet of various size storm water pipe, replacement of driveway culverts on Marney Drive and Kelley Road as required, soil erosion and sediment control, landscaping, pavement repair and replacement, installation of triple culverts under Kelley Road, and regrading of ditches on Marney Drive and the south side of Kelley Road; and

WHEREAS, to carry out the Projects, it is necessary for the County of Kane to enter into an intergovernmental agreement with the Hampshire Township Road District, whereby the Hampshire Township Road District will implement and execute the Projects and the County of Kane will provide funding and technical assistance to the Hampshire Township

Road District; and

WHEREAS, a draft of the intergovernmental agreement with the Hampshire Township Road District is attached hereto.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board hereby approves of the attached intergovernmental agreement with the Hampshire Township Road District, and that the Kane County Board Chairman is hereby authorized to execute the attached intergovernmental agreement on behalf of the County of Kane, subject to the final review and advisement of the Kane County State's Attorney's Office.

Passed by the Kane County Board on December 10, 2024.

John A. Cunningham, MBA, JD, JD
Clerk, County Board
Kane County, Illinois

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

Vote:

PASSED

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-196

APPROVING FIRST AMENDMENT TO INTERGOVERNMENTAL AGREEMENT WITH HAMPSHIRE TOWNSHIP ROAD DISTRICT

WHEREAS, by Resolution No. 24-508, the Kane County Board approved and authorized the Kane County Board Chairman to execute an Intergovernmental Agreement with HAMPSHIRE TOWNSHIP ROAD DISTRICT for the MARNEY AND KELLY AND THE KELLEY OFF-SITE DRAINAGE projects; and

WHEREAS, it is necessary to amend the Agreement with HAMPSHIRE TOWNSHIP ROAD DISTRICT as follows:

(a) In Section V. SUBAWARD INFORMATION of the Agreement, the amount in the "Award Amount" line item is changed from $260,000 (Two Hundred Sixty Thousand Dollars) to $290,848.00 (Two Hundred Ninety Thousand Eight Hundred Forty-Eight Dollars).

(b) In Exhibit A: Program Terms to the Agreement, the reference to $260,000 (Two Hundred Sixty Thousand Dollars) in the "Eligible Costs" section is changed to $290,848.00 (Two Hundred Ninety Thousand Eight Hundred Forty-Eight Dollars).

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board approves of First Amendment to the Intergovernmental Agreement with HAMPSHIRE TOWNSHIP ROAD DISTRICT, attached hereto, and authorizes the Kane County Board Chairman to execute this First Amendment to the Intergovernmental Agreement, with the final form subject to the review and advisement of the Kane County State's Attorney's Office.

Passed by the Kane County Board on May 12, 2026.

John A. Cunningham, MBA, JD, JD
Clerk, County Board
Kane County, Illinois

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

Vote:

PASSED

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-465

APPROVING AUGUST 2026 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 $12,065,152.41; 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 by the Kane County Board that payment of the claims totaling Twelve Million, Sixty-five Thousand, One Hundred and Fifty-two Dollars and Forty-one Cents ($12,065,152.41) on the attached Claims Paid Report is acknowledged and approved.

Passed by the Kane County Board on October 13, 2026.

_____	_____
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 August 2026 Claims Paid

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

Contact:
Penny Wegman, 630.232.5918

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:

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.

OFFICE OF THE KANE COUNTY AUDITOR

Penny Wegman, Kane County Auditor

August 2026
Monthly Claims Paid Report

Porfirio Lara
Chief Deputy Auditor

Emma Saveley
Staff Auditor

Nicole Hall
Accounts Payable Specialist

719 S. Batavia Ave, Geneva, IL 60134
(630) 232-5915

CLAIMS PAID REPORT AUGUST 2026 FOR COUNTY BOARD INFORMATION

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
US Bancorp Asset Management, Inc. dba PFMAM	Investment Income	General Government Revenue	General Fund	8/20/2026	5,247.66
McGuireWoods LLP	Contractual/Consulting Services	County Board	General Fund	8/10/2026	10,000.00
JP Morgan Chase Bank, N.A.	Conferences & Meetings - Chairman	County Board	General Fund	8/24/2026	975.18
Corinne M. Pierog	Conferences & Meetings - Chairman	County Board	General Fund	8/24/2026	795.59
JP Morgan Chase Bank, N.A.	Office Supplies	County Board	General Fund	8/24/2026	26.97
Warehouse Direct, Inc.	Office Supplies	County Board	General Fund	8/24/2026	109.90
DS Services of America, Inc. dba Primo Water NA	Operating Supplies	County Board	General Fund	8/24/2026	97.43
JP Morgan Chase Bank, N.A.	Board Meeting Supplies	County Board	General Fund	8/24/2026	247.40
Lauterbach & Amen, LLP	Contractual/Consulting Services	Finance	General Fund	8/24/2026	18,200.00
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Finance	General Fund	8/24/2026	138.15
The Tree House, Inc.	Office Supplies	Finance	General Fund	8/24/2026	132.96
Defin.Net Solutions, Inc.	Contractual/Consulting Services	Information Technologies	General Fund	8/24/2026	2,500.00
Iron Mountain Information Management, LLC	Contractual/Consulting Services	Information Technologies	General Fund	8/24/2026	454.66
JP Morgan Chase Bank, N.A.	Contractual/Consulting Services	Information Technologies	General Fund	8/24/2026	200.00
ThermFlo, Inc.	Contractual/Consulting Services	Information Technologies	General Fund	8/24/2026	8,766.00
WWT, Inc. dba VOIP Networks, Inc.	Repairs and Maint- Comm Equip	Information Technologies	General Fund	8/10/2026	185.00
JP Morgan Chase Bank, N.A.	Repairs and Maint- Comm Equip	Information Technologies	General Fund	8/24/2026	4,196.67
Walker & Associates, Inc. dba Netceed	Repairs and Maint- Comm Equip	Information Technologies	General Fund	8/24/2026	16,262.81
Walker & Associates, Inc. dba Netceed	Repairs and Maint- Comm Equip	Information Technologies	General Fund	8/24/2026	1,178.75
Safety Training Plus, LLC	Employee Training	Information Technologies	General Fund	8/24/2026	1,745.00
DS Services of America, Inc. dba Primo Water NA	Office Supplies	Information Technologies	General Fund	8/24/2026	206.65
JP Morgan Chase Bank, N.A.	Office Supplies	Information Technologies	General Fund	8/24/2026	684.36
JP Morgan Chase Bank, N.A.	Computer Related Supplies	Information Technologies	General Fund	8/24/2026	96.87
Gordon Flesch Company, Inc.	Printing Supplies	Information Technologies	General Fund	8/10/2026	106.79
Canon USA, Inc.	Printing Supplies	Information Technologies	General Fund	8/24/2026	122.78
Canon USA, Inc.	Printing Supplies	Information Technologies	General Fund	8/24/2026	411.50
WEX Bank	Fuel- Vehicles	Information Technologies	General Fund	8/24/2026	197.83
Waste Management of Illinois - West	Disposal and Water Softener Srvs	Building Management	General Fund	8/10/2026	825.38
Waste Management of Illinois - West	Disposal and Water Softener Srvs	Building Management	General Fund	8/24/2026	1,608.40
Waste Management of Illinois - West	Disposal and Water Softener Srvs	Building Management	General Fund	8/24/2026	3,870.43
Waste Management of Illinois - West	Disposal and Water Softener Srvs	Building Management	General Fund	8/24/2026	291.17
Waste Management of Illinois - West	Disposal and Water Softener Srvs	Building Management	General Fund	8/24/2026	202.25
Eco Clean Maintenance, Inc.	Janitorial Services	Building Management	General Fund	8/10/2026	13,869.00
Valley Lock Company, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	93.78
Valley Security Company	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	1,230.00
Valley Security Company	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	940.00
Valley Security Company	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	3,690.00
Valley Security Company	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	820.00
Urban Elevator Service, LLC	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	698.00
Weatherguard Roofing Co	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	471.50
McMaster-Carr Supply Co.	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	126.44
Menards, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	45.58
Menards, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	16.87
Menards, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	15.66
Menards, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	443.88
Menards, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	19.99
Menards, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	50.42
Sherwin Williams	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	34.06
Sherwin Williams	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	53.37
Sherwin Williams	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	34.06
Sherwin Williams	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	3.28
Sherwin Williams	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	39.99
Paddock Publications (Daily Herald)	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	43.70
Trane US, Inc. dba Trane	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	93.28
Chem-Wise Ecological Pest Management, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	564.00

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
Chem-Wise Ecological Pest Management, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	564.00
Chem-Wise Ecological Pest Management, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	250.00
Chem-Wise Ecological Pest Management, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	250.00
Chem-Wise Ecological Pest Management, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	564.00
Alarm Detection Systems, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	146.00
Erikki, LLC dba Two Men and a Truck IL	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	3,010.00
Erikki, LLC dba Two Men and a Truck IL	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	990.00
Erikki, LLC dba Two Men and a Truck IL	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	430.00
Erikki, LLC dba Two Men and a Truck IL	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	330.00
Hartwig Mechanical, LLC	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	607.50
Hartwig Mechanical, LLC	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	742.50
Hartwig Mechanical, LLC	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	1,012.50
Hartwig Mechanical, LLC	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	540.00
Hartwig Mechanical, LLC	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	1,477.71
Hartwig Mechanical, LLC	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	405.00
Grainger Inc	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	31.36
Johnson Controls Building Solutions, LLC	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	2,016.50
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	675.00
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	1,750.20
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	1,131.72
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	1,125.00
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/10/2026	450.00
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	94.95
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	474.75
Key Construction Group, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	379.80
Martinez Retail Management, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	17,975.00
Johnson Controls Fire Protection, LP	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	1,446.39
JP Morgan Chase Bank, N.A.	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	1,714.75
JP Morgan Chase Bank, N.A.	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	1,160.62
JP Morgan Chase Bank, N.A.	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	3,301.58
Grainger Inc	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	465.23
Grainger Inc	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	612.87
Grainger Inc	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	2,730.99
Grainger Inc	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	362.83
Grainger Inc	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	165.36
Grainger Inc	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	768.23
Hartwig Mechanical, LLC	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	405.00
Hartwig Mechanical, LLC	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	810.00
Havlicek Geneva Ace Hardware, LLC	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	8.99
ILLCO, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	559.70
Erikki, LLC dba Two Men and a Truck IL	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	330.00
F.E. Moran, Inc. Mechanical Services	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	638.00
Alarm Detection Systems, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	514.04
Alert Fire Protection, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	2,025.00
Allegion Access Technologies, LLC	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	2,694.15
Aramark Services, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	1,282.05
Chem-Wise Ecological Pest Management, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	564.00
Datamation Imaging Services Corporation	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	1,260.00
Dreisilker Electric Motors Inc	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	248.03
Dreisilker Electric Motors Inc	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	733.27
1 Source Mechanical, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	7,100.00
1 Source Mechanical, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	3,963.44
1 Source Mechanical, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	12,555.59
1 Source Mechanical, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	1,722.00
Trane US, Inc. dba Trane	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	688.48
Phigenics Holdings, Inc. dba Phigenics, LLC	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	2,000.00
Phigenics Holdings, Inc. dba Phigenics, LLC	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	3,695.0

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
Phigenics Holdings, Inc. dba Phigenics, LLC	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	625.00
Priority Products, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	3,050.00
Sheaffer & Roland, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	750.00
Sherwin Williams	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	162.57
Sherwin Williams	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	34.06
Sherwin Williams	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	68.12
Sherwin Williams	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	34.06
Sherwin Williams	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	170.30
Technicool Corporation	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	1,294.00
Menards, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	8.98
Menards, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	16.93
Menards, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	31.25
Menards, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	86.97
Menards, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	74.97
Menards, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	(17.14)
Menards, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	15.80
Menards, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	63.98
Menards, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	39.96
Menards, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	50.98
Midwest Power Industry, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	660.00
Neuco, Inc.	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	5,327.01
Urban Elevator Service, LLC	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	3,231.20
Urban Elevator Service, LLC	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	3,316.13
Valley Security Company	Repairs and Maint- Buildings	Building Management	General Fund	8/24/2026	1,752.06
Ratliff Landscaping, Inc.	Repairs and Maint- Grounds	Building Management	General Fund	8/10/2026	1,700.00
Ratliff Landscaping, Inc.	Repairs and Maint- Grounds	Building Management	General Fund	8/24/2026	23,227.82
Ratliff Landscaping, Inc.	Repairs and Maint- Grounds	Building Management	General Fund	8/24/2026	200.00
Ratliff Landscaping, Inc.	Repairs and Maint- Grounds	Building Management	General Fund	8/24/2026	400.00
Langton Snow Solutions dba Langton Group	Repairs and Maint- Grounds	Building Management	General Fund	8/24/2026	3,360.00
Black Gold Septic Contractors, Inc	Grease Trap- Septic Services	Building Management	General Fund	8/10/2026	535.00
Black Gold Septic Contractors, Inc	Grease Trap- Septic Services	Building Management	General Fund	8/10/2026	285.00
Batavia Instant Print Inc	General Printing	Building Management	General Fund	8/10/2026	923.71
Batavia Instant Print Inc	General Printing	Building Management	General Fund	8/10/2026	76.25
Batavia Instant Print Inc	General Printing	Building Management	General Fund	8/10/2026	2,026.47
Batavia Instant Print Inc	General Printing	Building Management	General Fund	8/24/2026	1,355.94
Batavia Instant Print Inc	General Printing	Building Management	General Fund	8/24/2026	99.50
JP Morgan Chase Bank, N.A.	General Printing	Building Management	General Fund	8/24/2026	113.43
Safety Training Plus, LLC	Employee Training	Building Management	General Fund	8/24/2026	3,490.00
JP Morgan Chase Bank, N.A.	Operating Supplies	Building Management	General Fund	8/24/2026	230.00
DS Services of America, Inc. dba Primo Water NA	Operating Supplies	Building Management	General Fund	8/24/2026	117.22
JP Morgan Chase Bank, N.A.	Operating Supplies	Building Management	General Fund	8/24/2026	764.76
JP Morgan Chase Bank, N.A.	Operating Supplies	Building Management	General Fund	8/24/2026	50.00
City of Geneva	Utilities- Sewer	Building Management	General Fund	8/10/2026	287.91
City of Geneva	Utilities- Sewer	Building Management	General Fund	8/10/2026	215.56
City of Geneva	Utilities- Sewer	Building Management	General Fund	8/10/2026	102.23
City of Geneva	Utilities- Sewer	Building Management	General Fund	8/24/2026	12.05
City of Geneva	Utilities- Sewer	Building Management	General Fund	8/24/2026	28.56
City of Geneva	Utilities- Sewer	Building Management	General Fund	8/24/2026	676.46
City of Geneva	Utilities- Sewer	Building Management	General Fund	8/24/2026	51.52
City of St. Charles	Utilities- Sewer	Building Management	General Fund	8/24/2026	28.13
City of St. Charles	Utilities- Sewer	Building Management	General Fund	8/24/2026	250.29
City of St. Charles	Utilities- Sewer	Building Management	General Fund	8/24/2026	185.43
City of St. Charles	Utilities- Sewer	Building Management	General Fund	8/24/2026	1,256.38
City of St. Charles	Utilities- Sewer	Building Management	General Fund	8/24/2026	28.13
City of St. Charles	Utilities- Sewer	Building Management	General Fund	8/24/2026	13,826.77
City of Elgin	Utilities- Sewer	Building Management	General Fund	8/24/2026	74.43
City of Geneva	Utilities- Water	Building Management	General Fund	8/10/2026	510.6

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
City of Geneva	Utilities- Water	Building Management	General Fund	8/10/2026	963.65
City of Geneva	Utilities- Water	Building Management	General Fund	8/10/2026	182.91
Fox Metro Water Reclamation District	Utilities- Water	Building Management	General Fund	8/10/2026	37.17
Fox Metro Water Reclamation District	Utilities- Water	Building Management	General Fund	8/10/2026	185.02
City of Geneva	Utilities- Water	Building Management	General Fund	8/24/2026	30.12
City of Geneva	Utilities- Water	Building Management	General Fund	8/24/2026	63.39
City of Geneva	Utilities- Water	Building Management	General Fund	8/24/2026	1,510.08
City of Geneva	Utilities- Water	Building Management	General Fund	8/24/2026	129.98
City of St. Charles	Utilities- Water	Building Management	General Fund	8/24/2026	403.91
City of St. Charles	Utilities- Water	Building Management	General Fund	8/24/2026	299.18
City of St. Charles	Utilities- Water	Building Management	General Fund	8/24/2026	1,698.06
City of St. Charles	Utilities- Water	Building Management	General Fund	8/24/2026	70.59
City of St. Charles	Utilities- Water	Building Management	General Fund	8/24/2026	18,393.13
City of Elgin	Utilities- Water	Building Management	General Fund	8/24/2026	374.29
Veritiv Operating Company	Printing Supplies	Building Management	General Fund	8/10/2026	3,430.16
Veritiv Operating Company	Printing Supplies	Building Management	General Fund	8/24/2026	430.91
Grainger Inc	Cleaning Supplies	Building Management	General Fund	8/10/2026	39.33
Warehouse Direct, Inc.	Cleaning Supplies	Building Management	General Fund	8/10/2026	7,003.16
Grainger Inc	Cleaning Supplies	Building Management	General Fund	8/24/2026	686.16
JP Morgan Chase Bank, N.A.	Cleaning Supplies	Building Management	General Fund	8/24/2026	3,326.00
Red Wing Shoe Store	Uniform Supplies	Building Management	General Fund	8/24/2026	545.97
Nicor Gas Company	Utilities- Natural Gas	Building Management	General Fund	8/10/2026	70.14
Nicor Gas Company	Utilities- Natural Gas	Building Management	General Fund	8/10/2026	342.63
Nicor Gas Company	Utilities- Natural Gas	Building Management	General Fund	8/10/2026	67.10
Nicor Gas Company	Utilities- Natural Gas	Building Management	General Fund	8/10/2026	67.10
Nicor Gas Company	Utilities- Natural Gas	Building Management	General Fund	8/10/2026	89.73
Nicor Gas Company	Utilities- Natural Gas	Building Management	General Fund	8/10/2026	68.12
Nicor Gas Company	Utilities- Natural Gas	Building Management	General Fund	8/10/2026	69.16
Nicor Gas Company	Utilities- Natural Gas	Building Management	General Fund	8/10/2026	80.59
Nicor Gas Company	Utilities- Natural Gas	Building Management	General Fund	8/10/2026	69.93
Nicor Gas Company	Utilities- Natural Gas	Building Management	General Fund	8/10/2026	91.22
Nicor Gas Company	Utilities- Natural Gas	Building Management	General Fund	8/24/2026	406.51
Nicor Gas Company	Utilities- Natural Gas	Building Management	General Fund	8/24/2026	361.69
Nicor Gas Company	Utilities- Natural Gas	Building Management	General Fund	8/24/2026	987.09
Nicor Gas Company	Utilities- Natural Gas	Building Management	General Fund	8/24/2026	349.17
Nicor Gas Company	Utilities- Natural Gas	Building Management	General Fund	8/24/2026	620.39
Nicor Gas Company	Utilities- Natural Gas	Building Management	General Fund	8/24/2026	260.14
Nicor Gas Company	Utilities- Natural Gas	Building Management	General Fund	8/24/2026	562.56
Nicor Gas Company	Utilities- Natural Gas	Building Management	General Fund	8/24/2026	1,043.39
NRG Energy, Inc. dba NRG Business Marketing, LLC	Utilities- Natural Gas	Building Management	General Fund	8/24/2026	8,325.38
NRG Energy, Inc. dba NRG Business Marketing, LLC	Utilities- Natural Gas	Building Management	General Fund	8/24/2026	5,983.05
NRG Energy, Inc. dba NRG Business Marketing, LLC	Utilities- Natural Gas	Building Management	General Fund	8/24/2026	5,278.89
ComEd	Utilities- Electric	Building Management	General Fund	8/10/2026	71.24
ComEd	Utilities- Electric	Building Management	General Fund	8/10/2026	101.94
ComEd	Utilities- Electric	Building Management	General Fund	8/10/2026	61.59
ComEd	Utilities- Electric	Building Management	General Fund	8/10/2026	93.70
ComEd	Utilities- Electric	Building Management	General Fund	8/10/2026	79.77
ComEd	Utilities- Electric	Building Management	General Fund	8/10/2026	91.75
ComEd	Utilities- Electric	Building Management	General Fund	8/10/2026	568.02
ComEd	Utilities- Electric	Building Management	General Fund	8/10/2026	101.80
ComEd	Utilities- Electric	Building Management	General Fund	8/10/2026	66.86
ComEd	Utilities- Electric	Building Management	General Fund	8/10/2026	49.99
ComEd	Utilities- Electric	Building Management	General Fund	8/10/2026	163.69
ComEd	Utilities- Electric	Building Management	General Fund	8/10/2026	232.93
ComEd	Utilities- Electric	Building Management	General Fund	8/10/2026	1,503.44
ComEd	Utilities- Electric	Building Management	General Fund	8/10/2026	115.10
ComEd	Utilities- Electric	Building Management	General Fund	8/10/2026	62.3

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
ComEd	Utilities- Electric	Building Management	General Fund	8/10/2026	206.36
ComEd	Utilities- Electric	Building Management	General Fund	8/10/2026	82.62
ComEd	Utilities- Electric	Building Management	General Fund	8/10/2026	138.07
ComEd	Utilities- Electric	Building Management	General Fund	8/10/2026	270.08
ComEd	Utilities- Electric	Building Management	General Fund	8/10/2026	1,044.28
ComEd	Utilities- Electric	Building Management	General Fund	8/10/2026	876.38
ComEd	Utilities- Electric	Building Management	General Fund	8/10/2026	1,865.68
City of Geneva	Utilities- Electric	Building Management	General Fund	8/10/2026	13,426.34
City of Geneva	Utilities- Electric	Building Management	General Fund	8/10/2026	36.38
City of Geneva	Utilities- Electric	Building Management	General Fund	8/24/2026	139.49
City of Geneva	Utilities- Electric	Building Management	General Fund	8/24/2026	171.09
City of Geneva	Utilities- Electric	Building Management	General Fund	8/24/2026	6,761.49
City of Geneva	Utilities- Electric	Building Management	General Fund	8/24/2026	714.12
City of St. Charles	Utilities- Electric	Building Management	General Fund	8/24/2026	10,304.24
City of St. Charles	Utilities- Electric	Building Management	General Fund	8/24/2026	56.77
ComEd	Utilities- Electric	Building Management	General Fund	8/24/2026	16,900.93
ComEd	Utilities- Electric	Building Management	General Fund	8/24/2026	4,627.84
ComEd	Utilities- Electric	Building Management	General Fund	8/24/2026	5,380.79
ComEd	Utilities- Electric	Building Management	General Fund	8/24/2026	137.86
GSD, LLC dba GRNE Solarfield 05, LLC	Utilities- Electric	Building Management	General Fund	8/24/2026	2,603.84
Vistra Intermediate Company, LLC dba Dynegy Energy	Utilities- Electric	Building Management	General Fund	8/24/2026	60,431.78
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Human Resource Management	General Fund	8/24/2026	119.00
Kane County Regional Office of Education	Miscellaneous Contractual Exp	Human Resource Management	General Fund	8/24/2026	360.00
JP Morgan Chase Bank, N.A.	Office Supplies	Human Resource Management	General Fund	8/24/2026	471.96
JP Morgan Chase Bank, N.A.	Contractual/Consulting Services	County Auditor	General Fund	8/24/2026	50.00
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	County Auditor	General Fund	8/24/2026	17.69
Penny Wegman	Conferences and Meetings	County Auditor	General Fund	8/24/2026	1,769.67
Penny Wegman	Conferences and Meetings	County Auditor	General Fund	8/24/2026	2,098.53
Penny Wegman	Employee Training	County Auditor	General Fund	8/24/2026	675.00
Penny Wegman	Employee Training	County Auditor	General Fund	8/24/2026	565.00
US Bancorp Asset Management, Inc. dba PFMAM	Bank Service Charges	Treasurer/Collector	General Fund	8/20/2026	0.00
Cynthia Christopher	Conferences and Meetings	Treasurer/Collector	General Fund	8/24/2026	153.00
Maria E. Herrera	Conferences and Meetings	Treasurer/Collector	General Fund	8/24/2026	832.50
Jeannie Lifka	Conferences and Meetings	Treasurer/Collector	General Fund	8/24/2026	2.40
Maria E. Herrera	Employee Mileage Expense	Treasurer/Collector	General Fund	8/24/2026	416.48
Jeannie Lifka	Employee Mileage Expense	Treasurer/Collector	General Fund	8/24/2026	57.76
Amazon Capital Services, Inc.	Office Supplies	Treasurer/Collector	General Fund	8/24/2026	26.63
Amazon Capital Services, Inc.	Operating Supplies	Treasurer/Collector	General Fund	8/10/2026	5.78
Amazon Capital Services, Inc.	Operating Supplies	Treasurer/Collector	General Fund	8/10/2026	57.70
Warehouse Direct, Inc.	Operating Supplies	Treasurer/Collector	General Fund	8/10/2026	63.91
Warehouse Direct, Inc.	Operating Supplies	Treasurer/Collector	General Fund	8/10/2026	42.04
Woodland Valuation Services dba Appraisal Associat	Appraisal Services	Supervisor of Assessments	General Fund	8/24/2026	2,450.00
Shaw Suburban Media dba Shaw Media	Legal Printing	Supervisor of Assessments	General Fund	8/24/2026	1,959.20
Tribune Pub. Co., LLC dba Chicago Tribune Co., LLC	Legal Printing	Supervisor of Assessments	General Fund	8/24/2026	2,328.70
Tiffany Chavez	Employee Training	Supervisor of Assessments	General Fund	8/10/2026	532.20
Stephen Fitzmaurice	Employee Training	Supervisor of Assessments	General Fund	8/24/2026	44.00
Donna L. King	Employee Training	Supervisor of Assessments	General Fund	8/24/2026	31.87
Michelle R. Abell	Employee Training	Supervisor of Assessments	General Fund	8/24/2026	265.00
Noah Beckman	Employee Training	Supervisor of Assessments	General Fund	8/24/2026	32.05
Tiffany Chavez	Employee Mileage Expense	Supervisor of Assessments	General Fund	8/10/2026	314.11
Michelle R. Abell	Employee Mileage Expense	Supervisor of Assessments	General Fund	8/10/2026	46.06
Michelle R. Abell	Employee Mileage Expense	Supervisor of Assessments	General Fund	8/24/2026	38.00
Donna L. King	Employee Mileage Expense	Supervisor of Assessments	General Fund	8/24/2026	42.86
DS Services of America, Inc. dba Primo Water NA	Office Supplies	Supervisor of Assessments	General Fund	8/24/2026	24.99
Woodland Valuation Services dba Appraisal Associat	Appraisal Services	Supervisor of Assessments	General Fund	8/24/2026	2,100.00
Eco Clean Maintenance, Inc.	Repairs and Maint- Buildings	County Clerk	General Fund	8/10/2026	650.00
Up North Printing, Inc.	Legal Printing	County Clerk	General Fund	8/24/2026	7,035.0

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
Up North Printing, Inc.	Legal Printing	County Clerk	General Fund	8/24/2026	7,035.00
Christine Mazzei	Employee Mileage Expense	County Clerk	General Fund	8/10/2026	59.28
Warehouse Direct, Inc.	Office Supplies	County Clerk	General Fund	8/10/2026	185.90
Warehouse Direct, Inc.	Office Supplies	County Clerk	General Fund	8/24/2026	32.62
Warehouse Direct, Inc.	Office Supplies	County Clerk	General Fund	8/24/2026	142.46
Warehouse Direct, Inc.	Office Supplies	County Clerk	General Fund	8/24/2026	(26.92)
Warehouse Direct, Inc.	Office Supplies	County Clerk	General Fund	8/24/2026	276.83
Warehouse Direct, Inc.	Office Supplies	County Clerk	General Fund	8/24/2026	(74.96)
JP Morgan Chase Bank, N.A.	Office Supplies	County Clerk	General Fund	8/24/2026	106.87
Menards, Inc.	Office Supplies	County Clerk	General Fund	8/24/2026	13.77
Deluxe Small Business Sales, Inc.	Operating Supplies	County Clerk	General Fund	8/24/2026	487.48
Deluxe Small Business Sales, Inc.	Operating Supplies	County Clerk	General Fund	8/24/2026	1,029.89
JP Morgan Chase Bank, N.A.	Operating Supplies	County Clerk	General Fund	8/24/2026	373.80
Menards, Inc.	Operating Supplies	County Clerk	General Fund	8/24/2026	139.99
The Tree House, Inc.	Computer Related Supplies	County Clerk	General Fund	8/24/2026	192.26
JP Morgan Chase Bank, N.A.	Books and Subscriptions	County Clerk	General Fund	8/24/2026	29.96
DFM Associates	Software Licensing Cost	County Clerk	General Fund	8/10/2026	12,341.00
Batavia Instant Print Inc	General Printing	County Clerk	General Fund	8/10/2026	45.00
Batavia Instant Print Inc	General Printing	County Clerk	General Fund	8/24/2026	214.15
Alexandra Espinoza	Employee Mileage Expense	County Clerk	General Fund	8/10/2026	8.36
Alexandra Espinoza	Employee Mileage Expense	County Clerk	General Fund	8/10/2026	16.60
Alexandra Espinoza	Employee Mileage Expense	County Clerk	General Fund	8/24/2026	18.09
BASE IV, LLC	Miscellaneous Contractual Exp	County Clerk	General Fund	8/10/2026	3,325.00
BASE IV, LLC	Miscellaneous Contractual Exp	County Clerk	General Fund	8/24/2026	3,425.00
Warehouse Direct, Inc.	Office Supplies	County Clerk	General Fund	8/10/2026	26.72
Warehouse Direct, Inc.	Office Supplies	County Clerk	General Fund	8/24/2026	20.72
Uline	Office Supplies	County Clerk	General Fund	8/24/2026	4,907.16
Warehouse Direct, Inc.	Operating Supplies	County Clerk	General Fund	8/10/2026	82.98
JP Morgan Chase Bank, N.A.	Operating Supplies	County Clerk	General Fund	8/24/2026	109.23
Kane County Clerk - Petty Cash	Operating Supplies	County Clerk	General Fund	8/24/2026	30.75
NVZ, Inc.	Operating Supplies	County Clerk	General Fund	8/24/2026	164.95
DMT Solutions Global Corporation dba BlueCrest	Voting Systems and Accessories	County Clerk	General Fund	8/24/2026	301.40
Gordon Flesch Company, Inc.	Repairs and Maint- Copiers	Recorder	General Fund	8/24/2026	1.28
Gordon Flesch Company, Inc.	Repairs and Maint- Copiers	Recorder	General Fund	8/24/2026	2.68
David C. King	Employee Mileage Expense	Recorder	General Fund	8/24/2026	46.74
DS Services of America, Inc. dba Primo Water NA	Office Supplies	Recorder	General Fund	8/24/2026	51.48
Kane County Juror Payable Clearing	Jurors- Circuit Court	Judiciary and Courts	General Fund	8/6/2026	1,374.11
Kane County Juror Payable Clearing	Jurors- Circuit Court	Judiciary and Courts	General Fund	8/19/2026	687.86
Kane County Juror Payable Clearing	Jurors- Circuit Court	Judiciary and Courts	General Fund	8/19/2026	5,488.90
Kane County Juror Payable Clearing	Jurors- Circuit Court	Judiciary and Courts	General Fund	8/19/2026	1,620.00
Just In Time Coffee, LLC	Jurors' Expense	Judiciary and Courts	General Fund	8/10/2026	784.00
Just In Time Coffee, LLC	Jurors' Expense	Judiciary and Courts	General Fund	8/10/2026	855.00
JP Morgan Chase Bank, N.A.	Jurors' Expense	Judiciary and Courts	General Fund	8/24/2026	56.72
Dina G. Mancillas	Per Diem Expense	Judiciary and Courts	General Fund	8/10/2026	300.00
Alexandra J. Busch	Per Diem Expense	Judiciary and Courts	General Fund	8/10/2026	225.00
Jennifer A. Campbell	Per Diem Expense	Judiciary and Courts	General Fund	8/10/2026	300.00
Stacy S. Warpool	Per Diem Expense	Judiciary and Courts	General Fund	8/10/2026	64.00
Stacy S. Warpool	Per Diem Expense	Judiciary and Courts	General Fund	8/24/2026	675.00
Tabitha Joann Watson	Per Diem Expense	Judiciary and Courts	General Fund	8/24/2026	57.00
Donna L. Watwood	Per Diem Expense	Judiciary and Courts	General Fund	8/24/2026	112.50
Taylor N. Conley	Per Diem Expense	Judiciary and Courts	General Fund	8/24/2026	225.00
Mary Jo D'Avola	Per Diem Expense	Judiciary and Courts	General Fund	8/24/2026	409.50
Mary Jo D'Avola	Per Diem Expense	Judiciary and Courts	General Fund	8/24/2026	225.00
Geri L. Denson	Per Diem Expense	Judiciary and Courts	General Fund	8/24/2026	42.75
Barbara A. Johnston	Per Diem Expense	Judiciary and Courts	General Fund	8/24/2026	517.50
Dina G. Mancillas	Per Diem Expense	Judiciary and Courts	General Fund	8/24/2026	300.00
Rosa M. Tovar	Per Diem Expense	Judiciary and Courts	General Fund	8/24/2026	225.0

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
Nicole M. Breytspraak	Per Diem Expense	Judiciary and Courts	General Fund	8/24/2026	3,141.00
Eduardo Nino-Avalos	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/10/2026	401.85
John L. O'Toole	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/10/2026	304.00
Tatiana Okunskaya	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/10/2026	160.00
Tatiana Okunskaya	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/10/2026	180.00
Tatiana Okunskaya	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/10/2026	160.00
Tatiana Okunskaya	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/10/2026	382.63
Carina Julian	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/10/2026	547.65
Sara Pethokoukis	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/10/2026	152.00
Patricia Rasmussen	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/10/2026	1,155.35
Patricia Rasmussen	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/10/2026	871.95
Patricia Rasmussen	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/10/2026	581.30
Arleis Torres	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/10/2026	304.00
Anthony Bahena	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/10/2026	1,997.58
Bakhtavar Press	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/10/2026	160.00
Bakhtavar Press	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/10/2026	160.00
Bakhtavar Press	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/10/2026	160.00
Bakhtavar Press	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/10/2026	160.00
Olga Bronovytska	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/10/2026	200.00
Olga Bronovytska	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/10/2026	160.00
Viviana Chang	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/10/2026	505.50
Viviana Chang	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/10/2026	658.65
Commline, Inc.	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/10/2026	1,125.62
Commline, Inc.	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/10/2026	1,245.85
Commline, Inc.	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/10/2026	1,554.45
F.T. Interpreting, LLC	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/10/2026	1,389.15
F.T. Interpreting, LLC	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/10/2026	1,962.90
Veronica Guemez	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/10/2026	202.33
Maricela Ibarra	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/10/2026	986.36
Maricela Ibarra	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/10/2026	822.08
Wellspring Interpreting Services LLC	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/10/2026	1,592.50
Wellspring Interpreting Services LLC	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/24/2026	3,778.66
Wellspring Interpreting Services LLC	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/24/2026	1,530.64
Wellspring Interpreting Services LLC	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/24/2026	2,515.60
Maricela Ibarra	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/24/2026	1,105.34
Maricela Ibarra	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/24/2026	993.50
Interprenet, LTD	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/24/2026	525.00
Interprenet, LTD	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/24/2026	563.00
Veronica Guemez	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/24/2026	519.22
Veronica Guemez	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/24/2026	440.50
Commline, Inc.	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/24/2026	2,045.76
Commline, Inc.	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/24/2026	1,726.56
Viviana Chang	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/24/2026	243.40
Olga Bronovytska	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/24/2026	160.00
Bakhtavar Press	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/24/2026	160.00
Anthony Bahena	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/24/2026	2,209.20
Anthony Bahena	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/24/2026	1,672.00
Anthony Bahena	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/24/2026	2,137.12
Arleis Torres	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/24/2026	570.00
Sara Pethokoukis	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/24/2026	152.00
Sara Pethokoukis	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/24/2026	851.20
Carina Julian	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/24/2026	913.52
Tatiana Okunskaya	Contractual/Consulting Services	Judiciary and Courts	General Fund	8/24/2026	160.00
Law Offices of Brian J. Mirandola	Court Appointed Counsel	Judiciary and Courts	General Fund	8/10/2026	3,434.00
Conference Technologies, Inc.	Judicial Technology Fine Expenses	Judiciary and Courts	General Fund	8/24/2026	6,912.80
JP Morgan Chase Bank, N.A.	Judicial Technology Fine Expenses	Judiciary and Courts	General Fund	8/24/2026	218.83
JP Morgan Chase Bank, N.A.	Judicial Technology Fine Expenses	Judiciary and Courts	General Fund	8/24/2026	59.9

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
Gordon Flesch Company, Inc.	Equipment Rental	Judiciary and Courts	General Fund	8/10/2026	84.24
Gordon Flesch Company, Inc.	Equipment Rental	Judiciary and Courts	General Fund	8/10/2026	42.64
Gordon Flesch Company, Inc.	Equipment Rental	Judiciary and Courts	General Fund	8/10/2026	14.32
Gordon Flesch Company, Inc.	Equipment Rental	Judiciary and Courts	General Fund	8/10/2026	17.84
Marielisa Jackson	Conferences and Meetings	Judiciary and Courts	General Fund	8/24/2026	387.00
JP Morgan Chase Bank, N.A.	Conferences and Meetings	Judiciary and Courts	General Fund	8/24/2026	1,676.18
JP Morgan Chase Bank, N.A.	Conferences and Meetings	Judiciary and Courts	General Fund	8/24/2026	183.47
JP Morgan Chase Bank, N.A.	Conferences and Meetings	Judiciary and Courts	General Fund	8/24/2026	3,325.95
Karen M. Zajicek	Employee Mileage Expense	Judiciary and Courts	General Fund	8/24/2026	6.96
JP Morgan Chase Bank, N.A.	General Association Dues	Judiciary and Courts	General Fund	8/24/2026	150.00
DS Services of America, Inc. dba Primo Water NA	Miscellaneous Contractual Exp	Judiciary and Courts	General Fund	8/24/2026	30.99
DS Services of America, Inc. dba Primo Water NA	Miscellaneous Contractual Exp	Judiciary and Courts	General Fund	8/24/2026	30.24
DS Services of America, Inc. dba Primo Water NA	Miscellaneous Contractual Exp	Judiciary and Courts	General Fund	8/24/2026	50.73
DS Services of America, Inc. dba Primo Water NA	Miscellaneous Contractual Exp	Judiciary and Courts	General Fund	8/24/2026	46.74
DS Services of America, Inc. dba Primo Water NA	Miscellaneous Contractual Exp	Judiciary and Courts	General Fund	8/24/2026	41.49
JP Morgan Chase Bank, N.A.	Miscellaneous Contractual Exp	Judiciary and Courts	General Fund	8/24/2026	22.86
Warehouse Direct, Inc.	Office Supplies	Judiciary and Courts	General Fund	8/10/2026	46.04
Warehouse Direct, Inc.	Office Supplies	Judiciary and Courts	General Fund	8/24/2026	13.89
Alphagraphics #344	Office Supplies	Judiciary and Courts	General Fund	8/24/2026	91.19
JP Morgan Chase Bank, N.A.	Office Supplies	Judiciary and Courts	General Fund	8/24/2026	14.56
JP Morgan Chase Bank, N.A.	Office Supplies	Judiciary and Courts	General Fund	8/24/2026	748.29
JP Morgan Chase Bank, N.A.	Books and Subscriptions	Judiciary and Courts	General Fund	8/24/2026	268.80
JP Morgan Chase Bank, N.A.	Employee Recognition Supplies	Judiciary and Courts	General Fund	8/24/2026	712.77
Kane County Clerk of the Circuit Court-Petty Cash	Conferences and Meetings	Circuit Clerk	General Fund	8/10/2026	25.00
Kane County Clerk of the Circuit Court-Petty Cash	Conferences and Meetings	Circuit Clerk	General Fund	8/10/2026	25.00
Jessica Joerger	Employee Mileage Expense	Circuit Clerk	General Fund	8/10/2026	72.50
Jennifer Lauren Johnson	Employee Mileage Expense	Circuit Clerk	General Fund	8/10/2026	34.08
MaryAnn Kabara	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	17.48
Shauna Kane	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	111.72
Cheyanne H. Lowery	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	9.12
Rebecca Lynch	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	54.72
Shirley L. Moline	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	30.40
Malinda Patterson	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	16.72
Benjamin Adam Petschke	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	128.44
Johnathan M. Pickering	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	9.88
Brooke K. Schultz	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	27.36
Su H. Shanahan	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	57.00
Sonal M. Sikligar	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	66.50
Jessica Skwarek	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	99.33
Avani P. Vyas	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	22.04
Colby Whitman	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	64.60
Emma Zub	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	91.20
Evelyn Alanis	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	18.24
E. Dianne Anderson	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	65.36
Baylee I. Andres	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	24.32
Carleen J. Bain	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	142.88
Margaret Baus	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	27.36
Marissa Brown	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	27.36
Heather J. Cameron	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	31.92
Jason M. Crowley	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	24.32
Colleen Cruz	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	167.20
Janet Davis	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	24.32
Christine Foss	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	262.96
Gwendolyn G. Grist	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	75.24
Jill M. Hall	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	7.60
Joanne M. Hassler	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	3.80
Noah Helser	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	60.8

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
Katherine V. Hernandez	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	25.84
Deneen S. Hull	Employee Mileage Expense	Circuit Clerk	General Fund	8/24/2026	19.76
Warehouse Direct, Inc.	Office Supplies	Circuit Clerk	General Fund	8/10/2026	868.71
Warehouse Direct, Inc.	Office Supplies	Circuit Clerk	General Fund	8/24/2026	42.04
JP Morgan Chase Bank, N.A.	Office Supplies	Circuit Clerk	General Fund	8/24/2026	47.98
Interprenet, LTD	Trials and Costs of Hearing	State's Attorney	General Fund	8/10/2026	260.00
Just In Time Coffee, LLC	Trials and Costs of Hearing	State's Attorney	General Fund	8/10/2026	124.00
JP Morgan Chase Bank, N.A.	Trials and Costs of Hearing	State's Attorney	General Fund	8/24/2026	19.10
[redacted]		State's Attorney	General Fund	8/24/2026	132.63
[redacted]		State's Attorney	General Fund	8/24/2026	496.50
Dana D. Bollman	Court Reporter Costs	State's Attorney	General Fund	8/10/2026	40.00
Jennifer A. Campbell	Court Reporter Costs	State's Attorney	General Fund	8/10/2026	40.00
Taylor N. Conley	Court Reporter Costs	State's Attorney	General Fund	8/10/2026	36.00
Tabitha Joann Watson	Court Reporter Costs	State's Attorney	General Fund	8/10/2026	1,024.00
Donna L. Watwood	Court Reporter Costs	State's Attorney	General Fund	8/10/2026	800.00
Donna L. Watwood	Court Reporter Costs	State's Attorney	General Fund	8/24/2026	52.00
Mary Jo D'Avola	Court Reporter Costs	State's Attorney	General Fund	8/24/2026	68.00
Dina G. Mancillas	Court Reporter Costs	State's Attorney	General Fund	8/24/2026	128.00
Stacy S. Warpool	Court Reporter Costs	State's Attorney	General Fund	8/24/2026	7.50
Stacy S. Warpool	Court Reporter Costs	State's Attorney	General Fund	8/24/2026	72.00
Stacy S. Warpool	Court Reporter Costs	State's Attorney	General Fund	8/24/2026	48.50
Dana D. Bollman	Court Reporter Costs	State's Attorney	General Fund	8/24/2026	1,048.00
Margaret (Peggy) R. Beddard	Court Reporter Costs	State's Attorney	General Fund	8/24/2026	1,112.00
Margaret (Peggy) R. Beddard	Court Reporter Costs	State's Attorney	General Fund	8/24/2026	117.00
Margaret (Peggy) R. Beddard	Court Reporter Costs	State's Attorney	General Fund	8/24/2026	1,012.00
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	State's Attorney	General Fund	8/24/2026	19.65
JP Morgan Chase Bank, N.A.	Conferences and Meetings	State's Attorney	General Fund	8/24/2026	1,011.84
JP Morgan Chase Bank, N.A.	Conferences and Meetings	State's Attorney	General Fund	8/24/2026	1,006.09
JP Morgan Chase Bank, N.A.	Employee Training	State's Attorney	General Fund	8/24/2026	395.00
Illinois State Toll Highway Authority	Employee Mileage Expense	State's Attorney	General Fund	8/10/2026	566.25
Jamie L. Mosser	Employee Mileage Expense	State's Attorney	General Fund	8/10/2026	94.24
Kane County Bar Association	General Association Dues	State's Attorney	General Fund	8/24/2026	150.00
Kane County Bar Association	General Association Dues	State's Attorney	General Fund	8/24/2026	150.00
Warehouse Direct, Inc.	Office Supplies	State's Attorney	General Fund	8/10/2026	586.02
JP Morgan Chase Bank, N.A.	Office Supplies	State's Attorney	General Fund	8/24/2026	816.00
Paddock Publications (Daily Herald)	Operating Supplies	State's Attorney	General Fund	8/10/2026	41.40
WEX Bank	Fuel- Vehicles	State's Attorney	General Fund	8/24/2026	995.26
Enterprise Fleet Management, Inc.	Contractual/Consulting Services	State's Attorney	General Fund	8/24/2026	614.76
DS Services of America, Inc. dba Primo Water NA	Operating Supplies	State's Attorney	General Fund	8/24/2026	20.49
JP Morgan Chase Bank, N.A.	Operating Supplies	State's Attorney	General Fund	8/24/2026	3,269.61
JP Morgan Chase Bank, N.A.	Operating Supplies	State's Attorney	General Fund	8/24/2026	2,734.20
WEX Bank	Fuel- Vehicles	State's Attorney	General Fund	8/24/2026	423.15
JP Morgan Chase Bank, N.A.	Employee Training	State's Attorney	General Fund	8/24/2026	348.81
Sarena Ayala	Employee Mileage Expense	State's Attorney	General Fund	8/24/2026	102.37
WEX Bank	Fuel- Vehicles	State's Attorney	General Fund	8/24/2026	653.99
[redacted]		Public Defender	General Fund	8/10/2026	20.00
[redacted]		Public Defender	General Fund	8/10/2026	24.00
[redacted]		Public Defender	General Fund	8/10/2026	15.00
[redacted]		Public Defender	General Fund	8/10/2026	13,925.00
[redacted]		Public Defender	General Fund	8/24/2026	60.00
[redacted]		Public Defender	General Fund	8/24/2026	80.75
[redacted]		Public Defender	General Fund	8/24/2026	392.00
[redacted]		Public Defender	General Fund	8/24/2026	27.56
Nicole F. Salonen	Employee Training	Public Defender	General Fund	8/10/2026	10.00
JP Morgan Chase Bank, N.A.	Employee Training	Public Defender	General Fund	8/24/2026	60.00
JP Morgan Chase Bank, N.A.	Employee Training	Public Defender	General Fund	8/24/2026	102.00
JP Morgan Chase Bank, N.A.	Employee Training	Public Defender	General Fund	8/24/2026	300.0

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
JP Morgan Chase Bank, N.A.	Attorney Association Dues	Public Defender	General Fund	8/24/2026	490.00
JP Morgan Chase Bank, N.A.	Attorney Association Dues	Public Defender	General Fund	8/24/2026	1,435.00
Kane County Bar Association	Attorney Association Dues	Public Defender	General Fund	8/24/2026	2,700.00
JP Morgan Chase Bank, N.A.	Miscellaneous Contractual Exp	Public Defender	General Fund	8/24/2026	16.99
DS Services of America, Inc. dba Primo Water NA	Office Supplies	Public Defender	General Fund	8/24/2026	88.74
DS Services of America, Inc. dba Primo Water NA	Office Supplies	Public Defender	General Fund	8/24/2026	15.24
JP Morgan Chase Bank, N.A.	Office Supplies	Public Defender	General Fund	8/24/2026	42.74
JP Morgan Chase Bank, N.A.	Office Supplies	Public Defender	General Fund	8/24/2026	4.50
Thomson Reuters GRC, Inc. (West Government)	Books and Subscriptions	Public Defender	General Fund	8/24/2026	292.97
Thomson Reuters GRC, Inc. (West Government)	Books and Subscriptions	Public Defender	General Fund	8/24/2026	5,274.24
Enhanced Administration Consulting, LLC	Contractual/Consulting Services	Sheriff	General Fund	8/10/2026	900.00
Motorola Solutions, Inc.	Contractual/Consulting Services	Sheriff	General Fund	8/24/2026	12,688.00
Sentinel Offender Services, LLC	Extradition Costs	Sheriff	General Fund	8/10/2026	11,435.10
JP Morgan Chase Bank, N.A.	Extradition Costs	Sheriff	General Fund	8/24/2026	1,766.22
JP Morgan Chase Bank, N.A.	Extradition Costs	Sheriff	General Fund	8/24/2026	1,539.34
JP Morgan Chase Bank, N.A.	Extradition Costs	Sheriff	General Fund	8/24/2026	291.66
Impact Networking, LLC	Repairs and Maint- Copiers	Sheriff	General Fund	8/10/2026	142.83
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Sheriff	General Fund	8/10/2026	233.85
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Sheriff	General Fund	8/24/2026	85.16
APC Stores, Inc. (Bumper to Bumper)	Repairs and Maint- Vehicles	Sheriff	General Fund	8/10/2026	559.80
APC Stores, Inc. (Bumper to Bumper)	Repairs and Maint- Vehicles	Sheriff	General Fund	8/10/2026	116.93
APC Stores, Inc. (Bumper to Bumper)	Repairs and Maint- Vehicles	Sheriff	General Fund	8/10/2026	5.49
APC Stores, Inc. (Bumper to Bumper)	Repairs and Maint- Vehicles	Sheriff	General Fund	8/10/2026	559.80
Bob Jass Chevrolet, Inc.	Repairs and Maint- Vehicles	Sheriff	General Fund	8/10/2026	51.40
City Electric Supply Company	Repairs and Maint- Vehicles	Sheriff	General Fund	8/10/2026	109.51
Fox Valley Glass, Inc.	Repairs and Maint- Vehicles	Sheriff	General Fund	8/10/2026	686.56
Genuine Parts Company dba NAPA Auto Parts	Repairs and Maint- Vehicles	Sheriff	General Fund	8/10/2026	52.75
Genuine Parts Company dba NAPA Auto Parts	Repairs and Maint- Vehicles	Sheriff	General Fund	8/10/2026	61.08
Genuine Parts Company dba NAPA Auto Parts	Repairs and Maint- Vehicles	Sheriff	General Fund	8/10/2026	173.80
Genuine Parts Company dba NAPA Auto Parts	Repairs and Maint- Vehicles	Sheriff	General Fund	8/10/2026	44.28
Genuine Parts Company dba NAPA Auto Parts	Repairs and Maint- Vehicles	Sheriff	General Fund	8/10/2026	463.88
Genuine Parts Company dba NAPA Auto Parts	Repairs and Maint- Vehicles	Sheriff	General Fund	8/10/2026	182.62
Strypes Plus More, Inc.	Repairs and Maint- Vehicles	Sheriff	General Fund	8/10/2026	3,075.00
Via Carlita, LLC dba Hawk Ford St. Charles	Repairs and Maint- Vehicles	Sheriff	General Fund	8/10/2026	185.00
Via Carlita, LLC dba Hawk Ford St. Charles	Repairs and Maint- Vehicles	Sheriff	General Fund	8/10/2026	70.00
Via Carlita, LLC dba Hawk Ford St. Charles	Repairs and Maint- Vehicles	Sheriff	General Fund	8/10/2026	1,127.24
Via Carlita, LLC dba Hawk Ford St. Charles	Repairs and Maint- Vehicles	Sheriff	General Fund	8/10/2026	275.76
Via Carlita, LLC dba Hawk Ford St. Charles	Repairs and Maint- Vehicles	Sheriff	General Fund	8/10/2026	357.74
Via Carlita, LLC dba Hawk Ford St. Charles	Repairs and Maint- Vehicles	Sheriff	General Fund	8/10/2026	321.22
Illinois State Toll Highway Authority	Repairs and Maint- Vehicles	Sheriff	General Fund	8/10/2026	88.18
JP Morgan Chase Bank, N.A.	Repairs and Maint- Vehicles	Sheriff	General Fund	8/24/2026	575.69
JP Morgan Chase Bank, N.A.	Repairs and Maint- Vehicles	Sheriff	General Fund	8/24/2026	244.90
Via Carlita, LLC dba Hawk Ford St. Charles	Repairs and Maint- Vehicles	Sheriff	General Fund	8/24/2026	314.61
Via Carlita, LLC dba Hawk Ford St. Charles	Repairs and Maint- Vehicles	Sheriff	General Fund	8/24/2026	883.49
Via Carlita, LLC dba Hawk Ford St. Charles	Repairs and Maint- Vehicles	Sheriff	General Fund	8/24/2026	321.25
Via Carlita, LLC dba Hawk Ford St. Charles	Repairs and Maint- Vehicles	Sheriff	General Fund	8/24/2026	167.95
Weldstar Company	Repairs and Maint- Vehicles	Sheriff	General Fund	8/24/2026	31.62
Weldstar Company	Repairs and Maint- Vehicles	Sheriff	General Fund	8/24/2026	28.56
Weldstar Company	Repairs and Maint- Vehicles	Sheriff	General Fund	8/24/2026	31.62
Weldstar Company	Repairs and Maint- Vehicles	Sheriff	General Fund	8/24/2026	30.60
Weldstar Company	Repairs and Maint- Vehicles	Sheriff	General Fund	8/24/2026	1.50
Al Piemonte Cadillac Inc dba St. Charles Chrysler	Repairs and Maint- Vehicles	Sheriff	General Fund	8/24/2026	85.50
Genuine Parts Company dba NAPA Auto Parts	Repairs and Maint- Vehicles	Sheriff	General Fund	8/24/2026	182.37
Genuine Parts Company dba NAPA Auto Parts	Repairs and Maint- Vehicles	Sheriff	General Fund	8/24/2026	9.34
Havlicek Geneva Ace Hardware, LLC	Repairs and Maint- Vehicles	Sheriff	General Fund	8/24/2026	42.44
Hollywood Tools, LLC	Repairs and Maint- Vehicles	Sheriff	General Fund	8/24/2026	429.99
JP Morgan Chase Bank, N.A.	Employee Training	Sheriff	General Fund	8/24/2026	50.0

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
JP Morgan Chase Bank, N.A.	Employee Training	Sheriff	General Fund	8/24/2026	3,903.00
JP Morgan Chase Bank, N.A.	Sheriff Reimbursable Expense	Sheriff	General Fund	8/24/2026	1,925.12
JP Morgan Chase Bank, N.A.	Sheriff Reimbursable Expense	Sheriff	General Fund	8/24/2026	1,059.73
JP Morgan Chase Bank, N.A.	Sheriff Reimbursable Expense	Sheriff	General Fund	8/24/2026	1,065.00
JP Morgan Chase Bank, N.A.	Sheriff Reimbursable Expense	Sheriff	General Fund	8/24/2026	5.00
JP Morgan Chase Bank, N.A.	Sheriff Reimbursable Expense	Sheriff	General Fund	8/24/2026	55.99
JP Morgan Chase Bank, N.A.	Sheriff Reimbursable Expense	Sheriff	General Fund	8/24/2026	667.99
JP Morgan Chase Bank, N.A.	Sheriff Reimbursable Expense	Sheriff	General Fund	8/24/2026	4,413.41
JP Morgan Chase Bank, N.A.	Office Supplies	Sheriff	General Fund	8/24/2026	28.99
JP Morgan Chase Bank, N.A.	Office Supplies	Sheriff	General Fund	8/24/2026	165.55
Kane County Sheriff - Petty Cash	Operating Supplies	Sheriff	General Fund	8/10/2026	1,011.95
KS State Bank	Operating Supplies	Sheriff	General Fund	8/10/2026	5,541.32
JP Morgan Chase Bank, N.A.	Operating Supplies	Sheriff	General Fund	8/24/2026	6,252.44
JP Morgan Chase Bank, N.A.	Operating Supplies	Sheriff	General Fund	8/24/2026	10.00
JP Morgan Chase Bank, N.A.	Operating Supplies	Sheriff	General Fund	8/24/2026	977.29
JP Morgan Chase Bank, N.A.	Operating Supplies	Sheriff	General Fund	8/24/2026	3,168.92
JP Morgan Chase Bank, N.A.	Operating Supplies	Sheriff	General Fund	8/24/2026	532.54
Streicher's, Inc.	Uniform Supplies	Sheriff	General Fund	8/10/2026	783.00
Cintas Corporation	Uniform Supplies	Sheriff	General Fund	8/10/2026	74.29
Cintas Corporation	Uniform Supplies	Sheriff	General Fund	8/10/2026	74.29
Cintas Corporation	Uniform Supplies	Sheriff	General Fund	8/24/2026	74.29
Cintas Corporation	Uniform Supplies	Sheriff	General Fund	8/24/2026	74.29
Collins Law Enforcement Supply, LLC	Uniform Supplies	Sheriff	General Fund	8/24/2026	2,400.00
Mansfield Oil Company of Gainesville, Inc.	Fuel- Vehicles	Sheriff	General Fund	8/10/2026	4,204.93
Mansfield Oil Company of Gainesville, Inc.	Fuel- Vehicles	Sheriff	General Fund	8/10/2026	3,305.04
Petroleum Traders Corporation	Fuel- Vehicles	Sheriff	General Fund	8/10/2026	2,251.68
Mansfield Oil Company of Gainesville, Inc.	Fuel- Vehicles	Sheriff	General Fund	8/24/2026	4,029.51
Mansfield Oil Company of Gainesville, Inc.	Fuel- Vehicles	Sheriff	General Fund	8/24/2026	2,518.80
JP Morgan Chase Bank, N.A.	Medical/Dental/Hospital Services	Sheriff	General Fund	8/24/2026	150.00
Lighthouse Recovery, Inc.	Medical/Dental/Hospital Services	Sheriff	General Fund	8/24/2026	25,000.00
Stericycle, Inc.	Disposal and Water Softener Srvs	Sheriff	General Fund	8/24/2026	361.39
Lighthouse Recovery, Inc.	Operating Supplies	Sheriff	General Fund	8/10/2026	37,500.00
Valdes, LLC	Operating Supplies	Sheriff	General Fund	8/10/2026	999.25
Valdes, LLC	Operating Supplies	Sheriff	General Fund	8/10/2026	999.25
Valdes, LLC	Operating Supplies	Sheriff	General Fund	8/10/2026	999.25
VIQ Solutions, Inc.	Operating Supplies	Sheriff	General Fund	8/10/2026	219.00
VIQ Solutions, Inc.	Operating Supplies	Sheriff	General Fund	8/10/2026	224.29
VIQ Solutions, Inc.	Operating Supplies	Sheriff	General Fund	8/10/2026	184.45
VIQ Solutions, Inc.	Operating Supplies	Sheriff	General Fund	8/10/2026	37.23
Warehouse Direct, Inc.	Operating Supplies	Sheriff	General Fund	8/10/2026	349.19
Warehouse Direct, Inc.	Operating Supplies	Sheriff	General Fund	8/10/2026	349.19
Warehouse Direct, Inc.	Operating Supplies	Sheriff	General Fund	8/10/2026	349.19
Warehouse Direct, Inc.	Operating Supplies	Sheriff	General Fund	8/10/2026	613.92
Warehouse Direct, Inc.	Operating Supplies	Sheriff	General Fund	8/24/2026	349.19
Wagner Investigative Polygraph Service	Operating Supplies	Sheriff	General Fund	8/24/2026	50.00
Valdes, LLC	Operating Supplies	Sheriff	General Fund	8/24/2026	999.25
COPS & FIRE Personnel Testing Service	Operating Supplies	Sheriff	General Fund	8/24/2026	625.00
County of Kendall	Operating Supplies	Sheriff	General Fund	8/24/2026	10,296.00
JP Morgan Chase Bank, N.A.	Operating Supplies	Sheriff	General Fund	8/24/2026	51.59
JP Morgan Chase Bank, N.A.	Operating Supplies	Sheriff	General Fund	8/24/2026	119.72
JP Morgan Chase Bank, N.A.	Operating Supplies	Sheriff	General Fund	8/24/2026	100.94
Cintas Corporation	Uniform Supplies	Sheriff	General Fund	8/10/2026	65.25
Cintas Corporation	Uniform Supplies	Sheriff	General Fund	8/10/2026	65.25
Ray O'Herron Co, Inc.	Uniform Supplies	Sheriff	General Fund	8/10/2026	40.49
Cintas Corporation	Uniform Supplies	Sheriff	General Fund	8/24/2026	65.25
Cintas Corporation	Uniform Supplies	Sheriff	General Fund	8/24/2026	65.25
Aramark Services, Inc.	Food	Sheriff	General Fund	8/10/2026	17,095.6

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
Aramark Services, Inc.	Food	Sheriff	General Fund	8/10/2026	50.80
Aramark Services, Inc.	Food	Sheriff	General Fund	8/10/2026	46.60
Aramark Services, Inc.	Food	Sheriff	General Fund	8/10/2026	16,799.64
Aramark Services, Inc.	Food	Sheriff	General Fund	8/10/2026	42.00
Aramark Services, Inc.	Food	Sheriff	General Fund	8/10/2026	17,425.19
Aramark Services, Inc.	Food	Sheriff	General Fund	8/24/2026	16,943.69
Aramark Services, Inc.	Food	Sheriff	General Fund	8/24/2026	40.80
DS Services of America, Inc. dba Primo Water NA	Food	Sheriff	General Fund	8/24/2026	20.49
DS Services of America, Inc. dba Primo Water NA	Food	Sheriff	General Fund	8/24/2026	124.01
DS Services of America, Inc. dba Primo Water NA	Food	Sheriff	General Fund	8/24/2026	15.24
DS Services of America, Inc. dba Primo Water NA	Food	Sheriff	General Fund	8/24/2026	9.24
North East Multi-Regional Training, Inc.	Employee Training	Sheriff	General Fund	8/10/2026	13,015.00
Warehouse Direct, Inc.	Office Supplies	Sheriff	General Fund	8/10/2026	259.02
JP Morgan Chase Bank, N.A.	Operating Supplies	Sheriff	General Fund	8/24/2026	450.00
Peter J. Burgert	Employee Mileage Expense	Merit Commission	General Fund	8/24/2026	197.60
Manuel E. Olalde	Employee Mileage Expense	Merit Commission	General Fund	8/24/2026	314.64
JP Morgan Chase Bank, N.A.	Software Licensing Cost	Court Services	General Fund	8/24/2026	1,950.00
Kyle Grenfell	Employee Mileage Expense	Court Services	General Fund	8/24/2026	9.28
Kyle Grenfell	Employee Mileage Expense	Court Services	General Fund	8/24/2026	60.12
JP Morgan Chase Bank, N.A.	Miscellaneous Contractual Exp	Court Services	General Fund	8/24/2026	332.66
JP Morgan Chase Bank, N.A.	Operating Supplies	Court Services	General Fund	8/24/2026	129.99
Christopher J. Starkovich	Postage	Court Services	General Fund	8/10/2026	12.90
Kyle Grenfell	Miscellaneous Supplies	Court Services	General Fund	8/24/2026	113.74
Language Line Services	Contractual/Consulting Services	Court Services	General Fund	8/24/2026	2,584.99
Valdes Engineering Company	Contractual/Consulting Services	Court Services	General Fund	8/24/2026	6,500.00
Groot Recycling dba Accurate Document Destruction	Destruction of Records Services	Court Services	General Fund	8/24/2026	780.00
Groot Recycling dba Accurate Document Destruction	Destruction of Records Services	Court Services	General Fund	8/24/2026	130.00
Eco Clean Maintenance, Inc.	Janitorial Services	Court Services	General Fund	8/10/2026	1,112.00
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Court Services	General Fund	8/10/2026	61.22
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Court Services	General Fund	8/24/2026	58.49
Motorola Solutions, Inc.	Repairs and Maint- Comm Equip	Court Services	General Fund	8/24/2026	295.00
Lagrove, LLC	Building Space Rental	Court Services	General Fund	8/24/2026	2,949.76
SC Auto Inc DBA Midas Auto Service	Repairs and Maint- Vehicles	Court Services	General Fund	8/24/2026	330.68
SC Auto Inc DBA Midas Auto Service	Repairs and Maint- Vehicles	Court Services	General Fund	8/24/2026	98.85
Molly E. Martinez	Conferences and Meetings	Court Services	General Fund	8/10/2026	0.00
JP Morgan Chase Bank, N.A.	Conferences and Meetings	Court Services	General Fund	8/24/2026	950.00
Yasmin Varela	Employee Training	Court Services	General Fund	8/10/2026	129.25
Nicole Buhl	Employee Mileage Expense	Court Services	General Fund	8/24/2026	19.76
Nicole Buhl	Employee Mileage Expense	Court Services	General Fund	8/24/2026	19.76
Daniel P. Gates	Employee Mileage Expense	Court Services	General Fund	8/24/2026	57.91
DS Services of America, Inc. dba Primo Water NA	Miscellaneous Contractual Exp	Court Services	General Fund	8/24/2026	31.50
DS Services of America, Inc. dba Primo Water NA	Miscellaneous Contractual Exp	Court Services	General Fund	8/24/2026	141.75
JP Morgan Chase Bank, N.A.	Miscellaneous Contractual Exp	Court Services	General Fund	8/24/2026	20.00
Warehouse Direct, Inc.	Office Supplies	Court Services	General Fund	8/10/2026	109.38
Warehouse Direct, Inc.	Office Supplies	Court Services	General Fund	8/24/2026	328.37
JP Morgan Chase Bank, N.A.	Office Supplies	Court Services	General Fund	8/24/2026	73.87
JP Morgan Chase Bank, N.A.	Operating Supplies	Court Services	General Fund	8/24/2026	249.79
The Tree House, Inc.	Computer Related Supplies	Court Services	General Fund	8/10/2026	1,065.70
WEX Bank	Fuel- Vehicles	Court Services	General Fund	8/24/2026	844.03
JP Morgan Chase Bank, N.A.	Miscellaneous Supplies	Court Services	General Fund	8/24/2026	47.49
JP Morgan Chase Bank, N.A.	Miscellaneous Supplies	Court Services	General Fund	8/24/2026	716.70
JP Morgan Chase Bank, N.A.	Drug Court Graduation Supplies	Court Services	General Fund	8/24/2026	158.11
Chicago Transit Authority	Incentives	Court Services	General Fund	8/24/2026	1,860.00
JP Morgan Chase Bank, N.A.	Incentives	Court Services	General Fund	8/24/2026	44.99
Groot Recycling dba Accurate Document Destruction	Destruction of Records Services	Court Services	General Fund	8/24/2026	130.00
Waste Management of Illinois - West	Repairs and Maint- Buildings	Court Services	General Fund	8/24/2026	224.69
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Court Services	General Fund	8/10/2026	9.7

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Court Services	General Fund	8/24/2026	14.04
Lagrove, LLC	Building Space Rental	Court Services	General Fund	8/24/2026	2,949.75
SC Auto Inc DBA Midas Auto Service	Repairs and Maint- Vehicles	Court Services	General Fund	8/10/2026	597.79
Sousie Jenkins	Employee Mileage Expense	Court Services	General Fund	8/24/2026	19.76
City of Aurora	Miscellaneous Contractual Exp	Court Services	General Fund	8/24/2026	75.00
DS Services of America, Inc. dba Primo Water NA	Miscellaneous Contractual Exp	Court Services	General Fund	8/24/2026	52.50
Warehouse Direct, Inc.	Office Supplies	Court Services	General Fund	8/10/2026	83.72
Warehouse Direct, Inc.	Office Supplies	Court Services	General Fund	8/10/2026	53.27
WEX Bank	Fuel- Vehicles	Court Services	General Fund	8/24/2026	161.86
JP Morgan Chase Bank, N.A.	Miscellaneous Supplies	Court Services	General Fund	8/24/2026	238.90
Family Service Association of Greater Elgin Area	Contractual/Consulting Services	Court Services	General Fund	8/10/2026	1,400.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	General Fund	8/24/2026	5,000.00
Advanced Correctional Healthcare, Inc.	Medical/Dental/Hospital Services	Court Services	General Fund	8/24/2026	40,817.75
JP Morgan Chase Bank, N.A.	Juvenile Board and Care	Court Services	General Fund	8/24/2026	87.00
Garcia Clinical Laboratory, Inc.	Lab Services	Court Services	General Fund	8/10/2026	63.00
Garcia Clinical Laboratory, Inc.	Lab Services	Court Services	General Fund	8/10/2026	92.00
Redwood Toxicology Laboratory, Inc.	Lab Services	Court Services	General Fund	8/10/2026	140.50
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Court Services	General Fund	8/10/2026	20.57
Convergint Technologies LLC	Repairs and Maint- Comm Equip	Court Services	General Fund	8/24/2026	3,714.49
Sentry Security Fasteners, Inc.	Repairs and Maint- Equipment	Court Services	General Fund	8/10/2026	658.55
JP Morgan Chase Bank, N.A.	Employee Training	Court Services	General Fund	8/24/2026	250.00
JP Morgan Chase Bank, N.A.	Office Supplies	Court Services	General Fund	8/24/2026	567.84
Bob Barker Company, Inc.	Operating Supplies	Court Services	General Fund	8/10/2026	1,545.00
Sysco Food Services Chicago	Operating Supplies	Court Services	General Fund	8/10/2026	671.00
Sysco Food Services Chicago	Operating Supplies	Court Services	General Fund	8/24/2026	142.21
JP Morgan Chase Bank, N.A.	Operating Supplies	Court Services	General Fund	8/24/2026	316.45
Synchrony Bank (Sam's Club Direct/Lowes)	Operating Supplies	Court Services	General Fund	8/24/2026	145.24
JP Morgan Chase Bank, N.A.	Computer Related Supplies	Court Services	General Fund	8/24/2026	94.33
LMC Enterprises, Inc. dba Initial Impressions	Uniform Supplies	Court Services	General Fund	8/10/2026	19.92
Sysco Food Services Chicago	Food	Court Services	General Fund	8/10/2026	682.47
Sysco Food Services Chicago	Food	Court Services	General Fund	8/10/2026	1,237.73
Aramark Services, Inc.	Food	Court Services	General Fund	8/10/2026	1,090.00
Aramark Services, Inc.	Food	Court Services	General Fund	8/24/2026	1,068.20
Aramark Services, Inc.	Food	Court Services	General Fund	8/24/2026	1,004.98
Synchrony Bank (Sam's Club Direct/Lowes)	Food	Court Services	General Fund	8/24/2026	65.88
Sysco Food Services Chicago	Food	Court Services	General Fund	8/24/2026	1,416.09
Independent Health Services, LLC dba IHS Pharmacy	Medical Supplies and Drugs	Court Services	General Fund	8/10/2026	135.90
Independent Health Services, LLC dba IHS Pharmacy	Medical Supplies and Drugs	Court Services	General Fund	8/10/2026	(4.60)
WEX Bank	Fuel- Vehicles	Court Services	General Fund	8/24/2026	46.63
Michelle Evans	Contractual/Consulting Services	Court Services	General Fund	8/24/2026	500.00
The Tree House, Inc.	Computer Related Supplies	Court Services	General Fund	8/24/2026	299.15
Interprenet, LTD	Contractual/Consulting Services	Court Services	General Fund	8/10/2026	360.04
Language Line Services	Contractual/Consulting Services	Court Services	General Fund	8/24/2026	31.37
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Court Services	General Fund	8/24/2026	128.07
It's Me Marketing, LLC	General Advertising	Court Services	General Fund	8/10/2026	1,680.00
Jaime Thomas	Conferences and Meetings	Court Services	General Fund	8/10/2026	1,413.46
JP Morgan Chase Bank, N.A.	Conferences and Meetings	Court Services	General Fund	8/24/2026	800.49
Payton B. Mackey	Employee Mileage Expense	Court Services	General Fund	8/10/2026	14.44
Payton B. Mackey	Employee Mileage Expense	Court Services	General Fund	8/10/2026	1.40
JP Morgan Chase Bank, N.A.	General Association Dues	Court Services	General Fund	8/24/2026	163.60
BlueTriton Brands, Inc. dba Primo Brands	Miscellaneous Contractual Exp	Court Services	General Fund	8/24/2026	36.75
PharmChem, Inc.	Lab Services	Court Services	General Fund	8/24/2026	31.95
Aramark Services, Inc.	National School Lunch Program	Court Services	General Fund	8/10/2026	1,199.00
Aramark Services, Inc.	National School Lunch Program	Court Services	General Fund	8/24/2026	1,220.80
Aramark Services, Inc.	National School Lunch Program	Court Services	General Fund	8/24/2026	1,284.02
James A. Filkins	Autopsies/Consulting	Coroner	General Fund	8/10/2026	7,750.00
Mitra B. Kalelkar	Autopsies/Consulting	Coroner	General Fund	8/10/2026	19,250.0

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
RAM Consulting, LLC	Autopsies/Consulting	Coroner	General Fund	8/10/2026	5,000.00
Erin B. Waxenbaum Dennison	Autopsies/Consulting	Coroner	General Fund	8/10/2026	1,350.00
Mitra B. Kalelkar	Autopsies/Consulting	Coroner	General Fund	8/24/2026	14,000.00
David A. Wold DDS, PC dba Bensenville Dental Care	Autopsies/Consulting	Coroner	General Fund	8/24/2026	700.00
Stericycle, Inc.	Forensic Expense	Coroner	General Fund	8/24/2026	903.72
Central DuPage Hospital Association dba HealthLab	Toxicology Expense	Coroner	General Fund	8/10/2026	36.50
NMS Labs	Toxicology Expense	Coroner	General Fund	8/10/2026	10,596.00
NMS Labs	Toxicology Expense	Coroner	General Fund	8/24/2026	9,691.50
JP Morgan Chase Bank, N.A.	Toxicology Expense	Coroner	General Fund	8/24/2026	19.17
JP Morgan Chase Bank, N.A.	Repairs and Maint- Vehicles	Coroner	General Fund	8/24/2026	1,058.17
Loren Carrera	Conferences and Meetings	Coroner	General Fund	8/10/2026	660.48
Derick R. Hayden	Conferences and Meetings	Coroner	General Fund	8/10/2026	299.39
JP Morgan Chase Bank, N.A.	Conferences and Meetings	Coroner	General Fund	8/24/2026	1,646.01
JP Morgan Chase Bank, N.A.	Conferences and Meetings	Coroner	General Fund	8/24/2026	1,820.39
JP Morgan Chase Bank, N.A.	Conferences and Meetings	Coroner	General Fund	8/24/2026	577.00
Stericycle, Inc.	Miscellaneous Contractual Exp	Coroner	General Fund	8/10/2026	663.53
Stericycle, Inc.	Miscellaneous Contractual Exp	Coroner	General Fund	8/10/2026	898.70
DS Services of America, Inc. dba Primo Water NA	Miscellaneous Contractual Exp	Coroner	General Fund	8/24/2026	46.74
JP Morgan Chase Bank, N.A.	Operating Supplies	Coroner	General Fund	8/24/2026	261.06
JP Morgan Chase Bank, N.A.	Operating Supplies	Coroner	General Fund	8/24/2026	100.00
JP Morgan Chase Bank, N.A.	Operating Supplies	Coroner	General Fund	8/24/2026	693.50
JP Morgan Chase Bank, N.A.	Books and Subscriptions	Coroner	General Fund	8/24/2026	19.96
WEX Bank	Fuel- Vehicles	Coroner	General Fund	8/24/2026	1,132.02
Menards, Inc.	Repairs and Maint- Equipment	Emergency Management Services	General Fund	8/10/2026	47.82
Menards, Inc.	Repairs and Maint- Equipment	Emergency Management Services	General Fund	8/10/2026	43.64
JP Morgan Chase Bank, N.A.	Repairs and Maint- Equipment	Emergency Management Services	General Fund	8/24/2026	9.11
JP Morgan Chase Bank, N.A.	Repairs and Maint- Equipment	Emergency Management Services	General Fund	8/24/2026	881.49
Kane County Chiefs of Police Association	General Association Dues	Emergency Management Services	General Fund	8/10/2026	100.00
Toshiba America Business Solutions, Inc	Miscellaneous Contractual Exp	Emergency Management Services	General Fund	8/10/2026	219.94
Toshiba America Business Solutions, Inc	Miscellaneous Contractual Exp	Emergency Management Services	General Fund	8/10/2026	222.27
Toshiba America Business Solutions, Inc	Miscellaneous Contractual Exp	Emergency Management Services	General Fund	8/10/2026	156.86
Quill, LLC	Office Supplies	Emergency Management Services	General Fund	8/10/2026	339.73
Quill, LLC	Office Supplies	Emergency Management Services	General Fund	8/24/2026	493.06
JP Morgan Chase Bank, N.A.	Operating Supplies	Emergency Management Services	General Fund	8/24/2026	210.00
JP Morgan Chase Bank, N.A.	Computer Related Supplies	Emergency Management Services	General Fund	8/24/2026	0.99
JP Morgan Chase Bank, N.A.	Food	Emergency Management Services	General Fund	8/24/2026	29.52
JP Morgan Chase Bank, N.A.	Office Supplies	Environmental Management	General Fund	8/24/2026	71.39
JP Morgan Chase Bank, N.A.	Operating Supplies	Environmental Management	General Fund	8/24/2026	20.00
Planet Depos, LLC	Contractual/Consulting Services	Development	General Fund	8/24/2026	493.50
Paddock Publications (Daily Herald)	Legal Printing	Development	General Fund	8/10/2026	227.70
Paddock Publications (Daily Herald)	Legal Printing	Development	General Fund	8/24/2026	142.60
JP Morgan Chase Bank, N.A.	Conferences and Meetings	Development	General Fund	8/24/2026	36.99
JP Morgan Chase Bank, N.A.	Conferences and Meetings	Development	General Fund	8/24/2026	20.00
JP Morgan Chase Bank, N.A.	Conferences and Meetings	Development	General Fund	8/24/2026	921.99
David F. Schultz	Employee Mileage Expense	Development	General Fund	8/10/2026	28.27
David F. Schultz	Employee Mileage Expense	Development	General Fund	8/24/2026	28.27
David F. Schultz	Employee Mileage Expense	Development	General Fund	8/24/2026	28.27
David F. Schultz	Employee Mileage Expense	Development	General Fund	8/24/2026	26.97
Warehouse Direct, Inc.	Office Supplies	Development	General Fund	8/10/2026	35.96
Warehouse Direct, Inc.	Office Supplies	Development	General Fund	8/24/2026	39.28
Warehouse Direct, Inc.	Office Supplies	Development	General Fund	8/24/2026	18.16
JP Morgan Chase Bank, N.A.	Office Supplies	Development	General Fund	8/24/2026	177.49
Havlicek Geneva Ace Hardware, LLC	Operating Supplies	Development	General Fund	8/24/2026	4.49
JP Morgan Chase Bank, N.A.	Operating Supplies	Development	General Fund	8/24/2026	71.00
WEX Bank	Fuel- Vehicles	Development	General Fund	8/24/2026	1,059.59
Camic Johnson, LTD	Contractual/Consulting Services	Development	General Fund	8/24/2026	400.00
LRD Systems & Forms	Self-Mailer	Other- Countywide Expenses	General Fund	8/10/2026	180.0

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
LRD Systems & Forms	Self-Mailer	Other- Countywide Expenses	General Fund	8/10/2026	180.00
LRD Systems & Forms	Self-Mailer	Other- Countywide Expenses	General Fund	8/10/2026	267.18
The Pitney Bowes Bank Inc dba The Pitney Bowes Res	Postage	Other- Countywide Expenses	General Fund	8/10/2026	100,000.00
Federal Express Corporation dba FedEx	Postage	Other- Countywide Expenses	General Fund	8/24/2026	27.71
Federal Express Corporation dba FedEx	Postage	Other- Countywide Expenses	General Fund	8/24/2026	24.44
Federal Express Corporation dba FedEx	Postage	Other- Countywide Expenses	General Fund	8/24/2026	29.27
Federal Express Corporation dba FedEx	Postage	Other- Countywide Expenses	General Fund	8/24/2026	409.21
Pitney Bowes, Inc.	Postage	Other- Countywide Expenses	General Fund	8/24/2026	285.12
Devnet Incorporated	Software Licensing Cost	Other- Countywide Expenses	General Fund	8/10/2026	42,166.87
Insight Public Sector, Inc.	Software Licensing Cost	Other- Countywide Expenses	General Fund	8/24/2026	29,100.00
JP Morgan Chase Bank, N.A.	Software Licensing Cost	Other- Countywide Expenses	General Fund	8/24/2026	189.90
JP Morgan Chase Bank, N.A.	Software Licensing Cost	Other- Countywide Expenses	General Fund	8/24/2026	20.00
JP Morgan Chase Bank, N.A.	Telephone	Other- Countywide Expenses	General Fund	8/24/2026	145.65
PTS Communications, Inc.	Telephone	Other- Countywide Expenses	General Fund	8/24/2026	100.00
T-Mobile USA, Inc.	Cellular Phone	Other- Countywide Expenses	General Fund	8/10/2026	81.50
Verizon Wireless	Cellular Phone	Other- Countywide Expenses	General Fund	8/10/2026	33,676.81
Verizon Wireless	Cellular Phone	Other- Countywide Expenses	General Fund	8/10/2026	**(33,676.81)**
AT&T Mobility dba AT&T National Accounts, LLC	Cellular Phone	Other- Countywide Expenses	General Fund	8/24/2026	93.75
AT&T dba AT&T Enterprises, LLC	Internet	Other- Countywide Expenses	General Fund	8/10/2026	190.03
Eric C. Gwillim	Internet	Other- Countywide Expenses	General Fund	8/10/2026	95.00
Eric C. Gwillim	Internet	Other- Countywide Expenses	General Fund	8/10/2026	95.00
Corey Malis	Internet	Other- Countywide Expenses	General Fund	8/10/2026	109.00
Scott Novack	Internet	Other- Countywide Expenses	General Fund	8/10/2026	198.80
John Zakosek	Internet	Other- Countywide Expenses	General Fund	8/10/2026	190.00
Blair Peters	Internet	Other- Countywide Expenses	General Fund	8/24/2026	170.00
Brooke Roff	Internet	Other- Countywide Expenses	General Fund	8/24/2026	95.00
Adam Tedder	Internet	Other- Countywide Expenses	General Fund	8/24/2026	190.00
hristopher R. Hemesath	Internet	Other- Countywide Expenses	General Fund	8/24/2026	80.00
JP Morgan Chase Bank, N.A.	Internet	Other- Countywide Expenses	General Fund	8/24/2026	104.99
JP Morgan Chase Bank, N.A.	Internet	Other- Countywide Expenses	General Fund	8/24/2026	146.08
JP Morgan Chase Bank, N.A.	Internet	Other- Countywide Expenses	General Fund	8/24/2026	3,729.89
Jon Kloese	Internet	Other- Countywide Expenses	General Fund	8/24/2026	95.00
Lindsey Brusky	Internet	Other- Countywide Expenses	General Fund	8/24/2026	70.00
Thomas Cunningham	Internet	Other- Countywide Expenses	General Fund	8/24/2026	139.95
Stephen Dolewski	Internet	Other- Countywide Expenses	General Fund	8/24/2026	105.00
Darin P. Earl	Internet	Other- Countywide Expenses	General Fund	8/24/2026	120.00
Gary Erickson	Internet	Other- Countywide Expenses	General Fund	8/24/2026	99.99
Benjamin J. Fox	Internet	Other- Countywide Expenses	General Fund	8/24/2026	147.90
JP Morgan Chase Bank, N.A.	Miscellaneous Supplies	Other- Countywide Expenses	General Fund	8/24/2026	398.53
Batavia Enterprises Real Estate, LLC	Building Lease	Other- Countywide Expenses	General Fund	8/24/2026	15,394.51
Fox Valley Glass, Inc.	Liability Insurance	Human Resource Management	Insurance Liability	8/10/2026	686.56
Fox Valley Glass, Inc.	Liability Insurance	Human Resource Management	Insurance Liability	8/10/2026	653.76
Fox Valley Glass, Inc.	Liability Insurance	Human Resource Management	Insurance Liability	8/10/2026	852.57
LAN Marketing, LTD dba LAN Office Furnishings	Liability Insurance	Human Resource Management	Insurance Liability	8/10/2026	19,733.33
Northern Contracting, Inc.	Liability Insurance	Human Resource Management	Insurance Liability	8/10/2026	2,670.47
Northern Contracting, Inc.	Liability Insurance	Human Resource Management	Insurance Liability	8/10/2026	1,884.28
Top Shot CKR, Inc.	Liability Insurance	Human Resource Management	Insurance Liability	8/10/2026	395.00
Physicians Immediate Care Chicago PLLC dba Wellnow	Liability Insurance	Human Resource Management	Insurance Liability	8/24/2026	390.00
CCMSI	Liability Insurance	Human Resource Management	Insurance Liability	8/24/2026	5,691.81
Illinois Workers Compensation Commission	Workers Compensation	Human Resource Management	Insurance Liability	8/24/2026	2,105.05
CCMSI	Worker's Compensation Claims	Human Resource Management	Insurance Liability	8/24/2026	100,446.19
Matthew J. Goncher	Worker's Compensation Claims	Human Resource Management	Insurance Liability	8/24/2026	1,126.78
JP Morgan Chase Bank, N.A.	General Association Dues	Human Resource Management	Insurance Liability	8/24/2026	299.00
Laner Muchin, LTD	Legal Services	State's Attorney	Insurance Liability	8/10/2026	56.25
Laner Muchin, LTD	Legal Services	State's Attorney	Insurance Liability	8/10/2026	15,404.60
Laner Muchin, LTD	Legal Services	State's Attorney	Insurance Liability	8/24/2026	19,892.55
Swanson, Martin & Bell, LLP	Legal Services	State's Attorney	Insurance Liability	8/24/2026	315.0

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
Edgar K. Collison Law Offices, Ltd.	Legal Services	State's Attorney	Insurance Liability	8/24/2026	4,000.00
Edgar K. Collison Law Offices, Ltd.	Legal Services	State's Attorney	Insurance Liability	8/24/2026	4,000.00
Hervas, Condon & Bersani, PC	Legal Services	State's Attorney	Insurance Liability	8/24/2026	1,530.00
Hervas, Condon & Bersani, PC	Legal Services	State's Attorney	Insurance Liability	8/24/2026	821.42
Hervas, Condon & Bersani, PC	Legal Services	State's Attorney	Insurance Liability	8/24/2026	855.00
Kinnally Flaherty Krentz Loran Hodge & Masur PC	Legal Services	State's Attorney	Insurance Liability	8/24/2026	285.00
Kinnally Flaherty Krentz Loran Hodge & Masur PC	Legal Services	State's Attorney	Insurance Liability	8/24/2026	1,235.00
Kinnally Flaherty Krentz Loran Hodge & Masur PC	Legal Services	State's Attorney	Insurance Liability	8/24/2026	760.00
[redacted]		State's Attorney	Insurance Liability	8/24/2026	37.30
Chronicle Media, LLC	Legal Trial Notices	State's Attorney	Insurance Liability	8/10/2026	90.00
Chronicle Media, LLC	Legal Trial Notices	State's Attorney	Insurance Liability	8/10/2026	30.00
Chronicle Media, LLC	Legal Trial Notices	State's Attorney	Insurance Liability	8/24/2026	30.00
Chronicle Media, LLC	Legal Trial Notices	State's Attorney	Insurance Liability	8/24/2026	90.00
Magna Legal Services, LLC	Court Reporter Costs	State's Attorney	Insurance Liability	8/24/2026	471.25
Magna Legal Services, LLC	Court Reporter Costs	State's Attorney	Insurance Liability	8/24/2026	560.60
JP Morgan Chase Bank, N.A.	Computer Software- Non Capital	State's Attorney	Insurance Liability	8/24/2026	7,053.96
Experian Marketing Solutions, LLC	Software Licensing Cost	Information Technologies	Geographic Information Systems	8/24/2026	7,159.95
JP Morgan Chase Bank, N.A.	Office Supplies	Information Technologies	Geographic Information Systems	8/24/2026	12.49
Warehouse Direct, Inc.	Office Supplies	Information Technologies	Geographic Information Systems	8/24/2026	4.11
DS Services of America, Inc. dba Primo Water NA	Operating Supplies	Information Technologies	Geographic Information Systems	8/24/2026	19.74
JP Morgan Chase Bank, N.A.	Operating Supplies	Information Technologies	Geographic Information Systems	8/24/2026	199.99
Illinois Municipal Retirement Fund (IMRF)	IMRF Contribution	Other- Countywide Expenses	Illinois Municipal Retirement	8/12/2026	11,307.70
Illinois Municipal Retirement Fund (IMRF)	IMRF Contribution	Other- Countywide Expenses	Illinois Municipal Retirement	8/12/2026	29,383.02
Rising Lights Project	External Grants	County Board	Grand Victoria Casino Elgin	8/10/2026	5,320.47
Big Rock Plowing Match Association	External Grants	County Board	Grand Victoria Casino Elgin	8/10/2026	1,050.00
Tri City Health Partnership	External Grants	County Board	Grand Victoria Casino Elgin	8/10/2026	11,568.46
Big Rock Plowing Match Association	External Grants	County Board	Grand Victoria Casino Elgin	8/24/2026	3,398.00
Quad County Urban League	External Grants	County Board	Grand Victoria Casino Elgin	8/24/2026	47,607.90
Rising Lights Project	External Grants	County Board	Grand Victoria Casino Elgin	8/24/2026	2,251.57
Rising Lights Project	External Grants	County Board	Grand Victoria Casino Elgin	8/24/2026	667.46
Metronet Subsidiary Holdings, LLC	Contractual/Consulting Services	Other- Countywide Expenses	Public Safety Sales Tax	8/10/2026	700.00
Defin.Net Solutions, Inc.	Contractual/Consulting Services	Other- Countywide Expenses	Public Safety Sales Tax	8/24/2026	9,000.00
USIC Locating Services LLC	Communications Equipment	Other- Countywide Expenses	Public Safety Sales Tax	8/24/2026	1,246.73
Defin.Net Solutions, Inc.	Contractual/Consulting Services	Other- Countywide Expenses	Judicial Technology Sales Tax	8/24/2026	8,500.00
JP Morgan Chase Bank, N.A.	Contractual/Consulting Services	Other- Countywide Expenses	Judicial Technology Sales Tax	8/24/2026	208.33
Conscisys Corporation	Software Licensing Cost	Other- Countywide Expenses	Judicial Technology Sales Tax	8/10/2026	10,500.00
Tyler Technologies, Inc. (New World)	Software Licensing Cost	Other- Countywide Expenses	Judicial Technology Sales Tax	8/24/2026	129,248.43
JP Morgan Chase Bank, N.A.	Conferences and Meetings	Other- Countywide Expenses	Judicial Technology Sales Tax	8/24/2026	1,034.80
Chicago Parts & Sound Enterprise	Automotive Equipment	Sheriff	Sheriff's Vehicle & Equipment	8/10/2026	662.94
HOV Services, Inc. dba XBP Global	Operating Supplies	Recorder	Recorder's Automation	8/24/2026	400.07
GHA Technologies, Inc.	Computer Related Supplies	Recorder	Recorder's Automation	8/10/2026	1,009.11
Land-Code, LLC	Computer Related Supplies	Recorder	Recorder's Automation	8/24/2026	454.85
Kane County Bar Foundation, Inc.	Contractual/Consulting Services	Judiciary and Courts	Children's Waiting Room	8/10/2026	14,743.64
Canon USA, Inc.	Repairs and Maint- Copiers	Circuit Clerk	Court Document Storage	8/24/2026	8.22
Canon USA, Inc.	Repairs and Maint- Copiers	Circuit Clerk	Court Document Storage	8/24/2026	38.47
Conscisys Corporation	Office Supplies	Circuit Clerk	Court Document Storage	8/24/2026	14,400.00
Tabitha Joann Watson	Court Reporter Costs	State's Attorney	Drug Prosecution	8/10/2026	236.00
Donna L. Watwood	Court Reporter Costs	State's Attorney	Drug Prosecution	8/10/2026	352.00
Margaret (Peggy) R. Beddard	Court Reporter Costs	State's Attorney	Drug Prosecution	8/24/2026	208.00
Margaret (Peggy) R. Beddard	Court Reporter Costs	State's Attorney	Drug Prosecution	8/24/2026	288.00
Dana D. Bollman	Court Reporter Costs	State's Attorney	Drug Prosecution	8/24/2026	116.00
Tabitha Joann Watson	Court Reporter Costs	State's Attorney	Domestic Violence	8/10/2026	144.00
Margaret (Peggy) R. Beddard	Court Reporter Costs	State's Attorney	Child Advocacy Center	8/10/2026	12.00
Tabitha Joann Watson	Court Reporter Costs	State's Attorney	Child Advocacy Center	8/10/2026	72.00
Donna L. Watwood	Court Reporter Costs	State's Attorney	Child Advocacy Center	8/10/2026	64.00
Margaret (Peggy) R. Beddard	Court Reporter Costs	State's Attorney	Child Advocacy Center	8/24/2026	64.00
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	State's Attorney	Child Advocacy Center	8/10/2026	20.3

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	State's Attorney	Child Advocacy Center	8/10/2026	26.30
Fox Valley Glass, Inc.	Repairs and Maint- Vehicles	State's Attorney	Child Advocacy Center	8/10/2026	931.34
JP Morgan Chase Bank, N.A.	Repairs and Maint- Vehicles	State's Attorney	Child Advocacy Center	8/24/2026	154.40
JP Morgan Chase Bank, N.A.	Conferences and Meetings	State's Attorney	Child Advocacy Center	8/24/2026	175.00
JP Morgan Chase Bank, N.A.	Employee Training	State's Attorney	Child Advocacy Center	8/24/2026	60.00
TSI Commercial Floor Covering, Inc.	Operating Supplies	State's Attorney	Child Advocacy Center	8/10/2026	14,118.00
JP Morgan Chase Bank, N.A.	Operating Supplies	State's Attorney	Child Advocacy Center	8/24/2026	1,122.18
Thomson Reuters GRC, Inc. (West Government)	Books and Subscriptions	State's Attorney	Child Advocacy Center	8/24/2026	103.15
JP Morgan Chase Bank, N.A.	Computer Software- Non Capital	State's Attorney	Child Advocacy Center	8/24/2026	16.99
WEX Bank	Fuel- Vehicles	State's Attorney	Child Advocacy Center	8/24/2026	234.72
Thomson Reuters GRC, Inc. (West Government)	Books and Subscriptions	State's Attorney	Money Laundering - State's Atty	8/24/2026	3,164.45
Thomson Reuters GRC, Inc. (West Government)	Books and Subscriptions	State's Attorney	Money Laundering - State's Atty	8/24/2026	5,460.68
JP Morgan Chase Bank, N.A.	Conferences and Meetings	Public Defender	Public Defender Special Fund	8/24/2026	1,368.76
JP Morgan Chase Bank, N.A.	Conferences and Meetings	Public Defender	Public Defender Special Fund	8/24/2026	770.05
Verizon Wireless	Operating Supplies	Public Defender	Public Defender Special Fund	8/10/2026	1,099.98
Mike Tatman	Operating Supplies	Public Defender	Public Defender Special Fund	8/24/2026	2,530.40
Ryan Alford	Operating Supplies	Emergency Management Services	EMA Volunteer Fund	8/10/2026	338.54
Gordon Flesch Company, Inc.	Repairs and Maint- Copiers	Law Library	Law Library	8/24/2026	163.71
Halle Eichert	Employee Mileage Expense	Law Library	Law Library	8/24/2026	35.09
Alphagraphics #344	Office Supplies	Law Library	Law Library	8/24/2026	445.68
Compendium Library Services, LLC	Computer Related Supplies	Law Library	Law Library	8/24/2026	1,150.00
Banks & Jordan Law Publishing Company	Books and Subscriptions	Law Library	Law Library	8/24/2026	497.85
Illinois Institute for Continuing Legal Ed (IICLE)	Books and Subscriptions	Law Library	Law Library	8/24/2026	138.75
James Publishing, Inc.	Books and Subscriptions	Law Library	Law Library	8/24/2026	175.00
Thomson Reuters GRC, Inc. (West Government)	Books and Subscriptions	Law Library	Law Library	8/24/2026	8,259.16
Thomson Reuters GRC, Inc. (West Government)	Books and Subscriptions	Law Library	Law Library	8/24/2026	4,515.16
WC Summaries, Inc.	Books and Subscriptions	Law Library	Law Library	8/24/2026	166.70
DS Services of America, Inc. dba Primo Water NA	Food	Law Library	Law Library	8/24/2026	23.09
DS Services of America, Inc. dba Primo Water NA	Food	Law Library	Law Library	8/24/2026	24.99
DS Services of America, Inc. dba Primo Water NA	Food	Law Library	Law Library	8/24/2026	30.99
JP Morgan Chase Bank, N.A.	Food	Law Library	Law Library	8/24/2026	45.02
DroneSense, Inc.	Operating Supplies	Sheriff	Cannabis Regulation - Local	8/24/2026	7,900.00
JP Morgan Chase Bank, N.A.	Operating Supplies	Sheriff	Cannabis Regulation - Local	8/24/2026	21.65
JP Morgan Chase Bank, N.A.	Operating Supplies	Sheriff	Cannabis Regulation - Local	8/24/2026	10.83
getResQ911	Salaries and Wages	Kane Comm	Kane Comm	8/10/2026	5,926.25
getResQ911	Salaries and Wages	Kane Comm	Kane Comm	8/10/2026	9,322.50
getResQ911	Salaries and Wages	Kane Comm	Kane Comm	8/24/2026	10,450.00
ComEd	Contractual/Consulting Services	Kane Comm	Kane Comm	8/10/2026	59.91
Lilly Counseling and Consultation	Contractual/Consulting Services	Kane Comm	Kane Comm	8/10/2026	960.00
Promera, LLC dba Data Clean, LLC	Contractual/Consulting Services	Kane Comm	Kane Comm	8/10/2026	1,990.00
Motorola Solutions, Inc.	Contractual/Consulting Services	Kane Comm	Kane Comm	8/24/2026	1,400.00
PowerDMS, Inc.	Contractual/Consulting Services	Kane Comm	Kane Comm	8/24/2026	2,653.27
JP Morgan Chase Bank, N.A.	Contractual/Consulting Services	Kane Comm	Kane Comm	8/24/2026	17.91
Intrado Life & Safety, Inc.	Repairs and Maint- Comm Equip	Kane Comm	Kane Comm	8/10/2026	8,314.63
Intrado Life & Safety, Inc.	Repairs and Maint- Comm Equip	Kane Comm	Kane Comm	8/10/2026	739.14
Midwest Public Safety Communications, Inc.	Repairs and Maint- Comm Equip	Kane Comm	Kane Comm	8/10/2026	876.08
Derek Poarch & Associates, LLC	Repairs and Maint- Comm Equip	Kane Comm	Kane Comm	8/24/2026	34,530.07
Paddock Publications (Daily Herald)	General Advertising	Kane Comm	Kane Comm	8/24/2026	50.60
JP Morgan Chase Bank, N.A.	Employee Training	Kane Comm	Kane Comm	8/24/2026	157.39
Christopher McMeen	Employee Mileage Expense	Kane Comm	Kane Comm	8/10/2026	4.21
Physicians Immediate Care Chicago PLLC dba Wellnow	Pre-Employment Physicals	Kane Comm	Kane Comm	8/10/2026	853.00
JP Morgan Chase Bank, N.A.	Pre-Employment Physicals	Kane Comm	Kane Comm	8/24/2026	49.00
Michelle Guthrie	Operating Supplies	Kane Comm	Kane Comm	8/10/2026	51.97
Michelle Guthrie	Operating Supplies	Kane Comm	Kane Comm	8/10/2026	26.46
JP Morgan Chase Bank, N.A.	Operating Supplies	Kane Comm	Kane Comm	8/24/2026	421.99
JP Morgan Chase Bank, N.A.	Computer Related Supplies	Kane Comm	Kane Comm	8/24/2026	109.95
[redacted]	[redacted]	Court Services	Probation Services	8/10/2026	1,078.0

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
[redacted]		Court Services	Probation Services	8/10/2026	176.40
[redacted]		Court Services	Probation Services	8/10/2026	438.06
[redacted]		Court Services	Probation Services	8/10/2026	254.80
[redacted]		Court Services	Probation Services	8/10/2026	392.00
[redacted]		Court Services	Probation Services	8/10/2026	392.00
[redacted]		Court Services	Probation Services	8/10/2026	333.20
Braden Counseling Center, P.C.	Contractual/Consulting Services	Court Services	Probation Services	8/24/2026	150.00
Ecker Center for Mental Health	Contractual/Consulting Services	Court Services	Probation Services	8/24/2026	1,250.00
Ecker Center for Mental Health	Psychological/Psychiatric Srvs	Court Services	Probation Services	8/10/2026	100.00
Mutual Ground, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	8/10/2026	110.64
Nickerson & Associates, PC	Psychological/Psychiatric Srvs	Court Services	Probation Services	8/10/2026	17,470.00
Nickerson & Associates, PC	Psychological/Psychiatric Srvs	Court Services	Probation Services	8/24/2026	21,910.00
Mutual Ground, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	8/24/2026	108.60
Mutual Ground, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	8/24/2026	65.00
Ecker Center for Mental Health	Psychological/Psychiatric Srvs	Court Services	Probation Services	8/24/2026	100.00
Ecker Center for Mental Health	Psychological/Psychiatric Srvs	Court Services	Probation Services	8/24/2026	200.00
Ecker Center for Mental Health	Psychological/Psychiatric Srvs	Court Services	Probation Services	8/24/2026	4,166.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	8/24/2026	4,166.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	8/24/2026	120.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	8/24/2026	60.00
Family Counseling Services of Aurora	Psychological/Psychiatric Srvs	Court Services	Probation Services	8/24/2026	240.00
Latino Treatment Center	Psychological/Psychiatric Srvs	Court Services	Probation Services	8/24/2026	1,870.00
Braden Counseling Center, P.C.	Psychological/Psychiatric Srvs	Court Services	Probation Services	8/24/2026	85.00
Care Clinics, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	8/24/2026	125.00
Care Clinics, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	8/24/2026	125.00
Care Clinics, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	8/24/2026	125.00
Community Crisis Center, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	8/24/2026	70.00
Community Crisis Center, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	8/24/2026	105.00
Community Crisis Center, Inc.	Psychological/Psychiatric Srvs	Court Services	Probation Services	8/24/2026	140.00
Abel Screening, Inc.	Testing Materials	Court Services	Probation Services	8/24/2026	79.00
Abel Screening, Inc.	Testing Materials	Court Services	Probation Services	8/24/2026	79.00
Abel Screening, Inc.	Testing Materials	Court Services	Probation Services	8/24/2026	79.00
Redwood Toxicology Laboratory, Inc.	Lab Services	Court Services	Substance Abuse Screening	8/24/2026	1,875.49
Redwood Toxicology Laboratory, Inc.	Lab Services	Court Services	Substance Abuse Screening	8/24/2026	1,804.19
Redwood Toxicology Laboratory, Inc.	Lab Services	Court Services	Substance Abuse Screening	8/24/2026	1,240.45
Redwood Toxicology Laboratory, Inc.	Lab Services	Court Services	Substance Abuse Screening	8/24/2026	600.44
Redwood Toxicology Laboratory, Inc.	Lab Services	Court Services	Substance Abuse Screening	8/24/2026	1,273.69
Redwood Toxicology Laboratory, Inc.	Lab Services	Court Services	Substance Abuse Screening	8/24/2026	353.17
Chestnut Health Systems, Inc.	Contractual/Consulting Services	Court Services	Drug Court Special Resources	8/10/2026	1,000.00
Gateway Foundation	Contractual/Consulting Services	Court Services	Drug Court Special Resources	8/24/2026	1,670.00
Redwood Toxicology Laboratory, Inc.	Lab Services	Court Services	Drug Court Special Resources	8/24/2026	3,302.33
WEX Bank	General Advertising	Court Services	Drug Court Special Resources	8/24/2026	101.35
Nakaye C. Thomas	Employee Training	Court Services	Drug Court Special Resources	8/10/2026	129.25
PharmChem, Inc.	Office Supplies	Court Services	Drug Court Special Resources	8/10/2026	643.64
JP Morgan Chase Bank, N.A.	Drug Court Graduation Supplies	Court Services	Drug Court Special Resources	8/24/2026	200.00
JP Morgan Chase Bank, N.A.	Sanction Incentives	Court Services	Drug Court Special Resources	8/24/2026	498.39
JP Morgan Chase Bank, N.A.	Peer Group Activities Supplies	Court Services	Drug Court Special Resources	8/24/2026	73.43
[redacted]		Court Services	Probation Victim Services	8/10/2026	22.00
[redacted]		Court Services	Probation Victim Services	8/10/2026	3.60
[redacted]		Court Services	Probation Victim Services	8/10/2026	8.94
[redacted]		Court Services	Probation Victim Services	8/10/2026	5.20
[redacted]		Court Services	Probation Victim Services	8/10/2026	8.00
[redacted]		Court Services	Probation Victim Services	8/10/2026	8.00
[redacted]		Court Services	Probation Victim Services	8/10/2026	6.80
Lighthouse Recovery, Inc.	Psychological/Psychiatric Srvs	Court Services	DUI Court	8/10/2026	300.00
Lighthouse Recovery, Inc.	Psychological/Psychiatric Srvs	Court Services	DUI Court	8/24/2026	300.00
Lighthouse Recovery, Inc.	Psychological/Psychiatric Srvs	Court Services	DUI Court	8/24/2026	300.0

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
Braden Counseling Center, P.C.	Psychological/Psychiatric Srvs	Court Services	DUI Court	8/24/2026	180.00
Braden Counseling Center, P.C.	Psychological/Psychiatric Srvs	Court Services	DUI Court	8/24/2026	150.00
PharmChem, Inc.	Lab Services	Court Services	DUI Court	8/24/2026	31.95
Redwood Toxicology Laboratory, Inc.	Lab Services	Court Services	DUI Court	8/24/2026	3,784.19
Traci M. Coers	Conferences and Meetings	Court Services	DUI Court	8/10/2026	421.00
Molly E. Martinez	Conferences and Meetings	Court Services	DUI Court	8/10/2026	411.00
Magali Padilla	Conferences and Meetings	Court Services	DUI Court	8/10/2026	421.00
Kimberly A. Reed	Conferences and Meetings	Court Services	DUI Court	8/10/2026	411.00
Trevor A. Van Kampen	Conferences and Meetings	Court Services	DUI Court	8/24/2026	321.00
JP Morgan Chase Bank, N.A.	Conferences and Meetings	Court Services	DUI Court	8/24/2026	9,865.05
Lighthouse Recovery, Inc.	Conferences and Meetings	Court Services	DUI Court	8/24/2026	266.56
Chicago Transit Authority	Incentives	Court Services	DUI Court	8/24/2026	3,720.00
JP Morgan Chase Bank, N.A.	Incentives	Court Services	DUI Court	8/24/2026	269.67
Ratliff Landscaping, Inc.	Contractual/Consulting Services	Animal Control	Animal Control	8/24/2026	2,265.71
Waste Management of Illinois - West	Contractual/Consulting Services	Animal Control	Animal Control	8/24/2026	127.57
Jeffrey R. Wieser	Contractual/Consulting Services	Animal Control	Animal Control	8/24/2026	400.00
JP Morgan Chase Bank, N.A.	Veterinarian Services	Animal Control	Animal Control	8/24/2026	854.60
DuPage Salt Company	Disposal and Water Softener Srvs	Animal Control	Animal Control	8/24/2026	29.10
JP Morgan Chase Bank, N.A.	Repairs and Maint- Buildings	Animal Control	Animal Control	8/24/2026	72.19
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Animal Control	Animal Control	8/24/2026	40.92
JP Morgan Chase Bank, N.A.	Repairs and Maint- Vehicles	Animal Control	Animal Control	8/24/2026	123.59
JP Morgan Chase Bank, N.A.	General Advertising	Animal Control	Animal Control	8/24/2026	868.33
JP Morgan Chase Bank, N.A.	Employee Training	Animal Control	Animal Control	8/24/2026	218.38
Rita Franco	Employee Mileage Expense	Animal Control	Animal Control	8/24/2026	21.75
DS Services of America, Inc. dba Primo Water NA	Office Supplies	Animal Control	Animal Control	8/24/2026	30.99
JP Morgan Chase Bank, N.A.	Office Supplies	Animal Control	Animal Control	8/24/2026	578.87
JP Morgan Chase Bank, N.A.	Operating Supplies	Animal Control	Animal Control	8/24/2026	1,722.25
City of Geneva	Utilities- Water	Animal Control	Animal Control	8/24/2026	539.57
Midwest Veterinary Supply, Inc.	Animal Care Supplies	Animal Control	Animal Control	8/10/2026	589.27
JP Morgan Chase Bank, N.A.	Animal Care Supplies	Animal Control	Animal Control	8/24/2026	133.01
Midwest Veterinary Supply, Inc.	Medical Supplies and Drugs	Animal Control	Animal Control	8/24/2026	71.63
Nicor Gas Company	Utilities- Natural Gas	Animal Control	Animal Control	8/24/2026	224.84
City of Geneva	Utilities- Electric	Animal Control	Animal Control	8/24/2026	755.80
WCP Financials, LLC	Utilities- Electric	Animal Control	Animal Control	8/24/2026	106.98
Hampton Lenzini & Renwick, Inc.	Engineering Services	Transportation	County Highway	8/24/2026	4,642.50
State Materials Engineering LLC	Engineering Services	Transportation	County Highway	8/24/2026	21,140.00
State Materials Engineering LLC	Engineering Services	Transportation	County Highway	8/24/2026	10,590.00
State Materials Engineering LLC	Engineering Services	Transportation	County Highway	8/24/2026	9,186.00
State Materials Engineering LLC	Engineering Services	Transportation	County Highway	8/24/2026	1,575.00
NV5 Geospatial, Inc.	Contractual/Consulting Services	Transportation	County Highway	8/10/2026	538.41
Tyler Medical Services, S.C.	Medical/Dental/Hospital Services	Transportation	County Highway	8/10/2026	165.00
Tyler Medical Services, S.C.	Medical/Dental/Hospital Services	Transportation	County Highway	8/24/2026	395.00
CPR and First Aid Everyday Heroes, LLC	Medical/Dental/Hospital Services	Transportation	County Highway	8/24/2026	200.00
Accela, Inc.	Software Licensing Cost	Transportation	County Highway	8/24/2026	26,801.91
Bentley Systems, Inc.	Software Licensing Cost	Transportation	County Highway	8/24/2026	5,340.00
Culligan Tri City Soft Water	Disposal and Water Softener Srvs	Transportation	County Highway	8/10/2026	91.50
Waste Management of Illinois - West	Disposal and Water Softener Srvs	Transportation	County Highway	8/10/2026	563.08
Eco Clean Maintenance, Inc.	Janitorial Services	Transportation	County Highway	8/24/2026	3,006.00
Ratliff Landscaping, Inc.	Repairs and Maint- Grounds	Transportation	County Highway	8/10/2026	1,233.00
Ratliff Landscaping, Inc.	Repairs and Maint- Grounds	Transportation	County Highway	8/24/2026	1,430.00
Impact Networking, LLC	Repairs and Maint- Copiers	Transportation	County Highway	8/10/2026	40.00
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Transportation	County Highway	8/24/2026	30.47
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Transportation	County Highway	8/24/2026	16.03
JP Morgan Chase Bank, N.A.	Repairs and Maint- Equipment	Transportation	County Highway	8/24/2026	317.45
JP Morgan Chase Bank, N.A.	Repairs and Maint- Vehicles	Transportation	County Highway	8/24/2026	462.62
George Kandathil	Conferences and Meetings	Transportation	County Highway	8/10/2026	13.50
Thomas B. Rickert	Conferences and Meetings	Transportation	County Highway	8/10/2026	1,461.1

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
Thomas B. Rickert	Conferences and Meetings	Transportation	County Highway	8/10/2026	462.78
Gretchen Hannah Klock	Conferences and Meetings	Transportation	County Highway	8/24/2026	30.36
Heidi Lichtenberger	Conferences and Meetings	Transportation	County Highway	8/24/2026	89.60
Heidi Files	Conferences and Meetings	Transportation	County Highway	8/24/2026	22.26
JP Morgan Chase Bank, N.A.	Conferences and Meetings	Transportation	County Highway	8/24/2026	250.00
JP Morgan Chase Bank, N.A.	Conferences and Meetings	Transportation	County Highway	8/24/2026	193.39
Thomas B. Rickert	Employee Mileage Expense	Transportation	County Highway	8/10/2026	95.22
Heidi Files	Employee Mileage Expense	Transportation	County Highway	8/24/2026	69.84
Gretchen Hannah Klock	Employee Mileage Expense	Transportation	County Highway	8/24/2026	19.61
Heidi Lichtenberger	Employee Mileage Expense	Transportation	County Highway	8/24/2026	15.20
Heidi Files	General Association Dues	Transportation	County Highway	8/24/2026	40.13
JP Morgan Chase Bank, N.A.	General Association Dues	Transportation	County Highway	8/24/2026	225.00
Menards, Inc.	Office Supplies	Transportation	County Highway	8/10/2026	8.04
Menards, Inc.	Office Supplies	Transportation	County Highway	8/24/2026	230.10
Menards, Inc.	Office Supplies	Transportation	County Highway	8/24/2026	131.86
Sisler's Ice, Inc.	Office Supplies	Transportation	County Highway	8/24/2026	300.25
The Tree House, Inc.	Office Supplies	Transportation	County Highway	8/24/2026	481.70
Amazon Capital Services, Inc.	Office Supplies	Transportation	County Highway	8/24/2026	200.65
Airgas North Central, Inc.	Operating Supplies	Transportation	County Highway	8/24/2026	98.37
Airgas North Central, Inc.	Operating Supplies	Transportation	County Highway	8/24/2026	220.64
Amazon Capital Services, Inc.	Operating Supplies	Transportation	County Highway	8/24/2026	50.97
JP Morgan Chase Bank, N.A.	Operating Supplies	Transportation	County Highway	8/24/2026	180.35
JP Morgan Chase Bank, N.A.	Operating Supplies	Transportation	County Highway	8/24/2026	201.36
JP Morgan Chase Bank, N.A.	Books and Subscriptions	Transportation	County Highway	8/24/2026	680.60
Menards, Inc.	Buildings and Grounds Supplies	Transportation	County Highway	8/10/2026	135.79
Menards, Inc.	Buildings and Grounds Supplies	Transportation	County Highway	8/10/2026	182.56
Menards, Inc.	Buildings and Grounds Supplies	Transportation	County Highway	8/10/2026	157.22
Menards, Inc.	Buildings and Grounds Supplies	Transportation	County Highway	8/24/2026	778.00
Amazon Capital Services, Inc.	Buildings and Grounds Supplies	Transportation	County Highway	8/24/2026	96.99
Menards, Inc.	Sign Material	Transportation	County Highway	8/10/2026	138.93
Production Plus Graphics Inc dba Sign Outlet Store	Sign Material	Transportation	County Highway	8/24/2026	299.75
Nicor Gas Company	Utilities- Natural Gas	Transportation	County Highway	8/10/2026	410.00
Nicor Gas Company	Utilities- Natural Gas	Transportation	County Highway	8/24/2026	192.61
Nicor Gas Company	Utilities- Natural Gas	Transportation	County Highway	8/24/2026	188.37
NRG Energy, Inc. dba NRG Business Marketing, LLC	Utilities- Natural Gas	Transportation	County Highway	8/24/2026	21.47
NRG Energy, Inc. dba NRG Business Marketing, LLC	Utilities- Natural Gas	Transportation	County Highway	8/24/2026	7.45
NRG Energy, Inc. dba NRG Business Marketing, LLC	Utilities- Natural Gas	Transportation	County Highway	8/24/2026	123.64
ComEd	Utilities- Electric	Transportation	County Highway	8/24/2026	2,651.10
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	8/10/2026	49.15
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	8/10/2026	46.04
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	8/10/2026	48.36
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	8/10/2026	80.40
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	8/10/2026	23.86
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	8/10/2026	120.58
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	8/24/2026	43.80
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	8/24/2026	66.57
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	8/24/2026	22.00
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	8/24/2026	22.00
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	8/24/2026	49.20
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	8/24/2026	120.71
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	8/24/2026	55.23
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	8/24/2026	90.87
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	8/24/2026	45.39
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	8/24/2026	298.46
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	8/24/2026	29.12
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	8/24/2026	62.31
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	8/24/2026	51.9

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	8/24/2026	56.21
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	8/24/2026	243.04
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	8/24/2026	3,477.27
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	8/24/2026	103.42
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	8/24/2026	266.01
ComEd	Utilities- Intersect Lighting	Transportation	County Highway	8/24/2026	3,365.31
CITY OF BATAVIA	Utilities- Intersect Lighting	Transportation	County Highway	8/24/2026	79.39
CITY OF BATAVIA	Utilities- Intersect Lighting	Transportation	County Highway	8/24/2026	96.38
CITY OF BATAVIA	Utilities- Intersect Lighting	Transportation	County Highway	8/24/2026	78.97
CITY OF BATAVIA	Utilities- Intersect Lighting	Transportation	County Highway	8/24/2026	93.58
CITY OF BATAVIA	Utilities- Intersect Lighting	Transportation	County Highway	8/24/2026	49.99
CITY OF BATAVIA	Utilities- Intersect Lighting	Transportation	County Highway	8/24/2026	101.90
Byrne Software Technologies, Inc.	Computer Software- Capital	Transportation	County Highway	8/24/2026	700.00
Suburban Teamsters of Northern Illinois	Teamsters Contribution	Transportation	Motor Fuel Tax	8/10/2026	62,484.00
Christopher B. Burke Engineering, Ltd.	Engineering Services	Transportation	Motor Fuel Tax	8/10/2026	133,448.62
BLA, Inc.	Engineering Services	Transportation	Motor Fuel Tax	8/10/2026	13,875.60
GFT Infrastructure, Inc.	Engineering Services	Transportation	Motor Fuel Tax	8/24/2026	29,486.50
Builders Paving, LLC	Repairs and Maint- Resurfacing	Transportation	Motor Fuel Tax	8/10/2026	1,802,265.64
Four Corners Operating Partnership, LP	Highway Right of Way	Transportation	Motor Fuel Tax	8/24/2026	30,800.00
SKC Construction, Inc.	Repairs and Maint- Cracksealing	Transportation	Motor Fuel Local Option	8/10/2026	247,177.34
SKC Construction, Inc.	Repairs and Maint- Cracksealing	Transportation	Motor Fuel Local Option	8/10/2026	121,935.84
Meade, Inc.	Repairs and Maint- Traffic Light	Transportation	Motor Fuel Local Option	8/24/2026	74,063.60
HR GREEN Inc (formerly SEC GROUP Inc)	Bridge Inspection	Transportation	Motor Fuel Local Option	8/24/2026	78,548.68
Cintas Corporation	Uniform Supplies	Transportation	Motor Fuel Local Option	8/10/2026	281.24
Cintas Corporation	Uniform Supplies	Transportation	Motor Fuel Local Option	8/10/2026	320.01
Cintas Corporation	Uniform Supplies	Transportation	Motor Fuel Local Option	8/10/2026	286.77
Cintas Corporation	Uniform Supplies	Transportation	Motor Fuel Local Option	8/24/2026	231.68
Cintas Corporation	Uniform Supplies	Transportation	Motor Fuel Local Option	8/24/2026	275.21
Keystone Automotive Industries, Inc.	Uniform Supplies	Transportation	Motor Fuel Local Option	8/24/2026	220.56
Amazon Capital Services, Inc.	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	8/10/2026	950.00
Bob Jass Chevrolet, Inc.	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	8/10/2026	**(80.00)**
Bob Jass Chevrolet, Inc.	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	8/10/2026	262.12
Chicago Parts & Sound Enterprise	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	8/10/2026	498.18
Chicago Parts & Sound Enterprise	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	8/10/2026	**(189.98)**
Genuine Parts Company dba NAPA Auto Parts	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	8/10/2026	391.75
Genuine Parts Company dba NAPA Auto Parts	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	8/10/2026	30.06
Genuine Parts Company dba NAPA Auto Parts	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	8/10/2026	58.08
Genuine Parts Company dba NAPA Auto Parts	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	8/10/2026	133.66
Genuine Parts Company dba NAPA Auto Parts	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	8/10/2026	**(35.94)**
Patson, Inc. dba TransChicago Truck Group	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	8/10/2026	98.22
Pomp's Tire Service, Inc.	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	8/10/2026	1,650.20
Rush Truck Centers of Illinois, Inc.	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	8/10/2026	159.00
Via Carlita, LLC dba Hawk Ford St. Charles	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	8/10/2026	127.13
Via Carlita, LLC dba Hawk Ford St. Charles	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	8/10/2026	601.95
Via Carlita, LLC dba Hawk Ford St. Charles	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	8/10/2026	70.88
Via Carlita, LLC dba Hawk Ford St. Charles	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	8/10/2026	226.68
Zoro Tools, Inc. dba Zoro	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	8/10/2026	213.99
Via Carlita, LLC dba Hawk Ford St. Charles	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	229.96
Via Carlita, LLC dba Hawk Ford St. Charles	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	391.29
Rush Truck Centers of Illinois, Inc.	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	784.38
Uline	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	313.81
JP Morgan Chase Bank, N.A.	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	2,361.27
Northern Safety & Industrial	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	167.44
Conserv FS, Inc.	Vehicle Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	937.50
Priority Products, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/10/2026	35.72
Priority Products, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/10/2026	453.95
Genuine Parts Company dba NAPA Auto Parts	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/10/2026	42.1

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
Genuine Parts Company dba NAPA Auto Parts	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/10/2026	46.60
Genuine Parts Company dba NAPA Auto Parts	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/10/2026	(11.16)
Vermeer Illinois, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/10/2026	3,272.03
Vermeer Illinois, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/10/2026	(223.18)
Winter Equipment Co, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	24,569.03
JP Morgan Chase Bank, N.A.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	1,043.35
Keystone Automotive Industries, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	374.96
Keystone Automotive Industries, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	24.59
Moove NA Distribution Holdings, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	448.00
Priority Products, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	158.48
Priority Products, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	26.87
Priority Products, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	51.78
Priority Products, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	64.18
Priority Products, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	32.86
Priority Products, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	13.73
Priority Products, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	23.71
Priority Products, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	6.51
Ralph Helm, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	89.50
Ralph Helm, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	245.00
Valley Hydraulic Service, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	277.74
Valley Hydraulic Service, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	141.00
Amazon Capital Services, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	697.72
Amazon Capital Services, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	29.98
Amazon Capital Services, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	77.99
Amazon Capital Services, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	178.70
Amazon Capital Services, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	77.99
Amazon Capital Services, Inc.	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	185.99
DeKane Equipment Corp	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	687.90
DeKane Equipment Corp	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	758.05
Dultmeier Sales LLC	Equipment Parts/Supplies	Transportation	Motor Fuel Local Option	8/24/2026	48.93
Zoro Tools, Inc. dba Zoro	Tools	Transportation	Motor Fuel Local Option	8/10/2026	19.39
Brian Platou dba BP Tools, LLC	Tools	Transportation	Motor Fuel Local Option	8/10/2026	173.95
Brian Platou dba BP Tools, LLC	Tools	Transportation	Motor Fuel Local Option	8/10/2026	350.90
Brian Platou dba BP Tools, LLC	Tools	Transportation	Motor Fuel Local Option	8/24/2026	192.95
Grainger Inc	Tools	Transportation	Motor Fuel Local Option	8/24/2026	388.33
JP Morgan Chase Bank, N.A.	Tools	Transportation	Motor Fuel Local Option	8/24/2026	353.94
Zoro Tools, Inc. dba Zoro	Tools	Transportation	Motor Fuel Local Option	8/24/2026	181.99
Amazon Capital Services, Inc.	Tools	Transportation	Motor Fuel Local Option	8/24/2026	167.64
Amazon Capital Services, Inc.	Tools	Transportation	Motor Fuel Local Option	8/24/2026	589.99
Welch Bros, Inc.	Culverts	Transportation	Motor Fuel Local Option	8/10/2026	9,090.00
Welch Bros, Inc.	Culverts	Transportation	Motor Fuel Local Option	8/10/2026	17,355.00
Amrize Mid-America, Inc.	Road Material	Transportation	Motor Fuel Local Option	8/10/2026	403.49
Amrize Mid-America, Inc.	Road Material	Transportation	Motor Fuel Local Option	8/10/2026	200.84
Amrize Mid-America, Inc.	Road Material	Transportation	Motor Fuel Local Option	8/10/2026	202.02
Amrize Mid-America, Inc.	Road Material	Transportation	Motor Fuel Local Option	8/10/2026	206.08
Amrize Mid-America, Inc.	Road Material	Transportation	Motor Fuel Local Option	8/10/2026	578.24
Menards, Inc.	Road Material	Transportation	Motor Fuel Local Option	8/10/2026	134.25
Menards, Inc.	Road Material	Transportation	Motor Fuel Local Option	8/10/2026	9.98
Prime Tack & Seal Co.	Road Material	Transportation	Motor Fuel Local Option	8/10/2026	443.00
Prime Tack & Seal Co.	Road Material	Transportation	Motor Fuel Local Option	8/10/2026	1,005.61
Prime Tack & Seal Co.	Road Material	Transportation	Motor Fuel Local Option	8/10/2026	1,005.61
Prime Tack & Seal Co.	Road Material	Transportation	Motor Fuel Local Option	8/10/2026	996.75
Prime Tack & Seal Co.	Road Material	Transportation	Motor Fuel Local Option	8/10/2026	1,005.61
Prime Tack & Seal Co.	Road Material	Transportation	Motor Fuel Local Option	8/24/2026	1,036.62
Prime Tack & Seal Co.	Road Material	Transportation	Motor Fuel Local Option	8/24/2026	987.89
Menards, Inc.	Road Material	Transportation	Motor Fuel Local Option	8/24/2026	32.20
Menards, Inc.	Road Material	Transportation	Motor Fuel Local Option	8/24/2026	204.1

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
Menards, Inc.	Road Material	Transportation	Motor Fuel Local Option	8/24/2026	59.90
Builders Asphalt, LLC	Road Material	Transportation	Motor Fuel Local Option	8/24/2026	1,869.00
Builders Asphalt, LLC	Road Material	Transportation	Motor Fuel Local Option	8/24/2026	301.50
JP Morgan Chase Bank, N.A.	Road Material	Transportation	Motor Fuel Local Option	8/24/2026	77.46
Petroleum Traders Corporation	Fuel- Vehicles	Transportation	Motor Fuel Local Option	8/10/2026	26,222.60
Randy's Enterprises, Inc. dba Randy's Cycle	Automotive Equipment	Transportation	Motor Fuel Local Option	8/10/2026	16,771.80
M-B Companies, Inc.	Machinery and Equipment	Transportation	Motor Fuel Local Option	8/24/2026	441,207.73
Burns & McDonnell Engineering Co	Engineering Services	Transportation	Transportation Sales Tax	8/10/2026	46,395.64
Crawford, Murphy & Tilly, Inc.	Engineering Services	Transportation	Transportation Sales Tax	8/10/2026	46,654.31
Crawford, Murphy & Tilly, Inc.	Engineering Services	Transportation	Transportation Sales Tax	8/24/2026	8,331.35
Trilon Group Holdings, LLC dba Gonzalez Companies	Engineering Services	Transportation	Transportation Sales Tax	8/24/2026	3,838.30
V3 Construction Group, LTD	Engineering Services	Transportation	Transportation Sales Tax	8/24/2026	6,082.10
V3 Construction Group, LTD	Engineering Services	Transportation	Transportation Sales Tax	8/24/2026	4,670.00
Burns & McDonnell Engineering Co	Engineering Services	Transportation	Transportation Sales Tax	8/24/2026	47,709.69
Christopher B. Burke Engineering, Ltd.	Engineering Services	Transportation	Transportation Sales Tax	8/24/2026	29,168.54
Alfred Benesch & Company	Engineering Services	Transportation	Transportation Sales Tax	8/24/2026	3,559.94
Helm Electric Facility Solutions, Inc.	Road Construction	Transportation	Transportation Sales Tax	8/10/2026	145,310.27
State of Illinois Treasurer - IDOT	Road Construction	Transportation	Transportation Sales Tax	8/24/2026	171,089.81
State of Illinois Treasurer - IDOT	Road Construction	Transportation	Transportation Sales Tax	8/24/2026	9,560.50
Chicago Title Company, LLC	Highway Right of Way	Transportation	Transportation Sales Tax	8/10/2026	310.00
Chicago Title Company, LLC	Highway Right of Way	Transportation	Transportation Sales Tax	8/10/2026	230.00
Chicago Title Company, LLC	Highway Right of Way	Transportation	Transportation Sales Tax	8/10/2026	48.00
Chicago Title Company, LLC	Highway Right of Way	Transportation	Transportation Sales Tax	8/10/2026	106.00
David DeGarcia	Highway Right of Way	Transportation	Transportation Sales Tax	8/10/2026	8,000.00
ComEd	Highway Right of Way	Transportation	Transportation Sales Tax	8/20/2026	6,700.00
Woodbridge South Homeowners Association	Highway Right of Way	Transportation	Transportation Sales Tax	8/24/2026	1,300.00
Chicago Title Company, LLC	Highway Right of Way	Transportation	Transportation Sales Tax	8/24/2026	56.00
Chicago Title Company, LLC	Highway Right of Way	Transportation	Transportation Sales Tax	8/24/2026	825.00
BRRE II, LLC	Highway Right of Way	Transportation	Transportation Sales Tax	8/24/2026	20,700.00
Chicago Central & Pacific Railroad	Highway Right of Way	Transportation	Transportation Sales Tax	8/28/2026	59,500.00
Bonterra Tech, LLC	Computer Software- Non Capital	State's Attorney	Opioid Settlement Fund	8/24/2026	9,274.00
Jose Huerta	Food Permits	Health	County Health	8/10/2026	181.00
Katie's Classic Cookies, LLC	Food Permits	Health	County Health	8/10/2026	181.00
Special Project Staffing dba The Salem Group	Contractual/Consulting Services	Health	County Health	8/10/2026	579.60
Special Project Staffing dba The Salem Group	Contractual/Consulting Services	Health	County Health	8/10/2026	579.60
Robert Half, Inc.	Contractual/Consulting Services	Health	County Health	8/10/2026	2,764.80
Robert Half, Inc.	Contractual/Consulting Services	Health	County Health	8/10/2026	2,764.80
Robert Half, Inc.	Contractual/Consulting Services	Health	County Health	8/24/2026	2,211.84
Robert Half, Inc.	Contractual/Consulting Services	Health	County Health	8/24/2026	2,764.80
Robert Half, Inc.	Contractual/Consulting Services	Health	County Health	8/24/2026	2,764.80
Jennifer Austin-Smith	Contractual/Consulting Services	Health	County Health	8/24/2026	50.00
Propio LS, LLC	Contractual/Consulting Services	Health	County Health	8/24/2026	1,143.82
Special Project Staffing dba The Salem Group	Contractual/Consulting Services	Health	County Health	8/24/2026	579.60
MedPro Waste Disposal, LLC	Disposal and Water Softener Srvs	Health	County Health	8/24/2026	72.31
Stericycle, Inc.	Disposal and Water Softener Srvs	Health	County Health	8/24/2026	286.64
Stericycle, Inc.	Disposal and Water Softener Srvs	Health	County Health	8/24/2026	731.73
Eco Clean Maintenance, Inc.	Janitorial Services	Health	County Health	8/10/2026	2,532.00
McLean SS, Inc. dba McLean Auto Repair	Repairs and Maint- Vehicles	Health	County Health	8/24/2026	531.62
Gordon Flesch Company, Inc.	Repairs and Maint- Office Equip	Health	County Health	8/10/2026	279.00
Impact Networking, LLC	Repairs and Maint- Office Equip	Health	County Health	8/10/2026	343.20
Toshiba America Business Solutions, Inc	Repairs and Maint- Office Equip	Health	County Health	8/10/2026	30.00
Toshiba America Business Solutions, Inc	Repairs and Maint- Office Equip	Health	County Health	8/10/2026	64.30
Toshiba America Business Solutions, Inc	Repairs and Maint- Office Equip	Health	County Health	8/24/2026	10.66
Toshiba America Business Solutions, Inc	Repairs and Maint- Office Equip	Health	County Health	8/24/2026	779.41
Marvin E. Lindsey	Employee Training	Health	County Health	8/24/2026	400.00
Nora S. Arch	Employee Mileage Expense	Health	County Health	8/10/2026	42.05
Nora S. Arch	Employee Mileage Expense	Health	County Health	8/24/2026	13.2

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
JP Morgan Chase Bank, N.A.	Employee Mileage Expense	Health	County Health	8/24/2026	40.00
DS Services of America, Inc. dba Primo Water NA	Operating Supplies	Health	County Health	8/10/2026	21.94
DS Services of America, Inc. dba Primo Water NA	Operating Supplies	Health	County Health	8/10/2026	102.95
DS Services of America, Inc. dba Primo Water NA	Operating Supplies	Health	County Health	8/10/2026	103.96
JP Morgan Chase Bank, N.A.	Operating Supplies	Health	County Health	8/24/2026	67.96
Feece Oil Company	Fuel- Vehicles	Health	County Health	8/10/2026	16.06
Feece Oil Company	Fuel- Vehicles	Health	County Health	8/10/2026	82.38
Feece Oil Company	Fuel- Vehicles	Health	County Health	8/10/2026	24.25
Feece Oil Company	Fuel- Vehicles	Health	County Health	8/10/2026	47.05
Feece Oil Company	Fuel- Vehicles	Health	County Health	8/10/2026	60.87
Feece Oil Company	Fuel- Vehicles	Health	County Health	8/24/2026	26.95
Feece Oil Company	Fuel- Vehicles	Health	County Health	8/24/2026	52.64
Feece Oil Company	Fuel- Vehicles	Health	County Health	8/24/2026	26.56
WEX Bank	Fuel- Vehicles	Health	County Health	8/24/2026	172.80
JP Morgan Chase Bank, N.A.	Contractual/Consulting Services	Health	County Health	8/24/2026	4,947.60
Liliana L. Peterson	Employee Mileage Expense	Health	County Health	8/24/2026	34.05
Liliana L. Peterson	Employee Mileage Expense	Health	County Health	8/24/2026	10.41
Tina Koral	General Association Dues	Health	County Health	8/24/2026	203.25
Michelle Meyer	General Association Dues	Health	County Health	8/24/2026	143.33
Nathan Ritzema	General Association Dues	Health	County Health	8/24/2026	179.52
Cindy Rodriguez	Employee Mileage Expense	Health	County Health	8/10/2026	66.27
Teresa Roman	Employee Mileage Expense	Health	County Health	8/24/2026	34.12
Erin T. Gasim	Employee Mileage Expense	Health	County Health	8/24/2026	50.20
Lorena Gonzalez	Employee Mileage Expense	Health	County Health	8/24/2026	68.78
Susan R. Mrazek	Employee Mileage Expense	Health	County Health	8/24/2026	8.35
Susan R. Mrazek	Employee Mileage Expense	Health	County Health	8/24/2026	37.29
Cindy Rodriguez	Employee Mileage Expense	Health	County Health	8/24/2026	51.83
JP Morgan Chase Bank, N.A.	Employee Training	Health	County Health	8/24/2026	360.00
Jennifer Schelstreet	Employee Mileage Expense	Health	County Health	8/10/2026	58.29
William Thwaits	Employee Mileage Expense	Health	County Health	8/10/2026	15.59
Nicholas Wall	Employee Mileage Expense	Health	County Health	8/10/2026	111.43
Nicholas Wall	Employee Mileage Expense	Health	County Health	8/24/2026	113.39
William Thwaits	Employee Mileage Expense	Health	County Health	8/24/2026	90.67
William Thwaits	Employee Mileage Expense	Health	County Health	8/24/2026	51.98
Jennifer Schelstreet	Employee Mileage Expense	Health	County Health	8/24/2026	174.72
William Thwaits	Employee Mileage Expense	Health	County Health	8/24/2026	10.03
Adam Brill	Employee Mileage Expense	Health	County Health	8/24/2026	173.58
Nicole Evans	Employee Mileage Expense	Health	County Health	8/24/2026	3.13
Nicole Evans	Employee Mileage Expense	Health	County Health	8/24/2026	121.07
Taylor R. Gomez	Employee Mileage Expense	Health	County Health	8/24/2026	32.48
Taylor R. Gomez	Employee Mileage Expense	Health	County Health	8/24/2026	49.93
Neal Molnar	Employee Mileage Expense	Health	County Health	8/24/2026	122.24
Jasmine Navarro	Employee Mileage Expense	Health	County Health	8/24/2026	135.85
Jasmine Navarro	Employee Mileage Expense	Health	County Health	8/24/2026	1.66
Jasmine Navarro	Employee Mileage Expense	Health	County Health	8/24/2026	106.17
Shivani V. Patel	Employee Mileage Expense	Health	County Health	8/24/2026	453.87
Shivani V. Patel	Employee Mileage Expense	Health	County Health	8/24/2026	2.54
Mary J. Rivera	Employee Mileage Expense	Health	County Health	8/24/2026	115.78
Mary J. Rivera	Employee Mileage Expense	Health	County Health	8/24/2026	108.60
Jennifer Schelstreet	Employee Mileage Expense	Health	County Health	8/24/2026	105.20
Amazon Capital Services, Inc.	Office Supplies	Health	County Health	8/24/2026	41.98
JP Morgan Chase Bank, N.A.	Software Licensing Cost	Health	County Health	8/24/2026	108.00
Uchenna S. Onwuta	Conferences and Meetings	Health	County Health	8/24/2026	230.09
JP Morgan Chase Bank, N.A.	Employee Training	Health	County Health	8/24/2026	(50.00)
Uchenna S. Onwuta	Employee Mileage Expense	Health	County Health	8/24/2026	67.35
Paddock Publications (Daily Herald)	Operating Supplies	Health	County Health	8/24/2026	46.00
Mitchell & McCormick, Inc	Contractual/Consulting Services	Health	County Health	8/24/2026	450.0

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
JP Morgan Chase Bank, N.A.	Conferences and Meetings	Health	County Health	8/24/2026	207.00
Brenda M Ochoa	Employee Mileage Expense	Health	County Health	8/10/2026	186.62
Brenda M Ochoa	Employee Mileage Expense	Health	County Health	8/10/2026	62.21
Brenda M Ochoa	Employee Mileage Expense	Health	County Health	8/24/2026	130.42
Brenda M Ochoa	Employee Mileage Expense	Health	County Health	8/24/2026	43.47
April A. Ramangkoun	Employee Mileage Expense	Health	County Health	8/24/2026	13.70
April A. Ramangkoun	Employee Mileage Expense	Health	County Health	8/24/2026	13.70
April A. Ramangkoun	Employee Mileage Expense	Health	County Health	8/24/2026	14.36
April A. Ramangkoun	Employee Mileage Expense	Health	County Health	8/24/2026	14.36
Fabiola Lopez	Employee Mileage Expense	Health	County Health	8/24/2026	22.19
Mozart Holdings, LP dba Medline Industries, LP	Medical Supplies and Drugs	Health	County Health	8/10/2026	912.51
Mozart Holdings, LP dba Medline Industries, LP	Medical Supplies and Drugs	Health	County Health	8/10/2026	59.06
County of Winnebago	Contractual/Consulting Services	Health	County Health	8/24/2026	339.00
Anthony Rizzo	Contractual/Consulting Services	Health	County Health	8/24/2026	3,750.00
JP Morgan Chase Bank, N.A.	Lab Services	Health	County Health	8/24/2026	235.60
Sharon Cabrera	Employee Mileage Expense	Health	County Health	8/24/2026	35.72
Sharon Cabrera	Employee Mileage Expense	Health	County Health	8/24/2026	44.08
Illinois Department of Public Health	Grant Services	Health	County Health	8/10/2026	10,175.61
LAN Marketing, LTD dba LAN Office Furnishings	Operating Supplies	Health	County Health	8/10/2026	8,733.58
Amazon Capital Services, Inc.	Operating Supplies	Health	County Health	8/24/2026	101.22
Elizabeth Nunez	Employee Mileage Expense	Health	County Health	8/10/2026	79.99
Amazon Capital Services, Inc.	Operating Supplies	Health	County Health	8/10/2026	9,478.89
Amazon Capital Services, Inc.	Operating Supplies	Health	County Health	8/10/2026	1,835.10
El Buen Taco Incorporated	Operating Supplies	Health	County Health	8/24/2026	2,500.00
JP Morgan Chase Bank, N.A.	Operating Supplies	Health	County Health	8/24/2026	53.57
4Imprint, Inc.	Operating Supplies	Health	County Health	8/24/2026	955.63
Illinois State Board of Education	Kane Kares- ISBE Grant	Health	Kane Kares	8/24/2026	56,899.00
Kristina Brown	Employee Mileage Expense	Health	Kane Kares	8/24/2026	59.16
Fabiola Lopez	Employee Mileage Expense	Health	Kane Kares	8/24/2026	191.82
Regents of the University of Colorado	Employee Training	Health	Kane Kares	8/24/2026	75.00
Lisa Bloom	Employee Mileage Expense	Health	Kane Kares	8/24/2026	21.51
Fabiola Lopez	Employee Mileage Expense	Health	Kane Kares	8/24/2026	65.66
Mozart Holdings, LP dba Medline Industries, LP	Operating Supplies	Health	Kane Kares	8/10/2026	27.81
Enriching Partnerships for Early Learning	Contractual/Consulting Services	Health	American Rescue Plan	8/10/2026	7,983.58
Family Counseling Services of Aurora	Contractual/Consulting Services	Health	American Rescue Plan	8/10/2026	48,976.38
Family Service Association of Greater Elgin Area	Contractual/Consulting Services	Health	American Rescue Plan	8/10/2026	3,826.47
Family Service Association of Greater Elgin Area	Contractual/Consulting Services	Health	American Rescue Plan	8/10/2026	1,190.40
Fox Valley Hands of Hope, Inc.	Contractual/Consulting Services	Health	American Rescue Plan	8/10/2026	22,002.72
Fox Valley Hands of Hope, Inc.	Contractual/Consulting Services	Health	American Rescue Plan	8/10/2026	40,433.37
Bianca Gonzalez	Contractual/Consulting Services	Health	American Rescue Plan	8/10/2026	192.50
Public Action to Deliver Shelter dba Hesed House	Contractual/Consulting Services	Health	American Rescue Plan	8/10/2026	8,375.77
Suicide Prevention Services	Contractual/Consulting Services	Health	American Rescue Plan	8/10/2026	13,392.58
VNA Health Care	Contractual/Consulting Services	Health	American Rescue Plan	8/10/2026	1,167.24
World Relief Corporation	Contractual/Consulting Services	Health	American Rescue Plan	8/10/2026	48,515.66
World Relief Corporation	Contractual/Consulting Services	Health	American Rescue Plan	8/24/2026	26,557.97
Volunteers of America of Illinois	Contractual/Consulting Services	Health	American Rescue Plan	8/24/2026	10,908.45
Volunteers of America of Illinois	Contractual/Consulting Services	Health	American Rescue Plan	8/24/2026	5,576.43
Well Child Conference of Elgin dba Well Child Cent	Contractual/Consulting Services	Health	American Rescue Plan	8/24/2026	21,272.43
TriCity Family Services	Contractual/Consulting Services	Health	American Rescue Plan	8/24/2026	6,748.77
TriCity Family Services	Contractual/Consulting Services	Health	American Rescue Plan	8/24/2026	23,014.17
Two Rivers Head Start Agency	Contractual/Consulting Services	Health	American Rescue Plan	8/24/2026	10,280.80
Two Rivers Head Start Agency	Contractual/Consulting Services	Health	American Rescue Plan	8/24/2026	6,518.55
Mutual Ground, Inc.	Contractual/Consulting Services	Health	American Rescue Plan	8/24/2026	12,637.11
Fox Valley Hands of Hope, Inc.	Contractual/Consulting Services	Health	American Rescue Plan	8/24/2026	6,258.14
Family Service Association of Greater Elgin Area	Contractual/Consulting Services	Health	American Rescue Plan	8/24/2026	16,823.59
Federacion de Clubes Michoacanos en Illinois	Contractual/Consulting Services	Health	American Rescue Plan	8/24/2026	24,950.27
Enriching Partnerships for Early Learning	Contractual/Consulting Services	Health	American Rescue Plan	8/24/2026	8,039.5

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
Enriching Partnerships for Early Learning	Contractual/Consulting Services	Health	American Rescue Plan	8/24/2026	7,239.73
Advocacy & Education Consulting, LLC	Contractual/Consulting Services	Health	American Rescue Plan	8/24/2026	250.00
Association for Individual Development	Contractual/Consulting Services	Health	American Rescue Plan	8/24/2026	78,000.00
Aurora Area Interfaith Food Pantry	Contractual/Consulting Services	Health	American Rescue Plan	8/24/2026	3,497.21
Community Crisis Center, Inc.	Contractual/Consulting Services	Health	American Rescue Plan	8/24/2026	5,810.48
Illinois Supply Company	Operating Supplies	Health	American Rescue Plan	8/10/2026	1,349.97
Illinois Supply Company	Operating Supplies	Health	American Rescue Plan	8/24/2026	2,443.00
4Imprint, Inc.	Operating Supplies	Health	American Rescue Plan	8/24/2026	3,226.27
ACME Auto Leasing, LLC	Contractual/Consulting Services	Other- Countywide Expenses	American Rescue Plan	8/24/2026	1,578.00
Teyolia, LLC	Counseling Services	Other- Countywide Expenses	American Rescue Plan	8/10/2026	3,875.00
Julie Turner, MSW	Counseling Services	Other- Countywide Expenses	American Rescue Plan	8/10/2026	2,375.00
Julie Turner, MSW	Counseling Services	Other- Countywide Expenses	American Rescue Plan	8/10/2026	3,250.00
AmaOli, PLLC dba Luna Behavioral Health Center	Counseling Services	Other- Countywide Expenses	American Rescue Plan	8/10/2026	4,125.00
AmaOli, PLLC dba Luna Behavioral Health Center	Counseling Services	Other- Countywide Expenses	American Rescue Plan	8/24/2026	687.50
AmaOli, PLLC dba Luna Behavioral Health Center	Counseling Services	Other- Countywide Expenses	American Rescue Plan	8/24/2026	4,875.00
Roots & Wings Counseling Consultants, PLLC	Counseling Services	Other- Countywide Expenses	American Rescue Plan	8/24/2026	187.50
Julie Turner, MSW	Counseling Services	Other- Countywide Expenses	American Rescue Plan	8/24/2026	2,875.00
Leida A. Woodham	Counseling Services	Other- Countywide Expenses	American Rescue Plan	8/24/2026	4,187.50
Alarm Detection Systems, Inc.	Special Purpose Equipment	Other- Countywide Expenses	American Rescue Plan	8/10/2026	82.26
F.E. Moran, Inc. Mechanical Services	Building Improvements	Other- Countywide Expenses	American Rescue Plan	8/10/2026	65,717.40
Hartwig Mechanical, LLC	Building Improvements	Other- Countywide Expenses	American Rescue Plan	8/10/2026	127,429.20
Hartwig Mechanical, LLC	Building Improvements	Other- Countywide Expenses	American Rescue Plan	8/10/2026	77,479.20
Hartwig Mechanical, LLC	Building Improvements	Other- Countywide Expenses	American Rescue Plan	8/10/2026	19,800.00
Hartwig Mechanical, LLC	Building Improvements	Other- Countywide Expenses	American Rescue Plan	8/10/2026	5,400.00
Hartwig Mechanical, LLC	Building Improvements	Other- Countywide Expenses	American Rescue Plan	8/10/2026	44,100.90
Trane US, Inc. dba Trane	Building Improvements	Other- Countywide Expenses	American Rescue Plan	8/10/2026	145,357.60
Valdes Engineering Company	Building Improvements	Other- Countywide Expenses	American Rescue Plan	8/24/2026	4,475.00
Valdes Engineering Company	Building Improvements	Other- Countywide Expenses	American Rescue Plan	8/24/2026	5,010.00
Trane US, Inc. dba Trane	Building Improvements	Other- Countywide Expenses	American Rescue Plan	8/24/2026	0.00
Kluber, Inc.	Building Improvements	Other- Countywide Expenses	American Rescue Plan	8/24/2026	1,297.60
Elgin Area Convention & Visitors Bureau	External Grants	Other- Countywide Expenses	American Rescue Plan	8/10/2026	105,104.44
Hey & Associates, Inc.	Contractual/Consulting Services	Other- Countywide Expenses	American Rescue Plan	8/10/2026	1,035.00
Huddleston McBride Services, LLC	Contractual/Consulting Services	Other- Countywide Expenses	American Rescue Plan	8/10/2026	12,950.00
Baxter & Woodman, Inc.	Contractual/Consulting Services	Other- Countywide Expenses	American Rescue Plan	8/24/2026	930.00
Miller, Hall & Triggs, LLC	Legal Services	Veterans' Commission	Veterans' Commission	8/10/2026	614.00
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Veterans' Commission	Veterans' Commission	8/10/2026	63.02
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Veterans' Commission	Veterans' Commission	8/10/2026	39.25
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	Veterans' Commission	Veterans' Commission	8/10/2026	66.10
Jacob Zimmerman	Employee Mileage Expense	Veterans' Commission	Veterans' Commission	8/24/2026	25.84
JP Morgan Chase Bank, N.A.	Contractual/Consulting Services	Information Technologies	Web Technical Services	8/24/2026	19.95
Gilmore Marketing Concepts, Inc. dba GMCI Creative	Contractual/Consulting Services	Development	Economic Development	8/10/2026	19,609.00
Gilmore Marketing Concepts, Inc. dba GMCI Creative	Contractual/Consulting Services	Development	Economic Development	8/10/2026	28,735.00
New Venture Advisors, LLC	Contractual/Consulting Services	Development	Economic Development	8/10/2026	3,850.00
New Venture Advisors, LLC	Contractual/Consulting Services	Development	Economic Development	8/24/2026	7,500.00
Gilmore Marketing Concepts, Inc. dba GMCI Creative	Contractual/Consulting Services	Development	Economic Development	8/24/2026	21,394.24
Kamps Sustainable Agriculture Group, LLC	Contractual/Consulting Services	Development	Economic Development	8/24/2026	1,404.20
Kane County Economic Development Corporation	Contractual/Consulting Services	Development	Economic Development	8/10/2026	112.26
Transcendent Audio Video	Contractual/Consulting Services	Development	Economic Development	8/10/2026	3,026.33
Valley Industrial Association	Contractual/Consulting Services	Development	Economic Development	8/10/2026	6,666.67
Michael P. Cassa	Contractual/Consulting Services	Development	Economic Development	8/10/2026	13,856.74
CoStar Realty Information, Inc.	Contractual/Consulting Services	Development	Economic Development	8/10/2026	950.00
DCC Marketing, LLC	Contractual/Consulting Services	Development	Economic Development	8/10/2026	11,583.33
DCC Marketing, LLC	Contractual/Consulting Services	Development	Economic Development	8/10/2026	8,050.00
Barbara M. Erdmann	Contractual/Consulting Services	Development	Economic Development	8/10/2026	2,500.00
Illinois Manufacturing Excellence Center	Contractual/Consulting Services	Development	Economic Development	8/10/2026	6,067.00
Illinois Manufacturing Excellence Center	Contractual/Consulting Services	Development	Economic Development	8/10/2026	6,067.00
Illinois Manufacturing Excellence Center	Contractual/Consulting Services	Development	Economic Development	8/24/2026	13,334.0

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
Illinois Manufacturing Excellence Center	Contractual/Consulting Services	Development	Economic Development	8/24/2026	13,334.00
Kruis, Inc.	Contractual/Consulting Services	Development	Economic Development	8/24/2026	500.00
Law Office of Gary M. Vanek, PC	Contractual/Consulting Services	Development	Economic Development	8/24/2026	3,226.00
Batavia Enterprises Real Estate, LLC	Contractual/Consulting Services	Development	Economic Development	8/24/2026	2,160.00
Batavia Enterprises Real Estate, LLC	Contractual/Consulting Services	Development	Economic Development	8/24/2026	5,254.70
JP Morgan Chase Bank, N.A.	Employee Training	Development	Community Dev Block Program	8/24/2026	(105.93)
JP Morgan Chase Bank, N.A.	Employee Training	Development	HOME Program	8/24/2026	(105.94)
Alpha Environmental, Inc.	Professional Services	Development	Cost Share Drainage	8/10/2026	2,790.00
Illinois Environmental Protection Agency	General Association Dues	Development	Cost Share Drainage	8/10/2026	1,000.00
Geosyntec Consultants, Inc.	Contractual/Consulting Services	Development	Cost Share Drainage	8/10/2026	11,066.49
Padala Investments, LLC	Miscellaneous Contractual Exp	Health	Continuum of Care Planning Grant	8/24/2026	2,170.00
Padala Investments, LLC	Miscellaneous Contractual Exp	Health	Continuum of Care Planning Grant	8/24/2026	3,237.46
Padala Investments, LLC	Miscellaneous Contractual Exp	Health	Continuum of Care Planning Grant	8/24/2026	3,860.00
Preferred Home Realty dba Preferred Management	Miscellaneous Contractual Exp	Health	Continuum of Care Planning Grant	8/24/2026	1,450.00
Scott R. Woeppel dba Elgin Rental Properties, LLC	Miscellaneous Contractual Exp	Health	Continuum of Care Planning Grant	8/24/2026	1,350.00
Tisa M. Baum	Employee Mileage Expense	Health	Home - ARP	8/24/2026	251.33
Tisa M. Baum	Employee Mileage Expense	Health	Home - ARP	8/24/2026	152.08
Vikas Agrawal	Miscellaneous Contractual Exp	Health	Home - ARP	8/24/2026	1,400.00
Willard E. Groth	Miscellaneous Contractual Exp	Health	Home - ARP	8/24/2026	1,900.00
JHG Real Estate, Inc.	Miscellaneous Contractual Exp	Health	Home - ARP	8/24/2026	2,130.00
Larry Daniel Larsen	Miscellaneous Contractual Exp	Health	Home - ARP	8/24/2026	1,400.00
Lorlyn of Batavia, LLC	Miscellaneous Contractual Exp	Health	Home - ARP	8/24/2026	1,375.00
Alberto Marmolejo	Miscellaneous Contractual Exp	Health	Home - ARP	8/24/2026	1,450.00
Padala Investments, LLC	Miscellaneous Contractual Exp	Health	Home - ARP	8/24/2026	3,100.00
Padala Investments, LLC	Miscellaneous Contractual Exp	Health	Home - ARP	8/24/2026	4,340.00
Padala Investments, LLC	Miscellaneous Contractual Exp	Health	Home - ARP	8/24/2026	4,340.00
Preferred Home Realty dba Preferred Management	Miscellaneous Contractual Exp	Health	Home - ARP	8/24/2026	1,400.00
Preferred Home Realty dba Preferred Management	Miscellaneous Contractual Exp	Health	Home - ARP	8/24/2026	1,750.00
Preferred Home Realty dba Preferred Management	Miscellaneous Contractual Exp	Health	Home - ARP	8/24/2026	1,300.00
Preferred Home Realty dba Preferred Management	Miscellaneous Contractual Exp	Health	Home - ARP	8/24/2026	1,350.00
Alia Sarfraz	Miscellaneous Contractual Exp	Health	Home - ARP	8/24/2026	2,090.00
Scott R. Woeppel dba Elgin Rental Properties, LLC	Miscellaneous Contractual Exp	Health	Home - ARP	8/24/2026	1,150.00
Scott R. Woeppel dba Elgin Rental Properties, LLC	Miscellaneous Contractual Exp	Health	Home - ARP	8/24/2026	1,125.00
Shodeen Family Property Co, LLC	Miscellaneous Contractual Exp	Health	Home - ARP	8/24/2026	1,740.00
Thompson Capital Investments, LLC	Miscellaneous Contractual Exp	Health	Home - ARP	8/24/2026	3,140.00
Tridev Realty, LLC	Miscellaneous Contractual Exp	Health	Home - ARP	8/24/2026	1,700.00
UP Hanover Landing, LP	Miscellaneous Contractual Exp	Health	Home - ARP	8/24/2026	1,125.00
UP Hanover Landing, LP	Miscellaneous Contractual Exp	Health	Home - ARP	8/24/2026	1,125.00
UP Hanover Landing, LP	Miscellaneous Contractual Exp	Health	Home - ARP	8/24/2026	1,125.00
Todd R Von Ohlen	Miscellaneous Contractual Exp	Health	Home - ARP	8/24/2026	1,450.00
Raquel S. Willis	Miscellaneous Contractual Exp	Health	Home - ARP	8/24/2026	2,500.00
Engineering Resource Associates, Inc.	Contractual/Consulting Services	Environmental Management	Stormwater Management	8/10/2026	2,806.11
Engineering Resource Associates, Inc.	Contractual/Consulting Services	Environmental Management	Stormwater Management	8/10/2026	1,016.77
JP Morgan Chase Bank, N.A.	Contractual/Consulting Services	County Board	Farmland Preservation	8/24/2026	1,800.00
Kamps Sustainable Agriculture Group, LLC	Contractual/Consulting Services	County Board	Farmland Preservation	8/24/2026	10,495.80
MGW Appraisal Services, Inc.	Appraisal Services	County Board	Farmland Preservation	8/24/2026	1,800.00
JP Morgan Chase Bank, N.A.	Conferences and Meetings	County Board	Farmland Preservation	8/24/2026	341.30
New Venture Advisors, LLC	Contractual/Consulting Services	Development	Growing for Kane	8/10/2026	16,150.00
New Venture Advisors, LLC	Contractual/Consulting Services	Development	Growing for Kane	8/24/2026	7,500.00
Batavia Enterprises Real Estate, LLC	Prepaid Expense		Workforce Development	8/24/2026	20,184.66
County of Kendall	Prepaid Expense		Workforce Development	8/24/2026	800.00
Pappas Glasgow Development, LLC	Prepaid Expense		Workforce Development	8/24/2026	2,800.00
Kerber, Eck, & Braeckel, LLP	Professional Services	- WIOA 25	Workforce Development	8/24/2026	6,547.00
Adam D. Schauer	Employee Mileage Expense	- WIOA 25	Workforce Development	8/24/2026	66.63
Adam D. Schauer	Employee Mileage Expense	- WIOA 25	Workforce Development	8/24/2026	18.17
Amanda Weinreis	Employee Mileage Expense	- WIOA 25	Workforce Development	8/24/2026	5.99
Amanda Weinreis	Employee Mileage Expense	- WIOA 25	Workforce Development	8/24/2026	7.5

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
JP Morgan Chase Bank, N.A.	Office Supplies	- WIOA 25	Workforce Development	8/24/2026	23.70
Elgin Community College	Miscellaneous Contractual Exp	- WIOA 25	Workforce Development	8/24/2026	3,172.26
Elgin Community College	Work Based Learning Activities	- WIOA 25	Workforce Development	8/24/2026	5,028.50
Elgin Community College	Youth Supportive Services	- WIOA 25	Workforce Development	8/24/2026	2,042.72
JP Morgan Chase Bank, N.A.	Conferences and Meetings	- WIOA 25	Workforce Development	8/24/2026	28.00
Amanda Weinreis	Employee Mileage Expense	- WIOA 25	Workforce Development	8/24/2026	36.80
Amanda Weinreis	Employee Mileage Expense	- WIOA 25	Workforce Development	8/24/2026	46.41
Business and Career Services Incorporated	Miscellaneous Contractual Exp	- WIOA 25	Workforce Development	8/10/2026	10,548.37
Business and Career Services Incorporated	Miscellaneous Contractual Exp	- WIOA 25	Workforce Development	8/24/2026	21,217.85
Business and Career Services Incorporated	Work Based Learning Activities	- WIOA 25	Workforce Development	8/10/2026	15,423.80
Business and Career Services Incorporated	Work Based Learning Activities	- WIOA 25	Workforce Development	8/24/2026	999.22
Business and Career Services Incorporated	Youth Supportive Services	- WIOA 25	Workforce Development	8/24/2026	3,272.79
JP Morgan Chase Bank, N.A.	Office Supplies	- WIOA 25	Workforce Development	8/24/2026	308.10
Kishwaukee College	Miscellaneous Contractual Exp	- WIOA 25	Workforce Development	8/24/2026	15,150.50
Kishwaukee College	Work Based Learning Activities	- WIOA 25	Workforce Development	8/24/2026	12,027.61
Kishwaukee College	Youth ITA	- WIOA 25	Workforce Development	8/24/2026	3,859.50
Kishwaukee College	Youth Supportive Services	- WIOA 25	Workforce Development	8/24/2026	6,800.00
Elgin Community College	Miscellaneous Contractual Exp	- WIOA 25	Workforce Development	8/24/2026	15,324.41
Elgin Community College	Work Based Learning Activities	- WIOA 25	Workforce Development	8/24/2026	12,576.22
Elgin Community College	Youth ITA	- WIOA 25	Workforce Development	8/24/2026	880.94
Elgin Community College	Youth Supportive Services	- WIOA 25	Workforce Development	8/24/2026	3,105.43
JP Morgan Chase Bank, N.A.	Conferences and Meetings	- WIOA 25	Workforce Development	8/24/2026	63.00
Paul F. Bleers	Employee Mileage Expense	- WIOA 25	Workforce Development	8/10/2026	5.93
Paul F. Bleers	Employee Mileage Expense	- WIOA 25	Workforce Development	8/10/2026	23.03
Natalie Lamb	Employee Mileage Expense	- WIOA 25	Workforce Development	8/10/2026	9.73
Keelin J. Murphy	Employee Mileage Expense	- WIOA 25	Workforce Development	8/10/2026	24.35
Martha Paschke	Employee Mileage Expense	- WIOA 25	Workforce Development	8/24/2026	78.25
Cynthia Pogue	Employee Mileage Expense	- WIOA 25	Workforce Development	8/24/2026	10.61
Adam D. Schauer	Employee Mileage Expense	- WIOA 25	Workforce Development	8/24/2026	18.17
Roxanna Macias	Employee Mileage Expense	- WIOA 25	Workforce Development	8/24/2026	9.73
JP Morgan Chase Bank, N.A.	Office Supplies	- WIOA 25	Workforce Development	8/24/2026	402.90
William Rainey Harper College	DT ITA	- WIOA 25	Workforce Development	8/10/2026	938.50
Symbol Training Institute	DT ITA	- WIOA 25	Workforce Development	8/10/2026	10,000.00
Waubonsee Community College	DT ITA	- WIOA 25	Workforce Development	8/10/2026	7,610.18
West Chicago Professional Center, Inc.	DT ITA	- WIOA 25	Workforce Development	8/10/2026	5,000.00
West Chicago Professional Center, Inc.	DT ITA	- WIOA 25	Workforce Development	8/10/2026	5,000.00
West Chicago Professional Center, Inc.	DT ITA	- WIOA 25	Workforce Development	8/10/2026	5,950.00
Jessica Fredericks	DT ITA	- WIOA 25	Workforce Development	8/10/2026	307.00
Rasmussen University	DT ITA	- WIOA 25	Workforce Development	8/10/2026	3,333.33
Rasmussen University	DT ITA	- WIOA 25	Workforce Development	8/10/2026	1,666.66
Rasmussen University	DT ITA	- WIOA 25	Workforce Development	8/24/2026	3,765.00
Computer Training Source, Inc.	DT ITA	- WIOA 25	Workforce Development	8/24/2026	2,838.00
West Chicago Professional Center, Inc.	DT ITA	- WIOA 25	Workforce Development	8/24/2026	4,950.00
Waubonsee Community College	DT Class Size Training	- WIOA 25	Workforce Development	8/24/2026	4,929.05
Kannon Exton	SS Transportation Assistance	- WIOA 25	Workforce Development	8/10/2026	83.52
David Landa	SS Transportation Assistance	- WIOA 25	Workforce Development	8/10/2026	63.30
Angelica Rodriguez	SS Transportation Assistance	- WIOA 25	Workforce Development	8/24/2026	232.26
Angelica Rodriguez	SS Transportation Assistance	- WIOA 25	Workforce Development	8/24/2026	232.26
Jasmine Bandlow	SS Transportation Assistance	- WIOA 25	Workforce Development	8/24/2026	85.70
Jasmine Bandlow	SS Transportation Assistance	- WIOA 25	Workforce Development	8/24/2026	29.94
Sherrica Burton	SS Transportation Assistance	- WIOA 25	Workforce Development	8/24/2026	178.30
Sherrica Burton	SS Transportation Assistance	- WIOA 25	Workforce Development	8/24/2026	61.99
Sherrica Burton	SS Transportation Assistance	- WIOA 25	Workforce Development	8/24/2026	241.08
Rickell M. Woods	Employee Mileage Expense	- WIOA 25	Workforce Development	8/24/2026	228.18
Kishwaukee College	Miscellaneous Contractual Exp	- WIOA 25	Workforce Development	8/10/2026	102.08
Kishwaukee College	Miscellaneous Contractual Exp	- WIOA 25	Workforce Development	8/10/2026	1,210.67
Northern Illinois University	DT ITA	- WIOA 25	Workforce Development	8/10/2026	1,053.5

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
Kishwaukee College	DT ITA	- WIOA 25	Workforce Development	8/10/2026	2,880.00
Kishwaukee College	DT ITA	- WIOA 25	Workforce Development	8/24/2026	4,000.00
Future Fades Academy, PLLC	DT ITA	- WIOA 25	Workforce Development	8/24/2026	1,431.00
New Lake College Corporation	DT ITA	- WIOA 25	Workforce Development	8/10/2026	2,000.00
Rasmussen University	DT ITA	- WIOA 25	Workforce Development	8/10/2026	5,000.00
William Rainey Harper College	DT ITA	- WIOA 25	Workforce Development	8/10/2026	4,259.31
COMNet Group Incorporated	DT ITA	- WIOA 25	Workforce Development	8/10/2026	2,805.00
Elgin Community College	DT ITA	- WIOA 25	Workforce Development	8/24/2026	930.24
Wolf Driving School, Inc.	DT ITA	- WIOA 25	Workforce Development	8/24/2026	5,337.00
Rasmussen University	DT ITA	- WIOA 25	Workforce Development	8/24/2026	3,333.33
Rock Valley College	DT ITA	- WIOA 25	Workforce Development	8/24/2026	1,626.50
Rechelle E. Santos	DT ITA	- WIOA 25	Workforce Development	8/24/2026	338.16
Verve College (PCCTI)	DT ITA	- WIOA 25	Workforce Development	8/24/2026	5,815.00
New Lake College Corporation	DT ITA	- WIOA 25	Workforce Development	8/24/2026	2,000.00
Guadalupe Ramirez	SS Transportation Assistance	- WIOA 25	Workforce Development	8/24/2026	283.20
Guadalupe Ramirez	SS Transportation Assistance	- WIOA 25	Workforce Development	8/24/2026	601.83
Guadalupe Ramirez	SS Transportation Assistance	- WIOA 25	Workforce Development	8/24/2026	128.10
Guadalupe Ramirez	SS Transportation Assistance	- WIOA 25	Workforce Development	8/24/2026	644.71
Rasmussen University	DT ITA	- WIOA 25	Workforce Development	8/24/2026	3,023.22
Ashley Fuller	SS Transportation Assistance	- WIOA 25	Workforce Development	8/24/2026	384.54
Ashley Fuller	SS Transportation Assistance	- WIOA 25	Workforce Development	8/24/2026	32.05
Ashley Fuller	SS Transportation Assistance	- WIOA 25	Workforce Development	8/24/2026	128.18
Ashley Fuller	SS Transportation Assistance	- WIOA 25	Workforce Development	8/24/2026	72.28
Ashley Fuller	SS Transportation Assistance	- WIOA 25	Workforce Development	8/24/2026	268.74
JP Morgan Chase Bank, N.A.	Conferences and Meetings	- WIOA 25	Workforce Development	8/24/2026	63.00
Paul F. Bleers	Employee Mileage Expense	- WIOA 25	Workforce Development	8/10/2026	5.93
Paul F. Bleers	Employee Mileage Expense	- WIOA 25	Workforce Development	8/10/2026	23.03
Natalie Lamb	Employee Mileage Expense	- WIOA 25	Workforce Development	8/10/2026	7.96
Keelin J. Murphy	Employee Mileage Expense	- WIOA 25	Workforce Development	8/10/2026	22.47
Martha Paschke	Employee Mileage Expense	- WIOA 25	Workforce Development	8/24/2026	78.24
Cynthia Pogue	Employee Mileage Expense	- WIOA 25	Workforce Development	8/24/2026	7.08
Adam D. Schauer	Employee Mileage Expense	- WIOA 25	Workforce Development	8/24/2026	18.17
Roxanna Macias	Employee Mileage Expense	- WIOA 25	Workforce Development	8/24/2026	7.96
JP Morgan Chase Bank, N.A.	Office Supplies	- WIOA 25	Workforce Development	8/24/2026	331.80
42 North Group, Inc. dba Microtrain Technologies	DT ITA	- WIOA 25	Workforce Development	8/10/2026	1,349.00
Follett Higher Education Group, LLC	DT ITA	- WIOA 25	Workforce Development	8/10/2026	284.00
Heather A. Horn	DT ITA	- WIOA 25	Workforce Development	8/10/2026	424.00
Waubonsee Community College	DT ITA	- WIOA 25	Workforce Development	8/10/2026	1,164.59
West Chicago Professional Center, Inc.	DT ITA	- WIOA 25	Workforce Development	8/10/2026	5,000.00
COMNet Group Incorporated	DT ITA	- WIOA 25	Workforce Development	8/10/2026	3,870.00
Computer Training Source, Inc.	DT ITA	- WIOA 25	Workforce Development	8/24/2026	3,060.00
42 North Group, Inc. dba Microtrain Technologies	DT ITA	- WIOA 25	Workforce Development	8/24/2026	4,960.00
Rickell M. Woods	Employee Mileage Expense	- WIOA 25	Workforce Development	8/24/2026	194.38
Kishwaukee College	Miscellaneous Contractual Exp	- WIOA 25	Workforce Development	8/10/2026	68.06
Kishwaukee College	Miscellaneous Contractual Exp	- WIOA 25	Workforce Development	8/10/2026	807.12
Waubonsee Community College	DT ITA	- WIOA 25	Workforce Development	8/10/2026	348.00
William Rainey Harper College	DT ITA	- WIOA 25	Workforce Development	8/10/2026	1,223.77
Follett Higher Education Group, LLC	DT ITA	- WIOA 25	Workforce Development	8/10/2026	79.00
Wolf Driving School, Inc.	DT ITA	- WIOA 25	Workforce Development	8/24/2026	6,837.00
Wolf Driving School, Inc.	DT ITA	- WIOA 25	Workforce Development	8/24/2026	6,837.00
Elgin Community College	DT ITA	- WIOA 25	Workforce Development	8/24/2026	8,448.24
Follett Higher Education Group, LLC	DT ITA	- WIOA 25	Workforce Development	8/10/2026	186.24
Rasmussen University	DT ITA	- WIOA 25	Workforce Development	8/10/2026	1,428.57
Waubonsee Community College	DT ITA	- WIOA 25	Workforce Development	8/24/2026	497.00
Diamond Grace	SS Transportation Assistance	- WIOA 25	Workforce Development	8/24/2026	143.26
Diamond Grace	SS Transportation Assistance	- WIOA 25	Workforce Development	8/24/2026	150.18
Special Project Staffing dba The Salem Group	Contractual/Consulting Services	#NAME?	Workforce Development	8/10/2026	1,326.0

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
Special Project Staffing dba The Salem Group	Contractual/Consulting Services	#NAME?	Workforce Development	8/10/2026	714.00
Special Project Staffing dba The Salem Group	Contractual/Consulting Services	#NAME?	Workforce Development	8/24/2026	952.00
E J Rohn Company dba Specialty Mat Service	Professional Services	#NAME?	Workforce Development	8/10/2026	33.67
Groot Recycling dba Accurate Document Destruction	Professional Services	#NAME?	Workforce Development	8/24/2026	70.01
APlus Business Consulting, LLC	Janitorial Services	#NAME?	Workforce Development	8/10/2026	1,326.59
Toshiba America Business Solutions, Inc	Repairs and Maint- Copiers	#NAME?	Workforce Development	8/24/2026	845.29
JP Morgan Chase Bank, N.A.	Conferences and Meetings	#NAME?	Workforce Development	8/24/2026	116.00
JP Morgan Chase Bank, N.A.	General Association Dues	#NAME?	Workforce Development	8/24/2026	375.00
JP Morgan Chase Bank, N.A.	Office Supplies	#NAME?	Workforce Development	8/24/2026	755.24
Nicor Gas Company	Utilities- Natural Gas	#NAME?	Workforce Development	8/10/2026	32.64
Kruis, Inc.	Janitorial Services	#NAME?	Workforce Development	8/24/2026	1,100.00
Nicor Gas Company	Utilities- Natural Gas	#NAME?	Workforce Development	8/10/2026	80.65
ComEd	Utilities- Electric	#NAME?	Workforce Development	8/24/2026	218.38
JP Morgan Chase Bank, N.A.	Telephone	#NAME?	Workforce Development	8/24/2026	65.09
JP Morgan Chase Bank, N.A.	Internet	#NAME?	Workforce Development	8/24/2026	389.90
JP Morgan Chase Bank, N.A.	Internet	#NAME?	Workforce Development	8/24/2026	322.60
E J Rohn Company dba Specialty Mat Service	Professional Services	#NAME?	Workforce Development	8/10/2026	32.06
Groot Recycling dba Accurate Document Destruction	Professional Services	#NAME?	Workforce Development	8/24/2026	66.67
APlus Business Consulting, LLC	Janitorial Services	#NAME?	Workforce Development	8/10/2026	1,263.41
Heidy Barrera	Employee Mileage Expense	#NAME?	Workforce Development	8/10/2026	1.14
Nicor Gas Company	Utilities- Natural Gas	#NAME?	Workforce Development	8/10/2026	31.08
JP Morgan Chase Bank, N.A.	Internet	#NAME?	Workforce Development	8/24/2026	307.24
JP Morgan Chase Bank, N.A.	Communication/Web Host	#NAME?	Workforce Development	8/24/2026	91.00
Insight Public Sector, Inc.	Equipment < $1000	#NAME?	Workforce Development	8/10/2026	20,125.00
Insight Public Sector, Inc.	Equipment < $1000	#NAME?	Workforce Development	8/10/2026	3,982.00
Lightcast, LLC	Software Licensing Cost	#NAME?	Workforce Development	8/10/2026	16,750.00
Transfr, Inc.	Software Licensing Cost	#NAME?	Workforce Development	8/10/2026	26,100.00
Gilmore Marketing Concepts, Inc. dba GMCI Creative	General Advertising	#NAME?	Workforce Development	8/10/2026	28,780.00
Business and Career Services Incorporated	Miscellaneous Contractual Exp	#NAME?	Workforce Development	8/24/2026	2,979.17
Business and Career Services Incorporated	Youth Supportive Services	#NAME?	Workforce Development	8/24/2026	4,025.35
Transfr, Inc.	Equipment < $1000	#NAME?	Workforce Development	8/10/2026	900.00
Tri-Par Die & Mold Corporation	DT OJT (On the Job Training)	#NAME?	Workforce Development	8/24/2026	5,835.00
Scott A. Hagemann	Contractual/Consulting Services	State's Attorney	Kane County Law Enforcement	8/24/2026	625.00
Illinois Phlebotomy Services, LLC	Contractual/Consulting Services	State's Attorney	Kane County Law Enforcement	8/24/2026	850.00
Toshiba America Business Solutions, Inc	Computers	Other- Countywide Expenses	Capital Projects	8/10/2026	3,934.00
Toshiba America Business Solutions, Inc	Computers	Other- Countywide Expenses	Capital Projects	8/10/2026	3,934.00
Tyler Technologies, Inc. (New World)	Computer Software- Capital	Other- Countywide Expenses	Capital Projects	8/10/2026	1,800.00
Valdes Engineering Company	Contractual/Consulting Services	Other- Countywide Expenses	Capital Projects	8/10/2026	9,675.00
Valdes Engineering Company	Contractual/Consulting Services	Other- Countywide Expenses	Capital Projects	8/10/2026	8,505.00
F.E. Moran, Inc. Mechanical Services	Building Improvements	Other- Countywide Expenses	Capital Projects	8/10/2026	8,719.60
Hartwig Mechanical, LLC	Building Improvements	Other- Countywide Expenses	Capital Projects	8/10/2026	153,864.90
Hartwig Mechanical, LLC	Building Improvements	Other- Countywide Expenses	Capital Projects	8/10/2026	18,908.10
Trane US, Inc. dba Trane	Building Improvements	Other- Countywide Expenses	Capital Projects	8/10/2026	148,667.00
F.E. Moran, Inc. Mechanical Services	Building Improvements	Other- Countywide Expenses	Capital Projects	8/10/2026	2,190.00
Hartwig Mechanical, LLC	Building Improvements	Other- Countywide Expenses	Capital Projects	8/10/2026	8,100.00
Neuco, Inc.	Building Improvements	Other- Countywide Expenses	Capital Projects	8/10/2026	582.05
South Side Control Supply Co	Building Improvements	Other- Countywide Expenses	Capital Projects	8/10/2026	1,182.72
United Refrigeration, Inc.	Building Improvements	Other- Countywide Expenses	Capital Projects	8/10/2026	131.04
Wight & Company	Building Improvements	Other- Countywide Expenses	Capital Projects	8/10/2026	3,750.00
South Side Control Supply Co	Building Improvements	Other- Countywide Expenses	Capital Projects	8/24/2026	4,104.85
Trane US, Inc. dba Trane	Building Improvements	Other- Countywide Expenses	Capital Projects	8/24/2026	129,965.00
Lite Construction, Inc.	Building Improvements	Other- Countywide Expenses	Capital Projects	8/24/2026	44,221.50
M/M Peters Construction, Inc.	Building Improvements	Other- Countywide Expenses	Capital Projects	8/24/2026	28,675.00
Blade Electric & Technologies, LLC	Building Improvements	Other- Countywide Expenses	Capital Projects	8/24/2026	5,760.00
Correct Electronics, Inc.	Special Purpose Equipment	Other- Countywide Expenses	Capital Projects	8/10/2026	1,500.00
Convergint Technologies LLC	Special Purpose Equipment	Other- Countywide Expenses	Capital Projects	8/24/2026	5,806.92
Convergint Technologies LLC	Special Purpose Equipment	Other- Countywide Expenses	Capital Projects	8/24/2026	49,899.4

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
KWCC, Inc.	Building Improvements	Other- Countywide Expenses	Judicial Facility Construction	8/24/2026	193,000.00
Traffic Control & Protection, LLC dba High Star	Repairs and Maint- Grounds	Development	Mill Creek Special Service Area	8/10/2026	27.60
Traffic Control & Protection, LLC dba High Star	Repairs and Maint- Grounds	Development	Mill Creek Special Service Area	8/10/2026	2,901.00
Langton Snow Solutions dba Langton Group	Repairs and Maint- Grounds	Development	Mill Creek Special Service Area	8/10/2026	600.00
Langton Snow Solutions dba Langton Group	Repairs and Maint- Grounds	Development	Mill Creek Special Service Area	8/10/2026	58,560.00
Langton Snow Solutions dba Langton Group	Repairs and Maint- Grounds	Development	Mill Creek Special Service Area	8/10/2026	960.00
Langton Snow Solutions dba Langton Group	Repairs and Maint- Grounds	Development	Mill Creek Special Service Area	8/24/2026	13,360.00
Chem-Wise Ecological Pest Management, Inc.	Repairs and Maint- Grounds	Development	Mill Creek Special Service Area	8/24/2026	195.00
Hampton Lenzini & Renwick, Inc.	Repairs and Maint- Grounds	Development	Mill Creek Special Service Area	8/24/2026	4,000.00
Hampton Lenzini & Renwick, Inc.	Repairs and Maint- Grounds	Development	Mill Creek Special Service Area	8/24/2026	800.00
Kramer Tree Specialists, Inc.	Repairs and Maint- Grounds	Development	Mill Creek Special Service Area	8/24/2026	10,132.67
ComEd	Intersect Lighting Services	Development	Mill Creek Special Service Area	8/24/2026	44.48
Hampton Lenzini & Renwick, Inc.	Miscellaneous Contractual Exp	Development	Mill Creek Special Service Area	8/10/2026	5,490.22
Hampton Lenzini & Renwick, Inc.	Miscellaneous Contractual Exp	Development	Mill Creek Special Service Area	8/24/2026	6,577.80
Securadyne Systems Intermediate LLC dba Adesta LLC	Miscellaneous Contractual Exp	Development	Mill Creek Special Service Area	8/24/2026	1,095.80
ComEd	Utilities- Intersect Lighting	Development	Mill Creek Special Service Area	8/10/2026	46.57
ComEd	Utilities- Intersect Lighting	Development	Mill Creek Special Service Area	8/10/2026	107.10
ComEd	Utilities- Intersect Lighting	Development	Mill Creek Special Service Area	8/24/2026	283.76
ComEd	Utilities- Intersect Lighting	Development	Mill Creek Special Service Area	8/24/2026	39.84
ComEd	Utilities- Intersect Lighting	Development	Mill Creek Special Service Area	8/24/2026	111.10
ComEd	Utilities- Intersect Lighting	Development	Mill Creek Special Service Area	8/24/2026	145.95
ComEd	Utilities- Intersect Lighting	Development	Mill Creek Special Service Area	8/24/2026	1.31
Stanley Consultants, Inc.	Engineering Services	Transportation	North Impact Fees	8/24/2026	64,806.89
V3 Companies, LTD	Engineering Services	Transportation	Central Impact Fees	8/24/2026	71,295.22
V3 Companies, LTD	Engineering Services	Transportation	Central Impact Fees	8/24/2026	65,565.89
V3 Companies, LTD	Engineering Services	Transportation	Central Impact Fees	8/24/2026	56,908.81
Clean Harbors Environmental Services, Inc.	Contractual/Consulting Services	Environmental Management	Enterprise Surcharge	8/10/2026	3,182.70
Clean Harbors Environmental Services, Inc.	Contractual/Consulting Services	Environmental Management	Enterprise Surcharge	8/10/2026	2,748.10
Clean Harbors Environmental Services, Inc.	Contractual/Consulting Services	Environmental Management	Enterprise Surcharge	8/10/2026	2,794.00
Clean Harbors Environmental Services, Inc.	Contractual/Consulting Services	Environmental Management	Enterprise Surcharge	8/10/2026	3,379.60
JP Morgan Chase Bank, N.A.	Professional Services	Environmental Management	Enterprise Surcharge	8/24/2026	57.23
JP Morgan Chase Bank, N.A.	General Association Dues	Environmental Management	Enterprise Surcharge	8/24/2026	70.85
DS Services of America, Inc. dba Primo Water NA	Operating Supplies	Environmental Management	Enterprise Surcharge	8/10/2026	32.93
DS Services of America, Inc. dba Primo Water NA	Operating Supplies	Environmental Management	Enterprise Surcharge	8/10/2026	30.24
JP Morgan Chase Bank, N.A.	Operating Supplies	Environmental Management	Enterprise Surcharge	8/24/2026	70.19
Waste Management of Illinois - West	Operating Supplies	Environmental Management	Enterprise Surcharge	8/24/2026	345.50
Gud Marketing, Inc.	Professional Services	Environmental Management	Enterprise Surcharge	8/10/2026	2,145.00
JP Morgan Chase Bank, N.A.	Operating Supplies	Environmental Management	Enterprise Surcharge	8/24/2026	371.97
Connor & Gallagher Benefit Services, Inc.	Contractual/Consulting Services	Other- Countywide Expenses	Health Insurance Fund	8/24/2026	10,416.67
Flexible Benefits Service, LLC	Healthcare Admin Services	Other- Countywide Expenses	Health Insurance Fund	8/24/2026	1,380.00
Health Care Service Corporation dba BCBSIL	Healthcare - Stop Loss Insurance	Other- Countywide Expenses	Health Insurance Fund	8/24/2026	**(619,975.05)**
Fidelity Security Life Insurance Company (Eyemed)	Healthcare - Vision Insurance	Other- Countywide Expenses	Health Insurance Fund	8/10/2026	7,880.47
Fidelity Security Life Insurance Company (Eyemed)	Healthcare - Vision Insurance	Other- Countywide Expenses	Health Insurance Fund	8/24/2026	11.58
Fidelity Security Life Insurance Company (Eyemed)	Healthcare - Vision Insurance	Other- Countywide Expenses	Health Insurance Fund	8/24/2026	8,014.88
Cigna Health & Life Insurance Company	Healthcare - Dental Insurance	Other- Countywide Expenses	Health Insurance Fund	8/10/2026	73,464.57
Cerity Partners Retirement Plan Advisors, LLC	Financial Wellness	Other- Countywide Expenses	Health Insurance Fund	8/24/2026	2,500.00
Cerity Partners Retirement Plan Advisors, LLC	Financial Wellness	Other- Countywide Expenses	Health Insurance Fund	8/24/2026	2,500.00
Flexible Benefits Service, LLC	HSA Employee Accounts	Other- Countywide Expenses	Health Insurance Fund	8/31/2026	16,340.83
Health Care Service Corporation dba BCBSIL	Healthcare - Stop Loss Insurance	Other- Countywide Expenses	Health Insurance Fund	8/24/2026	121,512.84
Health Care Service Corporation dba BCBSIL	Self Insured Healthcare Claims	Other- Countywide Expenses	Health Insurance Fund	8/24/2026	1,694,973.83
Health Care Service Corporation dba BCBSIL	Self Insured Healthcare Claims Administration	Other- Countywide Expenses	Health Insurance Fund	8/24/2026	50,332.43
Health Care Service Corporation dba BCBSIL	Healthcare Facility Access Fee	Other- Countywide Expenses	Health Insurance Fund	8/24/2026	5,480.18
Health Care Service Corporation dba BCBSIL	Healthcare Credits	Other- Countywide Expenses	Health Insurance Fund	8/24/2026	**(77,503.20)**
Health Care Service Corporation dba BCBSIL	Healthcare - Stop Loss Insurance	Other- Countywide Expenses	Health Insurance Fund	8/24/2026	64,038.15
Health Care Service Corporation dba BCBSIL	Self Insured Healthcare Claims	Other- Countywide Expenses	Health Insurance Fund	8/24/2026	722,059.77
Health Care Service Corporation dba BCBSIL	Self Insured Healthcare Claims Administration	Other- Countywide Expenses	Health Insurance Fund	8/24/2026	32,384.67
Health Care Service Corporation dba BCBSIL	Healthcare HMO Managed Care Fee	Other- Countywide Expenses	Health Insurance Fund	8/24/2026	8,605.7

VENDOR	NATURE OF CLAIM	OFFICE / DEPARTMENT	FUND	DATE PAID	AMOUNT PAID
Health Care Service Corporation dba BCBSIL	Healthcare Physician Services Fee	Other- Countywide Expenses	Health Insurance Fund	8/24/2026	215,523.80
Health Care Service Corporation dba BCBSIL	Healthcare Credits	Other- Countywide Expenses	Health Insurance Fund	8/24/2026	(82,859.70)
Flexible Benefits Service, LLC	MERP Claim Reimbursements	Other- Countywide Expenses	Health Insurance Fund	8/10/2026	2,410.34
Flexible Benefits Service, LLC	MERP Claim Reimbursements	Other- Countywide Expenses	Health Insurance Fund	8/10/2026	5,350.57
Flexible Benefits Service, LLC	MERP Claim Reimbursements	Other- Countywide Expenses	Health Insurance Fund	8/24/2026	2,373.07
Flexible Benefits Service, LLC	MERP Claim Reimbursements	Other- Countywide Expenses	Health Insurance Fund	8/24/2026	4,829.29
Flexible Benefits Service, LLC	MERP Administration Fees	Other- Countywide Expenses	Health Insurance Fund	8/24/2026	313.50
John F. Harahan	Distribution	Information Technologies	911 Emergency Surcharge	8/10/2026	4,440.00
KenCom (Kendall County Emergency Phone Service)	Distribution	Information Technologies	911 Emergency Surcharge	8/10/2026	3,500.64
Voiance Language Services, LLC	Distribution	Information Technologies	911 Emergency Surcharge	8/24/2026	495.00
Intrado Life & Safety, Inc.	Distribution	Information Technologies	911 Emergency Surcharge	8/24/2026	64,943.39
Intrado Life & Safety, Inc.	Distribution	Information Technologies	911 Emergency Surcharge	8/24/2026	48,387.28
AT&T dba AT&T Enterprises, LLC	Distribution	Information Technologies	911 Emergency Surcharge	8/24/2026	221.09
Illinois Department of Revenue	Distribution	Recorder	Recorder's Rental Surcharge	8/31/2026	84,924.00
Flexible Benefits Service, LLC	Accrued Liabilities		Flexible Spending Account	8/10/2026	9,550.59
Flexible Benefits Service, LLC	Accrued Liabilities		Flexible Spending Account	8/10/2026	7,357.83
Flexible Benefits Service, LLC	Accrued Liabilities		Flexible Spending Account	8/24/2026	8,311.45
Flexible Benefits Service, LLC	Accrued Liabilities		Flexible Spending Account	8/24/2026	5,857.60
Office of the Illinois State Treasurer	Distribution	County Clerk	County Clerk Domestic Violence	8/24/2026	1,625.00
IL Department of Public Health - Vital Records	Distribution	County Clerk	Death Certificates	8/24/2026	12,240.00
Illinois Department of Revenue	Distribution	Recorder	State Real Estate Transfer Tax	8/31/2026	394,195.00
TOTAL				**1,786**	**$ 12,065,152.41**

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-466

AUTHORIZATION TO ENTER INTO A CONTRACT EXTENSION FOR AUDIT SERVICES WITH BAKER TILLY US, LLP

WHEREAS, the County of Kane procured the professional services of Baker Tilly US, LLP in FY 2024, Resolution 24-484 (Solicitation# RFP #24-051) to audit the County's financial statements, required supplementary information, the report on Federal awards, and the Circuit Clerk audit beginning with fiscal year ending November 30, 2024 with the option to renew annually for four additional one-year periods with the cost of audit services for fiscal year ending November 30, 2024 of $129,000; and

WHEREAS, with Resolution 25-366 the County of Kane approved the extension of the contract for the first of four additional one-year periods for audit services for fiscal year ending November 30, 2025 per the original contract in the amount of $135,500; and

WHEREAS, the cost to approve the extension of the contract for the second of the additional one-year periods for audit services for fiscal year ending November 30, 2026 per the original contract is $142,200.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the Chairman thereof is authorized to enter into a one-year contract with Baker Tilly, Oak Brook, IL for the provision of audit services for the fiscal year ending November 30, 2026 with the mutual option to renew annually for two additional one-year periods.

Line Item: 001.040.040.50130; 205.250.288.50150
Line Item Description: Certified Audit Contract; 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 October 13, 2026.

_____	_____
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 to Enter into a Contract Extension for Audit Services with Baker Tilly US, LLP

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: $142,200
If not budgeted, explain funding source: N/A	
Was this item passed through the appropriate committee? Yes	

Summary:

In FY2024, Kane County selected Baker Tilly US, LLP to conduct the annual audit of the County financial statements, required supplementary information, the report on federal awards, and the Circuit Clerk audit for fiscal year ended November 30, 2024. The contract was a one-year contract with four one-year options. The contract was extended for this first of four option years to conduct the audit for fiscal year ended November 30, 2025. This resolution is asking to renew the second year of the four option years to conduct the audit for the fiscal year ended November 30, 2026 in the amount of $142,200.

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

SERVICE RIDER
Contract Extension for Auditor Services

This RIDER entered into and made effective the date of its final execution by and between County of Kane (the "County") and Baker Tilly US, LLP, is part of and is to be attached to the original Offer to Contract Form (RFP # 24-051-TK), includes the following:

1. Resolution 26- [INSERT NUMBER HERE] approving of the one-year extension
2. Baker Tilly US, LLP acceptance letter, dated August 27, 2026
3. Contract for Professional Services made on January 9, 2025, per Resolution 24-484

(The above contract items and other supporting documents will be made available upon request).

The County hereby requests, and Baker Tilly US, LLP mutually agrees to the one (1) year extension of the current contract for auditing services for the Kane County Finance Department. The service terms and conditions will remain the same as specified and allowed for in RFP # 24-051-TK. The service fee is set at a predetermined fixed rate, in accordance with original RFP # 24-051-TK, of $142,200 for the second renewal period from December 1, 2026 through November 30, 2027. This is the second one-year contract extension with two (2) remaining one-year option renewals available.

