

Montgomery County Board
Coordinating Committee Meeting Agenda
County Board Room, 2nd Floor, Historic Courthouse
#1 Courthouse Sq. Hillsboro, IL 62049

Date: Thursday, January 30, 2025

Time: 8:30 AM – County Board Room

Roll Call: Members Present: Doug Donaldson, Mark Hughes, Ethan Murzynski, Andy Ritchie, Chad Ruppert, Dr. Patty Whitworth **Members Absent:**

Others Present:

Pledge of Allegiance:

Public Comments:

Coordinating Committee: Doug Donaldson, Board Chairman

1. Information Systems Report Update/Approval: Curt Watkins
2. EMA Report Update/Approval: Dan Hough
3. CIPT IGA and Ordinance Update/Approval:
4. West Central Development Council/Job Center Board/CEO Board Update/Approval:
5. Ad Hoc Committee to Address SB3455 Wooded Acreage Assessments Update/Approval:
6. Closed Session Minutes Review Update/Approval:
7. Broadband Breakthrough Program Update/Approval:
8. Other Business:

Development & Personnel Committee: Chad Ruppert, Chairman

1. Small Biz Grant Application Update/Approval:
2. Animal Control Update/Approval:
3. Plains Solar Update/Approval:
4. Montgomery Springs Solar Update/Approval:
5. County Project Labor Agreement (PLA) Update/Approval:
6. DCEO Energy Transition Grant Update/Approval:
7. Employee Handbook Update/Approval:
8. Historic Courthouse Notary Update/Approval:
9. Other Business:

Buildings and Grounds: Mark Hughes, Chairman

1. Maintenance and Cleaning Issues and Report Update/Approval:
2. Courthouse Chiller Project Update/Approval:
3. County Board Room AV Work Feb. 3-7 Update/Approval:
4. New Hire for Cleaning Position Update/Approval:
5. Green Diamond Bike Trail Update/Approval:
6. Other Business:

Roads and Bridges Committee: Ethan Murzynski, Chairman

1. UKA Virden Wind Road Use Agreement Update/Approval:
2. County & Township MFT Rock Letting Update/Approval:
3. County Culvert Letting Update/Approval:
4. Resolution Appropriating Funds for Engineer Salary Update/Approval:
5. Other Business:

Finance and Budget Committee: Andy Ritchie, Chairman

1. SOA Report Update/Approval:
2. Township Assessor Education Incentive Update/Approval:
3. Capital Improvement & Coal Fund Reports Update/Approval:
4. Pre-Approved Vendor List Update/Approval:
5. Bellwether Budget Contract Update/Approval:
6. Ambulance Service Agreements Update/Approval:
7. County Credit Card Policy Update/Approval:
8. County Travel Ordinance Update/Approval:
9. Other Business:

Appointments:

1. Jen Carron, Raymond, to 4-year term on 708 Board Update/Approval:

Motion by _____ and second by _____ to pay the Bills. All in favor, motion carried.

Motion to adjourn by _____ and second by _____. All in favor, motion carried.

Meeting adjourned at _____ am. The summaries of minutes were respectfully submitted by acting secretary Mike Plunkett, as deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.



1805 S. Banker Street, P.O. Box 928
Effingham, Illinois 62401-0928
PHONE: (217) 342-2193 FAX: (217) 342-4701
E-MAIL: cefs@cefseoc.org WEBSITE: www.cefseoc.org

Kevin Bushur, Chief Executive Officer

Montgomery County Board

#1 Courthouse Square

Hillsboro, IL 62049

February 6, 2025

RE: Request for county funding contribution for public transportation

Dear Board,

CEFS is asking counties of the Shelby County Downstate Operating Assistance Grant (DOAP) to consider making an annual contribution to the program. DOAP is state funding that requires matching funds. Our state award is \$1,697,700; however, the program fails to draw down the full award amount due to inability to generate enough matching funds. In FY24 (July 2023-June 2024), we generated enough match to draw down \$958,074.40 leaving \$739,626 in available funding on the table.

IDOT considers the generation of matching funds to be a part of the county's responsibilities. CEFS has historically assumed this role and will continue to work to generate matching funds for the program but are now asking the counties to assist us in this endeavor. We generate match funding through service contracts, billing agreements, contracts with Medicaid MCO's, township donations, and grants from the Department of Aging.

An annual donation would not only help enhance the program but generate return by increasing match funding, therefore providing a return on investment.

Effingham County, which is a separate grantee, makes a yearly contribution of \$10,000. They have requested that we utilize this funding to enhance the program by offering in county reduced fare to the county's senior, disabled, and veteran residents. We would be happy to make this sort of offer to your county residents or discuss other possible service enhancements for which the funding could be utilized.

All contributions and funding received are used solely for the public transportation program.

We appreciate your consideration of our request for an annual contribution to the public transportation system.

Best Regards,

Beth Beck-Marts

Transportation Program Director

CEFS Central Illinois Public Transit

Ordinance

ORDINANCE NUMBER _____

AN ORDINANCE TO PROVIDE FOR PUBLIC TRANSPORTATION

IN MONTGOMERY COUNTY, ILLINOIS for Fiscal year 2026, beginning on July 1, 2025 and ending on June 30, 2026.

Whereby, public transportation is an essential public purpose for which public funds may be expended under Article 13, Section 7 of the Illinois Constitution; and

WHEREAS, Montgomery County wishes to provide public transportation for its citizens and become eligible for grants from the State of Illinois or any department or agency thereof, from any unit of local government, from the Federal government or any department or agency thereof; and

WHEREAS, Illinois Compiled Statutes 740/2-1 et seq. authorizes a county to provide for public transportation within the Montgomery County limits:

NOW, THEREFORE, BE IT ORDAINED by the Chairman and the County Board of Montgomery County that:

Section 1. Shelby County shall hereby provide public transportation within the county limits.

Section 2. The County Clerk of the County of Montgomery shall file a certified copy of this Ordinance, within sixty days after passage of this ordinance.

Section 3. This Ordinance shall be in full force and effect from and after its passage and approval, as required by law.

Section 4. That the County Board Chairman of Shelby County is hereby authorized and directed to execute and file on behalf of Montgomery County a Grant Application to the Illinois Department of Transportation.

Section 5. That County Board Chairman of Shelby County is hereby authorized and directed to execute and file on behalf of Montgomery County all required Grant Agreements with the Illinois Department of Transportation.

APPROVED by the Chairman of the Montgomery County Board, this _____ day of _____ 2025 and deposited and filed in the office of the Montgomery County Clerk of said County on that date.

Elected Board Members _____

PRESENT _____

AYE _____

NAY _____

Clerk of Montgomery County, Illinois

Chairman of Montgomery County, Illinois

Intergovernmental Agreement

This Agreement is entered into by and between the County of Shelby and the counties of Fayette, Clay, Moultrie, Montgomery, and Christian, (hereinafter referred to as the "Participants") for the provision of public transportation in said counties.

WHEREAS, Participants have applied for a grant pursuant to Section 5311 of the Federal Transit Act of 1991 and the Downstate Public Transportation Act (30ILCS 740/2-1 et seq.) in order for financial assistance to be made available for public transportation programs in rural and small urban areas within Shelby, Fayette, Clay, Moultrie, Montgomery, and Christian Counties; and

WHEREAS, it is the mutual desire of the Participants that the County of Shelby be designated as the "Primary Participant" pursuant to Section 601.105(b) of the Illinois Department of Transportation Regulations for Public Transportation Assistance to Programs in Non-Urbanized Areas for the administration and distribution of Federal Section 5311 and Downstate Public Transportation funds.

And WHEREAS, Illinois Compiled Statutes 740/2-1 et seq. authorizes a county to provide for public transportation within the county limits;

WITNESSETH:

1. The County of Shelby shall be designated as the "Primary Participant" pursuant to Section 601.105(b) of the Illinois Department of Transportation Regulations for Public Transportation Assistance to Programs in Non-Urbanized Areas providing for the administration and distribution of Federal Section 5311 and Downstate Public Transportation Act funds.
2. It shall be the responsibility of the Primary Participant to receive all Section 5311 Funds from the Illinois Department of Transportation pursuant to said Department's agreements with the Participants.
3. The Primary Participant shall disburse said funds to C.E.F.S. Economic Opportunity Corporation a not-for-profit corporation, the service provider under the terms and conditions of said agreements.
4. Delivery of services by service provider shall be made in accordance with agreements entered into by service provider with the Primary Participant.
5. Participants are not responsible to the service provider for any local matching funds but may provide match as desired.
6. That the terms of this Agreement will be effective for the twelve-month grant period.
7. Any revision of this Agreement must be agreed to by the Participants as evidenced by an addendum signed by the authorized representative of each.
8. This Agreement or any part thereof may be renegotiated where changes are required by State or Federal law, rules, regulations, or court action, or when Participants agree that a new intergovernmental agreement would meet their particular needs.

9. This intergovernmental agreement is binding upon the Participants, their successors and assigns.
10. If any section, sentence, clause, phrase or portion of this Intergovernmental Agreement is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portion of the Agreement. It is hereby declared the intent of the Participants that this Agreement shall remain valid and enforceable, notwithstanding the invalidity of any part hereof.
11. That only one original copy of this Intergovernmental Agreement shall be signed and executed by Participants and that any photocopies of the executed Intergovernmental Agreement shall be deemed to be duplicate originals.
12. The term of this agreement shall be for the Grant Fiscal year of July 1, 2025 to June 30, 2026 and will be submitted for approval annually.

COUNTY OF SHELBY, a body political and corporate

By: _____
Chairperson, Shelby County Board

ATTEST:

Shelby County Clerk

COUNTY OF MONTGOMERY, a body political and
corporate

By: _____
Chairperson, Montgomery County Board

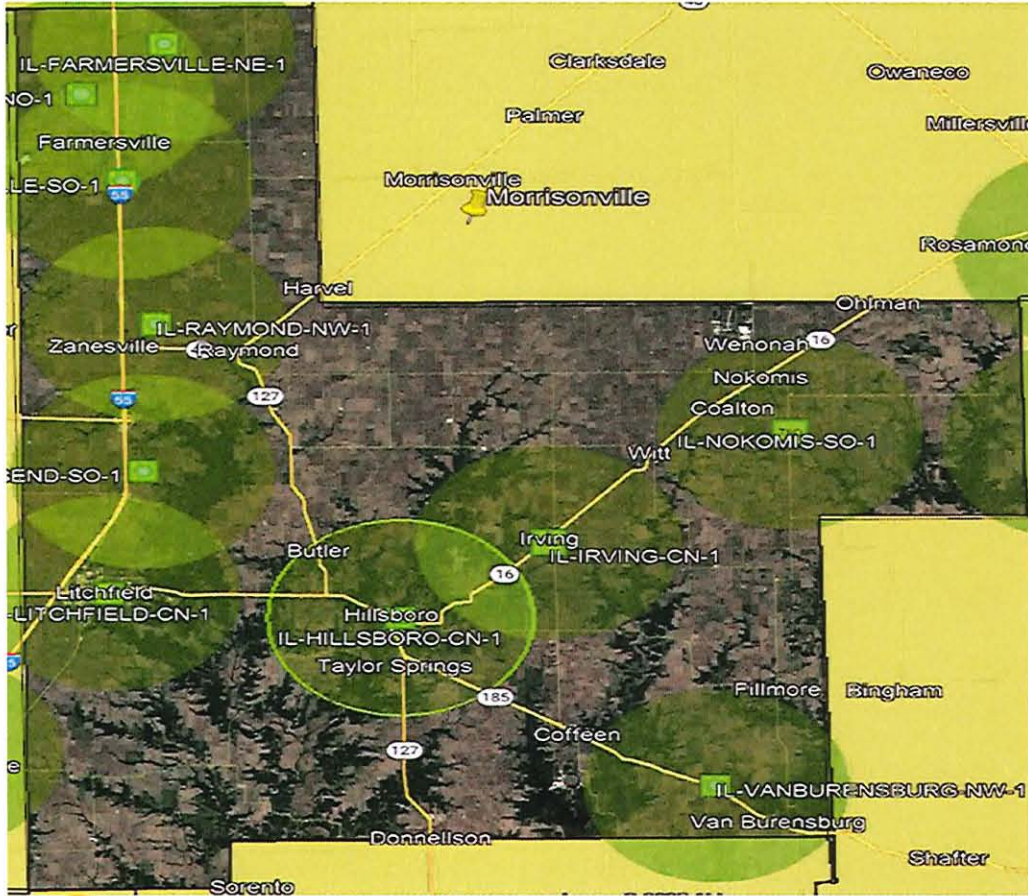
ATTEST:

Montgomery County Clerk

Montgomery County Grant Progress



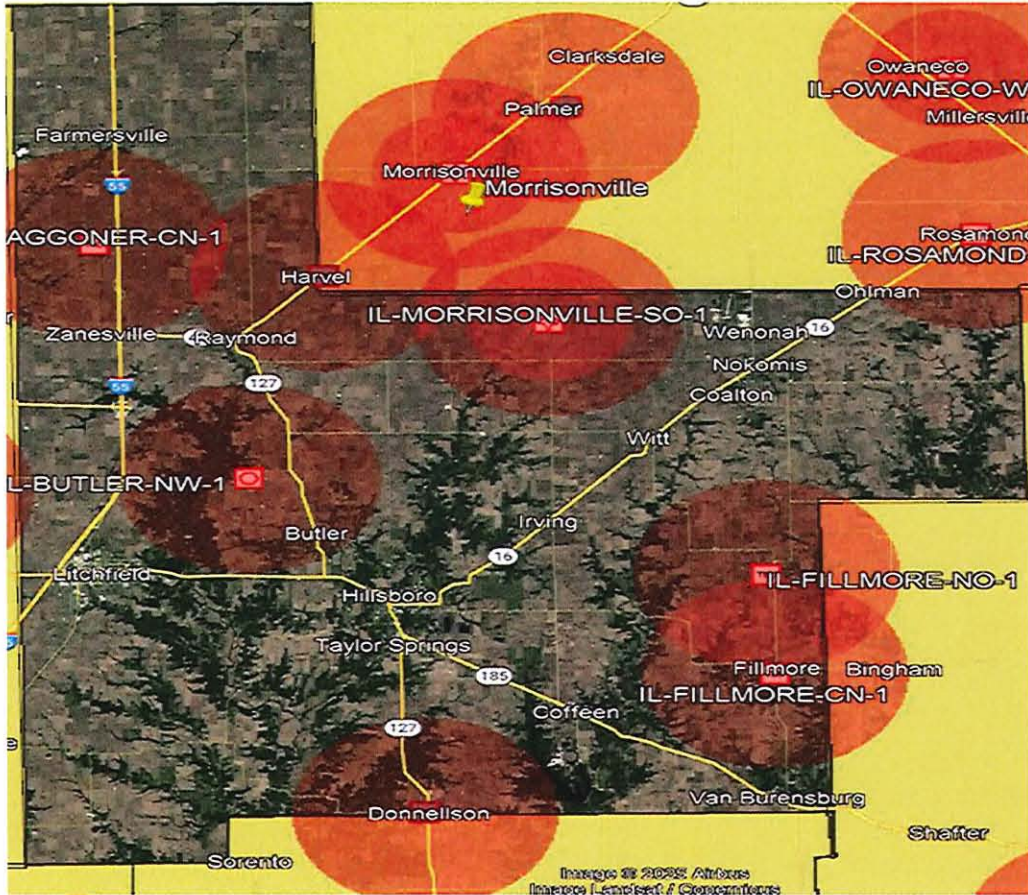
Active towers



NEXTLINK



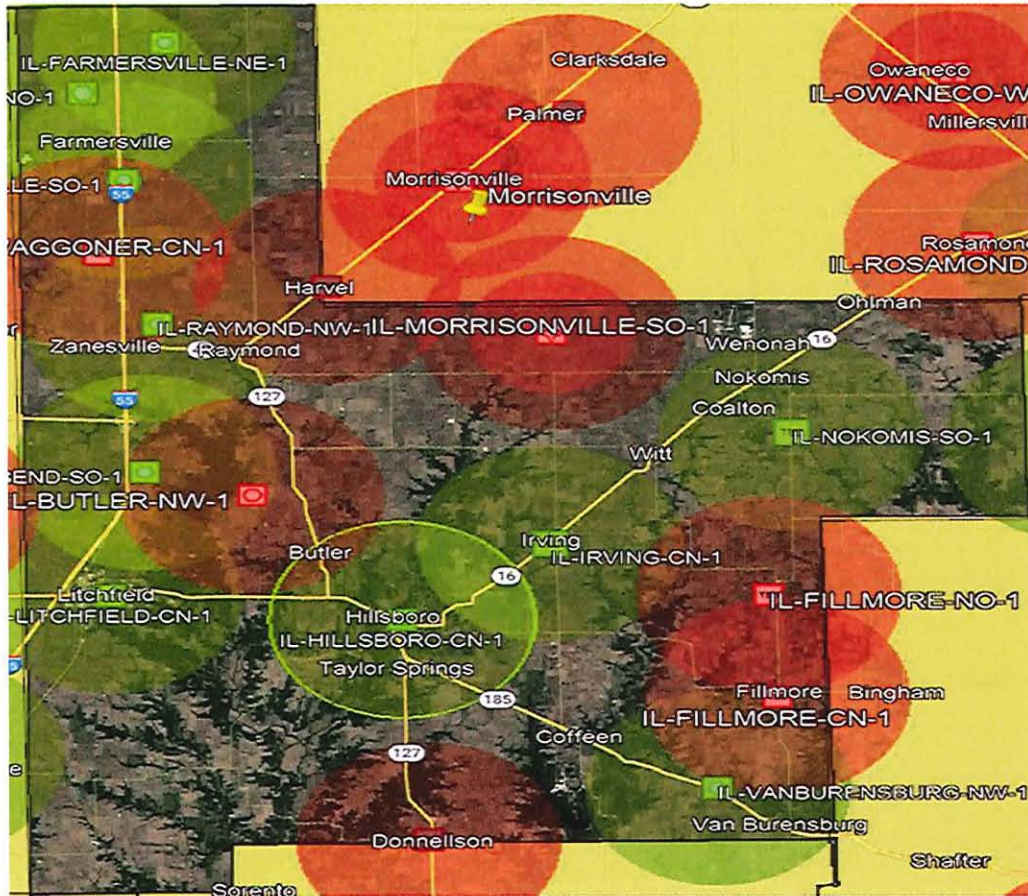
Pending towers



NEXTLINK



Planned & active towers



NEXTLINK





2025 Weather Spotter Training

The National Weather Service, St. Louis (NWS) and Montgomery County Emergency Management Agency (EMA) are hosting a **Storm Spotter training class**.

The training is **free** and typically lasts about **2 hours**. You'll learn about thunderstorm development, storm structure, identifying severe weather features, how to report information, and basic severe weather safety.

We encourage all ages of the public to attend, as well as 1st responders, News Media, Governmental Officials, Schools Staff, Ham Radio Operators and Civic groups. Help your community by being a trained Storm Spotter.

March 18th 6:00-8:30 pm: At Lincoln Land Community College,
Room A100 (Auditorium): #1 Lincoln Land Drive, Litchfield, Illinois 62056

**For more information go to: [weather.gov/stlouis/spottertalks](https://www.weather.gov/stlouis/spottertalks)
or contact :**

Montgomery County EMA
Dan Hough Director
120 N Main St.
Hillsboro, IL 62049
217-532-9560
217-313-4153
danh@montgomerycountyil.gov

Important Training Opportunity: CPR, AED, and First Aid Certification For All County Employees

We are excited to offer a **Blended First Aid Course** to all County employees who would like to be trained on CPR, AED use, basic first aid, and more. This is a valuable opportunity to learn life-saving skills, and while it's not a requirement for employment, it will help ensure we are prepared in case of an emergency.

Course Overview:

In this course, you'll learn from *Instructor, Joletta Hill*:

- How to perform CPR
- How to use an Automated External Defibrillator (AED)
- Skills for treating choking and shock victims
- "Stop the Bleed" techniques
- Basic first aid for injuries and medical emergencies

Why Participate?

- **AED Law Compliance:** Each building with an AED must have at least one person trained in its use.
- **OSHA and Department Requirements:** This certification meets OSHA standards and may satisfy additional department-specific requirements.
- **No Cost to You:** There is no cost for employees to attend this course.
- **Certification Valid for 2 Years:** Upon successful completion, your certificate will be valid for 2 years.

Course Details:

- **Duration:** 2 ½ - 3 hours
- **Dates:** Offered during the week of **February 24**
- **Multiple Times & Locations:** We're offering several times and locations to accommodate different department schedules.
- **Option to Attend CPR & AED Only:** If you prefer, you can attend the 2-hour CPR and AED portion and leave before the "Stop the Bleed" portion.

How to Sign Up:

Department Heads should print the enclosed "Signup sheet" have your staff sign up based on the dates, times and location that best fits your departments schedule. Be sure to sign up early to reserve your spot! Return by the end of the day February 11, 2024

We encourage everyone to take advantage of this training to help create a safer workplace for all. If you have any questions, feel free to reach out to **Dan Hough @ 217 313-4153.**

From: Reid Sharkey <reid@benton.org>
Sent: Wednesday, January 8, 2025 2:06 PM
To: wm.montgomery01@gmail.com; mikep@montgomerycountyil.gov
Cc: Adrienne Furniss; McBeath, Robert John
Subject: Broadband Breakthrough—Free Broadband Planning Assistance Available for your County!

Hi William and Mike

I am reaching out to you because of your registration/attendance of the recent *Broadband Breakthrough* webinar **OR** your email is on the Illinois Office of Broadband partner list. The Illinois Broadband Lab has identified Montgomery County as a target for the *Broadband Breakthrough* program. This means that the county has a significant amount of broadband serviceable locations that are eligible for Connect Illinois Round 4 and the county has not participated in any previous broadband planning program offered through the Benton Institute.

I want to encourage Montgomery County to consider forming a team and submitting an application for the program. Below is some more information about the program, including the registration link for an informational webinar on Monday, January 13th.

Let me know if you have any questions about the program, and please forward this information to any potentially interested people in your network. All rural counties in Illinois are eligible to apply.

Thank you,

Reid Sharkey

Is your community ready to shape its broadband future? Learn more about the *Broadband Breakthrough* program! <https://www.benton.org/broadband-breakthrough>

Led by the Benton Institute for Broadband & Society and the University of Illinois Broadband Lab, *Broadband Breakthrough* equips local leaders with the tools, data, and knowledge needed to secure funding and build strong broadband partnerships. For further information, including application details, please see this [one sheet](#).

Join the Benton Institute on **January, 13 9:00-10:00 AM**, for a webinar on how your community can take charge of its connectivity journey and play a role in the Connect Illinois Round 4 BEAD selection process.

Important dates and deadlines:

- **January 13th:** *Broadband Breakthrough* Informational webinar from 9-10AM CT. [REGISTER](#)
- **January 31st:** Application deadline for the *Broadband Breakthrough* program. Up to 8 counties will be accepted into the program.
- **Week of February 10th:** *Broadband Breakthrough* program begins.

All rural counties in Illinois are eligible for this program. The program is at no cost to the county or locality thanks to support from the Illinois Broadband Lab.

Please forward this information to any potentially interested county officials, community leaders, organizers, etc.

To learn more or receive application assistance, please contact Reid Sharkey at reid@benton.org.

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Reid Sharkey

Community Broadband Specialist & Research Associate

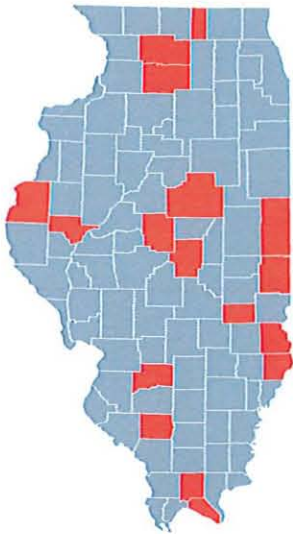
C: (703) 400-2106



benton.org | [@Benton_Inst](https://twitter.com/Benton_Inst)

*Championing fast, fair, open broadband for all
to deliver opportunities and strengthen communities*

BROADBAND BREAKTHROUGH



**DON'T LEAVE
YOUR BROADBAND
FUTURE TO CHANCE**

Participation in this program is free but requires the applicant to establish a dedicated community team.

The application process is simple. Up to 8 Illinois counties will be selected for the 12-week program, beginning in February. Applications will be approved on a first-come, first-served basis.

Broadband Breakthrough participants will receive broadband planning support through a combination of webinar content and individualized meetings with experts from the Broadband Breakthrough team. Participants can expect to dedicate one-hour per-week throughout the program.

With broadband deadlines fast approaching, now is the time to position your community for success. The Illinois Office of Broadband awards points to grant applications that show community engagement and ISP partnerships. Our program can help you maximize those points.

The State of Illinois is receiving just over **\$1 billion** dollars to fund rural broadband infrastructure projects. Don't be a bystander as others make important decisions about your broadband future. The Benton Institute's Broadband Breakthrough Program is designed to place your community at the center of these decisions.

The Broadband Breakthrough program combines education and consulting/technical assistance for community leaders to gather and understand key information to support community efforts to engage and create partnerships through matchmaking with private and cooperative broadband providers.

The *Broadband Breakthrough* program combines education and technical assistance to community leaders to support efforts to create partnerships with broadband providers.

up to 8 counties will be selected

NO-COST to participate

**Upon completion of the program, select coal-impacted counties are eligible for additional grant writing financial assistance from another financial partner.*

THE BREAKTHROUGH TEAM

Broadband Breakthrough will combine the Benton Institute's community broadband leadership training with Reid Consulting Group's technical expertise to accelerate broadband network project development. Research, survey, and analytical support will be provided by the University of Illinois Extension, the Illinois Broadband Lab, and Illinois State University.

In Illinois, \$171 million or 52% of funds dispersed through Connect Illinois Round 3 were awarded to communities who participated in a previous Benton Institute community engagement program. These awards are the direct result of communities identifying their own unique visions and preferred partners. Funded projects include partnerships with existing broadband service providers, attraction of new competitive providers, and middle-mile networks supporting rural last-mile deployment.

Reid Consulting Group has been working with communities on broadband partnerships and planning for nearly 20 years. In 2023 RCG completed significant broadband analysis through the Missouri Association of Councils of Government (MACOG) for the targeted communities (https://macog.org/wp-content/uploads/2023/12/RCG-report_MACOG_10_31_23).

PROGRAM ACTIVITIES & GOALS

- **ORIENTATION:** Your Community Team will meet with the Breakthrough Team to discuss broadband reality and the lived experience of your constituents, go over available maps and data, and prepare a Community Broadband Survey.
- **OUTREACH:** The Community Team will distribute the Community Broadband Survey to gauge perception of existing services and demand for improved services. The survey will remain open for approximately 40 days with options for print and online distribution. Your team will be responsible for all survey marketing and any printing/ mailing costs.
- **PREPARATION:** The Breakthrough Team will deliver three weekly Zoom webinars that will prepare Community Teams to develop successful project proposals. Your team should plan to watch and discuss these webinars as a group. Topics include:
 - Broadband Provider Partnerships and Project Development
 - Federal/State/Local Broadband Finance Programs and Tools
 - Successful Grant Applications
- **ANALYSIS:** The Breakthrough Team will meet with each community to examine survey results, review additional maps and data, discuss economic impact factors, evaluate technology options and cost estimates, and identify the best prospective broadband provider partnerships.
- **MATCHMAKING:** The Breakthrough Team will attend up to three “matchmaking” meetings between the Community Team and prospective broadband provider partners. The Breakthrough Team will serve as an information resource and expert community ombudsman.
- **WRAP UP:** The Breakthrough Team will host a final Zoom session to share findings and discuss results from participating communities.

HOW TO APPLY

Applications from counties will be approved on a first-come, first served basis with a deadline of **January 31, 2025**.

To apply, send an email to Reid Sharkey (reid@benton.org) with the following information:

- Primary Contact: name, address, and preferred way to communicate (email, phone, etc.)
- Community Description: boundaries, demographics, proximity to larger communities, etc.
- Broadband Need: details of current broadband situation and any ongoing or past planning.
- Team Members: A list of participants and their community affiliations. 8-12 members is ideal.

This program requires a committed, engaged community team.

Interested communities are strongly encouraged to contact Reid Sharkey at reid@benton.org or 703-400-2106 to schedule a quick program overview presentation.

Applications accepted on a first-come, first-served basis until January 31, 2025.

MORE ABOUT OUR TEAM



The Benton Institute for Broadband & Society is a 43-year-old nonprofit working to make sure everyone can use and benefit from high quality, affordable broadband. We strengthen local, state, and national leadership by providing the timely information, rigorous evidence, practical guidance, and advocacy needed to articulate and implement a broadband for all agenda.

Over the past several years, Benton has led community engagement and broadband planning programs in Illinois, Ohio, Arkansas, Tennessee, Missouri, and Oklahoma.



Reid Consulting Group (RCG) has worked in both urban and rural settings to conduct last-mile and middle-mile feasibility, planning, and engineering projects for councils of government, state agencies, ISPs, electric utilities, and local governments. RCG fiber projects exceed 6,000 miles across 18 states with a total project value of \$1.6 billion supported by \$330 million in grants.

January 14, 2025

Montgomery Conty Board
#1 Courthouse Square
Room #202
Hillsboro, IL 62049

Dear Board Members,

On January 10th I had a business transaction I was required to attend in Taylorville, Illinois at noon. Nokomis Township had done a great job here on our county roads so I was able to get to Raymond Road. It was a bit of a challenge, but not too bad.


Nokomis/Taylorville Road was great until I reached the Christian County line. From that point on there were few spots that were salted but I believe that was it and it was quite a challenge to get to Taylorville.

I headed back to Nokomis approximately 1.5 hours after my noon meeting and nothing had changed and not only were the roads very bad, the visibility was also terrible. I encountered one accident with an injury on the road in Christian County on my way home and was extremely happy to make it back to Montgomery County. I have been advised the same held true with the transition from Montgomery County into Sangamon County.

I think we should all feel very fortunate to have the County Highway Department we have here in Montgomery County as well as those who work on our township roads.

Thank you for all you do to keep the citizens of Montgomery County safe on our roads.

Sincerely,

A handwritten signature in black ink that reads "Jack E. Tosetto". The signature is written in a cursive style with a large initial "J" and "T".

Jack Tosetti
18358 N. 20th Avenue
Nokomis, IL 62075

Montgomery County Board
Development & Personnel Committee Meeting Agenda
County Board Room, 2nd Floor, Historic Courthouse
#1 Courthouse Square, Hillsboro, IL 62049

Date: Monday, February 3, 2025

Time: 5:00 PM – County Board Room

Roll Call: Members Present: Chad Ruppert, Bill Bergen, Chris Daniels, Jeremy Jones, Russell Beason,
Doug Donaldson/Dr. Patty Whitworth **Members Absent:**

Others Present:

1. **Pledge of Allegiance:**
2. **Public Comment:**
3. **Small Biz Grant Application Update/Approval:**
4. **City-Wide Clean-Up Grant Update/Approval:**
5. **Animal Control Update/Approval:**
6. **Plains Solar Update/Approval:**
7. **Montgomery Springs Solar Update/Approval:**
8. **County Project Labor Agreement (PLA) Update/Approval:**
9. **DCEO Energy Transition Grant Update/Approval:**
10. **Employee Handbook Update/Approval:**
11. **Historic Courthouse Notary Update/Approval:**
12. **Nokomis TIF District Update/Approval:**
13. **Other Business:**

Motion to pay the bills by _____ and second by _____. All in favor, motion carried.

Motion to Adjourn by _____ and second by _____. All in favor, motion carried.

Meeting adjourned at _____ pm. The summaries of minutes were respectfully submitted by acting secretary Mike Plunkett, as deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.

