



COUNTY OF KENDALL, ILLINOIS
ADMIN HR COMMITTEE
KC Office Building, 111 W. Fox Street
County Board Rm 210; Yorkville
Thursday, February 17, 2022 at 5:30p.m.

MEETING AGENDA

- 1. Call to Order**
- 2. Roll Call:** Elizabeth Flowers (Chair), Scott Gengler, Judy Gilmour, Dan Koukol, Robyn Vickers
- 3. Approval of Agenda**
- 4. Approval of Minutes – January 19, 2022**
- 5. Department Head and Elected Official Reports**
- 6. Public Comment**
- 7. Committee Business**
 - *2021 Health Insurance Update – The Horton Group*
 - *Discussion of a Public Presentation Policy*
 - *Discussion of Rubrik Cloud Solution ITB*
 - *Discussion and Approval of a Resolution Authorizing and Executing REBUILD Capital Grant Agreement*
 - *Discussion and Approval of a Resolution Authorizing Execution and Amendment of Section 5311 Grant Agreement*
 - *Discussion and Approval of Public Transportation Applicant Ordinance – An Ordinance to Provide Public Transportation*
- 8. Executive Session**
- 9. Items for Committee of the Whole**
- 10. Action Items for County Board**
- 11. Adjournment**

If special accommodations or arrangements are needed to attend this County meeting, please contact the Administration Office at 630-553-4171, a minimum of 24-hours prior to the meeting time

COUNTY OF KENDALL, ILLINOIS
ADMIN HR MEETING MINUTES
Wednesday, January 19, 2022

CALL TO ORDER – Chair Flowers called the meeting to order at 5:32pm.

ROLL CALL

Attendee	Status	Arrived	Left Meeting
Elizabeth Flowers	Present		
Scott Gengler		5:40pm	
Judy Gilmour	Excused		
Dan Koukol	Here		
Robyn Vickers	Here		

Employees in Attendance: Scott Koeppel, Tina Dado

Others in Attendance: None

APPROVAL OF AGENDA – Motion made by Member Koukol, second by Member Vickers to approve the agenda. **With three members voting aye the motion passed by a 3-0 vote.**

APPROVAL OF MINUTES – Motion made by Member Vickers, second by Member Koukol to approve the November 17, 2021 minutes. **With three members present voting aye the motion passed 3-0**

DEPARTMENT HEAD AND ELECTED OFFICIAL REPORTS –

Mr. Koeppel briefed the committee regarding Horton’s 2021 Year-End Review presentation scheduled for Wednesday, February 16, 2022. Horton will provide updates regarding free COVID testing for insured. Mr. Koeppel indicated that he received an email from Horton last week stating, “Beginning January 15 2022, all fully-insured and self-funded group health plans are required to cover the cost of OTC in-home COVID-19 testing without any cost sharing.”

Member Koukol inquired about the health insurance report provided by Bob Jones. Mr. Koeppel stated that he will contact Mr. Jones and ask him to submit an update regarding the health insurance. Chair Flowers indicated that a quarterly report will be sufficient. Member Koukol inquired about the (HSA)benefit wallet funding. Mr. Koeppel stated that he will email Bob Jones to confirm funding.

Mr. Koeppel briefed the committee about a new employee starting in the Technology Services Department on Tuesday, January 25, 2022. The position is Systems Administrator. The recently filled Security Analyst position’s salary is funded by the ARPA Grant thru December 31, 2024.

Mr. Koepfel stated that the County Board and County Administrator will have a tough budget for FY 2025 due to extra staff in several of Kendall County Offices, including the State's Attorney Office, Administration, Public Defender and Circuit Court. Several positions are included in the ARPA funding thru 2024.