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

_____ _____
Michael Malatt Date
Baker Tilly US, LLP
Oak Brook, IL

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

DRAFT

Baker Tilly US, LLP
311 N Green Street, Suite 600
Chicago, IL 60607
United States of America

T: +1 (312) 729 8000
F: +1 (312) 729 8199

bakertilly.com

August 27, 2026

County of Kane
Kane County Purchasing Department
719 S. Batavia Ave.
Geneva, IL 60134

To County of Kane:

Re: **OPTION YEAR CONTRACT EXTENSION (2026-2027)**

RFP# 24-051-TK Auditor Services

Baker Tilly US, LLP has accepted and agreed to the one-year extension of the current service contract based on the scope of the original agreement for auditing services for the County for the fiscal year December 1, 2026 - November 30, 2027:

Baker Tilly US, LLP will perform the work indicated in the above contract beginning on December 1, 2026 through November 30, 2027. The service terms and conditions will remain the same as the existing service agreement. Cost proposal schedule for professional fees and expenses shall be based on the existing contract, as allowed for.

The fee for the second renewal option of a one-year term is mutually agreed at a predetermined fixed rate of $142,200.00 as indicated by the original Service Agreement (Exhibit 1), executed on January 9, 2025.

We appreciate the opportunity and look forward to your continued partnership, and we look forward to continuing to work with you.

Sincerely,

Michael E. Malatt, CPA
Principal
Baker Tilly US, LLP

Baker Tilly Advisory Group, LP and Baker Tilly US, LLP, trading as Baker Tilly, 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.

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: **RFP 24-051-TK: Auditor Service Contract Extension**

Company Name: Baker Tilly US, LLP

Resolution No.: 25-366

Submitted by: Danielle Hoffman DH

Date Submitted: 11/21/25

Dept. Head Signature: Kathleen Hopkinson

Dept. Head Date: 11-21-25
(Subject Matter Sign-off)

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 Date: _____

~~Approved~~ Reviewed by: Caitlin Vargas 9/17/25
(Legality) (Print Name)

_____
(Signature)

Post on Web: Yes _____ No X Atty. Initials _____

Comments: This contract extension is for Auditor Services for Kane County Finance Department. Solicitation # RFP 24-051-TK was awarded to Baker Tilly US, LLP of Oak Brook, IL per original resolution no. 24-484 on November 12, 2024.

The Kane County Board authorized the Chairman to execute this contract extension, per Resolution 25-366 on October 14, 2025. This is the first option year with three option year renewals available. Attached is the contract documentation.

Chairman signed: Yes X No _____ Date 11/24/25

Document returned to: Danielle Hoffman - Purchasing
(Name/Department)

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 25-366

AUTHORIZATION TO ENTER INTO A CONTRACT EXTENSION FOR AUDIT SERVICES

WHEREAS, the County of Kane procured the professional services of Baker Tilly US, LLP in FY 2024 (RFP #24-051) to audit the County's financial statements, required supplementary information, the report on Federal awards, and the Circuit Clerk audit beginning with fiscal year ending November 30, 2024 with the option to renew annually for four additional one-year periods; and

WHEREAS, the cost for the contract extension for audit services for fiscal year ending November 30, 2025 per the original contract is $135,500.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the Chairman thereof is authorized to enter into a one-year contract with Baker Tilly, Oak Brook, IL for the provision of audit services with the mutual option to renew annually for three additional one year periods.

Line Item: 001.040.040.50130, 205.250.288.50150
Line Item Description: Certified Audit Contract, 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 October 14, 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:

PASSED

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

SERVICE RIDER
Contract Extension for Auditor Services

This RIDER made this 24th day of November 2025 is part of and is to be attached to the original Offer to Contract Form (RFP # 24-051-TK) made on the 9th day of January 2025 by and between County of Kane and Baker Tilly US, LLP of Oak Brook, IL, includes the following:

1. Resolution 25-366 approval of the one-year extension
2. Baker Tilly US, LLP acceptance letter, dated September 3, 2025
2. Original Offer to Contract made on January 9, 2025, per Resolution 24-484

(The above contract items and other supporting documents will be made available upon request).

The County hereby requests, and Baker Tilly US, LLP mutually agrees to the one (1) year extension of the current contract for auditing services for the Kane County Finance Department. The service terms and conditions will remain the same as specified and permitted in RFP # 24-051-TK. The service fee is set at a predetermined fixed rate of $135,500 for the first renewal period, which extends through November 30, 2026. This is the first one-year contract extension with three (3) remaining one-year option renewals available.

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

Michael Malatt
Baker Tilly US, LLP
Oak Brook, IL

11/18/2025
Date

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

11/24/25
Date

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

September 3, 2025

County of Kane
Kane County Purchasing Department
719 S. Batavia Ave.
Geneva, IL 60134

To County of Kane:

Re: **OPTION YEAR CONTRACT EXTENSION (2025-2026)**

RFP# 24-051-TK Auditor Services

Baker Tilly US, LLP has accepted and agreed to the one-year extension of the current service contract based on the scope of the original agreement for auditing services for the County for the fiscal year December 1, 2025 - November 30, 2026.

Baker Tilly US, LLP will perform the work indicated in the above contract beginning on December 1, 2025 through November 30, 2026. The service terms and conditions will remain the same as the existing service agreement. Cost proposal schedule for professional fees and expenses shall be based on the existing contract, as allowed for.

The fee for the first renewal option of a one-year term is mutually agreed at a predetermined fixed rate of $135,500.00 as indicated by the original Service Agreement (Exhibit 1), executed on January 9, 2025.

We appreciate the opportunity and look forward to your continued partnership, and we look forward to continuing to work with you.

Sincerely,

BAKER TILLY US, LLP

Michael E. Malatt, Principal, CPA

Baker Tilly Advisory Group, LP and Baker Tilly US, LLP, trading as Baker Tilly, 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.

Baker Tilly US, LLP
1301 W 22nd St, Suite 400
Oak Brook, IL 60523-3389
United States of America

T: +1 (630) 990 3131
F: +1 (630) 990 0039

bakertilly.com

CONTRACTOR DISCLOSURE

As of September 5, 2025, Baker Tilly US, LLP, 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 Baker Tilly US, LLP:

No single individual or shareholder owns
5% or more holding in Baker Tilly US, LLP

Michael Malatt
Principal

9/5/25
Date

Subscribed and Sworn this 5th day of September, 2025

Sharon Marie Jones
Notary Public

OFFICIAL SEAL
SHARON MARIE JONES
NOTARY PUBLIC, STATE OF ILLINOIS
MY COMMISSION EXPIRES 03/28/2026

Baker Tilly Advisory Group, LP and Baker Tilly US, LLP, trading as Baker Tilly, 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.

Baker Tilly US, LLP
1301 W 22nd St, Suite 400
Oak Brook, IL 60523-3389
United States of America

T: +1 (630) 990 3131
F: +1 (630) 990 0039

bakertilly.com

FAMILIAL RELATIONSHIP DISCLOSURE

As of September 5, 2025, Baker Tilly US, LLP, 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.

Michael Malatt
Principal

9/5/25
Date

Subscribed and Sworn this 5th day of September, 2025

Sharon Marie Jones
Notary Public

OFFICIAL SEAL
SHARON MARIE JONES
NOTARY PUBLIC, STATE OF ILLINOIS
MY COMMISSION EXPIRES 03/28/2026

Baker Tilly Advisory Group, LP and Baker Tilly US, LLP, trading as Baker Tilly, 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.

CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)
10/01/2025

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

Aon Risk Services Northeast, Inc.
One Liberty Plaza,
165 Broadway, Suite 3201
New York, N.Y. 10006

CONTACT NAME:

PHONE (A/C. No. Ext): 312-381-1000 | FAX (A/C. No) 312-381-7007

E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Columbia Casualty Company	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED

Baker Tilly US, LLP & Baker Tilly Advisory Group, LP
P.O. Box 7398
4807 Innovate Lane
Madison WI 53707-7398 USA

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.

Limits shown are as requested

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 ☐ PROJECT ☐ 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						☐ PER STATUTE ☐ OTHER	
	ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N						E.L. EACH ACCIDENT	
	(Mandatory in NH) ☐ N / A						E.L. DISEASE-EA EMPLOYEE	
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE-POLICY LIMIT	
A	Professional Liability Insurance			ABF-188122608	01-Oct-25	01-Oct-26	Not less than US $5,000,000 per claim and in the annual aggregate.	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

Kane County
719 S. Batavia Ave
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

Aon Risk Services Northeast, Inc.

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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

September 4, 2025

Option Year
Contract Synopsis

Requesting Department:	Kane County Finance Department	
Procurement Name/Recommend Vendor:	**RFP 24-051-TK – Auditor Services**	**Baker Tilly US, LLP**

PURPOSE:
Seeking approval of a one (1) year contract extension for an external professional for the provision of auditing services for the county's basic financial statements, including: audit certain supplementary information, perform limited procedures on required supplemental information, perform certain agreed-upon procedures, generate specified financial reports, and provide certain in-relation-to opinions and other as-needed services.

The previous contract was competitively solicited and awarded by the County Board on November 12, 2024, per Res. 24-484, to Baker Tilly US, LLP of Oak Brook, IL, for a one (1) year term with the possibility to renew for an additional four (4) one-year extensions if mutually agreed upon by both parties.

The County requests for contract extension as allowed per RFP 24-051-TK, and Baker Tilly US, LLP accepts and offers to extend the current services for a one (1) year term with a cost increase from the previous year, and is set at a predetermined fixed rate of $135,500 through November 30, 2026. The service terms and conditions are to remain the same as in the existing contract. This is the first option year with three (3) renewal option years available.

The new contract is effective upon execution by the Kane County Board Chairman, and the contract commencement date is to be determined, or upon request by the county.

Staff recommends approval of the one-year contract extension pending approval by the Committee and the Kane County Board.

Submitted By:
Tim Keovongsak
Tim Keovongsak, CPPB
Director of Purchasing

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#/Title: RFP 24-051-TK Auditor Services
Company Name: Baker Tilly US, LLP

Resolution No.:24-484

Department: Finance

Submitted by: Tim Keovongsak
Purchasing Director (TK)

Dept. Head Signature & Date: Kathleen Hopkinson 1-8-25

Date: 1/7/2025

This contract will use County terms and conditions:

✓ Yes - (No need for legal review, forward contract document to the County Board's Office for the Chairman's signature). *Already reviewed by the State Atty's Office.*

Comments: This Project is for Audit Services, Solicitation #RFP 24-051-TK is awarded to Baker Tilly US, LLP, of Oak Brook, IL.

The Kane County Board authorized the Chairman to execute this Offer to Contract, per Resolution 24-484 on 11-12-2024. Attached is the contract documentation. Attachment to Addendum #1 will be made available upon request.

Chairman signed: Yes ✓ No _____ Date 1/9/25

Document returned to: Tim Keovongsak
(Name/Department)

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 24-484

AUTHORIZATION TO ENTER INTO A CONTRACT FOR AUDIT SERVICES

WHEREAS, the County of Kane is required to procure the professional services of an audit firm to audit its basic financial statements, audit certain supplementary information, perform limited procedures on required supplemental information, perform certain agreed upon procedures, generate specified financial reports and provide certain in-relation-to opinions, beginning with Fiscal Year ending November 30, 2024; and

WHEREAS, the County solicited proposals for professional services (RFP#24-051) required to conduct these audit services; and

WHEREAS, , based on the analysis of the proposals received, Baker Tilly US, LLP has been selected to perform the auditing services for a cost proposal of $129,000 for the first year, with the option to renew annually for four additional one year periods at predetermined fixed rates of $135,500 the second year, $142,200 the third year, $149,300 the fourth year, and $156,700 the fifth year.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the Chairman thereof is authorized to enter into a one year contract with Baker Tilly, Oak Brook, IL for the provision of auditing services with mutual option to renew annually for four additional one year periods.

Line Item: 001.040.040.50130 & 205.250.288.50150
Line Item Description: Certified Audit Contract & 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 November 12, 2024

John A. Cunningham, MBA, JD, JD
Clerk, County Board
Kane County, Illinois

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

Vote:
PASSED

CONTRACT FOR PROFESSIONAL SERVICES

Agreement for Auditing Services

This agreement is entered into this 9th day of JAN, ~~2024~~ 2025, and will be effective as of the date of the final execution of this contract, between the **COUNTY OF KANE** with offices at 719 S. Batavia Avenue, Geneva, Illinois 60134 (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 Baker Tilly US, LLP, with offices at 1301 W. 22nd Street, Suite 400, Oak Brook, Illinois 60523 ("***Baker Tilly***" or 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 audit its basic financial statements, audit certain supplementary information, perform limited procedures on required supplemental information, perform certain agreed upon procedures, generate specified financial reports, and provide certain in-relation-to opinions.

§ 2. Scope of services

The services to be provided by the Consultant (the ***"Work"***), are set forth and outlined in **Exhibit 1 – Baker Tilly's proposal submittal (RFP 24-051-TK Auditor Service)** dated August 1, 2024.

§ 3. Term of this agreement

The term of this agreement will commence as of the date hereof a duration of one (1) year and continue through November 30, 2025, beyond which the contract can be mutually extended annually for an additional four (4) years based on the professional fees established in **Exhibit 1**.

§ 4. Relationship of parties

The Consultant will serve as the County's professional auditing service consultant 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 as noted in **Exhibit 1** for which the Consultant will fully complete the Work. 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 in accordance with the *Illinois Local Government Prompt Payment Act* (50 ILCS 505/1, *et seq.*).

§ 6. Terms and conditions

(a) The Director of the Finance Department (The ***"Director"***), or his written designee, shall act as the County's representative (the "Client") 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 Client.

(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 1**. 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 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 from the County under or resulting from this agreement, and all of which is 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 time sheets and billing data related to the Work performed under this agreement.

§ 7. Ownership of Documents and Confidentiality

The documentation for this engagement, including the work papers, is the property of Baker Tilly and constitutes confidential information. However, pursuant to authority given by law or regulation, Baker Tilly may be requested to make certain audit documentation available to federal or state agencies for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. Baker Tilly will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Baker Tilly personnel. Furthermore, upon request, Baker Tilly may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

Baker Tilly may have a responsibility to retain the documentation for a period of time sufficient to satisfy any applicable legal or regulatory requirements for records retention. If Baker Tilly is required by law, regulation or professional standards to make certain documentation available to Regulators, Kane County hereby authorizes us to do so.

§ 8. 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.

§ 9. Indemnity and Release

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 (each a "Cover Person"), harmless from any and all claims, demands, liabilities, damages, loss, cost or expense brought against the County by a third party for or on account of any injury or damage which may arise solely as a result of the grossly negligent, willful misconduct or fraudulent behavior 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. Except as to professional liability, such indemnification shall not be limited by reason of the enumeration of any insurance coverage herein provided.

Because of the importance of oral and written representations to an effective audit, the County releases Baker Tilly and its current, former, or future partners, principals, employees, and personnel from any and all claims, liabilities, costs, and expenses attributable to any misrepresentations by management.

Further Baker Tilly and its current, former or future partners, principals, employees, and personnel shall not be liable to the County for any amount in excess of the amount of professional liability insurance as noted in section 10, except to the extent finally determined to have resulted from the willful misconduct or fraudulent behavior of Baker Tilly relating to such services. In addition, in no event shall either party be liable for any consequential, indirect, lost profit, punitive, or similar damages related to Baker Tilly's services provided under this agreement.

The terms of this section shall apply to any claims of any kind, including, but not limited to, contract, tort, or negligence of any party, including the County or Baker Tilly.

In the unlikely event that differences concerning Baker Tilly's services or fees should arise that are not resolved by mutual agreement, to facilitate judicial resolution and save time and expense of both parties, the County and Baker Tilly agree not to demand a trial by jury in any action, proceeding, or counterclaims arising out of or relating to our services and fees for this engagement. Our services shall be evaluated solely on our substantial conformance with the terms expressly set forth herein, including all applicable professional standards.

Neither this agreement, nor any claim, rights or licenses granted hereunder may be assigned, delegated, or subcontracted by either party without the written consent of the other party. Either party may assign and transfer this agreement to any successor that acquires all or substantially all of the business or assets of such party by way of merger, consolidation, other business reorganization, or the sale of interest or assets, provided that the party notifies the other party in writing of such assignment and the successor agrees in writing to be bound by the terms and conditions of this agreement.

§ 10. Insurance

The Consultant shall, at the Consultant's expense, secure and maintain in effect throughout the duration of this contract, insurance of the following kinds and limits. The Consultant shall furnish Certificates of Insurance to the County before starting work or within ten (10) days after the notice of award of the contract, which ever date is reached first. All insurance policies shall be written with insurance companies licensed to do business in the State of Illinois and having a rating of not less than a class IX, according to the latest edition of the A.M. Best Company; and, with the exception of the professional liability policy, shall include a provision preventing cancellation of the insurance policy unless thirty (30) days prior written notice is given to the County.

The limits of liability for the insurance required shall provide coverage for not less than the following amounts, or greater where required by law.

(A) **Commercial General Liability:**

i. Coverage to include Premise/Operations, Products/Completed Operations, Independent Contractors, Broad Form Property Damage, Contractual and Personal Injury.

ii. Limits:

General Aggregate	$ 2,000,000
Products/Completed Aggregate	$ 1,000,000
Each Occurrence	$ 1,000,000
Personal Injury	$ 1,000,000

iii. Coverage is to be written on an "occurrence" basis.

iv. Products/Completed Operations coverage is to remain in force for a period of two (2) years after the completion of the project.

v. Cover all claims arising out of the Consultant's operations or premises, anyone directly or indirectly employed by the Consultant, and the Consultant's obligations under indemnification under this Agreement.

(B) **Worker's Compensation:**

i. Shall be in accordance with the provisions of the laws of the State of Illinois, including occupational disease provisions, for all employees at the site of the project, and in case work is sublet, the Consultant shall require each of its Subcontractors similarly to provide Worker's Compensation Insurance. In case employees engaged in hazardous work under this contract at the site of the project are not protected under Worker's Compensation statute, the Consultant shall provide, and shall cause each its Subcontractors to provide, adequate and suitable insurance for the protection of employees not otherwise provided.

(C) **Comprehensive Automobile Liability:**

i. Coverage to include all Owned, Hired, Non-owned vehicles, and/or trailers and other equipment required to be licensed.

ii. Limits:

Combined Single Limit	$ 1,000,000

(D) **Umbrella:**

i. Limits:

Each Occurrence/Aggregate	$ 2,000,000

(E) **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.**

i. Limits:

Aggregate	$5,000,000

The County of Kane shall be named as additional insured on all insurance policies except Workmen's Compensation and Professional Liability.

The Consultant understands and agrees that, except as to professional liability,

any performance bond or insurance protection required by this contract or otherwise provided by Consultant, shall in no way limit the responsibility to indemnify, keep and save harmless, and defend the County as herein provided.

(F) **Cyber Liability Insurance:**

i. Each Occurrence $1,000,000

§ 11. Equal Employment Opportunity

Section 6.1 of the Illinois Department of Human Rights Rules and Regulations is hereby incorporated herein by this reference as though fully set forth.

§ 12. 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 Director.

§ 13. Notice

Any notice, invoice, certification or communication required or permitted hereunder shall be sufficiently given if served personally, sent *via* fax, or sent by first class mail, postage prepaid to:

Kane County Government Center
Kathleen T Hopkinson
719 S. Batavia Avenue
Geneva, IL 60134
Fax No.: 630-208-5110
hopkinsonkathleen@kanecountyil.gov

Baker Tilly
Michael Malatt
1301 W. 22nd Street, Suite 400
Oak Brook, IL 60523
Fax No.: 630-645-6255

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

§ 14. Miscellaneous

(a) This agreement constitutes 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

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

January 9, 2025
Date

Baker Tilly US, LLP

Michael E. Malatt, CPA
Principal

October 2, 2024
Date

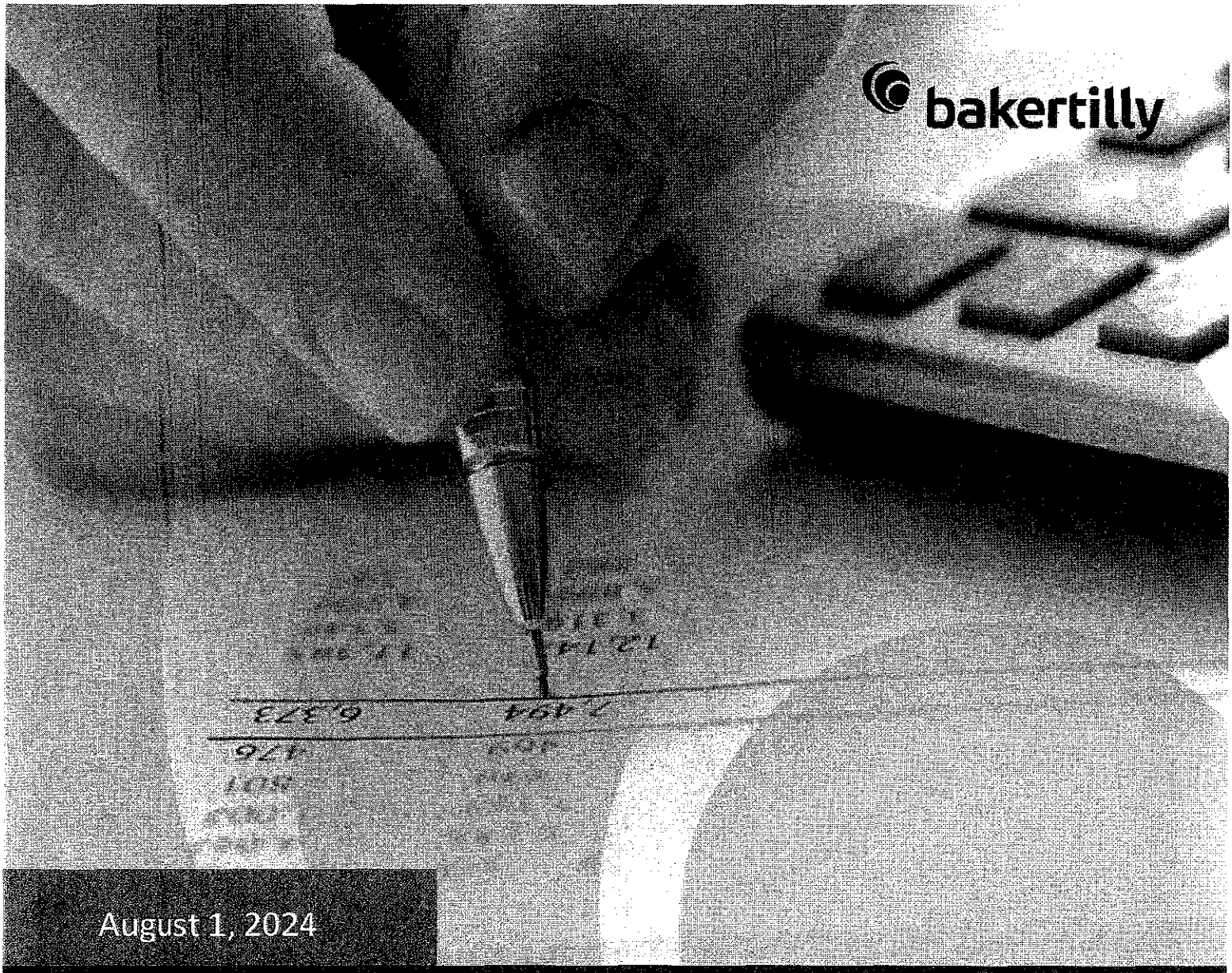
EXHIBIT 1

(The Work)

BAKER TILLY'S PROPOSAL RESPONSE

RFP 24-051-TK AUDITOR SERVICE

August 1, 2024



bakertilly

August 1, 2024

Kane County

RFP #24-051-TK – Auditor Service

Where outstanding accuracy meets unlimited vision.

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"Baker Tilly's team is professional, knowledgeable and has wide experience in accounting and auditing services. They provide us with prompt and expert advice throughout the fiscal year. Their ability to pull from their experience with other collar counties has been extremely helpful. Baker Tilly's understanding of current and new accounting standards is an important part of their audit approach and provides immense value to Lake County. I would highly recommend their firm based on their expertise, timeliness, and forward-thinking approach to the audit plan.

Melissa Gallagher, Chief Financial Officer | Lake County, Illinois

bakertilly

The information provided here is of a general nature and is not intended to address the specific circumstances of any individual or entity. In specific circumstances, the services of a professional should be sought.

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August 1, 2024

Baker Tilly US, LLP
1301 W. 22nd St, Suite 400
Oak Brook, IL 60523
T: +1 (630) 990 3131
F: +1 (630) 990 0039
bakertilly.com

Tim Keovongsak, CPPB
Kane County
Submitted via BidNet Direct

Dear Mr. Keovongsak:

Kane County (the County) is seeking a qualified, certified public accounting (CPA) firm to audit its financial statements for the fiscal year ending November 30, 2024, with the option to renew for four additional years. This proposal demonstrates our vision of how we provide value as we continue to achieve the County's goals.

We understand the challenging regulatory and financial environment faced by county governments in Illinois. Luckily, we don't just crunch numbers. We use our experience to chart a course for efficiencies, innovation, transparency and better ways of running your organization. As a result, you can turn compliance into a strategic advantage with Baker Tilly.

WE KNOW KANE COUNTY AND COUNTY GOVERNMENTS

Auditing local governments has been a focus at Baker Tilly for more than 90 years. Serving organizations like the County is central to what we do. In addition to currently auditing Kane County, members of your engagement team also audit the four other collar counties This makes us even more effective at helping you implement regulations and adopt new standards, all while bringing solutions that address the complexities of governmental finance and your unique opportunities within it.

OUR PROJECT MANAGEMENT APPROACH IS A PROVEN PROCESS FOR PROGRESS

We've geared our project management framework to deliver efficient audit solutions, including a clear process that outlines the County's involvement, approval and sign-off on key project activities and deliverables. With an emphasis on upfront planning and data gathering, we'll work as a team, welcoming ongoing County staff participation from the start and throughout our mission to meet the County's required reporting deadlines.

As we've learned as your auditor, the County values working with a firm that understands your operations, has experience auditing other Illinois governments and is focused on removing roadblocks and delays to completing a thorough and on-time audit.

The approach shared in our proposal shows how important your needs are to us.

More than anything, as your audit provider, we're passionate about continuing to work together to forge new paths and discover new opportunities to thrive.

Sincerely,

Michael Malatt, CPA, Principal
+1 (630) 645 6226 | michael.malatt@bakertilly.com

1. Description of company

Size and scale that stands apart. *Baker Tilly is the 10th-largest U.S. accounting firm. The County has access to our dedicated government auditors and a network of multidisciplinary professionals. No matter what challenge you face, we have the resources and reach to help solve it.*

Provide information on the size of the company, number of offices, partners, staff, locations; and ownership, licensure, ability to practice in Illinois and date company organized and incorporated to do business and any other relevant information.

Guiding you with our resources, reputation and reach

Our ranking as the 10th-largest accounting firm means we're actively leading and shaping the industry landscape. We have a seat at the table with regulators and public sector associations, which translates to the opportunity to share our clients' perspectives and bring valuable insights back to the County.

What does our size mean for you? It's about having a powerhouse team of passionate professionals unafraid to roll up their sleeves and provide hands-on support for the County. It's about team members brimming with thoughtful ideas, backed by the scale of a firm genuinely dedicated to your success.

Our size isn't just a number

It's a testament to our resilience and ability to lead you into the future, no matter the climate. With nearly a century of experience, we've honed our skills and adapted to evolving markets.

When you choose Baker Tilly, you're not just choosing a leading advisory, tax and assurance firm. You're choosing a skilled navigator for the road ahead.

10th- largest U.S. accounting firm

6,700+ team members, 600+ principals

90+ years in business

1,800+ Certified Public Accountants

$1.58B firm revenue in FY2023

50+ U.S. office locations

250+ workplace and culture awards

GIVING YOU THE TOOLS YOU NEED TO NAVIGATE THE FUTURE

Baker Tilly will successfully guide the County through changing landscapes with skills, stability and strength as one of the oldest and largest advisory, assurance and tax firms in the United States.

Providing our ownership information. Baker Tilly US, LLP is a limited liability partnership and privately held organization. Baker Tilly was founded in 1931.

Documenting our licensure. Baker Tilly is licensed to practice public accounting in various states across the U.S. State licensing certifications are documented and can be provided upon request. All key CPAs assigned to the County's engagement are licensed to practice public accounting in Illinois.

Conducting business in Illinois. Baker Tilly US, LLP is authorized to transact business in Illinois. A copy of our business license can be provided upon request.

2. Qualifications and experience

Baker Tilly has served state and local governments since our establishment more than 90 years ago. We are one of the few advisory, tax and assurance firms with a practice dedicated entirely to serving governmental clients.

The Proposer should state the size of the firm's governmental audit staff, the location of the office from which the work on this engagement is to be performed, the number and nature of the professional staff to be employed in this engagement on a full-time basis and the number and nature of the staff to be so employed on a part-time basis.

Delivering specialized expertise to our public sector clients

Baker Tilly is organized by industry, not service line. What does this mean for the County? It means you will be served by a carefully selected team that blends our government-focused professionals with experienced specialists in the activities of the County. The County will continue to work with a knowledgeable team that understands your specific challenges and provides innovative solutions to help you overcome them.

State and local government is a complex, unique environment shaped by fiscal, regulatory and operational considerations not found in other industries. Recognizing this complexity and eager to serve as a true valued advisor to the public sector, Baker Tilly formalized its dedicated public sector specialization more than 50 years ago. **Today, more than 350 Baker Tilly professionals — including nearly 30 principals** — focus directly on serving governments and provide hundreds of thousands of client service hours annually to organizations like the County.

Nationwide, our public sector practice serves nearly 4,000 state and local governmental entities, including counties, municipalities, school districts, utilities, transit organizations, airports and special authorities. Several of these client groups are now served by dedicated specialists in distinct sub-practices.

COMMITMENT TO THE PUBLIC SECTOR

Baker Tilly has been in business for more than 90 years, and public sector entities were some of our first clients.

Experience and capabilities in auditing county governments

Besides our in-depth knowledge of the County's operations and experience gained from being the County's auditor, Baker Tilly has extensive qualifications for auditing County governments, including six of the seven largest counties (by population) in Illinois, including all of the collar counties. This depth of experience allows us to share relevant information, best practices and ideas and help our clients with their individual needs. Baker Tilly provides financial and compliance audit services to the following County governments in the Midwest and beyond.

Illinois county clients
- Dekalb
- DuPage
- Kane
- Lake
- McHenry
- Peoria
- Rock Island
- Will
- Winnebago

Iowa county clients
- Scott

Minnesota county clients
- Dodge
- Le Sueur
- Olmsted
- Renville
- St. Louis
- Steele
- Stevens
- Waseca

Pennsylvania county clients
- Columbia
- Delaware
- Luzerne
- Lycoming
- McKean
- Monroe
- Tioga

Wisconsin county clients
- Ashland
- Bayfield
- Calumet
- Dane
- Dodge
- Green
- La Crosse
- Lafayette
- Marathon
- Milwaukee
- Price
- Racine
- Rock
- Sauk
- Shawano
- Trempealeau
- Walworth
- Washington

COUNTY CLIENTS SERVED BY BAKER TILLY

We leverage our expertise to better serve the County, sharing best practices and lessons learned from our significant county client roster across the Midwest and beyond.

Specialized expertise in auditing counties in Illinois

In addition to our work with Kane County, we audit seven other counties in Illinois, including the four neighboring collar counties. Our deep understanding of the state-specific requirements allows us to navigate each county's operational nuances and unique needs. While every county presents its own challenges, we recognize the common regulatory landscape they share. For a detailed overview of similar county audit engagements, please refer to the table below.

	Client since	ACFR/AFR	Single audit	Circuit Court Clerk
DeKalb County	2023	●	●	●
DuPage County	2010	●	●	●
Kane County	2014	●	●	●
Lake County	2022 (and 2004-2016)	●	●	●
McHenry County	2004	●	●	●
Rock Island County	2023	●	●	●
Will County	2010	●	●	
Winnebago County	2017	●	●	●
Peoria County	2024 (and 2010-2015)	●	●	●

Office serving the engagement

Team members based in our Oak Brook office will continue to serve the county's engagement. Below is a breakdown of staff by level who will be assigned to the County's audit. We do not intend to use any part-time resources.

STAFF LEVEL	NUMBER ASSIGNED TO THE COUNTY'S AUDIT
Principal	2
Manager / Supervisor	1
Senior Associate	2
Associate	3
Other	1

The Proposer is required to submit a copy of the report on its most recent external peer review, with a statement whether that peer review included a review of specific government engagements. In addition to the most recent external peer review, the Proposer must submit letters of comment received as part of the peer review.

Meeting the industry's highest standard through quality peer review

There's substance beyond our words. Our proposal to you is backed by a depth of experience and dedication — and it comes to you complete with solid proof. We're proud to share the result of our most recent peer review, completed in October 2021. The review included a review of specific government engagements.

Baker Tilly received a "pass" report — the highest level of confidence we can obtain regarding our quality control. This is not a new phenomenon; we've achieved this top level every single year. As with past years, no letter of comments was issued.

MOSSADAMS

Report on the Firm's System of Quality Control

October 28, 2021

To the Partners of Baker Tilly US, LLP and the
National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Baker Tilly US, LLP (the firm) applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended March 31, 2021. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act; audits of employee benefit plans; audits performed under FDICIA; audits of broker-dealers; and examinations of service organizations [SOC 1® and SOC 2® engagements].

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Baker Tilly US, LLP applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended March 31, 2021, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass, pass with deficiency(ies)* or *fail*. Baker Tilly US, LLP has received a peer review rating of *pass*.

Moss Adams LLP

In addition, the firm shall provide information on the circumstances and status of any disciplinary action taken or pending against the firm during the past three (3) years with federal or state regulatory bodies or professional organizations.

Confirming no disciplinary actions

None of your Baker Tilly engagement team members have any complaints against them leveled by the state board of accountancy or any other regulatory authority.

The Proposer should identify the principal management, supervisory staff, and regular staff including engagement partners, managers, other supervisors and specialists, who would be assigned to the engagement. Please include resumes of the partner, manager and supervisor that will be assigned to this job. The resumes should indicate the audits these individuals have been assigned in the past three (3) years. The Proposer should provide information on the government auditing experience of each person (principal management, supervisory staff and regular staff) including familiarity with issues of current GASB pronouncements and proposed statements, knowledge of GFOA's requirements for the Certificate of Achievement for Excellence in Financial Reporting Program, memberships in professional organizations and relevant CPE information for the past three (3) years. Also, the Proposer should indicate how the quality of staff over the term of the agreement will be assured.

Leading the County's audit services and uncovering opportunities along the way

While other firms may not always assign their best and most experienced people to public sector engagements, that is not the case at Baker Tilly. We believe in strong personal relationships, and this means a personal interest in the County from a consistent team year after year. The County will continue to work with our best and brightest public sector professionals. This handpicked team offers a collaborative focus supported by the breadth and depth of our firm's resources. Engagement team members are introduced below, and complete resumes are available in **Appendix A**.

INTENTIONALLY SELECTED ENGAGEMENT TEAM FOR THE COUNTY

Primary engagement team

Michael Malatt, CPA – Principal

Role: Engagement principal

Michael will continue to oversee the entire engagement to make sure the County receives a meaningful, genuine experience. He will work with the audit team to provide a seamless and well-planned engagement process, valuable solutions and technically accurate final deliverables to achieve your goals. Michael is committed to the County's success and satisfaction with our services; he will collaborate with you and the team to meet your deadlines and exceed expectations. He is a licensed CPA in the State of Illinois.

Similar engagements

- DeKalb County (Principal 2022 – Present)
- DuPage County (Senior Manager / Principal 2015 – Present)
- Kane County (Senior Manager / Principal 2014 – Present)
- Rock Island County (Principal 2022 – Present)

INTENTIONALLY SELECTED ENGAGEMENT TEAM FOR THE COUNTY

Jason Coyle, CPA – Principal

Role: Engagement quality reviewer

Jason leads Baker Tilly's public sector audit group in Illinois. He will help make sure that quality, integrity and satisfaction are maintained at all times during the engagement. He is a licensed CPA in the State of Illinois.

Similar engagements

- Kane County (Principal 2014 – 2021)
- Lake County (Principal 2022 – Present)
- City of Chicago (Principal 2020 – Present)

Sebastian Dabrowski – Senior Audit Supervisor

Role: Managing in-charge

Sebastian will coordinate project management and communication between the County and Baker Tilly to deliver a seamless, collaborative audit engagement. He will gain an in-depth understanding of your processes to effectively guide the County through complex or unusual transactions and answer day-to-day questions

Similar engagements

- Kane County (In-Charge / Supervisor 2017 – Present)
- Lake County (In-Charge 2022 – Present)
- DuPage County Care Center (In-Charge 2019 – Present)
- DuPage County Circuit Clerk (In-Charge / Supervisor 2015 – Present)

Additional resources

Joseph Lighteap, CPA – Managing Director

Role: Assurance technical resource

Joe specializes in auditing local government clients in Illinois. He is also the professional practice liaison for the firm's public sector practice, acting as a technical resource for the your audit team, as needed.

Similar engagements

- DuPage County (Managing Director 2015 – Present)
- McLean County (Managing Director 2016 – 2018; Manager 2013 – 2015)
- Will County (Manager 2011 – 2015)

Amanda Blomberg, CPA – Managing Director

Role: Single audit technical resource

Amanda Blomberg specializes in providing single audits and consulting services to state and local governments. She will be available to your audit team to consult on technical or complex matters related to the single audit.

Similar engagements

- City of Chicago (Managing Director and Senior Manager 2006 – Present)
- Lake County (Managing Director 2022 – Present; Manager/Senior Manager 2007-2016)

THE COUNTY WILL RECEIVE TANGIBLE RESULTS WITH BAKER TILLY

All engagement team members are committed to the County's success. Their industry experience and service expertise translate into tangible results for the County.

Engaging a long-term team through a diverse and vibrant culture

Your Baker Tilly team will move you forward by staying in one place

Baker Tilly team members set us apart by delivering exceptional talent, thinking and service to our clients. We've worked hard to find the best, and we work hard to keep them thriving with us.

Our culture plays an important role, intentionally built to provide diversity, growth, work-life balance and much more. We take care of our people so they can take care of you. The result? **The same engagement team members will serve you long-term, building an ever-deeper knowledge of your business and culture and saving the time and cost of onboarding a new team.**

Diversity and inclusion | *Work-life balance* | *Continuous learning opportunities* | *Career advancement* | *Employee recognition*

INVESTING IN WHAT TRULY MATTERS

Our intentional investment in our team members has fostered an engaging culture where our employees stay with us and serve our clients for the long term.

Engagement partners, managers, other supervisory staff and specialists may be changed if those personnel leave the firm, are promoted or are assigned to another office. These personnel may also be changed for other reasons with the express prior written permission of the County. However, in either case, the County retains the right to approve or reject any replacements.

Planning for change, including our own

Managing turnover and finding replacements

As a firm committed to progress, we recognize that our employees share our drive and initiative. That drive may take them to new levels in our organization. Or it may, on occasion, take them to other firms. While our employee retention strategies and numbers are impressive, turnover can happen, and when it does, we're ready.

Our regional workforce planning managers are on hand to:

- Monitor job-needs requirements and staffing
- Communicate with all staff levels
- Resolve conflicts
- Generate and review reports
- Maintain client and team member information

When turnover happens, these managers immediately evaluate staffing needs and establish the level of expertise required to find the best replacement quickly.

Our engagement principals and managers then step in, quickly onboarding the new team member and minimizing any disruption to an engagement.

Keeping the County's team consistently on track

We've handpicked the optimal team to serve the County and we plan to keep them there. We guarantee they'll continue to serve you through the engagement (except for unforeseen circumstances, like a promotion or an exit from our firm). While they may alternate roles, all team members will know you, your business and your operations.

Highlighting our specific experience and qualifications

Offering the County significant single audit experience

Since the passage of the Single Audit Act of 1984, Baker Tilly has recognized the importance of providing guidance to our clients in this highly complex, specialized area. Our firm currently performs more than 700 single audits each year and ranks in the top four nationally based on the number of audits conducted by CPA firms.

Single audit leadership

Baker Tilly conducts more than 700 single audits each year, ranking in the top four nationally based on the number of audits conducted by CPA firms.

Our depth of experience with single audits places us in a leading position to perform high-quality single audits for the County.

To stay on top of the changing requirements, our firm serves on various American Institute of Certified Public Accountants (AICPA) committees engaged in financial and single audit issues. We are frequently selected as speakers for nationally sponsored training courses, and we actively participate in industry events.

Our firm is also asked to review and comment on various single audit documents created by the AICPA and Office of Management and Budget (OMB) prior to their issuance. Below is a list of documents where we have provided contributions:

DOCUMENT	YEARS	ORGANIZATIONS
AICPA Audit Guide — GAS and Single Audits	2022 and 2005 — 2016	AICPA
OMB Compliance Supplement	2008 — 2023	OMB

Aligning with the AICPA study on single audit quality

The AICPA performed a study on single audit quality which showed three factors that directly correlate to the quality of the audit engagements. The Baker Tilly team is a leader in each of these areas.

FACTORS AFFECTING AUDIT QUALITY	HOW BAKER TILLY DELIVERS
Size of the firm's single audit practice	Baker Tilly offers the County approximately 400 professionals performing single audits.
Membership in the AICPA Government Audit Quality Center (GAQC)	Baker Tilly's professionals have been members since the Center's inception, and have served multiple terms on the Executive Committee of the GAQC.
Qualifications of the engagement principal	Michael Malatt on your engagement team leads more than 20 single audit engagements annually.

Helping the County achieve the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting (COA)

You require a firm that successfully supports clients to excel in receiving the COA from the GFOA. Baker Tilly is that firm. We are heavily involved with the COA program by volunteering staff time to serve as report reviewers for the GFOA. We will be responsible for the final technical review of your Annual Comprehensive Financial Report (ACFR) to align with COA application criteria.

GFOA CERTIFICATE OF ACHIEVEMENT AWARD RECIPIENTS			
Counties	Cities	Towns/villages	Other entities
Dane, WI	Beloit, WI	Ashwaubenon, WI	Brazos River Authority, TX
DeKalb, IL	Bloomington, IL	Bayside, WI	Brownsville Public Utilities Board, TX
Delaware, PA	Brookfield, WI	Cave Creek, AZ	Chicago Public Schools, IL
DuPage, IL	Bullhead City, AZ	Chino Valley, AZ	Daisy Mountain Fire District, AZ
Kane, IL	Casa Grande, AZ	Deerfield, IL	Ferguson Township, PA
La Crosse, WI	El Mirage, AZ	Dewey-Humboldt, AZ	Forest Preserve District of Cook County, IL
Lake, IL	Fitchburg, WI	Florence, AZ	Grand Rapids Public Utilities Commission, MN
Lycoming, PA	Franklin, WI	Germantown, WI	Guadalupe Blanco River Authority, TX
Marathon, WI	Galesburg, IL	Glenview, IL	Lake County Forest Preserves, IL
McHenry, IL	Green Bay, WI	Grafton, WI	Las Vegas Valley Water District, NV
Milwaukee, WI	Highland Park, IL	Lake Zurich, IL	Metropolitan Water Reclamation District, IL
Olmsted, MN	Janesville, WI	Lemont, IL	Milwaukee Metropolitan Sewage District, WI
Racine, WI	Kingman, AZ	Lincolnshire, IL	Milwaukee Public Schools, WI
Rock Island, IL	Lake Forest, IL	Lisle, IL	New Braunfels Utilities, TX
Sauk, WI	Madison, WI	Marana, AZ	North Shore Fire Department, WI
Scott, IA	Mequon, WI	Northfield, IL	Northwest Fire District, AZ
Walworth, WI	Middleton, WI	Oak Lawn, IL	Oak Creek Water and Sewer Utility, WI
Washington, WI	Milwaukee, WI	Oro Valley, AZ	Pace Suburban Bus Service, IL
Waukesha, WI	Moline, IL	Paradise Valley, AZ	Rockford Public Schools, IL
Will, IL	Neenah, WI	Roselle, IL	San Antonio River Authority, TX
Winnebago, IL	Oconomowoc, WI	Schaumburg, IL	San Antonio Water System, TX

GFOA CERTIFICATE OF ACHIEVEMENT AWARD RECIPIENTS			
Counties	Cities	Towns/villages	Other entities
	Prescott, AZ		Saint Paul Public Housing Agency, MN
	Rosemount, MN		Thorn Creek Basin Sanitary District, IL
	Safford, AZ		VIA Metropolitan Transit, TX
	Sun Prairie, WI		VIA Metropolitan Transit Retirement Plan, TX
	Thatcher, AZ		
	Tolleson, AZ		
	West Bend, WI		

Supporting the GFOA COA program as report reviewers

Below is a list of current Baker Tilly GFOA report reviewers. Members of your engagement team are highlighted in bold.

BAKER TILLY GFOA REVIEWERS	
Amanda Blomberg, Managing Director	Brian Hemmerle, Principal
Sommer Cannon, Director	Steve Henke, Senior Manager
John Compton, Jr., Principal	Cailee Lewis, Senior Manager
Jason Coyle, Principal	**Joseph Lightcap, Managing Director**
Jodi Dobson, Principal	**Michael Malatt, Principal**
Paul Frantz, Principal	Amanda Mboga, Senior Manager
Nick Goeman, Senior Manager	John Rader, Managing Director
Sheanne Hediger, Principal	Wendi Unger, Principal

Implementing new Governmental Accounting Standards Board (GASB) standards

We routinely assist our government clients with implementing new accounting standards. To keep our clients up-to-date on the latest government accounting issues, Baker Tilly provides leadership to industry organizations through our involvement as authors, speakers, trainers and promoters of government accounting and auditing advancement.

We will continuously monitor GASB pronouncements — both issued and proposed — to evaluate how they impact the County. We will discuss these impacts with the County through various audit phases, from planning to fieldwork and audit completion.

We provide educational resources as well as tools and templates to help our clients with implementation at bakertilly.com.

Baker Tilly is prepared to assist the County with new GASB standards, as applicable. This may range from the impending implementation of GASB 100, Accounting Changes and Error Corrections, and GASB 101, Compensated Absences, to providing preliminary insights and guidance on the newest standards to be implemented, such as GASB 102, Certain Risk Disclosures.

In addition to recently issued GASB Statements, other GASB standards and exposure drafts outstanding are expected to significantly impact current reporting practices. Baker Tilly follows these developments closely and often prepares comment letters to GASB on behalf of the profession to raise items of potential concern before the standards are finalized.

Prioritizing industry involvement and knowledge sharing

To help the County prepare for and respond to change, we are actively involved in local and national associations. This keeps us on the leading edge of developments in our industry that may impact the County. Our memberships in professional organizations and our involvement as authors, speakers, trainers and promoters of governmental accounting and auditing equip us to actively assist you with implementing new regulations and adopting new standards. Our active involvement enables us to provide the County with timely and relevant industry information. It also allows us to serve as your resource as complex or routine accounting and auditing issues arise.

BAKER TILLY IS INVOLVED WITH THE FOLLOWING INDUSTRY ASSOCIATIONS

- American Institute of Certified Public Accountants (AICPA)
- American Women's Society of Certified Public Accountants
- Association of Certified Fraud Examiners
- Association of Government Accountants
- Government Finance Officers Association
- Illinois Association of Municipal Management Assistants
- Illinois CPA Society (ICPAS)
- Illinois Government Finance Officers Association (IGFOA)
- Illinois Municipal Treasurers Association
- National Association of College and University Business Officers
- National Association of Municipal Advisors

Baker Tilly does not just belong to these organizations. We are active members who serve on committees and support the organizations with our time and funds. For example:

- Principal Jodi Dobson, our firm's public sector technical leader, currently serves on the AICPA State and Local Government Expert Panel.
- Principal Michael Malatt serves on the IGFOA Professional Education Committee.
- Principal Jason Coyle, leader of our public sector practice in Illinois, is a member of the ICPAS Governmental Executive Committee. Both Jason and Managing Director Joe Lightcap are members of the IGFOA Technical Accounting Review Committee.

We are often called upon by local government associations to analyze proposed changes, provide recommendations for improvements and identify elements within proposed changes that impact our clients and their operations. In recent years, Baker Tilly has conducted training and developed educational programs on Governmental Accounting Standards Board (GASB) pronouncements, budgeting, taxation, local income taxes and other legislative impacts, as well as various other topics related to significant changes.

Contributing to AICPA committees and initiatives important to governments

To help the County respond to and prepare for change, Baker Tilly professionals are actively involved in various AICPA committees and initiatives. Our professionals are among the most influential in the accounting and advisory industry, and our thought leaders are directly involved with issues shaping our industry.

The following are a few of the AICPA boards and committees we are involved in that are relevant to the County.

AICPA INITIATIVE	DATES
Governmental Audit Quality Center (GAQC)	Since its inception
GAQC Executive Committee	2021 — present; 2012 — 2015
State and Local Government Expert Panel	2021 — present; 2012 — 2020; 2004 — 2008
Peer review oversight reviewers for single audits	2014 — present
Peer Review Board	2017 — present

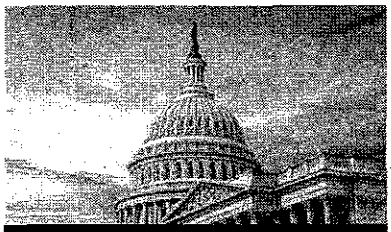
Sharing complimentary educational resources to keep the County informed

Baker Tilly's position of leadership, significant involvement in the accounting profession and deep industry and service specialization translate into knowledge we will share with the County. We are committed to delivering additional value by informing and educating your staff and supporting your operations. Complimentary educational opportunities include:

- **Meaningful, timely and realistic guidance** and responses to routine questions throughout the year at no additional charge.
- **Regular webinars** on topics such as fraud, understanding financial reports, new GASB reporting standards, grant-related topics and cost reduction/revenue maximization. These webinars are free to our clients and qualify for continuing professional education (CPE) credits. Webinar recordings are available on our website and can be viewed anytime.
- **Web-based resources,** including our Inflation Reduction Act resource center, are available to Baker Tilly clients and feature educational materials, tools and resources on topics important to governments.
- Our **CommuniTIES Connection newsletter** features industry and accounting updates.
- Our weekly **CommuniTIES podcast series** features public sector leaders from across the firm providing practical guidance to help governmental entities navigate challenges and seize opportunities.
- **Timely alerts** provide updates on laws, regulations or decisions with an immediate or near-future impact on local government clients.

Our team members will share complimentary webinars, alerts, whitepapers, articles, case studies, events, resources and insights year-round to empower you in achieving your goals. Click the images below to view our most recent resources designed to address trending topics for local governments. Additional webinars and on-demand videos are available at bakertilly.com/industries/state-and-local-government.

Additional resources and thought leadership



GASB 100 and GASB 101 implementation
webinar

Tax-exempt organizations have a new cash flow opportunity
article

Navigating the basics of internal controls
article

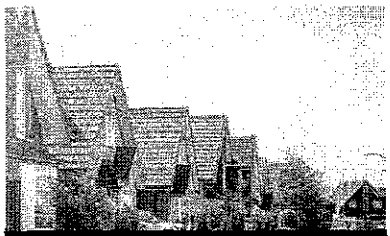
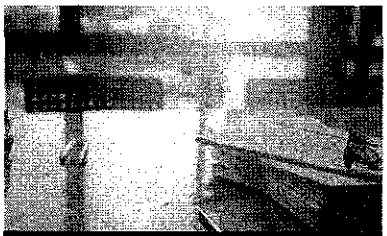


Chart your financial path for the future
article

Streamlining IRA prevailing wage and apprenticeship compliance
webinar



IIJA at the midway point: Act now to secure funding opportunities
article

INFUSING VALUE IN OUR RELATIONSHIP THROUGH COMPLIMENTARY RESOURCES

We will provide meaningful insights that support the County's success by sharing educational resources and timely, industry-specific guidance.

3. Similar engagements with other government entities

For the Proposer's office that will be assigned responsibility for the audit, the Proposer should list the most significant audit engagements (maximum of 4) performed in the last five years that are similar to the engagement described in this RFP. Of particular interest to Kane County are similar engagements with other counties. These audit engagements should be ranked on the basis of total staff hours and the Proposer should indicate the scope of work, date, engagement partners, total hours, and the name and telephone number of the principal client contact.

Demonstrating that we've been down this path before

The experiences of our clients speak more to Baker Tilly's capabilities than any proposal ever could. That's why we encourage you to talk with our clients. Here are a few individuals who welcome the opportunity to share their Baker Tilly experience.

Each will give you an authentic perspective as you consider your own needs.

DUPAGE COUNTY (GFOA COA AWARD WINNER)			
Name	Jeff Martynowicz	**Title**	Chief Financial Officer
Phone	+1 (630) 407 6100	**Email**	jeffrey.martynowicz@dupageco.org
Dates	County and Circuit Clerk: 2016-present / Public works – 2010 to present Health Department – 2012 to present	**Date**	3,000
Engagement principal/director	Jason Coyle, Michael Malatt, Joe Lightcap, Amanda Blomberg		
Scope of work	Annual financial and single audits for the County, Circuit Clerk, Emergency TSB, Public Works Department and Health Department		

LAKE COUNTY (GFOA COA AWARD WINNER)			
Name	Melissa Gallagher	**Title**	Chief Finance Officer
Phone	+1 (847) 377 2163	**Email**	MGallagher@lakecountyil.gov
Dates	2022-present and 2004-2016	**Hours**	1,700
Engagement principal/director	Jason Coyle, Michael Malatt, Amanda Blomberg		
Scope of work	Annual audit services to the County, including audits of the County's ACFR, single audit, health department reports, Public Works, Veteran's Assistance Commission, Solid Waste Agency and ETSB		

3. SIMILAR ENGAGEMENTS WITH OTHER GOVERNMENT ENTITIES

WILL COUNTY (GFOA COA AWARD WINNER)			
Name	Karen Hennessy	**Title**	Finance Director
Phone	+1 (815) 774 6359	**Email**	khennessy@willcountyillinois.com
Date	2010 to present	**Hours**	850
Engagement principal/director	Nick Cavaliere, Michael Malatt		
Scope of work	Annual audit services to the County since 2010, including audits of the County's ACFR and the single audit		

MCHENRY COUNTY (GFOA COA AWARD WINNER)			
Name	Kerri Wisz	**Title**	Chief Financial Officer
Phone	+1 (815) 334 4207	**Email**	kmwisz@mchenrycountyil.gov
Date	2004 to present	**Hours**	750
Engagement principal/director	Jason Coyle, John Rader		
Scope of work	Annual Financial and single audits for the County as well as the County Circuit Clerk.		

EXPERIENCE MATTERS. ESPECIALLY THE EXPERIENCE OUR CLIENTS RECEIVE

Connect with our clients to learn more. Additional references are available by request.

4. Specific audit approach, work plan and hours

Stress-free audits are our specialty. *Strategic planning optimizes your audit timeline. While you focus on your day-to-day tasks, we handle the details. Expect a streamlined process that minimizes stress and maximizes efficiency.*

The Proposer should set forth a work plan including the audit methodology and expected timetable to perform the requested services. The audit approach should include the level of staff and number of hours to be assigned to each proposed segment of the engagement; type and extent of analytical procedures used; use of substantive testing and the extent to which statistical sampling is to be used in the engagement. Also include the approach to be taken for compliance testing for the financial statement audit. (See appendix A).

Understanding the County's needs

You have requested audit proposals for November 30, 2024, 2025, 2026, 2027 and 2028. The scope of our audit includes a financial audit of the basic financial statements and a compliance audit of the County's federal awards. Our audit will meet or exceed all performance specifications listed in the request for proposals.

Our audit will be made in accordance with generally accepted auditing standards (GAAS) as promulgated by the American Institute of Certified Public Accountants (AICPA); the AICPA audit guide, Audits of State and Local Governmental Units; Government Auditing Standards (GAS) issued by the U.S. Government Accountability Office (GAO); and OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance).

The primary purpose of the audit is to express an opinion on the financial statements of the entity subject to audit. Such an audit is subject to the inherent risk that errors or irregularities may not be detected. If conditions are discovered that lead to the belief that material errors, defalcations or other irregularities may exist, or if any other circumstances are encountered that require extended services, Baker Tilly will promptly advise an appropriate level of management.

At the conclusion of the audit, we will issue the following reports:

- Report on the Audit of the Financial Statements
- Communication to Those Charged with Governance and Management
- Independent Auditors' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards
- Independent Auditors' Report on Compliance for Each Major Federal Program; Report on Internal Control Over Compliance; and Report on the Schedule of Expenditures of Federal Awards Required by the Uniform Guidance
- Data Collections Form
- In-Relation-To-Opinion as required by GATA
- Independent Auditor's Report on the Financial Statements

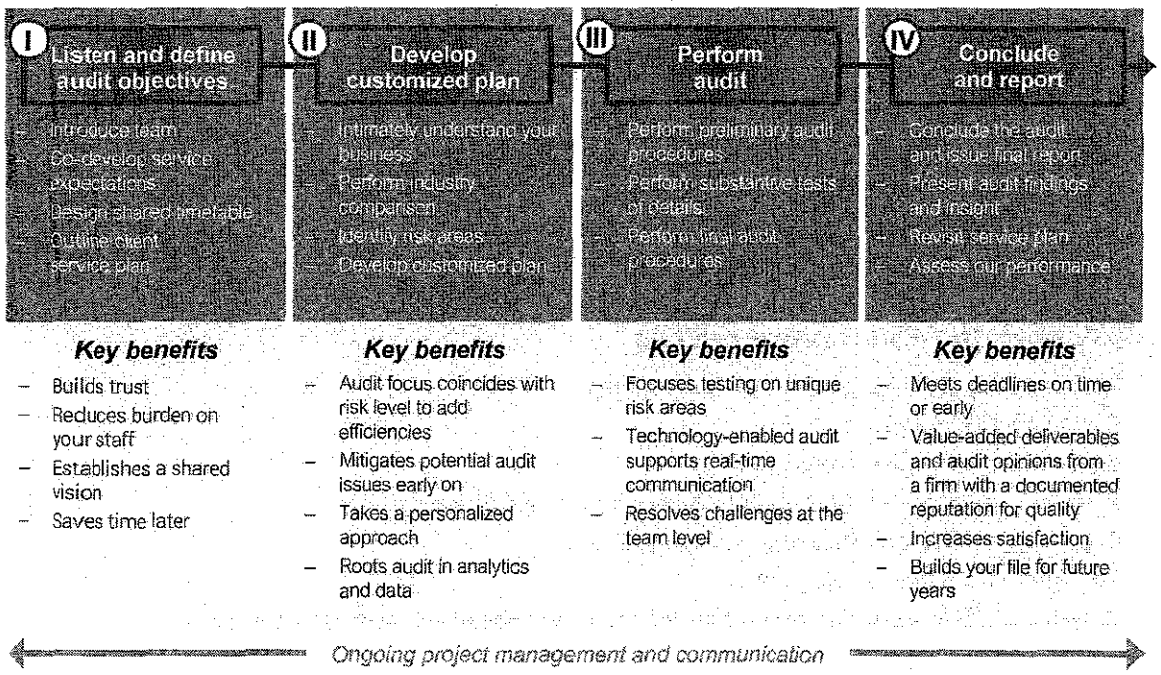
- Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards
- Independent Auditor's Report on Compliance with Illinois Circuit Clerk Statute Listing Criteria and Report on Internal Control Over Compliance

Designing a collaborative audit approach tailored to the public sector industry

What we do in terms of our audit approach is designed to deliver a high-quality audit. ***How*** we do it is what distinguishes our firm. To help the County adapt to and benefit from change, Baker Tilly works hard to be a consultative assurance ally that proactively manages risk.

Tailoring our approach to meet your needs

An overview of our collaborative, industry-focused and advisory-based audit approach is detailed below.



TAILORED AUDIT APPROACH

A high-touch audit service model assures the County of accessibility, reliability and a tailored approach. We will work hard to gain your trust and solve problems through open, engaging dialogue and frequent communication.

Tailoring the segmentation of your engagement to the County

The County will receive a customized audit based on our proven approach, which includes nine to 10 work segments. These segments, along with the anticipated audit procedures for each, are discussed below.

1. Engagement planning and administration

- Prepare client information forms, obtain signed engagement letters and complete independence procedures
- Review previous audit reports and internal control reports
- Prepare memorandum regarding overall the County operations for permanent file records
- Complete staffing and scheduling summary
- Hold planning conference with engagement principal and in-charge auditors
- Hold planning and progress conferences with the County as needed
- Obtain all documents and information required for permanent file
- Read minutes of the County Board meetings
- Develop and approve audit programs
- Perform various testing of compliance with laws and regulations
- Accumulate points to be included in management letter and draft letter
- Review working papers for completeness
- Undergo principal-level working paper reviews
- Hold exit conference with key the County personnel
- Present to the County Board and/or Finance Committee

2. Risk assessment and internal controls

- Perform entity-wide risk assessment procedures
- Conduct fraud interviews
- Determine major transaction cycles
- Perform evaluations of internal controls over major transaction cycles
- Complete information technology risk assessment
- Test internal controls as applicable
- Determine reliance on internal controls and resulting substantive audit procedures

3. Cash and investments

- Review ledger account entries and compare cash account balances
- Confirm year-end cash and investment balances with depositories
- Obtain bank reconciliations and substantiate reconciling items
- Substantiate cash cut-offs and interbank transfers
- Test investment transactions and interest earned
- Test market values of applicable investments
- Audit financial statement disclosures

4. Revenue

- Compare revenues to prior-year actual, current budget or other expectations
- Analyze accounts with significant variations
- Confirm or otherwise validate accounts receivable and taxes receivable
- Confirm and reconcile state aid
- Reconcile other revenues to claims and invoices filed
- Perform a search for unrecorded receivables
- Review functional classifications of revenues for government-wide financial statements
- Test capital contributions
- Analyze allowances for uncollectibles

5. Expenditures

- Compare expenditures to prior years, budgeted amounts or other expectations
- Analyze accounts with significant variations
- Review accounts payable listings, determine proper cut-offs and test for unrecorded liabilities
- Validate prepaid items
- Verify vested compensated absence liabilities
- Test insurance-related accruals or incurred but not reported claims (IBNRs)
- Determine the appropriateness of other liability accounts, including accrued payrolls and related withholdings, retainages and other liabilities
- Test pension information and disclosures
- Test other post-employment liabilities

6. Property

- Obtain capitalization policy for capital assets and infrastructure
- Obtain summary schedules of capital assets and infrastructure, including additions, retirements and accumulated depreciation
- Test capital assets and infrastructure additions and deletions
- Test capital assets and infrastructure depreciation/amortization calculations

7. Inventories

- Observe physical inventories, if material
- Test pricing, quantities and extensions of final inventories

8. Financing/equity

- Verify bond and note balances owed
- Obtain information on new issues, if any
- Trace transactions to the general ledger
- Re-compute interest expense
- Determine the nature and appropriateness of net position and fund balance categories

9. Financial reporting

- Ascertain that all items of audit significance contained in the minutes have been considered and cross-referenced to the work papers
- Obtain a working trial balance
- Propose adjusting entries and obtain adjusted trial balance
- Draft the financial statements
- Perform subsequent events review to the date of completion of fieldwork
- Obtain management and attorney representation letters
- Finalize required reports

10. Single audit

- Obtain a schedule of federal and state awards and review for accuracy and completeness
- Obtain a summary schedule of prior audit findings
- Determine major federal grant programs
- Review compliance requirements for major federal grants
- Test the County's internal controls over compliance requirements that could have a direct and material effect on major programs
- Test compliance with laws and regulations governing the County's major federal grants
- Draft required single audit reports
- Draft schedule of findings and questioned costs
- Obtain responses to findings and corrective action plan from the County, if needed
- Assist the County with completion and submission of the Data Collection Form after the County's review

Meeting or beating the County's deadlines

Timing is everything

They say time is money. We agree. That includes the County's time and your own. Every moment holds opportunity, and we make the most of each moment together. Adding value. Supporting your goals. And always delivering your services on time or ahead of schedule.

The chart below represents our customized approach to deliver audit services to the County on time in accordance with the expectations set forth in the RFP. And it's just our starting point. We'll collaborate closely with you to finalize a client service plan that meets all your needs — especially your timing.

	2024		2025				
ACTIVITY	Nov	Dec	Jan	Feb	Mar	Apr	May
Engagement planning							
Detailed audit plan, including a list of schedules to be prepared by the County		12/1					
Preliminary fieldwork			1/6-10				
Final fieldwork				2/24-3/21			
Delivery of first draft of ACFR, Report on Federal Awards and Communication to Those Charged with Governance and Management to County						4/14	
County completes review of first draft and submits MD&A and Transmittal Letter to auditor						4/28	
Delivery of electronic copies of final reports to County, including responses to GFOA comments							5/5
Delivery of any printed copies of reports to County							5/5
Deliver In-Relation-To Opinion on CYEFR							5/5
Submit Single Audit Data Collection form							5/5
Submit AFR to Illinois State Comptroller							5/5
Financial presentation to County Board							5/13
Project management and communication	Ongoing						

OUR COMMITMENT TO THE COUNTY

Working closely with you and your team, we will co-develop a timeline to deliver on time or ahead of schedule.

Detailing estimated staff hours on the audit

Estimates of the time requirements for the County's 2024 audit by staff level and segment of the engagement are as follows.

	ESTIMATED STAFF HOURS				
	ACFR	Report on Federal Awards	CYEFR	AFR	Circuit Clerk Reports
Principals	44	10	1	1	10
Managers	70	16	2	2	15
Supervisory staff	230	50	4	3	64
Staff	280	45	-	8	24
Total hours	**624**	**121**	**7**	**14**	**113**

These estimated audit hours are based on the time we have actually spent, on average, performing the County's audit in recent years.

Performing analytical procedures

Analytical procedures we perform for the County may range from simple comparisons to complex models involving many relationships and elements of data.

Generally accepted auditing standards require analytical procedures in all audits of financial statements. Our analytical procedures are performed at three points during the audit process — during planning as a tool to assess risk, during fieldwork as a substantive test of account balances and transactions, and during the final review of the financial statements to evaluate overall financial presentation and disclosure.

Planning: Analytical procedures are performed during our planning process to help us determine where we may need to focus additional attention.

Fieldwork: Analytical procedures are performed as a substantive test using the County's trial balance and budget report before audit entries. In-charge auditors review current-year information and compare it to prior-year actual amounts, the current budget and other expected results. Variances to our expectations — figures that exceed a predetermined threshold level, both from a percentage and dollar amount perspective — are highlighted for further investigation. This investigation includes reviewing detailed transactions, vouching a sample of transactions, discussing questions with management and using validation techniques. We document explanations of variances in our file and use the results to determine the extent of any additional audit testing.

Final review: The final analytical review takes place after all audit entries are posted during the preparation of the financial statements. Variances in financial statement line items are analyzed to evaluate the consistency of financial statement presentation and disclosures.

Determining sample sizes and performing statistical sampling

We may use audit sampling throughout the phases of the County's audit because this allows us to perform an audit that is more cost-beneficial to you. We have identified the following audit sampling tests that may be used on the County's audit:

- Substantive tests of details of balance sheet accounts
- Tests of controls
- Tests of compliance with laws and regulations

After reviewing and evaluating the County's internal controls, we will decide on the internal control procedures we intend to test. We will set the expected error rate, audit risk and tolerable error rate parameters to determine the sample size we will generate. We may perform these procedures in the following areas:

- Cash disbursements
- Payroll

We also plan to use audit sampling to perform substantive tests of certain balance sheet accounts, including accounts receivable and recorded vouchers payable. Our firm has customized statistical sampling tools that are in full compliance with all professional standards.

We expect to use the following sample ranges. However, these may increase or decrease based on the results of our understanding of the County's internal controls:

TESTS OF CONTROLS	SAMPLE RANGES
Cash disbursements/expenditures	25–60 documents
Payroll	25–60 documents

Determining laws and regulations subject to audit test work

Since the County is required to have a single audit, the audit scope regarding compliance with laws and regulations will be substantially broader than a standard audit conducted according to Generally Accepted Auditing Standards (GAAS).

To satisfy the single audit and GAAS requirements, Baker Tilly has developed a proprietary audit approach.

Sharing our compliance testing approach

OMB Uniform Guidance requires that we test for compliance with laws and regulations that could have a material effect on the allowability of program expenditures. Therefore, we will test financial transactions as well as specific program requirements.

- **Significant personnel costs:** After determining which federal programs are major, we will develop the approach to test a specific program. We know certain programs incur administrative costs, consisting primarily of salaries, wages and fringe benefits. We will randomly select a representative sample of payroll costs to test for these programs. Our sample will be derived from the personnel assigned to that particular program.
- **Costs from outside sources:** Other programs, however, do not have substantial personnel costs. Those programs involve purchasing goods or services from outside sources, including vendors and not-for-profit agencies. Our approach to these types of programs would be to select a representative sample of charges to the program from the County's transaction history reports.
- **Combined procedures:** For programs that involve both significant personnel costs and costs from outside sources, our approach combines the procedures identified above.

Because we also test for compliance with administrative laws and regulations, we will test representative samples from each major program. Most of our testing will involve the eligibility of persons assisted by that program. We will select case files to review from the County's records of clients served during the period.

The OMB's Compliance Supplement identifies 12 significant audit areas that may apply to each federal award, subject to the six-requirement mandate. We will develop our own work programs tailored for the County.

Conducting the audit according to GAAS requirements

Our dedicated team is immersed in the public sector and brings substantial knowledge of laws and regulations dealing with government accounting, budgeting, financing and reporting to the County's engagement. Based on this knowledge, we have developed our own audit work program which we will use in your audit. This work program covers such areas as:

- Authorization of depositories and types of allowable investments
- Arbitrage compliance and rebate requirements
- Budgeting procedures and reporting requirements
- Restrictions on expenditures and matching requirements
- Taxing and debt limits

In addition, we will obtain information from the County's management on other significant laws and regulations that could materially affect the basic financial statements in the event of noncompliance.

Conducting the audit according to single audit requirements and Government Accountability Office (GAO) standards

These standards require that we perform additional tests to provide reasonable assurance that federal and state award programs comply with laws and regulations governing those programs. We will test all major federal and state programs, as well as non-major program transactions selected for other audit purposes.

We will use the following documents as guidance in determining the laws and regulations applicable to the County's federal and state award programs:

- Single Audit Act Amendments of 1996
- GAO Government Auditing Standards
- OMB Compliance Supplement
- OMB Uniform Guidance for Federal Awards
- Code of Federal Regulations
- Assistance Listings (formerly Catalog of Federal Domestic Assistance)

Most of the significant laws and regulations that affect the County's single audit programs can be found in the OMB's Compliance Supplement.

For any major federal program not listed in the Compliance Supplement, we will determine the significant compliance requirements by reading the applicable statutes, grant agreements and policy manuals. We will also contact federal and state agencies for technical assistance if necessary.

Drawing audit samples for purposes of tests of compliance

Our testing of compliance and internal controls over compliance will follow the requirements of the American Institute of Certified Public Accountants (AICPA) sampling guidance. Each major program tested during the single audit will have samples pulled for each applicable compliance requirement. The sample sizes will depend on the number of transactions in the population.

Innovating on every level to keep you on the leading edge

Daring to think differently and work differently: It's how you stay ahead. Technology's leading edge is the only acceptable vantage point. As technology evolves, we help you keep pace, with solutions that allow you to adapt quickly to ever-changing regulatory environments.

Efficiency	Accuracy	Focus	Insight	Impact
Accelerating progress with automation and scripting means spending more time on high-value activities for you.	Smart use of machines and programs gives us consistent, reliable results, reducing the chances of human error.	Technology removes repetitive, low-value tasks from our work, so we can focus on creating custom solutions and tailored insights.	With analytics, data can be retrieved, sorted and analyzed in new ways to reveal trends and opportunities you may not have considered before.	We'll provide the right tools to protect and enhance your value — making a lasting difference now and into the future.

OUR INVESTMENT IN TECHNOLOGY IS AN INVESTMENT IN THE COUNTY'S SUCCESS

We stay on the leading edge of technology, which means the County will too. You'll see it every day in the value we deliver to you, maximizing efficiency, adaptability and responsiveness.

Sharing our technology to empower all of us

Technology takes us further when it's shared. It's why we'll provide the County with the technology tools detailed below, boosting efficiency and value at every point along our path to success.

	HOW IT BENEFITS THE COUNTY
Visualization	Quickly view identified risks and benefit from existing data
Assurance	Gain time-saving, industry-specialized templates and content
Research	See up-to-the-minute, relevant accounting pronouncements — and how we can apply them to your organization
Secure collaboration	Expect secure and seamless collaboration, visual presentations and remote check-ins.

SHARING OUR TECHNOLOGY INNOVATIONS WITH THE COUNTY

Every expedition requires the right tools. We bring them, providing technology to deliver efficiencies and value-added insights to the County's engagement.

5. Cost proposal

Going beyond is what we do. *There is little value in checking boxes. We're driven to make a real difference for the County. Continue to expect the highest level of service from seasoned principals and managers: Pushing above and beyond your requirements and expectations. Bringing insights. Improving efficiencies. Achieving your objectives.*

Rates by partner, specialist, supervisory, and staff level times hours anticipated for each must be listed. The cost proposal shall also include a schedule of professional fees and expenses and out-of-pocket expenses. (See appendix B).

Sharing our transparent fee estimate

The County's fee estimate is based on what we understand is important to you.

Cost proposal schedule for professional fees and expenses

COST PER FISCAL YEAR AUDITED	FY2024	FY2025	FY2026	FY2027	FY2028
ACFR (basic financial statement preparation included)	$91,500	$91,600	$100,900	$105,900	$111,200
Single Audit (assumes two major programs)	17,500	18,400	19,300	20,300	21,300
CYEFR	1,500	1,600	1,700	1,800	1,900
AFR	2,500	2,600	2,700	2,800	2,900
Circuit Clerk	16,000	16,800	17,600	18,500	19,400
GRAND TOTAL (ALL INCLUSIVE PRICE PROPOSAL)	$129,000	$135,500	$142,200	$149,300	$156,700

OUR TRANSPARENT, FAIR FEE ESTIMATE

The County can expect a competitive fee arrangement and continuous value.

No unnecessary charges

You won't see add-on charges for routine calls, emails or quick consultations. They're included in our fees because we're here to earn your trust. If your need is out of scope, we'll never perform additional work unless you give us the go-ahead. Our final billing will always be based on the value we deliver to you.

Key assumptions

We based our fee estimate on your needs — and it's just that — an estimate. If any of the assumptions below change, we'll share any new requirements, budgetary considerations and options.

ASSUMPTIONS

- Adequate support, preparedness, cooperation and feedback from management
- Administrative/technology fee (5% of the total fee amount) will be added to fees; you will not receive any hidden charges
- Fees based on current standards
- No major changes in scope or organizational structure, including mergers or expansions
- Organized books and records

Negotiating terms and conditions

Per RFP Section A.13, we hereby take exception to RFP Sections A.10, B.09, B.10, B.16.1, B.16.2, and portions of the Proposal Response Form regarding the Order of Precedence. If selected, we will require the ability to propose additional terms and negotiate mutually acceptable revisions to the sections identified above, prior to executing a final contract.

Kane County may have need to contract for additional work that does not conflict with independence requirements. Please indicate your standard hourly rate and proposed hourly rate for services rendered to Kane County.

Delivering services above the standard — at standard hourly rates

When you need us, we step in to help. If the service you need is out of scope, we'll let you know and get your approval. We'll give you an estimate in advance, outlining the time and expense we believe we'll need to achieve your objectives.

Any fees will be based on our standard rates shown below. Before we send a final invoice, we confirm that you've received the value you deserve.

RATES FOR ADDITIONAL SERVICES

STAFF LEVEL	HOURLY RATES	PROPOSED RATES
Principal/director	$675	$450
Manager/supervisor	$305	$215
Senior	$230	$160
Staff	$185	$130

DELIVERING BEYOND THE STANDARD

When the County needs additional services, we're flexible and accessible, standing ready to serve your needs beyond the scope of our engagement.

6. References

Success stories from similar clients will tell you all you need to know. In addition to our work with the County, their insights and perspectives can be a valuable tool as you consider your needs.

The Proposer should list the most significant audit engagements (maximum of 4) performed in the last 5 years that are similar to the engagement described in the RFP. If the Proposer has multiple offices these references should be for audits performed by the office that will be assigned the responsibility for the audit. These audit engagements should indicate the scope of work, date, engagement partners, the manager, and the staff assigned to the audits.

Demonstrating that we've been down this path before

The experiences of our clients speak more to Baker Tilly's capabilities than any proposal ever could. That's why we encourage you to talk with our clients. Here are a few individuals who welcome the opportunity to share their Baker Tilly experience.

Each will give you an authentic perspective as you consider your own needs.

DUPAGE COUNTY (GFOA COA AWARD WINNER)			
Name	Jeff Martynowicz	**Title**	Chief Financial Officer
Phone	+1 (630) 407 6100	**Email**	jeffrey.martynowicz@dupageco.org
Dates	County and Circuit Clerk: 2016-present / Public works – 2010 to present Health Department – 2012 to present	**Date**	3,000
Engagement team	Jason Coyle, Michael Malatt, Joseph Lightcap, Amanda Blomberg, Anna Wiszowaty, Cynthia Park, Sebastian Dabrowski		
Scope of work	Annual financial and single audits for the County, Circuit Clerk, Emergency TSB, Public Works Department and Health Department		

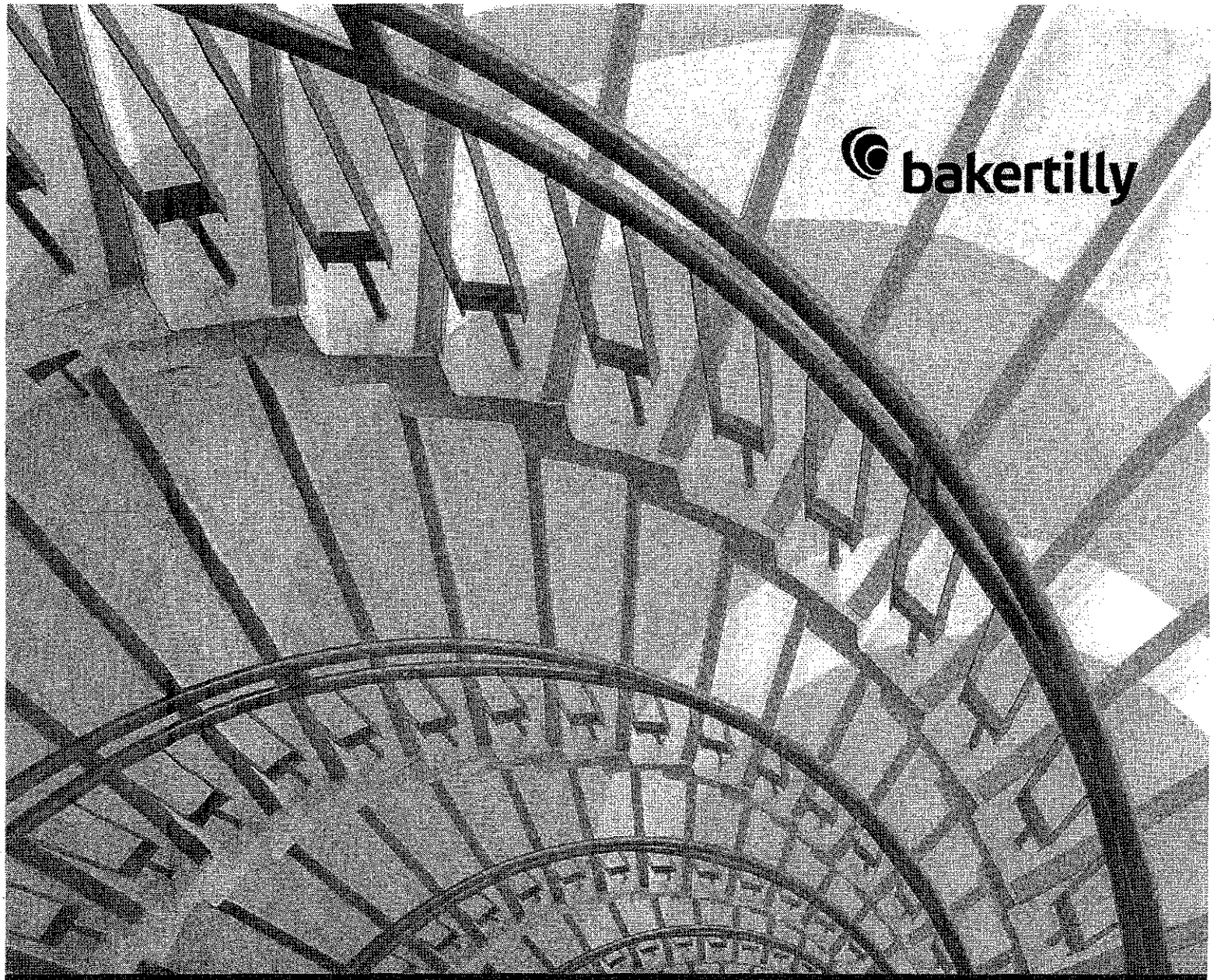
MCHENRY COUNTY (GFOA COA AWARD WINNER)			
Name	Kerri Wisz	**Title**	Chief Financial Officer
Phone	+1 (815) 334 4207	**Email**	kmwisz@mchenrycountyil.gov
Date	2004 to present	**Hours**	750
Engagement team	Jason Coyle, John Rader		
Scope of work	Annual Financial and single audits for the County as well as the County Circuit Clerk.		

LAKE COUNTY (GFOA COA AWARD WINNER)			
Name	Melissa Gallagher	**Title**	Chief Finance Officer
Phone	+1 (847) 377 2163	**Email**	MGallagher@lakecountyil.gov
Dates	2022-present and 2004-2016	**Hours**	1,700
Engagement team	Jason Coyle, Michael Malatt, Amanda Blomberg, Cynthia Park, Sebastian Dabrowski		
Scope of work	Annual audit services to the County, including audits of the County's ACFR, single audit, health department reports, Public Works, Veteran's Assistance Commission, Solid Waste Agency and ETSB		

WILL COUNTY (GFOA COA AWARD WINNER)			
Name	Karen Hennessy	**Title**	Finance Director
Phone	+1 (815) 774 6359	**Email**	khennessy@willcountyillinois.com
Date	2010 to present	**Hours**	850
Engagement team	Nick Cavaliere, Michael Malatt, Anna Wiszowaty		
Scope of work	Annual audit services to the County since 2010, including audits of the County's ACFR and the single audit		

EXPERIENCE MATTERS. ESPECIALLY THE EXPERIENCE OUR CLIENTS RECEIVE

Connect with our clients to learn more. Additional references are available by request.



Appendix A: Resumes

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Michael E. Malatt, CPA

Michael Malatt, principal with Baker Tilly, has been in the accounting industry since 2007.

Baker Tilly US, LLP

1301 W 22nd St
Suite 400
Oak Brook, IL 60523
United States

T: +1 (630) 645 6226
michael.malatt@bakertilly.com

bakertilly.com

Education

Master of Science in accountancy
Bachelor of Business
Administration in accountancy
University of Notre Dame

Michael is a principal in the public sector practice group, specializing in accounting and audit services for state and local governmental entities, including counties, municipalities and school districts.

Specific experience

- Principal-in-charge of financial and compliance related audit engagements for state and local governmental agencies, including single audits in accordance with OMB Uniform Guidance Guidelines
- Reviews and provides guidance for Annual Comprehensive Financial Report, which have been awarded Certificates of Excellence in Financial Reporting from the Government Finance Officers Association and Association of School Business Officials
- Provides strategic planning and implementation services for government units implementing Governmental Accounting Standards Board (GASB) pronouncements
- Leads operations reviews designed to improve the efficiency and effectiveness of business and finance operations
- Performs internal control reviews of municipalities and school districts, providing recommendations on policies and procedures to strengthen internal controls
- Provides Tax Increment Financing compliance audits
- Presents annual audit and financial results to governing bodies
- Licensed CPA in Illinois

Industry involvement

- American Institute of Certified Public Accountants
- Illinois Governmental Finance Officers Association – Professional Education Committee
- Government Finance Officers Association – Special Review Committee
- Illinois CPA Society
- Recipient of 2009 Illinois CPA Society Excel Award
- Regularly speaks at industry conferences

Continuing professional education

- Yellow Book Update Webinar
- Compliance Can be Exhilarating
- Illinois Public Sector Training
- Assurance Service Line Monitoring Updates
- Independence Common and Current Items
- Ethics for CPAs
- Compliance Supplement and Single Audit Update
- County CFO Roundtable
- Public Sector GASB Technical Update
- Public Sector Industry Developments
- Public Sector Global Focus Methodology Training

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Jason K. Coyle, CPA

Jason Coyle, principal with Baker Tilly, has been in the accounting industry since 1997.

Baker Tilly US, LLP

1301 W 22nd St
Suite 400
Oak Brook, IL 60523
United States

T: +1 (630) 645 6205
jason.coyle@bakertilly.com

bakertilly.com

Education

Bachelor of Science in accountancy
University of Illinois

Jason is the team leader of the public sector practice in Illinois. He specializes in providing financial and compliance audits, as well as accounting services. Jason has extensive experience with municipalities, counties, special districts and school districts.

Specific experience

- Principal-in-charge of financial and compliance-related audit engagements for local governmental entities
- Routinely assists local governments with the implementation of new accounting standards issued by the Governmental Accounting Standards Board
- Reviews and provides guidance for Annual Comprehensive Financial Reports, which have been awarded a "Certificate of Achievement for Excellence" in Financial Reporting
- Performs internal control reviews of municipalities and school districts, providing recommendations on policies and procedures to strengthen internal controls
- Provides Tax Incremental Financing compliance audits
- Principal-in-charge of single audits in accordance with OMB Uniform Guidance Guidelines
- Presents annual audit and financial results to various client boards
- Leads operations reviews designed to improve the efficiency and effectiveness of business and finance operations
- Member of the Special Review Committee of the GFOA which reviews financial statements submitted to the Annual Comprehensive Financial Report program
- Licensed CPA in Illinois

Industry involvement

- American Institute of Certified Public Accountants (AICPA)
- Government Finance Officers Association (GFOA) - Special review executive committee
- Illinois Governmental Finance Officers Association (IGFOA) - Technical accounting review committee
- Illinois CPA Society (ICPAS) - Governmental Executive Committee, chair
- Illinois Association of School Business Officials (IASBO)
- Speaks at industry conferences

Continuing professional education

- Government Accounting and Auditing Updates
- Baker Tilly Municipal Audit Training Sessions
- Government Finance Officers Association sponsored seminars
- Single Audit Training Sessions
- Frequent Frauds Found in Governments
- GFOA and Illinois GFOA conferences
- "Independence: Historical Insights and Today's Rules" (Becker Professional Education)

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Sebastian Dabrowski

Sebastian Dabrowski is a senior associate with Baker Tilly's public sector practice.

Baker Tilly Advisory Group, LP

1301 W 22nd St
Suite 400
Oak Brook, IL 60523
United States

T: +1 (630) 645 6237
sebastian.dabrowski@bakertilly.com

bakertilly.com

Education

Master of Accounting Science
Bachelor of Science in accountancy
Bachelor of Science in finance
University of Illinois at Urbana Champaign

Sebastian specializes in audit services for governmental clients, including municipalities and school districts.

Specific experience

- Performs audit services for municipalities, school districts and other governmental entities
- Prepares annual comprehensive financial report
- Performs internal control testing following risk assessment standards
- Performs and reviews single audits of federal awards in accordance with OMB Uniform Guidance
- Compiles work papers necessary to execute audits
- Assists entities with implementation of new GASB standards
- Uses data extraction software to perform audit procedures, including procedures directed towards fraud detection

Continuing professional education

- Accounting and auditing updates training, Baker Tilly
- Public sector single audit training, Baker Tilly
- Valued business advisor training, Baker Tilly

Industry involvement

- Illinois Government Finance Officers Association (IGFOA)

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Amanda R. Blomberg, CPA

Amanda Blomberg is managing director of Baker Tilly's state and local government practice.

Baker Tilly Advisory Group, LP

4807 Innovate Lane
Madison, WI 53718
United States

T: +1 (608) 240 2386
amanda.blomberg@bakertilly.com

bakertilly.com

Education

Bachelor of Business Administration in accounting
University of Wisconsin-Eau Claire

Amanda specializes in providing financial audit, single audit and consulting services to governments. She also provides federal award compliance audits and consulting for foreign universities and for-profit entities.

Specific experience

- Leads financial audit and accounting engagements for cities, villages and counties in Wisconsin and Illinois
- Directs single audit engagements for municipalities and counties, including the City of Chicago
- Assists with federal award compliance audit engagements and consulting projects for for-profit entities and foreign universities
- Helps clients research and implement new accounting standards
- Provides Uniform Guidance implementation assistance
- Prepares and reviews financial statements and other statutory reports
- Assists municipalities with various accounting issues and questions
- Presents financial results and information to governing bodies
- Develops single audit work programs and leads training for the firm's single audit practice as a firm Professional Practice Leader
- Reviews quality of peer review engagements for the AICPA
- Speaks at local and regional conferences
- Authors articles for the public sector newsletter and presents for the state and local government webinar series
- GFOA Annual Comprehensive Financial Report reviewer
- Licensed CPA in Wisconsin and Illinois

Industry involvement

- American Institute of Certified Public Accountants (AICPA)
- Wisconsin Institute of Certified Public Accountants (WICPA)
- Wisconsin Government Finance Officers Association (WGFOA)
- AICPA Single Audit Advanced Certificate holder
- AICPA Peer Review Oversight – Single Audits

Continuing professional education

- AICPA national governmental conferences and training programs
- Various AICPA single audit webinars
- GASB seminars
- "IT Risk Assessment Standards (RAS) Training for Auditors" (Baker Tilly)
- "Information Technology Risk Assessment Concepts for Financial Audit" (Baker Tilly)
- "Succession Planning: Why It's Still Relevant" (Baker Tilly)
- "Independence: Historical Insights and Today's Rules" (Becker Professional Education)
- "Common Fraud Schemes in Governments" (Baker Tilly)
- Energy and utilities training sessions (Baker Tilly)
- Government Financial Officers Association (GFOA) conferences and training programs including Generally Accepted Accounting Principles (GAAP) updates
- Accounting and auditing updates sponsored by Baker Tilly
- Numerous single audit training sessions

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Joseph M. Lightcap, CPA

Joe Lightcap is a managing director with Baker Tilly and has been with the firm since 2000.

Baker Tilly Advisory Group, LP

1301 W 22nd St
Suite 400
Oak Brook, IL 60523
United States

T: +1 (630) 645 6215
joe.lightcap@bakertilly.com

bakertilly.com

Education

Bachelor of Science in accountancy
University of Illinois Urbana-Champaign

Joe is a member of the public sector practice group and specializes in providing accounting and auditing services to local governmental entities including school districts, villages and counties.

Specific experience

- Supervises the work performed by multiple associates during accounting and auditing engagements
- Reviews and provides guidance for Annual Comprehensive Financial Report
- Provides strategic planning and implementation services for government units implementing Governmental Accounting Standards Board (GASB) pronouncements
- Analyzes clients' control systems to assist in implementing cost-effective controls
- Assists clients in developing account structures in order to comply with state reporting requirements
- Identifies client opportunities for efficiencies and cost savings
- Develops, "best practices" for municipalities and school districts
- Analyzes policies, procedures and controls
- Conducts risks assessment standards

Industry involvement

- American Institute of Certified Public Accountants (AICPA)
- Illinois Government Finance Officers Association (IGFOA)
- Government Finance Officers Association (GFOA)
- Illinois CPA Society (ICPAS)
- Illinois Association of School Business Officials (IASBO)

Awards and recognition

- Certificate of Excellence in Financial Reporting, Government Finance Officers Association (GOFA), School of Business Officials International (ASBOINTL)
- Certificate of Conformance, Government Finance Officers Association (GFOA)

Continuing education

- "The GASB's Pension Standards Part II: Considerations for Agent Plans and Participating Employers", AICPA
- "IT Risk Assessment Standards (RAS) training for auditors", Baker Tilly
- "Illinois Public Sector/NFP busy season CPE", Baker Tilly
- "Independence: Historical Insights and Today's Rules", Becker Professional Education
- "Blue Book Training", GFOA
- "IMRF GASB Statement 68 Guidance for Employers", IGFOA
- Single audit, municipal, public sector, accounting and auditing updates, Baker Tilly
- Annual governmental GAAP update, GFOA

Appendix B: Required forms and insurance

PROPOSAL RESPONSE FORM
RFP 24-051-TK
AUDITOR SERVICE

RFP Due Date & Time: **Thursday, August 1, 2024 at 3:30 p.m. CST**

Proposals may be submitted electronically to
https://www.bidnetdirect.com/illinois/kanecounty

The proposer shall return the 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 services 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 the following addendum(s): 1 ; _____; _____; _____; _____; _____.

The Vendor has examined the Contractor Disclosure section C of the Terms and Conditions and has included or provided a document listing all cumulative campaign contributions made within the past twelve months, to any current or county-wide elected officer, and ownership interest in entity greater than five percent. The Vendor is aware of and has examined the Responsible Bidder Requirement section I, which requires additional information and documentation from the responder bidding on public works construction projects.

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 is a one (1) year contract with an option for a four (4) additional one-year renewal period if mutually agreed upon by both parties. **THIS SECTION MUST BE SIGNED BY AN AUTHORIZED REPRESENTATIVE OF THE COMPANY OR ENTITY RESPONDING TO THE RFP.**

Signature _____

Typed Signature Michael Malatt

Company Baker Tilly US, LLP

Address 1301 W. 22nd St, Suite 400, Oak Brook, IL 60523

Phone # (630) 645 6226 **Fax #** (630) 990 0039 **E-mail** michael.malatt@bakertilly.com

Federal I.D./Social Security # 30-1413443 **Date** July 31, 2024

ACCEPTANCE

The Offer is hereby accepted for **Auditor Service**

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 24-051-TK**. 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

January 9 2025
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
Auditor Service
For
KANE COUNTY BOARD, Geneva, Illinois

List below businesses or other organizations for whom you have provided comparable services:

Offeror's Name: Baker Tilly

1. Organization: DuPage County
   Address: 421 N. County Farm Rd
   City, State, Zip Code: Wheaton, IL 60187
   Telephone Number: (630) 407 6100
   Contact Person: Jeff Martynowicz, Chief Financial Officer
   Date of Project: 2010 to present
   E-Mail Address: jeffrey.martynowicz@dupageco.org
2. Organization: McHenry County
   Address: 2200 N Seminary Ave
   City, State, Zip Code: Woodstock, IL 60098
   Telephone Number: (815) 334 4207
   Contact Person: Kerri Wisz, Chief Financial Officer
   Date of Project: 2004 to present
   E-Mail Address: kmwisz@mchenrycountyil.gov
3. Organization: Lake County
   Address: 18 North County St - 9th Floor
   City, State, Zip Code: Waukegan, IL 60085
   Telephone Number: (847) 377 2163
   Contact Person: Melissa Gallagher, Chief Financial Officer
   Date of Project: 2022 to present; 2004 to 2016
   E-Mail Address: MGallagher@lakecountyil.gov
4. Organization: Will County
   Address: 302 North Chicago St
   City, State, Zip Code: Joliet, IL 60432
   Telephone Number: (815) 774 6359
   Contact Person: Karen Hennessy, Finance Director
   Date of Project: 2010 to present
   E-Mail Address: khennessy@willcountyillinois.com

Baker Tilly US, LLP
1301 W 22nd St, Suite 400
Oak Brook, IL 60523-3389
United States of America

T: +1 (630) 990 3131
F: +1 (630) 990 0039

bakertilly.com

CONTRACTOR DISCLOSURE

As of August 1, 2024, Baker Tilly US, LLP, 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 Baker Tilly US, LLP:

No single individual or shareholder owns a
5% or more holding in Baker Tilly US, LLP

Michael Malatt
Principal

August 1. 2024
Date

Subscribed and Sworn this 1 day of August, 2024

ELLEN BIERER
Official Seal
Notary Public - State of Illinois
My Commission Expires Oct 22, 2024

Baker Tilly US, LLP
1301 W 22nd St, Suite 400
Oak Brook, IL 60523-3389
United States of America

T: +1 (630) 990 3131
F: +1 (630) 990 0039

bakertilly.com

FAMILIAL RELATIONSHIP DISCLOSURE

As of August 1, Baker Tilly US, LLP, 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.

August 1, 2024

Michael Malatt
Principal

Date

Subscribed and Sworn this 1 day of August, 2024

Notary Public

ELLEN BIERER
Official Seal
Notary Public - State of Illinois
My Commission Expires Oct 22, 2024

CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY) 01/03/2025

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
Aon Risk Services Northeast, Inc.
New York NY Office
One Liberty Plaza
165 Broadway, Suite 3201
New York NY 10006 USA

CONTACT NAME:
PHONE (A/C. No. Ext): (312) 381-1000 FAX (A/C. No.): (312) 381-7007
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A:	National Fire Ins. Co. of Hartford	20478
INSURER B:	The Continental Insurance Company	35289
INSURER C:	American Casualty Co. of Reading PA	20427
INSURER D:	Transportation Insurance Co.	20494
INSURER E:		
INSURER F:		

INSURED
Baker Tilly US, LLP
& Baker Tilly Advisory Group, LP
P.O. Box 7398
4807 Innovate Lane
Madison WI 53707-7398 USA

COVERAGES **CERTIFICATE NUMBER:** 570110359456 **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. **Limits shown are as requested**

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 GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PRO-JECT X LOC OTHER:			C6016751638 General Liability	01/01/2025	01/01/2026	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 $5,000 $1,000,000 $2,000,000 $2,000,000
A	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY X HIRED AUTOS ONLY SCHEDULED AUTOS X NON-OWNED AUTOS ONLY			BUA 6016751641 Auto	01/01/2025	01/01/2026	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$1,000,000
B	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION			CUE6016723001 Umbrella	01/01/2025	01/01/2026	EACH OCCURRENCE AGGREGATE	$5,000,000 $5,000,000
C C D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		WC6016751624 WC6023746823 WC6043413436 Workers Compensation	01/01/2025 01/01/2025 01/01/2025	01/01/2026 01/01/2026 01/01/2026	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)

County of Kane is an additional insured as respect the General Liability. Umbrella is a follow form. General Liability is primary and non-contributory to other insurance available to the certificate holder, but only to the extent required by written contract with the insured. A waiver of subrogation in favor of Additional insured as respect the General Liability, Auto Liability and Workers Compensation. but only to the extent required by written contract with the insured.

CERTIFICATE HOLDER

County of Kane
719 Batavia Avenue, Bldg., A
Geneva, IL 60134 USA

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

Aon Risk Services Northeast Inc.

Holder Identifier : 11/01/2021

Certificate No : 570110359456

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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

July 18, 2024

ADDENDUM 1

RFQ: #24-51-TK
Title: Auditor Service

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 AND ADDITIONAL INFORMATION

- **IF VENDORS HAVE ANY EXCEPTIONS TO THE RFP REQUIREMENTS, PLEASE INCLUDE THESE EXCEPTIONS AS PART OF YOUR PROPOSAL SUBMITTAL.**
- **ATTACHMENTS: CIRCUIT CLERK OF KANE COUNTY KANE COUNTY, ILLINOIS - SUPPLEMENTARY INFORMATION, NOVEMBER 30, 2022.**

Questions:

1. What is driving an RFP for these services at this time?
A. The final year of a five-year contract.
2. Does the county have a mandatory auditor rotation policy?
A. No.
3. How frequent have the transition audits in accordance with County Auditing Law, 55 ILCS 5/6-31005 been?
A. One or two per year.
4. Able to provide the most recent Circuit Clerk audit report?
A. See the attached report.
5. Are any significant transactions expected during the current fiscal year? New debt/bonds, receipt of significant grant funding (state or federal)?
A. Nothing unusual.
6. Do you have an anticipated timeline on the award of RFQ 24-013-TK-Financial and Accounting Services? Our firm has bid on that and would not be independent to provide this services if we are awarded that contract.
A. Decision is expected shortly.
7. Could you please elaborate on the reason the County is going out for bid?
A. This is the fifth year of the five-year contract and it is expiring.
8. Have there been any notable disagreements or issues with the current audit firm?
A. No.

9. Has there been significant staff changes or turnover during the past year that could impact the audit?

A. New Executive Director of Finance started in July 2023.

10. Has there been any significant changes in operations during the past year that could impact the audit?

A. No.

11. Has there been any new debt issued or anticipated to be issued during FY24?

A. No.

12. Have any of the Technology and Computer Systems mentioned in the RFP been implemented within the last three years?

A. No.

13. How many auditors are typically on-site, and approximately how long are they on-site?

A. 2 auditors – two weeks.

14. Does the County have a preference between remote and on-site audit fieldwork?

A. No.

15. Could you provide a copy of the audit adjustments for the most recently completed audit?

A. See the attached Audit Communication Reports.

16. What is the anticipated issuance of the FY23 ACFR?

A. July 31, 2023.

17. Are there any potential issues that could delay issuance by the desired deadline?

A. No.

18. Could you provide a copy of the Management Letter/Internal Control Deficiency communication for the most recently completed audit, if any?

A. 2022 Communication Letter on the Kane County Finance website under "Audit Communication Reports".

19. Appendix A. Section 5: *Cost Proposal* indicates that proposal includes preparation of footnotes. Page 17 indicates that County staff will prepare the footnotes. Could you please provide additional information or clarification on the preparation of the footnotes?

A. The county will prepare footnotes.

20. Could you please clarify whether the numbered format described in RFP section B. *Submission Requirements* or tabbed format described in section C, *RFP Offer Format* is preferred?

A. Either is fine.

Please acknowledge receipt of Addendum 1 and submit your response accordingly. Thank you.

Sincerely,

Tim Keovongsak

Tim Keovongsak, 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: July 1, 2024
RFP #24-051-TK – Auditor Service

The County of Kane ("County") is soliciting proposals from qualified firms of certified public accountants to audit its basic financial statements, audit certain supplementary information, perform limited procedures on required supplemental information, perform certain agreed upon procedures, generate specified financial reports and provide certain in-relation-to opinions, beginning with Fiscal Year ending November 30, 2024.

EVENT:	LOCATION:	DATE:	TIME:
Deadline for Exceptions to Proposal Language and Specification Inquiries.	Must be submitted in writing to: Purchasing@kanecountyil.gov	07/17/24	1:00 p.m.
Proposal Due	Proposals must be submitted electronically to https://www.bidnetdirect.com/illinois/kanecounty	08/1/24	3:30 p.m.

√	SUBMITTAL REQUIREMENTS, DOCUMENTS CHECKLIST, & ACKNOWLEDGMENT
	RFP RESPONSE FORM COMPLETED, WITH AUTHORIZED SIGNATURE
	RFP RESPONSE SHALL BE SUBMITTED ELECTRONICALLY AT: http://www.bidnetdirect.com/illinois/kanecounty
	ONE (1) REDACTED COPY in PDF to comply with the Illinois Freedom of Information Act, if applicable.
	DOCUMENTS REQUIRED IN STATEMENT OF WORK/SPECIFICATIONS - Sections A - F and Appendix A – B.
	ADDENDA NUMBER ACKNOWLEDGED
	PRICING or FEE STRUCTURE (INCLUDING UNIT PRICES, WHERE REQUIRED)
	REFERENCES
	PROOF OF CERTIFICATE OF INSURANCE
	COMPLETED CONTRACTOR DISCLOSURE FORM (SIGNED & NOTARIZED), if awarded of contract. Reference attachment for sample.
	COMPLETED FAMILIAL DISCLOSURE FORM (SIGNED & NOTARIZED), if awarded of contract. Reference attachment for sample.
	ARPA funds might be used to reimburse the cost of performing testing the ARPA expenditures, providers shall reference "**Appendix C**" for additional information and requirements.

PLEASE NOTE: Proposals received after the submittal date and time will be rejected and returned unopened. There will be no public opening of proposals.

An original RFP response (with all required documents) shall be submitted electronically to https://www.bidnetdirect.com/illinois/kanecounty and one (1) redacted copy marked as "**Redacted Copy**" (if applicable) to comply with the Illinois Freedom of Information Act. Please upload your complete Proposal response through Bidnet Direct prior to the due date and time: Thursday, August 1, 2024, at 3:30 p.m.

CONTACT PERSON: Tim Keovongsak, CPPB
purchasing@KaneCountyIL.gov

DISCLAIMER: To the extent that you have obtained these documents from a source other than Bidnet 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

ALL QUESTIONS PERTAINING TO THIS RFP AND/OR THE SCOPE OF SERVICES SHOULD BE DIRECTED TO THE PURCHASING OFFICE AS LISTED ON THE COVER SHEET NO LATER THAN 1:00 P.M., JULY 17, 2024. FAX AND E-MAIL ACCEPTED. E-mail to: **PURCHASING@KANECOUNTYIL.GOV**

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 registration information on this program can be located on the County's Web site under County

Forms and Templates for New Vendor Information on the Purchasing Department page - http://web.kane/SitePages/purchasing.aspx

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 government 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 inquiries 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 named 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 a 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.

I. RESPONSIBLE BIDDER REQUIREMENTS (Not Applicable to RFP 24-051-TK)

On August 8, 2023, the Kane County Board approved a Responsible Bidder Ordinance 23-340 which requires additional information and documentation from responders bidding on public works construction projects.

Included in this bid package is a Responsible Bidder Requirements Form. This document must be filled out and returned with the (bid/proposal). Failure to comply with all submission requirements set forth in Kane County Ordinance No. 23-340 is grounds for the County of Kane to determine that a submission is incomplete, which may result in a determination that Contractor is not a responsible bidder. In accordance with Kane County Ordinance No. 23-340, a Contractor that is actively classified as "pre-qualified" or "qualified" by the Purchasing Department is exempt from the comprehensive submission requirements and is not required to submit a Responsible Bidder Requirements Form.

STATEMENT OF WORK
For
Auditor Service

A. *GENERAL OVERVIEW & PROJECT SPECIFICATION*

1. Introduction

Kane County is requesting proposals from qualified firms of certified public accountants to audit its basic financial statements, audit certain supplementary information, perform limited procedures on required supplemental information, perform certain agreed upon procedures, generate specified financial reports, and provide certain in-relation-to opinions, beginning with Fiscal Year ending November 30, 2024.

2. Description of the Government

Located approximately 40 miles west of downtown Chicago, Kane County operates under the township form of government. The County is comprised of 16 townships covering a total of 524 square miles. The Kane County Board is the designated governing body. Its structure and legal activities are controlled by state statutes. A primary function of the County Board is to establish the various budgets for County funds and to levy taxes for County purposes. In addition, the County Board adopts ordinances and rules pertaining to the management and operations of County departments. One County Board member is elected from each of 24 single-member districts for a four-year term. The Chairman of the County Board is elected at large by the voters of the County.

The County's last estimated population of 516,822 represents a slight increase of 0.3% since the 2010 Census of 515,269. The County's relatively stable population despite the overall decline in state population can be attributed to the gradual expansion of the Chicago metropolitan area that led to a rise in residential and commercial development. Growth in the service, manufacturing, retail, professional and agricultural industries strengthened the diversity of the County's economy. Agriculture remains a significant driver of the economy with 50% of the land in Kane County designated as farmland. The expected increase in population accompanied by the rise in residential housing construction requires ongoing infrastructure enhancements to accommodate this growth.

The County provides a broad range of services including but not limited to Sheriff law enforcement operations, administration of the County court system, maintenance of vital public records, construction and maintenance of County roads and bridges and the maintenance of facilities used to conduct County business. The County is responsible for maintaining and operating the statutory real estate functions including recording land title, title transfer, property tax assessment, tax levy extension, issuance of tax bills, tax collection and disbursement for all County taxing bodies. The County also provides veterans services, public health services,

emergency management and communication services and conducts the election process. The County facilitates economic development, including administration of grant-funded programs.

2. Financial Information and Fund Structure

Financial Information
For the year ended November 30, 2023, the County's total revenues for governmental funds were $275.1 million and total expenditures were $267.0 million. Total revenues and expenses (operating and non-operating) for the enterprise fund were $428.0 thousand. Total revenues and expenses for the internal service fund (Health Insurance Fund) were $20.3 million and $19.2 million respectively. The County budgeted 2,620 employees for FY 2024, which includes seasonal election workers. The County's appropriations for Fiscal Year 2024 are $394.4 million including capital.

Financial statements are available on the County's website, ***http://www.countyofkane.org/Pages/finance.aspx***. Copies will be available for review at the Finance Office, 3rd Floor of Building A at Government Center, 719 S. Batavia Avenue, Geneva, IL.

Fund Structure
Kane County has one hundred thirty (130) individual funds (excluding custodial funds):

- Six (6) Accounts in the General Fund
- One Hundred Five (105) Special Revenue Funds, Four (4) of which are Major
- Nine (9) Capital Project Funds
- Seven (7) Debt Service Funds
- One (1) Internal Service Fund
- One (1) Permanent Fund
- One (1) Enterprise Funds
- Forty (40) Custodial Funds

3. Scope of Services Required

a) ***Annual Comprehensive Financial Report (ACFR)***

Financial Statements
The County desires the selected audit firm to express an opinion on the financial statements of the County's governmental activities, the business-type activities, the discretely presented component unit, each major fund and the aggregate remaining fund information in conformity with generally accepted accounting principles.
The selected audit firm is not required to audit the financial statements of the Forest Preserve District of Kane County, the discretely presented component unit of the County, as these statements are audited by other auditors.

Kane County expects the audit firm to produce the County's basic financial statements using the audit firm's in-house resources. Kane County staff will prepare the footnotes. Kane County staff will provide the audit firm with balance sheet, revenue, and expenditure balances by line item, in Excel format, as well as combining statements, "Schedules of Revenues, Expenditures and Changes in Fund Balances – Budget and Actual" reports, and "Schedules of Revenues, Expenditures and Changes in Net Positions – Budget and Actual" reports.

Required Supplementary Information
The audit firm is not required to express an opinion on the Required Supplementary Information (RSI) as listed in the table of contents, however, the audit firm shall apply certain limited procedures to the County's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's response to our inquiries, the basic financial statements, and other knowledge obtained during the audit of the basic financial statements.

Supplementary Information
The audit firm is required to express an opinion on the Supplementary Information (SI) as listed in the table of contents, "in-relation-to" the basic financial statements as a whole. The SI accompanying the financial statements shall also be subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America.

Other Information
The audit firm is not required to audit the introductory section or the statistical section of the report. The audit firm shall read the other information accompanying the financial statements to identify any material inconsistencies with the audited financial statements

This audit is to be performed in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

b) ***"Single Audit"***
The audit firm shall perform an audit designed to meet the requirements of Title 2 U.S. Code of Federal Regulations Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Information required by the Uniform Guidance, including the Schedule of Expenditures of Federal Awards (SEFA); findings and

recommendations; and the reports on internal control over financial reporting and compliance are to be included in a separate Report on Federal Awards (formerly referred to as the Single Audit Report). Kane County staff will prepare the SEFA. The audit firm shall complete its portion of the federal data collection form on-line on the Federal Audit Clearinghouse website.

This audit is to be performed in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

c) ***Illinois Grants Accountability and Transparency Act***
Kane County staff will prepare the Consolidated Year-End Financial Report (CYEFR) and the audit firm shall review the CYEFR in accordance with the Illinois Grants Accountability and Transparency Act (GATA) (30 ILCS 708/1.

d) ***Illinois Annual Financial Report***
The audit firm shall prepare the Annual Financial Report (AFR) to be filed with the Illinois State Comptrollers.

e) ***Circuit Clerk***
The audit firm shall conduct an audit of the Circuit Clerk as required by the Clerks of Courts Act (705 ILCS 105/27.8 Annual Audit), including an audit of the Financial Statements of the Circuit Clerk. The audit firm will assist with preparation of the statements.

f) ***"Transition Audits"***
From time to time, the audit firm may be asked to conduct transition audits in accordance with the County Auditing Law, 55 ILCS 5/6-31005.

g) ***Implementation of new Governmental Accounting Standards Board Statements***
From time to time, the audit firm may be required to provide additional auditing services related to the implementation of new Governmental Accounting Standards Board statements.

h) ***Communication to the County Board***
The audit firm shall be responsible for preparing a presentation of the financials after each year's audit that will be given to the County Board at its May or June regular meeting.

4. Contacts

The main contact persons on the County audit will be the Executive Director of Finance and the Assistant Director of Finance.

The financial officer in the Circuit Clerk's Office will be the primary contact for their additional audits. There will be primary contacts provided in the individual public official offices regarding their agency funds.

5. Component Units

Kane County has one discretely presented component unit, the Kane County Forest Preserve, which has separately issued and audited financial statements that are included in the financial statements of the County, but are not included within the scope of this audit.

6. Excellence in Financial Reporting

Report writing and preparation, editing, formatting and any printing shall be the responsibility of the audit firm.

While final responsibility for the financial statements rests with Kane County, the County expects the audit firm to possess and to demonstrate sufficient expertise in governmental accounting and reporting to assure that all reporting requirements are met. Demonstration of governmental accounting expertise shall be evidenced by membership in various governmental accounting and auditing committees, such as of the Illinois CPA Society, the AICPA, or the Government Finance Officer Association's (GFOA) Committee on Accounting, Auditing and Financial Reporting. Evidence of this should exist in the resumes to be submitted according to the submission requirements.

The County submits its ACFR to the GFOA as part of the Certificate of Achievement for Excellence in Financial Reporting program and has received this Certificate for the last 25 consecutive years (Fiscal Years 1997-2022).

7. Communication to Those Charged with Governance and Management (Management Letter)

If the audit firm finds any weaknesses in internal control, the auditor shall summarize such findings and recommendations in the form of a separate management letter ("Communication to Those Charged with Governance and Management") to Kane County and/or to the Circuit Clerk as appropriate. The audit firm shall be available to meet with elected public officials to answer any questions regarding the management letter.

8. Additional Assistance

A partner or manager on the engagement shall be available not only during the audit period, but also to answer questions or provide guidance on accounting issues that may arise during the course of the contract period. The audit firm shall respond to the reasonable inquiries of successor audit firms and allow successor

audit firms to review working papers related to matters of continuing accounting significance.

9. **Technology and Computer Systems**
The County utilizes Tyler Technologies New World Systems financial accounting system for general ledger, accounts payable, purchasing and payroll. There are other software systems that do not interface with the County's financial system but have an impact on the financial statements. These systems include, but are not limited to, the DevNet tax system (in use by Supervisor of Assessments, County Clerk and Treasurer), the Municipal Software KPASS (Cityview) permitting system (in use by Animal Control, Health Department, Development, Liquor Commission and Division of Transportation), and the Tyler Odyssey Court Case Management System (in use by Circuit Clerk and judicial offices).

10. **Reports Needed**

Report	Report Type	Electronic and/or Printed
ACFR	Report on the Audit of the Financial Statements	Electronic
Overall	Communication to Those Charged w\ Governance & Mgmt.	Electronic
Single Audit	Independent Auditors' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards	Electronic
Single Audit	Independent Auditors' Report on Compliance for Each Major Federal Program; Report on Internal Control Over Compliance; and Report on the Schedule of Expenditures of Federal Awards Required by the Uniform Guidance	Electronic
Single Audit	Data Collections Form	Electronic
CYEFR	In-Relation-To-Opinion as required by GATA	Electronic
AFR	Annual Financial Report for Illinois State Comptroller	Electronic
Circuit Clerk	Independent Auditor's Report on the Financial Statements	Electronic & 5 printed
Circuit Clerk	Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards	Electronic & 5 printed
Circuit Clerk	Independent Auditor's Report on Compliance with Illinois Circuit Clerk Statute Listing Criteria and Report on Internal Control Over Compliance	Electronic & 5 printed

11. Schedule of the Audit

The following is the desired schedule and deadlines related to the Kane County audit for Fiscal Year 2024 (with similar deadlines and dates desired for subsequent contract years).

Schedule Descriptions	Desired Deadlines/Schedule
Detailed audit plan – including list of all Schedules to be prepared by County	December 1, 2024
Preliminary Fieldwork	January 6-10, 2025
Final Fieldwork	February 24-March 21, 2025
Delivery of first draft of ACFR, Report on Federal Awards & Communication to Those Charged with Governance and Management to County	April 14, 2025
County completes review of first draft and submits MD&A and Transmittal Letter to auditor	April 28, 2025
Delivery of electronic copies of final reports to County, including responses to GFOA comments	May 5, 2025
Delivery of any printed copies of reports to County	May 5, 2025
Deliver In-Relation-To Opinion on CYEFR	May 5, 2025
Submit Single Audit Data Collection Form	May 5, 2025
Submit AFR to Illinois State Comptroller	May 5, 2025
Financial Presentation to County Board	May 13, 2025

12. Summary of Reports Covered in this RFP

a) **Annual Comprehensive Financial Report**
This audit is to be performed in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. The Annual Comprehensive Financial Report (ACFR) is to be prepared following the guidelines for the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting. The County applies for the certificate and desires the ACFR to be in compliance with these requirements.

b) **Report on Federal Awards (Single Audit)**
In 2023 the County had approximately 80 separate grants spanning multiple years. The amount of all grants received totaled $26.9 million in expenditures and included three (3) major programs. The audit firm's proposal for auditing these statements should take these numbers into consideration. Also include any additional fees imposed if there is an increase in the number of major programs in the years covered by this document. These statements are prepared by the Finance Department. In the event that the Finance

Department does not prepare these statements, an estimated fee for preparation of these statements should be given in advance of any work being done based on the auditor's proposed per hour fee.

The Data Collection Form is to be prepared from the Report on Federal Awards and is to be submitted to the Federal Audit Clearinghouse (FAC).

c) **In-Relation-To-Opinion on Consolidated Year-End Financial Report (CYEFR)**
An in-relation-to-opinion is to be provided on the County's Consolidated Year End Financial Report (CYEFR) as required by Illinois' Grant and Transparency Act (GATA).

d) **Annual Financial Report**
The Annual Financial Report (AFR) is to be prepared from the ACFR and is to be submitted to the Illinois Comptroller's Office.

e) **Circuit Clerk Reports**
Supplementary Financial and Compliance Report. This audit includes four separate audit reports:

- Independent Accountant's Report on Compliance and Report on Internal Control over Compliance
- Independent Accountants' Report on the Schedule of Accountabilities and on Internal Control over the Schedule of Accountabilities
- Independent Auditors' Report on the Schedule of Accountabilities as Supplementary Information
- Independent Auditors' Report on the Annual Financial Report

13. Provision of Accounting and Financial Reporting Guidance and Education

Please indicate the degree to which you will be willing to serve as a resource to provide accounting and financial reporting guidance as needed throughout the course of the engagement, especially regarding new GASB pronouncements.

14. Pricing Schedule

Kane County may have need to contract for additional work that does not conflict with independence requirements. Vendor shall indicate standard hourly rate and proposed hourly rate for services rendered to Kane County. See cost proposal (Appendix B).

15. Contract Terms and Renewals

The work on each annual audit shall begin November 30 of each year and culminate with the delivery and submission of required reports within six (6) months. This contract shall be in effect for a one (1) year period from the date of award.

Kane County reserves the right to renew this contract for four (4) additional one (1) year periods, subject to acceptable performance by the Contractor. A price proposal is required for the entire five (5) year period. For any year beyond the initial year, this contract is contingent on the appropriation of sufficient funds; no charges shall be assessed for failure of the County to appropriate funds in future contract years.

B. SUBMISSION REQUIREMENTS

All proposers are required to submit the following criteria. Please number your responses accordingly.

1. Description of Company (one 8½ X 11 sheet maximum)

Provide information on the size of the company, number of offices, partners, staff, locations; and ownership, licensure, ability to practice in Illinois and date company organized and incorporated to do business and any other relevant information.

2. Qualifications and Experience

The Proposer should state the size of the firm's governmental audit staff, the location of the office from which the work on this engagement is to be performed, the number and nature of the professional staff to be employed in this engagement on a full-time basis, and the number and nature of the staff to be so employed on a part-time basis.

The Proposer is required to submit a copy of the report on its most recent external peer review, with a statement whether that peer review included a review of specific government engagements. In addition to the most recent external peer review, the Proposer must submit letters of comment received as part of the peer review.

In addition, the firm shall provide information on the circumstances and status of any disciplinary action taken or pending against the firm during the past three (3) years with federal or state regulatory bodies or professional organizations.

The Proposer should identify the principal management, supervisory staff, and regular staff including engagement partners, managers, other supervisors and specialists, who would be assigned to the engagement. Please include resumes of the partner, manager and supervisor that will be assigned to this job. The resumes should indicate the audits

these individuals have been assigned in the past three (3) years. The Proposer should provide information on the government auditing experience of each person (principal management, supervisory staff and regular staff) including familiarity with issues of current GASB pronouncements and proposed statements, knowledge of GFOA's requirements for the Certificate of Achievement for Excellence in Financial Reporting Program, memberships in professional organizations and relevant CPE information for the past three (3) years. Also, the Proposer should indicate how the quality of staff over the term of the agreement will be assured.

Engagement partners, managers, other supervisory staff and specialists may be changed if those personnel leave the firm, are promoted or are assigned to another office. These personnel may also be changed for other reasons with the express prior written permission of the County. However, in either case, the County retains the right to approve or reject any replacements.

3. Similar Engagements with Other Government Entities

For the Proposer's office that will be assigned responsibility for the audit, the Proposer should list the most significant audit engagements (maximum of 4) performed in the last five years that are similar to the engagement described in this RFP. Of particular interest to Kane County are similar engagements with other counties. These audit engagements should be ranked on the basis of total staff hours and the Proposer should indicate the scope of work, date, engagement partners, total hours, and the name and telephone number of the principal client contact.

4. Specific Audit Approach, Work Plan and Hours

The Proposer should set forth a work plan including the audit methodology and expected timetable to perform the requested services. The audit approach should include the level of staff and number of hours to be assigned to each proposed segment of the engagement; type and extent of analytical procedures used; use of substantive testing and the extent to which statistical sampling is to be used in the engagement. Also include the approach to be taken for compliance testing for the financial statement audit. (See appendix A).

Appendix A

Please indicate the number of staff and hours that will be assigned to the audits and preparation of financial statements:

	ACFR	Report on Federal Awards	CYEFR	AFR	Circuit Clerk Reports
Principal Officers/Partners					
Managers					
Supervisory Staff					
Staff					
Total Hours					

5. Cost Proposal

Rates by partner, specialist, supervisory, and staff level times hours anticipated for each must be listed. The cost proposal shall also include a schedule of professional fees and expenses and out-of-pocket expenses. (See appendix B).

Total Price should include all labor, materials, and expenses for audits to be performed in accordance with generally accepted auditing standards and the standards set forth for financial audits in the U.S. Government Accountability Office (GAO) Government Auditing Standards. Please note that the price proposal includes basic financial statement preparation (including footnotes) along with compilation of the remainder of the ACFR from the components provided by the County, as well as preparation of the other required reports. A cost proposal is required for the entire five (5) year period of Fiscal Years to be audited. Fiscal Years to be audited are Fiscal Years 2024 through 2028. Proposer shall indicate maximum percentage increase for each fiscal year audited.

6. References

The Proposer should list the most significant audit engagements (maximum of 4) performed in the last 5 years that are similar to the engagement described in the RFP. If the Proposer has multiple offices these references should be for audits performed by the office that will be assigned the responsibility for the audit. These audit engagements should indicate the scope of work, date, engagement partners, the manager, and the staff assigned to the audits.

In addition to the above requested information, the reference form provided should be filled out for all references.

Appendix B:

Cost Proposal Schedule for Professional Fees and Expenses

Cost per Fiscal Year Audited	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
ACFR (basic financial statement preparation included)					
Single Audit					
CYEFR					
AFR					
Circuit Clerk					
GRAND TOTAL (All-inclusive price proposal)					

Kane County may have need to contract for additional work that does not conflict with independence requirements. Please indicate your standard hourly rate and proposed hourly rate for services rendered to Kane County.

		Standard Rate	Proposed Rate
A.	Principal Officers/Partners	$	$
B.	Managers	$	$
C.	Supervisory Staff	$	$
D.	Staff	$	$

C. RFP OFFER FORMAT

The instructions for preparing the proposal are provided below. A complete proposal response package must be submitted electronically through - https://www.bidnetdirect.com/illinois/kanecounty

The proposal shall be tabulated in separate sections responding to the proposal requirements (Sections A – F) and (Appendix A – B) in order for a particular section to be used in the contract. All proposals should contain the following tabs in the format described below or as best determined by providers:

- Cover letter
- Table of contents
- Proposal Response Form (signed)
- Statement of Work
- Qualifications
- References
- Cost Proposal
- Concluding remarks

Cover Letter
This section should contain company information. The name of the audit firm, the address of the proposing office(s), and the contact individuals authorized to answer technical questions together with their telephone numbers, email, and mailing addresses. The cover letter must also be signed by a person or persons authorized to legally bind the audit firm to a contract with the County.

Table of Contents
The contents shall include an index of the Proposal contents and attachments.

Statement of Work
As referenced in Section A.3-15, B.4

Qualifications
As referenced in Section B.2-3.

Audit Approach, Work Plan, and Hours
As referenced in Section B.4

Cost Proposal
As referenced in Section B.5.

References
As referenced in Section B.6.

Concluding Remarks
This section shall contain any final remarks or elaboration that the audit firm believes is important to gain a clear understanding of the proposed services and/or the audit firm's capabilities imperative to the County.

D. CRITERIA FOR SELECTION

The primary factor in determining the successful proposer will be the proposer's ability to provide the services described in this Request for Proposals according to the proposed schedule and specified deadlines, as determined by responses to this Request for Proposals. Special emphasis will be placed on similar successful experiences in size, scope and nature with similar Illinois counties or municipalities, including prior experience with Kane County, as well as the level of accounting and financial reporting expertise that would be at the County's disposal throughout the engagement (qualifications). Cost will also be considered, particularly in the event of significant cost differences between proposers with similar qualifications

All proposals submitted in response to this RFP will be evaluated based on criteria weighted in the following manner:

Audit Approach, Work Plan, and Hours	30%
Qualifications and Experience, Understanding of the scope of services, and Staff	35%
References	10%
Cost	25%

1. **Audit Approach, Work Plan, and Hours (30%)** – This refers to the proposed method, plan, and efficiency of providing the requested services within the specified time frame as well as the level of expertise of the individual personnel to be involved. It also includes the ability of the audit firm to serve as a technical resource for accounting and financial reporting issues as needed, as well as to provide guidance regarding the implementation of new GASB pronouncements.

2. **Qualifications (35%)** – This refers to the level of expertise in government auditing of the firm in general, as well as of the individuals providing the services. Factors to be taken into consideration include but are not limited to, licenses, educational attainment, professional achievements and recognition, familiarity with issues of current GASB pronouncements and proposed statements, knowledge of GFOA's requirements for the Certificate of Achievement for Excellence in Financial Reporting Program, memberships and/or service in professional organizations, and years of experience.

3 **References (10%)** – This refers to references from the audit firm's previous clients for which similar government audit services have been performed (including previous experience with Kane County), with greater weight placed on references from county governments.

4. **Cost (25%)** – This refers to the auditor's proposed cost and fee schedule.

E. SPECIAL CONDITIONS

ANTICIPATED TIME SCHEDULE & SUMMARY OF KEY DATES

The following timeline for submission of proposals is to be considered binding. At the conclusion of the evaluation process, all Respondents will be informed of the evaluation team's findings. Key RFP dates are as follows:

Activity	Date
Issue Request for Proposal (RFP)	Monday, July 1, 2024
Submission Deadline for Written Questions	Wednesday, July 17, 2024, at 1:00 p.m.
Response to written questions and last publication of Addendums	Wednesday, July 24, 2024
Submission Deadline – Proposals Due Date	Thursday, August 1, 2024 at 3:30 p.m.

Initial evaluation and meeting of stakeholders	Week of September 3, 2024
Interview of selected/shortlisted vendors	Week of Wednesday-Thursday, September 11-12, 2024
Final Selection	Friday, September 13, 2024
Approval by Finance Committee	Wednesday, September 5, 2024
Approval by Executive Committee	Wednesday, October 2, 2024
Approval by Kane County Board	Tuesday, October 8, 2024
Start of Project	TBA

F. Response Instructions

A. DISCLAIMER:

TO THE EXTENT THAT YOU HAVE OBTAINED THESE RFP DOCUMENTS FROM A SOURCE OTHER THAN ***BIDNET DIRECT***, PLEASE BE ADVISED THAT THE PROPOSAL DOCUMENTS MAY NOT INCLUDE ALL UPDATES, INCLUDING, BUT NOT LIMITED TO; ADDENDUMS, CLARIFICATIONS, AND DUE DATE EXTENSIONS. FOR ALL UPDATES TO THE RFP DOCUMENTS, PLEASE VISIT ***HTTPS://WWW.BIDNETDIRECT.COM/ILLINOIS/KANECOUNTY***

B. Response Instructions

An original RFP response (with all required submittal documents) shall be submitted electronically to https://www.bidnetdirect.com/illinois/kanecounty before the submittal date and time. Submit one (1) redacted copy marked as "**Redacted Copy**" electronically (if applicable) to comply with the Illinois Freedom of Information Act. Please upload your complete proposal response through Bidnet Direct. Your proposal response must be uploaded electronically prior to the deadline on **Thursday, August 1, 2024, at 3:30 p.m., CST**.

C. Proposers' Questions

All questions pertaining to this Request for Proposal shall be directed to the Purchasing Office in writing as listed on the cover sheet no later than *1:00 p.m., July 17, 2024*. For the quickest response, please send all questions via e-mail to: PURCHASING@KANECOUNTYIL.GOV - or Fax to (630) 208-5107.

RFP RESPONSES SHALL BE SUBMITTED ELECTRONICALLY THROUGH BIDNET DIRECT LATE PROPOSALS WILL NOT BE ACCEPTED

PROPOSAL RESPONSE FORM
RFP 24-051-TK
AUDITOR SERVICE

RFP Due Date & Time: Thursday, August 1, 2024 at 3:30 p.m. CST

Proposals may be submitted electronically to
https://www.bidnetdirect.com/illinois/kanecounty

The proposer shall return the 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 services 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 the following addendum(s): _____; _____; _____; _____; _____; _____.

The Vendor has examined the Contractor Disclosure section C of the Terms and Conditions and has included or provided a document listing all cumulative campaign contributions made within the past twelve months, to any current or county-wide elected officer, and ownership interest in entity greater than five percent. The Vendor is aware of and has examined the Responsible Bidder Requirement section I, which requires additional information and documentation from the responder bidding on public works construction projects.

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 is a one (1) year contract with an option for a four (4) additional one-year renewal period if mutually agreed upon by both parties. **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 **Auditor Service**

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 24-051-TK**. 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
Auditor Service
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-BID/RFP/RFP RESPONSE

RFP 24-051-TK
Auditor Service

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.
- ☐ Other (please specify):

_____

_____

_____

_____

_____

Vendor Name: _____

Contact Person: _____

Telephone: _____

Email: _____

Please send your response to: purchasing@kanecoutyil.gov

APPENDIX C
AMERICAN RESCUE PLAN ACT (ARPA)

Notice: The contract or purchase order to which this addendum is attached is made using State and Local Fiscal Recovery Funds, provided to the County of Kane by the United States Department of the Treasury ("Treasury Department") under sections 602(b) and 603(b) of the Social Security Act, as added by section 9901 of the American Rescue Plan Act ("ARPA") Pub. L. No. 117-2 (March 11, 2021). Pursuant to 2 CFR 200.327, the County's contract must contain the applicable provisions described in 2 CFR Part 200, Appendix II.

The following terms and conditions apply to you, the Contractor or Vendor, as a Contractor of the County of Kane, according to the Award Terms and Conditions signed by the County on May 12, 2021; by ARPA, regulations adopted by the Treasury Department pursuant to ARPA, and written requirements published by the Treasury Department regarding ARPA.

1. Compliance with Federal Law, Regulations, and Executive Orders and Acknowledgement of Federal Funding. The Contractor acknowledges that State and Local Fiscal Recovery Funds will be used to fund all or a portion of the contract. The Contractor 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 U.S. Code of Federal Regulations. Additionally, the Contractor certifies that Contractor will comply with requirements set forth in the U.S Department of Treasury State and Local Fiscal Recovery Funds 2023 Interim Final Rule, 2022 Final Rule, and related guidance. These requirements apply unless an exception is noted in the Contractor contract.

2. Remedies. The parties shall comply with the administrative, contractual, or legal remedies in the Contract for when the Contractor violates or breaches the contract terms and shall comply with the applicable sanctions and penalties as appropriate in the Contract.

3. Termination for Cause and Convenience. The parties shall comply with the termination provision set forth in the Contract.

4. Rights to Inventions Made Under a Contract or Agreement. Applicable to contracts for performance of experimental, developmental, or research work shall provide for the rights of the Federal government and the recipient in any resulting invention in accordance with 37 CFR Part 401, and any applicable implementing regulations.

5. Clean Air Act and Federal Water Pollution Control Act. Applicable to contracts in excess of $150,000.

a. *Clean Air Act.* The contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 *et seq*. The contractor agrees to report each violation to the County of Kane and understands and agrees that the County of Kane will, in turn, report each violation as required to assure notification to the Treasury Department, and the appropriate Environmental Protection Agency Regional Office. The Contractor agrees to include these requirements in each subcontract exceeding $150,000 financed in whole or in part with federal assistance provided by the Treasury Department.

b. *Federal Water Pollution Control Act.* The contractor agrees to comply with all applicable standards, orders, or regulations issued pursuant to the federal Water Pollution Control Act, as amended, 33 U.S.C. § 1251 *et seq.* The Contractor agrees to report each violation to the County of Kane and understands and agrees that the County of Kane will, in turn, report each violation as required to assure notification to the Treasury Department, and the appropriate Environmental Protection Agency Regional Office. The Contractor agrees to include these requirements in each subcontract exceeding $150,000 financed in whole or in part with federal assistance provided by the Treasury Department.

6. Debarment and Suspension. This contract is a covered transaction for purposes of 2 CFR Part 180 and 2 CFR Part 3000. As such, the Contractor is required to verify that none of the Contractor's principals (defined at 2 CFR 180.995) or its affiliates (defined at 2 CFR 180.905) are excluded (defined at 2 CFR 180.940) or disqualified (defined at 2 CFR 180.935). The Contractor must comply with 2 CFR Part 180, subpart C and 2 CFR Part 3000, subpart C, and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into. This certification is a material representation of fact relied upon by the County of Kane. If it is later determined that the Contractor did not comply with 2 CFR Part 180, subpart C and 2 CFR Part 3000, subpart C, in addition to remedies available to the County of Kane, the federal government may pursue available remedies, including but not limited to suspension and/or debarment. The bidder or proposer agrees to comply with the requirements of 2 CFR Part 180, subpart C and 2 CFR Part 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

7. Byrd Anti-Lobbying Amendment (31 U.S.C. §1352 (as amended). Contractors who apply or bid for an award of more than $100,000 shall file the required certification. Each tier certifies to the tier above that it will not and has not used federally appropriated funds to pay any 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. Each tier shall also 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 recipient who in turn will forward the certification(s) to the federal awarding agency.

8. Procurement of Recovered Materials. In the performance of this contract, the Contractor shall make maximum use of products containing recovered materials that are EPA-designated items unless the product cannot be acquired:

a. Competitively within a time frame providing for compliance with the contract performance schedule;

b. Meeting contract performance requirements; or

c. At a reasonable price.

Information about this requirement, along with the list of EPA-designated items, is available at EPA's Comprehensive Procurement Guidelines webpage: https://www.epa.gov/smm/comprehensive- procurement-guideline-cpg-program.

The Contractor also agrees to comply with all other applicable requirements of Section 6002 of the Solid Waste Disposal Act.

9. Access to Records. The Contractor agrees to provide the County of Kane, the Treasury Department, the Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts, and transcriptions. The Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed. The Contractor agrees to provide the Federal awarding agency Administrator or any of his or her authorized representatives access to construction or work sites pertaining to the work being completed under the contract. The Contractor agrees to maintain records associated with this Contract for a minimum of five years per the U.S. Department of Treasury requirements for the State and Local Fiscal Recovery Funds.

10. Increasing Seat Belt Use in the United States. Pursuant to Executive Order 13043 (April 18, 1997), Contractor is encouraged to adopt an enforce on-the-job seat belt policies and programs for employees when operating company-owned, rented or personally owned vehicles.

11. Reducing Text Messaging While Driving. Pursuant to Executive Order 13513 (October 6, 2009), Contractor is encouraged to adopt and enforce policies that ban text messaging while driving, and establish workplace safety policies to decrease accidents caused by distracted drivers.

12. Audit: Contractor must comply with the 2 CFR 200 Subpart F Audit Requirements. Contractor may be subject to a Single Audit if during your entity's fiscal year, the Contractor expends $750,000 or more in federal dollars. If Contractor is a publicly-traded company, Contractor is not subject to the single audit or program-specific audit requirements, but must submit its annual audit conducted in accordance with your entity's own regulatory requirements.

13. Internal Controls: The Contractor must have internal controls in place sufficient to provide reasonable assurance that the entity can manage the Federal funds in compliance with applicable requirements consistent with 2 CFR 200.303 Internal Controls. Contractor must also have systems in place that provide reasonable assurance that the funds are spent and reported in an accurate, allowable, and compliant manner with Contract terms.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

ORDINANCE NO. 26-467

AUTHORIZING A FISCAL YEAR 2027 0.2% COST-OF-LIVING WAGE INCREASE FOR NON-UNION EMPLOYEES AND BUDGET ADJUSTMENTS TO AMEND THE FY2027 COUNTY BUDGET

WHEREAS, Ordinance 26-227 authorized a FY2027 2.5% cost-of-living wage increase for departments under the direction of the County Board; and

WHEREAS, for departments under the direction of the County Board, the County desires to formally authorize an additional cost-of-living wage increase of 0.2% for the County's non-union employees, active as of December 6, 2026, for Fiscal Year 2027, excluding employees whose salaries or wages are set by collective bargaining agreement, statute, ordinance, or employment contract and excluding employees employed by the County less than 90 days; and

WHEREAS, the County Board desires to formally authorize an additional cost-of-living wage increase of 0.2% for the County's department heads, active as of December 6, 2026, specified in section 2-48(A)(3) of the Kane County Code, including the Executive Director of Information Technologies and Building Management, the Supervisor of Assessments, the Director of Development, the Director of the Office of Community Reinvestment, the Executive Director of the Health Department, the Director of Communications for KaneComm, the Director of Environmental and Water Resources, the Director of the Office of Emergency Management, the Executive Director of the Human Resource Management Department and the Executive Director of the Finance Department; excluding employees employed by the County less than 90 days; and

WHEREAS, the County Board desires to formally authorize an additional cost-of-living wage increase of 0.2% for the administrator, deputy administrator(s) and wardens of the County's Animal Control department, active as of December 6, 2026, specified in section 5-3 of the Kane County Code, excluding employees employed by the County less than 90 days; and

WHEREAS, for departments under the direction of the County Board, the County has provided funding in the Fiscal Year 2027 budget for an additional cost-of-living wage increase of 0.2% for the County's eligible employees effective December 6, 2026, which is the first pay period beginning on or after December 1, 2026, for each individual employee within each department active as of December 6, 2026, excluding employees employed by the County less than 90 days; and

WHEREAS, for Elected Offices, the County Board has provided additional funding in the Fiscal Year 2027 budget for an average wage increase of 0.2% for non-union employees, effective December 6, 2026, which is the first pay period beginning on or after December 1,

2026, to be allocated among individual employees within each Elected Office at the discretion of the Elected officeholder.

NOW, THEREFORE, BE IT ORDAINED by the Kane County Board that an additional 0.2% cost-of-living wage increase for Fiscal Year 2027, effective December 6, 2026, which is the first pay period beginning on or after December 1, 2026, is hereby authorized for each non-union employee in departments under the direction of the County Board, active and employed for at least 90 continuous days as of December 6, 2026, excluding those whose salaries or wages are set by collective bargaining agreement, statute, ordinance, or employment contract; and

NOW, THEREFORE, BE IT FURTHER ORDAINED by the Kane County Board that an additional 0.2% cost-of-living wage increase for Fiscal Year 2027, effective December 6, 2026, which is the first pay period beginning on or after December 1, 2026 is hereby authorized for the County's department heads, active and employed for at least 90 continuous days, as of December 6, 2026, specified in section 2-48(A)(3) of the Kane County Code; and

NOW, THEREFORE, BE IT FURTHER ORDAINED by the Kane County Board that an additional 0.2% cost-of-living wage increase for Fiscal Year 2027, effective December 6, 2026, which is the first pay period beginning on or after December 1, 2026, is hereby authorized for the administrator, deputy administrator(s) and wardens of the County's Animal Control department, active and employed for at least 90 continuous days, specified in section 5-3 of the Kane County Code; and

NOW, THEREFORE, BE IT FURTHER ORDAINED by the Kane County Board that for Elected Offices, the Kane County Board has provided additional funding in the Fiscal Year 2027 Budget for an average wage increase of 0.2% for non-union employees, effective December 6, 2026, which is the first pay period beginning on or after December 1, 2026, to be allocated to employees at the discretion of the Elected officeholder.

NOW, THEREFORE, BE IT FURTHER ORDAINED by the Kane County Board that the budget adjustments as listed on Exhibit A be made to the FY2027 Budget as of December 1, 2026.

Passed by the Kane County Board on October 13, 2026.

_____	_____
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

Fund	Account	Debit Increase	Credit Increase
001 General Fund - General Account	001.040.040.40000 - Salaries and Wages	$ 1,848.70	
001 General Fund - General Account	001.060.060.40000 - Salaries and Wages	$ 7,609.78	
001 General Fund - General Account	001.080.080.40000 - Salaries and Wages	$ 5,465.67	
001 General Fund - General Account	001.120.120.40000 - Salaries and Wages	$ 490.18	
001 General Fund - General Account	001.140.140.40000 - Salaries and Wages	$ 450.93	
001 General Fund - General Account	001.150.150.40000 - Salaries and Wages	$ 1,239.66	
001 General Fund - General Account	001.170.170.40000 - Salaries and Wages	$ 2,153.91	
001 General Fund - General Account	001.190.190.40000 - Salaries and Wages	$ 830.15	
001 General Fund - General Account	001.190.191.40000 - Salaries and Wages	$ 817.02	
001 General Fund - General Account	001.190.192.40000 - Salaries and Wages	$ 206.03	
001 General Fund - General Account	001.210.210.40000 - Salaries and Wages	$ 1,204.05	
001 General Fund - General Account	001.230.230.40000 - Salaries and Wages	$ 821.66	
001 General Fund - General Account	001.240.240.40000 - Salaries and Wages	$ 4,890.79	
001 General Fund - General Account	001.250.250.40000 - Salaries and Wages	$ 1,788.90	
001 General Fund - General Account	001.300.300.40000 - Salaries and Wages	$ 19,945.55	
001 General Fund - General Account	001.300.301.40000 - Salaries and Wages	$ 629.47	
001 General Fund - General Account	001.300.305.40000 - Salaries and Wages	$ 867.45	
001 General Fund - General Account	001.300.306.40000 - Salaries and Wages	$ 549.69	
001 General Fund - General Account	001.300.307.40000 - Salaries and Wages	$ 1,487.99	
001 General Fund - General Account	001.300.335.40000 - Salaries and Wages	$ 82.00	
001 General Fund - General Account	001.360.360.40000 - Salaries and Wages	$ 8,817.07	
001 General Fund - General Account	001.380.380.40000 - Salaries and Wages	$ 5,561.08	
001 General Fund - General Account	001.380.382.40000 - Salaries and Wages	$ 4,285.39	
001 General Fund - General Account	001.380.400.40000 - Salaries and Wages	$ 1,114.38	
001 General Fund - General Account	001.420.420.40000 - Salaries and Wages	$ 77.01	
001 General Fund - General Account	001.430.430.40000 - Salaries and Wages	$ 1,867.11	
001 General Fund - General Account	001.430.431.40000 - Salaries and Wages	$ 1,235.57	
001 General Fund - General Account	001.430.442.40000 - Salaries and Wages	$ 300.83	
001 General Fund - General Account	001.430.434.40000 - Salaries and Wages	$ 325.25	
001 General Fund - General Account	001.430.441.40000 - Salaries and Wages	$ 396.00	
001 General Fund - General Account	001.430.432.40000 - Salaries and Wages	$ 159.70	
001 General Fund - General Account	001.430.440.40000 - Salaries and Wages	$ 137.64	
001 General Fund - General Account	001.430.436.40000 - Salaries and Wages	$ 3,014.23	
001 General Fund - General Account	001.430.438.40000 - Salaries and Wages	$ 2,395.85	
001 General Fund - General Account	001.490.490.40000 - Salaries and Wages	$ 1,043.40	
001 General Fund - General Account	001.510.510.40000 - Salaries and Wages	$ 1,042.06	
001 General Fund - General Account	001.670.692.40000 - Salaries and Wages	$ 1,314.89	
001 General Fund - General Account	001.690.690.40000 - Salaries and Wages	$ 1,943.59	
001 General Fund - General Account	001.800.808.99500 - Transfer to Capital Projects Fund		$ 89,098.90
110 Illinois Municipal Retirement Fund	110.800.802.45201 - IMRF Contribution From General Fund	$ 3,812.65	
110 Illinois Municipal Retirement Fund	110.800.802.45211 - SLEP Contribution From General Fund	$ 1,087.79	
110 Illinois Municipal Retirement Fund	110.800.000.39900 - Fund Balance Utilization		$ 4,900.44
111 FICA/Social Security Fund	111.800.803.45101 - FICA/SS Contribution from General Fund	$ 6,706.29	
111 FICA/Social Security Fund	111.800.000.39900 - Fund Balance Utilization		$ 6,706.29
010 Insurance Liability - Human Resources	010.120.130.40000 - Salaries and Wages	$ 564.46	
010 Insurance Liability - Human Resources	010.120.130.45100 - FICA/SS Contribution	$ 31.05	
010 Insurance Liability - Human Resources	010.120.130.45200 - IMRF Contribution	$ 43.18	
010 Insurance Liability - Human Resources	010.120.130.39900 - Fund Balance Utilization		$ 638.69
010 Insurance Liability - States Attorney	010.300.320.40000 - Salaries and Wages	$ 3,374.75	
010 Insurance Liability - States Attorney	010.300.320.45100 - FICA/SS Contribution	$ 185.61	
010 Insurance Liability - States Attorney	010.300.320.45200 - IMRF Contribution	$ 257.23	
010 Insurance Liability - States Attorney	010.300.320.39900 - Fund Balance Utilization		$ 3,817.59
101 Geographic Information Systems	101.060.070.40000 - Salaries and Wages	$ 1,895.60	
101 Geographic Information Systems	101.060.070.45100 - FICA/SS Contribution	$ 104.26	
101 Geographic Information Systems	101.060.070.45200 - IMRF Contribution	$ 144.47	
101 Geographic Information Systems	101.060.000.39900 - Fund Balance Utilization		$ 2,144.33
120 Grand Victoria Casino Elgin - Development	120.010.020.40000 - Salaries and Wages	$ 173.60	
120 Grand Victoria Casino Elgin - Development	120.010.020.45100 - FICA/SS Contribution	$ 9.55	
120 Grand Victoria Casino Elgin - Development	120.010.020.45200 - IMRF Contribution	$ 13.25	
120 Grand Victoria Casino Elgin - Development	120.010.000.39900 - Fund Balance Utilization		$ 196.40
120 Grand Victoria Casino Elgin - Finance	120.040.020.40000 - Salaries and Wages	$ 179.35	

Exhibit A

Fund	Account	Debit Increase	Credit Increase
120 Grand Victoria Casino Elgin - Finance	120.040.020.45100 - FICA/SS Contribution	$ 9.86	
120 Grand Victoria Casino Elgin - Finance	120.040.020.45200 - IMRF Contribution	$ 13.72	
120 Grand Victoria Casino Elgin - Finance	120.040.000.39900 - Fund Balance Utilization		$ 202.93
125 Public Safety Sales Tax	125.800.810.40000 - Salaries and Wages	$ 432.12	
125 Public Safety Sales Tax	125.800.810.45100 - FICA/SS Contribution	$ 23.77	
125 Public Safety Sales Tax	125.800.810.45200 - IMRF Contribution	$ 32.97	
125 Public Safety Sales Tax	125.800.000.39900 - Fund Balance Utilization		$ 488.86
127 Judicial Technology Sales Tax	127.800.812.40000 - Salaries and Wages	$ 725.73	
127 Judicial Technology Sales Tax	127.800.812.45100 - FICA/SS Contribution	$ 39.92	
127 Judicial Technology Sales Tax	127.800.812.45200 - IMRF Contribution	$ 55.34	
127 Judicial Technology Sales Tax	127.800.000.39900 - Fund Balance Utilization		$ 820.99
150 Tax Sale Automation	150.150.160.40000 - Salaries and Wages	$ 712.35	
150 Tax Sale Automation	150.150.160.45100 - FICA/SS Contribution	$ 39.18	
150 Tax Sale Automation	150.150.160.45200 - IMRF Contribution	$ 29.51	
150 Tax Sale Automation	150.150.000.39900 - Fund Balance Utilization		$ 781.04
160 Vital Records Automation	160.190.200.40000 - Salaries and Wages	$ 27.71	
160 Vital Records Automation	160.190.200.45100 - FICA/SS Contribution	$ 1.52	
160 Vital Records Automation	160.190.200.45200 - IMRF Contribution	$ 2.12	
160 Vital Records Automation	160.190.000.39900 - Fund Balance Utilization		$ 31.35
170 Recorder's Automation	170.210.220.40000 - Salaries and Wages	$ 360.78	
170 Recorder's Automation	170.210.220.45100 - FICA/SS Contribution	$ 19.84	
170 Recorder's Automation	170.210.220.45200 - IMRF Contribution	$ 27.60	
170 Recorder's Automation	170.210.000.39900 - Fund Balance Utilization		$ 408.22
200 Court Automation	200.250.285.40000 - Salaries and Wages	$ 189.93	
200 Court Automation	200.250.285.45100 - FICA/SS Contribution	$ 10.45	
200 Court Automation	200.250.285.45200 - IMRF Contribution	$ 14.53	
200 Court Automation	200.250.000.39900 - Fund Balance Utilization		$ 214.91
200 Court Automation	200.250.280.40000 - Salaries and Wages	$ 1,073.29	
200 Court Automation	200.250.280.45100 - FICA/SS Contribution	$ 59.03	
200 Court Automation	200.250.280.45200 - IMRF Contribution	$ 82.11	
200 Court Automation	200.250.000.39900 - Fund Balance Utilization		$ 1,214.43
201 Court Document Storage	201.250.281.40000 - Salaries and Wages	$ 590.13	
201 Court Document Storage	201.250.281.45100 - FICA/SS Contribution	$ 32.46	
201 Court Document Storage	201.250.281.45200 - IMRF Contribution	$ 45.14	
201 Court Document Storage	201.250.000.39900 - Fund Balance Utilization		$ 667.73
202 Child Support	202.250.282.40000 - Salaries and Wages	$ 92.39	
202 Child Support	202.250.282.45100 - FICA/SS Contribution	$ 5.08	
202 Child Support	202.250.282.45200 - IMRF Contribution	$ 7.07	
202 Child Support	202.250.000.39900 - Fund Balance Utilization		104.54
203 Circuit Clerk Admin Services	203.250.283.40000 - Salaries and Wages	$ 568.87	
203 Circuit Clerk Admin Services	203.250.283.45100 - FICA/SS Contribution	$ 31.29	
203 Circuit Clerk Admin Services	203.250.283.45200 - IMRF Contribution	$ 43.52	
203 Circuit Clerk Admin Services	203.250.000.39900 - Fund Balance Utilization		$ 643.68
204 Circuit Clk Electronic Citation	204.250.287.40000 - Salaries and Wages	$ 309.18	
204 Circuit Clk Electronic Citation	204.250.287.45100 - FICA/SS Contribution	$ 17.00	
204 Circuit Clk Electronic Citation	204.250.287.45200 - IMRF Contribution	$ 23.65	
204 Circuit Clk Electronic Citation	204.250.000.39900 - Fund Balance Utilization		$ 349.83
205 Circuit Ct Clerk Op and Admin	205.250.288.40000 - Salaries and Wages	$ 93.46	
205 Circuit Ct Clerk Op and Admin	205.250.288.45100 - FICA/SS Contribution	$ 5.14	
205 Circuit Ct Clerk Op and Admin	205.250.288.45200 - IMRF Contribution	$ 7.15	
205 Circuit Ct Clerk Op and Admin	205.250.000.39900 - Fund Balance Utilization		$ 105.75
220 Title IV-D	220.300.321.40000 - Salaries and Wages	$ 1,245.55	
220 Title IV-D	220.300.321.45100 - FICA/SS Contribution	$ 68.51	
220 Title IV-D	220.300.321.45200 - IMRF Contribution	$ 95.02	
220 Title IV-D	220.300.000.39900 - Fund Balance Utilization		$ 1,409.08
221 Drug Prosecution	221.300.322.40000 - Salaries and Wages	$ 246.86	
221 Drug Prosecution	221.300.322.45100 - FICA/SS Contribution	$ 13.58	
221 Drug Prosecution	221.300.322.45200 - IMRF Contribution	$ 18.81	
221 Drug Prosecution	221.300.000.39900 - Fund Balance Utilization		$ 279.25
222 Victim Coordinator Services	222.300.323.40000 - Salaries and Wages	$ 244.32	
222 Victim Coordinator Services	222.300.323.45100 - FICA/SS Contribution	$ 13.44	

Exhibit A

Fund	Account	Debit Increase	Credit Increase
222 Victim Coordinator Services	222.300.323.45200 - IMRF Contribution	$ 18.69	
222 Victim Coordinator Services	222.300.000.39900 - Fund Balance Utilization		$ 276.45
222 Victim Coordinator Services	222.300.331.40000 - Salaries and Wages	$ 100.66	
222 Victim Coordinator Services	222.300.331.45100 - FICA/SS Contribution	$ 5.54	
222 Victim Coordinator Services	222.300.331.45200 - IMRF Contribution	$ 7.70	
222 Victim Coordinator Services	222.300.000.39900 - Fund Balance Utilization		$ 113.90
223 Domestic Violence	223.300.324.40000 - Salaries and Wages	$ 244.99	
223 Domestic Violence	223.300.324.45100 - FICA/SS Contribution	$ 13.47	
223 Domestic Violence	223.300.324.45200 - IMRF Contribution	$ 18.67	
223 Domestic Violence	223.300.000.39900 - Fund Balance Utilization		$ 277.13
230 Child Advocacy Center	230.300.301.40000 - Salaries and Wages	$ 3,070.63	
230 Child Advocacy Center	230.300.301.45100 - FICA/SS Contribution	$ 168.88	
230 Child Advocacy Center	230.300.301.45200 - IMRF Contribution	$ 234.61	
230 Child Advocacy Center	230.300.000.39900 - Fund Balance Utilization		$ 3,474.12
250 Law Library	250.370.370.40000 - Salaries and Wages	$ 213.24	
250 Law Library	250.370.370.45100 - FICA/SS Contribution	$ 11.73	
250 Law Library	250.370.370.45200 - IMRF Contribution	$ 16.31	
250 Law Library	250.370.000.39900 - Fund Balance Utilization		$ 241.28
269 Kane Comm	269.425.426.40000 - Salaries and Wages	$ 1,491.16	
269 Kane Comm	269.425.426.45100 - FICA/SS Contribution	$ 82.01	
269 Kane Comm	269.425.426.45200 - IMRF Contribution	$ 99.85	
269 Kane Comm	269.425.000.39900 - Fund Balance Utilization		$ 1,673.02
290 Animal Control	290.500.500.40000 - Salaries and Wages	$ 1,581.09	
290 Animal Control	290.500.500.45100 - FICA/SS Contribution	$ 86.96	
290 Animal Control	290.500.500.45200 - IMRF Contribution	$ 120.95	
290 Animal Control	290.500.000.39900 - Fund Balance Utilization		$ 1,789.00
300 County Highway	300.520.520.40000 - Salaries and Wages	$ 4,341.03	
300 County Highway	300.520.520.45100 - FICA/SS Contribution	$ 238.76	
300 County Highway	300.520.520.45200 - IMRF Contribution	$ 332.09	
300 County Highway	300.520.000.39900 - Fund Balance Utilization		$ 4,911.88
302 Motor Fuel Tax	302.520.522.40000 - Salaries and Wages	$ 1,261.66	
302 Motor Fuel Tax	302.520.522.45100 - FICA/SS Contribution	$ 69.39	
302 Motor Fuel Tax	302.520.522.45200 - IMRF Contribution	$ 95.83	
302 Motor Fuel Tax	302.520.000.39900 - Fund Balance Utilization		$ 1,426.88
305 Transportation Sales Tax	305.520.527.40000 - Salaries and Wage	$ 2,598.74	
305 Transportation Sales Tax	305.520.527.45100 - FICA/SS Contribution	$ 142.93	
305 Transportation Sales Tax	305.520.527.45200 - IMRF Contribution	$ 198.80	
305 Transportation Sales Tax	305.520.000.39900 - Fund Balance Utilization		$ 2,940.47
350 County Health	350.580.581.40000 - Salaries and Wages	$ 7,220.12	
350 County Health	350.580.581.45100 - FICA/SS Contribution	$ 397.11	
350 County Health	350.580.581.45200 - IMRF Contribution	$ 509.88	
350 County Health	350.580.000.39900 - Fund Balance Utilization		$ 8,127.11
351 Kane Kares	351.580.646.40000 - Salaries and Wages	$ 281.26	
351 Kane Kares	351.580.646.45100 - FICA/SS Contribution	$ 15.47	
351 Kane Kares	351.580.646.45200 - IMRF Contribution	$ 21.52	
351 Kane Kares	351.580.000.39900 - Fund Balance Utilization		$ 318.25
351 Kane Kares	351.580.640.40000 - Salaries and Wages	$ 20.82	
351 Kane Kares	351.580.640.45100 - FICA/SS Contribution	$ 1.14	
351 Kane Kares	351.580.640.45200 - IMRF Contribution	$ 1.59	
351 Kane Kares	351.580.000.39900 - Fund Balance Utilization		$ 23.55
351 Kane Kares	351.580.642.40000 - Salaries and Wages	$ 31.23	
351 Kane Kares	351.580.642.45100 - FICA/SS Contribution	$ 1.72	
351 Kane Kares	351.580.642.45200 - IMRF Contribution	$ 2.39	
351 Kane Kares	351.580.000.39900 - Fund Balance Utilization		$ 35.34
355 American Rescue Plan - ARP Admin	355.800.66871.40000 - Salaries and Wages	$ 192.09	
355 American Rescue Plan - ARP Admin	355.800.66871.45100 - FICA/SS Contribution	$ 10.57	
355 American Rescue Plan - ARP Admin	355.800.66871.45200 - IMRF Contribution	$ 14.70	
355 American Rescue Plan - ARP Admin	355.800.000.39900 - Fund Balance Utilization		$ 217.36
380 Veterans' Commission	380.660.660.40000 - Salaries and Wages	$ 883.32	
380 Veterans' Commission	380.660.660.45100 - FICA/SS Contribution	$ 48.58	
380 Veterans' Commission	380.660.660.45200 - IMRF Contribution	$ 67.57	

Exhibit A

Fund	Account	Debit Increase	Credit Increase
380 Veterans' Commission	380.660.000.39900 - Fund Balance Utilization		$ 999.47
400 Economic Development	400.690.710.40000 - Salaries and Wages	$ 727.77	
400 Economic Development	400.690.710.45100 - FICA/SS Contribution	$ 40.03	
400 Economic Development	400.690.710.45200 - IMRF Contribution	$ 55.54	
400 Economic Development	400.690.000.39900 - Fund Balance Utilization		$ 823.34
401 Community Dev Block Program	401.690.711.40000 - Salaries and Wages	$ 444.96	
401 Community Dev Block Program	401.690.711.45100 - FICA/SS Contribution	$ 24.47	
401 Community Dev Block Program	401.690.711.45200 - IMRF Contribution	$ 33.97	
401 Community Dev Block Program	401.690.000.39900 - Fund Balance Utilization		$ 503.40
402 HOME Program	402.690.712.40000 - Salaries and Wages	$ 176.85	
402 HOME Program	402.690.712.45100 - FICA/SS Contribution	$ 9.73	
402 HOME Program	402.690.712.45200 - IMRF Contribution	$ 13.46	
402 HOME Program	402.690.000.39900 - Fund Balance Utilization		$ 200.04
404 Homeless Management Info Systems	404.580.714.40000 - Salaries and Wages	$ 114.07	
404 Homeless Management Info Systems	404.580.714.45100 - FICA/SS Contribution	$ 6.27	
404 Homeless Management Info Systems	404.580.714.45200 - IMRF Contribution	$ 8.73	
404 Homeless Management Info Systems	404.580.000.39900 - Fund Balance Utilization		$ 129.07
409 Continuum of Care Planning Grant	409.580.725.40000 - Salaries and Wages	$ 194.26	
409 Continuum of Care Planning Grant	409.580.725.45100 - FICA/SS Contribution	$ 10.68	
409 Continuum of Care Planning Grant	409.580.725.45200 - IMRF Contribution	$ 14.86	
409 Continuum of Care Planning Grant	409.580.000.39900 - Fund Balance Utilization		$ 219.80
414 Home - ARP	414.580.738.40000 - Salaries and Wages	$ 418.49	
414 Home - ARP	414.580.738.45100 - FICA/SS Contribution	$ 23.02	
414 Home - ARP	414.580.738.45200 - IMRF Contribution	$ 32.01	
414 Home - ARP	414.580.000.39900 - Fund Balance Utilization		$ 473.52
420 Stormwater Management	420.670.680.40000 - Salaries and Wages	$ 20.69	
420 Stormwater Management	420.670.680.45100 - FICA/SS Contribution	$ 1.14	
420 Stormwater Management	420.670.680.45200 - IMRF Contribution	$ 1.58	
420 Stormwater Management	420.670.000.39900 - Fund Balance Utilization		$ 23.41
421 Elec Agg Civic Contribution	421.670.693.40000 - Salaries and Wages	$ 61.05	
421 Elec Agg Civic Contribution	421.670.693.45100 - FICA/SS Contribution	$ 3.36	
421 Elec Agg Civic Contribution	421.670.693.45200 - IMRF Contribution	$ 4.67	
421 Elec Agg Civic Contribution	421.670.000.39900 - Fund Balance Utilization		$ 69.08
430 Farmland Preservation	430.010.021.40000 - Salaries and Wages	$ 204.25	
430 Farmland Preservation	430.010.021.45100 - FICA/SS Contribution	$ 11.23	
430 Farmland Preservation	430.010.021.45200 - IMRF Contribution	$ 15.59	
430 Farmland Preservation	430.010.000.39900 - Fund Balance Utilization		$ 231.07
520 Mill Creek Special Service Area	520.690.730.40000 - Salaries and Wages	$ 145.83	
520 Mill Creek Special Service Area	520.690.730.45100 - FICA/SS Contribution	$ 8.02	
520 Mill Creek Special Service Area	520.690.730.45200 - IMRF Contribution	$ 11.16	
520 Mill Creek Special Service Area	520.690.000.39900 - Fund Balance Utilization		$ 165.01
650 Enterprise Surcharge	650.670.670.40000 - Salaries and Wages	$ 182.54	
650 Enterprise Surcharge	650.670.670.45100 - FICA/SS Contribution	$ 10.04	
650 Enterprise Surcharge	650.670.670.45200 - IMRF Contribution	$ 13.96	
650 Enterprise Surcharge	650.670.000.39900 - Fund Balance Utilization		$ 206.54
Total		$ 145,114.72	$ 145,114.72
480 Workforce Development*	Salaries, Payroll Taxes, and Pension Costs	$ 4,329.95	
Total costs associated with .02% COLA for all County Offices/Departments		$ 149,444.67	

Exhibit A

Fund	Account	Debit Increase	Credit Increase
500 Capital Projects Fund	500.800.000.39001 - Transfer from General Fund 001	$ 89,098.90	
500 Capital Projects Fund	500.800.000.39900 - Fund Balance Utilization		$ 89,098.90

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Authorizing a Fiscal Year 2027 0.2% Cost-of-Living Wage Increase for Non-Union Employees and Budget Adjustments to Amend the FY2027 County Budget

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: $See Exhibit A and Chart below
If not budgeted, explain funding source: Expense reductions in the General Fund – General Account and fund balance utilization increases across the General Fund and Special Revenue Funds	
Was this item passed through the appropriate committee? Yes	

Summary:

1. As part of the FY2027 County Budget process, Ordinance 26-227 authorized a FY2027 2.5% cost-of-living wage increase for departments under the direction of the County Board. The County Board is recommending an amendment to the FY2027 Budget to add an additional 0.2% cost-of-living wage increase for each individual employee within each department, each department head specified in section 2-48(A)(3) of the Kane County Code, and the administrator, deputy administrator(s) and wardens of the County's Animal Control department specified in section 5-3 of the Kane County Code, active as of December 6, 2026, which is the first pay period beginning on or after December 1, 2026, excluding employees employed by the County less than 90 days. This additional 0.2% cost-of-living wage increase plus the 2.5% cost-of-living wage approved in Ordinance 26-277 bring the total FY 2027 cost-of-living wage increase to 2.7% for employees in departments under the direction of the County Board.

2. In addition, the County Board is recommending the provision of funding in the FY2027 budget for an average wage increase of 0.2% for non-union employees, to be allocated among individual employees within each Elected Office at the discretion of the Elected officeholder.

The increase in wages will also increase the budget for payroll taxes and pension costs.

The additional costs to the General Fund – General Account will be offset by a reduction in the amount transferred to the Capital Projects Fund – Fund #500, therefore no use of fund balance reserves. The 0.2% increase is an additional $89,098.91 to the General Fund – General Account, $4,900.44 to the IMRF (Pension) Fund, and $6,706.29 to the FICA/SS (Payroll Taxes) Fund.

The additional costs to the Special Revenue Funds for wages, payroll taxes, and pension costs

is $44,409.07.

The additional costs to the Workforce Development Department, which is not part of the County's FY2027 Budget, is $4,329.95

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-468

AUTHORIZING OFFICE SUPPLIES CONTRACTS AND/OR APPROVING COOPERATIVES - COUNTYWIDE (BID# 26-017-TK)

WHEREAS, the Kane County Purchasing Department solicited bids (BID# 26-017-TK) for 113 core office supply items as well as access to a full office supply catalog at discounted prices to be available countywide; and a total of three bid responses were received; and

WHEREAS, two bid responses were identified as responsive; and staff, after thoroughly reviewing the responses per contract requirements, compliance, offers, and available options for access to the full office supply, determined that it is in the best interest of the County to accept and award multiple contracts for the countywide office supply program to the following lowest responsive, responsible suppliers: Warehouse Direct, Inc., of Des Plaines, IL, and Staples Business, of Woodstock, IL; and

WHEREAS, this is a three (3) year contract, an all-inclusive, as-needed purchase program with a mutual option for three one-year renewal periods. A total of 113 core office supply items, based on lowest cost, will be allocated between Warehouse Direct (49 items) and Staples Business (64 items); and

WHEREAS, Warehouse Direct offered a 40% discount on their full office supply catalog available through their cooperative, Epic Business Essentials (contract number 158058), which is part of Omnia Partners; and Staples Business offered discounts ranging from 10% to 75% on their full office supply catalog available through their cooperative, Sourcewell (Contract Number 070924).

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the Chairman is hereby authorized and directed to execute a three (3) year contract for the core office supplies with mutual options for three additional one-year renewals, to Warehouse Direct, Inc., of Des Plaines, IL, and Staples Business of Woodstock, IL.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Kane County Board that the Chairman is hereby authorized and directed to execute a three (3) year contract with the cooperatives for access to full office supply catalog at discounted prices, with mutual options for three additional one-year renewals, to Warehouse Direct, Inc., of Des Plaines, IL, and Staples Business of Woodstock, IL.

Line Item: various across the County
Line Item Description: Office Supplies
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 October 13, 2026.

_____	_____
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 Office Supplies Contracts and/or Approving Cooperatives – Countywide (Bid #26-017-TK)

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

Contact:
Tim Keovongsak, 630.232.5929

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $Various across Offices and Departments
If not budgeted, explain funding source: N/A	
Was this item passed through the appropriate committee? Yes	

Summary:

The County Purchasing Department manages office supply contracts which can be used by all County Offices and Departments. Purchasing analyzed the most frequently purchased office supply items and identified 113 core office supply items. Purchasing issued bid #26-017-TK seeking prices from prospective bidders on those 113 core office supply items and also requested prospective bidders to submit discounted pricing on a full catalog of office supply items.

Three vendors bid on #26-017-TK, two of which were determined to be fully responsive to the bid. Purchasing staff evaluated the the responses and is proposing that the County select both responsive bidders and enter into contracts with Warehouse Direct for 49 of the office supply items and Staples Business for 64 of the office supply items. The contracts are three (3) year contracts, with mutual options for three additional one-year renewals.

Prices for the core office supply items as well as the discount percentages on the full catalog for years one, two, and three will remain firm. For unforeseen circumstances, cost adjustments on non-core or catalog items must be approved by the Purchasing Department. Also, the County reserves the right to reject or accept alternate items offered. Cost must match the contract price.

Additionally, both Warehouse Direct and Staples Business offered access to their full office supply catalogs. Warehouse Direct is offering a 40% discount on their full catalog and Staples is offering a range from 10% to 75% on their full catalog. The Warehouse Direct full catalog is being made available to the County through a cooperative contract, Epic Business Essentials (contract 158058), which is part of Omnia Partners. The Staples Business full catalog is being made available to the County through a cooperative contract, Sourcewell, (contract 070924).

Funding for the office supplies is budgeted and paid for by County Offices and departments selecting items from this bid.

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

August 15, 2026

PROCUREMENT SYNOPSIS

Requesting Department:	Kane County Finance Department
Procurement Name:	Bid 26-017-TK Office Supplies
Recommended Vendors:	Warehouse Direct, Inc., and Staples Business
Awarded Amount:	An as-needed and open-purchase program

NOTIFICATION AND RESPONSE

Public Notices: Bidnet Direct and The Daily Herald

Advertising Date:	June 12, 2026	Notices sent/Plan Holders: 5/60
Proposal Due Date:	July 1, 2026	Bids Received: 3

PURPOSE

This contract will provide the County Departments with the highest-quality, lowest-priced office supplies. This is a three (3) year contract; an all-inclusive, as-needed purchase program, with an option for an additional three (3) one-year renewals, if mutually agreed. The following bids were received:

Vendors	Main Bid – Total 113 Core Items	Allocation of Core Item		Catalog Discount
Staples Business	$42,956.19	Quantity 64	$25,251.10	Sourcewell #070924, offered (10% - 75%)
Warehouse Direct, Inc (WHD)	$46,986.07	Quantity 49	$12,058.06	Omnia – EPIC Essential #158058, offered (40%)
Prime Supply	$51,580.48			None

*SAO reviewed both cooperative contracts and confirms compliance with county procurement.

Staff evaluated all bids per specifications and contract requirements, including options to accept cooperatives for access to the full catalog, and determined that Warehouse Direct and Staples Business were the most responsive and responsible vendors for the required services. A total of 113 core office supply items, based on historical usage and lowest cost, will be allocated. An average of 64 core items will be from Staples Business, and 49 core items will be from Warehouse Direct. Please refer to the attached result tabulation for detailed bid items received and allocated.

Staples Business offered discounts ranging from 10%-75% on their catalog items through their awarded cooperative contract, Sourcewell's contract number 070924

WHD offered a 40% discount on their catalog items through their awarded cooperative contract, Epic Business Essentials (contract number 158058), which is part of Omnia Partners.

Purchasing, with the support of the Finance Department, recommends awarding the office supply contract to Warehouse Direct, Inc. of Des Plaines, IL, and Staples Business of Woodstock, IL, pending approval by the Committee and the full Kane County Board.