DCEO Small Biz Grant Tracker - 2024

Applicant	Town	Contact	Date In	Emp.	Eligible Award	Amount Awarded
Noko Sugar Rush	Nokomis	sugarrushnoko@gmail 217-710-1736	7/8/24	6	\$40,000	\$40,000
Willow Lane	Litchfield	rivali@me.com 217-556-4734	6/3/24	8	\$40,000	\$20,000
Neon Café	Hillsboro	217-313-0085	7/11/24	8	\$40,000	\$20,000
The Revived Soul	Hillsboro	mandyduff2020@gmail 217-246-3829	7/1/24	4	\$25,000	\$10,000
Cosmo's Place	Litchfield	alivia.85@yahoo.com 217-556-9357	6/28/24	2	\$25,000	\$10,000
Majors Ink	Litchfield	amandamajors101@gmail 217-250-1685	6/28/24	2	\$25,000	\$7,500
Que-One-Seven	Hillsboro	tjulrici@beckman.com 217-851-7085	6/28/24	3	\$25,000	\$7,500
Interurban Designs	Hillsboro	bobodle57@gmail.com 217-556-1515	7/11/24	1	\$25,000	\$5,000
Scout House	Hillsboro	moose2010.mc@gmail 217-725-7894	6/10/24	4	\$25,000	\$5,000
The Annex	Hillsboro	jmulrici@gmail.com 217-259-1379	7/2/24	0	\$0	\$0
Litchfield Home Imp.	Litchfield	phillprandazzo1011@gmail 618-414-0445	7/1/24	8	\$40,000	\$0
SSp Entertainment	Litchfield	shilp98@yahoo.com 217-710-1983	7/19/24	3	\$25,000	\$0
Mel's Slots	T.S.	theeventcenterofmc@yahoo 217-556-8162	8/20/24	6	\$40,000	\$15,000
First Due Consulting	Irving	wittfiredept322@hotmail 217-825-7693	9/23/24	1	\$25,000	\$15,000
Weiss Construction	Hillsboro	mweissconstruction@gmail 217-556-7355	9/24/24	1	\$25,000	\$12,500
Salon RE	Coffeen	yount27@hotmail.com 239-410-6839	9/25/24	1	\$25,000	\$5,000
Mara Elizabeth Hair	Hillsboro	operations@maraelizabethhair.com 217-556-4962	10/8/24	1	\$25,000	\$5,000
Shug Smoke Shack	Donnellson	korygens1@yahoo.com 217-710-5166	10/11/24	5	\$40,000	\$20,000
Raise the Bar Recovery & Wellness	Hillsboro	raisethebarllc16@gmail 618-292-0494	10/29/24	3	\$25,000	\$10,000
Downs Plumbing	Hillsboro	downsplumbing1@gmail 217-851-4026	11/4/24	1	\$25,000	\$5,000
Manifesto Wine Bar	Litchfield	dcosborne25@gmail.com 217-246-6576	11/11/24	4	\$25,000	\$7,500
State Street Event Center	Litchfield	statestreeteventinfo@gmail 217-556-7041	11/20/24	3	\$25,000	\$10,000

Dunns n' Roses	Hillsboro	jameejo2002@yahoo.com 217-556-1684	11/25/24	4	\$25,000	\$7,500
R Custom Cuts	Hillsboro	alan.r1969@yahoo.com 217-313-7888	11/27/24	4	\$25,000	\$5,000
Drapes Lounge	Hillsboro	thedrapeslounge@gmail 618-420-7731	12/2/24	3	\$25,000	\$5,000
Bobo's Tough Toys	Fillmore	bobostoughtoys@gmail 217-710-9256	12/2/24	1	\$25,000	\$7,500
Gudgel Ranch Saloon	Litchfield	GR_Saloon@outlook.com 217-556-5063	12/27/24	10	\$40,000	\$20,000
Dirt Doctor Hobby Shop	Raymond	gwinn5racing@yahoo.com 217-556-6809	12/27/24	6	\$40,000	\$7,500
White & Associates	Hillsboro	jeickhoff77@gmail.com 217-532-2653	12/30/24	8	\$40,000	\$7,500
AEJE Holdings	Hillsboro	jeickhoff77@gmail.com 217-825-4021	12/30/24	0	\$0	
Miss Kitty's Goldmine	Litchfield	davekalaher@yahoo.com 217-246-0512	1/2/25	6	\$40,000	\$7,500
Just Off Route 66 Car Wash	Litchfield	helgenj@gmail.com 217-494-1002	10/28/24	2	\$25,000	\$5,000
Main Street Gaming	Coffeen	HustonLLC2023@gmail.com 217-710-8028	1/22/25	2	\$25,000	\$2,500
R&J's Outdoors	Hillsboro	rjsoutdoors@hotmail.com 217-246-0565	1/24/25	2	\$25,000	\$2,500
Uhlry Family Farms	Coffeen	suhlry@gmail.com 217-710-3708	1/28/25	3	\$25,000	\$7,500
Kirby Painting	Hillsboro	kirbypainting2022@gmail 217-260-9399	2/4/25	1	\$25,000	
Total					\$1,000,000.00	\$315,000
DCEO Grant - Board Approval					\$336,594.55	
Award Amount					\$315,000.00	
Amount Remaining					Balance	\$21,594.55



January 14, 2025

Montgomery County Board
c/o Mike Plunkett
1 Courthouse Square, Room 202
Hillsboro, IL 62049

Re: Conditions of Approval of Solar Farm Development Permit for Plains Solar, LLC

Dear County Board Members,

Cypress Creek Renewables appreciated the opportunity to present our request for a development permit for Plains Solar, LLC on December 16, 2024. Based upon the feedback from that meeting, Cypress Creek modified its site plan, moving the project further from the western property line. A copy of the site plan is attached hereto. Cypress Creek also agrees to comply with the following proposed conditions of approval of the development permit:

1. Detailed Construction Drawings. The developer shall provide detailed construction drawings for review by the relevant authorities no less than two (2) months prior to the commencement of construction of the solar project.
2. Stormwater Management Plans. The developer shall submit detailed stormwater management drawings and plans for review by the relevant authorities no less than two (2) months prior to the commencement of construction.
3. Construction Liaison Contact Information. The developer shall provide the name and contact information of the designated construction liaison once the Engineering, Procurement, and Construction (EPC) team or construction team has been onboarded by the developer.
4. Operations and Maintenance (O&M) Company Contact Information. The developer shall provide the name and contact information of the contracted Operations and Maintenance (O&M) company once that company has been contracted by the developer.

Best wishes for a happy New Year,

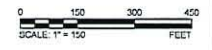
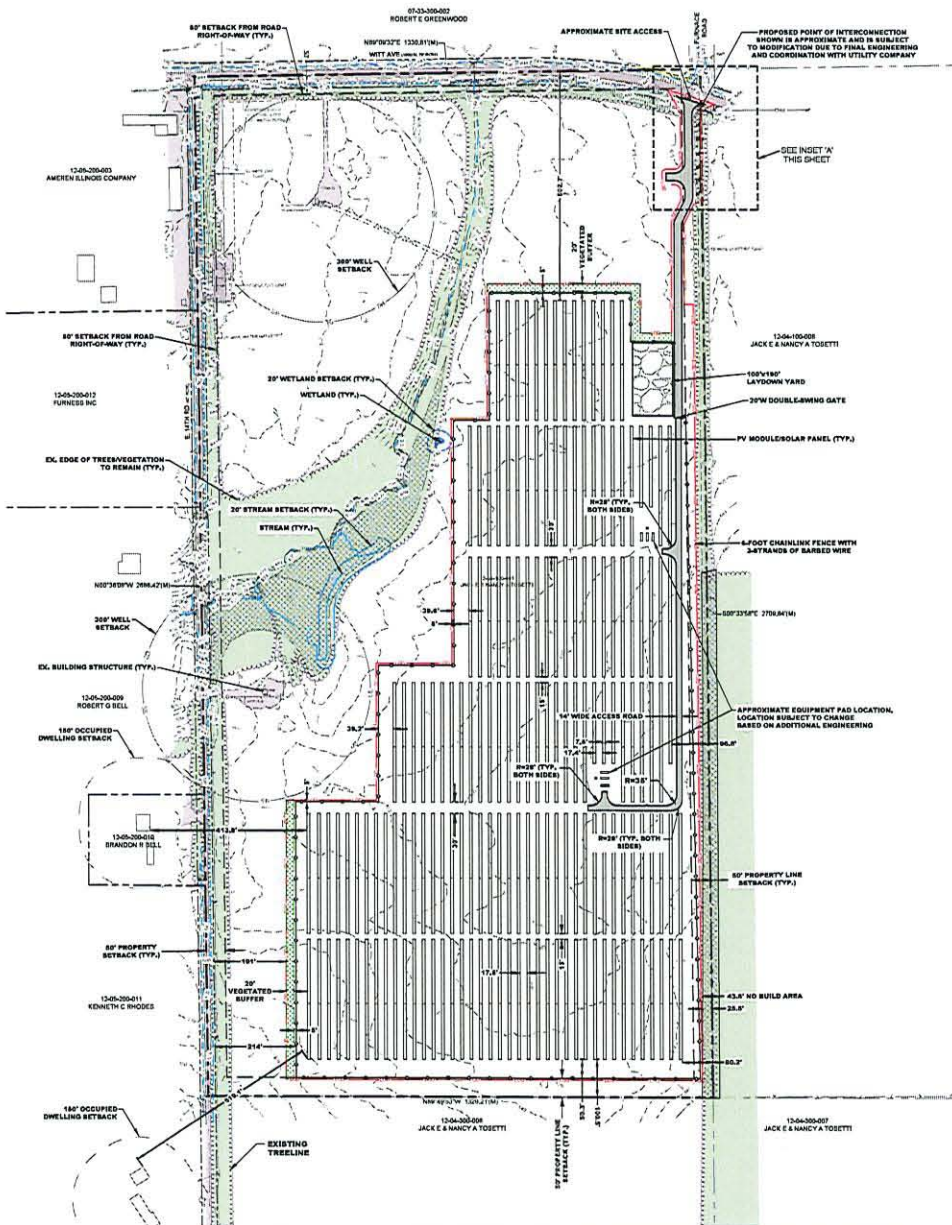
Rebecca

Rebecca Cheatham
Project Developer
828.844.5772 | Direct
917.868.1875 | Cell
Cypress Creek Renewables



- NOTES**
1. THIS SITE PLAN HAS BEEN DEVELOPED FOR PERMITTING ONLY AND IS NOT INTENDED FOR CONSTRUCTION.
 2. ALL EXISTING FEATURES SHOWN WERE DERIVED FROM AN ALTA AND TOPOGRAPHIC SURVEY PERFORMED BY ATWELL AND PROVIDED IN PDF FORMAT TITLED "20090726A-1 - Plans Show ALTA LT and Topographic Survey - Invg. IL - 2023-12-15.PDF", AND GEO MARKERS NO CLAIM TO THE ACCURACY OF ANY EXISTING FEATURES SHOWN.
 3. THE PV ARRAY SHOWN IS REPRESENTATIVE AND TO BE FINALIZED PRIOR TO CONSTRUCTION.
 4. A STORMWATER POLLUTION AND PREVENTION AND DECOMMISSIONING PLAN IS TYPICALLY COMPLETED PRIOR TO THE BUILDING PERMIT PROCESS AND WILL BE SUBMITTED DURING THE BUILDING PERMIT APPROVAL PROCESS.
 5. ALL EXISTING ROAD LOCATIONS SHOWN ARE APPROXIMATE.
 6. EXACT PROPOSED INTERIOR ACCESS ROAD LOCATIONS ARE REPRESENTATIVE, AND TO BE FINALIZED PRIOR TO CONSTRUCTION. ALL INTERIOR ACCESS ROADS ARE ANTICIPATED TO BE GRAVEL SURFACED.
 7. PV ARRAY FENCE IS ASSUMED TO ROUTE THROUGH OVERHEAD ELECTRICAL LINE EASEMENT.
 8. THE PHYSICAL LAYOUT REFLECTS A 10% OVERSIZE TO ACCOUNT FOR FUTURE CIVIL DESIGN. THE VALUES IN THE SUMMARY REFLECT NO OVERSIZE.
 9. L009-453 ACRES.

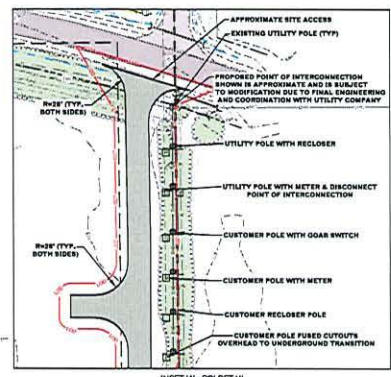
PROJECT SPECIFICATIONS DESIGN SUMMARY	
UTILITY	AMR
POI VOLTAGE (KV)	34.50
AC SYSTEM SIZE (MW)	4.000
DC SYSTEM SIZE (MW)	6.50
DC/AC RATIO	1.30
INVERTER MAKE/MODEL	SIEMENS 155 TL3
INVERTER QTY	24
PV MODULE MAKE/MODEL	TOPCON M10
PV MODULE QTY	10842
PV MODULE STC RATING (W)	600
MODULES PER STRING	26
3-STRING QTY	139
2-STRING QTY	0
RACKING FOUNDATIONS QTY	1807
DC SYSTEM MAX VOLTAGE (V)	1520
RACKING MAKE/MODEL	NEXTRACKER
RACK CONFIGURATION	9AT
MODULE ORIENTATION	1-PORTRAIT
TILT (°)	45.0
GCR	0.3
CLEAR ROW SPACING (FT)	17.453
CENTER-CENTER ROW SPACING (FT)	24.933
AZIMUTH (°)	180
LATITUDE (°)	35.201
LONGITUDE (°)	-89.435



- LEGEND - EXISTING CONDITIONS:**
- BOUNDARY LINE
 - RIGHT-OF-WAY (R.O.W.) LINE
 - PROPERTY SETBACK
 - UTILITY EASEMENT
 - CONCRETE D.O.W. MOUND/IT
 - MATERIAL SET BY ATWELL
 - WATER APPURTENANCE
 - UTILITY POLE
 - IRON ROD FOUND (RF)
 - FIBER OPTIC LINE/SEGMENT
 - GAS LINE
 - WATER MAIN (E/WATER CORP.)
 - STORM PIPE
 - OVERHEAD POWER LINE
 - UNDERGROUND ELECTRIC LINE (UNDER)
 - 30' WELLS SETBACK
 - 150' NON-PARTICIPATING OCCUPIED RESIDENCE SETBACK
 - WETLAND & 30' SETBACK
 - STREAM / FENCE / DITCH
 - 20' STREAM SETBACK
 - STRUCTURE
 - EXISTING TREELINE
 - PUBLIC ROAD
 - FARM ROAD
 - CONTOUR MAJOR
 - CONTOUR MINOR
 - DRAINAGE FLOW DIRECTION
 - NO RILL AREA
- LEGEND - PROPOSED CONDITIONS:**
- SOLAR ARRAY
 - UNDERGROUND ELECTRIC
 - ACCESS ROAD
 - CHAINLINK FENCE
 - OVERHEAD ELECTRIC TRANSMISSION LINE
 - LIMITS OF DISTURBANCE
 - VEGETATED BUFFER

MONTGOMERY COUNTY ORDINANCE 2005-25 MINIMUM SETBACK REQUIREMENTS TO PV PRIMERIES FENCING.

FEATURE	SETBACK DISTANCE
AGRICULTURE PROPERTY AREA	10'
PUBLIC ROAD (CROSSROAD)	10'
WELLS (IF ON THE OUTSIDE WALL OF AN OCCUPIED DWELLING)	150'



Designed	NJ
Drawn	KSJ/AG
Checked	NJ
Approved	VS
Rev	0

Plains Solar
PLAINS SOLAR, LLC
 1000 W. STATE ST. SUITE 100
 CHICAGO, ILLINOIS 60607
 C/O - PERMITTING SITE PLANS
 C.R. 16800 S.E. 14TH ROAD
 TOWNSHIP OF IRVING
 MONTGOMERY COUNTY, ILLINOIS

CYPRESS CREEK
 5310 Allison Avenue
 Durham, NC 27713

DATE	DESCRIPTION	APPROVED
8-20-24	ISSUED FOR PERMIT	VS
11-24-24	ISSUED FOR PERMIT	

ANS GEO
 400 VESTAVIA PARKWAY, SUITE 406
 VESTAVIA HILLS, AL 35216
 PHONE: 908-754-8600

Sheet No. 1

NOTICE OF PUBLIC HEARING
Concerning a Proposed Solar Farm Project in
Unincorporated MONTGOMERY COUNTY

Notice is hereby given to all interested persons that a public hearing will be held by the County of Montgomery at the Historic Courthouse, Located at #1 Courthouse Square in Hillsboro, Illinois on **Monday, March 24, 2025 at 6:00 PM.** The public hearing will be held in the County Board Room on the second floor. The purpose of the hearing is to discuss the proposed solar project application for the construction and operation of Montgomery Springs Solar (the "Project"), an approximately 5 megawatt alternating current (MWac) ground-mounted solar facility on private land, spanning two parcels in Montgomery County, Illinois. The Applicant is the owner of the proposed Montgomery Springs Solar Project. The Project will be located across two parcels, 29-acre (PRN# 16-24-176-004) and 1-acre (PRN# 16-24-127-007) in Taylor Springs that is owned by Dorothy Race, who has leased the Property to the Applicant. Located just east of the Village of Taylor Springs along IL Route 127, the Property is currently in agriculture production and is bordered on three sides by parcels currently used for agriculture. A village community building lies to the NW of the project area. The application will be available for review in room 202 of the Historic Courthouse located at #1 Courthouse Square Hillsboro, Illinois. In said public hearing, all interested persons will be given the opportunity to present both written and oral comments and testimony regarding the Solar Farm Application.

- *Alternate hearing date possibilities are Wednesday, March 19, or Wednesday, March 26*
- *Publish in the Monday, March 3, and Monday, March 10, editions of The Journal-News*

RESOLUTION CONCERNING PROJECT LABOR AGREEMENTS

WHEREAS, the County of Montgomery, Illinois (the County), annually expends substantial sums in the purchase of construction goods and services on property owned by the County, and

WHEREAS, said expenditures constitute a major investment in regard to the County's property, and the County finds itself competing in the private marketplace for these construction goods and services, and,

WHEREAS, time lost due to labor strife and jurisdictional disputes can cause serious delays in the completion of construction projects and consequently can cause an increase in the cost of said construction projects, and,

WHEREAS, there are trade unions that are recognized by the National Labor Relations Board, and which have as their primary duties the negotiation of wages and hours, no-strike agreements, and other matters on behalf of their members, and, furthermore, have control of the apprenticeship of new members and the continued training of current members, and

WHEREAS, Project Labor Agreements have generally proven to be of particular economic benefit to property owners, including states and their political subdivisions, for their major construction, alteration, painting, or repair projects (including any closely interrelated series of projects), particularly those which extend for a substantial period of time and involve a substantial number of construction contractors and subcontractors or a substantial number of construction trades and specialized craft workers, and,

WHEREAS, Project Labor Agreements facilitate the timely and efficient completion of such projects by:

- a. Making available a ready and adequate supply of highly trained and skilled craft workers, and,
- b. Permitting public and private owners and contractors to more accurately predict project labor costs at the bidding stage, and,
- c. Establishing working conditions for all construction crafts for the duration of the project, and,
- d. Providing a legally enforceable means of assuring labor stability and labor peace over the life of such project thereby reducing the possibility of interruptions and delays resulting from labor disputes,

and,

WHEREAS, the generally short term nature of employment in the construction industry makes post-hire collective bargaining difficult and unrealistic, and

WHEREAS, the National Labor Relations Act, 29 U.S.C. Section 151, et. seq., allows for a collective bargaining agreement between a labor organization and an employer in the construction

Industry relating to the contracting or subcontracting of work to be done at the site of the construction, alteration, painting, or repair of a building, structure, or other work, and

WHEREAS, the courts have upheld the right of states and their subdivisions, as proprietors, to enter into construction contracts with project managers or general contractors which contain said Project Labor Agreement provisions and have found such Project Labor Agreement provision not to be in violation of preemption under the National Labor Relations Act or Employer Retirement Income Security Act, the Equal Protection and Due Process Clauses of the 14th Amendment, and the Sherman Anti-Trust Act. 15 U.S.C., Section 1, et. seq.

NOW, THEREFORE, in view of the foregoing economic benefits to be derived by the County through such Project Labor Agreements,

IT IS HEREBY RESOLVED:

That the County of Montgomery and its committees, departments and agents shall henceforth, with respect to the construction, alteration, painting, or repair of its property, as a part of the specifications in regard to such construction, alteration, painting, or repair of its property, with a project cost of \$100,000.00 or greater, require that any successful bidder enter into the attached "County of Montgomery Project Labor Agreement for Development and Construction (or as hereafter amended), (attached hereto and marked as Attachment No. 1) covering such construction, alteration, painting, or repair projects, unless the County of Montgomery, or its committees, departments or agents make a written determination that, because of the circumstances of a project in question, the benefits of not requiring a Project Labor Agreement substantially exceed the benefits of requiring such a Project Labor Agreement.

APPROVED THIS 15th
DAY OF February, 2011

Respectfully Submitted,

Terry E. Bone
County Board Chairman (Acting)

ATTEST:

Sandy Lethbrun
Montgomery County Clerk

PROJECT LABOR AGREEMENT

As adopted on November 10, 2004 by the
Southwestern Illinois Building & Construction Trades Council Board of Business Agents

This Agreement is entered into this _____ day of _____, _____ by and between _____ and the Southwestern Illinois Building Trades Council (SIBTC) for and on behalf of its affiliates which sign a "Union Letter of Assent" (Signatory Union Affiliates) for this Project Labor Agreement, hereinafter referred to as the "Union." This Agreement shall apply to work performed by the Employer and its Contractors and Subcontractors on Construction known as the _____.

ARTICLE I - INTENT AND PURPOSES

1.1 This Project Agreement shall apply and is limited to the recognized and accepted historical definition of new construction work under the direction of and performed by the Contractor(s), of whatever tier, which may include the Project Contractor, who have contracts awarded for such work on the Project. Such work shall include site preparation work and dedicated off-site work.

The Project is defined as:

1.2 It is agreed that the Project Contractor shall require all Contractors of whatever tier who have been awarded contracts for work covered by this Agreement, to accept and be bound by the terms and conditions of this Project Agreement by executing the Letter of Assent (Attachment A) prior to commencing work. The Project Contractor shall assure compliance with this Agreement by the Contractors. It is further agreed that the terms and conditions of this Project Agreement shall supersede and override terms and conditions of any and all other national, area, or local collective bargaining agreements, (including all vertical agreements), except for all work performed under the NTL Articles of Agreement, the National Stack/Chimney Agreement, the National Cooling Tower Agreement, and the National Agreement of the International Union of Elevator Constructors.

1.3 The Contractor agrees to be bound by the terms of the Collective Bargaining Agreements and amendments thereto of the Signatory Union Affiliates and the applicable employers association, if any, with the Signatory Union Affiliates with which it has a present bargaining relationship. If there has previously been no such bargaining relationship, the contractor or subcontractor shall sign and be bound to all such agreements with Signatory Union Affiliates as outlined in the scope of work in the required pre-job conference. Such agreements are incorporated herein by reference. In order to comply with the requirements of the various fringe benefit funds to which the Contractor is to contribute, the Contractor shall sign such participation agreements as are necessary and will honor the fringe benefit collection procedures as required by the Collective Bargaining Agreement with the Signatory Union Affiliate.

1.4 The Contractor and the Union agree that should the Collective Bargaining Agreement (CBA) of any Signatory Union Affiliate expire prior to the completion of this project, the expired contracts' terms will be maintained until a new CBA is ratified. The wages, and fringe benefits included in any new CBA will be effective on the effective date of the newly negotiated CBA unless wage and fringe benefit retroactivity is agreed upon by the bargaining parties.

1.5 Nothing contained herein shall be construed to prohibit, restrict or interfere with the performance of any other operation work, or function which may occur at the Project site or be associated with the development of the Project.

1.6 This Agreement shall only be binding on the signatory parties hereto and shall not apply to their parents, affiliates, subsidiaries, or Non-Signatory Union Affiliates.

1.7 The Owner and/or the Project Contractor have the absolute right to select any qualified bidder for the award of contracts on this Project without reference to the existence or nonexistence of any agreements between such bidder and any party to this Agreement; provided, however, only that such bidder is willing, ready and able to become a party to and comply with this Project Agreement, should it be designated the successful bidder.

1.8 Items specifically excluded from the scope of this Agreement include but are not limited to the following: [list all items to be excluded].

1.9 The provisions of this Project Agreement shall not apply to _____(Owner), and nothing contained herein shall be construed to prohibit or restrict _____ (Owner) or its employees from performing work not covered by this Project Agreement on the Project site. As areas and systems of the Project are inspected and construction tested by the Project Contractor or Contractors and accepted by the Owner, the Project Agreement will not have further force or effect on such items or areas, except when the Project Contractor or Contractors are directed by the Owner to engage in repairs, modifications, check-out, and warranty functions required by its contract with the Owner during the term of this Agreement.

1.10 It is understood that the Owner, at its sole option, may terminate, delay and/or suspend any or all portions of the Project at any time.

1.11 It is understood that the liability of any employer and the liability of a Signatory Union Affiliate and the SIBTC under this Agreement shall be several and not joint. Provided that the SIBTC or a Signatory Union Affiliate comply with their own obligations under this Agreement, the SIBTC and non-breaching Signatory Union Affiliates will not be liable for a breach of this Agreement by a breaching Signatory Union Affiliate or any action taken by a Non-Signatory Union Affiliate. The Union agrees that this Agreement does not have the effect of creating any joint employer status between or among the Owner, Contractor(s) or any employer.

1.12 Each affiliate union of the SIBTC representing employees engaged in construction work covered by this Agreement shall be requested to sign the "Union Letter of Assent", in the form attached hereto; provided, that the failure of any affiliate union to sign such Union Letter of Assent prior to commencement of construction work shall not diminish the applicability of this Agreement to the SIBTC and the union affiliates which have signed a Union Letter of Assent. Affiliates unions that have signed the Union Letter of Assent will be referred to as "Signatory Union Affiliates" and affiliate unions that have not signed the Union Letter of Assent will be referred to as "Non-Signatory Union Affiliates."

ARTICLE II - RECOGNITION

2.1 The Contractor recognizes the SIBTC and the Signatory Union Affiliates as the sole and exclusive bargaining representatives for its craft employees employed on the job site. Signatory Union Affiliates will have recognition on the project for their craft.

ARTICLE III - ADMINISTRATION OF AGREEMENT

3.1 In order to assure that all parties have a clear understanding of the Agreement, to promote harmony and address potential problems, a pre-job conference will be held with the Contractor, SIBTC Representatives and all signatory parties prior to the start of any work on the project.

3.2 Representatives of the Contractor and the Union shall meet as required but not less than once a month to review the operation of this Agreement. The representatives at this meeting shall be empowered to resolve any dispute over the intent and application of the Agreement.

3.3 The Contractor shall make available in writing to the Union no less than one week prior to these meetings a job status report, planned activities for the next 30 day period, actual numbers of craft employees on the project and estimated numbers of employees by craft required for the next 30 day period. The purpose of this report is to allow time to address any potential jurisdictional problems and to ensure that no party signatory to the Agreement is hindering the continuous progress of the project through a lack of planning or shortage of manpower.

ARTICLE IV - HOURS OF WORK OVERTIME SHIFTS & HOLIDAYS

4.1 The standard work day shall be an established consecutive eight (8) hour period between the hours of 7:00 a.m. and 5:00 p.m. with one-half hour designated as unpaid period for lunch. The standard work week shall be five (5) consecutive days of work commencing on Monday. Starting time which is to be established at the pre-job conference will be applicable to all craft employees on the project. Should job conditions dictate a change in the established starting time and/or a staggered lunch period on certain work of the project or with individual crafts, the Contractor, Business Managers of the Signatory Union Affiliates involved and the SIBTC shall mutually agree to such changes. If work schedule change cannot be mutually agreed to between these parties, the hours fixed in the Agreement shall prevail.

4.2 All time before and after the established work day of eight (8) hours, Monday through Friday and all time on Saturday shall be paid in accordance with each crafts current collective bargaining agreement. All time on Sundays and Holidays shall be paid for at the rate of double time.

(a) Fringe benefit payments for all overtime work shall be paid in accordance with each Signatory Union Affiliate's current Collective Bargaining Agreement.

4.3 Shift work, if used, shall be as provided in the collective bargaining agreement of each affected Signatory Union Affiliate.

4.4 Recognized Holidays shall be as follows: New Year's Day, Memorial Day, Fourth of July, Labor Day, Veterans Day (*to be celebrated on November 11*), Thanksgiving Day and Christmas Day. No work will be performed on Labor Day under any consideration, except in an extreme emergency and then only after consent is given by the Business Manager of the Signatory Union Affiliates.

ARTICLE V - ABSENTEEISM

5.1 The Contractor and the Union agree that chronic and/or unexcused absenteeism is undesirable and must be controlled. Employees that develop a record of such absenteeism shall be identified by the Contractor to the appropriate referral facility and the Contractor shall support such action with the work record of the involved employee. Any employee terminated for such absenteeism shall not be eligible for rehire on the project for a period of no less than ninety (90) days.

ARTICLE VI-MANAGEMENT RIGHTS

6.1 The Contractor retains and shall exercise full and exclusive authority and responsibility for the management of its operations, except as expressly limited by the terms of this Agreement and the collective bargaining agreements of the Signatory Union Affiliates.

ARTICLE VII - GENERAL WORKING CONDITIONS

7.1 Employment begins and ends at the project site, to be determined at the Pre-Job Conference.

7.2 Employees shall be at their place of work at the starting time and shall remain at their place of work until quitting time. The parties reaffirm their policy of a fair day's work for a fair day's pay.

7.3 The Contractor may utilize brassing, or other systems to check employees in and out. Should such procedures be required, the techniques and rules regarding such procedures shall be established by mutual consent of the parties at the pre-job conference.

7.4 There shall be no limit on production by workmen nor restrictions on the full use of tools or equipment. Craftsmen using tools shall perform any work of their trade and shall work under the direction of the craft foreman. There shall be no restrictions on efficient use of manpower other than as may be required by safety regulations.

7.5 Crew Foreman shall be utilized as per the existing collective bargaining agreements. The Contractor agrees to allow crew foremen ample time to direct and supervise their crew. The Union agrees there will be no restrictions placed on crew foreman's ability to handle tools and materials.

7.6 The Contractor may utilize the most efficient methods or techniques of construction, tools or other labor saving devices to accomplish the work. Practices not a part of the terms and conditions of this Agreement will not be recognized.

7.7 Should overtime work be required, the Contractor will have the right to assign specific employees and/or crews to perform such overtime work as is necessary to accomplish the work.

7.8 The Contractor may establish such reasonable project rules as the Contractor deems appropriate. These rules will be reviewed and established at the pre-job conference and posted at the project site by the Contractor.

7.9 It is recognized that specialized or unusual equipment may be installed on the project and in such cases, the Union recognizes the right of the Contractor to involve the equipment supplier or vendor's personnel in supervising the setting of the equipment, making modifications and final alignment which may be necessary prior to and during the start-up procedure, in order to protect factory warranties.

7.10 In order to promote a harmonious relationship between the equipment or vendor's personnel and the Building Trades craftsmen, a meeting shall be held between the Contractor and the Unions prior to any involvement on the project by these personnel. The Contractor will inform the Union of the nature of involvement by these personnel and the numbers of personnel to be involved, allowing ample time for the Union representatives to inform their stewards prior to the start of any work.

ARTICLE VIII - SAFETY

8.1 The employees covered the terms of this Agreement shall at all times while in the employ of the Contractor be bound by the safety rules and regulations as established by the Contractor in accordance with the Construction Safety Act and OSHA.

a. These rules and regulations will be published and posted at conspicuous places throughout the project.

8.2 In accordance with the requirements of OSHA, it shall be the exclusive responsibility of each Contractor on a jobsite to which this Agreement applies, to assure safe working conditions for its employees and compliance by them with any safety rules contained herein or established by the Contractor. Nothing in this Agreement will make the SIBTC or any of its affiliates liable to any employees or to other persons in the event that injury or accident occurs.

ARTICLE IX - SUBCONTRACTING

9.1 The Project Contractor agrees that neither it nor any of its contractors or subcontractors will subcontract any work to be done on the Project except to a person, firm or corporation who is or agrees to become party to this Agreement. Any contractor or subcontractor working on the Project shall, as a condition to working on said Project, become signatory to and perform all work under the terms of this Agreement.

ARTICLE X - UNION REPRESENTATION

10.1 Authorized representatives of the SIBTC and its Signatory Union Affiliates shall have access to the project provided they do not interfere with the work of the employees and further provided that such representatives fully comply with the visitor and security rules established for the project.

10.2 Each Signatory Union Affiliate shall have the right to designate a working journeyman as a steward. Such designated steward shall be a qualified worker performing the work of that craft and shall not exercise any supervisory functions. Each steward shall be concerned with the employees of the steward's employer and not with the employees of any other employer.

10.3 The working steward will be paid at the applicable wage rate for the job classification in which he is employed.

10.4 The working steward shall not be discriminated against because of his activities in performing his duties as steward, and except as otherwise provided in local agreements, shall be the last employee in his craft to be laid off in any reduction in force. Stewards will be subject to discharge to the same extent that other employees are only after notification to the Union Representative. The Contractor will permit stewards sufficient time to perform the duties inherent to a steward's responsibilities. Stewards will be offered available overtime work if qualified.

ARTICLE XI - DISPUTES AND GRIEVANCES

11.1 This Agreement is intended to provide close cooperation between management and labor. Each of the Signatory Union Affiliates will assign a representative to this Project for the purpose of completing the construction of the Project economically, efficiently, continuously, and without interruptions, delays, or work stoppages.

11.2 The Contractors, Union, and the employees, collectively and individually, realize the importance to all parties to maintain continuous and uninterrupted performance of the work of the Project, and agree to resolve disputes in accordance with the grievance arbitration provisions set forth in this Article.

11.3 Any question or dispute arising out of and during the term of this Project Agreement (other than trade jurisdictional disputes) shall be considered a grievance and subject to resolution under the following procedures:

Step 1. (a) When any employee subject to the provisions of this Agreement feels he or she is aggrieved by a violation of this Agreement, he or she, through his or her local union business representative or job steward, shall, within five (5) working days after the occurrence of the violation, give notice to the work-site representative of the involved Contractor stating the provision(s) alleged to have been violated. The business representative of the local union or the job steward and the work-site representative of the involved Contractor and the Project Contractor shall meet and endeavor to adjust the matter within three (3) working days after timely notice has been given. The representative of the Contractor shall keep the meeting minutes and shall respond to the Union representative in writing (copying the Project Contractor) at the conclusion of the meeting but not later than twenty-four (24) hours thereafter. If they fail to resolve the matter within the prescribed period, the grieving party may, within forty-eight (48) hours thereafter, pursue Step 2 of the

Grievance Procedure, provided the grievance is reduced to writing, setting forth the relevant information concerning the alleged grievance, including a short description thereof, the date on which the grievance occurred, and the provision(s) of the Agreement alleged to have been violated.

(b) Should the Local Union(s) or the Project Contractor or any Contractor have a dispute with the other party and, if after conferring, a settlement is not reached within three (3) working days, the dispute may be reduced to writing and proceed to Step 2 in the same manner as outlined herein for the adjustment of an employee complaint.