PUBLIC COMMENT - None

COMMITTEE BUSINESS

- *Discussion and Approval of Senior Planner/Zoning Administrator job description* – Mr. Koepfel briefed the committee regarding an oversight in the job description. **“Serve as alternate Program Compliance Oversight Monitor (PCOM) for the County’s Kendall Area Transit program.”** no longer applies to this position. This is not part of the employee’s essential duties and responsibilities for the Senior Planner/Zoning Administrator position. Latreese and Jennifer are currently PCOM. Mr. Koepfel stated that administration has completed audits on the personnel files and has indicated some job descriptions were missing employee signatures. Mr. Koepfel indicated that Tina is making sure job descriptions are updated and signed by the employee. Mr. Koepfel stated that the State’s Attorney’s Office “Best Practice” is to review and update job description every five (5) years.

Member Koukol made a motion to forward Approval of Senior Planner/Zoning Administrator job description to the County Board, **With four members present voting aye, the motion carried by a vote of 4-0.**

- *Discussion of updated CDC Isolation & Quarantine Guidelines* – Mr. Koepfel briefed the committee regarding the CDC Guidelines Memorandum. Mr. Koepfel stated that the County is following the CDC Guidelines and recommendations from Leslie at the State’s Attorney’s Office. Mr. Koepfel briefed the committee regarding Leslie Johnson’s newly created “HR Group”. Ms. Johnson offers quarterly training sessions with regards to FMLA, and Workers Compensation, etc. Mr. Koepfel stated that Latreese and Tina are part of the “HR Group”. Ms. Johnson provides the County’s Human Resources staff with updates regarding the CDC Isolation and Quarantine Guidelines, Federal OSHA and IDOL COVID-19 Vaccination and Testing Policy Mandates. Mr. Koepfel stated under the discretion of the elected officials and department heads, an arrangement for remote work has been made available to employees that can perform their job duties from home. Mr. Koepfel stated that the information regarding the CDC Guidelines was provided to the committee to keep them informed as to the procedures that the County has been following.

EXECUTIVE SESSION – None

ITEMS FOR COMMITTEE OF THE WHOLE – None

ACTION ITEMS FOR COUNTY BOARD

- *Approval of Senior Planner/Zoning Administrator job description*

ADJOURNMENT – Member Vickers made a motion to adjourn the meeting, second by Member Gengler. **With four members present voting yes the meeting adjourned at 5:48 p.m.**

Respectfully Submitted,

Tina Dado
Human Resource Specialist and Recording Secretary

Draft Public Presentations Policy

Introduction:

Public participation and comments are always welcome at County meetings. However, the County must take reasonable measures to safeguard its technology resources, computer system network, and audio/visual equipment, to promote meeting focus and efficiency, and further to ensure a professional environment. Electronic materials must be submitted at least 2 business days prior to the meeting, so that we may review them for possible cyber threats and legal obscenity. If you have a presentation, please submit it to meetingdocuments@co.kendall.il.us. Please see the entire policy below.

Requirements and Procedure:

1. All electronic media materials requiring the use of the County's electronic computer systems or audio/visual equipment, including but not limited to audio, video, images, powerpoint, pdf, and similar presentations, must be sent to meetingdocuments@co.kendall.il.us at least 2 business days prior to the intended meeting.
2. Any electronic media materials submitted after the pre-screening deadline will not be allowed for public presentation.
3. If the electronic media materials are in a format or utilize a software that the County does not have access to, it is the responsibility of the presenter to convert their electronic media materials into another format.
4. Information and Communication Technology Department staff will perform a cybersecurity/corruption pre-screen for all submitted electronic media materials and advise the applicable County staff and County Board members whether the electronic media materials present any cybersecurity/corruption risk and may be opened, played, viewed, etc. on the County's electronic computer system and/or audio/visual equipment.
5. The State's Attorney or their designee shall review all submitted electronic media materials, clearing the cybersecurity/corruption screening, for any legally obscene content and advise the applicable County staff and County Board members whether the electronic media materials contain any legally obscene content.
6. Submitted electronic media materials clearing both the cybersecurity/corruption and legally obscene content pre-screens shall be made available for public presentation at the meeting per the Board Rules of Procedure, as applicable.
7. If a submitted item is determined to present a cybersecurity/corruption risk or contain legally obscene content, the speaker will be notified by email or in person and the electronic media materials will not be allowed for public presentation.
8. Live/Active linking of any presentation and connection with the County's electronic computer system and/or audio/visual equipment will not be allowed.
9. County staff or County Board members will display the electronic media materials when it is the presenter's turn to speak and will run the presentation as directed by the presenter.
10. The presenter will not have direct access to the County's electronic computer system and/or audio/visual equipment.