Submitted By:
Timothy Keovongsak
Director of Purchasing

cc: Bid File/Purchasing

Bid 26-017-TK Office Supply
Result Tabulation - Core Items

Vendor	No.	Item	Description	UOM	Estimated Usage/Qty	Unit Cost	Extended Cost
STAPLE	2	SMD73380	POCKET,LTR3.5"EXP,TUFF	BX	127	$ 29.99	
STAPLE	4	WHDCOPY11	PAPER,LTR,92BRIGHT,20#,WE	CT	63	$ 38.64	$ 2,434.32
STAPLE	5	WHDSM11	PAPER,SPOT MARKET,20LB,92 BRT	CT	45	$ 38.64	$ 1,738.80
STAPLE	6	PFX1053ELOX	WALLET,LTR,3.5"ELASTIC SZ	EA	251	$ 1.22	$ 306.22
STAPLE	7	SMD76174	POCKET,FILE,5.25" EXP,LGL	BX	30	$ 42.15	
STAPLE	8	PFX24130P	FOLDER,CLAS LTR,BE	BX	32	$ 18.91	$ 605.12
STAPLE	9	AVE5160	LABEL,ADRS,1X2.625,30/SH	BX	70	$ 7.80	$ 546.00
STAPLE	10	FEL00704	FILE,STOR,LTR SZ,CTN12	CT	43	$ 64.77	$ 2,785.11
STAPLE	11	AAGSK2400	CALENDAR,DSK PD/WALL,BK	EA	291	$ 5.84	
STAPLE	12	AAG7095005	BOOK,APT WKLY,8.5X11, BK	EA	52	$ 17.35	
STAPLE	13	WHD20330	FOLDER,MANILA,1/3 CUT,LETTER	BX	314	$ 7.80	$ 2,449.20
STAPLE	14	FEL00789	FILE,QUIK,LTR/LGL,CTN12	CT	52	$ 41.50	$ 2,158.00
STAPLE	15	AAG760405	BOOK,QUIKNOTE,DLYMLY,5X8	EA	39	$ 19.98	$ 779.22
STAPLE	16	WHD8533	PAD,LGL RULED,PERF,LTR,WE	DZ	208	$ 6.80	$ 1,414.40
STAPLE	17	WHD20300	FOLDER,MANILA,STR CUT,LETTER	BX	195	$ 3.90	$ 760.50
STAPLE	18	UNV13120	FOLDER,LTR,2FSTNR,MLA	BX	20	$ 11.55	
STAPLE	19	UNV05562	CLIPBOARD,LETTER,6/PK,BR	PK	64	$ 6.18	
STAPLE	20	AAGG52000	BOOK,APT,WKLY,8X11,BK	EA	46	$ 14.36	
STAPLE	21	PFXR217DHD	FILE,HD,31,W/OFLP,LTR,BN	EA	30	$ 7.95	$ 238.50
STAPLE	22	AAG70260X05	CALENDAR,MNTHLY DESK,BK	EA	30	$ 14.97	$ 449.10
STAPLE	23	HOD150HD	CALENDAR,DSKPD,MLY,22X17	EA	81	$ 1.99	$ 161.19
STAPLE	24	MMM6549YW	NOTE,HLND,3X3,12/PK,YW	PK	244	$ 2.80	$ 683.20
STAPLE	25	BICWOTAP10	TAPE,CORRECTION,10/BX,WH	BX	25	$ 4.72	$ 118.00
STAPLE	26	OXF57502	PORTFOLIO,LTR,2PCKT,RBE	BX	52	$ 7.35	$ 382.20
STAPLE	27	AAGG520H00	BOOK,APPOINTMNT,PRO,WK,BK	EA	20	$ 3.45	$ 69.00
STAPLE	28	DEF68201	HOLDER,WALL SIGN 8.5X11	EA	55	$ 2.75	$ 151.25
STAPLE	29	WHD8532	PAD,LGL RULED,PERF,LTR,CA	DZ	97	$ 7.10	$ 688.70
STAPLE	30	AAGPM428	CALENDAR,WALL,MLY,20X30	EA	22	$ 19.00	$ 418.00
STAPLE	31	MMM6200341296	TAPE,MENDG,PERM,3/4X1296	RL	757	$ 0.46	$ 348.22
STAPLE	32	MMM6559YW	NOTE,HLND,3X5,12/PK,YW	PK	125	$ 3.70	$ 462.50
STAPLE	33	AAG7026005	BOOK,APPT,MNTH,9X11,BK	EA	30	$ 14.04	
STAPLE	34	PFX39624BLA	FILE,13 POCKET,BK	EA	55	$ 6.50	$ 357.50
STAPLE	35	PAC3202	PAPER,ECOLOGYFILLER,WE	PK	98	$ 1.38	$ 135.24
STAPLE	36	MMM684SH	FLAG,120/PK,SIGN HERE,AST	PK	72	$ 4.00	
STAPLE	37	TOP8011	BOOK,STENO,GREGG,GN,70SH	EA	586	$ 0.61	$ 357.46
STAPLE	38	SMD73225	POCKET,FILE,LTR,3.5EXP,BE	EA	96	$ 3.20	
STAPLE	39	BICGSM11BK	PEN,ROUND STIC,MED,BK	DZ	283	$ 1.20	$ 339.60
STAPLE	40	SAN25025	HILIGHTER,MJR ACCENT,FYW	DZ	79	$ 5.80	
STAPLE	41	MMM680PPBGVA	FLAG,VALPK,AST,BRT,250/PK	PK	39	$ 7.00	
STAPLE	42	MMM6539YW	NOTE,HLND,1 3/8X1 7/8,YW	PK	254	$ 1.45	$ 368.30
STAPLE	43	UNV40308	CLIPBOARD,BUTERFLYCLP,CLR	EA	85	$ 1.06	$ 90.10
STAPLE	44	AAGSK200	BOOK,APT,MLY,8X12,BK	EA	22	$ 7.88	
STAPLE	45	SAN30001	MARKER,SHARPIE,FINE PT,BK	DZ	46	$ 7.71	
STAPLE	46	BICSCSM11BK	PEN,SFTFEEL,RCT,MED,BK	DZ	25	$ 4.20	$ 105.00

Vendor	No.	Description	UOM	Estimated Usage/Qty	Unit Cost	Extended Cost
WHD	2	SMD73380	BX	127	$ 22.14	$ 2,811.78
WHD	4	WHDCOPY11	CT	63	$ 39.89	
WHD	5	WHDSM11	CT	45	$ 39.89	
WHD	6	PFX1053ELOX	EA	251	$ 4.10	
WHD	7	SMD76174	BX	30	$ 37.47	$ 1,124.10
WHD	8	PFX24130P	BX	32	$ 53.77	
WHD	9	AVE5160	BX	70	$ 29.96	
WHD	10	FEL00704	CT	43	$ 74.09	
WHD	11	AAGSK2400	EA	291	$ 4.41	$ 1,283.31
WHD	12	AAG7095005	EA	52	$ 19.47	$ 1,012.44
WHD	13	WHD20330	BX	314	$ 8.04	
WHD	14	FEL00789	CT	52	$ 50.38	
WHD	15	AAG760405	EA	39	$ 20.94	
WHD	16	WHD8533	DZ	208	$ 10.80	
WHD	17	WHD20300	BX	195	$ 6.99	
WHD	18	UNV13120	BX	20	$ 5.98	$ 119.60
WHD	19	UNV05562	PK	64	$ 3.50	$ 224.00
WHD	20	AAGG52000	EA	46	$ 11.80	$ 542.80
WHD	21	PFXR217DHD	EA	30	$ 15.29	
WHD	22	AAG70260X05	EA	30	$ 15.75	
WHD	23	HOD150HD	EA	81	$ 5.37	
WHD	24	MMM6549YW	PK	244	$ 3.98	
WHD	25	BICWOTAP10	BX	25	$ 14.33	
WHD	26	OXF57502	BX	52	$ 7.59	
WHD	27	AAGG520H00	EA	20	$ 23.38	
WHD	28	DEF68201	EA	55	$ 7.32	
WHD	29	WHD8532	DZ	97	$ 10.80	
WHD	30	AAGPM428	EA	22	$ 16.98	$ 373.56
WHD	31	MMM6200341296	RL	757	$ 1.17	
WHD	32	MMM6559YW	PK	125	$ 5.48	
WHD	33	AAG7026005	EA	30	$ 12.76	$ 382.80
WHD	34	PFX39624BLA	EA	55	$ 7.36	
WHD	35	PAC3202	PK	98	$ 3.26	
WHD	36	MMM684SH	PK	72	$ 2.94	$ 211.68
WHD	37	TOP8011	EA	586	$ 1.44	
WHD	38	SMD73225	EA	96	$ 2.76	$ 264.96
WHD	39	BICGSM11BK	DZ	283	$ 1.30	
WHD	40	SAN25025	DZ	79	$ 5.28	$ 417.12
WHD	41	MMM680PPBGVA	PK	39	$ 6.03	$ 235.17
WHD	42	MMM6539YW	PK	254	$ 1.79	
WHD	43	UNV40308	EA	85	$ 1.47	
WHD	44	AAGSK200	EA	22	$ 6.15	$ 135.30
WHD	45	SAN30001	DZ	46	$ 7.30	$ 335.80
WHD	46	BICSCSM11BK	DZ	25	$ 5.27	

Bid 26-017-TK Office Supply
Result Tabulation - Core Items

Vendor	No.	Item	Description	UOM	Estimated Usage/Qty	Unit Cost	Extended Cost
STAPLE	47	AAGG20000	BOOK,APT,WKLY,8X4.88,BK	EA	20	$ 9.80	
STAPLE	48	DUC1259457	TAPE,PCKG,ONEHND EZ,CLR	RL	22	$ 5.80	$ 127.60
STAPLE	49	WHD8501	PAD,LGL,RULD,PERF,5X8,CA	DZ	31	$ 2.77	$ 85.87
STAPLE	50	UNV50502	PEN,POROUS LIQD.RBALL,BK	DZ	66	$ 4.50	
STAPLE	51	DUC240570	TAPE,MASKING,.94"X60YD,YL	RL	23	$ 1.19	$ 27.37
STAPLE	52	UNV74222	PUNCH,2 HOLE,BLACK	EA	24	$ 4.65	
STAPLE	53	BICGSMG11BK	PEN,BPT,RNDSTC,GRP,MED,BK	DZ	262	$ 1.67	$ 437.54
STAPLE	55	BICWOTAPP11	TAPE,CORR,1/6X400"WITEOUT	EA	156	$ 0.47	$ 73.32
STAPLE	56	UNV81004	FASTENER,2",SELF-ADHESIVE	BX	24	$ 6.66	
STAPLE	57	AVT40309	BOX,PENCIL,SPR STKR,CLR,S	EA	57	$ 2.40	$ 136.80
STAPLE	58	UNV80109	LABEL,DT,8.5X11,100,WH	BX	38	$ 7.67	$ 291.46
STAPLE	59	WHD8500	PAD,LGL,RULD,PERF,5X8,WE	DZ	49	$ 2.15	$ 105.35
STAPLE	60	AVE00216	GLUE,STCK,DISAPR.26OZ,PP	EA	500	$ 0.26	$ 130.00
STAPLE	61	CASMP2201BE	PAPER,XERO/DUP,20#,LTR, BE	RM	26	$ 6.38	$ 165.88
STAPLE	62	UNV81002	FASTENER,2PC,2"CAPACITY	BX	40	$ 1.95	
STAPLE	63	CRO8521	REFILL,ROLLING BALL,BE	EA	20	$ 3.62	$ 72.40
STAPLE	64	HOD0124	CALENDAR,DESK,12 MO,WE	EA	25	$ 2.40	$ 60.00
STAPLE	65	UNV50501	PEN,POROUS LIQD.RBALL,BE	DZ	43	$ 5.24	
STAPLE	66	BICGSM11BE	PEN,ROUND STIC,MED,BE	DZ	146	$ 1.28	$ 186.88
STAPLE	67	SWI35550	STAPLES,F77701/15,2500BX	BX	21	$ 5.23	
STAPLE	68	UNV20746	BNDR,VIEW,D-RNG,2IN,WE	EA	25	$ 3.80	
STAPLE	69	MMM6605SSCY	PAD,POST-IT 4X6 5,CAYW	PK	21	$ 2.98	$ 62.58
STAPLE	70	MMM680BP2	FLAG,1 IN ,2PK OF 50,PK	PK	24	$ 3.60	$ 86.40
STAPLE	71	WHD74035	FOLDER,HANG,LTR,1/3C,GN	BX	26	$ 5.63	$ 146.38
STAPLE	72	MMM653YW	NOTE,POST-IT,1.5X2,12/PK	PK	25	$ 1.45	$ 36.25
STAPLE	73	MMM680GN2	FLAG,1 IN,2PK OF 50,GN	PK	24	$ 3.60	
STAPLE	74	CRD61518	INDEX,BNDR,LTR,15CLRD/ST	ST	20	$ 4.84	
STAPLE	75	SWI35450	STAPLES,FULL STRIP,5M/BX	BX	36	$ 0.90	$ 32.40
STAPLE	76	MMM684RDSH	FLAG,ARROW,80/PK,RD	PK	21	$ 2.73	
STAPLE	77	MMM680OE2	FLAG,1 IN,2 PK OF 50,OE	PK	42	$ 3.60	
STAPLE	79	MMMC38BK	DISPENSER,TAPE,DESK,BK	EA	20	$ 1.70	$ 34.00
STAPLE	80	TOP74688	BOOK,STENO,GREGG,80SH,WE	EA	26	$ 0.58	$ 15.08
STAPLE	81	MMM680RD2	FLAG,1IN,2PK OF 50,RD	PK	21	$ 3.60	
STAPLE	82	UNV10210	CLIP,BINDER,MED,DZ	DZ	245	$ 0.71	
STAPLE	83	AVT40311	BOX,CRAYN,SPR STCKR,CLR,S	EA	40	$ 1.70	
STAPLE	84	WLJ36814NBL	BNDR,11X8.5 VYL 1",DBE	EA	20	$ 2.20	$ 44.00
STAPLE	85	MMM260024A	TAPE,MASK,1"X60YDS	RL	36	$ 1.19	$ 42.84
STAPLE	86	UNV00433	RUBBERBANDS,SIZE 33,1/4LB	PK	172	$ 1.50	
STAPLE	87	UNV15001	DISPENSER,TAPE,1"CORE,BK	EA	22	$ 1.70	
STAPLE	88	UNV72220	CLIP,JUMBO,SMOOTH,1M/PK	PK	40	$ 5.10	$ 204.00
STAPLE	90	UNV21130	PROTECTOR,SHEET,CLR	BX	27	$ 4.00	
STAPLE	91	SAN36201	MARKER,SPR,SHARPIE,TWN,BK	EA	59	$ 1.30	$ 76.70
STAPLE	92	TOP8020	BOOK,STENO,GREGG,80SH,WE	EA	27	$ 6.98	$ 188.46
Vendor	No.	Item	Description	UOM	Estimated Usage/Qty	Unit Cost	Extended Cost

Vendor	No.	Description	UOM	Estimated Usage/Qty	Unit Cost	Extended Cost
WHD	47	AAGG20000	EA	20	$ 8.14	$ 162.80
WHD	48	DUC1259457	RL	22	$ 8.18	
WHD	49	WHD8501	DZ	31	$ 9.23	
WHD	50	UNV50502	DZ	66	$ 2.74	$ 180.84
WHD	51	DUC240570	RL	23	$ 8.18	
WHD	52	UNV74222	EA	24	$ 4.01	$ 96.24
WHD	53	BICGSMG11BK	DZ	262	$ 2.33	
WHD	55	BICWOTAPP11	EA	156	$ 2.12	
WHD	56	UNV81004	BX	24	$ 6.42	$ 154.08
WHD	57	AVT40309	EA	57	$ 2.57	
WHD	58	UNV80109	BX	38	$ 24.89	
WHD	59	WHD8500	DZ	49	$ 9.23	
WHD	60	AVE00216	EA	500	$ 0.29	
WHD	61	CASMP2201BE	RM	26	$ 6.65	
WHD	62	UNV81002	BX	40	$ 1.33	$ 53.20
WHD	63	CRO8521	EA	20	$ 7.95	
WHD	64	HOD0124	EA	25	$ 4.06	
WHD	65	UNV50501	DZ	43	$ 2.56	$ 110.08
WHD	66	BICGSM11BE	DZ	146	$ 1.30	
WHD	67	SWI35550	BX	21	$ 4.77	$ 100.17
WHD	68	UNV20746	EA	25	$ 1.94	$ 48.50
WHD	69	MMM6605SSCY	PK	21	$ 10.29	
WHD	70	MMM680BP2	PK	24	$ 3.01	
WHD	71	WHD74035	BX	26	$ 8.69	
WHD	72	MMM653YW	PK	25	$ 4.89	
WHD	73	MMM680GN2	PK	24	$ 3.01	$ 72.24
WHD	74	CRD61518	ST	20	$ 2.52	$ 50.40
WHD	75	SWI35450	BX	36	$ 2.69	
WHD	76	MMM684RDSH	PK	21	$ 2.07	$ 43.47
WHD	77	MMM680OE2	PK	42	$ 3.29	$ 138.18
WHD	79	MMMC38BK	EA	20	$ 2.70	
WHD	80	TOP74688	EA	26	$ 2.19	
WHD	81	MMM680RD2	PK	21	$ 3.58	$ 75.18
WHD	82	UNV10210	DZ	245	$ 0.46	$ 112.70
WHD	83	AVT40311	EA	40	$ 1.38	$ 55.20
WHD	84	WLJ36814NBL	EA	20	$ 5.98	
WHD	85	MMM260024A	RL	36	$ 11.37	
WHD	86	UNV00433	PK	172	$ 0.84	$ 144.48
WHD	87	UNV15001	EA	22	$ 1.57	$ 34.54
WHD	88	UNV72220	PK	40	$ 5.78	
WHD	90	UNV21130	BX	27	$ 1.76	$ 47.52
WHD	91	SAN36201	EA	59	$ 12.46	
WHD	92	TOP8020	EA	27	$ 32.77	
Vendor	No.	Description	UOM	Estimated Usage/Qty	Unit Cost	Extended Cost

Bid 26-017-TK Office Supply
Result Tabulation - Core Items

STAPLE	93	SAN81505	ERASER,DRY ERASE SURFACES	EA	21	$ 1.94	$ 40.74
STAPLE	94	AVE11901	DIVIDER,PLST INST 8TB,AST	ST	28	$ 0.80	$ 22.40
STAPLE	95	DUCPTY2	ADHESIVE,MOUNTING,PUTTY	EA	28	$ 1.86	
STAPLE	96	UNV55400	PENCIL,#2,UNIVERSAL	DZ	165	$ 0.93	$ 153.45
STAPLE	97	UNV10220	CLIP,BINDER,LGE,DZ	DZ	58	$ 1.90	
STAPLE	98	UNV79000	STAPLES,CHSEL PT,5M/BX	BX	232	$ 0.90	
STAPLE	99	UNV59022	RULER,ACRYLIC,CLR,12"	EA	36	$ 0.80	
STAPLE	100	PFXS24E	POCKETFILE,LTR3.5"EXPBULK	EA	24	$ 19.40	
STAPLE	101	BICWOC12WE	FLUID,CORRECTION,20ML,WHT	EA	162	$ 1.23	
STAPLE	102	BICGSMG11BE	PEN,BPT,RNDSTC,GRP,MED,BE	DZ	84	$ 1.76	$ 147.84
STAPLE	103	WHD05RRB	BINDER,ROUNDRING,1/2",BK,VIEW	EA	26	$ 1.90	
STAPLE	104	PENBLN77C	PEN,ENERGEL RTX,NDL TP,BE	EA	22	$ 15.10	
STAPLE	105	AVE05202	LABEL,FLE,FLDR,252/PK,WHT	PK	47	$ 2.05	
STAPLE	106	AVE05868	SEAL,2"DIA GD,44/PK	PK	54	$ 2.99	
STAPLE	107	UNV10700	REMOVER,STAPLE,WAND,BK	EA	24	$ 1.54	
STAPLE	108	UNV96920	BOOK,STENO,GREGG,80SH,WH	EA	20	$ 0.58	$ 11.60
STAPLE	109	SAN30001EA	MARKER,SHARPIE,FINE PT,BK	EA	29	$ 0.76	$ 22.04
STAPLE	110	TOP63795	NOTEBOOK,COMPOSITION,WH	EA	22	$ 0.87	$ 19.14
STAPLE	111	UNV10200	CLIP,BINDER,SML,DZ	DZ	259	$ 0.39	
STAPLE	112	UNV10199	CLIP,BINDER,MINI,DZ	DZ	161	$ 0.25	
STAPLE	113	MMM37102CR	TAPE,PKG,TARTAN,1.88X54.6YD	RL	37	$ 0.78	$ 28.86
STAPLE	114	UNV72210	CLIP,#1,GEM,SMOOTH,1M/PK	PK	21	$ 2.82	
STAPLE	115	UNV72220BX	CLIP,JUMBO,SMOOTH,100BX	BX	48	$ 0.74	$ 35.52
STAPLE	116	OXF31	CARD,INDEX,RULED,3X5,WHT	PK	36	$ 0.65	
STAPLE	117	UNV72210BX	CLIP,#1,GEM,SMOOTH,100/BX	BX	72	$ 0.28	
		Total Bid Amount (64 Items) - Staple Business					**$ 25,251.10**

WHD	93	SAN81505	EA	21	$ 2.53	
WHD	94	AVE11901	ST	28	$ 1.53	
WHD	95	DUCPTY2	EA	28	$ 1.23	$ 34.44
WHD	96	UNV55400	DZ	165	$ 0.99	
WHD	97	UNV10220	DZ	58	$ 1.27	$ 73.66
WHD	98	UNV79000	BX	232	$ 0.51	$ 118.32
WHD	99	UNV59022	EA	36	$ 0.43	$ 15.48
WHD	100	PFXS24E	EA	24	$ 1.10	$ 26.40
WHD	101	BICWOC12WE	EA	162	$ 1.14	$ 184.68
WHD	102	BICGSMG11BE	DZ	84	$ 2.19	
WHD	103	WHD05RRB	EA	26	$ 1.62	$ 42.12
WHD	104	PENBLN77C	EA	22	$ 1.17	$ 25.74
WHD	105	AVE05202	PK	47	$ 1.53	$ 71.91
WHD	106	AVE05868	PK	54	$ 2.36	$ 127.44
WHD	107	UNV10700	EA	24	$ 0.38	$ 9.12
WHD	108	UNV96920	EA	20	$ 1.05	
WHD	109	SAN30001EA	EA	29	$ 1.05	
WHD	110	TOP63795	EA	22	$ 2.11	
WHD	111	UNV10200	DZ	259	$ 0.25	$ 64.75
WHD	112	UNV10199	DZ	161	$ 0.16	$ 25.76
WHD	113	MMM37102CR	RL	37	$ 1.31	
WHD	114	UNV72210	PK	21	$ 2.32	$ 48.72
WHD	115	UNV72220BX	BX	48	$ 1.18	
WHD	116	OXF31	PK	36	$ 0.62	$ 22.32
WHD	117	UNV72210BX	BX	72	$ 0.18	$ 12.96
		Total Bid Amount (49 - Items) - WHD				**$ 12,058.06**

Bid 26-017-TK Office Supply
Result Tabulation

Vendor	No.	Item	Description	UOM	Estimated Usage/Qty	Unit Cost	Extended Cost
Prime Supply	1	STF1526BX	FLDR,FILE,3.8X15.5X3.5,MNLA,50	BX	87	$ -	$ -
Prime Supply	2	SMD73380	POCKET,LTR3.5"EXP,TUFF	BX	127	$ 33.64	$ 4,272.28
Prime Supply	3	DMR851055	PAPER,PERFED CUT SHT,WH	CT	45	$ 48.90	$ 2,200.50
Prime Supply	4	WHDCOPY11	PAPER,LTR,92BRIGHT,20#,WE	CT	63	$ 52.33	$ 3,296.79
Prime Supply	5	WHDSM11	PAPER,SPOT MARKET,20LB,92 BRT	CT	45	$ -	$ -
Prime Supply	6	PFX1053ELOX	WALLET,LTR,3.5"ELASTIC SZ	EA	251	$ 6.33	$ 1,588.83
Prime Supply	7	SMD76174	POCKET,FILE,5.25" EXP,LGL	BX	30	$ 66.87	$ 2,006.10
Prime Supply	8	PFX24130P	FOLDER,CLAS LTR,BE	BX	32	$ 9.73	$ 311.36
Prime Supply	9	AVE5160	LABEL,ADRS,1X2.625,30/SH	BX	70	$ 9.92	$ 694.40
Prime Supply	10	FEL00704	FILE,STOR,LTR SZ,CTN12	CT	43	$ 92.53	$ 3,978.79
Prime Supply	11	AAGSK2400	CALENDAR,DSK PD/WALL,BK	EA	291	$ 6.61	$ 1,923.51
Prime Supply	12	AAG7095005	BOOK,APT WKLY,8.5X11, BK	EA	52	$ 26.48	$ 1,376.96
Prime Supply	13	WHD20330	FOLDER,MANILA,1/3 CUT,LETTER	BX	314	$ 7.86	$ 2,468.04
Prime Supply	14	FEL00789	FILE,QUIK,LTR/LGL,CTN12	CT	52	$ 41.49	$ 2,157.48
Prime Supply	15	AAG760405	BOOK,QUIKNOTE,DLYMLY,5X8	EA	39	$ 30.36	$ 1,184.04
Prime Supply	16	WHD8533	PAD,LGL RULED,PERF,LTR,WE	DZ	208	$ 9.61	$ 1,998.88
Prime Supply	17	WHD20300	FOLDER,MANILA,STR CUT,LETTER	BX	195	$ -	$ -
Prime Supply	18	UNV13120	FOLDER,LTR,2FSTNR,MLA	BX	20	$ 46.75	$ 935.00
Prime Supply	19	UNV05562	CLIPBOARD,LETTER,6/PK,BR	PK	64	$ 3.89	$ 248.96
Prime Supply	20	AAGG52000	BOOK,APT,WKLY,8X11,BK	EA	46	$ 21.90	$ 1,007.40
Prime Supply	21	PFXR217DHD	FILE,HD,31,W/OFLP,LTR,BN	EA	30	$ 22.88	$ 686.40
Prime Supply	22	AAG70260X05	CALENDAR,MNTHLY DESK,BK	EA	30	$ 22.34	$ 670.20
Prime Supply	23	HOD150HD	CALENDAR,DSKPD,MLY,22X17	EA	81	$ 8.44	$ 683.64
Prime Supply	24	MMM6549YW	NOTE,HLND,3X3,12/PK,YW	PK	244	$ 2.30	$ 561.20
Prime Supply	25	BICWOTAP10	TAPE,CORRECTION,10/BX,WH	BX	25	$ 4.03	$ 100.75
Prime Supply	26	OXF57502	PORTFOLIO,LTR,2PCKT,RBE	BX	52	$ 12.63	$ 656.76
Prime Supply	27	AAGG520H00	BOOK,APPOINTMNT,PRO,WK,BK	EA	20	$ 31.20	$ 624.00
Prime Supply	28	DEF68201	HOLDER,WALL SIGN 8.5X11	EA	55	$ 4.68	$ 257.40
Prime Supply	29	WHD8532	PAD,LGL RULED,PERF,LTR,CA	DZ	97	$ 16.86	$ 1,635.42
Prime Supply	30	AAGPM428	CALENDAR,WALL,MLY,20X30	EA	22	$ 23.80	$ 523.60
Prime Supply	31	MMM6200341296	TAPE,MENDG,PERM,3/4X1296	RL	757	$ 0.27	$ 204.39
Prime Supply	32	MMM6559YW	NOTE,HLND,3X5,12/PK,YW	PK	125	$ 3.82	$ 477.50
Prime Supply	33	AAG7026005	BOOK,APPT,MNTH,9X11,BK	EA	30	$ 20.82	$ 624.60
Prime Supply	34	PFX39624BLA	FILE,13 POCKET,BK	EA	55	$ 14.36	$ 789.80
Prime Supply	35	PAC3202	PAPER,ECOLOGYFILLER,WE	PK	98	$ 4.13	$ 404.74
Prime Supply	36	MMM684SH	FLAG,120/PK,SIGN HERE,AST	PK	72	$ 0.75	$ 54.00
Prime Supply	37	TOP8011	BOOK,STENO,GREGG,GN,70SH	EA	586	$ 2.46	$ 1,441.56
Prime Supply	38	SMD73225	POCKET,FILE,LTR,3.5EXP,BE	EA	96	$ 1.72	$ 165.12
Prime Supply	39	BICGSM11BK	PEN,ROUND STIC,MED,BK	DZ	283	$ 0.85	$ 240.55
Prime Supply	40	SAN25025	HILIGHTER,MJR ACCENT,FYW	DZ	79	$ 1.72	$ 135.88
Prime Supply	41	MMM680PPBGVA	FLAG,VALPK,AST,BRT,250/PK	PK	39	$ 11.16	$ 435.24
Prime Supply	42	MMM6539YW	NOTE,HLND,1 3/8X1 7/8,YW	PK	254	$ 1.12	$ 284.48
Prime Supply	43	UNV40308	CLIPBOARD,BUTERFLYCLP,CLR	EA	85	$ 1.14	$ 96.90
Prime Supply	44	AAGSK200	BOOK,APT,MLY,8X12,BK	EA	22	$ 11.84	$ 260.48
Prime Supply	45	SAN30001	MARKER,SHARPIE,FINE PT,BK	DZ	46	$ 1.53	$ 70.38
Prime Supply	46	BICSCSM11BK	PEN,SFTFEEL,RCT,MED,BK	DZ	25	$ 1.53	$ 38.25
Prime Supply	47	AAGG20000	BOOK,APT,WKLY,8X4.88,BK	EA	20	$ 15.23	$ 304.60
Prime Supply	48	DUC1259457	TAPE,PCKG,ONEHND EZ,CLR	RL	22	$ 8.70	$ 191.40
Prime Supply	49	WHD8501	PAD,LGL,RULD,PERF,5X8,CA	DZ	31	$ 11.66	$ 361.46
Prime Supply	50	UNV50502	PEN,POROUS LIQD.RBALL,BK	DZ	66	$ 1.92	$ 126.72
Prime Supply	51	DUC240570	TAPE,MASKING,.94"X60YD,YL	RL	23	$ -	$ -
Prime Supply	52	UNV74222	PUNCH,2 HOLE,BLACK	EA	24	$ 6.82	$ 163.68
Prime Supply	53	BICGSMG11BK	PEN,BPT,RNDSTC,GRP,MED,BK	DZ	262	$ 0.85	$ 222.70

Bid 26-017-TK Office Supply
Result Tabulation

Vendor	No.	Item	Description	UOM	Estimated Usage/Qty	Unit Cost	Extended Cost
Prime Supply	54	WHDFREIGHT61	FREIGHT	EA	28	$ -	$ -
Prime Supply	55	BICWOTAPP11	TAPE,CORR,1/6X400"WITEOUT	EA	156	$ 0.81	$ 126.36
Prime Supply	56	UNV81004	FASTENER,2",SELF-ADHESIVE	BX	24	$ 6.05	$ 145.20
Prime Supply	57	AVT40309	BOX,PENCIL,SPR STKR,CLR,S	EA	57	$ 2.52	$ 143.64
Prime Supply	58	UNV80109	LABEL,DT,8.5X11,100,WH	BX	38	$ 9.92	$ 376.96
Prime Supply	59	WHD8500	PAD,LGL,RULD,PERF,5X8,WE	DZ	49	$ 11.66	$ 571.34
Prime Supply	60	AVE00216	GLUE,STCK,DISAPR.26OZ,PP	EA	500	$ 0.48	$ 240.00
Prime Supply	61	CASMP2201BE	PAPER,XERO/DUP,20#,LTR, BE	RM	26	$ 9.00	$ 234.00
Prime Supply	62	UNV81002	FASTENER,2PC,2"CAPACITY	BX	40	$ 2.68	$ 107.20
Prime Supply	63	CRO8521	REFILL,ROLLING BALL,BE	EA	20	$ -	$ -
Prime Supply	64	HOD0124	CALENDAR,DESK,12 MO,WE	EA	25	$ 6.92	$ 173.00
Prime Supply	65	UNV50501	PEN,POROUS LIQD.RBALL,BE	DZ	43	$ 1.92	$ 82.56
Prime Supply	66	BICGSM11BE	PEN,ROUND STIC,MED,BE	DZ	146	$ 1.65	$ 240.90
Prime Supply	67	SWI35550	STAPLES,F77701/15,2500BX	BX	21	$ 8.33	$ 174.93
Prime Supply	68	UNV20746	BNDR,VIEW,D-RNG,2IN,WE	EA	25	$ 2.15	$ 53.75
Prime Supply	69	MMM6605SSCY	PAD,POST-IT 4X6 5,CAYW	PK	21	$ 6.87	$ 144.27
Prime Supply	70	MMM680BP2	FLAG,1 IN ,2PK OF 50,PK	PK	24	$ 5.88	$ 141.12
Prime Supply	71	WHD74035	FOLDER,HANG,LTR,1/3C,GN	BX	26	$ 5.36	$ 139.36
Prime Supply	72	MMM653YW	NOTE,POST-IT,1.5X2,12/PK	PK	25	$ 1.12	$ 28.00
Prime Supply	73	MMM680GN2	FLAG,1 IN,2PK OF 50,GN	PK	24	$ 0.84	$ 20.16
Prime Supply	74	CRD61518	INDEX,BNDR,LTR,15CLRD/ST	ST	20	$ 4.40	$ 88.00
Prime Supply	75	SWI35450	STAPLES,FULL STRIP,5M/BX	BX	36	$ 0.96	$ 34.56
Prime Supply	76	MMM684RDSH	FLAG,ARROW,80/PK,RD	PK	21	$ 4.32	$ 90.72
Prime Supply	77	MMM680OE2	FLAG,1 IN,2 PK OF 50,OE	PK	42	$ 5.88	$ 246.96
Prime Supply	78	WHD1RRW	BINDER,ROUNDRING,1",WE,VIEW	EA	32	$ 1.34	$ 42.88
Prime Supply	79	MMMC38BK	DISPENSER,TAPE,DESK,BK	EA	20	$ 1.38	$ 27.60
Prime Supply	80	TOP74688	BOOK,STENO,GREGG,80SH,WE	EA	26	$ 2.34	$ 60.84
Prime Supply	81	MMM680RD2	FLAG,1IN,2PK OF 50,RD	PK	21	$ 0.84	$ 17.64
Prime Supply	82	UNV10210	CLIP,BINDER,MED,DZ	DZ	245	$ 0.41	$ 100.45
Prime Supply	83	AVT40311	BOX,CRAYN,SPR STCKR,CLR,S	EA	40	$ 2.06	$ 82.40
Prime Supply	84	WLJ36814NBL	BNDR,11X8.5 VYL 1",DBE	EA	20	$ 2.50	$ 50.00
Prime Supply	85	MMM260024A	TAPE,MASK,1"X60YDS	RL	36	$ 1.51	$ 54.36
Prime Supply	86	UNV00433	RUBBERBANDS,SIZE 33,1/4LB	PK	172	$ 1.41	$ 242.52
Prime Supply	87	UNV15001	DISPENSER,TAPE,1"CORE,BK	EA	22	$ 1.38	$ 30.36
Prime Supply	88	UNV72220	CLIP,JUMBO,SMOOTH,1M/PK	PK	40	$ 3.73	$ 149.20
Prime Supply	89	WHDRGC8751125RCBK	COVER,8.75X11.25,BLK LTHR,100	BX	99	$ -	$ -
Prime Supply	90	UNV21130	PROTECTOR,SHEET,CLR	BX	27	$ 2.90	$ 78.30
Prime Supply	91	SAN36201	MARKER,SPR,SHARPIE,TWN,BK	EA	59	$ -	$ -
Prime Supply	92	TOP8020	BOOK,STENO,GREGG,80SH,WE	EA	27	$ 2.34	$ 63.18
Prime Supply	93	SAN81505	ERASER,DRY ERASE SURFACES	EA	21	$ 1.77	$ 37.17
Prime Supply	94	AVE11901	DIVIDER,PLST INST 8TB,AST	ST	28	$ 3.29	$ 92.12
Prime Supply	95	DUCPTY2	ADHESIVE,MOUNTING,PUTTY	EA	28	$ 2.32	$ 64.96
Prime Supply	96	UNV55400	PENCIL,#2,UNIVERSAL	DZ	165	$ 0.73	$ 120.45
Prime Supply	97	UNV10220	CLIP,BINDER,LGE,DZ	DZ	58	$ 1.12	$ 64.96
Prime Supply	98	UNV79000	STAPLES,CHSEL PT,5M/BX	BX	232	$ 0.96	$ 222.72
Prime Supply	99	UNV59022	RULER,ACRYLIC,CLR,12"	EA	36	$ 0.39	$ 14.04
Prime Supply	100	PFXS24E	POCKETFILE,LTR3.5"EXPBULK	EA	24	$ 1.64	$ 39.36
Prime Supply	101	BICWOC12WE	FLUID,CORRECTION,20ML,WHT	EA	162	$ 0.71	$ 115.02
Prime Supply	102	BICGSMG11BE	PEN,BPT,RNDSTC,GRP,MED,BE	DZ	84	$ 2.89	$ 242.76
Prime Supply	103	WHD05RRB	BINDER,ROUNDRING,1/2",BK,VIEW	EA	26	$ 2.64	$ 68.64
Prime Supply	104	PENBLN77C	PEN,ENERGEL RTX,NDL TP,BE	EA	22	$ 0.32	$ 7.04
Prime Supply	105	AVE05202	LABEL,FLE,FLDR,252/PK,WHT	PK	47	$ 2.90	$ 136.30
Prime Supply	106	AVE05868	SEAL,2"DIA GD,44/PK	PK	54	$ 4.57	$ 246.78

Bid 26-017-TK Office Supply
Result Tabulation

Vendor	No.	Item	Description	UOM	Estimated Usage/Qty	Unit Cost	Extended Cost
Prime Supply	107	UNV10700	REMOVER,STAPLE,WAND,BK	EA	24	$ 0.47	$ 11.28
Prime Supply	108	UNV96920	BOOK,STENO,GREGG,80SH,WH	EA	20	$ 0.64	$ 12.80
Prime Supply	109	SAN30001EA	MARKER,SHARPIE,FINE PT,BK	EA	29	$ 0.43	$ 12.47
Prime Supply	110	TOP63795	NOTEBOOK,COMPOSITION,WH	EA	22	$ 4.01	$ 88.22
Prime Supply	111	UNV10200	CLIP,BINDER,SML,DZ	DZ	259	$ 0.18	$ 46.62
Prime Supply	112	UNV10199	CLIP,BINDER,MINI,DZ	DZ	161	$ 0.12	$ 19.32
Prime Supply	113	MMM37102CR	TAPE,PKG,TARTAN,1.88X54.6YD	RL	37	$ 1.90	$ 70.30
Prime Supply	114	UNV72210	CLIP,#1,GEM,SMOOTH,1M/PK	PK	21	$ 2.35	$ 49.35
Prime Supply	115	UNV72220BX	CLIP,JUMBO,SMOOTH,100BX	BX	48	$ 0.37	$ 17.76
Prime Supply	116	OXF31	CARD,INDEX,RULED,3X5,WHT	PK	36	$ 0.45	$ 16.20
Prime Supply	117	UNV72210BX	CLIP,#1,GEM,SMOOTH,100/BX	BX	72	$ 0.25	$ 18.00
			Total Bid Amount - Prime Supply				**$ 51,580.48**

Vendor	No.	Item	Description	UOM	Estimated Usage/Qty	Unit Cost	Extended Cost
Staple Contract	1	STF1526BX	FLDR,FILE,3.8X15.5X3.5,MNLA,50	BX	87	No Bid	$ -
Staple Contract	2	SMD73380	POCKET,LTR3.5"EXP,TUFF	BX	127	$ 29.99	$ 3,808.73
Staple Contract	3	DMR851055	PAPER,PERFED CUT SHT,WH	CT	45	$ 45.38	$ 2,042.10
Staple Contract	4	WHDCOPY11	PAPER,LTR,92BRIGHT,20#,WE	CT	63	$ 38.64	$ 2,434.32
Staple Contract	5	WHDSM11	PAPER,SPOT MARKET,20LB,92 BRT	CT	45	$ 38.64	
Staple Contract	6	PFX1053ELOX	WALLET,LTR,3.5"ELASTIC SZ	EA	251	$ 1.22	$ 306.22
Staple Contract	7	SMD76174	POCKET,FILE,5.25" EXP,LGL	BX	30	$ 42.15	$ 1,264.50
Staple Contract	8	PFX24130P	FOLDER,CLAS LTR,BE	BX	32	$ 18.91	$ 605.12
Staple Contract	9	AVE5160	LABEL,ADRS,1X2.625,30/SH	BX	70	$ 7.80	$ 546.00
Staple Contract	10	FEL00704	FILE,STOR,LTR SZ,CTN12	CT	43	$ 64.77	$ 2,785.11
Staple Contract	11	AAGSK2400	CALENDAR,DSK PD/WALL,BK	EA	291	$ 5.84	$ 1,699.44
Staple Contract	12	AAG7095005	BOOK,APT WKLY,8.5X11, BK	EA	52	$ 17.35	$ 902.20
Staple Contract	13	WHD20330	FOLDER,MANILA,1/3 CUT,LETTER	BX	314	$ 7.80	$ 2,449.20
Staple Contract	14	FEL00789	FILE,QUIK,LTR/LGL,CTN12	CT	52	$ 41.50	$ 2,158.00
Staple Contract	15	AAG760405	BOOK,QUIKNOTE,DLYMLY,5X8	EA	39	$ 19.98	$ 779.22
Staple Contract	16	WHD8533	PAD,LGL RULED,PERF,LTR,WE	DZ	208	$ 6.80	$ 1,414.40
Staple Contract	17	WHD20300	FOLDER,MANILA,STR CUT,LETTER	BX	195	$ 3.90	
Staple Contract	18	UNV13120	FOLDER,LTR,2FSTNR,MLA	BX	20	$ 11.55	$ 231.00
Staple Contract	19	UNV05562	CLIPBOARD,LETTER,6/PK,BR	PK	64	$ 6.18	$ 395.52
Staple Contract	20	AAGG52000	BOOK,APT,WKLY,8X11,BK	EA	46	$ 14.36	$ 660.56
Staple Contract	21	PFXR217DHD	FILE,HD,31,W/OFLP,LTR,BN	EA	30	$ 7.95	$ 238.50
Staple Contract	22	AAG70260X05	CALENDAR,MNTHLY DESK,BK	EA	30	$ 14.97	$ 449.10
Staple Contract	23	HOD150HD	CALENDAR,DSKPD,MLY,22X17	EA	81	$ 1.99	$ 161.19
Staple Contract	24	MMM6549YW	NOTE,HLND,3X3,12/PK,YW	PK	244	$ 2.80	$ 683.20
Staple Contract	25	BICWOTAP10	TAPE,CORRECTION,10/BX,WH	BX	25	$ 4.72	$ 118.00
Staple Contract	26	OXF57502	PORTFOLIO,LTR,2PCKT,RBE	BX	52	$ 7.35	$ 382.20
Staple Contract	27	AAGG520H00	BOOK,APPOINTMNT,PRO,WK,BK	EA	20	$ 3.45	$ 69.00
Staple Contract	28	DEF68201	HOLDER,WALL SIGN 8.5X11	EA	55	$ 2.75	$ 151.25
Staple Contract	29	WHD8532	PAD,LGL RULED,PERF,LTR,CA	DZ	97	$ 7.10	$ 688.70
Staple Contract	30	AAGPM428	CALENDAR,WALL,MLY,20X30	EA	22	$ 19.00	$ 418.00
Staple Contract	31	MMM6200341296	TAPE,MENDG,PERM,3/4X1296	RL	757	$ 0.46	$ 348.22
Staple Contract	32	MMM6559YW	NOTE,HLND,3X5,12/PK,YW	PK	125	$ 3.70	$ 462.50
Staple Contract	33	AAG7026005	BOOK,APPT,MNTH,9X11,BK	EA	30	$ 14.04	$ 421.20
Staple Contract	34	PFX39624BLA	FILE,13 POCKET,BK	EA	55	$ 6.50	$ 357.50
Staple Contract	35	PAC3202	PAPER,ECOLOGYFILLER,WE	PK	98	$ 1.38	$ 135.24
Staple Contract	36	MMM684SH	FLAG,120/PK,SIGN HERE,AST	PK	72	$ 4.00	$ 288.00
Staple Contract	37	TOP8011	BOOK,STENO,GREGG,GN,70SH	EA	586	$ 0.61	$ 357.46

Bid 26-017-TK Office Supply
Result Tabulation

Vendor	No.	Item	Description	UOM	Estimated Usage/Qty	Unit Cost	Extended Cost
Staple Contract	38	SMD73225	POCKET,FILE,LTR,3.5EXP,BE	EA	96	$ 3.20	$ 307.20
Staple Contract	39	BICGSM11BK	PEN,ROUND STIC,MED,BK	DZ	283	$ 1.20	$ 339.60
Staple Contract	40	SAN25025	HILIGHTER,MJR ACCENT,FYW	DZ	79	$ 5.80	$ 458.20
Staple Contract	41	MMM680PPBGVA	FLAG,VALPK,AST,BRT,250/PK	PK	39	$ 7.00	$ 273.00
Staple Contract	42	MMM6539YW	NOTE,HLND,1 3/8X1 7/8,YW	PK	254	$ 1.45	$ 368.30
Staple Contract	43	UNV40308	CLIPBOARD,BUTERFLYCLP,CLR	EA	85	$ 1.06	$ 90.10
Staple Contract	44	AAGSK200	BOOK,APT,MLY,8X12,BK	EA	22	$ 7.88	$ 173.36
Staple Contract	45	SAN30001	MARKER,SHARPIE,FINE PT,BK	DZ	46	$ 7.71	$ 354.66
Staple Contract	46	BICSCSM11BK	PEN,SFTFEEL,RCT,MED,BK	DZ	25	$ 4.20	$ 105.00
Staple Contract	47	AAGG20000	BOOK,APT,WKLY,8X4.88,BK	EA	20	$ 9.80	$ 196.00
Staple Contract	48	DUC1259457	TAPE,PCKG,ONEHND EZ,CLR	RL	22	$ 5.80	$ 127.60
Staple Contract	49	WHD8501	PAD,LGL,RULD,PERF,5X8,CA	DZ	31	$ 2.77	$ 85.87
Staple Contract	50	UNV50502	PEN,POROUS LIQD.RBALL,BK	DZ	66	$ 4.50	$ 297.00
Staple Contract	51	DUC240570	TAPE,MASKING,.94"X60YD,YL	RL	23	$ 1.19	$ 27.37
Staple Contract	52	UNV74222	PUNCH,2 HOLE,BLACK	EA	24	$ 4.65	$ 111.60
Staple Contract	53	BICGSMG11BK	PEN,BPT,RNDSTC,GRP,MED,BK	DZ	262	$ 1.67	$ 437.54
Staple Contract	54	WHDFREIGHT61	FREIGHT	EA	28	$ -	$ -
Staple Contract	55	BICWOTAPP11	TAPE,CORR,1/6X400"WITEOUT	EA	156	$ 0.47	$ 73.32
Staple Contract	56	UNV81004	FASTENER,2",SELF-ADHESIVE	BX	24	$ 6.66	$ 159.84
Staple Contract	57	AVT40309	BOX,PENCIL,SPR STKR,CLR,S	EA	57	$ 2.40	$ 136.80
Staple Contract	58	UNV80109	LABEL,DT,8.5X11,100,WH	BX	38	$ 7.67	$ 291.46
Staple Contract	59	WHD8500	PAD,LGL,RULD,PERF,5X8,WE	DZ	49	$ 2.15	$ 105.35
Staple Contract	60	AVE00216	GLUE,STCK,DISAPR.26OZ,PP	EA	500	$ 0.26	$ 130.00
Staple Contract	61	CASMP2201BE	PAPER,XERO/DUP,20#,LTR, BE	RM	26	$ 6.38	$ 165.88
Staple Contract	62	UNV81002	FASTENER,2PC,2"CAPACITY	BX	40	$ 1.95	$ 78.00
Staple Contract	63	CRO8521	REFILL,ROLLING BALL,BE	EA	20	$ 3.62	
Staple Contract	64	HOD0124	CALENDAR,DESK,12 MO,WE	EA	25	$ 2.40	$ 60.00
Staple Contract	65	UNV50501	PEN,POROUS LIQD.RBALL,BE	DZ	43	$ 5.24	$ 225.32
Staple Contract	66	BICGSM11BE	PEN,ROUND STIC,MED,BE	DZ	146	$ 1.28	$ 186.88
Staple Contract	67	SWI35550	STAPLES,F77701/15,2500BX	BX	21	$ 5.23	$ 109.83
Staple Contract	68	UNV20746	BNDR,VIEW,D-RNG,2IN,WE	EA	25	$ 3.80	$ 95.00
Staple Contract	69	MMM6605SSCY	PAD,POST-IT 4X6 5,CAYW	PK	21	$ 2.98	$ 62.58
Staple Contract	70	MMM680BP2	FLAG,1 IN ,2PK OF 50,PK	PK	24	$ 3.60	$ 86.40
Staple Contract	71	WHD74035	FOLDER,HANG,LTR,1/3C,GN	BX	26	$ 5.63	$ 146.38
Staple Contract	72	MMM653YW	NOTE,POST-IT,1.5X2,12/PK	PK	25	$ 1.45	$ 36.25
Staple Contract	73	MMM680GN2	FLAG,1 IN,2PK OF 50,GN	PK	24	$ 3.60	$ 86.40
Staple Contract	74	CRD61518	INDEX,BNDR,LTR,15CLRD/ST	ST	20	$ 4.84	$ 96.80
Staple Contract	75	SWI35450	STAPLES,FULL STRIP,5M/BX	BX	36	$ 0.90	$ 32.40
Staple Contract	76	MMM684RDSH	FLAG,ARROW,80/PK,RD	PK	21	$ 2.73	$ 57.33
Staple Contract	77	MMM680OE2	FLAG,1 IN,2 PK OF 50,OE	PK	42	$ 3.60	$ 151.20
Staple Contract	78	WHD1RRW	BINDER,ROUNDRING,1",WE,VIEW	EA	32	$ 2.00	$ 64.00
Staple Contract	79	MMMC38BK	DISPENSER,TAPE,DESK,BK	EA	20	$ 1.70	$ 34.00
Staple Contract	80	TOP74688	BOOK,STENO,GREGG,80SH,WE	EA	26	$ 0.58	$ 15.08
Staple Contract	81	MMM680RD2	FLAG,1IN,2PK OF 50,RD	PK	21	$ 3.60	$ 75.60
Staple Contract	82	UNV10210	CLIP,BINDER,MED,DZ	DZ	245	$ 0.71	$ 173.95
Staple Contract	83	AVT40311	BOX,CRAYN,SPR STCKR,CLR,S	EA	40	$ 1.70	$ 68.00
Staple Contract	84	WLJ36814NBL	BNDR,11X8.5 VYL 1",DBE	EA	20	$ 2.20	$ 44.00
Staple Contract	85	MMM260024A	TAPE,MASK,1"X60YDS	RL	36	$ 1.19	$ 42.84
Staple Contract	86	UNV00433	RUBBERBANDS,SIZE 33,1/4LB	PK	172	$ 1.50	$ 258.00
Staple Contract	87	UNV15001	DISPENSER,TAPE,1"CORE,BK	EA	22	$ 1.70	$ 37.40
Staple Contract	88	UNV72220	CLIP,JUMBO,SMOOTH,1M/PK	PK	40	$ 5.10	$ 204.00
Staple Contract	89	WHDRGC8751125RCBK	COVER,8.75X11.25,BLK LTHR,100	BX	99	$ -	$ -
Staple Contract	90	UNV21130	PROTECTOR,SHEET,CLR	BX	27	$ 4.00	$ 108.00

Bid 26-017-TK Office Supply
Result Tabulation

Vendor	No.	Item	Description	UOM	Estimated Usage/Qty	Unit Cost	Extended Cost
Staple Contract	91	SAN36201	MARKER,SPR,SHARPIE,TWN,BK	EA	59	$ 1.30	
Staple Contract	92	TOP8020	BOOK,STENO,GREGG,80SH,WE	EA	27	$ 6.98	$ 188.46
Staple Contract	93	SAN81505	ERASER,DRY ERASE SURFACES	EA	21	$ 1.94	$ 40.74
Staple Contract	94	AVE11901	DIVIDER,PLST INST 8TB,AST	ST	28	$ 0.80	$ 22.40
Staple Contract	95	DUCPTY2	ADHESIVE,MOUNTING,PUTTY	EA	28	$ 1.86	$ 52.08
Staple Contract	96	UNV55400	PENCIL,#2,UNIVERSAL	DZ	165	$ 0.93	$ 153.45
Staple Contract	97	UNV10220	CLIP,BINDER,LGE,DZ	DZ	58	$ 1.90	$ 110.20
Staple Contract	98	UNV79000	STAPLES,CHSEL PT,5M/BX	BX	232	$ 0.90	$ 208.80
Staple Contract	99	UNV59022	RULER,ACRYLIC,CLR,12"	EA	36	$ 0.80	$ 28.80
Staple Contract	100	PFXS24E	POCKETFILE,LTR3.5"EXPBULK	EA	24	$ 19.40	$ 465.60
Staple Contract	101	BICWOC12WE	FLUID,CORRECTION,20ML,WHT	EA	162	$ 1.23	$ 199.26
Staple Contract	102	BICGSMG11BE	PEN,BPT,RNDSTC,GRP,MED,BE	DZ	84	$ 1.76	$ 147.84
Staple Contract	103	WHD05RRB	BINDER,ROUNDRING,1/2",BK,VIEW	EA	26	$ 1.90	$ 49.40
Staple Contract	104	PENBLN77C	PEN,ENERGEL RTX,NDL TP,BE	EA	22	$ 15.10	$ 332.20
Staple Contract	105	AVE05202	LABEL,FLE,FLDR,252/PK,WHT	PK	47	$ 2.05	$ 96.35
Staple Contract	106	AVE05868	SEAL,2"DIA GD,44/PK	PK	54	$ 2.99	$ 161.46
Staple Contract	107	UNV10700	REMOVER,STAPLE,WAND,BK	EA	24	$ 1.54	$ 36.96
Staple Contract	108	UNV96920	BOOK,STENO,GREGG,80SH,WH	EA	20	$ 0.58	$ 11.60
Staple Contract	109	SAN30001EA	MARKER,SHARPIE,FINE PT,BK	EA	29	$ 0.76	$ 22.04
Staple Contract	110	TOP63795	NOTEBOOK,COMPOSITION,WH	EA	22	$ 0.87	$ 19.14
Staple Contract	111	UNV10200	CLIP,BINDER,SML,DZ	DZ	259	$ 0.39	$ 101.01
Staple Contract	112	UNV10199	CLIP,BINDER,MINI,DZ	DZ	161	$ 0.25	$ 40.25
Staple Contract	113	MMM37102CR	TAPE,PKG,TARTAN,1.88X54.6YD	RL	37	$ 0.78	$ 28.86
Staple Contract	114	UNV72210	CLIP,#1,GEM,SMOOTH,1M/PK	PK	21	$ 2.82	$ 59.22
Staple Contract	115	UNV72220BX	CLIP,JUMBO,SMOOTH,100BX	BX	48	$ 0.74	$ 35.52
Staple Contract	116	OXF31	CARD,INDEX,RULED,3X5,WHT	PK	36	$ 0.65	$ 23.40
Staple Contract	117	UNV72210BX	CLIP,#1,GEM,SMOOTH,100/BX	BX	72	$ 0.28	$ 20.16
						Total Bid Amount - Staple Contract	**$ 40,316.79**

Vendor	No.	Item	Description	UOM	Estimated Usage/Qty	Unit Cost	Extended Cost
Warehouse Direct	1	STF1526BX	FLDR,FILE,3.8X15.5X3.5,MNLA,50	BX	87	$ 17.93	
Warehouse Direct	2	SMD73380	POCKET,LTR3.5"EXP,TUFF	BX	127	$ 22.14	$ 2,811.78
Warehouse Direct	3	DMR851055	PAPER,PERFED CUT SHT,WH	CT	45	$ -	$ -
Warehouse Direct	4	WHDCOPY11	PAPER,LTR,92BRIGHT,20#,WE	CT	63	$ 39.89	$ 2,513.07
Warehouse Direct	5	WHDSM11	PAPER,SPOT MARKET,20LB,92 BRT	CT	45	$ 39.89	
Warehouse Direct	6	PFX1053ELOX	WALLET,LTR,3.5"ELASTIC SZ	EA	251	$ 4.10	$ 1,029.10
Warehouse Direct	7	SMD76174	POCKET,FILE,5.25" EXP,LGL	BX	30	$ 37.47	$ 1,124.10
Warehouse Direct	8	PFX24130P	FOLDER,CLAS LTR,BE	BX	32	$ 53.77	$ 1,720.64
Warehouse Direct	9	AVE5160	LABEL,ADRS,1X2.625,30/SH	BX	70	$ 29.96	$ 2,097.20
Warehouse Direct	10	FEL00704	FILE,STOR,LTR SZ,CTN12	CT	43	$ 74.09	$ 3,185.87
Warehouse Direct	11	AAGSK2400	CALENDAR,DSK PD/WALL,BK	EA	291	$ 4.41	$ 1,283.31
Warehouse Direct	12	AAG7095005	BOOK,APT WKLY,8.5X11, BK	EA	52	$ 19.47	$ 1,012.44
Warehouse Direct	13	WHD20330	FOLDER,MANILA,1/3 CUT,LETTER	BX	314	$ 8.04	$ 2,524.56
Warehouse Direct	14	FEL00789	FILE,QUIK,LTR/LGL,CTN12	CT	52	$ 50.38	$ 2,619.76
Warehouse Direct	15	AAG760405	BOOK,QUIKNOTE,DLYMLY,5X8	EA	39	$ 20.94	$ 816.66
Warehouse Direct	16	WHD8533	PAD,LGL RULED,PERF,LTR,WE	DZ	208	$ 10.80	$ 2,246.40
Warehouse Direct	17	WHD20300	FOLDER,MANILA,STR CUT,LETTER	BX	195	$ 6.99	
Warehouse Direct	18	UNV13120	FOLDER,LTR,2FSTNR,MLA	BX	20	$ 5.98	$ 119.60
Warehouse Direct	19	UNV05562	CLIPBOARD,LETTER,6/PK,BR	PK	64	$ 3.50	$ 224.00
Warehouse Direct	20	AAGG52000	BOOK,APT,WKLY,8X11,BK	EA	46	$ 11.80	$ 542.80
Warehouse Direct	21	PFXR217DHD	FILE,HD,31,W/OFLP,LTR,BN	EA	30	$ 15.29	$ 458.70
Warehouse Direct	22	AAG70260X05	CALENDAR,MNTHLY DESK,BK	EA	30	$ 15.75	$ 472.50

Bid 26-017-TK Office Supply
Result Tabulation

Vendor	No.	Item	Description	UOM	Estimated Usage/Qty	Unit Cost	Extended Cost
Warehouse Direct	23	HOD150HD	CALENDAR,DSKPD,MLY,22X17	EA	81	$ 5.37	$ 434.97
Warehouse Direct	24	MMM6549YW	NOTE,HLND,3X3,12/PK,YW	PK	244	$ 3.98	$ 971.12
Warehouse Direct	25	BICWOTAP10	TAPE,CORRECTION,10/BX,WH	BX	25	$ 14.33	$ 358.25
Warehouse Direct	26	OXF57502	PORTFOLIO,LTR,2PCKT,RBE	BX	52	$ 7.59	$ 394.68
Warehouse Direct	27	AAGG520H00	BOOK,APPOINTMNT,PRO,WK,BK	EA	20	$ 23.38	$ 467.60
Warehouse Direct	28	DEF68201	HOLDER,WALL SIGN 8.5X11	EA	55	$ 7.32	$ 402.60
Warehouse Direct	29	WHD8532	PAD,LGL RULED,PERF,LTR,CA	DZ	97	$ 10.80	$ 1,047.60
Warehouse Direct	30	AAGPM428	CALENDAR,WALL,MLY,20X30	EA	22	$ 16.98	$ 373.56
Warehouse Direct	31	MMM6200341296	TAPE,MENDG,PERM,3/4X1296	RL	757	$ 1.17	$ 885.69
Warehouse Direct	32	MMM6559YW	NOTE,HLND,3X5,12/PK,YW	PK	125	$ 5.48	$ 685.00
Warehouse Direct	33	AAG7026005	BOOK,APPT,MNTH,9X11,BK	EA	30	$ 12.76	$ 382.80
Warehouse Direct	34	PFX39624BLA	FILE,13 POCKET,BK	EA	55	$ 7.36	$ 404.80
Warehouse Direct	35	PAC3202	PAPER,ECOLOGYFILLER,WE	PK	98	$ 3.26	$ 319.48
Warehouse Direct	36	MMM684SH	FLAG,120/PK,SIGN HERE,AST	PK	72	$ 2.94	$ 211.68
Warehouse Direct	37	TOP8011	BOOK,STENO,GREGG,GN,70SH	EA	586	$ 1.44	$ 843.84
Warehouse Direct	38	SMD73225	POCKET,FILE,LTR,3.5EXP,BE	EA	96	$ 2.76	$ 264.96
Warehouse Direct	39	BICGSM11BK	PEN,ROUND STIC,MED,BK	DZ	283	$ 1.30	$ 367.90
Warehouse Direct	40	SAN25025	HILIGHTER,MJR ACCENT,FYW	DZ	79	$ 5.28	$ 417.12
Warehouse Direct	41	MMM680PPBGVA	FLAG,VALPK,AST,BRT,250/PK	PK	39	$ 6.03	$ 235.17
Warehouse Direct	42	MMM6539YW	NOTE,HLND,1 3/8X1 7/8,YW	PK	254	$ 1.79	$ 454.66
Warehouse Direct	43	UNV40308	CLIPBOARD,BUTERFLYCLP,CLR	EA	85	$ 1.47	$ 124.95
Warehouse Direct	44	AAGSK200	BOOK,APT,MLY,8X12,BK	EA	22	$ 6.15	$ 135.30
Warehouse Direct	45	SAN30001	MARKER,SHARPIE,FINE PT,BK	DZ	46	$ 7.30	$ 335.80
Warehouse Direct	46	BICSCSM11BK	PEN,SFTFEEL,RCT,MED,BK	DZ	25	$ 5.27	$ 131.75
Warehouse Direct	47	AAGG20000	BOOK,APT,WKLY,8X4.88,BK	EA	20	$ 8.14	$ 162.80
Warehouse Direct	48	DUC1259457	TAPE,PCKG,ONEHND EZ,CLR	RL	22	$ 8.18	$ 179.96
Warehouse Direct	49	WHD8501	PAD,LGL,RULD,PERF,5X8,CA	DZ	31	$ 9.23	$ 286.13
Warehouse Direct	50	UNV50502	PEN,POROUS LIQD.RBALL,BK	DZ	66	$ 2.74	$ 180.84
Warehouse Direct	51	DUC240570	TAPE,MASKING,.94"X60YD,YL	RL	23	$ 8.18	$ 188.14
Warehouse Direct	52	UNV74222	PUNCH,2 HOLE,BLACK	EA	24	$ 4.01	$ 96.24
Warehouse Direct	53	BICGSMG11BK	PEN,BPT,RNDSTC,GRP,MED,BK	DZ	262	$ 2.33	$ 610.46
Warehouse Direct	54	WHDFREIGHT61	FREIGHT	EA	28	$ -	$ -
Warehouse Direct	55	BICWOTAPP11	TAPE,CORR,1/6X400"WITEOUT	EA	156	$ 2.12	$ 330.72
Warehouse Direct	56	UNV81004	FASTENER,2",SELF-ADHESIVE	BX	24	$ 6.42	$ 154.08
Warehouse Direct	57	AVT40309	BOX,PENCIL,SPR STKR,CLR,S	EA	57	$ 2.57	$ 146.49
Warehouse Direct	58	UNV80109	LABEL,DT,8.5X11,100,WH	BX	38	$ 24.89	$ 945.82
Warehouse Direct	59	WHD8500	PAD,LGL,RULD,PERF,5X8,WE	DZ	49	$ 9.23	$ 452.27
Warehouse Direct	60	AVE00216	GLUE,STCK,DISAPR.26OZ,PP	EA	500	$ 0.29	$ 145.00
Warehouse Direct	61	CASMP2201BE	PAPER,XERO/DUP,20#,LTR, BE	RM	26	$ 6.65	$ 172.90
Warehouse Direct	62	UNV81002	FASTENER,2PC,2"CAPACITY	BX	40	$ 1.33	$ 53.20
Warehouse Direct	63	CRO8521	REFILL,ROLLING BALL,BE	EA	20	$ 7.95	
Warehouse Direct	64	HOD0124	CALENDAR,DESK,12 MO,WE	EA	25	$ 4.06	$ 101.50
Warehouse Direct	65	UNV50501	PEN,POROUS LIQD.RBALL,BE	DZ	43	$ 2.56	$ 110.08
Warehouse Direct	66	BICGSM11BE	PEN,ROUND STIC,MED,BE	DZ	146	$ 1.30	$ 189.80
Warehouse Direct	67	SWI35550	STAPLES,F77701/15,2500BX	BX	21	$ 4.77	$ 100.17
Warehouse Direct	68	UNV20746	BNDR,VIEW,D-RNG,2IN,WE	EA	25	$ 1.94	$ 48.50
Warehouse Direct	69	MMM6605SSCY	PAD,POST-IT 4X6 5,CAYW	PK	21	$ 10.29	$ 216.09
Warehouse Direct	70	MMM680BP2	FLAG,1 IN ,2PK OF 50,PK	PK	24	$ 3.01	$ 72.24
Warehouse Direct	71	WHD74035	FOLDER,HANG,LTR,1/3C,GN	BX	26	$ 8.69	$ 225.94
Warehouse Direct	72	MMM653YW	NOTE,POST-IT,1.5X2,12/PK	PK	25	$ 4.89	$ 122.25
Warehouse Direct	73	MMM680GN2	FLAG,1 IN,2PK OF 50,GN	PK	24	$ 3.01	$ 72.24
Warehouse Direct	74	CRD61518	INDEX,BNDR,LTR,15CLRD/ST	ST	20	$ 2.52	$ 50.40

Bid 26-017-TK Office Supply
Result Tabulation

Vendor	No.	Item	Description	UOM	Estimated Usage/Qty	Unit Cost	Extended Cost
Warehouse Direct	75	SWI35450	STAPLES,FULL STRIP,5M/BX	BX	36	$ 2.69	$ 96.84
Warehouse Direct	76	MMM684RDSH	FLAG,ARROW,80/PK,RD	PK	21	$ 2.07	$ 43.47
Warehouse Direct	77	MMM680OE2	FLAG,1 IN,2 PK OF 50,OE	PK	42	$ 3.29	$ 138.18
Warehouse Direct	78	WHD1RRW	BINDER,ROUNDRING,1",WE,VIEW	EA	32	$ 2.00	$ 64.00
Warehouse Direct	79	MMMC38BK	DISPENSER,TAPE,DESK,BK	EA	20	$ 2.70	$ 54.00
Warehouse Direct	80	TOP74688	BOOK,STENO,GREGG,80SH,WE	EA	26	$ 2.19	$ 56.94
Warehouse Direct	81	MMM680RD2	FLAG,1IN,2PK OF 50,RD	PK	21	$ 3.58	$ 75.18
Warehouse Direct	82	UNV10210	CLIP,BINDER,MED,DZ	DZ	245	$ 0.46	$ 112.70
Warehouse Direct	83	AVT40311	BOX,CRAYN,SPR STCKR,CLR,S	EA	40	$ 1.38	$ 55.20
Warehouse Direct	84	WLJ36814NBL	BNDR,11X8.5 VYL 1",DBE	EA	20	$ 5.98	$ 119.60
Warehouse Direct	85	MMM260024A	TAPE,MASK,1"X60YDS	RL	36	$ 11.37	$ 409.32
Warehouse Direct	86	UNV00433	RUBBERBANDS,SIZE 33,1/4LB	PK	172	$ 0.84	$ 144.48
Warehouse Direct	87	UNV15001	DISPENSER,TAPE,1"CORE,BK	EA	22	$ 1.57	$ 34.54
Warehouse Direct	88	UNV72220	CLIP,JUMBO,SMOOTH,1M/PK	PK	40	$ 5.78	$ 231.20
Warehouse Direct	89	WHDRGC8751125RCBK	COVER,8.75X11.25,BLK LTHR,100	BX	99	$ 20.79	
Warehouse Direct	90	UNV21130	PROTECTOR,SHEET,CLR	BX	27	$ 1.76	$ 47.52
Warehouse Direct	91	SAN36201	MARKER,SPR,SHARPIE,TWN,BK	EA	59	$ 12.46	
Warehouse Direct	92	TOP8020	BOOK,STENO,GREGG,80SH,WE	EA	27	$ 32.77	$ 884.79
Warehouse Direct	93	SAN81505	ERASER,DRY ERASE SURFACES	EA	21	$ 2.53	$ 53.13
Warehouse Direct	94	AVE11901	DIVIDER,PLST INST 8TB,AST	ST	28	$ 1.53	$ 42.84
Warehouse Direct	95	DUCPTY2	ADHESIVE,MOUNTING,PUTTY	EA	28	$ 1.23	$ 34.44
Warehouse Direct	96	UNV55400	PENCIL,#2,UNIVERSAL	DZ	165	$ 0.99	$ 163.35
Warehouse Direct	97	UNV10220	CLIP,BINDER,LGE,DZ	DZ	58	$ 1.27	$ 73.66
Warehouse Direct	98	UNV79000	STAPLES,CHSEL PT,5M/BX	BX	232	$ 0.51	$ 118.32
Warehouse Direct	99	UNV59022	RULER,ACRYLIC,CLR,12"	EA	36	$ 0.43	$ 15.48
Warehouse Direct	100	PFXS24E	POCKETFILE,LTR3.5"EXPBULK	EA	24	$ 1.10	$ 26.40
Warehouse Direct	101	BICWOC12WE	FLUID,CORRECTION,20ML,WHT	EA	162	$ 1.14	$ 184.68
Warehouse Direct	102	BICGSMG11BE	PEN,BPT,RNDSTC,GRP,MED,BE	DZ	84	$ 2.19	$ 183.96
Warehouse Direct	103	WHD05RRB	BINDER,ROUNDRING,1/2",BK,VIEW	EA	26	$ 1.62	$ 42.12
Warehouse Direct	104	PENBLN77C	PEN,ENERGEL RTX,NDL TP,BE	EA	22	$ 1.17	$ 25.74
Warehouse Direct	105	AVE05202	LABEL,FLE,FLDR,252/PK,WHT	PK	47	$ 1.53	$ 71.91
Warehouse Direct	106	AVE05868	SEAL,2"DIA GD,44/PK	PK	54	$ 2.36	$ 127.44
Warehouse Direct	107	UNV10700	REMOVER,STAPLE,WAND,BK	EA	24	$ 0.38	$ 9.12
Warehouse Direct	108	UNV96920	BOOK,STENO,GREGG,80SH,WH	EA	20	$ 1.05	$ 21.00
Warehouse Direct	109	SAN30001EA	MARKER,SHARPIE,FINE PT,BK	EA	29	$ 1.05	$ 30.45
Warehouse Direct	110	TOP63795	NOTEBOOK,COMPOSITION,WH	EA	22	$ 2.11	$ 46.42
Warehouse Direct	111	UNV10200	CLIP,BINDER,SML,DZ	DZ	259	$ 0.25	$ 64.75
Warehouse Direct	112	UNV10199	CLIP,BINDER,MINI,DZ	DZ	161	$ 0.16	$ 25.76
Warehouse Direct	113	MMM37102CR	TAPE,PKG,TARTAN,1.88X54.6YD	RL	37	$ 1.31	$ 48.47
Warehouse Direct	114	UNV72210	CLIP,#1,GEM,SMOOTH,1M/PK	PK	21	$ 2.32	$ 48.72
Warehouse Direct	115	UNV72220BX	CLIP,JUMBO,SMOOTH,100BX	BX	48	$ 1.18	$ 56.64
Warehouse Direct	116	OXF31	CARD,INDEX,RULED,3X5,WHT	PK	36	$ 0.62	$ 22.32
Warehouse Direct	117	UNV72210BX	CLIP,#1,GEM,SMOOTH,100/BX	BX	72	$ 0.18	$ 12.96
			Total Bid Amount - Warehouse Direct				**$ 46,986.07**

BID 26-017-TK - Result Tabulation

	Total Bid Amount
Staples	*$42,965.19*
Warehouse Direct	*$46,986.07*
Prime Supply	$51,580.48

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-469

AMENDING KANE COUNTY FINANCIAL POLICIES RELATED TO INDIRECT COSTS OF GRANT AWARDS

WHEREAS, the current Kane County Financial Policies state it is the intent of the County for grant applications to include a request for reimbursement of indirect costs utilizing the de minimis rate even if the reimbursement of indirect costs does not reduce the reimbursement for direct cost that otherwise would have been received; and

WHEREAS, the Code of Federal Regulations was updated in October of 2024, changing methodology regarding how to make an indirect cost rate election; and

WHEREAS, it is necessary to amend section (8) Grant Administration of the Kane County Financial Policies; and

WHEREAS, the revised Kane County Financial Policy, included as Exhibit A, would state: “It is the intent of the County for grant applications to include a request for reimbursement of indirect costs. Indirect cost rates should be developed in accordance with guidelines in the Code of Federal Regulations”.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the revision to the Kane County Financial Policies, Grant Administration, is hereby approved.

Passed by the Kane County Board on October 13, 2026.

_____	_____
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 Financial Policies	Grant Administration
	Amended by the County Board:

GRANT ADMINISTRATION

For the purpose of this policy, a grant is an award of financial assistance for which the County is subject to requirements imposed by the awarding agency. It is the intent of the County to seek and accept only those grants which will fund programs, projects and services that are in alignment with the County's mission. If a grant requires matching funds from the County, the source of funding must be authorized by the County Board prior to acceptance of the grant. If a grant obligates the County to maintain a program, service or property beyond the period funded by the grant, the source of funding for such ongoing maintenance must be identified and authorized by the County Board prior to acceptance of the grant.

The Finance Department shall be responsible for facilitating County-wide compliance with the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (UGG) issued in December 2013 by the US Office of Management and Budget (OMB). It is the intent of the County that these requirements shall apply to all grants administered by the County. Such requirements should be incorporated into the County's financial policies, procurement ordinance and ethics ordinance as appropriate. In order to fulfill this responsibility, the Finance Department must be provided with copies of all grant agreements prior to acceptance, along with a plan for how the revenue and expenditures will be accounted for. All transactions involving grants must be recorded in the County's financial system in the appropriate fund: General Fund, special revenue fund, or proprietary fund. Under no circumstances may transactions for grants received by the County be recorded in an agency fund or off-balance sheet account. In order to facilitate compliance with accounting, financial reporting and audit requirements, financial data related to a grant must be provided to the Finance Department upon request. The Finance Director shall notify the responsible department or office of any instances of non-compliance with this grant administration policy, and the office or department shall make the necessary adjustments required to achieve compliance.

All departments and offices receiving a grant shall submit a request for a budget amendment increasing the budget for revenue and expenditures in accordance with the terms of the grant agreement. The Finance Department shall review the request before it is submitted to the department's or office's parent committee for approval.

All departments and offices receiving grants involving sub-recipients must adhere to the County's sub-recipient monitoring policy and sub-recipient risk assessment checklist as established by the Finance Department in accordance with UGG requirements.

The office or department receiving a grant to fund the purchase of property or equipment is responsible for maintaining records for the property and equipment purchased. Property and equipment (excluding computer equipment) purchased with grant dollars must be tracked, maintained and disposed of in a proper manner. A record of property purchased with grant funds must include the description of the property, serial number (or other identifying number), source of the funding, title holder, acquisition date, purchase cost, percentage of grant funded participation, location, use and condition. At a minimum, the County must provide the equivalent insurance coverage for real property and equipment that is acquired or improved with grant funds as provided to other property. A physical inventory is required to be taken annually of all grant funded property by the department having custody of the property. The disposition date and sales price (if applicable) must be recorded at time of disposal.

All departments and offices receiving grant funding for reimbursement of payroll expenses must adhere to the County's grant-related time and effort reporting policy as established by the Finance Department in accordance with UGG requirements and in coordination with the Payroll Department. The purpose of this policy is to ensure that adequate internal controls over time and effort reporting are in place so as to provide reasonable assurance that payroll expense charged to various grants match where actual time is spent. Finance will facilitate compliance with this requirement by providing standardized forms to document time and effort that includes the specific information required to link the time and effort reported to specific grants.

It is the intent of the County for grant applications to include a request for reimbursement of indirect costs. Indirect cost rates should be developed in accordance with guidelines in the Code of Federal Regulations. ~~utilizing the de minimus indirect cost rate of 10% even if the reimbursement of indirect cost does reduce the reimbursement for direct cost that otherwise would have been received.~~

Any decrease in grant funding of personnel expense must be accompanied by a corresponding decrease in headcount unless an alternative source of funding has been approved by the County Board.

Under the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 CFR 200.113, any violations of law, fraud, or bribery in any federally funded grant program must be reported to the federal grantor agency or pass through entity. Be it known that failure to report such violations may result in remedies against the county, including suspension and debarment.

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Amending Kane County Financial Policies Related to Indirect Costs of Grant Awards

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

Contact:
Kathleen Hopkinson, 630.208.5132

Budget Information:

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

Summary:

This resolution authorizes an amendment to the Kane County Financial Policies, Section 8, Grant Administration, to align County policy with updated guidance in the Code of Federal Regulations regarding election of indirect cost rates.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-470

AMENDING THE 2027 MONTHLY HEALTH AND DENTAL CONTRIBUTIONS

WHEREAS, annually, the Human Resources Department, Finance Department, and the County's insurance broker collaborate to analyze industry trends and costs to estimate expenses for the County's employee benefit programs for the next year; and

WHEREAS, rates for the program for the upcoming year are calculated based on these estimates to ensure the program and required reserves are adequately funded; and

WHEREAS, on August 11, 2026, the Kane County Board approved 26-378 approving the Health and Dental rates for 2027; and

WHEREAS, subsequent to that date, new information was provided by the County's health insurance broker resulting in new estimates that are lower than the initial estimates; and

WHEREAS, it is in the best interests of the County and its employees to adjust and amend the 2027 health plan rates pursuant to the new information.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that Resolution 26-378 is hereby amended and the 2027 Health and Dental rates are approved as set forth in Exhibit A.

Passed by the Kane County Board on October 13, 2026.

_____	_____
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

PROPOSED 2027 MONTHLY HEALTH AND DENTAL CONTRIBUTION RATES							
Health Plans	**All Covered Adults (The employee, and if applicable, the employee's spouse) Participate in the Annual Wellness**		**Only One Covered Adult (The employee, or, if applicable, the employee's spouse) Participate in the Annual Wellness**		**No Covered Adults (Neither the employee, nor, if applicable, the employee's spouse) Participate in the Annual Wellness**		**Full Cost**
PPO HSA	**EMPLOYEE**	**EMPLOYER**	**EMPLOYEE**	**EMPLOYER**	**EMPLOYEE**	**EMPLOYER**	**EMPLOYEE + EMPLOYER**
EE	$193.61	$945.27	$193.61	$945.27	$243.61	$895.27	$1,138.88
EE + 1 Child	$380.74	$1,858.90	$380.74	$1,858.90	$430.74	$1,808.90	$2,239.64
EE+ Spouse	$380.74	$1,858.90	$430.74	$1,808.90	$480.74	$1,758.90	$2,239.64
Family	$586.00	$2,861.06	$636.00	$2,811.06	$686.00	$2,761.06	$3,447.06
EE + Children	$496.19	$2,422.60	$496.19	$2,422.60	$546.19	$2,372.60	$2,918.79
PPO	**EMPLOYEE**	**EMPLOYER**	**EMPLOYEE**	**EMPLOYER**	**EMPLOYEE**	**EMPLOYER**	**EMPLOYEE + EMPLOYER**
EE	$257.51	$1,257.27	$257.51	$1,257.27	$307.51	$1,207.27	$1,514.78
EE + 1 Child	$507.02	$2,475.44	$507.02	$2,475.44	$557.02	$2,425.44	$2,982.46
EE+ Spouse	$507.02	$2,475.44	$557.02	$2,425.44	$607.02	$2,375.44	$2,982.46
Family	$780.70	$3,811.65	$830.70	$3,761.65	$880.70	$3,711.65	$4,592.35
EE + Children	$660.96	$3,227.02	$660.96	$3,227.02	$710.96	$3,177.02	$3,887.98
HMO-IL	**EMPLOYEE**	**EMPLOYER**	**EMPLOYEE**	**EMPLOYER**	**EMPLOYEE**	**EMPLOYER**	**EMPLOYEE + EMPLOYER**
EE	$161.87	$790.31	$161.87	$790.31	$211.87	$740.31	$952.18
EE + 1 Child	$316.52	$1,545.34	$316.52	$1,545.34	$366.52	$1,495.34	$1,861.86
EE+ Spouse	$316.52	$1,545.34	$366.52	$1,495.34	$416.52	$1,445.34	$1,861.86
Family	$485.58	$2,370.76	$535.58	$2,320.76	$585.58	$2,270.76	$2,856.34
EE + Children	$411.50	$2,009.10	$411.50	$2,009.10	$461.50	$1,959.10	$2,420.60
HMO BA	**EMPLOYEE**	**EMPLOYER**	**EMPLOYEE**	**EMPLOYER**	**EMPLOYEE**	**EMPLOYER**	**EMPLOYEE + EMPLOYER**
EE	$151.18	$738.13	$151.18	$738.13	$201.18	$688.13	$889.31
EE + 1 Child	$295.09	$1,440.71	$295.09	$1,440.71	$345.09	$1,390.71	$1,735.80
EE+ Spouse	$295.09	$1,440.71	$345.09	$1,390.71	$395.09	$1,340.71	$1,735.80
Family	$452.32	$2,208.39	$502.32	$2,158.39	$552.32	$2,108.39	$2,660.71
EE + Children	$383.40	$1,871.90	$383.40	$1,871.90	$433.40	$1,821.90	$2,255.30
CIGNA Dental PPO	**EMPLOYEE**	**EMPLOYER**	**EMPLOYEE**	**EMPLOYER**	**EMPLOYEE**	**EMPLOYER**	**EMPLOYEE + EMPLOYER**
Single	$14.97	$24.42	$14.97	$24.42	$14.97	$24.42	$39.39
Family	$39.61	$64.63	$39.61	$64.63	$39.61	$64.63	$104.24
CIGNA DENTAL HMO	**EMPLOYEE**	**EMPLOYER**	**EMPLOYEE**	**EMPLOYER**	**EMPLOYEE**	**EMPLOYER**	**EMPLOYEE + EMPLOYER**
Single	$6.21	$10.14	$6.21	$10.14	$6.21	$10.14	$16.35
Family	$16.45	$26.85	$16.45	$26.85	$16.45	$26.85	$43.30

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Amending the 2027 Monthly Health and Dental Contributions

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

Contact:
Jamie Lobrillo

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:

This resolution amends the 2027 employee rates for health and dental group insurance that were previously set based on new information from our health broker, helping us reduce the amount of the rate increase.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-471

AUTHORIZING THE COUNTY TO CONTRACT WITH HUMANA INC. TO PROVIDE THE 2027 HEALTHCARE CONTINUATION COVERAGE FOR MEDICARE ELIGIBLE RETIRED AND DISABLED EMPLOYEES AND SURVIVING SPOUSES

WHEREAS, Kane County offers healthcare continuation coverage for Medicare-eligible retired and disabled employees and surviving spouses under a Medicare Supplement Plan; and

WHEREAS, Humana is the existing provider for Medicare Supplement Healthcare Coverage for eligible retirees, disabled employees, and surviving spouses, and the current contract expires December 31, 2026; and

WHEREAS, Humana Inc, has proposed a contract renewal with adjusted rates for 2027; and

WHEREAS, Connor & Gallagher OneSource (CGO), the County's health insurance broker of record, recommends continuation of this plan at the proposed rates as cost-effective for 2027.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board to enter into a 12-month contract with Humana Inc. to offer continuation health insurance to Medicare eligible retired and disabled employees and surviving spouses who are entitled to such coverage effective January 1, 2027 through December 31, 2027 at the following monthly premium rates:

Single: $376.01 monthly
Retiree Plus Spouse: $752.02 monthly

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Kane County Board hereby authorizes the Chair of the Kane County Board to sign an agreement consistent with the terms set forth herein and the pricing agreement as set forth in the contract.

Passed by the Kane County Board on October 13, 2026.

_____	_____
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 County to Contract with Humana Inc. to Provide the 2027 Healthcare Continuation Coverage for Medicare Eligible Retired and Disabled Employees and Surviving Spouses

Committee Flow:
Human Services Committee, Finance and Budget 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	
Was this item passed through the appropriate committee? Yes	

Summary:

This resolution approves a 12-month contract with Humana for retiree coverage. Humana is the existing provider for Medicare Supplement Healthcare Coverage for eligible retirees, disabled employees, and surviving spouses. This plan has met the needs of the County and its eligible employees. Connor & Gallagher OneSource (CGO), the County's health insurance broker of record, continues to recommend Humana's Medicare Advantage plan as the supplemental health care plan and further states that the associated premium increase is consistent with the industry and remains cost competitive and a good value to Kane County's retired and disabled employees and their surviving spouses.

Group Medicare Renewal

2027 Renewal Information

Thank you for being a loyal Humana customer. Our commitment to providing exceptional healthcare solutions remains unwavering, and we look forward to continuing our partnership. We are pleased to deliver the 2027 Group Medicare MAPD renewal for Kane County. Attached to this PDF file you will find the following information for your review:

- 2027 Rate sheet
- 2027 Plan Design Exhibit
- 2027 Plan Year Amendment
- 2027 Renewal Agreement

We consider multiple factors when determining rates, including but not limited to claims experience and trend, benefit design changes, and CMS reimbursement updates.

For 2027, two key influences continue to shape rate development:

- The CMS Rate Announcement, which establishes Medicare Advantage and Part D reimbursement and funding parameters for the year, and
- The ongoing impacts of the Inflation Reduction Act (IRA), including continued evolution of the Part D benefit and funding structure.

2027 CMS Rate Announcement

Each year, the Centers for Medicare & Medicaid Services (CMS) updates Medicare Advantage and Part D prescription drug funding to reflect changes in healthcare costs, utilization, and federal policy. CMS finalized its 2027 Medicare Advantage and Part D payment updates in April 2026, and these changes take effect January 1, 2027.

What's Important for 2027

- +2.48% payment increase to Medicare Advantage plans for 2027. While the payment increase from CMS is higher, it is less than claims trends so Humana will be prepared to discuss strategies (plan design changes, formulary, etc.) and solutions.
- CMS paused implementing the new risk model overhaul (CMS-HCC) and will utilize the current framework with ongoing V28 phased updates
    - The model now calibrates differently for MA Prescription drug plans (MAPD) and Standalone prescription drug plans (PDP)
- CMS finalized regulatory changes relative to the exclusion of diagnosis from unlinked chart reviews within risk scoring
    - This policy applies to both medical and part D

CMS defined standard parameter changes:

Part D Parameters	2026	2027
Deductible (If applicable)	$615	$700
Out-of-pocket threshold	$2,100	$2,400

Humana places tremendous value on our relationship with the Kane County. We will continue to explore ways to stabilize costs while providing the value and service that Kane County and its retirees expect and deserve. We appreciate the trust and confidence you have placed in Humana and look forward to our continued partnership.

Next Steps

As you review the 2027 renewal, please let me know if you have any questions. If there are no questions, please sign the requested documents by **09/01/2026** and send back to me. We can then begin processing the renewal.

Sincerely,

Eli Miser
Account Executive
Humana Group Medicare

Humana®

Humana.

Christine Davis, Assistant Director
Kane County
719 S. Batavia Ave
Geneva, IL 60134

Group Medicare Renewal Agreement

In signing this document, you are accepting the renewal, effective January 1, 2027, of the Group Medicare plan(s) submitted by your Humana Account Executive and described in the enclosed renewal package. **The new rate is effective January 1, 2027, as indicated in the Rate Sheet(s). For the terms of this renewal to become effective, Humana must receive acceptance of your renewal no later than September 1, 2026. This will ensure we meet CMS requirements and provide on-time delivery of member materials.**

The Agreement, made by and between County of Kane, IL, (hereinafter after referred to as "Group") and certain Humana affiliates that offer or administer health plans, (collectively, "Humana") effective on 04/22/2020, is here by amended as follows:

1. 2027 Plan Year Amendment
2. 2027 Rate sheet
3. 2027 Plan Design Exhibit

The attachments listed above, which are in the possession of Group and MAO, are made a part of this Amendment and incorporated by reference whether or not they are attached hereto.

You, the Plan Sponsor, understand, acknowledge, and agree that:

- You have received, and reviewed the enclosed renewal proposal, including rate sheet(s) and Plan Design Exhibit(s). You have reviewed the included Rating Assumptions and Stipulations. Terms of the rate sheet(s) are incorporated herein.
- Except as expressly provided in this Renewal, all other terms and conditions of the Agreement remain unchanged and in full force and effect.
- This Agreement, including the Attachments and amendments hereto and the documents incorporated herein, constitutes the entire agreement between MAO and Plan Sponsor with respect to the subject matter hereof, and it supersedes any other prior agreement, oral or written, between MAO and Group with respect to its subject matter.

IN WITNESS WHEREOF, the parties hereto have caused this Renewal to be executed by their duly authorized officers or representatives as of the date first set forth above.

COUNTY OF KANE, IL	**HUMANA**
BY:_____	BY: _____
PRINTED:_____	PRINTED:_____
TITLE:_____	TITLE:_____
DATE:_____	DATE: _____

GHHKSAMEN 062026

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Humana Group Medicare Advantage

Humana Medicare Group Plan – Premium Information

KANE COUNTY - PPO

Date: 7/2/2026
Humana Medicare Group Plan

Plan Names: PASSIVE PPO 079 064 with Standard Rx336
Rx Formulary: Group Plus Formulary - 27800

Plan Year	Final Billed Premium (Per Member Per Month)
1/1/2027 - 12/31/2027	**$376.01**

PASSIVE PPO 079 064 Medical and Rx Benefit Overview

	(In-Network Benefits match Out-of-Network Benefits)
Deductible	None
Inpatient Acute Hospital	$0 Copayment per Admission
Skilled Nursing Facility	$0 Copayment (Days 1-100)
Physician Office Visits	$0 Copayment
Specialist Office Visits	$0 Copayment
Outpatient Surgical	$0 Copayment
Ambulance	$0 Copayment
Emergency Room	$0 Copayment
Medical Maximum Out of Pocket	$0 Combined (Medicare Covered Services)
Prescription Drugs (Retail 30 day supply)	Rx336 $10/$30/$60/$60 from $0 to Catastrophic

See attached sheet for rating assumptions and stipulations. The benefits presented above are a high-level summary. Please consult the Plan Design Exhibit for a more detailed list of covered services, member cost shares, services subject to deductibles and any plan limitations.

Proprietary and confidential. For the sole use of KANE COUNTY.
Not to be shared externally without written consent from Humana Inc.

Humana Group Medicare Advantage

Humana Medicare Group Plan – Rating Assumptions and Stipulations

KANE COUNTY - PPO

Proposal Terms

The benefits presented on the previous page are a high-level summary. Please consult the Plan Design Exhibit for a more detailed outline of the benefits proposed. Final benefits may differ due to annual changes in CMS benefit requirements.

For members with End Stage Renal Disease (ESRD), the Humana Group Medicare Advantage Plan is only offered to eligible members who are diagnosed and enrolled in a manner that is consistent with applicable Medicare secondary laws, and the rules and regulations set forth by CMS.

The rates provided do not reflect any potential premium adjustments provided by Center for Medicare and Medicaid Services (CMS) or federal regulations based on a Medicare beneficiary's income.

Humana shall have the right to unilaterally adjust the proposed premium rates set forth in this rate sheet if:

i. a change in or clarification to Law affects Medicare Part C or D program costs or revenue;
ii. a natural disaster, pandemic, act of God or other cause beyond the reasonable control of Humana affects Medicare Part C or D programs costs or revenue;
iii. highly utilized specialty or high-cost drugs are introduced, or additional indications are added to such a drug resulting in an increase in the pharmacy allowed per member per month; or
iv. Humana determines that data provided and relied upon by Humana in development of the premium rates was inaccurate, incomplete, biased, misleading, or otherwise contributed to Humana underestimating actual plan expenses or revenue incurred by Group.

For purposes of this proposal, "Law" shall mean, "any federal, state, or local law, statute, regulation, ordinance, code, rule, order, or other similar requirement enacted, adopted, or enforced by a government authority, including, without limitation, Medicare laws and CMS regulations and requirements, including CMS manuals, CMS payment methodology, and other directives.

Humana will hold the proposed rates, assuming all of the information provided is accurate, and could be subject to change should any of the following differ:

All members are retired and enrolled in Medicare Part A and Part B.

A minimum average employer contribution level of 75% of the proposed premium for the plan.

A majority of members' (51% or more) primary residence is in an adequate Humana Medicare Advantage network service area. Humana will monitor network adequacy throughout the year to confirm standards are met.

Enrolled membership should not change from current, or differ from the information provided, by more than 10% per year. This proposal assumes 42 currently enrolled members.

Humana's Medicare Advantage plan is the only plan offered. Additionally, there is no secondary plan wrapping around, coordinating with, or offered in conjunction with this plan for all current and future Medicare eligible retirees.

Part D, administered by Humana Pharmacy Solutions, will utilize Humana's Group Plus formulary and include utilization management programs such as: quantity limits, prior authorization, and step therapy. Humana continually updates its drug list and quantity limits, and ensures these updates are in accordance with CMS regulations.

Benefits, deductibles, maximum out of pocket accumulators, and any applicable pharmacy accumulators will be reset on January 1 each year.

We are pleased to present this Humana Group Medicare Advantage proposal to you and assume all information provided is accurate with the understanding if there is a material change from the provided information, including the offering environment, Humana has a right to revise or rescind the quote.

HUMANA MEDICARE EMPLOYER LPPO PLAN

2027 LPPO for Standard Plan 079 Option 064 - Passive

		2026		2027	
Annual Maximum Out-of-Pocket		• In-Network: $0 per individual per plan year (excludes Part D Pharmacy, Extra Services and the Plan Premium). • Combined In and Out-of-Network: $0 per individual per plan year (excludes Part D Pharmacy, Extra Services, Worldwide Coverage and the Plan Premium).		• In-Network: $0 per individual per plan year (excludes Part D Pharmacy, Extra Services and the Plan Premium). • Combined In and Out-of-Network: $0 per individual per plan year (excludes Part D Pharmacy, Extra Services, Worldwide Coverage and the Plan Premium).	
Annual Deductible		• Combined In and Out-of-Network: NONE • Combined In-Network Exclusions: N/A • Combined Out-of-Network Exclusions: N/A		• Combined In and Out-of-Network: NONE • Combined In-Network Exclusions: N/A • Combined Out-of-Network Exclusions: N/A	
Place of Treatment	**Benefit**	**Network Coverage Plan Pays (1):**	**Non-Network Coverage Plan Pays (1):**	**Network Coverage Plan Pays (1):**	**Non-Network Coverage Plan Pays (1):**
Primary Care Physician	• Office Visit	100%	100%	100%	100%
	• Diagnostic Procedures and Tests	100%	100%	100%	100%
	• Lab Services	100%	100%	100%	100%
	• Surgical Procedures	100%	100%	100%	100%
	• Allergy Shots and Injections	100%	100%	100%	100%
	• Mental Health/Substance Abuse Services	100%	100%	100%	100%
	• Administration of Drugs in a Physician's Office	100%	100%	100%	100%
	• Medicare Part B Insulin Drugs	100%	100%	100%	100%
Specialist	• Office Visit	100%	100%	100%	100%
	• Advanced Imaging Services	100%	100%	100%	100%
	• Diagnostic Procedures and Tests	100%	100%	100%	100%
	• Lab Services	100%	100%	100%	100%
	• Surgical Procedures	100%	100%	100%	100%
	• Diagnostic Colonoscopy	100%	100%	100%	100%
	• Podiatry Services (Medicare-covered)	100%	100%	100%	100%
	• Chiropractic Services (Medicare-covered)	100%	100%	100%	100%
	• Cardiac Therapy	100%	100%	100%	100%
	• Supervised Exercise Therapy (SET) Symptomatic Peripheral Artery Disease (PAD) Services	100%	100%	100%	100%
	• Pulmonary Therapy	100%	100%	100%	100%
	• Therapies (Occupational, Physical, Audiology, and Speech)	100%	100%	100%	100%
	• Radiation Therapy	100%	100%	100%	100%
	• Allergy Shots and Injections	100%	100%	100%	100%
	• Mental Health/Substance Abuse Services	100%	100%	100%	100%
	• Opioid Treatment Services	100%	100%	100%	100%
	• Administration of Drugs in a Physician's Office	100%	100%	100%	100%
	• Medicare Part B Insulin Drugs	100%	100%	100%	100%
	• Chemotherapy Drugs	100%	100%	100%	100%
	• Dental Services (Medicare-covered)	100%	100%	100%	100%
	• Hearing Services (Medicare-covered)	100%	100%	100%	100%
	• Vision Services (Medicare-covered)	100%	100%	100%	100%
	• Eyewear for Post-Cataract Surgery	100% •For eyeglasses and contacts following cataract surgery.	100% •For eyeglasses and contacts following cataract surgery.	100% •For eyeglasses and contacts following cataract surgery.	100% •For eyeglasses and contacts following cataract surgery.
	• Diabetic Eye Exam	100%	100%	100%	100%
	• Acupuncture Services (Medicare-Covered) for Chronic Lower Back Pain • Your plan allows services to be received by a provider licensed to perform acupuncture or by providers meeting the Original Medicare provider requirements.	•100% for acupuncture for chronic low back pain visits up to 20 combined in and out of network visit(s) per year. - CLB309	•100% for acupuncture for chronic low back pain visits up to 20 combined in and out of network visit(s) per year. •Benefits received out-of-network are subject to any in-network benefit maximums, limitations, and/or exclusions. - CLB309	•100% for acupuncture for chronic low back pain visits up to 20 combined in and out of network visit(s) per year. - CLB309	•100% for acupuncture for chronic low back pain visits up to 20 combined in and out of network visit(s) per year. •Benefits received out-of-network are subject to any in-network benefit maximums, limitations, and/or exclusions. - CLB309
Preventive Services	• Abdominal Aortic Aneurysm Screening • Alcohol Misuse Screening and Counseling • Annual Wellness Visit • Bone Mass Measurement • Breast Cancer Screening • Cardiovascular Disease Behavioral Therapy • Cardiovascular Disease Screening • Cervical and Vaginal Cancer Screening	100%	100%	100%	100%

	• Colorectal Cancer Screening • Depression Screening • Diabetes Screening • Diabetes Self-Management Training • Glaucoma Screening • Hepatitis C Screening • HIV Screening • Immunizations • Kidney Disease Education Services • Lung Cancer Screening • Medicare Diabetes Prevention Program (MDPP) • Medical Nutrition Therapy • Obesity Screening and Therapy • Physical Exams (Routine) • Prostate Cancer Screening Exam • Smoking and Tobacco Use Cessation • STI Screening and Counseling • "Welcome to Medicare" Preventive Visit	100%	100%	100%	100%
Inpatient Hospital Services	• Inpatient Care (All Authorized Admissions)	100% per admission	100% per admission	100% per admission	100% per admission
	• Inpatient Physician Services	100%	100%	100%	100%
	• Inpatient Mental Health Care/Substance Abuse Services (All Authorized Admissions)	100% per admission	100% per admission	100% per admission	100% per admission
Inpatient Psychiatric Facility	• Inpatient Mental Health Care/Substance Abuse Services (All Authorized Admissions)	100% per admission •190 day lifetime limit in a psychiatric facility.	100% per admission •190 day lifetime limit in a psychiatric facility.	100% per admission •190 day lifetime limit in a psychiatric facility.	100% per admission •190 day lifetime limit in a psychiatric facility.
	• Inpatient Mental Health/Substance Abuse Physician Services	100%	100%	100%	100%
Outpatient Hospital	• Surgical Services	100%	100%	100%	100%
	• Diagnostic Colonoscopy	100%	100%	100%	100%
	• Advanced Imaging Services	100%	100%	100%	100%
	• Nuclear Medicine Services	100%	100%	100%	100%
	• Diagnostic Procedures and Tests	100%	100%	100%	100%
	• Lab Services	100%	100%	100%	100%
	• Radiation Therapy	100%	100%	100%	100%
	• Cardiac Therapy	100%	100%	100%	100%
	• Supervised Exercise Therapy (SET) for Symptomatic Peripheral Artery Disease (PAD) Services	100%	100%	100%	100%
	• Pulmonary Therapy	100%	100%	100%	100%
	• Therapies (Occupational, Physical, Audiology, and Speech)	100%	100%	100%	100%
	• Chemotherapy Drugs	100%	100%	100%	100%
	• Renal Dialysis Services	100%	100%	100%	100%
	• Mental Health/Substance Abuse Services	100%	100%	100%	100%
	• Partial Hospitalization	100%	100%	100%	100%
	• Intensive Outpatient Services	100%	100%	100%	100%
	• Opioid Treatment Services	100%	100%	100%	100%
	• Other Medicare Part B Drugs	100%	100%	100%	100%
	• Medicare Part B Insulin Drugs	100%	100%	100%	100%
	• Observation Services	100%	100%	100%	100%
	• Outpatient Physician Services	100%	100%	100%	100%
Skilled Nursing Facility (SNF)	• SNF Care (no 3 day hospital stay is required)	100% per day (days 1-100) •Plan pays $0 after 100 days.	100% per day (days 1-100) •Plan pays $0 after 100 days.	100% per day (days 1-100) •Plan pays $0 after 100 days.	100% per day (days 1-100) •Plan pays $0 after 100 days.
	• SNF Physician Services	100%	100%	100%	100%
Urgent Care Center	• Urgently Needed Care	100%	100%	100%	100%
	• Lab Services	100%	100%	100%	100%
Emergency Room	• Emergency Services (2)	100%	100%	100%	100%
	• Emergency Room Physician Services	100%	100%	100%	100%
Ambulance	• Ambulance Services	100% per date of service •Limited to Medicare-covered transportation.	100% per date of service •Limited to Medicare-covered transportation.	100% per date of service •Limited to Medicare-covered transportation.	100% per date of service •Limited to Medicare-covered transportation.
Travel Benefit	• US Travel Benefit	Member receives in-network benefit when services are received from a participating PPO provider in another Humana PPO service area.	N/A	Member receives in-network benefit when services are received from a participating PPO provider in another Humana PPO service area.	N/A
Worldwide Coverage	• Emergency Services and Urgently Needed Care Only	N/A	80% after $100 deductible per year. Limited to emergency Medicare-covered services. $25,000 Maximum Benefit per year Or 60 consecutive days, whichever is reached first.	N/A	80% after $100 deductible per year. Limited to emergency Medicare-covered services. $25,000 Maximum Benefit per year Or 60 consecutive days, whichever is reached first.
Comprehensive Outpatient Rehabilitation Facility	• Pulmonary Therapy	100%	100%	100%	100%
	• Therapies (Occupational, Physical, Audiology, and Speech)	100%	100%	100%	100%
Freestanding Radiological Facility	• Advanced Imaging Services	100%	100%	100%	100%
	• Nuclear Medicine Services	100%	100%	100%	100%
	• Diagnostic Procedures and Tests	100%	100%	100%	100%
	• Radiation Therapy	100%	100%	100%	100%

Ambulatory Surgical Center	• Surgical Procedures	100%	100%	100%	100%
	• Diagnostic Colonoscopy	100%	100%	100%	100%
Freestanding Laboratory	• Lab Services	100%	100%	100%	100%
Dialysis Center	• Renal Dialysis Services	100%	100%	100%	100%
Home Health	• Home Health Care	100% •Excludes Personal Home Care.	100% •Excludes Personal Home Care.	100% •Excludes Personal Home Care.	100% •Excludes Personal Home Care.
DME Provider	• Durable Medical Equipment	100%	100%	100%	100%
	• Diabetic Monitoring Supplies	100%	100%	100%	100%
	• Continuous Glucose Monitor	100%	100%	100%	100%
Medical Supply Provider	• Medical Supplies	100%	100%	100%	100%
Preferred Diabetic Supplier	• Diabetic Monitoring Supplies	100%	N/A	100%	N/A
Preferred Pharmacy	• Continuous Glucose Monitor	N/A	N/A	100%	N/A
Prosthetics Provider	• Prosthetics	100%	100%	100%	100%
Pharmacy (Part B Only)	• Durable Medical Equipment	100%	100%	100%	100%
	• Medical Supplies	100%	100%	100%	100%
	• Diabetic Monitoring Supplies	100%	100%	100%	100%
	• Continuous Glucose Monitor	100%	100%	100%	100%
	• Other Medicare Part B Drugs	100%	100%	100%	100%
	• Medicare Part B Insulin Drugs	100%	100%	100%	100%
Additional Telehealth Services	• Primary Care Physician - Virtual Visit	100%	N/A	100%	N/A
	• Specialist - Virtual Visit	100%	N/A	100%	N/A
	• Behavioral Health and Substance Abuse - Virtual Visit	100%	N/A	100%	N/A
	• Urgently Needed Care - Virtual Visit	100%	N/A	100%	N/A

The benefit and discount information presented here are current as of the date of this document. If a change should occur prior to implementation, Humana will clarify any change and notify the group sponsor.			
Extra Benefits (MSB)	• SilverSneakers®	Available	Available
	• Wellness Coaching	Available	Available
	• Smoking Cessation (Additional)	Available	Available
	• Post-Discharge Meal Program	Available	Available
	• Post-Discharge Transportation Services	Available	Available
	• Post-Discharge Personal Home Care	Available	Available
	• Virtual Cardiac Recovery Program (Uniformity Flexibility)	Not Available	Available
	• Transportation (Uniformity Flexibility)	Available	Available
Care Management	• **Clinical Programs/Disease Management (3)** *- Humana's Care Management* *- Behavioral Healthcare Coordination and Consultation* *- Medication Therapy Management* *- Health Coaching* *- Transplant Management*	Available	Available

(1) All coinsurance percentages are based on the Medicare fee schedule and not billed charges. All copayments are on a 'per visit' basis, unless otherwise noted.
(2) Emergency room copayment waived if admitted or if hospital is outside the U.S.
(3) We have provided examples of various Health Education and clinical programs. Actual programs may vary by market.

Go365® by Humana is included in this plan
A wellness program that rewards Medicare beneficiaries for completing eligible healthy activities that help your members establish and maintain a healthy lifestyle. As your members achieve manageable health goals, Go365 keeps them engaged and motivated by acknowledging their efforts. By completing healthy activities like walking, getting an Annual Wellness Exam, or volunteering, your members earn rewards they can redeem for gift cards in the Go365 Mall.

This information is not a complete description of benefits. Contact the plan for more information. Limitations, copayments and restrictions may apply. Benefits, premiums and/or member cost-share may change each year. Please refer to the Evidence of Coverage for additional information regarding covered services and limitations or any other contractual conditions. Certain services under the plan require authorization by network providers. For a complete description of benefits, exclusions and limitations please refer to the actual Evidence of Coverage. If a discrepancy arises between this information and the actual Evidence of Coverage, the Evidence of Coverage will prevail in all instances.

Humana is a Medicare Employer PPO plan with a Medicare contract. Enrollment in this Humana plan depends on contract renewal.

Humana. Group Medicare Advantage

HUMANA MEDICARE EMPLOYER Rx PLAN

2027 Rx for Standard Rx 336
Group Plus Formulary - PDG 2

30 day Supplies

Plan/ Option	30 day Standard Retail from $0 to Catastrophic (1)				30 day Standard Retail from Catastrophic to Unlimited	Part D MOOP (2)
	Tier 1*	Tier 2	Tier 3	Tier 4		
000/000	$10	$30	$60	$60	$0	$2,400

Plan/ Option	30 day Standard Mail Order from $0 to Catastrophic (1)				30 day Standard Mail Order from Catastrophic to Unlimited	Part D MOOP (2)
	Tier 1*	Tier 2	Tier 3	Tier 4		
000/000	$10	$30	$60	$60	$0	$2,400

Note: Part D vaccines recommended by the Advisory Committee on Immunization Practices (ACIP) for adults may be available at no cost.

Note: Plan covered insulin products will not exceed $35 for a one-month supply no matter what cost-sharing tier it's on.

*Tier 1: Generic or Preferred Generic - Generic or brand drugs that are available at the lowest cost share for this plan.

Tier 2: Preferred Brand - Generic or brand drugs that Humana offers at a lower cost than Tier 3 Non-Preferred Drug.

Tier 3: Non-Preferred Drug - Generic or brand drugs that Humana offers at a higher cost than Tier 2 Preferred Brand drugs.

Tier 4: Specialty Tier - Some injectables and other higher-cost drugs.

100 day Supplies

Plan/ Option	100 day Standard Retail (3) from $0 to Catastrophic (1)				100 day Standard Retail (3) from Catastrophic to Unlimited	Part D MOOP (2)
	Tier 1*	Tier 2	Tier 3	Tier 4		
000/000	$30	$90	$180	N/A	$0	$2,400

Plan/ Option	100 day Standard Mail Order (3) from $0 to Catastrophic (1)				100 day Standard Mail Order (3) from Catastrophic to Unlimited	Part D MOOP (2)
	Tier 1*	Tier 2	Tier 3	Tier 4		
000/000	$25	$75	$150	N/A	$0	$2,400

Note: Part D vaccines recommended by the Advisory Committee on Immunization Practices (ACIP) for adults may be available at no cost.

Footnotes

1 Catastrophic: When a member's Part D Maximum Out-of-Pocket (MOOP) cost reaches $2,400, Humana then pays 100% of covered Part D Rx claims.

2 Part D MOOP: When a member's Part D Maximum Out-of-Pocket (MOOP) cost reaches $2,400, Humana then pays 100% of covered Part D Rx claims.

3 Retail and Mail Order: The benefit for a 100-day supply is limited to Rx formulary Tiers 1-2 and most drugs on Tier 3. Regardless of tier placement, Specialty drugs are limited to a 30-day supply.

Out of Network: Emergency Situations

When a member purchases a drug at an out-of-network pharmacy in an emergency situation:

a. the member will pay the same coinsurance as would have applied at a network pharmacy, but at the out-of-network pharmacy price, and/or,

b. the member will pay the same copayment as would have applied at a network pharmacy, plus the difference between the out-of-network pharmacy price and the network pharmacy price.

This information is not a complete description of benefits. Contact the plan for more information. Limitations, copayments and restrictions may apply. Benefits, premiums and/or member cost-share may change each year. Part D benefit parameters, regulated by the Centers for Medicare and Medicaid Services (CMS), can impact Part D benefits on an annual basis. The formulary and pharmacy network may change at any time. The member will receive notice when necessary. Please refer to the Evidence of Coverage for additional information regarding covered services and limitations or any other contractual conditions. For a complete description of benefits, exclusions and limitations please refer to the actual Evidence of Coverage. If a discrepancy arises between this information and the actual Evidence of Coverage, the Evidence of Coverage will prevail in all instances.

Humana is a Medicare Employer Prescription Drug plan with a Medicare contract. Enrollment in this Humana plan depends on contract renewal.

2027 Plan Year MAA Amendment

1. The purpose of this Amendment is to amend the Medicare Advantage Agreement currently in place with County of Kane, IL ("Agreement").

2. This Amendment is effective **January 1, 2027** ("Amendment Effective Date").

3. The Agreement is hereby amended to add the following new section(s), which shall be incorporated into and made part of the Agreement effective as of the Amendment Effective Date:

- The relationship between the parties is solely one of independent contractors, and nothing in this Agreement shall be construed or deemed to create any other relationship between the parties, including one of employment, agency, partnership or joint venture.
- Providing incomplete, inaccurate, or untimely information may void, reduce, or increase premium, or terminate an individual's coverage or the plan coverage.
- Only individuals who meet the eligibility requirements of the plan are eligible to maintain coverage.

Eligibility and Enrollment

- Group shall offer enrollment in the Plan to Eligible Persons in compliance with all applicable Laws, including but not limited to, any applicable antidiscrimination Laws. For the avoidance of doubt, coverage under the Plan for Enrolled Members will not become effective until enrollment is confirmed by MAO.
- Group shall not change the timing of its open enrollment period
- Group shall not change any of its eligibility requirements for the Plan without the prior written approval of MAO.
- Group shall not permit actively working employees or their dependents to enroll in the Plan.

Termination by MAO

- If Plan Sponsor fails to pay premiums due under the Agreement within ninety (90) calendar days of the applicable Premium Due Date, MAO may immediately terminate this Agreement following the end of such ninety
    - (90) calendar day period upon written notice to Plan Sponsor.
    - MAO may terminate the Agreement for any reason effective upon the end of the current plan year (i.e., December 31) by providing at least ninety (90) calendar days advance written notice to Plan Sponsor.
- MAO may terminate the Agreement upon at least ninety (90) calendar days advance written notice to Plan Sponsor if Plan Sponsor breaches any provision of the Agreement and such breach remains uncured at the end of the notice period or if Plan Sponsor fails to comply with any applicable laws related to offering the Plans, including the requirements described in the Rating Assumptions and Stipulations below.

Dispute Resolution

- All questions as to the execution, validity, interpretation, construction and performance of this Agreement shall be construed in accordance with the laws of the state in which the Plan Sponsor is situated (the "Situs State"), without regard to conflict of laws or principles thereof. Except where arbitration is required by this Agreement, Group hereby consents to the jurisdiction of the courts the Situs State.

- All disputes arising out of this Agreement shall be submitted to binding arbitration conducted in accordance with the rules and procedures of alternative dispute resolution and arbitration established by the American Arbitration Association, except as modified hereby. Such arbitration shall be conducted before a single, mutually agreed upon arbitrator. The parties will agree to a schedule for exchange of relevant documents and discovery, and time frame for responding to reasonable document and discovery requests. The arbitrator shall, at least ninety (90) calendar days before the date set for the arbitration hearing, convene the parties for the purpose of identifying and narrowing the issues in dispute and confirming or setting forth the applicable procedures and time frames for discovery as required by the nature of the dispute.

Confidentiality and Nondisclosure

- Plan Sponsor and MAO agree to maintain the confidentiality of Enrolled Member identifiable information as required by Law, including but not limited to the Health Insurance Portability and Accountability Act of 1996 and its implementing regulations ("HIPAA").
- Plan Sponsor and MAO may from time to time furnish each other with Confidential Information, written, oral or otherwise. Each party agrees it will use such Confidential Information only for the purpose of exercising its respective rights and responsibilities hereunder, and will not otherwise disclose any Confidential Information to any third party, employees, agents or representatives without the other party's written consent. Each party will use the same degree of care, but in any event no less than a reasonable degree of care, to avoid unauthorized use or disclosure of the other party's Confidential Information as that party uses to protect its own information of a similar nature.

  The confidentiality obligations set forth in this Agreement will not apply with respect to any information that: (i) the receiving party rightfully possesses at the time of disclosure by the disclosing party without a duty of confidentiality; (ii) the receiving party receives from a third party authorized to disclose such information without requirements of confidentiality; or (iii) that the receiving party develops independently of and without reference to the disclosing party's Confidential Information. In addition, the receiving party may disclose Confidential Information of the disclosing party to the extent that the receiving party is required by any applicable governmental authority to do so; provided, however, where permitted by Law, the receiving party gives the disclosing party prompt written notice of such requirement and reasonably cooperates with the disclosing party in attempting to contest or limit such required disclosures, as applicable.
- Plan Sponsor acknowledges and agrees that due to the unique nature of MAO's Confidential Information, there can be no adequate remedy at law for any breach of the Plan Sponsor's confidentiality obligations under this Agreement, that any such breach may result in harm to MAO, and that, therefore, upon any such breach or threat thereof, MAO will be entitled to seek appropriate equitable relief including, without limitation, injunctive relief.

Employer Group Waiver Premium Requirements

- The Plan Sponsor can subsidize different premium amounts for different classes of enrollees in a plan provided: 1) such classes are reasonable and based on objective business criteria, such as years of service, date of retirement, business location, job category, and nature of compensation (e.g., salaried vs. hourly), 2) the premium cannot vary for individuals within a given class of enrollees, and 3) the Plan Sponsor must pass through any direct subsidy payments received from CMS to reduce the amount that the beneficiary pays (or in those

instances where the subscriber to or participant in the plan pays premiums on behalf of a Medicare eligible spouse or dependent, the amount the subscriber or participant pays). With regard to the Part D premium, different classes of enrollees cannot be based on eligibility for the Part D Low-Income Subsidy (LIS).

- If plan enrollees are entitled to a reduction of their premium as Part D LIS enrollees and Humana receives a Low-Income Premium Subsidy for such enrollees, Humana will pass the Low-Income Premium Subsidy(LIPS) amount through to the LIS enrollees to reduce their premiums. When Humana does not directly bill the Part D enrollees, the Plan Sponsor must directly refund the amount of the LIPS to the LIS beneficiary.
- Regarding the Part D premium, the Plan Sponsor cannot charge an enrollee for prescription drug coverage provided under the PDP/MAPD plan more than the sum of his or her monthly beneficiary premium attributable to basic prescription drug coverage and 100% of the monthly beneficiary premium attributable to his or her non-Medicare Part D benefits (if any).

- This Agreement may be amended only by a writing executed by both parties.

- This Agreement, including the Attachments and amendments hereto and the documents incorporated herein, constitutes the entire agreement between MAO and Plan Sponsor with respect to the subject matter hereof, and it supersedes any other prior agreement, oral or written, between MAO and Group with respect to its subject matter.

Unless otherwise modified by the terms of this Amendment, the terms of the Agreement remain unchanged and in effect.

HUMANA GROUP MEDICARE ADVANTAGE
OUT-OF-NETWORK BENEFIT ADDENDUM

Plan Year 01/01/2027-12/31/2027

The benefit information presented here is current as of the date of this document and pending CMS approval. If a change should occur prior to implementation, Humana will clarify any change and notify the group sponsor.

If the member receives covered supplemental services from a provider that is not in-network, they may be eligible for reimbursement. Reimbursement is limited to the benefit maximum and allowances described. All reimbursements are subject to verification of benefits, applicable plan rules, and review of submitted documentation. Humana reserves the right to request additional information or medical records as necessary to determine eligibility.

	Benefit	Out-of-Network Coverage Pays:	2026	2027
Supplemental Benefits	• SilverSneakers®	5% for out-of-network services received and submitted by the member.	Not Available	Available
	• Wellness Coaching	5% for out-of-network products/services received and submitted by the member.	Not Available	Available
	• Smoking Cessation (Additional)	5% for out-of-network products/services received and submitted by the member.	Not Available	Available
	• Post-Discharge Meal Program	5% for out-of-network post-discharge meals received and submitted by the member. Meals received out-of-network reduce the total number of meals allotted to the member per discharge event.	Not Available	Available
	• Post-Discharge Transportation Services	5% for out-of-network post-discharge transportation services received and submitted by the member. Services received out-of-network reduce the total number of rides allotted to the member per discharge event.	Not Available	Available
	• Post-Discharge Personal Home Care	5% for out-of-network post-discharge personal home care services received and submitted by the member. Services received out-of-network reduce the total number of services allotted to the member per discharge event.	Not Available	Available
	• Virtual Cardiac Recovery Program (Uniformity Flexibility)	5% for out-of-network services received and submitted by the member.	Not Available	Available
	• Transportation (Uniformity Flexibility)	5% for out-of-network uniform flexibility transportation services received and submitted by the member.	Not Available	Available
	• Hearing Services (Routine) (if available on plan)	5% for out-of-network products/services received and submitted by the member.	Not Available	Available
	• Personal Emergency Response System (if available on plan)	5% for out-of-network products/services received and submitted by the member.	Not Available	Available
	• Over-the-Counter Drugs CenterWell™ (if available on plan)	5% for out-of-network over-the-counter-drugs received and submitted by the member. Products received out-of-network reduce the funds allotted to the member per month/year.	Not Available	Available
	• Transportation (Routine) (if available on plan)	5% for out-of-network routine transportation services received and submitted by the member. Services received out-of-network reduce the total number of rides allotted to the member.	Not Available	Available

Humana is a Medicare Advantage PPO plan with a Medicare contract. Enrollment in this Humana plan depends on contract renewal.

HUMANA GROUP MEDICARE ADVANTAGE/PRESCRIPTION DRUG PLAN
VALUE ADDED SERVICES

Effective Date: 01/01/2027 - 12/31/2027

The benefit and discount information presented here are current as of the date of this document. If a change should occur prior to implementation, Humana will clarify any change and notify the group sponsor. The products and services described below are neither offered nor guaranteed under our contract with the Medicare program. In addition, they are not subject to the Medicare appeals process. Any disputes regarding these products and services should be addressed with Customer Care by calling the number on the back of the member's Humana membership card. CMS does not permit discussing the below services with potential enrollees prior to enrollment.

	Benefit	Description	2026	2027
Extra Services (VAIS)	• CAM Integrative Services Discount (Tivity) - Not available in Puerto Rico	Discounts for complementary and alternative medicine services including acupuncture, chiropractic, massage, vitamins, healthy meal plans, footwear and more. Services must be received from participating designated providers.	Available	Available
	• Dental Discount (Florida GoldPlus) - Available in Florida only	Discounts on dental services. Services must be received from participating dental providers.	Available	Available
	• Dental Discount (HumanaDental) - Not available in Florida or Puerto Rico	Discounts on dental services. Services must be received from participating dental providers.	Available	Available
	• Healthy Hearing Discount (HearUSA) - Available in Florida only	Discounts on select hearing aids, accessories and hearing assistance products.	Available	Not Available
	• Hearing Discount (TruHearing) - Not available in Puerto Rico	Discounts on select hearing aids. Services must be received at participating hearing centers.	Available	Available
	• Personal Emergency Response System (Lifeline®Medical Alert Systems)	Discounts on select medical alert systems, medication dispensers and emergency response smartwatch.	Available	Available
	• Meal Delivery Discount (Mom's Meals)	Discounts on home delivered meals to help support nutritional needs.	Available	Available
	• Bill Management Service (Silver Bills)	Discount on monthly bill management services.	Available	Available
	• Dental Health (Truthbrush)	Discounts on toothbrush tracking devices that monitors dental habits and performance through the use of an app.	Available	Available
	• Vision Discount (EyeMed)	Discounts from participating providers on routine vision services such as: Exam, contact lens fitting and follow-up, lenses, frames and laser vision correction.	Available	Available
	• Travel Discount (International Medical Group)	Discounts on medical services and evacuation protection when travelling outside of the U.S.	Available	Available
	• Pet Telehealth (Petzey)	Discounts on unlimited pet telehealth visits.	Available	Available
	• Laundry Service Discount (Poplin)	Discount on select laundry services.	Available	Available
	• Total Wellbeing Discount (SWORKIT)	Discount on virtual wellbeing program.	Available	Available
	• Prescription Medication Discount	Discounts on select non-covered prescription drugs received from a network pharmacy (Quantity limits may apply).	Available	Available

Humana is a Medicare Employer plan with a Medicare contract. Enrollment in this Humana plan depends on contract renewal.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-472

AUTHORIZING THE CHILD PROTECTION DATA COURTS GRANT

WHEREAS, Kane County on behalf of the Sixteenth Judicial Circuit, Kane County, in collaboration with the Administrative Office of the Illinois Courts agree to participate in the implementation of the Child Protection Data Courts project; and

WHEREAS, the Child Protection Data Courts project was created as part of the Omnibus Budget Reconciliation Act of 1993 which provides a portion of federal funds to state court systems to conduct assessments of their foster care and adoptions laws and judicial processes, and to develop and implement a plan for system improvement; and

WHEREAS, the Kane County Judiciary has been notified by the Administrative Office of Illinois Courts that one hundred percent of the cost of the project $4,150.00 (Four Thousand One Hundred Fifty Dollars) will pass through Kane County and are to be disbursed to the appropriate vendors conducting the study; and

WHEREAS, the budget amounts need to be reflected in the revenue and expense General Ledger accounts.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board authorizes the Chairman to thereof and hereby accept the Child Protection Data Courts grant and authorize the necessary expenditures to implement the project.

Line Item: 001.240.000.33902
Line Item Description: Child Protection Data Court Grant $4,150.00
Line Item: 001.240.240.55000
Line Item Description: Miscellaneous Contractual Expense $4,150.00
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 October 13, 2026.

_____	_____
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 Receipt of the Child Protection Data Courts Grant

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? No	Appropriation Amount: $4,150.00
If not budgeted, explain funding source: N/A	
Was this item passed through the appropriate committee? Yes	

Summary:

To authorize receipt of the Child Protection Data Courts Grant in the amount of $4,150.00.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-473

AUTHORIZING RECEIPT OF THE COURT IMPROVEMENT PROGRAM GRANT TO ESTABLISH AND IMPLEMENT THE KANE COUNTY FAMILY TREATMENT COURT

WHEREAS, Kane County has developed and maintained multiple specialty/problem-solving courts that focus on treatment, supervision, rehabilitation, and positive outcomes rather than traditional adversarial prosecution, including Drug Rehabilitation Court, Veterans Court, DUI Treatment Court, and Treatment Alternative Court; and

WHEREAS, Kane County has provided treatment court services for approximately 25 years and has demonstrated a longstanding commitment to utilizing evidence-based, collaborative approaches to address the underlying issues that contribute to court involvement; and

WHEREAS, while Kane County's existing specialty courts serve individuals within specific populations, there is a significant need for a specialized court model that addresses the needs of the entire family unit, particularly families experiencing overlapping challenges involving substance use disorders, mental health, child abuse or neglect, domestic instability, and other circumstances that can place children at risk of removal from their homes; and

WHEREAS, the establishment of a Family Treatment Court (FTC) will provide Kane County with a coordinated, multidisciplinary approach in which the Court, child welfare agencies, treatment providers, attorneys, and other community partners work collaboratively to address the needs of parents and children as a family unit; and

WHEREAS, a Family Treatment Court will strengthen families by addressing the underlying causes of court involvement, increasing access to appropriate treatment and services, improving parental stability and accountability, supporting safe reunification when appropriate, reducing unnecessary out-of-home placements, and promoting improved long-term outcomes for children and families; and

WHEREAS, the Kane County Judiciary previously applied for and received a Court Improvement Program planning grant from the Administrative Office of the Illinois Courts (AOIC) in the amount of $10,820.00 to initiate the planning and development of a Family Treatment Court; and

WHEREAS, the planning and start-up phase has demonstrated the need for additional resources to transition the Family Treatment Court from the development and planning stage into an established and fully operational court program capable of serving eligible families in Kane County; and

WHEREAS, the continued development and implementation of the Family Treatment Court requires dedicated personnel to coordinate the numerous agencies, service providers, court professionals, and participants involved in the program, monitor participant progress and compliance, coordinate treatment and other supportive services, maintain program documentation and data, facilitate communication among multidisciplinary team members, and provide the ongoing administrative and operational support necessary for the Court to function effectively; and

WHEREAS, the requested funding will allow Kane County to build upon the investment made during the initial planning phase and establish the personnel, infrastructure, services, and operational capacity necessary to implement and sustain the Family Treatment Court; and

WHEREAS, investing in the Family Treatment Court will support Kane County's ongoing commitment to improving outcomes for children and families, reducing the need for costly and disruptive interventions when safely avoidable, strengthening parental capacity, and promoting healthier and more stable families and communities; and

WHEREAS, the Kane County Judiciary has been awarded an additional Court Improvement Program (CIP) Grant through the Administrative Office of Illinois Courts (AOIC) in the amount of $126,500.00 to continue the establishment and implementation of the Kane County Family Treatment Court; and

WHEREAS, the budget amounts associated with the grant award need to be reflected in the appropriate revenue and expense General Ledger accounts.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board hereby authorizes the Chairman thereof to accept the $126,500.00 Court Improvement Program Grant from the Administrative Office of Illinois Courts and authorizes the Kane County Judiciary and the Office of the Chief Judge to utilize the grant funds for the continued establishment, implementation, staffing, administration, and operation of the Kane County Family Treatment Court and to complete all necessary expenditures consistent with the purposes and requirements of the grant.

Line Item: 001.240.000.33902
Line Item Description: $126,500.00
Line Item: 001.240.240.55000
Line Item Description: Miscellaneous Contractual Expense $126,500.00
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 October 13, 2026.

_____	_____
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 Receipt of the Court Improvement Program Grant to Establish and Implement the Kane County Family Treatment Court

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? No	Appropriation Amount: $126,500.00
If not budgeted, explain funding source: Grant Allocation	
Was this item passed through the appropriate committee? Yes	

Summary:

To authorize receipt of the Court Improvement Program Grant in the amount of $126,500.00.

Department Information

Email Address:

mathisjason@16thcircuit.illinoiscourts.gov

Department:

Judiciary and Courts

Date:

9/3/2026

Category:

- [x] Personnel Services
- [x] Contractual Services
- [x] Commodities
- [ ] Capital
- [x] Other Fringe Benefits and All Rise Conference 2027

Fund:

General Fund

(•) Increase ( ) Decrease

Amount:

$ 126,500.00

Requested Emergency Appropriation and/or Budget Transfer Description and Rationale:

Receive CIP Grant Funding

Attach Draft Resolution

AUTHORIZING RECEIPT OF THE COURT IMPROVEMENT PROGRAM GRANT TO ESTABLISH AND IMPLEMENT THE KANE COUNTY FAMILY TREATMENT COURT (2).docx 22.13KB

Category	Account Number	Approved Budget	Debit	Credit
Grants- State Government	001.240.242.33902	$ 0.00	$ 0.00	$ 126,500.00
Salaries	001.240.242.40000	$ 75,000.00	$ 75,000.00	$ 0.00
Health Insurance	001.850.242.45006	$ 19,274.00	$ 19,274.00	$ 0.00
Dental Insurance	001.850.242.45016	$ 552.00	$ 552.00	$ 0.00
Transfer to FICA Fund	001.240.242.99111	$ 0.00	$ 5,737.50	$ 0.00
Transfer to IMRF Fund	001.240.242.99110	$ 0.00	$ 4,125.00	$ 0.00
Transfer from General Fund- General Account	111.240.242.39001	$ 0.00	$ 0.00	$ 5,737.50
Transfer from General Fund- General Account	110.240.242.39001	$ 0.00	$ 0.00	$ 4,125.00

IMRF Contribution From General Fund General Acct	110.240.242.45201	$ 0.00	$ 4,125.00	$ 0.00
Conferences and Meetings	001.240.242.53100	$ 15,311.50	$ 15,000.00	$ 0.00
Office Supplies	001.240.242.60000	$ 3,500.00	$ 3,500.00	$ 0.00
Misc. Contractual Expense	001.240.242.55000	$ 3,000.00	$ 3,000.00	$ 0.00
FICA Contribution From General Fund General Acct	111.240.242.45101	$	$ 5,737.50	$

Department Head Approval

Department Head Signature

Date

9/3/2026

Finance Department Review

Finance Executive Director

Kathleen T Hopkinson

Date

9/3/2026

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-474

APPROVING ACCEPTANCE OF THE 2026 OPIOID USE DISORDER GRANT FROM THE CITY OF AURORA FOR THE KANE COUNTY COLLABORATIVE DIVERSION PROGRAM AND AUTHORIZING CORRESPONDING BUDGET ADJUSTMENT

WHEREAS, the Kane County Board passed Ordinance 25-387, adopting the Fiscal Year 2026 Annual Appropriations and Budget; and

WHEREAS, after the adoption of the Fiscal Year 2026 budget, the City of Aurora awarded a 2026 Opioid Use Disorder grant to the Kane County State's Attorney's Office and the Kane County Collaborative Diversion Program in the amount of Eighty-Five Thousand Dollars ($85,000.00); and

WHEREAS, this grant funding will be utilized to support a case manager position in the Kane County Collaborative Diversion Program; and

WHEREAS, the grant year covers portions of Kane County Fiscal Year 2026 and Fiscal Year 2027; and

WHEREAS, the portion applicable to Kane County Fiscal Year 2026 is Thirty-five thousand four hundred seventeen dollars ($35,417.00) from the Aurora Opioid Use Disorder Grant; and

WHEREAS, a budget adjustment, in accordance with 55 ILCS 5/6-1003, is necessary to account for this increase in grant funding for the Kane County State's Attorney's Office and the Kane County Collaborative Diversion Program in Fiscal Year 2026.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board approves of the acceptance of a 2026 Opioid Use Disorder grant in the amount of Eighty-Five Thousand Dollars ($85,000) from the City of Aurora for the Kane County State's Attorney's Office and the Kane County Collaborative Diversion Program and authorizes the Kane County Board Chairman and/or the Kane County State's Attorney to execute any necessary documents for the execution and implementation of this grant.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Kane County Board authorizes the following adjustment to the Fiscal Year 2026 budget:

001.300.000.33901	Grants - Local Government	+$35,417.00
001.300.306.40000	Salaries	+$26,380.00
001.850.306.45006	Health Insurance	+$5,374.00
001.850.306.45016	Dental Insurance	+$115.00

001.300.306.99111	Transfer to FICA Fund	+$1,913.00
111.300.306.39001	Transfer from General Fund	+$1,913.00
111.300.306.45101	FICA Contribution	+$1,913.00
001.300.306.99110	Transfer to IMRF Fund	+$1,635.00
111.300.306.39001	Transfer from General Fund	+$1,635.00
110.300.306.45201	IMRF Contribution	+$1,635.00

Passed by the Kane County Board on October 13, 2026.

_____
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

Approving Acceptance Of The 2026 Opioid Use Disorder Grant From the City Of Aurora For The Kane County Collaborative Diversion Program And Authorizing Corresponding Budget Adjustment

Committee Flow:
Judicial Public Safety Committee, Finance and Budget Committee, Executive Committee, County Board

Contact:
Jamie L. Mosser, 630.232.3500

Budget Information:

Was this item budgeted? No	Appropriation Amount: $35,417.00
If not budgeted, explain funding source: Grant – Local Government	
Was this item passed through the appropriate committee? Yes	

Summary:

This resolution approves acceptance of a 2026 Opioid Use Disorder Grant in the amount of $85,000.00 from the City of Aurora for the Kane County Collaborative Diversion Program. This resolution also authorizes a budget adjustment in the amount of $35,417.00 for the portion of this grant that is applicable to Fiscal Year 2026.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-475

AUTHORIZING FY26 BUDGET ADJUSTMENT FOR GRANT FUNDING FROM THE ILLINOIS CRIMINAL JUSTICE INFORMATION AUTHORITY AND RELATED GRANT BUDGET EXPENSES FOR THE KANE COUNTY STATE'S ATTORNEY'S OFFICE

WHEREAS, the Kane County Board passed Ordinance 25-387, adopting the Fiscal Year 2026 Annual Appropriations and Budget; and

WHEREAS, in Fiscal Year 2026, the Kane County State's Attorney's Office was awarded grants from the State of Illinois through the Illinois Criminal Justice Information Authority for the Statewide Deferred Prosecution Program, in the aggregate amount of One hundred seventy-one thousand six hundred fifty-seven dollars ($171,657.00) of State funds, available for reimbursement under an agreed budget ("ICJIA SDPP Grant"); and

WHEREAS, the grants are split over the Kane County Fiscal Year 2026 and Fiscal Year 2027; and

WHEREAS, the portion applicable to Kane County Fiscal Year 2026 is Thirty-one thousand six hundred sixty dollars ($31,660.00) from the ICJIA SDPP Grant; and

WHEREAS, a budget adjustment, in accordance with 55 ILCS 5/6-1003, is required to account for this grant funding for the Kane County State's Attorney's Office in Fiscal Year 2026.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board authorizes the following adjustment to the Fiscal Year 2026 budget:

001.300.000.33902	Grants - State Government	+$31,660.00
001.300.300.40000	Salaries	+$22,271.00
001.850.300.45006	Health Insurance	+$3,961.00
001.850.300.45016	Dental Insurance	+$146.00
001.300.300.60010	Supplies	+$2,286.00
001.300.300.99111	Transfer to FICA Fund	+$1,616.00
111.300.300.39001	Transfer from General Fund	+$1,616.00
111.300.300.45101	FICA Contribution	+$1,616.00
001.300.300.99110	Transfer to IMRF Fund	+$1,380.00
110.300.300.39001	Transfer from General Fund	+$1,380.00
110.300.300.45201	IMRF Contribution	+$1,380.00

Passed by the Kane County Board on October 13, 2026.

_____	_____
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 FY26 Budget Adjustment For Grant Funding From The Illinois Criminal Justice Information Authority And Related Grant Budget Expenses For The Kane County State's Attorney's Office

Committee Flow:
Judicial Public Safety Committee, Finance and Budget Committee, Executive Committee, County Board

Contact:
Jamie L. Mosser, 630.232.3500

Budget Information:

Was this item budgeted? No	Appropriation Amount: $31,660.00
If not budgeted, explain funding source: State Grant	
Was this item passed through the appropriate committee? Yes	

Summary:

This resolution authorizes a budget adjustment for a portion of the Statewide Deferred Prosecution Program Grant in the amount of $31,660.00 for the Kane County State's Attorney's Office in FY26.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-476

APPROVING AGREEMENT BETWEEN JUSTICETEXT, INC. AND KANE COUNTY PUBLIC DEFENDER FOR AUDIOVISUAL EVIDENCE MANAGEMENT PLATFORM

WHEREAS, pursuant to 55 ILCS 5/4-4014, the County of Kane has received funds from the Illinois Supreme Court and the Administrative Office of Illinois Courts for the Kane County Public Defender's Office and public defender services; and

WHEREAS, JusticeText is an audiovisual evidence management platform for public defenders that expedites the review of body-camera footage, interrogation videos, jail calls, and other digital discovery; and

WHEREAS, JusticeText allows for quick and effective editing of videos for court presentation and generates transcripts both in English and other languages; and

WHEREAS, JusticeText will allow attorneys in the Public Defender's Office to effectively and efficiently carry out their duties to their clients and to the court; and

WHEREAS, the Public Defender's Office has considered a potential alternative provider, and when compared JusticeText is the cost-effective option to provide these particular services for the Public Defender's Office; and

WHEREAS, an extended contract between the Public Defender's Office and JusticeText will save the county $4,000 over 3 years; and

WHEREAS, based on the foregoing reasons, it is necessary for the Kane County Board to ratify and approve the agreement between JusticeText, Inc. and the Kane County Public Defender, attached hereto.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that Madam Chair approve the attached agreement between JusticeText, Inc. and the Kane County Public Defender.

Passed by the Kane County Board on October 13, 2026.

_____	_____
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 Agreement Between JusticeText, Inc. and Kane County Public Defender for Audiovisual Evidence Management Platform

Committee Flow:
Judicial Public Safety Committee, Finance and Budget Committee, Executive Committee, County Board

Contact:
Rachele Conant, 630.406.7210

Budget Information:

Was this item budgeted? No	Appropriation Amount: $43,650 per year
If not budgeted, explain funding source: Funding received from Illinois Supreme Court and AOIC	
Was this item passed through the appropriate committee? Yes	

Summary:

This resolution approves an agreement between the Kane County Public Defender and JusticeText, Inc. for audiovisual evidence management platform.

JUSTICETEXT CUSTOMER AGREEMENT
COVER PAGE

This document describes the relationship between JusticeText, Inc., a Delaware corporation ("**JusticeText**") and the Kane County Public Defender ("**Customer**"). This document contains "Terms and Conditions" (the "**Terms**") that describe and set forth the general legal terms governing the relationship between the parties (collectively, the "**Agreement**"). This Agreement, including the attached Terms, will become effective when this cover page is executed by authorized representatives of both parties (the "**Effective Date**").

This agreement is for the purchase of a **site-wide license** to the JusticeText Platform for a three-year term, beginning **9/1/26** and ending **8/31/29** for a cost of **$43,650 per year**. The site license will provide all staff -- all roughly 40 attorneys plus all investigators, paralegals and support staff -- full access to JusticeText and the ability to upload up to 240 hours/year of audio and video per person. This pricing includes a 3% discount for a three-year agreement.

The Customer Point of Contact is Rachele Conant who can be reached by email at RConant@kanepublicdefender.org.

The parties have caused their duly authorized representatives to execute this Agreement (incorporating the Terms) as of the dates set forth below.

CUSTOMER: _____	**JUSTICETEXT, INC.**
By (Signature): _____	**By (Signature):** _____
Name (Printed): _____	**Name (Printed):** _____
Title: _____	**Title:** _____
Date: _____	**Date:** _____

TERMS AND CONDITIONS

1. DEFINITIONS. Capitalized terms will have the meanings set forth in this Section 1, or in the section where they are first used.

1.1 "**Access Protocols**" means the passwords, access codes, technical specifications, connectivity standards or protocols, or other relevant procedures, as may be necessary to allow Customer or any Authorized Users to access the JusticeText Platform.

1.2 "**Authorized User**" means each of Customer's employees, agents, and independent contractors who are authorized to access the JusticeText Platform pursuant to Customer's rights under this Agreement.

1.3 "**JusticeText Platform**" means the JusticeText software-as-a-service application that allows Authorized Users to access certain features and functions through a web interface.

1.4 "**Customer Content**" means any audio and video content provided or submitted by, or on behalf of, Customer or its Authorized Users for use with the Services, including but not limited to video camera footage.

1.5 "**Documentation**" means the technical materials provided by JusticeText to Customer in hard copy or electronic form describing the use and operation of the JusticeText Platform.

1.6 "**Error**" means a reproducible failure of the JusticeText Platform to substantially conform to the Documentation.

1.7 "**Error Corrections**" means bug fixes or workarounds intended to correct Errors in the JusticeText Platform.

1.8 "**Intellectual Property Rights**" means any and all now known or hereafter existing (a) rights associated with works of authorship, including copyrights, mask work rights, and moral rights; (b) trademark or service mark rights; (c) trade secret rights; (d) patents, patent rights, and industrial property rights; (e) layout design rights, design rights, and other proprietary rights of every kind and nature other than trademarks, service marks, trade dress, and similar rights; and (f) all registrations, applications, renewals, extensions, or reissues of the foregoing, in each case in any jurisdiction throughout the world.

1.9 "**Output Material**" means results, reports, transcripts, materials, and other output made available to Customer as part of the Services.

1.10 "**Professional Services**" means professional services provided by JusticeText to Customer as described in the Cover Page (as may be further elaborated in any statement of work), including implementation services and customer support.

1.11 "**Services**" means any services provided by JusticeText to Customer under this Agreement as set forth in the Cover Page, including, but not limited to, provision of the JusticeText Platform and Professional Services.

1.12 "**Supported Environment**" means the minimum hardware, software, and connectivity configuration specified from time to time by JusticeText as required for use of the JusticeText Platform. The current requirements are described in the Documentation.

2. PROVISION OF SERVICES

2.1 Access. Subject to Customer's payment of the fees set forth in the Agreement, JusticeText will provide Customer with access to the JusticeText Platform. On or as soon as reasonably practicable after the Effective Date JusticeText will provide to Customer the necessary passwords, security protocols and policies and network links or connections and Access Protocols to allow Customer and its Authorized Users to access the JusticeText Platform in accordance with the Access Protocols. Customer will use commercially reasonable efforts to prevent

unauthorized access to, or use of, the JusticeText Platform, and notify JusticeText promptly of any such unauthorized use known to Customer.

2.2 Support Services. Subject to the terms and conditions of this Agreement, JusticeText will exercise commercially reasonable efforts to (a) provide support for the use of the JusticeText Platform to Customer, and (b) keep the JusticeText Platform operational and available to Customer, in each case in accordance with its standard policies and procedures. Customer acknowledges and agrees that the JusticeText Platform may not be available from time to time for scheduled maintenance; provided, however, JusticeText will use reasonable efforts to provide Customer of reasonable advance notice of such scheduled maintenance and to perform such scheduled maintenance during the evenings and/or weekends.

2.3 Hosting. JusticeText will, at its own expense, provide for the hosting of the JusticeText Platform, provided that nothing herein will be construed to require JusticeText to provide, or bear any responsibility with respect to, any telecommunications or computer network hardware required by Customer or any Authorized User to access the JusticeText Platform from the Internet.

3. INTELLECTUAL PROPERTY

3.1 License Grant. Subject to the terms and conditions of this Agreement, JusticeText grants to Customer a non-exclusive, non-transferable (except as permitted under Section 12.5) license during the Term (as defined below), solely within the Supported Environment, for Customer's internal business purposes and in accordance with the limitations set forth in the Agreement, (a) to access and use the JusticeText Platform and in accordance with the Documentation; and (b) to use and reproduce a reasonable number of copies of the Documentation solely to support Customer's use of the JusticeText Platform. Customer may permit any Authorized Users to access and use the features and functions of the JusticeText Platform as contemplated by this Agreement.

3.2 Restrictions. Customer will not, and will not permit any Authorized User or other party to: (a) allow any third party to access the JusticeText Platform, or Documentation, except as expressly allowed herein; (b) modify, adapt, alter or translate the JusticeText Platform, or Documentation; (c) sublicense, lease, sell, resell, rent, loan, distribute, transfer or otherwise allow the use of the JusticeText Platform or Documentation for the benefit of any unauthorized third party; (d) reverse engineer, decompile, disassemble, or otherwise derive or determine or attempt to derive or determine the source code (or the underlying ideas, algorithms, structure or organization) of the JusticeText Platform, except as permitted by law; (e) interfere in any manner with the operation of the JusticeText Platform or the hardware and network used to operate the JusticeText Platform; (f) modify, copy or make derivative works based on any part of the JusticeText Platform or Documentation; (g) access or use the JusticeText Platform to build a similar or competitive product or service; (h) attempt to access the JusticeText Platform through any unapproved interface; or (i) otherwise use the JusticeText Platform, , or Documentation in any manner that exceeds the scope of use permitted under Section 3.1 or in a manner inconsistent with applicable law, the Documentation, or this Agreement. Customer acknowledges and agrees that the JusticeText Platform will not be used, and are not licensed for use, in connection with any of Customer's time-critical or mission-critical functions. Customer will not remove, alter, or obscure any proprietary notices (including copyright and trademark notices) of JusticeText or its licensors on the Output Material or any copies thereof.

3.3 Ownership. The JusticeText Platform, and Documentation, and all worldwide Intellectual Property Rights in each of the foregoing, are the exclusive property of JusticeText and its suppliers. All rights in and to the JusticeText Platform and Documentation not expressly granted to Customer in this Agreement are reserved by JusticeText and its suppliers. Except as expressly set forth herein, no express or implied license or right of any kind is granted to Customer regarding the JusticeText Platform, Documentation, or any part thereof.

3.4 License to Output Material. Subject to the terms and conditions of this Agreement, Customer grants JusticeText a perpetual, royalty-free, fully-paid, nonexclusive, non-transferable (except as permitted under Section 12.5), non-sublicensable license to use the Output Material solely for JusticeText's internal business purposes, including to provide and improve the JusticeText Platform.

3.5 Open Source Software. Certain items of software may be provided to Customer with the JusticeText Platform and are subject to "open source" or "free software" licenses ("**Open Source Software**"). Some of the Open Source Software is owned by third parties. The Open Source Software is not subject to the terms and conditions of Sections 3.1 or 10. Instead, each item of Open Source Software is licensed under the terms of the end-user license that accompanies such Open Source Software. Nothing in this Agreement limits Customer's rights

under, or grants Customer rights that supersede, the terms and conditions of any applicable end user license for the Open Source Software. If required by any license for particular Open Source Software, JusticeText makes such Open Source Software, and JusticeText's modifications to that Open Source Software, available by written request at the notice address specified below.

3.6 Feedback. Customer hereby grants to JusticeText a royalty-free, worldwide, transferable, sublicensable, irrevocable, perpetual license to use or incorporate into the Services any suggestions, enhancement requests, recommendations or other feedback provided by Customer, including Authorized Users, relating to the Services. If Customer provides JusticeText with a feature request, JusticeText will evaluate such request in good faith, but JusticeText is not obligated to develop and/or incorporate such feature request into the JusticeText Platform.

3.7 Customer Content; Data. Customer hereby grants to JusticeText a royalty-free, worldwide, transferable, irrevocable, license to collect, use and analyze Customer Content and all other data provided to JusticeText or otherwise arising during the use of the JusticeText Platform and Services, (a) during the Term, to provide the Services to Customer, with consent from Customer; and (b) during and after the Term, in order to improve and enhance the JusticeText Platform and Services and for other diagnostic and development purposes for those or other offerings of JusticeText, but solely to the extent such Customer Content and data is de-identified and aggregated in a manner that does not identify Customer.

4. FEES AND EXPENSES; PAYMENTS

4.1 Fees. In consideration for the access rights granted to Customer and the Services performed by JusticeText under this Agreement, Customer will pay to JusticeText the Fees. Except as otherwise provided in this Agreement, all Fees are billed at the beginning of the contract and payable within thirty (30) days of the date of the invoice. JusticeText reserves the right to modify the Fees payable hereunder upon written notice to Customer at least ninety (90) days prior to the end of the then-current term. JusticeText will be reimbursed only for expenses that are expressly provided for in this Agreement or that have been approved in advance in writing by Customer, provided JusticeText has furnished such documentation for authorized expenses as Customer may reasonably request. JusticeText reserves the right (in addition to any other rights or remedies JusticeText may have) to discontinue the JusticeText Platform and suspend all Authorized Users' and Customer's access to the Services if any Fees are more than thirty (30) days overdue until such amounts are paid in full. Customer will maintain complete, accurate and up-to-date Customer billing and contact information at all times.

4.2 Taxes. The Fees are exclusive of all applicable sales, use, value-added and other taxes, and all applicable duties, tariffs, assessments, export and import fees, or other similar charges, and Customer will be responsible for payment of all such taxes (other than taxes based on JusticeText's income), fees, duties, and charges and any related penalties and interest, arising from the payment of the fees, the provision of the Services, or the license of the JusticeText Platform to Customer. Customer will make all payments of Fees to JusticeText free and clear of, and without reduction for, any withholding taxes; any such taxes imposed on payments of Fees to JusticeText will be Customer's sole responsibility, and Customer will provide JusticeText with official receipts issued by the appropriate taxing authority, or such other evidence as the JusticeText may reasonably request, to establish that such taxes have been paid.

4.3 Interest. Any amounts not paid when due will bear interest at the rate of one and one half percent (1.5%) per month, or the maximum legal rate if less, from the due date until paid.

5. CUSTOMER CONTENT AND RESPONSIBILITIES

5.1 License; Ownership. Customer is solely responsible for any and all obligations with respect to the accuracy, quality and legality of Customer Content. Customer will obtain all third party licenses, consents and permissions needed for JusticeText to use the Customer Content to provide the Services. Without limiting the foregoing, Customer will be solely responsible for obtaining from third parties all necessary rights for JusticeText to use the Customer Content submitted by or on behalf of Customer for the purposes set forth in this Agreement. Customer grants JusticeText a non-exclusive, worldwide, royalty-free and fully paid license (a) during the Term, to use the Customer Content as necessary for purposes of providing and improving the Services, (b) during the Term, to use the Customer trademarks, service marks, and logos as required to provide the Services, and (c) during and after the Term, to use the Customer Content in an aggregated and anonymized form to: (i) improve the Services and JusticeText's related products and services; (ii) provide analytics and benchmarking services; and (iii) generate and

disclose statistics regarding use of the Services, provided, however, that no Customer-only statistics will be disclosed to third parties without Customer's consent. The Customer Content, and all worldwide Intellectual Property Rights in it, is the exclusive property of Customer. All rights in and to the Customer Content not expressly granted to JusticeText in this Agreement are reserved by Customer.

5.2 Customer Warranty. Customer represents and warrants that any Customer Content will not (a) infringe any copyright, trademark, or patent; (b) misappropriate any trade secret; (c) be deceptive, defamatory, obscene, pornographic or unlawful; (d) contain any viruses, worms or other malicious computer programming codes intended to damage JusticeText's system or data; and (e) otherwise violate the rights of a third party. JusticeText is not obligated to back up any Customer Content or Output Materials; the Customer is solely responsible for creating backup copies of any Customer Content and Output Materials at Customer's sole cost and expense. Customer agrees that any use of the JusticeText Platform contrary to or in violation of the representations and warranties of Customer in this Section 5.2 constitutes unauthorized and improper use of the JusticeText Platform.

5.3 Customer Responsibility for Data and Security. Customer and its Authorized Users will have access to the Customer Content and Output Materials and will be responsible for all changes to and/or deletions of Customer Content and Output Materials, and the security of all passwords and other Access Protocols required in order the access the JusticeText Platform. Customer will have the ability to export Customer Content and Output Materials out of the JusticeText Platform and is encouraged to make its own back-ups of the Customer Content and Output Materials. Customer will have the sole responsibility for the accuracy, quality, integrity, legality, reliability, and appropriateness of all Customer Content.

6. PROFESSIONAL SERVICES. Where the parties have agreed to JusticeText's provision of Professional Services, the details of such Professional Services will be set out in the Cover Page or a mutually executed statement of work ("**SOW**"). The Cover Page or SOW, as applicable, will include: (a) a description of the Professional Services; (b) the schedule for the performance of the Professional Services; and (c) the Fees applicable for the performance of the Professional Services. Each SOW, as applicable, will incorporate the terms and conditions of this Agreement. To the extent that a conflict arises between the terms and conditions of an SOW and the terms of this Agreement, the terms and conditions of this Agreement will govern, except to the extent that the SOW, as applicable, expressly states that it supersedes specific language in the Agreement.

7. WARRANTIES AND DISCLAIMERS

7.1 Limited Warranty. JusticeText represents and warrants that it will provide the Services and perform its other obligations under this Agreement in a professional and workmanlike manner substantially consistent with general industry standards. Provided that Customer notifies JusticeText in writing of the breach within thirty (30) days following performance of the defective Services, specifying the breach in reasonable detail, JusticeText will, as Customer's sole and exclusive remedy, for any breach of the foregoing, re-perform the Services which gave rise to the breach or, at JusticeText's option, refund the fees paid by Customer for the Services which gave rise to the breach.

7.2 Disclaimer. THE LIMITED WARRANTY SET FORTH IN SECTION 7.1 IS MADE FOR THE BENEFIT OF CUSTOMER ONLY. EXCEPT AS EXPRESSLY PROVIDED IN THIS SECTION 7.1, AND TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, THE SERVICES, OUTPUT MATERIAL AND DOCUMENTATION ARE PROVIDED "AS IS," AND JUSTICETEXT MAKES NO (AND HEREBY DISCLAIMS ALL) OTHER WARRANTIES, REPRESENTATIONS, OR CONDITIONS, WHETHER WRITTEN, ORAL, EXPRESS, IMPLIED OR STATUTORY, INCLUDING, WITHOUT LIMITATION, ANY IMPLIED WARRANTIES OF SATISFACTORY QUALITY, COURSE OF DEALING, TRADE USAGE OR PRACTICE, SYSTEM INTEGRATION, DATA ACCURACY, MERCHANTABILITY, TITLE, NONINFRINGEMENT, OR FITNESS FOR A PARTICULAR PURPOSE. JUSTICETEXT DOES NOT WARRANT THAT ALL ERRORS CAN BE CORRECTED, OR THAT OPERATION OF THE JUSTICETEXT PLATFORM WILL BE UNINTERRUPTED OR ERROR-FREE. JUSTICETEXT DOES NOT WARRANT THAT THE OUTPUT MATERIALS ARE ACCURATE OR COMPLETE AND HEREBY EXPRESSLY DISCLAIMS ALL LIABILITY WITH RESPECT TO THE ACCURACY OR COMPLETENESS OF ANY SUCH OUTPUT MATERIALS. IT IS SOLELY CUSTOMER'S LIABILITY AND RESPONSIBILITY TO ENSURE THE ACCURACY AND COMPLETENESS OF ANY AND ALL SUCH OUTPUT MATERIALS. THE OUTPUT MATERIALS ARE NOT ADMISSIBLE IN A COURT OF LAW, IN ANY JURISDICTION, AND DO NOT CONSTITUTE LEGAL ADVICE OF ANY KIND.

8. LIMITATION OF LIABILITY

8.1 Types of Damages. IN NO EVENT WILL EITHER PARTY BE LIABLE TO THE OTHER PARTY FOR ANY INCIDENTAL, INDIRECT, SPECIAL, CONSEQUENTIAL, OR PUNITIVE DAMAGES, REGARDLESS OF THE NATURE OF THE CLAIM, INCLUDING, WITHOUT LIMITATION, LOST PROFITS, COSTS OF DELAY, ANY FAILURE OF DELIVERY, BUSINESS INTERRUPTION, COSTS OF LOST OR DAMAGED DATA OR DOCUMENTATION, OR LIABILITIES TO THIRD PARTIES ARISING FROM ANY SOURCE, EVEN IF A PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. THIS LIMITATION UPON DAMAGES AND CLAIMS IS INTENDED TO APPLY WITHOUT REGARD TO WHETHER OTHER PROVISIONS OF THIS AGREEMENT HAVE BEEN BREACHED OR HAVE PROVEN INEFFECTIVE.

8.2 Amount of Damages. THE MAXIMUM LIABILITY OF EITHER PARTY ARISING OUT OF OR IN ANY WAY CONNECTED TO THIS AGREEMENT WILL NOT EXCEED THE FEES PAID BY CUSTOMER TO JUSTICETEXT DURING THE TWELVE (12) MONTHS PRECEDING THE ACT, OMISSION OR OCCURRENCE GIVING RISE TO SUCH LIABILITY. IN NO EVENT WILL JUSTICETEXT'S SUPPLIERS HAVE ANY LIABILITY ARISING OUT OF OR IN ANY WAY CONNECTED TO THIS AGREEMENT. NOTHING IN THIS AGREEMENT WILL LIMIT OR EXCLUDE EITHER PARTY'S LIABILITY FOR GROSS NEGLIGENCE OR INTENTIONAL MISCONDUCT OF A PARTY OR ITS EMPLOYEES OR AGENTS OR FOR DEATH OR PERSONAL INJURY.

8.3 Basis of the Bargain. The parties agree that the limitations of liability set forth in this Section 8 will survive and continue in full force and effect despite any failure of consideration or of an exclusive remedy. The parties acknowledge that the prices have been set and the Agreement entered into in reliance upon these limitations of liability and that all such limitations form an essential basis of the bargain between the parties.

9. CONFIDENTIALITY

9.1 Confidential Information. "**Confidential Information**" means any nonpublic information of a party (the "**Disclosing Party**"), whether disclosed orally or in written or digital media, that is identified as "confidential" or with a similar legend at the time of such disclosure or that the receiving party (the "**Receiving Party**") knows or should have known is the confidential or proprietary information of the Disclosing Party. The Services, Documentation, and all enhancements and improvements thereto will be considered Confidential Information of JusticeText.

9.2 Protection of Confidential Information. The Receiving Party agrees that it will not use or disclose to any third party any Confidential Information of the Disclosing Party, except as expressly permitted under this Agreement. The Receiving Party will limit access to the Confidential Information to Authorized Users (with respect to Customer) or to those employees who have a need to know, who have confidentiality obligations no less restrictive than those set forth herein, and who have been informed of the confidential nature of such information (with respect to JusticeText). In addition, the Receiving Party will protect the Disclosing Party's Confidential Information from unauthorized use, access, or disclosure in the same manner that it protects its own proprietary information of a similar nature, but in no event with less than reasonable care. At the Disclosing Party's request, the Receiving Party will return to the Disclosing Party or destroy (or permanently erase in the case of electronic files) all copies of the Confidential Information that the Receiving Party does not have a continuing right to use under this Agreement, and the Receiving Party will, upon request, certify to the Disclosing Party its compliance with this sentence.

9.3 Exceptions. The confidentiality obligations set forth in Section 9.2 will not apply to any information that (a) is at the time of disclosure or becomes generally available to the public through no fault of the Receiving Party; (b) is lawfully provided to the Receiving Party by a third party free of any confidentiality duties or obligations; (c) was already known to the Receiving Party at the time of disclosure free of any confidentiality duties or obligations; or (d) the Receiving Party can demonstrate, by clear and convincing evidence, was independently developed by employees and contractors of the Receiving Party who had no access to the Confidential Information. In addition, the Receiving Party may disclose Confidential Information to the extent that such disclosure is necessary for the Receiving Party to enforce its rights under this Agreement or is required by law or by the order of a court or similar judicial or administrative body, provided that (to the extent legally permissible) the Receiving Party promptly notifies the Disclosing Party in writing of such required disclosure and cooperates with the Disclosing Party if the Disclosing Party seeks an appropriate protective order.

10. INDEMNIFICATION

10.1 By JusticeText. JusticeText will defend at its expense any suit brought against Customer, and will pay any settlement JusticeText makes or approves, or any damages finally awarded in such suit, insofar as such suit is based on a claim by any third party alleging that the JusticeText Platform infringes such third party's patents, copyrights or trade secret rights under applicable laws of any jurisdiction within the United States of America. If any portion of the JusticeText Platform becomes, or in JusticeText's opinion is likely to become, the subject of a claim of infringement, JusticeText may, at JusticeText's option: (a) procure for Customer the right to continue using the JusticeText Platform; (b) replace the JusticeText Platform with non-infringing software or services which do not materially impair the functionality of the JusticeText Platform; (c) modify the JusticeText Platform so that it becomes non-infringing; or (d) terminate this Agreement and refund any unused prepaid Fees for the remainder of the term then in effect, and upon such termination, Customer will immediately cease all use of the JusticeText Platform and Documentation. Notwithstanding the foregoing, JusticeText will have no obligation under this Section 10.1 or otherwise with respect to any infringement claim based upon (i) any use of the JusticeText Platform not in accordance with this Agreement or as specified in the Documentation; (ii) any use of the JusticeText Platform in combination with other products, equipment, software or data not supplied by JusticeText; or (iii) any modification of the JusticeText Platform by any person other than JusticeText or its authorized agents (collectively, the "**Exclusions**" and each, an "**Exclusion**"). This Section 10.1 states the sole and exclusive remedy of Customer and the entire liability of JusticeText, or any of the officers, directors, employees, shareholders, contractors or representatives of the foregoing, for infringement claims and actions.

10.2 By Customer. Customer will defend at its expense any suit brought against JusticeText, and will pay any settlement Customer makes or approves, or any damages finally awarded in such suit, insofar as such suit is based on a claim arising out of or relating to (a) an Exclusion, or (b) Customer's breach or alleged breach of Sections 5.2. This Section 10.2 states the sole and exclusive remedy of JusticeText and the entire liability of Customer, or any of the officers, directors, employees, shareholders, contractors or representatives of the foregoing, for the claims and actions described herein.

10.3 Procedure. The indemnifying party's obligations as set forth above are expressly conditioned upon each of the foregoing: (a) the indemnified party will promptly notify the indemnifying party in writing of any threatened or actual claim or suit; (b) the indemnifying party will have sole control of the defense or settlement of any claim or suit; and (c) the indemnified party will cooperate with the indemnifying party to facilitate the settlement or defense of any claim or suit.

11. TERM AND TERMINATION

11.1 Term. This Agreement will begin on the Effective Date and continue in full force and effect for the term outlined on the Cover page, unless earlier terminated in accordance with the Agreement (the "**Initial Term**"). Sixty (60) days prior to the expiration of the Initial Term, the parties will evaluate their relationship. If the parties mutually agree that the relationship has been successful, the parties will renew the Agreement for an additional one-year term ("**Initial Renewal Term**") and negotiate in good faith increasing the scope of the Agreement, by increasing the number of Authorized Users hereunder. If the parties mutually agree to renew this Agreement in writing, on each anniversary of the Initial Renewal Term thereafter, this Agreement will automatically renew for additional terms of one (1) year (each, a "**Renewal Term**", and, collectively with the Initial Term and Initial Renewal Term, the "**Term**") unless either party gives written notice of non-renewal to the other party at least sixty (60) days prior to the expiration of the then-current term.

11.2 Termination for Breach. Either party may terminate this Agreement immediately upon notice to the other party if the other party materially breaches this Agreement, and such breach remains uncured more than thirty (30) days after receipt of written notice of such breach.

11.3 Effect of Termination. Upon termination or expiration of this Agreement for any reason: (a) all licenses granted hereunder will immediately terminate; (b) promptly after the effective date of termination or expiration, each party will comply with the obligations to return all Confidential Information of the other party, as set forth in the Section 9; and (c) any amounts owed to JusticeText under this Agreement will become immediately due and payable. Sections 1, 3.2, 3.3, 3.5, 4, 7.2, 8, 9, 10, 11.2, 11.4, and 12 will survive expiration or termination of this Agreement for any reason.

11.4 Data Extraction. For sixty (60) days after the end of the Term, as applicable, JusticeText will make Customer Content available to Customer through the JusticeText Platform on a limited basis solely for purposes of Customer retrieving Customer Content, unless JusticeText is instructed by Customer to delete such data before that period expires. During and after such period, Customer may request JusticeText to discontinue all use of Customer Content and destroy all copies of Customer Content in its possession.

12. MISCELLANEOUS

12.1 Governing Law and Venue. This Agreement and any action related thereto will be governed and interpreted by and under the laws of the State of Delaware, without giving effect to any conflicts of laws principles that require the application of the law of a different jurisdiction. The United Nations Convention on Contracts for the International Sale of Goods does not apply to this Agreement.

12.2 Export. Customer agrees not to export, reexport, or transfer, directly or indirectly, any U.S. technical data acquired from JusticeText, or any products utilizing such data, in violation of the United States export laws or regulations.

12.3 Severability. If any provision of this Agreement is, for any reason, held to be invalid or unenforceable, the other provisions of this Agreement will remain enforceable and the invalid or unenforceable provision will be deemed modified so that it is valid and enforceable to the maximum extent permitted by law.

12.4 Waiver. Any waiver or failure to enforce any provision of this Agreement on one occasion will not be deemed a waiver of any other provision or of such provision on any other occasion.

12.5 No Assignment. Neither party will assign, subcontract, delegate, or otherwise transfer this Agreement, or its rights and obligations herein, without obtaining the prior written consent of the other party, and any attempted assignment, subcontract, delegation, or transfer in violation of the foregoing will be null and void; provided, however, that either party may assign this Agreement in connection with a merger, acquisition, reorganization or sale of all or substantially all of its assets, or other operation of law, without any consent of the other party. The terms of this Agreement will be binding upon the parties and their respective successors and permitted assigns.

12.6 Compliance with Law. Customer will always comply with all international and domestic laws, ordinances, regulations, and statutes that are applicable to its access to and use of the Services, Output Material and Documentation.

12.7 Force Majeure. Any delay in the performance of any duties or obligations of either party (except the payment of Fees owed) will not be considered a breach of this Agreement if such delay is caused by a labor dispute, shortage of materials, fire, earthquake, flood, or any other event beyond the control of such party, provided that such party uses reasonable efforts, under the circumstances, to notify the other party of the cause of such delay and to resume performance as soon as possible.

12.8 Independent Contractors. Customer's relationship to JusticeText is that of an independent contractor, and neither party is an agent or partner of the other. Customer will not have, and will not represent to any third party that it has, any authority to act on behalf of JusticeText.

12.9 Notices. All notices required or permitted under this agreement must be delivered in writing, if to JusticeText, by emailing devshi@justicetext.com and if to Customer by emailing the Customer Point of Contact email address listed on the first page of this Agreement. Each party may change its email address for receipt of notice by giving notice of such change to the other party.

12.10 Counterparts. This Agreement may be executed in one or more counterparts, each of which will be deemed an original and all of which will be taken together and deemed to be one instrument.

12.11 Entire Agreement. This Agreement is the final, complete and exclusive agreement of the parties with respect to the subject matters hereof and supersedes and merges all prior discussions between the parties with respect to such subject matters. No modification of or amendment to this Agreement, or any waiver of any rights under this Agreement, will be effective unless in writing and signed by an authorized signatory of Customer and JusticeText

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 25-379

RATIFYING AND APPROVING AGREEMENT BETWEEN JUSTICETEXT, INC. AND KANE COUNTY PUBLIC DEFENDER FOR AUDIOVISUAL EVIDENCE MANAGEMENT PLATFORM

WHEREAS, pursuant to 55 ILCS 5/4-4014, the County of Kane has received funds from the Illinois Supreme Court and the Administrative Office of Illinois Courts for the Kane County Public Defender's Office and public defender services; and

WHEREAS, JusticeText is an audiovisual evidence management platform for public defenders that expedites the review of body-camera footage, interrogation videos, jail calls, and other digital discovery; and

WHEREAS, JusticeText allows for quick and effective editing of videos for court presentation and generates transcripts both in English and other languages; and

WHEREAS, JusticeText will allow attorneys in the Public Defender's Office to effectively and efficiently carry out their duties to their clients and to the court; and

WHEREAS, the Public Defender's Office has considered a potential alternative provider, and when compared JusticeText is the cost-effective option to provide these particular services for the Public Defender's Office; and

WHEREAS, based on the foregoing reasons, it is necessary for the Kane County Board to ratify and approve the agreement between JusticeText, Inc. and the Kane County Public Defender, attached hereto.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the attached agreement between JusticeText, Inc. and the Kane County Public Defender is approved and the signature of the Kane County Public Defender is hereby affirmed and ratified.

Passed by the Kane County Board on October 14, 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:

PASSED

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-477

AUTHORIZING AN ADDENDUM TO THE KANE COUNTY COURTHOUSE BENCH PROJECT TO INCLUDE GALLERY BENCHES AND AMENDING THE AUTHORIZED PROJECT AMOUNT (RFP# 26-037-TL)

WHEREAS, there is an urgent need to perform a construction project that directly affects the safety and security of Judges and court personnel in three (3) courtrooms at the Kane County Courthouse in Geneva, Illinois ("Kane County Courthouse Bench Project"); and

WHEREAS, the Kane County Courthouse Bench Project will address the size and placement of the benches in Courtrooms 120, 210, and 220, which are currently not constructed to accommodate computer equipment and offer no barrier between the Judge and litigants in often highly charged cases involving foreclosures, debt collection, private citizen disputes, and others; and

WHEREAS, the Kane County Board previously authorized the Chief Judge to award and execute a contract with the lowest responsible bidder for the Kane County Courthouse Bench Project (Resolution #26-219) in an amount not to exceed Eight-Hundred Fifty-Thousand Dollars ($850,000); and

WHEREAS, the Judiciary has determined that the scope of the Kane County Courthouse Bench Project should be amended to include gallery benches in Courtrooms 120 and 220; and

WHEREAS, KWCC Inc. has submitted a proposal dated August 18, 2026, for the Gallery Bench Project at the Kane County Courthouse, including wood bench seats and backs, wood base uprights, steel angles and hardware, and wood end retainers for Courtrooms 120 and 220; and

WHEREAS, the Gallery Bench Proposal provides for material and fabrication, freight, and site visits, with a total material cost of Forty Thousand Three-Hundred Sixty-Two Dollars ($40,362), and an additional Nineteen Thousand One-Hundred Forty-Seven Dollars ($19,147) for union installation, for a total project cost of Fifty-Nine Thousand Five-Hundred Nine ($59,509); and

WHEREAS, the Judiciary has determined that the gallery benches should be designed and installed as movable benches and shall not be permanently secured or anchored to the courtroom floor, in order to provide reasonable flexibility for compliance with the Americans with Disabilities Act ("ADA") and applicable accessibility requirements; and

WHEREAS, , the ability to move and reposition the gallery benches will permit the Court to accommodate individuals with disabilities, including the appropriate placement of

wheelchairs and other mobility devices, and will allow the Court to modify courtroom configurations as operational, security, scheduling, or other courtroom needs may require; and

WHEREAS, the movable design of the gallery benches will provide the Court with greater flexibility to maintain accessible and functional courtroom layouts without requiring permanent modifications to the courtroom floor or other fixed structures; and

WHEREAS, adequate funds are available in the Judicial Facilities Construction Fund for the additional work, and the project will have no impact on the County's General Fund.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board hereby approves and authorizes an addendum to the Kane County Courthouse Bench Project to include the Gallery Bench modifications in Courtrooms 120 and 220, substantially consistent with the proposal submitted by KWCC Inc. dated August 27, 2026, at a cost not to exceed Fifty-Nine Thousand Five-Hundred Nine ($59,509); and

BE IT FURTHER RESOLVED by the Kane County Board that the previously authorized project amount of Eight-Hundred Fifty-Thousand Dollars ($850,000) is hereby amended to a total authorized amount not to exceed Nine-Hundred Nine Thousand Five-Hundred Nine Dollars ($909,509), inclusive of the Gallery Bench modifications; and

BE IT FURTHER RESOLVED by the Kane County Board that all other provisions of the original resolution authorizing the Kane County Courthouse Bench Project shall remain in full force and effect.

Passed by the Kane County Board on October 13, 2026.

_____	_____
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 an Addendum to the Kane County Courthouse Bench Project to Include Gallery Benches and Amending the Authorized Project Amount (RFP# 26-037-TL)

Committee Flow:
Administration 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: $909,509
If not budgeted, explain funding source: TBD	
Was this item passed through the appropriate committee? Yes	

Summary:

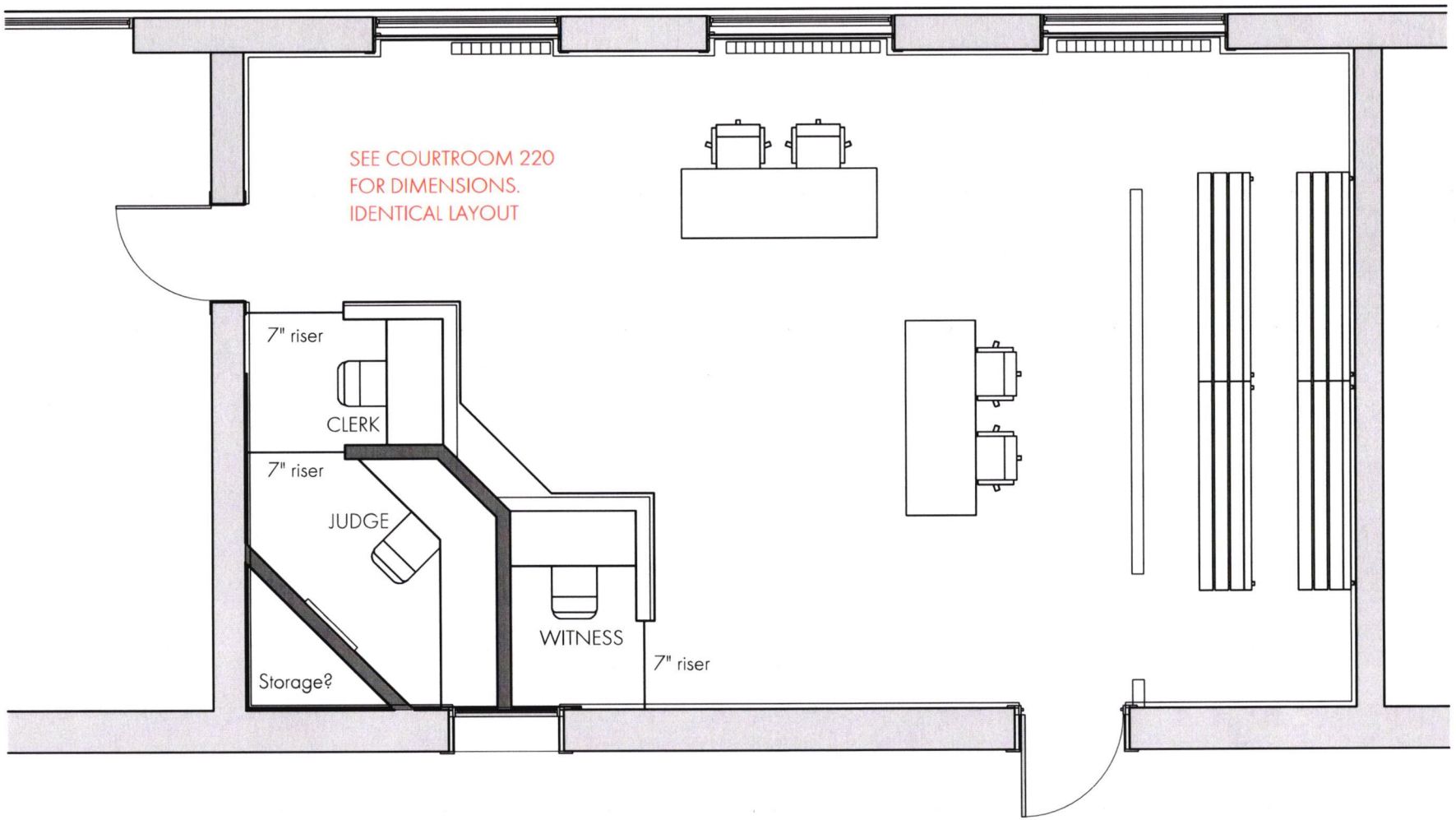
Authorizing additional Judicial Facility Funds in the amount of $59,509 to amend the authorizedproject amount to $909,509.

To: Wendy Franco
Project: Gallery Benches
Location: KC Courthouse
Date: 8/18/26

From: Benn Skraboly
Email: benns@kwccinc.com
Phone: 630 709-2366

Qty.	Unit	Description
		Courtroom 120
53	lf	Wood Bench Seat
53	lf	Wood Bench Back
22	ea	Wood Base Upright
44	ea	Steel Angles and Hardware
16	ea	Wood End Retainers
		Courtroom 220
48	lf	Wood Bench Seat
48	lf	Wood Bench Back
19	ea	Wood Base Upright
38	ea	Steel Angles and Hardware
38	ea	Wood End Retainers

Material and Fabrication Included	
Freight Included	
Site Visit(s) Included	
Sales Tax Exempt	
Total Material	**$ 40,362**
Add For Union Install	**$ 19,147**
Grand Total	**$ 59,509**



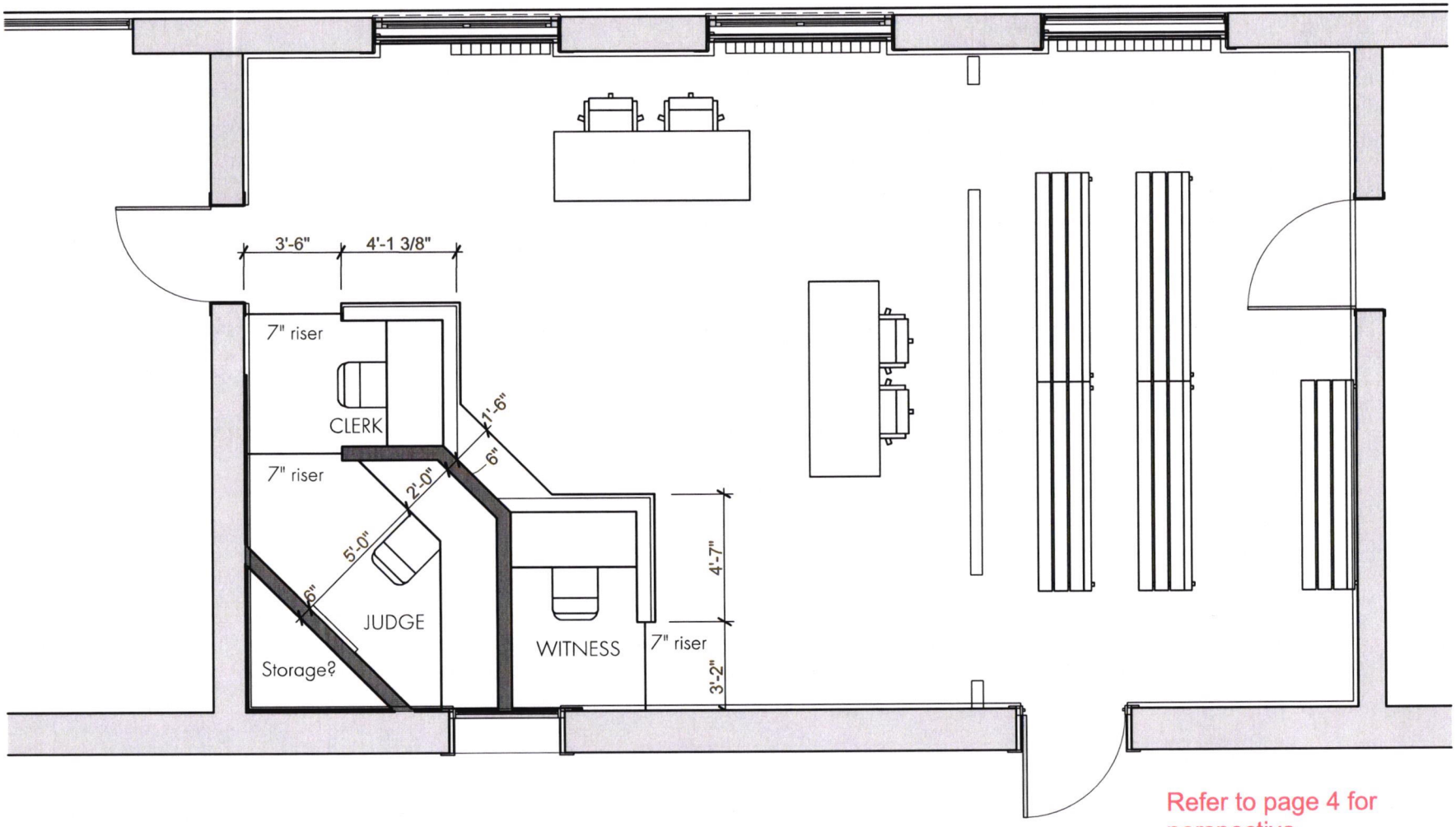
120
3

Courtroom 120 - Option 2 Proposed Plan

SCALE: 3/16" = 1'-0"

0 4' 8' 12'

VARA DESIGN	VARA Design inc. 15 W Downer Pl Aurora IL 60506 USA 630.907.7953 www.varadesign.com	**3rd Street Bench Project** 100 S 3rd Street Geneva IL 60134	Courtroom 120 - Option 2 Proposed Plan Scale: Issued: 10 / 03 / 25	**3**



Refer to page 4 for perspective

220
10

Courtroom 220 - Option 2 Proposed

SCALE: 3/16" = 1'-0"

0 4' 8' 12'

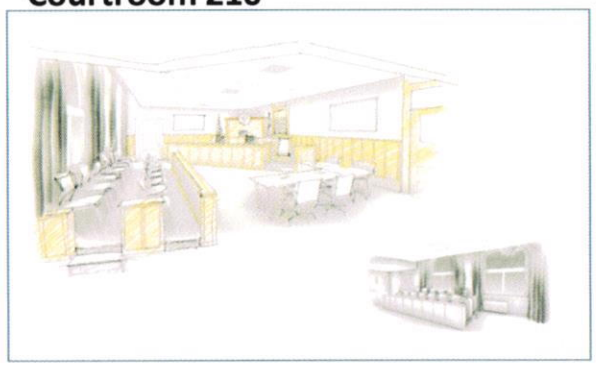
VARA DESIGN	VARA Design inc. 15 W Downer Pl Aurora IL 60506 USA 630.907.7953 www.varadesign.com	**3rd Street Bench Project** 100 S 3rd Street Geneva IL 60134	Courtroom 220 - Option 2 Proposed Scale: Issued: 10 / 03 / 25	**10**

Kane County Courthouse Bench Project (3rd St. Courthouse). 1 OF 2

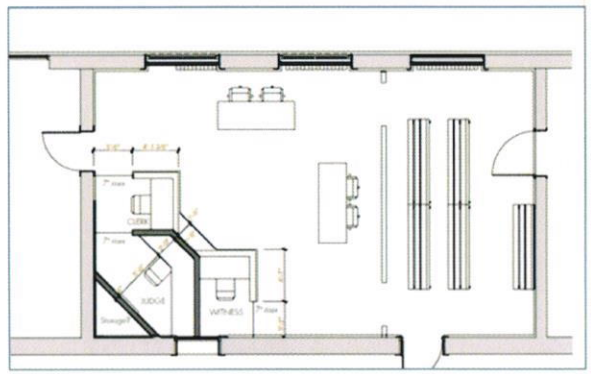
This redesign project will replace the benches and some of the gallery seating in courtrooms 120, 210, and 220 and is set to kick off with demolition on Monday, September 14.

Proposed Concept:
Courtroom 120

Proposed Concept:
Courtroom 210



Proposed Concept:
Courtroom 220



STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-478

AUTHORIZING PROGRESSIVE ENERGY GROUP, LLC AS KANE COUNTY'S ELECTRIC ENERGY BROKER AND ENTERING AN AGREEMENT FOR THE PROCUREMENT OF ELECTRICITY

WHEREAS, Kane County purchases electricity on the open market to service Kane County facilities; and

WHEREAS, the Kane County Board previously approved a Professional Services Agreement with Progressive Energy Group, LLC ("Progressive") for energy consulting services pursuant to Resolution No. 23-167; and

WHEREAS, Resolution No. 24-450 authorized Progressive to provide electric power consulting services and obtain bids for electricity for Kane County; and

WHEREAS, Progressive submitted a Statement of Work dated August 10, 2026, to provide electric energy procurement and brokerage services for Kane County; and

WHEREAS, Progressive will assist Kane County with analyzing, negotiating, and procuring retail electric supply for County accounts and will be compensated directly by the electric supplier, with no direct payment by Kane County.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that Progressive Energy Group, LLC is hereby authorized to serve as Kane County's electric energy broker and provide electric energy procurement and brokerage services pursuant to the August 10, 2026 Statement of Work. Progressive Energy Group, LLC shall be compensated directly by the electric supplier and not by Kane County.

BE IT FURTHER RESOLVED by the Kane County Board that the Chairman thereof is hereby authorized and directed to award and enter into a contract for the purchase of electricity for up to a five (5) year term, subject to legal review, modification and recommendations by Kane County States Attorney's Office. The costs thereof charged to the appropriate operating budgets consistent with the approved budget. Final terms of said contract will be determined by the most favorable rate and terms for Kane County.

Line Item: Various
Line Item Description: Various
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 October 13, 2026.

_____	_____
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 Progressive Energy Group, LLC as Kane County's Electric Energy Broker and Entering an Agreement for the Procurement of Electricity

Committee Flow:
Administration Committee, Finance and Budget Committee, Executive Committee, County Board

Contact:
Kevin Harris, 630.762.2174

Budget Information:

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

Summary:

Kane County purchases electricity on the open market and requires specialized expertise to evaluate marketconditions, supplier pricing, and contract terms. Progressive Energy Group will serve as the County's electricenergy broker, providing market analysis, competitive supplier solicitation, financial and contractual review,and recommendations to support the County's electricity procurement. This resolution authorizesProgressive to provide these services, with compensation paid directly by the selected electric supplier andno direct payment by Kane County.

PROGRESSIVE
BUSINESS SOLUTIONS
think ahead...move ahead™

1981 W Downer Place, Suite 402, Aurora, IL 60506 | (630) 882-6100

August 10, 2026

Kevin Harris – Kane County Chief Officer – Building Management

Kane County
HarrisKevin@KaneCountyIL.gov
630-746-8336

RE: Statement of Work for Independent Technical, Financial, and Contractual Review of Electric Energy Procurement Contract

Dear Mr. Harris

Progressive Energy Group, dba Progressive Business Solutions ("Progressive"), is pleased to submit this Statement of Work (SOW) to serve as Kane County's independent consultant for the technical, financial, and contractual review of Kane County, IL electric procurement contracts for accounts being serviced by ComEd.

We appreciate the opportunity to be considered and look forward to discussing our qualifications and approach with you and Kane County staff. We anticipate the total gross estimated commission Progressive will receive is $9,306 for this engagement. Progressive currently pays GetChoice approximately $4,000 per year. The net gross revenue Progressive receives is $5,306 per year.

The County's deregulated energy spend is approximately $555,000 per year. This expense does not include the ComEd delivery and taxes. This amount does not include any electric paid to the municipal electric utilities in Kane County (Batavia, Geneva and St. Charles).

Sincerely,

Arnold J. Schramel

Arnold Schramel
Managing Partner Progressive Energy Group
O: (630) 882-6100 | M: (630) 870-9670 | Arnie@savewithprogressive.com

1. Firm Qualifications and Company Description

Progressive was founded by two former ComEd and Nicor Gas employees, Christopher Childress and Arnold Schramel. Progressive maintains a staff of ten (10) full-time employees who provide ongoing client-facing support for budget oversight, client support, procurement development strategy and implementation, and market assessments.

As one of the nation's top 25 energy consulting firms, with over 125 years of combined industry experience among its staff, Progressive understands the impact that energy costs and long-term contractual commitments have on public-sector clients. Progressive currently serves over 1,600 clients across Illinois, Georgia, Ohio, Pennsylvania (operating as Progressive Energy Organization LLC), Indiana, Minnesota, Maryland, Florida, and Texas, with corporate headquarters in Aurora, IL.

Customers of All Classes and Utilities	**1,600**
Annual Electric Volume	61,229,062,850 kWh
Annual Natural Gas Volume	91,654,840 therms
Total Revenue	$4.2 million

Progressive has no ongoing or pending legal actions from any previous or current customer, nor any anticipated legal action. Progressive will meet all insurance requirements applicable to this engagement and has insurance certificate on file with Kane County

Relevant Experience

Progressive's core experience lies in utility procurement, risk management, and financial/contract analysis for public- and private-sector clients, including development of short- and long-term procurement strategies based on actual billing and usage data, and structuring competitive RFPs with credit-worthy suppliers.

For over 18 years, Progressive has advised government, nonprofit, and other public-sector clients on electric and natural gas energy procurement. For the past six years Progressive has also consulted on solar energy transactions, spanning both direct-purchase solar installations and third party-owned Power Purchase Agreement structures across more than 60 projects energized or currently in development. This work has included evaluating developer proposals and financial models, comparing direct-purchase versus PPA ownership structures, evaluating competing PPA offers against one another and against market benchmarks, profiling clients' historical utility usage to confirm appropriate system sizing, assessing PPA pricing against market conditions, and reviewing contract terms such as performance guarantees, escalation clauses, and REC ownership — the same categories of technical, financial, and contractual due diligence called for in this SOW. Progressive maintains ongoing, established PPA relationships with other governmental entities, including the City of Moline, Sycamore Park District, and others.

Progressive has experience serving municipal, governmental, and public-agency clients, including community colleges, water reclamation districts, park districts, and county government, developing procurement strategies and providing budget and market oversight support. For these clients, Progressive's services have included budget support, cash flow analysis, rate rider and tariff review, and auditing of energy bills for billing accuracy and cost recovery — skills directly applicable to validating the financial assumptions, utility rate schedules, and historical usage data. Sample of current public-agency clients include Fox Metro Water Reclamation District, Fox River Water Reclamation District, Kane County, DuPage County, Kendall County, Fox Valley Park District, City of Aurora, Urbana Park District, Sycamore Park District, the City of Moline, Waubonsee Community College and over 20 other public-agency clients.

Qualifications of the Proposed Project Team

The core project team combines financial, operational, and utility-industry expertise directly relevant to this engagement, supplemented by Progressive's industry engineering resources for project-specific technical review, and drawn from Progressive's staff of ten full-time energy professionals with over 125 years of combined industry experience:

- Arnold Schramel, Managing Partner and CPA — Over 35 years of energy and financial industry experience. Co-founder of Progressive with a professional background at Nicor Gas. Mr. Schramel has BS Accounting (St John's University) MBA (University of Chicago) and IL CPA license providing direct financial and accounting expertise. Mr. Schramel will lead the financial review, including budgeting, cash flow analysis, and validation of the supplier proposals and expense projections, and will co-lead the contract/legal review of the (performance guarantees, O&M responsibilities, insurance, default/termination, risk allocation, REC ownership, force majeure, and assignment provisions). His 35+ years of experience, CPA credentials, and utility-industry background provide an added level of rigor to the independent financial analysis Kane County is seeking on matters of state law compliance and legal enforceability.

- Cassandra Garcia, Director of Operations — Over 10 years of operational and client services experience. Ms. Garcia has BA from Columbia College Chicago and MBA (Aurora University). Ms. Garcia oversees Progressive's day-to-day client operations and data management processes. Ms. Garcia will lead data collection and management, rate rider/tariff review, and energy bill auditing, and will coordinate all engagement deliverables and reporting to ensure the schedule is met.

- Shawn Ajazi, Vice President — Over 23 years of energy industry experience (Nicor and Progressive). Mr. Ajazi is a Certified Energy Management Professional. Mr. Ajazi will oversee the engagement and lead the electric supplier review. Drawing on Progressive's 18 plus years of experience and working with over 30 electric and natural gas suppliers, Shawn has direct experience evaluating both fixed price and hybrid electric procurement with solar fields for public-sector and nonprofit clients. Mr. Ajazi will also co-lead the contract/legal review of the PPA and lead the Board presentation of findings.

This team structure ensures that each component of electric procurement requested scope — technical, financial, and contractual — is led by a team member with directly applicable experience and clear accountability for that workstream.

Client References

Three client references for similar engagements:

Contact	Organization	Phone	Email
Karen Clementi	Fox Metro Water Reclamation District	630-800-9990	kclementi@foxmetro.org
Dan Polvere	Kendall County (Facilities Management Director)	630-553-3005	dpolvere@kendallcountyil.gov
Eric Johnson	Fox River Water Reclamation District	815-751-6108	ejohnson@frwrd.com

Each of the references above can speak to Progressive's budgeting support, cash flow analysis, rate rider and tariff review, and energy bill auditing services provided on an ongoing basis.

Additional public-agency and commercial clients include Urbana Park District (Derek Liebert, 217-344-9583 ext. 201, daliebert@UrbanaParks.Org), Sycamore Park District (Jonelle Bailey, 815-895-3365 ext. 229, jonelleb@sycparks.org), Moose Child City and School / Mooseheart (John Lochbaum, 630-723-2080, jlochbaum@mooseheart.org), and MTH Pumps (Tim Tremain, 630-552-4115, tt@mthpumps.com).

2. Statement of Work

Progressive understands that Kane County seeks an independent, third-party to assist in analyzing, negotiating, and procuring retail electric for county accounts in ComEd service territory.

Our proposed is as follows"

A. Technical Review

- **Data Collection:** Reviewing historical interval (usage) data, utility bills, and load profiles.
- **Market Intelligence:** Providing ongoing wholesale market analysis and timing recommendations for energy purchases.
- **RFP Management:** Preparing, issuing, and managing requests for proposals (RFPs) to Illinois licensed retail electric suppliers.
    - Request terms of 12, 24, 36, and 48 months.
- **Negotiation & Execution:** Comparing supplier offers, evaluating contract terms (e.g., pass-through vs. fixed pricing), and facilitating contract execution

B. Financial Review

- Evaluate the proposals and provide County annual spend projects vs. current spend projections. Review the developer's financial model and underlying assumptions.

C. Contract Review

- Review the draft contract for payment terms, start dates, conditions for early termination force majeure, and assignment provisions.
- Identify any other provisions presenting financial or operational risk to Kane County.
- Coordinate directly with Kane County State attorney office throughout the contract review to ensure findings and recommendations reflect applicable Illinois public-agency legal requirements.

D. Alternatives Assessment

- Identify alternative electric procurement strategies along with financial risks.

Deliverables

- Executive Summary suitable for Board presentation.
- Independent financial analysis and sensitivity analysis of key assumptions.
- Risk assessment matrix.
- Written recommendations.
- Electronic copies of all supporting calculations.
- In-person or virtual presentation of findings to Kane County staff and/or the County Board

3. Proposed Schedule

Milestone	Date	Status
Kickoff Teams Call to review current electric Pricing Options	May 14, 2026	Completed (Teams Call with Progressive & Kane County Staff)
Review of Electric Renewal options with Kane County Admin Committee	September 9, 2026	
Approve at Committee of Whole	September 22, 2026	
Approve at County Board	October 13, 2026	
Sign renewal electric contract	Last two weeks of October 2026	
New or Renewed Electric Supply Contract Start	**December 1, 2026**	

4. Proposed Fee and Reimbursable Expenses

Progressive's current agreement with Kane County dated April 11, 2024, that terminates at end of Kane County Fiscal Year 2028 under section 5 **Compensation** has the fee defined as $0.001 per kWh.

Estimated annual gross compensation = 9,306, 273 (annual estimated kWh) X $0.001 per kWh = **$9,306**

Estimated net compensation = $5,306 (Progressive absorbs expense from GetChoice Utility management systems). The GetChoice service expense paid by Progressive is roughly $4,000 per year.

Who pays this compensation? Progressive is paid this commission directly from the Electric Supplier. It is not paid by the County.

The commission fee is slightly less than 1% of contract value.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-479

AUTHORIZING A CONTRACT EXTENSION FOR KANE COUNTY GARAGE DOOR REPAIR AND MAINTENANCE FOR THE BUILDING MANAGEMENT DEPARTMENT WITH ALLIED GARAGE DOOR, INC. (BID# 23-053)

WHEREAS, bids were solicited for Kane County Garage Door Repair and Maintenance (BID# 23-053) for facilities maintained by Building Management throughout the County of Kane. A total of three (3) bids were received by the September 12, 2023 at 2:30 p.m. deadline; and

WHEREAS, the responsive and responsible bidder for the Garage Door Repair and Maintenance is Allied Garage Door, Inc. of Lombard, IL; and

WHEREAS, the contract covers Garage Door Repair, and Maintenance on a project-by-project basis including a set mark up for equipment and materials at Kane County Government facilities. Building Management anticipates service needs up to One Hundred Thousand Dollars ($100,000) per fiscal year; and

WHEREAS, Allied Garage Door, Inc. will be used on a project-by-project basis at the per hour rates cited in their contract; and

WHEREAS, this was a three (3) year contract which began on the date of contract execution by the Kane County Board with two (2) one (1) year extensions, if mutually agreed upon and the Kane County Board approves. Kane County reserves the right to change the commencement and/or end of the contract periods. This is the first one (1) year renewal of two (2) available; and

WHEREAS, accordingly, appropriate funds have been budgeted for this extension.

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 Allied Garage Door, Inc. of Lombard, IL for Garage Door Repair and Maintenance, including a set mark up for equipment and materials, on a project by project basis for facilities maintained by Building Management throughout the County of Kane for the first one year extension in an amount not to exceed One Hundred Thousand Dollars ($100,000) per fiscal year.

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 October 13, 2026.

_____	_____
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 Contract Extension for Kane County Garage Door Repair and Maintenance for the Building Management Department with Allied Garage Door, Inc. (BID# 23-053)

Committee Flow:
Administration Committee, Finance and Budget Committee, Executive Committee, County Board

Contact:
Kevin Harris, 630.762.2174

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $100,000
If not budgeted, explain funding source: N/A	
Was this item passed through the appropriate committee? Yes	

Summary:

This resolution authorizes the first one-year contract extension for Kane County garage door repair andreplacement services on a project-by-project basis including a set mark up for equipment and materials atKane County Government facilities with Allied Garage Door, Inc. in amount not to exceed $100,000 per fiscal year.

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

Name of Document: IFB#23-053 Kane County Garage Door Maintenance Services

Resolution No.: 23-444 SRF

DocuSigned by: Roger Falkenstock 2C075B3BD71040D... 10/2/2023 | 2:09 PM CDT

Submitted by: Tony Sperkowski

Dept. Head Signature & Date: _____
(Subject Matter Sign-off)

Date Submitted: 12/5/2023

Legal Review of Contract Terms (Atty. Sign-off): 12/4/23

Approved by: (Legality)
Steven Ford
(Print Name)

(Signature)

12/4/23
(Date)

Post on Web: Yes _____ No ✓ Atty. Initials SRF

Comments: The Building Management Department requires the award of IFB 23-053 for Garage Door Maintenance Services to the most responsive and responsible vendor with the highest evaluation scores. Attached is the pertinent documentation.
- Vendor disclosures need to be included in the packet

Chairman signed: Yes 12/11/23 No _____ Date 12/11/23

Document returned to: Tony Sperkowski
(Name/Department)

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 23-444

AUTHORIZING A CONTRACT FOR KANE COUNTY GARAGE DOOR REPAIR AND MAINTENANCE

WHEREAS, bids have been solicited for the Garage Door Repair and Maintenance (BID#23-053) for facilities maintained by Building Management throughout the County of Kane. A total of three (3) bids were received by the September 12, 2023 at 2:30 p.m. deadline; and

WHEREAS, the contract covers Garage Door Repair, and Maintenance on a project by project basis including a set mark up for equipment and materials at Kane County Government facilities. Building Management anticipates service needs up to One Hundred Thousand Dollars ($100,000) per fiscal year; and

WHEREAS, the responsive and responsible bidder for the Garage Door Repair and Maintenance is Allied Garage Door, Inc. of Lombard IL; and

WHEREAS, Allied Garage Door, Inc. will be used on a project by project basis, at the per hour rates cited in their contract; and

WHEREAS, this will be a three (3) year contract, which will begin on the date of contract execution by the Kane County Board and will have two (2) one (1) year extensions, if mutually agreed upon and the Kane County Board approves. Kane County reserves the right to change the commencement and/or end of the contract periods; and

WHEREAS, accordingly, appropriate funds have been budgeted for the FY2023 Building Management budget; and

WHEREAS, the contract 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 by the Kane County Board that the Chairman thereof is hereby authorized and directed to execute a contract with Allied Garage Door, Inc. of Lombard, IL for Garage Door Repair and Maintenance including a set mark up for equipment and materials on a project by project basis for facilities maintained by Building Management throughout the County of Kane for an approved three (3) year term in an amount not to exceed One Hundred Thousand Dollars ($100,000) per fiscal year.

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 November 14, 2023.

John A. Cunningham, MBA, J.D.
Clerk, County Board
Kane County, Illinois

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

Vote:

PASSED

COUNTY OF KANE
Purchasing Department

Karin Kietzman, CPPB
Director of Purchasing

Kane County Government Center
719 South Batavia Avenue
Geneva, Illinois 60134
Phone: (630) 208-3803
Fax: (630) 208-5107

September 18, 2023

BID TABULATION FORM

BID TITLE	BID NUMBER	DATE
Kane County Garage Door Maintenance	**23-053**	**September 12, 2023 2:30 p.m.**

PEOPLE PRESENT AT OPENING - PLEASE PRINT NAME & COMPANY

Tony Sperkowski, Kane County
Tim Keovongsak, Kane County
Andrew Photopulous, Allied Door Services

NAME AND ADDRESS OF BIDDERS	Insurance and Bond	Mark Up	**Grand Total**
Allied Door, Inc.	X	20%	$38,700.00
Builders Chicago Corporation	X	20%	$40,370.00
United Door and Lock, LLC	X	25%	$42,800.00

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

September 18, 2023

PROCUREMENT SYNOPSIS

Requesting Department:	Building Management
Procurement Name:	Bid 23-053 Kane County Garage Door Maintenance Services
Recommended Vendors:	**Allied Garage Door, Inc., Lombard, IL**

NOTIFICATION AND RESPONSE

Public Notices: Bidnet Direct and The Daily Herald

Advertising Date:	August 29, 2023	Notices sent/Plan Holders: 4/3
Proposal Due Date:	September 12, 2023	Proposals Received: 3

PURPOSE

This contract will provide maintenance services and on-call repair for overhead doors at various county facilities/buildings.

VENDORS	**Grand Total Bid**	**Material Mark Up**
Allied Garage Door, Inc - Lombard, IL	***$38,700.00***	***20%***
United Door & Lock, LLC - Glendale Heights, IL	$40,370.00	25%
Builders Chicago Corporation - Elk Grove Village, IL	$42,800.00	20%

Kane County Building Management Department has reviewed all bids and determined that Allied Garage Door, Inc., will provide these services at the highest quality and value. As stated in the solicitation document, the term of this agreement is for three (3) years, with two (2) one-year optional renewal periods if mutually agreed upon.

The Kane County Building Management Department recommends awarding the contract for garage door maintenance services to Allied Garage Door, Inc., of Lombard, IL pending approval by the Committee and County Board.

Submitted By:

Tony Sperkowski

Tony Sperkowski
Buyer II

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

INVITATION TO BID

BID NUMBER: 23-053 – Kane County Garage Door Maintenance & Repair

DATE: August 29, 2023

Kane County Government is seeking qualified vendors for maintenance services and on-call repair for overhead doors at various county facilities/buildings. The selected vendor will be responsible for promptly addressing repair needs and performing scheduled maintenance to ensure the functionality, safety, and security of the overhead doors.

Optional Site Visit: Vendors can visit locations on their own or request accompanied site visit for secure areas.

SUBMITTAL REQUIREMENTS: This bid must be submitted electronically through https://www.bidnetdirect.com/illinois/kanecounty

- Signed Offer to Contract Form
- References
- Certificate of Insurance (upon award)
- Contractor Disclosure Statement/Vendor Certification (upon award)
- Familial Disclosure Statement (upon award)

SUBMISSION DATE & TIME: ***September 12, 2023 at 2:30 p.m. CST***

CONTACT PERSON: Tony Sperkowski
purchasing@co.kane.il.us

PLEASE NOTE: Bids received after the submittal time will be rejected. This is an electronic bid submittal and there is no public opening. Please upload your complete bid response through Bidnet Direct prior to the due date and time.

DISCLAIMER: TO THE EXTENT THAT YOU HAVE OBTAINED THESE BID DOCUMENTS FROM A SOURCE OTHER THAN BID NET DIRECT, PLEASE BE ADVISED THAT THESE BID DOCUMENTS MAY NOT INCLUDE ALL UPDATES, INCLUDING, BUT NOT LIMITED TO, ADDENDUMS, CLARIFICATIONS, AND DUE DATE EXTENSIONS. FOR ALL UPDATES TO BID DOCUMENTS, PLEASE VISIT HTTPS://WWW.BIDNETDIRECT.COM/ILLINOIS/KANECOUNTY

ALL QUESTIONS PERTAINING TO THIS BID AND/OR THE SCOPE OF SERVICES SHOULD BE DIRECTED TO THE PURCHASING OFFICE AS LISTED ON THE COVER SHEET **NO LATER THAN, SEPTEMBER 05, 2023, AT 4:00 P.M.**, FAX AND E-MAIL ACCEPTED. FAX to (630) 208-5107 or E-mail: **PURCHASING@CO.KANE.IL.US**

INSTRUCTIONS TO BIDDERS
COUNTY OF KANE
COMPETITIVE SELECTION PROCEDURE – BID
TERMS AND CONDITIONS

1. **AUTHORITY.** This Invitation for Bid is issued pursuant to applicable provisions of the Kane County Purchasing Ordinance.

2. **BID OPENING**. Electronic bids will be received at the Kane County Purchasing Department via Bidnet Direct until the date and time specified at which time they shall be opened in public. Late bids shall be rejected and returned unopened to the sender. Kane County does not prescribe the method by which bids are to be transmitted; therefore, it cannot be held responsible for any delay, regardless of the reason, in the transmission of the bids.

3. **BID PREPARATION**. Bids must be submitted on this form and all information and certifications called for must be furnished. Bids submitted in any other manner, or which fail to furnish all information or certificates required, may be summarily rejected. Bids may be modified or withdrawn prior to the time specified for the opening of bids. Bids shall be filled out legibly in ink or type-written with all erasures, strike overs, and corrections initialed in ink by the person signing the bid. The bid shall include the legal name of the bidder, the complete mailing address, and be signed in ink by a person or persons legally authorized to bind the bidder to a contract. The name of person signing should be typed or printed below the signature.

4. **BID ENVELOPES**. Envelopes containing bids must be sealed and addressed to the County of Kane Purchasing Department. The name and address of the bidder and the Invitation Number must be shown in the upper left corner of the envelope.

5. **ERRORS IN BIDS**. Bidders are cautioned to verify their bids before submission. Negligence on the part of the bidder in preparing the bid confers no right for withdrawal or modification of the bid after it has been opened. In case or error in the extension of prices in the bid, the unit prices will govern.

6. **RESERVED RIGHTS**. The County of Kane reserves the right at any time and for any reason to cancel this Invitation for Bids, accept or reject any or all bids or any portion thereof, or accept an alternate bid. The County reserves the right to waive any immaterial defect in any bid. Unless otherwise specified by the bidder or the County, the County has one hundred twenty (120) days to accept. The County may seek clarification from any bidder 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

7. **INCURRED COSTS**. The County will not be liable for any costs incurred by bidders in replying to this Invitation for Bids.

8. **AWARD**. It is the intent of the County to award a contract to the lowest responsive responsible bidder meeting specifications. The County reserves the right to determine the lowest responsive responsible bidder on the basis of an individual item, groups of items, or in any way determined to be in the best interests of the County. The Award will be based on the following factors (where applicable): (a) adherence to all conditions and requirements of the bid specifications; (b) price; (c) qualifications of the bidder, 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.

9. **PAYMENT.** 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.

   PAYMENT (MANDATORY INVOICE SUBMISSION GUIDELINES). The successful bidder or bidders must conform to modified and mandatory invoice submission guidelines. Under **no** circumstances will vendor submitted invoices be cleared for payment that are not in full compliance with this invoice submission standard. Any invoice not meeting the explicit submission guidelines below will be returned to the vendor and will remain unpaid, until such time a new, conforming invoice is presented for review. **Under no circumstances will Kane County pay or be subject to any additional fees, penalties, or incurred costs as a result of vendor invoice submission failures.** *Any and all* submitted invoice packages **must** contain the following four (4) components to be considered eligible for payment:

   1. Formal invoice with all rates (labor, materials, OT, DT) clearly listed. This invoice must show compliance with any and all agreed-upon rates.
   2. Written quotation for all work being performed under this particular invoice. This "quote" must be dated within 120 days of the invoice submission, *properly submitted in arrears.*
   3. Written authorization from the using department to commence this work. *Any and all* work must demonstrate that formal approval has been given for an invoice to be considered both payable and valid. No invoice can be paid without clear evidence of authorization, from an approved point of contact within the using department.
   4. If the project under invoice requires materials, then we must also be given materials purchase orders, which demonstrate compliance with the contractual

material mark-up rate. Vendors **without** materials on a particular invoice shall be required to include on company letterhead the following: "No materials were purchased for the completion of this work under this invoice". *This can be sent on either a blank invoice form, or via company letterhead.*

PLEASE NOTE: ALL SUBMITTED VENDOR PACKAGES ARE AND BECOME THE PROPERTY OF KANE COUNTY. These materials are subject to formal scheduled, announced, unannounced, compliance, inter-governmental, or random audits, and may be audited by Kane County *at any time* within the effective dates of this contract, with or without notification to the vendor, *at the discretion of Kane County.* All vendors should be aware that in the event of serious or ongoing invoicing irregularities, Kane County may, and can invoke contractual termination clauses either with, in addition to, or separate from a formal declared breach of contract.

We expect and require your active compliance in terms of invoice submission and adherence to these guidelines.

10. **PRICING**. The price quoted for each item is the full purchase price, including delivery to destination, and includes all transportation and handling charges, premiums on bonds, material or service costs, patent royalties and all other overhead charges of every kind and nature. Unless otherwise specified, prices shall remain firm for the contract period.

11. **DISCOUNTS**. Prices quoted must be net after deducting all trade and quantity discounts. Where cash discounts for prompt payment are offered, the discount period shall begin with the date of receipt of a correct invoice or receipt or final acceptance of goods, whichever is later.

12. **TAXES**. Kane County is not subject to Federal Excise Tax. Per certification provided by the State of Illinois Department of Revenue, Kane County is exempt from state and local taxes.

13. **SPECIFICATIONS**. Reference to brand names and numbers is descriptive, but not restrictive, unless otherwise specified. Bids on equivalent items will be considered, provided the bidder clearly states exactly what is proposed to be furnished, including complete specifications. Unless the bidder specified otherwise, it is understood the bidder is offering a referenced brand item as specified or is bidding as specified when no brand is referenced, and does not propose to furnish an "equal." The County reserves the right to determine whether a substitute offer is equivalent to and meets the standard of quality indicated by the brand name and number referenced.

14. **SAMPLES**. Samples of items, when called for, must be furnished free of expense and, if not destroyed in the evaluation process, will, upon request, be returned at the bidder's expense. Request for the return of samples must accompany the sample and include UPS Pickup Slip, postage or other acceptable mode of return. Individual samples must be labeled with bidder's name, invitation number, item reference, manufacturer's brand name and number.

15. **INTERPRETATION OR CORRECTION OF BIDDING DOCUMENTS**. Bidders shall promptly notify the County of any ambiguity, inconsistency of error which they may discover upon examination of the bidding documents. Interpretations, corrections and changes will be made

by addendum. Each bidder shall ascertain prior to submitting a bid that all addenda have been received and acknowledged in the bid.

16. **VARIANCES**. State or list by reference on the reverse side of this form any variations to specifications, terms and/or conditions.

17. **INDEMNIFICATION**. The Vendor shall indemnify and hold harmless the County, its agents, officials, and employees, from and against all injuries, losses, claims, suits, costs and expenses which may accrue against the County as a consequence of granting the Contract.

    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.

18. **DEFAULT**. Time is of the essence of this contract and if delivery of acceptable items or rendering 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 Vendor, as to stated items not yet shipped or services not yet rendered and to purchase substitute items or services elsewhere and charge the Vendor with any or all losses incurred.

19. **INSPECTION**. Materials or equipment purchased are subject to inspection and approval at the County's destination. The County reserves the right to reject and refuse acceptance of items which are not in accordance with the instructions, specifications, drawings or data of Vendor's warranty (express or implied). Rejected materials or equipment shall be removed by, or at the expense of, the Vendor promptly after rejection.

20. **WARRANTY**. Vendor warrants that all goods and services furnished hereunder will conform in all respects to the terms of the solicitation, including any drawings, specifications or standards incorporated herein, and that they will be free from latent and patent defects in materials, workmanship and title, and will be free from such defects in design. In addition, Vendor warrants that said goods and services are suitable for, and will perform in accordance with, the purposes for which they are purchased, fabricated, manufactured and designed or for such other purposes as are expressly specified in this solicitation. The County may return any nonconforming or defective items to the Vendor or require correction or replacement of the item at the time the defect is discovered, all at the Vendor's risk and expense. Acceptance shall not relieve the Vendor of its responsibility.

    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.

21. **REGULATORY COMPLIANCE**. Vendor represents and warrants that the goods or services furnished hereunder (including all labels, packages and container for said good) comply with all applicable standards, rules and regulations in effect under the requirements of all Federal, State and local laws, rules and regulations as applicable, including the Occupational Safety and Health Act as amended, with respect to design, construction, manufacture or use for their intended purpose of said goods or services. Vendor shall furnish "Material Safety Data Sheet" in compliance with the Illinois Toxic Substances Disclosure to Employees Act.

22. **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.

23. **PREVAILING WAGE RATES *(if applicable)***

    WHEREAS, it is the policy of the State of Illinois as declared in “An ACT regulating wages of laborers, mechanics and other workman employed in any public works by the State, County, City or any political subdivision or by any work under construction for public works” approved June 26, 1941, that a wage of no less than the general prevailing hourly rate as paid for work of a similar character in a locality in which work is performed, shall be paid to all laborers, workmen and mechanics employed by and on behalf of any and all public body engaged in public works, exclusive of maintenance work. Responsive Bidders must include with their bid a separate sheet showing trades to be employed and wage rates to be paid.