Step 2. The International Union Representative and the involved Contractor shall meet within seven (7) working days of the referral of a dispute to this second step to arrive at a satisfactory settlement thereof. Meeting minutes shall be kept by the Contractor. If the parties fail to reach an agreement, the dispute may be appealed in writing in accordance with the provisions of Step 3 within seven (7) calendar days thereafter.

Step 3. (a) If the grievance has been submitted but not adjusted under Step 2, either party may request in writing, within seven (7) calendar days thereafter, that the grievance be submitted to an Arbitrator mutually agreed upon by them. The Contractor and the involved Union shall attempt mutually to select an arbitrator, but if they are unable to do so, they shall request the American Arbitration Association to provide them with a list of arbitrators from which the Arbitrator shall be selected. The rules of the American Arbitration Association shall govern the conduct of the arbitration hearing. The decision of the Arbitrator shall be formal and binding on all parties. The fee and expenses of such Arbitration shall be borne equally by the Contractor and the involved Local Union(s).

(b) Failure of the grieving party to adhere to the time limits established herein shall render the grievance null and void. The time limits established herein may be extended only by written consent of the parties involved at the particular step where the extension is agreed upon. The Arbitrator shall have the authority to make decisions only on issues presented to him or her, and he or she shall not have authority to change, amend, add to or detract from any of the provisions of this Agreement.

11.4 The Project Contractor and Owner shall be notified of all action at Steps 2 and 3 and shall, upon their request, be permitted to participate in all proceedings at these steps.

ARTICLE XII - JURISDICTIONAL DISPUTES

12.1 The assignment of work will be solely the responsibility of the Contractor performing the work involved, in accordance with applicable Collective Bargaining Agreements and past practices. To the extent that past practice is a factor in assigning work under the Project Labor Agreement, including assignments under any collective bargaining agreements to which any of the signatory contractors hereto may be a party, the practice to be applied shall be that followed within the geographical area encompassed by the Southwestern Illinois Building and Construction Trades Council. The practice followed in any other geographical area, even though a Union signatory to this Project Labor Agreement may also represent employees in that area, shall not be a factor in the assignment. All jurisdictional disputes between or among Building and Construction Trades Unions and employees and the Contractor, parties to this Agreement, shall be settled and adjusted according to the present Plan established by the Building and Construction Trades Department or any other plan or method of procedure that may be adopted in the future by the Building and

Construction Trades Department. Decisions rendered shall be final, binding and conclusive on the Contractor and Union parties to this Agreement.

12.2 All jurisdictional disputes shall be resolved without the occurrence of any strike, work stoppage, or slow-down of any nature, and the Contractor's assignment shall be adhered to until the dispute is resolved. Individuals violating this section shall be subject to immediate discharge.

12.3 Each Contractor will conduct a pre-job conference with the appropriate Building and Construction Trades Council prior to commencing work. The Project Contractor and the Owner will be advised in advance of all such conferences and may participate if they wish.

ARTICLE XIII - WORK STOPPAGES AND LOCKOUTS

13.1 During the term of this Agreement there shall be no strikes, picketing, work stoppages, slow downs or other disruptive activity for any reason by the SIBTC, its Signatory Union Affiliates or by any employee and there shall be no lockout by the Contractor. Failure of any Signatory Union Affiliate or employee to cross any picket line established at the project site is a violation of this Article.

13.2 The SIBTC and its Signatory Union Affiliates shall not sanction, aid or abet, encourage or continue any work stoppage, picketing or other disruptive activity and will not make any attempt of any kind to dissuade others from making deliveries to or performing services for or otherwise doing business with the Contractor at the project site. Should any of these prohibited activities occur the SIBTC and the Signatory Union Affiliates will take the necessary action to end such prohibited activities.

13.3 No employee shall engage in any activities which violate this Article. Any employee who participates in or encourages any activities which interfere with the normal operation of the project shall be subject to disciplinary action, including discharge, and if justifiably discharged for the above reasons, shall not be eligible for rehire on the same project for a period of not less than ninety (90) days.

13.4 Neither the SIBTC nor its Signatory Union Affiliates, will be liable for acts of employees for whom it has no responsibility. The principal officer or officers of the SIBTC will immediately instruct, order and use the best efforts of his office to cause Signatory Union Affiliates to cease any violations of this Article. The SIBTC in its compliance with this obligation shall not be liable for unauthorized acts of Signatory Union Affiliates or Non-Signatory Union Affiliates. The principal officer or officers of any involved Signatory Union Affiliate will immediately instruct, order or use the best effort of his office to cause the employees the union represents to cease any violations of this Article. A union complying with this obligation shall not be liable for unauthorized acts of employees it represents. The failure of the Contractor to exercise its right in any instance shall not be deemed a waiver of its right in any other instance.

13.5 In lieu of any action at law or equity, any party shall institute the following procedure when a breach of this Article is alleged, after all involved parties have been notified of the fact.

- a. The party invoking this procedure shall notify _____ whom the parties agree shall be the permanent arbitrator under this procedure. In the event the permanent arbitrator is unavailable at any time, he shall appoint his alternate. Notice to the arbitrator shall be by the most expeditious means available, with notice by telegram or any effective written means to the party alleged to be in violation and all involved parties.
- b. Upon receipt of said notice the arbitrator named above shall set and hold a hearing within twenty-four (24) hours if it is contended the violation still exists but not before twenty-four (24) hours after the telegraph notice to all parties involved as required above.
- c. The Arbitrator shall notify the parties by telegram or any other effective written means, of the place and time he has chosen for this hearing. Said hearing shall be completed in one session. A failure of any party or parties to attend said hearing shall not delay the hearing of evidence or issuance of an Award by the Arbitrator.
- d. The sole issue at the hearing shall be whether or not a violation of this Article has in fact occurred. The Award shall be issued in writing within three (3) hours after the close of the hearing, and may be issued without an Opinion. If any party desires an Opinion, one shall be issued within fifteen (15) days, but its issuance shall not delay compliance with, or enforcement of, the Award. The Arbitrator may order cessation of the violation of this Article, and such Award shall be served on all parties by hand or registered mail upon issuance.
- e. Such Award may be enforced by any court of competent jurisdiction upon the filing of the Agreement and all other relevant documents referred to herein above in the following manner. Telegraphic notice of the filing of such enforcement proceedings shall be given to the other party. In the proceeding to obtain a temporary order enforcing the Arbitrator's Award as issued under Section 13.5 of this Article, all parties waive the right to a hearing and agree that such proceedings may be exparte. Such agreement does not waive any party's right to participate in a hearing for a final order of enforcement. The Court's order or orders enforcing the Arbitrator's Award shall be served on all parties by hand or by delivery to their last known address or by registered mail.
- f. Any rights created by statute or law governing arbitration proceedings inconsistent with the above procedure or which interfere with compliance therewith are hereby waived by parties to whom they accrue.
- 7) The fees and expenses of the Arbitrator shall be borne by the party or parties found in violation, or in the event no violation is found, such fees and expenses shall be borne by the moving party.

- h. If the Arbitrator determines in accordance with Section 13.5 that the SIBTC or a Signatory Union Affiliate has violated Article XIII, the SIBTC or the Signatory Union Affiliate shall, within eight (8) hours of receipt of this Award, direct all employees they represent at the project to immediately return to work. If the employees do not return to work at the beginning of the next regularly scheduled shift following receipt of the Arbitrator's Award, and the SIBTC or Signatory Union Affiliate have not complied with Section 13.4 above, then the SIBTC or the Signatory Union Affiliate which has not complied with Section 13.4 shall pay the sum of ten thousand dollars (\$10,000) as liquidated damages to the affected owner, and shall pay an additional ten thousand dollars (\$10,000) per shift for each shift thereafter on which the employees have not returned to work. The Arbitrator shall retain jurisdiction to determine compliance with this Section and Section 13.4, and to assess liquidated damages.

ARTICLE XIV - GENERAL SAVINGS CLAUSE

14.1 If any Article or provision of this Agreement shall be declared invalid, inoperative or unenforceable by operation of law or by any of the above mentioned tribunals of competent jurisdiction, the remainder of this Agreement or the application of such Article or provision to persons or circumstances other than those as to which it has been held invalid, inoperative or unenforceable shall not be affected thereby.

ARTICLE XV - TERM OF AGREEMENT

15.1 This Agreement shall be in full force as of and from the date of the Notice of Award to the Final Acceptance of all applicable contractors.

ATTACHMENT A

CONTRACTOR LETTER OF ASSENT

All contractors of whatever tier (except those construction contractors who have directly signed the Agreement) shall execute the following Letter of Assent prior to commencing work:

(Contractor Letterhead)

Date
(Name of Owner)
Office of Owner Representative
Attn: _____

RE: _____ Construction Project Agreement

Dear Sir:

Pursuant to Article I, Section 1.2, of the above reference Agreement, the undersigned contractor hereby agrees that it will be bound by and comply with all terms and conditions of said Project Labor Agreement, and any amendments thereto.

This Letter of Assent will remain in effect for the duration of the Agreement, and any extensions, after which this understanding will automatically terminate, except as provided for in Article I, Section 1.9, of the Agreement.

Sincerely,

(Name of Contractor or Subcontractor)

By: _____

Title: _____

INSTRUCTION TO BIDDERS

Award of Contract

The general contract will be awarded to the lowest responsible and eligible general bidder complying with the conditions and requirements provided in these instructions, the bid forms and the other bid documents. A "responsible" bidder is a bidder demonstrably possessing the skill, ability and integrity necessary to faithfully perform the work called for by the contract, based upon a determination of competent workmanship and financial soundness. An "eligible" bidder is a bidder who is not debarred from bidding under any applicable law, and who shall certify that he is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed on the project. In the interests of such harmony, the long-term supply of skilled manpower, and to provide a legally enforceable means of assuring labor stability and labor peace over the life of the project, each successful bidder and any and all levels of subcontractors, as a condition of being awarded a contract or subcontract, shall be required to enter into a Project Labor Agreement for the project known as: _____

_____ located in the _____ (Municipality) with the Southwestern Illinois Building and Construction Trades Council, AFL-CIO, and its Signatory Affiliated Local Unions for the development and construction of the Project, and will be bound by the provisions of that agreement in the same manner as any other provision of the contract.



Southwestern Illinois Building & Construction Trades Council

AFL-CIO

2A MEADOW HEIGHTS PROFESSIONAL PARK, COLLINSVILLE, IL 62234

PHONE: 618-344-6050

FAX: 618-344-6285

ERIC OLLER, EXECUTIVE SECRETARY - TREASURER

Why Use a PLA?

- Proven to be a financial benefit to the community (every dollar earned/spent will turn over 7 times.
- Projects completed on time and on budget.
- Highly trained and skilled craft workers.
- All participating craft Unions utilize USDOL certified apprenticeship programs (crafts spend hundreds of thousands of dollars in training)
- Ensures a local workforce

What Does a PLA Do?

- Guarantees no work stoppages
- Establishes labor stability
- Eliminates delays
- Community benefits
- Teaches a skilled craft
- Local workforce
- Money stays in the community

Who Benefits from a PLA?

- Local businesses, local residents, local governments
- Schools, hospitals, vital services

Myths of PLAs

MYTH: Only Union contractors can perform PLA work

FACT: Any contractor can bid on and perform work under a PLA, provided they agree to abide by the conditions of the PLA.

MYTH: PLAs increase costs on construction projects

FACT: Public wages are established by state statute and many studies suggest costs are actually lower on PLA projects.

Federal projects (wages paid from date of award contract)

Out of state contractors don't pay local taxes (state tax, work comp, unemployment)

Misclassify workers to pay less

ARTICLE I
AWARD AND AMENDMENT INFORMATION AND CERTIFICATION

1.1. Original Agreement. The Agreement, numbered 23-443031, has an original term from 07/01/2023 to 06/30/2025.

1.2. Prior Amendments. Below is the list of all prior amendments to the Agreement (mark N/A if none):

Amendment Number	Effective Date (MM/DD/YYYY)
001	12/13/2024

1.3. Current Agreement Term. The Agreement expires on 06/30/2025, unless terminated pursuant to the Agreement.

1.4. Item(s) Altered. Identify which of the following Agreement elements are amended herein (check all that apply):

- | | |
|--|--|
| <input type="checkbox"/> Exhibit A (Project Description) | <input checked="" type="checkbox"/> Award Term |
| <input type="checkbox"/> Exhibit B (Deliverables/Milestones) | <input type="checkbox"/> Award Amount |
| <input type="checkbox"/> Exhibit C (Contact Information) | <input type="checkbox"/> PART TWO (Grantor-Specific Terms) |
| <input type="checkbox"/> Exhibit D (Performance Measures/Std.s.) | <input type="checkbox"/> PART THREE (Project-Specific Terms) |
| <input type="checkbox"/> Exhibit E (Specific Conditions) | <input type="checkbox"/> Budget |
| | <input type="checkbox"/> Budget (Unilateral) |
| | <input type="checkbox"/> Funding Source |
| | <input type="checkbox"/> Other (specify): |

1.5. Effective Date. This Amendment shall be effective on ___N/A___. If an effective date is not identified in this Paragraph, the Amendment shall be effective upon the last dated signature of the Parties.

1.6. Certification. Grantee certifies under oath that (1) all representations made in this Amendment are true and correct and (2) all Grant Funds awarded pursuant to the Agreement shall be used only for the purpose(s) described therein, including all subsequent amendments. Grantee acknowledges that the Award is made solely upon this certification and that any false statements, misrepresentations, or material omissions shall be the basis for immediate termination of the Agreement and repayment of all Grant Funds.

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**ARTICLE II
AMENDMENTS**

2.1 Award Term Changes. Paragraph 2.1 of the Agreement is amended to expire on 6/30/2026, unless terminated pursuant to the Agreement.”

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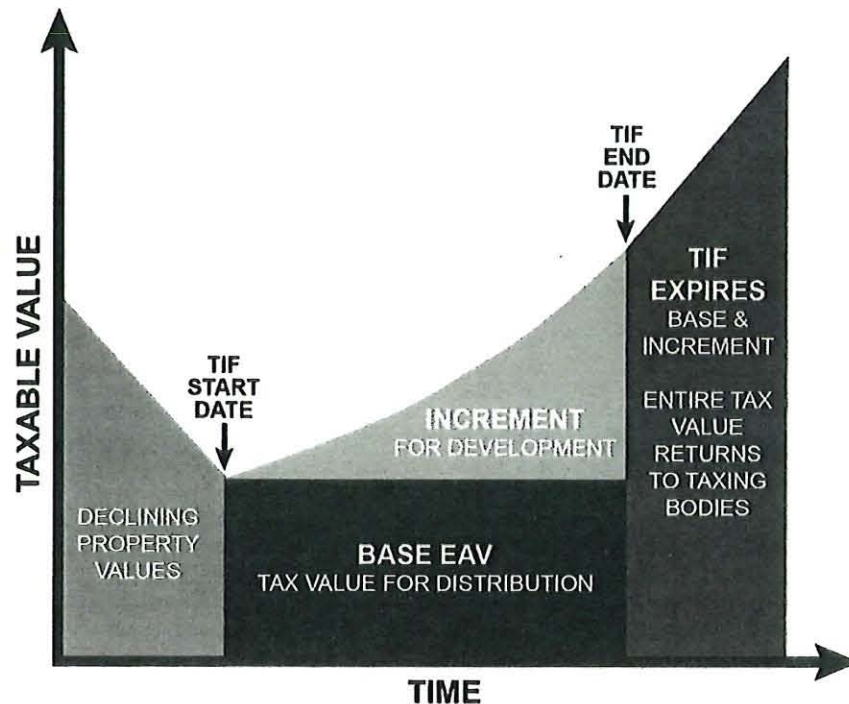
TAX INCREMENT FINANCING OVERVIEW



TIF DISTRICT FAQ

What is the "tax increment" in tax increment financing?

- The "tax increment" is the difference between the amount of property tax revenue generated before TIF District designation and the amount of property tax revenue generated after designation.
- A base value for each property in a TIF District is determined at the point when a municipality establishes, by ordinance, a Tax Increment Financing Redevelopment Plan and Project Area.
- Any taxes paid on the base value continue to go to the associated taxing districts, and any taxes paid on the incremental value go into a special fund (the municipality's "TIF Fund").



Some things a TIF District does **NOT** do:

- Reduce the amount of revenues to the taxing districts. The associated taxing districts continue to receive revenues for the parcels in a TIF District, based on the base value of the property when the TIF is established.
- Impose any additional tax or raise the total tax rate. A TIF District will appear as a line-item on a tax bill along with the other taxing districts, but with a rate of 0.000%.
- Change a property's zoning or allowed use. A TIF District has no effect on the owner's allowed use of the property, the ability to sell the property, or any other laws, regulations, or limitations which may apply to property owners.



Some things a TIF District **DOES** do:

- Designates certain qualifying properties as being within a special financing area to provide resources for the redevelopment of that area as a whole.
- Creates a special allocation fund that collects incremental property tax revenues from the increases in value of the properties in the project area. The increases in value can be from improvements to the property or general appreciation, but no increases will occur as a result of the TIF District itself.
- Provides a revenue stream for a municipality to make improvements in a project area, including for structures, streets, sidewalks, infrastructure, and other eligible project costs (detailed below).

How long does a TIF District last?

A TIF District can exist for up to 23 years. An extension of the TIF District's life can be done for an additional 12 years but requires an act of the state legislature.

How is a TIF District established?

In order to establish a TIF District the proposed area has to qualify. Eligibility is based on certain factors, which are different for developed and undeveloped properties. Once an area is found to be eligible, a redevelopment plan is prepared for the area.

After completing the eligibility study and TIF plan, a municipality must hold a Joint Review Board of the taxing districts, providing notice to residents and property owners, hold a public hearing, and meet other statutory requirements in the establishment process before finally adopting the TIF plan, establishing the TIF boundary, and implementing tax increment financing for the area via ordinance. a

How can an area qualify for inclusion in a TIF District Area?

Developed Property

The factors evaluated include, but are not limited to, the following:

- Dilapidation
- Obsolescence
- Deterioration
- Presence of Structures Below Code
- Illegal Use of Structures
- Excessive Vacancies
- Inadequate Utilities
- Environmental Clean-Up
- Lack of Community Planning
- Stagnant or Declining EAV Growth

Undeveloped Property

The factors evaluated include, but are not limited to, the following:

- Obsolete Platting
- Diversity of Ownership
- Deterioration of Adjacent Areas
- Stagnant or Declining EAV Growth



What is the timeline to establish a TIF District?

Generally, it takes four to six months to complete the statutory requirements to establish a TIF District. The schedule is largely determined by the municipal meeting dates and frequency, as well as meeting the required timelines per the TIF Act. The following is a general overview of the process:

- Adopt initial resolutions/ordinances, create feasibility/eligibility study, notify taxing districts.
- Adopt ordinance establishing public hearing date, create redevelopment plan.
- Hold Joint Review Board meeting.
- Provide notice of public hearing to residents and property owners, as well as publish notice in newspaper twice.
- Hold public hearing.
- Adopt ordinances establishing TIF District.

What are some examples of eligible uses of TIF funds?

The following are some examples of TIF-eligible costs, with the full list from the TIF Act included below:

- Repair, remodeling, renovating, and other similar improvements to existing structures.
- Infrastructure and utility improvements, including the construction of new water, sewer, and other utilities, as well as upgrading existing utilities.
- Construction of sidewalks, roads, and other public infrastructure improvements.
- Property acquisition, demolition, land clearing, and general site preparation.
- Surveys, studies, engineering, consulting, planning, and other professional services related to improvement projects within the TIF Area.
- Financing costs.

Where should a TIF District boundary be in a municipality?

TIF District priority areas could include:

- Areas that are ideal for future development but have not been developed to their highest and best uses due to a lack of resources or infrastructure.
- Areas generally in need of infrastructure and utility improvements.
- Specific sites where tax increment financing has been identified as a need to overcome extraordinary costs with development of the site.
- Historic areas in a municipality that need resources for the maintenance, repair, and rehabilitation of aging structures and infrastructure.
- Other areas that include property which could benefit from activities associated with eligible redevelopment project costs.

TIF District redevelopment project areas can be created to include one, several, or all the aforementioned characteristics depending on the needs of the municipality.



PROPERTY TAX BILL EXPLANATION

To get an understanding of how tax increment financing works, it is important to understand the property tax structure. Real property is assessed at 1/3 of the market value (to determine the equalized assessed value, or "EAV"), and the tax revenues for the associated taxing districts are calculated by multiplying the district's tax rate by the EAV. A TIF District has a tax rate of 0%, and as shown in the two property tax bill examples below has no effect on the amount of property taxes paid.

Market Value		\$150,000.00
Equalized Assessed Value		\$50,000.00
TAXING DISTRICT	TAX RATE	TAX REVENUE
School District	5.00%	\$2,500.00
Municipality	1.00%	\$500.00
County	0.50%	\$250.00
Community College	0.50%	\$250.00
Library	0.25%	\$125.00
Township	0.25%	\$125.00
Total		7.50% \$3,750.00

Market Value		\$150,000.00
Equalized Assessed Value		\$50,000.00
TAXING DISTRICT	TAX RATE	TAX REVENUE
School District	5.00%	\$2,500.00
Municipality	1.00%	\$500.00
County	0.50%	\$250.00
Community College	0.50%	\$250.00
Library	0.25%	\$125.00
Township	0.25%	\$125.00
TIF District	0.00%	\$0.00
Total		7.50% \$3,750.00

The concept of tax increment financing is to allow for redevelopment and investment in property that otherwise would not occur by providing resources for eligible costs associated with the redevelopment. These resources come from the increase in property taxes that are collected by the TIF fund, as a result of the increase in assessed value of the property. However, the TIF itself does not cause any increase in the total amount of taxes paid. The two property tax bill examples below are similar to the ones prior, but reflecting an increase in the market value of the property by an additional \$50,000.

Market Value		\$200,000.00
Equalized Assessed Value		\$66,666.67
TAXING DISTRICT	TAX RATE	TAX REVENUE
School District	5.00%	\$3,333.33
Municipality	1.00%	\$666.67
County	0.50%	\$333.33
Community College	0.50%	\$333.33
Library	0.25%	\$166.67
Township	0.25%	\$166.67
Total		7.50% \$5,000.00

Market Value		\$200,000.00
Equalized Assessed Value		\$66,666.67
TAXING DISTRICT	TAX RATE	TAX REVENUE
School District	5.00%	\$2,500.00
Municipality	1.00%	\$500.00
County	0.50%	\$250.00
Community College	0.50%	\$250.00
Library	0.25%	\$125.00
Township	0.25%	\$125.00
TIF District	0.00%	\$1,250.00
Total		7.50% \$5,000.00

In both cases the total taxes on the property are \$5,000, but in the TIF District example the TIF fund would collect \$1,250 of the total. The existing taxing districts would continue to collect the amount taxable on the base value of the property (the EAV at the time the TIF was established).

REGIONAL TIF DISTRICT REDEVELOPMENT PROJECT AREAS

REGIONAL TIF DISTRICT PROJECT AREAS

COUNTY	MUNICIPALITY	TIF DISTRICTS	COUNTY	MUNICIPALITY	TIF DISTRICTS
Clay	Clay City	1	Fayette	Ramsey	1
Clay	Flora	2	Fayette	St. Elmo	3
Clay	Louisville	1	Fayette	Vandalia	2
Cumberland	Neoga	3	Jasper	Newton	1
Effingham	Altamont	2	Shelby	Findlay	1
Effingham	Dieterich	3	Shelby	Moweaqua	2
Effingham	Effingham	5	Shelby	Shelbyville	1
Effingham	Teutopolis	2	Shelby	Strasburg	1
Fayette	Farina	2			

Source: Illinois Department of Revenue



TIF DISTRICT SUMMARY

- A TIF District does NOT impose an additional tax levy or raise the overall tax rate.
- A TIF District does NOT cause a property owner to owe any additional taxes.
- A TIF District does NOT change a property's zoning or use.
- A TIF District does NOT prevent an owner from selling their property.
- A TIF District does NOT impose any additional laws, regulations, or other limitations which a property is not already a part of.
- A TIF District designates certain qualifying properties as being within a special financing area.
- A TIF District collects incremental property tax revenues that arise from increases in property value during the term of the TIF District (into the "TIF Fund").
- A TIF District allows the reinvestment of money collected by the TIF Fund for the improvement of properties, buildings, and public infrastructure within the TIF District boundary.
- Eligible uses of TIF District Funds include, but are not limited to:
 - Existing building renovations, repairs, improvements, remodeling, and other similar work items
 - Installation of water, sewer, and other utility services
 - Construction of sidewalks, roads, parking areas, and other public infrastructure improvements
 - Property acquisition, demolition, land clearing, and general site preparation
 - Surveys, studies, engineering, consulting, planning, and other professional services related to improvement projects within the TIF District.
 - Financing Costs

For more information about TIF Districts, please do not hesitate to give us a call to discuss.



PHONE: (618) 307-9100
EMAIL: jared@morandevlopment.com
WEBSITE: www.morandevlopment.com



TIF DISTRICT ELIGIBLE COSTS

Estimated redevelopment project costs may be incurred by the City as a result of implementing a Tax Increment Financing Redevelopment Plan may include, without limitation, project costs and expenses and any other costs that are eligible under the Act. Such itemized costs include the following:

The costs of studies, surveys, development of plans, and specifications, implementation and administration of the Redevelopment Plan including but not limited to staff and professional service costs for architectural, engineering, legal, financial, planning or other services.

The cost of marketing sites within the Redevelopment Project Area to prospective businesses, developers, and investors.

Property assembly costs, including but not limited to acquisition of land and other property, real or personal, or rights or interest therein, demolition of buildings, site preparations, site improvements that serve as an engineered barrier addressing ground level or below ground environmental contamination, including, but not limited to parking lots and other concrete or asphalt barriers, and the clearing and grading of land.

Costs of rehabilitation, reconstruction or repair or remodeling of existing public or private buildings, fixtures, and leasehold improvements; and the cost of replacing an existing public building if pursuant to the implementation of a Redevelopment Project the existing public building is to be demolished to use the site for private investment or devoted to a different use requiring private investment.

Cost of construction of public works or improvements, not to include the cost of constructing a new municipal building principally used to provide offices, storage space, or conference facilities or vehicle storage, maintenance, or repair for administrative, public safety, or public works personnel and that is not intended to replace an existing public building unless the municipality makes a reasonable determination in the Redevelopment Plan, supported by information that provides the basis for that determination, that the new municipal building is required to meet an increase in the need for public safety purposes anticipated to result from the implementation of the Redevelopment Plan.

Cost of job training and retraining projects, including the cost of "welfare to work" programs implemented by businesses located within the Redevelopment Project Area.

Financing costs, including but not limited to, all necessary and incidental expenses related to the issuance of obligations, and which may include payment of interest on any obligations issued there under accruing during the estimated period of construction of any Redevelopment Project for which such obligations are issued and for not exceeding thirty-six (36) months thereafter, and including reasonable reserves related thereto.

To the extent the municipality by written agreement approves the same, all or a portion of a taxing district's capital costs resulting from the Redevelopment Project necessarily incurred or to be incurred within a taxing district in furtherance of the objectives of the Redevelopment Plan and Project.



An elementary, secondary, or unit school district's increased costs attributable to assisted housing units located within the Area for which the developer or redeveloper receives financial assistance through an agreement with the municipality or because the municipality incurs the cost of necessary infrastructure improvements within the boundaries of the assisted housing sites necessary for the completion of that housing.

Relocation costs to the extent that a municipality determines that relocation costs shall be paid or is required to make payment of relocation costs by federal or State law.

Payments in lieu of taxes.

Costs of job training, retraining, advanced vocational education or career education, including but not limited to courses in occupational, semi-technical or technical fields leading directly to employment, incurred by one or more taxing districts, provided that such costs (i.) are related to the establishment and maintenance of additional job training, advanced vocational education or career education programs for persons employed or to be employed by employers located in a Redevelopment Project Area; and (ii.) when incurred by a taxing district or taxing districts other than the municipality, are set forth in a written agreement by or among the municipality and the taxing district or taxing districts, which agreement describes the program to be undertaken, including but not limited to the number of employees to be trained, a description of the training and services to be provided, the number and type of positions available or to be available, itemized costs of the program and sources of funds to pay for the same, and the term of the agreement. Such costs include, specifically, the payment by community college districts of costs pursuant to Sections 3-37, 3-38, 3-40 and 3-40.1 of the Public Community College Act and by school districts of costs pursuant to Sections 10-22.20a and 10-23.3a of the School Code.

Interest cost incurred by a redeveloper related to the construction, renovation or rehabilitation of a Redevelopment Project provided that:

- i. Such costs are to be paid directly from the special tax allocation fund established pursuant to this Act;
- ii. Such payments in any one year may not exceed 30% of the annual interest costs incurred by the redeveloper with regard to the Redevelopment Project during that year;
- iii. If there are not sufficient funds available in the special tax allocation fund to make the payment pursuant to this paragraph then the amounts so due shall accrue and be payable when sufficient funds are available in the special tax allocation fund; and,
- iv. The total of such interest payments paid pursuant to this Act may not exceed 30% of the total (i) cost paid or incurred by the redeveloper for the Redevelopment Project plus (ii) Redevelopment Project costs excluding any property assembly costs and any relocation costs incurred by a municipality pursuant to this Act.

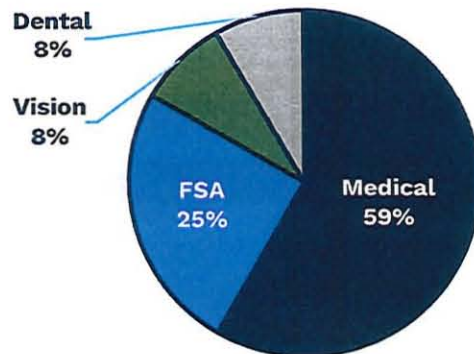


Member Advocacy Program

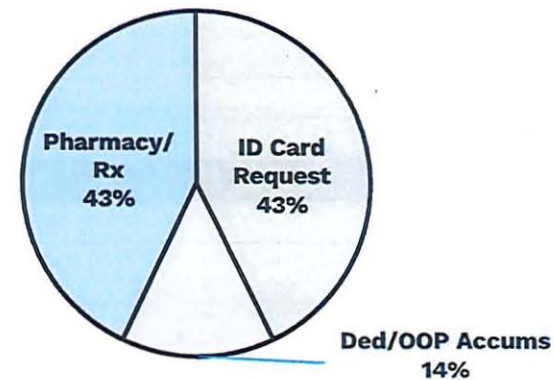
Client Value At-A-Glance

MONTGOMERY COUNTY	
Q4 2024	
	Q4
Total # of Inquiries	7
Phone Calls	4
Emails	3
Total Advocacy Hours	2.75
Client Value	\$82.50
Member Value	\$0.00
Total Value Creation	\$82.50

LINE OF COVERAGE



TYPE OF INQUIRY



Member Advocacy Program

Value by Line of Coverage & Inquiry Type

Line of Coverage + Inquiry Type	# of Inquiries	Advocacy Hours	Client Value ¹ (Savings)	Member Value ² (Savings)	Total Value
Dental	2	0.5	\$15.00		\$15.00
ID Card Request	2	0.5	\$15.00		\$15.00
Medical	5	2.25	\$67.50		\$67.50
Deductible & OOP Accumulation Inquiry	1	0.5	\$15.00		\$15.00
ID Card Request	1	0.25	\$7.50		\$7.50
Pharmacy/Rx	3	1.5	\$45.00		\$45.00
Grand Total	7	2.75	\$82.50		\$82.50

¹**Client Value** is representative of the time spent assisting members times an average hourly rate of \$30. This rate is intended to represent an average HR or Benefits position salary and is meant to reflect the time and money saved for the client through our advocacy efforts.

²**Member Value** is representative of one or more of the following: direct money saved for a member through a successful resolution by an advocate, or the estimated value of the benefit that applies to the inquiry assistance or guidance was provided for.



Member Advocacy Program

Detailed Report of Inquiries (No PHI)

Type of Issue	Line of Coverage	Carrier	Resolved	Total Hours	Client Value	Member Value	Total Value	Method	General Description
ID Card Request	Dental	BCBSIL	12/2/2024	0.25	\$ 7.50		\$ 7.50	Call	ID Card request.
ID Card Request	Dental	BCBSIL	12/2/2024	0.25	\$ 7.50		\$ 7.50	Call	ID Card request.
Pharmacy/Rx	Medical	BCBSIL	12/3/2024	0.25	\$ 7.50		\$ 7.50	Call	Member inquired about the Rx mail order service and how to register. Provided member with phone number to Express Scripts to register with them.
Pharmacy/Rx	Medical	BCBSIL	12/6/2024	0.75	\$22.50		\$22.50	Email	Inquiry regarding the high cost of medication. Member is going to a non-preferred pharmacy and purchasing a brand Rx, when a generic version is available. According to the plan set up, the member will be billed the difference between the cost of the brand and generic. Supplied member with the forms and explained clinical requirements that are needed to override this. Recommended member discuss this with provider and have them submit the required information to reduce the cost.
Deductible & OOP Accumulation Inquiry	Medical	BCBSIL	12/10/2024	0.5	\$15.00		\$15.00	Call	Inquiry regarding deductible credit after change in carrier. BCBS confirmed credits will be loaded and claims will reprocess if there is an overage.
Pharmacy/Rx	Medical	BCBSIL	12/20/2024	0.5	\$15.00		\$15.00	Email	Member provided medical notes to see if carrier will approve Rx at copay. Explained to member that only doctor can submit the paperwork back to Prime for consideration in removing the balance charge for Rx. This is a second notice we provided to member regarding next steps.
ID Card Request	Medical	BCBSIL	12/20/2024	0.25	\$ 7.50		\$ 7.50	Email	ID Card request.