FOIA Notice

All information that is written, produced, collected, assembled, or maintained by or on behalf of Kendall County in connection with the transaction of official business is considered public information and may be subject to public disclosure upon request.

Definitions

1. Legally obscene content: The U.S. Supreme Court established the test that judges and juries use to determine whether matter is obscene in three major cases: *Miller v. California*, 413 U.S. 15, 24-25 (1973); *Smith v. United States*, 431 U.S. 291, 300-02, 309 (1977); and *Pope v. Illinois*, 481 U.S. 497, 500-01 (1987). The three-pronged Miller test is as follows:
 - a. Whether the average person, applying contemporary adult community standards, finds that the matter, taken as a whole, appeals to prurient interests (i.e., an erotic, lascivious, abnormal, unhealthy, degrading, shameful, or morbid interest in nudity, sex, or excretion);
 - b. Whether the average person, applying contemporary adult community standards, finds that the matter depicts or describes sexual conduct in a patently offensive way (i.e., ultimate sexual acts, normal or perverted, actual or simulated, masturbation, excretory functions, lewd exhibition of the genitals, or sado-masochistic sexual abuse); and
 - c. Whether a reasonable person finds that the matter, taken as a whole, lacks serious literary, artistic, political, or scientific value.

Any material that satisfies this three-pronged test shall be found obscene.

Kendall County, Illinois
Information & Communication Technology

Kendall County Rubrik / Cloud Solution

Kendall County ICT is accepting bids to implement a Rubrik instance into our pre-existing Nutanix environment. This will also include 5 years of Wasabi Cloud Storage.

Invitation to Bid (ITB) Number: 

February 28th, 2022

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SECTION 1: INTRODUCTION

A. DEFINITIONS:

“Addenda” or “Addendum” means written or graphic instruments issued by Kendall County, Illinois (“County”), which by additions, deletions, clarifications or corrections, modify or interpret the Bidding Documents. All Addenda shall be incorporated herein by reference as part of the ITB.

“Bid” means a complete and properly executed proposal to complete the Project for the sums stipulated therein, submitted in accordance with the Bidding Documents.

“Bidder” means a person or entity who submits a Bid and who meets the requirements set forth in the Bidding Documents.

“Bidding Documents” means this ITB, all Addenda, the project manual and the drawings of the Project, which shall hereinafter be referred to collectively as “Bidding Documents”.

“County” means Kendall County, Illinois and its elected officials, departments, employees, and agents.

“ITB” means this Invitation to Bid and any documents specifically incorporated by reference or attached hereto.

“Project” means the Scope of Work described in the Bidding Documents.

“Project site” means the location where the Project will be performed, which is the following location: **811 West John Street Yorkville IL, 60560**

“Procurement Ordinance” refers to the Kendall County Procurement Ordinance, as amended from time to time.

“ICT” refers to Kendall County Information and Communication Technology department.

B. SCOPE OF WORK:

The County, by and through its ICT Department, seeks a qualified business to provide the following scope of services in accordance with the requirements set forth in this ITB and the Bidding Documents:

1. The County is looking to implement the following solution(s) to increase business continuity and strengthen our security posture. This is a like for like solution and substitutions will not be considered.