The current Illinois Department of Labor Prevailing Wage Rates for the County of Kane are available at their website http://www.state.il.us/agency/idol/ . Prevailing wage rates are subject to revision monthly. Copies of the current prevailing wage rates are also available at the Kane County Purchasing Department, 719 Batavia Avenue, Rooms 211, 212, 214, Geneva, IL 60134.

Not less than the prevailing rate of wages as determined by the Illinois Department of Labor shall be paid to all laborers, workers and mechanics performing work under this contract. State Statutes regarding Prevailing Wage and the current wage rates are available online at www.state.il.us/agency/idol/rates/rates. The Prevailing Wage rate applies to the other participating Counties where the work is to be performed. You must retain payroll records for 5 years and make those records available for inspection by the County or the Illinois Department of Labor. You must submit monthly certification of payroll records.

A determination by the Illinois Department of Labor of debarment for violation of the Prevailing Wage Act shall result in the Contractor being automatically deemed non-responsible for the period of debarment without further proceedings by the County.
This contract calls for the construction of a "public work," within the meaning of the Illinois Prevailing Wage Act, 820 ILCS 130/.01 et seq. ("the Act"). The Act requires contractors and subcontractors to pay laborers, workers and mechanics performing services on public works projects no less than the "prevailing rate of wages" (hourly cash wages plus the amount for fringe benefits) in the county where the work is performed. The Illinois Department of Labor publishes the prevailing wage rates on its website at: http://www.state.il.us/agency/idol/rates/rates.HTM. The Department revises the prevailing wage rates and the contractor/subcontractor has an obligation to check the Department's website for revisions to prevailing wage rates. For information regarding current prevailing wage rates, please refer to the Illinois Department of Labor's website. All contractors and subcontractors rendering services under this contract must comply with all requirements of the Act, including but not limited to, all wage requirements and notice and recordkeeping duties

CERTIFIED PAYROLL REQUIREMENTS (Public Act 94-0515)
Effective August 10, 2005 contractors and subcontractors on public works projects must submit certified payroll records on a monthly basis to the public body in charge of the construction project, along with a statement affirming that such records are true and accurate, that the wages paid to each worker are not less than the required prevailing rate and that the contractor is aware that filing records he or she knows to be false is a Class B misdemeanor.

The certified payroll records must include for every worker employed on the public works project the name, address, telephone number, social security number, job classification, hourly wages paid in each pay period, number of hours worked each day, and starting and ending time of work each day. These certified payroll records are considered public records and public bodies must make these records available to the public under the Freedom of Information Act, with the exception of the employee's address, telephone number and social security number. Any contractor who fails to submit a certified payroll or knowingly files a false certified payroll is guilty of a Class B misdemeanor.

Effective September 1, 2020, the Illinois Department of Labor (IDOL) has activated an electronic database (Payroll Portal) capable of accepting and retaining certified payrolls submitted under the State of Illinois Prevailing Wage Act (830 ILCS/130/1). All contractors and subcontractors completing work for Kane County pursuant to the Act must submit all certified payroll through the IDOL Payroll Portal. In order to receive payment for work conducted for Kane County, contractors must provide the e-mail certification received from their IDOL submittal and any subcontractors working on the project with each of their pay requests.

The Employment of Public Workers on Public Works Act is active when there is excessive unemployment in Illinois and requires the employment of 90% of the employees on this project be Illinois residents 30 ILCS570/3.

24. **ROYALTIES AND PATENTS**. Vendor shall pay all royalties and license fees. Vendor shall defend all suits or claims for infringement of any patent or trademark rights and shall hold the County harmless from loss on account thereof.

25. **LAW GOVERNING**. This contract shall be governed by and construed according to the laws of the State of Illinois.

26. **ELIGIBILITY**. By signing this bid, the bidder 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 Compiled Statutes, 720 ILCS 5/33E-1).

DEBARMENT AND SUSPENSION. 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 is the process of determining that a contractor is ineligible to receive 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 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.

27. **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:

a) 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) 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

i) Products and Completed Operation coverage is to remain in force for a period of two years after the completion of project.

c) 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

d) 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.

e) Umbrella Liability:

Aggregate Limits	$5,000,000

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 canceled or reduced below the required amount of coverage.

28. **CONTRACTOR DISCLOSURE**

A. 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.

B. 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:

(a) Name, address and percentage of ownership interest of each individual or entity having a legal or a 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;

(b) 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) 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 (a) above.

(d) A statement under oath that the applicant has withheld no disclosures as to economic 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. 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.

D. 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.

E. 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.

29. 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 throughout the solicitation process. Therefore, from the issue date of any solicitation until the due date of the solicitation, all request 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. Inquiries will be collected by the Purchasing Department staff who will then submit the inquires 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.

30. 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 a 30-day notice of intent to cancel.

31. **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.

32. **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.

33. **HOLIDAY SCHEDULE:**

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.

34. **COMPLAINT AND DISPUTE RESOLUTIONS**:

The vendor and/or his supervision shall meet with County staff as needed to discuss any problems, complaints, needs, service adjustments, and/or mutual areas of concern.

The Vendor shall faithfully perform all work as set forth in these specifications for Kane County. If the Vendor fails to faithfully execute their work in accordance with the contract and/or a dispute arises as to the quality and/or quantity of work completed, Kane County reserves the right to withhold authorization for payment of completed work until such time that performance has been improved upon, or the dispute resolved. In instances where a dispute cannot be resolved by the Vendor and the Facilities Manager or other appointed designate, the dispute may be resolved by the Kane County Director of Purchasing.

35. **BID SECURITY (ELECTRONIC)**

When noted in the specifications, bids must be accompanied by a Bank Cashier's Check, Bank Draft, Certified Check, or Bid Bond for not less than Five Thousand Dollars ($5,000.00) or five (5%) percent of the amount of the Bid, or according to the schedule as provided. A scanned copy should be submitted with the E-Bid response.
During the bid review process, the County may require a bidder to submit the original bid security to confirm authenticity.

36. **EXECUTION OF A PERFORMANCE BOND, PAYMENT BOND & LABOR AND MATERIALS BOND**

When noted in the specifications, the County reserves the right to require the successful bidder to supply a Performance Bond, Payment Bond and a Labor and Materials Bond within ten (10) calendar days of acceptance of the Vendor's bid by the County. The bonds, unless otherwise specified by the Director of Purchasing, shall be 100% of the total contract price.

37. **FAILURE TO FURNISH BOND**

In the event that the Vendor fails to furnish the abovementioned bonds within ten (10) calendar days after acceptance of the bid by the County, then the bid deposit of the bidder shall be retained by the County as liquidated damages, it being now agreed that said sum is a fair estimate of the amount of damages that said County will sustain due to the Bidder's failure to furnish said bonds.

38. **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

39. **SECURITY (GENERAL):** A portion of the work will be performed within secured areas.
    A. If requested, the Contractor shall submit to a Criminal History and Background Check for all their employees and subcontractor employees who may be working at the job-site for security reasons.
    B. The Contractor will provide the County with a complete list of all persons employed that might work at the specified securing buildings. Only those persons will be allowed to work within the secured areas. All personnel authorized to work within secured areas may be subject to fingerprinting, a criminal security check performed by the County, and/or Criminal Justice Level 4 Security Training and Certification. The County may issue temporary identification cards, which will be kept by County's security personnel and issued and collected on a daily basis.
    C. The County will require the Contractor to remove any worker who has been convicted of a felony, who is a family member of an inmate, or who violates any provision of this bid.
    D. Work being performed within certain areas may require an escort provided by the County. These areas shall not be entered into without a County escort. Work within these areas may be restricted to spaces that need to be observed by the County's escort.
    E. All tools and equipment taken into a secured area shall be listed in a manifest with copies provided to County's security personnel. All tools and equipment shall be accounted for at the close of each day. All changes to the inventory shall be addressed by changing the manifest. The Contractor is responsible for proper storage of tools and equipment when in a secured area. Report all broken tools and equipment to the County's security personnel.

SECURITY (ADULT JUSTICE CENTER):

General.

F. The Contractor and the County understand that adequate security services are necessary for the safety of the agents, employees and subcontractors of the Contractor, as well as for the security of Inmates and Facility staff. The County will provide security services sufficient to enable the Contractor and its personnel safely to provide services called for hereunder.

List of All Persons Names Employed on Project.

G. The County and the Sheriff shall receive a list of the names of all the people that will be employed by the Contractor on this project. Aside from the names, the contractor shall also supply the individuals' sex, race, date of birth, and driver's license number and driver's license state.
H. The County and the Sheriff shall reserve the right to run complete criminal background history checks on all people assigned to the project and who will be working inside of the Adult Justice Center. The criminal background history checks shall include, but not be limited to the following:
I. Check of wants and warrants in Illinois
J. Check of wants and warrant through the National Computer System (NCIC)
K. Check of Computerized Criminal History (CCH)
L. If requested to do so, all employees of the contractor and subcontractor assigned to this project shall be requested to submit to supplying a complete set of fingerprints if requested by the County or the Sheriff. **Employees of the Contractor and**

Subcontractor assigned to this project may be requested to submit to a drug test if requested by the County or the Sheriff.

M. The County or the Sheriff reserves the rights not to allow employees of the Contractor or any Subcontractor onto the premises should a criminal background check reveal a positive response.

Transportation Off-Site.

N. County and Sheriff will provide security as necessary and appropriate in connection with the transportation of any Inmate between the Facility and any other location for off-site services as contemplated herein.

CRIMINAL BACKGROUND HISTORY CHECKS.

O. Contractors acknowledges that the "Adult Justice Center" is located in the public building and subject to security procedures and that the Adult Justice Center or other Kane County facility security takes precedence over the rights of the Contractors or Licensee.

P. The County will be running criminal background history checks on all personnel assigned to this contract that will be or could be working inside any of the Kane County government buildings. The criminal background checks and all cost associated with the inquiries will be the sole responsibility of the County. Whenever a new employee is assigned to the County, a background check shall be run by the County before the employee may start work.

1. The criminal background history checks will include, but are not limited to the following:
   a. Check of wants and warrants in Illinois.
   b. Check of wants and warrants through the National Computer System (NCIC).
   c. Check of Computerized Criminal History (CCH).
2. If requested to do so, any employee of the Contractors assigned to this project will submit to be finger printed by the County.
3. The County of Kane reserves the right not to allow personnel of the Contractors onto any County premises if a criminal background check reveals a positive response.
4. At no time will the Contractors be able to employ personnel to work in any County building, without prior approval from Kane County.

Joint Purchasing Program Initiative:

All public agencies as defined by the Illinois Governmental Joint Purchasing Act, as well as not-for-profit agencies that qualify under Section 45-35 of the Illinois Procurement Code, are eligible to participate in joint purchasing programs.

ILL COMP. STAT. ANN §220/2. Definitions for the purpose of this Act: The term "public agency" shall mean any unit of local government as defined in the Illinois constitution of 1970, any school district, any public community collet district, any public building commission, the State of Illinois, any agency of the state government of the United States, or of any other State, any political subdivision of another State, and any combination of the above pursuant to an intergovernmental agreement which includes provisions for a governing body of the agency created by the agreement.

Kane County wants to expand on the current benefits of intergovernmental cooperation on a regional basis. The goal of Kane County Purchasing is to combine the resources and purchasing power of governments and not-for-profit entities to negotiate the most favorable contract terms in order to obtain the best quality products and services at the lowest prices. By purchasing through Kane County Joint Purchasing Contracts, participants will save both time and money by not having to duplicate the formal bidding and request for proposal solicitation process.

Illinois statutes, 525/2 from Ch. 85, par. 1602 (Governmental Joint Purchasing Act), authorizes that any governmental unit may purchase personal property, supplies and services jointly with one or more other governmental units. All such joint purchases shall be by competitive solicitation as provided in Section 4 of this Act.

SCOPE OF WORK
For
Kane County Garage Door Maintenance and Repair Bid Solicitation

OVERVIEW:

Kane County Government is seeking qualified vendors for maintenance services and on-call repair for overhead doors at various county facilities/buildings. The selected vendor will be responsible for promptly addressing repair needs and performing scheduled maintenance to ensure the functionality, safety, and security of the overhead doors.

Scope of Services

The vendor will be required to provide the following services:

- **Repairs:** Timely response and repair services within 4 hours for critical and secured area repairs and within 24 hours for non-critical repairs.
- **Scheduled Maintenance:** Regular maintenance services for all listed overhead doors, including lubrication, adjustment, part replacement, and safety inspections.
- **Diagnostic Inspections:** Thorough inspections to identify potential issues and provide recommendations for corrective actions.
- **Parts Replacement:** Procurement and installation of replacement parts as needed to ensure door functionality.
- **Detailed Reporting:** Maintain accurate records of all maintenance and repair activities, including notes on identified issues and actions taken.

Vendor Requirements

Qualified vendors should meet the following requirements:

- **Background Checks:** The Contractor shall submit to a Criminal History and Background Check for all their employees and subcontractor employees who may be working at the job-site for security reasons.
- **Expertise:** Demonstrated experience in garage door repair and maintenance services.
- **Response Time:** Ability to respond promptly to service calls within specified timeframes.
- **Tools and Equipment:** Possess necessary tools, equipment, and lifts required for repairs and maintenance.
- **Transparent Pricing:** Provide competitive rates for labor, parts, and markup costs.
- **Availability:** Maintain availability for on-call service requests during designated hours.
- **References:** Provide references from previous clients attesting to the quality and timeliness of services.

AWARD:

It is the intention of Kane County to make multiple awards to the lowest responsive and responsible bidder(s) meeting specifications.

KANE COUNTY
OFFER TO CONTRACT FORM
BID 23-053
Kane County Garage Door Maintenance & Repair

Bid Due Date & Time: September 12, 2023 at 4:00 p.m. CST

To: County of Kane Purchasing Department
Kane County Government Center
Bldg. A, Room 211, 212 or 214
719 S. Batavia Ave.
Geneva, IL 60134

The following offer is hereby made to the County of Kane, Illinois, hereafter called the Owner.

Submitted By: _____

I. The undersigned Vendor proposes and agrees, after having examined the specifications, quantities and other contract documents, to irrevocably offer to furnish the materials, equipment and services in compliance with all terms, conditions, specifications and amendments contained in the bid solicitation documents. The items in this Invitation to Bid, including, but not limited to, all required certificates, are fully incorporated herein as a material and necessary part of the contract.

A. *The Vendor shall also include with his bid any necessary literature, samples, etc., as required within the Invitation to Bid, Instruction to Bidders and specifications.*

1. *the Vendor has examined the Contractor Disclosure (Section 27) of the Instruction to Bidders, and has included or provided a certified document listing all cumulative campaign contributions made within the past twelve months, to any current or county-wide elected officer, and ownership interest in entity greater than five percent.*

B. For purposes of this offer, the terms Offeror, Bidder, Contractor, and Vendor are used interchangeably.

II. In submitting this Offer, the Vendor acknowledges:

A. All bid documents have been examined: Instructions to Bidder, Statement of Work, including the Specifications and the following addenda:

No._____, No._____, No._____, (Contractor to acknowledge addenda here.)

B. The site(s) and locality have been examined where the Service is to be performed, the legal requirements (federal, state and local laws, ordinances, rules and regulations) and the conditions affecting cost, progress or performance of the work and has made such independent investigations, as Vendor deems necessary.

C. To be prepared to execute a contract with the Owner within ten (10) calendar days after acceptance of the bid by the Owner.

Kane County Garage Door Maintenance and Repair Bid Solicitation
Bid Form

Department	Location	City	Overhead Sectional Garage Doors	Overhead Roll Up doors	Inspection & Maintenance (cost per visit - first 3 years of contract)
Animal Control	4060 Keslinger Rd.	Geneva	**1**	**0**	$
Branch Court & Circuit Clerk	530 S. Randall Rd	St. Charles	**3**	**2**	$
3rd Street Courthouse	100 S. 3rd St.	Geneva	**1**	**0**	$
Boiler House	100 S. 3rd St.	Geneva	**1**	**0**	$
Government Center Building F	724 Batavia Avenue	Geneva	**8**	**0**	$
Judicial Center	37W777 IL Rt. 38	St. Charles	**3**	**0**	$
Juvenile Justice Center	37W655 IL Rt 38	St. Charles	**1**	**2**	$
Adult Jail & Sheriff's Office	37w755A IL Rt 38	St. Charles	**8**	**0**	$
Multi-Use Facility	37W699 IL Rt. 38	St. Charles	**23**	**5**	$
Office of Emergency Management Garage	777 Fabyan Pkwy.	Geneva	**2**	**0**	$

HOURLY RATES FOR REPAIRS:

Price for first 3 years of contract			
Hour/Pay Type	Estimated Hours X	Hourly Rate Unit Cost =	Extended Cost
M-F	100	$	$
M-F>8	80	$	$
OSA	40	$	$
OSH	10	$	$
		Total:	$

Definitions:

M-F – Regular 40 Hour Work Week	M-F>8 – Overtime Rate Normal Work Week
OSA – Overtime Rate Saturday Work	OSH – Overtime Rate Sunday & Holiday Work

MATERIAL MARK-UP FROM CONTRACTORS COST

Estimated Material Cost (one year)	Material & Equipment Mark-Up Percentage	Material plus Mark-Up Total Cost
$10,000.00 x	% =	$

Does your Company own a lift as part of the available equipment? YES NO (circle one)
If you do not own a lift:

Rental Charge for Lift (vendor will make arrangements)	$ /hourly

OPTION YEAR:
Vendor shall indicate if cost can be held firm for year 4? YES NO (circle one)
Vendor shall indicate if cost can be held firm for year 5? YES NO (circle one)
If no, please indicates the maximum cost increase for year 4 to 5: ____%, ____%

The pricing shall remain firm for the initial three (3) year term of the contract. Any additional services not covered under this agreement shall be approved before work begins.

Can the Vendor provide service response time after initial contact for additional work or service repairs:

A. Critical & secured area repairs: within 4 hours YES NO (circle one)
B. Non-critical repairs: within 24 hours YES NO (circle one)

ADDITIONAL COMMENT:

_____

_____

_____

_____

_____

By signing this Bid, the Offeror 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 Bid will be based upon the funding available to Kane County, which may award all or part of this project. The terms of the Bid and the response shall be incorporated by this reference as though fully set forth into the Contract notwithstanding 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 Bid and the response, the terms of the Bid and the response shall govern. Every element or item of the Bid and the response shall be deemed a material and severable item or element of the contract. **AN AUTHORIZED REPRESENTATIVE OF THE COMPANY OR ENTITY RESPONDING TO THE BID AND THE RESPONSE MUST SIGN THIS SECTION.**

Signature _____ Typed Signature _____

Company _____

Address/City/State _____

Phone # _____ Fax # _____ E-mail _____

Federal I.D./Social Security # _____ Date _____

ACCEPTANCE

The Offer is hereby accepted for the described IFB **Kane County Garage Door Maintenance & Repair.**

The Vendor is bound to provide the services and materials listed by the attached contract and based upon the Invitation to Bid, including all terms, conditions, specifications, amendments, and the vendor's offer is accepted by the County of Kane.

This contract shall henceforth be referred to as Contract Number 23**-053**. The Vendor has been cautioned not to commence any billable work or to provide any supplies or services until said vendor 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.

***Intergovernmental Pricing**:*

This OPTIONAL PARTICIPATION PROGRAM would be for the use of ANY TAXING BODY in Kane County who should choose to be a part of this program wherever their location, (within Kane County). All pricing, catalog, and product discounts will be extended to other Government entities that wish to participate.

Will you offer the same pricing to other Kane County municipalities that are **not** listed as participants within this bid document?

YES NO (Circle One)

NOTE: The County of Kane will not be involved in the purchasing products/services specified within this bid document by any other intergovernmental unit (taxing body) that participates. The execution of a purchase contract, invoicing, and payments would be entirely between the other intergovernmental units and the accepted Vendor. If the County of Kane accepts this bid, the procedure to handle joint purchases would be developed by the County of Kane and the awarded Vendor and then distributed to the other intergovernmental units by the Kane County Purchasing Department.

Name _____

Signature _____

Company
_____

Address
_____

Phone# _____

Fax # _____

Federal I.D./Social Security#_____

Date _____

JOINT PURCHASING AGREEMENT

Illinois revised statues, 1989, CH. 85, PAR. 1601 ET SEQ. (The joint purchases by governmental units act), authorizes certain local government units and non-for-profit workshops for the severely handicapped (as defined in Illinois Revised Statues, 1989, CH. 127, PAR. 132.7-01, meeting the requirements of CH. 85, PAR. 1602.2) to purchase personal property and supplies jointly. (30 ILCS 525/0.01) (from CH. 85, PAR. 1600) The Governmental Joint Purchasing Act. (Source: P.A. 86-1324.) (30 ILCS 525/1) (from CH. 85, PAR. 1601) Sec. 1. For the purposes of this Act, “government unit” means State of Illinois, any public authority which has the power to tax, or any other public entity created by statute. (Source: P.A. 86-769).

(30 ILCS 525/2) (from CH.85, PAR. 1602(Sec. 2. (a) Any governmental unit may purchase personal property, supplies and services jointly with one or more other governmental units. All such joint purchases shall be competitive bids a provided in Section 4 of this Act. (Source: P.A. 87-960). Any authorized local unit of government or qualified workshop that may participate in this contract shall be responsible for issuing purchase orders direct to vendor, processing invoice vouchers and making payments due the vendor. Cash on delivery terms without the consent of the local governmental unit is prohibited. By submitting a bid, the awarded vendor agrees to extend all terms and conditions, specified and the quoted prices or discounts for the item(s) listed in this contract to all authorized local governmental units and qualified workshops.

REFERENCES
KANE COUNTY GARAGE DOOR MAINTENANCE & REPAIR
For
KANE COUNTY BOARD, Geneva, Illinois

List below businesses or other organizations for which you have provided comparable services within the last three years:
Offeror's Name: _____

1. Organization: _____
   Address: _____
   City, State, Zip Code: _____
   Telephone Number: _____
   Contact Person: _____
   Description of Project: _____Date of Project _____
   E-mail Address: _____
2. Organization: _____
   Address: _____
   City, State, Zip Code: _____
   Telephone Number: _____
   Contact Person: _____
   Description of Project: _____Date of Project _____
   E-Mail Address: _____
3. Organization: _____
   Address: _____
   City, State, Zip Code: _____
   Telephone Number: _____
   Contact Person: _____
   Description of Project: _____Date of Project _____
   E-Mail Address: _____
4. Organization: _____
   Address: _____
   City, State, Zip Code: _____
   Telephone Number: _____
   Contact Person: _____
   Description of Project: _____Date of Project _____
   E-Mail Address: _____

BID SUBMITTAL CHECKLIST

The undersigned Vendor acknowledged and verified that all required documents, statements, and certificates meeting the County's requirements are included in their bid response. The vendor shall check the following required submittal items checklist to assure completeness and in order to assemble their bid response.

_____: SIGNED BID OFFER TO CONTRACT FORM with all supporting documents (pages 28-37).

_____: VENDORS DISCLOSURE STATEMENT (See attached sample, a mandatory submittal if award of the contract)

_____: VENDOR FAMILIAL RELATIONSHIP DISCLOSURE STATEMENT
(See attached sample, a mandatory submittal if award of the contract)

_____: PROOF OF CURRENT CERTIFICATE OF INSURANCE (Submit current coverages with bid response). The actual certificate of insurance that meets the County's requirements including naming the County of Kane, as a certificate holder and additional name insured with required policy endorsements shall be submitted before issuing of award and contract execution. (See attached sample, a mandatory submittal if award of the contract)

_____: REFERENCES & CONTACT INFORMATION

_____: ONE (1) ORIGINAL BID, MUST BE SUBMITTED ELECTRONICALLY THROUGH BIDNET DIRECT.

Vendor/Agency: _____

Address/City/State: _____

Phone # _____ Fax # _____

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 _____, 2023

_____
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 _____, 2023

_____
Notary Public

SAMPLE

SUBMITTAL INSTRUCTIONS

Offer to Contract Form

Vendors are required to use the Offer to Contract Form to submit a response. This form must be signed and the bond must be included along with required references.

One (1) original bid response with all the required submittal documents must be submitted electronically to https://www.bidnetdirect.com/illinois/kanecounty and one (1) redacted copy marked as "**Redacted Copy**" (*if applicable*) to comply with the Illinois Freedom of Information Act. Please upload your complete bid response through Bidnet Direct prior to the due date and time.

Your bid response must be submitted prior to the deadline of **September 12, 2023, at 2:30 p.m. CST** to:

BIDS MUST BE SUBMITTED ELECTRONICALLY AT

HTTPS://WWW.BIDNETDIRECT.COM/ILLINOIS/KANECOUNTY

LATE BIDS CANNOT BE ACCEPTED!

NO-BID/RFP/RFQ RESPONSE

RFP23-053

Kane County Garage Door Maintenance & Repair

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.
- ☐ Other (please specify):

_____

_____

_____

_____

_____

Vendor Name: _____

Contact Person: _____

Telephone: _____

Email: _____

Please send your response to: purchasing@co.kane.il.us

KANE COUNTY
OFFER TO CONTRACT FORM
BID 23-053
Kane County Garage Door Maintenance & Repair

Bid Due Date & Time: September 12, 2023 at 4:00 p.m. CST

To: County of Kane Purchasing Department
Kane County Government Center
Bldg. A, Room 211, 212 or 214
719 S. Batavia Ave.
Geneva, IL 60134

The following offer is hereby made to the County of Kane, Illinois, hereafter called the Owner.

Submitted By: Allied Garage Door, Inc

I. The undersigned Vendor proposes and agrees, after having examined the specifications, quantities and other contract documents, to irrevocably offer to furnish the materials, equipment and services in compliance with all terms, conditions, specifications and amendments contained in the bid solicitation documents. The items in this Invitation to Bid, including, but not limited to, all required certificates, are fully incorporated herein as a material and necessary part of the contract.

A. *The Vendor shall also include with his bid any necessary literature, samples, etc., as required within the Invitation to Bid, Instruction to Bidders and specifications.*

1. *the Vendor has examined the Contractor Disclosure (Section 27) of the Instruction to Bidders, and has included or provided a certified document listing all cumulative campaign contributions made within the past twelve months, to any current or county-wide elected officer, and ownership interest in entity greater than five percent.*

B. For purposes of this offer, the terms Offeror, Bidder, Contractor, and Vendor are used interchangeably.

II. In submitting this Offer, the Vendor acknowledges:

A. All bid documents have been examined: Instructions to Bidder, Statement of Work, including the Specifications and the following addenda:

No. 1, No. 2, No._____, (Contractor to acknowledge addenda here.)

B. The site(s) and locality have been examined where the Service is to be performed, the legal requirements (federal, state and local laws, ordinances, rules and regulations) and the conditions affecting cost, progress or performance of the work and has made such independent investigations, as Vendor deems necessary.

C. To be prepared to execute a contract with the Owner within ten (10) calendar days after acceptance of the bid by the Owner.

Kane County Garage Door Maintenance and Repair Bid Solicitation
Bid Form

Department	Location	City	Overhead Sectional Garage Doors	Overhead Roll Up doors	Inspection & Maintenance (cost per visit - first 3 years of contract)
Animal Control	4060 Keslinger Rd.	Geneva	**1**	**0**	$ 140.00
Branch Court & Circuit Clerk	530 S. Randall Rd	St. Charles	**3**	**2**	$ 565.00
3rd Street Courthouse	100 S. 3rd St.	Geneva	**1**	**0**	$ 110.00
Boiler House	100 S. 3rd St.	Geneva	**1**	**0**	$ 110.00
Government Center Building F	724 Batavia Avenue	Geneva	**8**	**0**	$ 550.00
Judicial Center	37W777 IL Rt. 38	St. Charles	**3**	**0**	$ 410.00
Juvenile Justice Center	37W655 IL Rt 38	St. Charles	**1**	**2**	$ 395.00
Adult Jail & Sheriff's Office	37w755A IL Rt 38	St. Charles	**8**	**0**	$ 960.00
Multi-Use Facility	37W699 IL Rt. 38	St. Charles	**23**	**5**	$ 2380.00
Office of Emergency Management Garage	777 Fabyan Pkwy.	Geneva	**2**	**0**	$ 240.00

HOURLY RATES FOR REPAIRS:

Price for first 3 years of contract			
Hour/Pay Type	Estimated Hours X	Hourly Rate Unit Cost =	Extended Cost
M-F	100	$ 140.00	$ 14,000.00
M-F>8	80	$ 190.00	$ 15,200.00
OSA	40	$ 190.00	$ 7600.00
OSH	10	$ 190.00	$ 1900.00
		Total:	$ 38700.00

Definitions:

M-F – Regular 40 Hour Work Week	M-F>8 – Overtime Rate Normal Work Week
OSA – Overtime Rate Saturday Work	OSH – Overtime Rate Sunday & Holiday Work

MATERIAL MARK-UP FROM CONTRACTORS COST

Estimated Material Cost (one year)	Material & Equipment Mark-Up Percentage	Material plus Mark-Up Total Cost
$10,000.00 x	= 20 %	$ 12000.00

Does your Company own a lift as part of the available equipment? YES NO (circle one)

If you do not own a lift:

Rental Charge for Lift (vendor will make arrangements)	$ /hourly

OPTION YEAR:

Vendor shall indicate if cost can be held firm for year 4? YES NO (circle one)

Vendor shall indicate if cost can be held firm for year 5? YES NO (circle one)

If no, please indicates the maximum cost increase for year 4 to 5: ____%, ____%

The pricing shall remain firm for the initial three (3) year term of the contract. Any additional services not covered under this agreement shall be approved before work begins.

Can the Vendor provide service response time after initial contact for additional work or service repairs:

A. Critical & secured area repairs: within 4 hours YES NO (circle one)
B. Non-critical repairs: within 24 hours YES NO (circle one)

ADDITIONAL COMMENT:

_____

_____

_____

_____

_____

By signing this Bid, the Offeror 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 Bid will be based upon the funding available to Kane County, which may award all or part of this project. The terms of the Bid and the response shall be incorporated by this reference as though fully set forth into the Contract notwithstanding 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 Bid and the response, the terms of the Bid and the response shall govern. Every element or item of the Bid and the response shall be deemed a material and severable item or element of the contract. **AN AUTHORIZED REPRESENTATIVE OF THE COMPANY OR ENTITY RESPONDING TO THE BID AND THE RESPONSE MUST SIGN THIS SECTION.**

Signature _____ Typed Signature Will Tortoriello

Company Allied Garage Door, Inc

Address/City/State Po Box 817 Lombard IL 60148

Phone # 630-279-0795 Fax # (630) 279-0882 E-mail wt@alliedddoor.com

Federal I.D./Social Security # 36-3372733 Date 9/11/2023

ACCEPTANCE

The Offer is hereby accepted for the described IFB **Kane County Garage Door Maintenance & Repair.**

The Vendor is bound to provide the services and materials listed by the attached contract and based upon the Invitation to Bid, including all terms, conditions, specifications, amendments, and the vendor's offer is accepted by the County of Kane.

This contract shall henceforth be referred to as Contract Number **23-053.** The Vendor has been cautioned not to commence any billable work or to provide any supplies or services until said vendor receives a purchase order and or notice to proceed.

_____ 12/11/23

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.

Intergovernmental Pricing:

This OPTIONAL PARTICIPATION PROGRAM would be for the use of ANY TAXING BODY in Kane County who should choose to be a part of this program wherever their location, (within Kane County). All pricing, catalog, and product discounts will be extended to other Government entities that wish to participate.

Will you offer the same pricing to other Kane County municipalities that are **not** listed as participants within this bid document?

YES NO (Circle One)

NOTE: The County of Kane will not be involved in the purchasing products/services specified within this bid document by any other intergovernmental unit (taxing body) that participates. The execution of a purchase contract, invoicing, and payments would be entirely between the other intergovernmental units and the accepted Vendor. If the County of Kane accepts this bid, the procedure to handle joint purchases would be developed by the County of Kane and the awarded Vendor and then distributed to the other intergovernmental units by the Kane County Purchasing Department.

Name Will Tortoriello

Signature [illegible]

Company Allied Garage Door, Inc

Address Po Box 817 Lombard IL 60148

Phone# 630-279-0795

Fax # 630-279-0882

Federal I.D./Social Security# 36-3372733

Date 9/11/2023

JOINT PURCHASING AGREEMENT

Illinois revised statues, 1989, CH. 85, PAR. 1601 ET SEQ. (The joint purchases by governmental units act), authorizes certain local government units and non-for-profit workshops for the severely handicapped (as defined in Illinois Revised Statues, 1989, CH. 127, PAR. 132.7-01, meeting the requirements of CH. 85, PAR. 1602.2) to purchase personal property and supplies jointly. (30 ILCS 525/0.01) (from CH. 85, PAR. 1600) The Governmental Joint Purchasing Act. (Source: P.A. 86-1324.) (30 ILCS 525/1) (from CH. 85, PAR. 1601) Sec. 1. For the purposes of this Act, "government unit" means State of Illinois, any public authority which has the power to tax, or any other public entity created by statute. (Source: P.A. 86-769).

(30 ILCS 525/2) (from CH.85, PAR. 1602(Sec. 2. (a) Any governmental unit may purchase personal property, supplies and services jointly with one or more other governmental units. All such joint purchases shall be competitive bids a provided in Section 4 of this Act. (Source: P.A. 87-960). Any authorized local unit of government or qualified workshop that may participate in this contract shall be responsible for issuing purchase orders direct to vendor, processing invoice vouchers and making payments due the vendor. Cash on delivery terms without the consent of the local governmental unit is prohibited. By submitting a bid, the awarded vendor agrees to extend all terms and conditions, specified and the quoted prices or discounts for the item(s) listed in this contract to all authorized local governmental units and qualified workshops.

REFERENCES
KANE COUNTY GARAGE DOOR MAINTENANCE & REPAIR
For
KANE COUNTY BOARD, Geneva, Illinois

List below businesses or other organizations for which you have provided comparable services within the last three years:
Offeror's Name: Allied Garage Door, Inc

1. Organization: CITY OF NAPERVILLE
   Address: 400 S. EAGLE
   City, State, Zip Code: NAPERVILLE, IL 60540
   Telephone Number: 630-631-6875
   Contact Person: MIKE GASEN
   Description of Project: MAINTENANCE + SVC CONTRACT Date of Project
   E-mail Address: mgasen@naperville.il.us
2. Organization: VILLAGE OF DOWNERS GROVE
   Address: 801 BURLINGTON
   City, State, Zip Code: DOWNERS GROVE, IL 60515
   Telephone Number: 630-816-0094
   Contact Person: DAWN FITZPATRICK
   Description of Project: SVC, INSTALL, PM Date of Project
   E-Mail Address: dfitzpatrick@downers.us
3. Organization: VILLAGE OF OAK PARK
   Address: 201 SOUTH BLVD
   City, State, Zip Code: OAK PARK, IL 60302
   Telephone Number: 708-574-1239
   Contact Person: VIC SABALIAUSKAS
   Description of Project: PM, SVC, INSTALL CONTRACT Date of Project
   E-Mail Address: vsabaliauskas@oak-park.us
4. Organization: CITY OF ELMHURST
   Address: 209c N. YORK
   City, State, Zip Code: ELMHURST, IL 60126
   Telephone Number: 630-330-5311
   Contact Person: ANDY CZORNIAK
   Description of Project: PM, SVC, INSTALL Date of Project
   E-Mail Address: andy.czorniak@elmhurst.org

SUBMITTAL INSTRUCTIONS

Offer to Contract Form

Vendors are required to use the Offer to Contract Form to submit a response. This form must be signed and the bond must be included along with required references.

One (1) original bid response with all the required submittal documents must be submitted electronically to https://www.bidnetdirect.com/illinois/kanecounty and one (1) redacted copy marked as "**Redacted Copy**" (*if applicable*) to comply with the Illinois Freedom of Information Act. Please upload your complete bid response through Bidnet Direct prior to the due date and time.

Your bid response must be submitted prior to the deadline of **September 12, 2023, at 2:30 p.m. CST** to:

BIDS MUST BE SUBMITTED ELECTRONICALLY AT

HTTPS://WWW.BIDNETDIRECT.COM/ILLINOIS/KANECOUNTY

LATE BIDS CANNOT BE ACCEPTED!

NO-BID/RFP/RFQ RESPONSE

RFP23-053

Kane County Garage Door Maintenance & Repair

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.
- ☐ Other (please specify):

_____

_____

_____

_____

_____

Vendor Name: _____

Contact Person: _____

Telephone: _____

Email: _____

Please send your response to: purchasing@co.kane.il.us

Business Entity Search

Entity Information

Entity Name	ALLIED GARAGE DOOR, INC.		
File Number	53963838	**Status**	ACTIVE
Entity Type	CORPORATION	**Type of Corp**	DOMESTIC BCA
Incorporation Date (Domestic)	09-05-1985	**State**	ILLINOIS
Duration Date	PERPETUAL		
Annual Report Filing Date	09-18-2023	**Annual Report Year**	2023
Agent Information	L PARISE 712 N ARDMORE AVE POBOX 817 LOMBARD ,IL 60148	**Agent Change Date**	11-25-1998

Purchase Master Entity Certificate of Good Standing

Purchase Assumed Name Certificate of Good Standing

File Annual Report

Change of Registered Agent and/or Registered Office

Articles of Amendment Effecting A Name Change

Adopting Assumed Name

ALLIGAR-01 ARUPNOW

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 10/19/2023

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
AssuredPartners of IL, LLC
25 Northwest Point Blvd., Ste 625
Elk Grove Village, IL 60007

CONTACT NAME:
PHONE (A/C, No, Ext): (847) 758-1000 FAX (A/C, No): (847) 758-1200
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : IMT Insurance Company	14257
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Allied Garage Door Inc
PO Box 817
Lombard, IL 60148-0187

COVERAGES CERTIFICATE NUMBER: 101923 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 GEN'L AGGREGATE LIMIT APPLIES PER: POLICY / X PRO-JECT / LOC OTHER:			GLW8631	1/1/2023	1/1/2024	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 $ 10,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY / SCHEDULED AUTOS X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY			CVW8631	1/1/2023	1/1/2024	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $ $
A	X UMBRELLA LIAB / X OCCUR EXCESS LIAB / CLAIMS-MADE DED / X RETENTION $ 10,000			UCW8631	1/1/2023	1/1/2024	EACH OCCURRENCE AGGREGATE	$ 5,000,000 $ 5,000,000 $
A	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		WCW8631	1/1/2023	1/1/2024	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
A	Leased/Rented Equip			ICW8631	1/1/2023	1/1/2024	Limit	10,000
A	Errors & Omissions			GLW8631	1/1/2023	1/1/2024	Limit	1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
County of Kane is Additional Insured for General Liability and Auto Liability if required by written contract. A waiver of subrogation applies in favor of the Additional Insured for General Liability, Auto Liability and Workers Compensation if required by written contract. Umbrella follows form. GA0050 0113, GA0059 0113, BA1029 0220, BA1034 1013, WC000313 0484

CERTIFICATE HOLDER

County of Kane
719 S. Batavia Avenue
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

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - OWNERS, LESSEES OR CONTRACTORS - AUTOMATIC STATUS WHEN REQUIRED IN CONSTRUCTION AGREEMENT WITH YOU - COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

With respect to coverage provided by this Endorsement, the provisions of the Coverage Form apply unless modified by this Endorsement.

A. **Section II - Who Is An Insured** is amended to include as an additional insured:

1. Any person or organization for whom you are performing operations when you and such person or organization have agreed in writing in a contract or agreement that such person or organization be added as an additional insured on your policy; and

2. Any other person or organization you are required to add as an additional insured under the contract or agreement described in Paragraph **1.** above.

Such person(s) or organization(s) 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:

a. Your acts or omissions; or

b. The acts or omissions of those acting on your behalf;

in the performance of "your work" and included in the "products-completed operations hazard".

However, the insurance afforded to such additional insured described above:

a. Only applies to the extent permitted by law; and

b. 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 these additional insureds, the following additional exclusion applies:

This insurance does not apply to "bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services, including:

a. The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or

b. Supervisory, inspection, architectural or engineering activities.

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 the failure to render any professional architectural, engineering or surveying services.

C. 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 is the amount of insurance:

1. Required by the contract or agreement described in Paragraph **A.1.**; 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.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - OWNERS, LESSEES OR CONTRACTORS - AUTOMATIC STATUS WHEN REQUIRED IN CONSTRUCTION AGREEMENT WITH YOU - COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

With respect to coverage provided by this Endorsement, the provisions of the Coverage Form apply unless modified by this Endorsement.

A. Section II - Who Is An Insured is amended to include as an additional insured:

1. Any person or organization for whom you are performing operations when you and such person or organization have agreed in writing in a contract or agreement that such person or organization be added as an additional insured on your policy; and

2. Any other person or organization you are required to add as an additional insured under the contract or agreement described in Paragraph 1. above.

Such person(s) or organization(s) 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:

a. Your acts or omissions; or

b. The acts or omissions of those acting on your behalf;

in the performance of “your work” and included in the “products-completed operations hazard”.

However, the insurance afforded to such additional insured described above:

a. Only applies to the extent permitted by law; and

b. 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 these additional insureds, the following additional exclusion applies:

This insurance does not apply to "bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services, including:

a. The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or

b. Supervisory, inspection, architectural or engineering activities.

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 the failure to render any professional architectural, engineering or surveying services.

C. 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 is the amount of insurance:

1. Required by the contract or agreement described in Paragraph A.1.; 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.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED FOR COVERED AUTOS LIABILITY COVERAGE AUTOMATIC STATUS - PRIMARY AND NON-CONTRIBUTORY

This endorsement modifies insurance provided under the following:

AUTO DEALERS COVERAGE FORM
BUSINESS AUTO COVERAGE FORM
MOTOR CARRIER COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

A. The following is added to the **Who Is An Insured** provision under **Covered Autos Liability Coverage**:

Any person(s) or organization(s) with whom you and such person(s) or organization(s) have agreed in a written contract or written agreement that such person(s) or organization(s) be named as an additional "insured", is an "insured" on your policy. Such person(s) or organization(s) is an "insured" only with respect to liability for "bodily injury" or "property damage" caused by an "accident" that is, in whole or in part, caused by your acts or omissions and resulting from the ownership, maintenance or use of a covered "auto".

However, the insurance afforded to such "insured" described above:

(1) Only applies if the written contract or written agreement is signed and executed by you before the "bodily injury" or "property damage" occurs;

(2) Only applies to the extent permitted by law; and

(3) Will not be broader than that which you are required by the written contract or written agreement to provide for such additional "insured".

A person's or organization's status as an "insured" under this endorsement ends when the written contract or written agreement is terminated.

B. The following is added to the **Other Insurance** provision under the **General Conditions** and supersedes any provision to the contrary:

This insurance is primary with respect to and will not seek contribution from any other insurance available to the scheduled person or organization shown above under your policy provided that:

(1) The additional "insured" is a Named Insured under such other insurance; and

(2) You have agreed in writing in a contract or agreement that this insurance will be primary and will not seek contribution from any other insurance available to the additional "insured".

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

COMMERCIAL AUTO DIAMOND III ENDORSEMENT

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM
MOTOR CARRIER COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

This endorsement changes the policy effective on the inception date of the policy unless another date is indicated below:

Named Insured: ALLIED GARAGE DOOR INC

Endorsement Effective Date:

SCHEDULE

Hired Auto Physical Damage Coverage:

[X] $50,000 Limit Does Not Apply.

Rental Reimbursement Coverage: See Endorsement CA 99 23

Roadside Assistance Coverage: See Endorsement BA 10 39

A. Physical Damage For Temporary Substitute Auto

The following is added to Paragraph **C. Certain Trailers, Mobile Equipment And Temporary Substitute Autos** under **Covered Autos**:

If Physical Damage Coverage is provided by this Coverage Form, the following types of vehicles are also covered "autos" for Physical Damage Coverage:

1. Any "auto" you do not own while used with the permission of its owner as a temporary substitute for a covered "auto" you own that is out of service because of its:

a. Breakdown;

b. Repair;

c. Servicing;

d. "Loss"; or

e. Destruction.

The coverage that applies to the temporary substitute "auto" is the same as the coverage provided for "auto" being replaced.

B. Who Is An Insured

The following are added to the **Who Is An Insured** provision under **Covered Autos Liability Coverage**:

1. Newly Formed Or Acquired Organizations

Any organization you newly acquire or form after the effective date of this policy and which you maintain ownership or majority interest.

Coverage provided by this provision is subject to the following:

a. Coverage is effective on the date of the acquisition or formation and expires in 180 days or the end of policy period, whichever occurs first;

b. Coverage does not apply to any "bodily injury" or "property damage" which occurred before the date of the acquisition or formation of organization;

c. Coverage does not apply to a newly formed or acquired organization which is a partnership, limited liability company or joint venture; and

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d. Coverage does not apply if there is any other valid and collectible automobile liability insurance or if the other automobile insurance is no longer valid by reason of termination or exhaustion of policy limits.

2. Subsidiaries As Insureds

Any legally incorporated subsidiary in which you own more than 50% of the voting stock on the effective date of this policy. However, the insurance afforded to this additional "insured", does not apply if the subsidiary:

a. Is an "insured" under any other automobile liability policy; or

b. Would have been an "insured" under another automobile liability policy except for either the termination of such policy or the exhaustion of the policy limits.

3. Employees As Insureds

Any "employee" of yours is an "insured" while using a covered "auto" you don't own, hire or borrow in your business or your personal affairs.

4. Additional Insured – Automatic Status

Any person(s) or organization(s) with whom you and such person(s) or organization(s) have agreed in a written contract or written agreement that such person(s) or organization(s) be added as an additional "insured" on your policy. Such person(s) or organization(s) is an additional "insured" only with respect to liability for "bodily injury" or "property damage" caused by an "accident" that is, in whole or in part, caused by your acts or omissions and resulting from the ownership, maintenance or use of a covered "auto".

However, the insurance afforded to such "insured" described above:

a. Only applies if the written contract or written agreement is signed and executed by you before the "bodily injury" or "property damage" occurs;

b. Only applies to the extent permitted by law; and

c. Will not be broader than the extent to which you are required by the written contract or written agreement to provide for such additional "insured".

A person's or organization's status as an additional "insured" under this provision ends when the written contract or written agreement is terminated.

C. Supplementary Payments – Bail Bonds

The following replaces Paragraph **(2)** of **Coverage Extensions - Supplementary Payments** under **Covered Autos Liability Coverage**:

(2) Up to $4,000 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.

D. Supplementary Payments – Loss Of Earnings

The following replaces Paragraph **(4)** of **Coverage Extensions - Supplementary Payments** under **Covered Autos Liability Coverage**:

(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.

E. Fellow Employee Coverage

The following is added to the Fellow Employee Exclusion contained under **Covered Autos Liability Coverage:**

However, this exclusion does not apply if the "bodily injury" results from the use of a covered "auto" you own or hire. Coverage is excess over any other collectible insurance.

F. Transportation Expenses

Paragraph **4.a. Transportation Expenses – Coverage Extension** provision under **Physical Damage Coverage** is replaced by the following:

a. Transportation Expenses

We will pay up to $100 per day to a maximum of $2,000 for temporary transportation expenses incurred by you because of the total theft of a covered "auto" of the "private passenger type" or "light truck/van 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 48 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".

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G. Additional Physical Damage Coverage Extensions

The following coverages are added to the **Coverage Extensions** under **Physical Damage Coverage**:

1. Customized Furnishings

We will extend Physical Damage Coverage on a covered "auto" to a "loss" to custom furnishings including, but not limited to special carpeting, height-extending roofs, and custom murals, paintings or other decals or graphics. We will pay, the lesser of the following amounts:

a. Actual cash value of the damaged or stolen property;

b. Amount necessary to repair or replace the property; or

c. $500.

2. Extra Expenses For Stolen Auto

In event of a theft of a covered "auto", if you carry Comprehensive or Specified Causes Of Loss Coverage for that "auto", we will pay up to $5,000 for reasonable and necessary expenses incurred in order to return the covered "auto" to you.

3. Fire Department Charge

When the fire department is called to save or protect a covered "auto", its equipment, its contents, or occupants from a covered "loss", we will pay up to $1,000 for your liability for fire department services charges:

a. Assumed by contract or agreement prior to loss; or

b. Required by local ordinance.

No deductible applies to this coverage.

4. Fire Extinguisher Recharge

We will pay the actual cost of recharging or replacing, whichever is less, your fire extinguishers which are kept in your covered "auto" that are intentionally discharged in an attempt to extinguish a fire.

5. Personal Effects

We will extend physical damage coverage on a covered "auto" to include up to $1,000 for your personal property or, if you are an individual, the personal property of a family member, that is in the covered "auto" at the time of "loss".

No deductible applies to this coverage.

H. Additional Physical Damage Coverage

Physical Damage Coverage is amended by the addition of the following coverages:

1. Auto Loan/Lease Gap Coverage

In the event of a total "loss" to a covered "auto", to which a loss payee applies under this policy, we will pay any unpaid amount due on the lease or loan, less:

a. The amount paid under the policy's Physical Damage Coverage; and

b. Any:

(1) Overdue lease/loan payments at the time of the "loss";

(2) Financial penalties imposed under a lease for excessive use, abnormal wear and tear or high mileage;

(3) Security deposits not returned by the lessor;

(4) Costs for extended warranties, Credit Life Insurance, Health, Accident or Disability Insurance purchased with the loan or lease; and

(5) Carry-over balances from previous loans or leases.

However, this coverage only applies:

a. To covered "autos" loaned or leased for a period of six months or longer;

b. To a "loss" which is also covered under this policy for Comprehensive, Specified Causes Of Loss, or Collision Coverage; and

c. If covered "auto" is not subject to any other Loan/Lease Gap or similar coverage.

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2. Hired Auto Physical Damage Coverage

If Liability Coverage is provided for Hired "Autos" and if Comprehensive or Specified Causes Of Loss Coverage is provided under this Coverage Form for any owned "auto" then Physical Damage Coverage is extended to "autos" you hire, subject to the following:

(1) The most we will pay for "loss" to any hired "auto", is the lesser of the following amounts minus a deductible:

(a) $50,000

(b) the actual cash value of the "auto" at the time of loss"; or

(c) the cost to repair or replace, such "auto" at the time of the loss,

Option **(a)** above does not apply, if the $50,000 Limit Does Not Apply option is checked in the above Schedule.

(2) We will provide coverage for Comprehensive or Specified Causes Of Loss Coverage equal to the broadest coverage applicable to any owned covered "auto" under this policy.

(3) Deductible

(a) The deductible for Comprehensive or Specified Causes Of Loss Coverage will be equal to the largest deductible applicable to any owned covered "auto" for the applicable coverage.

(b) The Collision Coverage deductible will be equal to the largest deductible applicable to any owned covered "auto" for Collision Coverage. If Collision Coverage is not provided on any owned covered "auto", then the highest of the following will apply:

(i) The Hired Auto Comprehensive or Specified Causes Of Loss Coverage deductible; or

(ii) $500.

(4) This coverage is excess over any other collectible insurance.

(5) The coverage provided under this provision does not apply to:

(a) Any "auto" that is leased, hired, rented or borrowed with a driver;

(b) Any "auto" you borrow or rent from your partners or "employees" or their family members; or

(c) Any farm equipment or "mobile equipment".

I. Accidental Airbag Discharge Coverage

The following is added to **Exclusion 3.a**. under **Physical Damage Coverage** in the Business Auto Form and to the **Exclusion 4.a**. under **Physical Damage Coverage** in the Motor Carrier Form:

However, the exclusion for mechanical and electronic breakdown does not apply to the accidental discharge of an airbag of a covered "auto", which is owned by you. This coverage is excess over any other collectible insurance or warranty.

J. Electronic Equipment

Physical Damage Coverage is amended as follows:

The sublimit for electronic equipment in Paragraph **C.1.b**. of the **Limits Of Insurance** provision is amended to $5,000 per "loss".

K. New Vehicle Replacement Cost

The following is added to Paragraph **C. Limits Of Insurance** under **Physical Damage Coverage**:

In the event of a total "loss" to your new covered "auto" of the "private passenger type" or "light truck/van type" to which this coverage applies, we will pay at your option:

1. The verifiable new vehicle purchase price you paid for your covered "auto", not including any insurance or warranties;

2. The purchase price, as negotiated by us, of any new vehicle of the same make, model, and equipment, or similar model available; or

3. The market value of your covered "auto".

The above options do not include the following:

1. Initiation or set up costs associated with a loan or lease; and

2. The value of any furnishings, parts or equipment not installed by the manufacturer or their dealerships, except what is provided under the **Customized Furnishings** extension and the **Electronic Equipment** extension.

This coverage only applies to a covered "auto" which you are the original owner, where the "auto" has not been previously titled, and was purchased by you less than 365 days prior to the "loss".

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L. Physical Damage Deductible Changes

The following is added to Paragraph **D. Deductible** under **Physical Damage Coverage**:

1. Glass Repair – Waiver Of Deductible

Any Comprehensive Coverage deductible shown in the Declarations does not apply to "loss" resulting from glass breakage if the glass is repaired rather than replaced on a covered "auto".

2. Two Or More Deductibles

For a "loss" involving two or more covered "autos" from one "accident", we will apply one deductible to the total "loss" for all covered "autos". The deductible applicable is the highest deductible on the covered "autos" involved in that "accident".

However, this provision only applies if Comprehensive, Specified Causes Of Loss or Collision Coverage is provided on this policy for those covered "autos". This provision will not provide coverage for any covered "auto" for which you did not carry such coverage.

M. Drive Other Car Coverage

1. Changes In Covered Autos Liability Coverage

a. Any "auto" you don't own, hire or borrow is a covered "auto" while being used by:

(1) You, if the Named Insured is designated in the Declarations as an individual;

(2) Your partners or members, if the Named Insured is designated in the Declarations as a partnership or joint venture;

(3) Your members or managers, if the Named Insured is designated as a limited liability company;

(4) Your executive officers, if the Named Insured is designated as an organization other than an individual, partnership, joint venture or limited liability company; and

(5) Any spouse, while a resident of the same household, of any person described above.

However, this coverage does not apply to:

(1) Any "auto" owned by that individual or by any member of his or her household.

(2) Any "auto" used by that individual or his or her spouse while working in a business of selling, servicing, repairing or parking "autos".

b. The most we pay for the total of all damages under **Covered Autos Liability Coverage** is the **Limit Of Insurance** shown in the Declarations as applicable to owned "autos".

2. Changes In Auto Medical Payments And Uninsured And Underinsured Motorists Coverages

a. The following is added to **Who Is An Insured:**

Any individual described in **M.1.** above and his or her "family members" are "insureds" while "occupying" or while a pedestrian when being struck by any "auto" you don't own except:

Any "auto" owned by that individual or by any "family member".

b. The most we pay for the total of all damages under Auto Medical Payments Coverage, Uninsured Motorists Coverage, and Underinsured Motorists Coverage is the **Limit Of Insurance** shown in the Declarations as applicable to owned "autos".

3. Changes In Physical Damage Coverage

a. Any "private passenger type" "auto" you don't own, hire or borrow is a covered "auto" while in the care, custody or control of any individual described in **M.1.** above except:

(1) Any "auto" owned by that individual or by any member of his or her household.

(2) Any "auto" used by that individual or his or her spouse while working in a business of selling, servicing, repairing or parking "autos".

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b. Our obligation to pay for, repair, return or replace damaged or stolen property will be reduced by a deductible equal to the largest deductible applicable to any owned covered "auto" of a "private passenger type" for the applicable coverage.

If there are no owned "autos" of the "private passenger type", the deductible shall be $250 for Comprehensive Coverage and $500 for Collision Coverage.

4. Additional Definition For Driver Other Car Coverage

As used in this coverage:

"Family member" means a person related to the individual described in **M.1.** above by blood, marriage or adoption who is a resident of the individual's household, including a ward or foster child.

N. Knowledge Of Accident, Claim, Suit Or Loss

The **Duties In The Event Of Accident, Claim, Suit Or Loss** Condition is changed by the addition of the following:

Knowledge of an "accident", claim, "suit" or "loss" by an agent or "employee" of any "insured" shall not in itself constitute knowledge by the "insured" unless your partners, executive officers, directors, managers, members or a person who has been designated by them to receive reports of "accidents", claims, "suits" or "loss" shall have received such notice from the agent or "employees".

O. Waiver Of Subrogation By Contract Or Agreement

The **Transfer Of Rights Of Recovery Against Others To Us** Condition is changed by the addition of the following:

We will waive any right of recovery we may have against a person or organization because of payments we make for "bodily injury" or "property damage" arising out of the use of a covered "auto", which occurs while under contract with that person or organization. The waiver only applies to a person or organization with whom you have a written contract or written agreement requiring you to waive the right of recovery under this policy. The written contract or written agreement must have been signed and executed by you prior to the "accident" causing "bodily injury" or "property damage".

P. Unintentional Failure To Disclose Hazards

The following is added to the **Concealment, Misrepresentation Or Fraud** Condition under the **General Conditions**:

If you unintentionally fail to disclose any hazards or exposures existing as of the inception date of this policy, we will not deny coverage under this Coverage Form solely because of such failure to disclose. However, you must report the undisclosed exposure or hazard to us as soon as reasonably possible after its discovery.

This provision does not affect our right to collect additional premium or exercise our right of cancellation or non-renewal. This provision does not apply to any known injury or damage which is excluded under any other provision of this policy

Q. Liberalization

The following condition applies to this endorsement:

If we revise this endorsement to provide more coverage without additional premium charge, your policy will automatically provide the additional coverage as of the date the revision is effective in your state.

R. Mental Anguish Resulting From Bodily Injury

Paragraph **C.** "Bodily Injury" under the **Definitions** is deleted in its entirety and replaced by the following:

C. "Bodily injury" means bodily injury, sickness or disease sustained by a person, including mental anguish or death sustained by the same person that results from any of those. "Bodily injury" does not include mental anguish or death that does not result from bodily injury, sickness or disease.

S. Additional Definitions

1. As used in this endorsement attached to the Business Auto Coverage Form and the Motor Carrier Coverage Form:

"Light Truck/Van Type" means a truck or a van with a gross vehicle weight of 10,000 pounds or less, which is used for business purposes.

2. As used in this endorsement attached to the Business Auto Coverage Form only:

"Private Passenger Type" means a private passenger or station wagon type "auto" and includes an "auto" of the pickup or van type if not used for business purposes.

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WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

EFFECTIVE DATE: 01/01/2023

POLICY NUMBER: WCW8631

INSURED: Allied Garage Door Inc

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

Blanket Waiver of Subrogation

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Document A310 TM – 2010

Conforms with The American Institute of Architects AIA Document 310

Bid Bond

CONTRACTOR:
(Name, legal status and address)

Allied Garage Door, Inc.

PO Box 817
Lombard, IL 60148

SURETY:
(Name, legal status and principal place of business)

Berkley Insurance Company
475 Steamboat Road
Greenwich, CT 06830

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:
(Name, legal status and address)

County of Kane
719 S Batavia Ave
Geneva, IL 60134

BOND AMOUNT: Five Percent of Amount Bid

PROJECT:
(Name, location or address, and Project number, if any)

Garage Door Maintenance and Repair - BID 23-053

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 12th day of September , 2023

Allied Garage Door, Inc.

L Parisi
(Principal) *(Seal)*

(Witness)

president
(Title)

Nathan Stub
(Witness)

Berkley Insurance Company
(Surety) *(Seal)*

(Title)
Gregory L. Stanley, Attorney-in-Fact

BERKLEY INSURANCE COMPANY CORPORATE SEAL 1975 DELAWARE

No. BI-360b-el

POWER OF ATTORNEY
BERKLEY INSURANCE COMPANY
WILMINGTON, DELAWARE

KNOW ALL MEN BY THESE PRESENTS, that BERKLEY INSURANCE COMPANY (the "Company"), a corporation duly organized and existing under the laws of the State of Delaware, having its principal office in Greenwich, CT, has made, constituted and appointed, and does by these presents make, constitute and appoint: ***Gregory L. Stanley; Christopher J. O'Hagan; Brandi L. Bullock; Kimberley Ann Connell; Trudy Whitrock; or Michelle Wilson of Charles L. Crane Agency Company of St. Louis, MO*** its true and lawful Attorney-in-Fact, to sign its name as surety only as delineated below and to execute, seal, acknowledge and deliver any and all bonds and undertakings, with the exception of Financial Guaranty Insurance, providing that no single obligation shall exceed **Fifty Million and 00/100 U.S. Dollars (U.S.$50,000,000.00),** to the same extent as if such bonds had been duly executed and acknowledged by the regularly elected officers of the Company at its principal office in their own proper persons.

This Power of Attorney shall be construed and enforced in accordance with, and governed by, the laws of the State of Delaware, without giving effect to the principles of conflicts of laws thereof. This Power of Attorney is granted pursuant to the following resolutions which were duly and validly adopted at a meeting of the Board of Directors of the Company held on January 25, 2010:

RESOLVED, that, with respect to the Surety business written by Berkley Surety, the Chairman of the Board, Chief Executive Officer, President or any Vice President of the Company, in conjunction with the Secretary or any Assistant Secretary are hereby authorized to execute powers of attorney authorizing and qualifying the attorney-in-fact named therein to execute bonds, undertakings, recognizances, or other suretyship obligations on behalf of the Company, and to affix the corporate seal of the Company to powers of attorney executed pursuant hereto; and said officers may remove any such attorney-in-fact and revoke any power of attorney previously granted; and further

RESOLVED, that such power of attorney limits the acts of those named therein to the bonds, undertakings, recognizances, or other suretyship obligations specifically named therein, and they have no authority to bind the Company except in the manner and to the extent therein stated; and further

RESOLVED, that such power of attorney revokes all previous powers issued on behalf of the attorney-in-fact named; and further

RESOLVED, that the signature of any authorized officer and the seal of the Company may be affixed by facsimile to any power of attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligation of the Company; and such signature and seal when so used shall have the same force and effect as though manually affixed. The Company may continue to use for the purposes herein stated the facsimile signature of any person or persons who shall have been such officer or officers of the Company, notwithstanding the fact that they may have ceased to be such at the time when such instruments shall be issued.

IN WITNESS WHEREOF, the Company has caused these presents to be signed and attested by its appropriate officers and its corporate seal hereunto affixed this 11th day of April, 2023.

BERKLEY INSURANCE COMPANY CORPORATE SEAL 1975 DELAWARE

Attest:

By _____
Ira S. Lederman
Executive Vice President & Secretary

Berkley Insurance Company

By _____
Jeffrey M. Hafter
Senior Vice President

STATE OF CONNECTICUT)
) ss:
COUNTY OF FAIRFIELD)

Sworn to before me, a Notary Public in the State of Connecticut, this 11th day of April, 2023, by Ira S. Lederman and Jeffrey M. Hafter who are sworn to me to be the Executive Vice President and Secretary, and the Senior Vice President, respectively, of Berkley Insurance Company.

MARIA C RUNDBAKEN
NOTARY PUBLIC
CONNECTICUT
MY COMMISSION EXPIRES
APRIL 30, 2024

_____
Notary Public, State of Connecticut

CERTIFICATE

I, the undersigned, Assistant Secretary of BERKLEY INSURANCE COMPANY, DO HEREBY CERTIFY that the foregoing is a true, correct and complete copy of the original Power of Attorney; that said Power of Attorney has not been revoked or rescinded and that the authority of the Attorney-in-Fact set forth therein, who executed the bond or undertaking to which this Power of Attorney is attached, is in full force and effect as of this date.

BERKLEY INSURANCE COMPANY CORPORATE SEAL 1975 DELAWARE

Given under my hand and seal of the Company, this 12th day of September, 2023.

_____
Vincent P. Forte

STATE OF Missouri

COUNTY OF St. Louis

On 9/12/2023, before me, a Notary Public in and for said County and State, residing therein, duly commissioned and sworn, personally appeared Gregory L Stanley known to me to be Attorney-in-Fact of Berkley Insurance Company the corporation described in and that executed the within and foregoing instrument, and known to me to be the person who executed the said instrument on behalf of the said corporation, and he/she duly acknowledged to me that such corporation executed the same.

IN WITNESS WHEREOF, I have set my hand and affixed my seal, the day and year stated in this certificate above.

My Commission Expires: June 23, 2027

Michelle Wilson, Notary Public

MICHELLE WILSON
Notary Public - Notary Seal
STATE OF MISSOURI
Jefferson County
My Commission Expires: Jun. 23, 2027
Commission # 15636070

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

September 1, 2023

ADDENDUM 1

Invitation to Bid: **#23-053**

Title: **Kane County Garage Door Maintenance & Repair Services**

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. Could we schedule a walk-through to see the doors we would be maintaining?

A. Kane County will have a site visit at 2:00 pm September 5, 2023. Visitors will meet at The Kane County Building Management Office located at 37W699 IL Route 38, St. Charles, IL 60175.

Please acknowledge receipt of this Addendum 1. Thank you for your interest in the Kane County procurement process.

Sincerely,
Tony Sperkowski
Tony Sperkowski
Buyer II

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

September 6, 2023

ADDENDUM 2

Invitation to Bid: **#23-053**

Title: **Kane County Garage Door Maintenance & Repair Services**

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. Are there any doors that require fire drop testing?

A. No not required but you may be asked to do so during the term of the contract.

Q. Will any work be required during off hours?

A. Possibly at the adult jail and juvenile detention centers but the goal will be to keep work during office hours.

Q. What is the frequency of the maintenance you are requiring?

A. We require once-a-year inspections and maintenance along with on-call work.

Q. Are the roll-up doors interior or exterior?

A. Kane County locations have both interior and exterior roll-up doors varying by building.

Q. Does the work include salt dome doors?

A. Yes it does.

Please acknowledge receipt of this Addendum 2. Thank you for your interest in the Kane County procurement process.

Sincerely,
Tony Sperkowski
Tony Sperkowski
Buyer II

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-480

APPROVING THE PURCHASE OF THREE REPLACEMENT VEHICLES FOR KANE COUNTY COURT SERVICES (BID# 26-049-TK)

WHEREAS, Kane County Court Services is in need of three replacement vehicles for aging fleet vehicles that have been approved for replacement by the Kane County Division of Transportation; and

WHEREAS, Kane County Court Services utilizes county fleet vehicles on a daily basis to supervise and provide services to probation clients in the community; and

WHEREAS, Kane County Court Services has worked with the Purchasing Department to issue (BID# 26-049-TK) for various administrative vehicles, and received three (3) qualified responses. This is an all-inclusive, open-ended bid program, allowing other County departments to purchase on an as-needed basis; and

WHEREAS, after reviewing all responses, Court Services has determined that the lowest responsive and responsible bidder, providing the lowest purchase price for the 2026 Toyota Camry LE 2.5L FWD at a total cost of $34,995.00 per vehicle, is Envision Ford of Duarte.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board approves and authorizes the purchase of three (3) 2026 Toyota Camry LE 2.5L FWD from Envision Ford of Duarte, CA, for a total amount of One Hundred Four Thousand, Nine Hundred Eighty-Five Dollars ($104,985.00).

Line Item: 001.430-431-70070/001.430.434.70070
Line Item Description: Automotive Equipment
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?
001.430.436.40000 Salaries and Wages

Passed by the Kane County Board on October 13, 2026.

_____	_____
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 THE PURCHASE OF THREE REPLACEMENT VEHICLES FOR KANE COUNTY COURT SERVICES (BID# 26-049-TK)

Committee Flow:
Administration Committee, Finance and Budget Committee, Executive Committee, County Board

Contact:
Lisa Aust - (630) 232-5809

Budget Information:

Was this item budgeted? No	Appropriation Amount: $104,985.00
If not budgeted, explain funding source: 001.430.436.40000 – Salaries and Wages	
Was this item passed through the appropriate committee? Yes	

Summary:

This resolution authorizes and approves the purchase of three replacement vehicles for Kane County Court Services. Three aging fleet vehicles were previously approved for replacement by the Kane County Division of Transportation. The vehicles will be purchased from Envision Ford of Duarte, CA as they were the lowest responsible bidder through Kane County Purchasing Department's bid 26-049-TK.

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

August 24, 2026

PROCUREMENT SYNOPSIS

Requesting Department:	Kane County Court Services
Procurement Name:	Bid 26-049-TK Vehicle Fleet Program
Recommended Vendors:	Envision Ford of Duarte, One Nation Distribution, LLC, and Packey Webb
Awarded Amount:	An as-needed and open-purchase program

NOTIFICATION AND RESPONSE

Public Notices: Bidnet Direct and The Daily Herald

Advertising Date:	August 7, 2026	Notices sent/Plan Holders: 5/19
Proposal Due Date:	August 19, 2026	Bids Received: 4

PURPOSE

This bid seeks authorized dealers to furnish and deliver three (3) complete units of an administrative vehicle, or "Approved Equal" including, but not limited to, 2026 Ford Escape and various models as specified, with standard equipment and features for Kane County Court Services. This is an all-inclusive, open-ended bid program for one year, allowing other County departments and offices to purchase on an as-needed basis. This is a quick-turnaround, open purchase program available to all Kane County departments that chose to participate. The following bid prices and vehicle options were received:

Vendors	**MAIN BID**						
	A. Ford Escape 2.5L AWD EcoBoost	**B**. Ford Escape, 2.5L FWD Hybrid	**C**. Ford Escape 1.5L FWD EcoBoost	**D**. Bronco Sport 4x4	**E**. Honda Accord EX-L 2.0L Hybrid	**F**. Toyota Camry LE 2.5L FWD	**G**. Honda CRV, AWD, Hybrid
Envision Ford of Duarte	$38,995	$39,995	-	-	$39,995	***$34,995***	No Bid
One Nation Distribution	-	-	$33,989	-	-	-	$46,989
Packey Webb	No Bid	No Bid	No Bid	$30.921	No Bid	No Bid	No Bid
Schicker Ford	No Bid	No Bid	No Bid	-	No Bid	No Bid	No Bid

**Vehicle models and options need to be confirmed of availability and best prices before requisition for purchase.*

Kane County Court Services and the evaluation team evaluated all bids per specifications and contract requirements and have determined that Envision Ford, One Nation Distribution, and Packey Webb are the most responsive and responsible vendors to furnish and deliver vehicles on an as-needed basis.

Kane County Court Services, with the support of the Purchasing Department, recommends awarding the purchase of three (3) 2026 Toyota Camry LE to Envision Ford of Duarte, CA, and accepts the bids offered and vehicles available from the above-qualified vendors, pending approval by the Committee and the full Kane County Board.

Submitted By:
Timothy Keovongsak
Director of Purchasing

cc: Court Services

2008 Ford Taurus M173193

REPLACEMENT GUIDELINES CALCULATION SHEET

Light Vehicle Replacement Guidelines

Factor	Points
Age 18	One point for each year of chronological age, based on in-service date.
Miles/Hours 9	One point for each 10,000 miles of use.
Type of Service 3	1, 3, or 5 points are assigned based on the type of service that vehicle receives. For instance, a police patrol car would be given a 5 because it is in severe duty service. In contrast, an administrative sedan would be given a 1.
Reliability 3	Points are assigned as 1, 3, or 5 depending on the frequency that a vehicle is in the shop for repair. A five would be assigned to a vehicle that is in the shop two or more times per month on average, while a 1 be assigned to a vehicle in the shop an average of once every three months or less.
Maintenance and Repair Costs 3	1 to 5 points are assigned based on total life maintenance and repair costs (not including repair of accident damage). A 5 is assigned to a vehicle with life M&R costs equal or greater to the 50% of vehicle's original purchase price or 100% of the trade-in value of the vehicle, while a 1 is given to a vehicle with life M&R costs equal to 20-percent or less of 50% its original purchase cost or 50% of the vehicle's trade-in value. (attach copies of repair estimates or written summary of required repairs and source(s) of estimates)
Condition 3	This category takes into consideration body condition, rust, interior condition, accident history, anticipated repairs, etc. A scale of 1 to 5 points is used with 5 being poor condition. (attach photograph)

Point Ranges

Under 18 points	Condition I	Excellent
18 to 22 points	Condition II	Good
23 to 27 points	Condition III	Qualifies for replacement
28 points and above	Condition IV	Needs immediate consideration

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6/10/26

Kane County
Vehicle Request Form

Section 1 – Department Information		
Department: Kane County Court Services	Division: Probation	Date:
Address: 37w777 Il Route 38	City: St Charles	Zip Code: 60175
Department Contact Person: Julie Valldejuli	Title: Supervisor	
Telephone: 630-444-3165	email: valldejulijulie@16thcircuit.illinoiscourts.gov	

Section 2 – Current Vehicle Information

This request is to: ☒ Replace an existing vehicle OR ☐ Add a new vehicle to the fleet

Does the replacement vehicle meet the County's replacement guidelines (age, mileage, reliability, maintenance and repair costs and conditions as calculated on the Replacement Guideline Calculation, attached)? ☐ Yes ☐ No

Vehicle being replaced:	Year: 2008	Make: Ford	Model: Taurus
Vehicle Type: 4 dr sedan		V.I.N. #: 1FAHP24W08G173048	Current Mileage:

☒ Sedan	☒ Full size ☐ Intermediate ☐ Compact ☐ Police Pkg ☐ Special Equip.
☐ SUV	☐ Full size ☐ Intermediate ☐ Compact ☐ 4x4 ☐ 4x2 ☐ Special Equip. Additional justification required for all SUV requests – please attach separate justification narrative
☐ Pass. Van	☐ 7 passenger ☐ 12 passenger ☐ Special Equipment
☐ Cargo Van	☐ mini van ☐ ¾-ton ☐ 1-ton ☐ Special Equipment
☐ Pickup	☐ Compact ☐ 4x4 ☐ Standard Cab ☐ Short Box ☐ Special Equip. ☐ ½-ton ☐ 4x2 ☐ Extended Cab ☐ Long Box ☐ ¾-ton ☐ Crew Cab ☐ 1-ton
Original Purchase Price:	Current Estimated Fuel Efficiency (miles per gallon):

Section 3 – Requested Vehicle

What will be the primary use of this vehicle?

- ☐ Transportation of people Number of people:
- ☐ Emergency response
- ☐ Transportation of equipment, materials, or supplies (explain below)
- ☒ Transportation of both people and equipment, materials, or supplies (explain below)
- ☐ Other

Please explain the selection from the previous question

Is this vehicle authorized for take-home use? ☐ Yes (explain below) ☒ No

Vehicle will be assigned to: ☐ Specific Individual ☐ Work Group or Crew ☒ Motor Pool or Shared Use

How often will this vehicle be used: ☐ Multiple 8 hour shifts per day ☒ Daily ☐ Weekly ☐ Monthly ☐ Pool Car

Primary parking location of the requested vehicle: 37w777 Il Rte 38, St. Charles, IL 60175

M173193

Type of Vehicle Requested	
☒ Sedan	☒ Full size ☐ Intermediate ☐ Compact ☐ Police Package ☐ Special Equipment
☒ SUV	☐ Full size ☐ Intermediate ☐ Compact ☐ 4x4 ☐ 4x2 ☐ Special Equipment Additional justification required for all SUV requests – please attach separate justification narrative
☐ Pass. Van	☐ 7 passenger ☐ 12 passenger ☐ Special Equipment
☐ Cargo Van	☐ mini van ☐ ¾-ton ☐ 1-ton ☐ Special Equipment
☐ Pickup	☐ Compact ☐ 4x4 ☐ Standard Cab ☐ Short Box ☐ Special Equipment ☐ ½-ton ☐ 4x2 ☐ Extended Cab ☐ Long Box ☐ ¾-ton ☐ Crew Cab ☐ 1-ton

Fuel Type (Choose One): ☒ Gasoline ☐ Gasoline/Electric Hybrid ☐ Diesel ☐ Flex-Fuel (E-85)

Projected average monthly mileage: 250

Fuel efficiency of replacement vehicle (miles per gallon - city and highway): Unk

Is the vehicle(s) to be purchased from the Illinois state public bid list? ☒ Yes ☐ No
If no, why not?

When not in use, can this vehicle be used by other County employees outside department / office? ☐ Yes ☒ No (explain below)

Provide detailed description and justification for any special or miscellaneous equipment (e.g., trailer hitch, spot light, tool box, lift gate, partitions, etc.) requested.

Section 4 – Signatures

Requesting Department Director's / Elected Officer's Signature:	Date: 6/10/26
Fleet Manager's Signature: Request ☐ Approved ☐ Denied Reason for denial:	Date:

2015 Ford Taurus M202698

REPLACEMENT GUIDELINES CALCULATION SHEET

Light Vehicle Replacement Guidelines

Factor		Points
Age	11	One point for each year of chronological age, based on in-service date.
Miles/Hours	5	One point for each 10,000 miles of use.
Type of Service	3	1, 3, or 5 points are assigned based on the type of service that vehicle receives. For instance, a police patrol car would be given a 5 because it is in severe duty service. In contrast, an administrative sedan would be given a 1.
Reliability	3	Points are assigned as 1, 3, or 5 depending on the frequency that a vehicle is in the shop for repair. A five would be assigned to a vehicle that is in the shop two or more times per month on average, while a 1 be assigned to a vehicle in the shop an average of once every three months or less.
Maintenance and Repair Costs	4	1 to 5 points are assigned based on total life maintenance and repair costs (not including repair of accident damage). A 5 is assigned to a vehicle with life M&R costs equal or greater to the 50% of vehicle's original purchase price or 100% of the trade-in value of the vehicle, while a 1 is given to a vehicle with life M&R costs equal to 20-percent or less of 50% its original purchase cost or 50% of the vehicle's trade-in value. (attach copies of repair estimates or written summary of required repairs and source(s) of estimates)
Condition	3	This category takes into consideration body condition, rust, interior condition, accident history, anticipated repairs, etc. A scale of 1 to 5 points is used with 5 being poor condition. (attach photograph)

Point Ranges

Under 18 points	Condition I	Excellent
18 to 22 points	Condition II	Good
23 to 27 points	Condition III	Qualifies for replacement
28 points and above	Condition IV	Needs immediate consideration

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6/10/26

Kane County
Vehicle Request Form

Section 1 – Department Information		
Department: Kane County Court Services	Division: Probation	Date:
Address: 37w777 Il Route 38	City: St Charles	Zip Code: 60175
Department Contact Person: Julie Valldejuli	Title: Supervisor	
Telephone: 630-444-3165	email: valldejulijulie@16thcircuit.illinoiscourts.gov	

Section 2 – Current Vehicle Information

This request is to: ☒ Replace an existing vehicle OR ☐ Add a new vehicle to the fleet

Does the replacement vehicle meet the County's replacement guidelines (age, mileage, reliability, maintenance and repair costs and conditions as calculated on the Replacement Guideline Calculation, attached)? ☐ Yes ☐ No

Vehicle being replaced:	Year: 2015	Make: Ford	Model: Taurus SE
Vehicle Type: 4 dr sedan		V.I.N. #: 1FAHP2D86FG165194	Current Mileage:

☒ Sedan	☒ Full size ☐ Intermediate ☐ Compact ☐ Police Pkg ☐ Special Equip.
☐ SUV	☐ Full size ☐ Intermediate ☐ Compact ☐ 4x4 ☐ 4x2 ☐ Special Equip. Additional justification required for all SUV requests – please attach separate justification narrative
☐ Pass. Van	☐ 7 passenger ☐ 12 passenger ☐ Special Equipment
☐ Cargo Van	☐ mini van ☐ ¾-ton ☐ 1-ton ☐ Special Equipment
☐ Pickup	☐ Compact ☐ 4x4 ☐ Standard Cab ☐ Short Box ☐ Special Equip. ☐ ½-ton ☐ 4x2 ☐ Extended Cab ☐ Long Box ☐ ¾-ton ☐ Crew Cab ☐ 1-ton
Original Purchase Price:	Current Estimated Fuel Efficiency (miles per gallon):

Section 3 – Requested Vehicle

What will be the primary use of this vehicle?

- ☐ Transportation of people Number of people:
- ☐ Emergency response
- ☐ Transportation of equipment, materials, or supplies (explain below)
- ☒ Transportation of both people and equipment, materials, or supplies (explain below)
- ☐ Other

Please explain the selection from the previous question

Is this vehicle authorized for take-home use? ☐ Yes (explain below) ☒ No

Vehicle will be assigned to: ☐ Specific Individual ☐ Work Group or Crew ☒ Motor Pool or Shared Use

How often will this vehicle be used: ☐ Multiple 8 hour shifts per day ☒ Daily ☐ Weekly ☐ Monthly ☐ Pool Car

Primary parking location of the requested vehicle: 113 S Grove Ave, Elgin IL 60102

M202698

Type of Vehicle Requested	
☒ Sedan	☒ Full size ☐ Intermediate ☐ Compact ☐ Police Package ☐ Special Equipment
☒ SUV	☐ Full size ☐ Intermediate ☐ Compact ☐ 4x4 ☐ 4x2 ☐ Special Equipment Additional justification required for all SUV requests – please attach separate justification narrative
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☐ Pickup	☐ Compact ☐ 4x4 ☐ Standard Cab ☐ Short Box ☐ Special Equipment ☐ ½-ton ☐ 4x2 ☐ Extended Cab ☐ Long Box ☐ ¾-ton ☐ Crew Cab ☐ 1-ton

Fuel Type (Choose One): ☒ Gasoline ☐ Gasoline/Electric Hybrid ☐ Diesel ☐ Flex-Fuel (E-85)

Projected average monthly mileage: 250

Fuel efficiency of replacement vehicle (miles per gallon - city and highway): Unk

Is the vehicle(s) to be purchased from the Illinois state public bid list? ☒ Yes ☐ No
If no, why not?

When not in use, can this vehicle be used by other County employees outside department / office? ☐ Yes ☒ No (explain below)

Provide detailed description and justification for any special or miscellaneous equipment (e.g., trailer hitch, spot light, tool box, lift gate, partitions, etc.) requested.

Section 4 – Signatures

Requesting Department Director's / Elected Officer's Signature: L Quist	Date: 6/10/26
Fleet Manager's Signature: Request ☐ Approved ☐ Denied Reason for denial:	Date:

2015 Ford Taurus M202700

REPLACEMENT GUIDELINES CALCULATION SHEET

Light Vehicle Replacement Guidelines

Factor	Points
Age 11	One point for each year of chronological age, based on in-service date.
Miles/Hours 6	One point for each 10,000 miles of use.
Type of Service 3	1, 3, or 5 points are assigned based on the type of service that vehicle receives. For instance, a police patrol car would be given a 5 because it is in severe duty service. In contrast, an administrative sedan would be given a 1.
Reliability 3	Points are assigned as 1, 3, or 5 depending on the frequency that a vehicle is in the shop for repair. A five would be assigned to a vehicle that is in the shop two or more times per month on average, while a 1 be assigned to a vehicle in the shop an average of once every three months or less.
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Condition 3	This category takes into consideration body condition, rust, interior condition, accident history, anticipated repairs, etc. A scale of 1 to 5 points is used with 5 being poor condition. (attach photograph)

Point Ranges

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18 to 22 points	Condition II	Good
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28 points and above	Condition IV	Needs immediate consideration

30

6/10/26

Kane County
Vehicle Request Form

Section 1 – Department Information		
Department: Kane County Court Services	Division: Probation	Date:
Address: 37w777 Il Route 38	City: St Charles	Zip Code: 60175
Department Contact Person: Julie Valldejuli	Title: Supervisor	
Telephone: 630-444-3165	email: valldejulijulie@16thcircuit.illinoiscourts.gov	

Section 2 – Current Vehicle Information

This request is to: ☒ Replace an existing vehicle OR ☐ Add a new vehicle to the fleet

Does the replacement vehicle meet the County's replacement guidelines (age, mileage, reliability, maintenance and repair costs and conditions as calculated on the Replacement Guideline Calculation, attached)? ☐ Yes ☐ No

Vehicle being replaced:	Year: 2015	Make: Ford	Model: Taurus SE
Vehicle Type: 4 dr sedan		V.I.N. #: 1FAHP2D84FG165193	Current Mileage:

☒ Sedan	☒ Full size ☐ Intermediate ☐ Compact ☐ Police Pkg ☐ Special Equip.
☐ SUV	☐ Full size ☐ Intermediate ☐ Compact ☐ 4x4 ☐ 4x2 ☐ Special Equip. Additional justification required for all SUV requests – please attach separate justification narrative
☐ Pass. Van	☐ 7 passenger ☐ 12 passenger ☐ Special Equipment
☐ Cargo Van	☐ mini van ☐ ¾-ton ☐ 1-ton ☐ Special Equipment
☐ Pickup	☐ Compact ☐ 4x4 ☐ Standard Cab ☐ Short Box ☐ Special Equip. ☐ ½-ton ☐ 4x2 ☐ Extended Cab ☐ Long Box ☐ ¾-ton ☐ Crew Cab ☐ 1-ton
Original Purchase Price:	Current Estimated Fuel Efficiency (miles per gallon):

Section 3 – Requested Vehicle

What will be the primary use of this vehicle?

- ☐ Transportation of people Number of people:
- ☐ Emergency response
- ☐ Transportation of equipment, materials, or supplies (explain below)
- ☒ Transportation of both people and equipment, materials, or supplies (explain below)
- ☐ Other

Please explain the selection from the previous question

Is this vehicle authorized for take-home use? ☐ Yes (explain below) ☒ No

Vehicle will be assigned to: ☐ Specific Individual ☐ Work Group or Crew ☒ Motor Pool or Shared Use

How often will this vehicle be used: ☐ Multiple 8 hour shifts per day ☒ Daily ☐ Weekly ☐ Monthly ☐ Pool Car

Primary parking location of the requested vehicle: 113 S Grove Ave, Elgin IL 60102

M202700

Type of Vehicle Requested	
☒ Sedan	☒ Full size ☐ Intermediate ☐ Compact ☐ Police Package ☐ Special Equipment
☒ SUV	☐ Full size ☐ Intermediate ☐ Compact ☐ 4x4 ☐ 4x2 ☐ Special Equipment Additional justification required for all SUV requests – please attach separate justification narrative
☐ Pass. Van	☐ 7 passenger ☐ 12 passenger ☐ Special Equipment
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☐ Pickup	☐ Compact ☐ 4x4 ☐ Standard Cab ☐ Short Box ☐ Special Equipment ☐ ½-ton ☐ 4x2 ☐ Extended Cab ☐ Long Box ☐ ¾-ton ☐ Crew Cab ☐ 1-ton

Fuel Type (Choose One): ☒ Gasoline ☐ Gasoline/Electric Hybrid ☐ Diesel ☐ Flex-Fuel (E-85)

Projected average monthly mileage: 250

Fuel efficiency of replacement vehicle (miles per gallon - city and highway): Unk

Is the vehicle(s) to be purchased from the Illinois state public bid list? ☒ Yes ☐ No
If no, why not?

When not in use, can this vehicle be used by other County employees outside department / office? ☐ Yes ☒ No (explain below)

Provide detailed description and justification for any special or miscellaneous equipment (e.g., trailer hitch, spot light, tool box, lift gate, partitions, etc.) requested.

Section 4 – Signatures

Requesting Department Director's / Elected Officer's Signature:	Date: 6/10/26
Fleet Manager's Signature: Request ☐ Approved ☐ Denied Reason for denial:	Date:

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-481

BUDGET ADJUSTMENT FOR TRANSFER OF FUNDS FROM THE ELGIN COMMUNITY DEVELOPMENT BLOCK GRANT (ELGIN CDBG) FUND #401

WHEREAS, Fund #410 - the Elgin Community Development Block Grant (Elgin CDBG) Fund, was an intergovernmental agreement between Kane County and the City of Elgin directing Kane County to administer the Elgin CDBG annual grant from the U.S. Department of Housing and Urban Development (HUD); and

WHEREAS, the agreement between Kane County and the City of Elgin was terminated by the City of Elgin in FY2025 with a balance of $1,783.24; and

WHEREAS, Fund #410 be closed and balance transferred to Fund #401 - Community Development Block Grant (CDBG) Fund.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the remaining balances in Fund #410 - Elgin CDBG Fund be closed out to Fund #401 - CDBG Fund, that the appropriation adjustments and related cash transfers listed below be made to the FY 2026 budget, and that Fund #410 be closed as of October 13, 2026.

Line Item:

410.690.711.99401	Transfer To Fund #401	$1,783.24
410.690.711.39900	Fund Balance Utilization	$1,783.24
401.690.711.39410	Transfer from Fund #410	$1,783.24
401.690.711.39900	Fund Balance Utilization	($1,783.24)

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 October 13, 2026.

_____	_____
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

Budget Adjustment for Transfer of Funds from the Elgin Community Development Block Grant (Elgin CDBG) Fund #410 to the Community Development Block Grant (CDBG) Fund #401

Committee Flow:

Development Committee, Finance and Budget Committee, Executive Committee, County Board

Contact:

Chris Dall, 331-312-9231

Budget Information:

Was this item budgeted? No	Appropriation Amount: $1,783.24
If not budgeted, explain funding source: Elgin Community Development Block Grant	
Was this item passed through the appropriate committee? Yes	

Summary:

Fund #410 - the Elgin Community Development Block Grant (Elgin CDBG) Fund, was an intergovernmental agreement between Kane County and the City of Elgin directing Kane County to administer the Elgin CDBG annual grant from the U.S. Department of Housing and Urban Development (HUD). The agreement between Kane County and the City of Elgin was terminated by the City of Elgin in FY2025 with a balance of $1,783.24 remaining. Subsequently, Fund #410 is to be closed and the balance transferred to Fund #401 – Community Development Block Grant (CDBG) Fund.

Department Information

Email Address:

WalshJill@kaneCountyIL.gov

Department:

Development / County Development

Date:

8/12/2026

Category:

- [ ] Personnel Services
- [ ] Contractual Services
- [ ] Commodities
- [ ] Capital
- [x] Other Transfers and Fund Balance Utilization

Fund:

410 and 401

Increase Decrease

Amount:

$ 1,783.24

Requested Emergency Appropriation and/or Budget Transfer Description and Rationale:

The IGA between Kane County and the City of Elgin was terminated last year during the restructure of Kane County's Development & Community Services and OCR departments. Fund 410 was to be closed out and the balance to be transferred to CDBG fund 401.

Attach Draft Resolution

Budget Adj-Transfer from Elgin (410) to CDBG (401) - Resolution Draft (copy).docx 13.68KB

Category	Account Number	Approved Budget	Debit	Credit
Transfer From	410.690.711.39410	$ 0.00	$ 0.00	$ 1,783.24
Fund Balance Utilization	410.690.711.39900	$ 0.00	$ 1,783.24	$ 0.00
Transfer To	401.690.711.99401	$ 0.00	$ 1,783.24	$ 0.00
Fund Balance Utilization	401.690.711.39900	$ 0.00	$ 0.00	$ 1,783.24

Department Head Approval

Department Head Signature

Date

8/12/2026

Finance Department Review

Finance Executive Director

Date

8/17/2026

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-482

RECOGNIZING OCTOBER AS MANUFACTURING MONTH IN KANE COUNTY

WHEREAS, in October, the International Trade Administration joins with U.S. government and industry partners to celebrate Manufacturing Month and the importance of U.S. manufacturing innovation and ingenuity to our standard of living. U.S. manufacturing is an enduring and ever-evolving sector that contributes $2.9 trillion to the U.S. economy, employs nearly 12.9 million American workers, and accounts for 11 percent of the nation's GDP; and

WHEREAS, the Fabricators and Manufacturers Association, International (FMA), the National Association of Manufacturers, and the Manufacturing Extension Partnership (MEP) have designated October 2, 2026, as National Manufacturing Day; and

WHEREAS, manufacturers, educational institutions, and other organizations in Kane County will be hosting events on or around October 2, 2026, to showcase the high-skilled and well-paying jobs afforded by a career in manufacturing, to support and promote a positive public image of manufacturing, and to ensure the continued growth of the manufacturing industry; and

WHEREAS, on Manufacturing Day 2025, Northern Kane County Region 110 partnered with the Alignment Collaborative for Education, St. Charles Area Chamber of Commerce and its Industrial Committee, Elgin Area Chamber of Commerce and Greater Chicago Advanced Manufacturing Partnership (GCAMP) to send almost 600 high school students from District 303, District 300, District 301 and District U-46 to 24 area manufacturers who opened their doors to show them job opportunities available; and

WHEREAS, more than 375 metals and machinery manufacturing firms located in Kane County provide well-paying manufacturing jobs for over 9,500 employees and create broad-based prosperity; and

WHEREAS, more than 280 food & beverage manufacturing and packaging firms located in Kane County provide well-paying manufacturing jobs for over 13,000 employees and create broad-based prosperity; and

WHEREAS, Kane County, in partnership with Illinois Manufacturing Excellence Center (IMEC), launched the Lighthouse Manufacturing Program to help manufacturers with productivity improvements such as automation, up skilling / career pathways, and operational efficiency solutions. The Kane County Economic Development Corporation public / private partnership has joined forces with IMEC to continue the Lighthouse Program will be a voice for Kane County manufacturers.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board hereby resolve to recognize October as Manufacturing Month and encourages all residents, teachers and students to join in recognizing the important role of manufacturing in our county and to explore careers in manufacturing and related fields.

Passed by the Kane County Board on October 13, 2026.

_____	_____
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

Recognizing October as Manufacturing Month in Kane County

Committee Flow:
Jobs Committee, Executive Committee, County Board

Contact:
Chris Toth, 630.232.3491

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:

This resolution recognizes October as Manufacturing Month in Kane County.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-483

ADOPTING THE KANE COUNTY EMERGENCY RESPONSE GUIDE AND ESTABLISHING EMPLOYEE ORIENTATION REQUIREMENTS

WHEREAS, the Kane County Office of Emergency Management has developed an Emergency Response Guide (the "Guide") to provide County employees with basic information and direction for responding to emergencies and hazards that may affect County operations and facilities; and

WHEREAS, providing County employees with consistent emergency response information promotes employee safety, supports continuity of County operations, and enhances the County's overall preparedness and response capabilities; and

WHEREAS, the Kane County Office of Emergency Management has developed a brief orientation video to familiarize employees with the Guide and its contents; and

WHEREAS, the Kane County Board finds it appropriate to adopt the Emergency Response Guide and establish a consistent process for distributing the Guide and providing annual employee orientation.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the Kane County Emergency Response Guide is hereby adopted for use by Kane County employees.

BE IT FURTHER RESOLVED that the Kane County Human Resources Department shall provide the Guide in electronic form and the Guide orientation video to all newly hired and current employees of Kane County departments under the authority of the Kane County Board, and such employees shall be directed to view the orientation video annually, on or before March 1 of each calendar year.

BE IT FURTHER RESOLVED that the Kane County Office of Emergency Management shall be responsible for tracking completion of the annual orientation

BE IT FURTHER RESOLVED that the Kane County Board encourages all elected County offices to provide the Guide to their employees and to direct their employees to view the Guide orientation video annually, on or before March 1 of each calendar year.

BE IT FURTHER RESOLVED that the Guide is intended to provide general emergency preparedness and response guidance and does not replace or supersede any emergency action plan, evacuation plan, sheltering plan, or other emergency procedures already in existence for a particular department, office, facility, or work location. Where such plans or procedures exist, employees shall follow the applicable plans and procedures for their work location.

BE IT FURTHER RESOLVED that all Kane County departments and offices are responsible for complying with applicable federal and State of Illinois workplace safety requirements, including requirements relating to emergency action, evacuation, and sheltering procedures.

BE IT FURTHER RESOLVED that the Kane County Office of Emergency Management is authorized to make non-substantive administrative updates to the Guide and associated orientation materials as necessary to maintain current information, provided that such updates do not alter County policy or create new obligations for County departments or employees.

Passed by the Kane County Board on October 13, 2026.

_____	_____
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

Adopting The Kane County Emergecy Response Guide And Establishing Employee Orientation Requirements

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

Summary:

The resolution adopts the Kane County Emergency Response Guide as a resource to provide employees with consistent guidance for responding to emergencies and hazards affecting County facilities and operations. It directs County departments under the authority of the County Board to distribute the Guide and require employees to complete an annual orientation, while assigning the Office of Emergency Management responsibility for tracking completion.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-484

AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE COUNTY OF KANE, THE KANE COUNTY SHERIFF'S OFFICE, AND THE OSWEGO POLICE DEPARTMENT

WHEREAS, the Constitution of the State of Illinois of 1970, Article VII, Section 10, provides that units of government may contract or otherwise associate among themselves to obtain or share services and to exercise, combine or transfer any power of function in any manor nor prohibited by law or by ordinance and may use their credit, revenues and other resources to pay cost related to intergovernmental activities; and

WHEREAS, pursuant to 725 ILCS 5/107-4, this Agreement recognizes that a peace officer has authority in jurisdictions other than its own in certain circumstances; and

WHEREAS, the Kane County Sheriff's Office maintains a certified Bomb Squad trained and equipped to respond to incidents involving explosives, hazardous ordnance, improvised explosive devices (IEDs), and post-blast investigations; and

WHEREAS, the Oswego Police Department recognizes the importance of having timely access to specialized bomb disposal services to protect its community and first responders; and

WHEREAS, the Kane County Sheriff's Office agrees to provide such services to the Village of Oswego on an as-needed basis; and

WHEREAS, the Oswego Police Department agrees to support the mission of the KCSO Bomb Squad by assigning sworn officers to serve in part-time support roles within the unit and will provide their assigned officers with any and all equipment necessary for this activity; and

WHEREAS, both agencies acknowledge that collaborative sharing of personnel and resources enhances regional public safety and strengthens operational readiness; and

WHEREAS, the Kane County Sheriff's Office will not incur any additional expenses due to this arrangement; and

WHEREAS, this agreement will take effect upon signature of all parties and remain in effect for three (3) years, with the option to renew for successive one-year terms by mutual agreement.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board authorizes the intergovernmental agreement between the County of Kane, the Kane County Sheriff's Office,

and the Oswego Police Department for KCSO Bomb Squad services, and that the Kane County Board Chairman is authorized and directed to execute the document for this agreement.

Passed by the Kane County Board on October 13, 2026.

_____	_____
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 an Intergovernmental Agreement Between the County of Kane, the Kane County Sheriff's Office, and the Oswego Police Department

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	
Was this item passed through the appropriate committee? Yes	

Summary:

This resolution authorizes an intergovernmental agreement between the County of Kane, the Kane County Sheriff's Office, and the Oswego Police Department for Kane County Sheriff's Office Bomb Squad services. There are no expenses associated with this three-year agreement, and it may be renewed by mutual agreement for successive one-year terms.

Kane County Sheriff's Office

37W755 IL Rt 38 • St Charles, IL 60175
Tel: (630) 232-6840 • Fax: (630) 513-6984
www.KaneSheriff.com

Ron Hain, Sheriff Amy Johnson, Undersheriff

INTERGOVERNEMNTAL AGREEMENT

Between the County of Kane, the Kane County Sheriff's Office and the Oswego Police Department
Regarding Bomb Squad Services.

INTRODUCTION

This Intergovernmental Agreement IGA) (hereinafter "Agreement") is entered into by and between the County of Kane (hereinafter "County"), the Kane County Sheriff's Office (hereinafter "KCSO"), and the Oswego Police Department (hereinafter "OPD"), (hereinafter collectively the "Parties"), pursuant to the Intergovernmental Cooperation Act (5 ILCS 220/1 *et seq.*).

This Agreement establishes the conditions for support, operation, and oversight of the Kane County Sheriff's Bomb Squad. The participating agencies recognize that a need exists for such a specialized unit; however, the cost of independently funding and maintaining such a team can be prohibitive. Therefore, pooling resources and assigning personnel under this cooperative arrangement is mutually beneficial, enhances regional public safety, and ensures that the Oswego Police Department has access to bomb squad services while providing an officer to support the KCSO Bomb Squad in a part-time role.

WHEREAS

- Article VII, Section 10 of the 1970 Constitution of the State of Illinois authorizes units of government to contract among themselves to obtain or share services and to exercise, combine or transfer any power or function, in any manner not prohibited by law or by ordinance
- Pursuant to 725 ILCS 5/107-4, this Agreement recognizes that a peace officer has authority in jurisdictions other than its own in certain circumstances.
- The Kane County Sheriff's Office maintains a certified Bomb Squad trained and equipped to respond to incidents involving explosives, hazardous ordnance, improvised explosive devices (IEDs), and post-blast investigations; and

- The Oswego Police Department recognizes the importance of having timely access to specialized bomb disposal services to protect its community and first responders; and
- The Kane County Sheriff's Office agrees to provide such services to the Village of Oswego on an as-needed basis; and
- The Oswego Police Department agrees to support the mission of the KCSO Bomb Squad by assigning sworn officers to serve in part-time support roles within the unit; and
- Both agencies acknowledge that collaborative sharing of personnel and resources enhances regional public safety and strengthens operational readiness.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

I. Incorporation of Recitals

The recitals set forth above are incorporated herein and made a part hereof.

II. Scope of Services

1. The KCSO Bomb Squad shall respond to requests for service within the jurisdiction of the Village of Oswego, Illinois, subject to availability and consistent with established policies.
2. Services include: identification, handling, rendering safe, and disposal of suspected explosive devices; post-blast investigation; technical assistance; bomb sweeps; and training support.
3. OPD officer(s) assigned to the KCSO Bomb Squad will be made available to assist the KCSO Bomb Squad when responding to calls outside of the Village limits of Oswego.

III. Responsibilities of the Kane County Sheriff's Office

1. Maintain a certified Bomb Squad in compliance with federal standards set forth by the FBI and related agencies.
2. Provide training, instruction, assistance, support, and operational guidance to OPD officers assigned to the unit.
3. Retain operational command of all bomb squad-related incidents, including those within the Village of Oswego.

IV. Responsibilities of the Oswego Police Department

1. Assign one (1) or more sworn officers to the KCSO Bomb Squad in part-time support roles, as mutually agreed upon by both agencies.

2. This assignment to the KCSO Bomb Squad will be a collateral assignment with their primary assignment be duties at the Oswego Police Department.
3. Ensure that assigned officers meet all training, certification, and fitness requirements established by KCSO Bomb Squad standards.
4. Retain all employer-employee related responsibilities for its assigned officers, including but not limited to, salary, benefits, workers' compensation, overtime, and liability coverage.
5. Ensure that assigned officers are available to provide on-scene support to the KCSO Bomb Squad wherever the unit is deployed or requested, whether inside or outside the Village of Oswego.

V. Resource Sharing and Cost Responsibility

1. Each agency shall be responsible for its own personnel, vehicles, equipment, and operating costs, unless otherwise agreed upon in writing.
2. The Oswego Police Department shall be solely responsible for covering all salary, benefits, overtime, and training expenses for officers it assigns to the KCSO Bomb Squad.
3. The Oswego Police Department shall also cover costs of specialized personal equipment issued specifically to its assigned officers, unless otherwise provided by KCSO.
4. The Kane County Sheriff's Office shall cover the costs of operating and maintaining bomb squad vehicles, tools, robotics, and general unit equipment, and will provide access to these resources for assigned OPD officers as needed.

VI. Command and Control

1. During bomb squad operations, the KCSO Bomb Squad Commander shall maintain tactical and operational authority over all explosive ordnance disposal activities.
2. Overall incident command for events occurring within the Village of Oswego shall remain with the Oswego Police Department, with the Bomb Squad acting as a specialized supporting unit.
3. OPD personnel shall not be considered employees of KCSO and KCSO personnel shall not be considered employees of OPD.

VII. Selection and Removal of Personnel

1. The OPD shall submit a list of interested officers whom it deems qualified and suitable for bomb squad service. Considerations shall include mental capacity, physical agility, ability to perform under high stress, team compatibility, and ability to meet all training requirements.
2. The KCSO Bomb Squad Commander shall evaluate submitted candidates, which shall include an interview, an assessment of the candidate's ability to operate in a bomb suit, and an evaluation of the candidate's ability to interpret x-ray images. The Commander shall then recommend the most qualified candidate for assignment.

3. A team member may voluntarily withdraw from the Bomb Squad at any time and for any reason.
4. A team member may also be removed, with or without cause, when deemed necessary for the good of the team, upon the recommendation of the KCSO Bomb Squad Commander and subject to approval by the Sheriff and/or designee.

VIII. Liability and Insurance

Both Parties agree to maintain appropriate insurance coverage throughout the term of this Agreement. Each agency shall be responsible for the all acts and omissions of its own employees, officers, and agents. Nothing in this Agreement shall be construed as a waiver of any immunities or defenses available to either party under applicable law.

IX. Term and Termination

1. This Agreement shall take effect upon signature by both Parties and remain in effect for three (3) years. Thereafter, it may be renewed for successive one-year terms at the mutual agreement of the Parties, unless amended, terminated, or replaced by a new agreement. Either party may terminate this Agreement with ninety (90) days' written notice to the other party.

X. Miscellaneous

1. NOTICE: Any notice required or permitted to be given hereunder shall be in writing an 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 COUNTY and KCSO:
Contact:
Address:
Phone:
E-mail:

TO OSWEGO POLICE DEPARTMENT:
Contact: Jason Bastin
Address: 3355 Woolley Rd. Oswego, IL 60543
Phone: 630-551-7300
E-mail: jbastin@oswegoil.org

2. 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.

3. ASSIGNMENT: Neither party may assign or otherwise transfer this Agreement without the written consent of the other party. This Agreement shall inure to the benefit of and bind the parties hereto and their respective legal representatives, successors and assigns.

4. GOVERNING LAW: This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois. Venue shall be exclusively in the County of Kane.

5. 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.

6. 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.

7. 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.

8. 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.

SIGNATURES

For the County of Kane

Corinne Pierog

Date: _____

For the Kane County Sheriff's Office

Sheriff Ronald Hain

Date: _____

For the Oswego Police Department

Chief of Police Jason Bastin

Date: 6/16/26

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-485

AUTHORIZING THE KANE COUNTY SHERIFF'S OFFICE TO ENTER INTO AN AGREEMENT WITH FIRST RESPONDERS WELLNESS CENTER, PLLC, FOR WELLNESS COORDINATOR SERVICES

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 Sheriff is required and desires 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 Sheriff, with the help of the Purchasing Department, issued a Request for Proposal (RFP 26-038-DH) at the end of June to find comprehensive, competent, and confidential mental wellness services for Public Safety sworn personnel, and received four responses; and

WHEREAS, two Public Safety supervisory officers evaluated the responses and determined that First Responders Wellness Center, PLLC, 477 E. Butterfield Road, Lombard, IL, provided the most responsive proposal that will provide high quality and value to meet the needs desired and required by Illinois State law and by the Illinois Law Enforcement Training Standards Board; and

WHEREAS, the cost per deputy for an annual wellness check is $175, with an expected total of $17,500 for the 100 sworn personnel annually that will be served by this provider. This cost was included in both the FY2026 and FY2027 budgets.

NOW, THEREFORE, BE IT RESOLVED that the Kane County Board hereby authorizes the Kane County Sheriff to enter into an agreement with First Responders Wellness Center, PLLC, of Lombard, IL, for wellness program coordinator services to provide annual and other wellness services for Public Safety sworn personnel.

Line Item: 001.380.382.50210
Line Item Description: Medical/Dental/Hospital 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 October 13, 2026.

_____	_____
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 Kane County Sheriff's Office to Enter into an Agreement with First Responders Wellness Center, PLLC, for Wellness Coordinator Services

Committee Flow:
Judicial Public Safety Committee, Executive Committee, County Board

Contact:
Elizabeth Richards, 630.208.2001

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $17,500.00
If not budgeted, explain funding source: N/A	
Was this item passed through the appropriate committee? Yes	

Summary:

This resolution requests authorization for the Kane County Sheriff's Office to enter into an agreement with First Responder Wellness Services, PLLC, of Lombard, IL, for wellness coordinator services. This agreement will provide annual mental health wellness consultation services for Public Safety sworn personnel desired by the Sheriff's Office and as required by Illinois State law and the Illinois Law Enforcement Training Standards Board. The cost is $175 per deputy, and a total expense of $17,500.00 with 100 sworn personnel requiring this service.

County of Kane
PURCHASING DEPARTMENT
KANE COUNTY GOVERNMENT CENTER

719 S. Batavia Avenue, Bldg. A
Geneva, Illinois 60134

Telephone: (630) 208-3803
Email: Purchasing@KaneCountyIL.gov

August 7, 2026

PROCUREMENT SYNOPSIS

Requesting Department:	Kane County Sheriff's Office
Procurement Name:	RFP 26-038-DH – Mental Health and Wellness Program for Law Enforcement Personnel
Recommended Vendor:	First Responders Wellness Center

NOTIFICATION AND RESPONSE

Public Notices: ●BidNet Direct ●The Daily Herald

Advertising Date:	June 29, 2026	Notices sent/Plan Holders: 837/64
Proposal Due Date:	July 20, 2026	Proposals Received: 4

PURPOSE

The County of Kane accepted proposals from qualified and experienced vendors to retain and establish a contractual agreement to provide comprehensive, confidential, and competent mental wellness services for law enforcement personnel. The County seeks to enhance employee well-being, resilience, and job performance through accessible, evidence based mental health support and related wellness services.

A total of four (4) proposals were received by the Kane County Sheriff's Office; the evaluation team evaluated proposals per the selection criteria set forth in the RFP. Upon the conclusion of scoring, the evaluation team determined and confirmed that the top ranked vendor is qualified and would provide the required services at a high quality and value.

Evaluation Criteria:
● Qualifications & Experience (35%) ● Program Quality & Approach (30%) ● Pricing & Cost Structure (20%)
● Accessibility & Confidentiality (15%)

SCORING SUMMARY

Ranking	Vendor	Total Score
1	**First Responders Wellness Center**	**94.75%**
2	MHW PsychLaw Services, Inc.	92.25%
3	PsychPlus Medical Associates PLLC	85.25%
4	TrueCare24, Inc.	86.88%

The evaluation team and Kane County Sheriff's Office, with the support of the Purchasing Department, recommends awarding this contract to First Responders Wellness Center of Lombard, IL, for a three (3) year term with two (2) possible one (1) year extensions pending Committee and County Board Approval.

Submitted By:

Danielle Hoffman

Kane County Purchasing Department, Buyer

PROPOSAL RESPONSE FORM
For
MENTAL HEALTH AND WELLNESS PROGRAM FOR LAW ENFORCEMENT PERSONNEL

RFP Due Date & Time: **10:00 A.M., CT., MONDAY, JULY 20, 2026**

Proposals must 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 services 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_____; _____; _____; _____; _____; _____.

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 Title 3, Part F, Article 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 notwithstanding 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 is a three (3) year contract with a mutual option for two (2) one-year renewal periods upon agreement by both parties. **THIS SECTION MUST BE SIGNED BY AN AUTHORIZED REPRESENTATIVE OF THE COMPANY OR ENTITY RESPONDING TO THE RFP.**

Signature _____

Typed Signature Dr. Carrie Steiner

Company First Responders Wellness Center, PLLC

Address 477 E. Butterfield Rd. #408, Lombard, IL 60148

Phone# 630-796-2961 **Email** dr.steiner@firstresponderswellnesscenter.com

Federal I.D./Social Security # 47-438-7668 **Date** 7/17/2026

COST PROPOSAL

Contractors shall refer to the proposal statement of work (Sections A – K) and Proposal Instructions for instructions and requirements for submission.

Along with the signed proposal response form, Contractors shall provide the following substantiation information to support their proposed total cost for medical services.

PLEASE NOTE: If the tables below are not suitable for the Contractor's proposed staffing matrix/cost proposal, the Contractor may provide their own structured fee document.

PROPOSAL PER-VISIT FEES	BASE FEE	ESTIMATED COST FOR 100 DEPUTIES	OTHER
Annual Wellness Session	**$175 / $165 / $155** per deputy (see volume tiers) **100–199 members:** $175/session **200–299 members:** $165/session **300+ members:** $155/session	**$17,500** (100 deputies × $175)	55-minute structured wellness visit via HIPAA-compliant telehealth (SimplePractice) or in-person at 2357 Sequoia Dr, Aurora, IL 60506. *Volume tiers apply if program expands to additional personnel or partner agencies.*
Hourly Counseling or Support Session Rate	**$185** per session	*As-requested*	Available for deputies requiring individual support beyond the annual wellness visit. Department-paid; billed per session.
Telehealth Service Fee	*N/A*	—	No separate fee. Telehealth delivery via SimplePractice is included in the per-session wellness visit rate.
Critical Incident Debrief Cost	**Group (90 min):** $330 **Individual (initial):** $200 **Individual (subsequent):** $185	*As-requested* Per-incident.	Per-incident upon department request. CISM-model debriefs by LE-veteran clinicians.
Fitness for Duty Evaluations	**$2,500** per evaluation	*As-requested*	Re-evaluation: $1,750. Conducted by licensed psychologist per IL and federal standards.
Pre-Employment Screening	**$650** per candidate	*As-requested*	Pre-Employment Psychological Evaluation (PEPE) per ILETSB requirements. Mental Health Certification and FOID evaluation available; pricing upon request.
Travel Expenses As Applicable	*N/A*	—	No travel charges assessed to KCSO. In-person sessions at FRWC office location; telehealth requires no travel.
Fee for Extended Session Time	**$46.25** per 15-minute increment	*As-incurred*	Applies when session exceeds the standard 55-minute visit (70+ minutes). Billed in 15-minute increments ($185/hour equivalent).
After-Hours or Emergency Response Rate	*N/A*	—	No additional charge. After-hours session slots are part of the standard

PROPOSAL PER-VISIT FEES	BASE FEE	ESTIMATED COST FOR 100 DEPUTIES	OTHER
			monthly wellness day block at the base rate. Critical incident response priced under Critical Incident Debrief above.
Administrative or Reporting Fee	*N/A*	—	No fee charged. All scheduling coordination, automated outreach, ILETSB-format participation reporting, and compliance documentation are included in the base wellness visit rate.
Any Minimum Annual Contract Requirements	**90 completed wellness visits** per contract year	**$15,750** (annual minimum)	Minimum ensures FRWC's infrastructure investment is justified at the volume-discount rate. If fewer than 90 visits are completed due to KCSO-controlled circumstances, the per-session rate reverts to $185.

ACCEPTANCE

The Offer is hereby accepted for **MENTAL HEALTH AND WELLNESS PROGRAM FOR LAW ENFORCEMENT PERSONNEL.**

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, specifications, and amendments, the Contractor's offer is accepted by the County of Kane.

This contract shall henceforth be referred to as **Contract Number 26-038-DH**. 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.

PROPOSAL IN RESPONSE TO

Request for Proposal No. 26-038-DH

Mental Health and Wellness Program for Law Enforcement Personnel

Issued by:

Kane County Sheriff's Office

Submitted by:

First Responders Wellness Center

477 E. Butterfield Rd., Suite 408 • Lombard, IL 60148

info@firstresponderswellnesscenter.com | firstresponderswellnesscenter.com

Submission Date: July 20, 2026

Prepared by: Robert Steiner, Director of Operations

Section 1: Cover Letter & Table of Contents

July 20, 2026

Danielle Hoffman

Buyer, Purchasing Department

Kane County Government Center

719 S. Batavia Avenue, Building A

Geneva, Illinois 60134

Re: **Proposal in Response to RFP #26-038-DH — Mental Health and Wellness Program for Law Enforcement Personnel**

Dear Ms. Hoffman and the Kane County Evaluation Committee,

First Responders Wellness Center (FRWC) is pleased to submit this proposal in response to RFP #26-038-DH. We build mental health and wellness programs exclusively for law enforcement officers, firefighters, paramedics, dispatchers, and military veterans — and we have done nothing else since our founding in 2015. This proposal describes how we would design, staff, and operate the Kane County Sheriff's Office Mental Health and Wellness Program.

FRWC was founded by Dr. Carrie Steiner, PsyD, a licensed clinical psychologist and former 13-year Chicago Police Officer. Every clinician we are proposing for this program holds active Illinois licensure and has either served in law enforcement or devoted their entire clinical career to this population. We do not treat the general public. That exclusivity is not incidental — it is the design.

We are proposing a Dedicated Wellness Day delivery model in which FRWC manages all scheduling, outreach, and completion tracking directly with deputies, maintains a secure off-site professional office at 2357 Sequoia Drive, Aurora, IL 60506 (approximately 15 miles from KCSO headquarters), and delivers wellness visits via HIPAA-compliant telehealth or in person. KCSO's administrative burden is minimal by design. Ours is not.

We acknowledge receipt of Addendum No. 1 to RFP #26-038-DH, dated July 10, 2026, and have incorporated all clarifications into this proposal, including the County's guidance on telehealth delivery preference, insurance documentation requirements, and ILETSB participation report format.

We appreciate the Kane County Sheriff's Office commitment to the mental health and resilience of its deputies. We would be honored to serve as your wellness program partner.

Respectfully submitted,

Robert Steiner

Director of Operations

First Responders Wellness Center

info@firstresponderswellnesscenter.com

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2. **Background & Summary**
3. **Statement of Qualifications & Approach**
   - 3.1 Project Overview and Scope of Services (RFP Sections A–K)
   - 3.2 Certification and Licensure, Accreditation, and References
   - 3.3 Services Offered
   - 3.4 Outcome Goals, Education, Training, and Support
   - 3.5 Accessibility and Delivery, including Scheduling and Location(s)
   - 3.6 Reports, Records, and Security
4. **Cost Proposals and Analysis**

Attachments (submitted as separate documents):

A. Contractor Disclosure Form (Signed & Notarized)
B. Familial Relationship Disclosure Form (Signed & Notarized)
C. Certificate of Insurance
D. References

Section 2: Background & Summary

First Responders Wellness Center (FRWC) is a mental health and wellness organization built exclusively for the people who carry the weight of public safety — law enforcement officers, firefighters, paramedics, dispatchers, and military veterans. We do not treat the general public. This specialization is not a marketing position; it is a structural commitment that shapes everything from how we hire our clinicians to how we design our programs.

We are submitting this proposal in response to RFP No. 26-038-DH because the Kane County Sheriff's Office has described exactly the kind of program we have been delivering for over a decade. Founded in 2015 by Dr. Carrie Steiner, PsyD — a former 13-year Chicago Police Officer turned licensed clinical psychologist — FRWC has served more than 50 law enforcement departments and agencies across Illinois. Every clinician we are proposing for this program carries active Illinois licensure and has either served in law enforcement or dedicated their entire clinical career to this population.

We are proposing a Dedicated Wellness Day model: a structured, contractor-managed scheduling approach in which FRWC delivers visits either through our secure telehealth platform or via in-person visits from its secured professional office at 2357 Sequoia Drive, Aurora, IL 60506 (approximately 15 miles from KCSO headquarters). FRWC will coordinate all scheduling and outreach with deputies directly, and conduct concentrated blocks of wellness visits on dedicated program days. This model maximizes efficiency for the department, removes administrative burden from KCSO staff, protects officer confidentiality by keeping visits entirely off-site, and enables FRWC to complete wellness visits for the full deputy roster within approximately three months of program launch.

We understand what this program is actually for. Compliance with 55 ILCS 5/3-6012.2 and 50 ILCS 705/6(f) provides the mandate. Real wellness — building trust, reducing stigma, and giving officers a private space to process the weight of the job — is what we deliver.

Established	2015
Business Type	For-profit, mission-driven healthcare organization
Clinical Director	Dr. Carrie Steiner, Psy.D. — Licensed Clinical Psychologist
Exclusive Focus	First responders and military veterans only
Agencies Served	50+ police and public safety agencies (Illinois)
EHR / Telehealth	SimplePractice (HIPAA-compliant platform with integrated telehealth)
Scheduling	Google Appointment Scheduling with BAA; Google Sheets automated outreach pipeline
Key Legislation	55 ILCS 5/3-6012.2; 50 ILCS 705/6(f); Public Act 101-0544
Addendum Acknowledged	Addendum No. 1, dated July 10, 2026 — all clarifications incorporated

Section 3: Statement of Qualifications & Approach

3.1 Project Overview and Scope of Services (Referencing RFP Sections A–K)

The following overview addresses FRWC's response to each substantive section of RFP #26-038-DH. References to specific RFP sections are provided to assist the evaluation committee in cross-referencing the proposal against the County's requirements.

RFP Section	FRWC Response Summary & Reference
Section B Accessibility & Delivery	FRWC will deliver wellness visits via SimplePractice's HIPAA-compliant integrated telehealth platform (preferred for on-duty sessions) and in person at FRWC's professional office at 2357 Sequoia Drive, Aurora, IL 60506 (approximately 15 miles from KCSO headquarters). FRWC manages all scheduling, outreach, and rescheduling. Full detail in Section 3.5.
Section C Vendor Qualifications	FRWC has served 50+ Illinois police and public safety agencies since 2015. All proposed clinicians hold active Illinois licensure; the majority are former sworn law enforcement veterans. Dr. Carrie Steiner provides clinical oversight. Three references from current agency partners are provided in Attachment D. Full detail in Section 3.2.
Section D Safeguarding of Personal Information	FRWC operates under HIPAA with Business Associate Agreements with both SimplePractice and Google LLC (covering Google Workspace). No clinical content is disclosed to KCSO. Only name, scheduled date, and completion status are shared for compliance reporting. Full detail in Section 3.6.
Section E Compensation	FRWC bills per session on the 10th of the following month. Net 30 payment terms. All rates are firm through December 31, 2026. Annual review per RFP terms. Full detail in Section 4.
Section F Liability & Risk Management	FRWC maintains professional liability (malpractice) insurance and commercial general liability insurance consistent with Kane County's requirements. FRWC also carries Business Automobile Liability insurance covering owned, hired, and non-owned automobiles at the $1,000,000 limits specified in Section B16.3, matching the County's requirements precisely. Certificate of Insurance provided as Attachment C.
Section I Alternate Proposal	FRWC is not submitting an alternate proposal. This submission represents FRWC's primary and recommended program design.
Section K Special Conditions	FRWC accepts the three-year contract term with mutual option for two additional one-year renewal periods. FRWC also agrees to execute a Business Associate Agreement with the County and Sheriff prior to program commencement, as required by HIPAA.
Administrative & Operations Team	FRWC assigns dedicated staff to the KCSO engagement: a Wellness Visit Coordinator who manages all clinician and deputy scheduling and serves as the primary communication contact with the department; a Billing Coordinator responsible for accurate, timely invoicing and reconciliation; and a Director of Operations who backs up the administrative team, oversees all program technology and systems, and serves as FRWC's leadership-level point of contact with KCSO command staff.

3.2 Certification and Licensure, Accreditation, and References

All clinical services proposed under this contract will be provided by licensed behavioral health professionals holding active Illinois licensure in psychology, social work, or professional counseling. FRWC does not employ or subcontract unlicensed clinicians for direct service delivery. FRWC carries professional liability (malpractice) insurance and commercial general liability insurance meeting or exceeding Kane County's requirements. FRWC operates in full compliance with HIPAA, the Illinois Mental Health and Developmental Disabilities Confidentiality Act (740 ILCS 110), and all applicable state and federal privacy regulations.

The clinicians proposed below have been selected based on their law enforcement background, Illinois licensure status, and direct experience with the annual wellness visit model. References from law enforcement agency partners are provided as Attachment D.

Program Lead

Tim Cook, LCPC — *Licensed Clinical Professional Counselor — Program Lead*

30+ years law enforcement | Patrol Officer, Detective, Sergeant | School Security Program Developer

Tim Cook is the proposed Program Lead for the KCSO wellness program. A retired police officer with over three decades of service across patrol, detective, and supervisory roles, Tim brings a rare combination: he has lived the job and he is trained to provide the clinical support that comes after it. His practice specializes in the development and implementation of annual wellness visits and group debriefings for first responders following critical incidents. He is also experienced in crisis counseling, community mental health, and threat assessment team supervision. Tim will serve as the primary clinician for wellness visits and the point of contact for day-of program coordination.

Supporting Clinicians

Linda Johnson, LCPC — *Licensed Clinical Professional Counselor*

20+ years law enforcement | Patrol Officer, Detective, Sergeant, Watch Commander

Linda Johnson spent more than 20 years serving at virtually every level of sworn law enforcement before earning her clinical license. Her clinical focus includes trauma, occupational burnout, stress, anxiety, and relationship challenges for first responders and their families. Linda is particularly effective with clients who are hesitant to seek support due to stigma or fear of being misunderstood — a common reality in law enforcement culture that she addresses directly and without judgment.

Erik Engel, LCSW — *Licensed Clinical Social Worker*

Air Force Veteran | DoD Yellow Ribbon Reintegration Program Cadre Speaker | 25+ years clinical experience

Erik Engel is a decorated Air Force Veteran who has spent over 25 years in clinical counseling serving military service members, first responders, and their families. He holds dual master's degrees in Social Work and Art Therapy, and currently serves as a Cadre Speaker for the Department of Defense Yellow Ribbon Reintegration Program. His clinical practice focuses on trauma reintegration, family counseling, and occupational stress.

Siedah Hampton, LMSW — *Licensed Master Social Worker*

11-year veteran, Chicago Police Department | Narcotics Division | Cook County Juvenile Probation

Siedah Hampton spent 11 years as a sworn Chicago Police Officer, including significant time in the Narcotics Division. She now provides specialized individual and couples therapy for first responders and their families. Siedah is deeply fluent in law enforcement culture and the specific pressures, expectations, and unspoken rules that shape how officers experience mental health.

Samantha Deuchler, LMSW — *Licensed Master Social Worker*

Active Sergeant, Oak Park Police Department | 19 years law enforcement | Officer Wellness Coordinator

Samantha Deuchler is a currently serving Sergeant with the Oak Park Police Department with 19 years of active law enforcement experience. She recently earned her Master of Social Work degree from Dominican University and serves as her department's Officer Wellness Coordinator. Her dual standing as a ranking officer and a licensed social worker is nearly unique in the field. Her clinical approach integrates CBT, DBT, and exposure therapy with a focus on holistic resilience and stigma reduction.

Clinical Oversight

Dr. Carrie Steiner, Psy.D. — *Licensed Clinical Psychologist — Founder & Clinical Director*

13-year veteran, Chicago Police Department | Crisis Intervention Team Leader | FBI Hostage Negotiation Training

Dr. Steiner provides clinical oversight and quality assurance for all FRWC programs. She reviews program structure, supports clinicians with complex case consultation (within HIPAA parameters), and serves as the primary clinical authority for the KCSO engagement. She is available for direct clinical services, psychological evaluations, fitness-for-duty assessments, and command staff wellness consultation as mutually agreed upon.

FRWC also offers Spanish-language clinical services through Lourdes (Lou) Estrada, LMSW — a retired 28-year Carol Stream Police Department officer and fully bilingual clinician. If any KCSO deputies prefer sessions in Spanish, that accommodation is available within our existing team.

3.3 Services Offered

FRWC proposes the following suite of services for the KCSO Mental Health and Wellness Program. The annual wellness visit is the core mandated service and is the foundation of the program. All additional services are available as supplemental offerings.

Annual Wellness Visits

The centerpiece of this program is the structured annual wellness visit — a confidential, one-on-one session between a licensed clinician and a participating deputy lasting 45–60 minutes. The visit is not a psychological evaluation, fitness-for-duty assessment, or clinical intake. It is a proactive wellness touchpoint: an opportunity for the officer to check in with a clinician who understands their world, assess how they are coping with the cumulative demands of the job, and identify any areas where additional support might be beneficial.

Sessions are delivered via SimplePractice's integrated HIPAA-compliant telehealth platform (preferred for on-duty sessions, enabling deputies to participate from a private space within their facility without leaving the building) or in person at FRWC's office at 2357 Sequoia Drive, Aurora, IL 60506 (approximately 15 miles from KCSO headquarters). Each visit follows a consistent framework: current stressor review, sleep and physical health check-in, coping strategy assessment, and brief psychoeducational content on resilience and wellness resources.

Individual Counseling

Individual counseling is a separate, discretionary service — it is not an automatic referral from the annual wellness visit. When a department determines that a specific member would benefit from individual therapy sessions and wishes to fund those sessions, FRWC makes licensed clinicians available on that basis. This service is entirely department-initiated and department-paid, activated only when command or HR leadership decides to provide it for a specific individual.

FRWC also provides individual counseling services through workers' compensation insurance when a department member's need for therapy arises from a work-related incident or injury covered under the applicable workers' comp carrier. In that case, billing flows through the insurance company rather than the department directly.

Available at $185 per session. All sessions are confidential and clinical content is never disclosed to the department regardless of who is funding the service.

Critical Incident Debriefings

Following officer-involved shootings, line-of-duty deaths, mass casualty events, or other traumatic critical incidents, FRWC clinicians are available to conduct structured group debriefings using Critical Incident Stress Management (CISM) protocols. Tim Cook, LCPC — FRWC's proposed Program Lead — specializes in this service and has delivered group debriefings to law enforcement agencies across Illinois. Available as a supplemental service on an as-needed basis.

Fitness for Duty Evaluations & Pre-Employment Screening

FRWC conducts Fitness for Duty Evaluations (FFDEs) and Pre-Employment Psychological Evaluations (PEPEs) per International Chiefs of Police recommendations, Illinois law, and learned best practices. These evaluations are conducted to ensure legal sufficiency. Mental health certifications and FOID evaluations are also available upon request.

Crisis Intervention

FRWC maintains crisis intervention capacity for deputies and their immediate family members. Clinicians are trained in crisis assessment, safety planning, and stabilization, with warm handoff protocols to emergency or inpatient services when clinically indicated.

Referral Services

Deputies presenting with clinical concerns beyond the scope of brief wellness support — acute psychiatric symptoms, substance use disorders requiring intensive treatment, or family crises — will be connected through FRWC's referral network of qualified providers across the Chicagoland area with experience serving first responders. All referrals are made collaboratively with the deputy. KCSO is not involved in any referral decisions.

Peer Support Program Consultation & Psychoeducation

FRWC offers consultation to KCSO on the development or enhancement of an internal peer support program, including peer supporter selection criteria, training frameworks, confidentiality protocols, and integration with formal clinical services. Psychoeducational presentations for supervisors and command staff are also available on topics including recognizing occupational stress in officers, wellness-supportive leadership, and suicide awareness.

Complimentary Command Staff Wellness Consultation — Included

FRWC offers command staff direct, confidential access to Dr. Carrie Steiner or a designated senior clinician for wellness-related questions and scenario consultation. Available via telehealth or phone. Intended to support command-level decision-making — not clinical treatment. Included in the base program at no additional charge.

This consultation is also available for Fitness for Duty Evaluation (FFDE) questions. When command is weighing whether to initiate a FFDE — or has questions about what a FFDE involves, what it can and cannot establish, and how to handle the process with the member — FRWC's licensed psychologist is available to guide that conversation before any formal evaluation is initiated.

3.4 Outcome Goals, Education, Training, and Support

Outcome Goals

FRWC approaches outcome measurement with care. The clinical relationship depends on officer trust, and that trust depends on the absolute assurance that wellness visit content remains private. We do not collect longitudinal clinical outcome data that could be linked to specific presentations within the agency.

The primary measurable outcome is completion: the percentage of the eligible KCSO deputy roster that completes an annual wellness visit within the program year. Based on our experience with similar programs, FRWC targets a completion rate of 90% or higher in the first program year (although we typically reach 100%), improving in subsequent years as deputies become familiar with the program and trust in its confidentiality deepens.

Secondary outcomes are measured through FRWC's anonymous participant feedback survey, administered via a secure, device-unlinked digital form at the conclusion of each wellness visit. The survey captures four rated items (1–5 scale) and two open-response fields:

- I feel the wellness visit was beneficial.
- I felt comfortable with my clinician.
- I feel wellness visits benefit our department.
- I would recommend this program to a colleague.
- What was most valuable about today's visit? (open response)
- Do you have any recommendations for future wellness visits? (open response)

Responses are not linked to any individual deputy or device. Aggregate, anonymized results are shared with KCSO on a quarterly basis as part of program quality reporting. These results inform continuous program improvement — clinician assignments, session structure, and psychoeducational content — without compromising any individual deputy's privacy.

FRWC will work collaboratively with KCSO to define any additional outcome goals specific to the department's priorities at program launch, provided that no additional measurement compromises deputy confidentiality.

Education & Training

FRWC delivers tailored wellness training at both the member level and the command level, designed to augment and reinforce the annual wellness visit program. These offerings address the full culture of wellness within a department — not just the individual visit.

Member Training: FRWC provides tailored educational programming for sworn personnel focused on understanding cumulative stress, recognizing early signs of occupational burnout, building resilience, and reducing the stigma that remains the most common barrier to help-seeking in law enforcement. Content is delivered by clinicians with direct sworn law enforcement experience, which meaningfully increases credibility and engagement with officer audiences. Sessions can be delivered in roll-call format, in small groups, or as part of a department wellness day.

Command Staff & Supervisor Training: FRWC offers half-day or full-day training for KCSO supervisors and command staff covering recognition of occupational stress and PTSD in officers, how to have productive wellness conversations without crossing into clinical territory, and how to connect officers to resources without stigma or coercion. Command buy-in is one of the strongest predictors of wellness program utilization — this training equips leadership to model and reinforce a wellness-positive culture.

Critical Incident Debriefing: Structured CISM-model debriefings available within 24–72 hours of a traumatic incident. Designed to provide immediate psychological support, normalize officer reactions, and create a pathway to individual follow-up care.

Peer Support Program Development: Consultation available to build or strengthen an internal peer support structure. Peer support creates a trusted pathway toward professional care — it does not replace it.

Ongoing Clinical Support

FRWC's Program Lead (Tim Cook, LCPC) is available as a point of contact for KCSO's Program Coordinator between scheduled wellness days. FRWC provides same-day notification of any no-shows or cancellations, weekly schedule delivery, and monthly participation reporting. Dr. Steiner remains available for complex clinical consultation within HIPAA parameters throughout the contract period.

3.5 Accessibility and Delivery, including Scheduling and Location(s)

Dedicated Wellness Day Model

FRWC proposes a Dedicated Wellness Day delivery model — a structured, contractor-managed program in which FRWC designates specific days each month during which a licensed clinician is present and conducts back-to-back wellness visits. Up to 12 sessions can be accommodated per wellness day; the composition of daytime and after-hours slots is determined collaboratively with KCSO at least two weeks in advance of each month's schedule. FRWC manages all scheduling, outreach, confirmation, and rescheduling. KCSO's role is to support deputy participation; the operational burden rests with FRWC.

Service Delivery & Location

Telehealth (preferred for on-duty sessions): Deputies participate via SimplePractice's integrated HIPAA-compliant telehealth platform during regularly scheduled duty hours from any private space within their facility — a squad room, break room, or private office — without leaving the building or disrupting shift coverage. The secure telehealth link is included in the deputy's same-day appointment reminder.

In-person: FRWC's designated in-person session location is 2357 Sequoia Drive, Aurora, IL 60506 — approximately 15 miles from KCSO headquarters in St. Charles, well within the RFP's 20-mile requirement. The facility provides private session rooms and a professional, discreet environment appropriate for confidential wellness services.

Confidentiality is protected by both delivery modes: telehealth sessions are fully encrypted; in-person sessions occur at an off-site location entirely independent of KCSO or county government, normalizing participation and reducing stigma.

Program Capacity & Timeline

Sessions per wellness day	Up to 12 (flexible split of daytime and after-hours)
Wellness days per month	5 minimum; additional days available on request
Sessions per month	Up to 60
Roster completion (100 deputies)	Approximately 3 months from program launch
Year-round capacity	Remaining sessions used for rescheduling, new hires, and ongoing counseling

Tooling & Systems Infrastructure

FRWC's scheduling and coordination infrastructure is built on three HIPAA-covered platforms, each serving a distinct role in the program workflow:

Platform	Role in Program	HIPAA Coverage
SimplePractice	HIPAA-compliant EHR and integrated telehealth platform. Deputy clinical profiles, telehealth session delivery, automated appointment confirmations and reminders (including same-day telehealth link), and agency-level compliance records.	*HIPAA-compliant platform; BAA in place.*

Google Appointment Scheduling (Google Workspace)	Deputy-facing self-booking portal. Deputies receive a personalized scheduling link and select from available wellness day slots. Integrated with FRWC's primary calendar for real-time conflict prevention. Confirmations flow through SimplePractice.	*Google LLC BAA covers all Google Workspace services, including Google Calendar/Appointment Scheduling.*
Google Sheets + Google Apps Script	Automated outreach pipeline (Day 0 scheduling links, Day 10 reminders, Day 16+ overdue list generation), roster tracker, and weekly/monthly participation report production. No PHI is stored in Sheets — only scheduling status.	*Covered under Google LLC BAA.*

Five-Phase Scheduling & Coordination Process

Phase 1: Program Launch

Completed prior to the first wellness day — estimated 2 weeks from contract execution

- **KCSO:** KCSO designates a Program Coordinator with sufficient command authority to enforce wellness visit attendance as a mandatory departmental obligation.
- **KCSO:** KCSO provides FRWC with the complete deputy roster (name, badge number, unit, supervisor, shift schedule, and work contact information) and distributes a mandatory program announcement from command staff.
- **FRWC:** FRWC creates SimplePractice profiles for each deputy and the KCSO department account, populates the Google Sheets roster tracker, and configures Google Appointment Scheduling with the first two months of wellness day slots.
- **FRWC + KCSO:** Within the first two weeks, FRWC coordinators attend KCSO roll calls — scheduled with the Program Coordinator — to introduce the program in person, distribute personalized scheduling links, and answer questions directly. This in-person touchpoint has consistently improved early scheduling uptake in FRWC's existing partnerships.

Phase 2: Scheduling Cycle & Deputy Outreach

Automated outreach pipeline manages scheduling from Day 0 through completion — no manual KCSO follow-up required until Day 16

- **FRWC (Day 0 — automated):** FRWC's automated outreach script sends each deputy a personalized scheduling link via work email. The email introduces FRWC, confirms telehealth sessions are available during duty hours, and states that the deputy is expected to complete scheduling within 15 business days. Deputies self-select their appointment — no KCSO staff action required.
- **FRWC (upon booking):** Upon booking, SimplePractice sends the deputy an automated confirmation, a 48-hour reminder, and a same-day reminder including the secure telehealth link. The booking is logged in the deputy's SimplePractice profile and the KCSO department compliance record — two separate entries that enable agency-level reporting without exposing individual clinical information.
- **FRWC (Day 10 — automated):** Automated reminder sent to any deputy who has not yet scheduled, noting that the 15-day scheduling window closes in 5 business days. No manual action required.
- **FRWC (Day 16+):** FRWC generates the overdue list from the tracker and shares it with the KCSO Program Coordinator. FRWC simultaneously sends one direct personal outreach to each overdue deputy offering available slots. This is the first non-automated touch in the outreach sequence.

- **KCSO (Day 16+):** Program Coordinator works with supervisors to confirm that overdue deputies complete scheduling. FRWC provides an updated overdue list at any time upon request.
- **FRWC (Day 21+):** Deputies still unscheduled after 21 business days are flagged as non-compliant. FRWC notifies the KCSO Program Coordinator for internal escalation.
- **FRWC (weekly):** Every Friday by 5:00 PM, FRWC delivers the upcoming week's wellness day schedule to the KCSO Program Coordinator: deputy names, appointment times, and open slots. No clinical content is included.

Phase 3: Cancellations & Standby Fill

5-business-day cancellation window; vacated slots offered to the next unscheduled deputy

- **Deputies:** Deputies who need to reschedule must notify FRWC at least 5 business days before their appointment. Cancellations within this window are treated as no-shows.
- **FRWC:** Upon a valid cancellation, FRWC contacts the next unscheduled deputy from the tracker in order of scheduling deadline to offer the vacated slot. The pool of unscheduled deputies serves as the fill queue — no separate waitlist is maintained.
- **Exception:** Documented operational necessities (emergency call-out, critical incident response, mandatory duty assignment) are excepted. The KCSO Program Coordinator must submit written notice within 24 hours of the missed appointment.

Phase 4: No-Show Policy & Department Accountability

Department-level fee structure protects program integrity for both parties

- **Grace Threshold:** The first two confirmed no-shows per program period are absorbed without charge as a department-level grace allowance.
- **Fee Structure:** Beginning with the third no-show, KCSO is assessed an $85.00 fee per missed session, invoiced monthly alongside the session billing statement.
- **FRWC Notification:** FRWC notifies the KCSO Program Coordinator same-day upon any no-show. Notification includes the deputy's name, scheduled date and time, and whether an operational exception has been submitted.
- **KCSO Escalation:** The Program Coordinator escalates persistent no-shows through the supervisory chain. Deputies with two or more unexcused absences will not be rescheduled until the Program Coordinator confirms a supervisor commitment.

Phase 5: Completion Reporting

Ongoing — same-day, weekly, monthly, quarterly, and annual cadence

- **Immediate:** Same-day notification to the KCSO Program Coordinator for any no-show or cancellation.
- **Weekly:** Upcoming wellness day schedule delivered to the KCSO Program Coordinator every Friday by 5:00 PM. No clinical content.
- **Monthly:** Participation report delivered on the 10th of each month. Format follows the ILETSB mandated participation report standard: deputy name, scheduled date, completion status (Completed / Rescheduled / Not Completed). Emailed to mulderrin@kanecountyil.gov. No clinical content.
- **Quarterly:** Aggregate, anonymized participant satisfaction survey results shared with KCSO for continuous improvement purposes.

- **Annual:** Full program completion report: total roster, visits completed, rescheduled, outstanding, and no-show fee summary.

Three-Party Responsibility Matrix

KCSO	FRWC	Deputies
• Designate Program Coordinator • Provide and maintain deputy roster • Issue mandatory program announcement • Distribute weekly schedules to supervisors • Enforce attendance through supervisory chain • Submit operational exceptions within 24 hours • Pay no-show fees as invoiced • Update FRWC on roster changes within 5 business days	• Build and maintain SimplePractice profiles • Publish and manage Appointment Scheduling • Execute automated outreach pipeline • Manage slot backfill from tracker • Send confirmations, reminders, and telehealth links • Staff all wellness day sessions • Maintain completion tracker • Deliver all reports on schedule • Notify KCSO of no-shows same day	• Schedule when contacted by FRWC • Attend scheduled appointment • Cancel at least 5 business days in advance • Participate in good faith • Engage honestly — all session content is fully confidential

3.6 Reports, Records, and Security

Participation Reporting

FRWC will provide KCSO with participation reports on a monthly basis — delivered on the 10th of each month alongside the billing statement. Each report follows the ILETSB mandated participation report format and includes: the deputy's name, the scheduled appointment date, and the completion status (Completed, Rescheduled, or Not Completed). Reports are emailed to muldererin@kanecountyil.gov. No clinical content is included in any report to KCSO.

Quarterly reports will include aggregate, anonymized participant satisfaction survey results for continuous improvement purposes. An annual program completion report will summarize the full contract year: total roster, total visits completed, rescheduled, outstanding, and no-show fee totals.

Records & Clinical Data Security

All clinical records are maintained within SimplePractice, a HIPAA-compliant EHR platform with a BAA in place. Records are accessible only to FRWC clinical and administrative staff on a need-to-know basis and are maintained entirely separately from any KCSO or county data systems. Deputies retain all rights to their clinical records consistent with Illinois law. Note that no records other than the sign-in sheet are created during a wellness visit.

FRWC's scheduling and outreach data is managed within Google Workspace, which is covered by a Business Associate Agreement with Google LLC. No Protected Health Information (PHI) is stored in Google Sheets — only scheduling status (booked/open/completed/overdue) is maintained in the tracker.

Confidentiality Policy

Confidentiality is the foundation of officer trust in this program. Nothing discussed in a wellness visit is shared with KCSO, the county, or any third party, except as required by law: mandatory reporting obligations for imminent threat of harm or child abuse, consistent with 740 ILCS 110 (Illinois Mental Health and Developmental Disabilities Confidentiality Act). No clinical notes, session summaries, or assessment results are created. No content from wellness visits will be reported to KCSO under any circumstances.

The only information shared with KCSO for compliance documentation is: the deputy's name, their scheduled appointment date, and their completion status. This is the minimum necessary to document statutory compliance and contains zero clinical content.

Breach Notification & Data Transmission

In the event of a security incident involving any FRWC system that may involve KCSO deputy information, FRWC will notify KCSO in writing within the timeframe required by HIPAA (no later than 60 calendar days of discovery). All electronic communications containing scheduling information use secure, encrypted transmission. FRWC maintains administrative, physical, and technical safeguards consistent with the HIPAA Security Rule.

Section 4: Cost Proposals and Analysis

The cost proposal below constitutes FRWC's response to the Proposal Per-Visit Fees table specified on page 27 of RFP #26-038-DH (Section H, Proposal Instructions and Requirements). All fees and terms stated here are accurate, complete, and binding through the contract period. A detailed pricing narrative and scenario analysis is available as a supporting reference upon request.

4.1 Proposal Per-Visit Fees (RFP Pages 26–28)

PROPOSAL PER-VISIT FEES	BASE FEE	ESTIMATED COST FOR 100 DEPUTIES	OTHER
Annual Wellness Session	**$175 / $165 / $155** per deputy (see volume tiers) **100–199 members:** $175/session **200–299 members:** $165/session **300+ members:** $155/session	**$17,500** (100 deputies × $175)	55-minute structured wellness visit via HIPAA-compliant telehealth (SimplePractice) or in-person at 2357 Sequoia Dr, Aurora, IL 60506. *Volume tiers apply if program expands to additional personnel or partner agencies.*
Hourly Counseling or Support Session Rate	**$185** per session	*As-requested*	Available for deputies requiring individual support beyond the annual wellness visit. Department-paid; billed per session.
Telehealth Service Fee	*N/A*	—	No separate fee. Telehealth delivery via SimplePractice is included in the per-session wellness visit rate.
Critical Incident Debrief Cost	**Group (90 min):** $330 **Individual (initial):** $200 **Individual (subsequent):** $185	*As-requested* Per-incident.	Per-incident upon department request. CISM-model debriefs by LE-veteran clinicians.
Fitness for Duty Evaluations	**$2,500** per evaluation	*As-requested*	Re-evaluation: $1,750. Conducted by licensed psychologist per IL and federal standards.
Pre-Employment Screening	**$650** per candidate	*As-requested*	Pre-Employment Psychological Evaluation (PEPE) per ILETSB requirements. Mental Health Certification and FOID evaluation available; pricing upon request.
Travel Expenses As Applicable	*N/A*	—	No travel charges assessed to KCSO. In-person sessions at FRWC office location; telehealth requires no travel.

PROPOSAL PER-VISIT FEES	BASE FEE	ESTIMATED COST FOR 100 DEPUTIES	OTHER
Fee for Extended Session Time	**$46.25** per 15-minute increment	*As-incurred*	Applies when session exceeds the standard 55-minute visit (70+ minutes). Billed in 15-minute increments ($185/hour equivalent).
After-Hours or Emergency Response Rate	*N/A*	—	No additional charge. After-hours session slots are part of the standard monthly wellness day block at the base rate. Critical incident response priced under Critical Incident Debrief above.
Administrative or Reporting Fee	*N/A*	—	No fee charged. All scheduling coordination, automated outreach, ILETSB-format participation reporting, and compliance documentation are included in the base wellness visit rate.
Any Minimum Annual Contract Requirements	**90 completed wellness visits** per contract year	**$15,750** (annual minimum)	Minimum ensures FRWC's infrastructure investment is justified at the volume-discount rate. If fewer than 90 visits are completed due to KCSO-controlled circumstances, the per-session rate reverts to $185.

4.2 Billing Terms

Billing Cycle	Per-session; invoiced by the 10th of the following month for all sessions completed in the prior month.
Payment Terms	Net 30 from invoice date, consistent with the Prompt Payment Act.
No-Show Fee	$85.00 per occurrence assessed at the department level (not individual deputy), beginning with the third confirmed no-show in a program period. 2-occurrence grace threshold; 5-business-day cancellation window to avoid fee.
Annual Rate Review	Per RFP Section E, per-session rates will be reviewed and adjusted annually in accordance with current professional standard rates for the duration of the contract. Rates as submitted apply to the initial contract year.

4.3 Cost Substantiation

The annual wellness visit rate reflects FRWC's volume-tier pricing structure: $175 per deputy for programs serving 100–199 members, $165 for 200–299 members, and $155 for 300 or more members. For the KCSO program as currently scoped (100 sworn deputies), the applicable rate is $175 per deputy.

These tiers are available to KCSO if the program expands to additional personnel or partner agencies under a future contract modification.

Each rate is fully all-inclusive. Clinician time, SimplePractice platform costs, automated scheduling and outreach pipeline, HIPAA-compliant telehealth delivery, all coordination with KCSO, and all ILETSB-format participation reporting are absorbed within the per-session rate. No additional administrative, technology, or reporting fees will be assessed beyond those disclosed in Section 4.1.

That rate also reflects the depth of dedicated staff FRWC is committing to this engagement. A Wellness Visit Coordinator handles all scheduling, outreach, and direct communications with KCSO members. A Billing Coordinator ensures accurate, timely invoicing and reconciliation each month. A Director of Operations backs up the administrative team, owns all program technology and systems, and serves as the leadership-level point of contact with KCSO command staff. Most providers at this price point offer a clinician and a scheduling inbox. FRWC is providing an account team.

Comparable wellness visit programs for law enforcement personnel in the Chicagoland region typically range from $175–$225 per session when scheduling, reporting, and outreach coordination are included. FRWC's rate positions at the lower end of this range while absorbing administrative and technology costs that many providers bill as separate line items.

While the 90-visit annual minimum represents approximately 90% participation, we normally see departments achieve 100% participation in their first contract year. The minimum exists to protect FRWC's investment in dedicated infrastructure (office space, clinician scheduling, automated pipeline) at the volume rate. It does not represent a cap on services. All additional services are priced on an as-requested basis at the rates shown in Section 4.1; there are no pre-purchased service blocks required.

Cost Proposal Certification

The undersigned certifies that all fees and terms stated in this Cost Proposal are accurate, complete, and binding for the contract period specified. Prices were independently determined and have not been the subject of collusion with any other respondent or entity.

Dr. Carrie Steiner, Owner, 7/16/26

Authorized Signature | Printed Name, Title, and Date

** Required attachments (Certificate of Insurance, Contractor Disclosure Form, Familial Relationship Disclosure Form, and References) are submitted as separate documents accompanying this proposal.*

First Responders Wellness Center
477 E. Butterfield Rd., Suite 408
Lombard, IL 60148

CONTRACTOR DISCLOSURE

As of 16 July, 2026, First Responders Wellness Center, PLLC, 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 First Responders Wellness Center:

Dr. Carrie Steiner 100%
477 E. Butterfield Rd., Suite 408
Lombard, IL 60148

Carrie Steiner 16 Jul 26

Officer Date
Title

Subscribed and Sworn this 16th day of July, 2026

Diana M. Seiler
Notary Public

Official Seal
DIANA M SEILER
Notary Public, State of Illinois
Commission No. 907340
My Commission Expires January 22, 2028

First Responders Wellness Center
477 E. Butterfield Rd., Suite 408
Lombard, IL 60148

FAMILIAL RELATIONSHIP DISCLOSURE

As of 7-17, 2026, First Responders Wellness Center, 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.

Cam Stein — 7-17-2026

Officer — Date

Owner

Title

Subscribed and Sworn this 17th day of July, 2026.

Notary Public

Official Seal
JEFFERSON S VYXAY
Notary Public, State of Illinois
Commission No. 1010688
My Commission Expires May 22, 2029

THE HARTFORD
BUSINESS SERVICE CENTER
3600 WISEMAN BLVD
SAN ANTONIO TX 78251

July 16, 2026

For Informational Purposes
477 E BUTTERFIELD RD
LOMBARD IL 60148-5618

Account Information:

Policy Holder Details :	**First Responders Wellness Center**

Contact Us

Need Help?

Chat online or call us at

(866) 467-8730.

We're here Monday - Friday.

Enclosed please find a Certificate Of Insurance for the above referenced Policyholder. Please contact us if you have any questions or concerns.

Sincerely,

Your Hartford Service Team

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 07/16/2026

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 ADDITONAL 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
NUTMEG INS AGENCY INC/PHS
76210775
The Hartford Business Service Center
3600 Wiseman Blvd
San Antonio, TX 78251

CONTACT NAME:
PHONE (A/C, No, Ext): (888) 925-3137
FAX (A/C, No):
E-MAIL ADDRESS:

INSURED
First Responders Wellness Center
477 E BUTTERFIELD RD
LOMBARD IL 60148-5618

INSURER(S) AFFORDING COVERAGE		NAIC#
INSURER A :	Property and Casualty Insurance Company of Hartford	34690
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. LIMITS SHOWN ARE INCLUSIVE OF AMOUNTS REQUESTED BY THE CERTIFICATE HOLDER AND MAY NOT REFLECT POLICY LIMIT AMOUNTS IN EXCESS OF THOSE REQUESTED. ***Not Applicable in WY**

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	**COMMERCIAL GENERAL LIABILITY** CLAIMS-MADE [ ] OCCUR [X] General Liability GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC OTHER:			76 SBW CD8ULN	07/17/2026	07/17/2027	EACH OCCURRENCE	$ $1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ $1,000,000
							MED EXP (Any one person)	$ $10,000
							PERSONAL & ADV INJURY	$ $1,000,000
							GENERAL AGGREGATE	$ $2,000,000
							PRODUCTS - COMP/OP AGG	$ $2,000,000
								$
	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY / SCHEDULED AUTOS HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	$
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
A	[X] **UMBRELLA LIAB** [X] OCCUR **EXCESS LIAB** [ ] CLAIMS-MADE DED [ ] RETENTION $ 10,000			76 SBW CD8ULN	07/17/2026	07/17/2027	EACH OCCURRENCE	$ $5,000,000
							AGGREGATE	$ $5,000,000
								$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? **(Mandatory in NH)** Y / N [ ] If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					PER STATUTE / OTH-ER	
							E.L. EACH ACCIDENT	$
							E.L. DISEASE -EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
A	Employment Practices Liability Insurance			76 SBW CD8ULN	07/17/2026	07/17/2027	Each Claim Limit Annual Aggregate Limit	$25,000 $25,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Those usual to the Insured's Operations.

CERTIFICATE HOLDER
For Informational Purposes
477 E BUTTERFIELD RD
LOMBARD IL 60148-5618

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
Susan L. Castaneda

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COMMERCIAL AUTOMOBILE COVERAGE PART - DECLARATIONS BUSINESS AUTO COVERAGE FORM

POLICY NUMBER: 76UEGCD8UM0

This COMMERCIAL AUTOMOBILE COVERAGE PART consists of:

A. This Declarations Form;
B. Business Auto Coverage Form; and
C. Any Endorsements issued to be a part of this Coverage Form and listed below.

ITEM ONE - NAMED INSURED AND ADDRESS

The Named Insured is stated on the Common Policy Declarations.

ADVANCE PREMIUM: $2,168.00

AUDIT PERIOD:

Except in this Declarations, when we use the word "Declarations" in this Coverage Part, we mean this "Declarations" or the "Common Policy Declarations".

Form Numbers of Coverage Forms, Endorsements and Schedules that are part of this Coverage Part:

HA00040302, CA00011120, HA00120615, CA21381013, CA99031013, CA02700118, CA21300115, CA23441120, CA01200115, HA01330623, HA99080614, HA21020614, HA99161221, HA00251221

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POLICY NUMBER: 76UEGCD8UM0

ITEM TWO - SCHEDULE OF COVERAGES AND COVERED AUTOS

This policy provides only those coverages where a charge is shown in the advance premium column below. Each of these coverages will apply only to those "autos" shown as covered "autos". "Autos" are shown as "covered autos" for a particular coverage by the entry of one or more of the symbols from the COVERED AUTOS Section of the Business Auto Coverage Form next to the name of the coverage.

Coverages	Covered Autos	Limit Or Deductible The Most We Will Pay for Any One Accident or Loss	Advance Premium
COVERED AUTOS LIABILITY	07	$ 1,000,000	$923
AUTO MEDICAL PAYMENTS	07	$ Each Insured or the limit separately stated for each "auto" in ITEM THREE.	$47
UNINSURED MOTORISTS	07	IL – $1,000,000 Per occurrence	$101
UNDERINSURED MOTORISTS (When not included in Uninsured Motorist Coverage)	07	IL – $1,000,000 Per occurrence	$264
PHYSICAL DAMAGE		See ITEM FOUR for hired or borrowed "autos".	
COMPREHENSIVE COVERAGE	07	$ Scheduled Deductible For All Perils For Each Covered Auto (A maximum deductible may also apply. Refer to Coverage Form for details.)	$161
COLLISION COVERAGE	07	$ Scheduled Deductible For Each Covered Auto	$671
TOWING AND LABOR	07	$50 For Each Disablement Of A Private Passenger Auto, Light or Medium Truck	$1
		Endorsement Premium (Not included above)	$0
		TOTAL ADVANCE PREMIUM:	$2,168.00

POLICY NUMBER: 76UEGCD8UM0

ITEM THREE - SCHEDULE OF COVERED AUTOS YOU OWN

Applicable only if "Schedule of Covered Autos You Own" is issued to form a part of this Coverage Form.

Please see form HA0012 attached

ITEM FOUR - SCHEDULE OF HIRED OR BORROWED AUTO COVERAGE AND PREMIUMS

COVERED AUTOS LIABILITY COVERAGE

RATING BASIS IS COST OF HIRE. **Cost of hire** means the total amount you incur for the hire of "autos" you don't own (not including "autos" you borrow or rent from your partners or "employees" or their family members). Cost of hire does not include charges for services performed by motor carriers of property or passengers.

TOTAL COVERED AUTOS HIRED AUTO ADVANCE PREMIUM:

ITEM FIVE - SCHEDULE FOR NON-OWNERSHIP LIABILITY

TOTAL ADVANCE PREMIUM:

CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY) 03/09/2026

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PRODUCER	CONTACT NAME: Trust Risk Management Services, Inc	
Trust Risk Management Services, Inc. 1791 Paysphere Circle Chicago, IL 60674	PHONE (A/C, No, Ext): 877.637.9700	FAX (A/C, No): 877.251.5111
	EMAIL ADDRESS: info@trustrms.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: ACE American Insurance Company	22667
INSURED Carrie Steiner 36 Winners Cup Cir Wheaton, IL 60189 2030	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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INSR LTR	TYPE OF INSURANCE	ADDL INSR	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)	$
	ALL OWNED AUTOS / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS / NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB / OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB / CLAIMS-MADE						AGGREGATE	$
	DED / RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS LIABILITY Y / N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					PER STATUTE / OTH-ER	$
							E.L.EACH ACCIDENT	$
							E.L. DISEASE-EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
A	Psychologist's Professional Liability Retroactive Date: 09/01/2012			58G26136337	09/01/2025	09/01/2026	Each Incident Annual Aggregate	$1,000,000 $3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required):

CERTIFICATE HOLDER

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

Colenthia A. Malloy

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THE HARTFORD
BUSINESS SERVICE CENTER
3600 WISEMAN BLVD
SAN ANTONIO TX 78251

July 16, 2026

For Informational Purposes
477 E BUTTERFIELD RD
LOMBARD IL 60148-5618

Account Information:

Policy Holder Details :	First Responders Wellness Center

Contact Us

Need Help?

Chat online or call us at

(866) 467-8730.

We're here Monday - Friday.

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Sincerely,

Your Hartford Service Team

ACORD

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PRODUCER
NUTMEG INS AGENCY INC/PHS
76210775
The Hartford Business Service Center
3600 Wiseman Blvd
San Antonio, TX 78251

CONTACT NAME:
PHONE (A/C, No, Ext): (888) 925-3137
FAX (A/C, No):
E-MAIL ADDRESS:

INSURED
First Responders Wellness Center
477 E BUTTERFIELD RD
LOMBARD IL 60148-5618

INSURER(S) AFFORDING COVERAGE		NAIC#
INSURER A :	Hartford Insurance Company of the Southeast	38261
INSURER B :	Nutmeg Insurance Company	39608
INSURER C :		
INSURER D :		
INSURER E :		
INSURER F :		

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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	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:							$
B	**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 $							$
A	**WORKERS COMPENSATION AND EMPLOYERS' LIABILITY** ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		76 WEG AT1RH7	07/01/2026	07/01/2027	X PER STATUTE / OTH-ER	
	Y / N						E.L. EACH ACCIDENT	$ $100,000
							E.L. DISEASE -EA EMPLOYEE	$ $100,000
							E.L. DISEASE - POLICY LIMIT	$ $500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Those usual to the Insured's Operations.

CERTIFICATE HOLDER
For Informational Purposes
477 E BUTTERFIELD RD
LOMBARD IL 60148-5618

CANCELLATION
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AUTHORIZED REPRESENTATIVE
Susan L. Castaneda

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REFERENCES

Mental Health and Wellness Program for Law Enforcement Personnel
For
KANE COUNTY BOARD, Geneva, Illinois

List below businesses or other organizations for whom you have provided comparable services:

Offeror's Name: First Responders Wellness Center

1.Organization: Oak Lawn Police Department
Address: 9446 S. Raymond Avenue
City, State, Zip Code: Oak Lawn, IL 60453
Telephone Number: 708-422-8292
Contact Person: Daniel Vittorio, Chief of Police
Date of Project: 2021–Present
E-Mail Address: dvittorio@oaklawn-il.gov

2.Organization: Plainfield Police Department
Address: 14300 S. Coil Plus Drive
City, State, Zip Code: Plainfield, IL 60544
Telephone Number: 815-439-2823
Contact Person: Robert Miller, Chief of Police
Date of Project: 2020–Present
E-Mail Address: rmiller@plainfieldpd.com

3.Organization: DuPage Public Safety Communications (DU-COMM)`
Address: 420 N. County Farm Road
City, State, Zip Code: Wheaton, IL 60187
Telephone Number: 630-260-7514
Contact Person: Christine Groves, Human Resources Manager
Date of Project: 2022–Present
E-Mail Address: cgroves@ducomm.org

OAK LAWN POLICE DEPARTMENT

9446 S. Raymond Avenue * Oak Lawn, Illinois 60453 * Phone (708) 422-8292
www.oaklawn-il.gov

Dan Vittorio
Chief of Police
SPSC 269th

Steven McNeela
Division Chief Investigations
FBINA 283rd
Todd Tenison
Division Chief of Patrol
SPSC 542nd

July 15th, 2026

Kane County Purchasing Department

Kane County Government Center

719 S. Batavia Ave., Building A

Geneva, IL 60134

RE: Letter of Reference — First Responders Wellness Center RFP No. 26-038-DH, Mental Health and Wellness Program for Law Enforcement Personnel

To Whom It May Concern:

I am writing to offer my strong endorsement of First Responders Wellness Center in connection with their proposal to provide mental health and wellness services to the Kane County Sheriff's Office. The Oak Lawn Police Department has partnered with FRWC since 2021, and our relationship has grown into one of the more consequential investments we have made in our personnel's long-term health and readiness.

The foundation of our partnership is the annual wellness visit program. FRWC conducts wellness visits with approximately 90 of our sworn members each year. The program that has been running since 2021 and has built real momentum inside the department. What started as a compliance-driven initiative has become something our officers actually look forward to, and that shift in attitude is a direct result of the quality of the clinicians FRWC puts in the room. They bring firsthand law enforcement experience to every session, and our officers recognize it immediately. The sessions are taken seriously because the clinicians have earned the right to be taken seriously.

What sets FRWC apart as a partner is the way they work with us rather than around us. Running a wellness program for a 24/7 law enforcement agency is not a simple scheduling exercise. There are shift rotations, specialized unit demands, training cycles, and operational commitments that affect who is available when. FRWC works hand in glove with our team to align their clinical resources to our schedule, not the other way around. When our calendar shifts, they adjust. When we have needed them outside of scheduled wellness days, including for critical incident debriefings following difficult events, they have shown up with exactly the right people and the right approach. Our officers have come to regard those debriefings as one of the more valuable services we offer, and the quality has been consistent every time.

Administratively, FRWC takes ownership of the program in a way that genuinely reduces our burden. They manage scheduling directly with officers, handle all follow-up and rescheduling when operational demands pull people away, and deliver the participation documentation we need for compliance. My staff is not

OAK LAWN POLICE DEPARTMENT

9446 S. Raymond Avenue * Oak Lawn, Illinois 60453 * Phone (708) 422-8292
www.oaklawn-il.gov

Dan Vittorio
Chief of Police
SPSC 269th

Steven McNeela
Division Chief Investigations
FBINA 283rd

Todd Tenison
Division Chief of Patrol
SPSC 542nd

chasing appointments or managing a clinical calendar. And the confidentiality boundary has held without exception, which matters more than anything else in sustaining officer trust in the program.

The Kane County Sheriff's Office would be in good hands with First Responders Wellness Center. I have seen firsthand how they show up for a department not just on scheduled wellness days, but when we have needed them most. I recommend them without qualification.

I'd be glad to speak with you directly if that would be useful.

Sincerely,

Chief Daniel Vittorio

Oak Lawn Police Department

9446 S. Raymond Ave.

Oak Lawn, IL.

(708) 422-8292

July 15, 2026

Kane County Purchasing Department
Kane County Government Center
719 S. Batavia Ave., Building A
Geneva, IL 60134

RE: Letter of Reference — First Responders Wellness Center RFP No. 26-038-DH, Mental Health and Wellness Program for Law Enforcement Personnel

To Whom It May Concern:

I am pleased to submit this letter of reference in support of First Responders Wellness Center's proposal to provide mental health and wellness services to the Kane County Sheriff's Office. The Plainfield Police Department has maintained an active partnership with FRWC for more than five years, and I can speak with confidence about the quality and professionalism of their program.

Since establishing our relationship with FRWC, we have relied on them to conduct annual wellness visits for our sworn personnel. Each year, approximately 65 of our officers participate in the program, a level of engagement that reflects both the accessibility of FRWC's services and the trust our officers have developed in their clinicians. Sustaining that kind of participation year after year does not happen by accident. It requires that officers genuinely feel the program is worth their time and that their confidentiality is protected. FRWC has consistently delivered both.

What sets FRWC apart from other providers we have evaluated is the depth of law enforcement experience embedded in their clinical team. Our officers are not sitting across from someone who has studied police work from a textbook. They are talking to clinicians who have walked a beat, worked investigations, and carried the same weight our officers carry every day. That shared experience changes the nature of the conversation in the room, and our officers notice it. We regularly hear that the wellness visits felt substantive and relevant, not like a box to check.

From an administrative standpoint, FRWC has been a low-maintenance, high-reliability partner. They manage scheduling directly with our officers, handle all outreach and rescheduling, and provide us with clear participation records for compliance purposes without ever involving us in clinical content. The boundary between what we need to know for compliance and what belongs to the officer's private session has always been clearly maintained. That is exactly how a wellness program should operate.

14300 S. Coil Plus Drive, Plainfield, IL 60544
Main Phone # (815) 436-6544 Executive Fax # (815) 436-9681
Records Fax # (815) 436-1486 Legal Fax # (815) 436-9981

Robert M. Miller, Chief of Police

VILLAGE OF PLAINFIELD
POLICE DEPARTMENT

I recommend First Responders Wellness Center without reservation. The Kane County Sheriff's Office would be well served by this organization, and I am confident their personnel would receive the same quality of care and the same degree of professionalism that the Plainfield Police Department has come to rely on over the past several years.

Please do not hesitate to contact me directly if you have questions about our experience with FRWC or would like to discuss this reference further.

Sincerely,

Chief Robert Miller
Plainfield Police Department
14300 S. Coil Plus Drive
Plainfield, Illinois 60544
815-439-2823
rmiller@plainfieldpd.com

DuPage Public Safety Communications
www.ducomm.org
420 N. County Farm Road, Wheaton, IL 60187
(630) 260-7500

July 16, 2026

Kane County Purchasing Department
Kane County Government Center
719 S. Batavia Ave., Building A
Geneva, IL 60134

RE: Letter of Reference — First Responders Wellness Center RFP No. 26-038-DH, Mental Health and Wellness Program for Law Enforcement Personnel

To Whom It May Concern:

DU-COMM is the Public Safety Answering Point (PSAP) and consolidated 9-1-1 dispatch center serving 45 member agencies for police, fire, and EMS, which represent 85% of DuPage County and is the largest consolidated PSAP in Illinois. We handle a high volume of emergency communications across multiple jurisdictions, and the psychological demands placed on our personnel are significant. I am writing to share our experience with First Responders Wellness Center, with whom we have worked across multiple service engagements since 2022. I can speak to both the clinical quality of their services and the organizational reliability that matters when you are selecting a partner on behalf of public safety.

Our relationship with FRWC began with fitness-for-duty evaluations in 2022 and 2023. These are sensitive and high-stakes service that requires a provider operating at the highest standard of clinical rigor and confidentiality. We would not have entrusted that work to a provider we did not have full confidence in. FRWC delivered those evaluations with the professionalism and discretion the process demands. That early experience established the trust that led us to expand our engagement with them.

In 2025 and 2026, we engaged FRWC to deliver annual, individual wellness visits for our personnel, comprising approximately 100 members. Emergency communications professionals occupy a unique and often underrecognized position in the public safety ecosystem. They carry the cumulative weight of that exposure without many of the peer support structures that exist on the law enforcement and fire community. Finding a provider who understands that reality, and who can connect meaningfully with Public Safety Telecommunicators rather than treating them as an afterthought to the officer wellness model matters.

FRWC understood our population from the start. Their clinicians engaged our personnel with genuine familiarity with the psychological demands of emergency communications work and maintained the confidentiality that makes any wellness program viable in a public safety environment. Participation in the program has been strong and the feedback from our staff has

been consistently positive. They formed an important level of trust with our personnel which was integral to the effectiveness of our annual program.

As an intergovernmental agency, we hold our vendors to a clear standard of accountability. FRWC has met that standard consistently. Their deliverables have been on time, their documentation has been accurate, and the scope of what they report to us including participation status has been appropriate and well-defined. We have had no compliance concerns, no ambiguity about what information crosses the clinical boundary, and no need to follow up on commitments they did not keep. For a program touching the wellness of our workforce, that record matters considerably.

FRWC staff and leadership are incredibly responsive and always striving to provide the highest quality of service and customer service. They go out of their way to learn the needs of our organization and how they can maximize their service to our personnel. Quality control has been exceptional.

I recommend First Responders Wellness Center with confidence. Their work with DU-COMM has been consistently strong across different service types and different points in our relationship, and I believe the Kane County Sheriff's Office would benefit from the same quality and consistency. I am available to speak further if that would be helpful to your evaluation.

Sincerely,

Christine Groves

Human Resources Manager

DuPage Public Safety Communications (DU-COMM)

420 N. County Farm Rd, Wheaton, IL 60187

(630) 260-7514

cgroves@ducomm.org

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 26-038-DH Tabulation
Mental Health & Wellness Program for Law Enforcement Personnel
Opened July 20, 2026 @ 10:00 a.m. (CT)

Vendor Information (In alphabetical order)	**Receipt of Addendum No. 1**	**Signed RFP Form**	**Approach & Pricing**	**Required Attachments**
First Responders Wellness Center 477 E. Butterfield Rd. #408 Lombard, Illinois, 60148	X	X	X	X
MHW PsychLaw Services, Inc. 5113 S. Harper Avenue, Suite 2C Chicago, Illinois, 60615	X	X	X	X
PsychPlus Medical Associates PLLC 100 Fox Glen Ct, Main Floor Barrington, IL 60010	X	X	X	X
TrueCare24, Inc. 8270 Woodland Center Blvd, PMB 548 Tampa, Florida, 33614	X	X	X	X

Opening Attendees:

7/20/26
Danielle Hoffman, Buyer - Kane County Purchasing

7/20/26
Tom Laird, Assistant Director - Kane County Purchasing

County of Kane
PURCHASING DEPARTMENT
KANE COUNTY GOVERNMENT CENTER

Tim Keovongsak, CPPB
Director of Purchasing

719 S. Batavia Avenue, Bldg. A.
Geneva, Illinois 60134
Telephone: (630) 232-5929

REQUEST FOR PROPOSAL

RFP # 26-038-DH **DATE: June 29, 2026**

TITLE: Mental Health and Wellness Program for Law Enforcement Personnel

The County of Kane ("the County") and the Kane County Sheriff ("the Sheriff") are accepting sealed proposals from qualified and experienced Contractors to retain and establish a contractual agreement to provide comprehensive, confidential, and competent mental wellness services for law enforcement personnel. The County seeks to enhance employee well-being, resilience, and job performance through accessible, evidence-based mental health support and related wellness services.

Kane County reserves the right to review, accept, and reject any or all proposals if deemed not in the best interests of Kane County or if they do not meet the specified minimum requirements and submittal documents.

EVENT:	LOCATION:	DATE:	TIME:
Deadline for Exceptions to Proposal Language and Specification Inquiries.	Must be submitted in writing to: Purchasing@kanecountyil.gov	07/10/26	10:00 am
Proposal Due Date.	Proposals must be submitted electronically to https://www.bidnetdirect.com/illinois/kanecounty	07/20/26	10:00 am

√	SUBMITTAL REQUIREMENTS, DOCUMENTS CHECKLIST, & ACKNOWLEDGMENT
	RFP RESPONSE FORM COMPLETED WITH AUTHORIZED SIGNATURE
	RFP RESPONSE SHALL BE SUBMITTED ELECTRONICALLY AT: http://www.bidnetdirect.com/illinois/kanecounty
	ONE (1) REDACTED COPY in PDF to comply with the Illinois Freedom of Information Act, if applicable.
	DOCUMENTS REQUIRED IN THE STATEMENT OF WORK/SPECIFICATIONS
	ADDENDA NUMBER ACKNOWLEDGED

√	**SUBMITTAL REQUIREMENTS, DOCUMENTS CHECKLIST, & ACKNOWLEDGMENT**
	PRICING or FEE STRUCTURE (INCLUDING UNIT PRICES, WHERE REQUIRED)
	REFERENCES, MINIMUM OF THREE (3) FOR SIMILAR SERVICES
	PROOF OF CERTIFICATE OF INSURANCE
	COMPLETED CONTRACTOR DISCLOSURE FORM (SIGNED & NOTARIZED). Reference attachment for sample.
	COMPLETED FAMILIAL DISCLOSURE FORM (SIGNED & NOTARIZED). Reference attachment for sample.

EXCEPTIONS TO THE COUNTY'S GENERAL TERMS, CONDITIONS, OR REQUIREMENTS

Such exceptions may be considered in the evaluation and award processes. The County will be the sole determiner of the acceptability of any exception. Any exceptions submitted may render the submission non-responsive to the requirements listed.

PLEASE NOTE:

This is an electronic submittal. Proposals received after the submission date and time will be rejected and returned unopened. There will be no public opening of proposals.

An original RFP response (with all required documents) shall be submitted electronically to https://www.bidnetdirect.com/illinois/kanecounty and one (1) redacted copy marked as "**Redacted Copy**" (if applicable) to comply with the Illinois Freedom of Information Act. Please upload your complete Proposal response through Bidnet Direct prior to the due date and time: **Monday, July 20, 2026, at 10:00 a.m. (CT).**

CONTACT PERSON: Danielle Hoffman, Buyer
purchasing@KaneCountyIL.gov

DISCLAIMER: To the extent that you have obtained these documents from a source other than Bidnet 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 - All attachments are for reference purposes.

ALL QUESTIONS PERTAINING TO THIS RFP AND/OR THE SCOPE OF SERVICES SHOULD BE DIRECTED TO THE PURCHASING OFFICE AS LISTED ON THE COVER SHEET, NO LATER THAN 10:00 A.M., JULY 10, 2026. E-mail to: **PURCHASING@KANECOUNTYIL.GOV**

RESPONSES SHALL BE SUBMITTED ELECTRONICALLY THROUGH BIDNET DIRECT

LATE PROPOSALS WILL NOTE BE ACCEPTED

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. (***Reference Special Conditions/Provisions Sections for instruction***)

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, TIPS, and BuyBoard

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 registration information on this program can be located on the County's Web site under County Forms and Templates for New Vendor Information on the Purchasing Department page - http://web.kane/SitePages/purchasing.aspx

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 government 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 inquiries 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 named insured on the General Liability, Auto, and Umbrella/Excess policies.

The Sub-Grantee and 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 a 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.

I. **RESPONSIBLE BIDDER REQUIREMENTS** (***Not Applicable to RFP 26-038-DH***)

On August 8, 2023, the Kane County Board approved a Responsible Bidder Ordinance 23-340, which requires additional information and documentation from responders bidding on public works construction projects.

Included in this bid package is a Responsible Bidder Requirements Form. This document must be filled out and returned with the (bid/proposal). Failure to comply with all submission requirements set forth in Kane County Ordinance No. 23-340 is grounds for the County of Kane to determine that a submission is incomplete, which may result in a determination that Contractor is not a responsible bidder. In accordance with Kane County Ordinance No. 23-340, a Contractor that is actively classified as "pre-qualified" or "qualified" by the Purchasing Department is exempt from the comprehensive submission requirements and is not required to submit a Responsible Bidder Requirements Form.

STATEMENT OF WORK
FOR
MENTAL HEALTH AND WELLNESS PROGRAM FOR LAW ENFORCEMENT PERSONNEL

I. OVERVIEW

The County of Kane ("the County") and the Kane County Sheriff ("the Sheriff") are accepting sealed proposals from qualified and experienced Contractors to retain and establish a contractual agreement to provide comprehensive, confidential, and competent mental wellness services for law enforcement personnel. The County seeks to enhance employee well-being, resilience, and job performance through accessible, evidence-based mental health support and related wellness services.

Kane County reserves the right to review, accept, and reject any or all proposals if deemed not in the best interest of the County.

II. BACKGROUND

The Kane County Sheriff's Office sworn personnel routinely encounter high-stress and potentially traumatic situations. The Sheriff recognizes the importance of proactive and responsive mental health wellness services to reduce burnout, enhance quality of life, and sustain retention and operational effectiveness in better serving the community.

In addition to the desire to support its own law enforcement personnel with mental health resources, the Sheriff's Office seeks to comply with the State of Illinois law requirements for such provisions (see 55 ILCS 5/3-6012.2) and as set forth by the Illinois Law Enforcement Training Standards Board (see 50 ILCS 705/6(f)). Fulfillment of these requirements is the provision of, at a minimum, mandatory annual wellness checks by a qualified mental health professional.

The Kane County Sheriff's Office is located at 37W755 Rt.38 St. Charles, IL 60175.

The Sheriff currently employs approximately 335 employees, including 270 sworn personnel and 65 civilian staff, across multiple divisions, including patrol, corrections, investigations, and administrative services. This contractual agreement will focus on the approximately 100 sworn personnel in the Patrol Division.

III. INTENT OF SPECIFICATIONS

The intent and purpose of the specifications and requirements outlined below are to procure best offers for a complete cost effective mental health and wellness program which would include, but would not be limited to: providing confidential, professional annual wellness checks tailored to sworn deputies, offering timely crisis intervention, providing ongoing therapeutic support, delivering training and preventative wellness programming, reducing stigma associated with seeking mental health services, and

ensuring compliance with all applicable privacy and legal standards from qualified and experienced Contractors.

The specified requirements within this proposal are not meant to exclude any particular service models, programs, operations, or offers; they are only for the purpose of establishing of pertinent information to assist the County in its evaluation and selection process of the most responsive, responsible Contractors that best meet the County and the Sheriff's objectives.

The Contractors are encouraged to respond to this Request for Proposal and address the following sections in their entirety, including the Contractor's profile, statement of qualification, proposed scope of work, service program and offers, proposed cost, and any other pertinent information as specified within this proposal. The criteria specified or used for the consideration and selection of a successful Contractor shall be the sole judgment of the County and the Sheriff.

IV. SPECIFICATIONS & REQUIREMENTS

Section A: CLINICAL SERVICES.

1. Scope of Services

   The purpose of the wellness check program is to provide confidential, preventative mental health and wellness support services to sworn law enforcement personnel in accordance with Illinois law, ILETSB recommendations, and agency wellness initiatives. The program is designed to promote resiliency, reduce cumulative stress injuries, support suicide prevention efforts, and provide access to wellness resources without punitive implications.

   Therefore, the primary service required of the selected Contractor is the provision of mandatory wellness checks or confidential counseling sessions, conducted annually for each probationary and permanent sworn Deputy. These sessions should last from 45 minutes to one hour. Availability and cost for pre-employment screenings, critical incident debriefings, and fitness-for-duty evaluations are also requested.

Section B: ACCESSIBILITY AND DELIVERY.

1. Scope of Services

   In order to preserve confidentiality and privacy for sworn personnel seeking wellness support services or participating in mandatory annual wellness reviews, the County does not desire routine services to be provided on-site at the Kane County's Sheriff's Office; however, the County reserves the right to request on-site services, if deemed necessary. Contractor services shall routinely be provided through secure telehealth platforms and/or in-person appointments.

The Contractor shall maintain the capability to provide confidential telehealth access to personnel through a secure, HIPAA-compliant virtual platform. In-person meeting locations, if utilized, shall be located within twenty (20) miles of the Kane County Sheriff's Office, to ensure reasonable accessibility for employees.

The Contractor shall establish and maintain procedures for completion of the annual wellness checks which include, but are not limited to: scheduling, employee outreach, appointment reminders, rescheduling, and completion tracking. Respondents shall describe their proposed process for coordinating the mandatory wellness checks, including the respective responsibilities of the Sheriff's Office designated staff, the Contractor, and participating employees. The Contractor shall verify their established procedures ensure timely appointment availability, appropriate scheduling flexibility for shift personnel, and confidential methods of communication and service delivery.

Section C: VENDOR QUALIFICATIONS.

Contractors must be a qualified mental health provider in accordance with these specifications. Contractors must be licensed and accredited to provide such services within the State of Illinois. The provider will have a minimum of three (3) years of experience successfully serving as a mental health provider to law enforcement personnel.

References must be provided. Contractors are encouraged to obtain and provide to the County formal endorsements from prior clients in similar service programs (i.e., letters of recommendation, reference letters, client testimonial, etc.).

Contractor must be able to guide the Kane County Sheriff's Office through the implementation and sustainment of such a mental health and wellness program, as described within the specifications of this Request for Proposal.

Contractor will provide their own office for in-person sessions within a reasonable distance of the Sheriff's Office as noted above. The Contractor will also provide their own telehealth equipment and software for use in remote sessions.

Section D: SAFEGUARDING OF PERSONAL INFORMATION.

The Vendor shall comply with all applicable federal and state privacy laws, including the Health Insurance Portability and Accountability Act (HIPAA), and shall maintain the confidentiality and security of all Protected Health Information (PHI). The Vendor shall execute a service agreement with the County and Sheriff, and implement administrative, physical, and technical safeguards to protect sensitive information. The Vendor must clearly define confidentiality boundaries and ensure that no individually identifiable information is disclosed to the Agency except as required by law or in cases involving imminent risk of harm to self or others or circumstances required by law. The Vendor shall

also provide procedures for breach notification, data storage, and secure transmission of records.

Section E: COMPENSATION.

1. Base Compensation.

The County will pay the Contractors in monthly installments. The Contractors will bill the County on the tenth (10th) day of the month following the month for which services were rendered, and the County agrees to pay Contractors in accordance with the terms of the Prompt Payment Act. **Services will be billed on a per-session basis**. If the County disputes any portion of the Contractors' bills for services rendered, the County shall notify the Contractors in writing at least five (5) days before the end of the month in which payment is due and may withhold the disputed amount subject to resolution of the dispute. The County agrees to pay the Contractors in full within 30 days of dispute resolution. Annually, the contract per-session rate shall be reviewed and adjusted at a flat rate per year in accordance with the current professional standard rates for the duration of the contract.

Section F: LIABILITY AND RISK MANAGEMENT.

1. Insurance.

At all times during the term of this Agreement, the Contractor will maintain insurance coverage and limits as stated in *section B* of Terms and Conditions. The County will not accept Professional Liability insurance for the required amounts on a Claims Made form in lieu of what is listed.

2. Certificates of Insurance.

Within ten (10) days of execution of this Agreement, the Contractors shall deliver to the County certificates of insurance naming the County as additional insured parties for each of the above-specified types of insurance. Please reference the attached sample.

3. Changes in Insurance Coverage.

The Contractors shall notify the County of changes in insurance coverage in writing within 30 days, but in no event will the types or amounts of coverage be changed without prior written consent of the County.

4. Insurance Rating.

All of the above-specified types of insurance shall be obtained from companies that have at least a triple "A" rating in Best's Guide or the equivalent.

5. Indemnification.

The Contractors agrees to defend, indemnify, and hold harmless the County and the Sheriff and their respective officers, elected officials, agents, servants and employees, from any and all claims, actions, lawsuits, damages, judgments, liabilities and costs of any kind whatsoever, including without limitation attorney's fees and litigation expenses, arising out of (i) the negligent, reckless, willful or wanton acts and omissions of the Contractors, its agents, officers, employees, subcontractors, or independent Contractors in the operation and maintenance of the aforesaid program of health care services, as conducted by Contractors' employees, subcontractors, independent Contractors and agents, (ii) tortious acts by Contractors, its officers, employees, agents, subcontractors and independent Contractors, (iii) personnel disputes of claims of whatsoever kind, including, but not limited to, claims involving work place injuries, involving employees, subcontractors, independent Contractors and agents of Contractors, (iv) noncompliance by Contractors, its agents, employees, subcontractors or independent Contractors, with any applicable laws or regulations of any governmental authority having jurisdiction over the services provided pursuant to this Agreement; and (v) Contractors' (including its employees, agents, subcontractors and independent Contractors) performance of this Agreement and/or Contractors' (including its employees, agents, subcontractors and independent Contractors) violation of any of the terms and conditions of this Agreement. Notwithstanding the foregoing, Contractors will not be responsible for any claim, action, lawsuit, damages, judgment, or liabilities to the extent it resulted from the negligent, willful or wanton acts or omissions of the County, the Sheriff, or their respective officers, agents, servants, or employees.

6. Notice of Lawsuit.

Within 60 days of service of process, the County or the Sheriff shall notify the Contractors of any lawsuit involving the indemnification provided for above. Failure to provide such notice shall not relieve the Contractors of its obligations to provide indemnification. However, the County shall be responsible for any additional costs of defense incurred due to their failure to provide such notice within 60 days.

Within 30 days of notice to the Contractors of a lawsuit, the Contractors must inform the County or the Sheriff whether it is agreeing to defend, indemnify, and hold harmless the County and the Sheriff and their respective officers, elected officials, agents, servants, and employees.

7. Choice of Legal Counsel.

Counsel provided for representation of the County, the Sheriff, or their respective officers, employees, and agents will be chosen by the Kane County State's Attorney's Office, subject to the approval of the Contractor. The County and the Sheriff may elect to defend against or to join as co- counsel in any claim or lawsuit in which the County, the Sheriff or any agent, employee, or officer is involved without waiving the defense, indemnification and hold harmless provision set forth in Number 5 above.

In the event Contractor has accepted tender of a case by the County or Sheriff, and will also be defending Contractors' employees in the same matter, the case will be evaluated immediately for any conflicts of interest in having the same counsel represent all defendants. If the Kane County State's Attorney's Office determines there is a conflict of interest, no matter when the conflict arises, the County and/or Sheriff will have the choice to keep counsel currently assigned to the case, or request new counsel.

Section G: MISCELLANEOUS.

1. Assignment.

This Agreement may not be assigned by the Contractors to another wholly owned clinician or to any other clinician without the express written consent of the County. The County and the Contractor each binds itself, its successors, assigns and legal representatives to the other party hereto and to the successors, assign, and legal representatives of such other party in respect to all covenants, agreements, and obligations contained herein.

2. Notice.

All notices or other communications required or permitted to be given under this Agreement shall be in writing (except as otherwise provided herein) and shall be deemed to have been duly given if delivered personally in hand or mailed certified mail, return receipt requested, postage prepaid on the date posted, and addressed to the appropriate party at the following address or such other address as may be given in writing to the parties:

3. Governing Law.

This Agreement and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of Illinois. Venue only in Kane County.

4. Entire Agreement.

This Agreement constitutes the entire agreement of the parties and is intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and agreements that have been made in connection with the subject matter hereof. No modification or amendment to this Agreement shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto.

5. Waiver of Breach.

The waiver by either party of a breach or violation of any provision of this Agreement shall not operate as, or be construed to be, a waiver of any subsequent breach of the same or other provision hereof.

6. Force Majeure.

The Contractors shall not be deemed in violation of this Agreement if it is prevented from performing any of its obligations hereunder for any reason beyond its control, including, without limitation, lack of County's financial or physical resources, failure of County to provide proper security services, acts of God, civil or military authority, acts of public enemy, war, accidents, fires, explosions, earthquakes, floods, or any similar cause beyond the reasonable control of either party.

7. Force Majeure.

Kane County and the Kane County's Sheriff shall not be deemed in violation of this Agreement if they are prevented from performing any of its obligations hereunder for any reason beyond its control, including, without limitation, lack of County's financial or physical resources, failure of County to provide proper security services, acts of God, civil or military authority, acts of public enemy, war, accidents, fires, explosions, earthquakes, floods or any similar cause beyond the reasonable control of either party.

8. Severability.

In the event any provision of this Agreement is held to be unenforceable for any reason, the unenforceability thereof shall not affect the remainder of the Agreement which shall remain in full force and effect and enforceable in accordance with its terms.

Section H: PROPOSAL INSTRUCTIONS AND REQUIREMENTS.

The instructions for preparing the proposal are provided below. A complete proposal response package must be submitted electronically and uploaded through Bidnet Direct at - https://www.bidnetdirect.com/illinois/kanecounty.

The proposal shall be formatted in a clear and concise manner and shall fully address and/or adhere to all proposal requirements as outlined in this RFP (Sections A–K). All proposals should contain the following information in the format described below or as best determined by the contractor:

1. **Cover Letter & Table of Contents (if applicable)**

2. **Background & Summary**

3. **Statement of Qualifications & Approach**

   - Project Overview and Scope of Services Referencing (***Sections A-K***)
   - Certification and Licensure, Accreditation, and References
   - Services Offered
   - Outcome goals, Education, Training, and Support
   - Accessibility and Delivery, including Scheduling and locations(s)
   - Reports, Records, and Security

4. **Cost Proposals and Analysis**

- Signed Proposal Response Form (RFP pages 26-28)
- Contractors shall reference substantiation information to support the Program Cost Proposal.
- Cost schedules and structures, including but not limited to:
- Annual wellness review costs per employee
- Hourly counseling or support session rates
- Telehealth service fees
- Critical incident response costs
- Travel expenses, if applicable
- After-hours or emergency response rates
- Administrative or reporting fees
- Costs associated with peer support consultation or training
- Any minimum annual contract requirements

5. **Required attachments**

- Proof of Certificate of Insurance. *An actual certificate of insurance meeting the County's requirements shall be submitted prior to the award of the contract.*
- Completed Contractor Disclosure Form *(Signed & Notarized). Reference attachment for sample.*
- Completed Familial Disclosure Form *(Signed & Notarized). Reference attachment for sample.*
- References*. Include a minimum of three (3) references for similar services. Contractor may utilize pg. 30 of the RFP or provide within their response in a format determined by the contractor.*

Section I: ALTERNATE PROPOSAL.

Contractors may submit alternate proposals for these services. The County would like to utilize the Contractor's expertise and knowledge within the scope and or context of the services sought.

Section J: CRITERIA FOR SELECTION.

The evaluation criteria identified below are intended to serve as a guide in the review of proposals. The County reserves the right, in its sole discretion, to consider any information it deems relevant to the evaluation process, to waive minor informalities, to request clarifications or additional information, and to conduct interviews (if desired) in an order to select the contractor whose proposal is determined to be most advantageous and in the best interest of the County. The evaluation team may take into consideration both the following stated evaluation criteria and any other factors, if applicable, which they deem pertinent.

All proposals submitted in response to this RFP will be evaluated based on the criteria weighted in the following manner:

Criteria	Weight
Qualifications & Experience	35
Program Quality & Approach	30
Pricing & Cost Structure	20
Accessibility & Confidentiality	15

1. Qualifications & Experience of the Contractors (35%). Offeror's capability in all respects to perform the contract requirements fully, and the integrity and reliability that will assure good faith performance. This includes, but it not limited to, the following criteria:
    - 1.1 The experience and qualification of the firm to similar programs which includes past performance.
    - 1.2 Personnel to be assigned to the program, and their education, qualifications and experience on similar projects.
    - 1.3 The availability of necessary personnel and other resources to successfully complete the program specified.
    - 1.4 Identification of sub-Contractors, their responsibilities, capabilities and experience, if applicable
    - 1.5 Compliance and adherence to all conditions and requirements of the Request for Proposals.
    - 1.6 References for similar services, client satisfaction, and proven track record of effective and quality care
    - 1.7 Formal endorsements from contractor's prior clients regarding contractor's past service, if provided to the County, shall be considered

2. Program Quality & Approach (30%). This refers to the offeror's understanding of the engagement, the County's objectives, and the nature and scope of the work involved. This may include the exact type and nature of the offeror's proposed services, and to how they accomplish the program's objectives.

3. Pricing & Cost Structure (20%). This refers to the reasonableness, competitiveness, and completeness of the respondent's proposed pricing. Consideration may be given to the overall cost of services, transparency of the fee structure, pricing for annual wellness checks and additional services.

4. Accessibility & Confidentiality (15%). This refers to the contractor's ability to provide timely, accessible, and confidential services to Sheriff personnel. Consideration may

be given to appointment availability, accessibility for employees working varying shifts, office meeting location(s), scheduling processes, responsiveness, and measures to ensure the privacy, confidentiality, and security of employee information in accordance with applicable laws, regulations, and professional standards.

Section K. SPECIAL CONDITIONS.