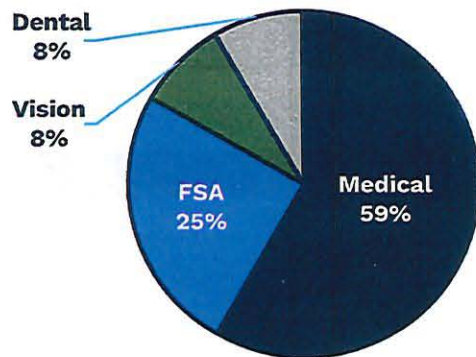


Member Advocacy Program

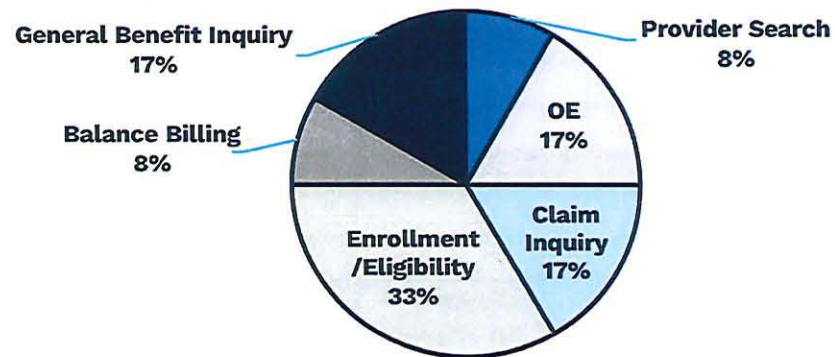
Client Value At-A-Glance

MONTGOMERY COUNTY					
Q4 2024 & Year-End					
	Q4/Q1 12/1/23-3/31/24	Q2 4/1/24-6/30/24	Q3 7/1/24-9/30/24	Q4 10/1/24-11/30/24	YTD
Total # of Inquiries	16	6	5	12	39
Phone Calls	5	5	3	4	17
Emails	11	1	2	8	22
Total Advocacy Hours	8.75	2.50	4.75	6	22
Client Value	\$262.50	\$75.00	\$142.50	\$180.00	\$660.00
Member Value	\$712.77	\$9,461.44	\$709.76	\$0.00	\$10,883.97
Total Value Creation	\$975.27	\$9,536.44	\$852.26	\$180.00	\$11,543.97

LINE OF COVERAGE



TYPE OF INQUIRY



Member Advocacy Program

Value by Line of Coverage & Inquiry Type

Line of Coverage + Inquiry Type	# of Inquiries	Advocacy Hours	Client Value ¹ (Savings)	Member Value ² (Savings)	Total Value
Dental	1	0.25	\$7.50		\$7.50
Enrollment/Eligibility	1	0.25	\$7.50		\$7.50
FSA	3	1.25	\$37.50		\$37.50
Claim Inquiry	2	1	\$30.00		\$30.00
Open Enrollment Question(s)	1	0.25	\$7.50		\$7.50
Medical	7	4.25	\$127.50		\$127.50
Balance Billing	1	2	\$60.00		\$60.00
Enrollment/Eligibility	3	0.75	\$22.50		\$22.50
General Benefit Inquiry ³	2	1.25	\$37.50		\$37.50
Open Enrollment Question(s)	1	0.25	\$7.50		\$7.50
Vision	1	0.25	\$7.50		\$7.50
Provider Network Search	1	0.25	\$7.50		\$7.50
Grand Total	12	6	\$180.00		\$180.00

¹**Client Value** is representative of the time spent assisting members times an average hourly rate of \$30. This rate is intended to represent an average HR or Benefits position salary and is meant to reflect the time and money saved for the client through our advocacy efforts.

²**Member Value** is representative of one or more of the following: direct money saved for a member through a successful resolution by an advocate, or the estimated value of the benefit that applies to the inquiry assistance or guidance was provided for.

³**General Benefit Inquiry** includes any inquiry that is not directly related to a pre- or post-service claim. For example, ID card requests, general benefit and coverage questions, network provider search, rates and contributions confirmation, etc.



Member Advocacy Program

Detailed Report of Inquiries (No PHI)

Type of Issue	Line of Coverage	Carrier	Resolved	Total Hours	Client Value	Member Value	Total Value	Method	General Description
Open Enrollment Question(s)	FSA	Wex	10/22/2024	0.25	\$ 7.50		\$ 7.50	Call	Inquiry regarding FSA rollover amount.
Claim Inquiry	FSA	Wex	10/23/2024	0.25	\$ 7.50		\$ 7.50	Call	Seeking assistance with FSA claims and payment. WEX is requesting receipts of payments to some claims for proof of medical necessity. Advised member to download EOBs; worked with member to send information to FSA.
General Benefit Inquiry	Medical	UHC	10/23/2024	0.25	\$ 7.50		\$ 7.50	Email	Request for letter of credible coverage for spouse. UHC advised this will be available on/after the date coverage terminates.
Provider Network Search	Vision	BCBSIL	10/24/2024	0.25	\$ 7.50		\$ 7.50	Email	Provided a list of vision providers.
Open Enrollment Question(s)	Medical	BCBSIL	10/28/2024	0.25	\$ 7.50		\$ 7.50	Call	Member had questions on portal issues and dropping dependents. Sent to HR and AM.
Enrollment/Eligibility	Medical	UHC	10/29/2024	0.25	\$ 7.50		\$ 7.50	Email	Inquiry regarding QLE and marriage effective dates.
Enrollment/Eligibility	Medical	UHC	10/31/2024	0.25	\$ 7.50		\$ 7.50	Email	Request for COBRA rates; AM provided to member.
General Benefit Inquiry	Medical	UHC	11/6/2024	1	\$30.00		\$30.00	Email	Verified DME benefits for member. Provided a list of providers that participate and explained reimbursement for traveling more than 50 miles to a provider and process to get reimbursed.
Claim Inquiry	FSA	Wex	11/7/2024	0.75	\$22.50		\$22.50	Email	Issue with dependent care FSA and deductions. Corrected it with Chard Snyder.
Balance Billing	Medical	UHC	11/20/2024	2	\$60.00		\$60.00	Email	Member reached out regarding a balance bill that was thought to be paid. Worked with carrier and provider to resolve the balance.
Enrollment/Eligibility	Dental	UHC	11/21/2024	0.25	\$ 7.50		\$ 7.50	Call	Dental provider called MAP with spouse, as their info was not populating. Provided dental info to verify benefits.
Enrollment/Eligibility	Medical	UHC	11/27/2024	0.25	\$ 7.50		\$ 7.50	Email	Request for credible coverage letter for spouse. Sent letter to member.



Member Advocacy Program

2023-2024 Year-End Report

Line of Coverage + Inquiry Type	# of Inquiries	Advocacy Hours	Client Value (Savings)	Member Value (Savings)	Total Value
Dental	1	0.25	\$7.50		\$7.50
Enrollment/Eligibility	1	0.25	\$7.50		\$7.50
FSA	10	5.75	\$172.50	\$890.29	\$1,062.79
Claim Inquiry	2	1	\$30.00		\$30.00
Denied Claim	1	2	\$60.00	\$440.76	\$500.76
Enrollment/Eligibility	2	1	\$30.00		\$30.00
General Benefit Inquiry	1	0.5	\$15.00	\$44.77	\$59.77
ID Card Request	1	0.25	\$7.50		\$7.50
ON Claim Inquiry or Submission	1	0.5	\$15.00	\$404.76	\$419.76
Open Enrollment Question(s)	1	0.25	\$7.50		\$7.50
Other	1	0.25	\$7.50		\$7.50
Life/AD&D	1	0.75	\$22.50		\$22.50
Enrollment/Eligibility	1	0.75	\$22.50		\$22.50
Medical	24	14.25	\$427.50	\$9,993.68	\$10,421.18
Balance Billing	3	3.25	\$97.50	\$9,056.68	\$9,154.18
Claim Inquiry	1	2.5	\$75.00	\$668.00	\$743.00
Enrollment/Eligibility	6	1.5	\$45.00		\$45.00
General Benefit Inquiry	8	3.5	\$105.00		\$105.00
ID Card Request	1	0.25	\$7.50		\$7.50
Open Enrollment Question(s)	1	0.25	\$7.50		\$7.50
Pharmacy/Rx	2	1.75	\$52.50	\$269.00	\$321.50
Provider Network Search	2	1.25	\$37.50		\$37.50
Other	1	0.25	\$7.50		\$7.50
Enrollment/Eligibility	1	0.25	\$7.50		\$7.50
Vision	2	0.75	\$22.50		\$22.50
ID Card Request	1	0.5	\$15.00		\$15.00
Provider Network Search	1	0.25	\$7.50		\$7.50
Grand Total	39	22	\$660.00	\$10,883.97	\$11,543.97



Montgomery County Board Buildings & Grounds Committee Meeting Agenda

Historic Courthouse Annex
201 South Main Street, Hillsboro, IL 62049

Date: Tuesday, February 4, 2025

Time: 8:30 AM – County Board Room

Roll Call: Members Present: Mark Hughes, Connie Beck, Russell Beason, Keith Hancock, Evan Young,
Doug Donaldson/Dr. Patty Whitworth **Members Absent:**

Others Present:

1. Pledge of Allegiance:
2. Public Comments:
3. Courthouse Chiller Bid Opening Update/Approval:
4. Maintenance and Cleaning Issues and Report Update/Approval:
5. Historic Courthouse First Floor Lighting Update/Approval:
6. County Board Room AV Work Feb. 3-7 Update/Approval:
7. Green Diamond Bike Trail Update/Approval:
8. New Hire for Cleaning Position Update/Approval:
9. Other Business:

Motion to pay the bills by _____ and second by _____ . All in favor, motion carried.
Motion to Adjourn by _____ and second by _____ . All in favor, motion carried.
Meeting adjourned at _____ am. The summaries of minutes were respectfully submitted by acting secretary Mike Plunkett, as
Deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.

MONTGOMERY COUNTY CHILLER REPLACEMENT

The Montgomery County Board Building & Grounds Committee is seeking sealed bids for the purchase and installation of an air-cooled chiller, along with the demolition and removal of the existing chiller. Sealed bids are due by 4:00 PM Friday, January 31, 2025 at the Montgomery County Board Administration Office, Historic Courthouse, #1 Courthouse Square, Room 202, Hillsboro IL, 62049. Bids will be opened at the Building and Grounds Committee meeting at 8:30 AM Tuesday, February 4, 2025, in the County Board Room at the Historic Courthouse in Hillsboro. **Attendance is required during bid opening.** Completion of project by due date of April 30, 2025 is required.

SCOPE OF WORK

Remove existing air-cooled chiller. Disconnect existing chilled water piping, electrical wiring and controls and prepare for reconnection of new chiller. Install new 90 ton chiller, Daikin Model AGZ006 FVSNNLPNN. Chiller shall have R32 refrigerant, 460 Volt, 3 Phase with Bacnet card. Chiller shall have a 5-year compressor warranty, and 1-Year parts and labor warranty. Provide factory startup of chiller by Daikin certified technician. Reconnect all existing chilled water piping, electrical wiring and control wiring as required for a complete functional system. Re-insulate existing chilled water piping to match existing insulation/jacketing.

Installing Contractor must have prior experience with the installation of Daikin air-cooled chillers. Within the bid submission package, Contractor shall submit a list of all chiller replacement projects utilizing Daikin Chillers within the last 36 months.

Pursuant to the Prevailing Wage Act, 820 ILCS 130, the Prevailing Wage Rate for Montgomery County shall apply to this contract for each craft or type of work performed if applicable to this quote and all provisions of such statute shall be followed. Prevailing Wage Rates for counties in Illinois can be found on the Illinois Department of Labor's web site:

www.state.il.us/agency/idol/rates/ODDMO/COUNTY.HTM

Bidders will be required to provide Bid security of a sum not less than 5 percent of the Bid Sum. The bid security shall be in the form of certified check, cashier's check, bank money order or bid bond issued by surety licensed to conduct business in the State of Illinois. Hereinafter this bid security shall be referred to as the bid bond.

HENSON ROBINSON COMPANY

SINCE 1861

3550 GREAT NORTHERN AVE., 62711
P.O. BOX 131317
SPRINGFIELD, IL. 62791

TELEPHONE: 217-544-8451
FAX: 217-544-0829
EMAIL: johnt@henson-robinson.com

January 31, 2025

Montgomery County Courthouse
Hillsboro IL 62049

RE: Chiller Replacement

ATT: Montgomery County Board

Re: Mechanical Work

We offer a proposal to provide the necessary materials, labor, insurance, and applicable taxes for the above referenced project.

Bid documents: Advertisement emailed to HRCO

SCOPE OF WORK

Remove existing air-cooled chiller. Disconnect existing chilled water piping, electrical wiring and controls and prepare for reconnection of new chiller. Install new 90 ton chiller, Daikin Model AGZ006 FVSNNLPNN. Chiller shall have R32 refrigerant, 460 Volt, 3 Phase with Bacnet card. Chiller shall have a 5-year compressor warranty, and 1-Year parts and labor warranty. Provide factory startup of chiller by Daikin certified technician. Reconnect all existing chilled water piping, electrical wiring and control wiring as required for a complete functional system. Re-insulate existing chilled water piping to match existing insulation/jacketing.

\$118,901.00

All work to be performed during normal working hours.

Excludes: Fence alterations and concrete.

Please call me if you have any questions.

This proposal may be withdrawn if not accepted within 30 days

Respectfully submitted,



John Terneus
Henson Robinson Company

HENSON ROBINSON COMPANY

SINCE 1861

3550 GREAT NORTHERN AVE., 62711
P.O. BOX 131317
SPRINGFIELD, IL. 62791

TELEPHONE: 217-544-8451
FAX: 217-544-0829
EMAIL: johnr@henson-robinson.com

Daikin Chiller Projects

- 1) 2023-2024 Lanphier school Springfield Illinois (4) Daikin air cooled chillers Contract value roughly \$9,000,000.00
- 2) 2024 Rochester School Rochester Illinois (1) Daikin air cooled contract value roughly \$260,000.00
- 3) 2022 Lincoln Plaza Springfield Illinois (2) Daikin chillers contract value roughly \$160,000.00

Similar Chiller Projects With other Brands

- 1) 2024 Pawnee Illinois School (1) Trane chiller Contract value roughly \$188,000.00
- 2) 2023-2024 Springfield Plastics in Auburn Illinois (3) Carrier Chillers Contract Value roughly \$260,000.00
- 3) 2022 Carlisle Syntec Greenville Illinois (1) Carrier chiller Contract value roughly \$180,000.00
- 4) 2024 Ameren Jacksonville Illinois (1) Carrier chiller contract value roughly \$340,000.00
- 5) 2013 Montgomery County Courthouse (1) York Chiller contract value roughly \$170,000.00

AIA[®] Document A310[™] – 2010

Bid Bond

CONTRACTOR:

(Name, legal status and address)

Henson Robinson Company
3550 Great Northern Avenue
Springfield, IL. 62711

OWNER:

(Name, legal status and address)

Montgomery County Board
#1 Courthouse Square
Hillsboro, IL. 62049

BOND AMOUNT: \$ (---5%---)

SURETY:

(Name, legal status and principal place
of business)

Fidelity and Deposit
Company of Maryland
1299 Zurich Way
Schaumburg, IL. 60196

PROJECT:

Five Percent of Bid Amount

(Name, location or address, and Project number, if any)

Chiller Work

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

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.

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.

Init.

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User Notes:

(1768873677)

Signed and sealed this 31st day of , January 2025

Norissa Stetter
(Witness) Norissa Stetter, Witness

Kim Fenton
(Witness) Kim Fenton, Witness

Henson Robinson Company
(Contractor as Principal) (Seal)

Joe Kulek
(Title) Joe Kulek, President

Fidelity and Deposit Company of Maryland
(Surety) (Seal)

Andrea J. Petrilli
(Title) Andrea J. Petrilli
Attorney-in-Fact



**ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND
POWER OF ATTORNEY**

KNOW ALL MEN BY THESE PRESENTS: That the ZURICH AMERICAN INSURANCE COMPANY, a corporation of the State of New York, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, a corporation of the State of Illinois, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND a corporation of the State of Illinois (herein collectively called the "Companies"), by Robert D. Murray, Vice President, in pursuance of authority granted by Article V, Section 8, of the By-Laws of said Companies, which are set forth on the reverse side hereof and are hereby certified to be in full force and effect on the date hereof, do hereby nominate, constitute, and appoint John P. ECK, JR., Laurie A. WALDECK, William H. SOWLE, John S. HESTER, James J. REAVY, Michael A. AIELLO, Andrea J. PETRILLI, Lori RUPPEL WILLIAMS, Peter M. CASPER, JR. and Kim FENTON, all of Springfield, Illinois, its true and lawful agent and Attorney-in-Fact, to make, execute, seal and deliver, for, and on its behalf as surety, and as its act and deed: any and all bonds and undertakings, and the execution of such bonds or undertakings in pursuance of these presents, shall be as binding upon said Companies, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the ZURICH AMERICAN INSURANCE COMPANY at its office in New York, New York., the regularly elected officers of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at its office in Owings Mills, Maryland., and the regularly elected officers of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at its office in Owings Mills, Maryland., in their own proper persons.

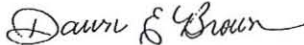
The said Vice President does hereby certify that the extract set forth on the reverse side hereof is a true copy of Article V, Section 8, of the By-Laws of said Companies, and is now in force.

IN WITNESS WHEREOF, the said Vice-President has hereunto subscribed his/her names and affixed the Corporate Seals of the said ZURICH AMERICAN INSURANCE COMPANY, COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and FIDELITY AND DEPOSIT COMPANY OF MARYLAND, this 15th day of December, A.D. 2023.

**ATTEST:
ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND**



By: *Robert D. Murray*
Vice President



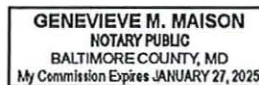
By: *Dawn E. Brown*
Secretary

State of Maryland
County of Baltimore

On this 15th day of December, A.D. 2023, before the subscriber, a Notary Public of the State of Maryland, duly commissioned and qualified, Robert D. Murray, Vice President and Dawn E. Brown, Secretary of the Companies, to me personally known to be the individuals and officers described in and who executed the preceding instrument, and acknowledged the execution of same, and being by me duly sworn, deposed and saith, that he/she is the said officer of the Company aforesaid, and that the seals affixed to the preceding instrument are the Corporate Seals of said Companies, and that the said Corporate Seals and the signature as such officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Corporations.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written.

Genevieve M. Maison



EXTRACT FROM BY-LAWS OF THE COMPANIES

"Article V, Section 8, Attorneys-in-Fact. The Chief Executive Officer, the President, or any Executive Vice President or Vice President may, by written instrument under the attested corporate seal, appoint attorneys-in-fact with authority to execute bonds, policies, recognizances, stipulations, undertakings, or other like instruments on behalf of the Company, and may authorize any officer or any such attorney-in-fact to affix the corporate seal thereto; and may with or without cause modify or revoke any such appointment or authority at any time."

CERTIFICATE

I, the undersigned, Vice President of the ZURICH AMERICAN INSURANCE COMPANY, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND, do hereby certify that the foregoing Power of Attorney is still in full force and effect on the date of this certificate; and I do further certify that Article V, Section 8, of the By-Laws of the Companies is still in force.

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the ZURICH AMERICAN INSURANCE COMPANY at a meeting duly called and held on the 15th day of December 1998.

RESOLVED: "That the signature of the President or a Vice President and the attesting signature of a Secretary or an Assistant Secretary and the Seal of the Company may be affixed by facsimile on any Power of Attorney...Any such Power or any certificate thereof bearing such facsimile signature and seal shall be valid and binding on the Company."

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at a meeting duly called and held on the 5th day of May, 1994, and the following resolution of the Board of Directors of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at a meeting duly called and held on the 10th day of May, 1990.

RESOLVED: "That the facsimile or mechanically reproduced seal of the company and facsimile or mechanically reproduced signature of any Vice-President, Secretary, or Assistant Secretary of the Company, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power of attorney issued by the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed the corporate seals of the said Companies, this 31st day of January, 2025



A handwritten signature in cursive script, appearing to read "Thomas O. McClellan".

Thomas O. McClellan
Vice President

TO REPORT A CLAIM WITH REGARD TO A SURETY BOND, PLEASE SUBMIT A COMPLETE DESCRIPTION OF THE CLAIM INCLUDING THE PRINCIPAL ON THE BOND, THE BOND NUMBER, AND YOUR CONTACT INFORMATION TO:

Zurich Surety Claims
1299 Zurich Way
Schaumburg, IL 60196-1056
reportsclaims@zurichna.com
800-626-4577

Authenticity of this bond can be confirmed at bondvalidator.zurichna.com or 410-559-8790

STATE Illinois

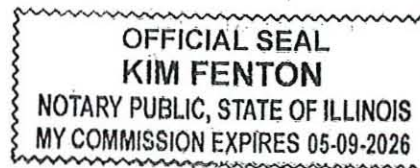
COUNTY Sangamon

On January 31, 2025, before me, a Notary Public in and for said County and State, residing therein, duly Commissioned and Sworn personally appeared Andrea J. Petrilli known to me to be Attorney-in-Fact of Fidelity and Deposit Company of Maryland who 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 they duly acknowledged to me that such Corporation executed the same. IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year stated in this certificate above.

MY COMMISSION EXPIRES: 05-09-2026

NOTARY PUBLIC

Kim Fenton



Proposal

2/3/2025 11:30:28 AM

Page 1



Quality Flooring Co Inc
 20278 rt 16 west
 litchfield IL 62056
 217-839-4224
 217-839-4371

Proposal #: 7473
 SaleDate: 01/31/2025
 Next Install:
 Sales Rep: Gabby O'Brian

SOLD TO:

Montgomery Court House
 120 N Main St.
 Hillsboro Il 62049

SHIPPED TO

Materials	COMMENTS	QUANTITY	PRICE	TOTAL
1 Essence Glue Down - 40.93	Calero	81.86 SqFt	\$1.99	\$162.90
2 Roberts 7399 1 Gal	1-Gal	1 Each	\$43.75	\$43.75
3 Slim Trim- 94"- Special Color	City Sidewalk # 107445	1 Each	\$50.99	\$50.99

Comments:

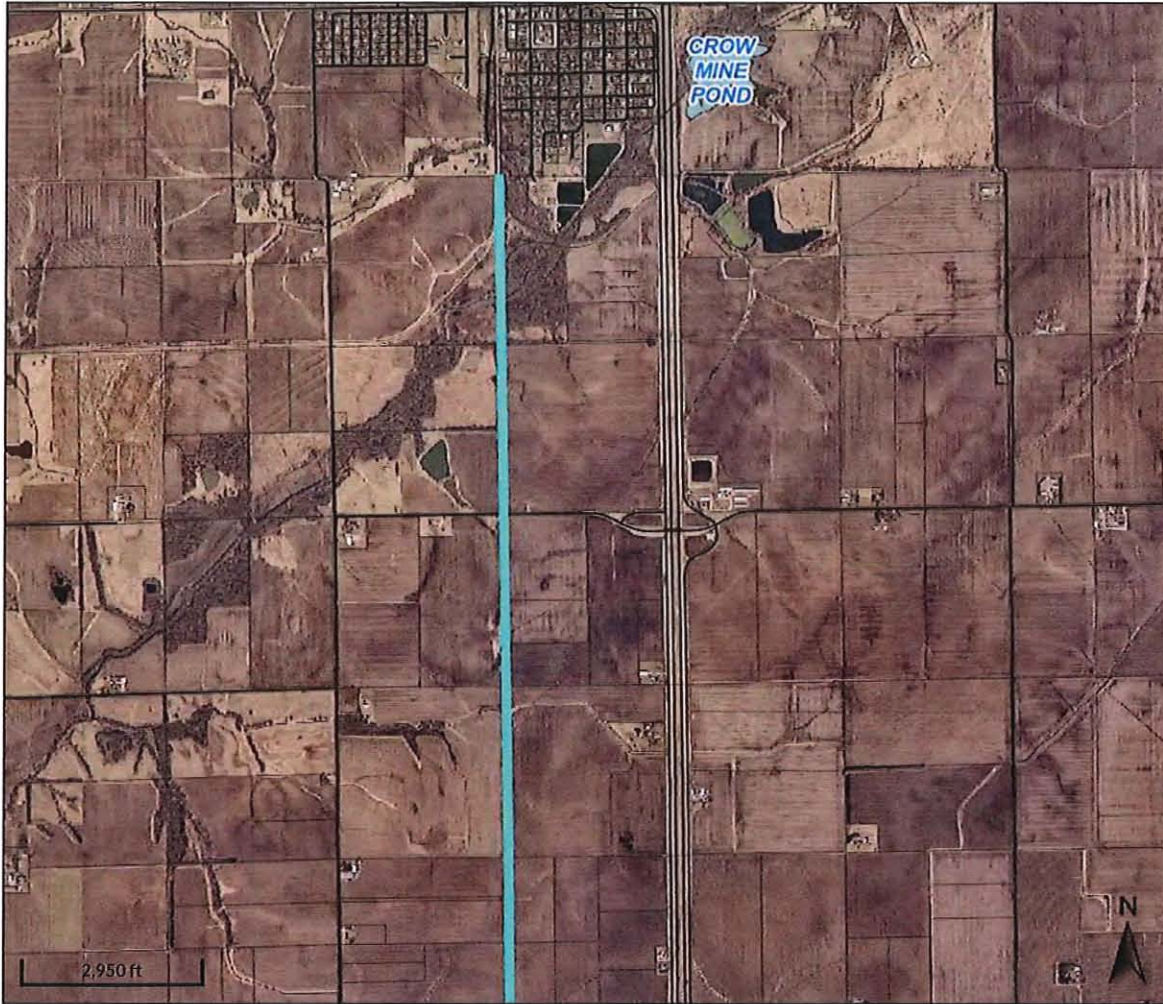
SubTotal: \$257.64
Exempt: \$0.00
Total: \$257.64
Payments: \$0.00
Balance: \$257.64

BUYER READ BEFORE SIGNING: Terms & Conditions - It is expressly understood and agreed that any specified pickup/delivery date is only a target date and seller (Quality Flooring Company Inc.) will make its best efforts to meet such date. There is no agreement regarding this order other than what is specifically contained herein. Any part of this agreement contrary to the laws of any state shall not invalidate any other part thereof. Buyer agrees to pay a finance charge at the rate of 1 1/2% per month or an annual percentage rate of 18% which shall accrue on any unpaid balance more than 30 days past due until paid in full with the minimum finance charge being \$10.00 per month. In the event this contract shall be placed for collection, the buyer shall be responsible for payment of all costs of collection, service charges and legal/attorney fees which shall accrue and be due and payable hereunder in addition to the balance due and owing, including finance charges thereon.

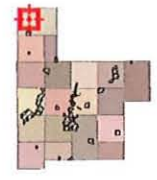
Buyer understands that there may be a dye-lot variation from the sample. Seller is not responsible for manufacturer or shipper delays. Returns on special orders are subject to a restocking charge per the manufacturer or distributor. All installations will be arranged with a sub contractor that is not an employee of seller. All terms and details of the installation will be between the subcontractor and buyer.

PAYMENT IN FULL TO BE MADE UPON PICKUP OR DELIVERY OF PRODUCT OR 30 DAYS FROM THE DATE OF ORDER, UNLESS OTHERWISE NOTED.

BUYER HEREBY ACCEPTS THE ABOVE TERMS AND CONDITIONS: Sig: _____ Date _____



Overview

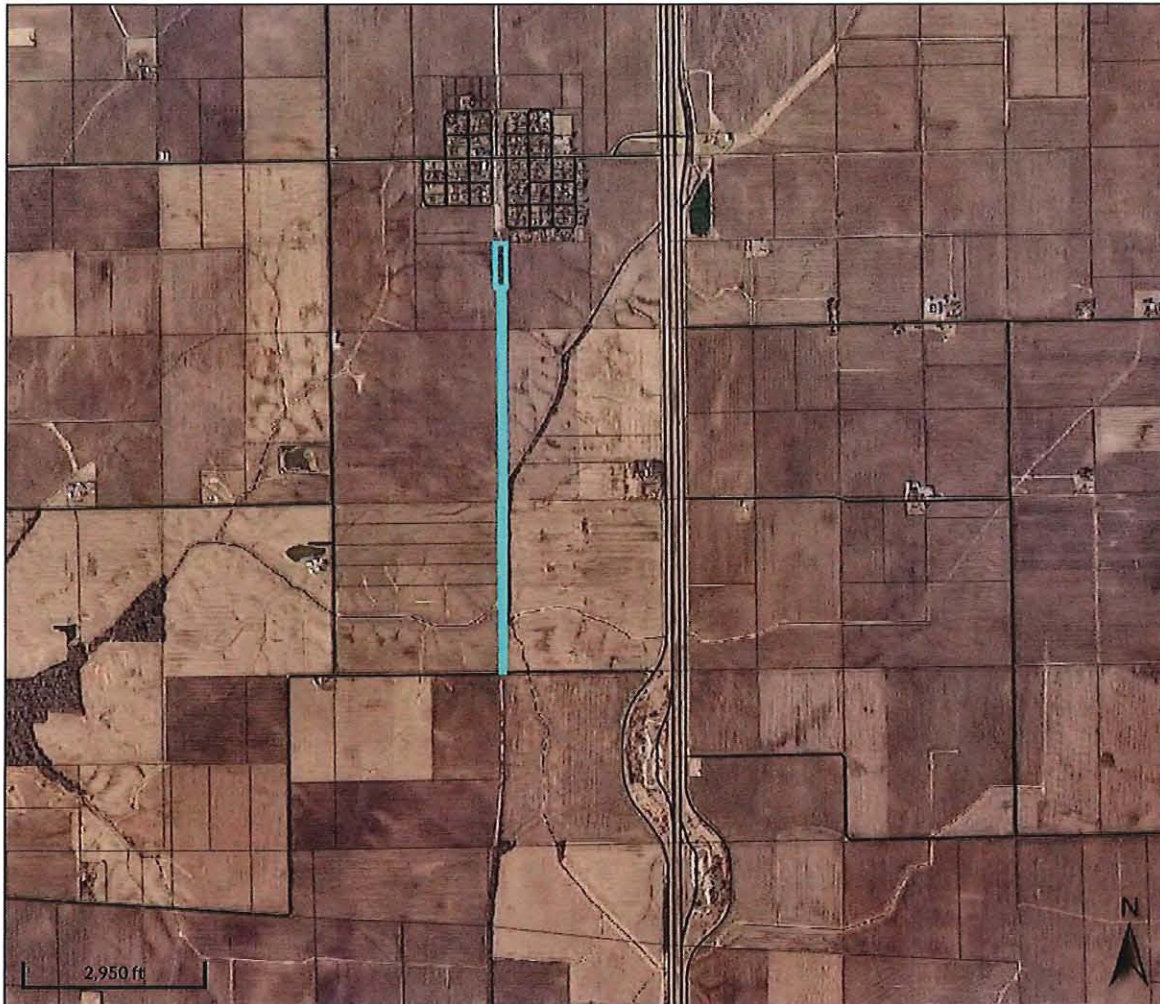


Legend

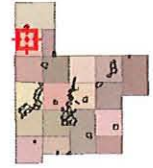
- CenterLines
- Symbols**
- ARROW_SYM
- HOOK_SYM
- LOT_SYM
- MISC_SYM
- PARCEL_SYM
- PROPERTY_SYM
- ROW_SYM
- SECSURV_SYM
- <all other values>
- Hydrography
- Tax Parcels

Parcel ID	03-04-100-003	Alternate ID	n/a	Owner Address	MONTGOMERY COUNTY
Sec/Twp/Rng	n/a	Class	0090		1 COURTHOUSE SQ
Property Address	WAGGONER BIKE TR	Acreage	30.0		ROOM 101
	WAGGONER IL 62572				Hillsboro IL 62049
District	12004				
Brief Tax Description	RR R/W THRU CENTER OF SEC 4- 9-16-21 & 28 RUNNING N & S N OF WAGGONER CORP LIMITS S4 T11 R5				
	DOCKET NO 08-68-26				
	(Note: Not to be used on legal documents)				

Date created: 11/18/2024
 Last Data Uploaded: 11/18/2024 7:24:20 AM



Overview



Legend

- CenterLines
- Symbols**
- ARROW_SYM
- HOOK_SYM
- LOT_SYM
- MISC_SYM
- PARCEL_SYM
- PROPERTY_SYM
- ROW_SYM
- SECSURV_SYM
- <all other values>
- Hydrography
- Tax Parcels

Parcel ID	03-28-176-002	Alternate ID	n/a	Owner Address	MONTGOMERY COUNTY
Sec/Twp/Rng	n/a	Class	0090		1 COURTHOUSE SQ
Property Address	E 2ND RD	Acreage	11.0		ROOM 101
	WAGGONER IL 62572				Hillsboro IL 62049
District	12004				
Brief Tax Description	FORMER ICG RR 28-11-5 EX PT N 1/2 N 1/2 & FORMER ICG RR N 1/2 SEC 33 DOCKET #92-68-5 11-5-RR-1 & RR-2 S28 T11 R5				
	(Note: Not to be used on legal documents)				

Date created: 11/18/2024
 Last Data Uploaded: 11/18/2024 7:24:20 AM

Bike Trail - Oil and Chip

1 message

montgomerycoeng@gmail.com <montgomerycoeng@gmail.com>

Mon, Nov 18, 2024 at 7:42 AM

To: Doug Donaldson <doug.donaldson@montgomerycountyil.gov>, Mike Plunkett <mikep@montgomerycountyil.gov>, Ethan Murzynski <Ethan.Murzynski@montgomerycountyil.gov>, bobsneed@consolidated.net

All,

I ran some numbers to come up with the expected costs it would take to get the bike trail oiled and chipped. I used 4 miles long and 8' wide. The results are as follows:

- 4 miles x 8' wide = 168,960 sq. ft. = 18,774 sq. yd.
- For estimating, use 20,000 sq. yd.
- Bituminous Seal Coat (HFE-150)(Furnished and Applied) @ 0.30 gal/sq. yd. = 6,000 gal @ \$3.10/gal = \$18,600
- Aggregate Seal Coat (CM-16)(Furnished and Applied) @ 25 lbs/sq. yd. = 75 ton @ \$35/ton = \$2,625
- Total = \$21,225

Keep in mind these numbers are very conservative and would more than cover any price increases for next year.