Rubrik:

	QTY
• R6404S APPL 4NODE 48TB RAW PERPPER	1
• 1MO OF RUBRIK GO ENTERPRISE CLDS EDITION FOR R6404 INCL RCD	(60 Months Total)
• Premium Support for Hardware	(60 Months Total)
• FIBER OPTIC OM3 LC/LC CABLE 3M CABL	2
• 10G/1G DUAL RATE SFP+ TRANSCEIVCPNT	2

Wasabi Cloud

- Wasabi Reserved Capacity Hot Cloud Storage - 50TB for 5 Years

Professional Services:

1. Remote Datacenter Design Session
 - Verify equipment, licensing, and cloud backup targets
 - Generate configuration details such as: IP addresses, host names, and passwords
 - Identify backup SLA requirements: Schedules, Sources, targets, etc.
2. Remotely Implement (1) Rubrik R6404 Brik
 - Perform Initial setup and firmware updates
 - Set Admin password and configure Polaris/Radar
 - Connect to vCenter and Cloud archive locations
 - Configure up to (2) backup SLAs and verify successful backups
3. Final Built-as Documentation

******* The County will rack the equipment and perform any networking changes that need to be completed for this project. *******

The Project is being financed, in part, with funds from the ARPA (American Rescue Plan Act) grant program (“Grant”). By submitting an ITB, the Bidder must agree to comply with all applicable requirements set forth in the terms and conditions of the Grant.”

Minority business firms are encouraged to submit Bids on the Project, and Bidders are encouraged to utilize minority businesses as sub-contractors, suppliers, and for services related to the Project. Businesses located in Kendall County, Illinois are also encouraged to submit Bids for the Project.

Also, the Bidding Documents incorporate by reference herein all requirements of the Kendall County Procurement Ordinance, as amended. In the event of any conflict between the Bidding Documents and the Kendall County Procurement Ordinance, the terms of the Kendall County Procurement Ordinance, as amended, shall control.

C. BASIS OF BIDS:

Bids will be a single contract, stipulated sum.

The specifications described herein are what the County determined are necessary to meet the performance requirements of the County. Bidders desiring to bid on items which deviate from these specifications, but which they believe to be equivalent, are requested to submit alternate bids. However, alternate bids must be clearly marked as such and deviations from the specifications must be plainly noted. The bid must be accompanied by complete technical specifications of the alternate item(s) offered. Equivalency shall be at the County’s sole discretion, and it shall be the County's sole decision whether to accept an alternate or not.

Unit prices shall be shown for each item as applicable and for which vendor is offering a bid. The unit price shall include all packing, crating, freight/shipping charges, and cost of unloading supplies at destination unless otherwise expressly stated in the Bid proposal. Unit prices shall not include any local, state or federal taxes. In case of a mistake in the extension of price, the unit price shall govern. All prices must be typewritten or written in ink adjacent thereto and initialed in ink by the party signing the Bid.

D. IMPORTANT DATES:

The following table identifies several important dates and deadlines related to the Bidding Documents:

DATE	EVENT
3/8/2022	Questions due to Matthew Kinsey / mkinsey@co.kendall.il.us no later than 12:00 p.m (CST) March 8, 2022
3/9/2022	Questions answered via addendum and posted on the County's website no later than 4:00 p.m (CST) March 9, 2022
3/11/2022	Sealed Bids due no later than 4:00 p.m. (CST) March 11, 2022.
3/14/2022	Bid opening conducted at 9:00 a.m. (CST) on March 14 th , 2022 at 811 West John Street Rm 229, Yorkville, Illinois 60560.

E. EXAMINATION AND PROCUREMENT OF DOCUMENTS:

Bidding Documents can be viewed on the County website (<https://www.co.kendall.il.us>).

F. ADDENDUM:

Any and all changes to the Bidding Documents are valid only if they are included by written addendum to all Bidders. Addenda are written instruments issued by the County prior to the date for receipt of Bids, which modify or interpret the Bidding Documents by addition, deletions, clarifications, and/or corrections. All addenda so issued shall become part of the Bidding Documents. Only Matthew Kinsey ICT Director has the authority to issue an addendum for these Bidding Documents.

No interpretation of the meaning of the plans, specifications, or other Bidding Documents will be made orally. All Addenda will be posted on the County's website <https://www.co.kendall.il.us>.