1. Contract Terms

This is a three (3) year contract with a mutual option for two (2) additional one-year renewal periods if mutually agreed upon by both parties. This contract is contingent on the appropriation of sufficient funds; Kane County reserves the right to renegotiate the scope of work to meet its budgetary demands or amend the contract requirements or add additional services, review annual performance and operation and other pertinent areas required for a successful program and services to the Kane County Sheriff's Office and its personnel.

2. Service Agreement

The successful Contractor/Agency is expected to sign a service agreement based on the County's terms and conditions and shall be construed and governed by the laws of the State of Illinois. **The Contractors shall submit their own contract or agreement version along with their RFP response to the County for consideration and review by the Kane County State's Attorney's Office.**

3. Definitions

For purposes of this offer, the terms Offeror, Bidder, Company, Contractor, Provider, Vendor, Professional, Proposer, Respondent, Facility, and Agency are used interchangeably.

4. Litigation

Vendors are required to disclose if they have been a party to any lawsuits or arbitration proceedings involving their services within the last 10 years. Provide a written statement disclosing any pending litigation or a press release.

The Respondent must be a business in good standing with its customers and the business community. The Respondent shall disclose any of the following occurrences: lawsuits, malpractice claims, judgements, complaints, or any correlated behavior related to. The Contractor is to provide a list of any civil, criminal, or other pending litigation involving or the Respondent is involved in over the previous 10 years. Indicate jurisdiction, venue, case name and case number. Any litigation or investigation commencing after submission of a Proposal must be disclosed in a timely manner in a written statement to the Kane County Sheriff's Office. Failure to notify the County and Kane County Sheriff's Office of any investigation may result in rejection of the Respondent's Proposal or termination of the Contract.

V. RESPONSE INSTRUCTIONS

1. Summary of key dates

The following proposal timeline is binding, and all respondents will be notified of the evaluation team's findings after the process concludes. Key RFP dates are:

Activity	Date
Date of Issuance	Monday, June 29, 2026
Submission Deadline for Written Questions and Exception to the RFP	Friday, July 10, 2026, by 10:00 a.m. (CT)
Response to Questions	Monday, July 13, 2026
Submission Deadline – Proposal Due Date	Monday, July 20, 2026, at 10:00 a.m. (CT)
Evaluation / Interviews (if applicable)	TBA
County Board Approval	TBA

2. Disclaimer

To the extent that you have obtained these RFP documents from a source other than ***Bidnet Direct***, please be advised that the proposal documents may not include all updates, including, but not limited to, addenda, clarifications, and due date extensions. For all updates to the RFP documents, please visit ***https://www.bidnetdirect.com/illinois/kanecounty***

3. Submission Deadline

An original RFP response (with all the required submittal documents, appendix, and attachment) shall be submitted electronically to ***https://www.bidnetdirect.com/illinois/kanecounty*** before the submittal deadline of **Monday, July 20, 2026 at 10:00 a.m., CT**. Submit one (1) redacted copy marked as "**Redacted Copy**" electronically (if applicable) to comply with the Illinois Freedom of Information Act. There is no public opening for this proposal.

4. Proposers' Questions

All questions pertaining to this Request for Proposal shall be directed to the Purchasing Office in writing, as listed on the cover sheet, no later than **July 10, 2026 at 10:00 a.m., CT.** For the quickest response, please send all questions via e-mail to: PURCHASING@KANECOUNTYIL.GOV

PROPOSAL RESPONSES MUST BE SUBMITTED ELECTRONICALLY BEFORE DEADLINE

LATE PROPOSALS WILL NOT BE ACCEPTED!

PROPOSAL RESPONSE FORM
For
MENTAL HEALTH AND WELLNESS PROGRAM FOR LAW ENFORCEMENT PERSONNEL

RFP Due Date & Time: 10:00 A.M., CT., MONDAY, JULY 20, 2026

Proposals must 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 services 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 Title 3, Part F, Article 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 notwithstanding 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 is a three (3) year contract with a mutual option for two (2) one-year renewal periods upon agreement by both parties. **THIS SECTION MUST BE SIGNED BY AN AUTHORIZED REPRESENTATIVE OF THE COMPANY OR ENTITY RESPONDING TO THE RFP.**

Signature_____

Typed Signature_____

Company_____

Address_____

Phone#_____**Email**_____

Federal I.D./Social Security # _____**Date**_____

COST PROPOSAL

Contractors shall refer to the proposal statement of work (Sections A – K) and Proposal Instructions for instructions and requirements for submission.

Along with the signed proposal response form, Contractors shall provide the following substantiation information to support their proposed total cost for medical services.

PLEASE NOTE: If the tables below are not suitable for the Contractor's proposed staffing matrix/cost proposal, the Contractor may provide their own structured fee document.

PROPOSAL PER-VISIT FEES	BASE FEE	ESTIMATED COST FOR 100 DEPUTIES	OTHER
ANNUAL WELLNESS SESSION			
HOURLY COUNSELING OR SUPPORT SESSION RATE			
TELEHEALTH SERVICE FEE			
CRITICAL INCIDENT DEBRIEF COST			
FITNESS FOR DUTY EVALUATIONS			
PRE-EMPLOYMENT SCREENING			
TRAVEL EXPENSES AS APPLICABLE			
FEE FOR EXTENDED SESSION TIME			
AFTER-HOURS OR EMERGENCY RESPONSE RATE			
ADMINISTRATIVE OR REPORTING FEE			
ANY MINIMUM ANNUAL CONTRACT REQUIREMENTS			

ACCEPTANCE

The Offer is hereby accepted for **MENTAL HEALTH AND WELLNESS PROGRAM FOR LAW ENFORCEMENT PERSONNEL.**

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, specifications, and amendments, the Contractor's offer is accepted by the County of Kane.

This contract shall henceforth be referred to as **Contract Number 26-038-DH**. 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

Mental Health and Wellness Program for Law Enforcement Personnel
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-SAMPLE

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 _____, 2026.

_____
Notary Public

SAMPLE

FAMILIAL RELATIONSHIP DISCLOSURE-SAMPLE

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 _____, 2026.

_____
Notary Public

SAMPLE

NO-BID/RFP/RFP RESPONSE

RFP 26-038-DH
Mental Health and Wellness Program
for Law Enforcement Personnel

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 are too restrictive.
- ☐ Bond requirements are too restrictive.
- ☐ Scope of services not clearly understood or applicable (too vague, too rigid, etc.).
- ☐ The project is not suited to our organization.
- ☐ Quantities are too small.
- ☐ Insufficient time allowed for preparation of bid/proposal response.
- ☐ Other (please specify):

_____

_____

_____

_____

_____

Vendor Name: _____

Contact Person: _____

Telephone: _____

Email: _____

Please send your response to: PURCHASING@KANECOUTYIL.GOV

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 9/3/2015

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 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
XYZ Insurance Company

CONTACT NAME:
PHONE (A/C, No, Ext):
FAX (A/C, No):
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : AM Best A Rated Carrier	
INSURER B : AM Best A Rated Carrier	
INSURER C : AM Best A Rated Carrier	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
ABC Company

COVERAGES **CERTIFICATE NUMBER:** 1738544639 **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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY	Y	Y	ABC123	12/1/2014	12/1/2015	EACH OCCURRENCE	$1,000,000
	X COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	$100,000
	CLAIMS-MADE X OCCUR						MED EXP (Any one person)	$1,000,000
							PERSONAL & ADV INJURY	$1,000,000
							GENERAL AGGREGATE	$2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG	$2,000,000
	POLICY PRO-JECT LOC							$
A	AUTOMOBILE LIABILITY	Y	Y	ABC123	12/1/2014	12/1/2015	COMBINED SINGLE LIMIT (Ea accident)	$1,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	ALL OWNED AUTOS / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS / NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	$
								$
B	X UMBRELLA LIAB X OCCUR			ABC123	12/1/2014	12/1/2015	EACH OCCURRENCE	$5,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$5,000,000
	DED RETENTION $							$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N	N / A	Y	ABC123	12/1/2014	12/1/2015	X WC STATU-TORY LIMITS / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT	$1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$1,000,000
							E.L. DISEASE - POLICY LIMIT	$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

RE: Job No./Event/Project
PLEASE INCLUDE COPY OF ENDORSEMENTS

County of Kane is included as additional insured on a primary/non-contributory basis for Commercial General Liability as required by written contract (Per CG 2010 & CG2037 or equivalent).
Waiver of Subrogation on General Liability, Auto, & W.C in favor of the additional insureds as required by 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
Your Authorized Signature

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IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A Statement on this certificate does not confer rights to the certificate holder in lieu of such endorsements(s).

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).

DISCLAIMER

This Certificate of Insurance does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

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 Additional Insured Person(s) or Organization(s):	Location(s) of Covered Operations
SAMPLE	
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", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

© ISO Properties, Inc., 2004

POLICY NUMBER:

COMMERCIAL GENERAL LIABILITY
CG 20 37 07 04

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

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):	Location And Description Of Completed Operations
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

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".

SAMPLE

© ISO Properties, Inc., 2004

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

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 Policy No. Endorsement No.
Insured Premium

Insurance Company Countersigned by_____

WC 00 03 13
(Ed. 4-84)

© 1983 National Council on Compensation Insurance.

CG 20 01 04 13

PRIMARY AND NONCONTRIBUTORY – OTHER INSURANCE CONDITION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

The following is added to the **Other Insurance** Condition and supersedes any provision to the contrary:

Primary And Noncontributory Insurance

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured under your policy provided that:

(1) The additional insured is a Named Insured under such other insurance; and

(2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

Primary & Non-Contributory coverage is required in all of our Templates.

COUNTY of KANE
PURCHASING DEPARTMENT
KANE COUNTY GOVERNMENT CENTER

Tim Keovongsak, CPPB
Director of Purchasing

719 S. Batavia Ave., Bldg. A 2nd Floor
Geneva, Illinois 60134
Telephone: (630) 208-3803
Fax: (630) 208-5107

July 15, 2026

ADDENDUM 1

RFP #26-038-DH – Mental Health & Wellness Program for Law Enforcement Personnel

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 AND ADDITIONAL INFORMATION

Questions received by vendors are below; clarifications from the Sheriff's Office follow in **bold**.

Q. Will annual wellness visits be conducted during deputies' regularly scheduled duty hours, or are visits expected to occur outside of shift time (i.e., on the deputy's own time)?

A. The Sheriff's Office's preference is for annual wellness visits to occur during an employee's regularly scheduled duty hours for telehealth, subject to staffing and operational needs. Scheduling should be flexible enough to accommodate shift work while minimizing the need for employees to attend appointments on their own time.

Q: For a professional services contractor with no company-owned vehicles, will a Hired and Non-Owned Auto (HNOA) endorsement on an existing Commercial General Liability policy satisfy the Business Automotive Liability requirement in Section B16.3?

A: The Sheriff's Office reserves the right to review all insurance documentation to ensure the coverage provided is equivalent to the requirements set forth in Section B16.3 and adequately protects the County's interests.

Q: The Professional Liability requirement in Section B16.6 references an aggregate limit. Can the County confirm the specific per-occurrence and aggregate limits required for this contract?

A: Please refer to the RFP

Q: Does the County have a preferred format or template for participation/completion reporting? If so, please provide or describe the required format.

A: The County would prefer what is standard documentation for the Illinois Training and

Standards Board, which would include the regular mandated participation report (name, scheduled date, completion status) to document compliance. This will be then emailed directly to muldererin@kanecountyil.gov

Please acknowledge receipt of Addendum #1 and submit your response accordingly. Thank you.

Sincerely,

Danielle Hoffman

Buyer - Kane County Purchasing Department

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-486

AUTHORIZING LEASE FOR COURT SERVICES ELGIN OFFICE

WHEREAS, Illinois Statute 730 ILCS 110/13 states, “It shall be the duty of the county board to furnish suitable rooms and accommodations, equipment and supplies for probation officers and clerical assistants in that jurisdiction and for the keeping of the records, equipment and supplies of the office”; and

WHEREAS, Court Services supervises over 3,500 individuals in the pretrial phase of their court cases and over 5,400 adult and juvenile probationers by conducting home visits, doing drug testing, and having office appointments in the communities in which the clients reside, etc; and

WHEREAS, the Court Services’ Elgin probation office has 14 probation officers, 2 support staff and 2 Supervisors who together supervise probationers, keep records, conduct home visits, administer drug tests, and investigate and compile violations notices and police arrest referrals for court; and

WHEREAS, the Court Services’ Elgin probation office has been at the location of 113 S. Grove Ave, Elgin for 15 years with the clients and city staff being well acquainted with our services and location, but the lease ends on November 30, 2026.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that Madam Chair is authorized to sign a five (5) year lease agreement with LaGrove, LLC for the Court Services’ Elgin office location from December 1, 2026 to November 30, 2031, at $6,078.51 per month on December 1, 2026, with 3% increases each year as detailed in the lease, including mutually available “out clauses” should either party need to discontinue the lease with either 180 days’ notice for any reason, or 30 days’ notice for non-completion of office upgrades as agreed to in the side letter.

Line Item: 001.430.431.52180/001.430.434.52180
Line Item Description: Building Space Rental
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 October 13, 2026.

_____	_____
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 Lease for Court Services Elgin Office

Committee Flow:
Judicial Public Safety Committee, Executive Committee, County Board

Contact:
Lisa Aust, 630.232.5809

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $74,352
If not budgeted, explain funding source: N/A	
Was this item passed through the appropriate committee? Yes	

Summary:

The Elgin Court Services office space is leased. The lease ends in November of 2026. The attached lease runs from December of 2026 through November of 2031 and is slightly less than what we anticipated it would be. We budgeted for $74,352 a year although it will be $72,942 a year the first year with 3% increases each year thereafter.

Commercial Property Lease

Landlord: **LaGrove, LLC**

Tenant: **County of Kane**

Premises: 107-113 S. Grove Avenue, Elgin, IL 60120, located within 107-115 S. Grove, Elgin, IL (the "Building").

In consideration of the mutual covenants and agreements herein stated, Landlord hereby leases to Tenant and Tenant hereby leases from Landlord the Premises, together with the appurtenances

1. **Term:**

    a. The Premises is leased for a term of 60 months, to commence on **December 1, 2026**, and to continue until **November 30, 2031.** Either party may, upon written notice of 180 days, cancel this agreement for any cause.

    b. Landlord covenants and warrants that at the time of the signing of this Lease and at the time of delivery of possession, the Premises are in compliance with the commercial building codes of the City of Elgin, in a clean, safe, and sanitary condition and repair, free from rodents, vermin, mold and in compliance with all other applicable laws and regulations of the City of Elgin, County of Kane and State of Illinois relation to health and safety.

    c. Landlord further covenants that at the time of signing of this Lease, it holds title to the Premises, that it is not a defendant in any mortgage foreclosure action involving the Premises and is not a petitioner in any bankruptcy proceeding.

2. **Rental Rate:**

    a. The gross rent is **$6,078.51**/month beginning on December 1, 2026, with a 3% increase per year, added to the previous year's rent.

    b. Rent is due and payable on the 1st of the month; there is a $60 penalty after the 5th of the month.

    c. The rent of the Premises shall include occupancy of Premises, water for Building's standard fixtures, heat, air conditioning, and electricity during reasonable working hours, as well as garbage and refuse service.

    d. Landlord shall provide janitorial services for the hallways, entryways, bathrooms, and other common areas in the Building, as well as lawn care and snow removal

for all exterior common areas of the Building, at the Landlord's expense. Tenant shall provide janitorial services for the interior of the Premises.

e. Landlord is solely responsible for payment of ail real estate taxes and other fees on the building and/or Premises, to any and ail government agencies.

f. Landlord will keep the Building and Premises in good working order and repair, and is responsible for, and shall make, all necessary repairs to the Premises, at no extra cost to Tenant, except where the repair has been made necessary by misuse or neglect by Tenant of Tenant's agents, servants, visitors, or licensors, normal wear and tear expected.

g. In the event Landlord shall fail to make the repairs it is required to make or provide the services it is required to provide, either pursuant to the terms of this article or of any other provisions of the Lease, after having been duly notified in writing and given reasonable time (48 hours to respond) in which to make such repairs and/or replacements, the Tenant shall have the right to make such repairs or provide such services and to deduct the cost thereof and expenses incurred in connection therewith from future accruing rents hereunder, or may otherwise recover the same from Landlord. If Landlord fails to make repairs as required by the Lease with a reasonable time, upon written notice to Tenant's agent, the Tenant may elect to terminate this Lease.

3. Use:

a. Tenant shall use and occupy the Premises as an office used for Probation Services including, but not limited to, appointments, group therapy sessions, and biological specimen collection. Landlord represents that the Premises may be lawfully used for such purpose.

b. Landlord agrees to furnish electricity for the usual office requirements, with the understanding that Tenant intends to set up office and equipment for approximately 20 employees within Premises. Landlord warrants that Premises has sufficient electrical capacity for this use. Tenant will not use any electrical equipment which in Landlord's reasonable opinion will overload the wiring installations or interfere with the reasonable use of such installations by Landlord or other tenants in the Building.

c. During the term of this Lease, Tenant will allow Landlord access to the Premises, with a 24-hour notice and prior approval or escort in order to maintain security requirements, for the purpose of examining or exhibiting the same, or to make any needed repairs or alterations thereof which Landlord may see fit to make. In a bona fide emergency, Landlord, his agent, or authorized representative may enter the Premises at any time with immediate notice to Tenant, for the purpose of making corrections or repairs to alleviate such emergency.

4. Care and Alterations:

a. Except as provided herein, Tenant shall not, without first obtaining the written consent of the Landlord, make any permanent or structural alterations, additions, or improvements in, to, or about the Premises. Tenant may make non-permanent, non-structural improvements to the Premises, in an amount less than $5,000.00, without first obtaining consent of the Landlord.

b. Tenant shall commit no act of waste and shall take good care of the Premises and the fixtures and appurtenances therein, and shall, in the use and occupancy of the Premises, conform to all laws, orders, regulations of the federal, state, and municipal government of any of their departments. All improvements made by Tenant to the Premises which are so attached to the Premises that they cannot be removed without material injury to the Premises, shall become the property of Landlord upon Installation.

c. Tenant shall not permit the accumulation of waste or refuse matter on the lease Premises or anywhere in or near the building.

d. Tenant shall not, without first obtaining the written consent of the Landlord, abandon the Premises, or allow Premises to become vacant or deserted.

e. Tenant shall not, without obtaining the written consent of the Landlord, assign, mortgage, pledge, or encumber this Lease, in whole, or in part, or sublet the Premises or any part of the Premises.

f. Tenant shall observe and comply with such reasonable rules and regulations as may be established from time to time by the Landlord, provided the rules do not interfere with the Tenant's current use of the Premises.

g. Not later than the last day of the term Tenant shall, at Tenant's expense, remove all of Tenant's personal property and those improvements made by Tenant which have not become the property of the Landlord, including trade fixtures, cabinet work, movable paneling, partitions and the like; repair all injury done by or in connection with the installation or removal of the property and improvements: surrender the Premises in as good condition as they were at the beginning of the term, reasonable wear and damage by fire, the elements, casualty, or other cause not due to the misuse or neglect by Tenant or Tenant's agents, servants, visitors, or licensees, expected. All property of the Tenant remaining in the Building after the last day of the term of this Lease shall be conclusively deemed abandoned and may be removed by the Landlord, and Tenant shall reimburse Landlord for the cost of such removal, Landlord may have any such property stored at Tenant's risk and expense.

5. Fire and Casualty: Condemnation:

a. If the building is damaged by fire or any other cause to such extent that the cost of restoration, as reasonably estimated by Landlord, will equal or exceed 60% of the replacement value of the Building, as measured just prior to the occurrence of

the damage, or materially affects Tenant's use, then Landlord may, no later than the seventh day following the damage, give Tenant a notice of election to terminate the lease. In the event of such election, the Lease shall be deemed to terminate as of the date of the damage or destruction, and the Tenant shall surrender the Premises within a reasonable time thereafter, and any pre-paid rent shall be refunded proportionally. If the Landlord chooses to repair the Premises or Building rather than terminate the Lease, the Landlord will be responsible for making such timely repairs. If the Building is damaged by fire or any other cause in a manner which materially affects the Tenant's use, the Tenant shall also have the right to terminate this Lease, upon ten (10) days' written notice to the Landlord. Upon such notice, any pre-paid rent shall be refunded proportionally to Tenant, or any rent owed shall be assessed proportionally as to the last date of Tenant's occupancy of the Premises.

b. If the Premises or any part of the Premises, or any part of the Building materially affecting Tenant's use of the Premises, or be taken by eminent domain, this Lease shall terminate on the date when the title vests pursuant to such taking. The rent shall be apportioned as of the termination date and any rent paid for any period beyond such date shall be repaid to Tenant.

6. Subordination:

This Lease shall be subject and subordinate to all underlying leases and to mortgages which many now or hereafter affect such leases or the real property of which the Premises form a part, and ail renewals, modifications, consolidations, and replacements of the underlying leases and mortgages. Tenant agrees to execute such estoppel letters or other documents required to confirm the same.

7. Insurance:

Tenant shall at all times maintain public liability insurance with a minimum $300,000 bodily injury liability. Tenant shall provide proof of this coverage to Landlord. Landlord shall also maintain liability insurance with a minimum of $1,000,000.00 bodily injury liability. Landlord shall provide proof of the coverage to the Tenant and Tenant shall be named as additional insured.

LaGrove LLC, Building Manager	**Date**
Kane County Board	**Date**

16TH JUDICIAL CIRCUIT
COURT SERVICES, COUNTY OF KANE
OFFICE OF THE EXECUTIVE DIRECTOR

LISA J. AUST
EXECUTIVE DIRECTOR

Side Letter of Agreement for 107-113 S. Grove Ave., Elgin, Office Space

LaGrove, LLC
And
County of Kane

This side letter of agreement is entered into, and hereinafter incorporated by reference, with respect to the lease for the Court Services office located at 107-113 S. Grove Elgin Office Space by and between LaGrove, LLC and the County of Kane. The lease serves for a term of 60 months to begin on December 1, 2026.

The tenant, the County of Kane, has agreed to the terms of the lease with the understanding that certain updates will be made to the office space that were agreed to during a meeting on May 12, 2006. The work will be completed within 6 months of the signing of the lease and will be done in coordination with the tenant in such a way to minimize disruption to the tenant and their employees' work.

The office space updates include minimally the following:

- New carpeting throughout the office space
- New kitchen/break room sink and cabinet
- New or refinished tile throughout the space, notably in restroom areas and the waiting room

If the requested work is not completed within 6 months of the signing of the lease, then the tenant (the County of Kane) retains the right to terminate the lease agreement with thirty (30) days' notice to LaGrove, LLC.

CENTRAL OFFICE: KANE COUNTY JUDICIAL CENTER, SUITE 150, 37W777 RT. 38, ST. CHARLES, IL 60175-7532 (630) 232-5805
AURORA OFFICE: 1330 N. HIGHLAND AVENUE, AURORA, IL 60506; (630) 897-9555
ELGIN OFFICE: 113 S. GROVE AVENUE, ELGIN, IL 60120; (847) 742-0050

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-487

AMENDING RESOLUTION NO. 25-244 TO AUTHORIZE A SUPPLEMENTAL MOTOR FUEL TAX EXPENDITURE FOR PHASE III ENGINEERING SERVICES WITH HAMPTON, LENZINI AND RENWICK, INC. FOR THE PLATO TOWNSHIP ROAD DISTRICT MUIRHEAD ROAD OVER CANADIAN NATIONAL RAILROAD PROJECT, SECTION NO. 17-12082-01-BR

WHEREAS, pursuant to Resolution No. 25-244, the County of Kane approved Plato Township's use of Twenty-Five Thousand Nine Hundred Thirty-Two Dollars ($25,932) in the Plato Township Motor Fuel Tax (MFT) Fund for Phase III construction engineering services associated with the Muirhead Road over Canadian National Railroad Project, Section No. 17-12082-01-BR (the "Project"), representing the township's local share; and

WHEREAS, eligible engineering costs are paid up front from the Plato Township MFT Fund, with applicable federal and state reimbursements credited back to the Plato Township MFT Fund upon receipt; and

WHEREAS, an additional Two Hundred Ninety-Eight Thousand Two Hundred Nineteen Dollars ($298,219) is required to fund the remaining Phase III construction engineering services under the agreement with Hampton, Lenzini and Renwick, Inc.; and

WHEREAS, the total cost of the Phase III construction engineering services is Three Hundred Twenty-Four Thousand One Hundred Fifty-One Dollars ($324,151).

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that Resolution No. 25-244 is hereby amended to authorize an additional Two Hundred Ninety-Eight Thousand Two Hundred Nineteen Dollars ($298,219) in Plato Township Motor Fuel Tax funds for Phase III construction engineering services for the Project.

BE IT FURTHER RESOLVED by the Kane County Board that a supplemental appropriation of Two Hundred Ninety-Eight Thousand Two Hundred Nineteen Dollars ($298,219) be allocated from the Township Motor Fuel Tax Fund for payment of services performed by Hampton, Lenzini and Renwick, Inc., for the work described in the Request for Expenditure/Authorization of Motor Fuel Tax Funds (BLR-09150) executed by the Kane County Engineer and the Township Highway Commissioner of the Plato Township Road District, subject to approval by the Illinois Department of Transportation.

Passed by the Kane County Board on October 13, 2026.

_____	_____
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 Resolution No. 25-244 to Authorize a Supplemental Motor Fuel Tax Expenditure for Phase III Engineering Services with Hampton, Lenzini and Renwick, Inc. for the Plato Township Road District Muirhead Road over Canadian National Railroad Project, Section No. 17-12082-01-BR

Committee Flow:
Transportation Committee, Executive Committee, County Board

Contact:
Ashley Young, 630.406.7302

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:

This resolution authorizes an additional $298,219.00 from Plato Township Motor Fuel Tax (MFT) funds for Phase III engineering services for the Muirhead Road over Canadian National Railroad Project.

The original Resolution #25-244 only covered the local share at $25,932. This additional increase brings the total amount of Township MFT for Phase III of the project to $324,151, which covers the full engineering agreement amount.

This increase will be used to pay engineering costs upfront, with applicable federal and state reimbursements credited back to the Plato Township MFT Fund upon receipt.

Township MFT funds are administered by Kane County in a custodial fiduciary capacity.

Staff recommends approval.

Illinois Department of Transportation

Request for Expenditure/Authorization of Motor Fuel Tax Funds

Local Public Agency	Type	County	Section Number
Plato Township	Road District	Kane	17-12082-01-BR

I hereby request authorization to expend Motor Fuel Tax Funds as indicated below:

Purpose	Motor Fuel Tax Amount	Rebuild Illinois Amount
County Engineer/Superintendent Salary & Expenses		n/a
Contract Construction		
Day Labor Construction		
Engineering	$298,219.00	
Engineering Investigations		
IMRF/Social Security		n/a
Maintenance		
Maintenance Engineering		
Obligation Retirement		n/a
Other		
Right-of-Way (Itemized on 2nd page)		
TOTAL	$298,219.00	

Comments

Supplemental Request of $298,219.00 MFT funds for Plato Township, for P3 with HLR on the Muirhead Rd over CNRR.
The original request was for $25,932.00.
The combined total = $324,151.00 for P3.

Local Public Agency Official Signature & Date

Larry Trainor 08/14/2026

Title

Township Highway Commissioner

County Engineer
On behalf of IDOT pursuant to Agreement of Understanding dated December 18, 2025

Approved

Regional Engineer Signature & Date
Department of Transportation

Department of Transportation Use

Entered By	Date

Itemization of Right-of-Way Request

Location of Property			Property Owner	Acres Right-of-Way	Relocation Costs	Cost of Land Acquired	Cost of Damage to Land not Acquired	Total
Street/Road	Parcel Number	Address of Property Involved						
							TOTAL	

Add Item

Instructions for BLR 09150

This form is used when it is necessary for the Local Public Agency (LPA) to request authorization to disburse Motor Fuel Tax (MFT) funds for various purposes as listed. Some items are automatically authorized by IDOT upon approval of appropriate paperwork. For those items that are not automatically authorized, the LPA must submit this form. It shall be accompanied by the appropriate documentation (e.g. engineering bills, invoices for joint participation). Upon receipt of proper documentation, IDOT will authorize the necessary funds, up to the maximum amount that has been appropriated. Refer to Chapter 9 of the Bureau of Local Roads & Streets Manual for more information. For signature requirements refer to Chapter 2, Section 3.05(b) of the BLRS Manual.

Local Public Agency	Insert the name of the LPA.
Type	From the drop down, select the City, County, Town, Village or Road District.
County	From the drop down, select the name of the County in which the LPA is located.
Section Number	Insert the section number assigned to the project the request for the authorization is for without dashes. The dashes will be inserted automatically.
Purpose - Amount	Insert the amount the request authorization for the purpose listed to the left, under the type of funds the authorization is being requested for. Insert an amount under Motor Fuel Tax (MFT) is request is to use MFT funds. Insert an amount under Rebuild Illinois (RBI) funds if request is to use RBI funding for this purpose. Items listed as an N/A are not eligible for RBI funding.
Total	This is a calculated field, no entry is necessary. It will calculate the total for each type of funding, for all requested authorizations.
Comments	Insert any comments that are relevant to the requested authorization(s).
Signed	The appropriate LPA official must sign, indicate his/her title, and date here.
Approved	The Department of Transportation representative shall sign and date here upon approval.
Department Use Only Entered By	For IDOT use only, indicate the name of the person entering information into the MFT system.
Date	For IDOT use only, indicate the date of entry of the authorization into the MFT system.
Itemization of Right-of-Way Request Location of Property Street/Road	Insert the name of the Street/Road of the acquired/used property involved in the Right-of-Way.
Parcel Number	Insert the parcel number as it applies to the location.
Address of Property Involved	Insert the address of the property involved for this location.
Property Owner	Insert the name of the owner(s) of the acquired/used right-of-way.
Relocation Costs	Insert the relocation costs for this parcel, if applicable.
Acres Right-of-Way	Insert the number of acquired/used right-of-way acres.
Cost of Land Acquires	Insert the cost of land being acquired.
Cost of Damage to Land Not Acquired	Insert the cost of damage to land not acquired.
Total	This is a calculated field, no entry is necessary. It is the sum of all costs for this parcel number.
Total(Overall)	This is a calculated field, no entry is necessary. It is the sum of all costs involving right-of-way.

A minimum of three (3) signed originals must be submitted to the Regional Engineer's District office.
Following IDOT's approval, distribution will be as follows:

Local Public Agency Clerk
Engineer (Municipal, Consultant or County)
District

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-488

APPROVING ADOPT-A-HIGHWAY APPLICANTS

WHEREAS, the Illinois Highway Code of the Illinois Compiled Statutes (605 ILCS 120/1 et seq.) provides for the establishment of Adopt a Highway Programs by counties and various units of government throughout the State of Illinois to support anti-litter efforts by allowing groups of private citizens to adopt a segment of highway for the purpose of litter and refuse collection; and

WHEREAS, the County has enacted and otherwise established, pursuant to Kane County Board Ordinance No. 13-267, the Kane County Adopt-A-Highway Program in conformance with the Illinois Highway Code, which program is intended to assist the County in its efforts to remove refuse and litter from County highway right of way and otherwise beautify the County Highway System; and

WHEREAS, those groups whose names are set forth in the list attached (a copy of which is on file in the office of the Kane County Clerk) have submitted applications for participation in the Kane County Adopt-A-Highway Program; and

WHEREAS, each of the groups' applications have been reviewed and approved by the County Engineer of Kane County and have subsequently been approved by the Transportation Committee of the Kane County Board; and

WHEREAS, the approval of the applicants for participation in the Kane County Adopt-A-Highway Program will facilitate the County's litter collection efforts on County highways and will aid in the beautification of all County highways whether in urban or rural areas of the County.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the applicant(s) listed in Exhibit A for participation in the Kane County Adopt-A-Highway Program are hereby approved.

Passed by the Kane County Board on October 13, 2026.

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

EXHIBIT A

Applicants (RENEWAL)	Road	Distance
Pierson Farms	Harter Road from Dauberman Road to Seavey Road	1.75 Miles (Both Sides)
Iron Deer Farm	Ellithorpe Road from McGough Road to 1 Mile east	1 Mile (Both Sides)
Elgin Township Republicans	Randall Road from IL Route 20 to Bowes Road	1.75 Miles (West Side)
St. Paul's United Church	Plank Road from Marshall Road to Switzer Road	1 Mile (Both Sides)

Applicants (NEW)	Road	Distance
Fermi National Accelerator Laboratory	Kirk Road from Wind Energy Pass to Pine Street	1 Miles (East Side)

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Approving Adopt-A-Highway Applicants

Committee Flow:
Transportation Committee, Executive Committee, County Board

Contact:
Michael Way, 630.406.7359

Budget Information:

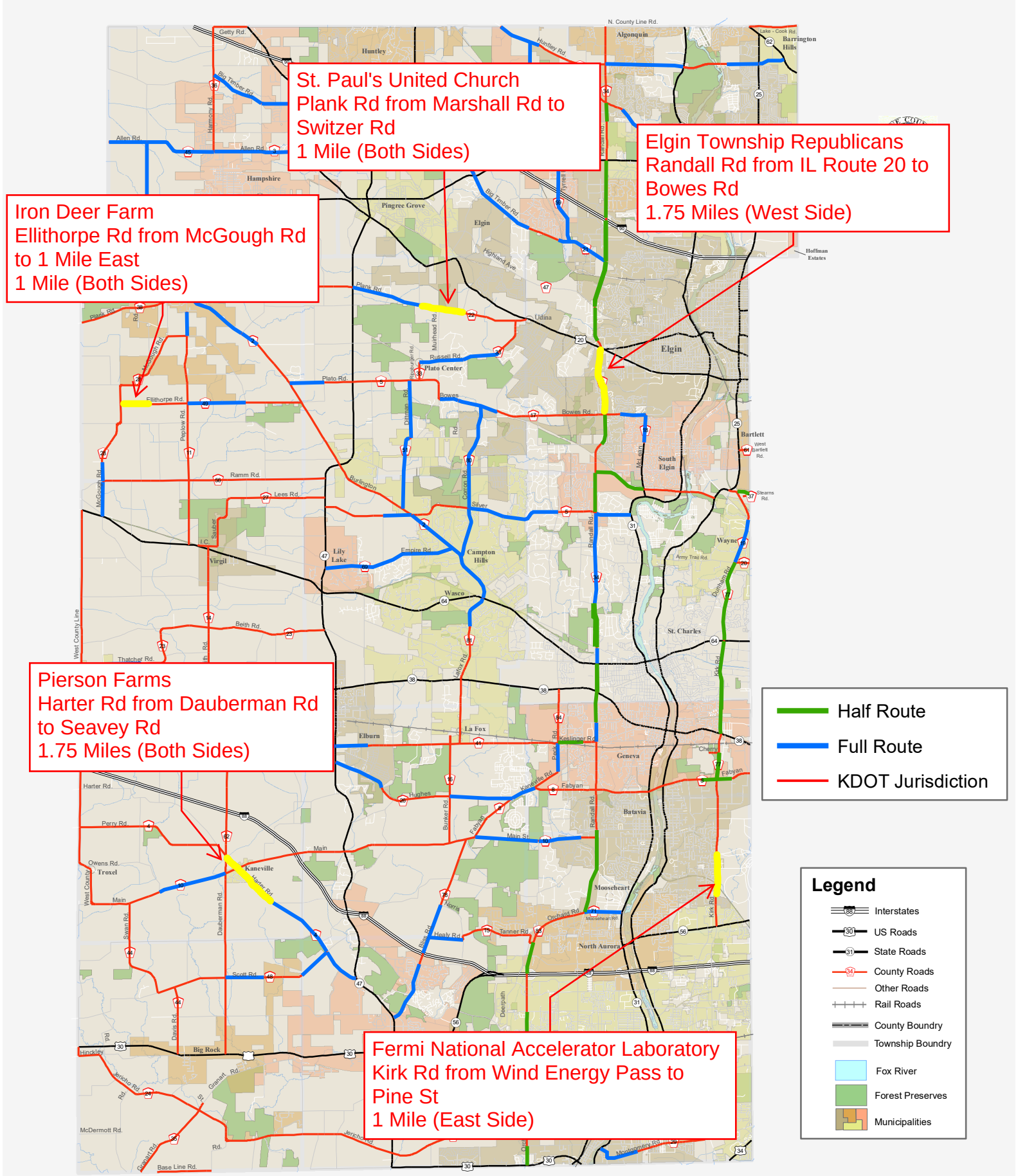
Was this item budgeted? N/A	Appropriation Amount: $N/A
If not budgeted, explain funding source: N/A	
Was this item passed through the appropriate committee? Yes	

Summary:

Pursuant to Kane County Board Ordinance No. 13-267, Kane County Adopt-A-Highway Program, staff requests consideration of the attached resolution which approves the following Adopt-A-Highway applicant(s).

Applicants (RENEWAL)	Road	Distance
Pierson Farms	Harter Road from Dauberman Road to Seavey Road	1.75 Miles (Both Sides)
Iron Deer Farm	Ellithorpe Road from McGough Road to 1 Mile east	1 Mile (Both Sides)
Elgin Township Republicans	Randall Road from IL Route 20 to Bowes Road	1.75 Miles (West Side)
St. Paul's United Church	Plank Road from Marshall Road to Switzer Road	1 Mile (Both Sides)

Applicants (NEW)	Road	Distance
Fermi National Accelerator Laboratory	Kirk Road from Wind Energy Pass to Pine Street	1 Miles (East Side)



Adopt-A-Highway
September 2, 2026

0 3,100 6,200 12,400 18,600 24,800 Feet

0 1 2 Miles

M:\DotserverD\USERS\Personal\Martin\GIS\AAH\AAHmap.mxd

KANE COUNTY Division of Transportation

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-489

APPROVING A THREE (3) YEAR CONTRACT FOR THE USE OF GPS AND DASH CAMERAS FROM SAMSARA 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, the Kane County Division of Transportation utilizes GPS and dash camera services in its daily maintenance operations to respond to calls for service and emergencies, monitor roadway conditions and salt usage during snow operations, and assist in the protection of the County from potential insurance claims; and

WHEREAS, Samsara Inc., with a principal business address of 1 De Haro Street, San Francisco, California 94107, provides GPS and dash camera products and services; and

WHEREAS, Samsara Inc. has submitted a quote for a thirty-six (36) month license term at an annual cost of Thirty-Seven Thousand One Hundred Sixty-Two and 55/100 Dollars ($37,162.55), for a total license cost for the thirty-six (36) month term of One Hundred Eleven Thousand Four Hundred Eighty-Seven and 65/100 Dollars ($111,487.65); and

WHEREAS, the County desires to enter into a thirty-six (36) month contract with Samsara Inc. for GPS and dash camera services, with a contingency of Twenty-Five Thousand Dollars ($25,000.00) to account for unforeseen costs associated with the purchase and implementation of said services, for a total amount not to exceed One Hundred Thirty-Six Thousand Four Hundred Eighty-Seven and 65/100 Dollars ($136,487.65).

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the thirty-six (36) month contract with Samsara Inc. for the use of GPS and dash camera services by the Kane County Division of Transportation is hereby approved, and that the Chairman of the Kane County Board is hereby authorized and directed to execute said contract and any related documents necessary therefor.

BE IT FURTHER RESOLVED that the Kane County Board appropriates an amount not to exceed the sum of One Hundred Thirty-Six Thousand Four Hundred Eighty-Seven and 65/100 Dollars ($136,487.65) from County Highway Fund #300, Line Item #50340 (Software Licensing Cost) to pay for said GPS and dash camera services.

Line Item: 300.520.520.50340
Line Item Description: Software Licensing Cost
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 October 13, 2026.

_____	_____
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 Three (3) Year Contract for the Use of GPS and Dash Cameras from Samsara 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: $136,487.65
If not budgeted, explain funding source: N/A	
Was this item passed through the appropriate committee? Yes	

Summary:

Description: Three (3) year contract for the use of GPS and Dash Cameras

Vendor: Samsara (Sourcewell 102924-SAM authorized cooperative agreement Res. # 22-266)

Purchase price – Yearly price $37,162.55
Contingency: $25,000
Total for 3 years: $136,487.65

Comments:
This three (3) year contract will allow Kane County Division of Transportation to keep using the GPS and dash cameras services from Samsara.

The GPS and dash cameras are used in daily operations in the maintenance department to respond to calls for service and emergencies. The dash cameras are also used to protect the County from insurance claims.

The GPS and dash cameras are vital to snow operations, from monitoring road way conditions via live streaming to monitoring the salt usages from all snow plow trucks

This is in the FY27 budget.

Staff recommends approval.

Docusign Envelope ID: EB0AE716-4F5E-4D00-8347-58A997BEAB2F

MASTER AGREEMENT #102924
CATEGORY: Fleet Management Technologies with Related Software Solutions
SUPPLIER: Samsara Inc.

This Master Agreement (Agreement) is between Sourcewell, a Minnesota service cooperative located at 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and Samsara Inc., a Delaware corporation located at 1 De Haro Street, San Francisco, CA 94107 (Supplier).

Sourcewell is a local government and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) offering a Cooperative Purchasing Program to eligible participating government entities.

Under this Master Agreement entered with Sourcewell, Supplier will provide Included Solutions to Participating Entities through Sourcewell's Cooperative Purchasing Program.

Article 1:
General Terms

The General Terms in this Article 1 control the operation of this Master Agreement between Sourcewell and Supplier and apply to all transactions entered by Supplier and Participating Entities. Subsequent Articles to this Master Agreement control the rights and obligations directly between Sourcewell and Supplier (Article 2), and between Supplier and Participating Entity (Article 3), respectively. These Article 1 General Terms control over any conflicting terms. Where this Master Agreement is silent on any subject, Participating Entity and Supplier retain the ability to negotiate mutually acceptable terms.

1) **Purpose.** Pursuant to Minnesota law, the Sourcewell Board of Directors has authorized a Cooperative Purchasing Program designed to provide Participating Entities with access to competitively awarded cooperative purchasing agreements. To facilitate the Program, Sourcewell has awarded Supplier this cooperative purchasing Master Agreement following a competitive procurement process intended to meet compliance standards in accordance with Minnesota law and the requirements contained herein.

2) **Intent.** The intent of this Master Agreement is to define the roles of Sourcewell, Supplier, and Participating Entity as it relates to Sourcewell's Cooperative Purchasing Program.

3) **Participating Entity Access.** Sourcewell's Cooperative Purchasing Program Master Agreements are available to eligible public agencies (Participating Entities). A Participating Entity's authority to access Sourcewell's Cooperative Purchasing Program is determined through the laws of its respective jurisdiction.

4) **Supplier Access.** The Included Solutions offered under this Agreement may be made available to any Participating Entity. Supplier understands that a Participating Entity's use of this Agreement is at the Participating Entity's sole convenience. Supplier will educate its sales and service forces about Sourcewell eligibility requirements and required documentation. Supplier will be responsible for ensuring sales are with Participating Entities.

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5) **Term.** This Agreement is effective upon the date of the final signature below. The term of this Agreement is four (4) years from the effective date. The Agreement expires at 11:59 P.M. Central Time on April 23, 2029, unless it is cancelled or extended as defined in this Agreement.

   a) **Extensions.** Sourcewell and Supplier may agree to up to three (3) additional one-year extensions beyond the original four-year term. The total possible length of this Agreement will be seven (7) years from the effective date.

   b) **Exceptional Circumstances.** Sourcewell retains the right to consider additional extensions as required under exceptional circumstances.

6) **Survival of Terms.** Notwithstanding the termination of this Agreement, the obligations of this Agreement will continue through the performance period of any transaction entered between Supplier and any Participating Entity before the termination date.

7) **Scope.** Supplier is awarded a Master Agreement to provide the solutions identified in RFP #102924 to Participating Entities. In Scope solutions include:

   a. Fleet management information systems;
   b. Fleet technology related hardware solutions;
   c. Related software solutions;
   d. Fleet telematics;
   e. Geofencing solutions;
   f. Motor pool and fleet sharing solutions services;
   g. Integrated video solutions; and,
   h. Emissions, Green House Gas (GHG), or Low Carbon Fuel Standard (LCFS) tracking, reporting, and management.

8) **Included Solutions.** Supplier's Proposal to the above referenced RFP is incorporated into this Master Agreement. Only those Solutions included within Supplier's Proposal and within Scope (Included Solutions) are included within the Agreement and may be offered to Participating Entities.

9) **Indefinite Quantity.** This Master Agreement defines an indefinite quantity of sales to eligible Participating Entities.

10) **Pricing.** Pricing information (including Pricing and Delivery and Pricing Offered tables) for all Included Solutions within Supplier's Proposal is incorporated into this Master Agreement.

11) **Not to Exceed Pricing.** Suppliers may not exceed the prices listed in the current Pricing List on file with Sourcewell when offering Included Solutions to Participating Entities. Participating Entities may request adjustments to pricing directly from Supplier during the negotiation and execution of any transaction.

12) **Open Market.** Supplier's open market pricing process is included within its Proposal.

13) **Supplier Representations:**

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i) **Compliance.** Supplier represents and warrants it will provide all Included Solutions under this Agreement in material compliance with applicable federal, state, and local laws and regulations.

ii) **Licenses.** As applicable, Supplier will maintain a valid status on all required federal, state, and local licenses, and permits required for the operation of Supplier's business with Participating Entities. Participating Entities may request all relevant documentation directly from Supplier.

iii) **Supplier Warrants.** Supplier warrants that all Included Solutions furnished under this Agreement are free from liens and encumbrances, and all hardware solutions are subject to Supplier's Hardware Warranty and RMA Policy set forth at https://www.samsara.com/legal/hardware-warranty.

14) **Bankruptcy Notices.** Supplier certifies and warrants it is not currently in a bankruptcy proceeding. Supplier has disclosed all current and completed bankruptcy proceedings within the past seven years within its Proposal. Supplier must provide notice in writing to Sourcewell if it enters a bankruptcy proceeding at any time during the term of this Agreement.

15) **Debarment and Suspension.** 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 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 Agreement. Supplier further warrants that it will provide immediate written notice to Sourcewell if this certification changes at any time during the term of this Agreement.

16) **Provisions for non-United States federal entity procurements under United States federal awards or other awards (Appendix II to 2 C.F.R § 200).** Participating Entities that use United States federal grant or other federal funding to purchase solutions from this Agreement 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 Section, all references to "federal" should be interpreted to mean the United States federal government. The following list applies when a Participating Entity accesses Supplier's Included Solutions with United States federal funds.

i) **EQUAL EMPLOYMENT OPPORTUNITY.** Except as otherwise provided under 41 C.F.R. § 60, all agreements 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.

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ii) **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 comply with all applicable Davis-Bacon Act provisions.

iii) **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 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, 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 Agreement. Supplier certifies that during the term of an award for all Agreements by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

iv) **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

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certifies that during the term of an award for all Agreements by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

v) **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 Agreement it will comply with applicable requirements as referenced above.

vi) **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.

vii) **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 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).

viii) **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.

ix) **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.

x) **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.

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xi) **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 Agreement 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.

xii) **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.

xiii) **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.

xiv) **NO OBLIGATION BY FEDERAL GOVERNMENT.** The U.S. federal government is not a party to this Agreement 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 Agreement or any purchase by an authorized user.

xv) **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 Agreement or any purchase by a Participating Entity.

xvi) **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.

xvii) **CONFLICTS OF INTEREST.** The Supplier must notify the U.S. Office of General Services, Sourcewell, and Participating Entity as soon as possible if this Agreement or any aspect related to the anticipated work under this Agreement 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.

xviii) **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.

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xix) **PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT.** To the extent applicable, Supplier certifies that during the term of this Agreement it will comply with applicable requirements of 2 C.F.R. § 200.216.

xx) **DOMESTIC PREFERENCES FOR PROCUREMENTS.** To the extent applicable, Supplier certifies that during the term of this Agreement, Supplier will comply with applicable requirements of 2 C.F.R. § 200.322.

Article 2:
Sourcewell and Supplier Obligations

The Terms in this Article 2 relate specifically to Sourcewell and its administration of this Master Agreement with Supplier and Supplier's obligations thereunder. For the avoidance of doubt, the Terms in this Article 2 do not apply as between Supplier and a Participating Entity.

1) **Authorized Sellers**. Supplier must provide Sourcewell a current means to validate or authenticate Supplier's authorized dealers, distributors, or resellers which may complete transactions of Included Solutions offered under this Agreement. Sourcewell may request updated information in its discretion, and Supplier agrees to provide requested information within a reasonable time.

2) **Product and Price Changes Requirements.** Supplier may request Included Solutions changes, additions, or deletions at any time. All requests must be made in writing by submitting a Sourcewell Price and Product Change Request Form to Sourcewell. At a minimum, the request must:
   - Identify the applicable Sourcewell Agreement number;
   - Clearly specify the requested change;
   - Provide sufficient detail to justify the requested change;
   - Individually list all Included Solutions affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and
   - Include a complete restatement of Pricing List with the effective date of the modified pricing, or product addition or deletion. The new pricing restatement must include all Included Solutions offered, even for those items where pricing remains unchanged.

   A fully executed Sourcewell Price and Product Change Request Form will become an amendment to this Agreement and will be incorporated by reference.

3) **Authorized Representative.** Supplier will assign an Authorized Representative to Sourcewell for this Agreement and must provide prompt notice to Sourcewell if that person is changed. The Authorized Representative will be responsible for:
   - Maintenance and management of this Agreement;
   - Timely response to all Sourcewell and Participating Entity inquiries; and
   - Participation in reviews with Sourcewell.

   Sourcewell's Authorized Representative is its Chief Procurement Officer.

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4) **Performance Reviews.** Supplier will perform a minimum of one review with Sourcewell per agreement year. The review will cover transactions to Participating Entities, pricing and terms, administrative fees, sales data reports, performance issues, supply chain issues, customer issues, and any other necessary information.

5) **Sales Reporting Required.** Supplier is required as a material element to this Master Agreement to report all completed transactions with Participating Entities utilizing this Agreement. Failure to provide complete and accurate reports as defined herein will be a material breach of the Agreement and Sourcewell reserves the right to pursue all remedies available at law including cancellation of this Agreement.

6) **Reporting Requirements.** Supplier must provide Sourcewell an activity report of all transactions completed utilizing this Agreement. Reports are due at least once each calendar quarter (Reporting Period). Reports must be received no later than 45 calendar days after the end of each calendar quarter. Supplier may report on a more frequent basis in its discretion. Reports must be provided regardless of the amount of completed transactions 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;
   - Sourcewell Participating Entity Account Number;
   - Transaction Description;
   - Transaction Purchased Price;
   - Sourcewell Administrative Fee Applied; and
   - Date Transaction was invoiced/sale was recognized as revenue by Supplier.

   If collected by Supplier, the Report may include the following fields as available:
   - Participating Entity Contact Name;
   - Participating Entity Contact Email Address;
   - Participating Entity Contact Telephone Number;

7) **Administrative Fee.** In consideration for the support and services provided by Sourcewell, Supplier will pay an Administrative Fee to Sourcewell on all completed transactions to Participating Entities utilizing this Agreement. Supplier will include its Administrative Fee within its proposed pricing. Supplier may not directly charge Participating Entities to offset the Administrative Fee.

8) **Fee Calculation.** Supplier's Administrative Fee payable to Sourcewell will be calculated as a stated percentage (listed in Supplier's Proposal) of all completed transactions utilizing this Master Agreement within the preceding Reporting Period. For certain categories, a flat fee may be proposed. The Administrative Fee will be stated in Supplier's Proposal.

9) **Fee Remittance.** Supplier will remit fee to Sourcewell no later than 45 calendar days after the close of the preceding calendar quarter in conjunction with Supplier's Reporting Period obligations

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defined herein. Payments should note the Supplier's name and Sourcewell-assigned Agreement number in the memo; and must be either mailed to Sourcewell above "Attn: Accounts Receivable" or remitted electronically to Sourcewell's banking institution per Sourcewell's Finance department instructions.

10) **Noncompliance.** Sourcewell reserves the right to seek all remedies available at law for unpaid or underpaid Administrative Fees due under this Agreement. Failure to remit payment, delinquent payments, underpayments, or other deviations from the requirements of this Agreement may be deemed a material breach and may result in cancellation of this Agreement and disbarment from future Agreements.

11) **Audit Requirements.** Pursuant to Minn. Stat. § 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by Sourcewell and the Minnesota State Auditor for a minimum of six years from the end of this Agreement. Supplier agrees to fully cooperate with Sourcewell in auditing transactions under this Agreement to ensure compliance with pricing terms, correct calculation and remittance of Administrative Fees, and verification of transactions as may be requested by a Participating Entity or Sourcewell.

12) **Assignment, Transfer, and Administrative Changes.** Neither party may assign or otherwise transfer its rights or obligations under this Agreement without the prior written consent of the other party. Such consent will not be unreasonably withheld. Each party reserves the right to unilaterally assign all or portions of this Agreement within its sole discretion to address corporate restructurings, mergers, acquisitions, or other similar changes. Any prohibited assignment is invalid. Upon request Sourcewell may make administrative changes to agreement documentation such as name changes, address changes, and other non-material updates as determined within its sole discretion.

13) **Amendments.** Any material change to this Agreement must be executed in writing through an amendment and will not be effective until it has been duly executed by the parties.

14) **Waiver.** Failure by either party to enforce any right under this Agreement 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.

15) **Complete Agreement.** This Agreement represents the complete agreement between the parties for the scope as defined herein. Supplier and Sourcewell may enter into separate written agreements relating specifically to transactions outside of the scope of this Agreement.

16) **Relationship of Sourcewell and Supplier.** This Agreement does not create a partnership, joint venture, or any other relationship such as employee, independent contractor, master-servant, or principal-agent.

17) **Indemnification.** Supplier must indemnify, defend, save, and hold Sourcewell, including their agents and employees, harmless from any third party claims or causes of action, including attorneys' fees incurred by Sourcewell, arising out of any material breach of this Agreement 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 design, condition, or performance of Included Solutions under this Agreement used in accordance with the Terms of Service (as defined below). Sourcewell's

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responsibility will be governed by the State of Minnesota's Tort Liability Act (Minnesota Statutes Chapter 466) and other applicable law. In no event will Supplier be liable to Sourcewell for incidental, special, punitive, exemplary, or consequential damages, including lost profits, loss of data or goodwill, service interruption, computer damage or system failure, or the cost of substitute services.

Supplier's indemnification and hold harmless obligations under this Section are contingent upon: (a) Sourcewell providing Supplier with prompt written notice of a claim; (b) Sourcewell providing reasonable cooperation to Supplier, at Supplier's expense, in the defense and settlement of such claim; and (c) Supplier having sole authority to defend or settle such claim. Notwithstanding subsection (c) of this provision, Sourcewell may employ, at its sole cost and expense, separate counsel of its own choosing, but in no event Supplier will be liable for any damages or liability arising out of Sourcewell's employment of its own counsel.

In no event will Supplier's total aggregate liability, including to Sourcewell and any of its affiliates, arising out of or in connection with this Agreement or from the use of or inability to use Supplier's SaaS products exceed the amounts Supplier has paid to Sourcewell hereunder during the twelve (12) months preceding the event giving rise to the damage. Notwithstanding the foregoing, this limitation shall not apply to liability arising from Supplier's gross negligence, willful misconduct, or violation of applicable law.

18) **Data Practices.** Supplier and Sourcewell acknowledge Sourcewell is subject to the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13. As it applies to all data created and maintained in performance of this Agreement, Supplier may be subject to the requirements of this chapter.

19) **Grant of License.**
   a) **During the term of this Agreement:**
      i) **Supplier Promotion.** 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, promotional materials, and informational sites for the purpose of marketing Sourcewell's Agreement with Supplier.

      ii) **Sourcewell Promotion.** Supplier grants to Sourcewell a royalty-free, worldwide, non-exclusive right and license to use Supplier's trademarks in advertising, promotional materials, and informational sites for the purpose of marketing Supplier's Agreement with Sourcewell. Sourcewell agrees to abide by the terms of Supplier's Marks Usage Agreement available at https://www.samsara.com/resources/brand-assets/.

   b) **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, partners, or agents (collectively "Permitted Sublicensees") in advertising, promotional, or informational materials for the purpose of marketing the Parties' relationship. Any sublicense granted will be subject to the terms and conditions of this Article. Each party will be responsible for any breach of this section by any of their respective sublicensees.

   c) **Use; Quality Control.**

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i) 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.

ii) 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. Each party may make written notice to the other regarding misuse under this section. The offending party will have 30 days of the date of the written notice to cure the issue or the license/sublicense will be terminated.

d) **Termination.** Upon the termination of this Agreement 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.

e) **Publicity.** Any publicity regarding the subject matter of this Agreement 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 a party individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Agreement.

20) **Venue and Governing law between Sourcewell and Supplier Only.** The substantive and procedural laws of the State of Minnesota will govern this Agreement between Sourcewell and Supplier. Venue for all legal proceedings arising out of this Agreement between Sourcewell and Supplier will be in court of competent jurisdiction within the State of Minnesota. This section does not apply to any dispute between Supplier and Participating Entity. This Agreement reserves the right for Supplier and Participating Entity to negotiate this term to within any transaction documents.

21) **Severability.** If any provision of this Agreement 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 Agreement is capable of being performed, it will not be affected by such determination or finding and must be fully performed.

22) **Force Majeure.** Neither party to this Agreement 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.

23) **Insurance Coverage.** At its own expense, Supplier must maintain valid insurance policy(ies) during the performance of this Agreement 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 per the following:

a) **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. Coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including

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construction defect, liability assumed under an insured contract, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Agreement.

- $1,500,000 each occurrence Bodily Injury and Property Damage
- $1,500,000 Personal and Advertising Injury
- $2,000,000 aggregate for products liability-completed operations
- $2,000,000 general aggregate

b) **Certificates of Insurance.** Prior to execution of this Agreement, Supplier must, upon request, furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Agreement. 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 provided to in an alternative manner as directed by Sourcewell. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf. Failure of Supplier to maintain the required insurance and documentation may constitute a material breach.

c) **Additional Insured Endorsement and Primary and Non-contributory Insurance Clause.** Supplier agrees to list Sourcewell, including its 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 Agreement or other 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 Agreement can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies), or self-insured retention.

24) **Termination for Convenience.** Sourcewell or Supplier may terminate this Agreement upon 60 calendar days' written notice to the other Party. Termination pursuant to this section will not relieve the Supplier's obligations under this Agreement for any transactions entered with Participating Entities through the date of termination, including reporting and payment of applicable Administrative Fees.

25) **Termination for Cause.** Either party may terminate this Agreement upon providing written notice of material breach to the other party. Notice must describe the breach in reasonable detail and state the intent to terminate the Agreement. Upon receipt of Notice, the breaching party will have 30 calendar days in which it must cure the breach. Termination pursuant to this section will not relieve the breaching party's obligations under this Agreement for any transactions entered with

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Participating Entities through the date of termination, including, as applicable, reporting and payment of applicable Administrative Fees.

Article 3:
Supplier Obligations to Participating Entities

The Terms in this Article 3 relate specifically to Supplier and a Participating Entity when entering transactions utilizing the General Terms established in this Master Agreement. Article 1 General Terms control over any conflict with this Article 3. Where this Master Agreement is silent on any subject, Participating Entity and Supplier retain the ability to negotiate mutually acceptable terms.

1) **Quotes to Participating Entities.** Suppliers are encouraged to provide all pricing information regarding the total cost of acquisition when quoting to a Participating Entity. Suppliers and Participating Entities are encouraged to include all cost specifically associated with or included within the Suppliers proposal and Included Solutions within transaction documents.

2) **Shipping Warranty and Other Terms.** Supplier's proposal may include proposed terms relating to shipping and other relevant terms of tendered Solutions. Supplier and Participating Entity may negotiate final terms appropriate for the specific transaction relating to non-appropriation, shipping, and warranty coverage for Included Solutions. Such terms may include, but are not limited to, costs, risk of loss, proper packaging, and remedies as mutually agreed include notice requirements, replacement, return or exchange procedures, and associated costs.

3) **Applicable Taxes.** Participating Entity is responsible for notifying supplier of its tax-exempt status and for providing Supplier with any valid tax-exemption certification(s) or related documentation.

4) **Ordering Process and Payment.** Supplier's ordering process and acceptable forms of payment are included within its Proposal. Participating Entities will be solely responsible for payment to Supplier and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.

5) **Transaction Documents.** Participating Entity may require the use of its own forms to complete transactions directly with Supplier utilizing the terms established in this Agreement. Supplier's standard form agreements may be offered as part of its Proposal. Supplier and Participating Entity may complete and document transactions utilizing any type of transaction documents as mutually agreed. In any transaction document entered utilizing this Agreement, Supplier and Participating Entity must include specific reference to this Master Agreement by number and to Participating Entity's unique Sourcewell account number.

6) **Additional Terms and Conditions Permitted.** Notwithstanding anything to the contrary herein, in order to purchase from Supplier under this Master Agreement, any purchase order shall be subject to Supplier's then-current terms of service at https://www.samsara.com/legal/public-sector-customers-platform-terms-of-service ("Terms of Service"). Participating Entity and Supplier may negotiate and include additional terms and conditions within transaction documentation as mutually agreed. Such terms may supplant or supersede this Master Agreement when necessary and as mutually agreed to by Supplier and Participating Entity. Sourcewell has expressly reserved the right for Supplier and Participating Entity to address any necessary provisions within transaction documents not expressly included within this Master Agreement, including but not limited to

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dispute resolution, governing law and venue, non-appropriation, insurance, and other material terms as mutually agreed.

7) **Subsequent Agreements and Survival.** Supplier and Participating Entity may enter into a separate agreement to facilitate long-term performance obligations utilizing the terms of this Master Agreement as mutually agreed. Such agreements may provide for a performance period extending beyond the full term of this Master Agreement as mutually agreed to by Supplier and Participating Entity.

8) **Participating Addendums.** Supplier and Participating Entity may enter a Participating Addendum or similar document extending and supplementing the terms of this Master Agreement to facilitate adoption as may be required by a Participating Entity, but any Participating Addendum shall at least include the then-current Terms of Service by reference.

Sourcewell

Signed by:
By: _____ Jeremy Schwartz C0FD2A139D06489... _
Jeremy Schwartz
Title: Chief Procurement Officer
Date: 6/6/2025 | 3:50 PM CDT

Samsara Inc.

Signed by:
By: _____ Adam Eltoukhy 5649DAAA31CA47F... __
Adam Eltoukhy
Title: Chief Legal Officer
Date: 6/6/2025 | 11:33 AM PDT

RFP 102924 - Fleet Management Technologies with Related Software Solutions

Vendor Details

Company Name:	Samsara, Inc.
Address:	1 De Haro Street San Francisco, California 94103
Contact:	Samantha Kriegsman
Email:	samantha.kriegsman@samsara.com
Phone:	415-870-6315
HST#:	

Submission Details

Created On:	Tuesday September 10, 2024 13:16:43
Submitted On:	Tuesday October 29, 2024 12:23:26
Submitted By:	Maelle Collin
Email:	maelle.collin@samsara.com
Transaction #:	e56a518a-5ef4-4d47-8384-82c155bb7f9d
Submitter's IP Address:	136.226.54.196

Specifications

Table 1: Proposer Identity & Authorized Representatives (Not Scored)

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).

Table 1 Specific Instructions. Sourcewell requires identification of all parties responsible for providing Solutions under a resulting master agreement(s) (Responsible Supplier). Proposers are strongly encouraged to include all potential Responsible Suppliers including any corporate affiliates, subsidiaries, D.B.A., and any other authorized entities within a singular proposal. All information required under this RFP must be included for each Responsible Supplier as instructed. Proposers with multiple Responsible Supplier options may choose to respond individually as distinct entities, however each response will be evaluated individually and only those proposals recommended for award may result in a master agreement award. Unawarded entities will not be permitted to later be added to an existing master agreement through operation of Proposer's corporate organization affiliation.

Line Item	Question	Response *	
1	Provide the legal name of the Proposer authorized to submit this Proposal.	Samsara Inc.	*
2	In the event of award, is this entity the Responsible Supplier that will execute the master agreement with Sourcewell? Y or N.	Y	*
3	Identify all subsidiaries, D.B.A., authorized affiliates, and any other entity that will be responsible for offering and performing delivery of Solutions within this Proposal (i.e. Responsible Supplier(s) that will execute a master agreement with Sourcewell).	N/A	*
4	Provide your CAGE code or Unique Entity Identifier (SAM):	#020221-SAM	*
5	Provide your NAICS code applicable to Solutions proposed.	NAICS: 334220 and 518210	
6	Proposer Physical Address:	San Francisco (Global Headquarters): 1 De Haro Street, San Francisco, CA 94107.	*
7	Proposer website address (or addresses):	www.samsara.com	*
8	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):	Adam Eltoukhy – Chief Legal Officer adam.eltoukhy@samsara.com (415) 985-2400	*
9	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Samantha Kriegsman – Senior Partner Account Executive samantha.kriegsman@samsara.com 562-743-9421	*
10	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	Ned Sheeran – Senior Partner Account Executive ned.sheeran@samsara.com 650-542-1271 Rhonda Eiffe - AVP, Enterprise – Public Sector rhonda.eiffe@samsara.com 818-723-3077	

Table 2A: Financial Viability and Marketplace Success (50 Points)

Line Item	Question	Response *	

11	Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested Solutions.	Samsara is the global leader in Industrial IoT. Our mission is to increase the efficiency, safety, and sustainability of the operations that power our economy. Samsara's portfolio of complete Internet of Things ("IoT") solutions combine hardware, software, and cloud to bring real-time visibility, analytics, and AI to operations. Since Sanjit Biswas and John Bicket founded Samsara in 2015, the company has grown exponentially. Today we serve over 30,000 customers across diverse industries, including transportation, logistics, field services, passenger transit, waste management, food and beverage, oil & gas, utilities, construction, state and local gov, and manufacturing. Samsara is a public company (NYSE: "IOT") led by Sanjit Biswas, CEO & Co-Founder, and John Bicket, CTO & Co-Founder. The Samsara leadership team previously founded Meraki (now part of Cisco Systems), the cloud-managed networking leader that powers over 2 million networks worldwide. Much of our expertise in building large scale cloud systems, obsessing over customer feedback to quickly innovate and grow our solutions, security, simplicity, ease of use, etc. carried over to Samsara and contributes to our explosive growth, success, and leadership in this space. Samsara's full executive team can be viewed here at https://www.samsara.com/about Samsara's core competencies include ELD, vehicle telematics, driver safety, asset tracking, mobile workflow, and industrial process controls - all in an integrated, open, real-time, cloud platform. We have one of the strongest engineering teams in the world and are unparalleled in our ability to hear a customer problem statement and then design and build advanced technology as a solution fit. We continue to invest heavily in innovative cost-effective ways to help our customers increase the efficiency, safety, and sustainability of their operations. Samsara prides itself in exceeding customer expectations. In terms of revenue, 42% comes from Vehicle Telematics, 46% comes from Video-based safety, and 12% comes from Apps & Driver Workflows, Equipment, Sites.	*
12	What are your company's expectations in the event of an award?	Samsara has a long-standing business relationship with Sourcewell. Should Sourcewell choose to continue this partnership, we will keep our current resources allocated to Sourcewell and keep on giving them the tools to succeed. Samsara has enabled Public Sector Sales Teams to take the easiest path to purchase through the current contract. Our partnership has allowed for operations to continue successfully during COVID-19, and our Samsara RFP Team has streamlined the procurement process and brought new business to both entities. For concrete examples of customer success, please refer to case studies contained in the Appendix of our response document.	*
13	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. DO NOT PROVIDE ANY TAX INFORMATION OR PERSONALLY IDENTIFIABLE INFORMATION.	For the fiscal years ended February 3, 2024 and January 28, 2023, our revenue was $937.4 million and $652.5 million, respectively, representing year-over-year growth of 44% or year-over-year adjusted revenue growth of 41%. As a publicly-traded company, we publish our 10K reports on our website, here: https://investors.samsara.com/financials/sec-filings/default.aspx	*
14	What is your US market share for the Solutions that you are proposing?	Since its creation in 2015, Samsara has remained the leader of IoT and telematics in North America, for the United States, Canada, and Mexico. Furthermore, Samsara's solution is fully compliant with all US States and the Canadian ELD Technical Standard, streamlining entirely cross-border operations. In the United States, Samsara ELD is a registered ELD with the Federal Motor Carrier Safety Administration (FMCSA) and is compliant with FMCSA ELD technical regulations specified in 49 CFR § 395. In Canada, Samsara complies with the Canadian Hours of Service (HOS) federal regulations which include functionality such as tracking driver activity, managing regional rulesets, and setting any exceptions. Samsara automatically determines the relevant rulesets by driver location (e.g. Canada North vs. Canada South).	*
15	What is your Canadian market share for the Solutions that you are proposing?	See response above.	*

16	Disclose all current and completed bankruptcy proceedings for Proposer and any included possible Responsible Party within the past seven years. Proposer must provide notice in writing to Sourcewell if it enters a bankruptcy proceeding at any time during the pendency of this RFP evaluation.	Samsara has never gone through any bankruptcy proceedings within the past seven years.	*
17	How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer the question that best applies to your organization, either a) or b). 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?	Option B. Samsara products (hardware and software) are designed, manufactured, and distributed all in-house. As such, Samsara identifies as a SaaS provider. This gives Samsara a unique edge because our products and software are both created in house by our own Engineering and Development teams. We sell our own products directly, and sometimes through third-party partners in all our geographies.	*
18	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.	In the United States, Samsara ELD is a registered ELD with the Federal Motor Carrier Safety Administration (FMCSA) and is compliant with FMCSA ELD technical regulations specified in 49 CFR § 395. In Canada, Samsara complies with the Canadian Hours of Service (HOS) federal regulations which include functionality such as tracking driver activity, managing regional rulesets, and setting any exceptions. Samsara automatically determines the relevant rulesets by driver location (e.g. Canada North vs. Canada South). The Samsara Vehicle Gateway has the following certifications: FCC, IC, PTCRB, UL62368-1, NOM-221, NOM-208, NOM-019, IFETEL, and Various Wireless Carrier Certs. The device is also FMCSA certified as an ELD solution. The Samsara Dash Cam has the following certifications: FCC, IC, CE, NOM, EN62368. The Samsara Driver App has the following Certifications: FCC IC PTCRB UL62368-1 NOM-221 NOM-208 NOM-019	*
19	Disclose all current and past debarments or suspensions for Proposer and any included possible Responsible Party within the past seven years. Proposer must provide notice in writing to Sourcewell if it enters a debarment or suspension status any time during the pendency of this RFP evaluation.	In the past seven years, Samsara and any included possible Responsible Party have never been subject to any debarments or suspensions.	*

20	Describe any relevant industry awards or recognition that your company has received in the past five years.	In the recent past, Samsara has been awarded the following: 2024 Best Place to Work – Glassdoor 2023 Artificial Intelligence Excellence Award 2023 Company of the Year – Frost & Sullivan's 2023 Great Place to Work Certified 2022 Sustainability Award - Business Intelligence Group 2022 Campus Forward Award - Ripplematch 2021 Emerging IT Vendors - CRN 2021 AI 50 - Forbes 2021 The Americas' Fastest Growing Companies - Financial Times 2021 America's Best Startup Employers - Forbes 2021 IoT 50 - CRN 2021 AI Excellence Awards - Business Intelligence Group 2021 IoT Analytics Solution of the Year - IoT Breakthrough Awards 2020 Best in Business Awards - Inc. 2020 FreightTech 25 - FreightWaves 2020 Fast 500 - Deloitte 2020 Top SaaS CEOs - Software Report 2020 World Changing Ideas - Fast Company 2020 Cloud 100 - Forbes 2020 Top Startups - LinkedIn 2020 International Business Awards - Stevie Awards 2019 Cloud 100 - Forbes 2019 Top Startups – LinkedIn	*
21	What percentage of your sales are to the governmental sector in the past three years?	Approx. 8%, with a year-over-year positive growth as both the governmental and education sector have been growing.	*
22	What percentage of your sales are to the education sector in the past three years?	Approx. 3%, with a year-over-year positive growth as both the governmental and education sector have been growing.	*
23	List all state, cooperative purchasing agreements that you hold. What is the annual sales volume for each of these agreement over the past three years?	1.) Utah DGS #PD3906 - 2023 - $164,998.90 2024 - $78,819.85 2. State of Kansas Fleet Management Solutions 53134 2024 - $246,253.36 3.) Minnesota Department of Administration 224308 2023 - $47,105.40 2024 - $307,010.55 4.) New York State IT Umbrella Contract PM69845 2023 - $128,959.63 2024 - $126,247.20 5.) New Jersey Participating Addendum M4014 2023- $26,879.40 2024 - $281,878.89 6.) State of Tennessee SWC 195 Telematics Hardware, Services, and Accessories (71019) 2022- $121,66.14 2023 - $1,638,307.21 2024 - $747,972.64 7.) Iowa Participating Addendum 23244 2023 - $172,079.70 2024 - $746,868.46	*
24	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?	Samsara GSA contract (GS-35F-327GA) 2021- $558,355 2022- $19,449.99 2023 - $956,054 2024- $1,802,099.69	*

Table 2B: References/Testimonials

Line Item 25. Supply reference information from three customers who are eligible to be Sourcewell participating entities.

Entity Name *	Contact Name *	Phone Number *	
City and County of Denver	Bill Zollo - Manager, DOTI Fleet Management Division	706-495-8617 william.zollo@denvergov.org	*
City of Sacramento	Alison Kerstetter - Fleet Manager	717-514-5989 akerstetter@cityofsacramento.org	*
City of Tallahassee	Frank Evans - Business Process Solutions Manager	850-891-1063 frank.evans@talgov.com	*

Table 3: Ability to Sell and Deliver Solutions (150 Points)

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.	Samsara currently has over 1,800 employees worldwide entirely dedicated to Sales. This includes Account Development Representatives, Account Executives, Sales Engineers, etc.	*
27	Describe the network of Authorized Sellers who will deliver Solutions, including dealers, distributors, resellers, and other distribution methods.	Samsara has over 200 partners, referring to those who are qualified to resell our products, across all business units (fleet, industrial, connected sites, etc.). These partners are not employed by Samsara, nor are they required to submit a certain number of leads/generate a certain amount of revenue per quarter. Our most successful partners (i.e. Carahsoft) fall under the 'IT systems distributor' industry. We do not have a geographical hub for our partners, we have one in just about every state, distributed evenly across the US.	*
28	Service force.	Samsara currently has over 1,100 employees worldwide dedicated to non-Sales duties. This includes engineers (firmware, hardware, software), customer support, operations teams, and leadership.	*
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 be all sent by Samsara directly. We use FedEx services to ship, and can ship overnight to both the US and Canada when inventory is available. Inventory is maintained in the US. Whether customers order through Samsara directly or through a reseller, Samsara remains the sole entity to ship hardware directly from our warehouse.	*

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.	Samsara maintains an incident response plan based on triage of severity/impact. All incidents are logged and Security Incident Management staff are always on call. Following incidents, Samsara performs post-mortem analyses with plans that include corrective measures. Technical support hours are 24x7. Support cases/assistance can be initiated through the Dashboard, via email, and/or live via phone support. Based on internal Samsara data, we answer calls on average within 1 minute and we respond to cases submitted online within 1 hour. We have SLAs tied to initial response times and overall system uptime. Our data shows that we solve over 75% of our support cases within 24 hours. Samsara Technical Support provides initial response service level agreements by issue priority. Support agrees to send an initial response from a Support Specialist within the following time frames on 90% of all interactions. In addition, we have a team of Support Engineers dedicated to providing post-sales support. Our incident response process is detailed here: https://kb.samsara.com/hc/en-us/articles/360057139951-Report-an-Issue P0 Errors - Samsara shall promptly commence the following procedures: (i) assigning Samsara Support team members or personnel to correct the Error(s); (ii) notifying Samsara management that such Errors have been reported and of steps being taken to correct such Error(s); (iii) providing Customer with periodic reports on the status of the corrections; and (iv) initiating work to provide Customer with a Hot fix. P1 Errors - Samsara shall promptly commence the following procedures: (i) assigning Samsara Support team members or personnel to correct the Error; (ii) providing the Customer with periodic reports on the status of the corrections; and (iii) initiating work to provide Customer with a Hot fix. P2 Errors - Samsara may include the Fix for the Error in the next Major Release. P3 Issues – usage and general assistance.	*
31	Describe your ability and willingness to provide your products and services to Sourcewell participating entities.	Samsara will provide all software and hardware products and services to Sourcewell participating entities, all across continental US, as well as US Territories, Hawaii and Alaska.	*
32	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in Canada.	Samsara will provide all software and hardware products and services to Sourcewell participating entities, all across Canada.	*
33	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed agreement.	We confirm we will be able to serve all geographic areas of the United States and Canada with no exceptions.	*
34	Identify any account type of Participating Entity which will not have full access to your Solutions if awarded an agreement, and the reasoning for this.	We confirm we are fully compliant and can support any type of client interested in purchasing our solutions, from fleets with less than 5 vehicles, to government entities with dozens of thousands of vehicles. Our solutions are scalable and can support an unlimited number of users.	*
35	Define any specific requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	Samsara does not have any requirements or restrictions that would apply specifically to participating entities in Hawaii, Alaska, or US Territories.	*
36	Will Proposer extend terms of any awarded master agreement to nonprofit entities?	We confirm we are able to extend terms of any awarded master agreement to nonprofit entities, without limitations.	*

Table 4: Marketing Plan (100 Points)

Line Item	Question	Response *	
37	Describe your marketing strategy for promoting this opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	With over 3,000 employees worldwide, Samsara uses all sorts of channels to spread information. We offer a team of internal evangelists touring events in North America and beyond, spreading the benefits our customers see in conferences, on social media, in blog posts, LinkedIn, press releases, and so forth. Additionally, we leverage targeted email campaigns and webinars to reach potential clients and provide in-depth insights into our solutions. Our customer database is rapidly growing and with over 30,000 fleets worldwide, we have been seeing a snowball effect of referrals from all sides. Our Marketing and Product Marketing teams have been deeply focusing on localizing content to speak to each audience and address concerns related to specific industries, etc. An example of this has been a heavy investment in the past year reaching out to Québec audiences in Canada, by way of localizing our website and solutions to French Canadian. We invite you to browse our website, as well as check out our LinkedIn page for all latest news. We also target specific industries core to our business, such as K-12, Higher Education Fleet Management, and Government, as described here: https://www.samsara.com/industries/k-12 - https://www.samsara.com/industries/higher-education and https://www.samsara.com/industries/state-local-government	*
38	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	Samsara carefully monitors performance on our domains, email, social media channels, and paid channels. We gather data across every stage of our customers' journey and establish internal benchmarks to ensure that we are optimizing our solutions every step of the way. One of our strategies is to target ads to engage with prospects through the websites, associations and industry groups as trusted advisors to government and education customers. We have been invested heavily in SEO, monitoring engagement on LinkedIn, Meta, X, and Instagram, by using targeted ads to engage with prospects. Emails metrics include delivery success rates, unsubscribing rates, open rates, and click rates. Finally, website analytics remain at the core of the data that we rely on to identify trends and the areas which we can improve further.	*
39	In your view, what is Sourcewell's role in promoting agreements arising out of this RFP? How will you integrate a Sourcewell-awarded agreement into your sales process?	We are happy to continue using our mutually beneficial co-marketing plan, and to keep the two approaches currently in place: If we are speaking with a client already on the Sourcewell membership list, we will be certain to promote our contract with them; If we are speaking with a client who does not yet procure through Sourcewell, we can provide collateral to our sales teams to educate those clients about Sourcewell. We will keep on sharing the materials you provide us to highlight the benefits of purchasing through the cooperative. We will continue to educate our sales force on the benefits of Sourcewell and how the contract can add value for all parties throughout the purchasing process. We also train our internal sales force on the availability of Sourcewell to our government and education customers. Finally, in our standard sales process, the Samsara teams are trained to ask customers how they prefer to purchase technology, to fir their personal preference.	*
40	Are your Solutions available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.	Our online webstore is our main e-procurement system, which governmental and educational customers have successfully used to streamline their purchasing processes. This webstore can also be used to order replacement hardware, accessories, cables, and add-ons. Sourcewell clients will have access to this webstore.	*

Table 5A: Value-Added Attributes (100 Points)

Line Item	Question	Response *	

41	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.	Samsara has a dedicated account team as well as a customer success team that would be assigned after purchasing. Samsara will scope a detailed breakdown of the training required to ensure a successful deployment. All training and implementation costs are included in the software licensing. Each of these live courses will last 1-2 hours and is tailored to administrators, fleet managers, maintenance managers, etc. We take a train-the-trainer approach – we find our most successful customers are the ones who are empowered to lead and share Samsara knowledge with their own employees. In support, Samsara supplies recordings of all web training, along with any documentation used. In addition, we also provide access to the following resources: Learning On-Demand: Samsara Academy is our LMS with guided training paths and hundreds of short tutorial videos. Sourcewell will able to provide administrators with the ability to assign these courses to users and monitor their progress. Learning from Experts: Learn how to use the latest product features from product experts via digital webinars or live classroom-style workshops. Learning from Peers: Check out tips and tricks from Samsara Super Users and learn how to get the most out of your Samsara products. Finally, all users have access to the comprehensive Samsara Knowledge Base online, which provides help articles, guides, and videos to answer almost any question. To see the Knowledge Base, please visit https://kb.samsara.com/hc/en-us. On-site training can be accommodated to complement online training if necessary.	*

42	Describe any technological advances that your proposed Solutions offer.	Samsara believes that while the Information Technology sector has long benefited from software and cloud technology, the industrial connected operations world, with assets and workers in mobile, remote, and rugged environments, has not. Samsara was founded to change that. Our connected operations platform combines hardware, software, and cloud to bring real-time visibility, analytics, and AI to connected operations. The purpose of this platform is to help dramatically improve the Safety, Efficiency, and Sustainability of all operations that power our economy. Samsara's key differentiators are our unified and easy-to-use dual facing camera + telematics platform along with our rapid pace of innovation. Our hardware and software platform is created in-house by Samsara Engineering and provide customers the ability to manage their assets from a single, unified platform for all their assets. This includes real time GPS units, integrated dash cameras embedded with artificial intelligence, asset trackers, wireless sensors such as environmental and door monitors, integrated Wifi, and more. On top of the hardware sits a robust unified software platform that allows users to track and analyze the data coming in from their Samsara devices at a click of the button. Samsara's core competencies include vehicle telematics, driver safety, asset tracking, mobile workflow, and industrial process controls - all in an integrated, open, real-time, cloud platform. Samsara became a public company on the NYSE in 2021 and is continuing to invest heavily, in innovative cost-effective ways to help our customers increase the efficiency, safety, and sustainability of their operations. In addition, what truly sets Samsara apart from the competition is our product development feedback loop, and go to market strategy. We listen to our customers, create product & feature development upgrade cycles, and efficiently launch to our customer base. This has allowed us to become a market leader since being founded in 2015. A concrete example of our continuous technological improvement is our Nudges functionality. Nudges have been designed to empower drivers to self-correct their driving behavior before a manager is notified, and without initially incurring a scoring penalty. By sharing ownership of safe driving, Sourcewell can save time on event review and coaching. Drivers also have more control over their own safety experience on the road. Nudges have been shown to improve driver behavior, as the driver is not instantly penalized for what are defined as less serious infringements and instead receives in-cab real-time coaching on events detected, giving them the opportunity to improve without management intervention. If a driver exceeds the number of permitted nudges within a twelve hour driving period, all events captured are sent to the Safety Inbox and aligned Sourcewell coaches. Another example is our release (no later than last week!) of our Drowsiness Detection feature. For further information on this groundbreaking technology, please read: https://samsara.com/blog/drowsiness-detection?utm_source=linkedin&utm_medium=social&utm_campaign=communications	*
43	Describe any "green" initiatives that relate to your company or to your Solutions, and include a list of the certifying agency for each.	Related to our Solutions Samsara offers an Eco Driving report to view essential information about driving styles that can affect the fuel consumption and wear and tear of vehicles in your fleet. This provides a RAG based score to coach drivers on driving style, this can support reducing fuel costs and reducing your ecological footprint on the environment. Idling is measured by the time when the vehicle's engine is idle and PTO is not engaged in proportion to the engine on time (driving time plus idle time), You Group can adjust the metric scores using score mapping, but by default a Low score is 100% and a high score is 0%. To accurately reflect driver efficiency, the driver efficiency score uses a proportional metric to determine the degree of efficiency. A score of 0 corresponds to really poor performance and a score of 100 indicates really good performance. With score mapping, you can fine tune the driver efficiency score settings to align with your business goals. If you identify high idling scores in the efficiency report, you can coach driving behaviour to decrease idling events instances and reduce fuel consumption over time. https://kb.samsara.com/hc/en-us/articles/360042972271-Driver-Efficiency-Report	

With our new Sustainability Report, You can visualize the fleet's carbon emissions over time to measure and compare output to set more accurate reduction goals.

- Track current vs. predicted carbon emissions output to stay on course with annual sustainability goals
- Easily compare carbon emission output by tag to identify your biggest CO2 contributors
- Export emissions data to use in government reporting or internal ESG reports

Related to our Company

When it comes to sustainability, we believe our greatest impact as a company will come from building better technology for our customers. We're invested in helping our customers to:

Save Fuel--Harsh driving, excess idling, and inefficient routing can add up to higher fuel usage. Samsara helps decrease unnecessary fuel use through real-time visibility into driver behavior and insights into route performance. By collecting engine data from each vehicle, Samsara provides unmatched visibility into a fleet's fuel usage, making it easy to identify which truck is idling, which drivers need coaching, and which routes minimize the distance between stops.

Improve energy efficiency--Samsara's industrial monitoring and control products help customers keep tabs on their equipment and machinery with real-time performance reports. Our power meters provide better visibility into equipment energy efficiency to help improve the performance and reliability of pumps and other machinery.

Reduce production waste--Samsara Machine Vision helps product manufacturers perform quality assurance in real time to reduce wasted product by catching production or quality issues immediately. This reduces materials wasted and allows our customers to improve their throughput and yield.

Decrease food waste--Refrigerated transportation of perishable goods has grown by nearly 60% in the last forty years, but without proper temperature control, food spoilage poses a large risk. Samsara's plug-and-play WiFi monitors make it easy to manage cold chain logistics and collect continuous temperature and humidity data. With Samsara temperature monitoring, fleets that store, distribute, or deliver perishable goods can monitor temperatures in-transit to prevent food waste.

Monitor environmental pollutants--In hazardous waste or construction sites, environmental data is highly time-sensitive. Samsara provides continuous, real-time visibility and alerts on data collected from environmental sensors. This helps customers move quickly to shut down operations when dangerous levels of hazardous pollutants are detected, ensuring the safety of field workers and ultimately reducing environmental impact.

Enable zero emissions--Looking ahead, we see that many fleets are looking to take the next leap in sustainability by transitioning to electric vehicles. To facilitate this process, we are committed to building best in class fleet management tools specifically for EV vehicles.

With the help of Samsara, our customers have saved 24 million gallons of fuel used annually across their fleets, which amounts to $80M saved and the equivalent of planting 17M trees.

At Samsara, we look for ways to minimize waste by reducing the volume of materials that end up in our landfills. To help these efforts, we've designed our product packaging to be 100% recyclable.

Our commitment to the environment extends to the people we do business with. We partner with manufacturers who align with our vision for sustainability. As part of our supply chain management, Samsara evaluates all suppliers for their compliance with the Restriction of Hazardous Substances Directive (RoHS). This helps us ensure that no environmentally

		hazardous materials are used in the creation of our products. Samsara's new headquarters at 1 De Haro in San Francisco is the first CLT (cross-laminated timber) building in San Francisco, and the first multi-story CLT building in California. CLT structural panels offer a dimensional stability that's comparable to conventional framing, with a significantly smaller carbon footprint. We welcome you to tour our facility and meet with our executive team. Below we have included specific examples outlining the impact Samsara's products have on sustainability for our customers: City of Fort Lauderdale: In just six months, the team was able to use Samsara to reduce idle time by 20% and fuel consumption by 5%—even as the City's fleet grew to include over 1,700 vehicles. Dohrn Transfer Company: Samsara's products helped contribute to a 2% improvement in yearly mileage, also equal to 150,000 fewer gallons of fuel. Cash-Wa Distributing: By using Samsara's EM wireless temperature sensors across their 220 trailers, Cash-Wa ensures food safety and reduces rejected loads. Hoss estimates a 30% decrease in Cash-Wa's customer credit payouts for improper temperature claims. San Jose Water Company: With the help of Samsara, San Jose Water Company achieves real-time visibility into power meters, PLCs, and sensors across hundreds of pumps and facilities that serve over a million consumers in the greater San Jose metropolitan area. For more information on our commitment to sustainability, please see our latest Environmental, Social, and Governance Report: https://www.samsara.com/company/impact-report	
44	Identify any third-party issued eco-labels, ratings or certifications that your company has received for the Solutions included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.	We measure the carbon footprint of our business operations, including throughout our supply chain, and we track our emissions on the third party Watershed platform. Our services help our customers achieve their sustainability and climate goals. Our product packaging is 100% recyclable. We have committed to reduce our carbon footprint to achieve net zero emissions by 2040, which involves measuring and reducing the environmental impact of our business operations, including in our supply chain. You can also check out in great detail Samsara's green commitment, contained in our ESG report available here: https://www.samsara.com/company/esg/	*
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?	We serve over 30,000 customers across diverse sizes and industries, including state and local governments, K-12 and higher education, federal agencies, utilities, transportation and logistics, field services, food production, energy, construction, warehousing, and manufacturing. On the largest end of the spectrum, we serve clients that spend well into 7 figures per year with Samsara and are heavily invested in our complete platform. These include private agricultural companies, state and local governments, private utility contractors, trucking firms, and more. On the smallest end of the spectrum, we serve clients with 5 vehicles or fewer. We have a significant base of public sector customers as discussed above. These range from cities and counties to state fleets, DOT snow plow fleets, heavy yellow iron, and virtually all types of motorized and non-motorized transportation related assets. All in all, our one-stop-shop allows our customers and participating entities to only deal with one vendor, as opposed to what used to be three or four separate ones. We have included a list of public sector customers of ours for your review, as an Appendix of our response document. These showcase various levels of savings, such as driver exoneration, insurance claims, reduction in driver risk factors, time gains by minimizing administrative tasks for drivers, and much more. We believe our long-term partnership with Sourcewell has been very positive for both parties, and have no doubt we can continue reaching our respective and common goals together.	*

46	Describe your approach to data privacy, including any certifications or standards achieved, in regard to your proposed solutions.	Samsara is GDPR compliant and is ISO 27001, 27017, 27018 and 27701. Additionally, we have re-certified our SOC 2 Type II. North American customer data is stored in AWS data centers in the United States (AWS US-West 2 region in Oregon). EU customer data is stored in AWS data centers in Ireland. Data at rest in Samsara's production network is encrypted using AWS's AES256 encryption, which applies to data at rest within Samsara's systems-relational databases, file stores, backups, etc. All encryption keys are stored in an industry standard, secure system based on AWS's Key Management Service. Samsara has implemented appropriate safeguards to protect the creation, storage, retrieval, and destruction of secrets such as encryption keys and service account. Samsara is built on a secure multi-tenant cloud architecture with logical data separation using a hypervisor. Customer data is logically separated across distributed databases with required authentication checks for every application-layer and data-layer access made to any tenant's data. Data at rest in Samsara's production network is encrypted using AES256 encryption, which applies to data at rest within Samsara's systems-relational databases, file stores, backups, etc. All encryption keys are stored in an industry standard, secure system based on AWS's Key Management Service. All data transmitted between Samsara clients and the Samsara service use strong encryption protocols. We use TLS 1.2 over public networks to protect data in transit. Finally, our SOC2 report includes details related to our security programs and the policies and procedures associated with them. This document is available with a signed SOC2 specific NDA, and can subsequently be requested here: https://security.samsara.com/?gad_source=1&gclid=Cj0KCQjw4Oe4BhCcARIsADQ0csIMw6IfiS5WfcuqXtaUQvvsei-7t_MSIVVPZDIAdsqzyJrJayWBbukaAiHLEALw_wcB For a full overview of our security policies, please see: https://www.samsara.com/company/privacy and https://www.samsara.com/legal/data-protection-addendum	*
47	Describe any current or potential capabilities your proposed solutions offer in V2G (vehicle to grid) or similar smart city applications.	Samsara provides capabilities that align with V2G technology and smart city applications through its advanced solutions for fleet electrification and management. While not explicitly offering V2G, Samsara's telematics platform facilitates smart city initiatives by integrating electric vehicles into urban infrastructure: 1: Real-Time Monitoring and Reporting: Samsara offers real-time state-of-charge monitoring for EVs, allowing fleet managers to make informed operational decisions. This feature mitigates range anxiety by providing alerts when battery levels fall, ensuring vehicles are managed efficiently. 2: Data for Infrastructure Planning: Using Samsara's historical charging data, cities like Boston have been able to plan and optimize the placement of EV charging stations, essential for expanding the electric vehicle infrastructure. 3: Integration and API Benefits: Samsara's open API capabilities enable integration with other smart city systems. This feature is useful for incorporating vehicle data into broader city planning and management platforms, promoting efficient energy management and usage. 4: Sustainability and Cost Savings: By leveraging data insights for fuel efficiency and electrification opportunities, Samsara aids cities in reducing their carbon footprint and operational costs, which are key aspects of smart city ecosystems. Through these capabilities, Samsara facilitates the incorporation of EVs into city fleets, promotes efficient energy use, and supports the infrastructure necessary for smart, sustainable cities.	*
48	Describe any capabilities around safety and accident management your proposed solutions offer.	Accident Management Hours of Service (HoS) data is captured by the vehicle gateway and is continuously uploaded to the cloud where is immediately visible in the Samsara Dashboard. If a gateway is unable to upload data due to lack of network coverage, the unit continues to store all HoS, location, and vehicle data locally. This means that a driver will always be able to show a DOT officer a fully compliant and up to date log, even without a cellular connection. Once connection is reestablished, all data is immediately uploaded to the Dashboard. Compliance teams then access all of this HoS data using the Samsara Dashboard. The Dashboard provides centralized visibility of HoS logs and fleet activity. It allows visibility into real-time location, duty status, HOS logs, and driving hours remaining for any driver in the fleet. Samsara will capture telematic data for a crash via the vehicle gateway (gps, speed, data	

from accelerometer) and video capture via the dash cam (in-cab, forward facing, and any connected cameras via the camera connector) and this combination of data sources can be used to understand more about a serious accident or crash.

In both cases above, the customer compliance teams will have a dedicated Customer Success Manager to assist in these events. In additional, our customer support teams are available 24x7x365 to assist in audits or accidents.

Harsh Events
Our Safety Report provides trend analysis and safety scores, at the organization- and driver-levels, calculated using harsh events and speeding. These reports are also available based on specified groups of drivers and vehicles using tags, tailored to your organization's needs. Samsara helps keep drivers safe on the road with real-time alerts that allow you to quickly identify and coach for safety or compliance violations. Easily customize your alerts to notify you when a driver is speeding or use the HOS report to see if drivers are approaching a compliance violation. Samsara has the ability to trigger at-risk driving behaviors using the accelerometer to trigger events including harsh brakes, harsh turns, harsh accelerations, and crashes. Samsara provides events detected from the Vehicle Gateway such as harsh turn, harsh brake, harsh acceleration, speeding, and AI detected events such as tailgating, mobile usage, no seatbelt, rolling stop signs.

A core focus of the Samsara solution is to provide coaching to drivers and analytics on risk trends and behaviors. The coaching platform comprises configurable in-cab alerting and 'nudges' through spoken commands to assist drivers to self correct 'in the event', as well as a rich cloud based coaching platform with associated analytics, dashboarding and safety scoring, league tabling and program health auditing.

Coaching

Coaching can be achieved both through the platform and via the driver app enabling organizations to drive risk reduction both by face to face sessions where appropriate, or via the app enabling drivers to learn through video clips where they might improve and also to see where they rank against peers.

The CM34 (Samsara's dual-facing dash cam) provides configurable voice feedback to the driver when the harsh event has been detected. As an example, if the CM34 detects mobile phone usage, then an audio alert stating “Mobile phone detected” will be communicated to the driver.

To further enhance proactive driver coaching and more effectively coach your drivers at scale, Samsara have also developed Nudges functionality. Nudges have been designed to empower drivers to self-correct their driving behavior before a manager is notified, and without initially incurring a scoring penalty. By sharing ownership of safe driving, customers can save time on event review and coaching. Drivers also have more control over their own safety experience on the road.

*

Nudges have been shown to improve driver behavior, as the driver is not instantly penalized for what are defined as less serious infringements and instead receives in-cab real-time coaching on events detected, giving them the opportunity to improve without management intervention. If a driver exceeds the number of permitted nudges within a twelve hour driving period, all events captured are sent to the Safety Inbox and aligned customers' coaches.

Customers' authorized admins can configure how many in-cab alerts are triggered to help the driver self-correct before uploading the safety event into the Samsara platform for review by the customers' coaches.

		Driver Scoring For each driver/vehicle in the customers' fleet, Samsara calculates a safety score that you can use to measure driving behaviour over time. You can use the safety score to encourage positive driving behaviours and to coach drivers to reduce unsafe driving practices and minimize the likelihood of accidents. Safety events that influence the safety score for a driver/vehicle include harsh driving, speeding, and AI-detected events such as following distance. Samsara assigns a weight to each behaviour to highlight the severity of risky driving behaviours. By default, Samsara sources benchmark data from mixed vehicle Samsara fleets and uses this data to calculate the weight. The higher the severity of the behaviour, the higher the level of impact to the safety score. Customers can use the default settings to calculate the safety score or refine the calculation for specific driving behaviours. Samsara calculates the safety score using a mix of harsh events, speeding events, and AI-detected unsafe driving behaviour events over time. To help customers quickly and easily identify safety score severity, the Samsara dashboard displays safety scores with the following default RAG based colour-coded indicators to represent the range of the safety score performance with the ability to configure the safety score performance band ranges of the fleet. Samsara automatically calculates the safety score for drivers and vehicles. If you view multiple drivers or vehicles, such as in the Safety Overview, the calculation aggregates the total behaviour data. You can calculate the safety score of each driver or vehicle using the following equation: Safety Score = 100 - (sum of all score impacts) Where the sum of all score impacts is total value of the impact to the safety score for all unsafe driver behaviours. The calculation of the impact to the safety score is dependent on the behaviour type: Speeding behaviours: (Time spent speeding x weight) / (total time driving / 100) AI Following Distance, AI Distracted Driving: (Number of events x weight) / total time driving All Other Behaviours: (Number of events x weight) / (total miles driven / 1000) To reinforce positive driving behaviours such as Defensive Driving, the weight is a negative value; therefore, subtract the impact score value from the score impact calculation. Additionally Samsara offers an Eco Driving report to view essential information about driving styles that can affect the fuel consumption and wear and tear of vehicles in your fleet. This provides a RAG based score to coach drivers on driving style, this can support reducing fuel costs and reducing your ecological footprint on the environment. Idling is measured by the time when the vehicle's engine is idle and PTO is not engaged in proportion to the engine on time (driving time plus idle time), Sourcewell can adjust the metric scores using score mapping, but by default a Low score is 100% and a high score is 0%. To accurately reflect driver efficiency, the driver efficiency score uses a proportional metric to determine the degree of efficiency. A score of 0 corresponds to really poor performance and a score of 100 indicates really good performance. With score mapping, you can fine tune the driver efficiency score settings to align with your business goals. If you identify high idling scores in the efficiency report, you can coach driving behavior to decrease idling events instances and reduce fuel consumption over time. Samsara also offers Connected Training. With pre-uploaded courses in the Samsara dashboard, managers can now send training videos or courses to drivers and track the status on these training sessions. Samsara also offers a separate license if customers have their own in house training material or videos they would like to upload into Samsara to share with drivers.	

Table 5B: Value-Added Attributes

Line Item	Question	Certification	Offered	Comment
49	Select 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 and a listing of dealerships, HUB partners or re-sellers if available. Select all that apply.		○ Yes ◉ No	
50		Minority Business Enterprise (MBE)	○ Yes ◉ No	
51		Women Business Enterprise (WBE)	○ Yes ◉ No	
52		Disabled-Owned Business Enterprise (DOBE)	○ Yes ◉ No	
53		Veteran-Owned Business Enterprise (VBE)	○ Yes ◉ No	
54		Service-Disabled Veteran-Owned Business (SDVOB)	○ Yes ◉ No	
55		Small Business Enterprise (SBE)	○ Yes ◉ No	
56		Small Disadvantaged Business (SDB)	○ Yes ◉ No	
57		Women-Owned Small Business (WOSB)	○ Yes ◉ No	

Table 6: Pricing (400 Points)

Provide detailed pricing information in the questions that follow below.

Line Item	Question	Response *	
58	Describe your payment terms and accepted payment methods.	Samsara's standard payment terms are Net 30 days. We will be happy to keep the same payment terms as the ones currently in place.	*
59	Describe any leasing or financing options available for use by educational or governmental entities.	Samsara can provide monthly, annual, or upfront payment options pending internal credit review of each participating entity.	*
60	Describe any standard transaction documents that you propose to use in connection with an awarded agreement (order forms, terms and conditions, service level agreements, etc.). Upload all template agreements or transaction documents which may be proposed to Participating Entities.	Terms of Service: https://www.samsara.com/legal/platform-terms-of-service Service Level Agreements: https://www.samsara.com/legal/hosted-software-sla Blank Order Form attached in the documents	*

61	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?	Yes, we accept P-card transactions through a secure checkout link that can be provided by an account manager, or via the Samsara online web store which our customers can access directly from their dashboard. All credit or debit cards used will automatically have a 3% processing fee attached to them, and this fee is only applicable to this payment method. Other payment methods such as check, wire, ACH transfers, will not incur any processing fees.	*
62	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.	Samsara offers line-item discounts on a case-by-case basis. Typical considerations when offering line-item discounts include overall size and scope of the project, ability to pay upfront in full versus annual or monthly, and a customers' openness to partner with Samsara on things like case studies, video testimonials, webinars, or being a reference to other similar entities. Please refer to the pricing provided as part of our response, which contains all applicable SKUs offered to Sourcewell, including detailed pricing data and discounts. Additionally, please see Samsara's latest warranty policy: https://www.samsara.com/support/hardware-warranty	*
63	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.	Samsara is offering a 2% discount to MSRP pricing for Sourcewell entities wishing to leverage their existing Sourcewell relationship to purchase Samsara. Please see full details in the attached price sheet.	*
64	Describe any quantity or volume discounts or rebate programs that you offer.	Quantity and volume discounts are given to our customers, on a case by case basis, and can be discussed in further detail as interested agencies begin to inquire what a Samsara deployment might look like in practice for their particular scope and delivery. Quantity and volume discounts would be discussed with an Account Executive or Regional Sales Manager directly during the purchasing process.	*

65	Propose a method of facilitating “sourced” products or related services, which may be referred to as “open market” items or "non-contracted items". 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.	Samsara has an open integration ecosystem based on our public API. We make it easy for software providers to connect to the Samsara cloud for system of record data on physical operations in the context of a mutual customer. Learn more on the developer site: https://developers.samsara.com/docs Samsara is an industry leader with an ecosystem of more than 200 connected apps and integrations. Learn more on App Marketplace: https://www.samsara.com/resources/marketplace/ The App Marketplace program is managed by the Samsara Product: Platform team. We are constantly adding developer tools and features to make it easier for partners to build with Samsara and for our customers to take advantage of data sharing between platforms for a more integrated tech stack. Integrations must be fully vetted to be listed on App Marketplace, including: technical documentation on how the integration works including the API endpoints used, frequency that data is retrieved/posted, data access scopes required, enablement steps and support resources. Every integration must be proven out in a production environment before being listed publicly. More than 8,000 Samsara customers use integrations. Among the 200+ integrations on App Marketplace, the most popular are used by more than 1,000 fleets. To see what 3rd party developers see about App Marketplace: https://docs.google.com/presentation/d/1WjQ58ldDd2-v9_VJW1p8C7CQNCACWKHvTEoc7TGh8FQ/edit While some of these partners listed may have their own fees for certain integrations, Samsara never charges extra for an existing pre-built integration. Should a customer wish to build a new integration from the ground up, an individual quote will be supplied for each such request. Cost will be determined on a case-by-case basis. This could also be a custom success or support program that a customer might request above and beyond our typical implementation and customer success programs. Anything in this capacity would be reviewed by our respective teams in conjunction with the customer to determine the overall effort and cost needed to satisfy each request. As for installations, over 95% of Samsara customers choose to self-install, as our hardware are plug-and-play and typically take about 15 minutes to install (vehicle gateway only), up to 30mins (vehicle gateway + dash cam). Should a customer prefer to call in a third party to install our hardware, we will happily supply them with a list of certified installers upon request.	*
66	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.	Applicable taxes Shipping & Handling Installation (if a customer does not wish to self-install)	*

67	If freight, delivery, or shipping is an additional cost to the Sourcewell participating entity, describe in detail the complete freight, shipping, and delivery program.	Samsara has a long-term partnership with FedEx Freight, where shipping costs are calculated based on the size and destination of the order, and these costs are added to the customer's invoice as a separate charge. The process is as follows: Customer sends final vehicle and asset lineup to Samsara; Samsara Order Operations will retrieve the cost of shipping from FedEx Freight to be added to the quote based on the size and destination of the order; All shipments are FOB origin, where freight is pre-paid and added to the customer's invoice.	*
68	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	Alaska, Hawaii, Canada and offshore deliveries all follow the same process as listed in the previous response.	*
69	Describe any unique distribution and/or delivery methods or options offered in your proposal.	We pride ourselves on our customer service and support, available 24/7/365 via toll free phone, email and online chat. Most phone calls are answered in <1 minute, emails are usually answered in <1 hour and most cases are resolved in <24 hours. Equipment is generally available to ship within two weeks of order receipt. In many cases we can ship overnight if expedited service is requested. For orders of a thousand or more, we prefer to have insight to the proposed schedule so that we can smooth the supply chain and ensure customer satisfaction. Supply chain is a significant area of competitive advantage where Samsara has invested heavily over the years to avoid disruptions. Because Samsara designs and builds proprietary devices, we are able to control the supply chain. Should a piece of hardware not be satisfactory upon receipt, Samsara will overnight a replacement unit and send a free return shipping label for the malfunctioning unit to launch an internal investigation. We have received positive feedback from our customers, as competitors in the industry do not offer such levels of shipping and warranty.	*
70	Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed agreement with Sourcewell. This process includes ensuring that Sourcewell participating entities obtain the proper pricing.	Samsara utilizes both a transactional Customer Satisfaction score based on a survey after every support case, as well as a periodic NPS survey to measure the quality of the services provided. Samsara takes a long term partnership approach with our customers. From day one our team provides dedicated pre-sale, implementation, training, customer success and 24/7 support services to ensure a successful rollout and continued success We also provide access to our Product Development teams to hear your feedback to help guide future enhancements and new features. As part of the quoting process, Samsara's sales force inputs the 'contract vehicle' information upon processing a quote, at which point the Sourcewell contract number is automatically applied to the quote. Our operations team then collects this information for reporting purposes each quarter. As part of our commitment to exceptional quality, Samsara offers the most complete warranty on the market . The warranty lasts as long as you are a Samsara customer. This is a full replacement warranty , so if a device fails, we ship you a new replacement device and a return label for the faulty device. More information can be found here: https://www.samsara.com/support/hardware-warranty. Finally, Samsara guarantees 99.99% uptime. Please see our Hosted Software SLA for more information: https://www.samsara.com/legal/hosted-software-sla/	*
71	If you are awarded an agreement, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the agreement.	Samsara has had a long-term successful partnership with Sourcewell. As such, we do not intend on changing the way we have been conducting business with Sourcewell, and will allocate the same level of internal resources to keep this relationship strong. Samsara has assigned two Partner Account Managers, one Partnerships Director, and one Legal Associate to Sourcewell in order ensure growth of the partnership. Quarterly reporting on usage of the contract is shared with sales leadership.	*

72	Provide a proposed Administration Fee payable to Sourcewell. The Fee is in consideration for the support and services provided by Sourcewell. The propose an Administrative Fee will be payable to Sourcewell on all completed transactions to Participating Entities utilizing this Agreement. The Administrative Fee will be calculated as a stated percentage, or flat fee as may be applicable, of all completed transactions utilizing this Master Agreement within the preceding Reporting Period defined in the agreement.	Samsara agrees to pay Sourcewell a 2% administrative fee of total sales for facilitating, managing, and promoting the Sourcewell Contract in the event of an award.	*

Table 7: Pricing Offered

Line Item	The Pricing Offered in this Proposal is: *	Comments	
73	The pricing offered is as good as or better than pricing typically offered through existing cooperative contracts, state contracts, or agencies.	Please see our Pricing attached as a document.	*

Table 8A: Depth and Breadth of Offered Solutions (200 Points)

Line Item	Question	Response *	
74	Provide a detailed description of all the Solutions offered, including used, offered in the proposal.	Samsara is the only company in the industry with a fully vertically integrated platform offering real-time GPS, WiFi connectivity, Reporting, Telematics, Safety, Industrial, and Connected Worker offerings. There are companies that compete with individual offerings, yet we have no competitor that offers the full connected operations platform that Samsara does. In short, clients select Samsara over its competitors because Samsara enables them to achieve better business results with fewer vendors, logins, subscriptions, costs, etc. We combine powerful hardware, world-class software, and elite professional service teams at no additional cost to drive dramatic and profitable results in our clients' operations. As a result Samsara has seen tremendous growth in the market with over 30,000 customers and becoming a public company in 2021. Please see below for a breakdown of each service and the key takeways: Safety: Protect your team with AI-enabled cameras and coaching AI Dash Cams Driver Coaching Safety Reports Telematics: Manage your fleet in real-time, from one dashboard Real-time GPS and diagnostics Routing and Dispatch OEM Telematics Equipment Monitoring: Track and manage equipment, trailers, and other assets Trailer Tracking Equipment Tracking Advanced Monitoring Site Visibility: Manage facilities and remote sites with video security Incident Investigation Automated Alerts Remote Visibility Mobile Experience Management Remote support into company-provided smartphones and tablets Straightforward policy configuration Device Monitoring Samsara's Safety and Telematics solutions are also available on the FirstNet network as a "Trusted" solution. FirstNet Built with AT&T operates in all U.S. states and territories and supports emergency communications nationwide. Built using commercial standards, it is resilient, interoperable and and able to provide optimal levels of operational capability during emergencies to first responders and agencies supporting them. Samara's FirstNet Trusted status reflects the designation given to devices and other technologies that meet the stringent security, reliability, and performance standards set by FirstNet. The "Trusted" label signifies that a product or service has undergone rigorous testing and evaluation to ensure it can effectively support the critical needs of first responders during emergencies and daily operations.	*
75	Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.	Please see response above.	*

Table 8B: Depth and Breadth of Offered Solutions

Indicate below if the listed types or classes of Solutions are offered within your proposal. Provide additional comments in the text box provided, as necessary.

Line Item	Category or Type	Offered *	Comments	

76	Fleet management information systems	◉ Yes ○ No	Samsara complies with this requirement. We have pre-built integrations with most leading FMIS systems to include vehicle location information and maintenance data among other data points. In the event that a pre-built integration does not exist today, we will work with the FMIS system to get this completed as quickly as possible and based on your guidance. Samsara is currently able to sync our Vehicle Gateway and Asset Gateway data such as trip history, engine runtimes, fault code analysis and odometer data. Additionally, we can also trigger work orders to be created when faulty DVIRs are submitted, with service requests being directly sent to technicians.	*
77	Fleet technology related hardware solutions	◉ Yes ○ No	Samsara has a large internal quality organization that looks after hardware, firmware, and software quality. In addition to this, we leverage our manufacturing partners' quality/reliability teams to provide additional test capacity. These teams are in place to deal with any issues and questions that arise during manufacturing. Samsara works to maintain current quality standards while focusing on an industry leading rate of innovation. Samsara's SaaS platform system leverages AWS infrastructure, which is ISO 27001 certified. We undergo SOC2 type II audit. Our software development teams have a QAP in place. The purpose of the program is to account for Accountability for the Samsara product lifecycle and platform. The product quality program spans Design, PM, Engineering, and QE. Each Product Group has an assigned advising QE. This QE adviser provides consultation, review, and/or sign-off on test planning. Products have hands-on, direct QA testing support (ie drive testing on ELD or firmware testing). In addition, Samsara hardware is proprietary, engineered in-house, and intended for industrial applications, including manufacturing, oil and gas, trucking / distribution, etc. Our hardware is designed in-house using industrial grade materials -- such as polycarbonate plastics, steel, aluminum and industrial rated electrical components. Each of hardware product datasheet's detailed in our proposal show the individual certifications that our hardware has achieved.	*

			Our hardware is designed to withstand (when applicable): IP69k ingress protection (intended for industrial wash applications) Rugged vibration testing (ISO16750, random vibration testing of 32hrs/axis up to 1000hz) Extensive thermal cycling (-40C to 85C) Drop testing Among other tests as part of a comprehensive reliability test suite Our reliability test suite is intended to stress our products and accelerate aging to simulate real life wear and tear of our products. We design our products to survive throughout the service life. The random failures that do occur, while unexpected, are analyzed internally and the information is used to improve the robustness of our products. We set a high bar for ourselves to deliver the most reliable customer experience and regularly sample our reliability to the competition, the market and adjacent markets to ensure that we meet stringent quality standards. We provide intelligent device health reporting that will allow you to immediately tell if a device is having issues before a vehicle ever goes offline, preventing the loss of critical footage or diagnostics information. If a device issue is identified, Samsara is the only solution on the market to provide actionable recommendations to remedy the device, directly from the Dashboard. Overall Samsara are in a very strong position to manage quality as we create both the software and hardware elements of our solution providing us with end to end visibility and complete control over the entire interoperability.	

78	Related software solutions	◉ Yes ○ No	Samsara's ecosystem of products and the Samsara Dashboard are all designed in house. This includes our two applications, available on both iOS and Android devices, our Fleet Management App and our Driver app. The Driver App is an all-in-one app that lets administrators give drivers the right information at the right time, so they can meet demanding schedules with great precision. Administrators can tailor the driver's experience directly from the dashboard or push information from other systems via open APIs. An easy-to-use interface means less paperwork, improved compliance, and greater productivity across your entire fleet. The Samsara Driver App works on any iOS or Android device. The Driver App is included with your Samsara Vehicle Gateway license. The Samsara Fleet Mobile App is built for fleet managers on the move. Whether you are in the office or in the field, the Samsara Fleet Mobile App helps you stay on top of operations with in-app alerts that notify you of events that need attention. Improve safety at the moment with the ability to review safety events, download HD dash camera footage, and share videos in the field. In addition to safety event data, the app provides real-time visibility into vehicle location so you can pinpoint drivers who need assistance and navigate to their location in one click. To help streamline driver and technician workflows, the app also provides diagnostic, HOS, and sensor data. Live ETAs can also be directly shared with customers with a single tap. Fleet Mobile App features are included with relevant licenses i.e. Safety features are included with Video-Based Safety licenses. https://kb.samsara.com/hc/en-us/articles/360040058532-Samsara-Fleet-App-Features	*

79	Fleet telematics	◉ Yes ○ No	Samsara's GPS/Telematics offering is the core of our business and the first product we brought to market. Samsara is 100% focused on creating safer, more efficient and more sustainable operations of vehicle fleets through GPS/Telematics, video based safety and our mobile/online apps designed to digitize and automate all related processes. Based on our strength and focus in this specialized market we have been ranked as one of the fastest growing companies in America for several years. Because we are completely focused on GPS/Telematics and Safety we are able to release over 200 new features annually based on what our customers are asking for and as a result have been growing at nearly 100% annually with the average customer expanding their relationship with us by 25% every year. We have nearly 1,000 public sector fleets and over 30,000 total fleets using Samsara for Telematics, GPS and video based safety today. In total we have over 2,000,000 vehicles being monitored collecting over 4.6 Trillion data points, facilitating over 33 Billion API calls, collecting over 85 Billion minutes of video footage and detecting over 2.4 Billion safety events annually.	*

80	Fleet monitoring and asset tracking	◉ Yes ○ No	Samsara has two forms of Asset Tracking, Powered and Unpowered. Powered asset gateways include the Powered Asset Gateway and Powered Asset Gateway +. The Powered Asset Gateway Plus is ideal for monitoring specialty and refrigerated trailers, off-highway vehicles, heavy equipment, and high-value mobile assets. The Asset Gateway is ideal for monitoring dry-van and flatbed trailers and powered equipment. Both powered asset trackers provide real-time GPS tracking as well as reporting on telematics, utilization, dormancy, etc. Our Unpowered Asset Gateway is a battery-powered Asset Tracking Device for periodic check-in as well as wake-on-motion updates. Samsara's newest product in this space - the Asset Tag- uses bluetooth technology to small, mission critical assets in near real-time. These products are seamlessly integrated into the same dashboard as vehicle trackers and allow for alerts and alarms around movement. The Asset Gateway + & Asset Gateway have GPS and cellular hardware internal to the device, allowing for the tracking of assets. Product Information: Asset Gateway +: https://www.samsara.com/products/models/ag26/ Powered Asset Gateway: https://www.samsara.com/products/models/powered-asset-gateway/ Unpowered Asset Gateway: https://www.samsara.com/products/models/unpowered-asset-gateway/ Asset Tag: https://www.samsara.com/products/models/asset-tag	*

81	Geofencing solutions	◉ Yes ○ No	Samsara provides customizable geofences (https://kb.samsara.com/hc/en-us/articles/360043280051-Manage-an-Address) that can be adjusted directly in the cloud dashboard. By default, each new address will have a geofence boundary with a 250 meter radius from the address. Alternatively, you may use the drawing tools to adjust the geofence perimeter or shape to be a box, circle, or multi-point polygon. NOTE: With Samsara, the detailed polygon that you draw for the address will be used for all geofence detections, including automatic detection of route stop arrival and route stop departure. Some other vendors in the market default back to a radius for route-stop events, regardless of a detailed geofence drawing. Once defined, you may also select an Address Type for each geofence, including: Normal Geofence: Assigns a boundary around the address for a region of interest. You can use the geofence for route tracking as start and stop indicators when entering or exiting the geofence. Yard: Unassigned trips contained within this geofence will be automatically annotated for ELD compliance. These automatic annotations should only be used for ELD exempt personnel, such as mechanics, fuelers, or washers. ELD subject drivers should always sign in to the Samsara Driver App and log their appropriate duty status. Risk Zone: Used to highlight dangerous locations where thefts or similar incidents often happen. Risk Zones appear as red geofences in the Fleet Overview It is also possible to use geofences to auto-dismiss safety events within the geofence.	*

82	Motor pool and fleet sharing solutions services	◉ Yes ○ No	Because our hardware is plug-and-play, the motor pool and fleet sharing solutions services can be easily integrated and managed through our cloud-based platform. By using our Driver App, employees can submit digital documents, barcodes, signatures and scans through our Custom Forms or Driver Documents functions. As for understanding which driver drives what vehicle in real-time, Samsara made this is easy through a multitude of driver login options: driver login is linked to their assigned routes within the dashboard. Once a driver begins driving, their assigned route, status, and timing automatically begins, or if using Samsara dual-facing dash cams, drivers will be assigned as soon as a vehicle is started. We also offer an NFC ID card reader.	*
83	Integrated video solutions	◉ Yes ○ No	Samsara offers both the CM33 (forward-facing) and the CM34 (dual-facing) dash cams, as well as the HD Camera Connector. Please see below for a broad overview of our flagship products, also presented in our response document. Samsara's CM33 Front-facing Dash Cam automatically uploads HD video footage to the Samsara Cloud. With live scene analysis and a built-in speaker for driver coaching, the CM33 is purpose-built to reduce high-risk behaviors, lower safety-related costs, and provide deep visibility into fleet operations. The CM33 analyzes the road in real-time, providing advanced visibility into the cause of accidents. Using artificial intelligence on the edge, the CM33 can instantly detect events such as tailgating and rolling through a stop sign. The CM33's cellular capabilities eliminate the need for manually retrieving memory cards from vehicles or downloading footage from a DVR. Operators can instantly access recent and historical captures from any web browser. The CM34 Dual-facing Dash Cam automatically uploads HD video footage to the Samsara Cloud. With live scene analysis and a built-in speaker for driver coaching, the CM34 is purpose-built to reduce high-risk behaviors, like distracted driving and tailgating, lower safety-related costs, and provide deep visibility into	

			fleet operations. The CM34 captures smooth, high-definition video of the road and driver simultaneously, enabling operators to clearly see events of interest. With high-end resolution, 30 frame per second capture, and in-cab Infrared LED for unlit nighttime video, the CM34 provides exceptional performance in a scalable camera system. The CM34 analyzes driver behavior and road conditions in real time, providing unprecedented visibility into leading causes of preventable accidents. Using artificial intelligence on the edge, the CM34 can instantly detect events, such as distracted driving and rolling through a stop sign. The HD Camera connector allows fleets to connect up to 4 high-definition third-party cameras for side, rear, or interior visibility. Fleet and safety manages can bring cloud connectivity to existing cameras and harness the power of 360 degree visibility. With advances in imaging technology, encoding, and wireless data networks, Samsara dash cams bring tremendous quality and features at a fraction of the cost of traditional enterprise-class systems. With no complex wiring or configuration, it's also easy to use. Samsara dash cams install in about ten minutes, and the Samsara Cloud dashboard enables users to access footage without training or IT expertise.	*

84	Emissions, Green House Gas (GHG), or Low Carbon Fuel Standard (LCFS) tracking, reporting, and management	◉ Yes ○ No	In August 2019, Samsara achieved a net-zero carbon footprint. Samsara helps its customers achieve their goals for waste reduction, greenhouse gas (GHG) reduction, and renewable energy sources as outlined in Samsara's 2022 Environmental, Social, and Governance Report. https://www.samsara.com/pdf/docs/ESG-Report.pdf Additionally, the Fuel & Energy report displays information about the fuel efficiency, estimated carbon emissions and usage of drivers or vehicles in the fleet. Please see: https://kb.samsara.com/hc/en-us/articles/360042282731-Fuel-Energy-Report Finally, Samsara is a market leader in EV support and is an integral business investment area. We have been investing heavily in the last 2 years on EV model coverage and functionality for fleets that are looking to transition or have already transitioned to EVs. Samsara offers a EV suitability report to help fleets identify potential vehicles that are best candidates to electrify/replace based on user configurable parameters. https://kb.samsara.com/hc/en-us/articles/360062066832-EV-Suitability-Report We work closely with our customers to identify new EV models they are purchasing and invest in R&D to solve the challenge of reading out EV diagnostics such as Odometer, state of charge, state of health, energy consumed and more. Samsara's hardware is designed to be compatible with all vehicle types. The capabilities specific to EVs and Hybrids include electric vehicle management, including a fleet electrification report, real-time charging status & alerts, EV route planning, fuel & energy reporting, an EV charging report, battery health, EV utilization history, & more. For more information, please visit: https://www.samsara.com/products/telematics/electric-vehicles	*

Exceptions to Terms, Conditions, or Specifications Form

Only those Proposer Exceptions to Terms, Conditions, or Specifications that have been accepted by Sourcewell have been incorporated into the contract text.

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 - Samsara - Sourcewell RFP Submission 2024.xlsx - Monday October 28, 2024 22:47:16
- Financial Strength and Stability - Samsara - FY24 - 10K Filing.pdf - Monday October 28, 2024 22:44:46
- Marketing Plan/Samples (optional)
- WMBE/MBE/SBE or Related Certificates (optional)
- Standard Transaction Document Samples - Blank Order Form.pdf - Tuesday October 29, 2024 12:20:06
- Requested Exceptions - RFP_102924_Master_Agreement_Fleet Management Technologies (Samsara 2024.10.28).docx - Monday October 28, 2024 22:43:28
- Upload Additional Document - Samsara for Sourcewell - October 2024 .pdf - Monday October 28, 2024 22:56:20

Addenda, Terms and Conditions

PROPOSER AFFIDAVIT OF COMPLIANCE

I certify that I am an authorized representative of Proposer and have authority to submit the foregoing Proposal:

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 award.

3. The Proposer certifies that:

(1) The prices in this Proposal have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other Proposer or competitor relating to-

(i) Those prices;

(ii) The intention to submit an offer; or

(iii) The methods or factors used to calculate the prices offered.

(2) The prices in this Proposal have not been and will not be knowingly disclosed by the Proposer, directly or indirectly, to any other Proposer or competitor before award unless otherwise required by law; and

(3) No attempt has been made or will be made by Proposer to induce any other concern to submit or not to submit a Proposal for the purpose of restricting competition.

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 is created when a current or prospective supplier is unable to render impartial service to Sourcewell due to the supplier's: a. creation of evaluation criteria during performance of a prior agreement which potentially influences future competitive opportunities to its favor; b. access to nonpublic and material information that may provide for a competitive advantage in a later procurement competition; c. impaired objectivity in providing advice to Sourcewell.

5. Proposer will provide to Sourcewell Participating Entities Solutions in accordance with the terms, conditions, and scope of a resulting master agreement.

6. The Proposer possesses, or will possess all applicable licenses or certifications necessary to deliver Solutions under any resulting master agreement.

7. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.

8. 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, 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. - Samantha Kriegsman, Senior Partner Account Executive, Samsara 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 obligations contemplated in the solicitation proposal.

○ **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_12_RFP_102924_Fleet Management_Technology Tue October 22 2024 07:02 AM	☑	2
Addendum_11_RFP_102924_Fleet Management_Technology Fri October 18 2024 03:16 PM	☑	2
Addendum_10_RFP_102924_Fleet Management_Technology Thu October 17 2024 01:06 PM	☑	1
Addendum_9_RFP_102924_Fleet Management_Technology Thu October 10 2024 02:44 PM	☑	1
Addendum_8_RFP_102924_Fleet Management_Technology Wed October 9 2024 03:28 PM	☑	2
Addendum_7_RFP_102924_Fleet Management_Technology Tue October 8 2024 02:23 PM	☑	2
Addendum_6_RFP_102924_Fleet Management_Technology Fri October 4 2024 08:10 AM	☑	2
Addendum_5_RFP_102924_Fleet Management_Technology Mon September 30 2024 04:19 PM	☑	3
Addendum_4_RFP_102924_Fleet Management_Technology Wed September 25 2024 08:19 AM	☑	1
Addendum_3_RFP_102924_Fleet_Management_Technology Tue September 24 2024 08:22 AM	☑	1
Addendum_2_RFP_102924_Fleet Management_Technology Wed September 18 2024 09:24 AM	☑	2
Addendum_1_RFP_102924_Fleet Management_Technology Fri September 13 2024 04:33 PM	☑	1

SAMSARA

Quote #: Q-2799513

Issued Date: 08-25-2026
Expires 12-06-2026
Order Number: S-2991594

Payment Information:
Payment Method: Credit Card/ACH Debit
Payment Terms: Net 30
Payment Frequency: Direct Annual
Estimated Ship Date: 12-06-2026

Prepared For:
County of Kane
41W011 Burlington Road
St. Charles,
Illinois
60175

Prepared By:
Sarah Paradis
sarah.paradis@samsara.com

Cost Overview

License Term: 36 Months

Total License Cost over 36 Months	$111,487.65
Hardware and Accessories	Included
Shipping and Handling*	$0.00
Total Sales Tax*	$0.00
Total Contract Value[1]	$111,487.65
First Invoice[1]	$37,162.55
Recurring Invoice[2]	$37,162.55

[1]Estimated value, actual invoice amount may change based on product fulfilment date, Includes estimated sales tax

[2]Amount displayed is for products purchased in this order only, Includes estimated sales tax

** If shipping is "Pending" - Amount is pending due to size of order; Shipping and Handling subject to change*

**Sales tax subject to change: If Sales tax is "Pending" – Final amount will be provided prior to payment*

3% fee only applies to US - (CAD, MX, EMEA are exempt)

SAMSARA

Product Overview

Licenses	Annual Unit Price	Total Annual Price
Live Streaming LIC-CM-STRM• QTY: 48	$0.00	$0.00
License for Forward-Facing Dash Camera LIC-CM1-ENT• QTY: 48	$381.60	$18,316.80
License for Vehicle Gateways - Public Sector Only, No WiFi, No ELD LIC-VG-PS• QTY: 30	$241.80	$7,254.00
License for Vehicle Gateways LIC-VG-ENT• QTY: 25	$381.59	$9,539.75
Asset Tag License LIC-AT-TAG• QTY: 20	$102.60	$2,052.00
Total Price:		$37,162.55

Billing Details:

Bill To:

County of Kane
41W011 Burlington Road
St. Charles, Illinois, 60175

Billing Contact:

Name: Michael Way
Title: **Maintenance Supervisor - Safety & Training (Bill's Replacement)
Billing Email: waymichael@co.kane.il.us
Phone Number: 6304067359

Does your organization require a purchase order (PO) in order to process payment to vendors?

If yes, please provide the PO Number:

If your organization requires invoice submission via an electronic invoice portal, please email any e-invoicing requirements to billingsupport@samsara.com.

Please email any tax documentation to billingsupport@samsara.com.

Thank you for considering Samsara

Samsara's mission is to increase the safety, efficiency, and sustainability of the operations that power the global economy. We are the pioneer of the Connected Operations Cloud, which allows businesses that depend on physical operations to harness IoT data to develop actionable business insights and improve their operations. We are pleased to offer you the Samsara products and services included in this Order Form.

What is included?

Samsara's connected operations solution includes the Products listed in this Order Form. Licenses provide all features included in the respective license, including access to the following as applicable:

- Access to the Samsara Hosted Software dashboard and as applicable mobile App features
- Samsara Software updates
- API access for integration with third party systems as applicable to your licenses
- Support and maintenance for Samsara Products as applicable
- Access to learning resources

Payment Terms

This order form includes a license fee for the Samsara Software associated with the Hardware to be paid annually beginning on the License Start Date and, if applicable, a one-time Hardware cost to be paid upfront as of the license start date. The annual fees are payable by recurring wire transfer. All transfers made by credit card are subject to a processing fee up to 3%, subject to applicable law. Late payments are subject to a 1.5% per month late fee. If license payments are delinquent by 30 days, Samsara may suspend the Service until late payments are remitted.

License Term

The license term for the Samsara Software licenses purchased under this Order Form begins on the day Samsara activates the applicable Samsara Software license by providing you a claim number and access to the Hosted Software ("License Start Date"). If Hardware associated with a then-unactivated Samsara Software license will be shipped to you under this Order Form, such Samsara Software license will be activated on the day the Samsara Hardware ships. Notwithstanding the foregoing, if you are renewing the license term for a previously-activated Samsara Software license under this Order Form, the License Start Date for the renewal license term shall be the day that Samsara extends your access to the Hosted Software for the renewal license term. Samsara Hardware requires a valid license to function.

Samsara may ship Hardware under this Order Form subject to a schedule as mutually agreed between the Parties or as determined by Samsara. By signing this Order Form, you confirm that each "Ship To" delivery address set forth herein is accurate and that any individual accepting delivery at that address is authorized to do so on your behalf. To the extent such Hardware is associated with then-unactivated Samsara Software licenses, the Samsara Software license term for each such Hardware device will start on the day that device ships regardless of the shipment schedule for the other such Hardware devices. If all such Hardware is shipped in one shipment, the license term for all such Hardware will be the full license term under this Order Form. If such Hardware is shipped in multiple shipments, only the license term of such

Hardware in the initial shipment will be such full license term. The license term of the remaining such Hardware shipped after the initial shipment will be set to match the then-remaining license term of the initial shipment, so that the license term for all such Hardware under this Order Form expires on the same date. The total cost of the licenses for such Hardware shipped after the initial shipment will be pro-rated based on their actual license term, rounded up to the nearest month, as compared to the full license term under this Order Form. Certain payment amounts under this Order Form assume that the entire order is fulfilled at the same time and are subject to potential reduction based on the actual schedule of order fulfillment.

You agree that you will only use the features included with the Samsara Software licenses purchased under this Order Form ("Licensed Scope"). Samsara reserves the right to audit usage of Samsara Software and to remove your access to such features beyond the Licensed Scope (for example, the licensed feature scope or licensed user count, as applicable) at any time. If you would like to use features beyond the Licensed Scope, you are required to purchase the applicable Samsara Software licenses and if applicable install the applicable Hardware that include such scope. If Samsara becomes aware that you are using features beyond the Licensed Scope, Samsara reserves the right to charge you for the applicable Samsara Software licenses that include such Licensed Scope at list price, and you agree to immediately pay such amounts. Samsara further reserves the right to change, discontinue, or remove features included in a Samsara Software license at any time.

You acknowledge and agree that, during your license term, you may not downgrade your Samsara Software license plan to a lower Samsara Software license plan (e.g., downgrading your "Enterprise" license to a "Premier" license).

Support and Warranty

Samsara stands behind its Products. During the applicable warranty period, defective Hardware will be remedied pursuant to our Hardware Warranty Policy at www.samsara.com/support/hardware-warranty. Additional support information can be found at www.samsara.com/support.

Terms

Unless otherwise set forth herein, your use and access of the Hardware, Products, and Services specified herein are governed by Samsara's standard terms of service found at https://www.samsara.com/legal/public-sector-customers-platform-terms-of-service/, unless the Parties have entered into a separate terms of service agreement and/or a separate terms of service agreement is attached to the Order Form, in which case such separate terms of service agreement shall govern (the 'Terms of Service') provided that notwithstanding anything stated in the Terms of Service to the contrary, Customer agrees the following sections from Samsara's standard terms of service found at https://www.samsara.com/legal/public-sector-customers-platform-terms-of-service/ shall apply: License (Section 4), Product Updates (Section 7), Data Protection Addendum (Section 10.3), Non-Samsara Products (Section 14), and Hardware Warranty (Section 17). You agree to be bound by the Terms of Service, and any capitalized terms not defined herein shall have the meaning set forth in the Terms of Service. The terms and conditions of the Terms of Service and this Order Form are the exclusive agreement of the parties with respect to the subject matter hereof and no other terms or conditions, including those associated with any Customer payment portal or onboarding of Samsara as a Customer vendor, shall be binding upon Samsara or otherwise have any force or effect.

To the extent Samsara allows you to make subsequent purchases of Products via Purchase Order without a corresponding Quote, you agree that (i) such Purchase Order shall be subject to the terms and conditions of this Order Form, including with respect to payment and license terms, as well as the applicable Terms of Service; and (ii) to the extent there is a conflict between such Purchase Order and this Order Form, including with respect to payment and license terms, as well as the applicable Terms of Service, the terms of this Order Form shall prevail, and no additional terms included in such Purchase Order that are not included in this Order Form shall apply. You acknowledge and agree that any reference to a Purchase Order in this

Order Form is solely for your convenience in record keeping, and the existence of a Purchase Order or any delivery of Products to you following receipt of any Purchase Order shall not be deemed an acknowledgement of or agreement to any terms or conditions associated with any such Purchase Order or in any way be deemed to modify, alter, supersede or supplement the Terms of Service or this Order Form

Notice of Confidentiality

As a governmental entity required to be transparent and legally required under applicable public request laws are hereby not held to the standard notice of confidentiality. This Order Form is a legally binding agreement between you ("Customer") and Samsara Inc. ("Samsara). IN WITNESS WHEREOF, Customer has caused this Order Form to be executed by its duly authorized representative.

I confirm acceptance of this Order Form on behalf of the customer identified herein and represent and warrant that i have full and complete authority to bind Customer to this Order Form, including all terms and conditions herein. " "Please confirm acceptance of this Order Form by Signing Below.

Signature _____

Print Name: _____

Date: _____

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-490

APPROVING AN AMENDED AND RESTATED AGREEMENT WITH NV5 GEOSPATIAL, INC. OF SPRINGFIELD, ILLINOIS FOR GEOGRAPHIC INFORMATION SYSTEM PROFESSIONAL SERVICES, KANE COUNTY SECTION NO. 23-00567-00-AM

WHEREAS, the County of Kane requires continued technical support for its Geographic Information Systems, including applications, data development, transportation asset management, mapping, system integration, and related technical services, hereinafter referred to as the "Project"; and

WHEREAS, the Kane County Board approved Resolution No. 23-467 on November 14, 2023, authorizing an agreement between the County of Kane and GIS Solutions, Inc. for Geographic Information System professional services, with a term expiring on December 31, 2026; and

WHEREAS, GIS Solutions, Inc. was subsequently acquired by NV5 Geospatial, Inc., which has succeeded to and assumed GIS Solutions, Inc.'s rights and obligations under the original agreement; and

WHEREAS, the original agreement provides for one additional three (3) year term extension following satisfactory consultant service and written approval by the Kane County Engineer; and

WHEREAS, the Kane County Engineer deems the work completed by NV5 Geospatial, Inc. formerly known as GIS Solutions, Inc., to be satisfactory, and thus has provided written approval and notification of an additional three-year term extension commencing January 1, 2027, and ending December 31, 2029; and

WHEREAS, continued Geographic Information System professional services are necessary to maintain continuity and avoid disruption to ongoing County projects and operations; and

WHEREAS, the County of Kane and NV5 Geospatial, Inc. desire to enter into an Amended and Restated Agreement incorporating and updating the Scope of Services, rate schedule and term of their original agreement; and

WHEREAS, NV5 Geospatial, Inc., of Springfield, Illinois, has the professional experience and expertise necessary to perform the required Geographic Information System professional services; and

WHEREAS, the cost of the additional three-year term shall not exceed Two Hundred Twenty-Five Thousand Dollars ($225,000.00).

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the Chairman is hereby authorized and directed to execute the Amended and Restated Agreement with NV5 Geospatial, Inc. for Geographic Information System professional services, Kane County Section No. 23-00567-00-AM.

BE IT FURTHER RESOLVED that the Kane County Board hereby appropriates the sum of Two Hundred Twenty-Five Thousand Dollars ($225,000.00) from County Highway Fund #300, Line Item #50150 (Contractual/Consulting Services), and authorizes said amount to be added to the existing purchase order for payment of said Geographic Information System professional services.

Line Item: 300.520.520.50150
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 October 13, 2026.

_____	_____
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 Amended and Restated Agreement with NV5 Geospatial, Inc. of Springfield, Illinois for Geographic Information System Professional Services, Kane County Section No. 23-00567-00-AM

Committee Flow:
Transportation Committee, Executive Committee, County Board

Contact:
Heidi Files, 630.444.3142

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $225,000.00
If not budgeted, explain funding source: N/A	
Was this item passed through the appropriate committee? Yes	

Summary:

This agreement extends Kane County's existing contract for geographic information system (GIS) professional services for an additional three-year term, from January 1, 2027, through December 31, 2029. The original County Board-approved agreement expressly permits one additional three-year term following satisfactory consultant performance and written approval by the County Engineer. Exercising this extension will allow NV5 Geospatial, Inc. to continue providing as-needed GIS application support, data development and integration, transportation asset management, mapping, and related technical services while preserving institutional knowledge, maintaining continuity, and avoiding disruption to ongoing projects. The total cost of $225,000 will be added to our existing purchase order for the extension of the additional three-year term.

Staff recommends approval.

AMENDED AND RESTATED AGREEMENT FOR GEOGRAPHIC INFORMATION SYSTEM PROFESSIONAL SERVICES, KANE COUNTY SECTION NO. 23-00567-00-AM

PURCHASE ORDER #2024-00001329

This Agreement made this _____ day of October 2026 between COUNTY OF KANE, a body corporate and politic of the State of Illinois (hereinafter referred to as the "County"), and NV5 Geospatial, Inc., a Wisconsin corporation authorized to conduct business in the State of Illinois, with offices at 801 Adlai Stevenson Drive, Springfield, Illinois, 62703 (hereinafter referred to as the "Consultant"). The County and Consultant are sometimes hereinafter collectively referred to as the "Parties" and individually as a "Party".

WITNESSETH

WHEREAS, pursuant to Kane County Board Resolution No. 23-467, the County entered into an Agreement with GIS Solutions, Inc. for Geographic Information System Services, Kane County Section No. 23-00567-00-AM, with a term ending December 31, 2026 (the "Original Agreement"); and

WHEREAS, GIS Solutions, Inc. was subsequently acquired by NV5 Geospatial, Inc., and NV5 Geospatial, Inc. has succeeded to and assumed GIS Solutions, Inc.'s rights and obligations under the Original Agreement; and

WHEREAS, Section 15.4 of the original Agreement provides that, upon satisfactory performance by the Consultant and written approval of the Kane County Engineer, the Agreement may be extended for one additional three-year term; and

WHEREAS, the Kane County Engineer has determined that the services provided under the Original Agreement have been satisfactory and has approved an additional three-year term commencing January 1, 2027, and ending December 31, 2029; and

WHEREAS, the County continues to require professional GIS application support, data development, transportation asset management, mapping, system integration, and related technical services; and

WHEREAS, NV5 Geospatial, Inc. has the experience and professional expertise necessary to provide these services; and

WHEREAS, the County desires to extend the Original Agreement for an additional three-year term commencing January 1, 2027, and ending December 31, 2029, subject to the updated Scope of Services attached as Exhibit A and the rate schedule attached as Exhibit B, for a total amount not to exceed Two Hundred Twenty-Five Thousand Dollars ($225,000.00) during the additional three-year term; and

WHEREAS, the County has determined that extending the Original Agreement under these terms is in the County's best interest.

NOW THEREFORE, in consideration of the above stated preambles, the mutual covenants and agreements herein set forth, the Parties do hereby mutually covenant, promise, agree and bind themselves as follows:

1.0 INCORPORATION

1.1 All of the preambles set forth hereinabove are incorporated into and made a substantive part of this Agreement.

2.0 SCOPE OF SERVICES

2.1 Consultant shall provide the professional services described in Exhibit A (the "Services"), which is attached hereto and incorporated into this First Amendment. These services are sometimes also referred to as the "work" in this agreement.

3.0 NOTICE TO PROCEED

3.1 The Kane County Engineer shall provide authorization to proceed with the work described and identified in the Scope of Services in the form of a written notice to proceed (hereinafter "Notice to Proceed"), subsequent to execution of this agreement by the Chairman of the Kane County Board.

4.0 TECHNICAL SUBCONSULTANTS

4.1 The Kane County Engineer shall provide written approval before any technical sub-consultants are hired by the Consultant to perform any of the work contemplated by this agreement.

4.2 Consultant shall hire and supervise any sub-consultants performing work on the Services. Consultant shall be solely responsible for any and all work performed by any sub-consultant in the same manner and with the same liability as if the work was completed by Consultant directly.

5.0 TIME FOR PERFORMANCE

5.1 Consultant shall commence work on the Services as directed in the Notice to Proceed. The County is not responsible for any work performed by Consultant or any sub-consultant prior to the commencement date set forth within the Notice to Proceed.

5.2 Consultant and all sub-consultants are strictly prohibited from completing any work on this Services subsequent to the termination of this agreement for any reason.

6.0 COMPENSATION

6.1 The County shall only pay the Consultant for work performed in accordance with the terms and conditions of this agreement.

6.2 The County shall pay the Consultant based upon the hourly rates for personnel working on the Services. The average hourly rates and hourly rate ranges are set forth in Exhibit "B", which is attached hereto and incorporated into this agreement.

6.3 Supplies, materials, software, licenses, travel, and other reimbursable expenses shall not be payable unless specifically identified in an approved task authorization and supported by appropriate documentation.

6.4 Consultant shall provide corresponding copies of all receipts and paid invoices from material suppliers to the County prior to receiving approval of a reimbursement payment for the supplies and materials procured by Consultant.

6.5 Any Services costs not specifically referenced in this agreement or the exhibits thereto, are unauthorized. The County shall have no responsibility for their payment, or to reimburse Consultant for unauthorized payments made in completion of the Services work.

6.6 Within Forty-Five (45) days of the County's approval of properly documented invoices, the County shall pay or cause to be paid to Consultant partial payments of the compensation specified in the exhibit(s) to this Agreement. The County reserves the right to hold back a sum equal to five percent (5%) of the total contract sum to ensure performance satisfactory to the Kane County Engineer.

6.7 Total payments to Consultant during the additional three-year term shall not exceed Two Hundred Twenty-Five Thousand Dollars and Zero Cents ($225,000.00) without prior authorization of the Kane County Board;

6.8 Consultant shall utilize the County's Automatic Clearing House (ACH) payment program for all payments received pursuant to this agreement.

7.0 DELIVERABLES.

7.1 Consultant shall provide the County, prior to the termination of this Agreement, or at any such time as the Kane County Engineer directs, any required deliverables related to work performed under this agreement.

7.2 Upon receipt, review and acceptance of all deliverables by the County (if required), final payment will be made to the Consultant by the County.

8.0 CONSULTANT'S INSURANCE

8.1 Consultant and any sub-consultants shall, during the term of this Agreement and as may be required thereafter, maintain, at its sole expense, insurance coverage including:

A. Worker's Compensation Insurance in the amount mandated by Illinois law.

B. Employer's Liability Insurance in an amount not less than One Million Dollars ($1,000,000) for each accident/injury and One Million Dollars ($1,000,000) for each potential employee-disease claim.

C. Commercial General Liability Insurance, (including contractual liability) with limits of not less than One Million Dollars ($1,000,000) for each occurrence of bodily injury/property damage; Two Million Dollars ($2,000,000) in aggregate for injury/property damage; and Two Million Dollars ($2,000,000) in the aggregate for products-completed operations.

D. Commercial Automobile Liability Insurance with a minimum limit of One Million Dollars ($1,000,000) per accident/occurrence.

E. Professional Errors and Omissions Insurance with a minimum limit of One Million Dollars ($1,000,000) per claim.

F. Cyber Liability Insurance with a minimum limit of One Million Dollars ($1,000,000) per claim.

G. Fiduciary Liability Insurance with a minimum limit of One Million Dollars ($1,000,000) per claim.

8.2 Consultant shall provide the County copies of the Consultant's certificates of insurance prior to the issuance of the Notice to Proceed. The certificate(s) of insurance shall identify the County of Kane as the Certificate Holder and shall also identify the Section Number set forth in the title to this agreement. Consultant shall provide to the County and maintain a certificate of insurance for its General Liability Policy which identifies the County as an additional named insured. The additional named insured endorsement included on the Consultant's Commercial General Liability policy shall provide the following:

A. That the coverage afforded the County as an additional insured will be primary insurance with respect to all claims arising out of work performed by or on behalf of Consultant; and

B. That if the County has insurance which is applicable to a potential claim, said insurance shall be used only after Consultant's insurance policy limits have been reached with respect to an underlying claim; and

C. That Consultant's liability under any insurance policy shall not be reduced due to the existence of an insurance policy maintained by the County; and

D. That the certificate of insurance shall contain a provision or endorsement stating the coverage afforded will not be canceled, or allowed to lapse due to the failure to renew the policy until a thirty (30) day written notice of the pending cancellation has been provided to the County. The non-payment of an insurance

premium by Consultant or its sub-consultants shall be considered an exception to this provision, with written notice of the non-payment of an insurance premium to be provided to the County within ten (10) days prior to any cancellation of an insurance policy

The insurance required to be purchased and maintained by Consultant shall be provided by an insurance company acceptable to the County with an AM Best rating of A- or better, and licensed to do business in the State of Illinois. The insurance policy coverage provided by Consultant shall include at a minimum, the specified coverage and limits identified in this agreement. If Illinois law, federal law, or other relevant regulations require insurance coverage above and beyond the terms and amounts set forth in this agreement, Consultant and any sub-consultants shall maintain insurance policies in conformity with the law or relevant regulation. In no event shall any failure of the County to receive policies or certificates of insurance, or to demand receipt of the same be construed as a waiver of the Consultant's obligation to obtain and maintain insurance in conformity with this agreement.

9.0 INDEMNIFICATION.

9.1 Consultant shall indemnify and hold harmless the County, and its officials, directors, officers, agents, and employees from and against any and all claims, damages, liabilities and costs, including but not limited to court costs and reasonable attorney's fees, arising out of or resulting from performance of the work, provided that such claims, damages, liabilities or cost is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of property but only to the extent caused by negligent acts or omissions of the Consultant, a sub-consultant, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, excluding any proportionate amount of any claim, damage, loss or expense which is caused by the negligence of the County. Such obligation shall not be construed to negate, abridge or reduce other rights or obligations of indemnity, which would otherwise exist as to a Party or person described in this paragraph. In claims against the County and its officials, directors, officers, agents, and employees by an employee of the Consultant, a sub-consultant, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, the indemnification obligation under this paragraph shall not be limited by a limitation on the amount or type of damages, compensation or benefits payable by or for the Consultant or a sub-consultant under worker's or workmen's compensation acts, disability benefit acts or other employee benefit acts.

9.2 Nothing contained herein shall be construed as prohibiting the County, its officials, directors, officers, agents, and employees, from selecting and using its own agents, attorneys and experts, to defend any claims, actions or suits brought against the County.

9.3 If any errors, omissions, intentional or negligent acts are made by Consultant or a sub-consultant in any phase of the work, the correction of which requires additional

materials, supplies, field work, or office work, Consultant shall be required to procure said additional materials and supplies, and perform such additional work as may be necessary to remedy the same without undue delay or charge to the County.

9.4 Acceptance of the work by the County will not relieve Consultant of its responsibility for the quality of its work product, nor Consultant's liability for loss or damage to property or persons resulting therefrom.

10.0 SATISFACTORY PERFORMANCE.

10.1 Consultant and all sub-consultants shall maintain a standard of performance under the terms of this agreement which meets the quality and standards commonly accepted in the industry in the Chicago Metropolitan area, to the satisfaction of the County Engineer.

11.0 CONFLICT OF INTEREST.

11.1 Consultant represents that it has no conflicting public or private interest and shall not acquire any such interest that would conflict in any manner with the performance of Consultant's services under this agreement.

11.2 By executing this agreement, Consultant represents, warrants, and, certifies that it has not been barred from being awarded a contract or subcontract under the Illinois Purchasing Act; and further certifies that it has not been barred from contracting with a unit of State or Local government as a result of a violation of Section 33E-3 or Section 33E-4 of the Illinois Criminal Code (720 ILCS 5/33E-3, 33E-4).

12.0 OWNERSHIP OF DOCUMENTS.

12.1 Consultant agrees that all survey data, reports, drafting, studies, specifications, estimates, maps, written and electronic correspondence, computations and any other document(s) prepared by Consultant under the terms of this Agreement shall be properly arranged, indexed and delivered to the County within ninety (90) days of receipt of a written request for the document by the County.

12.2 Any documents or materials created or maintained pursuant to this Agreement shall be considered the property of the County. The County shall have the right to use any document or materials without restriction or limitation, and without compensation to Consultant other than as provided for in this agreement.

13.0 COMPLIANCE WITH STATE AND OTHER LAWS – PREVAILING WAGE ACT.

13.1 Consultant and all sub-consultants shall comply with all state, federal and local statutes, ordinances and regulations in completion of the work contemplated by this agreement. Further, Consultant and any sub-consultants shall obtain all necessary permits and authorizations from local municipal authorities prior to commencement and subsequent to completion of all work contemplated under this agreement.

13.2 Consultant and all sub-consultants are strictly prohibited from discriminating against any worker, job applicant, employee or member of the public, due to an individual's race, creed, color, sex, age, handicap, or national origin. Further, Consultant and all sub-consultants are prohibited from engaging in any unfair employment practices, as the term is recognized under state and federal law.

13.3 Consultant and any sub-consultant(s) shall comply with all applicable state and federal prevailing rate of wage laws, and shall take all steps necessary to remain in compliance therewith.

13.4 Consultant and all sub-consultant(s) shall comply with and are subject to the Kane County Ethics Ordinance (Chapter 2, Article III, Division 3) provided for in the Kane County Code of Ordinances.

14.0 MODIFICATION OR AMENDMENT

14.1 The terms of this agreement may only be modified or amended by a written agreement duly executed by both Parties.

15.0 TERM OF THIS AGREEMENT.

15.1 The term of this Agreement shall begin on the date this agreement is fully executed and shall continue in full force and effect until one of the following events occurs:

A. A Party's termination of this agreement in accordance with the terms of Section 16.0; or

B. Completion of the Services as contemplated by this agreement; or

C. December 31, 2029.

15.2 In the event the required time is exceeded and/or anticipated personnel requirements are not adequate and remaining funds are not sufficient to complete the Services, adjustments in the total compensation due to Consultant may be determined by negotiation between the County and Consultant. The County shall, however, have no obligation to agree to any modification of the terms set forth in this agreement.

15.3 The first calendar day for the purposes of this agreement shall be the date the County provides the Notice to Proceed to Consultant. In the event the Services work is suspended as memorialized on a "Report of Starting and Completion Date," the calendar days for this agreement will be adjusted for the same amount of time.

15.4 Notwithstanding anything contained within Section 15.0 of this agreement, the Kane County Engineer may, with the consent of the Kane County Board and the Consultant, extend the term of this agreement for a period of time up to but not to exceed three years.

16.0 TERMINATION ON WRITTEN NOTICE.

16.1 Except as otherwise set forth in this agreement, Consultant shall have the right to terminate this agreement for cause upon serving sixty (60) days written notice upon the County.

16.2 The County may terminate this Agreement for any reason upon 30 days' written notice to Consultant.

16.3 Upon termination of this agreement, the obligations of the Parties to this Agreement shall cease. However, neither party shall be relieved of its duty to perform contractual obligations up through the date of termination. Notwithstanding the same, the obligations of Consultant to indemnify and hold the County harmless as provided for in Section 9.0 above shall survive the termination of this agreement.

16.4 Upon any termination of this agreement, all data, work product, reports and documents created or maintained, as a result of the Parties' obligations under this agreement shall remain the property of the County and shall be provided to the County within thirty (30) days subsequent to the County's written request for the same.

17.0 ENTIRE AGREEMENT.

17.1 Except as expressly modified by this First Amendment, all terms and conditions of the Original Agreement shall remain unchanged and in full force and effect. In the event of a conflict between this First Amendment and the Original Agreement, this First Amendment shall control.

18.0 ASSIGNMENT TO NV5 GEOSPATIAL, INC.

The County consents to the assignment or succession of the Original Agreement from GIS Solutions, Inc. to NV5 Geospatial, Inc., and NV5 Geospatial, Inc. accepts and assumes all rights, duties, liabilities, and obligations of the Consultant under the Original Agreement.

19.0 NON-ASSIGNMENT.

18.1 This Agreement shall not be assigned without prior written approval of all Parties to this agreement.

20.0 SEVERABILITY.

20.1 In the event any provision of this Agreement is determined to be unenforceable for any reason, it shall not affect the validity of the remaining terms of the agreement. As such the agreement shall remain in full force and effect as if the unenforceable provision were entirely removed from this agreement.

21.0 GOVERNING LAW.

21.1 This agreement shall be governed by the laws of the State of Illinois both as to interpretation and performance of the Parties' obligations identified herein.

21.2 The Parties agree that the appropriate venue for any dispute arising under the terms of this agreement shall be the Circuit Court of the Sixteenth Judicial Circuit, Kane County, Illinois.

22.0 NOTICE.

21.1 For the purpose of this agreement, written notice shall be deemed to be provided to a Party three (3) business days subsequent to the post-marked date set forth on regular first-class mail sent for delivery through the United States Postal Service. Any written notice required under the terms of this agreement shall be sent to the following addresses and Parties by First Class regular mail:

KANE COUNTY DIVISION OF TRANSPORTATION
41W011 Burlington Road
Saint Charles, Illinois 60175
Attn.: Michael Zakosek, P.E., Kane County Engineer

NV5 Geospatial, Inc.
801 Adlai Stevenson Drive
Springfield, Illinois 62703-4261
Attn.: Melissa Christie, Vice President, State & Local Government

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

COUNTY OF KANE	NV5 GEOSPATIAL, INC.
_____	_____
CORINNE M. PIEROG CHAIRMAN, KANE COUNTY BOARD	MELISSA CHRISTIE VICE PRESIDENT, STATE & LOCAL GOVERNMENT
ATTEST:	ATTEST:
_____	_____
JOHN A. CUNNINGHAM KANE COUNTY CLERK	KIM MEYER SENIOR ADMINISTRATIVE ASSISTANT

Exhibit A - Scope of Services

Task 1 – GIS Application Support
Provide maintenance, troubleshooting, upgrades, and enhancements for existing GIS applications, dashboards, and web-based tools, including support for migration of existing applications to new platforms such as VertiGIS.

Task 2 – Web Maps and Public Applications
Develop, maintain, and enhance ArcGIS/VertiGIS Online, maps, dashboards, and other applications to support internal operations and public information sharing.

Task 3 – Transportation GIS and Asset Management
Provide support for transportation-related GIS datasets and systems, including Esri Roads and Highways, linear referencing systems, route and event management, geometry updates, and asset management applications.

Task 4 – Data Development and Integration
Provide GIS data development, conversion, quality control, and integration services, including extraction of GIS assets from engineering plans and integration with OpenGov and other County systems.

Task 5 – GIS Technical Services
Provide GIS technical support, including ArcGIS Enterprise and ArcGIS Online and VertiGIS administration, software installation and upgrades, database administration, Python scripting, automation, troubleshooting, documentation, and training.

Task 6 – Engineering and Operational Mapping
Provide mapping and spatial analysis services to support transportation planning, engineering, construction, maintenance, traffic operations, and detour planning activities.

Task 7 – Additional GIS Professional Services
Provide additional GIS-related professional, technical, analytical, programming, database, application development, mapping, data management, training, implementation, and consulting services as requested by KDOT. Services may include support for existing or future GIS technologies, applications, databases, workflows, integrations, server migration support and business processes not specifically identified herein but reasonably related to KDOT's GIS program.

Task Authorization and Compensation
Services shall be performed on an as-needed basis as requested by KDOT. Prior to commencing an individual assignment, NV5 shall submit a task proposal identifying the scope of services, estimated hours and cost, and schedule. Work shall not commence until authorized in writing by KDOT.

Compensation for authorized services shall be based upon the hourly rates established in Exhibit B. The cumulative compensation for all services performed under this Agreement shall not exceed $225,000 during the three-year term unless additional compensation is authorized by the Kane County Board.

EXHIBIT B – RATE TABLE - COMPENSATION FOR GIS PROFESSIONAL SERVICES

Role	Year 1	Year 2	Year 3
Project Manager (PM)	$ 145.00	$ 149.35	$ 153.83
Senior GIS Application Developer (SD)	$ 145.00	$ 149.35	$ 153.83
GIS Application Developer (AD)	$ 124.00	$ 127.72	$ 131.55
GIS Analyst (GA)	$ 95.00	$ 97.85	$ 100.79
Water Resources Engineer (WS)	$ 195.00	$ 200.85	$ 206.88

Role	Year 4	Year 5	Year 6
Project Manager (PM)	$ 158.44	$ 163.20	$ 168.09
Senior GIS Application Developer (SD)	$ 158.44	$ 163.20	$ 168.09
GIS Application Developer (AD)	$ 135.50	$ 139.56	$ 143.75
GIS Analyst (GA)	$ 103.81	$ 106.93	$ 110.14
Water Resources Engineer (WS)	$ 213.09	$ 219.48	$ 226.06

Note: Added Year 4, Year 5, and Year 6 compensation with a 3% annual rate increase.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-491

APPROVING A TECHNICAL SERVICES AGREEMENT BETWEEN THE NORTHERN ILLINOIS TRANSIT AUTHORITY AND THE COUNTY OF KANE FOR THE RIDE IN KANE PROGRAM, CONTRACT NO. S5310-2026-03, FEDERAL PROJECT NO. IL-2026-003

WHEREAS, the Illinois Constitution of 1970, Article VII, Section 10 and 5 ILCS 220/1, et seq. authorizes the County of Kane ("County") and the Northern Illinois Transit Authority, formerly the Regional Transportation Authority ("NITA"), to cooperate in the performance of their respective duties and responsibilities by contract and other agreements; and

WHEREAS, the County and NITA desire to enter into an intergovernmental agreement, (hereinafter the Agreement) to provide financial assistance for the Ride In Kane Program (hereinafter "RIK"), (a copy of which Agreement is on file in the office of the Kane County Clerk); and

WHEREAS, the RIK provides transportation services for eligible Kane County persons 65 and over, individuals with disabilities and is intended as a cooperative undertaking between the County, public, and not-for-profit entities within the boundaries of Kane County; and

WHEREAS, pursuant to the Agreement, the County will administer the RIK Paratransit Program Mobility Management project, including program administration, coordination, financial management, grant management, oversight, reporting, and related activities necessary for the continued operation and sustainability of the RIK Program; and

WHEREAS, the NITA Agreement provides Ninety-Nine Thousand Seven Hundred Seventy-Nine Dollars ($99,779.00) in Section 5310 Federal Transit Funds for up to, but not to exceed, eighty percent (80%) of the total Project cost, with a required local matching contribution from the County of Twenty-Four Thousand Nine Hundred Forty-Five Dollars ($24,945.00), for a total Project budget of One Hundred Twenty-Four Thousand Seven Hundred Twenty-Four Dollars ($124,724.00); and

WHEREAS, NITA is requesting that Section 5310 Transit Funds be transferred to the County to allow for the continued administration and operation of the RIK Program pursuant to the Agreement.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the Agreement with NITA for the Ride in Kane Program is hereby approved and that the County Board Chairman is hereby authorized and directed to execute said Agreement with NITA.

Passed by the Kane County Board on October 13, 2026.

_____	_____
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 Technical Services Agreement Between the Northern Illinois Transit Authority and the County of Kane for the Ride in Kane Program, Contract No. S5310-2026-03, Federal Project No. IL-2026-003

Committee Flow:
Transportation Committee, Executive Committee, County Board

Contact:
Heidi Files, 630.444.3142

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:

This agreement provides funding for staff support for the Ride in Kane paratransit program through $99,779 in federal Section 5310 funding from the Northern Illinois Transit Authority (NITA). The agreement covers mobility management activities from August 1, 2026, through December 31, 2027, with Kane County providing a $24,945 local match for a total project budget of $124,724. Funding will support program administration, coordination, financial management, grant compliance, partner and rider communication, and program oversight.

Staff recommends approval.

TECHNICAL SERVICES AGREEMENT

between

THE NORTHERN ILLINOIS TRANSIT AUTHORITY

and

COUNTY OF KANE

Contract No.: S5310-2026-03

ALN No.: 20.513

Federal Project No.: IL-2026-003

Award Date: 4/24/26

SAM No. JDR6EZ6HML25

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This Technical Services Agreement (Agreement) is made by and between the Northern Illinois Transit Authority , formerly the Regional Transportation Authority, a municipal corporation and body politic formed under the laws of Illinois (NITA) and the County of Kane, a municipal corporation and body politic formed under the laws of the State of Illinois (Recipient or Grantee, which term shall include its successors, assigns and subrecipients/subgrantees)[1] as of August 1, 2026.

WHEREAS, the Recipient wishes to undertake one or more public transportation projects; and

WHEREAS, the Recipient has made an application to NITA for financial assistance or financial and technical assistance for the project(s) in accordance with the procedures established by NITA; and

WHEREAS, the Recipient's application has been reviewed and approved by NITA.

NOW, THEREFORE, in consideration of the mutual covenants hereinafter set forth, this Agreement is made to provide financial assistance or financial and technical assistance to the Recipient in the form of a technical services agreement, to set forth the terms and conditions upon which the Agreement will be made, and to set forth the Agreement of the parties as to the manner in which the project(s) will be undertaken, completed, and used.

ARTICLE I: DEFINITIONS

1.1 "Allowable Cost" means an expense with respect to the Project(s) which meets the requirements of Article IX of this Agreement.

1.2 "Application" means the application submitted by the Recipient with respect to the Project(s). In the event of a conflict between the Application and the attached Exhibit A, Scope of Services, Exhibit A shall govern.

1.3 "Local Share" means that portion of the Net Project Cost of each Project provided by the Recipient pursuant to this Agreement.

1.4 "Net Project Cost" means the sum of the allowable costs incurred in performing the work on each Project, including work done by the Recipient.

1.5 "Project(s)" means the scope of specific activities for which the funds provided in this Agreement are to be expended, as set forth in Exhibit A, Scope of Services and in the plans, specifications, and schedules set forth in the Application.

[1] This document incorporates Federal Certifications and Assurances copied verbatim from federal circulars. The Certifications and Assurances may refer to the funded entity as a "Recipient," "Subrecipient" or "Applicant" depending on the federal program or context. The terms of this agreement and all federal requirements apply to any recipient of federal funds, regardless of its status as Recipient, Subrecipient, Grantee, Subgrantee, or Applicant vis-à-vis the federal granting agency.

1.6 "Project Budget" means the anticipated Net Project Cost for each Project as identified in Exhibit B, Project Budget, as may be amended from time to time by the Recipient with NITA's approval and in a format approved by NITA.

1.7 "Project Facilities" means any facilities, equipment, or real property purchased, acquired, constructed, improved, renovated, or refurbished as part of each Project through the application of NITA's Agreement funds.

1.8 "Service Life" means, with respect to each Project Facility, the period set forth with respect to such Project Facility identified on Exhibit B, Project Budget, if applicable.

ARTICLE II: THE RECIPIENT'S AUTHORITY AND COMMITMENT

2.1 The Recipient represents and warrants that it has the legal authority and the financial, technical, and managerial capacity to apply for, plan, manage, and complete the Project(s) for which funding is being provided under this Agreement.

2.2 The Recipient acknowledges that if it makes a false, fictitious, or fraudulent claim, statement, submission, or certification to the United States or State of Illinois in connection with this Project, they reserve the right to impose on the Recipient the penalties of 18 USC 1001, 49 USC 5307, 31 USC 3801, and 49 CFR 31, as they may deem appropriate. Recipient agrees to include this clause in all state and federally-assisted contracts and subcontracts.

2.3 The Recipient agrees to undertake and complete the scope of each Project as set out in Exhibit A, Scope of Services, and in accordance with the Project Budget as set out in Exhibit B, Project Budget, and to provide for the use of Project Facilities as described in Exhibit A, Scope of Services, and the Application, in accordance with this Agreement and all applicable laws.

ARTICLE III: TERM OF AGREEMENT

3.1 The term of this Agreement shall be from August 1, 2026 to June 30, 2028.

ARTICLE IV: TECHNICAL SERVICES AGREEMENT

4.1 NITA Budget Commitment.

(a) Subject to the annual appropriation of funds by NITA, NITA hereby commits to provide the funds pursuant to paragraph 4.1(b) and as listed in Exhibit B, Project Budget, for the Project(s) in Exhibit A, Scope of Services.

(b) NITA will provide 80.00% of the aggregate actual cost of all Projects as set forth on Exhibit B, Project Budget or $99,779 whichever is less. NITA shall have no liability regarding any Project funded by this Agreement in excess of the funds actually appropriated for the Project.

4.2 Recipient Commitment to Complete Project(s) or Seek Amendment.

Subject to NITA's appropriation of the funds described in paragraph 4.1, the Recipient agrees to complete the scope of all the Projects, and to provide funding up to the amount of Local Share of the Project Budget, or to seek an amendment in accordance with this subparagraph. The Recipient shall request an amendment to the Agreement in order to (1) add or delete a Project, (2) change the scope of any Project, or (3) change the Project Budget(s).

4.3 Conformity with Project Budget.

(a) The Recipient shall carry out each Project and shall incur obligations against and disburse Project funds only in conformance with the latest approved Project Budget attached hereto as Exhibit B, Project Budget. A proposed revised Project Budget shall accompany any request to amend this Agreement.

(b) The Recipient must seek the prior approval of NITA to revise the Project Budget(s) to increase or decrease the estimated Net Project Cost. In making this request the Recipient must demonstrate the following:

(1) A justifiable rationale for the revision in a particular Project;

(2) The revised budget for the Project covers the full scope of the Project funded under this Agreement, i.e., the revised budget of the Project is intended to be adequate for the completion of the Project;

(3) There are sufficient unspent funds in the Agreement contingency, should one be part of this Agreement, or any other Project which may be reallocated to the revised budget of the revised Project;

(4) The funds remaining in the Agreement contingency, should one be part of this Agreement, or any other Project after reallocation of funds to the revised budget for the Project are sufficient to provide for the uncompleted portions of all other Projects within the Agreement; and

(5) The proposed revision will not cause the aggregate amount of all Project Budgets as set forth on Exhibit B, Project Budget to be exceeded.

4.4 Conformity with Program Management Plan.

(a) The Recipient shall adhere to the Program Management Plan (PMP) as included in Exhibit E.

ARTICLE V: METHOD OF FUNDING

5.1 NITA may finance its obligations, or any portion thereof, under this Agreement in any way it deems, in its sole discretion, to be most advantageous and fiscally sound, provided that nothing in this Agreement shall cause the Recipient to be obligated to any creditor of NITA with respect to such financing.

5.2 All or part of any share of the Net Project Cost to be contributed by the Recipient may, with the express written prior approval of NITA, be provided by the Recipient in the form of contributions of professional, technical, or other services. The amount or value of any share of the Net Project Cost contributed by the Recipient is shown in Exhibit B, Project Budget.

5.3 In the event that the Recipient receives funds from any source with respect to the completion of the Project which do not appear in Exhibit B, Project Budget and were not included in determining the NITA share under paragraph 4.1(b) of this Agreement, the amount of this Agreement shall be recalculated, and a proportionate amount of the NITA funding shall be refunded to NITA. Such funds include, but are not limited to, the proceeds of any sale and leaseback arrangement with respect to Project Facilities, if any. This Section 5.3 shall survive the termination or expiration of this Agreement, whether by lapse of time or otherwise for a period equal to the Service Life of the relevant Project Facility.

ARTICLE VI: ACCOMPLISHMENT OF THE PROJECT(S)

6.1 General.

(a) The Recipient shall commence, carry on, and complete the Project(s) with all practicable dispatch, in a sound, economical, and efficient manner, and in accordance with the provisions of this Agreement. The Recipient shall cause all contractors involved with the Project(s) to deliver and complete the Project(s) in accordance with the Project schedules submitted at time of application or as revised pursuant to paragraph 6.2(b) of this Agreement.

(b) In performance of its obligations pursuant to this Agreement, the Recipient and the contractors shall comply with all applicable provisions of federal, state, and local law. Specifically, Recipient and contractors agree to administer the Project in accordance with the applicable federal and state provisions, including all applicable Federal Transit Administration (FTA) Circulars and 2 CFR Part 200, as adopted by the U.S. Department of Transportation (DOT) at 2 CFR Part 1201. All limits and standards set forth in this Agreement to be observed in the performance of a Project are minimum requirements and shall not affect the application of more restrictive standards to the performance of the Project.

(c) At or prior to the time that funds are needed to meet Project costs, the Recipient shall initiate and prosecute to completion all proceedings necessary to enable the Recipient to provide any share of the Net Project Cost which is to be provided by the Recipient.

(d) Nothing in this Agreement is intended to subject NITA to any obligations or liabilities to contractors of the Recipient, or their respective subcontractors, or any other person not a party to this Agreement in connection with the performance of any Project pursuant to the provisions of this Agreement, notwithstanding its concurrence in or approval of the award of any contract or subcontract or the solicitation thereof.

6.2 Project Completion.

(a) Any failure, except a force majeure event or any other reason beyond the control of the Recipient, to make progress which significantly endangers substantial performance of a Project within a reasonable time shall be deemed to be a violation of the terms of this Agreement.

(b) The Recipient shall complete each Project in accordance with the Project completion date provided at time of application or as revised. In the event the Recipient determines that, for whatever reason, a Project cannot be completed in accordance with the Project schedule, the Recipient shall immediately notify NITA in writing, within thirty (30) days, of: 1) the nature and extent of the delay; 2) the reason or reasons for the delay; 3) the adjustments to the Project schedule which can be made to ensure that the Project is completed on schedule; and 4) if the Project cannot be completed on schedule, the implications on the Project Budget due to the delay.

6.3 Use of Facilities.

(a) The Project Facilities, if any, shall be used by the Recipient as described in the Recipient's final, approved Application.

(b) If during the Service Life, the Project Facilities are not used in this manner, are sold or are otherwise disposed of, or are withdrawn from mass transportation service at the initiative of the Recipient (if applicable), the Recipient shall immediately notify NITA and shall, at NITA's discretion, remit to NITA a proportional amount of the fair market value, if any, of the Project Facilities (determined on the basis of the ratio of the amounts paid by NITA pursuant to this Agreement to the total cost of such Project Facilities). The fair market value shall be deemed to be the value of the Project Facilities as determined by a competent appraisal conducted as soon as feasible after such withdrawal or misuse occurs; or the actual proceeds from the public sale of such property, whichever is approved by NITA; or, for rolling stock, the unamortized value of the remaining service life per unit based on straight-line depreciation of the original purchase price. Any appraiser employed for such purposes shall be subject to disapproval by NITA on the grounds that it is not an independent appraiser.

(c) The Recipient shall maintain, in an amount and form satisfactory to NITA, insurance or self-insurance with such reserves as will be adequate to protect Project Facilities throughout the period of their useful lives. The cost of such insurance shall not be an Allowable Cost for the Projects.

(d) This Section 6.3 shall survive the termination or expiration of this Agreement, whether by lapse of time or otherwise, for a period equal to the Service Life of the relevant Project Facility.

ARTICLE VII: PASS-THROUGH FUNDING PROVISIONS

7.1 If this Agreement provides any portion of funding for which NITA receives funds from a governmental entity subject to agreement, grant, or contract, the provisions contained therein and as detailed in the attached Exhibit C, Federal Certifications and Assurances, are hereby incorporated by reference and made a part of this Agreement. If the recipient will receive federal funds pursuant to this grant, the Master Agreement between NITA and the U.S. Department of Transportation, as may be amended from time to time, is also incorporated and made part of this Agreement. The Master Agreement may be found here, or an updated copy may be requested from NITA. The provisions and requirements of the Master Agreement shall flow down to all subrecipients and third parties at every tier and must be expressly incorporated into all procurement and nonprocurement awards involving funds provided pursuant to this Agreement. The Recipient shall carry out each Project in such a manner as to comply with the requirements contained herein and the requirements of any governmental agreement, rules and regulations applicable to this Project. If it is not possible to carry out the project in such a manner, the Recipient shall, as soon as practicable, notify NITA in writing of the specific provisions of each agreement, rule or regulation in conflict and reasons for conflict in order that appropriate arrangements may be made between the parties and any governmental entity to permit the Project to proceed.

7.2 The Recipient acknowledges that federal and state governmental requirements may change, and the changed requirements will apply to the Project as required. The Recipient acknowledges that a reference to a specific law in this Agreement is considered to be a reference to 1) such law as it may be amended, modified or supplemented from time to time, 2) all regulations and rules pertaining to or promulgated pursuant to such law, (c) the successor to the law resulting from recodification or similar reorganizing of laws and (d) all future laws pertaining to the same or similar subject matter. The Recipient agrees to include in all subcontracts or lower tier agreements specific notice to this effect.

7.3 The Illinois Department of Transportation (IDOT) and the FTA shall not be subject to any obligations or liabilities by or to the Recipient or contractors of the Recipient or their subcontractors or any other person not party to this Agreement in connection with the performance of this Project, without their respective express written consent, notwithstanding the concurrence in or approval of the solicitation or the award by IDOT or FTA to such contractors or subcontractor(s). The Recipient agrees to include this clause in each subcontract or lower tier agreement financed in whole or in part with federal and/or state assistance.

ARTICLE VIII: PROJECT ADMINISTRATION AND MANAGEMENT

8.1 Project Management.

(a) The Recipient is responsible for administration and management of each Project.

(b) NITA or its designee may conduct periodic on-site inspections of each Project to evaluate the effectiveness of the Recipient's arrangement for supervision and inspection and to evaluate the work done on the Project and adherence to this Agreement. The Recipient shall provide reasonable access to its premises, or cause its contractors to provide reasonable access to their premises, for NITA and its designee to permit these inspections. Inspection of, or concurrence by NITA in Project work does not relieve the Recipient of its responsibilities and liabilities. Any inspection must be coordinated with the Recipient's personnel for purposes of providing reasonable notice and adhering to safety regulations.

(c) Any Project management plan or amendment to such plan provided pursuant to any governmental agreement, grant or contract for any Project in this Agreement shall require the written approval of NITA.

(d) The Recipient shall report to NITA regarding all Projects in this Agreement and shall provide to NITA such information that NITA deems necessary to meet its reporting responsibilities or other requests from the FTA or any other governmental agency. When requesting reimbursement from NITA, the Recipient will be required to submit detailed requisitions and progress reports supported by properly executed payrolls, time records, invoices, contracts, or vouchers, evidencing in detail the nature and propriety of the charges.

ARTICLE IX: REQUISITION, PAYMENT PROCEDURES, AND RECORD KEEPING

9.1 The Recipient shall establish and maintain as a separate set of accounts, or as an integral part of its current accounting scheme, accounts for each Project in conformity with requirements established by NITA.

9.2 Allowable Costs.

Funds provided by NITA under this Agreement shall only be used to pay or reimburse the Recipient for allowable costs for a Project which meets all of the requirements set forth below:

(a) They shall be made in conformance with the final, approved Exhibit A, Scope of Services, and Exhibit B, Project Budget, and all other provisions of this Agreement;

(b) They shall be necessary in order to accomplish the Project;

(c) They shall be reasonable in amount for the goods or services purchased;

(d) They shall be actual net costs to the Recipient (i.e., the price paid minus any refunds, rebates, or other items of value received by the Recipient which have the effect of reducing the cost actually incurred);

(e) They shall be incurred (and for work performed) after the effective date of this Agreement, unless specific authorization from NITA to the contrary is received (in no event will NITA provide funding to reimburse expenses incurred after expiration of this Agreement);

(f) To the extent applicable, they shall be in conformance with the standards for allowability of costs established by IDOT. State of Illinois rates apply for travel, lodging, meals, and other expenses, as applicable.

(g) They shall be satisfactorily documented;

(h) They shall be treated uniformly and consistently under accounting principles and procedures approved or prescribed by generally accepted accounting principles, and those approved or prescribed by the Recipient for its contractors; and

(i) They shall be supported by properly executed payrolls, time records, invoices, contracts, or vouchers evidencing in detail the nature and propriety of the charges. (In the event that it may be impractical to determine exact costs of indirect or service functions, allowable costs will include such allowances for these costs as may be approved by NITA.)

9.3 Payment Procedures.

(a) The Recipient may make requests for payment of allowable costs under the Agreement, and NITA shall honor such requests in the manner set forth in this paragraph. In order to receive payments, the Recipient shall:

(1) Execute and submit to NITA a requisition for approval by NITA;

(2) Have submitted all financial, progress, and other reports required by NITA; and

(3) Have received approval by NITA for any budget revisions required to cover all costs to be incurred by the end of the requisition period.

(b) Upon receipt of the completed requisition form and the accompanying information in satisfactory form, NITA shall process the requisition. If the Recipient is complying with its obligations pursuant to the Agreement, NITA shall reimburse apparent allowable costs incurred by the Recipient up to the maximum amount of NITA Agreement funds. Such reimbursement shall be made within sixty (60) days after receipt of each request for same from the recipient. However, reimbursement of any cost pursuant to this paragraph shall not constitute a final determination by NITA of the allowability of such cost and shall not constitute a waiver of any violation of the terms of this Agreement committed by the Recipient. NITA will make a final determination as to the allowability of costs only after a final audit of the Agreement has been conducted pursuant to Article XI of the Agreement.

(c) In the event that NITA determines that the payment should not be made, it shall notify the Recipient within twenty (20) days after receipt of the completed requisition form, stating the reasons for such determination.

(d) The Recipient agrees that upon completion of all of the Projects in this Agreement and after payment or provision for payment or reimbursement of all allowable costs, the Recipient shall refund to NITA any unexpended balance of funds received by the Recipient under this Agreement.

9.4 Records Retention.

(a) All books, records, and supporting documents to verify the amounts, recipients, and uses of all disbursements of funds passing in conjunction with this Agreement, this Agreement and all books, records, and supporting documents related to the Agreement must be retained by Recipient for a minimum of five (5) years after completion of this Agreement or such longer time as may be required by any governmental agency from which funds are obtained and shall be available for review and audit by authorized representatives of NITA, the Illinois Auditor General, IDOT, the FTA, or another governmental agency with the following qualifications:

(1) All records must be retained until final audit is completed and all audit findings are resolved, unless otherwise agreed to by NITA;

(2) If any litigation or claim is initiated before completion of the final audit, records must be retained until all litigation or claims involving these records have been resolved; and

(3) Records of any property acquired with NITA funds must be retained for three (3) years after final disposition of the property.

(b) Should the Recipient administer any system of records on behalf of the Federal or State Government, the Privacy Act of 1974, 5 USC 552 and 49 CFR 10, Subpart C, imposes information restrictions on the party managing the system of records.

9.5 Audits.

(a) Pursuant to all applicable Office of Management and Budget Circulars, the Recipient shall permit, and shall require its contractors to permit, at any time, NITA, or IDOT or other state or federal agency, authorized to perform such audit and inspection, to inspect all work, materials, payrolls, and other data and records, including computer or electronically generated records, documents, and data, with regard to each Project, and to audit the books, records, and accounts of the Recipient and its contractors with regard to each Project. NITA also may require the Recipient to furnish at any time prior to closeout of the Agreement, audit reports with respect to the Agreement prepared according to generally accepted accounting principles.

The Recipient agrees to promptly comply with recommendations contained in any NITA, IDOT or other state or federal agency final audit report.

(b) In accordance with 49 USC 5325(g), the Grantee agrees to require each third party whose contract award is not based on competitive bidding procedures as defined by the Secretary of U.S. DOT, to permit the Secretary, Comptroller General of the U.S., IDOT, NITA, or their duly authorized representatives, to inspect all work, materials, payrolls, and other data and records involving that third-party contract and audit the books, records, and accounts involved.

ARTICLE X: RIGHT OF NITA TO TERMINATE

10.1 Upon written notice to the Recipient, NITA may suspend or terminate all or part of the financial and/or technical assistance provided herein if the Recipient is or has been in violation of the terms of the Agreement (including its obligation to provide for a portion of the funding for each Project as reflected on Exhibit B, Project Budget, if applicable), or if funding provided to NITA pursuant to paragraph 7.1 is terminated. Termination of any Project in this Agreement will not invalidate obligations of NITA to reimburse the Recipient for Project costs incurred up to and including the date of termination, nor invalidate obligations of the Recipient, properly incurred by the Recipient, to the extent they are noncancellable. The acceptance of a remittance by NITA of any or all Project funds previously received by the Recipient or the closing out of NITA financial participation in the Project shall not constitute a waiver of any claim which NITA may otherwise have arising out of this Agreement.

For example, the foregoing remedies shall become available to NITA if one of the following occurs:

(a) There is any misrepresentation of a material nature in the Application, or amendment thereof, or in respect to this Agreement or any document or data furnished pursuant hereto, or any other submission of the Recipient required by NITA in connection with this Agreement;

(b) There is pending litigation which, in the opinion of NITA, may jeopardize funding provided to NITA pursuant to paragraph 7.1 of this Agreement;

(c) There has been in connection with the funding provided to NITA pursuant to paragraph 7.1, any violation of the state or federal regulations, ordinances, or statutes applicable to the Recipient, its officers, or employees which, in the opinion of NITA, affects this Agreement;

(d) Any funds provided by NITA pursuant to this Agreement are used for an ineligible purpose;

(e) The Recipient is unable to substantiate the proper use of funding provided to NITA pursuant to paragraph 7.1;

(f) The Recipient is in default under any of the provisions of this Agreement;

(g) There is failure to make progress which significantly endangers substantial completion of performance of the Project within a reasonable time, which failure shall be deemed to be a violation of the terms of this Agreement;

(h) The Recipient has failed to maintain the Project Facilities as required by this Agreement;

(i) NITA determines that the purposes of the applicable governing laws would not be adequately served by continuation of state or federal assistance to the Project;

(j) The State Legislature or any federal agency fails to make sufficient appropriations for funding pertinent to that provided to NITA pursuant to paragraph 7.1.

ARTICLE XI: SETTLEMENT AND CLOSE-OUT

11.1 Upon receipt of notice of successful completion of the Agreement or upon termination by NITA, NITA at its discretion will perform or contract for the performance of a final audit to determine the final allowability of costs incurred and shall make final settlement of NITA's obligations described in this Agreement. If NITA has made payments to the Recipient in excess of the total amount of such NITA obligations, the Recipient shall promptly remit such excess to NITA. The Agreement close-out occurs when NITA notifies the Recipient and forwards the final Agreement payment or when an appropriate refund of NITA Agreement funds has been received from the Recipient and acknowledged by NITA. Agreement close-out shall be subject to any continuing obligations imposed on the Recipient by this Agreement or contained in the final notification or acknowledgment from NITA.

ARTICLE XII: PROCUREMENT

12.1 Procurement Procedures.

(a) The Recipient shall follow applicable federal, state, and local law and procedures when awarding and administering contracts for goods and services funded by this Agreement. Any such contract or subcontract for goods, property and services exceeding $40,000 shall contain all the clauses pursuant to FTA Circular 4220.1G and 2 CFR Part 200, and the parties shall comply with the requirements therein.

(b) Apart from inconsistent requirements imposed by federal and state law, the Recipient (and its subcontractors) agrees that no federal or state funds shall be used to support procurement utilizing exclusionary or discriminatory specifications and it will comply with 49 USC 5323(h)(2).

(c) The Recipient agrees to comply with U.S. Maritime Administration Regulations, "Cargo Preference – U.S. Flag Vessels," 46 CFR 381, to the extent those regulations apply to the Project, and insert the substance of the provisions of this clause in all subcontracts issued pursuant to this Agreement.

(d) To the extent applicable, the Recipient agrees to comply with the requirements of 49 USC 5323 and FTA regulations, "Bus Testing," 49 CFR 665, and agrees to provide NITA with applicable certifications and obtain applicable certifications from contractors, subcontractors, and manufacturers.

(e) Each third-party contract (valued at more than $100,000 for Construction and Acquisition of Goods or Rolling Stock) utilizing FTA assistance must conform with 49 USC 5323(j), and FTA regulations, "Buy America Requirements," 49 CFR 661.

(f) The Recipient agrees to refrain from using state or local geographic preferences, except those expressly mandated or encouraged by federal statute, and as permitted by IDOT and FTA.

(g) The Recipient agrees to comply with the requirements of Executive Order No. 12549 and 12689 "Debarment and Suspension," and U.S. DOT regulations on Debarment, 2 CFR 180, and agrees to obtain applicable certifications from contractors and subcontractors and otherwise comply with federal and state regulations.

(h) The Recipient certifies that it has not been convicted of bribery or attempting to bribe an officer or employee of the State of Illinois or local government, nor has the Recipient made an admission of guilt of such conduct which is a matter of record, nor has an official, agent or employee of the Recipient committed bribery or attempted bribery on behalf of the Recipient and pursuant to the direction or authorization of a responsible official of the Recipient. The Recipient further certifies that it has not been barred from contracting with a unit of the State or local government as a result of a violation of Title III, Part E, Article 33 of the Criminal Code. These certifications shall apply equally to any subrecipient or contractor, at all levels, without regard to the value of the subagreement or contract.

(i) Electronic and Information Technology – to the extent applicable, Recipient agrees to include in its specification requirements that all reports or information will be prepared and provided using electronic or information technology capable of assuring that, when provided to NITA, it will meet with the applicable accessibility standards of Section 508 of the Rehabilitation Act of 1973, as amended, 29 USC 794(d) and U.S. Architecture and Transportation Barriers Compliance Board (ATBCB) regulations "Information and Communication Technology (ICT) Standards and Guidelines," 36 CFR 1194.

12.2 Procurement Review.

The Recipient must obtain pre-award approval from NITA for: (1) any proposed third-party contract; (2) any change order with a third-party contractor; and (3) any use of force account for activities funded by this Agreement.

ARTICLE XIII: THIRD-PARTY CONTRACT DISPUTES OR BREACHES

13.1 NITA, and any state or federal granting agency, has a vested interest in the settlement of disputes, defaults, or breaches involving any NITA-assisted third-party or subrecipient contracts for any Project. NITA retains a right to a proportional share, based on the percentage of NITA share committed to any Project, of any proceeds derived from any third-party recovery, after taking into account any costs incurred by the Recipient in securing the recovery. Therefore, the Recipient shall avail itself of all legal rights available under any third-party contract.

The Recipient shall promptly notify NITA of any litigation, default, breach, or major dispute pertaining to any third-party or subrecipient contract. This responsibility shall flow down to all subrecipients at every tier and must be expressly contained in all procurement and nonprocurement awards and agreements involving funds provided pursuant to this grant.

NITA reserves the right to concur in any compromise or settlement of the Recipient's claim(s) involving any third-party or subrecipient contract. If the third-party or subrecipient contract contains a liquidated damages provision, such proportional share of any liquidated damages recovered shall be credited to the Project account unless NITA permits otherwise.

ARTICLE XIV: ASSIGNMENT OF CONTRACT - SUBCONTRACTORS

14.1 The Recipient agrees that no contract for services of any kind in connection with a Project funded by this Agreement shall be assigned, transferred, conveyed, sublet, or otherwise disposed of without the prior written consent of NITA. All subcontracts shall contain all applicable contract clauses pursuant to federal and state requirements, and as required by this Agreement.

ARTICLE XV: INDEMNIFICATION

15.1 The Recipient agrees to save or hold harmless and indemnify NITA from and against any and all losses, expenses, damages (including loss of use), demands, and claims, and shall defend any suit or action, whether at law or in equity, brought against it based on any alleged injury (including death) or damage relating to or arising out of any act or omission of the Recipient, its officers, employees and agents with respect to any Project funded by this Agreement and shall pay all damages, judgments, costs, and expenses, including attorney's fees, in connection with any demands and claims resulting therefrom; provided, however, that the Recipient shall not be required to save harmless, indemnify, or defend NITA due to the negligence or misconduct of NITA or its successors, assigns, agents, or employees or their respective failure to reasonably perform

under this Agreement. This Section 15.1 shall survive the termination or expiration of this Agreement, whether by lapse of time or otherwise.

ARTICLE XVI: INDEPENDENCE OF RECIPIENT

16.1 In no event shall the Recipient or any of its employees, agents, contractors, or subcontractors be considered agents or employees of NITA, IDOT, FTA, U.S. DOT, or State of Illinois. Furthermore, the Recipient agrees that none of its employees, agents, contractors, or subcontractors will hold themselves out as, or claim to be, agents, officers, or employees of NITA, U.S. Government, or State of Illinois and will not by reason of any relationship with the Agreement make any claim, demand, or application to or for any right or privilege applicable to an agent, officer, or employees of NITA, U.S. Government, or State of Illinois, including but not limited to, rights and privileges concerning workmen's compensation and occupational diseases coverage, unemployment compensation benefits, Social Security coverage, or retirement membership or credit.

ARTICLE XVII: NONCOLLUSION

17.1 The Recipient warrants that it has not paid and agrees not to pay any bonus, commission, fee, or gratuity for the purpose of obtaining any approval of its Application for any Project pursuant to this Agreement. No Recipient officer or employee, or member of any unit of local government which contributes funds to any Project funded by this Agreement shall be admitted to any share or part of this Agreement or to any benefit arising therefrom other than nominal.

ARTICLE XVIII: CONFLICTS OF INTEREST

18.1 The Recipient hereby certifies that: (1) no employee, officer, board member, or agent of the Recipient is a director, officer, or employee of NITA or (2) if such relationship exists, it is not prohibited by any applicable conflict of interest laws. The Recipient further certifies that, to its knowledge, no employee, officer, board member, or agent of the Recipient has participated in the selection, award, or administration of a contract supported by federal or state funds where such participation constitutes a conflict of interest, whether real or apparent. This conflict of interest requirement applies to all former employees, officers, board members, and agents for one (1) year from the date the employee, officer, board member, or agent ended its employment with the Recipient.

The Recipient acknowledges that no director, officer, or employee of NITA may represent the Recipient with respect to any application or agreement in regard to which such director, officer or employee may be called upon to vote. The Recipient hereby certifies that it has not been, and shall not be, represented by any director, officer, or employee of NITA with respect to its application for financial or financial and technical assistance or this Agreement.

The Recipient agrees that its 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 subagreements. NITA 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 Recipient relating to such contract, subcontract, or arrangement.

18.2 The Recipient agrees that it will prevent any real and 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 recipient or impair the objectivity in performing the contract work.

ARTICLE XIX: RECIPIENT'S RESPONSIBILITY FOR COMPLIANCE

19.1 Irrespective of the participation of other parties or third-party contractors, the Recipient remains primarily responsible for compliance with this Agreement and all applicable federal, state, and local laws and regulations. This responsibility shall flow down to all subrecipients and third parties at every tier and must be expressly contained in all procurement and nonnprocurement awards and agreements involving the funds provided pursuant to this Agreement. If the Recipient will receive federal funds or funds from IDOT under this Agreement, the Recipient must complete Exhibit C, Federal Certifications and Assurances, and comply with applicable terms and conditions therein. In addition, if the Recipient will receive federal funds under this Agreement, the Recipient must complete Exhibit D, Annual Certification to Comply with 2 CFR 200, Subpart F Audit Requirements, and comply with the terms and conditions therein as well as those of the Master Agreement between NITA and the U.S. DOT, as may be amended from time to time. In particular, provisions of the Master Agreement requiring Flow-Down to third parties such as subrecipients and contractors at all tiers must be expressly contained in all procurement and nonprocurement awards and agreements involving funds provided pursuant to this grant. The Master Agreement may be found here, or an updated copy may be requested from NITA.