In an effort to keep things moving along with the Village of Waggoner, I would recommend paying them \$22,000 to cover the anticipated costs for taking over ownership of the bike trail.

Best regards,

Cody A. Greenwood, P.E.

Montgomery County Engineer

Montgomery County Highway Dept.

11159 IL Route 185

Hillsboro, IL 62049

P# (217) 532-6109

F# (217) 532-6642

New contract

2 messages

Jackie Dewitt <nmc_inc2010@yahoo.com>

Thu, Jan 9, 2025 at 12:53 PM

To: "mikep@montgomerycountyil.gov" <mikep@montgomerycountyil.gov>

Hello Mike,

We have put together a new contract with new rates for 2025. Attached you will see two proposals, one being for the weekly cleaning and the second being for the floor services.

Please respond to this email and let me know which months (twice a year) you'd like to do the strip and waxes, and I'll add it to the proposal for specifics.

There is also a client information sheet to fill out that we have created to get to know our customers better and have all correct contact information on file. Please sign and return all forms. Thank you for your continued business!

Thank you,
National Maintenance and Cleaning
Kasie Lyons

5 attachments



Rate increase letter 2025.docx

14K



Client information sheet.docx

29K



Montgomery County Janitorial Contract.docx

26K



Montgomery County Cleaning Proposal.pdf

1232K



Montgomery County Floors Cleaning Proposal.pdf

1337K

Mike Plunkett <mikep@montgomerycountyil.gov>

Thu, Jan 9, 2025 at 12:57 PM

To: Jackie Dewitt <nmc_inc2010@yahoo.com>

Got it. We will review and be in touch.

[Quoted text hidden]

Dear Client,

Over the years National Maintenance and Cleaning has continued to eat the cost in order to keep our prices low. Unfortunately, due to increase in minimum wage that started January 1, 2025, continued inflation for all products and equipment, and raised taxes we will be increasing our rates.

We hope you understand in order to keep our company open and give you the best service possible, we have to take these steps. If you have any concerns, please do not hesitate to reach out.

National Maintenance and Cleaning will be sending a new contract with new rates. If you agree to these new rates please sign and return. If you do not agree and would like to negotiate price or change in services, please send a response letter of your requests.

Thank you for your choosing us. We appreciate your business, and look forward to serving you in the future.

Sincerely,

National Maintenance and Cleaning, INC.

We Do the Dirty Work, So You Don't Have To

Janitorial Contract

National Maintenance and Cleaning, INC.

This contract is for services, effective January 1, 2025 by and between Montgomery County and National Maintenance & Cleaning (NMC).

<p style="text-align: center;">Client Montgomery County Court House 120 N Main St. Hillsboro, IL 62049</p>

<p style="text-align: center;">Contractor National Maintenance & Cleaning, INC. P.O. Box 431 Litchfield, IL 62056</p>
--

Description of Services: Beginning with the effective date, NMC will provide to the customer, janitorial services described in the attached proposal.

Materials and Supplies: NMC shall furnish all materials and equipment necessary to perform the services described in the proposal. All supplies will meet customers standards. NMC will provide all paper products, can liners and hand soap.

Supervision: Systematic inspection shall be conducted monthly to ensure all services are properly performed. To make certain that any problems that may arise will be promptly taken care of, customer will promptly relay any complaints to NMC for immediate attention.

Payment: Payment shall be made to

National Maintenance and Cleaning
P.O. Box 431
Litchfield, IL 62056

Net 30 day pay

Rate \$25.00 per hour/ no more than 6 hours per day excluding County Holidays

Term: This contract may be terminated by either party with documented justification upon 30 days prior written notice to the other party

Compliance W/ Applicable Statues, Standards and Regulations: In performing the services required of it under this agreement, NMC shall comply with all applicable federal, state and company requirements of standards.

Insurance: NMC shall procure and maintain throughout the term of this agreement a workers compensation policy and bonding.

Confidentiality: NMC and its employees, will not at any time or in any manner, either directly or indirectly, divulge, disclose, or communicate in any manner, any information that is personal in nature, about any patient. **This provision will continue to be effective in the event of termination of this contract.**

Default: The occurrence of any of the following shall constitute a material default under this contract:

- A. Failure to make required payment for services
- B. The insolvency or bankruptcy of either party
- C. The failure to deliver services as described in this contract of attachment

Entire Agreement: This contract contains the entire agreement of the parties, and there are no other promises or conditions implied.

Signatories: This agreement shall be signed on behalf of Service Recipient and Service provider.

X

Date: _____

Service Recipient

X

Date: _____

Service provider

Naitonal Maintenance and Cleaning, INC.

CLEANING PROPOSAL

2055

PO. Box 431
 Litchfield, IL 62056
 217-556-1937

FOR Montgomery County
 LOCATION 120 N. Main St
Hillsboro, IL 62049
 CONTACT Mike Plunket PHONE 217-532-9588

DESCRIPTION OF WORK

SERVICES REQUIRED AREA / ITEM	FREQUENCY			
	DAILY	WEEKLY	MONTHLY	OTHER
RESTROOMS				
TOILETS • SINKS • URINALS	X			
TRASH CONTAINERS	X			
DISPENSERS: SOAP, TOWEL, TISSUE, NAPKIN	X			
GLASS • MIRRORS • CHROME HARDWARE	X			
FLOORS	X			
PARTITIONS • DOORS		X		
WALLS BY SINK / URINALS		X		
FLOOR DRAINS		X		
OTHER				
FLOORS				
TILE	X			
WOOD				
LINOLEUM				
CEMENT • TERRAZZO • TILE				
RUGS • CARPETS	X			
OTHER				
EXTERIOR				
ENTRANCE	X			
PAPER • DEBRIS				
SIDEWALKS				
PARKING LOTS				

SERVICES REQUIRED AREA / ITEM	FREQUENCY			
	DAILY	WEEKLY	MONTHLY	OTHER
DOORS • WALLS • PARTITIONS				
ENTRANCE GLASS DOORS	X			
INTERIOR GLASS	X			
LEDGES • WINDOW SILLS		X		
DOORS • FRAMES • WALLS			X	
BASEBOARDS			X	
MISCELLANEOUS				
WASTE CANS				
ASH TRAYS • URNS				
VENDING MACHINES				
LIGHTS			X	
CHAIRS • CLOCKS • PICTURES			X	
VENTS • LOUVERS • FANS • BLINDS			X	
UPHOLSTERED FURNITURE • DRAPES				
GLASS WINDOWS / DOORS				
MATS				
DRINKING FOUNTAINS			X	
KICKPLATES • THRESHOLDS			X	
LIGHT SWITCHES • HANDLES • PUSH PLATES			X	
DESKS • TABLES • PHONES				
JANITOR'S STORAGE AREA			X	

SPECIAL INSTRUCTIONS / NOTES

TERMS AND CONDITIONS

- CLEANING SUPPLIES TO PERFORM THIS SERVICE WILL BE SUPPLIED BY: NMC
- DATE OF SERVICES WILL BE MON-Fri Evenings
- THIS OFFER OR AGREEMENT WILL EXPIRE ON yearly reviews AS needed
- IN THE EVENT THIS AGREEMENT PROVES UNSATISFACTORY, IT MAY BE TERMINATED BY A 30 DAY WRITTEN NOTICE BY EITHER PARTY.
- TOTAL COSTS OF SERVICES WILL BE \$ 25.00/HR Net 30 PER MONTH.
 QUOTED BY Matthew Ross DATE 1/1/2025

ACCEPTANCE OF PROPOSAL — THE ABOVE PRICES, SPECIFICATIONS AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED.

SIGNATURE _____ DATE _____

2057

P.O. Box 431
Litchfield, IL 62056
217-556-1937

FOR Montgomery County
LOCATION 120 N. Main st
Hillsboro, IL 62049
CONTACT Mike Plunket PHONE 217-532-9588

DESCRIPTION OF WORK

SERVICES REQUIRED AREA / ITEM	FREQUENCY			
	DAILY	WEEKLY	MONTHLY	OTHER
RESTROOMS				
TOILETS • SINKS • URINALS				
TRASH CONTAINERS				
DISPENSERS: SOAP, TOWEL, TISSUE, NAPKIN				
GLASS • MIRRORS • CHROME HARDWARE				
FLOORS				
PARTITIONS • DOORS				
WALLS BY SINK / URINALS				
FLOOR DRAINS				
OTHER				
FLOORS				
TILE				X
WOOD				
LINOLEUM				
CEMENT • TERRAZZO • TILE				
RUGS • CARPETS				X
OTHER <u>GROUT</u>				X
EXTERIOR				
ENTRANCE				
PAPER • DEBRIS				
SIDEWALKS				
PARKING LOTS				

SERVICES REQUIRED AREA / ITEM	FREQUENCY			
	DAILY	WEEKLY	MONTHLY	OTHER
DOORS • WALLS • PARTITIONS				
ENTRANCE GLASS DOORS				
INTERIOR GLASS				
LEDGES • WINDOW SILLS				
DOORS • FRAMES • WALLS				
BASEBOARDS				
MISCELLANEOUS				
WASTE CANS				
ASH TRAYS • URNS				
VENDING MACHINES				
LIGHTS				
CHAIRS • CLOCKS • PICTURES				
VENTS • LOUVERS • FANS • BLINDS				
UPHOLSTERED FURNITURE • DRAPES				
GLASS WINDOWS / DOORS				
MATS				
DRINKING FOUNTAINS				
KICKPLATES • THRESHOLDS				
LIGHT SWITCHES • HANDLES • PUSH PLATES				
DESKS • TABLES • PHONES				
JANITOR'S STORAGE AREA				

SPECIAL INSTRUCTIONS / NOTES

Basement Strip and Wax twice a year. - \$385 per service
Office carpets quarterly - \$700 per service (includes Court room)
Grout, recommended twice a year. As requested - \$40/hr per service

TERMS AND CONDITIONS

- CLEANING SUPPLIES TO PERFORM THIS SERVICE WILL BE SUPPLIED BY: NMC
- DATE OF SERVICES WILL BE Upon Scheduled
- THIS OFFER OR AGREEMENT WILL EXPIRE ON Yearly review As needed
- IN THE EVENT THIS AGREEMENT PROVES UNSATISFACTORY, IT MAY BE TERMINATED BY A 30 DAY WRITTEN NOTICE BY EITHER PARTY.
- TOTAL COSTS OF SERVICES WILL BE \$ listed ^{Net 30} PER MONTH.
QUOTED BY Matthew Ross DATE 1/11/2025

ACCEPTANCE OF PROPOSAL — THE ABOVE PRICES, SPECIFICATIONS AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED.

SIGNATURE _____ DATE _____

Client information sheet

Client: _____

Address: _____

Billing/Invoice contact:

Name _____

Email _____

Phone _____

Contract contact:

Name _____

Email _____

Phone _____

Inhouse contact: (for any janitorial or building concerns)

Name _____

Email _____

Phone _____

Payment method:

ACH payment _____

Check _____

Payable to
National Maintenance and Cleaning, INC.
P.O. Box 431
Litchfield, IL 62056

Before signing this document, you agree to the payment methods shared, and that all information is true.

You also agree that if there is any change to employees involved in the contact section on this form, you will contact National Maintenance and Cleaning with an updated information sheet and signature.

X

Client

Janitorial Contract

National Maintenance & Cleaning Inc.

This contract is for services, effective _____ by and between Montgomery County and National Maintenance & Cleaning (NMCI) 321 West Palmer St, Litchfield IL 62056

Description of Services: Beginning with the effective date, NMCI will provide to the customer, janitorial services describe in the attached exhibit.

Materials and Supplies: NMCI shall furnish all materials and equipment necessary to perform the services described in the exhibit. All supplies will meet customers standards. NMC will provide all paper products , can liners and hand soap.

Supervision: Systematic inspection shall be conducted monthly to ensure all services are properly performed. To make certain than any problems that may arise will be promptly taken care of, customer will promptly relay any complaints to NMCI for immediate attention.

Payment: Payment shall be made to

National Maintenance & Cleaning

321 West Palmer St

Litchfield, IL 62056

Net 30 day pay

Rate \$21.50 per hour/no more than 6 hours per day Excluding County Holidays

Term: This contract may be terminated by either party with documented justification upon 30 days prior written notice to the other party.

Compliance W/Applicable Statutes, Standards and Regulations: In performing the services required of it under this agreement, NMCI shall comply with all applicable federal, state, and company requirements of standards.

Insurance: NMCI shall procure and maintain throughout the term of this agreement a workers compensation policy & bonding.

Confidentiality: NMCI and its employees, will not at any time or in any manner, either directly or indirectly, divulge, disclose, or communicate in any manner, any information that is personal in nature, about any patient. This provision will continue to be effective in the event of termination of this contract.

Default: The occurrence of any of the following shall constitute a material default under this contract:

- a. Failure to make required payment for services
- b. The insolvency or bankruptcy of either party
- c. The failure to deliver services as described in this contract of attachment

COMMITTEE REPORTS:

COORDINATING COMMITTEE: Given by County Board Chairman Doug Donaldson:

1. **Information Systems Report Update:** Chairman Donaldson reported the IT department has been busy working on the body camera project for the Sheriff's Department, and they will be implementing the new county website soon.
2. **EMA Report and Hazard Mitigation Plan Update:** Donaldson referred to EMA representative Dan Hough, who reported the next Hazard Mitigation Plan meeting will be held on January 24th, 2023, in the County Board Room of the Historic Courthouse in Hillsboro.
3. **West Central Development Council/Job Center Board/CEO Board Update:** Chairman Donaldson said they had an open house today, and their next meeting is scheduled for December 21st, 2023.
4. **CO2 Sequestration Ad Hoc Committee Update:** Chairman Donaldson said the next CO2 Sequestration Ad Hoc Committee meeting is scheduled for Monday, December 18th, 2023 at 5:00 PM in the County Board Room of the Historic Courthouse in Hillsboro.
5. **Other Business:** Chairman Donaldson informed members the board packet information will not be projected on a screen in future meetings, and he asked board members to start bringing their chrome books to their meetings in January, 2024, to review their packet information for upcoming meetings. Donaldson stated members will still be given a long agenda on their desks for the full County Board meeting.

BUILDINGS & GROUNDS COMMITTEE REPORT: Given by Committee Chairman Bob Sneed:

1. **Maintenance and Cleaning Issues and Report Update:** Sneed reported Maintenance Superintendent Phil Ernst shared his monthly report with the committee. Members discussed the lack of response from Schindler Elevator regarding the Historic Courthouse elevator that has been out of use since October 3rd, 2023. Chairman Donaldson reported he and Sheriff Robbins have been calling and emailing Schindler representatives but have not received any responses; and he recently contacted the Illinois Fire Marshal's office regarding our non-compliance with the Americans with Disabilities Act. Donaldson said the last he heard, the elevator will be out of service until the middle of December, 2023.

Sneed said the Generator at the Jail has been installed and is in operation. He said they repaired the furnace at the Annex Building for the ROE office recently, and the compressor for the chiller is being shipped on December 28th, 2023. Sneed also said the Committee approved postponing the painting the fire escape and band around the Historic Courthouse due to paying for the generators from the FY 2024 budget.

2. **Contract for Cleaning Services from National Maintenance and Cleaning Inc. Approval:** Sneed reported he spoke with the owner of National Maintenance & Cleaning regarding cleaning issues at the Courthouse Complex, and a new cleaning staff person will begin employment in January, 2024. Sneed said the committee reviewed and approved recommending the new cleaning contract, which increases their rate by \$1.00 per hour to a total of \$22.50 per hour. **Motion by Sneed and second by Beason to approve to new contact with National Maintenance and Cleaning Inc. to clean the New Courthouse for \$22.50 per hour. All in favor, motion carried.**
3. **Interior Door Project for County Clerk's Office Update:** Clerk Leitheiser reported we are still waiting on the DCEO Energy Transition Grant Funding for this project. Leitheiser stated she and Coordinator Daniels were on a conference call with our DCEO Grant Administrator and requested a timeline of when we could expect the grant award agreement, but no date has been given.

Member's Mark Moisturizing Hand Soap Refill, Aloe Vera, 80 fl. oz., 2 pk.



★★★★★ 4.5(5488) By Member's Mark Item # 990297913

\$7.98 \$0.05/fo

1 per month

*# 187.53 per month on average
Plus time & gas for pick-up.
2250.00 year*

Get your Marathon Folded Towel Dispenser here!

Marathon Multifold 1-Ply White Paper Towels 16 pks., 250 towels/pk



★★★★☆ 4.6(2425) By Marathon Item # 46974 Model # 2027214

2 pks month

\$33.88 \$0.01/ea

Prices may vary in club and online.

Member's Mark 10 Gallon Commercial Trash Bags 1000 ct.



★★★★☆ 4.6(1631) By Member's Mark : Item # 676096 : Model # PF101000H

\$23.28 \$0.02/ea

2 per month

Member's Mark Simple Tie Heavy Duty Black Trash Bags 55 gal., 80 ct.



★★★★★ 4.8(369) By Member's Mark Item # 990304472 Model # MMR55WCE080B

\$24.98 \$0.31/ea

1 per month

POM 2-Ply Toilet Paper 45 rolls, 473 sheets/roll



★★★★★ 4.5(16342) By POM Item # 662368 Model # 1735014

\$26.83 \$0.01/sf

1 1/2 per month

National Maintenance Customer QuickReport January through December 2024

Type	Date	Num	Memo	Account	Clr	Split
Montgomery County						
Invoice	01/01/2024	1307		Accounts Receivable		Sales
Payment	01/04/2024			United Community B...	X	Accounts Rece...
Invoice	01/31/2024	1330		Accounts Receivable		Sales
Payment	02/06/2024			United Community B...	X	Accounts Rece...
Invoice	02/29/2024	1350		Accounts Receivable		Sales
Payment	03/04/2024			United Community B...	X	Accounts Rece...
Invoice	03/31/2024	1367		Accounts Receivable		Sales
Payment	04/04/2024			United Community B...	X	Accounts Rece...
Invoice	04/29/2024	1386		Accounts Receivable		Sales
Payment	05/02/2024			United Community B...	X	Accounts Rece...
Invoice	05/31/2024	1404		Accounts Receivable		-SPLIT-
Payment	06/04/2024			United Community B...	X	Accounts Rece...
Invoice	06/28/2024	1423		Accounts Receivable		Sales

National Maintenance
Customer QuickReport
January through December 2024

Amount

- 1,720.00
- 1,720.00
- 1,833.75
- 1,833.75
- 1,890.00
- 1,890.00
- 1,890.00
- 1,890.00
- 2,160.00
- 2,160.00
- 2,322.50
- 2,322.50
- 2,407.50

$$\begin{array}{r} 22.50 \\ \times 4 \\ \hline 90 \\ \times 5 \\ \hline 450 \\ \times 52 \\ \hline 23,400 \end{array}$$

$$\begin{array}{r} 22.50 \\ \times 6 \\ \hline 135 \\ \times 5 \\ \hline 675 \\ \times 52 \\ \hline 35,100 \end{array}$$

full time
18
2080
37440
plus benefits

2013 CF family
2017 OP child

Montgomery County Board
Roads & Bridges Committee Meeting Agenda

Conference Room, County Highway Dept.
11159 IL Rte 185, Hillsboro, IL 62049

Date: Wednesday, February 5th, 2025

Time: 8:30 AM – County Highway Department

Members present: Ethan Murzynski, Bill Bergen, Patty Whitworth, Chad Ruppert, Keith Hancock, Rob Corso, Doug Donaldson

Members Absent:

Other Present: County Engineer Cody Greenwood

The committee met today to discuss the following:

Roads & Bridges Committee:

1. **Public Comments:**
2. **UKA Virden Wind Road Use Agreement Update/Approval:**
3. **2025 Township MFT Rock Letting Results Update/Approval:**
4. **2025 County MFT Rock Letting Results Update/Approval:**
5. **2025 Pipe Culvert Letting Results Update/Approval:**
6. **Section 20-00145-00-PV Coffeen Rd/Seven Sisters Ave Intersection Update/Approval:**
7. **Section 15-00138-00-BR Red Ball Trail – White Town Bridge Supplemental Engineering Agreement Update/Approval:**
8. **Resolution 2025-1 appropriating funds for the payment of the County Engineer’s Salary for 2025 Updated/Approval:**
9. **Other Items:**

Motion by _____, second by _____ to Pay Bills. All in favor, motion carried.
Motion by _____, second by _____ to adjourn the meeting. All in favor, motion carried.
Meeting adjourned at _____ a.m. Minutes respectfully submitted by acting secretary Christine Daniels as Deputized by the Montgomery County Clerk and Recorder, Sandy Leitheiser.

MONTGOMERY COUNTY 2025 Road Districts MFT Letting February 5, 2025 @ 8:30 A.M.					NAME AND ADDRESS OF BIDDERS		Heidelberg Materials Midwest Aggregates 22283 Taylorville Road Nokomis, IL 62075-0006		NOKOMIS QUARRY COMPANY PO Box 90 Nokomis IL 62075		DUNN COMPANY 724 North Mercer Street Decatur IL 62522	
					APPROVED ESTIMATE		NO RETURNED	BID	Cashier's Check Date 01/31/2025	#013679 \$1,000.00	NO RETURNED	BID
MATERIAL	GROUP NO.	DELIVERY	UNIT	QUANTITY	UNIT PRICE	TOTALS	UNIT PRICE	TOTALS	UNIT PRICE	TOTALS	UNIT PRICE	TOTALS
SEAL COAT AGGREGATE (CA/CM 13,14,15,16) (Limestone Only) See mileage differential to be added. AUDUBON Road District Section 25-01000-00-GM	1	Picked up by road district	Ton	2,000	21.25	\$ 42,500.00	NO BID	\$ -	21.50 *Awarded	\$ 43,000.00	NO BID	\$ -
AGG. SURFACE COURSE (CA 6 Type B) (Lo PI if available) See mileage differential to be added. AUDUBON Road District Section 25-01000-00-GM	2	Picked up by road district	Ton	100	17.50	\$ 1,750.00	NO BID	\$ -	16.50 *Awarded	\$ 1,650.00	NO BID	\$ -
SUBBASE GRANULAR MATERIAL (CA 7)(A Quality) See mileage differential to be added. AUDUBON Road District Section 25-01000-00-GM	3	Picked up by road district	Ton	100	21.25	\$ 2,125.00	NO BID	\$ -	NO BID	\$ -	NO BID	\$ -
BIT. MIX FOR MAINT., M19-07 See mileage differential to be added. AUDUBON Road District Section 25-01000-00-GM	4	Picked up by road district	Ton	100	100.00	\$ 10,000.00	NO BID	\$ -	NO BID	\$ -	NO BID	\$ -
BITUMINOUS MIXTURE, M120-16 See mileage differential to be added. AUDUBON Road District Section 25-01000-00-GM	5	Picked up by road district	Ton	145	135.00	\$ 19,575.00	NO BID	\$ -	NO BID	\$ -	NO BID	\$ -
COURSE AGGREGATE, 3" (CA 1) See mileage differential to be added. AUDUBON Road District Section 25-01000-00-GM	6	Picked up by road district	Ton	50	20.00	\$ 1,000.00	NO BID	\$ -	20.00 *Awarded	\$ 1,000.00	NO BID	\$ -
TOTAL - Groups 1 through 6		As Read As Corrected				\$ 76,950.00		\$ -		\$ 45,650.00		\$ -

MONTGOMERY COUNTY 2025 Road Districts MFT Letting February 5, 2025 @ 8:30 A.M.					NAME AND ADDRESS OF BIDDERS		LOUIS MARSCH, INC. PO Box 42 Morrisonville Illinois 62546	
					APPROVED ESTIMATE		Cashier's Check Date 01/24/2025	#1221713 \$7,500.00
MATERIAL	GROUP NO.	DELIVERY	UNIT	QUANTITY	UNIT PRICE	TOTALS	UNIT PRICE	TOTALS
BIT. PREMIX, CA15/16 CHIPMIX BOIS D'ARC Road District Section 25-02000-00-GM	7	Furnish and Deliver to Road District	Ton	25	100.00	\$ 2,500.00	102.90 *Awarded	\$ 2,572.50
BIT. MIXTURE FOR STABILIZED BASE CA 7 MIX BOIS D'ARC Road District Section 25-02000-00-GM	8	Furnish and Deliver to Road District	Ton	25	91.00	\$ 2,275.00	94.40 *Awarded	\$ 2,360.00
TOTAL - Groups 7 & 8		As Read As Corrected				\$ 4,775.00		\$ 4,932.50

MONTGOMERY COUNTY 2025 Road Districts MFT Letting February 5, 2025 @ 8:30 A.M.					NAME AND ADDRESS OF BIDDERS		LOUIS MARSCH, INC. PO Box 42 Morrisonville Illinois 62546	
					APPROVED ESTIMATE		Cashier's Check Date 01/24/2025	#1221713 \$7,500.00
MATERIAL	GROUP NO.	DELIVERY	UNIT	QUANTITY	UNIT PRICE	TOTALS	UNIT PRICE	TOTALS
BIT. PREMIX, CA15/16 CHIPMIX BUTLER GROVE Road District Section 25-03000-00-GM	9	Furnish and Deliver to Road District	Ton	25	98.00	\$ 2,450.00	102.35 *Awarded	\$ 2,558.75
BIT. MIXTURE FOR STABILIZED BASE CA 7 MIX BUTLER GROVE Road District Section 25-03000-00-GM	10	Furnish and Deliver to Road District	Ton	25	90.00	\$ 2,250.00	93.85 *Awarded	\$ 2,346.25
TOTAL - Groups 9 & 10		As Read				\$ 4,700.00		\$ 4,905.00
		As Corrected						

MONTGOMERY COUNTY 2025 Road Districts MFT Letting February 5, 2025 @ 8:30 A.M.					NAME AND ADDRESS OF BIDDERS		LOUIS MARSCH, INC. PO Box 42 Morrisonville Illinois 62546	
					APPROVED ESTIMATE		Cashier's Check Date 01/24/2025	#1221713 \$7,500.00
MATERIAL	GROUP NO.	DELIVERY	UNIT	QUANTITY	UNIT PRICE	TOTALS	UNIT PRICE	TOTALS
BIT. PREMIX, CA15/16 CHIPMIX EAST FORK Road District Section 25-04000-00-GM	11	Picked Up By Road District	Ton	75	93.00	\$ 6,975.00	95.50 *Awarded	\$ 7,162.50
BIT. MIXTURE FOR STABILIZED BASE CA 7 MIX EAST FORK Road District Section 25-04000-00-GM	12	Picked Up By Road District	Ton	25	83.00	\$ 2,075.00	87.00 *Awarded	\$ 2,175.00
TOTAL - Groups 71 & 12		As Read As Corrected				\$ 9,050.00		\$ 9,337.50

MONTGOMERY COUNTY 2025 Road Districts MFT Letting February 5, 2025 @ 8:30 A.M.					NAME AND ADDRESS OF BIDDERS		LOUIS MARSCH, INC. PO Box 42 Morrisonville Illinois 62546	
					APPROVED ESTIMATE		Cashier's Check Date 01/24/2025	#1221713 \$7,500.00
MATERIAL	GROUP NO.	DELIVERY	UNIT	QUANTITY	UNIT PRICE	TOTALS	UNIT PRICE	TOTALS
BITUMINOUS PREMIX, CA 15/16 CHIPMIX See mileage differential to be added. GRISHAM Road District Section 25-06000-00-GM	15	Picked Up By Road District	Ton	50	93.00	\$ 4,650.00	95.50 *Awarded	\$ 4,775.00
BIT. MIX FOR STABILIZED BASE, CA 7 MIX See mileage differential to be added. GRISHAM Road District Section 25-06000-00-GM	16	Picked Up By Road District	Ton	25	83.00	\$ 2,075.00	87.00 *Awarded	\$ 2,175.00
TOTAL - Groups 15 & 16		As Read As Corrected				\$ 6,725.00		\$6,950.00

MONTGOMERY COUNTY 2025 Road Districts MFT Letting February 5, 2025 @ 8:30 A.M.					NAME AND ADDRESS OF BIDDERS		LOUIS MARSCH, INC. PO Box 42 Morrisonville Illinois 62546	
					APPROVED ESTIMATE		Cashier's Check Date 01/24/2025	#1221713 \$7,500.00
MATERIAL	GROUP NO.	DELIVERY	UNIT	QUANTITY	UNIT PRICE	TOTALS	UNIT PRICE	TOTALS
BITUMINOUS PREMIX, CA 15/16 CHIPMIX See mileage differential to be added. HARVEL Road District Section 25-07000-00-GM	17	Picked Up By Road District	Ton	100	93.00	\$ 9,300.00	95.50 <i>*Awarded</i>	\$ 9,550.00
TOTAL - Groups 17		As Read				\$ 9,300.00		\$9,550.00
		As Corrected						

MONTGOMERY COUNTY 2025 Road Districts MFT Letting February 5, 2025 @ 8:30 A.M.					NAME AND ADDRESS OF BIDDERS		BEELMAN LOGISTICS, LLC One Racehorse Drive P.O. Box 17655 East St. Louis, Illinois 62205		LOUIS MARSCH, INC. PO Box 42 Morrisonville Illinois 62546	
					APPROVED ESTIMATE		NO RETURNED	BID	Cashier's Check Date 01/24/2025	#1221713 \$7,500.00
MATERIAL	GROUP NO.	DELIVERY	UNIT	QUANTITY	UNIT PRICE	TOTALS	UNIT PRICE	TOTALS	UNIT PRICE	TOTALS
SEAL COAT AGGREGATE (CA/CM 13) (Crushed Slag)										
HILLSBORO Road District Section 25-08000-00-GM	18	Furnish and Deliver to Road District	Ton	1,000	33.00	\$ 33,000.00	NO BID	\$ -	NO BID	\$ -
BITUMINOUS PREMIX, CA 15/16 CHIPMIX See mileage differential to be added.										
HILLSBORO Road District Section 25-08000-00-GM	19	Picked Up By Road District	Ton	75	93.00	\$ 6,975.00	NO BID	#VALUE!	\$ 95.50 <i>*Awarded</i>	\$ 7,162.50
BIT. MIX FOR STABILIZED BASE, CA 7 MIX See mileage differential to be added.										
HILLSBORO Road District Section 25-08000-00-GM	20	Picked Up By Road District	Ton	75	83.00	\$ 6,225.00	NO BID	#VALUE!	\$ 87.00 <i>*Awarded</i>	\$ 6,525.00
TOTAL - Groups 18 Through 20		As Read As Corrected				\$ 46,200.00		#VALUE!		\$ 13,687.50

MONTGOMERY COUNTY 2025 Road Districts MFT Letting February 5, 2025 @ 8:30 A.M.					NAME AND ADDRESS OF BIDDERS		BEELMAN LOGISTICS, LLC One Racehorse Drive P.O. Box 17655 East St. Louis, Illinois 62205		LOUIS MARSCH, INC. PO Box 42 Morrisonville Illinois 62546	
					APPROVED ESTIMATE		NO RETURNED	BID	Cashier's Check Date 01/24/2025	#1221713 \$7,500.00
MATERIAL	GROUP NO.	DELIVERY	UNIT	QUANTITY	UNIT PRICE	TOTALS	UNIT PRICE	TOTALS	UNIT PRICE	TOTALS
SEAL COAT AGGREGATE (CA/CM 13) SLAG (Crushed Slag) IRVING Road District Section 25-09000-00-GM	21	Furnish and Deliver to Road District	Ton	600	35.00	\$ 21,000.00	NO BID	\$ -		\$ -
BITUMINOUS PREMIX, CA 15/16 CHIPMIX See mileage differential to be added. IRVING Road District Section 25-09000-00-GM	22	Picked Up By Road District	Ton	100	93.00	\$ 9,300.00	NO BID	\$ -	\$ 95.50 *Awarded	\$ 9,550.00
BIT. MIX FOR STABILIZED BASE, CA 7 MIX See mileage differential to be added. IRVING Road District Section 25-09000-00-GM	23	Picked Up By Road District	Ton	100	83.00	\$ 8,300.00	NO BID	\$ -	\$ 87.00 *Awarded	\$ 8,700.00
TOTAL - Groups 21 Through 23		As Read As Corrected				\$ 38,600.00		\$ -		\$ 18,250.00

MONTGOMERY COUNTY 2025 Road Districts MFT Letting February 5, 2025 @ 8:30 A.M.					NAME AND ADDRESS OF BIDDERS		LOUIS MARSCH, INC. PO Box 42 Morrisonville Illinois 62546	
					APPROVED ESTIMATE		Cashier's Check Date 01/24/2025	#1221713 \$7,500.00
MATERIAL	GROUP NO.	DELIVERY	UNIT	QUANTITY	UNIT PRICE	TOTALS	UNIT PRICE	TOTALS
BIT. PREMIX, CA 15/16 CHIPMIX See mileage differential to be added. PITMAN Road District Section 25-12000-00-GM	26	Picked Up By Road District	Ton	75	93.00	\$ 6,975.00	95.50 <i>*Awarded</i>	\$ 7,162.50
TOTAL - Group 26		As Read As Corrected				\$ 6,975.00		\$ 7,162.50