ARTICLE XX: LABOR LAW COMPLIANCE

20.1 The Recipient agrees to comply with the labor law compliance provisions of any FTA grant contract pertaining to any Project funded by this Agreement and all applicable federal and state labor laws and regulations including, but not limited to, such laws and regulations relating to minimum wages to be paid to employees, limitations upon the employment of minors, minimum fair wage standards for minors, payment of wages due employees, and health and safety of employees.

(a) Contract Work Hours and Safety Standards. The requirements of the clauses contained in 29 CFR 5.5(b) are applicable to any contract subject to the overtime provisions of the Contract Work Hours and Safety Standards Act and not to any of the other statutes cited in 29 CFR 5.1. The Recipient and its subcontractors shall maintain payrolls and basic payroll records during the course of the work and shall preserve them for a period of three (3) years from the completion

of the contracts for all laborers and mechanics, including guards and watchmen, working on the contract. Such records shall contain the name and address of each such employee, social security number, correct classification, hourly rates of wages paid, daily and weekly number of hours worked, deductions made, and actual wages paid. The records to be maintained under this clause shall be made available by the Recipient or its subcontractors for inspection, copying, or transcription by authorized representatives of the FTA, U.S. DOTor Department of Labor, and the Recipient or its subcontractors will permit such representatives to interview employees during working hours on the job.

(b) The Recipient or contractor shall insert in any subcontract the clauses set forth in 29 CFR 5.5(b), and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in 29 CFR 5.5(b) involving overtime pay, unpaid wages and withholding for unpaid wages.

20.2 The Recipient also agrees to require any contractor performing professional or consulting service in connection with any Project funded by this Agreement to agree to adhere to the requirements of this Article.

ARTICLE XXI: CIVIL RIGHTS

21.1 Nondiscrimination.

The Recipient shall comply with and shall require its contractors and subcontractors to comply with all federal, state, and local laws, rules, regulations and ordinances relating to nondiscrimination including, but not limited to, all requirements of Title VI of the Civil Rights Act of 1964, 42 USC 2000(d); Section 303 of the Age Discrimination Act of 1975, as amended, 42 USC 6102, Section 202 of the Americans with Disabilities Act of 1990, 42 USC 12101 *et seq*., Federal Transit Law,49 USC 5332, and U.S. DOT regulations, "Nondiscrimination in Federally-Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act," 49 CFR 21, and any implementing requirements the FTA may issue.

21.2 Equal Employment Opportunity Clauses.

(a) Federal Equal Employment Opportunity – The following requirements apply to the Project and the Recipient agrees to include these requirements in each contract and subcontract financed in whole or in part with federal assistance provided by FTA.

(1) Discrimination Prohibited – In accordance with Title VII of the Civil Rights Act of 1964, as amended, 42 USC 2000e *et seq.*, and 49 USC 5332, the Recipient agrees to comply with any applicable Federal statutes, executive orders, regulations, and Federal policies that may affect construction activities undertaken in the course of this Project. The Recipient agrees to ensure that applicants are employed, and that employees are treated during their employment, without regard to race, color, religion, sex, age, disability, or national origin. Such action shall include, but not be

limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. In addition, the Recipient agrees to comply with any implementing requirements FTA may issue.

(2) Equal Employment Opportunity (EEO) Compliance – The Recipient shall comply with all applicable federal, state, and local EEO and nondiscrimination laws, regulations, and requirements. Failure by the Recipient to comply with such requirements shall be treated as a violation of this Agreement. Upon notification of such failure , NITA, the United States, or the State of Illinois government may impose such remedies as it considers appropriate and as authorized by applicable law, including termination of financial assistance, or other measures that may affect the Recipient's eligibility to obtain future financial assistance in transportation projects.

(3) Age – In accordance with 49 USC 5332, the Recipient agrees to refrain from discrimination against present and prospective employees for reasons of age. In addition, the Recipient agrees to comply with any implementing requirements FTA may issue.

(4) Disabilities – In accordance with 42 USC 12101 *et seq.*, the Grantee agrees that it will comply with the requirements of 29 CFR 1630, pertaining to the employment of persons with disabilities. In addition, the Recipient agrees to comply with any implementing requirements FTA may issue.

(5) Sex – In accordance with Title IX of The Educational Amendments of 1972, as amended, 20 USC 1681 *et seq*., and U.S. DOT regulations 49 CFR 25, the Recipient agrees to comply with prohibitions against discrimination on the basis of sex, and any federal requirements that may be promulgated.

(6) Language Proficiency – In accordance with Title VI of the Civil Rights Act of 1964, as amended, 42 USC 2000 *et seq.*, the Grantee agrees to comply with the applicable federal requirements for improving access to services for persons with limited English proficiency..

(7) Environmental Justice – The Recipient shall comply with all applicable federal environmental laws, regulations, and requirements relating to environmental justice, including those implemented pursuant to the National Environmental Policy Act (NEPA), 42 USC 4321 *et seq*.
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(b) Sexual Harassment – The Recipient will have written sexual harassment policies that shall include, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment, under state law; (iii) a description of sexual harassment, utilizing examples; (iv) the Recipient's internal complaint process including penalties; (v) the legal recourse, investigative, and complaint process available through the Illinois Department of Human Rights (IDHR) and the Human Rights Commission; (vi) directions on how to contact the Department and Commission; and (vii) protection against retaliation as provided by Section 6-101 of the Illinois Human Rights Act, 775 ILCS 5/1-101 *et seq*. A copy shall be provided to NITA upon request.

(c) Illinois Human Rights Act - In the event of the Recipient's noncompliance with the provisions of the Illinois Equal Employment Opportunity Clause, the Illinois Human Rights Act, or the IDHR rules and regulations , the Recipient may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and this Agreement may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation. During the performance of this Agreement the Recipient agrees as follows:

(1) That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, marital status, national origin, ancestry, age, disability, military status, sexual orientation, or any other characteristic or status protected under the Illinois Human Rights Act or other applicable law; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.

(2) That, if it hires additional employees in order to perform this Agreement or any portion thereof, it will determine the availability (in accordance with the IDHR rules and regulations) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.

(3) That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin, ancestry, age, military status, sexual orientation, disability, or any other characteristic or status protected under the Illinois Human Rights Act or other applicable law.

(4) That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the Recipient's obligations under the Illinois Human Rights Act and the IDHR rules and regulations. If any such labor organization or representative fails or refuses to cooperate with the Recipient in its efforts to comply with the IDHR and its rules and regulations, the Recipient will promptly notify the IDHR and the contracting agency and will recruit employees for other sources when necessary to fulfill its obligations thereunder.

(5) That it will submit reports as required by the IDHR rules and regulations, furnish all relevant information as may from time to time be requested by the IDHR or the contracting agency, and in all respects comply with the Illinois Human Rights Act and the IDHR rules and regulations.

(6) That it will permit access to all relevant books, records, accounts, and work sites by personnel for the contracting agency and the IDHR for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and the IDHR rules and regulations.

(7) That it will include verbatim or by reference the provisions of this section in every subcontract it awards under which any portion of the contract obligations are undertaken or assumed, so that such provisions will be binding upon such subcontractor. In the same manner as with other provisions of this Agreement, the Contractor will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the contracting agency and the IDHR in the event any subcontractor fails to or refuses to comply therewith. In addition, the Contractor will not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

21.3 Disabilities.

The Recipient shall comply with and shall require its contractors and subcontractors to comply with all applicable federal requirements under the Americans with Disabilities Act of 1990, as amended (ADA) and all applicable state laws and regulations relating to procurement, accessibility, and accommodation of individuals with disabilities. The Recipient shall comply with and agrees to include the following requirements in each contract or subcontract: applicable state and federal requirements of the ADA, 42 USC 12101, *et seq*.; 49 USC 5301(d); Section 504 of the Rehabilitation Act of 1973, as amended, 29 USC 794; Architectural Barriers Act, as amended, 42 USC 4151, *et seq*.; any amendments to the aforementioned Acts; and the following regulations and amendments thereto:

(a) DOT regulations, "Transportation Services for Individuals with Disabilities (ADA)," 49 CFR 37; "Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving Federal Financial Assistance," 49 CFR 27; "Americans with Disabilities Act (ADA) Accessibility Guidelines/Specifications for Transportation Vehicles," 36 CFR 1192 and 49 CFR 38;

(b) Department of Justice (DOJ) regulations, "Nondiscrimination on the Basis of Disability in State and Local Government Services," 28 CFR 35; and "Nondiscrimination on the Basis of a Disability by Public Accommodations and in Commercial Facilities," 28 CFR 36;

(c) Uniform Federal Accessibility Standards, Appendix A to 41 CFR 101-19.6 (Copies of the Uniform Federal Accessibility Standards are available from the Office of Fair Housing and Equal Opportunity, U.S. Department of Housing and Urban Development);

(d) U.S. EEOC regulations to implement the equal employment provisions of the ADA, 29 CFR 1630;

(e) Federal Communications Commission regulations, "Telecommunications Relay Services and Related Customer Premises Equipment for the Hearing and Speech Disabled," 47 CFR 64, Subpart F;

(g) U.S. ATBCB regulations "Information and Communication Technology Standards (ICT) and Guidelines", 36 CFR 1194; and

(h) Any implementing requirements FTA may issue.

21.4 Disadvantaged Business Enterprises.

The following provisions shall apply to all Recipients as well as any subrecipients or subgrantees at any and all tiers who receive the funds provided in this Agreement in order to implement the Project.

(a) In accordance with 49 CFR 26.13(a), as amended, the Recipient assures NITA that it shall not discriminate on the basis of race, color, national origin, or sex in the performance of this Agreement or the award and performance of any subcontract hereunder. Furthermore, the Recipient shall carry out applicable requirements of 49 CFR 26 in the award and administration of DOT-assisted contracts. Failure by the Recipient to carry out these requirements is a material breach of this Agreement, which may result in its termination or such other remedy as NITA deems appropriate.

(b) Any Recipient with an FTA approved Disadvantaged Business Enterprise (DBE) program shall include the funds provided in this Agreement when submitting DBE-related data in reports required by the FTA pursuant to its approved program. NITA shall receive copies of all such reports and will not be responsible for providing DBE-related data to the FTA regarding the funds provided in this Agreement.

(c) Any Recipient without an FTA approved DBE program shall adopt and abide by NITA's DBE program, which is incorporated as though fully set forth herein. The Recipient must inform NITA whether it intends to abide by its own, or NITA's DBE program.

(d) The Recipient shall agree to include the language set forth in this DBE Assurance in each subcontract it executes.

ARTICLE XXII: ENVIRONMENTAL COMPLIANCE

The Recipient shall comply with and shall require its contractors and subcontractors to comply with all federal, state, and local laws, rules, regulations, and ordinances imposing environmental, resource conservation, and energy requirements with respect to the Project. The Recipient expressly understands that the following items do not constitute the Recipient's entire obligation to meet federal requirements. The Recipient agrees to comply with the following requests:

22.1 Energy Conservation – The Recipient and its contractors at all tiers shall comply with applicable mandatory standards and policies relating to energy efficiency that are contained in applicable state energy conservation plans issued in compliance with the Energy Policy and Conservation Act, 42 USC 6321 *et seq*.

ARTICLE XXIII: DRUG FREE WORKPLACE

23.1 The Recipient certifies and agrees that it will provide a drug-free workplace as required by the Drug Free Workplace Act,30 ILCS 580/1 *et seq.*, and that it will comply with all provisions thereof. Further, the Recipient agrees to comply with the Drug Free Workplace Act, and U.S. DOT regulations, "Governmentwide Requirements for Drug-Free Workplace (Financial Assistance)", 49 CFR 32, and other U.S. DOT and FTA regulations and guidance pertaining to substance abuse (drugs and alcohol) that may be promulgated.

23.2 If applicable, the Recipient also agrees to comply with all aspects of the anti-drug program outlined in the "Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations" regulation, 49 CFR 655; "Procedures for Transportation Workplace Drug and Alcohol Testing Programs" regulation, 49 CFR 40, and to require contractors and subcontractors, when applicable under 49 USC 5331 and 49 CFR 655, to do the same.

23.3 Confidentiality – Drugs or Alcohol Abuse. The Recipient shall comply with, and agrees to include the following requirements in each contract or subcontract, applicable state and federal requirements of confidentiality, including 42 USC 290dd-2 and 42 CFR 2, and other applicable Civil Rights provisions, including any amendments.

ARTICLE XXIV: RESTRICTIONS ON LOBBYING

24.1 (a) If this Agreement provides funding in whole or in part from federal funds for a Project(s), the Recipient agrees to comply with Section 319 of the 1990 Department of Interior and Related Agencies Appropriations Act, 31 USC 1352 relating to restrictions on influencing or attempting to influence federal officials in connection with grants, cooperative agreements, or contracts. The Recipient shall certify its compliance with this Act as specifically described in subparagraphs (b) and (c) below by signing the attached Exhibit F, Certification Regarding Lobbying.

(b) The Recipient agrees that no federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

(c) The Recipient further agrees that if any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Federal Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(d) The Recipient shall require that the language of this Article XXIV be included in the award documents for all third-party contracts and that all such contractors shall sign Exhibit F, Certification Regarding Lobbying and disclose accordingly.

ARTICLE XXV: PUBLIC RELATIONS

25.1 The Recipient agrees to notify NITA of the following: (i) upon receipt of any media, press, or mass information distribution system inquiry regarding the Project(s); (ii) upon receipt of any request for documents pursuant to the Freedom of Information Act (FOIA) pertaining to the Project(s); (iii) prior to issuing any press release or other media statement regarding the Project(s). The Recipient acknowledges that the duty to notify NITA extends through Project(s) completion, and potentially beyond the term of this Agreement.

ARTICLE XXVI: SEVERABILITY

26.1 If any provision of this Agreement is held invalid for any reason whatsoever, the remaining provisions shall not be affected thereby if such remainder would continue to conform to the purposes, terms, and requirements of applicable law.

ARTICLE XXVII: ASSIGNMENT AND AGREEMENT

27.1 This Agreement shall not be assigned, transferred, conveyed, sublet, or otherwise disposed of by the Recipient without the prior written consent of NITA.

ARTICLE XXVIII: AMENDMENT

28.1 The parties agree that no change of the aggregate amount of all Project Budgets or a modification in scope of this Agreement shall be of any force or effect unless such amendment is dated, reduced to writing, executed by both parties, and attached to and made a part of this Agreement. No work shall be commenced and no costs or obligations incurred in consequence of any amendment to this Agreement or any attachments hereto unless and until such amendment has been executed and made a part of this Agreement and Exhibit A, Scope of Services, and Exhibit B, Project Budget, for each Project as appropriate, has been amended to conform thereto.

ARTICLE XXIX: TITLES

29.1 The parties agree that the titles of the articles and paragraphs of this Agreement are inserted for convenience of identification only and shall not be considered for any other purpose.

ARTICLE XXX: OWNERSHIP OF DOCUMENTS/TITLE TO WORK

30.1 All documents, data, and records produced by Recipient and its contractors in carrying out Recipient's obligations and services hereunder, without limitation and whether preliminary or final, as between NITA and Recipient shall become and remain the property of NITA. NITA shall have the right to use all such documents, data, and records without restriction or limitation and without additional compensation to Recipient. All documents, data, and records utilized in performing research shall be available for examination by NITA upon request. Upon completion of the services hereunder or at the termination of this Agreement, all such documents, data, and records shall, at the option of NITA, be appropriately arranged, indexed, and delivered to NITA by Recipient.

30.2 In accordance with 37 CFR 401, if any invention, improvement, or discovery of the Recipient or any of its subconsultants is conceived or first actually reduced to practice in the course of or under this Project, and that invention, improvement, or discovery is patentable under the laws of the United States of America or any foreign country, the Recipient agrees to notify NITA, IDOT and FTA immediately and provide a detailed report. The rights and responsibilities of the Recipient, its subcontractors, NITA, IDOT, and FTA, with respect to such invention, improvement, or discovery will be determined in accordance with applicable state and federal laws, regulations, policies, and any waiver thereof. The Recipient agrees to insert the substance of the provisions of this clause in all subcontracts issued pursuant to this Agreement.

30.3 Rights in Data and Copyrights: The Recipient agrees as follows:

(a) The term "subject data" used in this section means recorded information, whether or not copyrighted, that is delivered or specified to be delivered under this Agreement. The term includes graphic or pictorial delineation in media, such as drawings or photographs; text in specifications or related performance or design-type documents; machine forms, such as punched cards, magnetic tape, or computer memory printouts; and information retained in computer memory. Examples include, but are not limited to: computer software, engineering drawings and associated lists, specifications, standards, process sheets, manuals, technical reports, catalog item identifications, and related information. The term does not include financial reports, cost analyses, and similar information incidental to project administration.

(b) The following provisions apply to all subject data first produced in the performance of this Agreement:

(1) Except for its own internal use, the Recipient may not publish or reproduce subject data in whole or in part, or in any manner or form, nor may the Recipient authorize others to do so, without the written consent of NITA, IDOT, or FTA, until such time as NITA, IDOT, or FTA, may have either released or approved the release of such data to the public; this restriction on publication, however, does not apply to agreements with academic institutions.

(2) As authorized by applicable federal grant requirements, including 2 CFR 200, , NITA, IDOT and FTA reserve a royalty-free, nonexclusive, and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use, for "federal and state government purposes:"

(i) Any subject data developed under a grant, cooperative agreement, subgrant, subagreement, or third-party contract, irrespective of whether or not a copyright has been obtained; and

(ii) Any rights of copyright to which a third-party consultant purchases ownership with federal or state assistance.

(c) When the federal or state government provides assistance to a grantee for a Project involving planning, research, development, or a demonstration, it is generally FTA and IDOT's intent to increase the body of mass transportation knowledge, rather than to limit the benefits of the Project to those parties that have participated therein. Therefore, unless FTA or IDOT determine otherwise, the recipient of IDOT or FTA assistance to support planning, research, development, or a demonstration financed under the Acts, as amended, understands and agrees that, in addition to the rights set forth in Section 30.3 (b) above, IDOT or FTA may make available to any government grantee, third-party consultant, or third-party subconsultant, either the federal or state

government's license in the copyright to the subject data first produced under this Agreement. In the event that such a Project, which is the subject of this Agreement, is not completed for any reason whatsoever, all data developed under that Project shall become subject data as defined in Section 30.3 (a) above, and shall be delivered as NITA may direct. This subsection, however, does not apply to adaptations of automatic data processing equipment or programs for the Recipient's use, which costs are financed in whole or in part with IDOT or FTA assistance for transportation capital projects.

(d) Unless prohibited by state law, the Recipient agrees to indemnify, save, and hold harmless NITA, the State of Illinois, and FTA, as their officers, agents, and employees acting within the scope of their official duties, against any liability, including costs and expenses, resulting from any violation by the Recipient of proprietary rights, copyrights, or right of privacy, arising out of the publication, translation, reproduction, delivery, use, or disposition of any data furnished under this Agreement. The Recipient shall not be required to indemnify NITA, the State of Illinois, and FTA for any such liability arising out of the wrongful acts of employees or agents of NITA, the State of Illinois, or FTA.

(e) Nothing contained in this section on rights in data shall imply a license to NITA, IDOT or FTA under any patent to be construed as affecting the scope of any license or other right otherwise granted to NITA, IDOT, and FTA under any patent.

(f) The requirements of Subsections (c), (d), and (e) of Section 30.3 above, do not apply to material furnished to the Recipient by NITA, IDOT, and FTA and incorporated in the work carried out under this Agreement, provided that such incorporated material is identified by the Recipient at time of delivery of such work.

(g) The Recipient understands and agrees that data and information submitted to NITA, IDOT, or FTA may be required to be made available under FOIA or other state or federal statutes in accordance with 49 CFR 19.36, as revised.

ARTICLE XXXI: ETHICS

31.1 Bribery - Nongovernmental Grantees and third-party contractors shall certify that they have not been convicted of bribery or attempting to bribe an officer or employee of the State of Illinois or local government. They also certify that they have not admitted guilt of such conduct which is a matter of record, nor do they have an official, agent, or employee who has committed bribery or attempted bribery on the firm's behalf under the direction or authorization of one of the Grantee's responsible officials. They also certify that they have not been barred from contracting with a State or local governmental unit as a result of a violation of Title III, Part E, Article 33 of the Illinois Criminal Code.

ARTICLE XXXII: PRIVACY

32.1 Should the Grantee, or any of its third-party contractors, or their employees, administer any system of records on behalf of the Federal or State Government, the Privacy Act of

1974, 5 USC 552 and 49 CFR 10, Subpart C, imposes information restrictions on the party managing the system of records.

ARTICLE XXXIII: DOCUMENTS FORMING THIS AGREEMENT

33.1 The parties agree that this constitutes the entire Agreement between the parties hereto, that there are no agreements or understandings, implied or expressed, except as specifically set forth or incorporated by reference in the Agreement and that all prior arrangements and understandings in the connection are merged into and contained in this Agreement. The parties hereto further agree that this Agreement consists of this "Technical Services Agreement," and:

- Exhibit A, Scope of Services
- Exhibit B, Project Budget
- Exhibit C, Federal Certifications and Assurances
- Exhibit D, Annual Certification to Comply with Code of Federal Regulations (CFR) – Title 2, Part 200 Audit Requirements
- Exhibit E, Program Management Plan (PMP)
- Exhibit F, Certification Regarding Lobbying

ARTICLE XXXIV: SPECIAL CONDITIONS

34.1 The Recipient shall submit quarterly progress reports in accordance with NITA's schedule. The Recipient also agrees to submit invoices for reimbursement on a monthly basis. The Recipient also agrees to submit its single audit report and certification form to NITA nine (9) months after the end of the fiscal year, submit invoices for reimbursement on a monthly basis, and provide NITA with notification of any staff changes as they occur.

ARTICLE XXXV: MISCELLANEOUS

35.1 Notices. All notices, other communications and approvals required or permitted by this Agreement shall be in writing and shall be delivered, sent by certified or registered mail (return receipt requested and postage prepaid), addressed as follows:

(a) in the case of NITA:
175 West Jackson Boulevard
Suite 1550
Chicago, Illinois 60604
Attention: Sr. DED, Capital Programming and Planning

(b) in the case of the Recipient:
Kane County Division of Transportation
41W011 Burlington Road
St. Charles, Illinois 60175
Attention: Chief of Planning and Programming

or such other persons or addresses as either party may from time to time designate by notice to the other. All notices required hereunder shall be in writing and shall be deemed properly served if delivered in person or if sent by registered or certified mail, with postage prepaid and return receipt requested, to the addresses specified. All notices required hereunder shall be deemed received on the date of delivery, or attempted delivery, if delivered in person, or if mailed, on the date which is two (2) days after the date such notice is deposited in the mail.

35.2 Entire Agreement. This Agreement constitutes the entire agreement between the parties pertaining to the subject matter hereof and supersedes all prior agreements, negotiations, discussions, and understandings, written or oral, between the parties.

35.3 Governing Law. This Agreement shall be governed by, and interpreted and enforced in accordance with, the laws in force in the State of Illinois (excluding any conflict of laws rule or principle which might refer such interpretation to the laws of another jurisdiction). Disputes which arise as a result of this Agreement will be heard in the Circuit Court of Cook County or the United States District Court for the Northern District of Illinois.

35.4 Digital and Electronic Signatures. The parties hereby agree that this Agreement may be signed via electronic or digital signature. The parties further agree that the electronic or digital signatures appearing on and affixed to this Agreement are the same as handwritten signatures for the purposes of validity, enforceability, and admissibility, and are acknowledged as compliant with federal and state law and as secure electronic signatures pursuant to the Uniform Electronic Transactions Act,815 ILCS 333/1 *et seq.*, or any successor law.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives.

RECIPIENT: COUNTY OF KANE

By: _____ Date: _____
CORINNE PIEROG
KANE COUNTY BOARD CHAIR

NORTHERN ILLINOIS TRANSIT AUTHORITY

By: _____ Date: _____
LEANNE P. REDDEN
EXECUTIVE DIRECTOR

EXHIBIT A

SCOPE OF SERVICES
for
S5310-2026-03

Applicant: **County of Kane**

RTA Project Number: **202600301**

Project Name: **RIK Paratransit Program (Mobility Management)**

Project Description:

The funds will be utilized to support Ride in Kane staff responsible for the administration, coordination, financial management, and oversight of the Ride in Kane paratransit program. The Mobility Manager serves as the program's administrative director and develops policies and procedures necessary for effective program delivery. Responsibilities include coordinating with the Northern Illinois Transit Authority, Pace, participating sponsors, transportation providers, vendors, and other program partners; managing program agreements and administrative requirements; monitoring program operations and performance; responding to partner and rider inquiries; and maintaining program records, reports, and supporting documentation. The Mobility Manager also works to ensure that eligible riders, caregivers, social-service agencies, and community partners are aware of the program and have access to accurate information regarding eligibility, registration, service availability, and program procedures.

The Mobility Manager is also responsible for managing federal grants and program budgets that support Ride in Kane, including preparing and submitting grant applications, reports, budgets, reimbursement requests, drawdowns in accordance with funder requirements, monitors expenditures and available grant balances, maintains compliance documentation, measures program outcomes, and supports audits and grant monitoring activities. Additional activities include preparing sponsor budget estimates, tracking sponsor contributions, communicating projected financial needs, and providing the administrative and financial oversight necessary to maintain the continued operation and sustainability of the Ride in Kane program.

This project is not Research & Development.

EXHIBIT B

PROJECT BUDGET
for
S5310-2026-03

Applicant: COUNTY OF KANE

Total Project Budget: **$124,724**

RTA Project Number/ Title:	**202600301**	**RIK Paratransit Program (MM)**

	Project Budget	**Inkind**	**Expected Project Funds**	
			Cash	**Share**
RTA	**$99,779**	$0.00	$0.00	80.00%
Local	**$24,945**	$0.00	$0.00	20.00%
Other		$0.00	$0.00	0.00%
Indirect Cost Rate		$0.00	$0.00	0.00%
Total:	**$124,724**	**$0.00**	**$0.00**	**100.00%**

FEDERAL FISCAL YEAR 2026 CERTIFICATIONS AND ASSURANCES FOR FTA ASSISTANCE PROGRAMS

(Signature pages alternate to providing Certifications and Assurances in TrAMS.)

Name of Applicant: **County of Kane**

The Applicant certifies to the applicable provisions of all categories: (*check here*) _____.

Or,

The Applicant certifies to the applicable provisions of the categories it has selected:

Category		Certification
01	Certifications and Assurances Required of Every Applicant	X
02	Public Transportation Agency Safety Plans	
03	Tax Liability and Felony Convictions	
04	Private Sector Protections	
05	Transit Asset Management Plan	
06	Rolling Stock Buy America Reviews and Bus Testing	
07	Urbanized Area Formula Grants Program	X
08	Formula Grants for Rural Areas	
09	Fixed Guideway Capital Investment Grants and the Expedited Project Delivery for Capital Investment Grants Pilot Program	
10	Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs	
11	Enhanced Mobility of Seniors and Individuals with Disabilities Programs	X

12	State of Good Repair Grants	_____
13	Infrastructure Finance Programs	_____
14	Alcohol and Controlled Substances Testing	X
15	Rail Safety Training and Oversight	_____
16	Demand Responsive Service	X
17	Interest and Financing Costs	_____
18	Cybersecurity Certification for Rail Rolling Stock and Operations	_____
19	Tribal Transit Programs	_____
20	Emergency Relief Program	_____

CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE

AFFIRMATION OF APPLICANT

Name of the Applicant: **County of Kane**

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all federal laws, regulations, and requirements, follow applicable federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in the federal fiscal year, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

The Certifications and Assurances the Applicant selects apply to each Award for which it now seeks, or may seek in the future, of federal assistance to be awarded by FTA during the federal fiscal year.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 *et seq*., and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. § 1001 apply to any certification, assurance, or submission made in connection with a federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Signature_____ Date: _____

Name_____ Authorized Representative of Applicant

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant): **County of Kane**

As the undersigned Attorney for the above-named Applicant, I hereby affirm the Applicant has the authority under state, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA assisted Award.

Signature_____ Date: _____

Name_____ Attorney for Applicant

Each Applicant for federal assistance to be awarded by FTA must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its electronic signature in lieu of the Attorney's signature within TrAMS, provided the Applicant has on file and uploaded to TrAMS this hard-copy Affirmation, signed by the attorney and dated this federal fiscal year.

Not every provision of every certification will apply to every applicant or award. If a provision of a certification does not apply to the applicant or its award, FTA will not enforce that provision.

Text in italic is not part of a certification and is of no legal effect. Its purpose is to provide explanation and context for the certification.

CATEGORY 1. CERTIFICATIONS AND ASSURANCES REQUIRED OF EVERY APPLICANT.

All applicants must make the certifications in this category.

1.1. Standard Assurances.

The certifications in this subcategory appear as part of the applicant's registration or annual registration renewal in the System for Award Management (SAM.gov) and on the Office of Management and Budget's standard form 424B "Assurances—Non-Construction Programs". This certification has been modified in places to include analogous certifications required by U.S. DOT statutes or regulations.

As the duly authorized representative of the applicant, you certify that the applicant:

(a) Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.

(b) Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

(c) Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

(d) Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

(e) Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§ 4728–4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 CFR 900, Subpart F).

(f) Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to:

(1) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin, as effectuated by U.S. DOT regulation 49 CFR Part 21, including any amendments thereto;
(2) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681–1683, and 1685–1686), which prohibits discrimination on the basis of sex, as effectuated by U.S. DOT regulation 49 CFR Part 25;
(3) Section 5332 of the Federal Transit Law (49 U.S.C. § 5332), which prohibits any person being excluded from participating in, denied a benefit of, or discriminated against under, a project, program, or activity receiving financial assistance from FTA because of race, color, religion, national origin, sex, disability, or age.
(4) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicaps, as effectuated by U.S. DOT regulation 49 CFR Part 27;
(5) The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101–6107), which prohibits discrimination on the basis of age;
(6) The Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse;
(7) The comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91–616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism;
(8) Sections 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§ 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records;
(9) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental, or financing of housing;
(10) Any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and,
(11) the requirements of any other nondiscrimination statute(s) which may apply to the application.

(g) Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 ("Uniform Act") (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases. The requirements of the Uniform Act are effectuated by U.S. DOT regulation 49 CFR Part 24.

(h) Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§ 1501–1508 and 7324–7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

(i) Will comply, as applicable, with the provisions of the Davis–Bacon Act (40 U.S.C. §§ 276a to 276a-7), the Copeland Act (40 U.S.C. § 276c and 18 U.S.C. § 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327–333), regarding labor standards for federally assisted construction sub-agreements.

(j) Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

(k) Will comply with environmental standards which may be prescribed pursuant to the following:

(1) Institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514;

(2) Notification of violating facilities pursuant to EO 11738;

(3) Protection of wetlands pursuant to EO 11990;

(4) Evaluation of flood hazards in floodplains in accordance with EO 11988;

(5) Assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§ 1451 et seq.);

(6) Conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§ 7401 et seq.);

(7) Protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and

(8) Protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93–205).

(l) Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§ 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

(m) Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. § 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§ 469a-1 et seq.).

(n) Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.

(o) Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§ 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.

(p) Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§ 4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

(q) Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and 2 CFR Part 200, Subpart F, "Audit Requirements", as adopted and implemented by U.S. DOT at 2 CFR Part 1201.

(r) Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing the program under which it is applying for assistance.

(s) Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. § 7104) which prohibits grant award recipients or a subrecipient from:

(1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect;

(2) Procuring a commercial sex act during the period of time that the award is in effect; or

(3) Using forced labor in the performance of the award or subawards under the award.

1.2. Standard Assurances: Additional Assurances for Construction Projects.

This certification appears on the Office of Management and Budget's standard form 424D "Assurances—Construction Programs" and applies specifically to federally assisted projects for construction. This certification has been modified in places to include analogous certifications required by U.S. DOT statutes or regulations.

As the duly authorized representative of the applicant, you certify that the applicant:

(a) Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency; will record the Federal awarding agency directives; and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure nondiscrimination during the useful life of the project.

(b) Will comply with the requirements of the assistance awarding agency with regard to the drafting, review, and approval of construction plans and specifications.

(c) Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work confirms with the approved plans and specifications, and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.

1.3. Procurement.

The Uniform Administrative Requirements, 2 CFR § 200.325, allow a recipient to self-certify that its procurement system complies with Federal requirements, in lieu of submitting to certain pre-procurement reviews. Additionally, 2 CFR § 200.216(e) states that by accepting a grant, the recipient is certifying its compliance with that section ("Prohibition on certain telecommunications and video surveillance equipment or services").

The applicant certifies that its procurement system complies with:

(a) U.S. DOT regulations, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR Part 1201, which incorporates by reference U.S. OMB regulatory guidance, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR Part 200, particularly 2 CFR §§ 200.317–200.327 "Procurement Standards;
(b) Federal laws, regulations, and requirements applicable to FTA procurements; and
(c) The latest edition of FTA Circular 4220.1 and other applicable Federal guidance.
(d) 2 CFR § 200.216, "Prohibition on certain telecommunications and video surveillance equipment or services."

1.4. Increased Micro-Purchase Threshold.

A recipient may establish a micro-purchase threshold that is higher than the Federal micro-purchase threshold. Pursuant to 2 CFR § 200.320(a)(1)(iv), the recipient may self-certify a micro-purchase threshold up to $50,000. Pursuant to 2 CFR § 200.320(a)(1)(v), the recipient may set a micro-purchase threshold higher than $50,000, but only with the approval of the recipient's Federal cognizant agency for indirect costs. To determine an applicant's cognizant agency for indirect costs, consult the definition of "cognizant agency for indirect costs" in 2 CFR § 200.1.

If the recipient uses a micro-purchase threshold that is higher than the Federal micro-purchase threshold, the recipient certifies:

(a) The recipient's micro-purchase threshold does not exceed $50,000, or the recipient has approval from its Federal cognizant agency for indirect costs to use a higher micro-purchase threshold;
(b) The recipient has a written justification for its micro-purchase threshold; and
(c) The recipient has supporting documentation of any of the following:
    (1) The recipient qualifies as a low-risk auditee, in accordance with the criteria in 2 CFR § 200.520 for the most recent audit;
    (2) The recipient has an annual internal institutional risk assessment to identify, mitigate, and manage financial risks; or

(3) For public institutions, a higher threshold is consistent with State law.

1.5. Suspension and Debarment.

Pursuant to Executive Order 12549, as implemented at 2 CFR Parts 180 and 1200, prior to entering into a covered transaction with an applicant, FTA must determine whether the applicant is excluded from participating in covered non-procurement transactions. For this purpose, FTA is authorized to collect a certification from each applicant regarding the applicant's exclusion status. 2 CFR § 180.300. Additionally, each applicant must disclose any information required by 2 CFR § 180.335 about the applicant and the applicant's principals prior to entering into an award agreement with FTA. This certification serves both purposes.

The applicant certifies, to the best of its knowledge and belief, that the applicant and each of its principals:

(a) Is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily or involuntarily excluded from covered transactions by any Federal department or agency;

(b) Has not, within the preceding three years, been convicted of or had a civil judgment rendered against him or her for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public or private agreement or transaction; violation of Federal or State antitrust statutes, including those proscribing price fixing between competitors, allocation of customers between competitors, and bid rigging; commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice; or commission of any other offense indicating a lack of business integrity or business honesty;

(c) Is not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any offense described in paragraph (b) of this certification; and

(d) Has not, within the preceding three years, had one or more public transactions (Federal, State, or local) terminated for cause or default.

1.6. Lobbying.

If the applicant will apply for a grant or cooperative agreement exceeding $100,000, or a loan, line of credit, loan guarantee, or loan insurance exceeding $150,000, it must make the following certification and, if applicable, make a disclosure regarding the applicant's lobbying activities. This certification is required by 49 CFR § 20.110 and app. A to that part.

This certification does not apply to an applicant that is an Indian Tribe, Indian organization, or an Indian tribal organization exempt from the requirements of 49 CFR Part 20.

1.6.1. Certification for Contracts, Grants, Loans, and Cooperative Agreements.

The undersigned certifies, to the best of his or her knowledge and belief, that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

1.6.2. Statement for Loan Guarantees and Loan Insurance.

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement

shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

1.7. Real Property Use

This certification responds to Recommendation #7 in the U.S. Department of Transportation's Office of Inspector General Report FS2024025 (May 20, 2024).

If the applicant will use assistance provided by the Federal Transit Administration to acquire or improve real property, the applicant certifies that it will comply with the requirements of 2 CFR § 200.311, including but not limited to, requirements to use the property for the purposes authorized in its award, and to seek disposition instructions from FTA when the property no longer is needed for any authorized purpose.

CATEGORY 2. PUBLIC TRANSPORTATION AGENCY SAFETY PLANS

This certification is required of each applicant under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), each rail operator that is subject to FTA's state safety oversight programs, and each State that is required to draft and certify a Public Transportation Agency Safety Plan on behalf of a Small Public Transportation Provider (as that term is defined at 49 CFR § 673.5) pursuant to 49 CFR § 673.11(d).

This certification is required by 49 U.S.C. § 5307(c)(1)(L), 49 U.S.C. § 5329(d)(1), and 49 CFR § 673.13. This certification is a condition of receipt of Urbanized Area Formula Grants Program (49 U.S.C. § 5307) funding.

This certification does not apply to any applicant that only receives financial assistance from FTA under the Formula Grants for the Enhanced Mobility of Seniors Program (49 U.S.C. § 5310), the Formula Grants for Rural Areas Program (49 U.S.C. § 5311), or combination of these two programs, unless it operates a rail fixed guideway public transportation system.

If the applicant is an operator, the applicant certifies that it has established a Public Transportation Agency Safety Plan meeting the requirements of 49 U.S.C. § 5329(d)(1) and 49 CFR Part 673; including, specifically, that the board of directors (or equivalent entity) of the applicant has approved, or, in the case of an applicant that will apply for assistance under 49 U.S.C. § 5307 that is serving an urbanized area with a population of 200,000 or more, the safety committee of the entity established under 49 U.S.C. § 5329(d)(5), followed by the board of directors (or equivalent entity) of the applicant has approved, the Public Transportation Agency Safety Plan or any updates thereto; and, for each recipient serving an urbanized area with a population of fewer than 200,000, that the Public Transportation Agency Safety Plan has been developed in cooperation with frontline employee representatives.

If the applicant is a State that drafts and certifies a Public Transportation Agency Safety Plan on behalf of a public transportation operator, the applicant certifies that:

(a) It has drafted and certified a Public Transportation Agency Safety Plan meeting the requirements of 49 U.S.C. § 5329(d)(1) and 49 CFR Part 673 for each Small Public Transportation Provider (as that term is defined at 49 CFR § 673.5) in the State, unless the Small Public Transportation Provider provided notification to the State that it was opting out of the State-drafted plan and drafting its own Public Transportation Agency Safety Plan; and

(b) Each Small Public Transportation Provider within the State that opts to use a State-drafted Public Transportation Agency Safety Plan has a plan that has been approved by the provider's Accountable Executive (as that term is defined at 49 CFR § 673.5), Board of Directors or Equivalent Authority (as that term is defined at 49 CFR § 673.5), and, if the Small Public Transportation Provider serves an urbanized area with a population of 200,000 or more, the safety committee of the Small Public Transportation Provider established under 49 U.S.C. § 5329(d)(5).

CATEGORY 3. TAX LIABILITY AND FELONY CONVICTIONS.

If the applicant is a business association (regardless of for-profit, not for-profit, or tax-exempt status), it must make this certification. Federal appropriations acts since at least 2014 have prohibited FTA from using funds to enter into an agreement with any corporation that has unpaid Federal tax liabilities or recent felony convictions without first considering the corporation for debarment. E.g., Consolidated Appropriations Act, 2026, Pub. L. 119-75, div. E, tit. VII §§ 744-745. U.S. DOT Order 4200.6 defines a "corporation" as "any private corporation, partnership, trust, joint-stock company, sole proprietorship, or other business association", and applies the restriction to all tiers of subawards. As prescribed by U.S. DOT Order 4200.6, FTA requires each business association applicant to certify as to its tax and felony status.

If the applicant is a private corporation, partnership, trust, joint-stock company, sole proprietorship, or other business association, the applicant certifies that:

(a) It has no unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability; and

(b) It has not been convicted of a felony criminal violation under any Federal law within the preceding 24 months.

CATEGORY 4. PRIVATE SECTOR PROTECTIONS.

If the applicant will apply for funds that it will use to acquire or operate public transportation facilities or equipment, the applicant must make the following certification regarding protections for the private sector.

4.1. Charter Service Agreement.

To enforce the provisions of 49 U.S.C. § 5323(d), FTA's charter service regulation requires each applicant seeking assistance from FTA for the purpose of acquiring or operating any public transportation equipment or facilities to make the following Charter Service Agreement. 49 CFR § 604.4.

The applicant agrees that it, and each of its subrecipients, and third-party contractors at any level who use FTA-funded vehicles, may provide charter service using equipment or facilities acquired with Federal assistance authorized under the Federal Transit Laws only in compliance with the regulations set out in 49 CFR Part 604, the terms and conditions of which are incorporated herein by reference.

4.2. School Bus Agreement.

To enforce the provisions of 49 U.S.C. § 5323(f), FTA's school bus regulation requires each applicant seeking assistance from FTA for the purpose of acquiring or operating any public transportation equipment or facilities to make the following agreement regarding the provision of school bus services. 49 CFR § 605.15.

(a) If the applicant is not authorized by the FTA Administrator under 49 CFR § 605.11 to engage in school bus operations, the applicant agrees and certifies as follows:
   (1) The applicant and any operator of project equipment agrees that it will not engage in school bus operations in competition with private school bus operators.
   (2) The applicant agrees that it will not engage in any practice which constitutes a means of avoiding the requirements of this agreement, part 605 of the Federal Mass Transit Regulations, or section 164(b) of the Federal-Aid Highway Act of 1973 (49 U.S.C. 1602a(b)).

(b) If the applicant is authorized or obtains authorization from the FTA Administrator to engage in school bus operations under 49 CFR § 605.11, the applicant agrees as follows:
   (1) The applicant agrees that neither it nor any operator of project equipment will engage in school bus operations in competition with private school bus operators except as provided herein.
   (2) The applicant, or any operator of project equipment, agrees to promptly notify the FTA Administrator of any changes in its operations which might jeopardize the continuation of an exemption under § 605.11.

(3) The applicant agrees that it will not engage in any practice which constitutes a means of avoiding the requirements of this agreement, part 605 of the Federal Transit Administration regulations or section 164(b) of the Federal-Aid Highway Act of 1973 (49 U.S.C. 1602a(b)).

(4) The applicant agrees that the project facilities and equipment shall be used for the provision of mass transportation services within its urban area and that any other use of project facilities and equipment will be incidental to and shall not interfere with the use of such facilities and equipment in mass transportation service to the public.

CATEGORY 5. TRANSIT ASSET MANAGEMENT PLAN.

If the applicant owns, operates, or manages capital assets used to provide public transportation, the following certification is required by 49 U.S.C. § 5326(a).

The applicant certifies that it is in compliance with 49 CFR Part 625.

CATEGORY 6. ROLLING STOCK BUY AMERICA REVIEWS AND BUS TESTING.

6.1. Rolling Stock Buy America Reviews.

If the applicant will apply for an award to acquire rolling stock for use in revenue service, it must make this certification. This certification is required by 49 CFR § 663.7.

The applicant certifies that it will conduct or cause to be conducted the pre-award and post-delivery audits prescribed by 49 CFR Part 663 and will maintain on file the certifications required by Subparts B, C, and D of 49 CFR Part 663.

6.2. Bus Testing.

If the applicant will apply for funds for the purchase or lease of any new bus model, or any bus model with a major change in configuration or components, the applicant must make this certification. This certification is required by 49 CFR § 665.7.

The applicant certifies that the bus was tested at the Bus Testing Facility established in accordance with 49 U.S.C. § 5318 (currently the Larson Transportation Institute's Bus Research and Testing Center at Pennsylvania State University) and that the bus received a passing test score as required by 49 CFR Part 665. The applicant has received or will receive the appropriate full Bus Testing Report and any applicable partial testing reports before final acceptance of the first vehicle.

CATEGORY 7. URBANIZED AREA FORMULA GRANTS PROGRAM.

If the applicant will apply for an award under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), or any other program or award that is subject to the requirements of 49 U.S.C. § 5307, including the Formula Grants for the Enhanced Mobility of Seniors Program (49 U.S.C. § 5310); "flex funds" from infrastructure programs administered by the Federal Highways Administration (see 49 U.S.C. § 5334(i)); projects that will receive an award authorized by the Transportation Infrastructure Finance and Innovation Act ("TIFIA") (23 U.S.C. §§ 601–609) or State Infrastructure Bank Program (23 U.S.C. § 610) (see 49 U.S.C. § 5323(o)); formula awards or competitive awards to urbanized areas under the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339(a) and (b)); or low or no emission awards to any area under the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339(c)), the applicant must make the following certification. This certification is required by 49 U.S.C. § 5307(c)(1).

The applicant certifies that it:

(a) Has or will have the legal, financial, and technical capacity to carry out the program of projects (developed pursuant 49 U.S.C. § 5307(b)), including safety and security aspects of the program;

(b) Has or will have satisfactory continuing control over the use of equipment and facilities;

(c) Will maintain equipment and facilities in accordance with the applicant's transit asset management plan;

(d) Will ensure that, during non-peak hours for transportation using or involving a facility or equipment of a project financed under this section, a fare that is not more than 50 percent of the peak hour fare will be charged for any—

  (1) Senior;

  (2) Individual who, because of illness, injury, age, congenital malfunction, or any other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability), cannot use a public transportation service or a public transportation facility effectively without special facilities, planning, or design; and

  (3) Individual presenting a Medicare card issued to that individual under title II or XVIII of the Social Security Act (42 U.S.C. §§ 401 et seq., and 1395 et seq.);

(e) In carrying out a procurement under 49 U.S.C. § 5307, will comply with 49 U.S.C. §§ 5323 (general provisions) and 5325 (contract requirements);

(f) Has complied with 49 U.S.C. § 5307(b) (program of projects requirements);

(g) Has available and will provide the required amounts as provided by 49 U.S.C. § 5307(d) (cost sharing);

(h) Will comply with 49 U.S.C. §§ 5303 (metropolitan transportation planning) and 5304 (statewide and nonmetropolitan transportation planning);

(i) Has a locally developed process to solicit and consider public comment before raising a fare or carrying out a major reduction of transportation;

(j) Either—

(1) Will expend for each fiscal year for public transportation security projects, including increased lighting in or adjacent to a public transportation system (including bus stops, subway stations, parking lots, and garages), increased camera surveillance of an area in or adjacent to that system, providing an emergency telephone line to contact law enforcement or security personnel in an area in or adjacent to that system, and any other project intended to increase the security and safety of an existing or planned public transportation system, at least 1 percent of the amount the recipient receives for each fiscal year under 49 U.S.C. § 5336; or

(2) Has decided that the expenditure for security projects is not necessary;

(k) In the case of an applicant for an urbanized area with a population of not fewer than 200,000 individuals, as determined by the Bureau of the Census, will submit an annual report listing projects carried out in the preceding fiscal year under 49 U.S.C. § 5307 for associated transit improvements as defined in 49 U.S.C. § 5302; and

(l) Will comply with 49 U.S.C. § 5329(d) (public transportation agency safety plan).

CATEGORY 8. FORMULA GRANTS FOR RURAL AREAS.

If the applicant will apply for funds made available to it under the Formula Grants for Rural Areas Program (49 U.S.C. § 5311), it must make this certification. Paragraph (a) of this certification helps FTA make the determinations required by 49 U.S.C. § 5311(b)(2)(C). Paragraph (b) of this certification is required by 49 U.S.C. § 5311(f)(2). Paragraph (c) of this certification, which applies to funds apportioned for the Appalachian Development Public Transportation Assistance Program, is necessary to enforce the conditions of 49 U.S.C. § 5311(c)(2)(D).

(a) The applicant certifies that its State program for public transportation service projects, including agreements with private providers for public transportation service—

(1) Provides a fair distribution of amounts in the State, including Indian reservations; and

(2) Provides the maximum feasible coordination of public transportation service assisted under 49 U.S.C. § 5311 with transportation service assisted by other Federal sources; and

(b) If the applicant will in any fiscal year expend less than 15% of the total amount made available to it under 49 U.S.C. § 5311 to carry out a program to develop and support intercity bus transportation, the applicant certifies that it has consulted with affected

intercity bus service providers, and the intercity bus service needs of the State are being met adequately.

(c) If the applicant will use for a highway project amounts that cannot be used for operating expenses authorized under 49 U.S.C. § 5311(c)(2) (Appalachian Development Public Transportation Assistance Program), the applicant certifies that—

(1) It has approved the use in writing only after providing appropriate notice and an opportunity for comment and appeal to affected public transportation providers; and

(2) It has determined that otherwise eligible local transit needs are being addressed.

CATEGORY 9. FIXED GUIDEWAY CAPITAL INVESTMENT GRANTS AND THE EXPEDITED PROJECT DELIVERY FOR CAPITAL INVESTMENT GRANTS PILOT PROGRAM.

If the applicant will apply for an award under any subsection of the Fixed Guideway Capital Investment Program (49 U.S.C. § 5309), including an award made pursuant to the FAST Act's Expedited Project Delivery for Capital Investment Grants Pilot Program (Pub. L. 114-94, div. A, title III, § 3005(b)), the applicant must make the following certification. This certification is required by 49 U.S.C. § 5309(c)(2) and Pub. L. 114-94, div. A, title III, § 3005(b)(3)(B).

The applicant certifies that it:

(a) Has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award,

(b) Has or will have satisfactory continuing control over the use of equipment and facilities acquired or improved under its Award.

(c) Will maintain equipment and facilities acquired or improved under its Award in accordance with its transit asset management plan; and

(d) Will comply with 49 U.S.C. §§ 5303 (metropolitan transportation planning) and 5304 (statewide and nonmetropolitan transportation planning).

CATEGORY 10. GRANTS FOR BUSES AND BUS FACILITIES AND LOW OR NO EMISSION VEHICLE DEPLOYMENT GRANT PROGRAMS.

If the applicant is in an urbanized area and will apply for an award under subsection (a) (formula grants), subsection (b) (buses and bus facilities competitive grants), or subsection (c) (low or no emissions grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the certification in Category 7 for Urbanized Area Formula Grants (49 U.S.C. § 5307). This certification is required by 49 U.S.C. § 5339(a)(3), (b)(6), and (c)(3), respectively.

If the applicant is in a rural area and will apply for an award under subsection (a) (formula grants), subsection (b) (bus and bus facilities competitive grants), or subsection (c) (low or no emissions grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the certification in Category 8 for Formula Grants for Rural Areas (49 U.S.C. § 5311). This certification is required by 49 U.S.C. § 5339(a)(3), (b)(6), and (c)(3), respectively.

Making this certification will incorporate by reference the applicable certifications in Category 7 or Category 8.

If the applicant will receive a competitive award under subsection (b) (buses and bus facilities competitive grants), or subsection (c) (low or no emissions grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339) related to zero emissions vehicles or related infrastructure, it must make the following certification. This certification is required by 49 U.S.C. § 5339(d).

The applicant will use 5 percent of grants related to zero emissions vehicles (as defined in 49 U.S.C. § 5339(c)(1)) or related infrastructure under 49 U.S.C. § 5339(b) or (c) to fund workforce development training as described in section 49 U.S.C. § 5314(b)(2) (including registered apprenticeships and other labor-management training programs) under the recipient's plan to address the impact of the transition to zero emission vehicles on the applicant's current workforce; or the applicant certifies a smaller percentage is necessary to carry out that plan.

CATEGORY 11. ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES PROGRAMS.

If the applicant will apply for an award under the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program (49 U.S.C. § 5310), it must make the certification in Category 7 for Urbanized Area Formula Grants (49 U.S.C. § 5307). This certification is required by 49 U.S.C. § 5310(e)(1). Making this certification will incorporate by reference the certification in Category 7, except that FTA has determined that (d), (f), (i), (j), and (k) of Category 7 do not apply to awards made under 49 U.S.C. § 5310 and will not be enforced.

In addition to the certification in Category 7, the applicant must make the following certification that is specific to the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program. This certification is required by 49 U.S.C. § 5310(e)(2).

The applicant certifies that:

(a) The projects selected by the applicant are included in a locally developed, coordinated public transit-human services transportation plan;

(b) The plan described in clause (a) was developed and approved through a process that included participation by seniors, individuals with disabilities, representatives of public, private, and nonprofit transportation and human services providers, and other members of the public;

(c) To the maximum extent feasible, the services funded under 49 U.S.C. § 5310 will be coordinated with transportation services assisted by other Federal departments and agencies, including any transportation activities carried out by a recipient of a grant from the Department of Health and Human Services; and

(d) If the applicant will allocate funds received under 49 U.S.C. § 5310 to subrecipients, it will do so on a fair and equitable basis.

CATEGORY 12. STATE OF GOOD REPAIR GRANTS.

If the applicant will apply for an award under FTA's State of Good Repair Grants Program (49 U.S.C. § 5337), it must make the following certification. Because FTA generally does not review the transit asset management plans of public transportation providers, the asset management certification is necessary to enforce the provisions of 49 U.S.C. § 5337(a)(4). The certification with regard to acquiring restricted rail rolling stock is required by 49 U.S.C. § 5323(u)(4). Note that this certification is not limited to the use of Federal funds.

The applicant certifies that the projects it will carry out using assistance authorized by the State of Good Repair Grants Program, 49 U.S.C. § 5337, are aligned with the applicant's most recent transit asset management plan and are identified in the investment and prioritization section of such plan, consistent with the requirements of 49 CFR Part 625.

If the applicant operates a rail fixed guideway service, the applicant certifies that, in the fiscal year for which an award is available to the applicant under the State of Good Repair Grants Program, 49 U.S.C. § 5337, the applicant will not award any contract or subcontract for the procurement of rail rolling stock for use in public transportation with a rail rolling stock manufacturer described in 49 U.S.C. § 5323(u)(1).

CATEGORY 13. INFRASTRUCTURE FINANCE PROGRAMS.

If the applicant will apply for an award for a project that will include assistance under the Transportation Infrastructure Finance and Innovation Act ("TIFIA") Program (23 U.S.C. §§ 601–609) or the State Infrastructure Banks ("SIB") Program (23 U.S.C. § 610), it must make the certifications in Category 7 for the Urbanized Area Formula Grants Program, Category 9 for the Fixed Guideway Capital Investment Grants program, and Category 12 for the State of Good Repair Grants program. These certifications are required by 49 U.S.C. § 5323(o).

Making this certification will incorporate the certifications in Categories 7, 9, and 12 by reference.

CATEGORY 14. ALCOHOL AND CONTROLLED SUBSTANCES TESTING.

If the applicant will apply for an award under FTA's Urbanized Area Formula Grants Program (49 U.S.C. § 5307), Fixed Guideway Capital Investment Program (49 U.S.C. § 5309), Formula Grants for Rural Areas Program (49 U.S.C. § 5311), or Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339) programs, the applicant must make the following certification. The applicant must make this certification on its own behalf and on behalf of its subrecipients and contractors. This certification is required by 49 CFR § 655.83.

The applicant certifies that it, its subrecipients, and its contractors are compliant with FTA's regulation for the Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations, 49 CFR Part 655.

CATEGORY 15. RAIL SAFETY TRAINING AND OVERSIGHT.

If the applicant is a State with at least one rail fixed guideway system, or is a State Safety Oversight Agency, or operates a rail fixed guideway system, it must make the following certification. The elements of this certification are required by 49 CFR §§ 672.31 and 674.39.

The applicant certifies that the rail fixed guideway public transportation system and the State Safety Oversight Agency for the State are:

(a) Compliant with the requirements of 49 CFR Part 672, "Public Transportation Safety Certification Training Program"; and
(b) Compliant with the requirements of 49 CFR Part 674, "Sate Safety Oversight".

CATEGORY 16. DEMAND RESPONSIVE SERVICE.

If the applicant operates demand responsive service and will apply for an award to purchase a non-rail vehicle that is not accessible within the meaning of 49 CFR Part 37, it must make the following certification. This certification is required by 49 CFR § 37.77.

The applicant certifies that the service it provides to individuals with disabilities is equivalent to that provided to other persons. A demand responsive system, when viewed in its entirety, is deemed to provide equivalent service if the service available to individuals with disabilities, including individuals who use wheelchairs, is provided in the most integrated setting appropriate to the needs of the individual and is equivalent to the service provided other individuals with respect to the following service characteristics:

(a) Response time;
(b) Fares;
(c) Geographic area of service;
(d) Hours and days of service;

(e) Restrictions or priorities based on trip purpose;
(f) Availability of information and reservation capability; and
(g) Any constraints on capacity or service availability.

CATEGORY 17. INTEREST AND FINANCING COSTS.

*If the applicant will pay for interest or other financing costs of a project using assistance awarded under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), the Fixed Guideway Capital Investment Grants Program (49 U.S.C. § 5309), or any program that must comply with the requirements of 49 U.S.C. § 5307, including the Formula Grants for the Enhanced Mobility of Seniors Program (49 U.S.C. § 5310), "flex funds" from infrastructure programs administered by the Federal Highways Administration (*see *49 U.S.C. § 5334(i)), or awards to urbanized areas under the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the following certification. This certification is required by 49 U.S.C. §§ 5307(e)(3) and 5309(k)(2)(D).*

The applicant certifies that:

(a) Its application includes the cost of interest earned and payable on bonds issued by the applicant only to the extent proceeds of the bonds were or will be expended in carrying out the project identified in its application; and
(b) The applicant has shown or will show reasonable diligence in seeking the most favorable financing terms available to the project at the time of borrowing.

CATEGORY 18. CYBERSECURITY CERTIFICATION FOR RAIL ROLLING STOCK AND OPERATIONS.

If the applicant operates a rail fixed guideway public transportation system, it must make this certification. This certification is required by 49 U.S.C. § 5323(v). For information about standards or practices that may apply to a rail fixed guideway public transportation system, visit https://www.nist.gov/cyberframework *and* https://www.cisa.gov/.

The applicant certifies that it has established a process to develop, maintain, and execute a written plan for identifying and reducing cybersecurity risks that complies with the requirements of 49 U.S.C. § 5323(v)(2).

CATEGORY 19. PUBLIC TRANSPORTATION ON INDIAN RESERVATIONS FORMULA AND DISCRETIONARY PROGRAM (TRIBAL TRANSIT PROGRAMS).

Before FTA may provide Federal assistance for an Award financed under either the Public Transportation on Indian Reservations Formula or Discretionary Program authorized under 49 U.S.C. § 5311(c)(1), as amended by the FAST Act, (Tribal Transit Programs), the applicant

must select the Certifications in this Category, except as FTA determines otherwise in writing. Tribal Transit Program applicants may certify to this Category and Category 1 (Certifications and Assurances Required of Every Applicant) and need not make any other certification, to meet Tribal Transit Program certification requirements. If an applicant will apply for any program in addition to the Tribal Transit Program, additional certifications may be required.

FTA has established terms and conditions for Tribal Transit Program grants financed with Federal assistance appropriated or made available under 49 U.S.C. § 5311(c)(1). The applicant certifies that:

(a) It has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.

(b) It has or will have satisfactory continuing control over the use of its equipment and facilities acquired or improved under its Award.

(c) It will maintain its equipment and facilities acquired or improved under its Award, in accordance with its transit asset management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR Part 625. Its Award will achieve maximum feasible coordination with transportation service financed by other federal sources.

(d) With respect to its procurement system:
   (1) It will have a procurement system that complies with U.S. DOT regulations, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR Part 1201, which incorporates by reference U.S. OMB regulatory guidance, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR Part 200, for Awards made on or after December 26, 2014,
   (2) It will have a procurement system that complies with U.S. DOT regulations, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments," 49 CFR Part 18, specifically former 49 CFR § 18.36, for Awards made before December 26, 2014, or
   (3) It will inform FTA promptly if its procurement system does not comply with either of those U.S. DOT regulations.

(e) It will comply with the Certifications, Assurances, and Agreements in:
   (1) Category 4.1 and 4.2 (Charter Service Agreement and School Bus Agreement),
   (2) Category 5 (Transit Asset Management Plan),
   (3) Category 6.1 and 6.2 (Rolling Stock Buy America Reviews and Bus Testing),
   (4) Category 8 (Formula Grants for Rural Areas),
   (5) Category 14 (Alcohol and Controlled Substances Testing), and
   (6) Category 16 (Demand Responsive Service).

CATEGORY 20. EMERGENCY RELIEF PROGRAM.

An applicant to the Public Transportation Emergency Relief Program, 49 U.S.C. § 5324, must make the following certification. The certification is required by 49 U.S.C. § 5324(f) and must be made before the applicant can receive a grant under the Emergency Relief program.

The applicant certifies that the applicant has insurance required under State law for all structures related to the emergency relief program grant application.

EXHIBIT D

INSTRUCTIONS FOR ANNUAL CERTIFICATION TO COMPLY WITH CODE OF FEDERAL REGULATIONS (CFR) – TITLE 2, PART 200

Project Name: RIK Paratransit Service

Does this Project receive federal funds? ☒ Yes ☐ No

Amount of federal funds $99,779

Federal Project Number: IL-2026-003

ALN Number*, Federal Agency, Program Title: 20.513 Section 5310

*For CFDA (Catalog of Federal Domestic Assistance) Number, refer to original Federal Award/Grant Agreement.

The Northern Illinois Transit Authority is required by federal law to obtain and review the single audit of all Grantees that had any federally participating funds pass through it, irrespective of the amount provided by NITA. It is the responsibility of the Grantee expending federal funds to comply with the requirements of CFR, Title 2, Part 200 and determine whether they are required to have a single audit performed. Therefore, in accordance with CFR, Title 2-Subtitle A, Chapter II, Part 200, Subpart F, *Audit Requirements*, you are required to have a single audit performed if $1,000,000 or more in federal awards from all sources including other agencies were expended in the fiscal year. To comply with this provision, the following must be submitted:

- The Grantee must submit to NITA the attached Certification Form annually within one month of the close of the fiscal year.

- If applicable, a copy of the report of the single audit must be submitted no more than nine months after the end of the Grantee's fiscal year.

If your agency receives multiple awards from NITA, only one annual submittal of this information is required.

The single audit must be comprised of four parts. The Grantee has the option of including the four parts in one report or a combination of reports. The four parts are commonly known as:

1. Comprehensive Annual Financial Report (Financial Statements).
2. Schedule of Expenditures of Federal Awards and Independent Auditor's Report thereon.
3. Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and other matters based on an Audit of Financial Statements performed in accordance with Government Auditing Standards.
4. Independent Auditor's Report on Compliance with Requirements Applicable to each Major Program and on Internal Control over Compliance in accordance with CFR, Title 2, Part 200.

Additional information which should be submitted to NITA, if applicable:

1. Corrective Action Plan(s)
2. Management Letter
3. Status of Prior Year Findings

CODE OF FEDERAL REGULATIONS (CFR) – TITLE 2, PART 200
AUDIT REQUIREMENTS CERTIFICATION FORM

Grantee's Legal Name: County of Kane

Grantee's Address: _____

Grantee's Fiscal Year*: _____
(month) (day) (year) (month) (day) (year)

*A **fiscal year** (or financial year, or sometimes budget year) is a period used for calculating annual ("yearly") financial statements in businesses and other organizations. The fiscal year is **not** your TSA contract period. Please indicate above the fiscal year this certification covers.

Project Name(s): RIK Paratransit Service

Please (1) check the appropriate box, (2) sign below, and (3) return this certification to the address below.

☐ I certify our agency did not expend $1,000,000 or more in federal awards during the fiscal year entered above and was not required to have a single audit conducted.

☐ Our agency will submit the audit no more than nine months after the end of the fiscal year.

Grantee's Signature:_____ Date:_____

Print Name and Title: _____

Phone: (_____)_____ E-Mail: _____

Please email to: Lalaine Alvarez, Director, Audit
alvarezl@rtachicago.org

EXHIBIT E

Section 5310

Program Management Plan
February 2025

Regional Transportation Authority

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Introduction

Overview of the Regional Transportation Authority

The Illinois State Legislature created the RTA in 1974 to provide public transportation in the six counties of Cook, DuPage, Kane, Lake, McHenry, and Will Counties. The RTA, governed by a 16-member Board, is responsible for fiscal planning and policy oversight of public transportation in the six county RTA region. The actual operation of transit services is the responsibility of the RTA's service boards: the Chicago Transit Authority (CTA), the Commuter Rail Division (Metra), and the Suburban Bus Division (Pace).

Overview of the Section 5310 Program

The Enhanced Mobility of Seniors and Individuals with Disabilities Program (Section 5310) is a federal program administered by the Federal Transit Administration (FTA). The goal of the program is to improve mobility for seniors and individuals with disabilities throughout the country by removing barriers to transportation service and expanding transportation mobility options. The program supports transportation services planned, designed, and carried out to meet the special transportation needs of seniors and individuals with disabilities. Toward this goal, FTA provides financial assistance for transportation services planned, designed, and carried out to meet the special transportation needs of seniors and individuals with disabilities in all areas—large urbanized, small urbanized, and rural.

The Governor of Illinois designated the RTA to receive and dispense FTA Section 5310 funds. The RTA as the designated recipient is responsible for overseeing and administering a portion of the Section 5310 program in Northeastern Illinois that includes the six-county RTA region, comprising Cook, DuPage, Kane, Lake, McHenry and Will counties, plus the urbanized portions of Kendall County, Sandwich Township (DeKalb County), Somonauk Township (DeKalb County), and Aux Sable Township (Grundy County). The Illinois Department of Transportation (IDOT) is co-designated recipient of Section 5310 funding and administers vehicle purchasing through its Combined Vehicle Program.

Overview of the Program Management Plan

This Program Management Plan (PMP) describes the Regional Transportation Authority's (RTA) policies and procedures for administering the Federal Transit Administration (FTA) Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program. The RTA developed the PMP in accordance with current Federal Transit Laws and regulations as well as Circular 9070.1G. The PMP facilitates RTA's management and administration of the Section 5310 program in accordance with federal requirements. It also serves as a Section 5310 program guide to the general public and prospective applicants and will assist the FTA in its oversight responsibilities by documenting RTA's procedures and policies for administering these programs. As the designated recipient, the RTA is required to have an approved PMP on file with the FTA Region V office and to update it regularly to incorporate any changes in program management or new requirements. The PMP will be incorporated by reference and made a part of every Technical Services Agreement (TSA) between the RTA and any subrecipient of Section 5310 funds.

Program Goals & Objectives

The following goals were developed in coordination with the Human Services Transportation Plan (HSTP) Project Advisory Committee, a group of regional stakeholders who serve as an advisory committee to the RTA:

- Improve mobility for seniors and individuals with disabilities throughout Northeastern Illinois by removing barriers to transportation services and expanding the transportation mobility options available. Toward this goal, RTA will provide financial and technical

assistance to prospective awardees for transportation services planned, designed, and carried out to meet the special transportation needs of seniors and individuals with disabilities.

- Meet the federal requirements associated with receiving FTA funding Section 5310.
- Develop projects that encourage local coordination efforts.
- Facilitate the flow and appropriate level of Section 5310 program funding to the region by ensuring that the HSTP fully complies with the federal regulations and with the spirit and intent of the Section 5310 Program.
- Establish a framework by which proposed projects requesting Section 5310 program funding can be solicited and selected through a fair and equitable process.
- Ensure that all components of the Plan/Programs have benefited from a comprehensive public involvement effort that has effectively reached out to public, private, and non-profit transportation providers, human services providers and other stakeholders representing persons with disabilities, seniors, and the general public.
- Encourage not only coordination among services supported by the Section 5310 Program, but also coordination among the broad array of community transportation services in the seven-county region.

Roles & Responsibilities

Federal Transit Administration (FTA)

The FTA, through its Region V Office in Chicago, has federal oversight responsibilities for local public and specialized transportation assistance programs. Regional responsibilities include reviewing and approving grant applications, program management plans, and grant management activities.

HSTP Project Advisory Committee (PAC)

This committee of regional stakeholders helped update the Human Services Transportation Plan (HSTP). The members include representatives from the RTA Service Boards, IDOT, CMAP, the seven Northeastern Illinois counties, human services agencies that reflect populations of seniors, individuals with disabilities and low-income individuals and private non-profit and private for-profit agencies. The HSTP PAC will continue to serve as an advisory body to the RTA, focusing on the ongoing implementation of the HSTP and administration of the Section 5310 program.

Project Selection Team (PST)

The project selection team (PST) is made up of five representatives: two representatives from the RTA, one from the Illinois Department of Transportation (IDOT), one from the Chicago Metropolitan Agency for Planning (CMAP) and one from Easterseals. The PST members review each of the applications, listen to presentations from each applicant, and score based on the criteria (identified later in this document) and recommend a Program of Projects that is released for public comment.

Regional Transportation Authority (RTA)

The RTA as a designated recipient is responsible for overseeing and administering the Section 5310 Program in Northeastern Illinois including the development a biennial Program

of Projects (POP)[1]. In this capacity, the RTA also solicits applications, reviews and selects applications for funding, approves the POP, and submits the POP with the award applications to FTA. In addition, the RTA distributes award funds, conducts program planning, certifies the eligibility of applicants and project activities, monitors project activity for compliance with federal requirements, monitors usage of program assets by awardee, and oversees project audit and close-out. The RTA also provides ongoing technical assistance to subrecipients and prospective subrecipients.

RTA is responsible for leading the development of the HSTP and will be responsible for certifying that projects receiving Section 5310 funding were included in the HSTP. The RTA also staffs the HSTP Project Advisory Committee (PAC) and the Project Selection Team. The Project Selection Team is responsible for conducting the technical evaluation of project submittals in accordance with the HSTP.

Illinois Department of Transportation (IDOT)

IDOT is a co-designated recipient of Section 5310 funds. The co-designation status was approved by the Chicago Metropolitan Agency for Planning (CMAP), the Metropolitan Planning Organization (MPO) for Northeastern Illinois. Under this arrangement, IDOT will be responsible for project selection and the award of Section 5310 funded paratransit vehicles and RTA will be responsible for all other Section 5310 projects.

IDOT will solicit applications for the Combined Vehicle Program (CVP), review the applications and select awardees. This funding will be for the purchase of lift and ramp-equipped paratransit vehicles for eligible program recipients. IDOT also remains the agency responsible for the management of that program. IDOT is a member of the HSTP PAC and a member of the Project Selection Team.

Chicago Metropolitan Agency for Planning (CMAP)

The Chicago Metropolitan Agency for Planning (CMAP) is the regional planning agency for northeastern Illinois and staffs the MPO Policy Committee, which is designated as the region's Metropolitan Planning Organization (MPO). CMAP has an established committee structure to help carry out the functions of the agency. The CMAP Transportation Committee is charged with promoting a regional transportation system that is safe, efficient, and accessible while sustaining the region's vision related to the natural environment, economic and community development, social equity, and public health. The Transportation Committee includes public and private transportation providers, IDOT, representatives of municipalities and the counties of Northeastern Illinois. The Transportation Committee is also responsible for recommending projects for inclusion in the region's long-range plan and the region's Transportation Improvement Program. The updated HSTP was presented to the CMAP Transportation Committee as well as the CMAP MPO Policy Committee for endorsement.

Once a recommended POP is developed, it is submitted to the CMAP Transportation Committee during the public comment period for information purposes. A CMAP staff member also serves on the Project Selection Team. In addition, RTA has adopted the public participation requirements of the MPO in accordance with the FTA C 9030.1E Chapter V, Section 6d.

[1] The Program of Projects (POP) consists of projects (and the associated budgets) selected by the project selection team from the pool of applications submitted during the call for projects.

Coordination

The Coordinated Public Transit – Human Services Transportation Plan

The Coordinated Public Transit-Human Service Transportation Plan (HSTP) was first developed in 2007 and updated in 2013 to reflect the creation of the Section 5310 program as part of new transportation legislation at the time, Moving Ahead for Progress in the 21st Century (MAP-21) and most recently updated in 2021. The updated HSTP is included in this document as Exhibit A.

The creation of the HSTP and subsequent updates to the document was a collaborative planning effort led by the RTA to identify and recommend regional and local strategies that encourage the most effective use of available community transportation services to enhance mobility for the region's older adults, persons with disabilities and persons with low incomes. The scope of the project covered the seven counties of Cook, DuPage, Lake, Kane, McHenry, and Will, as well as urbanized portions of Kendall County, Aux Sable Township in Grundy County and Sandwich and Somonauk Townships in DeKalb County. Recommendations were derived from extensive outreach to stakeholders, riders and rider representatives.

Any projects to be funded with Section 5310 funding must be derived from or be included in a locally developed human services coordinated plan, such as the HSTP. Beginning with the FY2022-FY2035 program, capital / infrastructure projects submitted by the Service Boards will be allowed and considered by the Project Selection Committee. Ongoing operating projects have experienced COVID-related decreases in ridership, lowering the demand for operating funding. However, appropriations for the Section 5310 program have increased as a result of the Infrastructure Investment and Jobs Act (IIJA). To make use of the federal funding, these capital / infrastructure projects will be accepted, despite not being a specific recommendation in the HSTP.

Eligible Subrecipients

Entities considered eligible under federal guidelines for the Section 5310 Programs are eligible for funding in Northeastern Illinois. Generally, private non-profit organizations, or state or local government authorities that: (1) is approved by a state to coordinate services for seniors and individuals with disabilities; or (2) certifies that there are no non-profit organizations readily available in the area to provide the service. Governmental authorities eligible to apply for Section 5310 funds as "coordinators of services for seniors and individuals with disabilities" are those designated by the state to coordinate human service activities in a particular area. Examples of such eligible governmental authorities are a county agency on aging or a public transit provider which the state has identified as the lead agency to coordinate transportation services funded by multiple federal or state human service programs.

Private taxi companies that provide shared-ride taxi service to the general public on a regular basis are operators of public transportation, and therefore eligible subrecipients. "Shared-ride" means two or more passengers in the same vehicle who are otherwise not traveling together. Similar to general public and ADA demand response service, every trip does not have to be shared-ride in order for a taxi company to be considered a shared-ride operator, but the general nature of the service must include shared rides.

The RTA encourages prospective applicants, which may not have the resources to assume the responsibilities of a subrecipient, to consider partnering with an RTA Service Board when the proposed project is within the RTA six-county area. A successful partnering approach eases the administrative burden on the smaller or inexperienced agency, while allowing the public transit operator and partnering agency to pool their expertise to develop a successful project.

Local Share & Local Funding Requirements

The use of non-cash or soft match for Section 5310 projects is more restrictive than federal guidelines.

Restricting the use of non-cash match is designed to be consistent with and supportive of developing sustainable projects, a policy that has been strongly supported by the PAC. Obtaining the local cash match for a project in its initial stages, combined with other forms of local support, is a strong indicator of the potential sustainability of the project and thereby is encouraged by this policy.

Federal guidelines allow for non-cash match provided either through donations, volunteer services and in-kind contributions or through the use of transportation development credits[2]. The RTA has elected to not allow the use of non-cash match at this time. If a project is providing service through a contract operator and the project meets the definition of a "traditional" capital project[3], that awardee will still provide the equivalent of a 50% match for the contracted operations. The RTA retains discretion to allow for a 20% match (where allowable) in instances of financial need or hardship. This decision was reached to maintain equity among projects that are providing operations and to discourage additional reliance on federal assistance. One issue that was cited by the PAC and in a previous version of the HSTP is the difficulty of achieving financial sustainability for these services. It was felt that increasing the federal share for projects is counterproductive to developing sustainable projects.

Local match funding must be drawn down at the same rate as awarded Section 5310 funds. This is to prevent delayed FTA drawdowns and potential loss of FTA funding due to inactivity.

IDOT will be responsible for the awarding and purchase of Section 5310 vehicles, as noted previously. RTA will not be accepting applications for vehicles.

Project Selection Criteria & Method of Distributing Funds

Overview of Project Selection and Funding Allocation Process

In determining a fair and equitable process for project selection, the PAC took into consideration the needs of projects that are still in operation and the need to allow for the implementation of new projects.

The following describes the process for funding allocation in the region:

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[2] Under this provision, a state is permitted to use certain toll revenue capital expenditures as a credit toward the non-federal matching share of eligible Transit projects.

[3] Section 5310(b) provides that of the amounts apportioned to states and designated recipients, not less than 55 percent shall be available for traditional Section 5310 projects—those public transportation capital projects planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities when public transportation is insufficient, unavailable, or inappropriate. Further, the law provides that a recipient may allocate the funds apportioned to it to a. A private nonprofit organization; or b. A state or local governmental authority that: is approved by a state to coordinate services for seniors and individuals with disabilities; or (2) certifies that there are no nonprofit organizations readily available in the area to provide the service.

- Funds will be allocated to IDOT, the designated recipient that will be responsible for selecting and awarding paratransit vehicles grants, based on the recent annual average of Section 5310 paratransit vehicle awards to Northeastern Illinois recipients.
- The balance of the estimated apportionments each year will be available to RTA. RTA will use this amount to defray RTA administration costs (if needed) and award eligible Section 5310 projects to Northeastern Illinois recipients.
- A competitive call for projects is released on a biennial basis, which allows for awarding two years of funding to potential projects. Applications received will be screened for eligibility by RTA staff. Each applicant is required to provide a presentation of the application to the Project Selection Team, including participating in a question-and-answer session.
- The Project Selection Team utilizes criteria approved by the PAC. In the event RTA submits an application, the RTA will recuse itself from scoring its own application(s) to ensure a fair and transparent project selection process.
- Separately, IDOT will solicit and evaluate paratransit vehicle grant applications in fulfillment of their role as designated recipient for that portion of the program.
- The Project Selection Team may recommend project approval at an amount and scope less than originally requested for any Section 5310 project submitted for consideration. In that instance, consultation will take place with the project applicant. The Selection criteria is summarized in the next section; detailed application and selection criteria are included in Exhibit B.

Project Selection Criteria

Projects are first screened by RTA staff to determine whether they meet the following eligibility criteria:

- The proposed project addresses eligibility criteria laid out in the Section 5310 circular (FTA C 9070.1G, page III-9)
- The proposed project application identifies and addresses an unmet need identified in the HSTP
- The proposed project provides a capital / infrastructure improvement for seniors and people with disabilities.
- A local match will be supplied

Eligible projects are then awarded points based on the following categories:

- Consistency with and support for the HSTP, Transit is the Answer: Five-Year Regional Transit Strategic Plan and CMAP's ON TO 2050 plan.
- Project utilizes or coordinates with existing public transportation providers and private human service agencies
- Project demonstrates coordination between one or more partnering agency and improves access for target population
- Project provides for a mobility management function
- Project markets to the target population and promotes public awareness
- Project coordinates with existing public transportation providers and private human service agencies
- Applicant demonstrates ability to implement proposed project and manage federally-funded grants

- Applicant provides plan for assessing the proposed project's performance through the course of the project, including tracking quarterly data
- For continuing operating projects, the implementation / success of the project based on quarterly data.

Prospective Applicant Outreach Process

Consistent with establishing and maintaining an open and transparent process, the RTA's policy is to disseminate information and provide technical assistance to the maximum extent possible. Prospective applicants and the public are provided information on goals, eligible projects and activities, eligible applicants, selection criteria, description of the project selection process and Project Selection Team, available funding, local match guidelines, and the compliance review program. This information is made available and disseminated through a variety of means:

- The RTA releases notice of the Call for Projects through various databases maintained by the RTA and CMAP, notifying over 3,000 individuals and organizations.
- The Call for Projects timeline and all application materials are available on the RTA Website.
- Program staff will meet with prospective applicants and interested parties in advance of or during the call for projects to answer questions prospective applicants may have.
- The selection process utilizes evaluation criteria developed in consultation with the PAC.
- All applications received and the final approved POP are published on the program website rtachicago.com/section5310.
- The RTA will invite each unsuccessful applicant to a separate debriefing session designed to assist the applicant in understanding why a particular project was not chosen and to help RTA gain insights on how the process may be improved for future calls for projects
- Applicants are provided with RTA staff contact information so they may receive technical assistance with the application or to obtain information on the program.
- Application materials include program information, funding availability and the criteria for screening and/or evaluation of the applications.

Annual Program of Projects Development & Approval Process

Program of Projects Development

A competitive call for projects is held biennially (every other year) to solicit new capital, operating and mobility management projects. Upon the initiation of a call for projects all pertinent materials regarding the selection of projects will be published on the https://www.rtachicago.org/region/section-5310 web site. The call is typically released in the spring with the program of projects selected by the Project Selection Committee (PSC) based on the published eligibility and selection criteria. The recommended program of projects is then presented to the RTA Board for approval in the fall, following a public comment period.

Approval Process Overview

Once the recommended POP is developed by the Project Selection Team, it is released for a public comment period. During this public comment period, the recommended POP is presented to CMAP's Transportation Committee and the HSTP PAC for comment. Upon the conclusion of the public comment period, the RTA Board considers approval of the recommended POP. Once approved by the RTA Board, the projects will be submitted to the Transportation Improvement Program (TIP) [4]and the application will be submitted to FTA for approval.

Administration, Planning & Technical Assistance

Based upon federal transportation legislation and FTA guidelines, designated recipients of Section 5310 funding may utilize up to 10% of each annual apportionment to support program administrative costs including administration, planning, and technical assistance (these funds are referred to as "program administration funds"). This activity may be funded entirely by federal funds and does not require local match. In accordance with these guidelines, the RTA will allow up to 10% of the total fiscal year apportionment allocated to RTA to defray administration, planning and technical assistance expenses. RTA will primarily use these funds for the administration of the Section 5310 program and to provide technical assistance to current and prospective recipients.

Transfer of Funds

Pursuant to C9070.1G, Chapter III, Section 5310 Funds cannot be transferred to other programs. Additionally, funds apportioned for large UZAs cannot be transferred to other areas.

Private Sector Participation

Federal law requires the public to be involved in the transportation planning process, and specifically requires that private providers be provided an opportunity to be consulted in developing transportation plans and programs in both urbanized and rural areas. Public involvement processes must be proactive and provide complete information, timely public notice, full public access to key decisions, and opportunities for early and continuing involvement throughout the transportation planning and programming process. To this end, the HSTP PAC includes private for profit and non-profit representation. As noted previously, the CMAP Transportation Committee also has representatives of both private for profit and private non-profit sector represented, providing these agencies an opportunity to participate in the development of the HSTP and the Section 5310 POP.

[4] The Transportation Improvement Program (TIP) is metropolitan Chicago's agenda of surface transportation projects. The TIP lists all federally funded projects and regionally significant, non-federally funded projects programmed for implementation in the next five years.

Civil Rights

The RTA agrees to comply with all applicable civil rights statutes and implementing regulations notated in the Section 5310 Circular (9070.1G). The RTA filed its most recent Title VI Program with the FTA on October 1, 2023. In addition, the RTA specifically requires in all third-party contracts and grant agreements that the contractor/recipient comply with all requirements of Title VI. Subrecipients are required to maintain and submit to the RTA a Title VI plan that complies with federal requirements.

The RTA last submitted an update to its DBE program to the FTA in July 2014 and submitted its DBE Goal Methodology for FFYs 2023-2025 in July 2022. As required by 49 C.F.R. Part 26 and approved by U.S. DOT, the RTA's DBE Program is incorporated into and made part of its third-party contracts and agreements. The RTA specifically states in its third-party contracts/grant agreements that breach of the RTA DBE Program and/or failure by the contractor/recipient to honor all commitments made to DBEs at the time of award will be considered a breach of contract. In addition, the RTA monitors invoices received to ascertain, among other things, that the contractor/recipient is providing the agreed upon work to any DBE subcontractors/subrecipients and that such DBE companies are being paid in a timely fashion.

Any awardee under FTA programs is required to comply with all applicable Federal civil rights statutes and with the implementing regulations for the statutes. FTA implements the Civil Rights Act of 1964 by prohibiting discrimination under projects, programs or activities receiving financial assistance because of race, color, creed, national origin, sex or age. The laws include: Title VI of the Civil Rights Act of 1964, Equal Employment Opportunity, Disadvantaged Business Enterprise and Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 (ADA).

The requirements for Civil Rights compliance are extended to subrecipients. Subrecipient assurances under Title VI and the other civil rights requirements are included in the application for assistance, in the required Annual Certifications and Assurances and in the contract with RTA. Subrecipient awardees are also required to identify any lawsuits or complaints alleging discrimination in service filed with the awardee. Civil rights monitoring will concentrate on how the awardee is providing service. Title VI also assures that funds are passed through to subrecipients and their project without regard to race, color, or national origin.

Subrecipient awardees requesting or receiving capital or operating assistance in excess of $1 million in Federal funds in the previous Federal fiscal year or requests or received planning assistance in excess of $250,000 in the previous Federal fiscal year or employing 100 or more transit-related employees are required to develop and submit an EEO program to the RTA. If the subrecipient meets the foregoing criteria and is also a direct recipient of FTA funds, the subrecipient should continue to submit its EEO program to the FTA. Subrecipients that meet the same monetary threshold but employ 50 or more transit-related employees must prepare and maintain an abbreviated EEO program. EEO programs are developed to ensure that FTA applicants, recipients, subrecipients, contactors, and/or subcontractors will not discriminate against any employee or applicant for employment because of race, color, religion, national origin, sex, age, or disability. Actions covered include but are not limited to hiring, promotion or upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination, disciplinary actions, rates of pay or other forms of compensation, and selection for training, including apprenticeship. EEO signs need to be posted in conspicuous places, such as an employee break room, and made available to employees and applicants. Subrecipient awardees receiving less than the above amount and employing fewer people need only to post information in their offices.

Awardees receiving more than $250,000 in Federal funds, exclusive of rolling stock, must have DBE plans on file with the RTA. Periodic reports on plan compliance are required. Awardees receiving less than the threshold level must still make good faith efforts to utilize DBE's and must submit periodic reports on these efforts. Subrecipients with an FTA

approved DBE program shall be responsible for including all data relative to expenditures of FTA funds, no matter the intermediate source, in required DBE-related FTA submissions, including those funds utilized as a sub-recipient of an FTA grant to the RTA. This provision applies to subawardees at any tier. The RTA shall receive copies of all such reports.

Section 504 & ADA Reporting

The RTA agrees to comply with the requirements of 49 U.S.C. § 5301 (d), which state the federal policy that elderly individuals and individuals with disabilities have the same right as other individuals to use public transportation services and facilities, and that special efforts will be made in planning and designing those services and facilities to implement transportation accessibility rights for elderly individuals and individuals with disabilities. The RTA also agrees to comply with all applicable provisions of section 504 of the Rehabilitation Act of 1973, as amended, with 29 U.S.C. § 794 which prohibits discrimination of the basis of disability and with the Americans with Disabilities Act of 1990 (ADA), as amended, 42 U.S.C. §§ 12101 et seq., which requires that accessible facilities and services be made available to individuals with disabilities, and any subsequent amendments to these laws. Finally, the RTA agrees to comply with applicable laws in implementing federal regulations and directives and any subsequent amendments thereto.

Section 504 of the Rehabilitation Act of 1973 prohibits discrimination on the basis of handicap by recipients of Federal financial assistance. Recipients of FTA funds are required to make special efforts to provide transportation that is accessible to individuals with disabilities.

The RTA will monitor its sub-recipients' compliance with Section 504 and ADA reporting requirements using the same procedure utilized for Civil Rights compliance, as detailed in the previous section.

Program Performance Measures

FTA has established performance measures for Section 5310, which the RTA expanded upon to use in project monitoring and assessment efforts. Designated recipients are responsible for collecting the information from the subrecipients and reporting data to FTA regarding these performance measures. The reporting and data collection measures for the Section 5310 Program will be prescribed in the grant agreements with subrecipients. Further, Subrecipients are also required to provide a plan for assessing the project's success through defined measures as part of their program application. The Circular 9070.1G presents the program measures in Chapter II, at page II-2 and in Chapter VI, at page VI-17.

Designated Recipients and States will submit both quantitative and qualitative information available on each of the following measures, as applicable to each subrecipient:

1. Service Quality: Describe any issues with the operating service including passenger complaints and actions taken to resolve the issue.
2. Mobility Management: What has the Mobility Manager focused on this quarter? What have their accomplishments been?
3. Gaps in Service Filled: Provision of transportation options that would not otherwise be available for seniors and individuals with disabilities measures in numbers of seniors and individuals with disabilities afforded mobility they would not have without program support.
4. Provide the temporal scope of the service: please note the operating hours of the service (days and hours) and note any changes to the service days and hours each quarter. Please also note if any expansion has resulted in new riders.

5. Provide the geographic scope of the service: note the core service area of the operating service, including municipalities and counties covered. Please note any changes to the service area each quarter.
6. Number of Partners or Sponsors: please note the number of partner agencies or sponsors participating in the operating project. Please note the additional or subtraction of partners each quarter.
7. Ridership: Please provide the actual or estimated number of rides (as measured by one-way trips) provided annually for seniors or individuals with disabilities on Section 5310 supported vehicles and services. If applicable, also provide the number of general public riders on the service.
8. Inter-County Transfers or Services: please note any rides that are outside the core service area of the operating service.

Program Management

Subrecipient Awardee Requirements

This section applies to all RTA subrecipient awardees that contract with outside sources under the 5310 Program. If a subrecipient awardee accepts operating assistance, these requirements apply to all third-party purchase orders and contracts, including contracts for operations.

The subrecipient awardee is the entire legal entity even if only a particular component of the entity is designated in the grant agreement and other documents. For the purposes of this Third-Party Contracting guidance, "awardee" also includes any subcontractor of the awardee. Furthermore, the subrecipient awardee is responsible for assuring that its subcontractors comply with the requirements and standards of this manual, and that subcontractors are aware of requirements imposed upon them.

When procuring property and services a subrecipient awardee will follow the same procurement policies and procedures that it uses for procurements using non-RTA awarded funds providing those procedures do not contradict or lower the minimum contracting requirements of this section. Subrecipient awardees must, as a minimum, comply with the requirements of this section and ensure that every purchase order and contract executed by it or a subcontractor using RTA provided funds includes all clauses required by federal statutes and executive orders and their implementing regulations.

Operators and Providers as Subcontractors

Subcontractors of awardees acting as either an operator or provider, which are institutions, hospitals or other nonprofit organizations, will administer contracts in accordance with these Third-Party Contracting guidelines.

Procurement

To ensure compliance with federal procurement requirements, RTA makes guidance and technical assistance accessible to its awardees consistent with oversight responsibilities delegated to RTA by agreements with FTA. Each recipient, including subrecipients, of FTA seeking Federal assistance to acquire property or services in support of its proposed project is requested to certify to FTA, in accordance with FTA Circular 4220.1 and 2 CFR 200, that its procurements and procurement system will comply with all applicable third-party procurement provisions of Federal laws, regulations, and directives, except to the extent FTA has expressly approved otherwise in writing. Certification of compliance will be made a part of each sub-recipient's application and contract with RTA.

The RTA is required to perform reviews of subrecipients in carrying out grant programs with specific reference to their compliance with statutory and administrative requirements.

Accordingly, RTA will review subrecipient procurement policies when a subrecipient plans to pursue a procurement subject to its grant agreement with the RTA. This review will only take place at this time. The review shall establish whether the subrecipient's procurement procedures conform to federal regulations, if not, RTA will require the subrecipient to follow procedures as approved by RTA in accordance with federal regulations.

The RTA's Technical Services Agreement, or "grant agreement," lists all RTA and other state and federal requirements applicable to RTA's awardees. The grant agreement will incorporate this document by reference. Many of these requirements are related to awardee procurements. Awardees are advised to consult the grant agreement for additional guidance and requirements.

Liquidated Damages Provisions

An awardee may use liquidated damages if it may reasonably expect to suffer damages (increased costs on project) from late completion and the extent or amount of such damages can be reasonably determined. The assessment for damages shall be at a specific rate per day for each day of overrun in contract time, and the rate must be specified in the third-party contract. Any liquidated damages recovered shall be credited to the project account involved unless RTA permits otherwise.

Contract Award Announcement

If an awardee announces contract awards with respect to any procurement for goods and services (including construction services) having an aggregate value of $3,000 or more, the awardee shall:

- Specify the amount of RTA provided funds that will be used to finance the acquisition in any announcement of the contract award for such goods or services; and
- Express the said amount as a percentage of the total costs of the planned acquisition.

Contract Provisions

All contracts shall include provisions to define a sound and complete agreement. In addition, contracts and subcontracts shall contain contractual provisions or conditions that allow for:

- Administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, including sanctions and penalties as may be appropriate.
- Termination for cause and for convenience by the awardee or subcontractor including the manner by which it will be affected and the basis for settlement.

Cost Principles and Cost Allocation

This section provides principles for determining costs applicable to service provision performed by operators or providers under third party contracts with an RTA funded awardee; and where applicable, under such grants when the awardee is a multi-purpose organization which provides funded transportation services directly.

These principles make no attempt to identify the circumstances or dictate the extent of agency and subcontractor participation in the financing of a particular project. The principles are designed to provide recognition of the full allocated costs of such an operating assistance project work under generally accepted accounting principles.

No provision for profit or other increment above cost is intended for government and non-profit subrecipients. In addition, wherever the term subcontractor is used in this section, it shall have the same meaning as provider, operator, and third-party contractor.

Policy

The successful application of these principles requires development of mutual understanding between RTA, awardees and their third-party contractors as to their scope, implementation, and interpretation. It is recognized that:

- The arrangements for participation in the financing of an operating assistance project are properly subject to negotiation between the subcontractor and the awardee in accordance with whichever state, federal, and local laws and regulations as may be applicable.
- Each awardee, possessing its own unique combination of staff, facilities, and experience, should be encouraged to provide services in a manner consistent with its approved service plan and objectives.
- Each awardee, in the fulfillment of its obligations, should employ sound management practices.
- The application of the principles established herein should require no significant changes in the generally accepted accounting practices of awardees. Where wide variations exist in the treatment of a given cost item, the reasonableness of such treatments will be fully considered during the rate negotiations and audit.

Application of Cost Principles in Grants Management

RTA will apply these principles and related policy guides in determining the costs incurred for such work under operating assistance projects funded in any part under an RTA grant agreement. These principles should also be used as a guide in the pricing of fixed-price contracts or lump sum agreements with subcontractors.

Allowability of Costs

These are the tests of allowability of costs under these principles:

- Be necessary and reasonable for proper and efficient performance and administration of Federal awards.
- Be allocable to Federal awards under the provisions of this Circular.
- Be authorized or not prohibited under State or local laws or regulations.
- Conform to any limitations or exclusions set forth in these principles, Federal laws, terms and conditions of the Federal award, or other governing regulations as to types or amounts of cost items.
- Be consistent with policies, regulations, and procedures that apply uniformly to both Federal awards and other activities of the governmental unit.
- Be accorded consistent treatment. A cost may not be assigned to a Federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been allocated to the Federal award as an indirect cost.
- Be determined in accordance with generally accepted accounting principles.
- Not be included as a cost or used to meet cost sharing or matching requirements of any other Federal award in either the current or a prior period, except as specifically provided by Federal law or regulation.
- Be the net of all applicable credits.
- Be adequately documented.

Direct Costs

Direct costs are those costs which can be identified specifically with a particular project objective or activity which can be directly assigned to the project, relatively easily and with a high degree of accuracy.

Indirect Costs

Indirect costs are those that have been incurred for common or joint objectives and therefore cannot be identified specifically (in whole or in part) with a particular program. Such costs are normally classified under the following functional categories:

- General administration and general expenses;
- Operating assistance and project administration expenses;
- Fixed facility operation and maintenance expenses; and
- Departmental administration expenses.

For additional details regarding cost allocation principles, awardees should refer to either Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 CFR Part 200 as amended or 2 CFR Part 230, "Cost Principles for Nonprofit Organizations," as amended or Circular 2010.1F: Award Management Requirements, which combines the above guidance into one circular.

Designated Recipient Program Management

The RTA developed a monitoring program and compliance review process to assure compliance with Federal and state requirements and to assist subrecipients with their efforts to improve project management and administration.

In general, receipt of any Federal award carries with it contractual requirements for reporting on the project's progress and for monitoring the use of award monies. Awards made by the Federal Transit Administration (FTA) are additionally monitored through performance reviews, either yearly or triennially, program management plan oversight, and site visits. In many instances, under the 5310 Program, the RTA is directly responsible for monitoring a sub-recipient/awardee's ability to manage, control, and administer Federal funds.

The Review Process for Subrecipients

Prior to the initiation of a grant agreement with a new subrecipient, an orientation meeting is held to review all federal program requirements so that the subrecipient has a clear expectation of what it must do to maintain compliance with federal requirements. Once a subrecipient has an executed grant agreement with the RTA, periodic reviews are undertaken. A full review is required every three years. Its major components are a desk review of files submitted electronically to the RTA and an onsite visit of the awardee's offices and operating facilities. The reviews are customized in accordance with the subrecipient's project activities. For instance, a procurement review will only be undertaken if the subrecipient has a procurement activity or is expected to have a procurement project activity.

The overall compliance review consists of meetings and physically reviewing files, notices, facilities and equipment. The review splits some of the areas for compliance review between the desk review and the site visit depending upon where documentation is maintained or stored and if it is necessary to retain an item at a specific site or that it be posted at a site.

The need for site visits at other times also varies with the type of project involved. While they may coincide with a triennial review, these visits differ from those required every three years. They are generally made to review that the Federal and RTA interest is being maintained and in transit usage. For operating projects, the site visit might be conducted once over the term of the specific Federal grant or the subrecipient agreement. For capital projects, the site would be visited once every two years for the entire term that RTA maintains an interest in the project.

Some compliance items are combined for review because of the interrelated nature of the source documents for an item or their location. A good example of this would be the on-site review of vehicle and equipment maintenance with ADA compliance and continuing control of grant funded property.

Steps in the Review Process:

- Contact with awardee by email to schedule the review
- Desk Review
- Site Visit
- Compliance Report

For general site visits, the RTA has determined that the frequency will vary depending on the type of project involved. Every awardee will be visited before their project is initially implemented. For operating projects, the site will be visited one or more additional times during the term of the grant. For capital projects, the site will be visited once every two years for the entire term that RTA maintains an interest in the project. At final grant close-out RTA staff will visit the project site.

Desk Review

The desk review is performed in the RTA offices and reviews information required to be in the final grant application and ongoing reporting requirements, such as quarterly progress reports, yearly reports or requisitions. Additionally, the RTA will review the subrecipient's website for all Civil Rights requirements including the Title VI Plan.

Site Visit

RTA staff will visit all Section 5310 subrecipients. The administrative purpose of the actual site visit is to:

- Conduct an in person review meeting with the awardee
- Review the compliance areas that pertain to a specific awardee
- Verify compliance with the regulations associated with the receipt of Federal funds
- Review financial records
- Review project records
- Review written policies
- Review preventative maintenance records and inspect vehicles, equipment and facilities
- It also gives RTA and awardee staff members the opportunity to discuss technical issues.

The general structure for the on-site review day includes:

- Entrance conference
- Visit facilities
- Inspect vehicles
- On-site records review
- Exit interview and meeting.

Visiting the facility allows the reviewer to verify that the facility or the part of the facility supporting transit service is in transit usage. Additionally, it allows a general observation on

the facility's condition and whether required signs are properly posted. At some awardee properties it will be necessary to ride a route to review the service and ADA compliance. In the event that an on-site review is not possible, the subrecipient may arrange to review these items virtually via video webinar. A "ride behind" can replace a "ride along" on one of the vehicles to review the vehicle service and ADA compliance. This allows the reviewer to visually inspect without boarding the vehicle.

The awardee can prepare for the on-site review by reviewing a check list that RTA will provide citing the areas being reviewed and the documents that will need to be made available. A finding of non-compliance in an area means that the awardee will need to focus on accumulating or preparing information to reach compliance. RTA staff will be available to provide assistance with reaching compliance. It is very important that appropriate staff members be available for the entire site visit. Appropriate staff members would include the general manager or executive director, the finance manager and the maintenance manager.

Compliance Review Report

Upon the conclusion of the review process a final report will be produced that includes a summary of findings, if any, and their disposition. The report will be based on the results of the on-site review(s) as included in the Compliance Review Report. The Compliance Review Report includes an itemized list of each subject area that may be reviewed as applicable (Exhibit C).

Once a subrecipient is notified of a deficiency, the subrecipient will be requested to respond with a plan to take the corrective action. In an instance where the compliance issue is not resolved to the satisfaction of the RTA, the RTA may:

- Suspend grant fund payments.
- Deem a subrecipient ineligible to receive additional grant funds either within the current program or future programs.
- Audit the subrecipient to determine compliance with contractual obligations.
- Terminate the grant contract(s).

Accounting Systems and Audit

Awardees, operators, and third-party contractors are responsible for establishing and maintaining adequate internal controls over all the functions which relate to project administration and implementation. The control systems must comply with the applicable Federal, FTA Grant Management, Circular 5010.1F and all State of Illinois requirements.

For grants funding services it is important that the service be marketed to the target populations for the program. The awardee should be able to demonstrate that such a program is in place and in use.

The local share for grants must be from non-FTA sources and may include state funds as well as unrestricted Federal funds. Subrecipients are required to have an independent audit for operating grants. This must be prepared by an independent CPA and it must include a schedule of costs, revenues, and expenditures in comparison with the Approved Project Budget. All audits performed must meet the requirements of 2 CFR Part 200 Subpart F and / or Circular 5010.1F, which combines previous guidance under one circular.

The scope of the audit must include an examination of the awardee and/or contractor records and test of transactions sufficient to enable the audit firm to express an opinion on the following items. That the records of receipts, disbursements, assets and liabilities and the presentation of those records in the financial statements of the awardee and/or contractor are in accordance with generally accepted accounting principles. The principles are consistently applied and present fairly the financial positions of the awardee and/or contractor and the results of its operations for the period covered by the audit. That the costs incurred are

eligible under the contract. Finally, the audit must review the degree of compliance with the terms and conditions of the contract, the approved program and with RTA guidance.

Closeout Procedures

RTA will use a two-step process to a move a Federal award to closeout:

Subrecipient Closeout

Subrecipients are responsible for writing "Final Invoice" on the last invoice the subrecipient submits. This process begins when all activities in the Technical Services Agreement (TSA) are completed or all funds in in the agreement are fully expended. A final status report should accompany the final invoice. The final status report should state whether all project goals have been accomplished.

FTA Closeout

The RTA is responsible for administering the Federal grant closeout through the FTA's TrAMS system. The RTA will make any necessary adjustments to the project budget and conduct a final grant project audit as required by Title 2 – Part 200. Grant closeout procedures are outlined in the following FTA Circulars: Section 5310, 9070.1G, page VI-15 and Grant Management Requirements, C. 5010.1E, as revised, page III-14.

"The awardee must initiate close-out of a grant when all approved activities are completed and/or applicable Federal funds expended. All close-out documentation must be submitted within 90 days of the completion of all activities in the grant. This requires notifying FTA by letter or e-mail that the grant is ready for close-out. The awardee should electronically submit the following in TRAMS as part of the grant close-out process: 1) a final budget reflecting actual project costs by scope and activity; 2) a final Federal Financial Report; 3) a final narrative MPR indicating the actual completion date of each ALI; a discussion of each ALI contained in the final budget and list of project property purchased under the grant; 4) a request to deobligate any unexpended balance of Federal funds; and 5) any other reports required as part of the terms and conditions of the grant."

The Milestone Report will include information on the completion of the individual projects as well as the total project. All project records will be maintained by the RTA for three years.

Other Provisions

Prospective applicants are advised to carefully review the requirements of participating in RTA funded programs. In addition to state and local contractual provisions, subrecipient awardees must comply with the various federal requirements governing federal financial assistance programs. Accordingly, prospective applicants and awardees are advised to review the required federal provisions (and source documents) detailed in this section.

Additionally, on November 1, 2024, the FTA released Circular 5010.1F, which is a repository of previously issued guidance for award administration and management activities for all applicable FTA assistance programs. The circular incorporates provisions of the Infrastructure Investment and Jobs Act (IIJA; Pub. L. 117-58 (2021)) and the most current guidance as of the date of publication. In cases where the circular is inconsistent with changes in any statute or regulation, the statute or regulation will supersede this circular. The circular revision also incorporates provisions of U.S. Department of Transportation (USDOT) regulations, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR Part 1201. These regulations incorporate by reference the Office of Management and Budget (OMB), "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR Part 200, which supersedes the former OMB circulars on Uniform Administrative Guidance (49 CFR Parts 18 and 19). The most recent updates to 2 CFR Part 200 were published on April 22, 2024, (89 FR 30046) and are

effective October 1, 2024. The date of an award or amendment adding funds may determine the application of the specific regulatory requirements.

Title VI Nondiscrimination

Requires that no person because of race, color, national origin, be excluded from participation in, or denied the benefits of any project funded in whole or in part with federal funds.

Equal Employment Opportunity (EEO)

Requires that any recipient of FTA funds shall not discriminate against any employee or applicant for employment based on race, color, religion, sex, or national origin.

Section 504 of the Federal Transit Act

Prohibits discrimination on the basis of disability by recipients of Federal financial assistance.

Americans with Disabilities Act

Prohibits discrimination against qualified individuals in all programs, activities and services of public entities, as well as imposes specific requirements on public and private providers of public transportation.

Bus Testing Regulations

Requires awardees to certify compliance with the federal bus testing requirements before accepting any new bus model.

Restrictions on Lobbying

Requires that no federal funds are used for lobbying and if other funds are used that specific reporting requirements are met.

Purchasing, including Buy America

> The “Common Rule “, U.S. DOT regulations, “Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments,”49 CFR part 18. and “Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and other Non-Profit Organizations,” 49 CFR part 19, permits states to follow the same policies and procedures which they use for procurements funded with non-federal funds, to the extent permitted by Federal statutes and regulations.
>
> The purchasing area includes all third-party purchases and contracts entered into by the awardee with Federal funds. Awardees at a minimum must have established internal procurement procedures. Awardees must ensure that every purchase order and contract issued by the awardee or a subcontractor using Federal funds includes all clauses required by Federal, state, RTA and local statutes, executive orders and implementing regulations.

The RTA permits awardees to follow their own procurement policies provided that the basic Federal Third Party Contracting Guidelines standards are included in the procurement action. Those standards are detailed in FTA Circular 4220.1F, as revised.

If a awardee enters into agreement to operate service with a third party contractor the contractor is obligated to follow FTA procurement guidelines, regardless of the organizational status of the contractor, private for-profit or private non-profit.

Maintenance, Satisfactory Continuing Control, Section 504 and ADA

Section 504 of the Rehabilitation Act, which preceded the Americans with Disabilities Act (ADA), prohibits discrimination of individuals on the basis of handicap by recipients of Federal financial assistance. The ADA, in addition to requiring the provision for complementary paratransit service, requires that vehicles and facilities be accessible. ADA regulations require that public and private entities providing transportation services maintain in operative condition all accessibility features such as lifts, elevators, ramps, securement devices, signage and communication equipment. Review of the awardee's facilities, maintenance procedures and vehicles will include a review of facility accessibility and vehicle accessibility including lifts and other accessibility features. Training materials for operators will be reviewed. A bus route may be ridden to watch the system in operation.

Under State of Illinois guidelines all equipment must be utilized 100% for transit purposes. This is consistent with FTA circulars and their requirements for continuing control of project property (C5010.1E, as revised, Chapter IV – Project Management at Section 3 e (1)) FTA C. 9070.G, at page VI-3, does encourage maximum use of vehicles funded under the program. In all instances the vehicles must be used first for program related needs. Federal policy does allow some incidental use if the other program or project uses are currently or were previously supported with Federal funds. This is considered incidental as long as it does not interfere with the program use outlined in the application.

Safety and Security

The development of formal safety and security plans is mandated for all programs. RTA will provide assistance and direction to subrecipients with the intention of making sure that the subrecipient recognizes the need for and benefit of a safety and security plan. FTA's authority in the area of safety is set forth in 49 USC 5329. Under this section FTA may conduct investigations into safety hazards and security risks. FTA and RTA are both concerned with the safety and security of transit passengers and transit workers.

While conducting the on-site compliance part of the monitoring program RTA staff should be aware of any safety or security issues at the awardee's property.

Manufacturers of vehicles and equipment will have procedures available for the safe operation of their products and for the training of operators. Certain transit providers may be affected by Federal Motor Carrier Safety Regulations and state motor carrier regulations. Insurance carriers expect and may require that specific equipment and operational practices be followed and that workplace safety guidelines be developed. Emergency preparedness procedures should be coordinated with other local agencies and governments.

Awardees should develop screening and training programs for volunteer drivers. The Agency Council on Coordinated Transportation (ACCT) published a guide "Volunteer Drivers – A Guide to Practices" to assist agencies in developing such programs. It contains useful information about managing a volunteer driver program including safety measures.

Charter Bus and School Bus

The Charter Bus requirements, Title 49 U.S.C. 5323(d), generally limit the use by public transportation operators of federally funded equipment and facilities for charters unless there are no willing and able private operators available to operate the charter. Charter regulations (49 CFR Part 604), published in the Federal Register on January 14, 2008 (73 FR 2326) state, at §604.2 (e), "The requirements of this part shall not apply to a recipient that uses Federal financial assistance from FTA for program purposes only, under 49 U.S.C. 5310….." This relieves the operator of a 5310 project from this requirement while operating service under this program.

Additionally at Sub-part B – Exceptions §604.7 provides an exception for recipients providing charter service to a Qualified Human Services Organization. This type of organization is defined as "…an organization that serves persons who qualify for human services or

transportation - related programs or services due to disability, income or advanced age." §604.3(q).

The School Bus requirements, Title 49 U.S.C. 5323(f), prohibit the use of FTA funds for exclusive school bus transportation for school students and school personnel. The regulations do permit regular service to be modified to accommodate students along with the general public.

Drug-Free Workplace and Drug and Alcohol Testing

All recipients of FTA funding are required under 49 CFR part 32 to maintain a drug-free workplace for all employees and to have an anti-drug policy, awareness program and training program. Awardees/subrecipients must notify employees that the use, manufacture, distribution, or possession of a controlled substance is prohibited in the workplace. Illinois state regulations at 30 ILCS 580/1 do require that all awardees certify that they provide a drug-free workplace.

FTA awardees that receive only 5310 program assistance are not subject to FTA's Drug and Alcohol testing rules, but must comply with Federal Motor Carrier Safety Administration (FMCSA) rule for employees who hold Commercial Driver's Licenses (CDL)(49 CFR part 382). All drivers of vehicles designed to transport 16 or more passengers (including the driver) must have a CDL. Mechanics that drive the vehicles must also have a CDL.

Labor Protections

For FTA programs, 49 U.S.C. 5333(a) imposes Davis-Bacon Act prevailing wage requirements on construction projects. Section 5333(a) requires the Secretary ensure that all laborers and mechanics employed by contractors or subcontractors in the performance of construction work financed with the assistance of loans or grants under Chapter 53 be paid wages at rates not less than those prevailing on similar construction in the locality as determined by the Secretary of Labor in accordance with the Davis-Bacon Act, as amended.

Program Management Plan Revisions

The RTA will submit this PMP to FTA for review and approval. FTA will keep copy of this PMP on file at the FTA Region V offices. An approved PMP remains valid until FTA approves a later plan submitted by the RTA, an FTA management review results in a specific request to the RTA by FTA for a revised PMP, or FTA announces significant new program documentation requirements. The RTA is responsible for revising this PMP to ensure consistency with Federal / FTA requirements. The RTA will issue timely revisions to this PMP, when needed and especially when the information will be helpful to minority applicants, sub-recipients, and third-party contractors that will be affected by the revision.

If the RTA proposes significant revisions to this PMP, the RTA will provide an opportunity for Members of the PAC to provide comments on the proposed changes. Additionally, if this PMP is significantly changed or if the changes are considered "pervasive," the RTA will submit a revised PMP to FTA Region V for review and approval. The RTA is not required to submit minor changes to this PMP to FTA for review and approval; however, the RTA will ensure that FTA Region V is notified regarding changes to this PMP and will provide FTA Region V with an up-to-date copy of this PMP.

Revision Date	Description
September 2018	Updated for FAST Act compliance and streamlining of content most useful for potential applicants and current awardees
March 2021	Updated to reflect the revised Human Services Transportation Plan (HSTP) and new policies and procedures for the Section 5310 program, including local match and funding policies, selection criteria and project selection

Revision Date	Description
	team. CRRSAA apportionment and future recovery funds allocation policy documentation.
April 2022	Updated to reflect revised performance measures developed for subrecipient quarterly reporting, derived from the revised Human Services Transportation Plan (HSTP).
January 2023	Updated to allow for Capital Infrastructure project applications for the FY2022-2023 Call for Projects, clarify subrecipient use of Administrative funds and revise project selection process.
January 2025	Minor administrative updates, including adjustments to the project selection committee and removing of language referring to CRRSAA, JARC and NF programs. Includes new references to Circular 5010.1F. Retains inclusion of Capital Infrastructure project applications for the FY2024-FY2025 Call for Projects.

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

* APPLICANT'S ORGANIZATION County of Kane	
* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE Prefix: Choose one * First Name: Middle Name: * Last Name: Suffix: * Title:	
* SIGNATURE:	* DATE:

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-492

APPROVING A PROFESSIONAL ENGINEERING SERVICES AGREEMENT WITH GFT INFRASTRUCTURE, INC. OF SCHAUMBURG, ILLINOIS FOR THE IL-47 PLANNING AND ENVIRONMENTAL LINKAGES (PEL) STUDY, KANE COUNTY SECTION NO. 26-00595-00-ES

WHEREAS, it is deemed to be in the best interest of the County of Kane and the motoring public to improve and maintain the various highways throughout Kane County; and

WHEREAS, professional engineering services are required to conduct a Planning and Environmental Linkages (PEL) study for various improvements to IL State Route 47 from Plank Road to Interstate 88 (hereinafter the "Study"); and

WHEREAS, in order to perform the Study, it is necessary to retain the services of a professional engineering firm; and

WHEREAS, GFT Infrastructure, Inc., with a principal business address of 1475 E. Woodfield Road, Schaumburg, Illinois 60173, has experience and professional expertise in engineering services and is willing to perform said services for the Study for an amount not to exceed Three Million Nine Hundred Ninety-Nine Thousand Nine Hundred Ninety-Nine and 99/100 Dollars ($3,999,999.99), as set forth within a professional engineering services agreement (the "Agreement"), a copy of which is on file with the County Clerk's Office.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the Chairman is hereby authorized and directed to execute an agreement with GFT Infrastructure, Inc. for professional engineering services for the IL 47 Planning and Environmental Linkages (PEL) Study.

BE IT FURTHER RESOLVED that the Kane County Board appropriates a sum not to exceed Three Million Nine Hundred Ninety-Nine Thousand Nine Hundred Ninety-Nine and 99/100 Dollars ($3,999,999.99) from the Transportation Sales Tax Fund #305, Line Item #50140 (Engineering Services), to pay for said professional engineering services.

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 October 13, 2026.

_____	_____
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 Professional Engineering Services Agreement with GFT Infrastructure, Inc. of Schaumburg, Illinois for the IL 47 Planning and Environmental Linkages (PEL) Study, Kane County Section No. 26-00595-00-ES

Committee Flow:
Transportation Committee, Executive Committee, County Board

Contact:
Heidi Files, 630.444.3142

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $3,999,999.99
If not budgeted, explain funding source: N/A	
Was this item passed through the appropriate committee? Yes	

Summary:

Attached is an agreement with GFT Infrastructure, Inc. to complete a Planning and Environmental Linkages (PEL) Study for IL 47 from Plank Road to Interstate 88. The Kane County Division of Transportation will work in coordination with the Illinois Department of Transportation (IDOT) and local municipalities throughout the approximately three- to four-year study.

IL 47 from Plank Road south to Interstate 88 is a key north–south arterial serving regional travel, freight movement, and growing residential, commercial, and employment areas in western Kane County. The corridor currently functions primarily as a two-lane roadway and is experiencing increasing traffic demands associated with continued growth and development. Long-term improvements, potentially including expansion to two lanes in each direction, may be needed to accommodate future travel demand and maintain mobility and safety. Portions of the corridor through Elburn and Lily Lake are constrained by existing development, which may limit opportunities for widening. Residential development near Anderson Road has also affected the feasibility of a previously considered bypass alignment, while other bypass concepts may present significant cost and environmental challenges. The PEL will evaluate a range of context-sensitive and operational alternatives, including potential bypass options, to address long-term mobility, safety, and access needs while minimizing community and environmental impacts.

There is no cost to the County as the County received a $4,000,000 Statewide Planning and Research (SPR) grant for the study, consisting of $3,200,000 in federal funding and an $800,000 non-federal match provided by IDOT.

Staff recommends approval.

AN AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES BETWEEN THE COUNTY OF KANE AND GFT INFRASTRUCTURE, INC. FOR THE IL 47 PLANNING AND ENVIRONMENTAL LINKAGES (PEL) STUDY KANE COUNTY SECTION NO. 26-00595-00-ES

PURCHASE ORDER #2026-XXX

This Agreement made this 13th day of October, 2026 between COUNTY OF KANE, a body corporate and politic of the State of Illinois (hereinafter referred to as the "County"), and, GFT INFRASTRUCTURE, INC. an Illinois corporation authorized to conduct business in the State of Illinois and an Illinois licensed professional engineering firm with offices at 1475 E. Woodfield Rd., Suite 600, Schaumburg, IL 60173 (hereinafter referred to as the "Consultant"). The County and Consultant are sometimes hereinafter collectively referred to as the "Parties" and individually as a "Party".

WITNESSETH

WHEREAS, it is deemed to be in the best interest of the County and the motoring public to improve and maintain the various highways throughout Kane County; and

WHEREAS, professional engineering services are required to conduct a planning and environmental linkages study for various improvements to IL 47, from Plank Road to I-88 (hereinafter referred to as the "Study"); and

WHEREAS, in order to implement the Study, it is necessary to retain the services of a professional engineering firm to perform a Planning and Environmental Linkages study; and,

WHEREAS, the Consultant has experience and professional expertise in Engineering Services and is willing to perform said services for the Study in an amount not to exceed Three Million, Nine Hundred Ninety-Nine Thousand Nine Hundred and Ninety-Nine Dollars and Ninety-Nine Cents ($3,999,999.99); and

WHEREAS, the County has determined that it is in the County's best interest to enter into this Agreement with Consultant.

NOW, THEREFORE, in consideration of the above stated preambles, the mutual covenants and agreements herein set forth, the Parties do hereby mutually covenant, promise, agree and bind themselves as follows:

1.0 INCORPORATION

1.1 All of the preambles set forth hereinabove are incorporated into and made a substantive part of this Agreement.

2.0 SCOPE OF SERVICES

2.1 Consulting services for the Project are to be provided by Consultant according to the specifications set forth in the Scope of Services attached hereto as Exhibit "A"

and incorporated into the terms of this agreement by reference. These services are sometimes also referred to as the "work" in this agreement.

3.0 NOTICE TO PROCEED

3.1 The Kane County Engineer shall provide authorization to proceed with the work described and identified in the Scope of Services in the form of a written notice to proceed (hereinafter "Notice to Proceed"), subsequent to execution of this agreement by the Chairman of the Kane County Board.

4.0 TECHNICAL SUBCONSULTANTS

4.1 The Kane County Engineer shall provide written approval before any technical sub-consultants are hired by the Consultant to perform any of the work contemplated by this agreement.

4.2 Consultant shall hire and supervise any sub-consultants performing work on the Project. Consultant shall be solely responsible for any and all work performed by any sub-consultant in the same manner and with the same liability as if the work was completed by Consultant directly.

5.0 TIME FOR PERFORMANCE

5.1 Consultant shall commence work on the Project as directed in the Notice to Proceed. The County is not responsible for any work performed by Consultant or any sub-consultant prior to the commencement date set forth within the Notice to Proceed.

5.2 Consultant and all sub-consultants are strictly prohibited from completing any work on this Project subsequent to the termination of this agreement for any reason.

6.0 COMPENSATION

6.1 The County shall only pay the Consultant for work performed in accordance with the terms and conditions of this agreement.

6.2 The County shall pay the Consultant based upon the hourly rates for personnel working on the Project. The average hourly rates and hourly rate ranges are set forth in Exhibit "B", which is attached hereto and incorporated into this agreement.

6.3 The County shall pay Consultant for supplies and materials required for the completion of all work defined in the exhibit(s) attached hereto.

6.4 Consultant shall provide corresponding copies of all receipts and paid invoices from material suppliers to the County prior to receiving approval of a re-imbursement payment for the supplies and materials procured by Consultant.

6.5 Any Study costs not specifically referenced in this agreement or the exhibits thereto, are unauthorized. The County shall have no responsibility for their payment, or to reimburse Consultant for unauthorized payments made in completion of the Study work.

6.6 Within Forty-Five (45) days of the County's approval of properly documented invoices, the County shall pay or cause to be paid to Consultant partial payments of the compensation specified in the exhibit(s) to this Agreement. The County reserves the right to hold back a sum equal to five percent (5%) of the total contract sum to ensure performance satisfactory to the Kane County Engineer.

6.7 Total payments to Consultant under the terms of this Agreement shall not exceed Three Million, Nine Hundred Ninety-Nine Thousand Nine Hundred and Ninety-Nine Dollars and Ninety-Nine Cents ($3,999,999.99);

6.8 Consultant shall utilize the County's Automatic Clearing House (ACH) payment program for all payments received pursuant to this agreement.

7.0 DELIVERABLES.

7.1 Consultant shall provide the County, prior to the termination of this Agreement, or at any such time as the Kane County Engineer directs, any required deliverables related to work performed under this agreement.

7.2 Upon receipt, review and acceptance of all deliverables by the County (if required), final payment will be made to the Consultant by the County.

8.0 CONSULTANT'S INSURANCE

8.1 Consultant and any sub-consultants shall, during the term of this Agreement and as may be required thereafter, maintain, at its sole expense, insurance coverage including:

A. Worker's Compensation Insurance in the amount mandated by Illinois law.

B. Employer's Liability Insurance in an amount not less than One Million Dollars ($1,000,000) for each accident/injury and One Million Dollars ($1,000,000) for each potential employee-disease claim.

C. Commercial General Liability Insurance, (including contractual liability) with limits of not less than One Million Dollars ($1,000,000) for each occurrence of bodily injury/property damage; Two Million Dollars ($2,000,000) in aggregate for injury/property damage; and Two Million Dollars ($2,000,000) in the aggregate for products-completed operations.

D. Commercial Automobile Liability Insurance with a minimum limit of One Million Dollars ($1,000,000) per accident/occurrence.

E. Professional Errors and Omissions Insurance with a minimum limit of One Million Dollars ($1,000,000) per claim.

F. Cyber Liability Insurance with a minimum limit of One Million Dollars ($1,000,000) per claim.

G. Fiduciary Liability Insurance with a minimum limit of One Million Dollars ($1,000,000) per claim.

8.2 Consultant shall provide the County copies of the Consultant's certificates of insurance prior to the issuance of the Notice to Proceed. The certificate(s) of insurance shall identify the County of Kane as the Certificate Holder and shall also identify the Section Number set forth in the title to this agreement. Consultant shall provide to the County and maintain a certificate of insurance for its General Liability Policy which identifies the County as an additional named insured. The additional named insured endorsement included on the Consultant's Commercial General Liability policy shall provide the following:

A. That the coverage afforded the County as an additional insured will be primary insurance with respect to all claims arising out of work performed by or on behalf of Consultant; and

B. That if the County has insurance which is applicable to a potential claim, said insurance shall be used only after Consultant's insurance policy limits have been reached with respect to an underlying claim; and.

C. That Consultant's liability under any insurance policy shall not be reduced due to the existence of an insurance policy maintained by the County; and

D. That the certificate of insurance shall contain a provision or endorsement stating the coverage afforded will not be canceled, or allowed to lapse due to the failure to renew the policy until a thirty (30) day written notice of the pending cancellation has been provided to the County. The non-payment of an insurance premium by Consultant or its sub-consultants shall be considered an exception to this provision, with written notice of the non-payment of an insurance premium to be provided to the County within ten (10) days prior to any cancellation of an insurance policy

The insurance required to be purchased and maintained by Consultant shall be provided by an insurance company acceptable to the County with an AM Best rating of A- or better, and licensed to do business in the State of Illinois. The insurance policy coverage provided by Consultant shall include at a minimum, the specified coverage and limits identified in this agreement. If Illinois law, federal law, or other relevant regulations require insurance coverage above and beyond the terms and amounts set forth in this agreement, Consultant and any sub-consultants

shall maintain insurance policies in conformity with the law or relevant regulation. In no event shall any failure of the County to receive policies or certificates of insurance, or to demand receipt of the same be construed as a waiver of the Consultant's obligation to obtain and maintain insurance in conformity with this agreement.

9.0 INDEMNIFICATION.

9.1 Consultant shall indemnify and hold harmless the County, and its officials, directors, officers, agents, and employees from and against any and all claims, damages, liabilities and costs, including but not limited to court costs and reasonable attorney's fees, arising out of or resulting from performance of the work, provided that such claims, damages, liabilities or cost is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of property but only to the extent caused by negligent acts or omissions of the Consultant, a sub-consultant, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, excluding any proportionate amount of any claim, damage, loss or expense which is caused by the negligence of the County. Such obligation shall not be construed to negate, abridge or reduce other rights or obligations of indemnity, which would otherwise exist as to a Party or person described in this paragraph. In claims against the County and its officials, directors, officers, agents, and employees by an employee of the Consultant, a sub-consultant, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, the indemnification obligation under this paragraph shall not be limited by a limitation on the amount or type of damages, compensation or benefits payable by or for the Consultant or a sub-consultant under worker's or workmen's compensation acts, disability benefit acts or other employee benefit acts.

9.2 Nothing contained herein shall be construed as prohibiting the County, its officials, directors, officers, agents, and employees, from selecting and using its own agents, attorneys and experts, to defend any claims, actions or suits brought against the County.

9.3 If any errors, omissions, intentional or negligent acts are made by Consultant or a sub-consultant in any phase of the work, the correction of which requires additional materials, supplies, field work, or office work, Consultant shall be required to procure said additional materials and supplies, and perform such additional work as may be necessary to remedy the same without undue delay or charge to the County.

9.4 Acceptance of the work by the County will not relieve Consultant of its responsibility for the quality of its work product, nor Consultant's liability for loss or damage to property or persons resulting therefrom.

10.0 SATISFACTORY PERFORMANCE.

10.1 Consultant and all sub-consultants shall maintain a standard of performance under the terms of this agreement which meets the quality and standards commonly accepted in the industry in the Chicago Metropolitan area, to the satisfaction of the County Engineer.

11.0 CONFLICT OF INTEREST.

11.1 Consultant represents that it has no conflicting public or private interest and shall not acquire any such interest that would conflict in any manner with the performance of Consultant's services under this agreement.

11.2 By executing this agreement, Consultant represents, warrants, and, certifies that it has not been barred from being awarded a contract or subcontract under the Illinois Purchasing Act; and further certifies that it has not been barred from contracting with a unit of State or Local government as a result of a violation of Section 33E-3 or Section 33E-4 of the Illinois Criminal Code (720 ILCS 5/33E-3, 33E-4).

12.0 OWNERSHIP OF DOCUMENTS.

12.1 Consultant agrees that all survey data, reports, drafting, studies, specifications, estimates, maps, written and electronic correspondence, computations and any other document(s) prepared by Consultant under the terms of this Agreement shall be properly arranged, indexed and delivered to the County within ninety (90) days of receipt of a written request for the document by the County.

12.2 Any documents or materials created or maintained pursuant to this Agreement shall be considered the property of the County. The County shall have the right to use any document or materials without restriction or limitation, and without compensation to Consultant other than as provided for in this agreement.

13.0 COMPLIANCE WITH STATE AND OTHER LAWS – PREVAILING WAGE ACT.

13.1 Consultant and all sub-consultants shall comply with all state, federal and local statutes, ordinances and regulations in completion of the work contemplated by this agreement. Further, Consultant and any sub-consultants shall obtain all necessary permits and authorizations from local municipal authorities prior to commencement and subsequent to completion of all work contemplated under this agreement.

13.2 Consultant and all sub-consultants are strictly prohibited from discriminating against any worker, job applicant, employee or member of the public, due to an individual's race, creed, color, sex, age, handicap, or national origin. Further, Consultant and all sub-consultants are prohibited from engaging in any unfair employment practices, as the term is recognized under state and federal law.

13.3 Consultant and any sub-consultant(s) shall comply with all applicable state and federal prevailing rate of wage laws, and shall take all steps necessary to remain in compliance therewith. (See: Exhibit "C" for reference).

13.4 Consultant and all sub-consultant(s) shall comply with and are subject to the Kane County Ethics Ordinance (Chapter 2, Article III, Division 3) provided for in the Kane County Code of Ordinances.

14.0 MODIFICATION OR AMENDMENT

14.1 The terms of this agreement may only be modified or amended by a written agreement duly executed by both Parties.

15.0 TERM OF THIS AGREEMENT.

15.1 The term of this Agreement shall begin on the date this agreement is fully executed and shall continue in full force and effect until one of the following events occurs:

A. A Party's termination of this agreement in accordance with the terms of Section 16.0; or

B. Completion of the Project as contemplated by this agreement; or

C. December 31, 2031.

15.2 In the event the required time is exceeded and/or anticipated personnel requirements are not adequate and remaining funds are not sufficient to complete the Project, adjustments in the total compensation due to Consultant may be determined by negotiation between the County and Consultant. The County shall, however, have no obligation to agree to any modification of the terms set forth in this agreement.

15.3 The first calendar day for the purposes of this agreement shall be the date the County provides the Notice to Proceed to Consultant. In the event the Project work is suspended as memorialized on a "Report of Starting and Completion Date," the calendar days for this agreement will be adjusted for the same amount of time.

15.4 Notwithstanding anything contained within Section 15.0 of this agreement, the Kane County Engineer may, with the consent of the Kane County Board and the Consultant, extend the term of this agreement for a period of time up to but not to exceed three years.

16.0 TERMINATION ON WRITTEN NOTICE.

16.1 Except as otherwise set forth in this agreement, Consultant shall have the right to terminate this agreement for cause upon serving sixty (60) days written notice upon the County.

16.2 The County may terminate this Agreement for any reason upon 30 days' written notice to Consultant.

16.3 Upon termination of this agreement, the obligations of the Parties to this Agreement shall cease. However, neither party shall be relieved of its duty to perform contractual obligations up through the date of termination. Notwithstanding the same, the obligations of Consultant to indemnify and hold the County harmless as provided for in Section 9.0 above shall survive the termination of this agreement.

16.4 Upon any termination of this agreement, all data, work product, reports and documents created or maintained, as a result of the Parties' obligations under this agreement shall remain the property of the County and shall be provided to the County within thirty (30) days subsequent to the County's written request for the same.

17.0 ENTIRE AGREEMENT.

17.1 This agreement contains the entire agreement, contemplated by the Parties. The Parties represent and warrant that there are no other covenants, promises, conditions or representations, either oral or written, other than those contained in this agreement.

18.0 NON-ASSIGNMENT.

18.1 This Agreement shall not be assigned without prior written approval of all Parties to this agreement.

19.0 SEVERABILITY.

19.1 In the event any provision of this Agreement is determined to be unenforceable for any reason, it shall not affect the validity of the remaining terms of the agreement. As such the agreement shall remain in full force and effect as if the unenforceable provision were entirely removed from this agreement.

20.0 GOVERNING LAW.

20.1 This agreement shall be governed by the laws of the State of Illinois both as to interpretation and performance of the Parties' obligations identified herein.

20.2 The Parties agree that the appropriate venue for any dispute arising under the terms of this agreement shall be the Circuit Court of the Sixteenth Judicial Circuit, Kane County, Illinois.

21.0 NOTICE.

21.1 For the purpose of this agreement, written notice shall be deemed to be provided to a Party three (3) business days subsequent to the post-marked date set forth on regular first-class mail sent for delivery through the United States Postal Service. Any written notice required under the terms of this agreement shall be sent to the following addresses and Parties by First Class regular mail:

KANE COUNTY DIVISION OF TRANSPORTATION
41W011 Burlington Road
Saint Charles, Illinois 60175
Attn.: Michael Zakosek, P.E., Kane County Engineer

GFT INFRASTRUCTURE, INC.
1475 E. Woodfield Rd., Suite 600
Schaumburg, Illinois 60173
Attn.: Matthew J. Smith, P.E., Vice-President

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

COUNTY OF KANE	GFT INFRASTRUCTURE, INC.
_____	_____
CORINNE M. PIEROG MADAM CHAIR, KANE COUNTY BOARD	MATTHEW J. SMITH, P.E. VICE PRESIDENT
ATTEST:	ATTEST:
_____	_____
JOHN A. CUNNINGHAM KANE COUNTY CLERK	MATT BALDWIN, P.E., P.T.O.E. SENIOR PROJECT MANAGER

EXHIBIT A – SCOPE OF SERVICES

IL 47 PLANNING AND ENVIRONMENTAL LINKAGES STUDY

PLANK RD TO I-88

SECTION NO. 26-00595-00-ES

Purpose

GFT Infrastructure, Inc. (GFT) will prepare a Planning and Environmental Linkages (PEL) Study for approximately 17 miles of Illinois Route 47 (IL 47) from Interstate 88 to Plank Road in Kane County. The study will establish a corridor-wide transportation vision while recognizing the varying transportation needs, community contexts, development patterns, and physical constraints present throughout the corridor.

The PEL Study will document existing and future conditions, establish a corridor segmentation framework and Purpose and Need, develop and evaluate a range of context-sensitive transportation alternatives, engage corridor communities and stakeholders, and identify reasonable alternatives for advancement into future project development and NEPA studies. The study will also establish an implementation strategy identifying near-, mid-, and long-term improvements and opportunities for corridor preservation, project packaging, prioritization, and funding.

TASK 1 – PROJECT INITIATION & DATA COLLECTION

Establish the project systems, baseline information, and data necessary to efficiently advance the PEL Study. This task will compile available information, identify supplemental data needs, and establish a consistent planning-level base for subsequent technical analyses.

1.1 Project Initiation – Establish the project schedule, milestones, document management procedures, and other administrative protocols necessary to initiate the PEL Study.

1.2 Existing Study and Project Inventory – Compile and review previous IL 47 studies, municipal planning documents, development information, and planned or programmed transportation improvements affecting the corridor.

1.3 GIS and Base Mapping – Compile available GIS, aerial imagery, contour data, right-of-way information, and other available mapping to establish the planning-level base for the study.

1.4 Transportation Data Collection – Compile available traffic, crash, freight, transit, multimodal, and travel-pattern data and identify supplemental data needs.

1.5 Field Reconnaissance – Conduct corridor-wide field reconnaissance and prepare a photographic inventory documenting existing roadway conditions, development, constraints, and other notable features.

TASK 2 – EXISTING CONDITIONS ASSESSMENT

Develop a comprehensive understanding of existing transportation conditions, community context, and physical and environmental constraints throughout the corridor. The findings will establish the baseline for identifying corridor needs and developing future improvement strategies.

2.1 Roadway Characteristics – Document existing roadway classification, jurisdiction, geometry, traffic control, access, right-of-way, and other physical characteristics throughout the corridor.

2.2 Existing Traffic Operations – Develop the existing traffic network and evaluate operations at approximately 22 study intersections and along 23 roadway segments using available and newly collected traffic data.

2.3 Existing Safety Conditions – Evaluate five years of available crash data for the study intersections and roadway segments to identify crash patterns, severe crash trends, and locations requiring further safety evaluation.

2.4 Multimodal Existing Conditions – Inventory existing bicycle, pedestrian, transit, and trail facilities and document multimodal activity, connectivity, crossings, and gaps throughout the corridor.

2.5 Freight and Regional Mobility – Evaluate truck routes, freight activity, railroad crossings, regional travel patterns, and other mobility considerations affecting IL 47.

2.6 Land Use and Community Context – Review adopted municipal plans, existing and planned development, redevelopment initiatives, zoning, and other community considerations influencing the corridor.

2.7 Environmental Existing Conditions – Complete desktop and field environmental screening and prepare an Environmental Screening Report documenting environmental resources and potential constraints.

2.8 Environmental Survey Request – Prepare and submit the Environmental Survey Request and supporting information necessary to initiate applicable IDOT environmental reviews.

2.9 Existing Structures Assessment – Inventory and perform planning-level assessments of existing bridges and major culverts to identify existing deficiencies and potential future improvement needs.

2.10 Existing Drainage Assessment – Review available drainage information and evaluate major watersheds, crossings, floodplain/floodway conditions, known deficiencies, and other drainage constraints.

2.11 Existing Utility Assessment – Compile available atlas and GIS information to identify major utility corridors, planned improvements, and utilities that may materially influence corridor alternatives.

2.12 Existing Conditions Documentation – Compile the existing conditions findings and supporting mapping into an Existing Conditions Memorandum for review by KDOT and IDOT.

TASK 3 – CORRIDOR SEGMENTATION

Establish a corridor segmentation framework that recognizes the differing transportation needs, land use patterns, community contexts, and physical characteristics along IL 47. The framework will help organize subsequent Purpose and Need, alternatives development, and implementation planning while maintaining a corridor-wide perspective.

3.1 Develop Segmentation Criteria – Develop criteria for defining logical corridor segments based on roadway characteristics, transportation needs, land use, development patterns, community context, and physical constraints.

3.2 Develop Preliminary Corridor Segmentation – Evaluate logical segment boundaries and establish preliminary segment limits, characteristics, and supporting exhibits for the four anticipated corridor segments.

3.3 Segmentation Coordination – Review the preliminary segmentation with KDOT and IDOT and refine the segment framework based on agency input.

3.4 Corridor Segmentation Memorandum – Prepare a memorandum documenting the segmentation methodology, segment limits and characteristics, and final agency agreement on the corridor segmentation framework.

TASK 4 – FUTURE CONDITIONS & TRAVEL DEMAND

Evaluate how anticipated growth, development, and changing travel patterns may affect future transportation conditions along IL 47. The analysis will establish future travel demand, identify anticipated operational deficiencies, and provide the traffic basis for evaluating potential corridor alternatives.

4.1 Future Land Use and Growth – Review CMAP forecasts, planned development, and anticipated transportation improvements to establish future growth assumptions for the study corridor.

4.2 Future Traffic Development – Develop future traffic forecasts for the study corridor and perform traffic modeling necessary to evaluate proposed improvement alternatives.

4.3 Future No-Build Operations – Develop and evaluate Future No-Build traffic conditions, including intersection and corridor operations, queues, delays, and anticipated operational deficiencies.

4.4 Future Conditions Documentation – Prepare exhibits and a Future Conditions Memorandum documenting future growth assumptions, traffic forecasts, operational analyses, and identified deficiencies.

TASK 5 – PURPOSE & NEED

Establish a clear and technically supported Purpose and Need that defines the transportation problems the PEL Study is intended to address. The Purpose and Need will provide the foundation for alternatives development and establish the criteria used to evaluate potential corridor improvements.

5.1 Develop Problem Statement – Define the corridor-wide transportation challenges supported by the existing conditions, future conditions, safety, and other technical analyses.

5.2 Develop Purpose & Need – Develop a corridor-wide Purpose and Need supported by segment-specific transportation needs reflecting the differing conditions along IL 47.

5.3 Alternatives Evaluation Criteria – Develop screening criteria and an evaluation framework tied directly to the Purpose and Need for use in alternatives screening and evaluation.

5.4 Purpose & Need Documentation – Prepare the Purpose and Need Memorandum and supporting documentation for KDOT, IDOT, and FHWA review, as applicable, including documentation supporting NEPA/Merger Concurrence Point 1.

TASK 6 – SAFETY ASSESSMENT & STRATEGIES

Evaluate corridor-wide and location-specific safety conditions to identify crash patterns, contributing factors, and opportunities for improvement. The assessment will support development of both near-term countermeasures and longer-term safety strategies incorporated into corridor alternatives.

6.1 Detailed Safety Assessment – Perform detailed crash analyses for the 22 study intersections and 23 roadway segments to identify location-specific crash patterns, contributing factors, and safety needs.

6.2 Systemic Safety Assessment – Identify recurring corridor-wide risk factors and develop a toolbox of applicable systemic safety countermeasures.

6.3 Speed Analysis – Review available speed data, identify locations and conditions where speed contributes to corridor safety concerns, and develop appropriate speed-management strategies.

6.4 Safety Improvement Strategies – Develop planning-level intersection and segment countermeasures addressing the safety needs identified through the detailed and systemic assessments.

6.5 Safety Documentation – Prepare exhibits and a Safety Assessment Memorandum documenting the analysis, identified safety needs, and recommended improvement strategies.

TASK 7 – ALTERNATIVES DEVELOPMENT

Develop a range of context-sensitive transportation alternatives that respond to the Purpose and Need and the differing characteristics of each corridor segment. Alternatives will be developed at a planning level sufficient to understand their feasibility, benefits, major impacts, costs, and implementation considerations.

Planning-Level Analysis: Unless otherwise noted, concepts developed as part of the PEL Study will be prepared using available GIS, aerial imagery, contour information, record plans, and other available data. Concepts are intended to establish feasibility, approximate footprints, major impacts, comparative costs, and implementation considerations and are not intended to represent preliminary engineering or final design.

7.1 Establish Alternatives Development Framework – Establish the design criteria, assumptions, and alternative categories that will guide development of near-, mid-, and long-term corridor improvement strategies.

7.2 No-Build Alternative – Evaluate the No-Build Alternative against the established Purpose and Need to provide a baseline for comparison with potential improvements.

7.3 Corridor-Wide Improvement Strategies

Develop strategies that may be applied throughout the corridor to address recurring transportation needs and establish consistency among the segment-specific alternatives.

Corridor-wide strategies will consider, as applicable:

- Safety improvements identified through Task 6;
- Operational and intersection improvement strategies;
- Access-management principles;
- Bicycle, pedestrian, and other multimodal improvements; and
- Long-term corridor preservation opportunities.

7.4 Segment-Specific Alternatives

Develop approximately three to four planning-level alternatives for each of the four corridor segments to address the specific transportation needs and context identified through the segmentation and Purpose and Need processes.

Alternatives development will include, as applicable:

- Existing conditions and major constraints;

- Planning-level horizontal geometry and typical sections;
- Intersection configurations and traffic-control concepts;
- Multimodal accommodations and crossing opportunities;
- Access and property considerations;
- Approximate right-of-way and impact footprints;
- Traffic operations based on the modeling performed under **Task 4**;
- Planning-level grade-separation feasibility at up to two locations; and
- Planning-level construction costs.

7.5 Lily Lake Bypass/New Alignment Alternatives

Develop approximately three to four planning-level bypass/new-alignment concepts for the Lily Lake area based on previous studies, existing constraints, community context, and the Purpose and Need.

The assessment will consider:

- Potential alignment corridors and basic geometric feasibility;
- Traffic diversion and operational findings developed under **Task 4**;
- Property and environmental impacts;
- Major roadway, waterway, and other physical constraints;
- Implications for Lily Lake and the surrounding community;
- Planning-level costs; and
- Comparative exhibits illustrating the concepts and major tradeoffs.

7.6 Elburn Off-Alignment/Bypass Concepts

Develop approximately three to four planning-level off-alignment/bypass concepts for the Elburn area, including consideration of an Anderson Road-based concept and other reasonable alignments identified through the study.

The assessment will consider:

- Potential alignment corridors and basic geometric feasibility;
- Traffic diversion and operational findings developed under **Task 4**;
- Property, environmental, and development impacts;
- Railroad and major roadway crossing considerations;

- Implications for downtown Elburn and surrounding development;
- Planning-level costs; and
- Comparative exhibits illustrating the concepts and major tradeoffs.

7.7 Multimodal Alternatives

Evaluate corridor bicycle and pedestrian needs and develop planning-level multimodal improvements addressing corridor connectivity, crossings, and community access.

The evaluation will include:

- Use of available Replica and Strava data to understand bicycle and pedestrian activity;
- Improvement concepts at approximately 12 anticipated uncontrolled east-west crossing locations;
- Development and visualization of a Great Western Trail crossing concept; and
- Multimodal improvement concepts within Elburn and Lily Lake.

7.8 Structural Alternatives Assessment

Evaluate existing bridges and major culverts to determine how existing structure conditions and improvement needs may influence development, feasibility, and cost of the corridor alternatives.

The assessment will identify:

- Existing structures affected by potential alternatives;
- Planning-level rehabilitation, replacement, or modification needs;
- Major structural constraints influencing alternatives;
- Planning-level structural costs; and
- Findings and recommendations for incorporation into the alternatives evaluation.

7.9 Drainage Alternatives Assessment – Evaluate major drainage and hydraulic considerations that could materially affect the feasibility, impacts, or cost of proposed alternatives. The assessment will include planning-level review of floodplain/floodway impacts, stream crossings, regional detention opportunities, major drainage improvement needs, hydraulic constraints, and drainage considerations associated with individual alternatives.

7.10 Utility Alternatives Assessment – Evaluate major utility conflicts and relocation risks that may materially influence development, cost, or implementation of the corridor alternatives. The assessment will focus on **major utility corridors and utilities of concern**, including coordination with utility owners as appropriate and identification of significant relocations. Detailed utility mapping or Subsurface Utility Engineering is not included.

7.11 Environmental Alternatives Assessment – Screen the planning-level alternatives against the environmental resources and constraints identified through Task 2 to identify potential impacts and opportunities for avoidance or minimization.

7.12 Planning/Community Compatibility – Evaluate the consistency of proposed alternatives with adopted municipal plans and consider how potential improvements may influence planned development, redevelopment, community access, and other local priorities.

7.13 Alternatives Development Documentation – Compile the planning-level concepts, exhibits, costs, technical findings, and supporting analyses into an Alternatives Development Memorandum documenting the range of alternatives developed for subsequent screening and evaluation.

TASK 8 – ALTERNATIVES SCREENING & EVALUATION

Evaluate the range of alternatives developed under Task 7 using a structured screening process tied to the Purpose and Need. The evaluation will progressively narrow the range of alternatives based on transportation performance, feasibility, impacts, cost, community considerations, and other established criteria to identify alternatives appropriate to carry forward from the PEL Study.

8.1 Initial Alternatives Screening – Perform an initial screening of the alternatives using the established Purpose and Need and evaluation criteria to identify concepts that warrant further consideration.

8.2 Detailed Alternatives Evaluation – Perform a more detailed evaluation of alternatives carried through the initial screening considering transportation performance, safety, environmental impacts, community compatibility, cost, constructability, and implementation considerations.

8.3 Alternatives Evaluation Matrix – Develop comparative evaluation matrices documenting the performance, benefits, impacts, and tradeoffs of the alternatives considered.

8.4 Alternatives Screening Workshops – Conduct two workshops with KDOT, IDOT, GFT, and appropriate subconsultants to review screening results, discuss key tradeoffs, and establish direction for refinement of the alternatives.

8.5 Alternatives Carried Forward – Identify and document the alternatives recommended to be carried forward from the PEL Study for consideration during subsequent project development and NEPA studies.

TASK 9 – STAKEHOLDER & PUBLIC INVOLVEMENT

Engage corridor communities, agencies, stakeholders, and the public throughout the study to understand local priorities, inform alternatives development, and build support for the long-term corridor strategy. The engagement process will build upon Kane County's previous outreach and provide meaningful opportunities for input at key study milestones.

9.1 Public Involvement Plan – Review Kane County's previous stakeholder outreach and prepare a Public Involvement Plan establishing the engagement strategy, stakeholder groups, communication protocols, meeting schedule, and comment-tracking procedures.

9.2 Project Website – Develop and maintain a stand-alone, ADA-accessible project website to provide study information, meeting materials, project updates, and opportunities for public engagement.

9.3 Public Information Meetings

Plan and conduct **three Public Information Meetings** at key study milestones, including meeting coordination, exhibits and materials, hybrid/online engagement, comment collection, and meeting documentation.

The anticipated PIM sequence will generally include:

- **PIM #1 – Existing Conditions and Corridor Issues:** Introduce the study, present existing conditions and preliminary issues, gather public input, and support recruitment for the Community Advisory Group.
- **PIM #2 – Alternatives:** Present the range of corridor and segment alternatives and obtain public input to support alternatives refinement and evaluation.
- **PIM #3 – Corridor Strategy:** Present the alternatives carried forward, implementation strategy, and overall recommendations of the PEL Study.

9.4 Community Advisory Group

Establish and facilitate a Community Advisory Group of approximately 20 corridor stakeholders through four meetings focused on corridor vision, segment needs, alternatives, and the overall corridor strategy.

The anticipated CAG sequence will generally include:

- **CAG #1** – Corridor Vision
- **CAG #2** – Segment Workshops
- **CAG #3** – Alternatives
- **CAG #4** – Corridor Strategy

9.5 Municipal Coordination Meetings

Conduct approximately **12 municipal coordination meetings in three rounds** to obtain community-specific input regarding transportation needs, development plans, preliminary alternatives, and implementation considerations.

The meetings will generally include:

- **Round 1:** Community vision, existing issues, and planned development;
- **Round 2:** Preliminary alternatives and community-specific concepts; and

- **Round 3:** Refined concepts and implementation considerations, as applicable.

Community Corridor Profiles will be developed and refined through this process to document local priorities and provide continuity between municipal input and corridor-wide alternatives development.

9.6 Public Communications – Prepare public-facing communications including project fact sheets, newsletters, public notices, press releases, FAQs, and other materials, as appropriate, to support the public involvement program.

9.7 Design Visualization – Develop visualizations and graphics to communicate corridor conditions, improvement concepts, and alternatives in a clear and understandable format for agency, stakeholder, and public engagement.

9.8 Public Involvement Documentation – Maintain stakeholder and comment records and prepare meeting summaries, comment dispositions, and a final Public Involvement Summary documenting the engagement process and input received.

TASK 10 – CORRIDOR PROGRAM & IMPLEMENTATION STRATEGY

Translate the findings of the PEL Study into an actionable corridor program that identifies how improvements can advance over time. The strategy will establish near-, mid-, and long-term priorities, project packaging, corridor preservation needs, funding opportunities, and future Phase I studies.

10.1 Corridor Improvement Program

Develop a corridor-wide improvement plan organizing the recommended improvements by segment, improvement type, and anticipated implementation timeframe.

The plan will distinguish among:

- Near-term improvements that may advance independently;
- Mid-term improvements requiring additional project development or funding; and
- Long-term improvements requiring preservation, additional engineering, or significant capital investment.

10.2 Project Packaging – Identify logical project limits and package recommended improvements into implementable future projects based on transportation need, geographic limits, project interdependencies, and anticipated delivery considerations.

10.3 Corridor Preservation – Identify areas where future right-of-way, access, off-alignment corridors, intersection improvements, or other transportation needs should be preserved as development and redevelopment occur.

10.4 Project Prioritization – Develop a prioritization framework considering transportation need, safety, community benefit, cost, readiness, funding opportunities, project dependencies, and other implementation considerations.

10.5 Funding Strategy – Work with KKCOM to identify potential local, state, and federal funding programs and partnership opportunities applicable to the recommended corridor improvements.

10.6 Implementation Matrix – Prepare an implementation matrix identifying recommended improvements, anticipated timing, planning-level costs, potential lead agencies, project dependencies, and potential funding sources.

10.7 Corridor Program & Implementation Strategy Memorandum – Prepare a memorandum documenting the recommended corridor program, project packaging, prioritization, preservation needs, funding opportunities, and recommended implementation strategy.

TASK 11 – PEL DOCUMENTATION

Document the technical analyses, decision-making process, stakeholder involvement, alternatives evaluation, and recommendations developed through the PEL Study. Documentation will record the study's findings and support their use in subsequent project development and NEPA studies.

11.1 PEL Report Outline – Develop the PEL Report outline and documentation framework to organize the technical analyses, study decisions, supporting memoranda, and implementation recommendations.

11.2 Draft PEL Report – Prepare the Draft PEL Report documenting the study process, existing and future conditions, Purpose and Need, alternatives development and evaluation, stakeholder engagement, and recommended corridor strategy.

11.3 FHWA PEL Questionnaire – Prepare the FHWA PEL Questionnaire to document the PEL process and establish how study findings and decisions may be considered during subsequent NEPA studies.

11.4 NEPA/Merger Documentation – Compile and document the materials and decisions associated with the NEPA/Merger process, including **Concurrence Point 1 – Purpose and Need** and **Concurrence Point 2 – Alternatives to be Considered**.

11.5 Technical Appendices – Compile the applicable technical memoranda, environmental documentation, traffic and safety analyses, public involvement materials, GIS information, and other supporting study documentation into the PEL appendices.

11.6 PEL Report Review – Coordinate review of the Draft PEL Report by KDOT and IDOT and address agency comments through the anticipated review cycles.

11.7 Final PEL Deliverables – Prepare the Final PEL Report, executive summary, final appendices, and other required electronic deliverables incorporating agency comments and final study decisions.

TASK 12 – PROJECT MANAGEMENT, COORDINATION, AND QUALITY CONTROL

Provide the project management, agency coordination, technical integration, and quality control necessary to efficiently deliver the PEL Study. This task will maintain alignment among KDOT, IDOT, GFT, subconsultants, and other project partners throughout the approximately 36-month study.

12.1 Project Management – Provide overall project administration, schedule and budget management, invoicing, progress reporting, subconsultant administration, and other activities necessary to manage the study.

12.2 Monthly KDOT/IDOT Coordination – Conduct regular coordination meetings with Kane County and IDOT to review project status, technical issues, upcoming decisions, schedule, and action items.

12.3 Municipal Leadership Coordination – Provide periodic updates to the municipal leadership group previously established by Kane County to maintain awareness of study progress, key milestones, and upcoming engagement activities.

12.4 Agency Coordination – Coordinate with IDOT, FHWA, resource agencies, railroads, transportation agencies, and other entities as necessary to support technical analyses, environmental review, and study decisions.

This task will include preparation for and participation in **two formal NEPA/Merger meetings** associated with Concurrence Point 1 and Concurrence Point 2.

12.5 Team Coordination – Conduct internal GFT and subconsultant coordination meetings throughout the study to integrate technical disciplines, prepare for major milestones, resolve issues, and maintain consistency across study activities.

12.6 Quality Assurance/Quality Control – Perform technical and editorial QA/QC reviews of major technical memoranda, alternatives, exhibits, public-facing materials, and PEL documentation in accordance with GFT's quality procedures.

ASSUMPTIONS AND EXCLUSIONS

The Scope of Services and associated level of effort are based on the following key assumptions:

1. **Contract Authorization:** The PEL Study will be completed within the available contract authorization, and no supplemental authorization will be requested to complete the services described herein.

2. **Planning-Level Analysis:** Unless otherwise noted, alternatives will be developed to an approximately **10-percent planning level** using available GIS, aerial imagery, LiDAR/contour information, record plans, and other available data. Detailed survey and preliminary engineering are not included.

3. **Traffic Analysis:** Traffic analyses will be based on approximately **22 study intersections and 23 roadway segments**. Build-condition modeling will be performed as necessary to support alternatives evaluation; a separate detailed operational model is not anticipated for every preliminary concept.

4. **Alternatives Development:** Approximately **three to four alternatives per corridor segment** are anticipated. The actual number and level of refinement will depend on Purpose and Need, feasibility, and the alternatives-screening process.

5. **Grade Separations and Structures:** Grade-separation assessments at up to **two locations** will be limited to planning-level feasibility, including roadway-over versus roadway-under considerations. Detailed structural analysis, TS&L development, structural design, and geotechnical investigations are not included.

6. **Drainage and Utilities:** Drainage, hydraulic, and utility evaluations will be planning-level and focused on major constraints that may materially influence alternative feasibility, impacts, or cost. Detailed drainage design, utility design, and Subsurface Utility Engineering are not included.

7. **Environmental/NEPA:** Environmental activities will consist of screening and documentation appropriate for the PEL Study and will support NEPA/Merger Concurrence Points 1 and 2. Project-specific NEPA studies, environmental permitting, mitigation design, and other detailed environmental investigations are not included unless specifically identified in the scope.

8. **Public Involvement:** The public involvement program assumes: **three PIMs, four CAG meetings, approximately 12 municipal coordination meetings**.

Services Not Included

The following tasks are not included:

- Detailed topographic or boundary survey
- Phase I or Phase II engineering
- Final roadway, traffic signal, drainage, structural, or utility design

- Geotechnical investigations or subsurface exploration
- Subsurface Utility Engineering
- Right-of-way plats, legal descriptions, appraisals, negotiations, or acquisition
- Detailed railroad engineering or railroad agreement preparation
- Environmental permitting or project-specific mitigation design

Scope of Services/Level of Effort Estimate
IL 47
I-88 to Plank Road
PEL Study

Date:
August 21, 2026

TASK AND DESCRIPTION	Total Workhours	GFT	HLR	RINA	TESKA
TASK 1 – PROJECT INITIATION & DATA COLLECTION					
1.1 **Project Initiation**					
1.1.1 Develop project schedule and milestone schedule	32	32			
1.1.2 Establish and maintain project SharePoint/document exchange procedures	98	98			
1.2 **Existing Study and Project Inventory**					
1.2.1 Obtain and catalog previous IL 47 corridor studies	24	24			
1.2.2 Inventory planned IDOT/KDOT/Municipal improvements/Development	80	80			
1.2.3 Coordinate with adjacent/overlapping studies, including Plank Road/Civiltech study	32	32			
1.3 **GIS and Base Mapping**					
1.3.1 Obtain KDOT/IDOT/Municipal GIS/base mapping, Aerials, Contour Info	80	80			
1.3.8 Compile Information and develop study-area mapping/exhibits	100	100			
1.4 **Transportation Data Collection**					
1.4.1 Obtain existing IDOT/KDOT traffic data	20	20			
1.4.2 Obtain available intersection turning movement counts	16	16			
1.4.3 Obtain crash data/police reports	16	16			
1.4.4 Obtain freight/transit/multimodal corridor data	16	16			
1.4.5 Obtain StreetLight data	32	32			
1.4.6 Identify data gaps	12	12			
1.5 **Field Reconnaissance**					
1.5.1 Corridor-wide roadway reconnaissance	112	80		32	
1.5.2 Document existing constraint observations	20	20			
1.5.3 Corridor photo inventory	40	40			
TASK 1 SUBTOTAL:	730	698	0	32	0
TASK 2 - EXISTING CONDITIONS ASSESSMENT					
2.1 **Roadway Characteristics**					
2.1.1 Existing roadway classification/jurisdiction	20	20			
2.1.2 Document existing, geometric, traffic control and access along the corridor	100	100			
2.1.3 Existing ROW review	80	80			
2.2 **Existing Traffic Operations**					
2.2.1 Develop existing traffic network	160	160			
2.2.2 Develop existing peak-hour volumes (How many intersections total?)	120	120			
2.2.3 Existing intersection capacity analysis (How many intersections total?)	120	120			
2.2.4 Existing segment/corridor operational assessment	60	60			
2.2.5 Existing queue/delay assessment (Develop a Synchro Model)	60	60			
2.2.6 Identify existing operational deficiencies	24	24			
2.2.7 Prepare traffic operations exhibits/tables	40	40			
2.3 **Existing Safety Conditions**					
2.3.1 Process and categorize five-year crash data	80	80			
2.3.2 Intersection crash summaries (22 Intersections)	88	88			
2.3.3 Segment crash summaries (23 Segments)	46	46			
2.3.4 Severe crash assessment	24	24			
2.3.5 Crash type/pattern assessment	40	40			
2.3.6 Crash mapping (Heat map or Crash Diagrams for the PEL Report?)	40	40			
2.3.7 Initial safety deficiency identification	20	20			
2.4 **Multimodal Existing Conditions**					
2.4.1 Inventory existing bicycle/pedestrian/transit/trail facilities	100	100			
2.4.3 Prepare multimodal existing conditions mapping (50 scale Plan on Plan sheets or GIS maps with Michael?)	60	60			
2.5 **Freight and Regional Mobility**					
2.5.1 Evaluate truck routes and rail crossings	60	60			
2.6 **Land Use & Community Context**					
2.6.1 Review comprehensive plans	24	4			20
2.6.2 Review transportation plans	24	4			20
2.6.3 Review bicycle/pedestrian plans	24	4			20
2.6.4 Review economic development plans	24	4			20
2.6.5 Identify planned growth/development areas	44	4			40
2.6.6 Identify redevelopment initiatives	44	4			40
2.6.7 Prepare draft Community Corridor Profiles	44	4			40
2.6.8 Identify community planning considerations affecting IL 47	34	12			22

TASK AND DESCRIPTION	Total Workhours	GFT	HLR	RINA	TESKA
2.7 **Environmental Existing Conditions**					
2.7.1 Environmental desktop review	82	4	78		
2.7.2 Environmental field screening/reconnaissance	164	4	160		
2.7.3 Environmental screening report – draft	112	4	108		
2.7.4 Environmental screening report – KDOT revisions	40	4	36		
2.7.5 Environmental screening report – IDOT revisions	40	4	36		
2.7.6 Final Environmental Screening Report	52	4	48		
2.8 **Environmental Survey Request**					
2.8.1 Prepare ESR and Supplemental Documentation	28	4	24		
2.9 **Existing Structures Assessment**					
2.9.1 Inventory existing NBIS structures	26	2	24		
2.9.2 Hydraulic information review – existing / ancillary / proposed structures	46	2	44		
2.9.3 Structure field reviews and photo logs	120	8	112		
2.10 **Existing Drainage Assessment**					
2.10.1 Review available drainage studies/data	44	4		40	
2.10.2 Drainage site visits	52	4		48	
2.10.3 Watershed mapping	124	4		120	
2.10.4 Prepare existing drainage plan exhibits	126	6		120	
2.11 **Existing Utility Assessment**					
2.11.1 Request available utility atlas/GIS information	82	2		80	
2.11.2 Utility site visits	34	2		32	
2.11.3 Coordinate with utility owners for additional information	82	2		80	
2.11.4 Identify / locate major utility corridors and utilities of concern	82	2		80	
2.11.5 Identify planned utility improvements	22	2		20	
2.11.6 Identify gaps / deficiencies in utility data	42	2		40	
2.12 **Existing Conditions Documentation**					
2.12.1 Compile technical discipline findings	40	40			
2.12.2 Prepare Existing Conditions exhibits	60	60			
2.12.3 Prepare Existing Conditions Memorandum	72	72			
2.12.5 Respond to comments/revise memorandum	40	40			
TASK 2 SUBTOTAL:	3,216	1,664	670	660	222
TASK 3 - CORRIDOR SEGMENTATION					
3.1 **Develop Segmentation Criteria**	20	20			
3.2 **Develop Preliminary Corridor Segmentation**					
3.2.1 Evaluate logical segment boundaries	40	40			
3.2.2 Develop preliminary segment limits	40	40			
3.2.3 Prepare segment characteristics/profiles	40	40			
3.2.4 Prepare segmentation exhibits	80	80			
3.3 **Segmentation Coordination**					
3.3.1 Draft Segments	40	40			
3.3.2 Coordinate and incoporate ffedback from KDOT/IDOT	20	20			
3.4 **Corridor Segmentation Memorandum**					
3.4.1 Draft memorandum	60	60			
3.4.2 Review/comment disposition	24	24			
3.4.3 Final memorandum	24	24			
3.4.4 Decision Point/agency agreement on segmentation	16	16			
TASK 3 SUBTOTAL:	404	404	0	0	0
TASK 4 - FUTURE CONDITIONS & TRAVEL DEMAND					
4.1 **Future Land Use and Growth**					
4.1.1 Review CMAP Model and forecasts	40	40			
4.1.2 Review planned developments and transportation improvements	80	80			
4.2 **Future Traffic Development**					
4.2.1 Coordinate with CMAP for future traffic projections	40	40			
4.2.2 Develop future peak-hour volumes (22 Intersections)	200	200			
4.2.3 Proposed traffic Modeling Analysis (Synchros, Sidra for 3-4 Alts per Segment)	900	900			
4.2.4 Develop future traffic diagrams	160	160			
4.3 **Future No-Build Operations**					
4.3.1 Develop future No-Build traffic models	160	160			
4.3.2 Intersection operations	120	120			
4.3.3 Segment/corridor operations	80	80			
4.3.4 Queue/delay assessment	80	80			
4.3.5 Identify future operational deficiencies	60	60			
4.4 **Future Conditions Documentation**					
4.4.1 Future Conditions exhibits	60	60			
4.4.2 Draft Future Conditions Memorandum	80	80			
4.4.3 Respond to comments/revise memorandum	20	20			
4.4.4 Final memorandum	40	40			
TASK 4 SUBTOTAL:	2,120	2,120	0	0	0

TASK AND DESCRIPTION	Total Workhours	GFT	HLR	RINA	TESKA
TASK 5 - PURPOSE & NEED					
5.1 **Develop Problem Statement**					
5.1.1 Corridor-wide transportation challenges	80	80			
5.1.2 Supporting data and documentation	20	20			
5.2 **Develop Purpose & Need**					
5.2.1 Corridor-wide Purpose & Need	80	80			
5.2.2 Segment-specific supporting needs	80	80			
5.3 **Alternatives Evaluation Criteria**					
5.3.1 Develop screening criteria	40	40			
5.3.2 Relate criteria to Purpose & Need	40	40			
5.3.3 Develop evaluation framework/matrix	40	40			
5.4 **Purpose & Need Documentation**					
5.4.1 Draft Purpose & Need Memorandum	60	60			
5.4.2 KDOT/IDOT/FHWA review, as applicable	20	20			
5.4.3 Respond to comments	20	20			
5.4.4 Final Purpose & Need Memorandum	20	20			
5.4.5 NEPA/Merger Concurrence Point 1 documentation	20	20			
TASK 5 SUBTOTAL:	520	520	0	0	0
TASK 6 - SAFETY ASSESSMENT & STRATEGIES					
6.1 **Detailed Safety Assessment**					
6.1.1 Crash Analysis (22 intersections & 23 Segments)	200	200			
6.2 **Systemic Safety Assessment**					
6.2.1 Identify corridor risk factors & Develop Countermeasure Toolbox	80	80			
6.3 **Speed Analysis**					
6.3.1 Review existing speed data & Identify Management Strategies	100	100			
6.4 **Safety Improvement Strategies**					
6.4.1 Intersection countermeasures (22 Intersections)	120	120			
6.4.2 Segment countermeasures (23 Segments)	120	120			
6.5 **Safety Documentation**					
6.5.1 Safety exhibits	40	40			
6.5.2 Draft Safety Assessment Memorandum	80	80			
6.5.3 Review/revisions	16	16			
6.5.4 Final memorandum	20	20			
TASK 6 SUBTOTAL:	776	776	0	0	0
TASK 7 - ALTERNATIVES DEVELOPMENT					
7.1 **Establish Alternatives Development Framework**					
7.1.1 Establish design criteria and develop alternative categories (Near, mid, long-term strategies)	80	80			
7.2 **No-Build Alternative**					
7.2.1 Evaluate No-Build against P&N	40	40			
7.3 **Corridor-Wide Improvement Strategies**					
7.3.1 Safety improvements (integrate improvements identified in Task 6)	40	40			
7.3.2 Develop Corridor-wide operational improvement strategies	40	40			
7.3.3 Intersection improvement toolbox	40	40			
7.3.4 Develop access management strategy	20	20			
7.3.5 Identify Multimodal improvements	40	40			
7.3.6 Develop corridor preservation strategies	40	40			
7.4 **Segment-Specific Alternatives – (4 Segments)**					
7.4.1 Existing conditions/constraints summary	152	80		72	
7.4.2 Preliminary geometry for 3-4 Alternatives/Segment	460	240		220	
7.4.3 Typical sections	136	100		36	
7.4.4 Intersection concepts	504	360		144	
7.4.5 Multimodal considerations	112	80		32	
7.4.6 Grade Separation Analysis (2 locations)	160	160			
7.4.7 Access considerations	120	80		40	
7.4.8 ROW/impact footprint	280	200		80	
7.4.9 Planning-level costs	122	90		32	
7.5 **Lily Lake Bypass/New Alignment Alternatives**					
7.5.1 Review previous concepts/studies	32	2	30		
7.5.2 Establish design criteria and identify potential alignments	62	2	60		
7.5.3 Develop planning-level concepts (3-4 concepts)	170	20	150		
7.5.4 Evaluate property/environmental impacts	40		40		
7.5.5 Evaluate community/downtown implications	40		40		
7.5.6 Develop planning-level costs	40		40		
7.5.7 Concept exhibits and findings narrative	140		140		

TASK AND DESCRIPTION	Total Workhours	GFT	HLR	RINA	TESKA
7.6 **Elburn Off-Alignment/Bypass Concepts**					
7.6.1 Review previous concepts/studies	30	30			
7.6.2 Establish design criteria and identify potential alignments	60	60			
7.6.3 Develop planning-level concepts (3-4 concepts, including utilizing Anderson Road)	150	150			
7.6.4 Evaluate property/environmental impacts	40	40			
7.6.5 Evaluate community/downtown implications	40	40			
7.6.6 Develop planning-level costs	40	40			
7.6.7 Concept exhibits and findings narrative	140	140			
7.7 **Multimodal Alternatives**					
7.7.1 Corridor bicycle and pedestrian analysis using Replica and Strava	80	80			
7.7.2 Develop East-west improvement concepts at uncontrolled crossings (12 locations anticipated)	100	100			
7.7.3 Great Western Trail crossing concept (Up to 4 Renderings)	64	64			
7.7.4 Multimodal concepts in Elburn and Lily Lake	80	80			
7.8 **Structural Alternatives Assessment**					
7.8.1 Evaluate inventoried structures	264	8	256		
7.8.2 Existing structure improvement needs	56	8	48		
7.8.3 New structure requirements	176	8	168		
7.8.4 Planning-level structural costs	322	8	314		
7.8.5 Draft Structure Assessment Memorandum	220	8	212		
7.9 **Drainage Alternatives Assessment**					
7.9.1 Alternative floodplain/floodway screening	100	4		96	
7.9.2 Stream crossing assessment	52	4		48	
7.9.3 Regional detention opportunities	68	4		64	
7.9.4 Major drainage improvement needs	124	4		120	
7.9.5 Planning-level hydraulic constraints	84	4		80	
7.9.6 Drainage recommendations by alternative	52	4		48	
7.10 **Utility Alternatives Assessment**					
7.10.1 Major utility conflict screening	168	8		160	
7.10.2 Utility owner coordination, as appropriate	62	2		60	
7.10.3 Major relocation risk assessment	62	2		60	
7.10.4 Reimbursable relocation considerations	62	2		60	
7.11 **Environmental Alternatives Assessment**					
7.11.1 Environmental impact screening by alternative	78	8	70		
7.12 **Planning/Community Compatibility**					
7.12.1 Review consistency with adopted plans	40	40			
7.13 **Alternatives Development Documentation**					
7.13.1 Compile alternative exhibits	80	80			
7.13.2 Compile planning-level costs	40	40			
7.13.3 Draft Alternatives Development Memorandum	80	80			
7.13.4 Review/Revisions	40	40			
7.13.5 Compile Final alternatives memorandum	20	20			
TASK 7 SUBTOTAL:	5,984	2,964	1,568	1,452	0
TASK 8 - ALTERNATIVES SCREENING & EVALUATION					
8.1 **Initial Alternatives Screening**					
8.1.1 Screen against Purpose & Need, identify fatal flaws, and eliminate unreasonable alts	112	80		**32**	
8.2 **Detailed Alternatives Evaluation**					
8.2.1 Transportation/Safety/Multimodal	80	80			
8.2.2 Environmental/Drainage/Structures/Utilities	80	80			
8.2.3 ROW/Property/Agricultural	60	60			
8.2.4 Community/Planning Consistency	304	40			264
8.2.5 Constructability/Cost/Implementation	100	100			
8.3 **Alternatives Evaluation Matrix**					
8.3.1 Develop matrix	80	80			
8.3.2 Populate quantitative/qualitative impacts	80	80			
8.3.3 Review with technical team	20	20			
8.3.4 Revise based on stakeholder input	20	20			
8.4 **Alternatives Screening Workshops**					
8.4.1 Alternatives Development Workshop (KDOT/IDOT/GFT/Subs)	64	40		24	
8.4.2 Alternatives Screening Workshop (KDOT/IDOT/GFT/Subs)	64	40		24	
8.4.3 Workshop preparation/materials (2 Workshops)	108	60		48	
8.4.4 Workshop documentation/follow-up (2 Workshops)	40	40			

TASK AND DESCRIPTION	Total Workhours	GFT	HLR	RINA	TESKA
8.5 **Alternatives to be Carried Forward**					
8.5.1 Identify reasonable alternatives	48	24		24	
8.5.2 Document alternatives eliminated	24	24			
8.5.3 Document alternatives carried forward	32	16		16	
8.5.4 Prepare supporting exhibits	40	40			
8.5.5 Meeting with KDOT/IDOT for concurrence	20	20			
8.5.6 NEPA/Merger Concurrence Point 2 documentation	30	30			
TASK 8 SUBTOTAL:	1,406	974	0	168	264
TASK 9 - STAKEHOLDER & PUBLIC INVOLVEMENT					
9.1 **Public Involvement Plan**					
9.1.1 Review KDOT's previous stakeholder outreach	12	12			
9.1.2 Develop Public Involvement Plan, including engagement strategy, meeting schedule, communication protocols, and comment tracking procedures	60	60			
9.2 **Project Website**					
9.2.1 Develop stand-alone project website, including initial content and ADA/accessibility compliance	220	220			
9.2.2 Maintain and update project website throughout the study	120	120			
9.3 **Public Information Meetings (3 Anticipated)**					
9.3.1 Meeting planning, logistics, and agency coordination	140	140			
9.3.2 Develop exhibits, presentations, online/hybrid materials, and other meeting materials	286	270		16	
9.3.3 Conduct meeting dry runs and Public Information Meetings	244	160	36	48	
9.3.4 Collect and document comments; prepare meeting summaries and comment disposition	100	100			
9.4 **Community Advisory Group Meetings (4 Anticipated)**					
9.4.1 CAG Formation/Recruitment	80	40			40
9.4.2 CAG #1 – Corridor Vision	220	90	12	12	106
9.4.3 CAG #2 – Segment Workshops	244	110	12	12	110
9.4.4 CAG #3 – Alternatives	224	100	12	12	100
9.4.5 CAG #4 – Corridor Strategy	144	60	12	12	60
9.4.6 Document CAG input and incorporate feedback into the study	64	32			32
9.5 **Municipal Coordination Meetings (12 Anticipated, 1 for each Segment, 3 Rounds)**					
9.5.1 Round 1 – Community vision/existing issues	232	120	12		100
9.5.2 Round 2 – Preliminary alternatives/community-specific concepts	232	120	12		100
9.5.3 Round 3 – Refined concepts/implementation, as applicable	232	120	12		100
9.5.4 Meeting preparation/materials/follow up	148	72		16	60
9.6 **Public Communications**					
9.6.1 Prepare project fact sheets, newsletters, press releases, public notices, FAQs, and other public-facing materials, as needed	60	60			
9.6.2 Agency review and ADA/accessibility compliance for public-facing materials	50	50			
9.6.3 Public Outreach Events (4 anticipated, 1 for each segment)	120	120			
9.7 **Design Visualization**					
9.7.1 Rendered Typical Sections (1 per segement)	80	80			
9.7.2 3D Renderings for Public Involvement	220	220			
9.8 **Public Involvement Documentation**					
9.8.1 Maintain stakeholder/comment database	20	20			
9.8.2 Compile meeting summaries	30	30			
9.8.3 Compile comment disposition	30	30			
TASK 9 SUBTOTAL:	3,612	2,556	120	128	808
TASK 10 - CORRIDOR PROGRAM & IMPLEMENTATION STRATEGY					
10.1 **Develop Corridor Improvement Program**					
10.1.1 Identify near-term improvements	50	40		10	
10.1.2 Identify mid-term improvements	50	40		10	
10.1.3 Identify long-term improvements	50	40		10	
10.1.4 Identify quick-win projects	40	30		10	
10.2 **Project Packaging**					
10.2.1 Identify logical independent projects	40	40			
10.3 **Corridor Preservation Strategy**					
10.3.1 Identify ROW preservation considerations	30	30			
10.3.2 Identify municipal coordination actions	20	20			
10.4 **Project Prioritization**					
10.4.1 Develop prioritization criteria	40	40			
10.4.2 Prioritize project packages	80	80			
10.5 **Funding Strategy**					
10.5.1 Identify candidate funding programs and strategies	100	100			
10.6 **Implementation Matrix**					
10.6.1 Develop Implementation Matrix	116	100		16	

TASK AND DESCRIPTION	Total Workhours	GFT	HLR	RINA	TESKA
10.7 **Corridor Program & Implementation Strategy Memorandum**					
10.7.1 Draft memorandum	40	40			
10.7.2 Implementation exhibits/maps	40	40			
10.7.3 KDOT/IDOT review	20	20			
10.7.4 Review/revisions	20	20			
10.7.5 Final memorandum	20	20			
TASK 10 SUBTOTAL:	756	700	0	56	0
TASK 11 - PEL DOCUMENTATION					
11.1 **PEL Report Outline**					
11.1.1 Develop report outline	20	20			
11.1.2 Coordinate outline with KDOT/IDOT	12	12			
11.2 **Draft PEL Report**					
11.2.1 Compile Technical memoranda into Draft PEL Report	160	160			
11.2.2 Prepare Narrative	100	100			
11.2.3 Report Exhibits and Tables	80	80			
11.3 **FHWA PEL Questionnaire**	80	80			
11.4 **NEPA/Merger Documentation**					
11.4.1 Compile Concurrence Point 1 documentation	20	20			
11.4.2 Compile Concurrence Point 2 documentation	20	20			
11.4.3 Document agency coordination/decisions/commitments	40	40			
11.4.4 Identify information suitable for future NEPA adoption/use	40	40			
11.5 **Assemble Supporting Appendices**	80	80			
11.6 **PEL Report Review**					
11.6.1 Draft report	80	80			
11.6.2 Address KDOT/IDOT review	40	40			
11.6.3 Dispose of review comments	40	40			
11.6.4 Assemble final report	20	20			
11.7 **Final Electronic Deliverables**					
11.7.1 Final PDF	40	40			
11.7.2 GIS/CADD/Project Files	40	40			
TASK 11 SUBTOTAL:	912	912	0	0	0
TASK 12 - PROJECT MANAGEMENT, COORDINATION & QA/QC					
12.1 **Project Management (4%)**					
12.1.1 Scope, Schedule, Budget and Resource Monitoring	769	572	97	100	
12.2 **Monthly Project Coordination Meetings**					
Assume 36 months					
12.2.1 Prepare monthly status report	36	36			
12.2.2 Prepare agenda/materials	18	18			
12.2.3 Monthly KDOT/IDOT/GFT meeting	72	72			
12.2.4 Meeting notes/action items	72	72			
12.2.5 Follow-up coordination	36	36			
12.3 **Municipal Leadership Coordination (Quarterly, Assume 9 Meetings)**					
12.3.1 Status update, meeting, meeting minutes, follow up coordination	54	54			
12.4 **Agency Coordination**					
12.4.1 IDOT coordination (4 hours/month)	144	144			
12.4.2 FHWA coordination (Concurrence Point Meetings and Prep)	72	72			
12.4.3 CMAP coordination (Excludes Traffic Projections)	12	12			
12.4.4 Environmental/resource agency coordination	24	24			
12.4.5 Railroad coordination	32	32			
12.4.6 Adjacent project/study coordination	24	24			
12.4.7 NEPA/Merger Meetings (2 Anticipated)	120	120			
12.5 **Team Coordination**					
Kickoff Meeting	30	12	6	6	6
1 Meet/month (2 Hours)	324	180	72	72	
12.6 **Quality Assurance / Quality Control (4%)**	769	572	97	100	
TASK 12 SUBTOTAL:	2,607	2,051	272	278	6
TOTAL:	23,043	16,339	2,630	2,774	1,300

Illinois Department of Transportation

EXHIBIT B

COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

FIXED RAISE

Local Public Agency	County	Section Number
Kane County Division of Transportation	Kane	26-00595-00-ES
Prime Consultant (Firm) Name	**Prepared By**	**Date**
GFT Infrastructure, Inc.	Torie Janachione	8/21/2026
Consultant / Subconsultant Name	**Job Number**	

Note: This is name of the consultant the CECS is being completed for. This name appears at the top of each tab.

Remarks

PAYROLL ESCALATION TABLE

CONTRACT TERM	36	MONTHS	OVERHEAD RATE	145.43%
START DATE	10/1/2026		COMPLEXITY FACTOR	
RAISE DATE	4/3/2027		% OF RAISE	3.00%
END DATE	9/30/2029			

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	10/1/2026	4/3/2027	6	16.67%
1	4/4/2027	4/3/2028	12	34.33%
2	4/4/2028	4/3/2029	12	35.36%
3	4/4/2029	10/3/2029	6	18.21%

The total escalation = 4.58%

Local Public Agency	County	Section Number
Kane County Division of Transportation	Kane	26-00595-00-ES

Consultant / Subconsultant Name	Job Number

PAYROLL RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET FIXED RAISE

MAXIMUM PAYROLL RATE	**90.00**
ESCALATION FACTOR	**4.58%**

JOB SPECIFIC - Classifications and Average Payrates need to match current payrolls submitted to the Department.

CLASSIFICATION	IDOT AVG PAYROLL RATES ON FILE	CALCULATED RATE
Engineer VII	$90.00	$90.00
Engineer VI	$90.00	$90.00
Engineer V	$84.92	$88.81
Engineer IV	$71.31	$74.57
Engineer III	$62.54	$65.40
Engineer II	$48.06	$50.26
Engineer I	$38.19	$39.94
Planner V	$86.61	$90.00
Planner IV	$74.00	$77.39
Planner III	$65.52	$68.52
Planner II	$49.60	$51.87
Planner I	$34.14	$35.70
Intern	$22.72	$23.76
Administrative III	$44.78	$46.83
Administrative II	$35.94	$37.58

Local Public Agency	County	Section Number
Kane County Division of Transportation	Kane	26-00595-00-ES

Consultant / Subconsultant Name	Job Number

SUBCONSULTANTS

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

NAME	Direct Labor Total (Payroll Only	Contribution to Prime Consultant
N/A		

Local Public Agency	County	Section Number
Kane County Division of Transportation	Kane	26-00595-00-ES
Consultant / Subconsultant Name		**Job Number**

DIRECT COSTS WORKSHEET

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Per Diem (per Federal GSA)	Up to federal maximum			$0.00
Lodging (per Federal GSA)	Actual Cost (Up to Federal rate maximum)			$0.00
Lodging Taxes and Fees (per Federal GSA)	Actual Cost			$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			$0.00
Vehicle Mileage (per Federal GSA)	Up to Federal rate maximum	1000	$0.76	$760.00
Vehicle Owned or Leased (no mileage charge allowed)	$45.00/half day (4 hours or less) or $90/full day			$0.00
Vehicle Rental	Actual Cost (Up to $55/day)			$0.00
Tolls	Actual Cost			$0.00
Parking	Actual Cost			$0.00
Overtime	Premium portion (Submit supporting documentation)			$0.00
Shift Differential	Actual Cost (Based on firm's policy)			$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)	5	$100.00	$500.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)	1100	$1.00	$1,100.00
Project Specific Insurance	Actual Cost			$0.00
Monuments (Permanent)	Actual Cost			$0.00
Photo Processing	Actual Cost			$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			$0.00
CADD	Actual Cost (Max $15/hour)			$0.00
Web Site	Actual Cost (Submit supporting documentation)	3	$1,000.00	$3,000.00
Advertisements	Actual Cost (Submit supporting documentation)	15	$800.00	$12,000.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)	3	$500.00	$1,500.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)	3	$2,000.00	$6,000.00
Recording Fees	Actual Cost			$0.00
Transcriptions (specific to project)	Actual Cost			$0.00
Courthouse Fees	Actual Cost			$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Utliity Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Testing of Soil Samples	Actual Cost			$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Traffic Count Data	Actual Cost	1	$40,000.00	$40,000.00
StreetLight Data	Actual Cost	1	$30,000.00	$30,000.00
				$0.00
			TOTAL DIRECT COSTS:	**$94,860.00**

Local Public Agency
Kane County Division of Transportation

County
Kane

Section Number
26-00595-00-ES

Consultant / Subconsultant Name

Job Number

COST ESTIMATE WORKSHEET

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

OVERHEAD RATE 145.43%

COMPLEXITY FACTOR 0

TASK	DIRECT COSTS (not included in row totals)	MANHOURS	PAYROLL	OVERHEAD & FRINGE BENEFITS	FIXED FEE	SERVICES BY OTHERS	TOTAL	% OF GRAND TOTAL
1. Project Initiation & Data Collection	70,152	698	38,411	55,861	12,676		177,100	4.43%
2. Existing Conditions Assessment		1664	82,538	120,034	27,237		229,809	5.75%
3. Corridor Segmentation		404	26,822	39,008	8,851		74,681	1.87%
4. Future Conditions & Travel Dem.		2120	120,779	175,648	39,857		336,284	8.41%
5. Purpose & Need		520	34,949	50,827	11,533		97,309	2.43%
6. Safety Assessment & Strategies		776	42,402	61,666	13,993		118,061	2.95%
7. Alternatives Development		2964	158,773	230,904	52,395		442,072	11.05%
8. Alternatives Screening & Eval.	552	974	60,906	88,575	20,099		170,132	4.25%
9. Stakeholder & Public Involvement	22,880	2556	150,154	218,369	49,551		440,954	11.02%
10. Corridor Program & Implement.		700	45,758	66,545	15,100		127,403	3.19%
11. PEL Documentation	1,000	912	61,708	89,742	20,364		172,814	4.32%
12. Project Management, Coord.	276	2051	144,437	210,055	47,664		402,432	10.06%
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
Hampton, Lenzini and Renwick, Inc.			-	-	-	521,235	521,235	13.03%
RINA			-	-	-	501,234	501,234	12.53%
Teska Associates, Inc.			-	-	-	188,241	188,241	4.71%
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
			-	-	-		-	
Subconsultant DL					0.00			
TOTALS	94,860	16339	967,637	1,407,234	319,320	1,210,710	3,999,761	100.00%

Local Public Agency
Kane County Division of Transportation

County
Kane

Section Number
26-00595-00-ES

Consultant / Subconsultant Name

Job Number

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 1 OF 3

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			1. Project Initiation & Data Collection			2. Existing Conditions Assessment			3. Corridor Segmentation			4. Future Conditions & Travel Dem.			5. Purpose & Need		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Engineer VII	90.00	298.0	1.82%	1.64	10	1.43%	1.29	10	0.60%	0.54	20	4.95%	4.46	10	0.47%	0.42	8	1.54%	1.38
Engineer VI	90.00	310.0	1.90%	1.71	10	1.43%	1.29	10	0.60%	0.54	20	4.95%	4.46	10	0.47%	0.42	20	3.85%	3.46
Engineer V	88.81	1,705.0	10.44%	9.27	40	5.73%	5.09	60	3.61%	3.20	60	14.85%	13.19	100	4.72%	4.19	60	11.54%	10.25
Engineer IV	74.57	2,454.0	15.02%	11.20	40	5.73%	4.27	120	7.21%	5.38	60	14.85%	11.08	230	10.85%	8.09	140	26.92%	20.08
Engineer III	65.40	3,130.0	19.16%	12.53	150	21.49%	14.05	280	16.83%	11.01	120	29.70%	19.43	440	20.75%	13.57	172	33.08%	21.63
Engineer II	50.26	3,180.0	19.46%	9.78	230	32.95%	16.56	350	21.03%	10.57	60	14.85%	7.46	570	26.89%	13.51	60	11.54%	5.80
Engineer I	39.94	3,082.0	18.86%	7.53	218	31.23%	12.47	664	39.90%	15.94	64	15.84%	6.33	270	12.74%	5.09	60	11.54%	4.61
Planner V	90.00	40.0	0.24%	0.22										10	0.47%	0.42			
Planner IV	77.39	60.0	0.37%	0.28										20	0.94%	0.73			
Planner III	68.52	240.0	1.47%	1.01										100	4.72%	3.23			
Planner II	51.87	340.0	2.08%	1.08										160	7.55%	3.91			
Planner I	35.70	360.0	2.20%	0.79										200	9.43%	3.37			
Intern	23.76	650.0	3.98%	0.95				170	10.22%	2.43									
Administrative III	46.83	200.0	1.22%	0.57															
Administrative II	37.58	290.0	1.77%	0.67															
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
TOTALS		16339.0	100%	$59.22	698.0	100.00%	$55.03	1664.0	100%	$49.60	404.0	100%	$66.39	2120.0	100%	$56.97	520.0	100%	$67.21

Local Public Agency	County	Section Number
Kane County Division of Transportation	Kane	26-00595-00-ES
Consultant / Subconsultant Name		**Job Number**

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 2 OF 3

PAYROLL CLASSIFICATION	AVG HOURLY RATES	6. Safety Assessment & Strategies			7. Alternatives Development			8. Alternatives Screening & Eval.			9. Stakeholder & Public Involvement			10. Corridor Program & Implement.			11. PEL Documentation		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Engineer VII	90.00	10	1.29%	1.16	40	1.35%	1.21	40	4.11%	3.70	40	1.56%	1.41	20	2.86%	2.57	40	4.39%	3.95
Engineer VI	90.00	10	1.29%	1.16	40	1.35%	1.21	40	4.11%	3.70	40	1.56%	1.41	20	2.86%	2.57	40	4.39%	3.95
Engineer V	88.81	60	7.73%	6.87	140	4.72%	4.19	90	9.24%	8.21	290	11.35%	10.08	60	8.57%	7.61	170	18.64%	16.55
Engineer IV	74.57	80	10.31%	7.69	300	10.12%	7.55	180	18.48%	13.78	380	14.87%	11.09	100	14.29%	10.65	152	16.67%	12.43
Engineer III	65.40	150	19.33%	12.64	490	16.53%	10.81	184	18.89%	12.36	530	20.74%	13.56	150	21.43%	14.01	250	27.41%	17.93
Engineer II	50.26	180	23.20%	11.66	634	21.39%	10.75	260	26.69%	13.42	596	23.32%	11.72	110	15.71%	7.90	130	14.25%	7.16
Engineer I	39.94	226	29.12%	11.63	730	24.63%	9.84	180	18.48%	7.38	500	19.56%	7.81	40	5.71%	2.28	130	14.25%	5.69
Planner V	90.00				20	0.67%	0.61							10	1.43%	1.29			
Planner IV	77.39				20	0.67%	0.52							20	2.86%	2.21			
Planner III	68.52				60	2.02%	1.39							80	11.43%	7.83			
Planner II	51.87				100	3.37%	1.75							80	11.43%	5.93			
Planner I	35.70				150	5.06%	1.81							10	1.43%	0.51			
Intern	23.76	60	7.73%	1.84	240	8.10%	1.92				180	7.04%	1.67						
Administrative III	46.83																		
Administrative II	37.58																		
TOTALS		776.0	100%	$54.64	2964.0	100%	$53.57	974.0	100%	$62.53	2556.0	100%	$58.75	700.0	100%	$65.37	912.0	100%	$67.66

Local Public Agency	County	Section Number
Kane County Division of Transportation	Kane	26-00595-00-ES
Consultant / Subconsultant Name		**Job Number**

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 3 OF 3

PAYROLL CLASSIFICATION	AVG HOURLY RATES	12. Project Management, Coord.																	
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Engineer VII	90.00	50	2.44%	2.19															
Engineer VI	90.00	50	2.44%	2.19															
Engineer V	88.81	575	28.04%	24.90															
Engineer IV	74.57	672	32.76%	24.43															
Engineer III	65.40	214	10.43%	6.82															
Engineer II	50.26																		
Engineer I	39.94																		
Planner V	90.00																		
Planner IV	77.39																		
Planner III	68.52																		
Planner II	51.87																		
Planner I	35.70																		
Intern	23.76																		
Administrative III	46.83	200	9.75%	4.57															
Administrative II	37.58	290	14.14%	5.31															
TOTALS		2051.0	100%	$70.42	0.0	0%	$0.00	0.0	0%	$0.00	0.0	0%	$0.00	0.0	0%	$0.00	0.0	0%	$0.00

EXHIBIT A.1
SCOPE OF SERVICE
IL-47 Planning and Environmental Linkages (PEL)
GFT Infrastructure / KDOT

GFT Infrastructure, Inc. (hereinafter the "Client") has requested professional engineering services for the IL-47 Planning and Environmental Linkages (PEL) project (hereinafter the "Project"). The following outlines the proposed Project scope of services.

PROJECT UNDERSTANDING

Hampton, Lenzini and Renwick, Inc. (HLR) has prepared this Scope of Work for engineering services based on our knowledge of the Project from the following items:

- Scope of Service in the Request for Proposal
- Coordination with GFT Infrastructure, Inc. dated August 4th, 2026
- Coordination meeting with GFT Infrastructure, Inc. August 21st, 2026

Bulleted below is a list of basic project understandings and summarized project services and tasks. Detailed explanations of project tasks are provided by field of service following this list.

- Basic Project Understandings
  - Environmental services will apply to the entire project limits for the development of a corridor-wide environmental screening to support the PEL and future NEPA activities. These services will include the following tasks and assumptions:
    - Tasks:
      - Coordinate environmental screening approach with GFT and IDOT.
      - Assist with preparation of the Environmental Survey Request (ESR).
      - Complete desktop environmental review and field verification consistent with IDOT guidance.
      - Develop planning-level environmental constraints mapping.
      - Support Concurrence Point 1 and 2 documentation.
      - Environmental Constraints Memorandum
    - Assumptions:
      - Planning-level screening only.
      - No formal wetland delineations.
      - No formal ecological surveys.
      - Field verification focused on areas with proposed new alignments or expanded footprints.
      - ESR prepared to establish the project and obtain available IDOT environmental information.
  - Structural Engineering services will be limited to evaluating existing bridges, culverts, retaining walls, and other significant structures at a planning level. Known existing structures within the immediate IL-47 project limits (Plank Road to I-88) include the following structures:
    - SN 045-0071 (NBIS, RR grade separation structure)
    - SN 045-0078 (NBIS)
    - SN 045-0224 (Non-NBIS, Small Culvert)
    - SN 045-0225 (Non-NBIS, Small Culvert)
    - SN 045-0229 (Non-NBIS, Small Culvert)
    - SN 045-0238 (Non-NBIS, Small Culvert)
    - SN 045-2050 (NBIS)
    - SN 045-3069 (NBIS, immediately adjacent to IL-47)

- Ancillary structures (<6') at the following locations (Latitude, Longitude):
  - *41°49'49.3"N, 88°27'52.6"W*
  - *41°50'58.1"N, 88°27'56.9"W*
  - *41°51'09.9"N, 88°27'51.8"W*
  - *41°51'47.1"N, 88°28'07.4"W*
  - *41°52'22.2"N, 88°28'21.1"W*
  - *41°52'35.5"N, 88°28'21.1"W*
  - *41°53'00.9"N, 88°28'21.1"W*
  - *41°53'20.7"N, 88°28'20.8"W*
  - *41°53'45.1"N, 88°28'20.7"W*
  - *41°54'03.1"N, 88°28'20.5"W*
  - *41°54'30.5"N, 88°28'20.4"W*
  - *41°54'47.2"N, 88°28'20.4"W*
  - *41°55'10.4"N, 88°28'28.6"W*
  - *41°55'31.7"N, 88°28'41.4"W*
  - *41°56'02.8"N, 88°28'45.9"W*
  - *41°57'06.5"N, 88°28'40.0"W*
  - *41°57'48.2"N, 88°28'40.1"W*
  - *41°59'18.0"N, 88°28'06.8"W*
  - *41°59'20.5"N, 88°27'59.4"W*
  - *41°59'38.1"N, 88°27'48.9"W*
  - *42°00'04.0"N, 88°27'49.2"W*
  - *42°00'10.7"N, 88°27'49.3"W*
  - *42°00'35.4"N, 88°27'49.7"W*
  - *42°00'46.3"N, 88°27'50.0"W*
  - *42°00'57.0"N, 88°27'50.3"W*
  - *42°01'06.3"N, 88°27'50.5"W*
  - *42°02'05.1"N, 88°27'51.1"W*
  - *42°02'14.9"N, 88°27'51.1"W*
  - *42°02'23.0"N, 88°27'51.2"W*
  - *42°02'36.9"N, 88°27'51.2"W*
  - *42°02'53.5"N, 88°27'51.2"W*
  - *42°02'54.7"N, 88°27'51.2"W*
  - *42°03'08.8"N, 88°27'51.3"W*

Anticipated proposed structures within the Lily Lake Bypass project limits (Read Road to IL-38, up to 1 miles west of existing IL-47) include the following structures:

- Virgil Ditch No. 1 structure
- East Branch South Branch Kishwaukee River Tributary structure
- Great Western Trail grade separation structure
- Virgil Ditch No. 2 Tributary structure
- Ancillary proposed structures are not included

- Roadway Engineering Services will be limited to alternative concepts for a bypass road around the town of Lily Lake.

- Project Service and Task Summary
  - Environmental Screening
  - Environmental Survey Request (ESR) Coordination
  - Structural Engineering
  - Roadway Engineering
  - Consultation and Coordination
  - Quality Assurance and Project Administration

The project limits are understood to be Illinois Route 47 from Interstate 88 to Plank Road in Kane County, Illinois.

DETAILED SCOPE OF SERVICES

Based on our understanding of the project and the needs of the client the following services are included in the scope of service:

TASK 1: EXISTING CONDITIONS ASSESSMENTS

Environmental Desktop Review, Field Screening, Report and Alternatives Analysis (2.7)

A. HLR will complete an environmental desktop review and field screening along Illinois Route 47 PEL Study Area. A field visit will be completed to review the corridor and a memorandum will be prepared summarizing our findings and including any applicable map, figures, and attachments. The following environmental components will be evaluated:

   I. **Special Waste:** An Environmental database report will be ordered and reviewed for the project corridor to determine the presence of any Recognized Environmental Conditions (RECs).
   II. **Wetlands:** The National Wetland Inventory (NWI) and Kane County ADID Maps will be reviewed and any potential waterways/wetlands will be summarized. This scope does not include a formal wetland delineation.
   III. **Floodplains:** The Flood Emergency Management Agency (FEMA) Floodplain and Floodway Maps will be reviewed to determine the presence of any floodplains and/or floodways along the corridor.
   IV. **Trees:** A Certified Arborist will review the corridor for potential tree impacts. This will include estimating an approximate number of trees within the corridor and general location, noting any trees of significant diameter or quality. This scope does not include a formal tree survey and will not identify all trees by type, diameter, health and structure.
   V. **Threatened and Endangered Species:** An informational ECOCAT will be completed for the corridor and the USFWS Kane County Federal Threatened and Endangered Species list will be reviewed to determine the potential for threatened and endangered special along this corridor. This scope does not include any formal ecological surveys.
   VI. **Section 4(f):** During the field review any potential Section 4(f) properties will be noted.
   VII. **Noise:** Sensitive noise receptors will be evaluated during the field and map review.
   VIII. **Cultural:** The National Register of Historic Structures will be reviewed for the potential of historically significant properties.

Any other environmental concerns during the field site review will be addressed in the memorandum. Environmental components for each alterative considered will also be completed under the Alternatives Development Task. Task 1 includes two revision rounds (IDOT and KDOT).

Environmental Survey Request (2.8)

A. Prepare ESR and supplemental documentation – HLR will prepare and submit an Environmental Survey Request (ESR) to obtain the latest natural resource information from various regulatory agencies, both federal and state. The ESR exhibits will include an aerial map showing the existing right-of-way and the ESR limits, National Wetland Inventory maps, Floodplain maps, historic area maps and a photo log of all structures and/or buildings that may be 50 or more years old. Since no formal aquatic resource reports will be prepared, the WIE will not be completed in this project phase.

Existing Structures Assessment (2.9)

A. Data Collection

I. Document Review – HLR will review the following publicly available and/or Client provided information:

a. Bridge Inspection and Inventory Information Review for the following inventoried existing structures within the IL-47 project limits:

i. SN 045-0071
ii. SN 045-0078
iii. SN 045-0224
iv. SN 045-0225
v. SN 045-0229
vi. SN 045-0238
vii. SN 045-2050
viii. SN 045-3069

b. Hydraulic Information (FEMA, County, and/or State) Review at the following existing structures within the IL-47 project limits and anticipated proposed structures within the Lily Lake Bypass project limits:

i. ~~SN 045-0071~~ *(Note: Grade separation)*
ii. SN 045-0078
iii. SN 045-0224
iv. SN 045-0225
v. SN 045-0229
vi. SN 045-0238
vii. SN 045-2050
viii. SN 045-3069
ix. Ancillary existing structures at the following locations (Latitude, Longitude): listed above
x. Anticipated proposed structures over/under the following features:

1. Virgil Ditch No. 1 structure
2. East Branch South Branch Kishwaukee River Tributary structure
3. ~~Great Western Trail structure~~ *(Note: Grade separation)*
4. Virgil Ditch No. 2 Tributary structure
5. Ancillary proposed structures are not included

II. Field Reviews and Photo Logs – HLR will complete field reviews and prepare individual photos logs, detailing location, description, and direction, of the conditions and limits observed at the following existing structures located within the IL-47 project limits:

a. SN 045-0071
b. SN 045-0078
c. SN 045-0224
d. SN 045-0225
e. SN 045-0229
f. SN 045-0238
g. SN 045-2050
h. SN 045-3069
i. Ancillary existing structures at the above listed locations

TASK 2: ALTERNATIVES DEVELOPMENT

Lily Lake Bypass/ New Alignment Alternatives – Roadway (7.5)

A. Review Previous Concepts/Studies – HLR will review the following publicly available and/or Client provided information:

   I. Flooding Reports
   II. Geotechnical Report
   III. "As-Built" Plans
   IV. Construction Plans
   V. Existing Utility Atlases
   VI. Publicly available GIS data
   VII. GIS data to be provided by Client
      a. Preliminary Concept Plans
      b. MicroStation Files by Client

B. Establish Design Criteria and Identify Potential Alignments

   I. The BLR 22000 Design Criteria Checklist will be completed for the bypass portion design criteria based on the typical sections and traffic information developed by GFT.
   II. Three potential alignments will be identified for further investigation at the conceptual level. The alternatives will all be kept to the west of Lily Lake and the existing IL 47 alignment.

C. Develop Planning-Level Bypass Concepts – HLR will develop and evaluate up to three (3) alternative design concepts for a bypass route around the town of Lily Lake. The three alternatives will be at varying locations between the approximate north/south limits of Beith Road and Read Road and an approximate east/west limit of the existing IL 47 alignment and 1 mile offset west. Possible tie-ins with the Elburn bypass concepts at the south end of these limits will be coordinated with GFT. Alternatives will be designed to a level to determine feasibility of the option (planning level only – approximately 10% design completion). Full detailed plans are not included in this scope of services.

D. Evaluate Property/Environmental Impacts – HLR will identify all possible properties and sensitive environmental areas that will be impacted by each bypass concept. This work will include creating tables and written content to include in the findings narrative for ease of comparison between the concepts.

E. Evaluate Community/Downtown Implications– HLR will evaluate constraints within the community and downtown area that will be affected by the bypass design. These constraints will include the following:

   I. Review Existing Conditions, Surrounding Land-use and Major Utilities
   II. Review Community Zoning Laws and Boundaries
   III. Review Local Stakeholder Feedback
   IV. Evaluate Local Traffic Patterns

   Additional constraints to those listed above may constitute additional work. HLR will notify the Client if additional work is anticipated. If additional work is anticipated, HLR will not proceed until additional compensation is agreed upon in writing.

A. Engineer's Opinion of Probable Cost - HLR will prepare engineering opinions of probable construction costs for each proposed alternative. Cost estimates will be feasibility level for comparison of alternatives. Costs will be determined using available guides, bid tabulations from similar projects, and pay item reports with awarded prices from IDOT's website. A

contingency and rate of inflation will be included in alignment with other costs developed by the Client for overall analysis alignment.

B. Deliverables – The following items will be delivered to the Client to present and document the evaluations completed in Task 4 Item C discussed above.

I. Findings Narrative – A technical memorandum in paragraph format summarizing the alternatives and their benefits/drawbacks will be prepared. The memo will also include a discussion of the following subjects to help present other deliverables, designs and impacts.

a. Summary of Existing Conditions and Community Constraints
b. Screening Summaries
c. Alternative Summaries with Impact Results
d. Recommended Alternative Summary
e. Recommended Purpose and Need

II. Concept Exhibits – Plan View exhibits of each alternative overlaid on an aerial will be prepared at a scale that allows all impacts and roadway geometry to be presented legibly.

III. Submittals/Reviews - HLR will distribute electronic versions of deliverables to the Client's Project Manager for distribution to reviewers. Comments provided will be reviewed and necessary updates will be made. Disposition to comments will be provided at the next submittal. The disposition to comments will be provided based on how HLR received them:

a. Client provides a list of comments – HLR will provide a formal disposition to comments in letter format.

b. Client provides comment on plan and/or bid document sheets – HLR will provide written disposition to comments next to the comments provided by the Client in a different color.

IV. HLR will submit one draft and one final version of the project deliverables to the Client for review and comment. This scope of work includes responding to and modifying deliverables to 1 round of review comments for the draft submittal. Increases to the number of submittals and reviews scheduled above may constitute additional work. HLR will notify the Client if additional work is anticipated. If additional work is anticipated, HLR will not proceed until additional compensation is agreed upon in writing.

Lily Lake Bypass/ New Alignment Alternatives – Structures (7.8)

B. Alternatives Evaluation

I. Structure Alternatives Evaluations – HLR will evaluate widening versus replacement feasibility and impacts associated with widening alternatives for the following existing structures located within the IL-47 project limits and anticipated proposed structures within the Lily Lake Bypass project limits:

a. SN 045-0071
b. SN 045-0078
c. SN 045-0224
d. SN 045-0225
e. SN 045-0229
f. SN 045-0238

g. SN 045-2050
h. SN 045-3069
i. Ancillary existing structures at the following locations: listed above
j. Anticipated proposed structures over/under the following features:

    i. Virgil Ditch No. 1 structure
    ii. East Branch South Branch Kishwaukee River Tributary structure
    iii. Great Western Trail grade separation structure
    iv. Virgil Ditch No. 2 Tributary structure
    v. Ancillary proposed structures are not included

C. Submittals and Reviews

I. Draft Structure Assessment Memorandum – HLR will prepare a draft memorandum detailing our analysis and findings regarding existing bridge conditions, hydraulic considerations, alternatives, and planning-level cost estimates.
II. Final Structure Assessment Memorandum – HLR will prepare a final memorandum with consideration for Draft deliverable comments.

HLR will prepare and submit electronic versions of deliverables to the Client's Project Manager for distribution to reviewers. Comments provided by the Client will be reviewed and necessary updates made.

HLR will respond to comments based on how HLR received the comments:

- Client provides a list of comments – HLR will submit a formal Disposition of Comments in letter format.

- Client provides comment on plan and/or bid document sheets – HLR will respond to comments next to the comments provided by the Client in a different color. A formal Disposition of Comments will not be submitted.

Increases to the number of submittals and reviews scheduled above may constitute additional work. Each Submittals and Reviews milestone listed above includes responding to and modifying deliverables for 1 set of review comments. HLR will notify the Client if additional work is anticipated. If additional work is anticipated, HLR will not proceed until additional compensation is agreed upon in writing.

Environmental Screening Alternative Review (7.11)

HLR will aid in the development of alternatives matrices relating to the environmental screening Environmental components for each alterative considered will also be completed. A matrix of potential environmental impacts will be developed to determine the environmental viability of each alternative considered. This will be incorporated into the Alternatives Memorandum completed by GFT.

TASK 3: STAKEHOLDER AND PUBLIC INVOLVEMENT

Public Information Meetings (9.3)

A. Public Information Meeting (PIM) – Overall Project – HLR will attend three (3) Public Information Meetings. This will include attendance at a dry run or PIM message approach meeting for each PIM. HLR will not be the primary author of exhibits or documentation for meetings.

Community Advisory Groups (9.4)

A. Community Advisory Group – Lily Lake Bypass – HLR will attend up to four (4) Corridor Advisory Group meetings at key milestones to review technical findings, discuss tradeoffs, and build

consensus. HLR will not be the primary author of exhibits or documentation for meetings.

Municipal Meetings – Lily Lake Bypass (9.5)

A. Municipal Meetings – Lily Lake Bypass – HLR will attend up to four (4) Municipal Meetings at key milestones to review technical findings, discuss tradeoffs, and build consensus. HLR will not be the primary author of exhibits or documentation for meetings.

TASK 4: PROJECT MANAGEMENT, COORDINATION, AND QA/QC

Project Management (12.1)

A. Project management and administration will last throughout the expected duration of the project.

   Management and administration are necessary to ensure the successful completion of the project. The expected activities within this task include:

   I. Project schedule/progress monitoring
   II. Staffing, monitoring, including allocating staff as needed
   III. Budget monitoring
   IV. Document management
   V. Staff coordination
   VI. Invoicing

B. Upon completion, this task also includes project close-out, which includes the delivery of the electronic files.
   I. Submit necessary project files as requested by the Client.
   II. Submit Final Invoice and project closure letter.

Team Coordination (12.5)

A. Kickoff Meeting – Kickoff Meeting with GFT, KDOT and IDOT (assume one(1) meeting, with one (1) HLR attendee).
B. Monthly Status Report Meeting: This meeting will address work completed and forecasted.

Quality Assurance (12.6)

HLR will provide two internal quality assurance reviews prior to the Pre-Final submittal: one by a Professional Engineer experience with roadway and bridge design work and one by a Professional Engineer experienced with roadway and bridge construction.

Illinois Department of Transportation

EXHIBIT D

COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

FIXED RAISE

Local Public Agency	County	Section Number
Kane County DOT	Kane	

Prime Consultant (Firm) Name	Prepared By	Date
GFT Infrastructure, Inc.	E. Spolar	8/24/2026

Consultant / Subconsultant Name	Job Number
Hampton, Lenzini and Renwick, Inc.	

Note: This is name of the consultant the CECS is being completed for. This name appears at the top of each tab.

Remarks

IL 47 PEL

PAYROLL ESCALATION TABLE

CONTRACT TERM	36	MONTHS	OVERHEAD RATE	199.06%
START DATE	10/1/2026		COMPLEXITY FACTOR	0
RAISE DATE	1/1/2027		% OF RAISE	3.00%
END DATE	9/30/2029			

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	10/1/2026	1/1/2027	3	8.33%
1	1/2/2027	1/1/2028	12	34.33%
2	1/2/2028	1/1/2029	12	35.36%
3	1/2/2029	10/1/2029	9	27.32%

The total escalation = 5.35%

Local Public Agency	County	Section Number
Kane County DOT	Kane	

Consultant / Subconsultant Name	Job Number
Hampton, Lenzini and Renwick, Inc.	

PAYROLL RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET FIXED RAISE

MAXIMUM PAYROLL RATE	**90.00**
ESCALATION FACTOR	**5.35%**

JOB SPECIFIC - Classifications and Average Payrates need to match current payrolls submitted to the Department.

CLASSIFICATION	IDOT AVG PAYROLL RATES ON FILE	CALCULATED RATE
PRINCIPAL	$87.20	$90.00
ENGINEER 6	$74.67	$78.66
ENGINEER 5	$68.33	$71.98
ENGINEER 4	$61.73	$65.03
ENGINEER 3	$45.56	$48.00
ENGINEER 2	$38.47	$40.53
ENGINEER 1	$35.20	$37.08
STRUCTURAL 2	$72.00	$75.85
STRUCTURAL 1	$72.00	$75.85
TECHNICIAN 3	$55.13	$58.08
TECHNICIAN 2	$73.71	$77.65
TECHNICIAN 1	$34.40	$36.24
INTERN/TEMPORARY	$18.78	$19.78
LAND ACQUISITION	$53.55	$56.41
SURVEY 2	$54.77	$57.70
SURVEY 1	$33.90	$35.71
ENVIRONMENTAL 3	$60.00	$63.21
ENVIRONMENTAL 2	$44.60	$46.99
ENVIRONMENTAL 1	$27.57	$29.04
ADMINISTRATION 2	$55.80	$58.78
ADMINISTRATION 1	$33.14	$34.91

Local Public Agency	County	Section Number
Kane County DOT	Kane	
Consultant / Subconsultant Name		**Job Number**
Hampton, Lenzini and Renwick, Inc.		

DIRECT COSTS WORKSHEET

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Per Diem (per Federal GSA)	Up to federal maximum			$0.00
Lodging (per Federal GSA)	Actual Cost (Up to Federal rate maximum)			$0.00
Lodging Taxes and Fees (per Federal GSA)	Actual Cost			$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			$0.00
Vehicle Mileage (per Federal GSA)	Up to Federal rate maximum			$0.00
Vehicle Owned or Leased (no mileage charge allowed)	$45.00/half day (4 hours or less) or $90/full day			$0.00
Vehicle Rental	Actual Cost (Up to $55/day)			$0.00
Tolls	Actual Cost			$0.00
Parking	Actual Cost			$0.00
Overtime	Premium portion (Submit supporting documentation)			$0.00
Shift Differential	Actual Cost (Based on firm's policy)			$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			$0.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			$0.00
Project Specific Insurance	Actual Cost			$0.00
Monuments (Permanent)	Actual Cost			$0.00
Photo Processing	Actual Cost			$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			$0.00
CADD	Actual Cost (Max $15/hour)			$0.00
Web Site	Actual Cost (Submit supporting documentation)			$0.00
Advertisements	Actual Cost (Submit supporting documentation)			$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			$0.00
Recording Fees	Actual Cost			$0.00
Transcriptions (specific to project)	Actual Cost			$0.00
Courthouse Fees	Actual Cost			$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Utliity Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Testing of Soil Samples	Actual Cost			$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Environmental Database Report	Actual Cost	2	$650.00	$1,300.00
				$0.00
				$0.00
			TOTAL DIRECT COSTS:	**$1,300.00**

Local Public Agency: Kane County DOT

County: Kane

Section Number:

Consultant / Subconsultant Name: Hampton, Lenzini and Renwick, Inc.

Job Number:

COST ESTIMATE WORKSHEET

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

OVERHEAD RATE 199.06%

COMPLEXITY FACTOR 0

TASK	DIRECT COSTS (not included in row totals)	MANHOURS	PAYROLL	OVERHEAD & FRINGE BENEFITS	FIXED FEE	SERVICES BY OTHERS	TOTAL	% OF GRAND TOTAL
1A Env Desktop Screen, Field Visit, and Report (2.7)	1,300	466	25,240	50,243	8,329		85,112	16.33%
1B Environmental Survey Request (2.8)		24	1,423	2,833	470		4,726	0.91%
1C Existing Structures Assessment (2.9)		180	9,754	19,415	3,219		32,388	6.21%
2A Alt Dev. Lily LakeBypass - Roadway (7.5)		500	25,198	50,159	8,315		83,672	16.05%
2B Alt Dev. Lily LakeBypass - Structures (7.8)		998	58,485	116,421	19,300		194,206	37.26%
2C Alt Dev. Overall - Environmental (7.11)		70	3,545	7,057	1,170		11,772	2.26%
3A Public Information Meetings (9.3)		36	2,791	5,555	921		9,267	1.78%
3B CAG Meetings (9.4)		48	3,721	7,407	1,228		12,356	2.37%
3C Municipal Meetings Lily Lake Bypass (9.5)		36	2,841	5,654	937		9,432	1.81%
4A Project Management (12.1)		97	8,730	17,378	2,881		28,989	5.56%
4B Team Coordination (12.5)		78	6,121	12,185	2,020		20,326	3.90%
4C Quality Assurance (12.6)		97	8,730	17,378	2,881		28,989	5.56%
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Subconsultant DL					0.00			
TOTALS	1,300	2630	156,579	311,685	51,671	-	521,235	100.00%

Local Public Agency: Kane County DOT

County: Kane

Section Number:

Consultant / Subconsultant Name: Hampton, Lenzini and Renwick, Inc.

Job Number:

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 1 OF 3

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			1A Env Desktop Screen, Field Visit, and Report (2.7)			1B Environmental Survey Request (2.8)			1C Existing Structures Assessment (2.9)			2A Alt Dev. Lily LakeBypass - Roadway (7.5)			2B Alt Dev. Lily LakeBypass - Structures (7.8)		
		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	90.00	312.0	11.86%	10.68	12	2.58%	2.32												
ENGINEER 6	78.66	0.0																	
ENGINEER 5	71.98	50.0	1.90%	1.37										50	10.00%	7.20			
ENGINEER 4	65.03	96.0	3.65%	2.37				2	8.33%	5.42									
ENGINEER 3	48.00	1,338.0	50.87%	24.42	76	16.31%	7.83	14	58.33%	28.00	140	77.78%	37.33	450	90.00%	43.20	618	61.92%	29.72
ENGINEER 2	40.53	0.0																	
ENGINEER 1	37.08	0.0																	
STRUCTURAL 2	75.85	420.0	15.97%	12.11							40	22.22%	16.86				380	38.08%	28.88
STRUCTURAL 1	75.85	0.0																	
TECHNICIAN 3	58.08	0.0																	
TECHNICIAN 2	77.65	66.0	2.51%	1.95	58	12.45%	9.66	8	33.33%	25.88									
TECHNICIAN 1	36.24	0.0																	
INTERN/TEMPORARY	19.78	0.0																	
LAND ACQUISITION	56.41	0.0																	
SURVEY 2	57.70	0.0																	
SURVEY 1	35.71	0.0																	
ENVIRONMENTAL 3	63.21	68.0	2.59%	1.63	60	12.88%	8.14												
ENVIRONMENTAL 2	46.99	280.0	10.65%	5.00	260	55.79%	26.21												
ENVIRONMENTAL 1	29.04	0.0																	
ADMINISTRATION 2	58.78	0.0																	
ADMINISTRATION 1	34.91	0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
		0.0																	
TOTALS		2630.0	100%	$59.54	466.0	100.00%	$54.16	24.0	100%	$59.30	180.0	100%	$54.19	500.0	100%	$50.40	998.0	100%	$58.60

Local Public Agency: Kane County DOT

County: Kane

Section Number:

Consultant / Subconsultant Name: Hampton, Lenzini and Renwick, Inc.

Job Number:

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 2 OF 3

PAYROLL CLASSIFICATION	AVG HOURLY RATES	2C Alt Dev. Overall - Environmental (7.11)			3A Public Information Meetings (9.3)			3B CAG Meetings (9.4)			3C Municipal Meetings Lily Lake Bypass (9.5)			4A Project Management (12.1)			4B Team Coordination (12.5)		
		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	90.00	2	2.86%	2.57	18	50.00%	45.00	24	50.00%	45.00	20	55.56%	50.00	97	100.00%	90.00	42	53.85%	48.46
ENGINEER 6	78.66																		
ENGINEER 5	71.98																		
ENGINEER 4	65.03				18	50.00%	32.52	24	50.00%	32.52	16	44.44%	28.90				36	46.15%	30.01
ENGINEER 3	48.00	40	57.14%	27.43															
ENGINEER 2	40.53																		
ENGINEER 1	37.08																		
STRUCTURAL 2	75.85																		
STRUCTURAL 1	75.85																		
TECHNICIAN 3	58.08																		
TECHNICIAN 2	77.65																		
TECHNICIAN 1	36.24																		
INTERN/TEMPORARY	19.78																		
LAND ACQUISITION	56.41																		
SURVEY 2	57.70																		
SURVEY 1	35.71																		
ENVIRONMENTAL 3	63.21	8	11.43%	7.22															
ENVIRONMENTAL 2	46.99	20	28.57%	13.42															
ENVIRONMENTAL 1	29.04																		
ADMINISTRATION 2	58.78																		
ADMINISTRATION 1	34.91																		
TOTALS		70.0	100%	$50.65	36.0	100%	$77.52	48.0	100%	$77.52	36.0	100%	$78.90	97.0	100%	$90.00	78.0	100%	$78.48

Local Public Agency
Kane County DOT

County
Kane

Section Number

Consultant / Subconsultant Name
Hampton, Lenzini and Renwick, Inc.

Job Number

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 3 **OF** 3

PAYROLL CLASSIFICATION	AVG HOURLY RATES	4C Quality Assurance (12.6)																	
		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	90.00	97	100.00%	90.00															
ENGINEER 6	78.66																		
ENGINEER 5	71.98																		
ENGINEER 4	65.03																		
ENGINEER 3	48.00																		
ENGINEER 2	40.53																		
ENGINEER 1	37.08																		
STRUCTURAL 2	75.85																		
STRUCTURAL 1	75.85																		
TECHNICIAN 3	58.08																		
TECHNICIAN 2	77.65																		
TECHNICIAN 1	36.24																		
INTERN/TEMPORARY	19.78																		
LAND ACQUISITION	56.41																		
SURVEY 2	57.70																		
SURVEY 1	35.71																		
ENVIRONMENTAL 3	63.21																		
ENVIRONMENTAL 2	46.99																		
ENVIRONMENTAL 1	29.04																		
ADMINISTRATION 2	58.78																		
ADMINISTRATION 1	34.91																		
TOTALS		97.0	100%	$90.00	0.0	0%	$0.00	0.0	0%	$0.00	0.0	0%	$0.00	0.0	0%	$0.00	0.0	0%	$0.00

IL 47 PEL STUDY

Kane County Division of Transportation

RINA Draft Scope of Services

Project Overview

IL 47 from Plank Road south to Interstate 88 is a key north–south arterial serving regional travel, freight movement, and access to growing residential, commercial, and employment areas in western Kane County. The corridor currently functions primarily as a two-lane roadway but is experiencing increasing traffic demands driven by continued population growth and economic development. Over the long term, expansion to two lanes in each direction may be necessary to accommodate future travel demand, improve operational efficiency, and maintain mobility and safety within the corridor. The proposed PEL will evaluate a range of context-sensitive and operational alternatives (4 alternatives are assumed as part of this scope of services), including potential bypass options throughout the length of the corridor, to address long-term mobility, safety, and access needs while minimizing community and environmental impacts.

RINA will perform the following tasks for this PEL Study:

1. Drainage Screening and Hydraulics

RINA will provide the corridor-wide drainage evaluation for the PEL Study.

Tasks

- RINA will review and document existing drainage systems. An existing drainage plan (EDP) summarizing the available drainage information will be prepared, with drainage areas, watershed boundaries, existing drainage structures, floodplains, and floodways.

  This will include reviewing project data including previous studies (e.g., 2010 IL 47 Study) and planning efforts, GIS data, county, municipal, and township drainage information, floodlines and watershed boundaries from FEMA, land use information, drainage boundary information, flood insurance studies, and documented locations for future planned development. StreamStats will be used to delineate drainage areas for cross culverts and refined using contours generated from existing available LiDAR data.

- Field visits are anticipated to aid in the assessment of existing drainage patterns.

- RINA will evaluate floodway/floodplain impacts.

  There are approximately seventeen stream crossings with identified floodplains within the preliminary corridor boundary. The various streams include Pingree Ditch, Pingree Creek, Bowes Creek and its tributary, Virgil ditch nos. 1 and 2, Union ditch no. 3, tributary to Ferson Creek, Welch Creek, and Blackberry Creek. Each of the design alternatives will be evaluated for flood storage lost by fill in the floodplains due to roadway widening, realignments, and addition of new roadways. Based on the identified alternatives, RINA will assess impacts to floodplains and floodways by measuring the areas impacted within the right-of-way rather than calculating the fill volume.

- RINA will investigate and document flooding problems and identify drainage deficiencies.
- RINA will evaluate regional detention opportunities based on available land within the study area at appropriate elevations.
- RINA will tabulate stream crossings at any new roadways and provide recommendations for each design alternative.
- RINA will assess planning-level hydraulic impacts associated with identified alternatives.
- RINA will prepare a narrative of the drainage screening performed for the PEL Study.

Deliverables

- Drainage screening narrative
- Drainage constraints mapping
- Planning-level drainage recommendations to supplement the evaluation of design alternatives

2. Utility Coordination and Impact Evaluation

RINA will provide planning-level utility coordination throughout the alternatives development process.

Tasks

- RINA will compile available utility information for major utilities along the corridor from sources such as atlases and GIS, previous studies and planning efforts, and site visits.
- RINA will coordinate with utility owners, as appropriate, to verify their presence in the corridor, general location information, and any agreements related to rights and cost participation.
- RINA will identify major utility corridors and facilities within the PEL study corridor that could materially impact the feasibility, cost, and/or evaluation of the alternatives within the study area that will be of concern during the alternatives development and evaluation process.
- RINA will identify and document any planned utility improvements within the study area.
- Based on the identified alternatives, RINA will evaluate planning-level conflicts with utilities present in the corridor.
- RINA will identify utility relocation risks, such as interruptions of service, reimbursable relocations, and available space for utility relocations.
- RINA will provide planning-level utility cost considerations to be attributed to the various improvement alternatives under consideration.
- RINA will prepare a narrative outlining utility constraints within the study area related to the corridor improvement alternatives.

3. Segment #4 Alternatives Development and Preliminary Geometry

RINA will lead alternatives development within the southern growth/I-88 segment (segment #4), pending the outcome of the Corridor Segmentation Memorandum. The limits are roughly from Hughes Road to north of I-88 (non-inclusive of the I-88 interchange). The Southern Growth Segment is typified by a two-lane rural cross-section, large sweeping horizontal curvature, a rolling profile, substantial drop-off's in some areas, numerous stop-controlled side-roads and private driveways, and the potential for future residential and commercial development. In addition to the potential need for additional through and auxiliary turn lanes within this segment, areas of concern also include alignment shifts to minimize earthwork associated with future roadway widening, side-road realignment to improve safety and possibly better align existing offset side-roads, and access control (e.g., reduction of existing access points and identification of new access points to accommodate future development).

Tasks

- RINA will review base project data including municipal comprehensive plans and transportation plans, including any planned corridor improvements within this segment. RINA will review existing and project traffic data and analysis and crash data and analysis for the purpose of identifying various improvement alternatives within Segment #4.
- RINA will initially perform an existing conditions review of the southern growth/I-88 segment. This will include number of through and turning lanes, intersection configurations, edge of pavement treatments, existing ROW, structures, and multimodal uses.
- Based on the results of the Future Conditions Memorandum, the approved Purpose & Need, and the Safety Assessment Memorandum, RINA will develop a range of segment-specific improvement alternatives, considering roadway character, community context, and multimodal needs. These will include near-term, mid-term, and long-term strategies for improvements along the corridor.
- RINA will develop preliminary horizontal alignments for IL 47 within this segment considering corridor expansion constraints, environmental resources, extent of potential widening, and established design criteria. Minor side-road intersections will be evaluated with recommendations for safety improvements identified.
- RINA will develop preliminary typical sections of existing conditions, as well as the identified alternatives, for use in evaluation purposes.
- Based on the traffic analysis, RINA will prepare potential intersection improvement concepts at the following locations:
    - Hughes Road
    - Kennar Drive
    - Smith Road
    - Main Street Road
    - Green Road
    - Seavey Road

- RINA will develop preliminary access management concepts within this corridor for existing driveways and land uses, as well as future planned developments.
- RINA will evaluate various future widening concepts along the corridor for the identified alternatives.
- Based on the identified improvement alternatives, RINA will develop planning-level ROW needs to assess the magnitude of proposed ROW needed for each alternative for evaluation and comparison purposes.
- RINA will evaluate environmental impacts, impacts to structures, and drainage considerations for the identified improvement alternatives.
- RINA will develop planning-level opinions of probable construction cost for the identified improvement alternatives.
- RINA will evaluate and screen the alternatives developed in the above tasks to identify the feasible alternatives that will be carried forward considering transportation, environmental, community, planning consistency, and implementation factors.
- All of the above tasks and results will be compiled in an alternatives evaluation matrix for the southern growth/I-88 segment to support the alternatives screening process for the overall PEL study corridor.
- RINA will contribute to the Corridor Program and Implementation Strategy Memorandum in terms of segment strategies, corridor protection, project prioritization, and implementation strategies, including the preparation of exhibits, as needed.

Deliverables

- Typical sections for the existing condition and the identified improvement alternatives.
- Preliminary geometry exhibits at a concept level for the identified improvement alternatives for the IL 47 mainline and intersections identified above.
- Planning-level opinions of probable construction cost for the identified alternatives.
- Screening documentation including an evaluation matrix, back-up data, and narrative for the southern growth/I-88 segment for inclusion in the Alternatives Development Memorandum.

4. Stakeholder Coordination and Public Involvement

RINA will attend and participate in four CAG meetings, two Public Information Meetings, four municipal meetings, and six alternative development and alternative screening workshops as associated with Segment #4. This will include preparation of meeting materials for the southern growth/I-88 segment and follow-up activities. Stakeholder and public input will be reviewed for incorporation into the development and evaluation of the improvement alternatives for Segment #4.

5. Quality Assurance/Quality Control

RINA will perform QA/QC activities for the work performed as described above.

6. Administration and Management

RINA will perform administration and management tasks for the work performed as described above.

Illinois Department of Transportation

EXHIBIT D

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
GFT Infrastructure, Inc.	Jarrod Cebulski	8/21/2026

Consultant / Subconsultant Name	Job Number
RINA (Patrick Engineering)	

Note: This is name of the consultant the CECS is being completed for. This name appears at the top of each tab.

Remarks

PAYROLL ESCALATION TABLE

CONTRACT TERM	36	MONTHS
START DATE	10/1/2026	
RAISE DATE	1/1/2027	
END DATE	9/30/2029	

OVERHEAD RATE	154.95%
COMPLEXITY FACTOR	0
% OF RAISE	3.00%

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	10/1/2026	1/1/2027	3	8.33%
1	1/2/2027	1/1/2028	12	34.33%
2	1/2/2028	1/1/2029	12	35.36%
3	1/2/2029	10/1/2029	9	27.32%

The total escalation = 5.35%

Local Public Agency	County	Section Number
Kane County Division of Transportation	Kane	

Consultant / Subconsultant Name	Job Number
RINA (Patrick Engineering)	

PAYROLL RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET FIXED RAISE

MAXIMUM PAYROLL RATE	**90.00**
ESCALATION FACTOR	**5.35%**

JOB SPECIFIC - Classifications and Average Payrates need to match current payrolls submitted to the Department.

CLASSIFICATION	IDOT AVG PAYROLL RATES ON FILE	CALCULATED RATE
Project Manager	$90.00	$90.00
Project Engineer 3/4	$76.26	$80.34
Project Engineer 1/2	$56.97	$60.02
Staff Engineer 3	$52.92	$55.75
Staff Engineer 2	$45.16	$47.58
Staff Engineer 1	$40.48	$42.64
Administrative Assistant	$34.85	$36.71

Local Public Agency	County	Section Number
Kane County Division of Transportatio	Kane	

Consultant / Subconsultant Name	Job Number
RINA (Patrick Engineerin	

SUBCONSULTANTS

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

NAME	Direct Labor Total (Payroll Only	Contribution to Prime Consultant

Local Public Agency	County	Section Number
Kane County Division of Transportation	Kane	
Consultant / Subconsultant Name		**Job Number**
RINA (Patrick Engineering)		

DIRECT COSTS WORKSHEET

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Per Diem (per Federal GSA)	Up to federal maximum			$0.00
Lodging (per Federal GSA)	Actual Cost (Up to Federal rate maximum)			$0.00
Lodging Taxes and Fees (per Federal GSA)	Actual Cost			$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			$0.00
Vehicle Mileage (per Federal GSA)	Up to Federal rate maximum			$0.00
Vehicle Owned or Leased (no mileage charge allowed)	$45.00/half day (4 hours or less) or $90/full day	19	$90.00	$1,710.00
Vehicle Rental	Actual Cost (Up to $55/day)			$0.00
Tolls	Actual Cost			$0.00
Parking	Actual Cost			$0.00
Overtime	Premium portion (Submit supporting documentation)			$0.00
Shift Differential	Actual Cost (Based on firm's policy)			$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			$0.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			$0.00
Project Specific Insurance	Actual Cost			$0.00
Monuments (Permanent)	Actual Cost			$0.00
Photo Processing	Actual Cost			$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			$0.00
CADD	Actual Cost (Max $15/hour)			$0.00
Web Site	Actual Cost (Submit supporting documentation)			$0.00
Advertisements	Actual Cost (Submit supporting documentation)			$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			$0.00
Recording Fees	Actual Cost			$0.00
Transcriptions (specific to project)	Actual Cost			$0.00
Courthouse Fees	Actual Cost			$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Utliity Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Testing of Soil Samples	Actual Cost			$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
				$0.00
				$0.00
				$0.00
			TOTAL DIRECT COSTS:	**$1,710.00**

Local Public Agency
Kane County Division of Transportation

County
Kane

Section Number

Consultant / Subconsultant Name
RINA (Patrick Engineering)

Job Number

COST ESTIMATE WORKSHEET

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

OVERHEAD RATE 154.95%

COMPLEXITY FACTOR 0

TASK	DIRECT COSTS (not included in row totals)	MANHOURS	PAYROLL	OVERHEAD & FRINGE BENEFITS	FIXED FEE	SERVICES BY OTHERS	TOTAL	% OF GRAND TOTAL
1. Project Initiation and Data Collection	180	32	1,771	2,744	584		5,279	1.05%
2. Existing Conditions Assessment	450	660	39,028	60,474	12,879		112,831	22.51%
7. Alternatives Development	180	1452	87,683	135,865	28,935		252,663	50.41%
8. Alternatives Screening and Evaluation	360	168	10,347	16,032	3,414		30,153	6.02%
9. Stakeholder and Public Involvement	540	128	10,294	15,951	3,397		30,182	6.02%
10. Corridor Program and Impl. Strategy		56	3,611	5,595	1,191		10,397	2.07%
12. PM, Coordination and QA/QC		278	20,743	32,141	6,845		59,729	11.92%
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Subconsultant DL					0.00			
TOTALS	1,710	2774	173,477	268,802	57,245	-	501,234	100.00%

Local Public Agency
Kane County Division of Transportation

County
Kane

Section Number

Consultant / Subconsultant Name
RINA (Patrick Engineering)

Job Number

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 1 OF 2

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			1. Project Initiation and Data Collection			2. Existing Conditions Assessment			7. Alternatives Development			8. Alternatives Screening and Evaluation			9. Stakeholder and Public Involvement		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Project Manager	90.00	300.0	10.81%	9.73				40	6.06%	5.45	92	6.34%	5.70	20	11.90%	10.71	60	46.88%	42.19
Project Engineer 3/4	80.34	600.0	21.63%	17.38	8	25.00%	20.08	100	15.15%	12.17	300	20.66%	16.60	20	11.90%	9.56	40	31.25%	25.11
Project Engineer 1/2	60.02	572.0	20.62%	12.38				140	21.21%	12.73	300	20.66%	12.40	40	23.81%	14.29	28	21.88%	13.13
Staff Engineer 3	55.75	488.0	17.59%	9.81	8	25.00%	13.94	160	24.24%	13.52	260	17.91%	9.98	60	35.71%	19.91			
Staff Engineer 2	47.58	454.0	16.37%	7.79				140	21.21%	10.09	300	20.66%	9.83						
Staff Engineer 1	42.64	324.0	11.68%	4.98	16	50.00%	21.32	80	12.12%	5.17	200	13.77%	5.87	28	16.67%	7.11			
Administrative Assistant	36.71	36.0	1.30%	0.48															
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TOTALS		2774.0	100%	$62.54	32.0	100.00%	$55.34	660.0	100%	$59.13	1452.0	100%	$60.39	168.0	100%	$61.59	128.0	100%	$80.42

Local Public Agency
Kane County Division of Transportation

County
Kane

Section Number

Consultant / Subconsultant Name
RINA (Patrick Engineering)

Job Number

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 2 OF 2

PAYROLL CLASSIFICATION	AVG HOURLY RATES	10. Corridor Program and Impl. Strategy			12. PM, Coordination and QA/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
Project Manager	90.00	6	10.71%	9.64	82	29.50%	26.55												
Project Engineer 3/4	80.34	12	21.43%	17.22	120	43.17%	34.68												
Project Engineer 1/2	60.02	24	42.86%	25.72	40	14.39%	8.64												
Staff Engineer 3	55.75																		
Staff Engineer 2	47.58	14	25.00%	11.89															
Staff Engineer 1	42.64																		
Administrative Assistant	36.71				36	12.95%	4.75												
TOTALS		56.0	100%	$64.47	278.0	100%	$74.62	0.0	0%	$0.00	0.0	0%	$0.00	0.0	0%	$0.00	0.0	0%	$0.00

Date: August 24, 2026

To: Matt Baldwin, Gannet Fleming, mnbaldwin@gftinc.com

From: Jodi Mariano, Teska Associates, jmariano@teskaassociates.com

Re: Proposal for Community Planning and Stakeholder Facilitation - Kane County DOT IL 47 PEL

IL47 from Plank Road to I-88

Dear Matt,

Teska is pleased to offer the enclosed proposal to provide Professional Design Services for the Kane County DOT IL 47 PEL project. Teska Associates (Teska) proposes to provide the following Professional Planning and Design Services to Gannett Fleming as requested:

SCOPE INTRODUCTION

The purpose of the PEL assignment is to support the project team with community planning services to help ensure corridor alternatives are compatible with local planning objectives, future development, and community priorities while supporting stakeholder engagement and implementation planning.

Corridor Communities. The following corridor communities will be engaged throughout the study (listed north to south): Campton Hills, Lily Lake, Elburn, Windenoak, Willow Creek, Nottingham Woods, Sugar Grove

Communication Plan. Teska will provide technical assistance and planning support throughout the project. All communications and meeting logistics shall be by others.

SCOPE OF SERVICES

Teska anticipates providing the following professional design services associated with the above-referenced project.

Task 1 – Community Planning & Vision Assessment

Review existing municipal planning documents to understand how transportation improvements can support each community's long-term vision related to the IL-47 Corridor. If planning documents are not available, Teska will interview municipal staff (as part of Task 2 below) to understand and document community vision relative to the IL-47 Corridor.

Tasks

- Obtain and review available past planning efforts, including municipal Comprehensive Plans, transportation plans, bicycle/pedestrian plans, and economic development plans.
- Summarize available past planning efforts, with a focus on community interface with the IL-47 corridor project, which may include redevelopment initiatives, planned growth areas, and transportation priorities.
- Identify relevant community planning considerations that may influence IL-47 corridor alternatives.
- Prepare Draft Community Corridor Profiles for each corridor municipality or segment.

Deliverables - Draft Community Corridor Profiles

Task 2 – Municipal Coordination & Stakeholder Support

Support GFT during community discussions to better understand how proposed corridor improvements may influence future development and community goals.

Tasks

- Participate in approximately **8 Municipal Coordination Meetings** with corridor communities to initiate discussions and to review relevant planning efforts individually with each community.
- The project team would meet in-person within each individual community over the course of three days. Virtual teleconference meetings are available separately.
- During coordination meetings we will review the following items as they relate to the IL-47 Corridor:
    - Community vision and character
    - Past planning efforts
    - Anticipated future growth, including planned development and redevelopment
    - Transportation issues and access management
    - Natural areas and open spaces
- Based on feedback received during coordination meetings, prepare refined community corridor profiles to be used as a reference throughout the study.

- Based on feedback gathered during municipal coordination meetings, provide planning perspectives and support to the team during IL-47 corridor discussions.

Role

Teska will support GFT by providing planning insight during municipal discussions.

Deliverables - Refined Community Corridor Profiles

Task 3 – Community Advisory Group Support

Support corridor-wide stakeholder engagement by providing planning perspective during key project milestones. Corridor communities are invited to participate in the CAG.

Tasks

- Attend:
    - CAG #1 – Corridor Vision
    - CAG #2 – Segment Workshops
    - CAG #3 – Alternatives Evaluation
- Support planning-related discussions and facilitate dialogue regarding community context and future development.
- Assist GFT with planning-focused meeting materials and exhibits, which may include presentation slides, illustrative maps, and brochures. These materials are intended to support the interfaces between corridor communities and the IL-47 project areas

Deliverables - Planning focused meeting materials and exhibits (digital format)

Task 4 – Alternatives Evaluation & Corridor Advancement Strategy

Provide planning input throughout alternatives evaluation and development of the implementation strategy.

Tasks

- Provide planning input during alternatives screening.
- Identify opportunities to coordinate IL-47 transportation improvements with community needs and goals expressed during the municipal coordination meetings.
- Review draft PEL documentation from a planning perspective and provide comments to GFT as redline markups via email.

PROFESSIONAL FEES

Professional fees associated with the IL47 PEL project are attached to this scope.

PROJECT ASSUMPTIONS

1. Teska will serve as a subconsultant to Gannett Fleming.
2. Civil, electrical, and structural engineering will be provided by others.
3. Plotting and printing of large format exhibits shall be by others.
4. Distribution of public meeting announcements and meeting logistics shall be by others.

We appreciate the opportunity to assist with this project. Please contact me if we can assist with any questions or clarifications. I will serve as project manager and can be reached at the contact information below:

Jodi Mariano, PLA | Vice President of Design | JMariano@TeskaAssociates.com

Teska Associates | 627 Grove St, Evanston, IL 60201 | 847.869.2015

Attachments: CECS

Illinois Department of Transportation

EXHIBIT D

COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

FIXED RAISE

Local Public Agency	County	Section Number
Kane County DOT	Kane	

Prime Consultant (Firm) Name	Prepared By	Date
GFT Infrastructure, Inc.	J. Mariano	08.24.26

Consultant / Subconsultant Name	Job Number
Teska Associates	

Note: This is name of the consultant the CECS is being completed for. This name appears at the top of each tab.

Remarks

IL 47 PEL, Plank Road to I-88

PAYROLL ESCALATION TABLE

CONTRACT TERM	36	MONTHS	OVERHEAD RATE	142.90%
START DATE	10/1/2026		COMPLEXITY FACTOR	
RAISE DATE	1/1/2027		% OF RAISE	3.00%
END DATE	9/30/2029			

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	10/1/2026	1/1/2027	3	8.33%
1	1/2/2027	1/1/2028	12	34.33%
2	1/2/2028	1/1/2029	12	35.36%
3	1/2/2029	10/1/2029	9	27.32%

The total escalation = 5.35%

Local Public Agency	County	Section Number
Kane County DOT	Kane	

Consultant / Subconsultant Name	Job Number
Teska Associates	

PAYROLL RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET FIXED RAISE

MAXIMUM PAYROLL RATE	**90.00**
ESCALATION FACTOR	**5.35%**

JOB SPECIFIC - Classifications and Average Payrates need to match current payrolls submitted to the Department.

CLASSIFICATION	IDOT AVG PAYROLL RATES ON FILE	CALCULATED RATE
Principal	$61.00	$64.26
Landscape Architect	$43.01	$45.31
Designer	$39.36	$41.47

Local Public Agency	County	Section Number
Kane County DOT	Kane	
Consultant / Subconsultant Name		**Job Number**
Teska Associates		

DIRECT COSTS WORKSHEET

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Per Diem (per Federal GSA)	Up to federal maximum			$0.00
Lodging (per Federal GSA)	Actual Cost (Up to Federal rate maximum)			$0.00
Lodging Taxes and Fees (per Federal GSA)	Actual Cost			$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			$0.00
Vehicle Mileage (per Federal GSA)	Up to Federal rate maximum	925	$0.76	$703.00
Vehicle Owned or Leased (no mileage charge allowed)	$45.00/half day (4 hours or less) or $90/full day			$0.00
Vehicle Rental	Actual Cost (Up to $55/day)			$0.00
Tolls	Actual Cost			$0.00
Parking	Actual Cost			$0.00
Overtime	Premium portion (Submit supporting documentation)			$0.00
Shift Differential	Actual Cost (Based on firm's policy)			$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			$0.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			$0.00
Project Specific Insurance	Actual Cost			$0.00
Monuments (Permanent)	Actual Cost			$0.00
Photo Processing	Actual Cost			$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			$0.00
CADD	Actual Cost (Max $15/hour)			$0.00
Web Site	Actual Cost (Submit supporting documentation)			$0.00
Advertisements	Actual Cost (Submit supporting documentation)			$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			$0.00
Recording Fees	Actual Cost			$0.00
Transcriptions (specific to project)	Actual Cost			$0.00
Courthouse Fees	Actual Cost			$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Utliity Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Testing of Soil Samples	Actual Cost			$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
				$0.00
				$0.00
				$0.00
			TOTAL DIRECT COSTS:	**$703.00**

Local Public Agency
Kane County DOT

County
Kane

Section Number

Consultant / Subconsultant Name
Teska Associates

Job Number

COST ESTIMATE WORKSHEET

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

OVERHEAD RATE 142.90%

COMPLEXITY FACTOR 0

TASK	DIRECT COSTS (not included in row totals)	MANHOURS	PAYROLL	OVERHEAD & FRINGE BENEFITS	FIXED FEE	SERVICES BY OTHERS	TOTAL	% OF GRAND TOTAL
TASK 1 - COMMUNITY PLANNING + VISION ASSESSMENT		222	11,535	16,483	3,807		31,825	16.91%
TASK 2 - MUNICIPAL COORDINATION + STAKEHOLDER INPUT	352	366	18,816	26,888	6,209		52,265	27.76%
TASK 3 - COMMUNITY ADVISORY GROUP SUPPORT	352	448	23,159	33,094	7,642		64,247	34.13%
TASK 4 - ALTERNATIVES EVALUATION + CORRIDOR ADVANCEMENT		264	14,464	20,668	4,773		39,905	21.20%
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Subconsultant DL					0.00			
TOTALS	703	1300	67,974	97,133	22,431	-	188,241	100.00%

Local Public Agency
Kane County DOT

County
Kane

Section Number

Consultant / Subconsultant Name
Teska Associates

Job Number

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 1 OF 1

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			TASK 1 - COMMUNITY PLANNING + VISION ASSESSMENT			TASK 2 - MUNICIPAL COORDINATION + STAKEHOLDER INPUT			TASK 3 - COMMUNITY ADVISORY GROUP SUPPORT			TASK 4 - ALTERNATIVES EVALUATION + CORRIDOR ADVANCEMENT					
		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	64.26	522.0	40.15%	25.80	86	38.74%	24.89	132	36.07%	23.18	172	38.39%	24.67	132	50.00%	32.13			
Landscape Architect	45.31	564.0	43.38%	19.66	96	43.24%	19.59	164	44.81%	20.30	172	38.39%	17.40	132	50.00%	22.66			
Designer	41.47	214.0	16.46%	6.83	40	18.02%	7.47	70	19.13%	7.93	104	23.21%	9.63	0					
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TOTALS		1300.0	100%	$52.29	222.0	100.00%	$51.96	366.0	100%	$51.41	448.0	100%	$51.69	264.0	100%	$54.79	0.0	0%	$0.00

EXHIBIT "C"

PREVAILING WAGE RATES

It is the policy of the State of Illinois as declared in the Illinois Prevailing Wage Act (820 ILCS 130/1 *et seq*.) "that a wage of no less than the general prevailing hourly rate as paid for work of a similar character in the locality in which the work is performed, shall be paid to all laborers, workers and mechanics employed by or on behalf of any and all public bodies engaged in public works".

CONSULTANT agrees to pay, when applicable, the current Illinois Department of Labor Prevailing Wage Rates for all County of Kane projects. Current prevailing wage rates are available from the Illinois Department of Labor at their website: http://www.state.il.us/agency/idol/rates/rates.HTM.

Prevailing wage rates are subject to revision monthly. CONSULTANT acknowledges its responsibility for payment of any applicable future adjustment thereof.

CONSULTANT further acknowledges its responsibility to notify any sub-consultant of the applicability of the Prevailing Wage Act to this Project.

When requested, CONSULTANT agrees to provide the Kane County Division of Transportation "certified payrolls" as required by the Prevailing Wage Act

GFT Infrastructure, Inc.
Company Name

Signature of Officer of Company

Vice President
Title

8/24/2026
Date

EXHIBIT "D"

GFT

Ingenuity That Shapes Lives™

August 24, 2026

Timothy Keovongsak
Director of Purchasing
Kane County Government Center
Purchasing Department, Building A
719 South Batavia Avenue
Geneva, IL 60134

Reference: Contractor Disclosure
Kane County Code, Art. III, Div 3, Sec. 2-211
IL 47 Planning and Environmental Linkages Study – Plank Road to I-88

To Whom it May Concern,

In compliance with Kane County Code referenced above, this letter will serve as our disclosure of:

1. GFT Infrastructure, Inc. has not made any campaign contributions in the last 12 months to any current county officer or countywide elected officer.

2. A. Individuals/entities having more than 5% ownership of shares in GFT Infrastructure, Inc. as of August 1, 2026:

Shareholder Name	Address	% of Ownership
OSP Gannett Purchaser LLC	251 Little Falls Dr. Wilmington, Delaware 19808	100%

B. GFT Infrastructure, Inc. is not represented by or employing a lobbyist who is or will have contact with County employees or officials.

C. A statement under oath that GFT Infrastructure, Inc. has withheld no disclosure as to economic interest 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.

3. All disclosures within this document are current and up to date and will be up to date.

Officer	8/24/2026 Date
Vice President Title	

Subscribed and sworn on 24th day of August, 2026

Notary Public

EXHIBIT "E"

GFT

Ingenuity That Shapes Lives™

Familial Relationship Disclosure

As of August 24, 2026, GFT, to the best of our knowledge the Owners, Officers or Executives do not have familial relationship with any County Elected Official or County Department Director within the last 12 month period.

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 the contracts greater than $30,000 fails to disclose to the County a familial relationship between a County Elected Official or County Department Director.

Matthew Pavin

8/24/2026

Officer

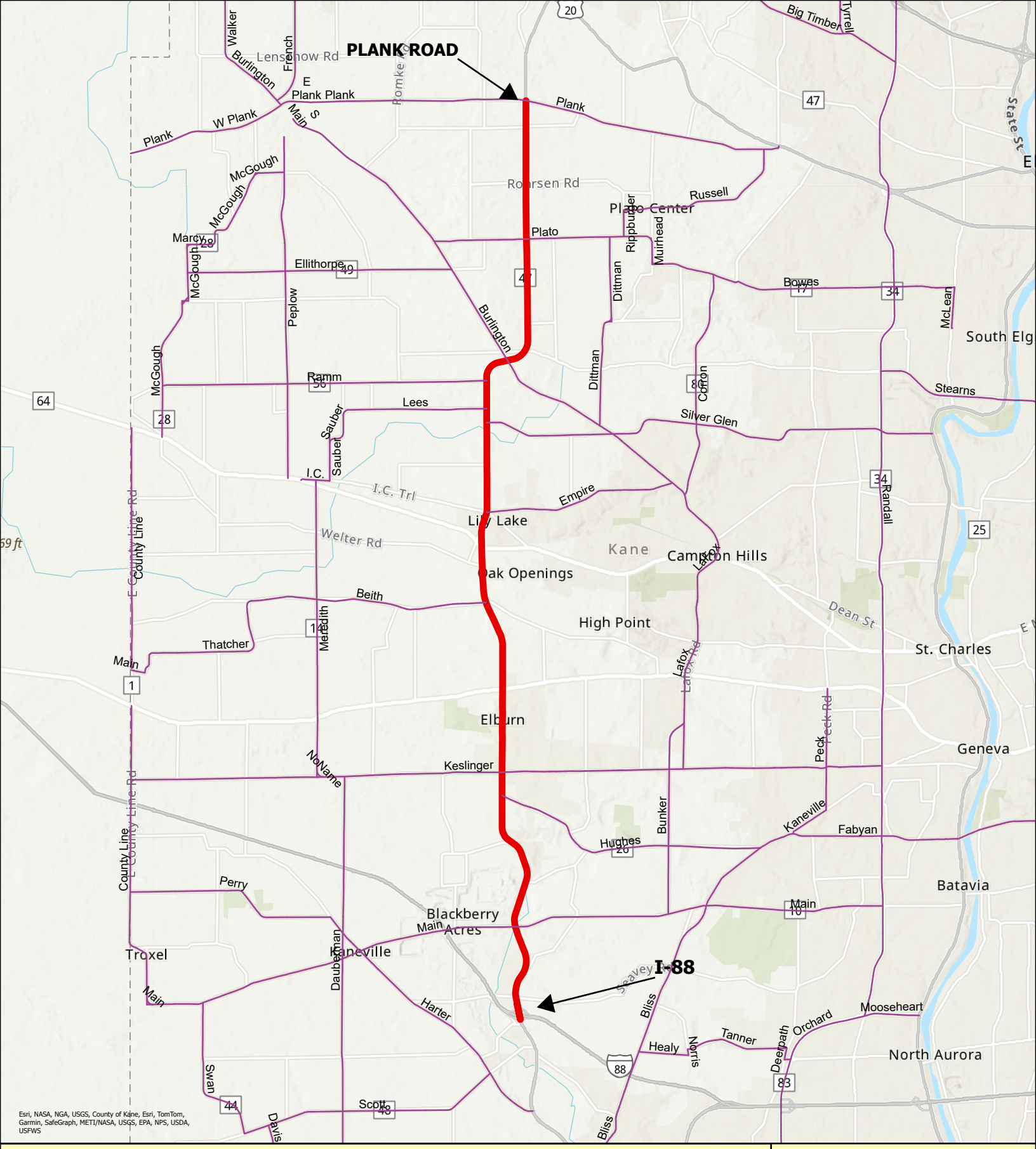
Date

Vice President

Title

Subscribed and sworn this 24th day of August, 2026.

Notary Public



Section Number 26-00595-00-ES
IL 47 Planning and Environmental Linkages (PEL)
Plank Road to I-88

0 1.75 3.5 7 10.5 14 Miles

N W E S

KDOT KANE COUNTY DIVISION OF TRAN... 777

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-493

APPROVING AMENDMENT NO. 3 TO THE AGREEMENT WITH GZA ILLINOIS, INC. F/K/A HUFF AND HUFF, INC. OF OAK BROOK, ILLINOIS FOR ON-CALL ENVIRONMENTAL ENGINEERING SERVICES, KANE COUNTY SECTION NO. 20-00527-00-ES

WHEREAS, pursuant to Resolution No. 20-235, the County of Kane entered into an agreement (hereinafter the "Agreement") with GZA Illinois, Inc. f/k/a Huff and Huff, Inc. of Oak Brook, Illinois for On-Call Environmental Engineering Services (hereinafter the "Project"), and appropriated One Hundred Fifty Thousand Dollars ($150,000.00) therefor; and

WHEREAS, pursuant to Resolution No. 21-505, the County of Kane appropriated an additional Three Hundred Ninety-Eight Thousand Twenty-Six Dollars ($398,026.00) and entered into Amendment No. 1 to the Agreement with GZA Illinois, Inc. f/k/a Huff and Huff, Inc.; and

WHEREAS, pursuant to Resolution No. 23-74, the County of Kane appropriated an additional Six Hundred Forty-One Thousand Four Hundred Seventeen Dollars ($641,417.00), entered into Amendment No. 2 to the Agreement, and extended the term of the Agreement through December 31, 2026; and

WHEREAS, the Project requires additional time to complete Longmeadow Parkway soil testing and Illinois Environmental Protection Agency paperwork, and funds remain available from the previously approved appropriation; and

WHEREAS, the County desires to amend the Agreement by extending the term for an additional three (3) years through December 31, 2029, with no additional compensation to the Consultant and no additional appropriation of funds required (hereinafter "Amendment No. 3", a copy of which is on file in the office of the Kane County Clerk); and

WHEREAS, it is in the County's best interest to enter into Amendment No. 3 to allow for the completion of the Project.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that Amendment No. 3 to the Agreement is hereby approved and that the Chairman is hereby authorized and directed to execute Amendment No. 3 to the Agreement with GZA Illinois, Inc. f/k/a Huff and Huff, Inc. of Oak Brook, Illinois for the Project.

Passed by the Kane County Board on October 13, 2026.

_____	_____
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 Amendment No. 3 to the Agreement with GZA Illinois, Inc. f/k/a Huff and Huff, Inc. of Oak Brook, Illinois for On Call Environmental Engineering Services, Kane County Section No. 20-00527-00-ES

Committee Flow:
Transportation Committee, Executive Committee, County Board

Contact:
Jennifer O'Connell, 630.406.7333

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:

This resolution amends the On Call Environmental Engineering Services Agreement with GZA Illinois, Inc. f/k/a Huff and Huff, Inc. The amendment extends the term of the agreement by 3 years with a new termination date of December 31, 2029. No change in the appropriation amount is requested at this time.

The original agreement was approved by the 6/2020 Transportation Committee (Reso. 20-235) for 150,000.00 expiring on 12/31/2023.

Amendment 1 (Reso. 21-505) added $398,026.00 for Longmeadow Parkway lead and diesel fuel contaminated soil testing (this is the Invoices/WO 2 Longmeadow invoices).

Amendment 2 (Reso. 23-74) added $641,417.00 and extended agreement until 12/31/2026 (this is the WO 3 Longmeadow Phase III soil sampling invoices)

This Amendment 3 is requesting extending the agreement until 12/31/2029 to complete Longmeadow soil testing and IEPA paperwork.

Staff recommends approval.

AMENDMENT 3 TO THE ON CALL ENVIRONMENTAL ENGINEERING SERVICES AGREEMENT BETWEEN THE COUNTY OF KANE AND GZA ILLINOIS, INC. F/K/A HUFF & HUFF, INC. FOR PROFESSIONAL ENGINEERING SERVICES KANE COUNTY SECTION NO. 20-00527-00-ES

PURCHASE ORDER #2020-1590

This Amendment made this 13th day of October 2026 to the Agreement between COUNTY OF KANE, a body corporate and politic of the State of Illinois (hereinafter referred to as the "COUNTY"), and, GZA ILLINOIS, INC. f/k/a Huff and Huff, Inc., an Illinois corporation and an Illinois licensed professional engineering firm with offices at 1301 W. 22nd Street, Suite 510, Oak Brook, Illinois 60523 (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. 20-235, the County and the CONSULTANT entered into an agreement (herein after the "Agreement") for On Call Professional Environmental Engineering Services (herein after the "Project"); and

WHEREAS, pursuant to Resolution 21-505, the County approved an additional appropriation in the amount of Three Hundred and Ninety-Eight Thousand and Twenty-Six Dollars ($398,026.00) and entered into Amendment No. 1 to the Agreement with GZA Illinois, Inc. f/k/a Huff and Huff, Inc., (hereinafter referred to as Amendment No. 1); and

WHEREAS, pursuant to Resolution 23-74, the County approved an extension to the expiration date of the Agreement by three (3) years from the date of expiration from Kane County Resolution No. 20-235 and approved an additional appropriation in the amount of Six Hundred and Forty-One Thousand and Four Hundred Seventeen Dollars ($641,417.00) and entered into Amendment No. 2 to the Agreement with GZA Illinois, Inc. f/k/a Huff and Huff, Inc., (hereinafter referred to as Amendment No. 2); and

WHEREAS, as of this date, there are funds available in the appropriations for the Project; and

WHEREAS, it is in the County's best interest to extend the term of the Agreement by an additional three (3) years from the date of expiration from Kane County Resolution No. 23-74; and

WHEREAS; additional compensation to the CONSULTANT shall not be required for this extension of term, nor shall additional appropriation of funds be required.

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

1.0 RECITALS INCORPORATED

1.1 The foregoing preambles are incorporated into this Amendment as though fully set forth herein,

2.0 AGREEMENT REMAINS IN EFFECT

2.1 The previous Agreement remains in full force and effect except to the extent that the provisions of the Amendment #1 and Amendment #2 conflict with the Agreement, in which case the provisions of the Amendment #1 and Amendment #2 shall control.

3.0 TERMS OF THIS AGREEMENT

3.1 The term of the Agreement, including this Amendment thereto, shall commence upon the date this Amendment is executed by all parties herein, and shall continue in full force the effect until the earlier of the following occurs:

A. The Party's termination of this Agreement in accordance with the terms of Section 15.0; or,

B. December 31st, 2029

IN WITNESS WHEREOF, the PARTIES set their hands and seals as of the date written above.

COUNTY OF KANE	GZA Illinois, Inc. f/k/a Huff and Huff, Inc.
_____	_____
CORINNE M. PIEROG CHAIRMAN, KANE COUNTY BOARD	By: JAMES NOVAK ASSOCIATE PRINCIPAL
ATTEST:	ATTEST:
_____	_____
JOHN A. CUNNINGHAM KANE COUNTY CLERK	By: SHANE CUPLIN, PG VICE PRESIDENT, DISTRICT OFFICE MANAGER

(seal)

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-494

APPROVING A CONTRACT FOR CONSTRUCTION WITH HERLIHY MID-CONTINENT COMPANY OF ROMEOVILLE, ILLINOIS FOR THE RANDALL ROAD AT CLAUDE HANSON BRIDGE JOINT REPLACEMENT AND THIN LIFT EPOXY OVERLAY PROJECT, KANE COUNTY SECTION NO. 26-00176-06-BR

WHEREAS, the Kane County Division of Transportation has solicited and received bids for the work described as:

KANE COUNTY SECTION NO. 26-00176-06-BR
RANDALL ROAD AT CLAUDE HANSON BRIDGE JOINT REPLACEMENT AND THIN LIFT EPOXY OVERLAY PROJECT
(hereinafter the "Project")

WHEREAS, the lowest responsible bidder for the Project is:

HERLIHY MID-CONTINENT COMPANY OF ROMEOVILLE, ILLINOIS
With a low bid of
$1,022,000.00

WHEREAS, the County deems it prudent to include in its estimated Project cost a Ten Percent (10%) contingency amounting to One Hundred Two Thousand Two Hundred and 00/100 Dollars ($102,200.00) to cover any unforeseen added costs.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that a contract for the Project described hereinabove shall be awarded to the lowest bidder, Herlihy Mid-Continent Company of Romeoville, 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 the sum of One Million One Hundred Twenty-Four Thousand Two Hundred and 00/100 Dollars ($1,124,200.00) from Transportation Sales Tax Fund #305, Line Item #73010 (Bridge Construction) to pay for the Project.

Line Item: 305.520.527.73010
Line Item Description: Bridge 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 October 13, 2026.

_____	_____
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 with Herlihy Mid-Continent Company of Romeoville, Illinois for the Randall Road at Claude Hanson Bridge Joint Replacement and Thin Lift Epoxy Overlay Project, Kane County Section No. 26-00176-06-BR.

Committee Flow:
Transportation Committee, Executive Committee, County Board

Contact:
Jennifer O'Connell, 630.406.7333

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $1,124,200.00
If not budgeted, explain funding source: N/A	
Was this item passed through the appropriate committee? Yes	

Summary:

On August 18th, three bids were opened at Kane County Division of Transportation for the above-mentioned project which includes expansion joint replacement and a new bridge deck thin polymer overlay on Randall Road.

The lowest qualified bid of $ 1,022,000.00 was submitted by Herlihy Mid-Continent Company of Romeoville, Illinois. Herlihy Mid-Continent Company is IDOT prequalified for this work as required in the contract specifications. Staff also recommends adding a contingency of $102,200.00 (10% of bid amount) to cover any unforeseen added costs to the contract, for a total appropriation of $1,124,200.00.

Kane County Division of Transportation staff reviewed the low bid submitted to determine compliance with the Kane County Ordinance. After review of the low bid, it was determined that the bid did not meet all the requirements set forth within the Responsible Bidder Ordinance (RBO) of the Kane County Purchasing Ordinance. After completing this review, KDOT is recommending approval of the contract with Herlihy Mid-Continent Company of Romeoville, Illinois.

This project is funded entirely with local funds.

Staff recommends approval.

HERLIHY
MID - CONTINENT

CONTRACTOR DISCLOSURE

As of **August, 20, 2026**, **Herlihy Mid-Continent 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 Herlihy Mid-Continent Company:

Douglass D. Schultz 53%
1155 Scott Ct
Naperville IL 60540

Donald R. Schultz 47%
610 Lakeside Dr
Hinsdale IL 60521

Douglass D. Schultz
Douglass D. Schultz, President
Title: President

8/20/26
Date

Subscribed and sworn this **20th** day of **August, 2026**.

Rebecca A. Wright, Notary Public

"OFFICIAL SEAL"
Rebecca A. Wright
NOTARY PUBLIC, STATE OF ILLINOIS
My Commission Expires 10-21-26

HERLIHY
MID - CONTINENT

FAMILIAL RELATIONSHIP DISCLOSURE

As of **August, 20, 2026**, **Herlihy Mid-Continent 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 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.

Douglass D. Schultz
Douglass D. Schultz, President
Title: President

8/20/26
Date

Subscribed and sworn this **20th** day of **August, 2026**.

Rebecca A. Wright, Notary Public

"OFFICIAL SEAL"
Rebecca A. Wright
NOTARY PUBLIC, STATE OF ILLINOIS
My Commission Expires 10-21-26

1306 MARQUETTE DRIVE ROMEOVILLE, ILLINOIS 60446-1026 630-378-1000 FAX 630-378-1001

HERLIHY
MID - CONTINENT

August 20, 2026

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
Herlihy Mid-Continent Company

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.
C. Names and contact information of lobbyists, agents, and representatives.
D. A statement under oath that we have not withheld any disclosures as to the economic interest.

- Campaign Contributions: Herlihy Mid-Continent Company has not made campaign contributions in the past 12 months.
- Ownership Interest in Herlihy Mid-Continent Company. Two individuals hold more than 5% of the shares in Herlihy Mid-Continent Company. Douglass D. Schultz: 53%; Donald R. Schultz: 47%.
- Herlihy Mid-Continent Company does not have any lobbyists, agents, or representatives who are or would be having contact with Kane County Employees or officials in relation to contracts or bids.
- Herlihy Mid-Continent Company has not withheld nor reserved any information regarding economic interest in the firm as required by County Code for this disclosure.

Sincerely,

Douglass D. Schultz

Douglass D. Schultz
President

Subscribed and sworn this **20th** day of **August, 2026**.

Rebecca A. Wright, Notary Public

"OFFICIAL SEAL"
Rebecca A. Wright
NOTARY PUBLIC, STATE OF ILLINOIS
My Commission Expires 10-21-26

1306 MARQUETTE DRIVE ROMEOVILLE, ILLINOIS 60446-1026 630-378-1000 FAX 630-378-1001

Bid Result Publication Revision

Publication Type Unofficial Results

Lorig Construction Company

Organization Name	Lorig Construction Company
Bid Amount	$1,217,114.90
Line Items	Full
Bid Rank	3
Address	250 East Touhy Avenue Des Plaines Illinois 60018 United States

Herlihy Mid-Continent Company

APPARENT LOW BIDDER

Organization Name	Herlihy Mid-Continent Company
Bid Amount	$1,022,000.00
Line Items	Full
Bid Rank	1
Address	1306 Marquette Drive ROMEOVILLE Illinois 60446 United States

Path Construction Company

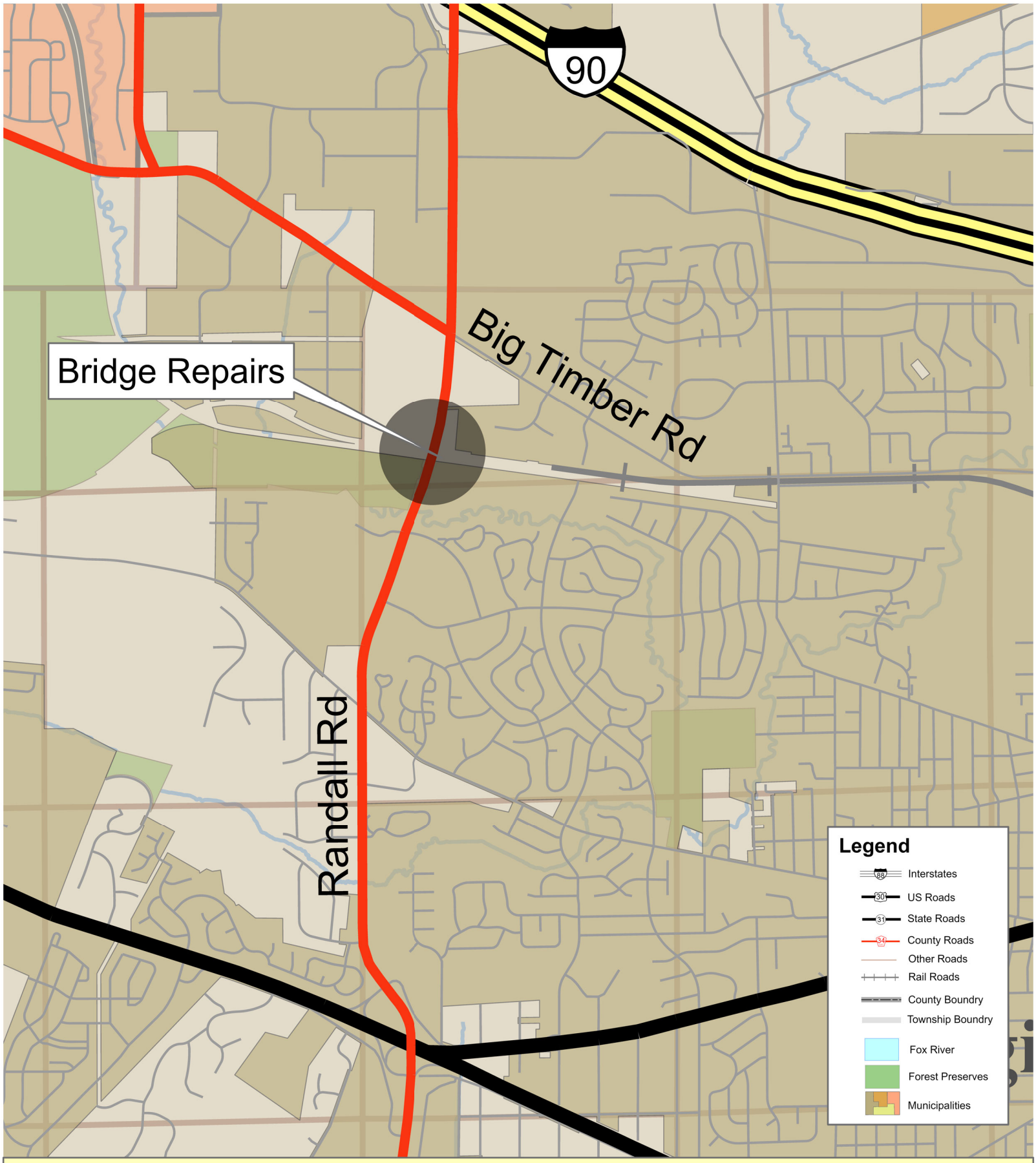
Organization Name	Path Construction Company
Bid Amount	$1,085,170.20
Line Items	Full
Bid Rank	2
Address	125 E. Algonquin Road Arlington Heights Illinois 60005 United States

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 26-00176-06-BR
Randall Road at Claude Hanson Bridge
Joint Replacement and Thin Lift Epoxy Overlay Project

N
W E
S

0 500 1,000 2,000 3,000 4,000 Feet

KDOT KANE COUNTY DIVISION OF TRANSPORT

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STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-495

APPROVING A CONTRACT FOR CONSTRUCTION WITH PLOTE CONSTRUCTION, INC. OF HOFFMAN ESTATES, ILLINOIS FOR THE KIRK ROAD AT DOUGLAS ROAD TRAFFIC SIGNAL INSTALLATION, RECONSTRUCTION, AND RESURFACING PROJECT, KANE COUNTY SECTION NO. 24-00377-01-CH

WHEREAS, the Kane County Division of Transportation has solicited and received bids for the work described as:

KANE COUNTY SECTION NO. 24-00377-01-CH
KIRK ROAD AT DOUGLAS ROAD TRAFFIC SIGNAL, RECONSTRUCTION, AND RESURFACING
(hereinafter the "Project")

WHEREAS, the lowest bidder for the Project is:

PLOTE CONSTRUCTION, INC. OF HOFFMAN ESTATES, ILLINOIS
With a low bid of
$1,561,106.25

WHEREAS, the County deems it prudent to include in its estimated Project cost a Ten Percent (10%) contingency amounting to One Hundred Fifty-Six Thousand One Hundred Ten and 63/100 Dollars ($156,110.63) to cover any unforeseen added costs.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that a contract for the Project described hereinabove shall be awarded to the lowest bidder, Plote Construction, Inc. of Hoffman Estates, 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 One Million Seven Hundred Seventeen Thousand Two Hundred Sixteen and 88/100 Dollars ($1,717,216.88) 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 October 13, 2026.

_____	_____
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 with Plote Construction, Inc. of Hoffman Estates, Illinois for the Kirk Road at Douglas Road Traffic Signal Installation, Reconstruction, and Resurfacing Project, Kane County Section No. 24-00377-01-CH

Committee Flow:
Transportation Committee, Executive Committee, County Board

Contact:
Jennifer O'Connell, 630.406.7333

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $1,717,216.88
If not budgeted, explain funding source: N/A	
Was this item passed through the appropriate committee? Yes	

Summary:

On September 1st, four bids were opened at Kane County Division of Transportation for the above-mentioned project which includes traffic signal installation, and HMA removal and replacement on the above mentioned intersection within Kane County.

The lowest qualified bid of $ 1,561,106.25 was submitted by Plote Construction, Inc. of Hoffman Estates, Illinois. Plote Construction, Inc. is IDOT prequalified for this work as required in the contract specifications. Staff also recommends adding a contingency of $ 156,110.63 (10% of bid amount) to cover any unforeseen added costs to the contract for a total appropriation amount of $1,717,216.88.

Kane County Division of Transportation staff reviewed the low bid submitted to determine compliance with the Kane County Ordinance. After review of the low bid, it was determined that the bid did not meet all the requirements set forth within the Responsible Bidder Ordinance (RBO) of the Kane County Purchasing Ordinance. After completing this review, KDOT is recommending approval of the contract with Plote Construction, Inc. of Hoffman Estates, Illinois.

This project has an anticipated completion date of July 31, 2027, weather permitting, and is funded with EDP and local funds.

Staff recommends approval.

PLOTE CONSTRUCTION INC.

ROAD BUILDING
SITE DEVELOPMENT

1100 BRANDT DRIVE • HOFFMAN ESTATES, IL 60192

PHONE: (847) 695-9300
Estimating FAX: (847) 695-9317
Administration FAX: (847) 695-7251

CONTRACTOR DISCLOSURE

As of January, 2026, Plote Construction Inc., to the best of our knowledge, the Owners, Officers or Executives have made no political campaign contribution in the past 12-month period.

Below is a list of shareholders or owners, with at least 5% holdings in Plote Construction Inc.:

Daniel R. Plote, President 100%
1100 Brandt Drive
Hoffman Estates, IL 60192

September 1, 2026

Officer: David A. Miller Date
Title: VP of Contracts & Estimating

Subscribed and Sworn this 1st day of September, 2026

OFFICIAL SEAL
JOANNE P KRAUS
Notary Public, State of Illinois
Commission No. 985251
My Commission Expires January 10, 2028

Notary Public

PLOTE CONSTRUCTION INC.

ROAD BUILDING
SITE DEVELOPMENT

1100 BRANDT DRIVE • HOFFMAN ESTATES, IL 60192

PHONE: (847) 695-9300
Estimating FAX: (847) 695-9317
Administration FAX: (847) 695-7251

FAMILIAL RELATIONSHIP DISCLOSURE

As of January, 2026, Plote Construction 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.

Officer: David A. Miller
Title: VP of Contracts & Estimating

September 1, 2026
Date

Subscribed and Sworn this 1st day of September, 2026

Notary Public

OFFICIAL SEAL
JOANNE P KRAUS
Notary Public, State of Illinois
Commission No. 985251
My Commission Expires January 10, 2028

PLOTE CONSTRUCTION INC.

ROAD BUILDING
SITE DEVELOPMENT

1100 BRANDT DRIVE • HOFFMAN ESTATES, IL 60192

PHONE: (847) 695-9300
Estimating FAX: (847) 695-9317
Administration FAX: (847) 695-7251

September 1, 2026

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

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: Plote Construction Inc. has made no campaign contribution in the past 12 months.
B. Ownership Interest: There is one individual that holds more than 5% of shares in Plote Construction Inc. – Daniel R. Plote, President, holds 100% of shares.
C. Plote Construction 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.
D. Plote Construction Inc. has not withheld nor reserved any information regarding economic interest in the firm as required by County Code for this disclosure.

Sincerely,

David A. Miller
VP of Contracts & Estimating

Subscribed and Sworn this 1st day of September, 2026

Joanne Kraus
Notary Public

OFFICIAL SEAL
JOANNE P KRAUS
Notary Public, State of Illinois
Commission No. 985251
My Commission Expires January 10, 2028

Bid Result Publication Revision

Publication Type Unofficial Results

R.W. Dunteman Company

Organization Name	R.W. Dunteman Company
Bid Amount	$1,857,000.00
Line Items	Full
Bid Rank	3
Address	600 S. Lombard Road, PO Box 1129 Addison Illinois 60101 United States

Builders Paving, LLC

Organization Name	Builders Paving, LLC
Bid Amount	$2,087,888.00
Line Items	Full
Bid Rank	4
Address	4401 Roosevelt Road Hillside Illinois 60162 United States

Plote Construction Inc.

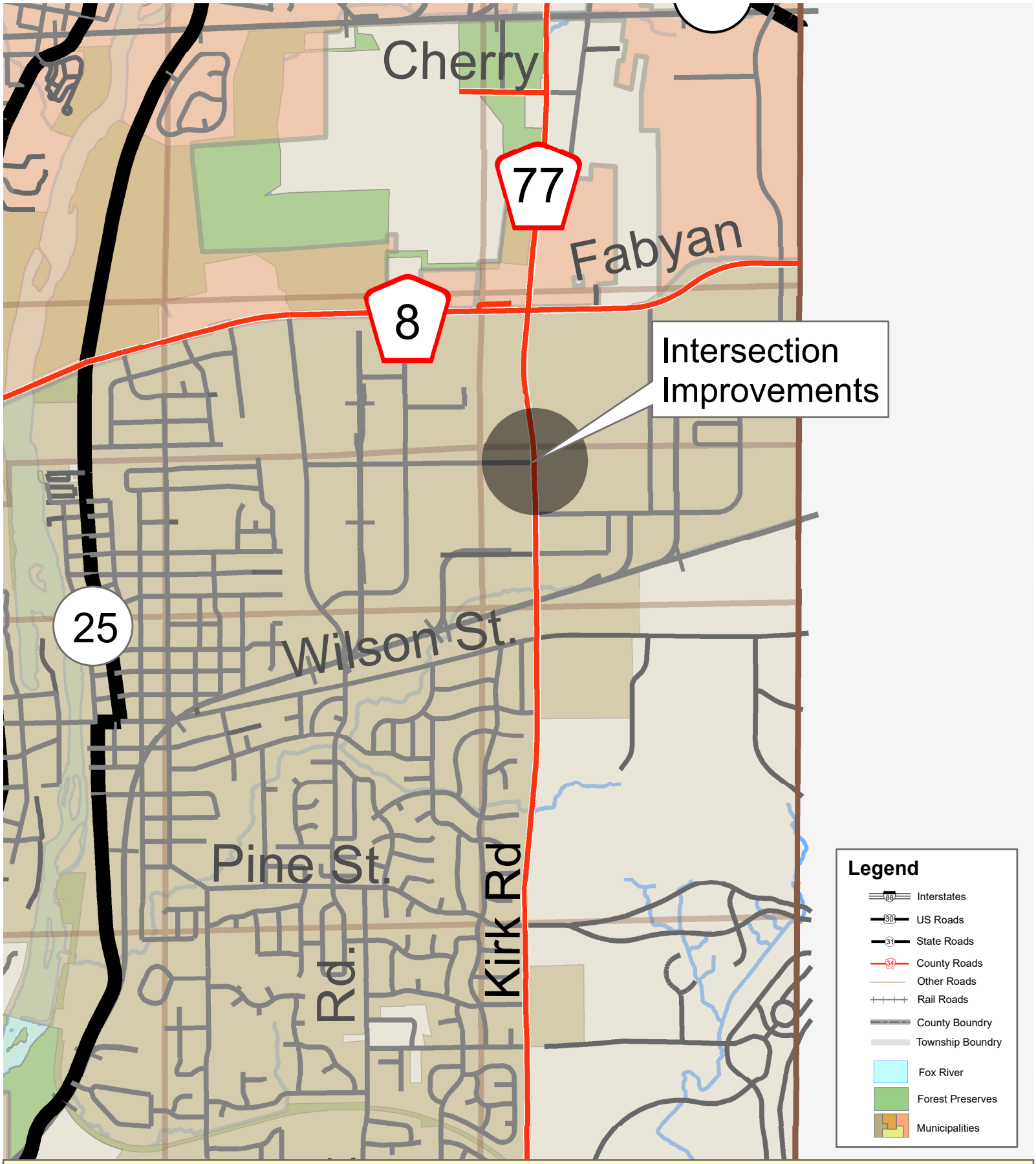
APPARENT LOW BIDDER

Organization Name	Plote Construction Inc.
Bid Amount	$1,561,106.25
Line Items	Full
Bid Rank	1
Address	1100 Brandt Drive Hoffman Estates Illinois 60192 United States

Geneva Construction

Organization Name	Geneva Construction
Bid Amount	$1,641,039.75
Line Items	Full
Bid Rank	2
Address	PO Box 988 Aurora Illinois 60507 United States

Bid Results Email
Email Attachment(s)



Section Number 24-00377-01-CH
Kirk Road at Douglas Road
Intersection Improvements

0 485 970 1,940 2,910 3,880 Feet

0 1 Miles

N W E S

KDOT KANE COUNTY DIVISION OF TRANSPOR

M:\DotserverD\USERS\Shared File System\GIS\Projects\Press Releases\Kirk Rd\Kirk Rd at Douglas Rd.mxd

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

ZONING PETITION NO. TMP-26-1136

PETITION # 4691 PETITIONER: AMERICAN TOWER DBA AMINE & ASSOCIATES, LLC (ANTHONY AMINE)

Petition #: 4691
Committee Flow: Development Committee
Contact: Keith Berkhout 630-232-3495
Petitioner: American Tower dba Amine & Associates, LLC (Anthony Amine)
Location: Property located south of Welter Road, approximately ¼ mile from Illinois Route 47, at 44W655 Welter Road, in Campton Townships, unincorporated Kane County, IL (PINs 08-19-100-006 and 08-19-100-010)
Proposed: Special Use Permit in the F-Farming District to allow for the development of a Wireless Telecommunications Tower
2040 Plan: Agricultural
Objectors: None
Recommendations:
Regional Planning Comm.: Not Applicable
Zoning Board: Approval with the following recommended stipulation:
1. A Stormwater Permit is required for the evaluation of the BFE (Base Flood Elevation) and the Stormwater Management on site and compliance with the Kane County Stormwater Ordinance.
Development Committee: Approval with the following recommended stipulation:
1. A Stormwater Permit is required for the evaluation of the BFE (Base Flood Elevation) and the Stormwater Management on site and compliance with the Kane County Stormwater Ordinance.

Summary:

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Petition 4691

Committee Flow:
Development Committee, Executive Committee, County Board

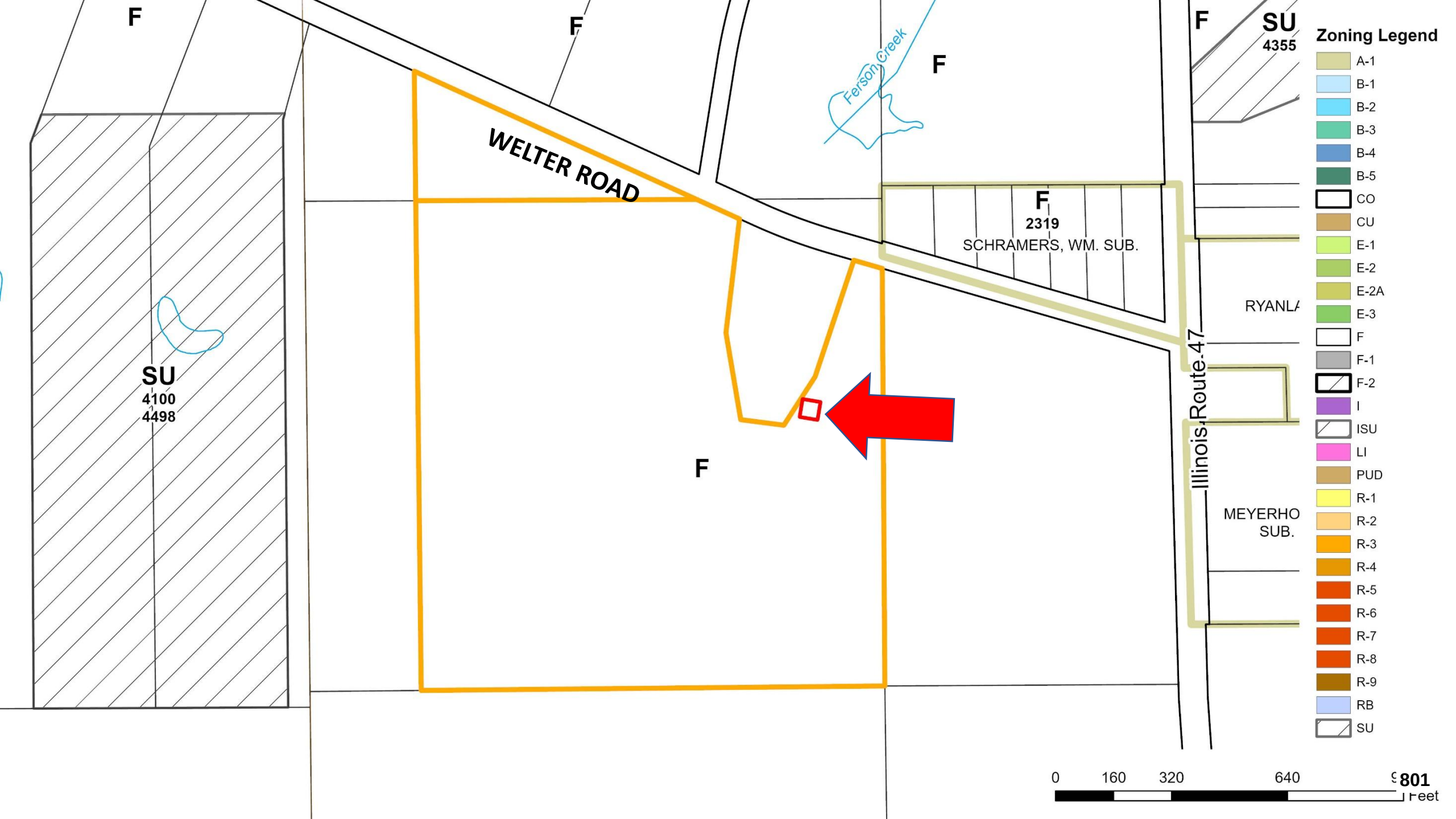
Contact:
Keith Berkhout 630-232-3495

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:

Special Use Permit in the F-Farming District to allow for the development of a Telecommunications Tower.


F
F
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SU
4355
WELTER ROAD
Ferson Creek
F
2319
SCHRAMERS, WM. SUB.
RYANLA
Illinois Route 47
MEYERHO
SUB.
SU
4100
4498
F
Zoning Legend
A-1
B-1
B-2
B-3
B-4
B-5
CO
CU
E-1
E-2
E-2A
E-3
F
F-1
F-2
I
ISU
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PUD
R-1
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R-4
R-5
R-6
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R-8
R-9
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SU
0
160
320
640
Feet

STATE OF ILLINOIS
COUNTY OF KANE

PETITION NO. 4691
ORDINANCE AMENDING THE
ZONING ORDINANCE OF KANE COUNTY, ILLINOIS

BE IT ORDAINED by the County Board of Kane County, Illinois, as follows:

1) Special Use Permit in the F-Farming District to allow for the development of a Telecommunications Tower be granted on the following described property:

PART OF THE NORTHWEST FRACTIONAL 1/4 OF SECTION 19, TOWN 40 NORTH, RANGE 7 EAST OF THE 3RD PRINCIPAL MERIDIAN, CAMPTON TOWNSHIP, KANE COUNTY, ILLINOIS, DESCRIBED AS: COMMENCING AT THE SOUTHEAST CORNER OF THE NORTHWEST FRACTIONAL 1/4 OF SAID SECTION 19; THENCE NORTH 00°29'19" WEST ALONG THE EAST LINE OF THE NORTHWEST 1/4 OF SAID SECTION A DISTANCE OF 733.62 FEET; THENCE SOUTH 90°00'00" WEST A DISTANCE OF 181.23 FEET TO THE POINT OF BEGINNING; THENCE NORTH 80°32'37" WEST A DISTANCE OF 50.00 FEET; THENCE NORTH 09°27'23" EAST A DISTANCE OF 50.00 FEET; THENCE SOUTH 80°32'37" EAST A DISTANCE OF 50.00 FEET; THENCE SOUTH 09°27'23" WEST A DISTANCE OF 50.00 FEET TO THE POINT OF BEGINNING. CONTAINING 2,500 SQUARE FEET OR 0.057 ACRES. The Property is located 44W655 Welter Road, approximately ¼ mile from Illinois Route 47, in Campton Townships, unincorporated Kane County, IL (PINs 08-19-100-006 and 08-19-100-010).

2) That the Special Use be granted subject to the following stipulation:

1. A Stormwater Permit is required for the evaluation of the BFE and the Stormwater Management on site and compliance with the Kane County Stormwater Ordinance.

3) That the zoning maps of Kane County, Illinois be amended accordingly.

4) This ordinance shall be in full force and effect from and after its passage and approved as provided by law.

Passed by the Kane County Board on October 13, 2026

John A. Cunningham	Corinne Pierog
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois
Vote:	

ZONING BOARD OF APPEALS
SUP FINDINGS OF FACT

GENERAL PETITION INFORMATION

ZONING PETITION NO. 4691 **PUBLIC HEARING DATE** 9/1/26

PETITIONER NAME American Tower dba Amine & Associates, LLC (Anthony Amine)

REQUESTED ACTION

Special Use Permit in the F-Farming District to allow for the development of a Telecommunications Tower.

SUBJECT PROPERTY

Property located south of Welter Road, approximately ¼ mile from Illinois Route 47, in Campton Townships, unincorporated Kane County, IL (PINs 08-19-100-006 and 08-19-100-010).

STANDARDS OF A SPECIAL USE (ZONING CODE SECTION 25-4-8-2)

Special Uses, as defined by the Zoning Ordinance, shall be considered at a public hearing before the Zoning Board of Appeals (ZBA). The ZBA shall make a recommendation to the County Board based on their Findings of Fact in regards to the Standards of a Special Use. The ZBA shall not recommend approval of a Special Use Permit unless it finds the six statements listed below to be true and accurate.

The Zoning Board of Appeals reviewed the petition, reports, testimony and public comments received during the public hearing on the date listed above. The following are the Board's Findings of Facts for each of the six requirements specified in the Ordinance:

A. The establishment, maintenance or operation of the special use will not be unreasonably detrimental to or endanger the public health, safety, morals, comfort or general welfare.

tere was no testimony presented that would be of concern.
The design of the monopole design collapse rather than fall at full length.

A neighbor on Welter Road spoke in favor of this project.

B. The special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.

This project is intended to enhance a nearby tower and offer more communication potential.
The petitioner showed a full fall radius indicating there will not be any property damage or impairment.

A neighbor on Welter Road spoke in favor of this petition.

C. The establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.

The land use for this project is minimal.
No testimony presented there would be any adverse affects.
There was testimony there would not be any affect on municipalities.
It meets the standards for development and improvement.

D. Adequate utility, access roads, drainage and/or other necessary facilities have been or are being provided.

Water Resources has a stipulation for water retention.
There was testimony that adequate utility will be underground to the existing tower.
An access road already exists.
The project is adequately contained.

E. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets and roads.

Once completed, the site will be visited once monthly.
There is no new ingress/egress required.
Meets the standard.

F. The special use shall in all other respects conform to the applicable regulations of the district in which it is located, except as such regulations may in each instance be modified by the county board pursuant to the recommendations of the zoning board of appeals.

The stormwater concern will be a stipulation.

ZONING BOARD OF APPEALS (ZBA) ADOPTED FINDINGS OF FACT

ZBA MOTION

To adopt the Findings of Fact established at this public hearing for the referenced Zoning Petition 4691 as an accurate representation of the Findings of Fact of the majority of the Zoning Board of Appeals.

Motion by: MARK FALK Seconded by: BURT NATKINS

Roll Call of the ZBA:

1.	Tracy Aris	Aye	Nay	Abstain	Not Present
2.	Marc Falk	Aye	Nay	Abstain	Not Present
3.	Mary Lake	Aye	Nay	Abstain	Not Present
4.	Burt Natkins	Aye	Nay	Abstain	Not Present
5.	David Schultz	Aye	Nay	Abstain	Not Present
6.	Michael Stoffa	Aye	Nay	Abstain	Not Present
7.	William Wilson	Aye	Nay	Abstain	Not Present

The motion PASSED / FAILED by a vote of 7 to 0 with 0 abstention(s) and 0 absent.

On this 1 day of SEP, 2026

Kane County Government Center, Building A, 719 S. Batavia Ave., Geneva, IL

[signature]	9.1.2026 Date
Tracy K Aris	9.1.2026 Date
Mary Lake	9.1.2026 Date
[signature]	9-1-2026 Date
G Michael Stoffa	9-1-2026 Date
	Date
	Date

Zoning Petition No. 4691

American Tower dba Amine & Associates, LLC (Anthony Amine) / Maple Park Equestrian, LLC

Kane County Board Meeting

October 13, 2026 at 9:45am

Kane County Board District – 18 Rick Williams

KANE COUNTY, ILLINOIS

ESTABLISHED JANUARY 16, 1836

Petition Summary

Applicant
American Tower dba Amine & Associates, LLC (Anthony Amine)

Property Owner
Maple Park Equestrian, LLC

Action Requested
Special Use Permit in the F-Farming District to allow for the development of a Telecommunications Tower.

Subject Property
Property located south of Welter Road, approximately ¼ mile from Illinois Route 47, in Campton Townships, 44W655 Welter Road, unincorporated Kane County, IL (PINs 08-19-100-006 and 08-19-100-010).

County Board District
18 Rick Williams

Notice
The public hearing for this Petition was scheduled for September 1, 2026. A notice of public hearing sign was posted on the subject property on August 14, 2026. A notice letter was mailed to all adjacent property owners within 250' of the subject property on August 14, 2026. And notice was published in the Daily Herald newspaper on August 16, 2026.

Reviews
In addition to adjacent property owners, notice of this Petition was also sent to Kane County Technical staff, Kane County Forest Preserve, Campton Township Supervisor and Township Highway Commissioner, School District 301, the Villages of Lily Lake, Elburn, Virgil and Campton Hills and the Elburn & Countryside Fire Protection District.

2040 Conceptual Land Use Strategy

44W655 Welter Road, Maple Park – Petition #4691

Land Use Strategy Area:
Agriculture / Food, Farm and Small Town Area

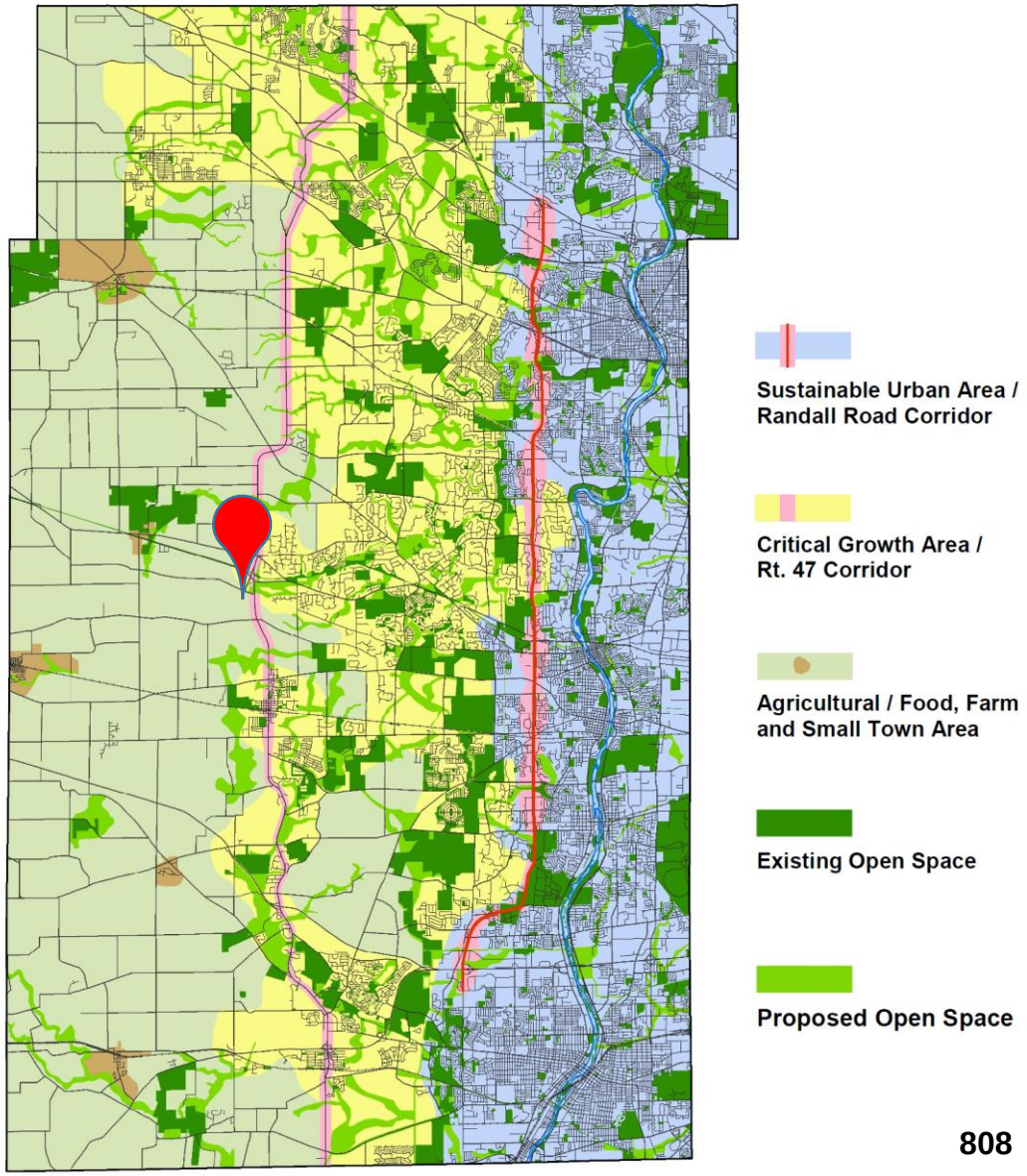
Core Themes

1. "***Food and farm***," reflects the County's policy of protecting productive farmland and promoting locally grown foods as a desirable goal.
2. "***Small towns***," calls for awareness of and responsiveness to future development pressure around Kane County's western communities

The Conceptual Land Use Strategy Map:
A general land use map that divides the county into 3 major geographic areas, each with unique land resources, development patterns, and planning opportunities.

2040 Conceptual Land Use Strategy Map

Adopted October 12, 2010



2040 Land Use Analysis

44W655 Welter Road, Maple Park – Petition #4691

2040 Planned Use: **Agriculture**

Characteristics of Areas Planned for Agriculture

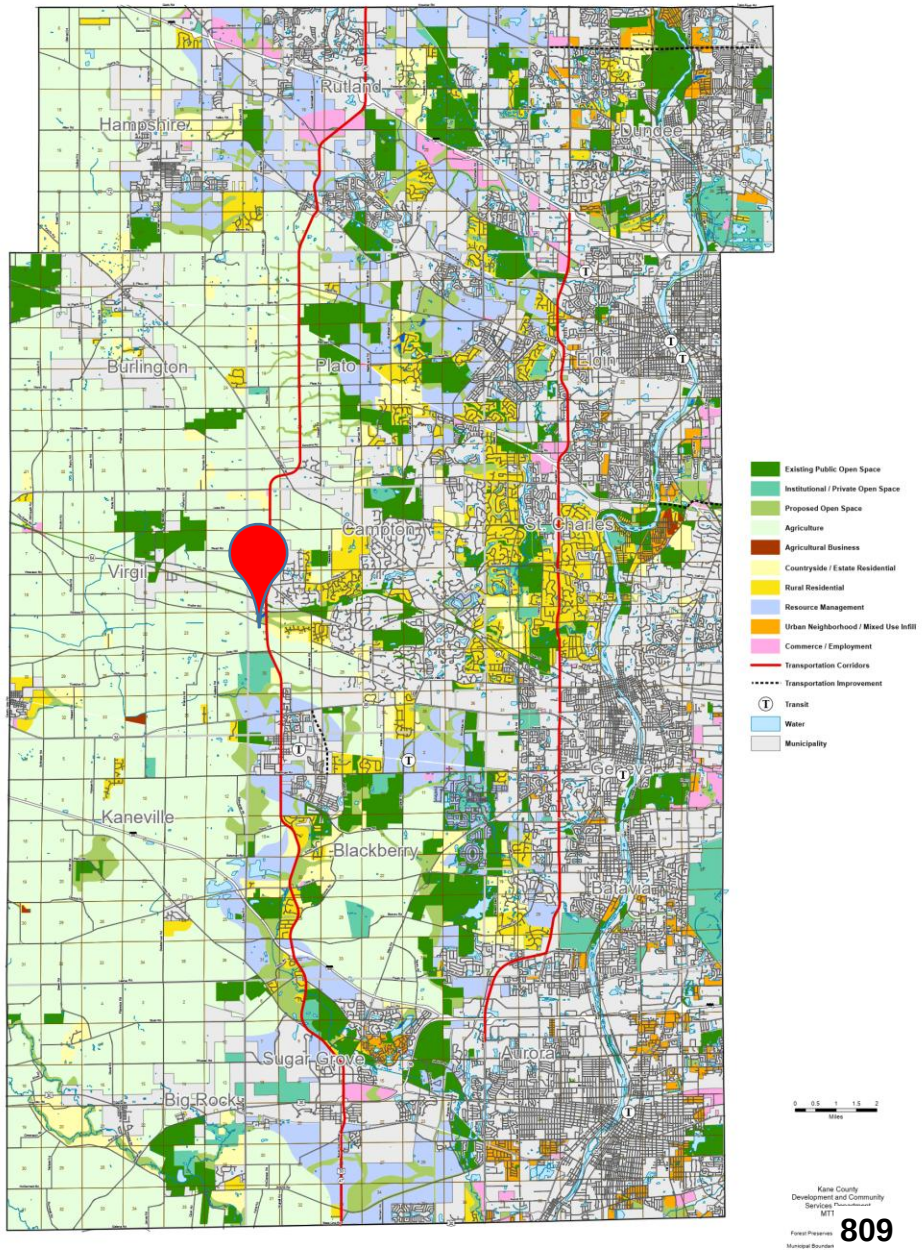
- Areas generally contain *prime farmland* or *farmland of statewide importance*.
- Farmsteads – low density residential uses or small specialty farms
- Allow for limited agribusiness and farm support services
- Includes areas used to grow fresh foods for farmers markets, grocery stores, restaurants, and on-farm sales.

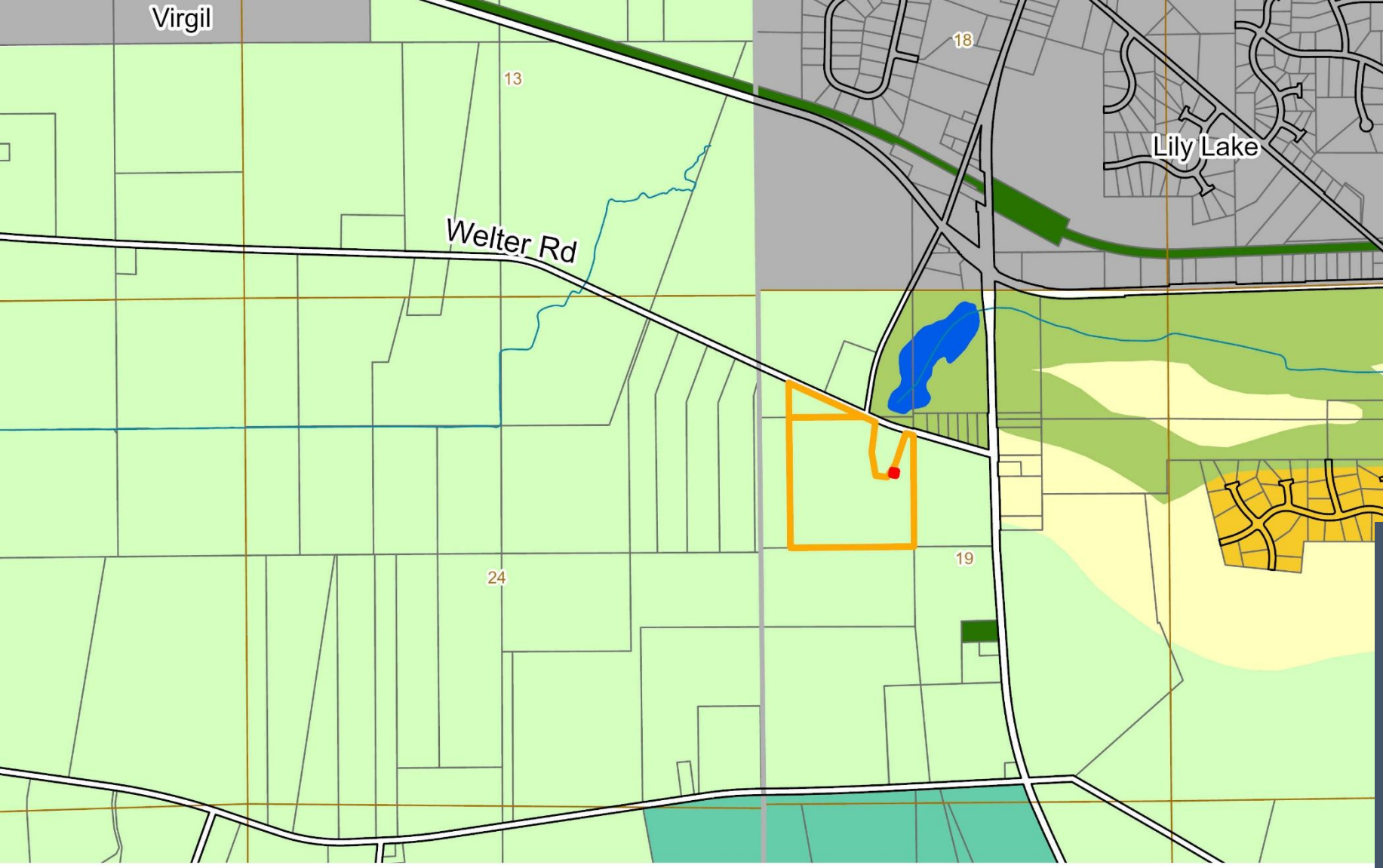
2040 Plan Priority for Agriculture Land Use Areas:
To prevent the conversion of farmland to non-agricultural uses. Exceptions for non-agricultural uses may be considered due to soil productivity, topography, vegetation, manmade barriers, etc.

Prime Farmland:
Areas with the best physical and chemical characteristics for producing food, feed, forage crops

Farmland of Statewide Importance:
Highly productive farmland which excludes areas of Prime Farmland

2040 LAND USE





Analysis

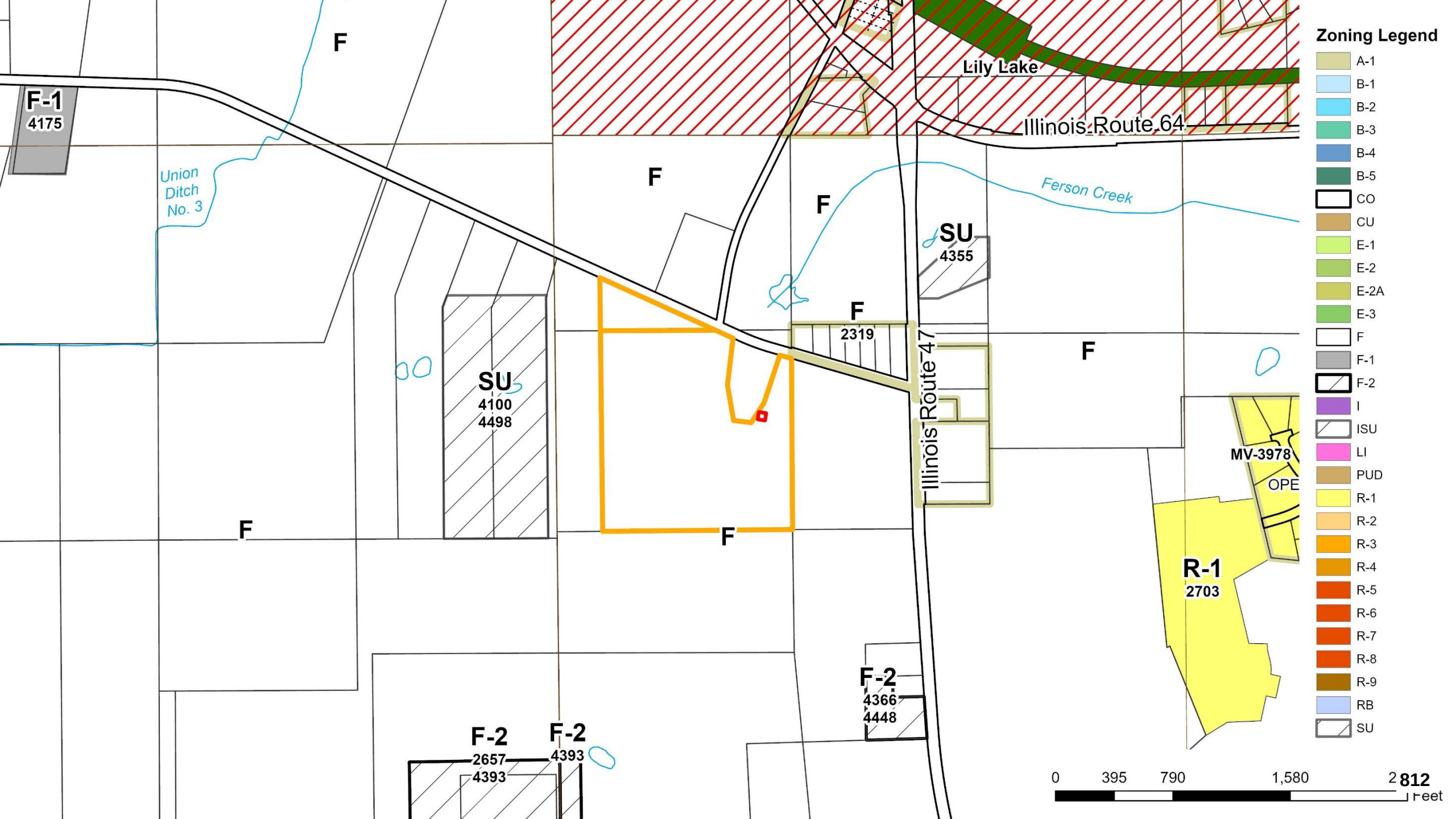
- The proposed installation falls within the Agriculture area of the Kane County 2040 Land Use Map. These areas have been determined preferable for low density residential development, small specialty farms, community based agriculture, and other farming operations.
- This parcel falls within the Village of Lily Lake's planning area jurisdiction. The Village's Future Land Use Map identifies the parcel as planned for Agriculture.

2040 Land Use

- Agricultural Business
- Agriculture
- Commerce / Employment
- Countryside / Estate Residential
- **Proposed Project Area**
- Proposed Open Space
- Resource Management
- Existing Public Open Space
- Institutional / Private Open Space
- **Parent Parcels**
- Rural Residential
- Urban Neighborhood / Mixed Use Infill
- Water
- Municipalities

0 500 1,000 2,000 3,000 Feet

Welter Rd
19
2040 Land Use
Agricultural Business
Agriculture
Commerce / Employment
Countryside / Estate Residential
Proposed Project Area
Proposed Open Space
Resource Management
Existing Public Open Space
Institutional / Private Open Space
Parent Parcels
Rural Residential
Urban Neighborhood / Mixed Use Infill
Water
Municipalities
0
185
370
740
1,111
Feet


Zoning Legend
A-1
B-1
B-2
B-3
B-4
B-5
CO
CU
E-1
E-2
E-2A
E-3
F
F-1
F-2
I
ISU
LI
PUD
R-1
R-2
R-3
R-4
R-5
R-6
R-7
R-8
R-9
RB
SU
Lily Lake
Illinois Route 64
Ferson Creek
Union Ditch No. 3
Illinois Route 47
F-1
4175
SU
4355
F
2319
SU
4100
4498
MV-3978
OPE
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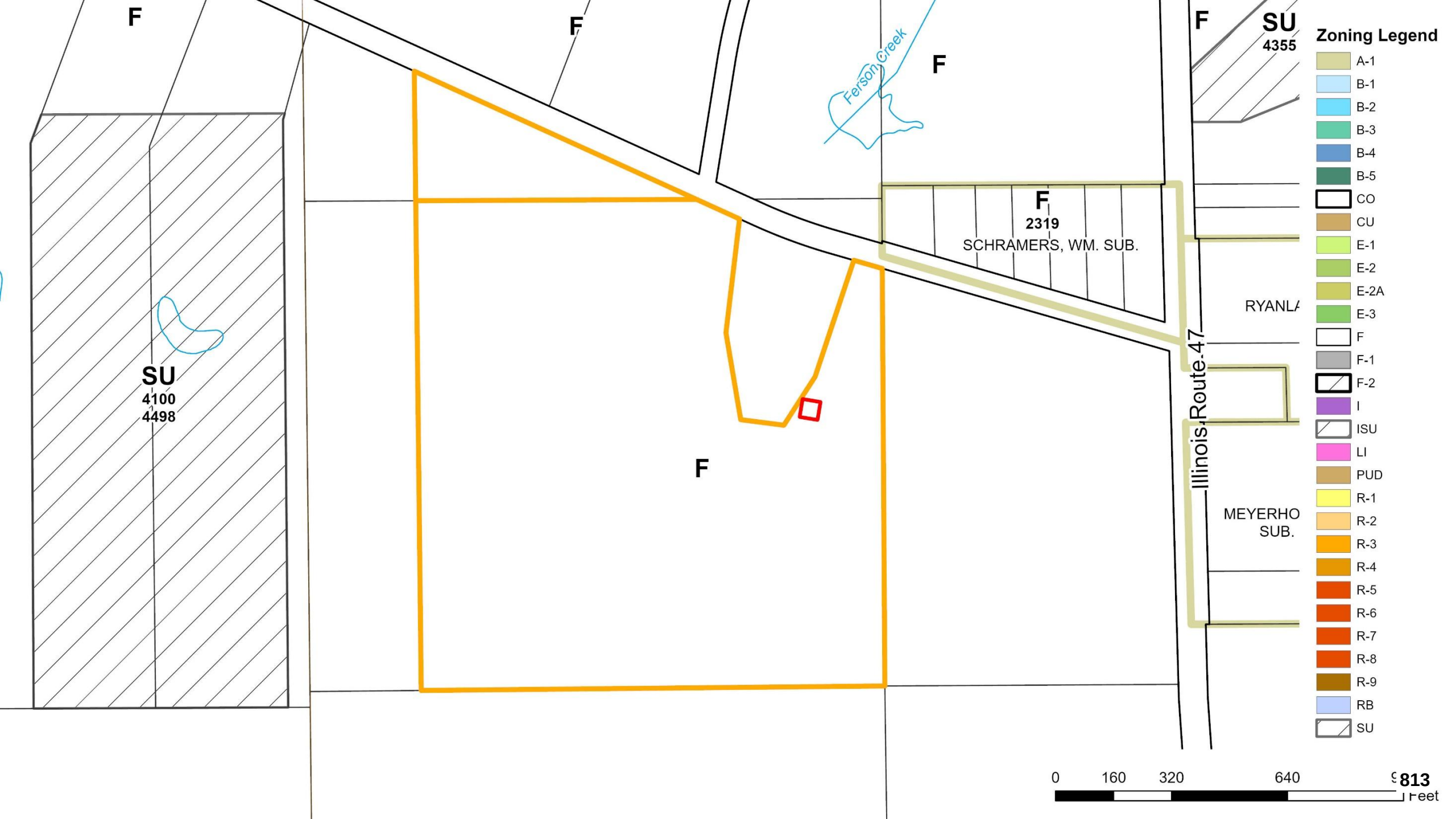
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SCHRAMERS, WM. SUB.
Ferson Creek
RYANLA
Illinois Route 47
MEYERHO
SUB.
Zoning Legend
A-1
B-1
B-2
B-3
B-4
B-5
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E-2A
E-3
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F-1
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R-6
R-7
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160
320
640
Feet

Lily Lake
Welter Rd
Wooley Rd
Illinois Route 47
Virgil Township
Campton Township
Hampshire
Rutland
Dundee
Burlington
Plato
Elgin
Virgil
Campton
Saint Charles
Kaneville
Blackberry
Geneva
Batavia
Big Rock
Sugar Grove
Aurora
Campton Township
0
360
720
1,440
2 814
Feet

Illinois Route 47
19
Proposed Project Area
Parent Parcels
0
195
390
780
1,815
Feet

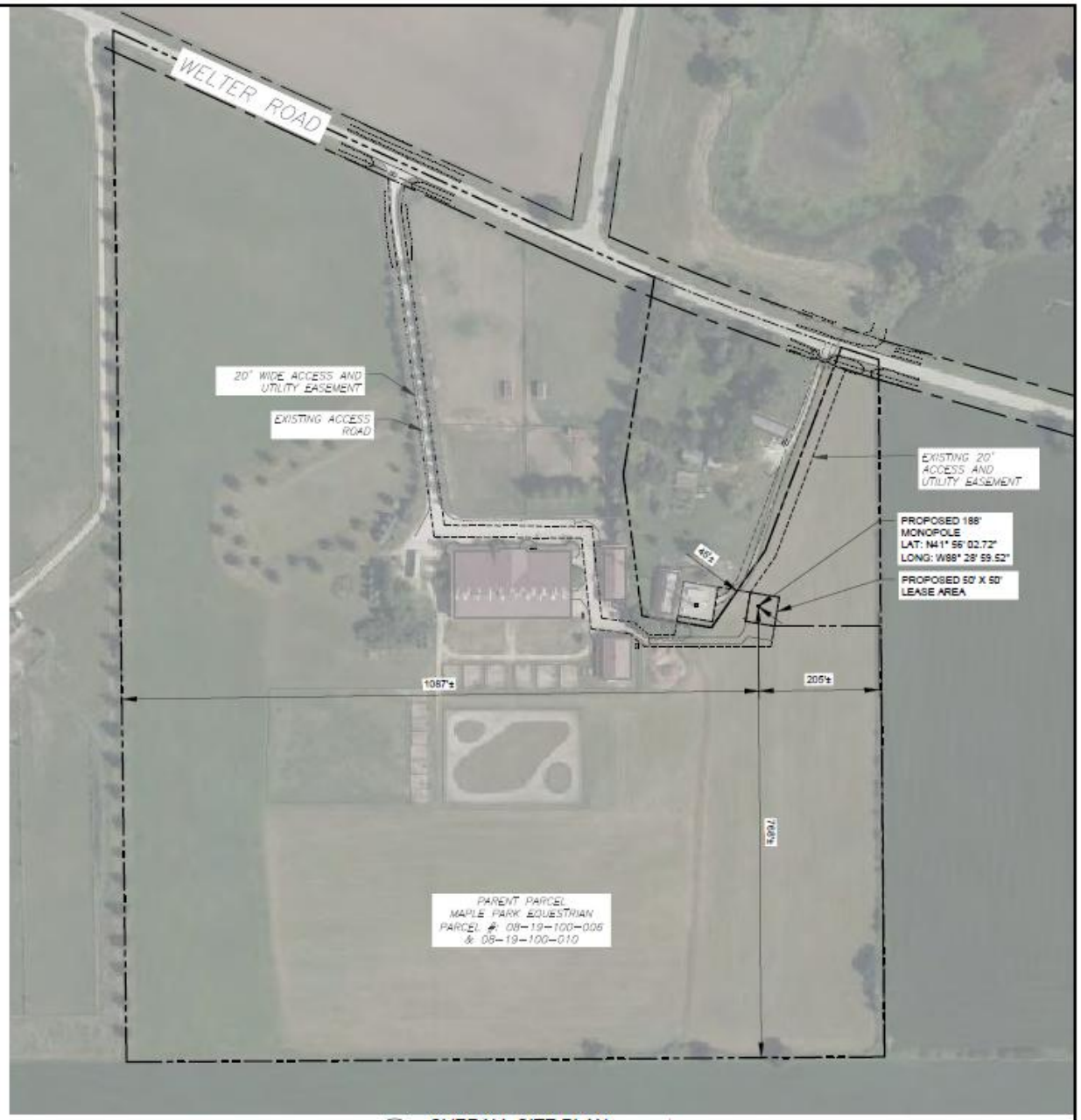
BOM NOTES:

1. ENGINEERS ESTIMATED GRAVEL QUANTITY IS BASED ON THE LENGTH AND WIDTH OF THE ROAD AND DOES NOT CONSIDER COMPACTION. CONTRACTOR SHALL DETERMINE REQUIRED COMPACTED QUANTITY OF GRAVEL PER QUARRY RECOMMENDATION.
2. QUANTITY OF MATERIALS SHOWN IN THE PROVIDED TABLE ARE ESTIMATED BASED ON THE PROPOSED ENGINEERING DESIGN. ANY CHANGES TO QUANTITIES SHALL BE DISCUSSED AND CONFIRMED WITH THE ATC CONSTRUCTION MANAGER.

BID DESCRIPTION	UNIT OF MEASURE	ESTIMATED QUANTITY	
MATERIAL - ACCESS ROAD (CONTRACTOR PROVIDED)			
ROAD STONE	CY ± & TON ±	39	55
COMPOUND STONE	CY ± & TON ±	70	98
MATERIAL - CIVIL (CONTRACTOR PROVIDED)			
GROUNDING SYSTEM	EACH	1	
CONDUIT	LF ±	2552	
FENCE AND GATE(S)	LF ±	200	
LABOR - CIVIL			
COMPOUND REPAIR / INSTALLATION	SQ. FT. ±	2500	
LABOR - ACCESS ROAD			
FENCE AND GATE INSTALLATION / REPAIR	LF ±	200	
GEOTEXTILE FABRIC INSTALLATION	LF ±	194	
ROAD STONE INSTALLATION	LF ±	194	
TRENCH LENGTH	LF ±	1276	

LEGEND

- EXISTING PROPERTY
- EXISTING ADJ. PROPERTY
- EXISTING EASEMENT
- EXISTING CONTOUR (MAJOR)
- EXISTING CONTOUR (MINOR)
- EXISTING TREELINE
- EXISTING CHAINLINK FENCE
- EXISTING BUILDING
- EXISTING STORM DRAIN
- EXISTING ROAD (DIRT)
- EXISTING ROAD (STONE)
- EXISTING ROAD (PAVED)
- EXISTING CONCRETE
- EXISTING LEASE AREA
- EXISTING OVERHEAD WIRE
- EXISTING UTILITY POLE



1 OVERALL SITE PLAN

0 100' 200'

SCALE: 1"=100' (11X17)
1"=50' (22X34)

N

AMERICAN TOWER®
A.T. ENGINEERING SERVICES, PLLC
1 FENTON MAIN STREET
SUITE 300
CARY, NC 27511
PHONE: (919) 468-0112
COA: 184007052-0008

THESE DRAWINGS AND/OR THE ACCOMPANYING SPECIFICATION AS INSTRUMENTS OR SERVICE ARE THE EXCLUSIVE PROPERTY OF AMERICAN TOWER. THEIR USE AND PUBLICATION SHALL BE RESTRICTED TO THE ORIGINAL SITE FOR WHICH THEY ARE PREPARED. ANY USE OR DISCLOSURE OTHER THAN THAT WHICH RELATED TO AMERICAN TOWER OR THE SPECIFIED CARRIER IS STRICTLY PROHIBITED. TITLE TO THESE DOCUMENTS SHALL REMAIN THE PROPERTY OF AMERICAN TOWER WHETHER OR NOT THE PROJECT IS EXECUTED. NEITHER THE ARCHITECT NOR THE ENGINEER WILL BE PROVIDING ON-SITE CONSTRUCTION REVIEW OF THIS PROJECT. CONTRACTOR(S) MUST VERIFY ALL DIMENSIONS AND ADVISE AMERICAN TOWER OF ANY DISCREPANCIES. ANY PRIOR ISSUANCE OF THIS DRAWING IS SUPERSEDED BY THE LATEST VERSION ON FILE WITH AMERICAN TOWER.

REV.	DESCRIPTION	BY	DATE
A	PRELIM	TJC	03/25/26

ATC SITE NUMBER:
213260

ATC SITE NAME:
SILLS PROPERTY 2

SITE ADDRESS:
TBD
MAPLE PARK, IL 60151

SEAL:

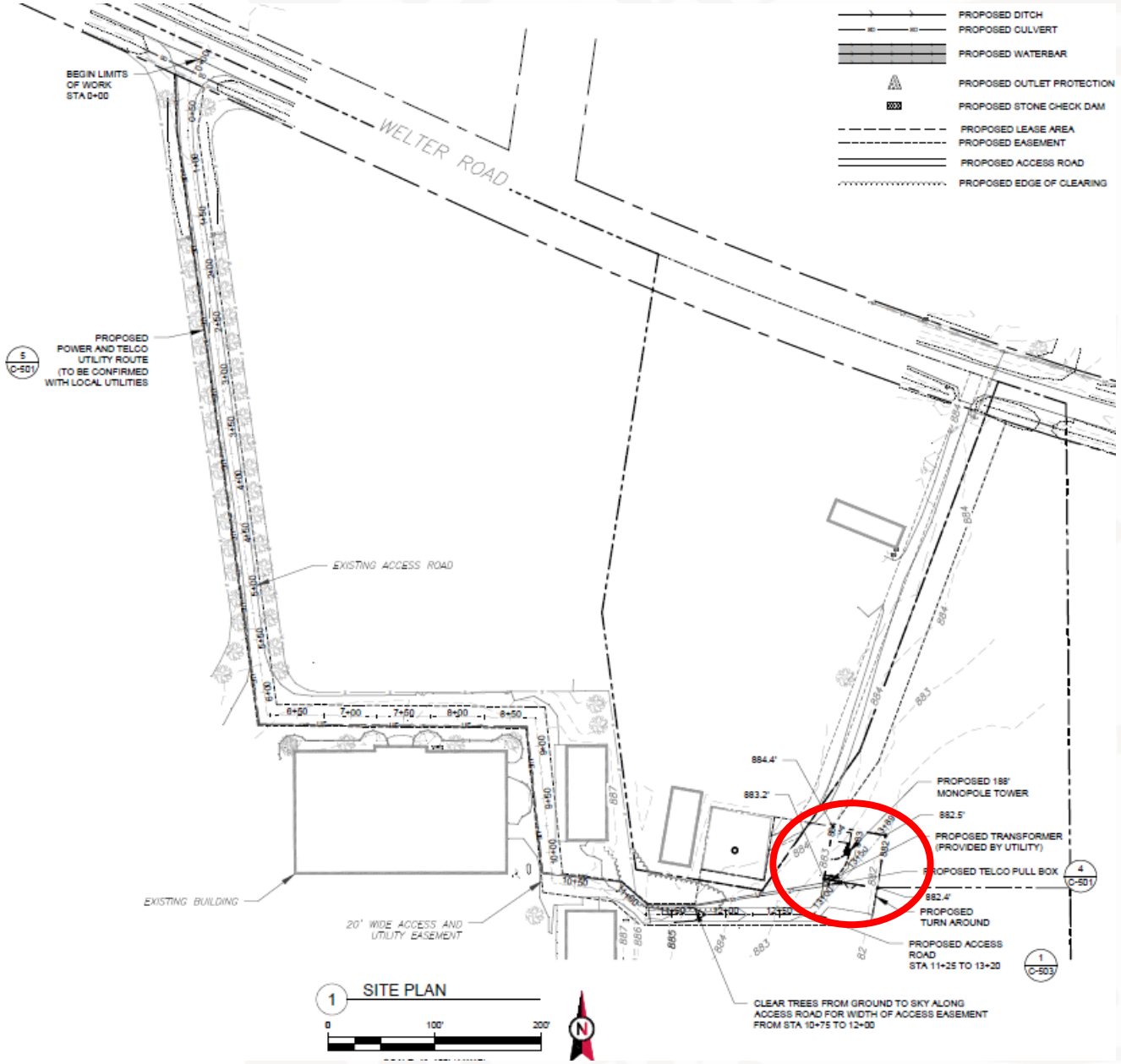
PRELIMINARY: NOT FOR CONSTRUCTION

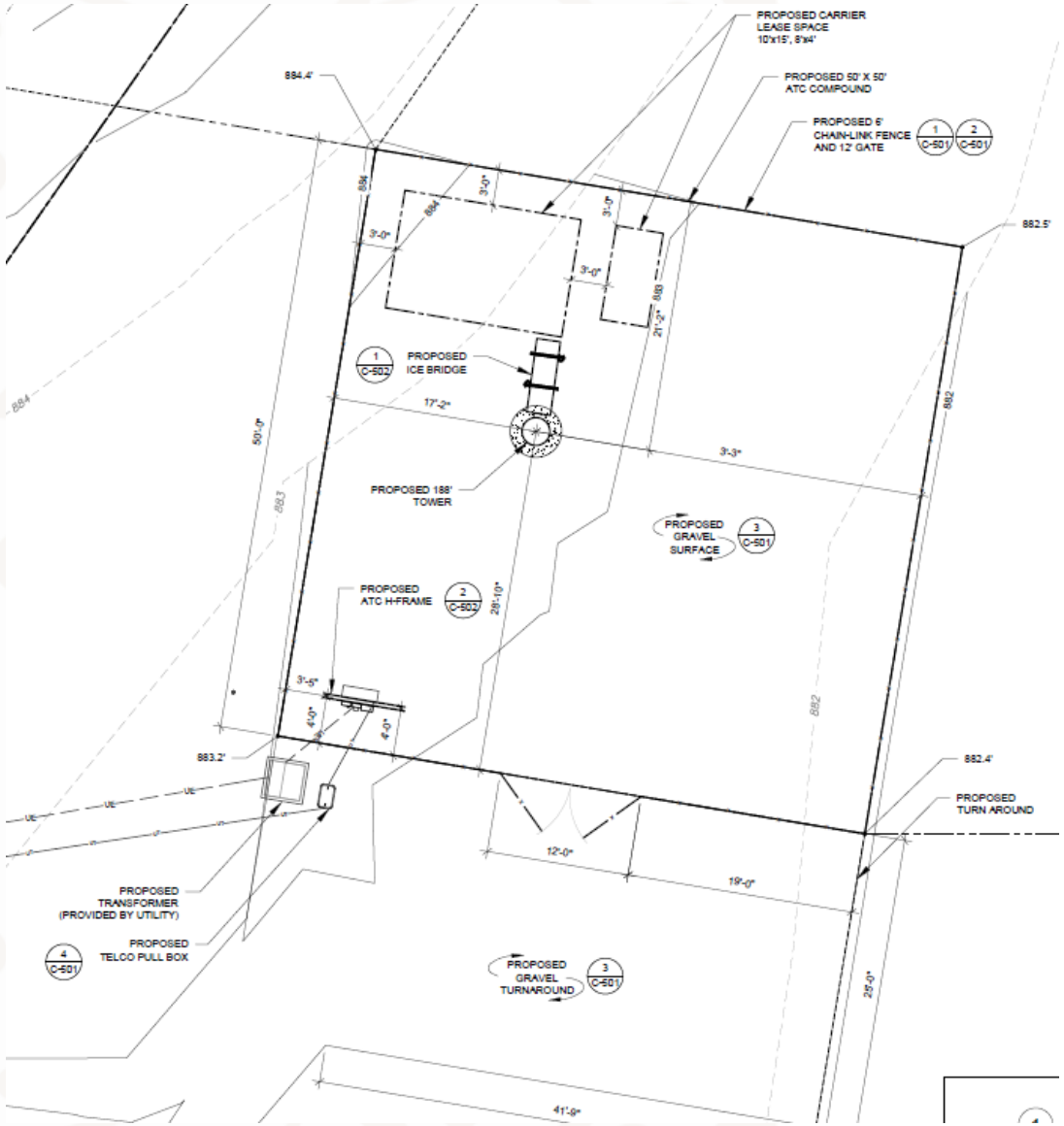
DATE DRAWN:	03/25/26
ATC JOB NO:	15731105_D6
OPS JOB NO:	15395528
ATC LEGACY #:	—

OVERALL SITE PLAN & BOM

SHEET NUMBER:	REVISION:
C-101	A

AREA OF SPECIAL USE FOR TOWER

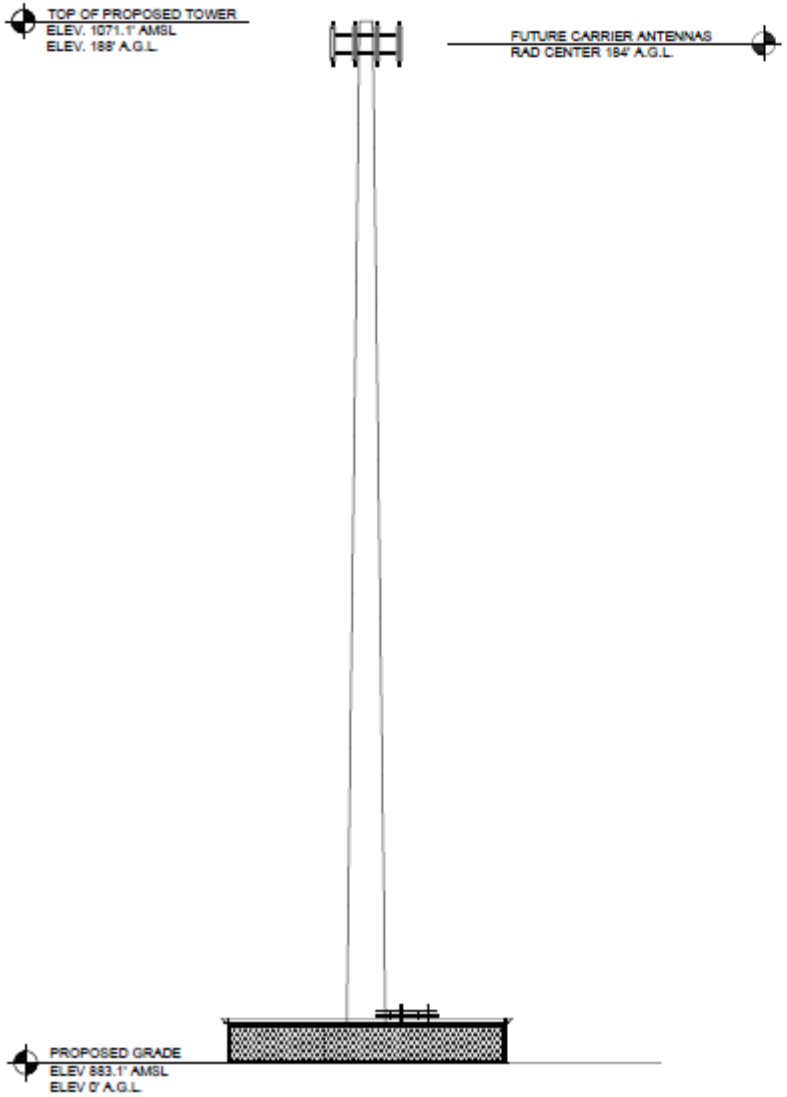


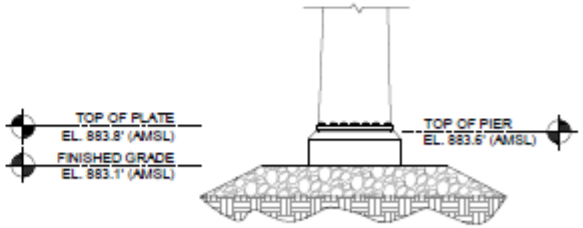


CLOSE-UP OF SITE PLAN

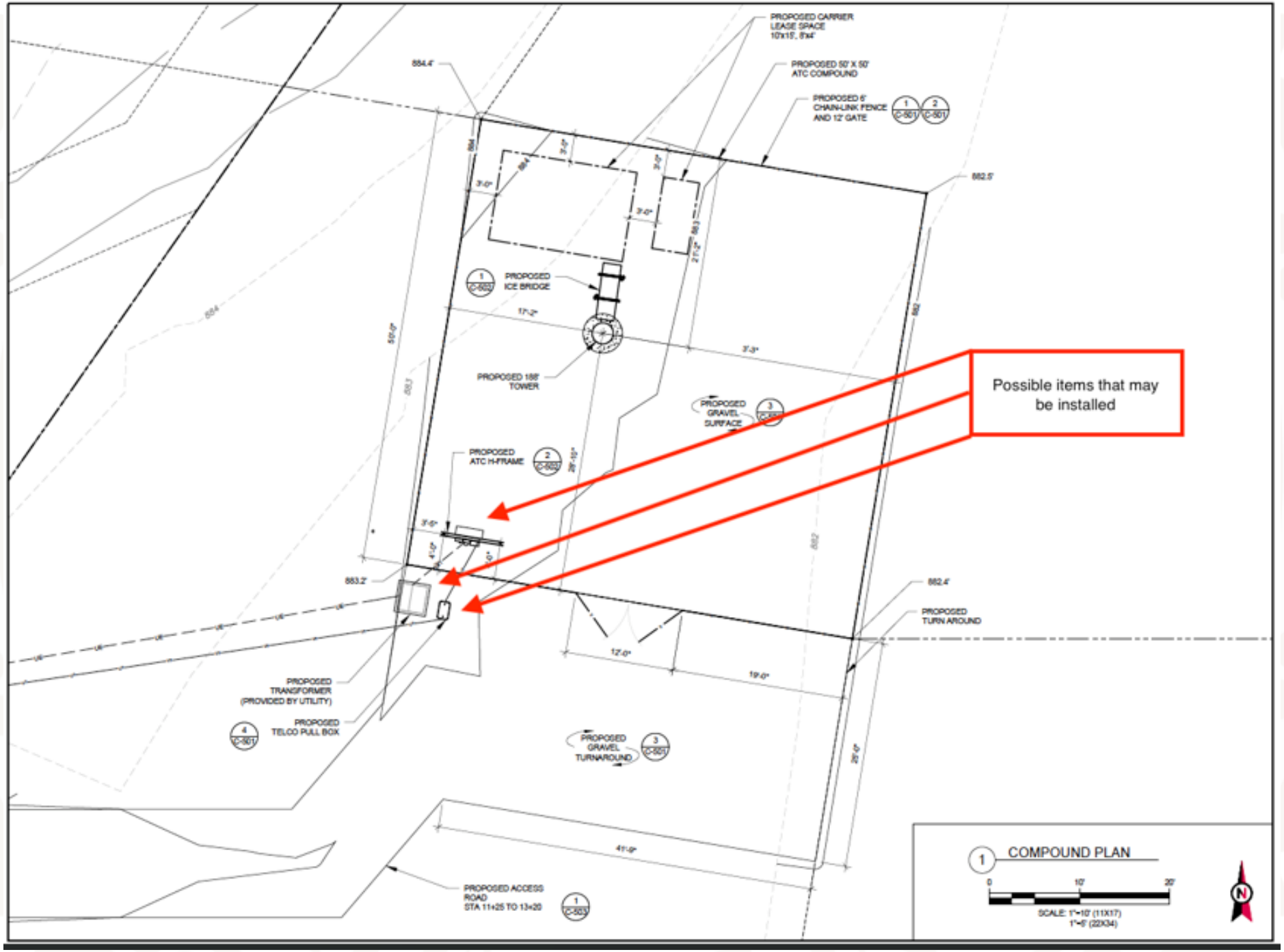
TOWER NOTE:

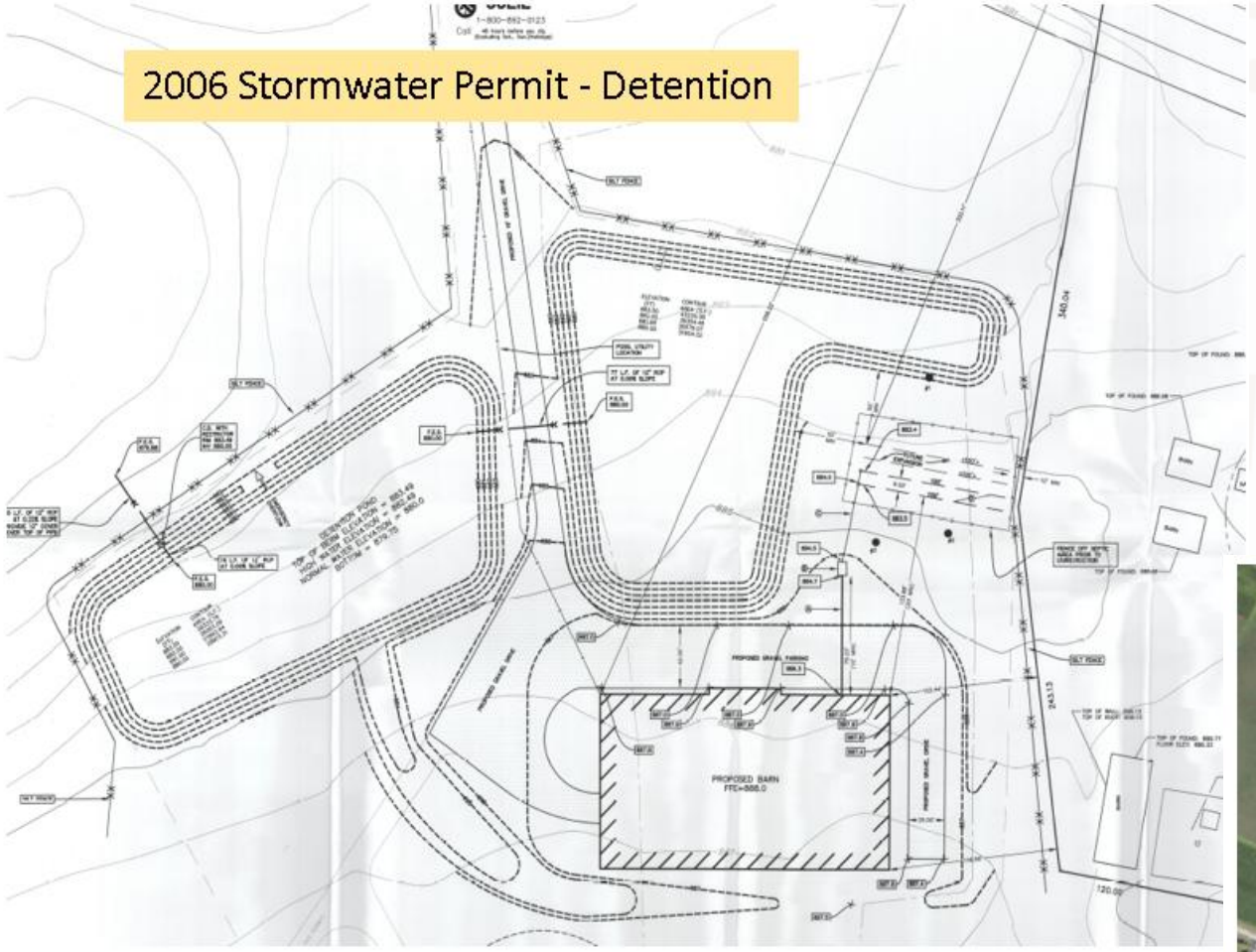
1. NO TOWER LIGHTING IS PROPOSED. TO BE CONFIRMED BY FAA/FCC.
2. CARRIER LOADING SHOWN IS FOR ILLUSTRATIVE PURPOSES ONLY AND MAY NOT REPRESENT ACTUAL FINAL LOADING. PLEASE REFER TO THE LATEST RFDS OR APPLICATION FOR CONFIRMATION.



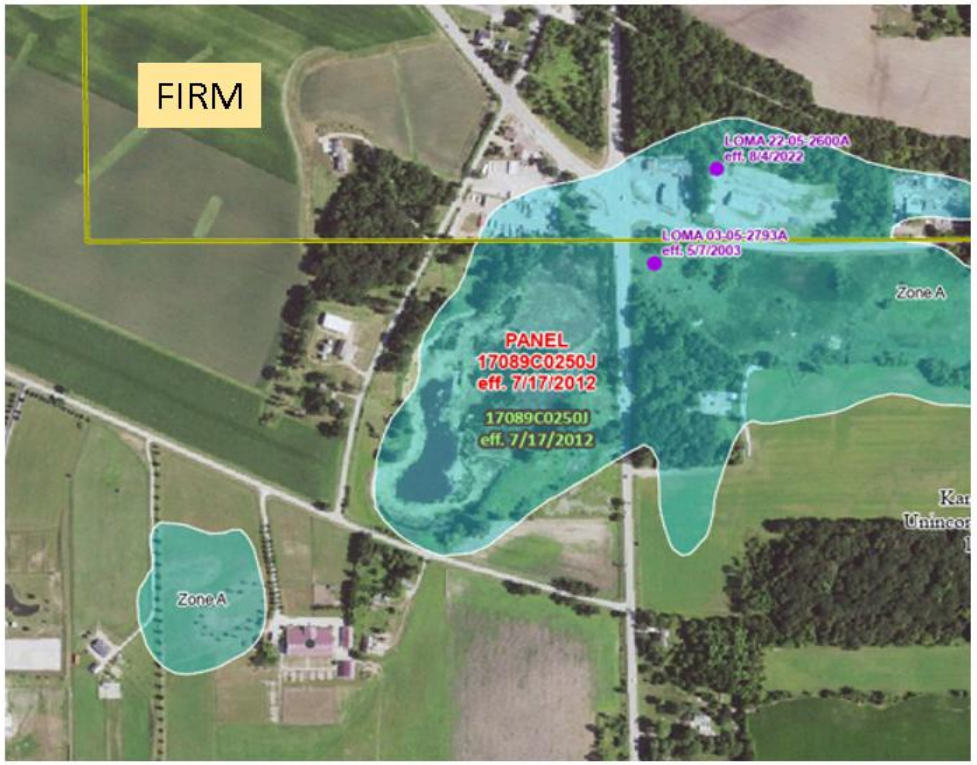


SIDE VIEW OF TOWER


PROPOSED CARRIER LEASE SPACE 10'x15', 8'x4'
PROPOSED 50' X 50' ATC COMPOUND
PROPOSED 6' CHAIN-LINK FENCE AND 12' GATE
PROPOSED ICE BRIDGE
PROPOSED 188' TOWER
PROPOSED GRAVEL SURFACE
PROPOSED ATC H-FRAME
PROPOSED TRANSFORMER (PROVIDED BY UTILITY)
PROPOSED TELCO PULL BOX
PROPOSED GRAVEL TURNAROUND
PROPOSED TURN AROUND
PROPOSED ACCESS ROAD STA 11+25 TO 13+20
Possible items that may be installed
COMPOUND PLAN
SCALE: 1"=10' (11X17)
1"=5' (22X34)


2006 Stormwater Permit - Detention
PROPOSED BARN

2025 Aerial with Detention area in Blue
37


FIRM
LOMA 22-05-2600A
eff. 8/4/2022
LOMA 03-05-2793A
eff. 5/7/2003
Zone A
PANEL
17089C0250J
eff. 7/17/2012
17089C0250J
eff. 7/17/2012
Zone A

820

REVIEW COMMENTS

KANE COUNTY FOREST PRESERVE DISTRICT
No comments received.

SCHOOL DISTRICT 301
No comments received.

KANE COUNTY ENVIRONMENTAL HEALTH

Any well or septic system on the property must not be disturbed and setbacks from any structures built for this project to the well and septic system components must be achieved. (Email 8-5-26)

TRANSPORTATION
The Kane County Division of Transportation has no comments regarding this petition. (Email 8-4-26)

ELBURN & COUNTRYSIDE FIRE PROTECTION DISTRICT
The Fire District has no issues with this petition (Email 8-6-26)

KANE COUNTY WATER RESOURCES DEPARTMENT

The site contains Floodplain and Stormwater Management. A BFE will need to be determined to ensure the Kane County Stormwater Ordinance floodplain regulations are met. The site also contains Stormwater Detention which was permitted in 2006. New impervious has been added to the site since this was permitted. All new impervious triggers the need to evaluate the adequacy of the Stormwater Management on Site. A Stormwater Permit with an evaluation of the BFE and the Stormwater Management on site will be required. The existing basins do not appear to match the permitted basins. If there is inadequate detention volume and BMP volume the basins will need to be modified to meet the requirements of the Ordinance.

STIPULATION: A Stormwater Permit is required for the evaluation of the BFE and the Stormwater Management on site and compliance with the Kane County Stormwater Ordinance. (Email 8-21-26)

MUNICIPAL COMMENTS

The Campton Township Highway District has no concerns with this proposal.(Email 8-4-26)

PUBLIC COMMENT

No comments received.

Copies of any submitted public comments will be uploaded to the Kane County website under Zoning Petition No. 4691 on the Pending Zoning Petitions page.

https://www.kanecountyil.gov/FDER/Pages/Development/BuildingAndZoning/Zoning-Petitions.aspx

Recommended Stipulations of Approval

1. A Stormwater Permit is required for the evaluation of the BFE and the Stormwater Management on site and compliance with the Kane County Stormwater Ordinance. (Email 8-21-26)

SPECIAL USE STANDARDS

Section 25-5-4-3 of the Kane County Zoning Ordinance provides regulations regarding communication towers in unincorporated Kane County which are as follows:

As required by statute, the type or location of any poles, towers, wires, cables, conduits, vaults, laterals or any similar distributing equipment of a public utility are exempt from the requirements of this ordinance with the following exception: 55 Illinois Compiled Statutes 5/5-12001.1 gives counties the authority to regulate certain specified facilities of a telecommunications carrier. A "telecommunications carrier" is defined in the public utilities act as of January 1, 1997. A "facility" means that part of the signal distribution system used or operated by a telecommunications carrier under a license from the FCC consisting of a combination of improvements and equipment including: a) one or more antennas; b) a supporting structure (tower) and the hardware by which antennas are attached; c) equipment housing; and d) ancillary equipment such as signal transmission cables and miscellaneous hardware.

A. The following restrictions shall apply to a facility of a telecommunications carrier unless a variance is obtained in accordance with section 25-4-4 of this chapter:

1. Minimum Lot Size: A facility is not permitted in residentially zoned lots that are less than two (2) acres in size.
2. Height:
   a. Residential Zoned District: The height of the facility shall not exceed seventy-five feet (75').
   b. Nonresidential Zoned District: The height of the facility shall not exceed two hundred feet (200’).

Condition met

3. Setbacks:

a. Residential Zoning District: The setback distance to the nearest residentially zoned lot shall be at least fifty percent (50%) of the height of the tower. Not applicable

b. Nonresidential Zoning District: The setback distance to the nearest principal residential building shall be at least equal to the height of the tower. Condition met

c. Any Zoning District: The setback distance of a facility shall be at least ten feet (10') to the side and rear lot lines, thirty-five feet (35') to the road right of way line, and fifty feet (50') to any limited access highway right of way line. Condition met

B. In designing a facility, a telecommunications carrier shall comply with the following guidelines:

1. No building or tower that is part of a facility shall encroach onto any recorded easement prohibiting the encroachment unless the grantees of the easement have given their approval. Condition met

2. Lighting shall be installed for security and safety purposes only. Except with respect to lighting required by the FCC or FAA, all lighting shall be shielded so that spillover lighting onto adjacent property shall not exceed 0.5 lumen per square foot. No lighting is proposed and preliminary reports confirm that (the adjacent tower does not have lights). No equipment is planned on this site except for the tower. Condition met

3. No facility shall encroach onto an existing septic field or expansion area. None is planned.

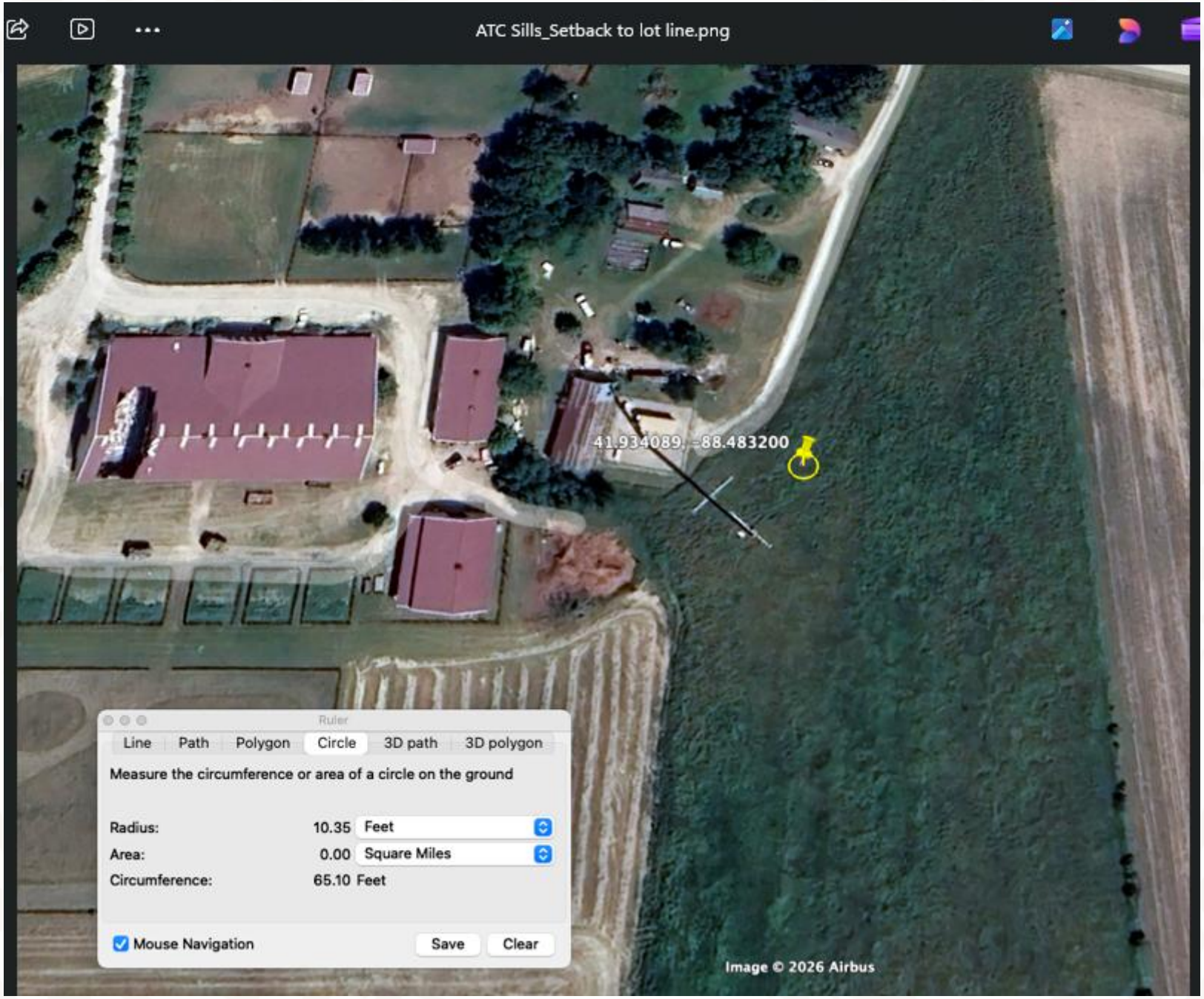
4. No facility shall be located in a special flood hazard area or wetland without meeting the legal requirements for those lands. Current plans show the need to remove some trees; therefore, we will comply with the requirement (please see attached sketch). ** Water Resources has stipulation regarding this

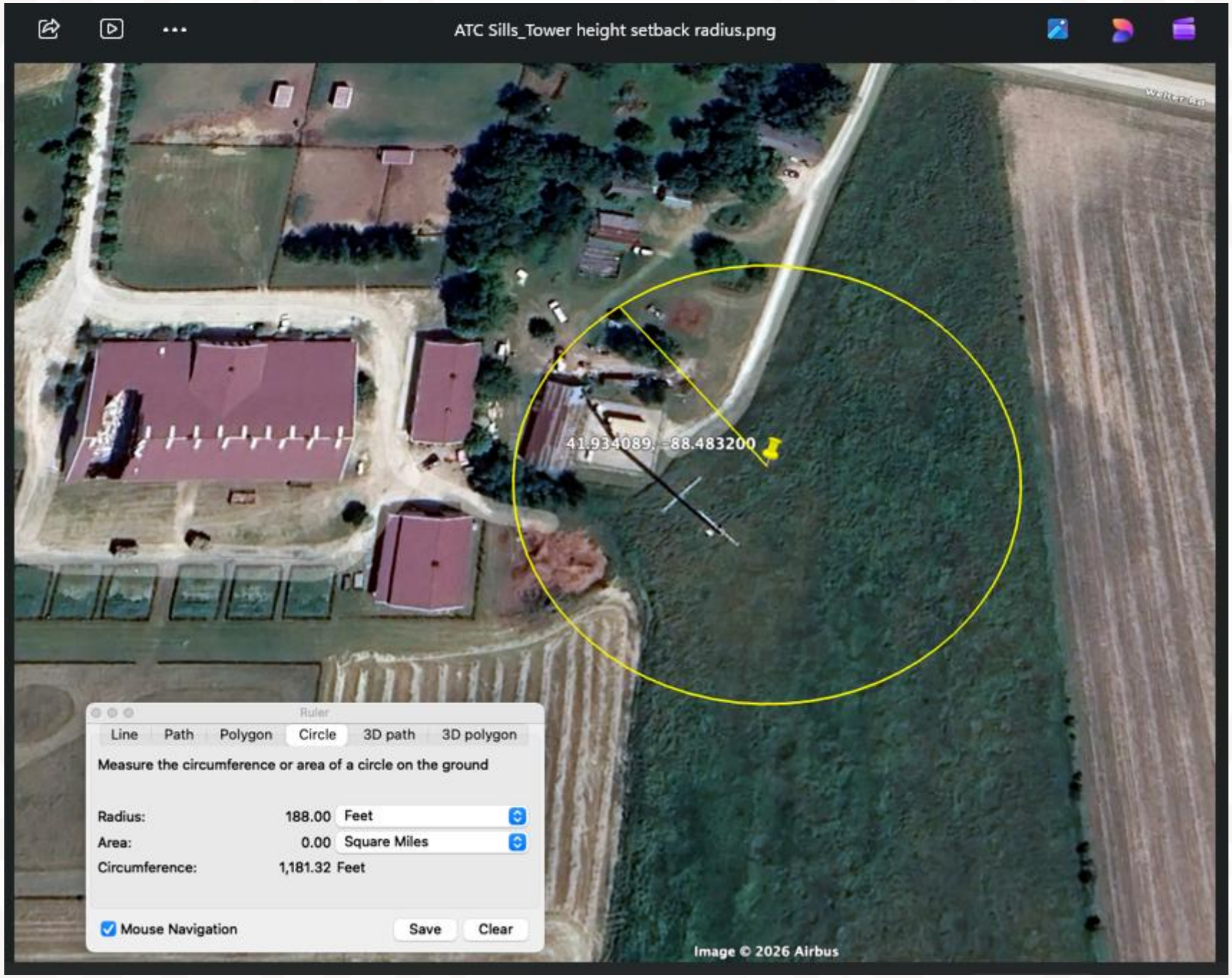
5. Existing trees more than three inches (3") in diameter shall be preserved if reasonably feasible during construction. If any tree more than three inches (3") in diameter is removed during construction, a tree three inches (3") or more in diameter of the same or similar species shall be planted as a replacement. Tree diameter shall be measured at a point three feet (3') aboveground. Current plans show the need to remove some trees; therefore, we will comply with the requirement (please see attached sketch).

6. If any elevation of a facility faces an existing, adjoining residential use, low maintenance landscaping shall be provided on or near the facility lot to provide at least partial screening of the facility. Landscaping shall be done in accordance with subsection 25-14-1-2D of this chapter. Condition met

7. Fencing shall be installed around the facility. Condition met

8. Any building that is part of a facility located adjacent to a residentially zoned lot shall be designed with exterior materials and colors that are reasonably compatible with the residential character of the area. No buildings are planned on this site.


ATC Sills_Setback to lot line.png
41.934089, -88.483200
Ruler
Line
Path
Polygon
Circle
3D path
3D polygon
Measure the circumference or area of a circle on the ground
Radius: 10.35 Feet
Area: 0.00 Square Miles
Circumference: 65.10 Feet
Mouse Navigation
Save
Clear
Image © 2026 Airbus


ATC Sills_Tower height setback radius.png
41.934089, -88.483200
Ruler
Line
Path
Polygon
Circle
3D path
3D polygon
Measure the circumference or area of a circle on the ground
Radius: 188.00 Feet
Area: 0.00 Square Miles
Circumference: 1,181.32 Feet
Mouse Navigation
Save
Clear
Image © 2026 Airbus

May 27, 2026

American Tower
PO Box 724267
Atlanta, GA 30067

Re: Nello Tower Fall Radius - Nello 188' NTP Pole Tower
Project Name: Sills Property 2 (41.934089, -88.483200)
Nello Job #: RFQ 104445

To Whom It May Concern:

This letter is regarding your inquiry about the expected performance of your proposed tower that will be quoted by Nello based on site-specific criteria.

Our towers are designed to meet or exceed industry standards defined by TIA-222-I, "Structural Standards for Antenna Supporting Structures and Antennas" (TIA Standard). It is our opinion that the possibility of a tower collapse is very unlikely. The tower is designed using extreme wind and ice conditions. In fact, wind speeds specified by the TIA Standard are 50-year wind speeds. That is, they have only a 2% statistical chance of occurring in any given year.

This tower will be designed using the following wind conditions as a minimum: a 108 mph 3-second gust wind speed with no ice, and a 47 mph 3-second gust wind with 1" ice The TIA Standard specifies 108 mph as the wind speed required for Kane County, IL. The "3-second gust wind speed" refers to a wind measured at 33 feet above the ground. Equations in the TIA Standard take into account that wind speed escalates with increasing height of the tower.

Although we cannot guarantee exactly how a tower would fall if it were to fail, the most likely mode of failure would be a buckling failure of one of the tower sections due to excessive wind loading. Nello will design the tower to stay within a fall radius of 0 feet based on design stress levels in accordance with the TIA-222-I Standard and the currently adopted IBC.

The fall radius statement above assumes proper foundation construction and tower installation. The foundation design should be reviewed to ensure that no foundation limit state governs the entire structural system and negates the fall radius design. The fall radius expectancy requires that the foundation be designed with a capacity greater than that of the tower capacity. If the foundation design used in association with this tower is performed by a third party, then Nello must be provided the opportunity to review the design in order to confirm that the fall radius remains satisfactory. If for some reason Nello does not provide the tower design or is not given the opportunity to design or review the foundation for this specific project then the content of this letter becomes void.

We hope this has given you a greater degree of comfort regarding the design of your structure. If you have any other questions or concerns regarding the design of your site-specific tower, please contact our engineering or sales department.

Special Use Standards / ZBA Findings

Section 25-4-8-2 of the Kane County Zoning Ordinance provides Standards for Special Use Permits; responses to these Standards have been provided by the Petitioner with their Zoning Application. **The Zoning Board of Appeals shall not recommend approval of a special use unless it finds:**

A. That the establishment, maintenance or operation of the special use will not be unreasonably detrimental to or endanger the public health, safety, morals, comfort or general welfare;

B. That the special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood;

C. That the establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district;

D. That adequate utility, access roads, drainage and/or other necessary facilities have been or are being provided;

E. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets and roads;

F. That the special use shall in all other respects conform to the applicable regulations of the district in which it is located, except as such regulations may in each instance be modified by the county board pursuant to the recommendations of the zoning board of appeals.

Zoning Board of Appeals Summary

ZONING BOARD OF APPEALS PUBLIC HEARING
This Petition was considered by the Zoning Board of Appeals at its meeting currently scheduled for **Tuesday, September 1, 2026 at 7:00 p.m**., at the Kane County Government Center, Building A, 719 S. Batavia Ave., Geneva, IL, in the first floor Auditorium room.

Public Comment:
- Staff received no written objections to the Zoning Petition.
- One member of the public was present at the public hearing to ask questions about the petition.
- Testimony in favor of the project was heard from the petitioner.

The ZBA established their Findings of Fact (provided in the packet) and voted to adopt them.

A motion was made and seconded to: **Recommend APPROVAL of Zoning Petition No. 4691, by American Tower dba Amine & Associates, LLC (Anthony Amine), requesting a Special Use Permit in the F-Farming Zoning District for the development of a Wireless Telecommunications Tower of property located south of Welter Road, approximately ¼ mile from Illinois Route 47, in Campton Townships, 44W655 Welter Road, unincorporated Kane County, IL (PINs 08-19-100-006 and 08-19-100-010), including all application submittal documents and with the recommended Stipulations of Approval.**

The motion PASSED by a vote of 7 to 0 with 0 abstention(s) and 0 absent.

Development Committee Summary

Approval with the recommended Staff stipulation:

1. A Stormwater Permit is required for the evaluation of the BFE and the Stormwater Management on site and compliance with the Kane County Stormwater Ordinance.

Zoning Entitlement Process

ZONING BOARD OF APPEALS (PUBLIC HEARING)
This Petition will be considered by the Zoning Board of Appeals at its meeting currently scheduled for **Tuesday, September 1, 2026 at 7:00 p.m**., at the Kane County Government Center, Building A, 719 S. Batavia Ave., Geneva, IL, in the first floor Auditorium room.

DEVELOPMENT COMMITTEE
This Petition will be considered by the Development Committee at its meeting currently scheduled for **Tuesday, September 15, 2026, at 10:30 a.m**., at the Kane County Government Center, Building A, 719 S. Batavia Ave., Geneva, IL, in the second floor County Board meeting room.

Persons in favor of or in opposition to this petition who wish to speak before the Development Committee should register to speak by submitting a Request to Speak Form on the Kane County website no later than 12:00pm on the day prior to the meeting.

KANE COUNTY BOARD
This Petition will be considered by the full Kane County Board at its meeting currently set for **Tuesday, October 13, 2026, at 9:45 a.m.,** at the Kane County Government Center, Building A, 719 S. Batavia Ave., Geneva, IL, in the second floor County Board room.

Persons in favor of or in opposition to this petition who wish to speak before the County Board should register to speak by submitting a Request to Speak Form on the Kane County website no later than 12:00pm on the day prior to the meeting.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

ZONING PETITION NO. TMP-26-1137

PETITION # 4687 PETITIONER: ROADSIDE FARMS 1921 LLC (KEVIN PETERSON)

Petition #: 4687
Committee Flow: Development Committee
Contact: Keith Berkhout 630-232-3495
Petitioner: Roadside Farms 1921 LLC (Kevin Peterson)
Location: 50W372 Peterson Rd, Maple Park, Virgil Township, unincorporated Kane County, IL (PIN 07-07-400-003).
Proposed: Rezoning from F Farming District to two (2) F-1 Rural Residential District lots for two existing single-family residences.
2040 Plan: Agricultural
Objectors: None
Recommendations:
Regional Planning Comm.: Not Applicable
Zoning Board: Approval with the following stipulation:
1. For any Development in the future as defined by the Kane County Stormwater Management Ordinance on the resulting F-1 and F parcels that singularly results in greater than 5,000 sq ft of new impervious area, or cumulatively (as of Jan 1, 2002) results in greater than 25,000 sq ft of new impervious area or 3 acres of disturbance, Stormwater Management Measures, as required by the Kane County Stormwater Ordinance, shall be provided.
Development Committee: Approval with the following stipulation:
1. For any Development in the future as defined by the Kane County Stormwater Management Ordinance on the resulting F-1 and F parcels that singularly results in greater than 5,000 sq ft of new impervious area, or cumulatively (as of Jan 1, 2002) results in greater than 25,000 sq ft of new impervious area or 3 acres of disturbance, Stormwater Management Measures, as required by the Kane County Stormwater Ordinance, shall be provided.

Summary:

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Petition 4687

Committee Flow:
Development Committee, Executive Committee, County Board

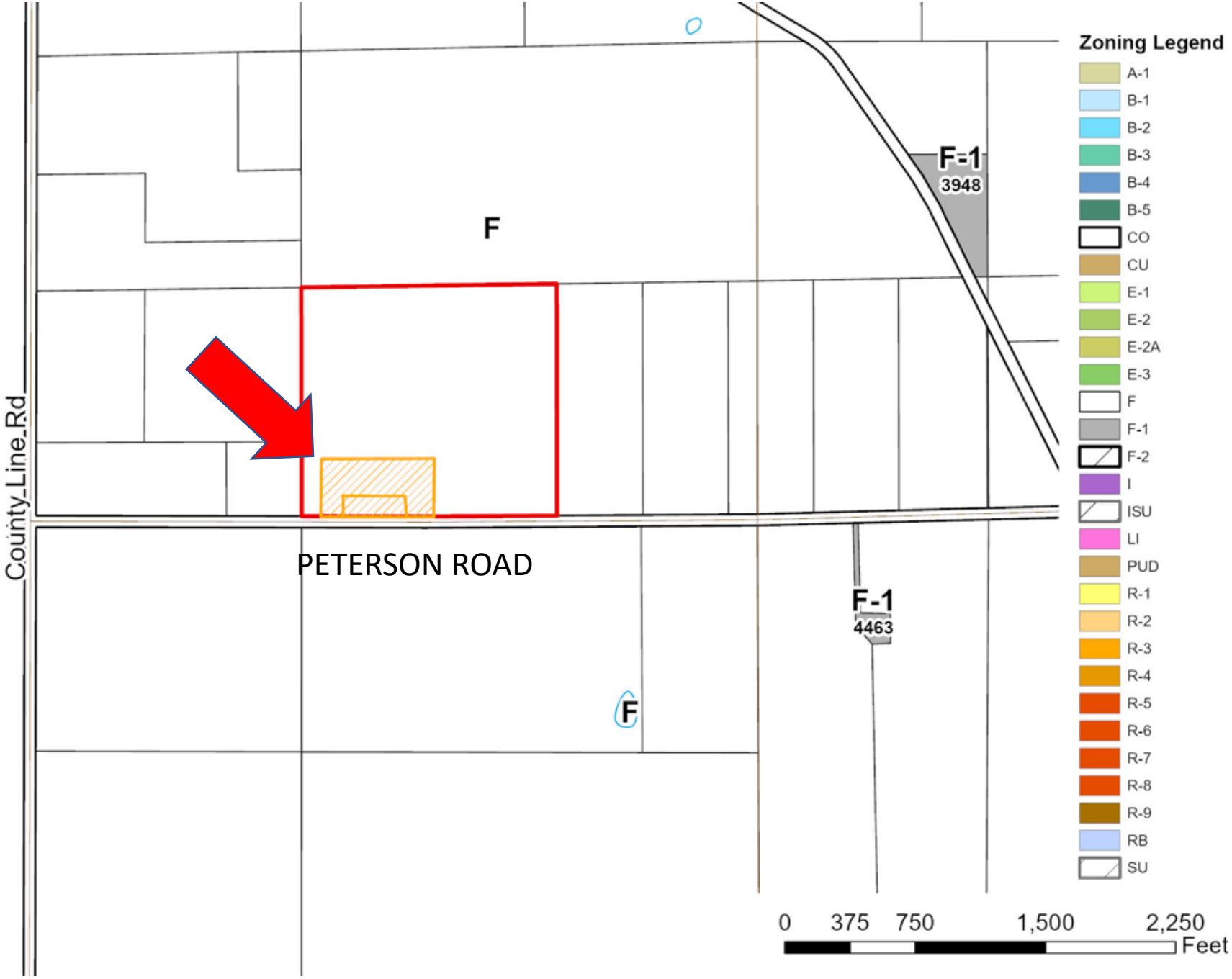
Contact:
Keith Berkhout 630-232-3495

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:

To rezone a portion of property in the F-Farming District to two areas of F-1 Rural Residential District, in order to bring two existing detached single-family homes into compliance with the zoning ordinance.


Zoning Legend
A-1
B-1
B-2
B-3
B-4
B-5
CO
CU
E-1
E-2
E-2A
E-3
F
F-1
F-2
I
ISU
LI
PUD
R-1
R-2
R-3
R-4
R-5
R-6
R-7
R-8
R-9
RB
SU
F
F-1
3948
F-1
4463
F
PETERSON ROAD
County Line Rd
0
375
750
1,500
2,250
Feet

STATE OF ILLINOIS
COUNTY OF KANE

PETITION NO. 4687
ORDINANCE AMENDING THE
ZONING ORDINANCE OF KANE COUNTY, ILLINOIS

BE IT ORDAINED by the County Board of Kane County, Illinois, as follows:

1) To rezone a portion of property in the F-Farming District to two areas of F-1 Rural Residential District, in order to bring two existing detached single-family homes into compliance with the zoning ordinance be granted on the following described property:

1 ACRE PARCEL-THAT PART OF THE SOUTH HALF OF THE SOUTHEAST QUARTER OF SECTION 7, TOWNSHIP 40 NORTH, RANGE 6 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF SAID SOUTHEAST QUARTER; THENCE EASTERLY, ALONG THE SOUTH LINE OF SAID SOUTHEAST QUARTER, 221.75 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING EASTERLY, ALONG SAID SOUTH LINE, 356.77 FEET; THENCE NORTHERLY, AT AN ANGLE OF 87 DEGREES 12 MINUTES 10 SECONDS MEASURED CLOCKWISE FROM SAID SOUTH LINE, 122.24 FEET; THENCE WESTERLY, AT AN ANGLE OF 92 DEGREES 47 MINUTES 50 SECONDS MEASURED CLOCKWISE FROM THE LAST DESCRIBED COURSE AND PARALLEL TO SAID SOUTH LINE, 356.77 FEET; THENCE SOUTHERLY, AT AN ANGLE OF 87 DEGREES 12 MINUTES 10 SECONDS MEASURED CLOCKWISE FROM THE LAST DESCRIBED COURSE, 122.24 FEET TO THE POINT OF BEGINNING, IN VIRGIL TOWNSHIP, KANE COUNTY, ILLINOIS.4 ACRE PARCEL-THAT PART OF THE SOUTH HALF OF THE SOUTHEAST QUARTER OF SECTION 7, TOWNSHIP 40 NORTH, RANGE 6 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF SAID SOUTHEAST QUARTER; THENCE EASTERLY, ALONG THE SOUTH LINE OF SAID SOUTHEAST QUARTER, 93.35 FEET TO THE POINT OF BEGINNING; THENCE NORTHERLY, AT RIGHT ANGLE TO SAID SOUTH LINE, 335.00 FEET; THENCE EASTERLY, AT RIGHT ANGLE TO THE LAST DESCRIBED COURSE, 650.15 FEET; THENCE SOUTHERLY, AT RIGHT ANGLE TO THE LAST DESCRIBED COURSE, 335.00 FEET TO SAID SOUTH LINE; THENCE WESTERLY, AT RIGHT ANGLE TO THE LAST DESCRIBED COURSE AND ALONG SAID SOUTH LINE, 650.15 FEET TO THE POINT OF BEGINNING, IN VIRGIL TOWNSHIP, KANE COUNTY, ILLINOIS,EXCEPTING THEREFROM THAT PART DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF SAID SOUTHEAST QUARTER; THENCE EASTERLY, ALONG THE SOUTH LINE OF SAID SOUTHEAST QUARTER, 221.75 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING EASTERLY, ALONG SAID SOUTH LINE, 356.77 FEET; THENCE NORTHERLY, AT AN ANGLE OF 87 DEGREES 12 MINUTES 10 SECONDS MEASURED CLOCKWISE FROM SAID SOUTH LINE, 122.24 FEET; THENCE WESTERLY, AT AN ANGLE OF 92 DEGREES 47 MINUTES 50 SECONDS MEASURED CLOCKWISE FROM THE LAST DESCRIBED COURSE AND PARALLEL TO SAID SOUTH LINE, 356.77 FEET; THENCE SOUTHERLY, AT AN ANGLE OF 87 DEGREES 12 MINUTES 10 SECONDS MEASURED CLOCKWISE FROM THE LAST DESCRIBED COURSE, 122.24 FEET TO THE POINT OF BEGINNING. The subject property is generally located 50W394 & 50W372 Peterson Road (PIN 07-07-400-003 & 07-07-300-009).

2) That the rezoning be granted subject to the following stipulation:

1. For any Development in the future as defined by the Kane County Stormwater Management Ordinance on the resulting F-1 and F parcels that singularly results in greater than 5,000 sq ft of new impervious area, or cumulatively (as of Jan 1, 2002) results in greater than 25,000 sq ft of new impervious area or 3 acres of disturbance, Stormwater Management Measures, as required by the Kane County Stormwater Ordinance, shall be provided.

3) That the zoning maps of Kane County, Illinois be amended accordingly.

4) This ordinance shall be in full force and effect from and after its passage and approved as provided by law.

Passed by the Kane County Board on October 13, 2026

John A. Cunningham	Corinne Pierog
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois
Vote:	

Zoning Petition No. 4687

Roadside Farms 1921 LLC (Kevin Peterson)

Kane County Board Meeting

October 13, 2026 at 9:45 am

Kane County Board District – 18 Rick Williams

KANE COUNTY, ILLINOIS

ESTABLISHED JANUARY 16, 1836

Petition Summary

Applicant
Kevin Peterson

Property Owner
Roadside Farms 1921 LLC

Action Requested
To rezone a portion of property in the F-Farming District to two areas of F-1 Rural Residential District, in order to bring two existing detached single-family homes into compliance with the zoning ordinance.

Subject Property
50W394 & 50W372 Peterson Road, in Virgil Township, unincorporated Kane County, Illinois (PIN: 07-07-400-003 & 07-07-300-009)

County Board District
18 Rick Williams

Notice
The public hearing for this Petition was scheduled for August 25, 2026. A notice of public hearing sign was posted on the subject property on July 6, 2026. A notice letter was mailed to all adjacent property owners within 250’ of the subject property on August 7, 2026. And notice was published in the Daily Herald newspaper on August 8, 2026.

Reviews
In addition to adjacent property owners, notice of this Petition was also sent to Kane County staff, Kane County Forest Preserve, Virgil Township, School District 302, and the Maple Park Fire District.

2040 Conceptual Land Use Strategy

50W394 & 50W372 Peterson Road, Virgil Twp. – Petition #4687

Land Use Strategy Area:
Agriculture / Food, Farm and Small Town Area

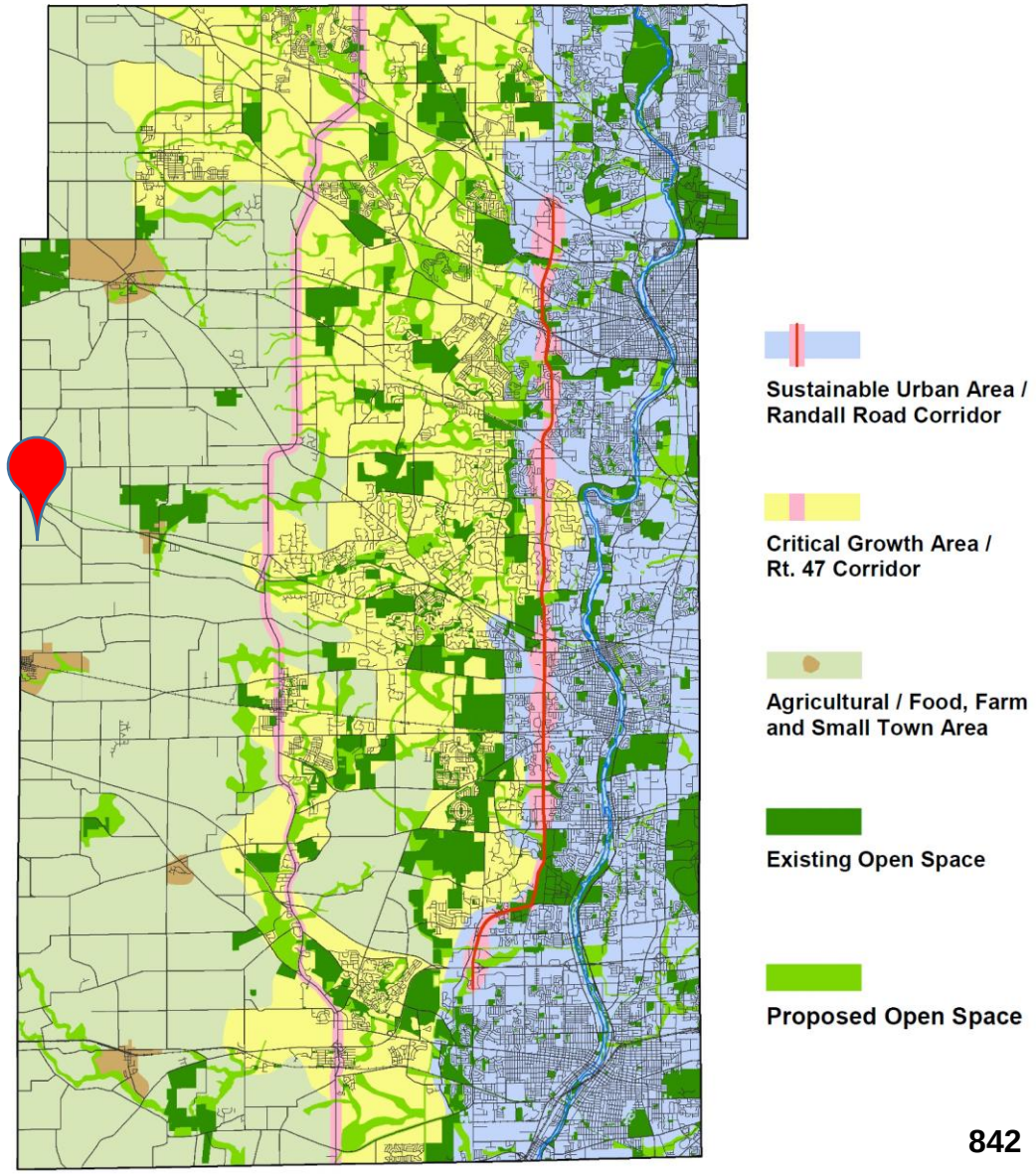
Core Themes

1. "***Food and farm***," reflects the County's policy of protecting productive farmland and promoting locally grown foods as a desirable goal.
2. "***Small towns***," calls for awareness of and responsiveness to future development pressure around Kane County's western communities

The Conceptual Land Use Strategy Map:
A general land use map that divides the county into 3 major geographic areas, each with unique land resources, development patterns, and planning opportunities.

2040 CONCEPTUAL LAND USE STRATEGY MAP

Adopted October 12, 2010



2040 Land Use Analysis

50W394 & 50W372 Peterson Road, Virgil Twp. – Petition #4687

2040 Planned Use: **Agriculture**

Characteristics of Areas Planned for Agriculture

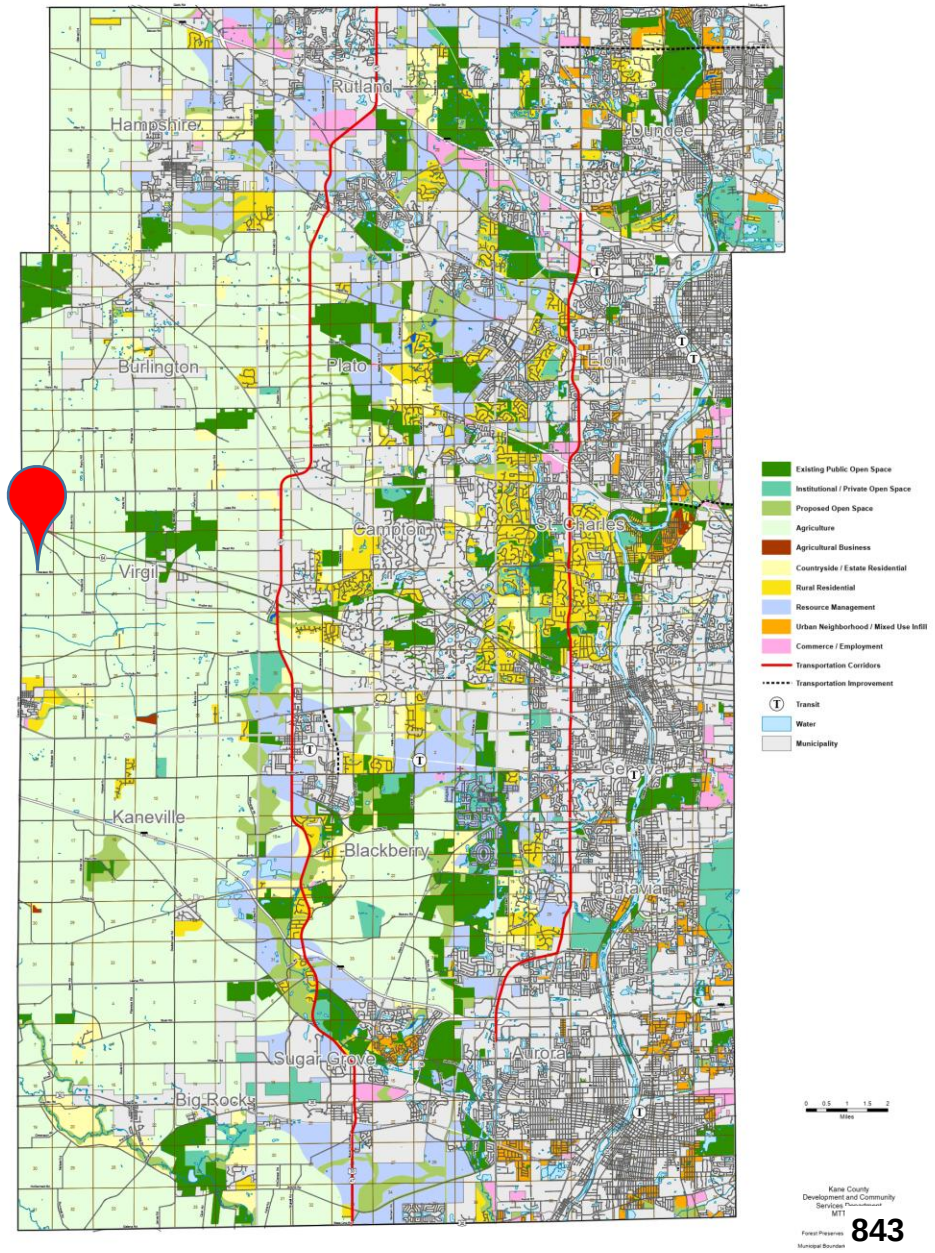
- Areas generally contain *prime farmland* or *farmland of statewide importance*.
- Farmsteads – low density residential uses or small specialty farms
- Allow for limited agribusiness and farm support services
- Includes areas used to grow fresh foods for farmers markets, grocery stores, restaurants, and on-farm sales.