MONTGOMERY COUNTY 2025 Road Districts MFT Letting February 5, 2025 @ 8:30 A.M.					NAME AND ADDRESS OF BIDDERS		LOUIS MARSCH, INC. PO Box 42 Morrisonville Illinois 62546	
					APPROVED ESTIMATE		Cashier's Check Date 01/24/2025	#1221713 \$7,500.00
MATERIAL	GROUP NO.	DELIVERY	UNIT	QUANTITY	UNIT PRICE	TOTALS	UNIT PRICE	TOTALS
BIT. PREMIX, CA 15/16 CHIPMIX RAYMOND Road District Section 25-13000-00-GM	27	Furnish and Deliver to Road District	Ton	200	93.00	\$ 18,600.00	101.65 <i>*Awarded</i>	\$ 20,330.00
TOTAL - Groups 27		As Read				\$ 18,600.00		\$ 20,330.00
		As Corrected						

MONTGOMERY COUNTY 2025 Road Districts MFT Letting February 5, 2025 @ 8:30 A.M.					NAME AND ADDRESS OF BIDDERS		LOUIS MARSCH, INC. PO Box 42 Morrisonville Illinois 62546	
					APPROVED ESTIMATE		Cashier's Check Date 01/24/2025	#1221713 \$7,500.00
MATERIAL	GROUP NO.	DELIVERY	UNIT	QUANTITY	UNIT PRICE	TOTALS	UNIT PRICE	TOTALS
BIT. PREMIX, CA 15/16 CHIPMIX See mileage differential to be added. ROUNTREE Road District Section 25-14000-00-GM	28	Picked Up By Road District	Ton	50	93.00	\$ 4,650.00	\$ 95.50 *Awarded	\$ 4,775.00
BIT. MIXTURE FOR STABILIZED BASE, CA 7 MIX See mileage differential to be added. ROUNTREE Road District Section 25-14000-00-GM	29	Picked Up By Road District	Ton	25	83.00	\$ 2,075.00	\$ 87.00 *Awarded	\$ 2,175.00
TOTAL - Groups 28 & 29		As Read As Corrected				\$ 6,725.00		\$6,950.00

MONTGOMERY COUNTY 2025 Road Districts MFT Letting February 5, 2025 @ 8:30 A.M.					NAME AND ADDRESS OF BIDDERS		LOUIS MARSCH, INC. PO Box 42 Morrisonville Illinois 62546	
					APPROVED ESTIMATE		Cashier's Check Date 01/24/2025	#1221713 \$7,500.00
MATERIAL	GROUP NO.	DELIVERY	UNIT	QUANTITY	UNIT PRICE	TOTALS	UNIT PRICE	TOTALS
SEAL COAT AGGREGATE (CA/CM 13/14/15/16) (Limestone Only) WALSHVILLE Road District Section 25-17000-00-GM	32	Furnish, haul, spread and roll on various roads	Ton	400	37.00	\$ 14,800.00	37.90 <i>*Awarded</i>	\$ 15,160.00
BIT. PREMIX, CA 15/16 CHIPMIX WALSHVILLE Road District Section 25-17000-00-GM	33	Furnish and Deliver to Road District	Ton	50	100.00	\$ 5,000.00	103.10 <i>*Awarded</i>	\$ 5,155.00
BIT. MIXTURE FOR STABILIZED BASE, CA 7 MIX WALSHVILLE Road District Section 25-17000-00-GM	34	Furnish and Deliver to Road District	Ton	50	90.00	\$ 4,500.00	94.60 <i>*Awarded</i>	\$ 4,730.00
TOTAL - Groups 32 through 34		As Read				\$ 24,300.00		\$25,045.00
		As Corrected						

MONTGOMERY COUNTY 2025 Road Districts MFT Letting February 5, 2025 @ 8:30 A.M.					NAME AND ADDRESS OF BIDDERS		LOUIS MARSCH, INC. PO Box 42 Morrisonville Illinois 62546	
					APPROVED ESTIMATE		Cashier's Check Date 01/24/2025	#1221713 \$7,500.00
MATERIAL	GROUP NO.	DELIVERY	UNIT	QUANTITY	UNIT PRICE	TOTALS	UNIT PRICE	TOTALS
BIT. PREMIX, CA 15/16 CHIPMIX See mileage differential to be added. WITT Road District Section 25-18000-00-GM	35	Picked Up By Road District	Ton	80	93.00	\$ 7,440.00	95.50 <i>*Awarded</i>	\$ 7,640.00
BIT. MIXTURE FOR STABILIZED BASE, CA 7 MIX See mileage differential to be added. WITT Road District Section 25-18000-00-GM	36	Picked Up By Road Dist.	Ton	225	83.00	\$ 18,675.00	87.00 <i>*Awarded</i>	\$ 19,575.00
TOTAL - Groups 35 & 36		As Read				\$ 26,115.00		\$ 27,215.00
		As Corrected						

MONTGOMERY COUNTY 2025 Road Districts MFT Letting February 5, 2025 @ 8:30 A.M.					NAME AND ADDRESS OF BIDDERS		LOUIS MARSCH, INC. PO Box 42 Morrisonville Illinois 62546	
					APPROVED ESTIMATE		Cashier's Check Date 01/24/2025	#1221713 \$7,500.00
MATERIAL	GROUP NO.	DELIVERY	UNIT	QUANTITY	UNIT PRICE	TOTALS	UNIT PRICE	TOTALS
BIT. PREMIX, CA 15/16 CHIPMIX See mileage differential to be added. ZANESVILLE Road District Section 25-19000-00-GM	106	Picked Up By Road District	Ton	100	93.00	\$ 9,300.00	95.50 *Awarded	\$ 9,550.00
BIT. MIXTURE FOR STABILIZED BASE, CA 7 MIX See mileage differential to be added. ZANESVILLE Road District Section 25-19000-00-GM	107	Picked Up By Road District	Ton	8	83.00	\$ 664.00	87.00 *Awarded	\$ 696.00
TOTAL - Groups 37 & 38								
						\$ 9,964.00		\$ 10,246.00

MONTGOMERY COUNTY 2025 MFT Letting February 5, 2025 @ 8:30 A.M. Section 25-00000-00-GM							NAME AND ADDRESS OF BIDDERS		LOUIS MARSCH, INC. P.O. Box 42 Morrisonville, Illinois 62640		NOKOMIS QUARRY COMPANY 23311 Taylorville Road, P.O. Box 90 Nokomis, IL 62076		Heidelberg Materials Midwest Aggregates 22263 Taylorville Road Nokomis, IL 62076-0006		DEELMAN LOGISTICS, LLC One Racehorse Drive P.O. Box 17655 East St. Louis, Illinois 62205		MILLER'S LIMESERVICE 396 Hoppy Lane Fillmore, IL 62032									
APPROVED ESTIMATE							Cashier's Check Date 01/24/2025		\$1221712 \$3,000.00		Cashier's Check Date 01/31/2025		\$913676 \$1,000.00		NO RETURNED		BID		Cashier's Check Date 01/24/2026		\$2400280273 \$5,000.00		Cashier's Check Date 02/03/2025		\$834164 \$5,000.00	
MATERIAL	GROUP NO.	DELIVERY	UNIT	QUANTITY	UNIT PRICE	TOTALS	UNIT PRICE	TOTALS	UNIT PRICE	TOTALS	UNIT PRICE	TOTALS	UNIT PRICE	TOTALS	UNIT PRICE	TOTALS	UNIT PRICE	TOTALS								
RIPRAP (RR 1) See mileage differential to be added.	10	Picked up by County trucks	Ton	100	20.00	\$ 2,000.00	NO BID	\$ -	20.00 *Awarded	\$ 2,000.00	NO BID	\$ -	NO BID	\$ -	NO BID	\$ -	NO BID	\$ -								
RIPRAP (RR3) See mileage differential to be added.	11	Picked up by County trucks	Ton	100	25.00	\$ 2,500.00	NO BID	\$ -	25.00 *Awarded	\$ 2,500.00	NO BID	\$ -	NO BID	\$ -	NO BID	\$ -	NO BID	\$ -								
RIPRAP (RR4)	12	Picked up by County trucks	Ton	100	36.50	\$ 3,650.00	NO BID	\$ -	36.50 *Awarded	\$ 3,650.00	NO BID	\$ -	NO BID	\$ -	NO BID	\$ -	NO BID	\$ -								
RIPRAP (RR6)	13	Picked up by County trucks	Ton	100	36.50	\$ 3,650.00	NO BID	\$ -	36.50 *Awarded	\$ 3,650.00	NO BID	\$ -	NO BID	\$ -	NO BID	\$ -	NO BID	\$ -								
FINE AGGREGATE (FA 6)(SLAG SAND) See mileage differential to be added.	14	Picked up by County trucks	Ton	100	12.00	\$ 1,200.00	NO BID	\$ -	NO BID	\$ -	NO BID	\$ -	NO BID	\$ -	NO BID	\$ -	NO BID	\$ -								
FINE AGGREGATE (FA 1) See mileage differential to be added.	15	Picked up by County trucks	Ton	200	10.00	\$ 2,000.00	NO BID	\$ -	NO BID	\$ -	NO BID	\$ -	NO BID	\$ -	NO BID	\$ -	NO BID	\$ -								
FINE AGGREGATE (FA/PM 22) 1/4" Chipe Furnish & Deliver to various Montgomery County Stockpiles	16	Delivered to various Montgomery County Stockpiles	Ton	200	20.00	\$ 4,000.00	NO BID	\$ -	NO BID	\$ -	NO BID	\$ -	NO BID	\$ -	NO BID	\$ -	20.00 *Awarded	\$ 4,130.00								
TOTAL - Groups 10, 12, 13, 14, 15, & 16		As Read As Corrected				\$ 10,000.00		\$ -		\$ 11,800.00		\$ -		\$ -		\$ -		\$ 4,130.00								

MONTGOMERY COUNTY 2025 Pipe Culvert Letting Local Funds - Group 1					NAME AND ADDRESS OF BIDDERS		Metal Culverts, Inc. P.O. Box 330 (65102) 711 Helsinger Road Jefferson City MO 65102 Attn: Greg Brauner		Contech Engineered Solutions 2517 Sage Lane Springfield, Illinois 62711 Attn: Jeff Majors	
COUNTY: MONTGOMERY DATE: Tuesday, April 4, 2023 TIME: 9:00 A.M.							*Awarded			
					2023 PRICES		Cashier's Check	#91646	NO	BID
							Dated 01/27/2025	\$2,500.00		RETURNED
ITEMS	GROUP NO.	DELIVERY	UNIT	QUANTITY	UNIT PRICE	TOTALS	UNIT PRICE	TOTALS	UNIT PRICE	TOTALS
Galvanized Corrugated Steel Pipe Diameter	1	Montgomery County Illinois RIVETED								
<u>Gage</u>										
10" *	16		Foot	1.0	12.90	\$ 12.90	12.10	\$ 12.10	NO BID	NO BID
12" **	16		Foot	1.0	14.70	\$ 14.70	13.80	\$ 13.80	NO BID	NO BID
15" **	16		Foot	1.0	18.50	\$ 18.50	17.35	\$ 17.35	NO BID	NO BID
18" **	16		Foot	1.0	21.95	\$ 21.95	20.60	\$ 20.60	NO BID	NO BID
21" **	16		Foot	1.0	25.40	\$ 25.40	23.90	\$ 23.90	NO BID	NO BID
24" **	14		Foot	1.0	37.00	\$ 37.00	34.70	\$ 34.70	NO BID	NO BID
30" **	14		Foot	1.0	45.40	\$ 45.40	42.65	\$ 42.65	NO BID	NO BID
36" **	14		Foot	1.0	54.15	\$ 54.15	50.85	\$ 50.85	NO BID	NO BID
42" **	12		Foot	1.0	88.95	\$ 88.95	83.55	\$ 83.55	NO BID	NO BID
48" **	12		Foot	1.0	101.30	\$ 101.30	95.20	\$ 95.20	NO BID	NO BID
54" **	12		Foot	1.0	115.50	\$ 115.50	108.50	\$ 108.50	NO BID	NO BID
60" **	12		Foot	1.0	127.25	\$ 127.25	119.50	\$ 119.50	NO BID	NO BID
66" **	12		Foot	1.0	139.60	\$ 139.60	131.15	\$ 131.15	NO BID	NO BID
72" ***	12		Foot	1.0	177.15	\$ 177.15	166.70	\$ 166.70	NO BID	NO BID
78" ***	12		Foot	1.0	191.80	\$ 191.80	180.50	\$ 180.50	NO BID	NO BID
84" ***	12		Foot	1.0	206.25	\$ 206.25	194.10	\$ 194.10	NO BID	NO BID
Equivalent Round Size	1	Montgomery County Illinois								
<u>Diameter</u>	<u>Gage</u>									
15" **	16		Foot	1.0	19.80	\$ 19.80	18.60	\$ 18.60	NO BID	NO BID
18" **	16		Foot	1.0	23.30	\$ 23.30	21.85	\$ 21.85	NO BID	NO BID
21" **	16		Foot	1.0	27.10	\$ 27.10	25.45	\$ 25.45	NO BID	NO BID
24" **	14		Foot	1.0	38.95	\$ 38.95	36.60	\$ 36.60	NO BID	NO BID
30" **	14		Foot	1.0	47.40	\$ 47.40	44.50	\$ 44.50	NO BID	NO BID
36" **	14		Foot	1.0	56.45	\$ 56.45	53.00	\$ 53.00	NO BID	NO BID
42" **	12		Foot	1.0	91.60	\$ 91.60	86.05	\$ 86.05	NO BID	NO BID
48" **	12		Foot	1.0	104.20	\$ 104.20	97.80	\$ 97.80	NO BID	NO BID
54" **	12		Foot	1.0	118.65	\$ 118.65	111.45	\$ 111.45	NO BID	NO BID
60" ***	12		Foot	1.0	153.35	\$ 153.35	144.40	\$ 144.40	NO BID	NO BID
66" ***	12		Foot	1.0	167.45	\$ 167.45	157.80	\$ 157.80	NO BID	NO BID
72" ***	12		Foot	1.0	182.75	\$ 182.75	172.00	\$ 172.00	NO BID	NO BID
78" ***	12		Foot	1.0	199.75	\$ 199.75	188.00	\$ 188.00	NO BID	NO BID
84" ***	12		Foot	1.0	214.70	\$ 214.70	202.10	\$ 202.10	NO BID	NO BID
Connecting Bands: 12" Wide, same as one foot of pipe										
24" Wide, same as two feet of pipe										
Note: * - 1 1/2" X 1/4" Corrugations ** - 2 2/3" X 1/2" Corrugations *** - 3" X 1" Corrugations										
Total GROUP 1						\$ 2,823.25		\$2,654.75		\$0.00
							As Corrected		As Corrected	\$.

MONTGOMERY COUNTY 2025 Pipe Culvert Letting Local Funds - Group 2					NAME AND ADDRESS OF BIDDERS		Metal Culverts, Inc. P.O. Box 330 (65102) 711 Halsinger Road Jefferson City MO 65102 Attn: Greg Brauner		Contech Engineered Solutions 2517 Sage Lane Springfield, Illinois 62711 Attn: Jeff Majors	
COUNTY: MONTGOMERY DATE: Tuesday, April 4, 2023 TIME: 9:00 A.M.							*Awarded			
					2023 PRICES		Cashier's Check	#91646	NO	BID
							Dated 01/27/2023	\$2,500.00		RETURNED
ITEMS	GROUP NO.	DELIVERY	UNIT	QUANTITY	UNIT PRICE	TOTALS	UNIT PRICE	TOTALS	UNIT PRICE	TOTALS
Aluminized Steel Type 2 Corrugated Pipe Diameter	2	Montgomery County Illinois RIVETED								
<u>Gage</u>										
10" *	16		Foot	1.0	13.65	\$ 13.65	12.90	\$ 12.90	NO BID	NO BID
12" **	16		Foot	1.0	15.60	\$ 15.60	14.70	\$ 14.70	NO BID	NO BID
15" **	16		Foot	1.0	19.60	\$ 19.60	18.50	\$ 18.50	NO BID	NO BID
18" **	16		Foot	1.0	23.30	\$ 23.30	21.95	\$ 21.95	NO BID	NO BID
21" **	16		Foot	1.0	26.95	\$ 26.95	25.40	\$ 25.40	NO BID	NO BID
24" **	14		Foot	1.0	39.20	\$ 39.20	36.95	\$ 36.95	NO BID	NO BID
30" **	14		Foot	1.0	48.15	\$ 48.15	45.40	\$ 45.40	NO BID	NO BID
36" **	14		Foot	1.0	57.40	\$ 57.40	54.15	\$ 54.15	NO BID	NO BID
42" **	12		Foot	1.0	94.35	\$ 94.35	88.95	\$ 88.95	NO BID	NO BID
48" **	12		Foot	1.0	107.45	\$ 107.45	101.30	\$ 101.30	NO BID	NO BID
54" **	12		Foot	1.0	122.50	\$ 122.50	115.50	\$ 115.50	NO BID	NO BID
60" **	12		Foot	1.0	134.95	\$ 134.95	127.20	\$ 127.20	NO BID	NO BID
66" **	12		Foot	1.0	148.05	\$ 148.05	139.60	\$ 139.60	NO BID	NO BID
72" ***	12		Foot	1.0	187.60	\$ 187.60	177.15	\$ 177.15	NO BID	NO BID
78" ***	12		Foot	1.0	203.05	\$ 203.05	191.80	\$ 191.80	NO BID	NO BID
84" ***	12		Foot	1.0	218.35	\$ 218.35	206.20	\$ 206.20	NO BID	NO BID
Equivalent Round Size	2	Montgomery County Illinois								
<u>Diameter</u>	<u>Gage</u>									
15" **	16		Foot	1.0	21.00	\$ 21.00	19.80	\$ 19.80	NO BID	NO BID
18" **	16		Foot	1.0	24.70	\$ 24.70	23.30	\$ 23.30	NO BID	NO BID
21" **	16		Foot	1.0	28.70	\$ 28.70	27.10	\$ 27.10	NO BID	NO BID
24" **	14		Foot	1.0	41.30	\$ 41.30	38.95	\$ 38.95	NO BID	NO BID
30" **	14		Foot	1.0	50.25	\$ 50.25	47.40	\$ 47.40	NO BID	NO BID
36" **	14		Foot	1.0	59.85	\$ 59.85	56.45	\$ 56.45	NO BID	NO BID
42" **	12		Foot	1.0	97.15	\$ 97.15	91.60	\$ 91.60	NO BID	NO BID
48" **	12		Foot	1.0	110.45	\$ 110.45	104.20	\$ 104.20	NO BID	NO BID
54" **	12		Foot	1.0	125.85	\$ 125.85	118.65	\$ 118.65	NO BID	NO BID
60" ***	12		Foot	1.0	162.40	\$ 162.40	153.35	\$ 153.35	NO BID	NO BID
66" ***	12		Foot	1.0	177.30	\$ 177.30	167.45	\$ 167.45	NO BID	NO BID
72" ***	12		Foot	1.0	193.50	\$ 193.50	182.75	\$ 182.75	NO BID	NO BID
78" ***	12		Foot	1.0	211.50	\$ 211.50	199.75	\$ 199.75	NO BID	NO BID
84" ***	12		Foot	1.0	227.35	\$ 227.35	214.70	\$ 214.70	NO BID	NO BID
Connecting Bands: 12" Wide, same as one foot of pipe										
24" Wide, same as two feet of pipe										
Note: * - 1 1/2" X 1/4" Corrugations ** - 2 2/3" X 1/2" Corrugations *** - 3" X 1" Corrugations										
Total GROUP 2		As Read				\$ 2,091.45		\$2,623.10		\$.
		As Corrected					As Corrected			

MONTGOMERY COUNTY 2025 Pipe Culvert Letting Local Funds - Group 3					NAME AND ADDRESS OF BIDDERS		Metal Culverts, Inc. P.O. Box 330 (65102) 711 Heisinger Road Jefferson City MO 65102 Attn: Greg Brauner		Contech Engineered Solutions 2517 Sage Lane Springfield, Illinois 62711 Attn: Jeff Majors	
COUNTY: MONTGOMERY DATE: Tuesday, April 4, 2023 TIME: 9:00 A.M.					2023 PRICES		Cashier's Check	#91646	NO	BID
							Dated 01/27/2025	\$2,500.00		RETURNED
ITEMS	GROUP NO.	DELIVERY	UNIT	QUANTITY	UNIT PRICE	TOTALS	UNIT PRICE	TOTALS	UNIT PRICE	TOTALS
Precoated Galvanized Corrugated Steel Pipe Diameter	3	Montgomery County Illinois RIVETED								
<u>Gage</u>										
10" *	16		Foot	1.0	15.25	\$ 15.25	-	\$ -	NO BID	NO BID
12" **	16		Foot	1.0	17.40	\$ 17.40	16.50	\$ 16.50	NO BID	NO BID
15" **	16		Foot	1.0	21.85	\$ 21.85	20.70	\$ 20.70	NO BID	NO BID
18" **	16		Foot	1.0	25.95	\$ 25.95	24.60	\$ 24.60	NO BID	NO BID
21" **	16		Foot	1.0	30.05	\$ 30.05	28.50	\$ 28.60	NO BID	NO BID
24" **	14		Foot	1.0	43.10	\$ 43.10	41.45	\$ 41.45	NO BID	NO BID
30" **	14		Foot	1.0	62.80	\$ 62.80	50.90	\$ 50.90	NO BID	NO BID
36" **	14		Foot	1.0	63.00	\$ 63.00	60.70	\$ 60.70	NO BID	NO BID
42" **	12		Foot	1.0	101.90	\$ 101.90	99.75	\$ 99.75	NO BID	NO BID
48" **	12		Foot	1.0	116.05	\$ 116.05	113.60	\$ 113.60	NO BID	NO BID
54" **	12		Foot	1.0	132.30	\$ 132.30	129.50	\$ 129.50	NO BID	NO BID
60" **	12		Foot	1.0	145.75	\$ 145.75	142.65	\$ 142.65	NO BID	NO BID
66" **	12		Foot	1.0	159.90	\$ 159.90	156.50	\$ 156.50	NO BID	NO BID
72" ***	12		Foot	1.0	208.40	\$ 208.40	197.95	\$ 197.95	NO BID	NO BID
78" ***	12		Foot	1.0	225.60	\$ 225.60	214.35	\$ 214.35	NO BID	NO BID
84" ***	12		Foot	1.0	242.60	\$ 242.60	230.50	\$ 230.50	NO BID	NO BID
Equivalent Round Size	3	Montgomery County Illinois								
<u>Diameter</u>	<u>Gage</u>									
15" **	16		Foot	1.0	23.40	\$ 23.40	22.20	\$ 22.20	NO BID	NO BID
18" **	16		Foot	1.0	27.50	\$ 27.50	26.10	\$ 26.10	NO BID	NO BID
21" **	16		Foot	1.0	32.00	\$ 32.00	30.35	\$ 30.35	NO BID	NO BID
24" **	14		Foot	1.0	45.35	\$ 45.35	43.65	\$ 43.65	NO BID	NO BID
30" **	14		Foot	1.0	55.10	\$ 55.10	53.10	\$ 53.10	NO BID	NO BID
36" **	14		Foot	1.0	65.70	\$ 65.70	63.30	\$ 63.30	NO BID	NO BID
42" **	12		Foot	1.0	104.90	\$ 104.90	102.70	\$ 102.70	NO BID	NO BID
48" **	12		Foot	1.0	119.30	\$ 119.30	116.75	\$ 116.75	NO BID	NO BID
54" **	12		Foot	1.0	135.90	\$ 135.90	133.00	\$ 133.00	NO BID	NO BID
60" ***	12		Foot	1.0	180.40	\$ 180.40	171.40	\$ 171.40	NO BID	NO BID
66" ***	12		Foot	1.0	197.00	\$ 197.00	187.15	\$ 187.15	NO BID	NO BID
72" ***	12		Foot	1.0	215.00	\$ 215.00	204.25	\$ 204.25	NO BID	NO BID
78" ***	12		Foot	1.0	235.00	\$ 235.00	223.25	\$ 223.25	NO BID	NO BID
84" ***	12		Foot	1.0	252.60	\$ 252.60	240.00	\$ 240.00	NO BID	NO BID
Connecting Bands: 12" Wide, same as one foot of pipe										
24" Wide, same as two feet of pipe										
Note: * - 1 1/2" X 1/4" Corrugations ** - 2 2/3" X 1/2" Corrugations *** - 3" X 1" Corrugations										
Total GROUP 3		As Read				\$ 3,291.05		\$3,145.35		\$ -
		As Corrected					As Corrected			

Illinois Department of Transportation
As Accepted Tabulation of Bids
For Letting: 01/17/2025

Run Time 01/17/2025 12:11 PM

Letting Item: 115
Route: FAS 2723A

Contract: 93803
Section: 20-00145-00-PV
Project: V2L4(333)

District: 6
County: Montgomery
Within Estimate: YES

Contract Description: Intersection realignment and widening at Cofeen Road and Seven Sisters Road.

2825	Illinois Valley Paving, a div of UCM, Inc. P.O. Box 13420 Springfield, IL 62791 3151 Robbins Road Springfield, IL 62704 Phone: (217) 546-6192 Fax: (217) 546-1904 IVP@ucm.biz	\$512,832.10
5802	Stutz Excavating, Inc. 3837 Fosterburg Road Alton, IL 62002 Phone: (618) 259-2485 Fax: (618) 259-2465	\$535,295.80
3064	Kamadulski Excavating and Grading Company, Inc. 4336 Hwy. 162 Granite City, IL 62040 Phone: (618) 931-3760 Fax: (618) 797-1228 brett@kamadulski.com	(No Bid)

MONTGOMERY COUNTY CONCURS

01-22-2025



**Illinois Department
of Transportation**

Project V2L4 (333)
Route Coffeen Road (CH 5)
Section 20-00145-00-PV
County Montgomery

Estimate of Cost

Location of Improvement: Intersection of County Highway 5 (Coffeen Road) and Seven Sisters Avenue.

For a total distance of 1500 LF (0.284 mile) Net improvement of 1500 LF (0.284 mile)
Type _____ Width _____ Thickness _____
Shoulders _____ Average Haul _____ Maximum Grade _____ % _____

Code Number	Item	Unit of Measure	Quantity	Unit Price	Total Cost
20200100	EARTH EXCAVATION	CU YD	1690	\$45.00	\$76,050.00
20400800	FURNISHED EXCAVATION	CU YD	756	\$50.00	\$37,800.00
25000200	SEEDING, CLASS 2	ACRE	2	\$2,500.00	\$5,000.00
25000400	NITROGEN FERTILIZER NUTRIENT	POUND	180	\$5.00	\$900.00
25000500	PHOSPHOROUS FERTILIZER NUTRIENT	POUND	180	\$5.00	\$900.00
25000600	POTASSIUM FERTILIZER NUTRIENT	POUND	180	\$5.00	\$900.00
25000700	AGRICULTURAL GROUND LIMESTONE	TON	4	\$350.00	\$1,400.00
25100115	MULCH, METHOD 2	ACRE	2	\$2,500.00	\$5,000.00
28000305	TEMPORARY DITCH CHECKS	FOOT	220	\$25.00	\$5,500.00
28000400	PERIMETER EROSION BARRIER	FOOT	3152	\$5.00	\$15,760.00
35100100	AGGREGATE BASE COURSE, TYPE A	TON	2096	\$40.00	\$83,840.00
35101600	AGGREGATE BASE COURSE, TYPE B 4"	SQ YD	406	\$15.00	\$6,090.00
40600275	BITUMINOUS MATERIALS (PRIME COAT)	POUND	9658	\$2.00	\$19,316.00
40600290	BITUMINOUS MATERIALS (TACK COAT)	POUND	966	\$2.00	\$1,932.00
40602978	HMA BC IL-9.5 N50	TON	368	\$180.00	\$66,240.00
40604000	HMA SC IL-9.5FG C N50	TON	361	\$200.00	\$72,200.00
44000100	PAVEMENT REMOVAL	SQ YD	4354	\$30.00	\$130,620.00
48203021	HOT-MIX ASPHALT SHOULDERS, 6"	SQ YD	338	\$55.00	\$18,590.00
66600105	FUR ERECT ROW MARKERS	EACH	15	\$300.00	\$4,500.00
67100100	MOBILIZATION	L SUM	1	\$20,000.00	\$20,000.00
72000100	SIGN PANEL - TYPE 1	SQ FT	12	\$32.00	\$384.00
72400310	REMOVE SIGN PANEL - TYPE 1	SQ FT	17	\$6.00	\$102.00
72900100	METAL POST - TYPE A	FOOT	24	\$25.00	\$600.00
78001110	PAINT PAVEMENT MARKING - LINE 4"	FOOT	3832	\$0.75	\$2,874.00
78001180	PAINT PAVEMENT MARKING - LINE 24"	FOOT	20	\$7.50	\$150.00
X7010216	TRAF CONT & PROT SPL	L SUM	1	\$25,000.00	\$25,000.00
Z0013798	CONSTRUCTION LAYOUT	L SUM	1	\$5,000.00	\$5,000.00
TOTAL ESTIMATED COST OF WORK INCLUDING ALL LABOR, MATERIALS AND PROFITS.					\$606,648.00

Made by KYH Date 9/9/2024 Examined _____, _____
Checked by JJC Date 9/9/2024 _____ Regional Engineer



Using Federal Funds? Yes No Agreement For Agreement Type

LOCAL PUBLIC AGENCY

Local Public Agency		County	Section Number	Job Number
Montgomery County		Montgomery	20-00145-00-PV	93803
Project Number	Contact Name	Phone Number	Email	
V2L4 (333)	Cody Greenwood, PE	(217) 532-6109	engineer@montgomerycountyil.gov	

SECTION PROVISIONS

Local Street/Road Name	Key Route	Length	Structure Number
County Highway 5/Coffeen Road	CH 5	0.284 Mile	NA
Location Termini			<input type="button" value="Add Location"/>
300' South of Seven Sisters Intersection to 1500' North of Seven Sisters Intersection			<input type="button" value="Remove Location"/>

Project Description

Intersection Realignment - Pavement Reconstruction

Engineering Funding MFT/TBP State Other

Anticipated Construction Funding Federal MFT/TBP State Other

AGREEMENT FOR

Phase III - Construction Engineering

CONSULTANT

Prime Consultant (Firm) Name	Contact Name	Phone Number	Email	
Hurst-Rosche, Inc	Jeremy Connor	(217) 532-3959	jconnor@hurst-rosche.com	
Address	City	State	Zip Code	
1400 East Tremont Street	Hillsboro	IL	62049	

THIS AGREEMENT IS MADE between the above Local Public Agency (LPA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the improvement of the above SECTION. Project funding allotted to the LPA by the State of Illinois under the general supervision of the State Department of Transportation, hereinafter called the "DEPARTMENT," will be used entirely or in part to finance ENGINEERING services as described under AGREEMENT PROVISIONS.

Since the services contemplated under the AGREEMENT are professional in nature, it is understood that the ENGINEER, acting as an individual, partnership, firm or legal entity, qualifies for professional status and will be governed by professional ethics in its relationship to the LPA and the DEPARTMENT. The LPA acknowledges the professional and ethical status of the ENGINEER by entering into an AGREEMENT on the basis of its qualifications and experience and determining its compensation by mutually satisfactory negotiations.

WHEREVER IN THIS AGREEMENT or attached exhibits the following terms are used, they shall be interpreted to mean:

- Regional Engineer Deputy Director, Office of Highways Project Implementation, Regional Engineer, Department of Transportation
- Resident Construction Supervisor Authorized representative of the LPA in immediate charge of the engineering details of the construction PROJECT
- In Responsible Charge A full time LPA employee authorized to administer inherently governmental PROJECT activities
- Contractor Company or Companies to which the construction contract was awarded

AGREEMENT EXHIBITS

The following EXHIBITS are attached hereto and made a part of hereof this AGREEMENT:

- EXHIBIT A: Scope of Services
- EXHIBIT B: Project Schedule
- EXHIBIT C: Qualification Based Selection (QBS) Checklist
- EXHIBIT D: Cost Estimate of Consultant (CECS) Services Worksheet (BLR 05513 or BLR 05514)
- EXHIBIT ___ : Direct Costs Check Sheet (attach BDE 436 when using Lump Sum on Specific Rate Compensation)
- _____
- _____
- _____

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the Scope of Services presented in EXHIBIT A for the LPA in connection with the proposed improvements herein before described.
2. The Classifications of the employees used in the work shall be consistent with the employee classifications and estimated staff hours. If higher-salaried personnel of the firm, including the Principal Engineer, perform services that are to be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the payroll rate for the work performed.
3. That the ENGINEER shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections required as a result of the ENGINEER'S error, omissions or negligent acts without additional compensation. Acceptance of work by the LPA or DEPARTMENT will not relieve the ENGINEER of the responsibility to make subsequent correction of any such errors or omissions or the responsibility for clarifying ambiguities.
4. That the ENGINEER will comply with applicable Federal laws and regulations, State of Illinois Statutes, and the local laws or ordinances of the LPA.
5. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LPA.
6. To invoice the LPA, The ENGINEER shall submit all invoices, based on the ENGINEER's progress reports, to the LPA employee In Responsible Charge, no more than once a month for partial payment on account for the ENGINEER's work to date. Such invoices shall represent the value, to the LPA of the partially completed work, based on the sum of the actual costs incurred, plus a percentage (equal to the percentage of the construction engineering completed) of the fixed fee for the fully completed work.
7. The ENGINEER or subconsultant shall not discriminate on the basis of race, color, national origin or sex in the performance of this AGREEMENT. The ENGINEER shall carry out applicable requirements of 49 CFR part 26 in the administration of US Department of Transportation (US DOT) assisted contract. Failure by the Engineer to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy as the LPA deems appropriate.
8. That none of the services to be furnished by the ENGINEER shall be sublet, assigned or transferred to any other party or parties without written consent of the LPA. The consent to sublet, assign or otherwise transfer any portion of the services to be furnished by the ENGINEER shall be construed to relieve the ENGINEER of any responsibility for the fulfillment of this AGREEMENT.
9. For Construction Engineering Contracts:
 - (a) For Quality Assurance services, provide personnel who have completed the appropriate STATE Bureau of Materials QC/QA trained technical classes.
 - (b) For all projects where testing is required, the ENGINEER shall obtain samples according to the STATE Bureau of Materials "Manual of Test Procedures for Materials," submit STATE Bureau of Materials inspection reports; and verify compliance with contract specifications.
10. That engineering services shall include all equipment, instruments, supplies, transportation and personnel required to perform the duties of the ENGINEER in connection with this AGREEMENT (See DIRECT COST tab in BLR 05513 or BLR 05514).

II. THE LPA AGREES,

1. To certify by execution of this AGREEMENT that the selection of the ENGINEER was performed in accordance with the Professional Services Selection Act (50 ILCS 510) (Exhibit C).
2. To furnish the ENGINEER all presently available survey data, plans, specifications, and project information.
3. For Construction Engineering Contracts:
 - (a) To furnish a full time LPA employee to be In Responsible Charge authorized to administer inherently governmental PROJECT activities.
 - (b) To submit approved forms BC 775 and BC 776 to the DEPARTMENT when federal funds are utilized.
4. To pay the ENGINEER:
 - (a) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to the value of the partially completed work minus all previous partial payments made to the ENGINEER.
 - (b) Final payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by the LPA and DEPARTMENT a sum of money equal to the basic fee as

determined in this AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

(c) For Non-Federal County Projects - (605 ILCS 5/5-409)

- (1) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER. Such payments to be equal to the value of the partially completed work in all previous partial payments made to the ENGINEER.
- (2) Final payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by the LPA and STATE, a sum of money equal to the basic fee as determined in the AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

5. To pay the ENGINEER as compensation for all services rendered in accordance with the AGREEMENT on the basis of the following compensation method as discussed in 5-5.10 of the BLR Manual.

Method of Compensation:

Percent

Lump Sum

\$39,919.00 (Maximum Fee \$40,000) (For federal funds the lump sum shall be determined using the Cost Plus Fixed Fee Formula.)

Specific Rate

(Maximum Fee \$150,000)

Cost plus Fixed Fee:

Fixed

Total Compensation = DL + DC + OH + FF

Where:

DL is the total Direct Labor,

DC is the total Direct Cost,

OH is the firm's overhead rate applied to their DL and

FF is the Fixed Fee.

Where FF = (0.33 + R) DL + %SubDL, where R is the advertised Complexity Factor and %SubDL is 10% profit allowed on the direct labor of the subconsultants.

The Fixed Fee cannot exceed 15% of the DL + OH.

Field Office Overhead Rates: Field rates must be used for construction engineering projects expected to exceed one year in duration or if the construction engineering contract exceeds \$1,000,000 for any project duration.

6. The recipient shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any US DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The recipient shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by US DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as violation of this AGREEMENT. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C 3801 et seq.).

III. IT IS MUTUALLY AGREED,

1. To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amount, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General, and the DEPARTMENT; the Federal Highways Administration (FHWA) or any authorized representative of the federal government, and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the DEPARTMENT for the recovery of any funds paid by the DEPARTMENT under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
2. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and save harmless the LPA, the DEPARTMENT, and their officers, agents and employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy. The LPA will notify the ENGINEER of any error or omission believed by the LPA to be caused by the negligence of the ENGINEER as soon as practicable after the discovery. The LPA reserves the right to take immediate action to remedy any error or omission if notification is not successful; if the ENGINEER fails to reply to a notification; or if the conditions created by the error or omission are in need of urgent correction to avoid accumulation of additional construction costs or damages to property and reasonable notice is not practicable.
3. This AGREEMENT may be terminated by the LPA upon giving notice in writing to the ENGINEER at the ENGINEER's last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LPA all drawings, plats, surveys, reports, permits, agreements, soils and foundation analysis, provisions, specifications, partial and completed estimates and data

if any from soil survey and subsurface investigation with the understanding that all such materials becomes the property of the LPA. The LPA will be responsible for reimbursement of all eligible expenses incurred under the terms of this AGREEMENT up to the date of the written notice of termination.

4. In the event that the DEPARTMENT stops payment to the LPA, the LPA may suspend work on the project. If this agreement is suspended by the LPA for more than thirty (30) calendar days, consecutive or in aggregate, over the term of this AGREEMENT, the ENGINEER shall be compensated for all services performed and reimbursable expenses incurred prior to receipt of notice of suspension. In addition, upon the resumption of services the LPA shall compensate the ENGINEER, for expenses incurred as a result of the suspension and resumption of its services, and the ENGINEER's schedule and fees for the remainder of the project shall be equitably adjusted.
5. This AGREEMENT shall continue as an open contract and the obligations created herein shall remain in full force and effect until the completion of construction of any phase of professional services performed by others based upon the service provided herein. All obligations of the ENGINEER accepted under this AGREEMENT shall cease if construction or subsequent professional services are not commenced within 5 years after final payment by the LPA.
6. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and have harmless the LPA, the DEPARTMENT, and their officers, employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
7. The ENGINEER and LPA certify that their respective firm or agency:
 - (a) has not employed or retained for commission, percentage, brokerage, contingent fee or other considerations, any firm or person (other than a bona fide employee working solely for the LPA or the ENGINEER) to solicit or secure this AGREEMENT,
 - (b) has not agreed, as an express or implied condition for obtaining this AGREEMENT, to employ or retain the services of any firm or person in connection with carrying out the AGREEMENT or
 - (c) has not paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for the LPA or the ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
 - (d) that neither the ENGINEER nor the LPA is/are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency,
 - (e) has not within a three-year period preceding the AGREEMENT been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.
 - (f) are not presently indicated for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (e) and
 - (g) has not within a three-year period preceding this AGREEMENT had one or more public transaction (Federal, State, local) terminated for cause or default.

Where the ENGINEER or LPA is unable to certify to any of the above statements in this clarification, an explanation shall be attached to this AGREEMENT.

8. In the event of delays due to unforeseeable causes beyond the control of and without fault or negligence of the ENGINEER no claim for damages shall be made by either party. Termination of the AGREEMENT or adjustment of the fee for the remaining services may be requested by either party if the overall delay from the unforeseen causes prevents completion of the work within six months after the specified completion date. Examples of unforeseen causes included but are not limited to: acts of God or a public enemy; acts of the LPA, DEPARTMENT < or other approving party not resulting from the ENGINEER's unacceptable services; fire; strikes; and floods.

If delays occur due to any cause preventing compliance with the PROJECT SCHEDULE, the ENGINEER shall apply in writing to the LPA for an extension of time. If approved, the PROJECT SCHEDULE shall be revised accordingly.

9. This certification is required by the Drug Free Workplace Act (30 ILCS 580). The Drug Free Workplace Act requires that no grantee or contractor shall receive a grant or be considered for the purpose of being awarded a contract for the procurement of any property or service from the DEPARTMENT unless that grantee or contractor will provide a drug free workplace. False certification or violation of the certification may result in sanctions including, but not limited to suspension of contract or grant payments, termination of a contract or grant and debarment of the contracting or grant opportunities with the DEPARTMENT for at least one (1) year but not more than (5) years.

For the purpose of this certification, "grantee" or "Contractor" means a corporation, partnership or "an entity with twenty-five (25) or more employees at the time of issuing the grant or a department, division or other unit thereof, directly responsible for the specific performance under contract or grant of \$5,000 or more from the DEPARTMENT, as defined the Act.

The contractor/grantee certifies and agrees that it will provide a drug free workplace by:

(a) Publishing a statement:

- (1) Notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
- (2) Specifying the actions that will be taken against employees for violations of such prohibition.
- (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
 - (a) abide by the terms of the statement; and
 - (b) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.

- (b) Establishing a drug free awareness program to inform employees about:
 - (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's or contractor's policy to maintain a drug free workplace;
 - (3) Any available drug counseling, rehabilitation and employee assistance program; and
 - (4) The penalties that may be imposed upon an employee for drug violations.
- (c) Providing a copy of the statement required by subparagraph (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
- (d) Notifying the contracting or granting agency within ten (10) days after receiving notice under part (b) paragraph (3) of subsection (a) above from an employee or otherwise receiving actual notice of such conviction.
- (e) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program.
- (f) Assisting employees in selecting a course of action in the event drug counseling, treatment and rehabilitation is required and indicating that a trained referral team is in place.

Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act, the ENGINEER, LPA and the DEPARTMENT agree to meet the PROJECT SCHEDULE outlined in EXHIBIT B. Time is of the essence on this project and the ENGINEER's ability to meet the PROJECT SCHEDULE will be a factor in the LPA selecting the ENGINEER for future projects. The ENGINEER will submit progress reports with each invoice showing work that was completed during the last reporting period and work they expect to accomplish during the following period.

- 10. Due to the physical location of the project, certain work classifications may be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq).
- 11. For Construction Engineering Contracts:
 - (a) That all services are to be furnished as required by construction progress and as determined by the LPA employee in Responsible Charge. The ENGINEER shall complete all services herein within a time considered reasonable to the LPA, after the CONTRACTOR has completed the construction contract.
 - (b) That all field notes, test records and reports shall be turned over to and become the property of the LPA and that during the performance of the engineering services herein provided for, the ENGINEER shall be responsible for any loss or damage to the documents herein enumerated while they are in the ENGINEER's possession and any such loss or damage shall be restored at the ENGINEER's expense.
 - (c) That any difference between the ENGINEER and the LPA concerning the interpretation of the provisions of this AGREEMENT shall be referred to a committee of disinterested parties consisting of one member appointed by the ENGINEER, one member appointed by the LPA, and a third member appointed by the two other members for disposition and that the committee's decision shall be final.
 - (d) That in the event that engineering and inspection services to be furnished and performed by the LPA (including personnel furnished by the ENGINEER) shall, in the opinion of the STATE be incompetent employed on such work at the expense of the LPA.
 - (e) Inspection of all materials when inspection is not provided at the sources by the STATE Central Bureau of Materials, and submit inspection reports to the LPA and STATE in accordance with the STATE Central Bureau of Materials "Project Procedures Guide" and the policies of the STATE.

AGREEMENT SUMMARY

Prime Consultant (Firm) Name	TIN/FEIN/SS Number	Agreement Amount
Hurst-Rosche, Inc	37-0889933	\$39,919.00
Subconsultants	TIN/FEIN/SS Number	Agreement Amount
Subconsultant Total		
Prime Consultant Total		\$39,919.00
Total for all work		\$39,919.00

AGREEMENT SIGNATURES

Executed by the LPA:

Local Public Agency Type Local Public Agency

Attest: The County of Montgomery County

By (Signature & Date)

[Signature & Date Box]

By (Signature & Date)

[Signature & Date Box]

Local Public Agency

Local Public Agency Type

Title

Montgomery County

County

Clerk

County Board Chairman

(SEAL)

Executed by the ENGINEER:

Prime Consultant (Firm) Name

Attest: Hurst-Rosche, Inc

By (Signature & Date)

[Signature] 02/04/25

Title

Vice-President

By (Signature & Date)

[Signature] 02/04/25

Title

Senior Project Manager

APPROVED:

Regional Engineer, Department of Transportation (Signature & Date)

[Signature & Date Box]

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Montgomery County	Hurst-Rosche, Inc	Montgomery	20-00145-00-PV

**EXHIBIT A
SCOPE OF SERVICES**

To perform or be responsible for the performance of the engineering services for the LPA, in connection with the PROJECT herein before described and enumerated below

Provide Phase III - Construction Engineering Services for the reconstruction of Coffeen Road intersection. Hurst-Rosche will perform Resident Engineer duties with respect to pay estimates, verification of quantities, testing requirements and adherence to the design plans

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Montgomery County	Hurst-Rosche, Inc	Montgomery	20-00145-00-PV

**EXHIBIT B
PROJECT SCHEDULE**

Project has 30 working days associated that begin May 1st. The construction will be performed Late Spring of 2025 into the summer of 2025 with the road closure to be coordinated with local agricultural needs. Construction activities can begin before May 1st and HR will coordinate with the County about the schedule.

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Montgomery County	Hurst-Rosche, Inc	Montgomery	20-00145-00-PV

**Exhibit C
Qualification Based Selection (QBS) Checklist**

The LPA must complete Exhibit D. If the value meets or will exceed the threshold in 50 ILCS 510, QBS requirements must be followed. Under the threshold, QBS requirements do not apply. The threshold is adjusted annually. If the value is under the threshold with federal funds being used, federal small purchase guidelines must be followed.

Form Not Applicable (engineering services less than the threshold)



Using Federal Funds? Yes No Agreement For Agreement Type Number

LOCAL PUBLIC AGENCY

Local Public Agency	County	Section Number	Job Number
Montgomery County	Montgomery	15-00138-00-BR	C-96-073-20
Project Number	Contact Name	Phone Number	Email
1UVB(331)	Cody Greenwood	(217) 532-6109	montgomerycoeng@gmail.com

SECTION PROVISIONS

Local Street/Road Name	Key Route	Length	Structure Number
Red Ball Trail / CH 9	FAS 1746	1990.0'	068-3368
Location Termini			Add Location
3.7 miles south of Coffeen, Illinois.			Remove Location

Project Description

Supplement for Construction Engineering to replace existing structure with a three-span PPC deck beam structure. Profile grade raise with aggregate roadway and surface course. Improvement to drainage ditches and structures and miscellaneous work to complete project.

Engineering Funding MFT/TBP State Other

Anticipated Construction Funding Federal MFT/TBP State Other

AGREEMENT FOR

Phase III - Construction Engineering

CONSULTANT

Prime Consultant (Firm) Name	Contact Name	Phone Number	Email
WHKS & Company	Rick Allender	(217) 483-9457	rallender@whks.com
Address	City	State	Zip Code
3501 Constitution Drive, Suite B	Springfield	IL	62711

THIS AGREEMENT IS MADE between the above Local Public Agency (LPA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the improvement of the above SECTION. Project funding allotted to the LPA by the State of Illinois under the general supervision of the State Department of Transportation, hereinafter called the "DEPARTMENT," will be used entirely or in part to finance ENGINEERING services as described under AGREEMENT PROVISIONS.

Since the services contemplated under the AGREEMENT are professional in nature, it is understood that the ENGINEER, acting as an individual, partnership, firm or legal entity, qualifies for professional status and will be governed by professional ethics in its relationship to the LPA and the DEPARTMENT. The LPA acknowledges the professional and ethical status of the ENGINEER by entering into an AGREEMENT on the basis of its qualifications and experience and determining its compensation by mutually satisfactory negotiations.

WHEREVER IN THIS AGREEMENT or attached exhibits the following terms are used, they shall be interpreted to mean:

- Regional Engineer Deputy Director, Office of Highways Project Implementation, Regional Engineer, Department of Transportation
- Resident Construction Supervisor Authorized representative of the LPA in immediate charge of the engineering details of the construction PROJECT
- In Responsible Charge A full time LPA employee authorized to administer inherently governmental PROJECT activities
- Contractor Company or Companies to which the construction contract was awarded

AGREEMENT EXHIBITS

The following EXHIBITS are attached hereto and made a part of hereof this AGREEMENT:

- EXHIBIT A: Scope of Services
- EXHIBIT B: Project Schedule
- EXHIBIT C: Qualification Based Selection (QBS) Checklist
- EXHIBIT D: Cost Estimate of Consultant (CECS) Services Worksheet (BLR 05513 or BLR 05514)
- EXHIBIT ___ : Direct Costs Check Sheet (attach BDE 436 when using Lump Sum on Specific Rate Compensation)
- _____
- _____
- _____

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the Scope of Services presented in EXHIBIT A for the LPA in connection with the proposed improvements herein before described.
2. The Classifications of the employees used in the work shall be consistent with the employee classifications and estimated staff hours. If higher-salaried personnel of the firm, including the Principal Engineer, perform services that are to be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the payroll rate for the work performed.
3. That the ENGINEER shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections required as a result of the ENGINEER'S error, omissions or negligent acts without additional compensation. Acceptance of work by the LPA or DEPARTMENT will not relieve the ENGINEER of the responsibility to make subsequent correction of any such errors or omissions or the responsibility for clarifying ambiguities.
4. That the ENGINEER will comply with applicable Federal laws and regulations, State of Illinois Statutes, and the local laws or ordinances of the LPA.
5. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LPA.
6. To invoice the LPA, The ENGINEER shall submit all invoices, based on the ENGINEER's progress reports, to the LPA employee In Responsible Charge, no more than once a month for partial payment on account for the ENGINEER's work to date. Such invoices shall represent the value, to the LPA of the partially completed work, based on the sum of the actual costs incurred, plus a percentage (equal to the percentage of the construction engineering completed) of the fixed fee for the fully completed work.
7. The ENGINEER or subconsultant shall not discriminate on the basis of race, color, national origin or sex in the performance of this AGREEMENT. The ENGINEER shall carry out applicable requirements of 49 CFR part 26 in the administration of US Department of Transportation (US DOT) assisted contract. Failure by the Engineer to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy as the LPA deems appropriate.
8. That none of the services to be furnished by the ENGINEER shall be sublet, assigned or transferred to any other party or parties without written consent of the LPA. The consent to sublet, assign or otherwise transfer any portion of the services to be furnished by the ENGINEER shall be construed to relieve the ENGINEER of any responsibility for the fulfillment of this AGREEMENT.
9. For Construction Engineering Contracts:
 - (a) For Quality Assurance services, provide personnel who have completed the appropriate STATE Bureau of Materials QC/QA trained technical classes.
 - (b) For all projects where testing is required, the ENGINEER shall obtain samples according to the STATE Bureau of Materials "Manual of Test Procedures for Materials," submit STATE Bureau of Materials inspection reports; and verify compliance with contract specifications.
10. That engineering services shall include all equipment, instruments, supplies, transportation and personnel required to perform the duties of the ENGINEER in connection with this AGREEMENT (See DIRECT COST tab in BLR 05513 or BLR 05514).

II. THE LPA AGREES,

1. To certify by execution of this AGREEMENT that the selection of the ENGINEER was performed in accordance with the Professional Services Selection Act (50 ILCS 510) (Exhibit C).
2. To furnish the ENGINEER all presently available survey data, plans, specifications, and project information.
3. For Construction Engineering Contracts:
 - (a) To furnish a full time LPA employee to be In Responsible Charge authorized to administer inherently governmental PROJECT activities.
 - (b) To submit approved forms BC 775 and BC 776 to the DEPARTMENT when federal funds are utilized.
4. To pay the ENGINEER:
 - (a) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to the value of the partially completed work minus all previous partial payments made to the ENGINEER.
 - (b) Final payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by the LPA and DEPARTMENT a sum of money equal to the basic fee as

determined in this AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

(c) For Non-Federal County Projects - (605 ILCS 5/5-409)

- (1) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER. Such payments to be equal to the value of the partially completed work in all previous partial payments made to the ENGINEER.
- (2) Final payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by the LPA and STATE, a sum of money equal to the basic fee as determined in the AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

5. To pay the ENGINEER as compensation for all services rendered in accordance with the AGREEMENT on the basis of the following compensation method as discussed in 5-5.10 of the BLR Manual.

Method of Compensation:

Percent

Lump Sum

Specific Rate

Cost plus Fixed Fee:

Total Compensation = DL + DC + OH + FF

Where:

DL is the total Direct Labor,

DC is the total Direct Cost,

OH is the firm's overhead rate applied to their DL and

FF is the Fixed Fee.

Where FF = (0.33 + R) DL + %SubDL, where R is the advertised Complexity Factor and %SubDL is 10% profit allowed on the direct labor of the subconsultants.

The Fixed Fee cannot exceed 15% of the DL + OH.

Field Office Overhead Rates: Field rates must be used for construction engineering projects expected to exceed one year in duration or if the construction engineering contract exceeds \$1,000,000 for any project duration.

6. The recipient shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any US DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The recipient shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by US DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as violation of this AGREEMENT. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C 3801 et seq.).

III. IT IS MUTUALLY AGREED,

1. To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amount, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General, and the DEPARTMENT; the Federal Highways Administration (FHWA) or any authorized representative of the federal government, and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the DEPARTMENT for the recovery of any funds paid by the DEPARTMENT under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
2. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and save harmless the LPA, the DEPARTMENT, and their officers, agents and employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy. The LPA will notify the ENGINEER of any error or omission believed by the LPA to be caused by the negligence of the ENGINEER as soon as practicable after the discovery. The LPA reserves the right to take immediate action to remedy any error or omission if notification is not successful; if the ENGINEER fails to reply to a notification; or if the conditions created by the error or omission are in need of urgent correction to avoid accumulation of additional construction costs or damages to property and reasonable notice is not practicable.
3. This AGREEMENT may be terminated by the LPA upon giving notice in writing to the ENGINEER at the ENGINEER's last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LPA all drawings, plats, surveys, reports, permits, agreements, soils and foundation analysis, provisions, specifications, partial and completed estimates and data

if any from soil survey and subsurface investigation with the understanding that all such materials becomes the property of the LPA. The LPA will be responsible for reimbursement of all eligible expenses incurred under the terms of this AGREEMENT up to the date of the written notice of termination.

4. In the event that the DEPARTMENT stops payment to the LPA, the LPA may suspend work on the project. If this agreement is suspended by the LPA for more than thirty (30) calendar days, consecutive or in aggregate, over the term of this AGREEMENT, the ENGINEER shall be compensated for all services performed and reimbursable expenses incurred prior to receipt of notice of suspension. In addition, upon the resumption of services the LPA shall compensate the ENGINEER, for expenses incurred as a result of the suspension and resumption of its services, and the ENGINEER's schedule and fees for the remainder of the project shall be equitably adjusted.
5. This AGREEMENT shall continue as an open contract and the obligations created herein shall remain in full force and effect until the completion of construction of any phase of professional services performed by others based upon the service provided herein. All obligations of the ENGINEER accepted under this AGREEMENT shall cease if construction or subsequent professional services are not commenced within 5 years after final payment by the LPA.
6. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and have harmless the LPA, the DEPARTMENT, and their officers, employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
7. The ENGINEER and LPA certify that their respective firm or agency:
 - (a) has not employed or retained for commission, percentage, brokerage, contingent fee or other considerations, any firm or person (other than a bona fide employee working solely for the LPA or the ENGINEER) to solicit or secure this AGREEMENT,
 - (b) has not agreed, as an express or implied condition for obtaining this AGREEMENT, to employ or retain the services of any firm or person in connection with carrying out the AGREEMENT or
 - (c) has not paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for the LPA or the ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
 - (d) that neither the ENGINEER nor the LPA is/are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency,
 - (e) has not within a three-year period preceding the AGREEMENT been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.
 - (f) are not presently indicated for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (e) and
 - (g) has not within a three-year period preceding this AGREEMENT had one or more public transaction (Federal, State, local) terminated for cause or default.

Where the ENGINEER or LPA is unable to certify to any of the above statements in this clarification, an explanation shall be attached to this AGREEMENT.

8. In the event of delays due to unforeseeable causes beyond the control of and without fault or negligence of the ENGINEER no claim for damages shall be made by either party. Termination of the AGREEMENT or adjustment of the fee for the remaining services may be requested by either party if the overall delay from the unforeseen causes prevents completion of the work within six months after the specified completion date. Examples of unforeseen causes included but are not limited to: acts of God or a public enemy; acts of the LPA, DEPARTMENT < or other approving party not resulting from the ENGINEER's unacceptable services; fire; strikes; and floods.

If delays occur due to any cause preventing compliance with the PROJECT SCHEDULE, the ENGINEER shall apply in writing to the LPA for an extension of time. If approved, the PROJECT SCHEDULE shall be revised accordingly.

9. This certification is required by the Drug Free Workplace Act (30 ILCS 580). The Drug Free Workplace Act requires that no grantee or contractor shall receive a grant or be considered for the purpose of being awarded a contract for the procurement of any property or service from the DEPARTMENT unless that grantee or contractor will provide a drug free workplace. False certification or violation of the certification may result in sanctions including, but not limited to suspension of contract or grant payments, termination of a contract or grant and debarment of the contracting or grant opportunities with the DEPARTMENT for at least one (1) year but not more than (5) years.

For the purpose of this certification, "grantee" or "Contractor" means a corporation, partnership or an entity with twenty-five (25) or more employees at the time of issuing the grant or a department, division or other unit thereof, directly responsible for the specific performance under contract or grant of \$5,000 or more from the DEPARTMENT, as defined the Act.

The contractor/grantee certifies and agrees that it will provide a drug free workplace by:

(a) Publishing a statement:

- (1) Notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
- (2) Specifying the actions that will be taken against employees for violations of such prohibition.
- (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:

(a) abide by the terms of the statement; and

(b) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.

- (b) Establishing a drug free awareness program to inform employees about:
 - (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's or contractor's policy to maintain a drug free workplace;
 - (3) Any available drug counseling, rehabilitation and employee assistance program; and
 - (4) The penalties that may be imposed upon an employee for drug violations.
- (c) Providing a copy of the statement required by subparagraph (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
- (d) Notifying the contracting or granting agency within ten (10) days after receiving notice under part (b) paragraph (3) of subsection (a) above from an employee or otherwise receiving actual notice of such conviction.
- (e) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program.
- (f) Assisting employees in selecting a course of action in the event drug counseling, treatment and rehabilitation is required and indicating that a trained referral team is in place.

Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act, the ENGINEER, LPA and the DEPARTMENT agree to meet the PROJECT SCHEDULE outlined in EXHIBIT B. Time is of the essence on this project and the ENGINEER's ability to meet the PROJECT SCHEDULE will be a factor in the LPA selecting the ENGINEER for future projects. The ENGINEER will submit progress reports with each invoice showing work that was completed during the last reporting period and work they expect to accomplish during the following period.

10. Due to the physical location of the project, certain work classifications may be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq).

11. For Construction Engineering Contracts:

- (a) That all services are to be furnished as required by construction progress and as determined by the LPA employee in Responsible Charge. The ENGINEER shall complete all services herein within a time considered reasonable to the LPA, after the CONTRACTOR has completed the construction contract.
- (b) That all field notes, test records and reports shall be turned over to and become the property of the LPA and that during the performance of the engineering services herein provided for, the ENGINEER shall be responsible for any loss or damage to the documents herein enumerated while they are in the ENGINEER's possession and any such loss or damage shall be restored at the ENGINEER's expense.
- (c) That any difference between the ENGINEER and the LPA concerning the interpretation of the provisions of this AGREEMENT shall be referred to a committee of disinterested parties consisting of one member appointed by the ENGINEER, one member appointed by the LPA, and a third member appointed by the two other members for disposition and that the committee's decision shall be final.
- (d) That in the event that engineering and inspection services to be furnished and performed by the LPA (including personnel furnished by the ENGINEER) shall, in the opinion of the STATE be incompetent employed on such work at the expense of the LPA.
- (e) Inspection of all materials when inspection is not provided a the sources by the STATE Central Bureau of Materials, and submit inspection reports to the LPA and STATE in accordance with the STATE Central Bureau of Materials "Project Procedures Guide" and the policies of the STATE.

AGREEMENT SUMMARY

Prime Consultant (Firm) Name	TIN/FEIN/SS Number	Agreement Amount
WHKS & Company	42-0943938	\$29,983.00
Subconsultants	TIN/FEIN/SS Number	Agreement Amount
Subconsultant Total		
Prime Consultant Total		\$29,983.00
Total for all work		\$29,983.00

AGREEMENT SIGNATURES

Executed by the LPA:

Local Public Agency Type

Local Public Agency

Attest:

The

County

of

Montgomery County

By (Signature & Date)

By (Signature & Date)

Local Public Agency

Montgomery County

Local Public Agency Type

County

Clerk

Title

County Board Chairman

(SEAL)

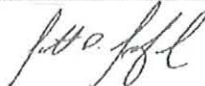
Executed by the ENGINEER:

Prime Consultant (Firm) Name

Attest:

WHKS & Company

By (Signature & Date)

	Digitally signed by Scott D. Sanford Date: 2025.01.17 10:50:09 -06'00'
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Title

Vice President

By (Signature & Date)

Cory Chamberlain	Digitally signed by Cory Chamberlain Date: 2025.01.16 07:31:08 -06'00'
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Title

Vice President

APPROVED:

Regional Engineer, Department of Transportation (Signature & Date)

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Montgomery County	WHKS & Company	Montgomery	15-00138-00-BR

**EXHIBIT A
SCOPE OF SERVICES**

To perform or be responsible for the performance of the engineering services for the LPA, in connection with the PROJECT herein before described and enumerated below

Supplement to original contract for additional scope of work including mine subsidence redesign and extension of the construction contract due to unforeseen delays.

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Montgomery County	WHKS & Company	Montgomery	15-00138-00-BR

**EXHIBIT B
PROJECT SCHEDULE**

Complete final inspection in spring 2025 and closeout project in summer 2025.

IDOT Department Use Only

Received

Location

Date

WMFT Entry

By

Date

The Following fields are for IDOT use only.

Enter the location received from the drop down.

Enter the date the document was received.

Enter the name of the person entering the information into the WMFT system.

Enter the date the document was received.

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Montgomery County	WHKS & Company	Montgomery	15-00138-00-BR

**Exhibit C
Qualification Based Selection (QBS) Checklist**

The LPA must complete Exhibit D. If the value meets or will exceed the threshold in 50 ILCS 510, QBS requirements must be followed. Under the threshold, QBS requirements do not apply. The threshold is adjusted annually. If the value is under the threshold with federal funds being used, federal small purchase guidelines must be followed.

Form Not Applicable (engineering services less than the threshold)

Items 1-13 are required when using federal funds and QBS process is applicable. Items 14-16 are required when using State funds and the QBS process is applicable.

		No	Yes
1	Do the written QBS policies and procedures discuss the initial administration (procurement, management and administration) concerning engineering and design related consultant services?	<input type="checkbox"/>	<input type="checkbox"/>
2	Do the written QBS policies and procedures follow the requirements as outlined in Section 5-5 and specifically Section 5-5.06 (e) of the BLRS Manual?	<input type="checkbox"/>	<input type="checkbox"/>
3	Was the scope of services for this project clearly defined?	<input type="checkbox"/>	<input type="checkbox"/>
4	Was public notice given for this project?	<input type="checkbox"/>	<input type="checkbox"/>
5	Do the written QBS policies and procedures cover conflicts of interest?	<input type="checkbox"/>	<input type="checkbox"/>
6	Do the written QBS policies and procedures use covered methods of verification for suspension and debarment?	<input type="checkbox"/>	<input type="checkbox"/>
7	Do the written QBS policies and procedures discuss the methods of evaluation?	<input type="checkbox"/>	<input type="checkbox"/>
Project Criteria		Weighting	
8	Do the written QBS policies and procedures discuss the method of selection?	<input type="checkbox"/>	<input type="checkbox"/>
Selection committee (titles) for this project			
Top three consultants ranked for this project in order			
1			
2			
3			
9	Was an estimated cost of engineering for this project developed in-house prior to contract negotiation?	<input type="checkbox"/>	<input type="checkbox"/>
10	Were negotiations for this project performed in accordance with federal requirements.	<input type="checkbox"/>	<input type="checkbox"/>
11	Were acceptable costs for this project verified?	<input type="checkbox"/>	<input type="checkbox"/>
12	Do the written QBS policies and procedures cover review and approving for payment, before forwarding the request for reimbursement to IDOT for further review and approval?	<input type="checkbox"/>	<input type="checkbox"/>
13	Do the written QBS policies and procedures cover ongoing and finalizing administration of the project (monitoring, evaluation, closing-out a contract, records retention, responsibility, remedies to violations or breaches to a contract, and resolution of disputes)?	<input type="checkbox"/>	<input type="checkbox"/>
14	QBS according to State requirements used?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
15	Existing relationship used in lieu of QBS process?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
16	LPA is a home rule community (Exempt from QBS).	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Montgomery County Board Finance & Budget Committee Meeting Agenda

Historic Courthouse Annex
201 South Main Street, Hillsboro, IL 62049

Date: Thursday, February 6, 2025

Time: 8:30 AM – County Board Room

Roll Call: Members Present: Andy Ritchie, Connie Beck, Rob Corso, Chris Daniels, Dr. Patty Whitworth,
Evan Young, Doug Donaldson **Members Absent:**

Others Present:

1. **Pledge of Allegiance:**
2. **Public Comment:**
3. **SOA Report Update/Approval:**
4. **Township Assessor Education Incentive Update/Approval:**
5. **Capital Improvement & Coal Fund Reports Update/Approval:**
6. **Pre-Approved Vendor List Update/Approval:**
7. **Ambulance Service Agreements Update/Approval:**
8. **County Credit Card Policy Update/Approval:**
9. **County Travel Ordinance Update/Approval:**
10. **Other Business:**

Motion to pay the bills and payroll by _____ and second by _____. All in favor, motion carried.

Motion to Adjourn by _____ and second by _____. All in favor, motion carried.

Meeting adjourned at _____ am. The summaries of minutes were respectfully submitted by acting secretary Mike Plunkett, as deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.