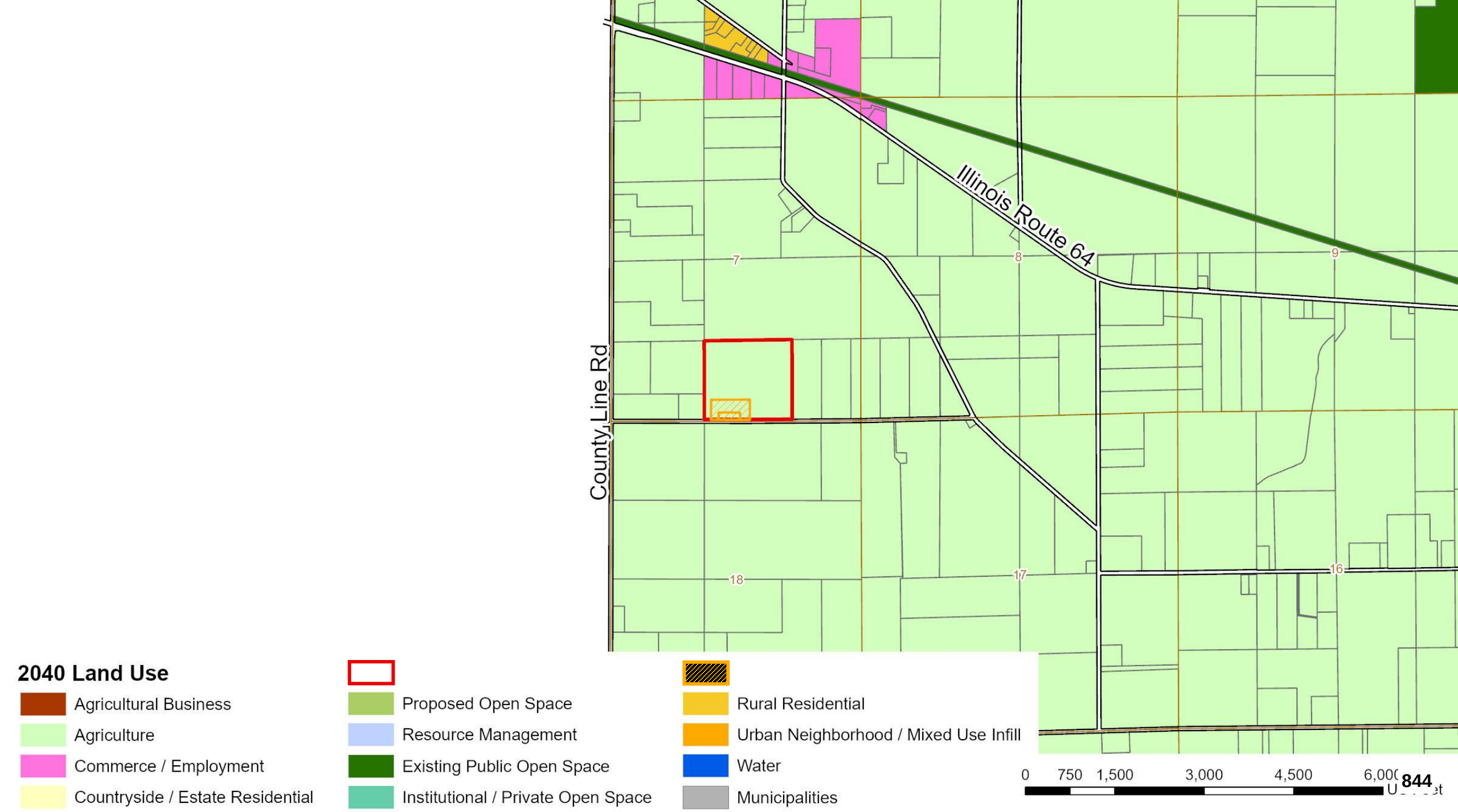
2040 Plan Priority for Agriculture Land Use Areas:
To prevent the conversion of farmland to non-agricultural uses. Exceptions for non-agricultural uses may be considered due to soil productivity, topography, vegetation, manmade barriers, etc.

Prime Farmland:
Areas with the best physical and chemical characteristics for producing food, feed, forage crops

Farmland of Statewide Importance:
Highly productive farmland which excludes areas of Prime Farmland

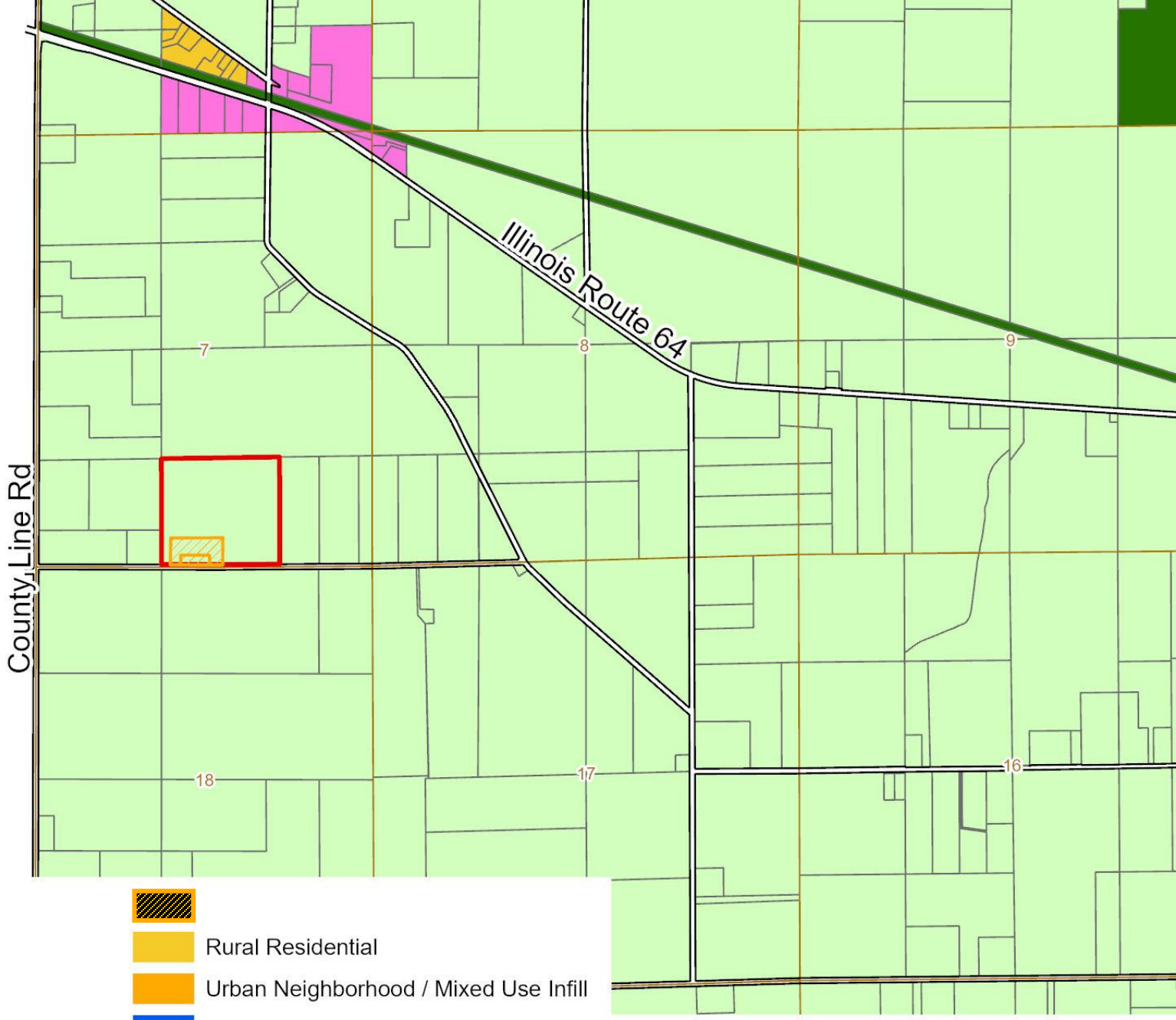
2040 LAND USE




Illinois Route 64
County Line Rd
7
8
9
16
17
18
2040 Land Use
Agricultural Business
Agriculture
Commerce / Employment
Countryside / Estate Residential
Proposed Open Space
Resource Management
Existing Public Open Space
Institutional / Private Open Space
Rural Residential
Urban Neighborhood / Mixed Use Infill
Water
Municipalities
0
750
1,500
3,000
4,500
6,000

Analysis

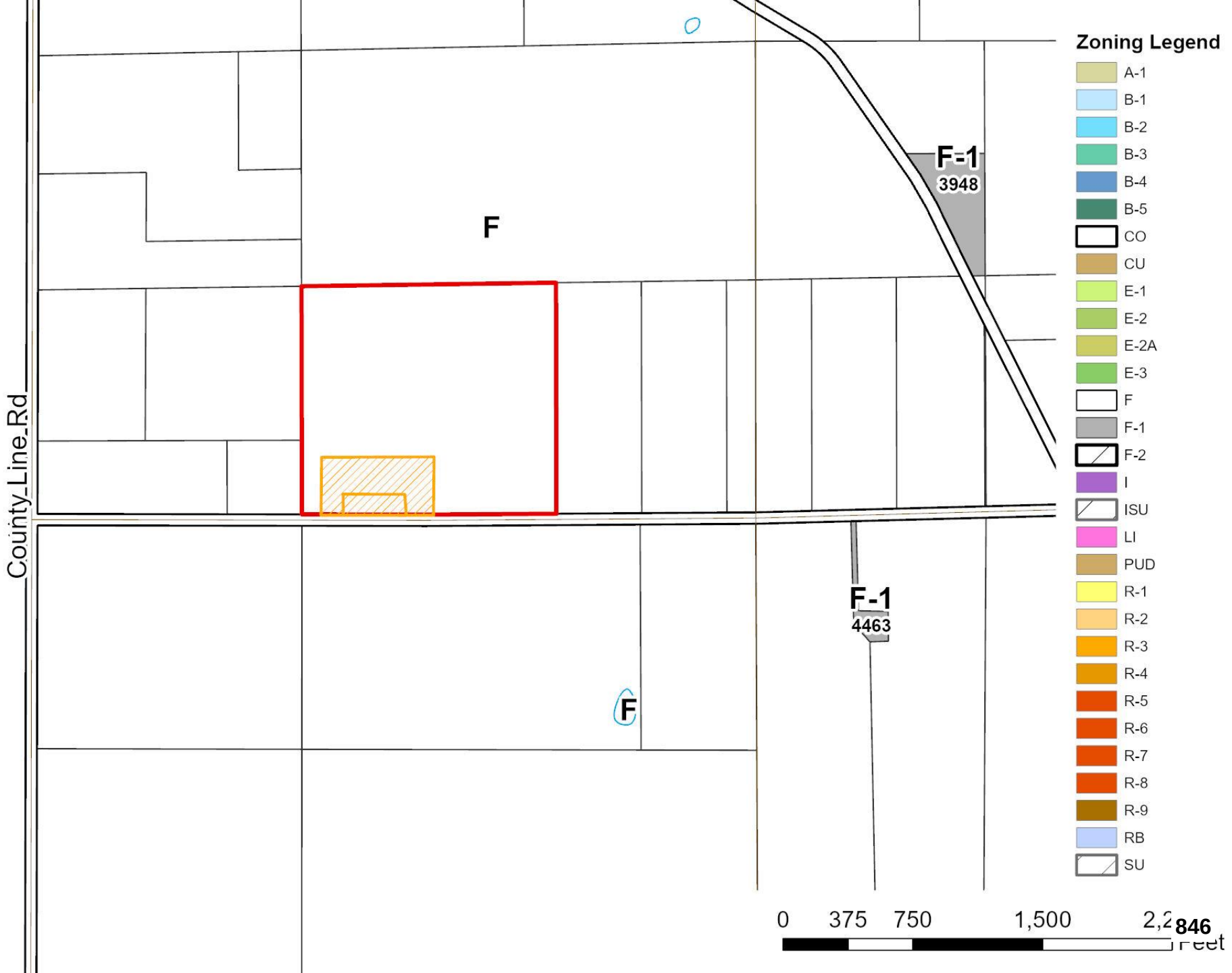
- The existing and proposed use of the property is consistent with the 2040 Plan's definition of the Agriculture land use.
- The property and site area to be rezoned will continue the agricultural uses that have existed on the property for years, including crop production supported by a residential farmstead.
- The 2040 Plan also recognizes the need to accommodate landowners that may seek to create an additional lot or erect a dwelling unit for a family member on a portion of farm property.

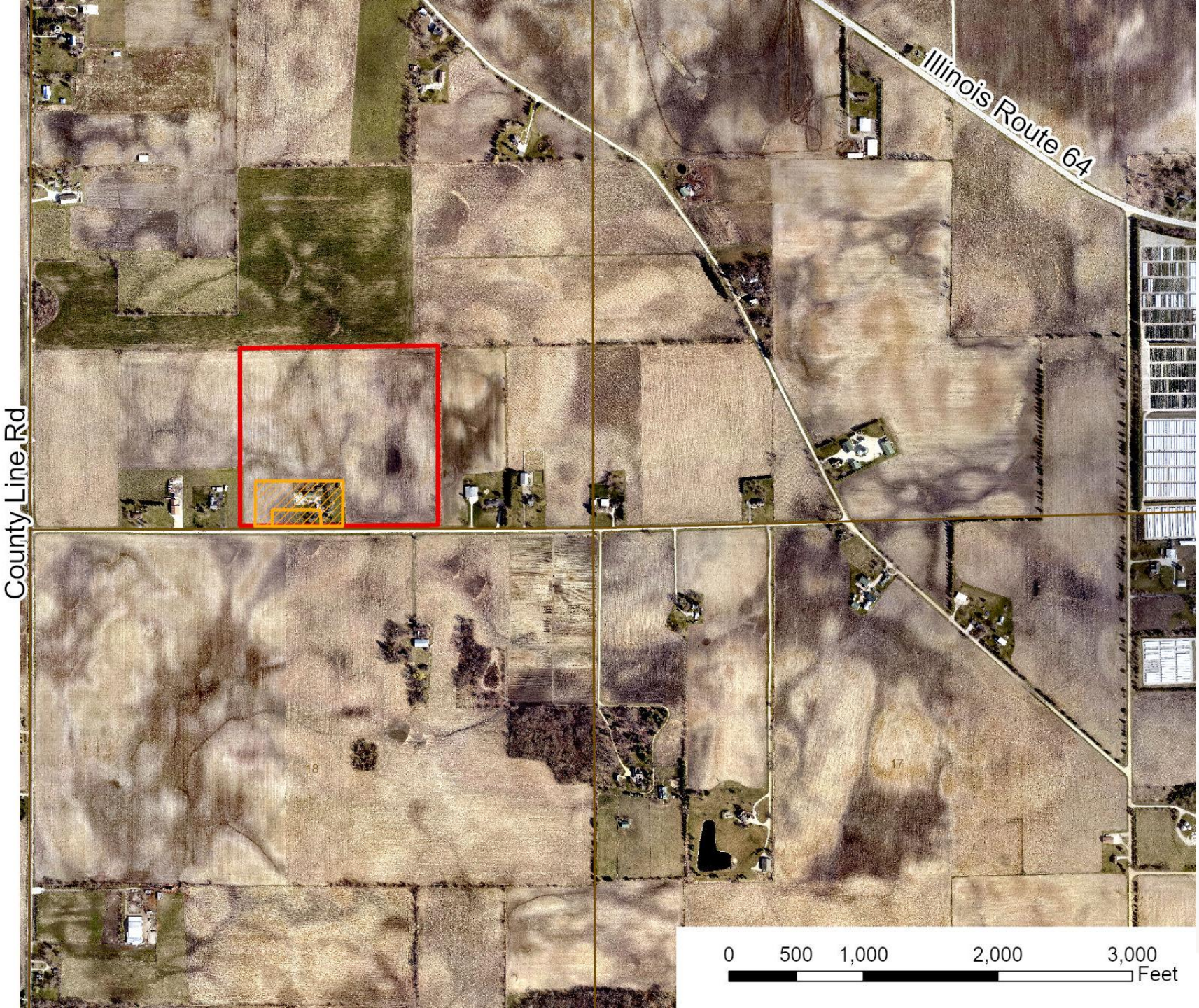


2040 Land Use

- Agricultural Business
- Agriculture
- Commerce / Employment
- Countryside / Estate Residential
- Proposed Open Space
- Resource Management
- Existing Public Open Space
- Institutional / Private Open Space
- Rural Residential
- Urban Neighborhood / Mixed Use Infill
- Water
- Municipalities

0 750 1,500 3,000 4,500 6,000


Zoning Legend
A-1
B-1
B-2
B-3
B-4
B-5
CO
CU
E-1
E-2
E-2A
E-3
F
F-1
F-2
I
ISU
LI
PUD
R-1
R-2
R-3
R-4
R-5
R-6
R-7
R-8
R-9
RB
SU
F
F-1
3948
F-1
4463
F
County Line Rd
0
375
750
1,500
2,2
Feet


Illinois Route 64
County Line Rd
8
18
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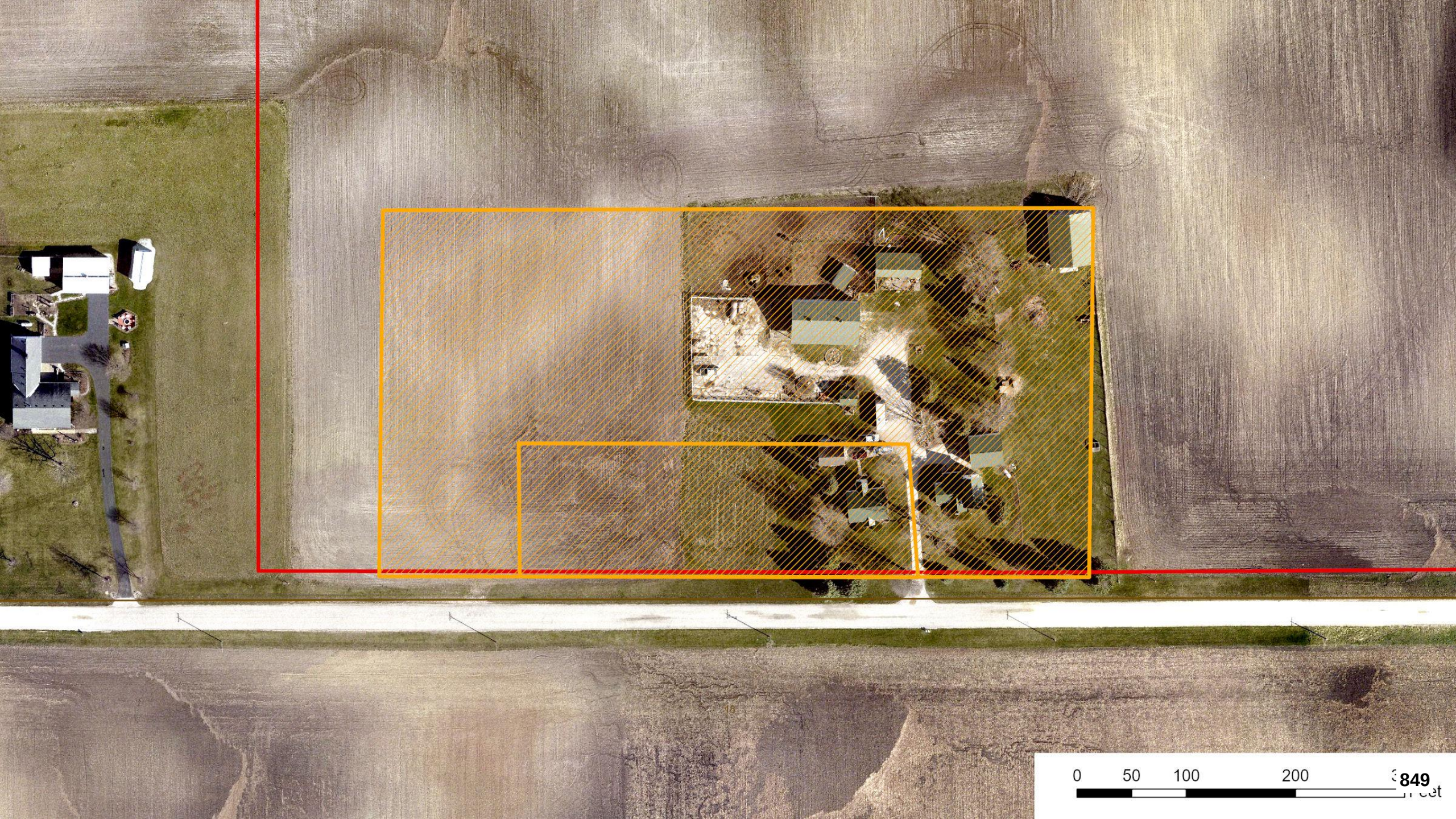
2,000
3,000
Feet

7
0
125
250
500
848


0
50
100
200
849

REVIEW COMMENTS

KANE COUNTY FOREST PRESERVE DISTRICT
No comments received.

SCHOOL DISTRICT 302
Thank you for providing notice of Kane County Zoning Petition No. 4687 regarding the proposed rezoning of the properties located at 50W394 and 50W372 Peterson Road in Virgil Township. Kaneland CUSD # 302 has reviewed the application materials. Based on the information provided, the District understands that the request is limited to rezoning approximately five acres surrounding two existing residences to accommodate a phased transfer of ownership, with no new residential construction or additional development proposed. At this time, the District has no comments or objections to the proposed rezoning.

KANE COUNTY ENVIRONMENTAL HEALTH
Each home would need its own water well and septic system to support the home on the parcel on which it is contained. Septic must be fully contained to the parcel it is located within.

KANE COUNTY DIVISION OF TRANSPORTATION
The Kane County Department of Transportation (KDOT) reviewed this Petition and has no comments (Email 8-20-26)

MAPLE PARK FIRE PROTECTION DISTRICT
No comments received.

KANE COUNTY WATER RESOURCES DEPARTMENT
The Water Resources department reviewed the Zoning Petition and provides the following comment and stipulation:
1. The site contains unstudied closed depressional areas, some of which are mapped in the FEMA Flood Insurance Rate Maps. Any new construction will need to meet the building standards of the Kane County Stormwater Ordinance and a flood study to determine the Base Flood Elevation. Some sites, particularly those that contain floodplain are not suitable for basements.

STIPULATION: For any Development in the future as defined by the Kane County Stormwater Management Ordinance on the resulting F-1 and F parcels that singularly results in greater than 5,000 sq ft of new impervious area, or cumulatively (as of Jan 1, 2002) results in greater than 25,000 sq ft of new impervious area or 3 acres of disturbance, Stormwater Management Measures, as required by the Kane County Stormwater Ordinance, shall be provided.

PUBLIC COMMENT

No comments received.

Copies of any submitted public comments will be uploaded to the Kane County website under Zoning Petition No. 4687 on the Pending Zoning Petitions page.
https://www.kanecountyil.gov/FDER/Pages/development/buildingandzoning/PendingZoningPetitions.aspx

Recommended Stipulations of Approval

1. For any Development in the future as defined by the Kane County Stormwater Management Ordinance on the resulting F-1 and F parcels that singularly results in greater than 5,000 sq ft of new impervious area, or cumulatively (as of Jan 1, 2002) results in greater than 25,000 sq ft of new impervious area or 3 acres of disturbance, Stormwater Management Measures, as required by the Kane County Stormwater Ordinance, shall be provided.

ZONING STANDARDS

25-8-2-3: CONDITIONS FOR REZONING:

The Zoning Board of Appeals shall not recommend a rezoning to this zone district classification unless the applicant shall present clear and convincing evidence to the Zoning Board of Appeals that the property sought to be rezoned is not suitable for agricultural use.

The Zoning Board of Appeals in determining suitability of property for agricultural use shall make findings of fact with respect to the following:

A. Existence of nonprime farmland based on the Kane County soil survey and the important farmlands map, prepared by the U.S. Department of Agriculture, Soil Conservation Service and other applicable sources;
B. Topography;
C. Manmade and physical features which may serve as barriers;
D. Vegetative cover;
E. Parcel size;
F. Adjacent land uses.

Zoning Board of Appeals Summary

The Kane County Zoning Board of Appeals, at a public hearing on August 25, 2026, duly heard the testimony of the petitioner and others in connection with Zoning Petition No. 4687 “Roadside Farms 1921 LLC (Kevin Peterson)”

Staff has received no written objections to the Zoning Petition.

The ZBA considered zoning standards in regards to the petition.

A motion was made by Marc Falk and seconded by Bill Wilson to:

Recommend approval of Zoning Petition No. 4687, by Roadside Farms 1921 LLC to rezone a portion of property in the F-Farming District to two areas of F-1 Rural Residential District, in order to bring two existing detached single-family homes into compliance with the zoning ordinance 50W394 & 50W372 Peterson Road, in Virgil Township, unincorporated Kane County, Illinois (PIN: 07-07-400-003 & 07-07-300-009), including the submittal documents listed in “Exhibit A” attached and with the recommended Stipulation of Approval.

The motion PASSED by a vote of 5 to 0 with 0 abstention(s) and 2 absent.

Development Committee Summary

Approval with the recommended stipulation:

1. For any Development in the future as defined by the Kane County Stormwater Management Ordinance on the resulting F-1 and F parcels that singularly results in greater than 5,000 sq ft of new impervious area, or cumulatively (as of Jan 1, 2002) results in greater than 25,000 sq ft of new impervious area or 3 acres of disturbance, Stormwater Management Measures, as required by the Kane County Stormwater Ordinance, shall be provided.

Zoning Entitlement Process

ZONING BOARD OF APPEALS (PUBLIC HEARING)
This Petition will be considered by the Zoning Board of Appeals at its meeting currently scheduled for **Tuesday, August 25, 2026 at 7:00 p.m**., at the Kane County Government Center, Building A, 719 S. Batavia Ave., Geneva, IL, in the first floor Auditorium room.

DEVELOPMENT COMMITTEE
This Petition will be considered by the Development Committee at its meeting currently scheduled for **Tuesday, September 15, 2026, at 10:30 a.m**., at the Kane County Government Center, Building A, 719 S. Batavia Ave., Geneva, IL, in the Kane County Board room.

Persons in favor of or in opposition to this petition who wish to speak before the Development Committee should register to speak by submitting a Request to Speak Form on the Kane County website no later than 12:00pm on the day prior to the meeting.

KANE COUNTY BOARD
This Petition will be considered by the full Kane County Board at its meeting currently set for **Tuesday, October 13, 2026, at 9:45 a.m.,** at the Kane County Government Center, Building A, 719 S. Batavia Ave., Geneva, IL, in the Kane County Board room.

Persons in favor of or in opposition to this petition who wish to speak before the County Board should register to speak by submitting a Request to Speak Form on the Kane County website no later than 12:00pm on the day prior to the meeting.

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

ZONING PETITION NO. TMP-26-1210

PETITION # 4690 PETITIONER: CATFISH RENEWABLE ENERGY LLC (VINCENT CATICH)

Petition #: 4690
Committee Flow: Development Committee, Kane County Board
Contact: Natalie Zine, Building & Zoning Division Manager | P: 630-232-3494 E: zinenatalie@kanecountyil.gov
Petitioner: Catfish Renewable Energy LLC (Vincent Catich)
Location: Property located on the south side of Tanner Road, approximately ¾ mile west of Orchard Road, in Sugar Grove Township, unincorporated Kane County, Illinois (PIN: 14-01-100-017)
Proposed: A Special Use Permit in the F-Farming Zoning District to allow for the development of a Commercial Solar Energy Facility.
2040 Plan: Resource Management
Objectors: **The Village of North Aurora provided an official Resolution objecting to the project (provided in Board packet)**
Recommendations:
Regional Planning Comm.: N/A
Zoning Board: Recommended APPROVAL (Motion PASSED 5 - 2)
ZBA Public Comment: Three (3) members of the public gave comment during the public hearing. Two people asked questions related to glare, solar benefits, noise, and property values, but did not explicitly oppose the project. One person spoke in favor.
Development Committee: APPROVAL (Motion PASSED 10 -0)
DC Public Comment: None.

Summary:

RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Petition 4690

Committee Flow:
Development Committee, Executive Committee, County Board

Contact:
Natalie Zine, Building & Zoning Division Manager
P: 630-232-3494 E: zinenatalie@kanecountyil.gov

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:

Zoning Petition No. 4690, by Catfish Renewable Energy LLC, requesting a Special Use Permit in the F-Farming Zoning District to allow for the development of a Commercial Solar Energy Facility on property located on the south side of Tanner Road, approximately ¾ mile west of Orchard Road, in Sugar Grove Township, unincorporated Kane County, Illinois (PIN: 14-01-100-017), including all Application Submittal Documents and with the Recommended Stipulations of Approval.

Recommended Stipulations of Approval:

1. (Water Resources) This site contains Zone AE Floodplain. A complete Floodplain Submittal will be required at the time of Stormwater Permitting. All panels will need to Flood Protected to 2 feet above the Base Flood Elevation. Survey and Engineering Study will be needed to delineate the floodplain on the site.
2. (Water Resources) Water Resources will require a stormwater permit for this development. All submittals must be prepared by Professional Engineer licensed in the State of Illinois.
3. (Water Resources) An Engineer's report will be required. Should the site introduce more than 25,000 sq ft of impervious area or more than 3 acres of disturbance, stormwater detention will be required. This impervious area is calculated cumulatively since 2002 for a site as per the Stormwater Ordinance. The Engineer's report must demonstrate that the peak flow for the site with the proposed development is not increased, stormwater detention may be required for the development to ensure this. Any required Stormwater Detention Management will require a viable outfall and may require off-site work.
4. (Water Resources) Should the site introduce more than 5,000 sq ft of impervious, a BMP will be required for all impervious surfaces.
5. (Water Resources) A calculation for disconnected impervious area, created by the panels, will be required. A Best Management Practice will be required to encourage infiltration of runoff within the site.
6. (Water Resources) The configuration of the solar panels shall be evaluated to identify any potential erosion concerns. Particular attention shall be given to erosion risks at the drip edges of the panels. Appropriate best management practices must be implemented to mitigate these risks. BMPs may include, but are not limited to, pre-seeding or pre-vegetation of the site prior to panel installation to establish ground cover and reduce soil displacement.
7. (Water Resources) A drain tile study will be required, including upstream and downstream tile systems that rely on the drain tiles within the site. Water Resources is looking for the protection of the tile system that is in place, including but not limited to replacement in kind and observation and cleanout structures.

8. (Water Resources) Plantings within the development will not interfere with drain tiles. Planting plan should address the placement of vegetation and trees with long root systems that can interfere with tile systems and cause off site issues including surcharged drain tiles and blow outs of the drain tile systems.
9. (Water Resources) Soil samples shall be taken every 5 years from the site and analyzed for physical, chemical, and biological properties to demonstrate the soil health within the solar installations.
10. (Water Resources) 80% vegetative coverage for plantings will be a requirement for the site.
11. (Water Resources) A Wetland Delineation will be required. The Wetland Delineation shall meet the requirements of the Ordinance as described in Article VII Section 9-169 Requirements for a Wetland Delineation. Any Wetland Impacts must be mitigated.
12. (Water Resources) Floodplain, Wetland, Compensatory Storage, BMPs and Stormwater Management must be placed in a Conservation or Drainage Easement.
13. (Transportation) The Petitioner shall obtain a temporary and final access permit from the Kane County Division of Transportation (KDOT)
14. (Zoning) Landscape screening consistent with the Kane County Zoning Ordinance shall be reviewed and approved at time of building permit application.

Zoning Petition No. 4690
Catfish Renewable Energy LLC

Zoning Board of Appeals Meeting

September 1, 2026 at 7:00pm

Kane County Board District – 04 Mavis Bates

KANE COUNTY, ILLINOIS

ESTABLISHED JANUARY 16, 1836

Petition Summary

APPLICANT
Catfish Renewable Energy LLC
Vincent Catich (Project Manager/Developer)

PROPERTY OWNER
CATFISH PROPERTIES LLC

REQUESTED ACTION
A Special Use Permit in the F-Farming Zoning District to allow for the development of a Commercial Solar Energy Facility.

SUBJECT PROPERTY
Property located on the south side of Tanner Road, approximately ¾ mile west of Orchard Road, in Sugar Grove Township, unincorporated Kane County, Illinois (PIN: 14-01-100-017)

KANE COUNTY BOARD DISTRICT
04 Mavis Bates

PUBLIC NOTICE
The public hearing for this Petition was scheduled for September 1, 2026. All required public notice was posted in accordance with Kane County codes and Illinois State Statutes.

Notice of this Petition was also sent to Kane County staff, Kane County Forest Preserve, Sugar Grove Township and Highway Commissioner, KDOT, School District 129, and the North Aurora Fire Protection District, as well as North Aurora, Aurora, and Sugar Grove.

Application Documents

All received application documents for the Petition are available for review on the Zoning Petitions page of the Kane County Website.

4690_01_Kane County Zoning Application_signed_Redacted.pdf

4690_02_SUP Standards Worksheet_signed.pdf

4690_03_Project Narrative.pdf

4690_04_Memo of Land Lease.pdf

4690_05_ALTA Survey.pdf

4690_06_Equipment_Specifications.pdf

4690_07A_Noise Impact Study.pdf

4690_07B_Noise Declaration.pdf

4690_08A_Decommissioning Plan.pdf

4690_08B_Decommissioning_Affidavit.pdf

4690_09_Decommissioning Surety Draft.pdf

4690_13_Legal_Description.pdf

4690_14_Certification of Notice.pdf

4690_15_Petitioner Letter.pdf

4690_17-18_Geometric Site Plan & Landscape Plan (07-21-2026).pdf

4690_20_EcoCAT Report (06-30-2026).pdf

4690_21_SHPO Exemption Letter (04-29-2026).pdf

4690_22_NRI_Report (04-08-2026).pdf

4690_23_USFWS_iPaC_Official_Species_List (07-01-2026).pdf

4690_24_Letter of No Objection fm Army Corp of Engineers (07-17-2026).pdf

4690_25_AIMA Agreement (04-03-2026)signed.pdf

4690_26_Protected_Lands_Map.pdf

4690_27_Roadway Use Memo.pdf

4690_28_Structural Engineer's Certificate (07-07-2026).pdf

4690_29_FEMA_Floodplain_Map (07-11-2026).pdf

4690_30_Wetlands Delineation Report (06-26-2026).pdf

4690_31_Topographic_Map.pdf

4690_32_Preliminary Drain Tile Analysis.pdf

4690_33_Preliminary Stormwater_Management.pdf

4690_34_Phase I ESA (Enviromental Assessment).pdf

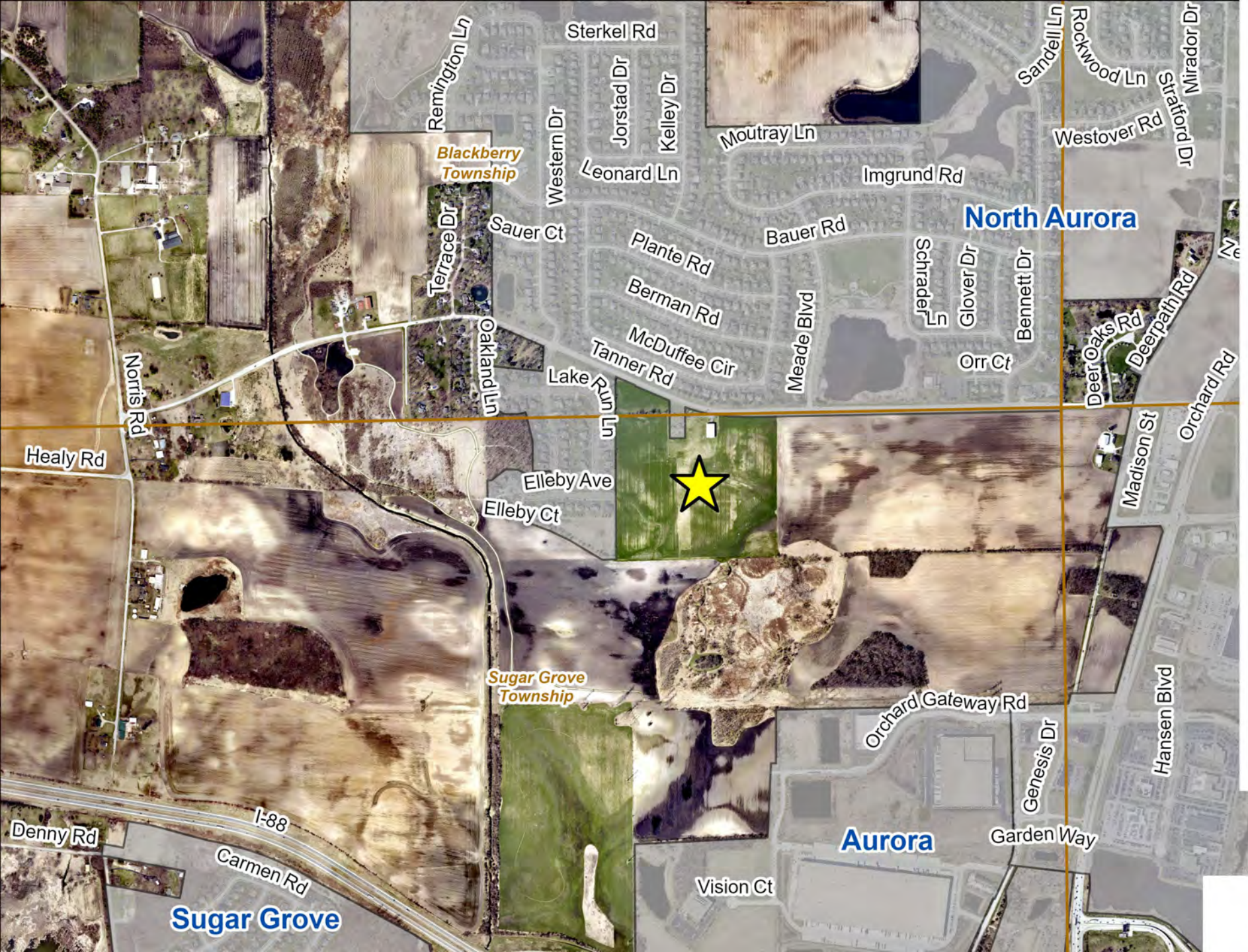
4690_35_FAA Obstruction Evaluation.pdf

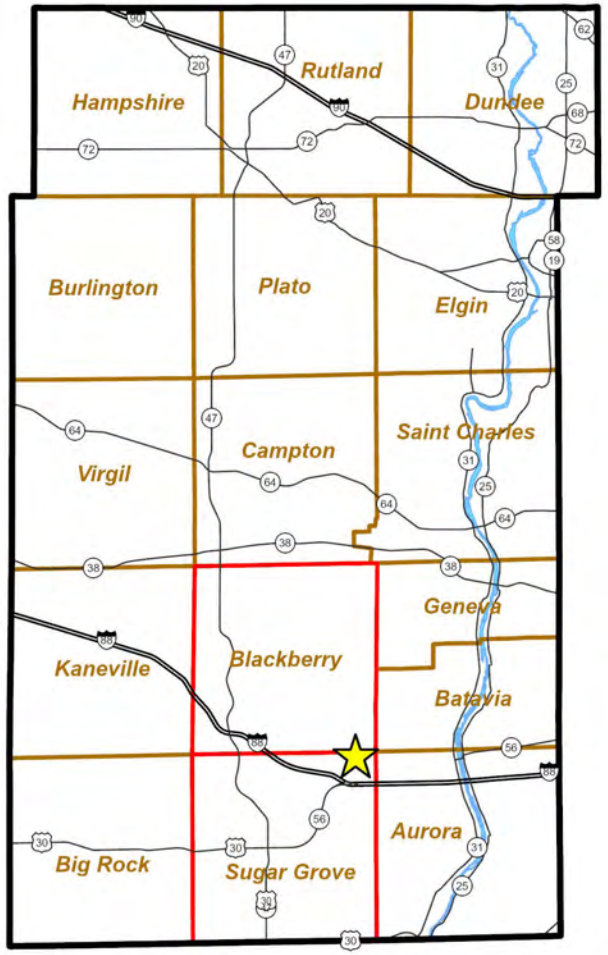
4690_36A_Correspondence_Aurora Municipal Airport.pdf

4690_36B_Correspondence_Kane County Forest Preserve.pdf

4690_36C_Correspondence_North Aurora Fire Protection District.pdf

4690_37_Applicant Letter to the North Aurora Village Board.pdf

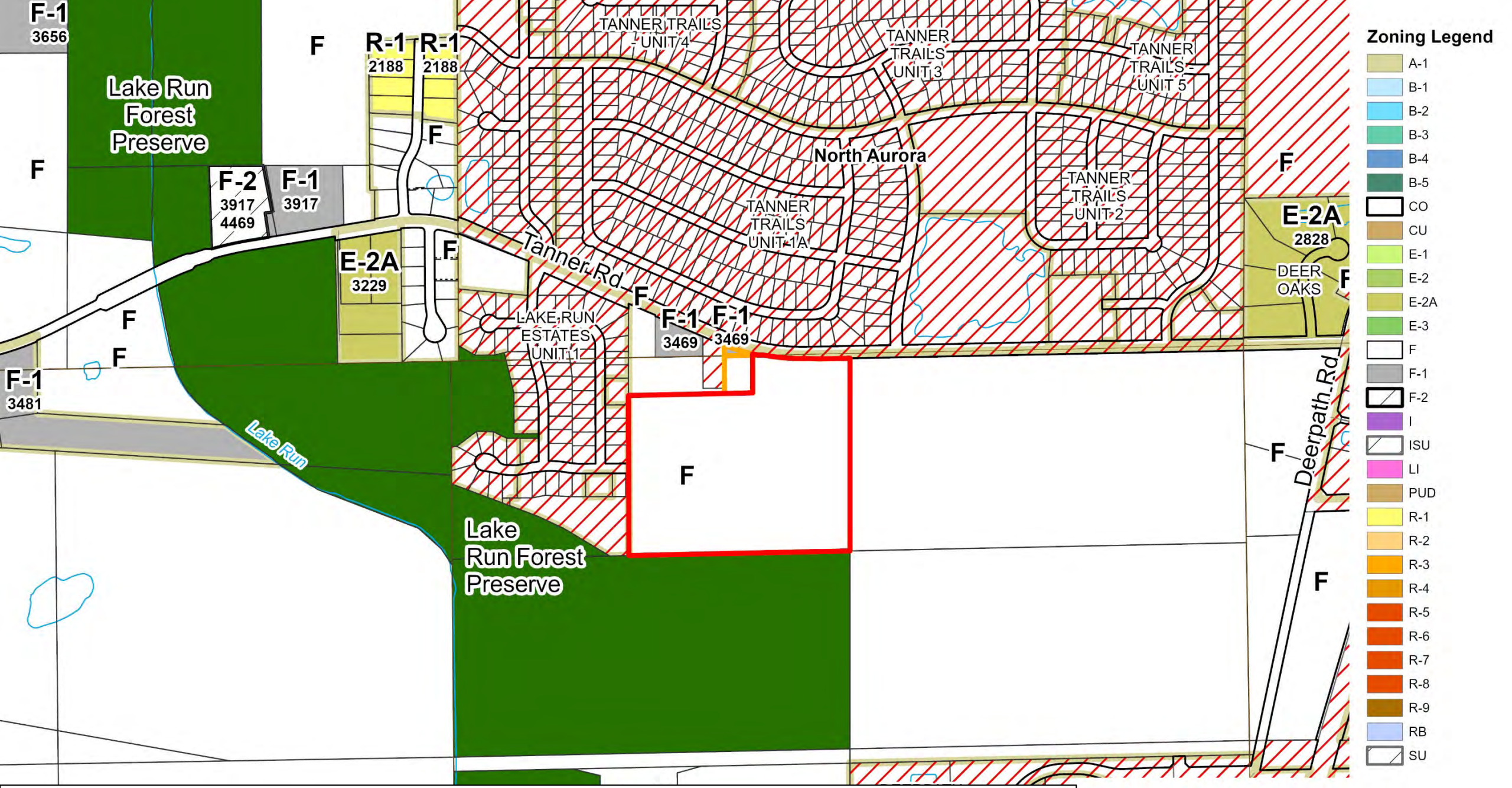




Sugar Grove and Blackberry Townships

Tanner Rd
Deerpath Rd
Orchard Rd
Oak St
Proposed Lease Area
Parent Parcels
0
420
840
1,680
2,865
Feet

Tanner Rd
Proposed Lease Area
Parent Parcels
0
212.5
425
850
1 866
Feet



The subject property is currently zoned F-Farming District. Section 25-8-1-2 of the Kane County Zoning Ordinance provides that "Solar Utility" is a Special Use in the F-Farming District.

2040 Conceptual Land Use Strategy

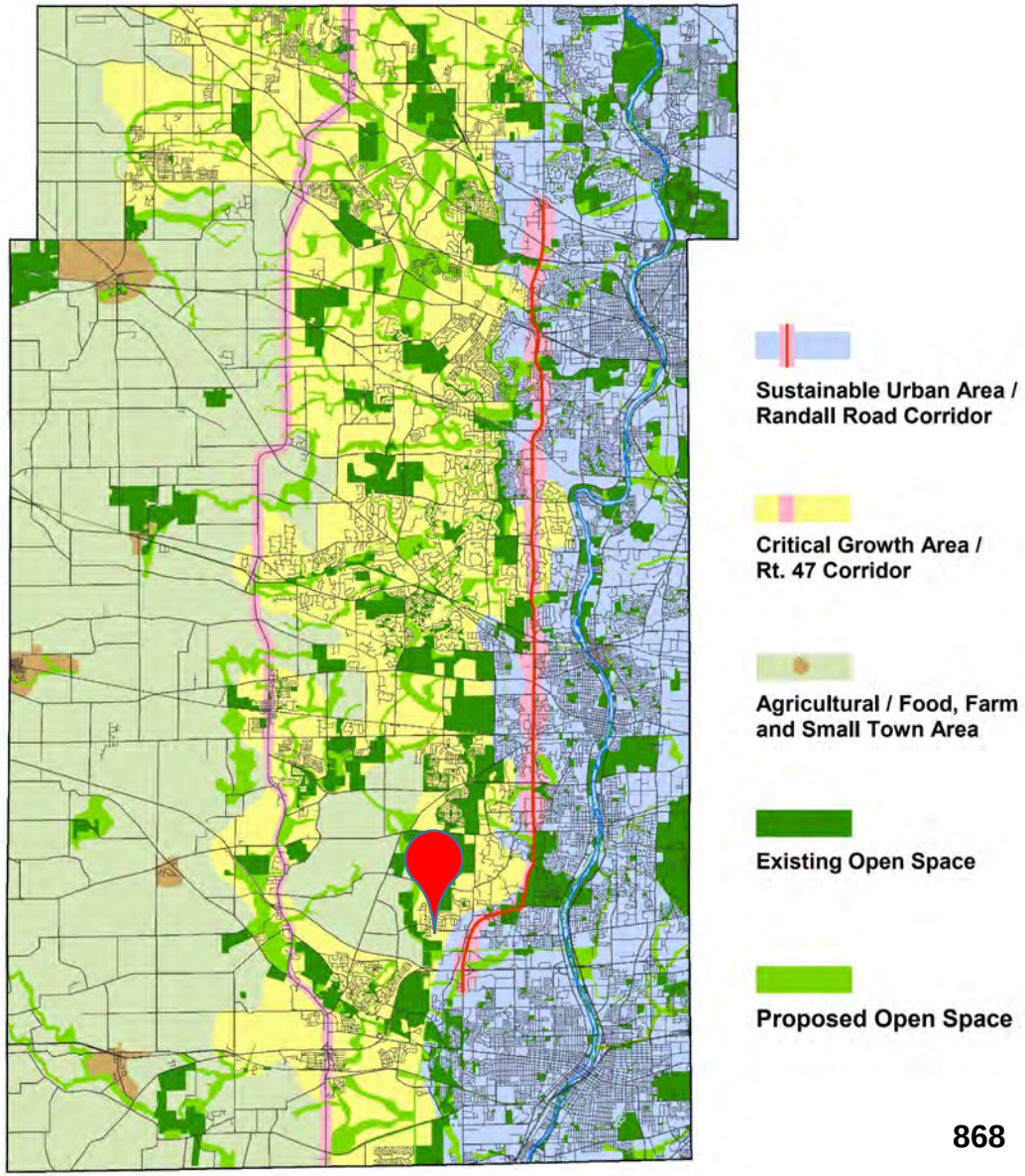
39W553 Tanner Rd – Sugar Grove and Blackberry Twps. – Petition #4690

Land Use Strategy Area:
Critical Growth Area / Rt. 47 Corridor

Core Themes

1. The Critical Growth Area continues to be where Kane County and the fast growing municipalities of the past two decades face the greatest challenges to sensible, managed growth
2. The Critical Growth Area is characterized by diversity and mix of planned municipal development, expanded transportation opportunities, additional open space initiatives, natural resource driven decision-making and healthy living

The Conceptual Land Use Strategy Map:
A general land use map that divides the county into 3 major geographic corridors, each with unique land resources, development patterns, and planning opportunities.



2040 Land Use Analysis

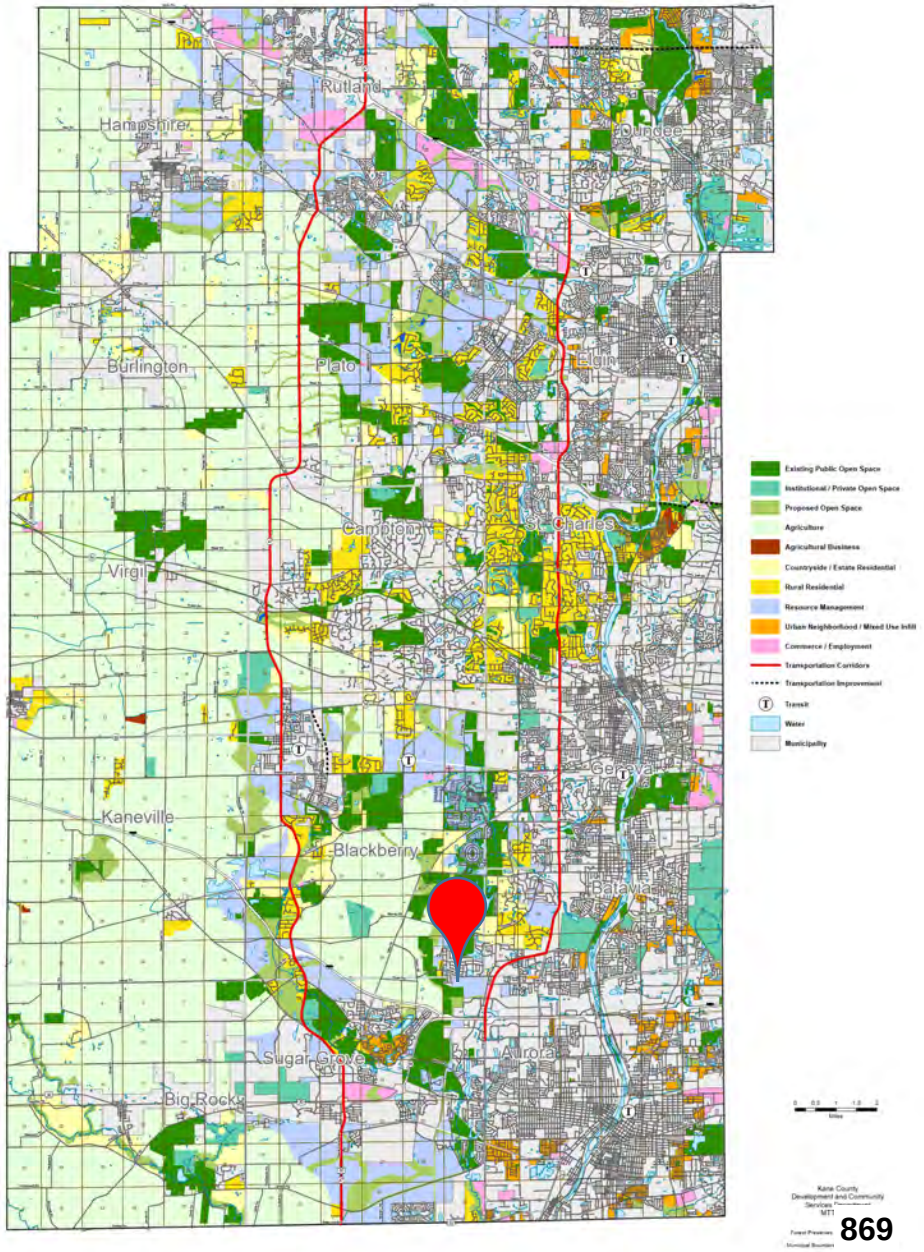
39W553 Tanner Rd – Sugar Grove and Blackberry Twps. – Petition #4690

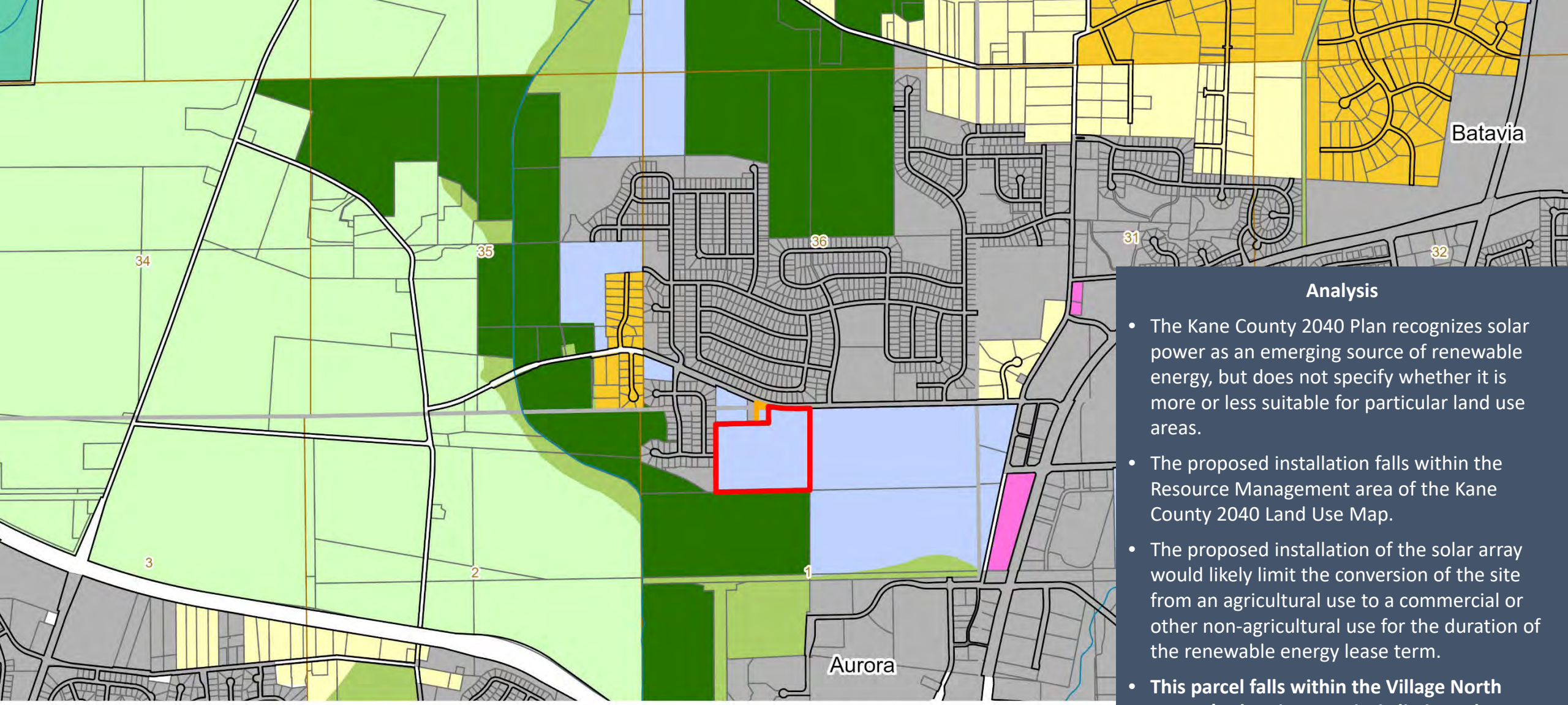
2040 Planned Use: **Resource Management**

Characteristics of Areas Planned for **Resource Management**

- Resource Management is a land use category that supports municipal and County compact, mixed use growth opportunities while emphasizing wise management of land and water resources
- Applies primarily to land within the Critical Growth Area
- Much of the growth in the Resource Management category will be the result of municipal annexations and land use decisions and, to a lesser extent, approval by the County as unincorporated development

2040 LAND USE





2040 Land Use

- Agricultural Business
- Agriculture
- Commerce / Employment
- Countryside / Estate Residential
- **Proposed Lease Area**
- Proposed Open Space
- Resource Management
- Existing Public Open Space
- Institutional / Private Open Space
- **Parent Parcels**
- Rural Residential
- Urban Neighborhood / Mixed Use Infill
- Water
- Municipalities

0 1,000 2,000 4,000 6 **870** Feet

Analysis

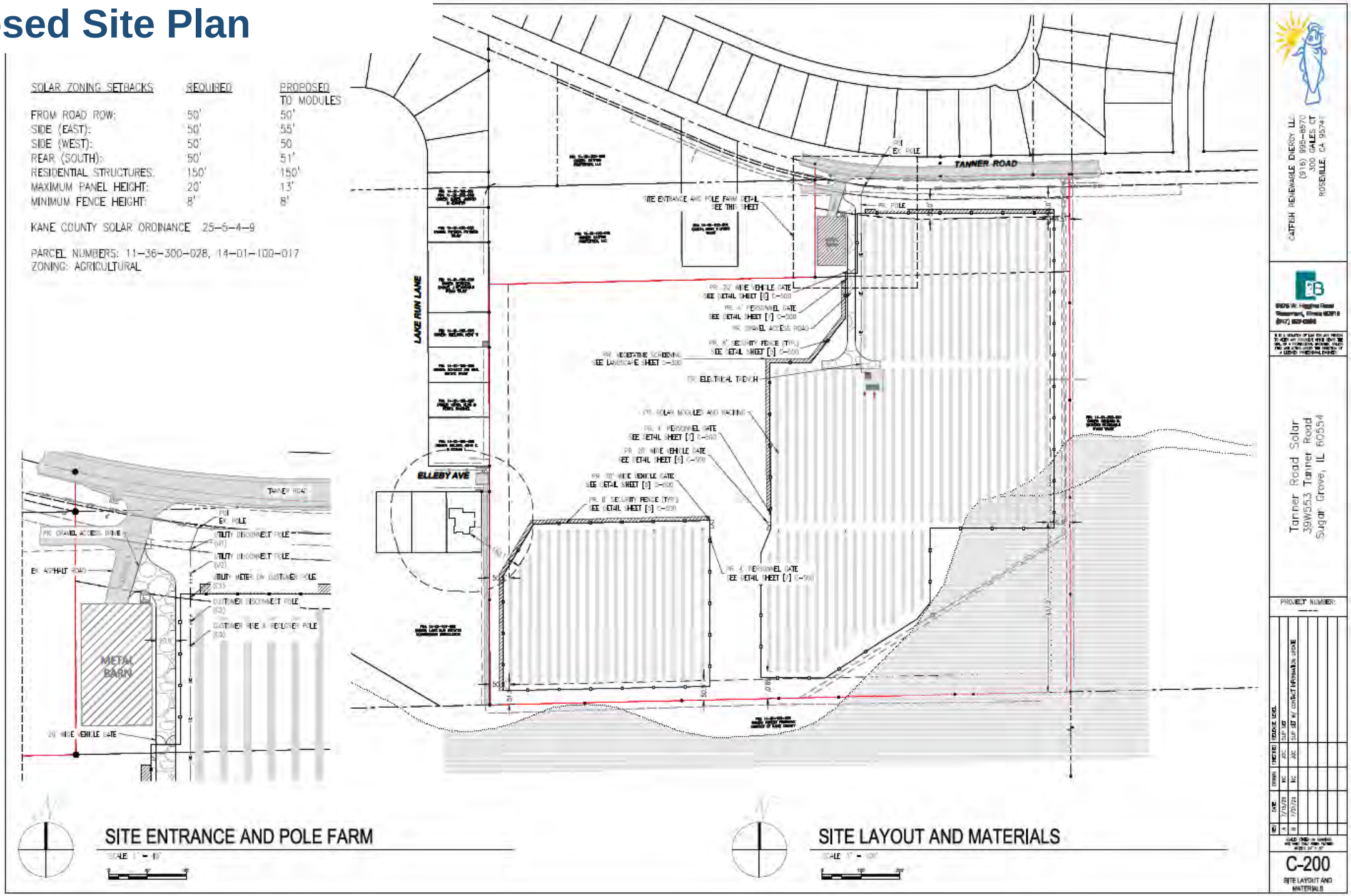
- The Kane County 2040 Plan recognizes solar power as an emerging source of renewable energy, but does not specify whether it is more or less suitable for particular land use areas.
- The proposed installation falls within the Resource Management area of the Kane County 2040 Land Use Map.
- The proposed installation of the solar array would likely limit the conversion of the site from an agricultural use to a commercial or other non-agricultural use for the duration of the renewable energy lease term.
- **This parcel falls within the Village North Aurora's planning area jurisdiction. The Village's Future Land Use Map identifies the parcel as planned for Residential: Single Family – Detached**

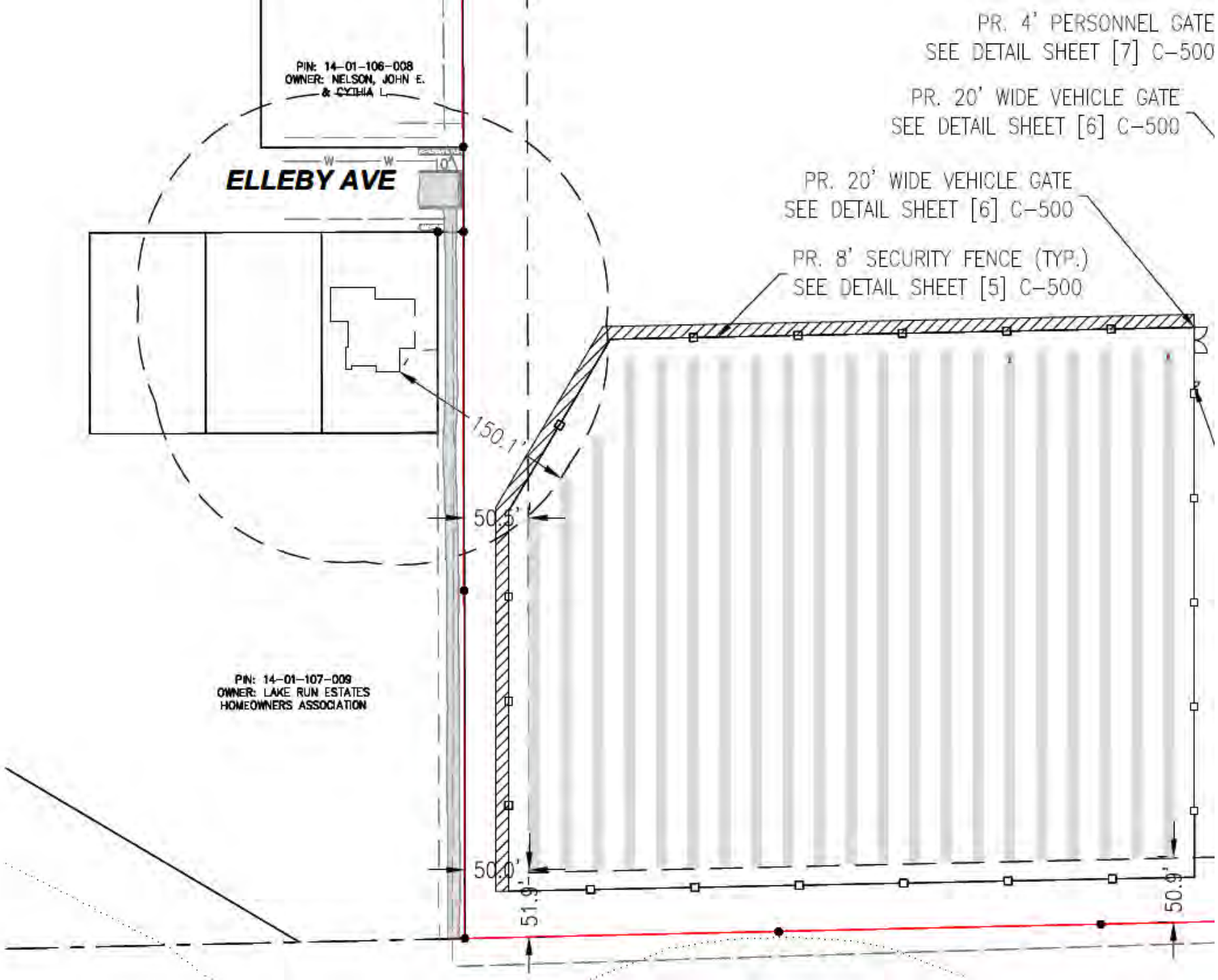
Proposed Site Plan

SOLAR ZONING SETBACKS	REQUIRED	PROPOSED TO MODULES
FROM ROAD ROW:	50'	50'
SIDE (EAST):	50'	55'
SIDE (WEST):	50'	50
REAR (SOUTH):	50'	51'
RESIDENTIAL STRUCTURES:	150'	150'
MAXIMUM PANEL HEIGHT:	20'	13'
MINIMUM FENCE HEIGHT:	8'	8'

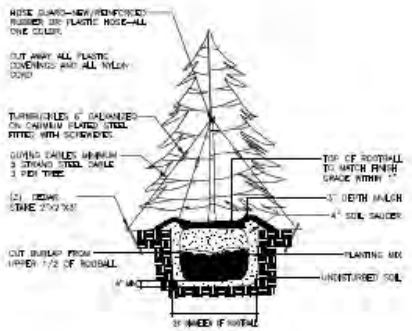
KANE COUNTY SOLAR ORDINANCE 25-5-4-9

PARCEL NUMBERS: 11-36-300-028, 14-01-100-017
ZONING: AGRICULTURAL




PR. 4' PERSONNEL GATE
SEE DETAIL SHEET [7] C-500
PR. 20' WIDE VEHICLE GATE
SEE DETAIL SHEET [6] C-500
PR. 20' WIDE VEHICLE GATE
SEE DETAIL SHEET [6] C-500
PR. 8' SECURITY FENCE (TYP.)
SEE DETAIL SHEET [5] C-500
PIN: 14-01-106-008
OWNER: NELSON, JOHN E.
& CYTHIA L.
ELLEBY AVE
W
W
10'
150.1'
50.5'
50.0'
51.9'
50.9'
PIN: 14-01-107-009
OWNER: LAKE RUN ESTATES
HOMEOWNERS ASSOCIATION

Proposed Landscape Plan



EVERGREEN TREE PLANTING DETAIL

NOT TO SCALE

PLANT PALETTE				
CODE	BOTANICAL NAME	COMMON NAME	HEIGHT	WIDTH
THGG	Thuja 'Green Giant'	Green Giant Arborvitae	60'	18'
THOC	Thuja occidentalis 'Smaragd'	Emerald Green Arborvitae	15'	4'
JUVI	Juniperus virginiana 'Taylor'	Taylor Juniper Tree	20'	4'
PIPU	Picea pungens	Colorado Blue Spruce	60'	20'
JUCH	Juniperus chinensis 'Spartan'	Spartan Juniper	20'	5'
PIST	Pinus strobus	Eastern White Pine	60'	40'
PSME	Pseudotsuga menziesii	Douglas Fir	60'	20'
PIAB	Picea abies	Norway Spruce	60'	30'
JUSP	Juniperus x 'J.N. Select Blue'	Star Power Juniper	17'	8'
THNI	Thuja occidentalis 'Nigra'	Nigra Dark Green Arborvitae	30'	10'

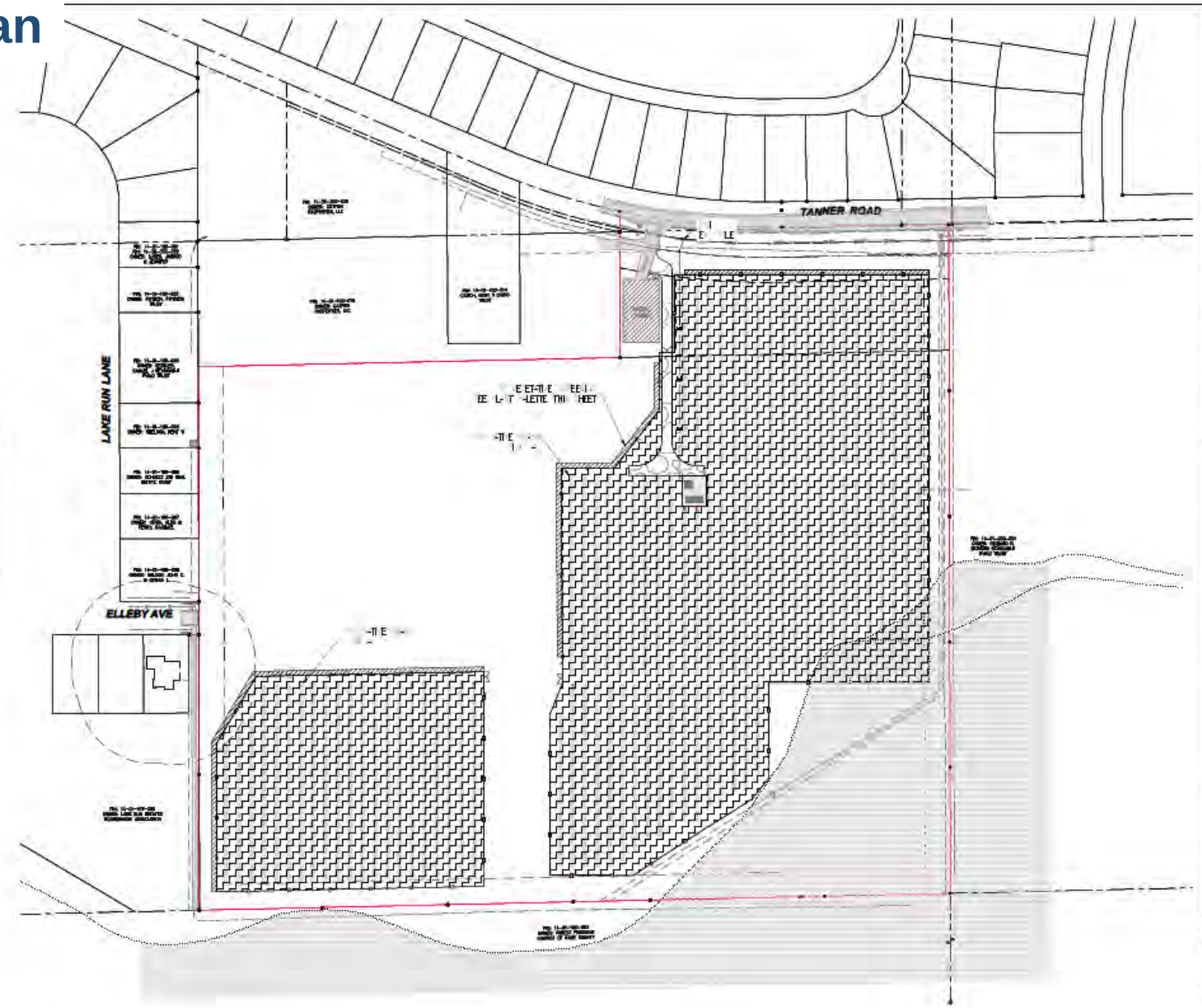
Low Profile Solar Site Mesic Mix

Grasses		
Common Name	Scientific Name	LBS/AC - PLS
Brown Fox Sedge	Carex vulpinoidea	1
Little Bluestem	Schizachyrium scoparium	6
Prairie Dropseed	Sporobolus heterolepis	1
Sand Dropseed	Sporobolus cryptandrus	1
Buffalo Grass	Bouteloua dactyloides	2
Sideoats Grama	Bouteloua curtipendula	2
June Grass	Koeleria macrantha	1
	TOTAL	14

Forbs		
Common Name	Scientific Name	LBS/AC - PLS
Black-eyed Susan	Rudbeckia hirta	1
Stiff Goldenrod	Solidago rigida	0.24
Lanceleaf Coreopsis	Coreopsis lanceolata	0.24
Ohio Spiderwort	Tradescantia ohiensis	0.25
Partridge Pea	Chamaecrista fasciculata	0.75
Prairie Alumroot	Heuchera richardsonii	0.1
Prairie Cinquefoil	Drymocallis arguta	0.1
Purple Prairie Clover	Dalea purpurea	0.9
Sky Blue Aster	Symphyotrichum oolentangiense	0.06
White Prairie Clover	Dalea candida	0.72
Wild Bergamot	Monarda fistulosa	0.2
Wild Garlic	Allium canadense	0.25
Yellow Cone Flower	Ratibida pinnata	0.5
	TOTAL	5.33

Temporary Cover		
Common Name	Scientific Name	LBS/AC - PLS
Common Oat	Avena sativa	64
	TOTAL	64

All native seed mixes shall be installed with a granular form of arbuscular mycorrhizal fungi (AMF) inoculant formulated for native prairie at the rate specified per acre by the manufacturer. (Such as Restoration Technologies International AM 120 Mycorrhizal Inoculum, or comparable)



LANDSCAPE AND SCREENING PLAN

SCALE 1" = 100'

CATFISH RENEWABLE ENERGY LLC
(916) 996-8570
100 OAKES CT
ROSEVILLE, CA 95747

Tanner Road Solar
39W553 Tanner Road
Sugar Grove, IL 60554

PROJECT NUMBER

NO.	DATE	DRAWN	CHECKED	REVISION DESCRIPTION
A	7/15/23	NC	GC	SUP SET
B	7/21/23	NC	GC	SUP SET W/ CONTACT INFORMATION UPDATE

C-300

LANDSCAPE AND SCREENING PLAN

REVIEW COMMENTS

MUNICIPALITIES

- Village of North Aurora: **Provided an official Resolution objecting to the solar development.**
- City of Aurora: No comments, outside of their jurisdiction.
- Village of Sugar Grove: No comments, outside of their planning area.

FOREST PRESERVE

No comments received.

SCHOOL DISTRICT

No comments received.

ENVIRONMENTAL HEALTH

No comments received.

TRANSPORTATION

The Kane County Department of Transportation (KDOT) reviewed this Petition and provided that, “The Petitioner shall obtain a temporary and final access permit from the Kane County Division of Transportation (KDOT).” 07/28/2026

FIRE PROTECTION DISTRICT

The North Aurora Fire Protection District has no comments or concerns regarding Zoning Petition #4690, Catfish Renewable Energy LLC. 08/13/2026

REVIEW COMMENTS

WATER RESOURCES

The Water Resources department reviewed the Zoning Petition and provides the following comments (Anne Wilford 08/17/2026). The Water Resources department recommends the following STIPULATIONS OF APPROVAL:

1. (Water Resources) This site contains Zone AE Floodplain. A complete Floodplain Submittal will be required at the time of Stormwater Permitting. All panels will need to Flood Protected to 2 feet above the Base Flood Elevation. Survey and Engineering Study will be needed to delineate the floodplain on the site.
2. (Water Resources) Water Resources will require a stormwater permit for this development. All submittals must be prepared by Professional Engineer licensed in the State of Illinois.
3. (Water Resources) An Engineer's report will be required. Should the site introduce more than 25,000 sq ft of impervious area or more than 3 acres of disturbance, stormwater detention will be required. This impervious area is calculated cumulatively since 2002 for a site as per the Stormwater Ordinance. The Engineer's report must demonstrate that the peak flow for the site with the proposed development is not increased, stormwater detention may be required for the development to ensure this. Any required Stormwater Detention Management will require a viable outfall and may require off-site work.
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12. (Water Resources) Floodplain, Wetland, Compensatory Storage, BMPs and Stormwater Management must be placed in a Conservation or Drainage Easement.

ADDITIONAL REVIEWS & ANALYSES

Ecological Compliance Assessment Tool (EcoCAT) & Consultation Letter (06/30/2026)
The IDNR evaluated this project and provided that: The Illinois Natural Heritage Database contains no record of State-listed threatened or endangered species, Illinois Natural Area Inventory sites, dedicated Illinois Nature Preserves, or registered Land and Water Reserves in the vicinity of the project location. Therefore, their Consultation was terminated.

Illinois State Historic Preservation Office (SHPO) & Consultation Letter (04/29/2026)
The IL SHPO reviewed this project and provided that: No historic properties were identified within the area of potential visual effects. Additionally, our files do not identify any known archaeological sites within the area of potential direct effects, nor is it within a high probability area for archaeological resources as defined in the Act. Accordingly, this project is EXEMPT from archaeological survey requests pursuant to Section 6 of the Act. An archaeological survey is not required under state law as there is no public funding nor is it on public land.

Natural Resources Inventory (NRI) Report (04/08/2026)
An NRI report was submitted and provided that: Of this parcel, 2.2 percent or 0.9 acres are considered Farmland of Statewide Importance. The LE value for this site is 27 and the SA value is 43 for a total LESA score of 70. This score represents Low Protection effort warranted.

United States Fish and Wildlife Service Consultation Letter (07/01/2026)
The report submitted by the USFWS provided that:
There may be a total of 3 threatened, endangered, or candidate species present in the project area: Whooping crane, Monarch butterfly, Western regal fritillary. However, there are no critical habitats for these species within the project area under this office's jurisdiction. The IPaC report states that there are no federally designated or proposed critical habitats within the project area under the jurisdiction of the U.S. Fish and Wildlife Service. There are no refuge lands or fish hatcheries within the project area. There are no wetlands within your project area.

ADDITIONAL REVIEWS & ANALYSES

The U.S. Army Corps of Engineers (07/17/2026)

Letter provided: Based on the information you have provided, your work as proposed is not a regulated activity pursuant to Section 10 of the Rivers and Harbors Act of 1899 (RHA) and/or Section 404 of the Clean Water Act (CWA), and therefore, does not require a Department of the Army permit unless new information (including changes to project plans) warrants revision.

Executed Agricultural Impact Mitigation Agreement (AIMA)

Received with the Zoning Application.

Documentation demonstrating avoidance of protected lands as identified by IDNR and the Illinois Nature Preserve Commission (INPC)

No mapped protected lands, conservation easements, or PAD-US managed lands were identified within the portion of the property proposed to be occupied by the Tanner Road Solar Project. The proposed solar development area is located entirely on privately owned agricultural land.

PUBLIC COMMENT

Copies of any submitted public comments will be uploaded to the Kane County website under Zoning Petition No. 4690 on the Zoning Petitions page.

4690_Municipal Comment_Village of North Aurora Resolution Opposing (R26-05-04-02).pdf

Recommended Stipulations of Approval (full list)

1. (Water Resources) This site contains Zone AE Floodplain. A complete Floodplain Submittal will be required at the time of Stormwater Permitting. All panels will need to Flood Protected to 2 feet above the Base Flood Elevation. Survey and Engineering Study will be needed to delineate the floodplain on the site.
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9. (Water Resources) Soil samples shall be taken every 5 years from the site and analyzed for physical, chemical, and biological properties to demonstrate the soil health within the solar installations.
10. (Water Resources) 80% vegetative coverage for plantings will be a requirement for the site.
11. (Water Resources) A Wetland Delineation will be required. The Wetland Delineation shall meet the requirements of the Ordinance as described in Article VII Section 9-169 Requirements for a Wetland Delineation. Any Wetland Impacts must be mitigated.
12. (Water Resources) Floodplain, Wetland, Compensatory Storage, BMPs and Stormwater Management must be placed in a Conservation or Drainage Easement.
13. (Transportation) The Petitioner shall obtain a temporary and final access permit from the Kane County Division of Transportation (KDOT)
14. (Zoning) Landscape screening consistent with the Kane County Zoning Ordinance shall be reviewed and approved at time of building permit application.

Special Use Standards / ZBA Findings

Section 25-4-8-2 of the Kane County Zoning Ordinance provides Standards for Special Use Permits; responses to these Standards have been provided by the Petitioner with their Zoning Application. **The Zoning Board of Appeals shall not recommend approval of a special use unless it finds:**

A. That the establishment, maintenance or operation of the special use will not be unreasonably detrimental to or endanger the public health, safety, morals, comfort or general welfare;

B. That the special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood;

C. That the establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district;

D. That adequate utility, access roads, drainage and/or other necessary facilities have been or are being provided;

E. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets and roads;

F. That the special use shall in all other respects conform to the applicable regulations of the district in which it is located, except as such regulations may in each instance be modified by the county board pursuant to the recommendations of the zoning board of appeals.

Zoning Entitlement Process

ZONING BOARD OF APPEALS (PUBLIC HEARING)
This Petition will be considered by the Zoning Board of Appeals at its meeting currently scheduled for Tuesday, September 1, 2026 at 7:00 p.m., at the Kane County Government Center, Building A, 719 S. Batavia Ave., Geneva, IL, in the first floor Auditorium room.

DEVELOPMENT COMMITTEE
This Petition will be considered by the Development Committee at its meeting currently scheduled for Tuesday, September 15, 2026, at 10:30 a.m., at the Kane County Government Center, Building A, 719 S. Batavia Ave., Geneva, IL, in the County Board Room.

Persons in favor of or in opposition to this petition who wish to speak before the Development Committee should register to speak by submitting a Request to Speak Form on the Kane County website no later than 12:00pm on the day prior to the meeting.

KANE COUNTY BOARD
This Petition will be considered by the full Kane County Board at its meeting currently set for Tuesday, October 13, 2026, at 9:45 a.m., at the Kane County Government Center, Building A, 719 S. Batavia Ave., Geneva, IL, in the County Board Room.

Persons in favor of or in opposition to this petition who wish to speak before the County Board should register to speak by submitting a Request to Speak Form on the Kane County website no later than 12:00pm on the day prior to the meeting.

COUNTY OF KANE

DEVELOPMENT & COMMUNITY SERVICES DEPARTMENT

Kane County Government Center
719 S. Batavia Ave, Geneva, IL 60134 - Building A | (630) 232-3485

ZONING PETITION SUMMARY

MTG DATE: September 1, 2026

TO: Kane County Zoning Board of Appeals

FROM: Natalie Zine, *Building & Zoning Division Manager*
P: 630-232-3494 | E: zinenatalie@kanecountyil.gov

SUBJECT: **Zoning Petition No. 4690 Catfish Renewable Energy LLC**

GENERAL INFORMATION

APPLICANT
Catfish Renewable Energy LLC
Vincent Catich (Project Manager/Developer)

PROPERTY OWNER
CATFISH PROPERTIES LLC

REQUESTED ACTION
A Special Use Permit in the F-Farming Zoning District to allow for the development of a Commercial Solar Energy Facility.

SUBJECT PROPERTY
Property located on the south side of Tanner Road, approximately ¾ mile west of Orchard Road, in Sugar Grove Township, unincorporated Kane County, Illinois (PIN: 14-01-100-017)

KANE COUNTY BOARD DISTRICT
04 Mavis Bates

PROJECT DESCRIPTION
The Catfish Renewable Energy LLC Solar Project ("Project") is a proposed ground-mounted photovoltaic (PV) solar energy facility to be located on agricultural land at 39W553 Tanner Rd, Sugar Grove Township, Kane County, Illinois. The Project is being developed by Catfish Renewable Energy, LLC and is designed to generate 3.5 megawatts (MW) of alternating current (AC) electricity. The Project will utilize commercially available solar photovoltaic modules mounted on a single-axis tracking racking system. Electricity generated by the facility will be delivered to the local utility distribution system via an interconnection with Commonwealth Edison (ComEd). The Project is intended to participate in the Illinois Shines Program as a community solar facility, allowing eligible residential, commercial, nonprofit, and public-sector subscribers to receive the benefits of locally generated renewable electricity without installing solar equipment on their own properties. *See 'Project Narrative' for more information.*

SUBMITTAL DOCUMENTS
All received application documents for the Petition are available for review on the Zoning Petitions page of the Kane County Website. *See also "Exhibit A" Zoning Petition No. 4690 Submittal Documents attached.*

PUBLIC NOTICE
The public hearing for this Petition was scheduled for September 1, 2026. All required public notice was posted in accordance with Kane County codes and Illinois State Statutes.

Notice of this Petition was also sent to Kane County staff, Kane County Forest Preserve, Sugar Grove Township and Highway Commissioner, KDOT, School District 129, and the North Aurora Fire Protection District, as well as North Aurora, Aurora, and Sugar Grove.

REVIEW & ANALYSIS

ZONING
The subject property is currently zoned F-Farming District and is bordered to the north and west by the Village of North Aurora, to the south by Lake Run Forest Preserve, and to the east by additional F-District zoned property.

Section 25-8-1-2 of the Kane County Zoning Ordinance provides that "Solar Utility" is a Special Use in the F-Farming District; Section 25-5-4-9 of the Zoning Ordinance stipulates the rules and regulations for Commercial Solar Facilities.
Per Section 25-5-4-9, the site plan for a commercial solar energy facility must meet the following criteria:

1. Occupied residential dwellings on nonparticipating properties shall be located no less than one hundred fifty (150) feet to the nearest point on the outside wall of the structure.
2. Boundary lines of participating property: none.
3. Boundary lines of nonparticipating property: fifty (50) feet to the nearest point on the property line of the nonparticipating property.
4. Public road rights-of-way: fifty (50) feet to the nearest edge of the public road right-of-way.
5. No component of a solar panel, cell or modules may exceed twenty (20) feet in height above the ground at full tilt.
6. Vegetative screening shall be provided for any part of the Commercial Solar Energy Facility that is visible to Non-participating Residence(s).
7. Landscaping screening shall be located between the required fencing and the property line of the participating parcel upon which the facility sits.
8. The vegetative screening shall include a continuous line of native evergreen foliage and/or native shrubs and/or native trees and/or any existing wooded area and/or plantings of tall native grasses and other native flowering plants.
9. A fence shall be installed around the perimeter of the facility area with a minimum height of eight (8) feet and not more than twenty-five (25) feet.

FUTURE LAND USE
The Kane County 2040 Plan recognizes solar power as an emerging source of renewable energy, but does not specify whether it is more or less suitable for particular land use areas. The proposed installation falls within the Resource Management area of the Kane County 2040 Land Use Map. The proposed installation of the solar array would likely limit the conversion of the site from an agricultural use to a commercial or other non-agricultural use for the duration of the renewable energy lease term. This parcel falls within the Village North Aurora's planning area jurisdiction. The Village's Future Land Use Map identifies the parcel as planned for Residential: Single Family – Detached.

MUNICIPALITIES

- Village of North Aurora: Provided an official resolution objecting to the solar development.
- City of Aurora: No comments, outside of their jurisdiction.
- Village of Sugar Grove: No comments, outside of their planning area.

FOREST PRESERVE
No comments received.

SCHOOL DISTRICT
No comments received.

ENVIRONMENTAL HEALTH
No comments received.

TRANSPORTATION
The Kane County Department of Transportation (KDOT) reviewed this Petition and provided that, "The Petitioner shall obtain a temporary and final access permit from the Kane County Division of Transportation (KDOT)." 07/28/2026

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The North Aurora Fire Protection District has no comments or concerns regarding Zoning Petition #4690, Catfish Renewable Energy LLC. 08/13/2026

WATER RESOURCES
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The Water Resources department recommends the following STIPULATIONS OF APPROVAL:

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ADDITIONAL REPORTS & ANALYSIS

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The IDNR evaluated this project and provided that: The Illinois Natural Heritage Database contains no record of State-listed threatened or endangered species, Illinois Natural Area Inventory sites, dedicated Illinois Nature Preserves, or registered Land and Water Reserves in the vicinity of the project location. Therefore, their Consultation was terminated.

Illinois State Historic Preservation Office (SHPO) & Consultation Letter (04/29/2026)
The IL SHPO reviewed this project and provided that: No historic properties were identified within the area of potential visual effects. Additionally, our files do not identify any known archaeological sites within the area of potential direct effects, nor is it within a high probability area for archaeological resources as defined in the Act. Accordingly, this project is EXEMPT from archaeological survey requests pursuant to Section 6 of the Act. An archaeological survey is not required under state law as there is no public funding nor is it on public land.

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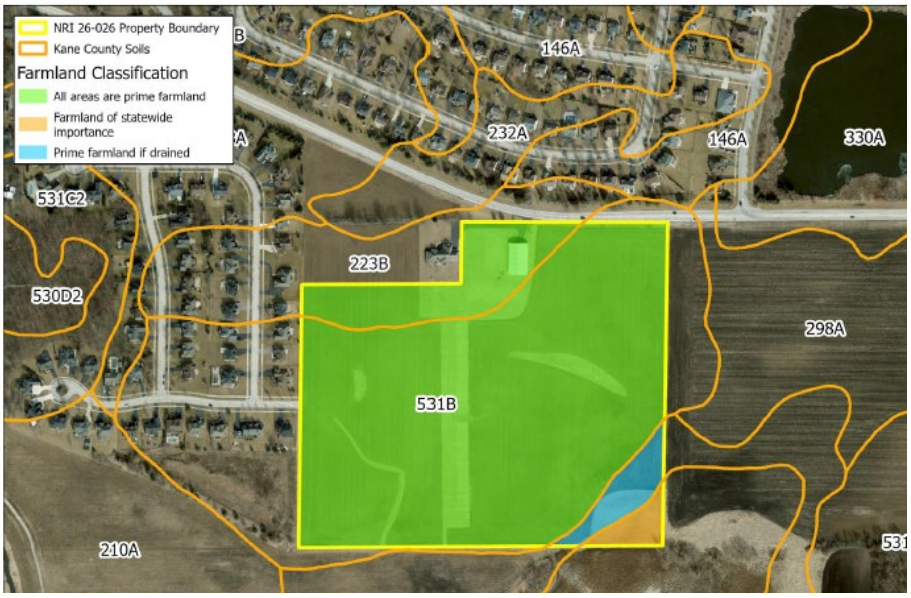
An NRI report was submitted and provided that: Of this parcel, 2.2 percent or 0.9 acres are considered Farmland of Statewide Importance. The LE value for this site is 27 and the SA value is 43 for a total LESA score of 70. This score represents **Low Protection effort warranted**.



Prime Farmland is a designation assigned by the U.S. Department of Agriculture defining land that has the best combination of physical and chemical characteristics for producing food, feed, forage, fiber, and oilseed crops and is also available for these land uses. The Prime Farmland designation is assigned to each soil map unit. In addition to Prime Farmland, there is Farmland of Statewide Importance (Important Farmland). Important Farmland is designated for soils that are slightly outside the definition of Prime Farmland. Prime and Important Farmland are valuable for Kane County agriculture, ag industry, and county tax base.

In order to protect the best farmland, a Land Evaluation and Site Assessment (LESA) system was developed and adopted by Kane County in 2003. LESA is designed to determine the quality of land for agricultural uses and to assess a site for long term agricultural economic viability. The LESA is a 100-point maximum numerical value based on two parts – Land Evaluation (LE) and Site Assessment (SA). The LE is based upon the inherent ability of the soils of a parcel to produce commonly grown crops. The LE counts as 1/3 of the total score. The SA is a value based on the proximity of the parcel to agricultural areas. Parcels further from developed areas rank higher for protection. The SA counts for 2/3 of the LESA score.

United States Fish and Wildlife Service Consultation Letter (07/01/2026)
The report submitted by the USFWS provided that:

- There may be a total of 3 threatened, endangered, or candidate species present in the project area: *Whooping crane, Monarch butterfly, Western regal fritillary*
    - There are no critical habitats for these species within the project area under this office's jurisdiction; applicant is still required to determine if your project(s) may have effects on all above listed species.
    - The IPaC report states that there are **no federally designated or proposed critical habitats within the project area under the jurisdiction of the U.S. Fish and Wildlife Service.**
- There are no refuge lands or fish hatcheries within the project area.
- There are no wetlands within your project area.

The U.S. Army Corps of Engineers (07/17/2026)
Letter provided: Based on the information you have provided, your work as proposed is not a regulated activity pursuant to Section 10 of the Rivers and Harbors Act of 1899 (RHA) and/or Section 404 of the Clean Water Act (CWA), and therefore, does not require a Department of the Army permit unless new information (including changes to project plans) warrants revision.

Executed Agricultural Impact Mitigation Agreement (AIMA)
Received with the Zoning Application.

Documentation demonstrating avoidance of protected lands as identified by IDNR and the Illinois Nature Preserve Commission (INPC)
No mapped protected lands, conservation easements, or PAD-US managed lands were identified within the portion of the property proposed to be occupied by the Tanner Road Solar Project. The proposed solar development area is located entirely on privately owned agricultural land.

NOTE: Copies of each of the complete reports listed above are provided on the Kane County website under the applicable petition number on the Zoning Petitions page for further review.

PUBLIC COMMENT
Copies of any submitted public comments will be uploaded to the Kane County website under the applicable petition number on the Zoning Petitions page.

RECOMMENDED STIPULATIONS (FULL LIST)
Should the Zoning Board of Appeals make a motion to recommend approval of this zoning request, staff recommends the following stipulations:

1. (Water Resources) This site contains Zone AE Floodplain. A complete Floodplain Submittal will be required at the time of Stormwater Permitting. All panels will need to Flood Protected to 2 feet above the Base Flood Elevation. Survey and Engineering Study will be needed to delineate the floodplain on the site.
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4. (Water Resources) Should the site introduce more than 5,000 sq ft of impervious, a BMP will be required for all impervious surfaces.

5. (Water Resources) A calculation for disconnected impervious area, created by the panels, will be required. A Best Management Practice will be required to encourage infiltration of runoff within the site.
6. (Water Resources) The configuration of the solar panels shall be evaluated to identify any potential erosion concerns. Particular attention shall be given to erosion risks at the drip edges of the panels. Appropriate best management practices must be implemented to mitigate these risks. BMPs may include, but are not limited to, pre-seeding or pre-vegetation of the site prior to panel installation to establish ground cover and reduce soil displacement.
7. (Water Resources) A drain tile study will be required, including upstream and downstream tile systems that rely on the drain tiles within the site. Water Resources is looking for the protection of the tile system that is in place, including but not limited to replacement in kind and observation and cleanout structures.
8. (Water Resources) Plantings within the development will not interfere with drain tiles. Planting plan should address the placement of vegetation and trees with long root systems that can interfere with tile systems and cause off site issues including surcharged drain tiles and blow outs of the drain tile systems.
9. (Water Resources) Soil samples shall be taken every 5 years from the site and analyzed for physical, chemical, and biological properties to demonstrate the soil health within the solar installations.
10. (Water Resources) 80% vegetative coverage for plantings will be a requirement for the site.
11. (Water Resources) A Wetland Delineation will be required. The Wetland Delineation shall meet the requirements of the Ordinance as described in Article VII Section 9-169 Requirements for a Wetland Delineation. Any Wetland Impacts must be mitigated.
12. (Water Resources) Floodplain, Wetland, Compensatory Storage, BMPs and Stormwater Management must be placed in a Conservation or Drainage Easement.
13. (Transportation) The Petitioner shall obtain a temporary and final access permit from the Kane County Division of Transportation (KDOT)
14. (Zoning) Landscape screening consistent with the Kane County Zoning Ordinance shall be reviewed and approved at time of building permit application.

ZONING STANDARDS

Section 25-4-8-2 of the Kane County Zoning Ordinance provides Standards for Special Use Permits; responses to these Standards have been provided by the Petitioner with their Zoning Application. The Zoning Board of Appeals shall not recommend approval of a special use unless it finds:

A. That the establishment, maintenance or operation of the special use will not be unreasonably detrimental to or endanger the public health, safety, morals, comfort or general welfare;
B. That the special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood;
C. That the establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district;
D. That adequate utility, access roads, drainage and/or other necessary facilities have been or are being provided;
E. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets and roads;
F. That the special use shall in all other respects conform to the applicable regulations of the district in which it is located, except as such regulations may in each instance be modified by the county board pursuant to the recommendations of the zoning board of appeals.

The zoning applicant's responses to the Standards of a Special Use are available for review on the Zoning Petitions page of the Kane County website.

ZONING ENTITLEMENT PROCESS

ZONING BOARD OF APPEALS (PUBLIC HEARING)
This Petition will be considered by the Zoning Board of Appeals at its meeting currently scheduled for Tuesday, September 1, 2026 at 7:00 p.m., at the Kane County Government Center, Building A, 719 S. Batavia Ave., Geneva, IL, in the first floor Auditorium room. All interested parties are invited to attend the public hearing to ask questions and/or to present testimony for or against the petition.

DEVELOPMENT COMMITTEE
This Petition will be considered by the Development Committee at its meeting currently scheduled for Tuesday, September 15, 2026, at 10:30 a.m., at the Kane County Government Center, Building A, 719 S. Batavia Ave., Geneva, IL, in the second floor Board room. Persons in favor of or in opposition to this petition who wish to speak before the Development Committee should register to speak by submitting a Request to Speak Form on the Kane County website no later than 12:00pm on the day prior to the meeting.

KANE COUNTY BOARD
This Petition will be considered by the full Kane County Board at its meeting currently set for Tuesday, October 13, 2026, at 9:45 a.m., at the Kane County Government Center, Building A, 719 S. Batavia Ave., Geneva, IL, in the second floor Board room. Persons in favor of or in opposition to this petition who wish to speak before the County Board should register to speak by submitting a Request to Speak Form on the Kane County website no later than 12:00pm on the day prior to the meeting.

ATTACHMENTS
- Exhibit A - Zoning Petition No. 4690 Submittal Documents

"Exhibit A"
Zoning Petition No. 4690 Submittal Documents

4690_01_Kane County Zoning Application_signed_Redacted.pdf

4690_02_SUP Standards Worksheet_signed.pdf

4690_03_Project Narrative.pdf

4690_04_Memo of Land Lease.pdf

4690_05_ALTA Survey.pdf

4690_06_Equipment_Specifications.pdf

4690_07A_Noise Impact Study.pdf

4690_07B_Noise Declaration.pdf

4690_08A_Decommissioning Plan.pdf

4690_08B_Decommissioning_Affidavit.pdf

4690_09_Decommissioning Surety Draft.pdf

4690_13_Legal_Description.pdf

4690_14_Certification of Notice.pdf

4690_15_Petitioner Letter.pdf

4690_17-18_Geometric Site Plan & Landscape Plan (07-21-2026).pdf

4690_20_EcoCAT Report (06-30-2026).pdf

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4690_22_NRI_Report (04-08-2026).pdf

4690_23_USFWS_iPaC_Official_Species_List (07-01-2026).pdf

4690_24_Letter of No Objection fm Army Corp of Engineers (07-17-2026).pdf

4690_25_AIMA Agreement (04-03-2026)signed.pdf

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4690_31_Topographic_Map.pdf

4690_32_Preliminary Drain Tile Analysis.pdf

4690_33_Preliminary Stormwater_Management.pdf

4690_34_Phase I ESA (Enviromental Assessment).pdf

4690_35_FAA Obstruction Evaluation.pdf

4690_36A_Correspondence_Aurora Municipal Airport.pdf

4690_36B_Correspondence_Kane County Forest Preserve.pdf

4690_36C_Correspondence_North Aurora Fire Protection District.pdf

4690_37_Applicant Letter to the North Aurora Village Board.pdf

VILLAGE OF NORTH AURORA

VILLAGE OF NORTH AURORA
KANE COUNTY, ILLINOIS

Resolution No. R26-05-04-02

A RESOLUTION OPPOSING KANE COUNTY SPECIAL USE TO ALLOW A COMMERCIAL SOLAR FACILITY AT 2900 TANNER ROAD (CATFISH PROPERTIES)

Adopted by the
Board of Trustees and President
of the Village of North Aurora
this 4th day of May, 2026

Published in Pamphlet Form
by authority of the Board of Trustees of the
Village of North Aurora, Kane County, Illinois,
this 4th day of May, 2026
by Mike Sotelenko.

Signed _____

VILLAGE OF NORTH AURORA

RESOLUTION NO. R26-05-04-02

A RESOLUTION OPPOSING KANE COUNTY SPECIAL USE TO ALLOW A COMMERCIAL SOLAR FACILITY AT 2900 TANNER ROAD (CATFISH PROPERTIES)

WHEREAS, a Special Use application ("Petition"), was filed with the Kane County Development Department to allow a Commercial Solar Facility on the property located at 2900 Tanner Road owned by Catfish Properties, LLC ("Property") in unincorporated Kane County; and

WHEREAS, the Property is located within the Village of North Aurora's Planning Area and immediately adjacent to residential properties located in the Village of North Aurora; and

WHEREAS, the Village of North Aurora's Comprehensive Plan, updated in 2023, designates the Property for single family residential development and the Petition will interfere with the orderly and harmonious planning and the future development of the area; and,

WHEREAS, the Kane County 2040 Land Use Plan designates the Property as "Municipality," meaning the development of the Property should be under municipal control; and,

WHEREAS, approval of the Petition will have an adverse impact on the health, safety, comfort, and general welfare of the residents of North Aurora; and,

WHEREAS, The President and Board of Trustees have determined it is in the best interest of the Village of North Aurora to oppose the Petition to allow a commercial solar facility on the property located at 2900 Tanner Road in unincorporated Kane County.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of North Aurora, Kane County, Illinois, as follows:

1. The recitals set forth above are adopted and incorporated herein as the material and significant findings of the President and the Board of Trustees as if fully stated herein.

2. The Village President and Board of Trustees hereby object to the approval of the proposed Petition for a commercial solar facility and authorize and direct the Community Development Director to notify the County Board immediately of the objection.

Presented to the Board of Trustees of the Village of North Aurora, Kane County, Illinois this 4th day of May, 2026 A.D.

Passed by the Board of Trustees of the Village of North Aurora, Kane County, Illinois this 4th day of May, 2026 A.D.

VILLAGE OF NORTH AURORA

Jason Christiansen	Yes	Laura Curtis	Yes
Todd Niedzwiedz	Yes	Mark Guethle	Yes
Michael Lowery	Yes	Carolyn Bird Salazar	Absent

Approved and signed by me as President of the Board of Trustees of the Village of North Aurora, Kane County, Illinois this 4th day of May, 2026 A.D.

Mark Gaffino, Village President

ATTEST:

Holly O'Brien, Village Clerk

Full Clean
Conceptual Site Plan
For Discussion Purposes Only
Layout subject to engineering, permitting, and agency review
Berman Rd
Tanner Rd
Mc Duffee Cir
Tanner Rd
Proposed Site Access
15
15
Lake Run Ln
Lake Run Ln
2900
OVERALL PROPERTY BOUNDRY
50' setback
Approx. 20 Acre Solar Development within 41.68 Acre Parcel
Solar Development Area A (~15 acres)
Nearest Non-Participating Structure
Floodplain
150' setback
Solar Development Area B (~5 acres)
Wetlands
50' setbacks
Notes:
- Vegetative Screening Area Notional
- Existing Drain Tiles to be verified and protected
- Typical Setbacks (per Kane Co requirements)
- Environmental Constraints (avoided by design)

ZONING BOARD OF APPEALS
SUP FINDINGS OF FACT

GENERAL PETITION INFORMATION

ZONING PETITION NO. 4690 **PUBLIC HEARING DATE** 9/1/26

PETITIONER NAME Catfish Renewable Energy LLC (Vincent Catich)

REQUESTED ACTION

A Special Use Permit in the F-Farming Zoning District to allow for the development of a Commercial Solar Energy Facility.

SUBJECT PROPERTY

Property located on the south side of Tanner Road, approximately ¾ mile west of Orchard Road, in Sugar Grove Township, unincorporated Kane County, Illinois (PIN: 14-01-100-017)

STANDARDS OF A SPECIAL USE (ZONING CODE SECTION 25-4-8-2)

Special Uses, as defined by the Zoning Ordinance, shall be considered at a public hearing before the Zoning Board of Appeals (ZBA). The ZBA shall make a recommendation to the County Board based on their Findings of Fact in regards to the Standards of a Special Use. The ZBA shall not recommend approval of a Special Use Permit unless it finds the six statements listed below to be true and accurate.

The Zoning Board of Appeals reviewed the petition, reports, testimony and public comments received during the public hearing on the date listed above. The following are the Board's Findings of Facts for each of the six requirements specified in the Ordinance:

A. The establishment, maintenance or operation of the special use will not be unreasonably detrimental to or endanger the public health, safety, morals, comfort or general welfare.

There has been no neighbor protest against this project. There also was not a complete package of support of this project.
The land adjacent to the neighbors will be kept in alfalfa.
The petitioner is protecting the land for low volume use.
North Aurora has registered a concern for future growth.
This project is designed to be part of the Illinois Shines program and potentailly provide energy to 700-900 homes.

B. The special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.

The neighbors will continue to see open field space. There is no specific concern from the neighbors.
No study was done on glare or property values in the area. There is no evidence the property values will be impacted.
The petitioner had checked with the airport, there was no glare study required by the airport.
The airport is also enaeged in solar panels on the premises.
The panels are black, which absorbs light rather than reflects light.

C. The establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.

North Aurora has indicated future residential development may be impacted.
The piled panels rather than sunken will lessen the task of removal.
This property is potentially solar for the next 35 years with the ability to return to farm land or other future use.

D. Adequate utility, access roads, drainage and/or other necessary facilities have been or are being provided.

KDOT has a stipulation for access to be issued by KDOT.
The Water Resources stipulations will address these potential concern.

E. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets and roads.

There were no comments or concerns by the nearby safety personnel.
There will be less public ingress and egress by use of a solar field versus new residences.
Land access will be minimal once developed.

F. The special use shall in all other respects conform to the applicable regulations of the district in which it is located, except as such regulations may in each instance be modified by the county board pursuant to the recommendations of the zoning board of appeals.

The stipulations provided will conform to the regulations.

ZONING BOARD OF APPEALS (ZBA) ADOPTED FINDINGS OF FACT

ZBA MOTION

To adopt the Findings of Fact established at this public hearing for the referenced Zoning Petition 4690 as an accurate representation of the Findings of Fact of the majority of the Zoning Board of Appeals.

Motion by: MIKE STOFFA Seconded by: WILLIAM WILSON

Roll Call of the ZBA:

1. Tracy Aris	Aye	Nay	Abstain	Not Present
2. Marc Falk	Aye	Nay	Abstain	Not Present
3. Mary Lake	Aye	Nay	Abstain	Not Present
4. Burt Natkins	Aye	Nay	Abstain	Not Present
5. David Schultz	Aye	Nay	Abstain	Not Present
6. Michael Stoffa	Aye	Nay	Abstain	Not Present
7. William Wilson	Aye	Nay	Abstain	Not Present

The motion PASSED / ~~FAILED~~ by a vote of 7 to 0 with 0 abstention(s) and 0 absent.

On this 1 day of SEP, 2026

Kane County Government Center, Building A, 719 S. Batavia Ave., Geneva, IL

David Gottschalk	9.1.2026 Date
Tracy K Aris	9.1.2026 Date
Mary Lake	9.1.2026 Date
William Wilson	9.1.2026 Date
Michael Stoffa	9-1-2026 Date
	Date
	Date

ZONING BOARD OF APPEALS
MOTION & RECOMMENDATION

ZONING BOARD OF APPEALS (ZBA) RECOMMENDATION TO THE KANE COUNTY BOARD

The Kane County Zoning Board of Appeals, at a public hearing on September 1, 2026, duly heard the testimony of the applicant and others in connection with Zoning Petition No. 4690 Catfish Renewable Energy LLC.

ZBA MOTION

To recommend approval of Zoning Petition No. 4690, by Catfish Renewable Energy LLC, requesting a Special Use Permit in the F-Farming Zoning District to allow for the development of a Commercial Solar Energy Facility on property located on the south side of Tanner Road, approximately ¾ mile west of Orchard Road, in Sugar Grove Township, unincorporated Kane County, Illinois (PIN: 14-01-100-017), including all Application Submittal Documents and with the Recommended Stipulations of Approval.

Recommended Stipulations of Approval:

1. (Water Resources) This site contains Zone AE Floodplain. A complete Floodplain Submittal will be required at the time of Stormwater Permitting. All panels will need to Flood Protected to 2 feet above the Base Flood Elevation. Survey and Engineering Study will be needed to delineate the floodplain on the site.
2. (Water Resources) Water Resources will require a stormwater permit for this development. All submittals must be prepared by Professional Engineer licensed in the State of Illinois.
3. (Water Resources) An Engineer's report will be required. Should the site introduce more than 25,000 sq ft of impervious area or more than 3 acres of disturbance, stormwater detention will be required. This impervious area is calculated cumulatively since 2002 for a site as per the Stormwater Ordinance. The Engineer's report must demonstrate that the peak flow for the site with the proposed development is not increased, stormwater detention may be required for the development to ensure this. Any required Stormwater Detention Management will require a viable outfall and may require off-site work.
4. (Water Resources) Should the site introduce more than 5,000 sq ft of impervious, a BMP will be required for all impervious surfaces.
5. (Water Resources) A calculation for disconnected impervious area, created by the panels, will be required. A Best Management Practice will be required to encourage infiltration of runoff within the site.
6. (Water Resources) The configuration of the solar panels shall be evaluated to identify any potential erosion concerns. Particular attention shall be given to erosion risks at the drip edges of the panels. Appropriate best management practices must be implemented to mitigate these risks. BMPs may include, but are not limited to, pre-seeding or pre-vegetation of the site prior to panel installation to establish ground cover and reduce soil displacement.
7. (Water Resources) A drain tile study will be required, including upstream and downstream tile systems that rely on the drain tiles within the site. Water Resources is looking for the protection of the tile system that is in place, including but not limited to replacement in kind and observation and cleanout structures.
8. (Water Resources) Plantings within the development will not interfere with drain tiles. Planting plan should address the placement of vegetation and trees with long root systems that can interfere with tile systems and cause off site issues including surcharged drain tiles and blow outs of the drain tile systems.
9. (Water Resources) Soil samples shall be taken every 5 years from the site and analyzed for physical, chemical, and biological properties to demonstrate the soil health within the solar installations.
10. (Water Resources) 80% vegetative coverage for plantings will be a requirement for the site.
11. (Water Resources) A Wetland Delineation will be required. The Wetland Delineation shall meet the requirements of the Ordinance as described in Article VII Section 9-169 Requirements for a Wetland Delineation. Any Wetland Impacts must be mitigated.
12. (Water Resources) Floodplain, Wetland, Compensatory Storage, BMPs and Stormwater Management must be placed in a Conservation or Drainage Easement.
13. (Transportation) The Petitioner shall obtain a temporary and final access permit from the Kane County Division of Transportation (KDOT)
14. (Zoning) Landscape screening consistent with the Kane County Zoning Ordinance shall be reviewed and approved at time of building permit application.

Zoning Petition No. 4690
Application Submittal Documents

4690_01_Kane County Zoning Application_signed_Redacted.pdf

4690_02_SUP Standards Worksheet_signed.pdf

4690_03_Project Narrative.pdf

4690_04_Memo of Land Lease.pdf

4690_05_ALTA Survey.pdf

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4690_36C_Correspondence_North Aurora Fire Protection District.pdf

4690_37_Applicant Letter to the North Aurora Village Board.pdf

KANE COUNTY ZONING BOARD OF APPEALS
RECOMMENDATION TO THE KANE COUNTY BOARD

Motion by: MARC FALK

Seconded by: BILL WILSON

Roll Call of the ZBA:

1. Tracy Aris Aye
2. Marc Falk Nay
3. Mary Lake Aye
4. Burt Natkins Aye
5. David Schultz Aye
6. Michael Stoffa Nay
7. William Wilson Aye

The motion PASSED by a vote of 5 to 2 with 0 abstention(s) and 0 absent.

On this 1st day of September, 2026

Kane County Government Center, Building A, 719 S. Batavia Ave., Geneva, IL

STATE OF ILLINOIS
COUNTY OF KANE

PETITION NO. 4690
ORDINANCE AMENDING THE
ZONING ORDINANCE OF KANE COUNTY, ILLINOIS

BE IT ORDAINED by the County Board of Kane County, Illinois, as follows:

1) That a Special Use Permit for a Commercial Solar Energy Facility be granted on the following described property:

   THE EASTERLY 653.89 FEET OF THE NORTHERLY 250.0 FEET AND THE EASTERLY 1493.16 FEET OF THE NORTH HALF (EXCEPT THE NORTHERLY 250.0 FEET THEREOF) OF THE NORTHWEST FRACTIONAL QUARTER OF SECTION 1, TOWNSHIP 38 NORTH, RANGE 7 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN SUGAR GROVE TOWNSHIP, KANE COUNTY, ILLINOIS, AND ALSO THAT PART OF THE SOUTHWEST QUARTER (EXCEPT THE EASTERLY 100.0 FEET THEREOF) OF SECTION 36, TOWNSHIP 39 NORTH, RANGE 7 EAST OF THE THIRD PRINCIPAL MERIDIAN LYING SOUTHERLY OF THE CENTER LINE OF TANNER ROAD AND EASTERLY OF THE WEST LINE EXTENDED NORTHERLY OF THE AFORESAID EASTERLY 653.89 FEET, IN BLACKBERRY TOWNSHIP, KANE COUNTY, ILLINOIS.

   The subject property is generally located south of Tanner Road, approximately ¾ miles from Orchard Road, in Sugar Grove and Blackberry Townships, unincorporated Kane County, IL (PINs 14-01-100-017 and 11-36-300-028).

2) That the Special Use Permit be granted subject to the following stipulations:

   1. (Water Resources) This site contains Zone AE Floodplain. A complete Floodplain Submittal will be required at the time of Stormwater Permitting. All panels will need to Flood Protected to 2 feet above the Base Flood Elevation. Survey and Engineering Study will be needed to delineate the floodplain on the site.
   2. (Water Resources) Water Resources will require a stormwater permit for this development. All submittals must be prepared by Professional Engineer licensed in the State of Illinois.
   3. (Water Resources) An Engineer's report will be required. Should the site introduce more than 25,000 sq ft of impervious area or more than 3 acres of disturbance, stormwater detention will be required. This impervious area is calculated cumulatively since 2002 for a site as per the Stormwater Ordinance. The Engineer's report must demonstrate that the peak flow for the site with the proposed development is not increased, stormwater detention may be required for the development to ensure this. Any required Stormwater Detention Management will require a viable outfall and may require off-site work.
   4. (Water Resources) Should the site introduce more than 5,000 sq ft of impervious, a BMP will be required for all impervious surfaces.
   5. (Water Resources) A calculation for disconnected impervious area, created by the panels, will be required. A Best Management Practice will be required to encourage infiltration of runoff within the site.
   6. (Water Resources) The configuration of the solar panels shall be evaluated to identify any potential erosion concerns. Particular attention shall be given to erosion risks at the drip edges of the panels. Appropriate best management practices must be implemented to mitigate these risks. BMPs may include, but are not limited to, pre-seeding or pre-vegetation of the site prior to panel installation to establish ground cover and reduce soil displacement.
   7. (Water Resources) A drain tile study will be required, including upstream and downstream tile systems that rely on the drain tiles within the site. Water Resources is looking for the protection of the tile system that is in place, including but not limited to replacement in kind and observation and cleanout structures.
   8. (Water Resources) Plantings within the development will not interfere with drain tiles. Planting plan should address the placement of vegetation and trees with long root systems that can interfere with tile systems and cause off site issues including surcharged drain tiles and blow outs of the drain tile systems.
   9. (Water Resources) Soil samples shall be taken every 5 years from the site and analyzed for physical, chemical, and biological properties to demonstrate the soil health within the solar installations.
   10. (Water Resources) 80% vegetative coverage for plantings will be a requirement for the site.

11. (Water Resources) A Wetland Delineation will be required. The Wetland Delineation shall meet the requirements of the Ordinance as described in Article VII Section 9-169 Requirements for a Wetland Delineation. Any Wetland Impacts must be mitigated.
12. (Water Resources) Floodplain, Wetland, Compensatory Storage, BMPs and Stormwater Management must be placed in a Conservation or Drainage Easement.
13. (Transportation) The Petitioner shall obtain a temporary and final access permit from the Kane County Division of Transportation (KDOT)
14. (Zoning) Landscape screening consistent with the Kane County Zoning Ordinance shall be reviewed and approved at time of building permit application.

3) That the zoning maps of Kane County, Illinois be amended accordingly.

4) This ordinance shall be in full force and effect from and after its passage and approved as provided by law.

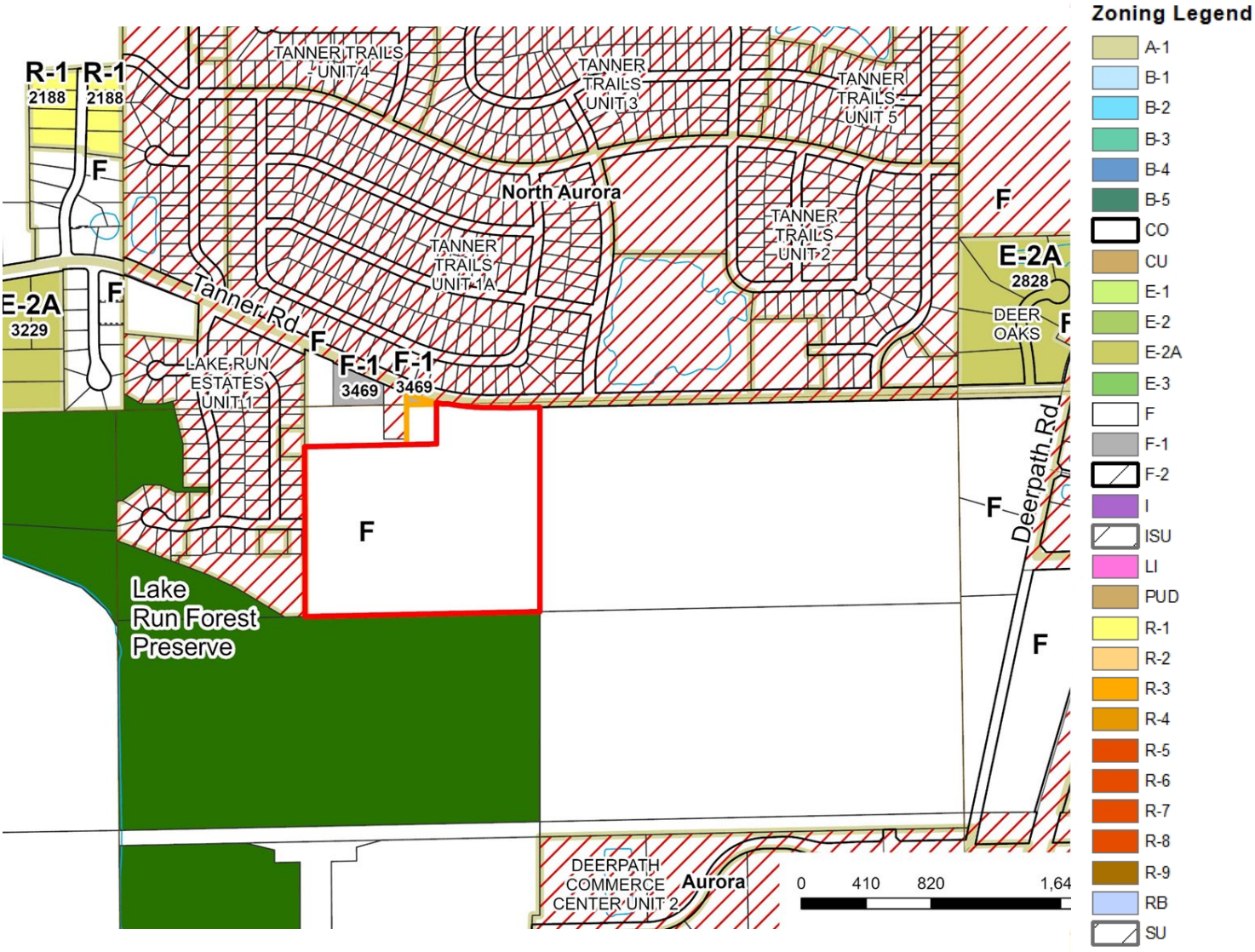
Passed by the Kane County Board on October 13, 2026

_____	_____
John A. Cunningham	Corinne Pierog
Clerk, County Board	Chairman, County Board
Kane County, Illinois	Kane County, Illinois

Vote:

PETITION NO. 4690
LOCATION MAP

A Special Use Permit in the F-Farming Zoning District to allow for the development of a Commercial Solar Energy Facility on property located on the south side of Tanner Road, approximately ¾ mile west of Orchard Road, in Sugar Grove Township, unincorporated Kane County, Illinois (PIN: 14-01-100-017), including all application submittal documents and with the recommended Stipulations of Approval.



STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-496

APPROVING COUNTY BOARD PERSONAL EXPENSE VOUCHER REIMBURSEMENT REQUEST (CORINNE PIEROG, CO. BD. CHAIRMAN)

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 by Corinne Pierog, and applicable documentation is included for review:

Mileage $39.28

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 October 13, 2026.

_____	_____
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 County Board Personal Expense Voucher Reimbursement Request (Corinne Pierog, Co. Bd. Chairman)

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

Contact:
Jane Tallitsch, 630.232.5931

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $39.28
If not budgeted, explain funding source: N/A	
Was this item passed through the appropriate committee? Yes	

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.

Kane County Personal Expense Voucher
Invoice #: 20260826-T-CP

Mileage Rate (per mile): 0.76

First Name: Corinne
Last Name: Pierog
Address: 467 S. Jefferson
City: Batavia
State: IL
Zip Code: 60510
Department: County Board
Fund/Dept./Sub-Dept.: 001.010.010.53105

Date (MM/DD/YYYY)	Description/Purpose	Start Location	End Location	Miles	Mileage Reimb	Other Transport	Lodging	Meals	Other
08/24/2026	Grand Opening-DeKalb Workforce Development Office	719 S. Batavia Avenue, Geneva, IL 60134	2179 Sycamore Road, DeKalb, IL 60115	51.69	$39.284				
			Total(s)	51.69	$39.28	$0.00	$0.00	$0.00	$0.00

Grand Total: $39.28

Explanation:

26-12015

CHECKLIST

Checklist Item	Yes/No
Receipts and/or Agenda Attached?	Yes
Employee Home Address Included?	Yes
Are the expenditures submitted with supporting documentation to the Auditor's Office within 60 days?	Yes

SUMMARY OF EXPENSES

Description	Project Code	Amount/Item
Conference/ Meeting		
Training Expense		
Mileage Expense	53105	**$39.28**
Other		
Total		**$39.28**

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 DRIVER'S LICENSE FOR SAID USE AND HAVE INSURANCE IN THE AMOUNT REQUIRED BY KCC SECTION 2-71 AS AMENDED AND KC PERSONNEL POLICY HANDBOOK AS AMENDED.

Signature: X

Date: 08/26/2026

Approved By:

Date:

Tallitsch, Jane

From: Walker, Jasmine
Sent: Monday, August 10, 2026 3:37 PM
To: Tallitsch, Jane; Pierog, Corinne
Cc: Niedzwiedz, Jeanine; Schauer, Adam
Subject: Request for Madam Chair to Speak at DeKalb Grand Opening

Hi Jane,

We would like for Madam Chair to provide five minutes of remarks at the DeKalb Workforce Development Office Grand Opening. Her remarks could highlight the importance of expanding workforce services and resources for residents and businesses in DeKalb County.

The event will take place on Monday, August 24, 2026, at 3:00 p.m. at 2179 Sycamore Road, Suite 103, DeKalb, Illinois.

Please let me know if she is available and willing to speak.

Thank you,
Jasmine

JASMINE WALKER | Workforce Board Manager
Kane County Workforce Development Division
143 First Street | Batavia IL 60510
Desk: 630-762-2088
Cell: 630-746-6023
worknetbatavia.com

DeKalb Workforce Development

a proud partner of workNet Batavia

an AmericanJobCenter

YOU'RE INVITED

DeKalb Office

GRAND OPENING

RIBBON CUTTING

MONDAY, AUGUST 24, 2026

3:00 PM

2179 Sycamore Road #103
DeKalb, IL

Join us as we celebrate our new location and expanded access to workforce services in DeKalb County.

Ribbon Cutting • Refreshments • Community Connections

This workforce product was funded by a grant awarded by the U.S. Department of Labor's Employment and Training Administration. The product was created by the recipient and does not necessarily reflect the official position of the U.S. Department of Labor. The Department of Labor makes no guarantees, warranties, or assurances of any kind, express or implied, with respect to such information, including any information on linked sites and including, but not limited to, accuracy of the information or its completeness, timeliness, usefulness, adequacy, continued availability, or ownership. This product is copyrighted by the institution that created it

719 S Batavia Ave
to **2179 Sycamore Rd**

40 min (25.90 miles)

via **IL-38**

Start
719 S Batavia Ave

Head southwest.

Go for 112 ft.

Turn left.

Go for 167 ft.

Turn left.

Go for 180 ft.

Turn left.

Go for 272 ft.

Turn left toward S 1st St/IL-31.

Go for 387 ft.

Turn right onto S 1st St (IL-31).

Go for 0.6 mi.

Turn left onto W State St (IL-38).

Go for 2.1 mi.

Continue on Lincoln Hwy (IL-38).

Go for 1.0 mi.

Continue on Lincoln Hwy (IL-38).

Go for 2.6 mi.

Continue on IL Route 38 (IL-38).

Go for 10.1 mi.

Continue on IL Route 38 (IL-38).

Go for 2.4 mi.

Turn right onto Airport Rd.

Go for 3.0 mi.

Turn left onto Barber Greene Rd.

Go for 3.6 mi.

Turn left onto Sycamore Rd (IL-23).

Go for 0.2 mi.

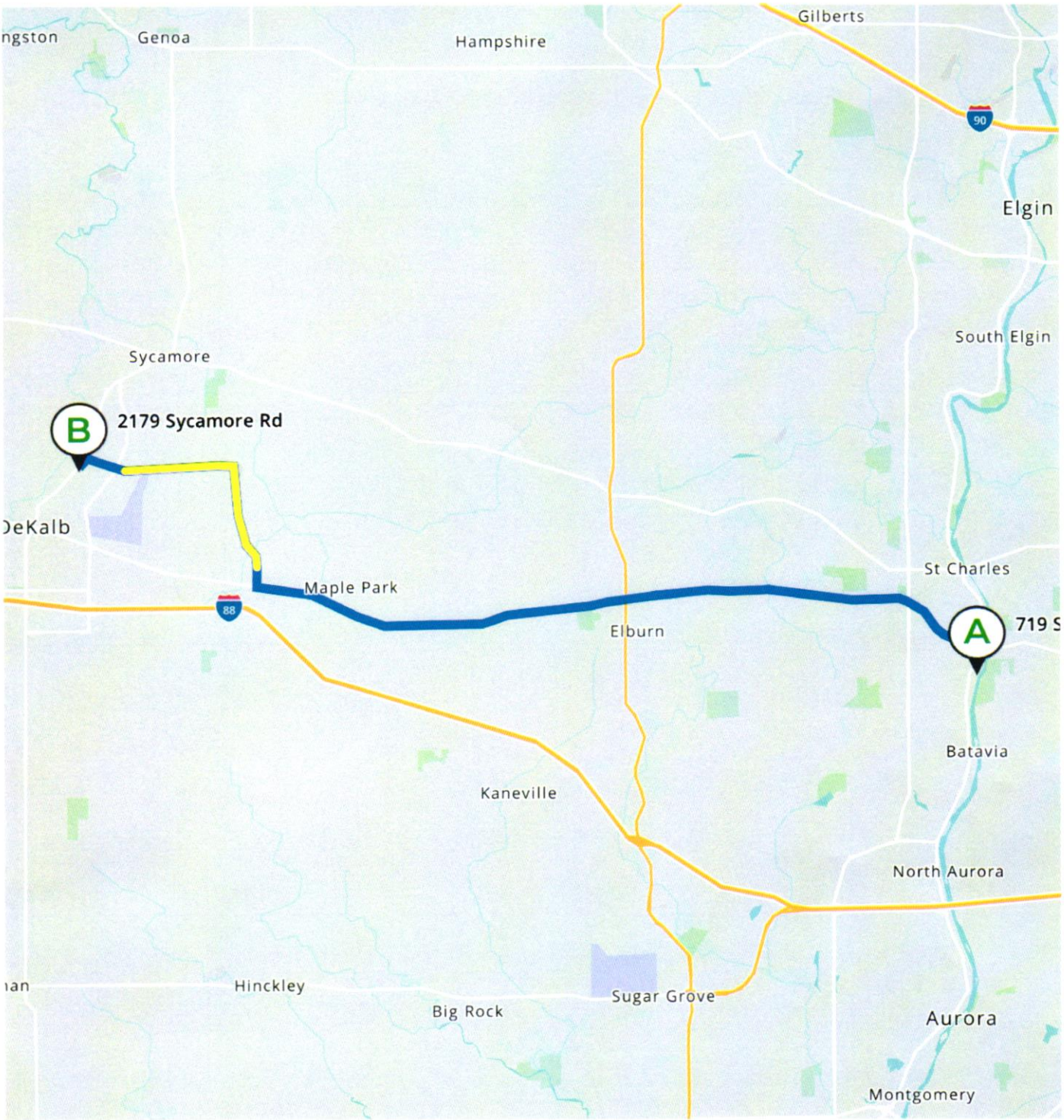
Turn right.

Go for 354 ft.

Turn left.

Go for 69 ft.

End at
2179 Sycamore Rd
DeKalb, Illinois 60115-2418


ngston
Genoa
Hampshire
Gilberts
90
Elgin
South Elgin
Sycamore
B
2179 Sycamore Rd
DeKalb
Maple Park
88
St Charles
Elburn
A
719 S
Batavia
Kaneville
North Aurora
han
Hinckley
Big Rock
Sugar Grove
Aurora
Montgomery

2179 Sycamore Rd
to **719 S Batavia Ave**

39 min (25.79 miles)

via **IL-38**

Start
2179 Sycamore Rd

Head northeast.

Go for 69 ft.

Turn right toward Sycamore Rd/IL-23.

Go for 354 ft.

Turn left onto Sycamore Rd (IL-23).

Go for 0.2 mi.

Turn right onto Barber Greene Rd (CR-27).

Go for 0.7 mi.

Continue on Barber Greene Rd (CR-27).

Go for 2.9 mi.

Turn right onto Airport Rd.

Go for 3.0 mi.

Turn left onto IL Route 38 (IL-38).

Go for 2.4 mi.

Continue on IL Route 38 (IL-38).

Go for 6.8 mi.

Continue on IL Route 38 (IL-38).

Go for 3.3 mi.

Continue on Lincoln Hwy (IL-38).

Go for 2.6 mi.

Continue on IL Route 38 (IL-38).

Go for 1.0 mi.

Continue on Lincoln Hwy (IL-38).

Go for 2.2 mi.

Turn right onto S 1st St (IL-31).

Go for 0.6 mi.

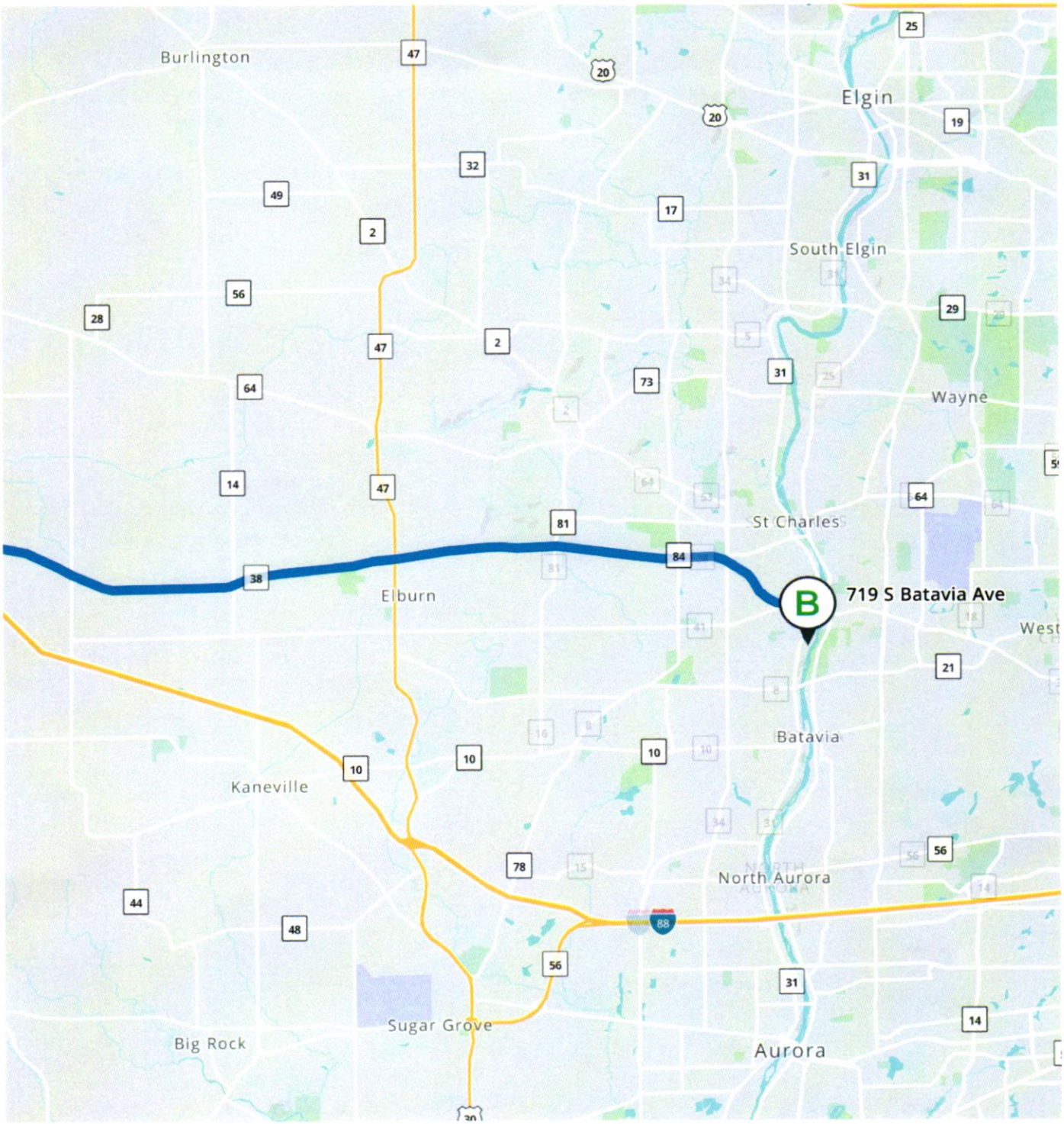
Turn left.

Go for 279 ft.

Turn right.

Go for 230 ft.

End at
719 S Batavia Ave
Geneva, Illinois 60134-3077


Burlington
Elgin
South Elgin
Wayne
St Charles
Elburn
Batavia
Kaneville
North Aurora
Sugar Grove
Big Rock
Aurora
B
719 S Batavia Ave

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-497

APPROVING COUNTY BOARD PERSONAL EXPENSE VOUCHER REIMBURSEMENT REQUEST (ANITA LEWIS, DISTRICT 3)

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 by Anita Lewis, and applicable documentation is included for review:

Lodging	$284.18
Meals	$ 24.14
	$308.32

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 October 13, 2026.

_____
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

Approving County Board Personal Expense Voucher Reimbursement Request (Anita Lewis, District 3)

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

Contact:
Jane Tallitsch, 630.232.5931

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $308.32
If not budgeted, explain funding source: N/A	
Was this item passed through the appropriate committee? Yes	

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.

Kane County Personal Expense Voucher

Invoice #: 20260826-T-AL

Mileage Rate (per mile): 0.76

First Name: Anita
Last Name: Lewis
Address: 900 South Fourth Street
City: Aurora
State: IL
Zip Code: 60505
Department: County Board
Fund/Dept./Sub-Dept.: 001.010.010.53105

Date (MM/DD/YYYY)	Description/Purpose	Start Location	End Location	Miles	Mileage Reimb	Other Transport	Lodging	Meals	Other
06/24/2026	2026 IEDA Summit (6/24/2026-6/25/2026						$284.18	$24.14	
			Total(s)	0.00	$0.00	$0.00	$284.18	$24.14	$0.00

Grand Total: $308.32

Explanation:

26-12765

CHECKLIST

Checklist Item	Yes/No
Receipts and/or Agenda Attached?	Yes
Employee Home Address Included?	Yes
Are the expenditures submitted with supporting documentation to the Auditor's Office within 60 days?	Yes

SUMMARY OF EXPENSES

Description	Project Code	Amount/Item
Conference/ Meeting		
Training Expense		
Mileage Expense		**$0.00**
Other		
53105		$308.32
Total		**$308.32**

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 DRIVER'S LICENSE FOR SAID USE AND HAVE INSURANCE IN THE AMOUNT REQUIRED BY KCC SECTION 2-71 AS AMENDED AND KC PERSONNEL POLICY HANDBOOK AS AMENDED.

Signature: X Amel. Lees

Date: 08/26/2026

Approved By:

Date:

CROWNE PLAZA®
CHICAGO WEST LOOP

06-25-26

Anita Lewis **900 S Fourth Street** **Aurora 60505** **United States**	Folio No. :		Cashier No. : **168**	Room No. :	**0922**
	A/R Number :			Arrival :	**06-24-26**
	Group Code :	**ILE**		Departure :	**06-25-26**
	Company :			Conf. No. :	**29009179**
	Membership No. :	**PC**	**750183305**	Rate Code :	
	Invoice No. :			Page No. :	**1 of 1**

Date	Description	Charges	Credits
06-24-26	*Accommodation	239.00	
06-24-26	State Tax	28.44	
06-24-26	City Tax	10.76	
06-24-26	County Tax	2.39	
06-24-26	CTID Transaction Charge	3.59	
06-24-26	Visa		284.18
	Total	**284.18**	**284.18**
	Balance	**0.00**	

Thank you for staying with us! Qualifying points for this stay will automatically be credited to your account. Please tell us about your stay by writing a review here - www.ihg.com/reviews. We look forward to welcoming you back soon.

Crowne Plaza Chicago West Loop
25 South Halsted Street
Chicago, Illinois 60661
Tel:(312)829-5000 Fax:(312)602-2180

CROWNE PLAZA CHICAGO
WEST LOOP
25 S Halsted St, Chicago Illinois
(312) 602-2111

SALE

Card Type : Visa
Card Number : 1192
Entry Method: Tapped
Date/Time : 2025-06-24 7:23:03 PM
Approval # : 193807
Reference # : 1987261529

Record : 01Z6NUPB4600P812RN09SPC[illegible]86TOC
Server : Betty
Check #: 119872
Guests : 1

AMOUNT:	$20.12
TIP:	$4.02
TOTAL:	$24.14

Approved - Thank You

I AGREE TO PAY THE ABOVE TOTAL AMOUNT ACCORDING
TO CARD ISSUER AGREEMENT (MERCHANT AGREEMENT IF
CREDIT VOUCHER)

Application Label: VISA DEBIT
Mode : Issuer
AID: A0000000031010
TVR: 0000000000
IAD: 06011203A00000
ARC: 00

*** Merchant Copy ***

U.S. General Services Administration

FY 2026 per diem rates for ZIP Code 60608

Primary destination	County	2025 Oct	Nov	Dec	2026 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Chicago	Cook / Lake	$223	$223	$142	$142	$142	$142	$234	$234	$234	$202	$202	$223

U.S. General Services Administration

Meals and incidental expenses (M&IE) rates and breakdown

Primary destination	County	M&IE total	Breakfast	Lunch	Dinner	Incidental expenses	First and lastday of travel
Chicago	Cook / Lake	$92	$23	$26	$38	$5	$69.00

ILLINOIS ECONOMIC DEVELOPMENT ASSOCIATION

Development Summit

June 24–25, 2026

UIC Isadore & Sadie Dorin Forum

725 W Roosevelt Rd, Chicago, IL 60608

Register Now! https://www.ileda.org/2026-ieda-summit

Networking Event

June 24

5:30PM-7:30PM

Haymarket Pub & Brewery

Pricing

IEDA Members: $249

Non-Members: $349

Discounted Hotel Block at the Crowne Plaza West Loop

25 S Halsted St, Chicago, IL 60661

https://tinyurl.com/2026iedasummit

Group Code: ILE

Bussing provided between Crowne Plaza West Loop and UIC Dorin Forum on June 24 and 25 in accordance with event times

2026 IEDA Summit Tentative Schedule

June 24-25, 2026

UIC Dorin Forum, 725 W Roosevelt Rd, Chicago, IL 60608

Wednesday, June 24

Start	End	Session Topic
7:30 AM	8:30 AM	Breakfast
8:30 AM	9:00 AM	Opening Remarks from DCEO Director Kristin Richards
9:00 AM	10:00 AM	The State of Transportation: How Trucking, Aviation, and Rail Are Shaping Economic Development
10:00 AM	10:15 AM	Break
10:15 AM	11:45 AM	Illinois Department of Commerce and Economic Opportunity (DCEO) Presentation
11:45 AM	1:15 PM	Lunch, Membership Meeting, Legislative Update
1:15 PM	2:15 PM	Powering Illinois' Future: Capacity, Resource Adequacy, and the Role of Nuclear Energy
2:15 PM	3:15 PM	Aligning Workforce Strategy with Business Needs
3:15 PM	3:30 PM	Break
3:30 PM	4:30 PM	Small Places, Big Impact: How Tourism Sparks Economic Growth Across Illinois
4:30 PM	4:45 PM	Closing Remarks
5:30 PM	7:30 PM	Networking Event at Haymarket Pub and Brewery, 737 W Randolph St, Chicago, IL 60661

Thursday, June 25

Start	End	Session Topic
7:30 AM	8:30 AM	Breakfast
8:30 AM	8:45 AM	Opening Remarks from Illinois EDC President & CEO Christy George
8:45 AM	9:45 AM	Making Sense of the Economy: Federal Reserve Midyear Assessment
9:45 AM	11:15 AM	Illinois EDC Presentation
11:15 AM	11:30 AM	Break
11:30 AM	12:30 PM	Community Approaches to Address Housing Needs
12:30 PM	12:45 PM	Closing Remarks

**Times, topics, session names, and panelists are all subject to change.*

Illinois Economic Development Association | www.ileda.org |1 N Old State Capitol Plaza, Suite 410, Springfield, IL 62071

Featured Panelists

The State of Transportation: How Trucking, Aviation, and Rail are Shaping Economic Development

Moderator: Kristin Richards, Director, DCEO
Tim Butler, President, Illinois Railroad Association
Matt Hart, Executive Director, Illinois Trucking Association
Clayton Stambaugh, Deputy Director of Aeronautics, IDOT

Illinois Department of Commerce and Economic Opportunity (DCEO) Presentation

Alyson Grady, Deputy Director, DCEO Office of Regional Economic Development (RED)
Manuel Lopez, Assistant Deputy Director, DCEO Office of RED
Andrea Runge, Assistant Deputy Director, DCEO Office of RED
Renee Wott, Northeast Senior Region Manager, DCEO Office of RED
Additional DCEO Team RED Members
Margo Markopoulos, Deputy Director, DCEO Office of Trade and Investment

Powering Illinois' Future: Capacity, Resource Adequacy, and the Role of Nuclear Energy

Moderator: John McBride, Partner, Norton Rose Fulbright LLP
Dwayne Pickett, Vice President of Government Affairs and Regulatory Advocacy, Constellation Power
Brian Granahan, Director, Illinois Power Agency
Brad Tietz, Director of State Policy, Data Center Coalition

Aligning Workforce Strategy with Business Needs

Moderator: Betsy Dirksen Londrigan, President and CEO, Lincolnomic Growth Strategies
Dr. Justin Arnold, President, Illinois Workforce Association
Julio Rodriguez, Deputy Director, DCEO Office of Employment and Training
Laticia Holbert, Senior Manager of Workforce Development, ComEd
Jackie Gallo, Senior Director of Programs, Revolution Workshop

Small Places, Big Impact: How Tourism Sparks Economic Growth Across Illinois

Moderator: Katie Dudley, Community and Economic Development Specialist, Illinois Extension
Roz Stuttley, Vice President, Inclusive Tourism and Community Engagement, Choose Chicago
Cortney Strohacker, Executive Director, DeKalb County Convention & Visitors Bureau
Tom Daughhetee, Economic Development Director, City of Casey

Making Sense of the Economy: Federal Reserve Midyear Assessment

Thomas Walstrum, Principal Business Economist, Federal Reserve Bank of Chicago

Illinois EDC Presentation

Paulina San Millan, SVP, Business Development, Illinois EDC
Illinois EDC Leadership and Case Example Representatives

Community Approaches to Address Housing Needs

Ron Clewer, Principal, Tipping Point Consultancy
Doug Pryor, President and CEO, Will County CED
Olivia Ortega, Director of Housing Solutions, Office of Governor JB Pritzker
Mike Doyle, Vice President, Holladay Properties
Drew Mitchell, Vice President, Holladay Properties

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-498

AUTHORIZING AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH DEREK POARCH AND ASSOCIATES, LLC FOR KANECOMM EXECUTIVE DIRECTOR SEARCH SERVICES

WHEREAS, Kane County issued Request for Proposals (RFP) 26-025-TK for consulting services for an Operational Assessment of KaneComm; and

WHEREAS, by Resolution No. 26-253, the Kane County Board authorized a contract with Derek Poarch and Associates, LLC ("Consultant") for KaneComm operational assessment and consulting services in an amount not to exceed $69,061; and

WHEREAS, the County and Consultant subsequently entered into a Professional Services Agreement establishing total contract compensation not to exceed $69,060.15, with amendments permitted only by a written document signed by both parties; and

WHEREAS, KaneComm requires executive recruitment services for the selection of its next Executive Director, and Consultant submitted a KaneComm Executive Director Search Proposal dated October 5, 2026; and

WHEREAS, the Executive Director Search Proposal provides for a full-service national executive search, including stakeholder engagement and position analysis, development of a position profile and recruitment materials, recruitment marketing and candidate sourcing, application screening and evaluation, semifinalist and
finalist assessment, due diligence and reference checks, interview facilitation, offer and negotiation support, transition assistance, and search closeout; and

WHEREAS, the proposed executive search is anticipated to be completed over approximately fourteen (14) weeks and has a fixed not-to-exceed price of $29,975, inclusive of the Consultant's related expenses; and

WHEREAS, the County desires to amend the Professional Services Agreement to incorporate the Executive Director Search Proposal and increase the total contract compensation by $29,975, for a revised total not-to-exceed amount of $99,035.15; and

WHEREAS, funding for the additional services shall be paid from Emergency Telephone System Board (ETSB) funds, subject to availability and appropriation.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the Chairman thereof is hereby authorized and directed to execute a written amendment to the Professional Services Agreement with Derek Poarch and Associates, LLC, subject to review and approval by the Kane County State's Attorney's Office and the Purchasing Department, to: (1)

incorporate the KaneComm Executive Director Search Proposal dated October 5, 2026 and the executive recruitment services described therein; (2) increase the contract amount by an additional sum not to exceed $29,975; and (3) establish a revised total contract compensation not to exceed $99,035.15. Except as expressly amended, all other terms and conditions of the Professional Services Agreement shall remain in full force and effect.

Passed by the Kane County Board on October 13, 2026.

_____	_____
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 an Amendment to the Professional Services Agreement with Derek Poarch and Associates, LLC for KaneComm Executive Director Search Services

Committee Flow:
County Board

Contact:
Roger Fahnestock, 630.444.1003

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: $29,975
If not budgeted, explain funding source: ETSB	
Was this item passed through the appropriate committee? No	

Summary:

This resolution amends the existing Professional Services Agreement with Derek Poarch and Associates, LLC, originally authorized under RFP 26-025-TK for KaneComm consulting services. The amendment adds a full-service executive search for the recruitment and selection of KaneComm's next Executive Director.

The additional scope includes position analysis, stakeholder engagement, candidate outreach, screening, semifinalist and finalist evaluation, interview coordination, due diligence, offer support, and recruitment closeout. The executive search services are authorized at a not-to-exceed cost of $29,975, increasing the total contract amount from $69,060.15 to $99,035.15. All other terms and conditions of the existing agreement remain in effect, subject to final review and approval by the appropriate County departments.

KANE COUNTY, ILLINOIS

ESTABLISHED JANUARY 16, 1836

KANECOMM

Executive Director Search Proposal

SUBMISSION DATE

October 5, 2026

PREPARED FOR

Kane County, Illinois

SUBMITTED BY

Derek Poarch, CEO/Founder

derek@dp-assoc.com

Derek Poarch & ASSOCIATES LLC

Your Partner in Excellence

3286 Eagle Heights Circle | Lenoir, NC 28645 | 743-626-4911 | dp-assoc.com

October 5, 2026

Kane County Emergency Telephone Systems Board (ETSB)
719 Batavia Avenue
Geneva, Illinois 60134

Submitted via Email

SUBJECT: Executive Recruitment for KaneComm Director Position

Dear Chair Fahnestock:

Thank you for the opportunity to submit this proposal for the recruitment of KaneComm's next Director. Derek Poarch & Associates (DP&A) proposes a full-service executive search that combines emergency communications expertise with a disciplined, relationship-centered recruitment process.

KaneComm's role as a multi-jurisdictional public safety answering point requires a leader who can support continuous operations, earn the trust of partner agencies, and lead the people who respond to the community's emergency and non-emergency calls. Our search will begin by listening to your stakeholders and defining the leadership priorities and qualifications that matter most to KaneComm.

DP&A's emergency communications and public safety experience will inform the position analysis, outreach strategy, and candidate evaluation. Our robust, active network of prospective candidates will support direct engagement with established and emerging leaders. Lynn Barboza, Principal, Executive Search, will manage the recruitment and bring 15+ years of executive search and talent acquisition experience to the assignment.

We will provide an approved search plan and position profile, a targeted recruitment campaign, documented screening and assessment materials, finalist due diligence, structured interview support, and assistance with the offer and search closeout. Your designated hiring team will approve key milestones and retain all selection and hiring authority.

We anticipate a 14-week recruitment process, beginning at kickoff and extending through final selection and offer discussions. The total contract price will not exceed $29,975, inclusive of all our firm's related expenses.

We look forward to partnering with KaneComm to identify a leader whose experience, judgment, and leadership approach align with your organization and the communities you serve.

Professionally, I remain,

Derek Poarch
CEO/Founder

Table of Contents

1. About Derek Poarch & Associates

2. Search Approach & Deliverables

3. Project Lead

4. Recruitment Timeline

5. Pricing

6. Placement Guarantee

About Derek Poarch & Associates

What sets us apart

We are public safety practitioners and academicians with more than 250 years of combined experience in the profession. We are proven leaders that operate or have operated emergency communications centers (ECCs) around the United States. We have been trusted to lead on the local, state, and federal levels of government and have been influential in the transformation of police departments, emergency communications centers, and state training centers as well as the largest public safety communications association in the world. We have been under the headsets and understand the issues being faced by 9-1-1 today and have successfully addressed those issues in our own organizations. We don't believe in settling for average or the status quo and don't think you should either. Experienced, Proven, Trusted, and Committed to Excellence. That is who we are at Derek Poarch and Associates, LLC.

Our practice focus

We have observed and believe that the most common issues in ECCs today are not caused by new technologies or aging equipment. The primary issues faced today in 9-1-1 are people issues! Over the past several decades we have seen problems with organizational mediocrity, poor workplace culture and a lack of commitment to excellence and to team. These are issues we have faced. These are issues we have successfully resolved. These are the issues we are passionate about. These are the issues harming the 9-1-1 community today and these issues are the focus of our practice.

The agency role

When working with Derek Poarch and Associates, client agency leadership is committing to a sincere partnership intended to impact positive change, both short and long term. Through a thorough vetting process, we ensure that the client commitment is in place to finding solutions together in order to take the steps to achieve organizational excellence. Our practice focus is on ECCs and we are confident we can assist you in your quest for excellence resulting in positive change for your agency, employees and the communities you serve.

How we do it

As a part of our diagnostic methodology, we deploy various fact-finding methods and partner with you to get a clear understanding of your organization, its needs and issues. the exact causes of the issues. From there we work with you to develop a plan of action for selecting the very best candidate for your agency. This in-depth process leads to an improved workplace culture, a committed team striving together to be the best and organizational excellence.

Search Approach & Deliverables

We will conduct a collaborative national search grounded in KaneComm's governance, operational environment, workforce, culture, and expectations for its next leader. DP&A's industry expertise and Lynn Barboza's recruitment experience will support a consistent, job-related evaluation and timely communication.

PHASE I

1. **Project Initiation and Search Planning** - Confirm scope, decision-makers, responsibilities, confidentiality expectations, approval checkpoints, and target dates. Review the job description, organizational information, compensation, benefits, and recruitment materials.
   Deliverable: Client-approved search plan and preliminary timeline.

2. **Organizational Insight and Position Analysis** - Interview agreed internal and external stakeholders to understand reporting relationships, operations, staffing and retention, organizational culture, strategic priorities, and leadership competencies. Reconcile input with the hiring team.
   Deliverable: Summary of key priorities and ideal-candidate criteria.

3. **Position Profile Development** - Develop a Position Profile describing KaneComm, its service area, the role, priorities, qualifications, compensation and benefits, and application instructions. Obtain consolidated edits and approval before launch.
   Deliverable: Client-approved position profile.

4. **Search Launch Marketing and Sourcing** - Agree on advertising channels; publish the opportunity and conduct personalized outreach through emergency communications and public safety networks and referrals. Engage applicants and leaders who are not actively looking. Adjust targeting as needed.
   Deliverable: Recruitment campaign, prospect pipeline, and regular status updates.

5. **Application Management and Preliminary Screening** - Acknowledge applications, answer inquiries, and review materials against the published criteria. Conduct recruiter conversations with promising candidates to explore experience, leadership, interest, and practical considerations.
   Deliverable: Applicant-pool overview, screening summaries, and proposed semifinalist slate.

PHASE II

6. **Client Review and Semifinalist Selection** - Brief the hiring team on the applicant pool, outreach, and evidence of alignment with agreed criteria. Facilitate the decision on candidates to advance and communicate next steps to applicants.
   Deliverable: Client-approved semifinalist group.

7. **Semifinalist Assessment** - Use a tailored written questionnaire and structured virtual interviews. Explore operational leadership, workforce and culture, communication, strategic judgment, and role-specific scenarios. Conduct an appropriately scoped public-information review where approved and contextualize findings.
   Deliverable: Semifinalist assessment materials for client review.

8. **Finalist Selection and Due Diligence** - Facilitate selection of finalists. With candidate notice or authorization as appropriate, arrange for the agreed background screening, verification, and reference checks at the appropriate stage. Confirm the screening scope and timing with KaneComm at kickoff.
   Deliverable: Finalist briefing materials and agreed due-diligence results.

9. **Final Interviews and Selection** - Develop structured interview questions and a schedule. Coordinate finalist interviews with agreed stakeholder engagement, and any follow-up interviews. Facilitate deliberations using evidence tied to the approved criteria; KaneComm makes the selection.
   Deliverable: Interview materials, coordinated interview process, and documented next steps.

10. **Offer Transition and Closeout** - Support offer and negotiation discussions to the extent agreed. Coordinate candidate communication and any public announcement with KaneComm. Notify remaining candidates, close records according to agreed retention practices, and seek feedback.
    Deliverable: Accepted-offer coordination, transition handoff, and search closeout.

Throughout the search, we will maintain discreet candidate communication and regular client updates. Key decisions and approvals will be documented, and any changes in approach will be coordinated with KaneComm.

Project Lead

Lynn Barboza
Executive Recruiter

E-Mail: lynn@dp-assoc.com

Lynn Barboza brings a unique combination of executive search expertise, public-sector leadership experience, and a deeply people-centered approach to her role as Principal, Executive Search with Derek Poarch & Associates.

Prior to joining DP&A, Lynn spent more than eight years in public-sector executive search, managing recruitments for cities and counties nationwide for positions ranging from department directors to city managers. Her experience encompasses the full executive search lifecycle, including stakeholder engagement and position profile development, national candidate outreach and sourcing, candidate screening and evaluation, interview process facilitation, and offer negotiation.

What distinguishes Lynn's approach is that she understands executive recruitment from both sides of the table. Before transitioning to executive search, she spent more than a decade in human resources and talent acquisition leadership with the City of Las Vegas, ultimately serving as the Manager of Talent Acquisition. In that role, she led the City's Employment Services Division, with responsibility for recruitment and selection, onboarding and background programs, HR training, strategic business planning, and a 15-member team.

Throughout her executive search career, Lynn has been particularly passionate about understanding the organization behind the position. She works closely with clients and stakeholders to identify not only the experience and technical qualifications required of their next leader, but also the leadership attributes, interpersonal skills, and organizational fit necessary for long-term success. She brings that same commitment to candidates, believing that an exceptional executive search should result in the right opportunity for the candidate as much as the right leader for the organization.

In addition to conducting executive searches, Lynn has led executive recruitment strategic planning and process improvement initiatives, developed recruiter training programs, SOP's and policies, implemented candidate sourcing and data intelligence programs, and developed client and candidate feedback programs.

Lynn holds a Bachelor of Science in Workforce Education from the University of Nevada, Las Vegas and is a certified instructor and facilitator in employee coaching, leadership assessment, and group facilitation. Now based in Southwest Washington, Lynn is an active volunteer with the Humane Society for Southwest Washington (HSSW.) Outside of work and volunteering for HSSW, she enjoys hiking, travel, thrifting, listening to music and podcasts… but most of all spending time with her family, especially her grandbabies!

Recruitment Timeline

The proposed 14-week schedule includes approximately three weeks for discovery and profile development, followed by campaign, assessment, and selection activities.

Final schedule depends on timely client materials and approvals, candidate availability, pool strength, screening turnaround, and offer negotiations. Activities may overlap or shift with client approval. The selected candidate's start date will be negotiated separately.

PLEASE NOTE: In order to extend a verbal conditional offer by February 16, 2027 (and allow 30-day transition for selected candidate), kick-off will need to take place by November 2, 2026.

ETA	RECRUITMENT ACTIVITIES	MILESTONE
Weeks 1–3	Kickoff, stakeholder interviews, position analysis, profile development, and advertising plan.	Approve search plan, criteria, and profile.
Weeks 4-8	Launch campaign, conduct targeted outreach, manage applications, and screen candidates.	Applicant-pool overview and proposed semifinalists.
Week 8	Client briefing and selection of semifinalists.	Approve semifinalist group.
Weeks 9-10	Written questionnaire and structured virtual interviews.	Semifinalist assessment materials.
Week 10	Client review and finalist selection.	Approve finalists.
Weeks 11–12	Finalist due diligence, references as appropriate, and interview preparation.	Finalist briefing and interview materials.
Weeks 12–14	Candidate notification, preparation of finalist interview materials, final interviews, deliberations, offer discussions, transition handoff, and closeout.	Selection and offer coordination.

Pricing

Not-to-Exceed Price: $29,975

Fixed Fee Includes

- Stakeholder Interviews/Listening Sessions + Optional Written Stakeholder Survey
- Production of Professional Recruitment Brochure
- Recruitment Campaign and Outreach
    - Candidate Sourcing
    - Custom Graphics for Social Media Marketing
    - APCO and NENA Ads
- Application Management, Screening and Evaluation
- Semifinalist Evaluation (Up to 12):
    - Development and Administration of Written Questionnaires
    - Coordination and Facilitation of Virtual Interviews (with Client Participation)
    - Facilitation of Finalist Selection
- Finalist Evaluation (Up to 6):
    - Background Report
    - Reference Checks
    - Coordination of Candidate Activities for Finalist Interviews
    - Facilitation of Selection Process
- Offer/Negotiations
- Press Release DRAFT for Client Approval/Dissemination
- Recruiter Onsite for Stakeholder Interviews and Finalist Interviews (Inclusive of Recruiter Travel Costs)

Placement Guarantee

Our team is committed to your satisfaction with the results of our full-service recruitment process. If the employment of the candidate selected and appointed by **KaneComm** as a result of a full executive recruitment comes to an end before the completion of the first year of service, DP&A will provide **KaneComm** with professional services to appoint a replacement. Professional consulting services will be provided at no cost. **KaneComm** would be responsible only for expenses such as re-advertising, consultant travel, additional background checks, etc. This guarantee does not apply to situations in which the successful candidate is promoted or reassigned within the organization during the one-year period. Additionally, should the initial recruitment efforts not result in a successful appointment, DP&A will extend the aggressive recruiting efforts and screen qualified candidates until an offer is made and accepted. DP&A does not provide a guarantee for candidates placed as a result of a partial recruitment effort; placement guarantee requires full completion of all due diligence steps.

AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT
RFP 26-025-TK - KaneComm Executive Director Search
Derek Poarch and Associates, LLC

IN WITNESS WHEREOF, the Parties have executed this Amendment as of the date written below.

KANE COUNTY, ILLINOIS

By:

_____
Name

_____
Title

_____
Date

DEREK POARCH AND ASSOCIATES, LLC

By:

_____
Name

_____
Title

_____
Date

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

RESOLUTION NO. 26-253

AUTHORIZING CONTRACT FOR CONSULTANT SERVICES TO PROVIDE AN OPERATIONAL ASSESSMENT FOR KANE COMM

WHEREAS, Kane County issued RFP 26-05-TK for Consulting Services for an Operational Assessment of Kane Comm; and

WHEREAS, the proposal deemed the most responsive and responsible was Derek Poarch and Associates, whose proposal was determined to be in the best interests of Kane County based on the evaluation criteria set forth in the RFP; and

WHEREAS, the term of the contract is up to twelve months and includes the option for up to two (2) one-year extensions if additional services are requested by the Kane County Board; and

WHEREAS, the total cost of these services is $69,061; and

WHEREAS, funding for the project will be sought and is anticipated to be paid from the Emergency Telephone System Board (ETSB) funds.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the Chairman thereof is hereby authorized and directed to execute a contract, subject to the review and advisement of the Kane County State's Attorney's Office, with Derek Poarch and Associates for consulting services to provide an Operational Assessment of the Kane Comm in an amount not to exceed $69,061.

Passed by the Kane County Board on May 12, 2026.

John A. Cunningham, MBA, JD, JD
Clerk, County Board
Kane County, Illinois

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

Vote: PASSED

Derek Poarch
& ASSOCIATES LLC

Your Partner in Excellence

PROFESSIONAL SERVICES AGREEMENT

RFP 26-025-TK: 9-1-1 Operational Assessment and Consulting Services for KaneComm.

This Professional Services Agreement ("Agreement") is made and entered into as of the 13th day of May 2026 ("Effective Date"), by and between:

Kane County, Illinois, a unit of local government ("County"), on behalf of KaneComm, its emergency communications agency, and
Derek Poarch and Associates, LLC, a limited liability company ("Consultant").

The County and Consultant may be referred to individually as "Party" and collectively as the "Parties."

1. AWARD OF CONTRACT

Pursuant to Request for Proposal RFP 26-025-TK, the County hereby awards Consultant the contract for **9-1-1 Operational Assessment and Consulting Services for KaneComm.** Consultant agrees to perform the services described herein in accordance with the terms of this Agreement.

2. CONTRACT AMOUNT

The total compensation for all services under this Agreement shall not exceed:
Sixty-Nine Thousand Sixty Dollars and Fifteen Cents ($69,060.15)

3. TERM

The term of this Agreement shall commence on the Effective date and continue until completion of the services, not to exceed one (1) year, unless terminated earlier in accordance with this Agreement.

County reserves the right to renew this Agreement for three (3) additional one (1) year periods if mutually agreed by both parties. For any year beyond the initial Agreement, the additional Agreement is contingent on the appropriation of sufficient funds by the Kane County Board.

4. PROJECT OBJECTIVES

The primary objectives of this engagement are as follows:

A. Evaluating current 9-1-1 center standard operating procedures and service delivery methods;
B. Assessing staffing levels, scheduling practices, and workload distribution;
C. Identifying factors that influence employee recruitment, retention, and workplace culture;
D. Reviewing organizational structure, communication practices, and management/supervisory methods;
E. Explore viability and potential benefits and disruption associated with merger;
F. Providing recommendations to support short-term stabilization and long-term sustainability.

5. SCOPE OF WORK

Consultant agrees to conduct a comprehensive operational review of KaneComm's emergency communications center. The scope of work shall include:

A. Conduct an assessment of staffing levels, scheduling practices, hiring processes and training methods.
B. Evaluate morale, workplace culture, and employee retention.
C. Evaluate current standard operation procedures against industry standards, best practices and area benchmarks and assess if changes may be made to improve efficiency and/or service delivery.
D. Review organizational and managerial structure and effectiveness.
E. Evaluate the viability of a center merger.

6. DELIVERABLES

Consultant shall deliver a comprehensive report including the findings from analysis followed by recommendations for improvements for Scope of Work A-D above. The report will be categorized into Short-Term Operational Recommendations which can be implemented in 0-12 months and Long-Term Operational Recommendations that can be implemented in 1-3 years.

7. SHALL NOT RECRUIT

Contractor nor any of its employees shall recruit any staff from Kane County nor KaneComm during the term of this Agreement and for a period of two years after the expiration of this Agreement.

8. PAYMENT TERMS

County agrees to pay the Contractor on a monthly basis upon receipt of invoices from the Contractor in accordance with the Illinois Local Government Prompt Payment Act (50 ILCS 505/1 et seq.).

9. INDEPENDENT CONTRACTOR

Consultant is an independent contractor and not an employee of the County. Consultant shall have full control over the manner and means of performing the services. Recommendations made by the Consultant to the County are non-binding and any decisions made by the County as a result of recommendations from the Consultant are at the exclusive purview of the County.

10. COMPLIANCE WITH LAWS

Consultant agrees to comply with all applicable federal, state, and local laws, regulations, and ordinances, including those applicable to public contracts in the State of Illinois.

11. CONFIDENTIALITY

Consultant shall maintain the confidentiality of all sensitive or confidential information obtained during the course of the engagement.

12. TERMINATION

The County may Terminate this Agreement for convenience or cause upon written notice. Consultant shall be compensated for work performed up to the date of termination.

13. INSURANCE

Consultant shall maintain appropriate insurance coverage, including general liability and professional liability insurance, during the course of this engagement in amounts specified by the County and agreed to by the Consultant.

14. INDEMNIFICATION

Consultant agrees to indemnify and hold harmless the County from any claims, damages or liabilities arising out of Consultant's performance under this Agreement, to the extent permitted by law.

15. ENTIRE AGREEMENT

The Agreement constitutes the entire Agreement between the Parties and supersedes all prior negotiations or Agreements related to this engagement.

16. AMENDMENTS

This Agreement may be amended only by a written document signed by both parties.

17. GOVERNING LAW

This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date written above.

KANE COUNTY, ILLINOIS

By:

Corinne M Pierog

Name

Chairman, Kane County Board

Title

May 13, 2026

Date

DEREK POARCH AND ASSOCIATES, LLC

By:

Derek K. Poarch

Name

Chief Executive Officer

Title

May 13, 2026

Date

INVOICE

DEREK POARCH & ASSOCIATES, LLC

Derek Poarch & ASSOCIATES LLC

Invoice No. 20261008

Date 7/21/2026

Attn. (Contact Name) Jamie Lobrillo, Executive Director, Kane County Dept. of HR Management

Company Name Kane County Illinois Government

Address 719 S Batavia Ave, Building A

City Geneva State Illinois Zip 60134

Description of Services:

In re: RFP 26-025TK, 9-1-1 Operational Assessment and Consulting Services

KaneComm 9-1-1

Invoice for half of contracted price of $69,060.15 for consulting services.

Term Net 30 Days Amount Due $34,530.07

Derek Poarch & Associates, LLC
3286 Eagle Heights Circle, Lenoir, NC 28645 phone 743.626.4911 web dp-assoc.com email derek@dp-assoc.com

STATE OF ILLINOIS)
SS.
COUNTY OF KANE)

PRESENTATION/DISCUSSION NO. TMP-26-1290

VOTE TO APPROVE TRAVEL PURPOSE AND EVALUATION FORM FOR CORINNE PIEROG

Kane County Travel Purpose and Evaluation Form

Participant: Corinne Pierog

Travel Date: November 20, 2026

Event or meeting attended: Council of County Board Chairs

Name/Host of the meeting: CMAP

Estimated Expense-Train: $13.50

Meeting will include, but not limited to: Review of the efforts of the Chicagoland Economic Partnership; Update on NITA with focus on housing and economic development.

Following travel, please rate the value of this experience to help determine if others may benefit from future meetings: (1 being the lowest and 10 being the highest):

1 2 3 4 5 6 7 8 9 10

Explain the rating above:

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FIRST AMENDMENT TO INTERGOVERNMENTAL AGREEMENT

This FIRST AMENDMENT TO INTERGOVERNMENTAL AGREEMENT ("First Amendment") is entered into and made effective the date of its final execution ("Effective Date") by and between the COUNTY OF KANE ("County") and the HAMPSHIRE TOWNSHIP ROAD DISTRICT ("Township"). In this First Amendment, Owner and Licensee may be referred to individually as a "Party" and collectively as "Parties."

RECITALS

WHEREAS, the Parties entered into an Intergovernmental Agreement, dated December 16, 2024 ("Agreement"), to utilize a portion of County's State and Local Fiscal Recovery Funds to Grantee to benefit the citizens of Kane County; and

WHEREAS, the Parties desire to amend the Agreement, pursuant to the terms and conditions of this First Amendment; and

WHEREAS, section I(G) of the Agreement provides that the Parties may amend the Agreement by a written instrument signed by both Parties.

NOW, THEREFORE, for in consideration of the mutual covenants and agreements contained herein, the Parties hereby agree as follows**:**

AGREEMENTS

Section 1. **Incorporation; Definitions**. The foregoing preamble and recitals, including all terms defined therein, are hereby incorporated, and deemed a part of this First Amendment by this reference. All capitalized terms used but not defined in this First Amendment will have the meanings as set forth in the Agreement.

Section 2. **Amendments to Agreement**. The Agreement is hereby amended as follows:

(a) In **Section V. SUBAWARD INFORMATION** of the Agreement, the amount in the "Award Amount" line item is changed from $260,000 (Two Hundred Sixty Thousand Dollars) to $290,848.00 (Two Hundred Ninety Thousand Eight Hundred Forty-Eight Dollars).

(b) In **Exhibit A: Program Terms** to the Agreement, the reference to $260,000 (Two Hundred Sixty Thousand Dollars) in the "Eligible Costs" section is changed to $290,848.00 (Two Hundred Ninety Thousand Eight Hundred Forty-Eight Dollars).

Section 3. **Miscellaneous**.

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(a) Continuing Effect. Except as specifically provided in this First Amendment, the provisions of the Agreement shall remain unchanged and in full force and effect. In the event of a conflict between the Agreement and this First Amendment, this First Amendment shall control.

(b) Entire Agreement. This First Amendment, and the Agreement as amended hereby, constitute the entire agreement and understanding of the Parties with respect to the subject matter hereof and supersedes all prior or contemporaneous agreements, understandings, negotiations, and communications, whether written or oral, between the Parties regarding such subject matter.

(c) Headings. The headings, captions, and numbering system of this Second Amendment are inserted only as a matter of convenience and may under no circumstances be considered in interpreting the provisions of this First Amendment.

(d) Counterparts. This First Amendment may be executed in separate counterparts, each of which shall be an original and all of which when taken together shall constitute one and the same instrument. This First Amendment becomes effective only upon execution and delivery thereof by all the parties hereto.

[*Signature Page Follows*]

Docusign Envelope ID: 62AFE2D5-12BC-873A-802B-F503CAEDC18B

IN WITNESS WHEREOF, County and Township have executed this First Amendment to the Agreement on the date last written below.

COUNTY OF KANE

BY: DocuSigned by: Corinne Pierog 62B70EBB0142429...
PRINT NAME: Corinne Pierog
TITLE: Chairman Kane County Board
DATE: 5/20/2026 | 10:26 AM CDT

HAMPSHIRE TOWNSHIP ROAD DISTRICT

BY: Signed by: Dan Rowlett 238B89984DE64E4...
PRINT NAME: Dan Rowlett
TITLE: Highway Commissioner
DATE: 5/15/2026 | 3:36 PM CDT

Docusign Envelope ID: D4935869-6F06-4098-ADE2-F75EADD970F0

DATE: 12/16/2024 | 12:40 PM CST

Unique Identifier:

INTERGOVERNMENTAL AGREEMENT BETWEEN THE COUNTY OF KANE AND HAMPSHIRE TOWNSHIP ROAD DISTRICT

THIS INTERGOVERNMENAL AGREEMENT ("Agreement"), is entered into and made effective the date of its final execution ("Effective Date") by and between the County of Kane ("County"), a body politic and corporate, organized and existing under the laws of the State of Illinois, and the Hampshire Township Road District ("Township"), a unit of local government organized and existing under the laws of the State of Illinois, and governs disbursement of the Department of Treasury Coronavirus State and Local Fiscal Recovery Funds by County to Township. County and Township, shall sometimes be referred to collectively as the "Parties."

WHEREAS, Article VII, Section 10, of the Illinois Constitution of 1970, and the Illinois Intergovernmental Cooperation Act (5 ILCS 220/1 *et seq*.) permits and encourages units of local government to cooperate with and support each other in the exercise of their authority and the performance of their responsibilities; and

WHEREAS, the Illinois Intergovernmental Cooperation Act authorizes units of local government to combine, transfer, or jointly exercise any power, privilege, function, or authority which either of them may exercise, and to enter into agreements for the performance of governmental services, activities, or undertakings; and

WHEREAS, County and Township are units of local government within the meaning of Article VII, Section 1 of the Illinois Constitution of 1970; and

WHEREAS, on March 13, 2020, the President of the United States issued a Proclamation on Declaring a National Public Health Emergency as a result of the COVID-19 outbreak; and

WHEREAS, on March 11, 2021, the President of the United States signed into law the American Rescue Plan Act ("ARPA"); and

WHEREAS, to implement ARPA, the United States Department of the Treasury ("Treasury Department") published administrative regulations on May 17, 2021 (86 Fed. Reg. 26786) ("Interim Final Rule") and on January 27, 2022 (87 Fed. Reg. 4338) ("Final Rule"); and

WHEREAS, through ARPA, the Congress of the United States has appropriated funding, the Coronavirus State and Fiscal Recovery Funds ("SLFRF") to remain available through December 31, 2024, for making payments to metropolitan cities, nonentitlement units of local government, and counties to mitigate the fiscal effects stemming from the public health emergency with respect to COVID-19; and

WHEREAS, the Federal Award Identification Number (FAIN) is SLFRP0243, the federal awarding agency is U.S. Department of Treasury and the Assistance Listing Number is 21.027; and

WHEREAS, County qualified as an eligible unit of local government and received SLFRF on 05/18/2021; and

WHEREAS, a unit of local government may award grants consistent with the criteria of ARPA and the Final Rule; and

WHEREAS, in accordance with ARPA (*see* 42 U.S.C §803(c)), County shall only

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use SLFRF: (1) to respond to the public health emergency with respect to COVID-19 or its negative economic impacts; (2) to respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers of County, or by providing grants to eligible employers that have eligible workers who perform essential work; (3) for the provision of government services to the extent of the reduction in revenue of County due to the COVID-19 public health emergency relative to revenues collected in the most full fiscal year of County prior to the emergency; (4) to make necessary investments in water, sewer, or broadband infrastructure; or (5) to provide emergency relief from natural disasters or the negative economic impacts of natural disasters, including temporary emergency housing, food assistance, financial assistance for lost wages, or other immediate needs; and

WHEREAS, ARPA provides that if County fails to comply with 42 U.S.C §803(c), then County shall be required to repay to the Secretary of the Treasury Department an amount equal to the amount of funds used in violation of such subsection; and

WHEREAS, this Agreement will be implemented in accordance with **Exhibit A: Program Terms**; and

WHEREAS, this Agreement is intended to transfer a portion of County's SLFRF award for use by Township, for purposes that are consistent with ARPA, to benefit the citizens of Kane County.

NOW, THEREFORE, the Parties mutually agree as follows:

I. TERMS & CONDITIONS

The purpose of this Agreement is to establish a legal relationship between County and Township to implement programming associated with the COVID-19 public health emergency. Under this Agreement, County will provide funding and technical assistance to Township to complete the project as set forth in Exhibit A, which is attached hereto and incorporated by reference into this Agreement and made a part hereof. Township will be responsible for project related decision making, implementation, execution, and completion. The following requirements are applicable to all activities undertaken pursuant to this Agreement with the portion of the SLFRF that County intends to distribute for this project.

A. Incorporation and Construction: All recitals set forth above are incorporated herein and made a party hereof.

B. Compliance with Applicable Requirements: This Agreement requires compliance with the laws and regulations of the State of Illinois and with all applicable State and local orders, laws, regulations, rules, policies, and certifications governing any activities undertaken during the performance of this Agreement. This Agreement also requires compliance with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements, which are published in Title 2, Part 200 of the Code of Federal Regulations (2 CFR Part 200), and all applicable guidance issued by the Treasury Department and all other applicable Federal laws and regulations. Based on Treasury Department guidance, as a subrecipient of County's SLFRF, Township is subject to 2 CFR Part 200, Subpart F, regarding audit requirements.

C. Indemnification: Township agrees to defend, indemnify, and hold the County, its officers, agents, and employees harmless from any claims or causes of action, including

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attorney's fees incurred by the County, arising from the performance of this Agreement by Township, its officers, agents, or employees. In the event that the Treasury Department or any other entity authorized by law audits the County's disbursement of SLFRF and determines that the funds disbursed to Township were used for purposes other than those permitted under ARPA or Treasury Department regulations, Township agrees to indemnify the County and hold the County harmless against any and all liabilities, including judgments, costs, and reasonable counsel fees, related to the disbursement of SLFRF to Township. Township expressly agrees to reimburse the County for the cost of any penalty, fine, or judgment should the Treasury Department penalize the County for any improper disbursement or expenditure of SLFRF under this Agreement.

D. **Misrepresentations & Noncompliance:** Township hereby asserts, certifies and reaffirms that all representations and other information contained in Township's documentation, any subsequent requests for reimbursement or expense, or any agreed-upon budget modifications are true, correct and complete, and to the best of Township's knowledge. Township acknowledges that all such representations and information have been relied on by County to provide the grant funds under this Agreement. Township shall promptly notify County, in writing, of the occurrence of any event or any material change in circumstances which would make any of Township's representation(s) or information untrue or incorrect or otherwise impair Township's ability to fulfill their under this Agreement.

E. **Workers' Compensation:** Township shall provide Workers' Compensation Insurance coverage commensurate with statutory requirements for all of its employees involved in the performance of this Agreement.

F. **Insurance:** Township shall carry sufficient insurance coverage to protect any grant funds provided to Township under this Agreement from loss due to theft, fraud and/or undue physical damage. Such insurance coverage shall be adequate to satisfy the indemnification provisions set forth in this Agreement. Upon County request, Township shall provide a Certificate of Insurance satisfactory to the requirement of County. If Township is self-insured, then Township shall maintain excess coverage over and above its self-insured retention limits.

G. **Amendments:** This Agreement may be amended at any time only by a written instrument signed by the Parties. Such amendments shall not invalidate this Agreement, nor relieve or release either any Party from its obligations under this Agreement. County may, in its discretion, amend this Agreement to conform with Federal, State or local governmental guidelines, policies and available funding amounts. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, then such modifications will be incorporated only by written amendment signed by the Parties. The Parties otherwise contemplate that the terms of this Agreement shall incorporate any subsequent amendments to ARPA or any regulations promulgated by the Treasury Department or other Federal agency, without need for further written amendment to this Agreement. Township agrees to adhere to any amendments to ARPA or any related Federal laws or regulations.

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H. Suspension or Termination: County may suspend or terminate this Agreement upon written notice if Township materially fails to comply with any terms of this Agreement, which include, but are not limited to, the following:

- Failure to comply with any of the rules, regulations or provisions referred to herein, or any such State and Federal statutes, regulations, executive orders, and Federal awarding agency guidelines, policies or directives as may become applicable at any time;
- Failure, for any reason, of Township to fulfill in a timely and proper manner its obligations under this Agreement;
- Ineffective or improper use of grant funds provided to Township under this Agreement; or
- Submission by Township to County reports that are incorrect or incomplete in any material respect.

If this Agreement is terminated, in whole or in part, the Parties shall comply with all close-out and post-termination requirements of this agreement.

I. Program Fraud & False or Fraudulent Statements or Related Acts: Township and must comply with 31 U.S.C. Chapter 38, Administrative Remedies for False Claims and Statements, which shall apply to the activities and actions of Township Board pertaining to any matter resulting from a contract.

J. Debarment / Suspension and Voluntary Exclusion:

- Non-Federal entities and contractors are subject to the debarment and suspension regulations implementing Executive Order 12549, Debarment and Suspension (1986) and Executive Order 12689, Debarment and Suspension (1989) at 2 CFR Part 180 and the Department of Homeland Security's regulations at 2 CFR Part 3000 (Nonprocurement Debarment and Suspension).
- These regulations restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs and activities. A contract must not be issued to parties listed in the Systems of Award Management ("SAM") Exclusions. SAM Exclusions is the list maintained by the General Services Administration that 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. SAM exclusions can be accessed at www.sam.gov.

K. Governing Law and Venue: This Agreement shall be interpreted under, and governed by, the laws of the State of Illinois, without regard to conflicts of laws principles. Any claim, suit, action, or proceeding brought in connection with this Agreement shall be in the Circuit Court of Kane County and each Party hereby irrevocably consents to the personal and subject matter jurisdiction of such court and waives any claim that such court does not constitute a convenient and appropriate venue for such claims, suits, actions, or proceedings.

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L. Conflict of Interest: Township shall maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

M. Term: This Agreement shall be effective on the date of final execution and shall expire on October 30, 2026, unless terminated pursuant to this Agreement. Any grant funds that are not expended at the end of the period of performance for this Agreement shall be returned to County within 30 (thirty) days. County is not obligated to provide any of County's SLFRF as payment or reimbursement for any invoices made or submitted beyond the Budget Period. Township may submit a request for extension in writing to County, which must be approved by the Kane County Board prior to the end of the Agreement.

N. Eligible Expenses: Grant funds shall only be used on allowable costs, and shall only be used in accordance with 2 CFR Part 200, ARPA, the Final Rule, and current and future rules and guidance issued by the Treasury Department for the use of SLFRF. For the purposes of this agreement, Township is authorized to use the grant funds only for the purposes set forth in **Exhibit A. Exhibit A** contains a description of the components of this program and the eligible uses of grant funds. Township agrees that the sole and exclusive decision as to whether or not Township's use of the grant funds is approved lies within the discretion of County. Township acknowledges and agrees that County may deny the use of grant funds which, in the discretion of County, is not a permitted use of SLFRF under APRA, the Final Rule, and any current and future guidance issued by the Treasury Department. County's approval of this agreement does not guarantee that Township's use of the grant funds will ultimately be approved by County, the Treasury Department, or the Office of the Inspector General. Any portion of the award that is not used for the purposes set forth in **Exhibit A** shall be repaid to County of Kane.

O. Payments: Grant payments under this Agreement shall be from County's available SLFRF funds. County shall not be obligated to provide funding from any other source. County shall not be obligated to provide any grant funds in excess of the Award Amount under this Agreement. Additional funding from County's Cost-Share Drainage fund may be provided by County to Township, subject to approval by the Kane County Board or its appropriately delegated committee. Township will submit financial reports to support the payment schedule per the terms in **Exhibit A**, and County will provide technical assistance to Township to allow for Township's submission of such reports. Grant funds awarded under this Agreement shall not be

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used for costs reimbursed or to be covered by other grants, insurance, State or Federal sources, including but not limited to CARES Act programs, FEMA, and any other source of financial recovery from COVID-19.

P. Record Retention: Township shall maintain all records and supporting documents, and all records relevant to this Agreement for five (5) years after all SLFRF have been expended or returned to the Treasury Department by County. Township agrees to cooperate with County and will ensure that it maintains such records to allow County to comply with any and all recordkeeping requirements under Federal or State law, or pursuant to any court order. If any litigation, claim or audit is started before the expiration of this retention period, the records must be retained until all litigation, claims or audit findings involving the records have been resolved and final action taken. Township, with technical assistance provided by County, is responsible for ensuring all contractors and vendors, if applicable, adhere to these records' retention requirements,

Q. Internal Controls: Township must comply with 2 CFR 200.303 and establish and maintain effective internal control over the funds allocated under this Agreement. When requested by County, Township must provide reasonable assurance that the grant funds are being managed in compliance with Federal statutes, regulations, and the terms and conditions of County's SLFRF award.

R. Specific Conditions: Township will comply with any and all specific conditions established by County, in compliance with 2 CFR 200.208, which are set forth in Exhibit B. Exhibit B is incorporated herein by reference.

S. Monitoring: County has the right to conduct monitoring consistent with 2 CFR Part 200, including but not limited to 2 CFR 200.332. Where circumstances require County to conduct monitoring consistent with 2 CFR Part 200, Township shall participate in monitoring activities at the request of County, which may include but are not limited to, timely submitting all financial and performance reports, and supplying, upon County's request, documents and information relevant to this Agreement. Where applicable, Township must monitor their activities to assure compliance with applicable State and Federal requirements and the terms and conditions of County's SLFRF award, and to assure its performance expectations are being achieved. County may take any action described in 2 CFR 200.339 in order to remedy instances of non-compliance by Township with the Agreement terms.

T. Reporting Procedures: Per Exhibit A, Township agrees to submit the forms, certifications, and documentation as may be required by County which document any expense for which grant funds are used or will be used under this Agreement. County may request ad-hoc reports and supporting documentation in addition to a reimbursement requests. County may also request that Township complies with audit requests made by the Treasury Department. Such reporting and requests may include documentation of invoices, submission of payroll logs, and proof of contracts. to substantiate eligible expenses. Failure to submit proper documentation verifying eligible expenses may result in termination of this agreement and recoupment of awarded funds

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from Township.

U. **FOIA:** Township acknowledges that County is a public body and agrees to participate with County in responding to any requests for information that County receives related to the SLFRF funds pursuant to the Freedom of Information Act (5 ILCS 140/1 *et seq*.). Township shall provide any documents requested by County in a timely fashion to allow County to comply with the requirements of the Freedom of Information Act.

V. **Notices:** Any and all notices, which may be required hereunder by any Party to the other Party, shall be executed by either personal delivery in writing or by mail, registered and certified, postage pre-paid with a return receipt requested. Township agrees to keep County informed of any change in business and/or mailing addresses, as well as telephone, facsimile, email, or any other relevant means of contact and communication. Mailed notices must be addressed to the Parties at the address below:

County: Kane County American Rescue Plan Program Manager
Kane County Government Center
719 S. Batavia Avenue, Building A
Geneva Illinois, 60134

Township: Highway Commissioner
Hampshire Township Road District
100 Center St.
Hampshire Illinois 60140

II. SEVERABILITY

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

III. WAIVER

County's failure to act with respect to a breach by Township does not waive its right to act with respect to subsequent or similar breaches. The failure of County to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

IV. CERTIFICATION

Township certifies the funds awarded pursuant to this Agreement shall be used only for the purposes described in **Exhibit A**. Township acknowledges that this Agreement is made solely upon this certification and that any false statements, misrepresentations, or material omissions shall be the basis for immediate termination of this Agreement and repayment of all SLFRF distributed under this Agreement. Township understand that the grant funds under this Agreement are supported by the Treasury Department Coronavirus Local and Fiscal Recovery Fund established by Section 9901 of ARPA and the Final Rule. Township

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will comply with, and are subject to, all requirements for the use of SLFRF and all related guidance issued by the Treasury Department. Costs that have been or shall be submitted for reimbursement have not been reimbursed by other sources of funding.

V. SUBAWARD INFORMATION

The Federal Award associated with this Agreement is as follows:

Unique Identifier: [insert]

CFDA Number: 21.027

Assistance Listing Title: Coronavirus State and Local Fiscal Recovery Funds

Federal Awarding Agency: United States Department of Treasury

Federal Award Identification Number (FAIN): SLFRP0243

Federal Award Date to County: May 18, 2021

Award is for Research & Development: No

Period of Performance Start and End Date: Effective Date, through October 30, 2026

Budget Period: The timeframe for spending is from Effective Date, through October 30, 2026

Award Amount: Total obligation under this Agreement is $260,000.00

Contact for Program: Submit inquiries and questions to KaneARPA@co.kane.il.us

VI. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the Parties for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the Parties relating to County's allocation of the grant funds to Township. This Agreement is subject to availability of funds under ARPA.

VII. SIGNATURE AUTHORITY

The following specific officers/officials, or their authorized designees, are required to sign this Agreement on behalf of Township. Note: If this Agreement is signed by a designee, a duly authenticated delegation of authority evidencing the signer's authority to execute the Agreement for and on behalf of Township must be attached to the Agreement for review by Kane County. The following signatory on behalf of County has been authorized to execute this Agreement by resolution of the Kane County Board or authorized committee thereof.

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Agreement on the dates hereafter set forth below.

Hampshire Township Road District:

Signed: Signed by: Dan Rowlett
Its Duly Authorized Agent
Printed Name: Dan Rowlett
Title: Highway Commissioner
Date: 12/11/2024 | 2:36 PM CST

County of Kane:

Signed: DocuSigned by: Corinne Pierog
Its Duly Authorized Agent
Printed Name: Corinne Pierog
Title: Kane County Board Chair
Date: 12/16/2024 | 12:40 PM CST

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Exhibit A: Program Terms

1. Program Description: The stormwater infrastructure projects titled Marney & Kelley and Kelley Off-Site will be constructed under this Agreement as part of the Kane County Cost-Share Drainage program. The scope may include but is not limited to: survey, engineering, legal, easements, permit fees, advertisement, procurement, staking, field observation and construction. County, through the Kane County Department of Environmental and Water Resources, will provide technical assistance to Township to finalize the design plans and easements, develop the procurement documents for Township, assist in bidding of the project and review of the bids received, develop and submit required permit applications and fees, provide staking and field observation, review and approve pay requests and change orders. County will assist Township with all required ARPA reporting and paperwork.

2. Purpose of Award: The Treasury Department allows for the transfer of State and Local Fiscal Recovery Funds to any entity to carry out as a subrecipient an eligible use of funds by the transferor, as long as the transferee complies with the Award Terms and conditions and other applicable requirements, including the Uniform Guidance. The purpose of this award is to provide funding for use by Township for eligible uses and programs under the American Rescue Plan Act.

3. Eligible Costs: The eligible costs may include all costs related to the engineering, design, procurement, construction and closeout of the stormwater infrastructure projects titled Marney & Kelley and Kelley Off-Site. The projects are described as follows: grading and drainage on the north side of Kelley Road including a drainage ditch on the Crown Development property to connect to the Hampshire Meadows drainage infrastructure, approximately 500 linear feet of underdrain, relocation of utilities, traffic control and projection, approximately 1,100 linear feet of various size stormwater pipe, replacement of driveway culverts on Marney and Kelley as required, soil erosion and sediment control, landscaping, pavement repair and replacement, installation of triple culverts under Kelley Road, regarding of ditches on Marney and the south side of Kelley. The estimated project cost and ARPA funds committed to the project are $260,000.00. All work in accordance with the final engineering plans and the Village of Hampshire review comments by Western Engineering/SilverEdge Consulting.

   County maintains sole and exclusive decision over whether costs submitted by Township are eligible for reimbursement or payment under this Agreement.

4. Performance Measures: County may request additional information from Township as needed to measure performance under this Agreement.

5. Required Reporting

   a. Programmatic reports: At County's request, Township will submit programmatic reports to facilitate any requirements under the Uniform Administrative Requirements, Cost Principles, and Audit Requirements, which are published in Title 2, Part 200 of the Code of Federal Regulations (2 CFR Part 200), and any supporting documentation related to this Agreement and Township's implementation of the Program or use of the grant funds.

   b. Financial reports: At County's request, Township will submit financial reports to facilitate any requirements under the Uniform Administrative Requirements, Cost Principles, and Audit Requirements, which are published in Title 2, Part 200 of the Code of Federal Regulations (2 CFR Part 200), and any supporting documentation related to this Agreement and Township's

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implementation of the Program or use of the grant funds. Financial reports shall describe the expenditures related to this Agreement. Township's accounting and financial management system shall be sufficient to permit the preparation of financial reports required in connection with this Agreement and the tracing of funds to a level of expenditure adequate to establish that such funds have been used pursuant to the terms of this Agreement.

c. Closeout reports: Township shall describe the status of the implementation of the Program and all activities related to the use of the grant funds. The closeout report shall further include an accounting of all costs and expenses incurred through Township's use of the grant funds and such other information as County deems necessary to facilitate closeout of this Agreement and permit County to meet all of its obligations and requirements under the same.

6. Payment: The grant funds will be provided upon Township's submission of invoices for expenditures of eligible costs. Confirmation that Township has paid the vendors prior to submission and approval of invoices by County is not required. Invoices must be presented to County each month on a day to be determined by County. Township will submit with each invoice any forms or other documentation indicating Township's expenditures that are eligible costs under this Agreement. With technical assistance provided by County, Township will supply a quarterly report to County detailing Township's activities and use of grant funds pursuant to this Agreement.

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Exhibit B: Specific Conditions

1. Per 2 C.F.R. 200.208, Township shall comply with the following Specific Conditions under this Agreement:

County retains the right to impose specific conditions, as needed.