INTERGOVERNMENTAL AGREEMENT
BETWEEN
MONTGOMERY COUNTY AND THE MULTI-TOWNSHIP ASSESSMENT
DISTRICT OF
GRISHAM-WALSHVILLE-EAST FORK

THIS INTERGOVERNMENTAL AGREEMENT is made and entered into by and between MONTGOMERY COUNTY (COUNTY), and GRISHAM-WALSHVILLE-EAST FORK MULTI-TOWNSHIP ASSESSMENT DISTRICT (DISTRICT), (collectively the "Parties") for the purpose of completing statutorily required assessment responsibilities for the DISTRICT.

WITNESSTH:

Whereas, the Property Tax Code (35 ILCS 200/2) mandates that counties under township organization, elect or appoint a township assessor or multi-township assessor who meets the certification requirements; and

Whereas, the DISTRICT does not have an elected multi-township assessor and has been unable to appoint a certified multi-township assessor, and

Whereas, Section 2-60 of the Code provides that any multi-township district which is unable to elect or appoint such a multi-township assessor may contract for such assessment services; and provides for payment of certain expenses incurred in the course of such assessment.

Whereas, the Parties desire to enter into the AGREEMENT in order to complete the statutorily required assessment responsibilities.

NOW THEREFORE, in consideration of the above, the Parties agree as follows:

1. Obligation of the COUNTY

The COUNTY will assign the Chief County Assessment Officer to perform such duties otherwise to have been performed by the township assessor. The Chief County Assessment Officer, may at his/her discretion, complete said duties by a) assigning qualified county staff, and/or, b) contracting with outside individual(s) which are qualified to perform said duties.

The Chief County Assessment Officer, or his/her designee, will report at least once annually to the DISTRICT on the status of the work and any other assessment business relevant to the DISTRICT.

The COUNTY will maintain and make available to the DISTRICT or its designee, upon request, all data, property records, and any other information collected, obtained or otherwise received by the COUNTY pertaining to the assessments in and for the TOWNSHIP.

2. Obligation of the TOWNSHIP

The DISTRICT shall pay to the general fund of the COUNTY the sum of **\$10,000** on or before Dec. 1st of assessment year

The DISTRICT shall cooperate with the assigned assessment officials in any fashion reasonably necessary in order to complete the assessment work.

3. Status of assessing officials

The person(s) assign by the Chief County Assessment Officer to perform the assessing duties shall be independent contractors of the COUNTY or employees of the COUNTY and not of the DISTRICT.

4. Duration

The AGREEMENT shall commence on January 1, 2025, and shall continue through December 31, 2025.

5. Amendments

This AGREEMENT contains the entire agreement between the Parties. Any proposed amendment to this AGREEMENT shall take place only upon approval by the governing bodies of the COUNTY and the DISTRICT.

IN WITNESS WHEREOF, the Parties hereto have executed this AGREEMENT on the dates set forth below:

MONTGOMERY COUNTY

EXECUTED this ____ day of _____, _____

Doug Donaldson, Chair

Kendra Niehaus, CCAO

Sandy Leitheiser, Clerk

GRISHAM-WALSHVILLE-EAST FORK MULTI-TOWNSHIP ASSESSMENT DISTRICT

EXECUTED this ____ day of _____, _____

Penny L Harbert

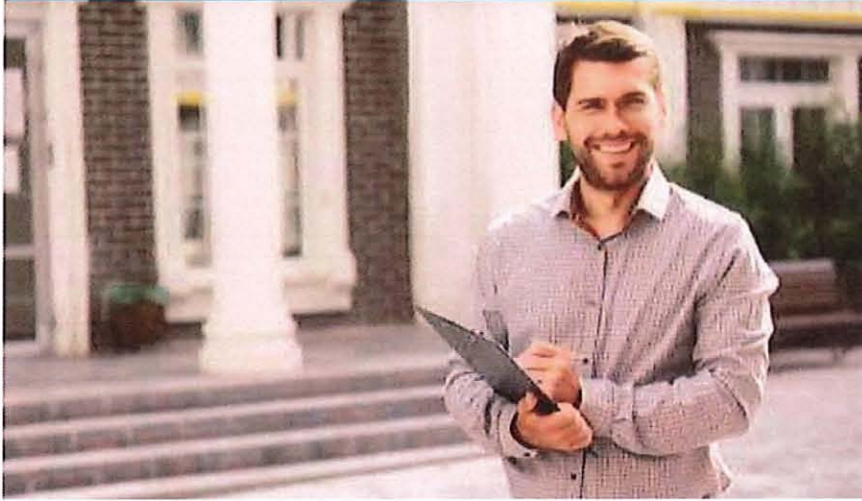
Chair

Laura-lee Husser

Clerk *Treasurer*



Township Assessor Vacancies



Township Assessor vacancies may occur when no one files for candidacy to fill an elected Township Assessor position, or when a currently serving assessor retires or resigns from office.

Many times, vacancies occur because no one is qualified to run for election for the township assessor.

Word of advice

Township Assessors enter upon their duties on January 1, following their election or according to their contract. Prior to January 1, assessors should attend the annual meeting conducted by their Chief County Assessment Officer (CCAO) on how to be equitable and fair with assessed values.

- KEEP UP WITH YOUR CONTINUING EDUCATION HOURS
- TALK TO FELLOW ASSESSORS IF YOU HAVE QUESTIONS
- GET INVOLVED WITH TOWNSHIP OFFICIALS OF ILLINOIS (TOI)

Township Assessor expenses

The expenses to become a qualified Township Assessor can range from \$1,480 to \$2,220 (mileage and hotel room not included). There are scholarships available to help offset these expenses.

These expenses must be reimbursed by the Township once the Township Assessor is elected or appointed. 35 ILCS 200/2-80

Expenses can be negotiated for a Township Assessor that is contracted.

Township Assessor vacancies may also occur when salaries are set too low.



If the work is not done at the township level, the county may submit a bill to the Township Board of Trustees for the reasonable costs incurred by the Supervisor of Assessments in completing the assessments. 35 ILCS 200/9-203(b)



ILLINOIS COMPILED STATUTES

Illinois Property Tax Code • Article 2 – Township Officials of Illinois

35 ILCS 200/2-45(c) (1-6) lists the qualifications a candidate must meet to become a Qualified Township Assessor.

www.ilga.gov/legislation/ilcs/ilcs.asp

How do you fill a Township Assessor vacancy?

When a township or multi-township assessment district fails to elect an assessor or when an assessor's office becomes vacant for any reason specified in Section 25-2 of the Election Code, the township or multi-township assessment districts must appoint a person qualified as required under Section 2-45 or as revised by the department under section 2-52 of the Illinois Property Tax code.

If a qualified candidate is not available for appointment, the township or multi-township may contract with a qualified individual.

There is also the possibility of contracting with someone outside of your township. The disadvantage to this is that if it is someone local, they usually know the owner and the properties.



MULTI-TOWNSHIP DISTRICT

Another option is to become a multi-township district or consolidate into a larger multi-township district if your jurisdiction is already a part of a multi-township district or larger multi-township assessing district.



Where can I get more information on filling a vacancy?

Contact your Township or Multi-Township District office or the county government in which you reside.

ADDITIONAL RESOURCES

- **Township Officials of Illinois**
toi.org
- **Illinois Property Assessment Institute (IPAI)**
ipaieducation.org
- **Illinois Department of Revenue (IDOR)**
<https://www2.illinois.gov/rev/localgovernments/property/Pages/General-Information.aspx>

Consequences of not filling a Township Assessor position

Township Assessor vacancies may affect all taxing bodies in the county on your local tax bill.

Equalized Assessed Value (EAV) is determined by having equitable and fair assessments on all properties in your township/county. The larger the EAV in a Township, the lower the tax rate could be.

If a Township Assessor does not complete their annual work, then the Supervisor of Assessments becomes responsible for incomplete work.

They may not have time, staff, or budget to complete the work for the appropriate tax year.



Counties can charge an amount based on 35ILCS 200/9-230(b) that could be higher than the salary of the Township Assessor position. Values will become inequitable and increase the

possibility of having large equalization factors in the townships or counties and unfair tax bills. **Remember, assessment work is completed locally. The assessing official usually knows the owners and their properties.**

TREASURER'S SUMMARY REPORT
2% ROYALTY PAYMENTS TO MONTGOMERY COUNTY
FY25

Bank Balance - 12/01/24 \$4,270,853

Receipts:

Royalty Payment - 12/25/24	145,220.78	(Royalty, Refund)
Royalty Payment - 01/25		
Royalty Payment - 02/25		
Royalty Payment - 03/25		
Royalty Payment - 04/25		
Royalty Payment - 05/25		
Royalty Payment - 06/25		
Royalty Payment - 07/25		
Royalty Payment - 08/25		
Royalty Payment - 09/25		
Royalty Payment - 10/25		
Royalty Payment - 11/25/25		
Total Royalty Payments	145,220.78	

Interest Earned

\$24,929

Total Receipts

\$170,150

Expenses:

12/10/24 Central II Laborers	-\$12,553
------------------------------	-----------

Total Expenses

-\$12,553

Total Expenses and Loans

(\$12,553)

Certificate of Deposit (LFNB, 365 @ 5.00%) 03/26/25	\$200,000
Certificate of Deposit (LFNB, 365 @ 5.00%) 03/26/25	\$200,000
Certificate of Deposit (LFNB, 365 @ 5.00%) 03/26/25	\$200,000
Certificate of Deposit (LFNB, 365 @ 5.00%) 03/26/25	\$200,000
Certificate of Deposit (LFNB, 365 @ 5.00%) 03/26/25	\$200,000
Certificate of Deposit (LNB, 276 @ 4.25%) 10/02/25	\$600,000
Certificate of Deposit (LBT, 365 @ 4.25%) 10/2/25	\$500,000
Certificate of Deposit (WBT, 364 @ 4.25%) 09/21/25	\$500,000
Term (PFM @ 4.99%) 02/28/25	\$350,000
CD (PFM @ 5.45%) 06/10/25	\$350,000
CD (PFM @ 5.77%) 12/4/25	\$346,000
CD (PFM @ 4.35%) 2/23/26	\$468,000
CD (PFM @ 4.40%) 8/26/26	\$229,000
CD (PFM @ 4.60%) 8/26/26	\$228,000
Liquidity PFM (4.89%)	\$180,146
Cash in Bank	\$5,178,450
Total Funds Available -	\$9,929,596

SUMMARY

	Reserve	\$5,382,918
	Operating & Maintenance	\$3,183,957
	Capital Improvement	\$1,362,721
	Total Funds Available	\$9,929,596

**PRE-APPROVED VENDORS NEEDING PAYMENT PRIOR TO COUNTY BOARD
DATE (REV. February, 2025)**

ALL UTILITIES

AEP ENERGY
AMEREN ILLINOIS
AMERICAN MESSAGING
AT&T MOBILITY
CITY OF HILLSBORO
CTI
CONSOLIDATED COMMUNICATIONS
DC WASTE & RECYCLING
DIRECT ENERGY BUSINESS
HOMEFIELD ENERGY
ILLINOIS CENTURY NETWORK
M & M SERVICE
MJM ELECTRIC
SANTANNA ENERGY SERVICES
SPARKLIGHT
TECHNOLOGY MANAGEMENT REVOLVING FUND- DEPT. OF INNOVATIVE TECHNOLOGY (DOIT)
TRAYLOR PEST CONTROL
VERIZON WIRELESS

CONTRACTUAL AND LEASE SERVICES

ADVANCED CORRECTIONAL HEALTHCARE
GREAT AMERICA FINANCIAL SERVICES
~~NATIONAL MAINTENANCE AND CLEANING, INC. (deleted February, 2025)~~

COURT ORDERED EXPENSES

ALL JUDGE SIGNED VOUCHERS
ATTORNEY FEES
INTERPRETERS & TRANSCRIPTS
ESCHEATS (435)

POSTAGE

CMRS-POC/NEOPOST/NEOFUNDS
~~H. DEPT. OF REVENUE FOR REVENUE STAMP REPLENISHMENT (deleted February, 2025)~~
MAIL FINANCE - LEASE ON POSTAGE METER & SCALES
UPS
U.S. POST OFFICE

OTHER

708 BOARD AUTHORIZED VENDORS
BEELMAN LOGISTICS, LLC
BOND COUNTY HEALTH DEPARTMENT
CAPITAL ONE CREDIT CARD FOR HIGHWAY DEPARTMENT
CASEY'S BUSINESS MASTERCARD
CIRCUIT CLERK FUNDS (308, 310, 360, 494)
CORONER FUND (329)
~~COUNTY BOARD COMMITTEE CHAIRMEN ANNUAL REIMBURSEMENT EXPENSE (deleted February, 2025)~~
COUNTY BOARD MEMORIAL FUND
COUNTY CLERK FUNDS (325, 327)
ELECTION & PROCESSING JUDGES
ELECTION POLLING PLACES RENT
FKG OIL
GLOBAL TECHNICAL SYSTEMS, INC. (GTSI) for Sheriff grant expenditures up to \$300,000
~~HILLSBORO ADVANCED VETERINARY CARE (deleted February, 2025)~~
~~HUELS OIL (deleted February, 2025)~~
INFRASTRUCTURE TECHNOLOGY SOLUTIONS
~~J.T.C. PETROLEUM (deleted February, 2025)~~
LITCHFIELD BITUMINOUS CORPORATION
LOUIS MARSCH
JOE MEYER TRUSTEE & DELINQUENT PROPERTY MAINTENANCE FUND
MONTGOMERY COUNTY CIRCUIT CLERK
~~NEWMAN SIGNS (deleted February, 2025)~~
MONTGOMERY COUNTY HIGHWAY FUEL BILLS (added February, 2025)

OTHER (continued)

NOKOMIS QUARRY

OTIS ELEVATOR (added February, 2025)

PROBATION FUNDS (495, 496, 497, 498)

PROBST VETERINARY CLINIC

PUBLIC DEFENDER FUND (335)

~~**SCHINDLER ELEVATOR (deleted February, 2025)**~~

SHERIFF FUNDS (286, 287, 288, 289)

STATE'S ATTORNEY FUNDS (280, 380)

TRANSFER AMONG COUNTY FUNDS

TREASURER FUND (330)

VETERANS ASSISTANCE COMMISSION (284)

WARNING LITES OF SOUTHERN ILLINOIS

PAYROLL/SALARY/INSURANCE

BLUE CROSS BLUE SHIELD

CENTRAL LABORER'S PENSION, WELFARE & ANNUITY FUNDS

CHARD SNYDER

DEARBORN LIFE INSURANCE

DEDUCTION CHECKS

ILLINOIS COUNTIES RISK MANAGEMENT TRUST (ICRMT)

IDES (UNEMPLOYMENT TAX)

ILLINOIS PUBLIC RISK FUND

IL 501 (STATE PAYROLL TAX)

IMRF (RETIREMENT)

IRS-941 (FEDERAL PAYROLL TAX)

METROPOLITAN LIFE

REIMBURSE SALARIES

SOCIAL SECURITY

~~**UNITED HEALTH CARE (deleted February, 2025)**~~

DISCLAIMER

LIST MAY INCLUDE ANY UNFORESEEN EXPENSE FOR WHICH OFFICE HOLDER DETERMINES IS REQUIRED FOR DAILY COUNTY OPERATIONS AND RECEIVES VERBAL AND/OR WRITTEN APPROVAL FROM COUNTY BOARD COMMITTEE CHAIRPERSON.

DATED FEBRUARY 11, 2025,

NIKKI LOHMAN
MONTGOMERY COUNTY TREASURER

TRISH ROEMELIN
ASSISTANT TREASURER

SANDY LEITHEISER
MONTGOMERY COUNTY CLERK/RECORDER

TRICIA MAULDING
ACCOUNTS PAYABLE DEPT. HEAD/CHIEF DEPUTY CLERK/RECORDER

FY 2025

AGREEMENT BETWEEN

**THE MONTGOMERY COUNTY BOARD AND
FARMERSVILLE-WAGGONER AREA AMBULANCE SERVICE**

The following terms constitute the working agreement between the **Farmersville-Waggoner Area Ambulance service**, a not-for-profit corporation (hereinafter named FWAAS) an independent contractor, and FWAAS Special Service District through it's governing body, the Montgomery County Board (hereinafter the "County") for ambulance Service within the Service Area (hereinafter the "Area").

The County will levy a Special Service Area Ambulance Tax **(\$114,200)**, sufficient to generate an amount of revenue to offset a portion of operating expense as determined by the Ambulance Board.

Disbursement of revenue collected by the County, based on taxes in the respective Service Areas, shall be disbursed in the following manner.

On or before December 31, 2025 the county shall have reimbursed to the FWAAS an amount not less than 100% of the total amount collected pursuant to the levy.

Remittance will be 4 to 5 times between July 1, 2024 and December 31, 2025, in accordance with the Real Estate Tax Distribution Schedule.

1. The FWAAS agrees to provide 24 hour ambulance service within the geographical area contained within the boundaries of the Area in accordance with the standards and qualifications of the State of Illinois during the term of this agreement, i.e., **December 1, 2024** through **November 30, 2025**.
2. FWAAS shall be responsible for buying, owning, maintaining, and insuring its own ambulances. FWAAS shall provide the County with proof of vehicle liability insurance upon request.
3. The FWAAS shall be solely responsible for the hiring, firing, discipline, and management of its employees and the manner in which the service is operated, subject only to State regulations and guidelines.
4. The County shall have the right to withhold monthly reimbursements of collected funds or distribution of levied funds upon written notice to the FWAAS, that the FWAAS is violation of State regulations, said funds to be disbursed upon the FWAAS coming into compliance.
5. The FWAAS will submit a tentative **FY '26** budget and contract request to the Montgomery County Board Admin Office (#1 Courthouse Square, Room 202, Hillsboro, IL 62049) on or before **August 1, 2025**.
6. The FWAAS shall indemnify the County from all claims, demands, lawsuits, and actions arising out of services performed or to be performed by the FWAAS.
7. The FWAAS shall provide the name of the corporation officer responsible for the actual receipt and disbursement of funds hereunder to the Montgomery County Board Admin Office on or before **December 31, 2025**, and proof (A) of the officers bond in an amount to cover the estimated annual receipts of the FWAAS from the county under this agreement, or (B) that officers bond in an amount fixed by the Illinois State Statue for that particular corporate office.
8. The FWAAS shall provide a 3rd party audit review every year of the FWAAS books and records in so far as they pertain to the operation of the ambulance service. There will be a full audit submitted every 5th year, the next full audit will be due **August of 2028**.
9. The FWAAS shall allow inspection of its books and records pertaining to the operation of the ambulance service under this agreement at any time by the County.

This agreement is executed by the County representatives named below pursuant to the authority of the Montgomery County Board and for FWAAS by its Administrator / Chairman or Official pursuant to authority granted by its Board of Directors.

County Board Chairman

Date

Attest:

County Clerk

Date

FARMERSVILLE-WAGGONER AREA AMBULANCE SERVICE

Authorized Representative

Date

Title

FY 2025

AGREEMENT BETWEEN

**THE MONTGOMERY COUNTY BOARD AND
NOKOMIS-WITT AREA AMBULANCE SERVICE**

The following terms constitute the working agreement between the **Nokomis-Witt Area Ambulance service**, a not-for-profit corporation (hereinafter named F/W AAS) an independent contractor, and NWAAS Special Service District through it's governing body, the Montgomery County Board (hereinafter the "County") for ambulance Service within the Service Area (hereinafter the "Area").

The County will levy a Special Service Area Ambulance Tax **(\$500,000)**, sufficient to generate an amount of revenue to offset a portion of operating expense as determined by the Ambulance Board.

Disbursement of revenue collected by the County, based on taxes in the respective Service Areas, shall be disbursed in the following manner.

On or before December 31, 2025 the county shall have reimbursed to the NWAAS an amount not less than 100% of the total amount collected pursuant to the levy.

Remittance will be 4 to 5 times between July 1, 2025 and December 31, 2025, in accordance with the Real Estate Tax Distribution Schedule.

1. The NWAAS agrees to provide 24 hour ambulance service within the geographical area contained within the boundaries of the Area in accordance with the standards and qualifications of the State of Illinois during the term of this agreement, i.e., **December 1, 2024**, through **November 30, 2025**.
2. NWAAS shall be responsible for buying, owning, maintaining, and insuring its own ambulances. NWAAS shall provide the County with proof of vehicle liability insurance upon request.
3. The NWAAS shall be solely responsible for the hiring, firing, discipline, and management of its employees and the manner in which the service is operated, subject only to State regulations and guidelines.
4. The County shall have the right to withhold monthly reimbursements of collected funds or distribution of levied funds upon written notice to the NWAAS, that the NWAAS is violation of State regulations, said funds to be disbursed upon the NWAAS coming into compliance.
5. The NWAAS will submit a tentative **FY '26** budget and contract request to the Montgomery County Board Admin Office (#1 Courthouse Square, Room 202, Hillsboro, IL 62049) on or before **August 1, 2025**.
6. The NWAAS shall indemnify the County from all claims, demands, lawsuits, and actions arising out of services performed or to be performed by the NWAAS.
7. The NWAAS shall provide the name of the corporation officer responsible for the actual receipt and disbursement of funds hereunder to the Montgomery County Board Admin Office on or before **December 31, 2025**, and proof (A) of the officers bond in an amount to cover the estimated annual receipts of the NWAAS from the county under this agreement, or (B) that officers bond in an amount fixed by the Illinois State Statue for that particular corporate office.
8. The NWAAS shall provide a 3rd party audit review every year of the NWAAS books and records in so far as they pertain to the operation of the ambulance service. There will be a full audit submitted every 5th year, the next full audit will be due **August of 2028**.
9. The NWAAS shall allow inspection of its books and records pertaining to the operation of the ambulance service under this agreement at any time by the County.

This agreement is executed by the County representatives named below pursuant to the authority of the Montgomery County Board and for NWAAS by its Administrator / Chairman or Official pursuant to authority granted by its Board of Directors.

County Board Chairman

Date

Attest:

County Clerk

Date

NOKOMIS-WITT AREA AMBULANCE SERVICE

Authorized Representative

Date

Title

FY 2025

AGREEMENT BETWEEN

**THE MONTGOMERY COUNTY BOARD AND
RAYMOND-HARVEL AREA AMBULANCE SERVICE**

The following terms constitute the working agreement between the **Raymond-Harvel Area Ambulance service**, a not-for-profit corporation (hereinafter named RHAAS) an independent contractor, and RHAAS Special Service District through it's governing body, the Montgomery County Board (hereinafter the "County") for ambulance Service within the Service Area (hereinafter the "Area").

The County will levy a Special Service Area Ambulance Tax **(\$88,738)**, sufficient to generate an amount of revenue to offset a portion of operating expense as determined by the Ambulance Board.

Disbursement of revenue collected by the County, based on taxes in the respective Service Areas, shall be disbursed in the following manner.

On or before December 31, 2025 the county shall have reimbursed to the RHAAS an amount not less than 100% of the total amount collected pursuant to the levy.

Remittance will be 4 to 5 times between July 1, 2025 and December 31, 2025, in accordance with the Real Estate Tax Distribution Schedule.

1. The RHAAS agrees to provide 24 hour ambulance service within the geographical area contained within the boundaries of the Area in accordance with the standards and qualifications of the State of Illinois during the term of this agreement, i.e., **December 1, 2024**, through **November 30, 2025**.
2. RHAAS shall be responsible for buying, owning, maintaining, and insuring its own ambulances. RHAAS shall provide the County with proof of vehicle liability insurance upon request.
3. The RHAAS shall be solely responsible for the hiring, firing, discipline, and management of its employees and the manner in which the service is operated, subject only to State regulations and guidelines.
4. The County shall have the right to withhold monthly reimbursements of collected funds or distribution of levied funds upon written notice to the RHAAS, that the RHAAS is violation of State regulations, said funds to be disbursed upon the RHAAS coming into compliance.
5. The RHAAS will submit a tentative **FY '26** budget and contract request to the Montgomery County Board Admin Office (#1 Courthouse Square, Room 202, Hillsboro, IL 62049) on or before **August 1, 2025**.
6. The RHAAS shall indemnify the County from all claims, demands, lawsuits, and actions arising out of services performed or to be performed by the RHAAS.
7. The RHAAS shall provide the name of the corporation officer responsible for the actual receipt and disbursement of funds hereunder to the Montgomery County Board Admin Office on or before **December 31, 2025**, and proof (A) of the officers bond in an amount to cover the estimated annual receipts of the RHAAS from the county under this agreement, or (B) that officers bond in an amount fixed by the Illinois State Statue for that particular corporate office.
8. The RHAAS shall provide a 3rd party audit review every year of the RHAAS books and records in so far as they pertain to the operation of the ambulance service. There will be a full audit submitted every 5th year, the next full audit will be due **August of 2028**.
9. The RHAAS shall allow inspection of its books and records pertaining to the operation of the ambulance service under this agreement at any time by the County.

This agreement is executed by the County representatives named below pursuant to the authority of the Montgomery County Board and for RHAAS by its Administrator / Chairman or Official pursuant to authority granted by its Board of Directors.

County Board Chairman

Date

Attest:

County Clerk

Date

RAYMOND-HARVEL AREA AMBULANCE SERVICE

Authorized Representative

Date

Title

MONTGOMERY COUNTY CREDIT CARD POLICY

County wide Credit Card

Statement of Policy: A County Wide Credit Card program has been designed and implemented to allow for direct purchases. The card should be used to eliminate the need for direct reimbursements when deemed necessary by the respective department head. The Credit Card should not be used if there is an alternate form of purchase (i.e., an invoice can be obtained). All credit card purchases must comply with Montgomery County Travel Policy (**Ordinance 16-41**), Montgomery County Purchasing Policy, as well as with all applicable State and Federal statutes.

I. Requests for Credit Card

1. Department heads may request use of the Credit Card through the County Treasurer's Office by completing the attached Credit Card request form.

II. CARDHOLDER RESPONSIBILITIES:

1. Use the Credit Card with approval of the Finance Committee to ensure there is no overspending the allotted budget. Charges shall not be made to the Credit Card which are not covered by sufficient appropriation in the appropriate County budget or without prior approval by the Finance Committee.
2. An original itemized receipt for the merchandise or services must be obtained for reporting of the expenditure. These documents must be provided immediately after usage.
3. Ensure appropriate accounting for claims via expenditure line items assigned within the County accounting software with receipts attached.

III. Safeguarding the Credit Card and related systems:

The Credit Card must be protected, just as you protect your own credit card. In the event of a misplaced/stolen card, notify the Treasurer's office.

1. Acceptable locations to keep the credit card:
 - a. Cardholder's wallet (when secured on their person)
 - b. Locked desk drawer or safe accessible by the cardholder and department leadership only.
2. The authorized Department Head should never give the card to someone else to make charges.
3. Do not post or write the card number in any place that is easily accessible.
4. To the maximum extent possible, do not photocopy the card or the back of the Credit Card that contains the 3-digit security code and cardholder signature.

IV. AUTHORIZATION FOR CREDIT CARD

A request signed by the Department Head and the Finance Committee will be required by the Treasurer as a precondition to the issuance of a credit card to the Department Head.

The cardholder agreement will be worded as follows:

1. I will not use the Credit Card for personal use, for cash advances, for unauthorized travel and any form of entertainment expense, or for purchase of alcoholic beverages or any substance or material or service which violates County Policy, State Law, or Federal law.
2. I will not use the Credit Card for property leases, gifts or gift cards (*some exceptions apply*).
3. I have read, understand, and have access to Montgomery County Travel Policy (Ord 16-41).
4. I have read, understand, and have access to this Montgomery County Credit Card Policy.
5. I will not allow any person other than the authorized Department Head to use the Credit Card issued.
6. I agree to provide specific information, within the County accounting software, about any transaction when requested.
7. I agree to surrender the card if I am reassigned, relocated, resign, or terminated while the card is in my possession and I agree to remove the card from all vendor websites prior to my departure from my position. The card will be returned to the Treasurer's office immediately after usage is done.
8. I understand that use of the Credit Card in violation of this policy will result in referral to the Finance Committee and possible ninety-day suspension of privileges by the County Treasurer. Card privileges will be restored only after full reimbursement for any inappropriate charges and remediation for the cardholder on violations to this policy.
9. I understand that two violations will result in referral to the Finance Committee and may result in a one-year suspension from Credit Card use by the County Treasurer.
10. I understand that repeated use of the Credit Card in violation of these policies will result in referral to the Finance Committee and revocation of card privileges by the County Treasurer.
11. I understand Montgomery County will be liable for financial commitments made with the card, and I agree to comply with the terms and conditions herein imposed.

Note: The County is responsible for payment of all Credit Card charges and will use all means at its disposal to recover charges made by any individual in violation of County policies. Including, withholding of payroll for payment of inappropriate charges.

IV. PERSONAL CREDIT CARDS

Montgomery County Credit cards are meant to replace the use of a personal credit card for small items. **Therefore, the use of personal credit cards is strongly discouraged for purchases other than those related to official travel.**

To receive reimbursement when a personal credit card has been used to charge for Montgomery County expenditures, the itemized invoice or itemized receipt must be attached to an expense report as described in the Montgomery County Travel Policy (Ord 16-41) and sent through the County accounting software for the employee to be reimbursed.

Reimbursement cannot be made from the credit card statement. Taxes can only be reimbursed for expenses not eligible for tax exemption. The reimbursement must be made to the employee and not to the credit card company.

MONTGOMERY COUNTY
CREDIT CARD REQUEST FORM

DEPARTMENT: _____

DEPARTMENT HEAD: _____

DATE REQUESTED: _____

DATE(S) USED: _____

REASON FOR USE OF CREDIT CARD-PROVIDE INVOICES AND VOUCHERS IF AVAILABLE UPON
REQUEST:

Department Head Signature and Date: _____

Approval Finance Committee Signature and Date: _____

ORDINANCE NO. 2022-04
Amending Ordinance # 17-07 passed October 10th, 2017

**AN ORDINANCE ESTABLISHING THE
REIMBURSEMENT OF ALL TRAVEL, MEAL, AND LODGING EXPENSES OF
OFFICERS AND EMPLOYEES IN THE COUNTY OF MONTGOMERY, ILLINOIS**

WHEREAS, Montgomery County, Illinois is a non-home rule unit of local government pursuant to Article VII, § 8 of the 1970 Illinois Constitution;

WHEREAS, the Local Government Travel Expense Control Act, Pub. Act 99-0604, requires all non-home rule local public agencies, including counties, to regulate, by ordinance or resolution, the reimbursement of all travel, meal, and lodging expenses of their officers and employees by the effective date of January 1, 2017; and

WHEREAS, the Montgomery County Board has determined that it must comply with the Act by passage of this ordinance.

NOW, THEREFORE, BE IT ORDAINED By The County Board of Montgomery County, Illinois, that the following Ordinance to Regulate the Reimbursement of all Travel, Meal and Lodging Expenses of their Officers and Employees Be and Hereby is Adopted.

SECTION I: Definitions.

The following words, terms and phrases, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Entertainment: includes, but is not limited to, shows, amusements, theaters, circuses, sporting events, or any other place of public or private entertainment or amusement, unless ancillary to the purpose of the program or event.

Travel: any expenditure directly incident to official travel by employees and officers of the County or by wards or charges of the County involving reimbursement to travelers or direct payment to private agencies providing transportation or related services.

SECTION II: Official Business for which Expenses May Be Reimbursed.

- (1) An official of the County shall be entitled to reimbursement for travel, including meals or lodging, related to the following types of official business:
 - a. Education conferences related to the duties of the officer of the County;
 - b. Site visits to current or potential vendors of the County
- (2) An employee shall be entitled to reimbursement for travel, including meals or lodging, related to the following types of official business:
 - a. Education conferences related to the duties of the employee of the County;
 - b. Site visits to current or potential vendors of the County
 - c. Site visits to other Government agencies/facilities or other sites to attend meetings as assigned.

SECTION III: Maximum Allowable Reimbursement for Expenses

- (1) Unless otherwise excepted herein, the maximum allowable reimbursement for an employee or officer of the County shall be those rates set by the attached Reimbursement Schedule

"EXCERPT- MONTGOMERY COUNTY, ILLINOIS TRAVEL REIMBURSEMENT SCHEDULE" in effect at the time the expense was incurred.

SECTION IV: Approval of Expenses

The Board must approve the following reimbursements for travel, including meals or lodging, by a roll call vote at an open meeting of the Board:

- (1) Any expense of any officer or employee that exceeds the maximum permitted in Section III; or
- (2) Any expense of any member of the Board.

SECTION V: Documentation of Expenses

Before any reimbursement for travel, including meals or lodging, may be approved pursuant to Section IV, a standardized form for submission of travel, meal, and lodging expenses supported by the following minimum documentation shall first be submitted to the Board:

- (1) an estimate of the cost of travel, meals, or lodging if expenses have not been incurred or a receipt of the cost of the travel, meals, or lodging if the expenses have already been incurred;
- (2) the name of the individual who received or is requesting the travel, meal, or lodging expense;
- (3) the job title or office of the individual who received or is requesting the travel, meal, or lodging expense; and
- (4) the date or dates and nature of the official business in which the travel, meal, or lodging expense was or will be expended.

All documents and information submitted under this Section are public records subject to disclosure under the Freedom of Information Act, 5 ILCS 140/1 *et seq.*

SECTION VI: Entertainment Expenses

No employee or officer of the County shall be reimbursed by the County for any entertainment expense.

SECTION XII: Effective Date.

This Ordinance shall be in full force and effect from and after its passage.

Passed by the Montgomery County Board this 8th day of Feb, 2022.

AYES: 18 NAYS: 0

PRESENT: 18 ABSTAIN/ABSENT: 3

Sandy Leatherman
COUNTY CLERK

Passed and approved this 8th day of Feb, 2022.

[Signature]
Montgomery County Board Chairman

ATTEST: Sandy Leatherman
COUNTY CLERK