Each Bidder shall confirm prior to submitting a Bid that all Addenda issued by the County have been received and, by submission of a Bid, such act shall be taken to mean that such Bidder has received all Addenda; is familiar with the terms thereof; and understands and agrees to comply fully with the contents of the Bidding Documents and Addenda. Failure of the Bidder to receive and review any addendum or interpretation issued by the County shall not relieve the Bidder from the obligation under their Bid as submitted. Failure of a Bidder to request an interpretation constitutes a waiver to a later claim that ambiguities or misunderstandings caused a Bidder to submit a Bid improperly.

G. QUESTIONS

Should a Bidder require any additional information about this ITB or any other Bidding Documents, such questions should be directed in writing to the County. All questions should be sent to:

Kendall County Technology Services
Attention: Director
mkinsey@co.kendall.il.us
811 W John St, Rm 229
Yorkville, Illinois, 60560

Questions must be received by the County at the above-referenced email address no later than 12:00 p.m. (CST) on March 8th, 2022.

Questions timely received by the County will be answered at the discretion of the County. Any answers provided by the County will be given by means of an addendum published on the County's Vendor registration and sent to all Bidders.

SECTION 2: SUBMITTAL OF BIDS

A. Submittal of Sealed Bid

Bidders are required to submit Bids electronically in .PDF format via email to: mkinsey@co.kendall.il.us. The subject of a Bidder's email should read "Bid for ICT Rubrik ITB"

All Bids must be received by the above-referenced email address no later than 4:00 p.m. (CST) on March 11, 2022 (hereinafter referred to as the "Due Date"). Bids received after the Due Date will not be considered.

B. Modification or Withdrawal of Bids:

Prior to the date and time designated for receipt of Bids, a Bidder may submit a new Bid to replace a Bid previously submitted, or withdraw its Bid entirely, by sending written notice to the person designated to receive Bids on behalf of the County. Such notice must be received by the County on or before the date and time set for receipt of Bids. The person receiving Bids shall verify that the replaced/withdrawn Bid is removed from the other submitted Bids and not considered. Notice of submission of a replacement Bid or withdrawal of a Bid shall be worded so as not to reveal the amount of the original Bid.

C. Opening of Sealed Bids:

The sealed Bids timely received by the County shall be opened and publicly read on March 14, 2022 at 9 a.m. at **811 W. John Street RM 229, Yorkville, Illinois 60560**. Each sealed Bid received by the County shall be analyzed to ensure that all stipulations have been satisfied by the Bidder. The results shall be recorded and forwarded with all Bidding Documents to the appropriate County official. Bidder attendance is NOT required at the opening of sealed Bids.

SECTION 3: INSTRUCTIONS TO BIDDERS

A. **What Information Must Be Included In The Bids:** All Bids must comply with the following requirements:

1. The Bidder must complete and include all of the following documents with their Bid:
 - Mandatory Cover Sheet (The Cover Sheet form to complete is attached to the ITB as Exhibit A)
 - Completed Bid Forms (the Bid Forms are attached to the ITB as Exhibit B)
 - All other requirements included in the Bidding Documents
2. All sealed Bids must be comprehensive and complete for the services requested in the Bidding Documents. All Bids shall provide a straightforward, concise delineation of the Bidder's capabilities to satisfy the requirements of the Bidding Documents and the services requested therein. Emphasis should be on completeness and clarity of content.
3. Any proposed reduction in price or any proposed donation of materials, supplies and/or labor by the Bidder shall be specified in the completed Bid Forms. Any reduction or donation provided by a Bidder to the County shall not relieve Bidder of their obligations to comply with existing local, state or federal laws, including but not limited to the Illinois Prevailing Wage Act (820 ILCS 130/01 *et seq.*). The County shall only consider any reduction or donation in determining the lowest responsible Bidder to the extent that the reduction or donation effects the stipulated sum Bid by a Bidder.
4. The "Terms and Conditions" set forth in the Bidding Documents will apply to the contract between the County and the successful Bidder. By submitting a Bid, a Bidder agrees to the Terms and Conditions. Any Bid that conflicts with the Terms and Conditions may be deemed an unresponsive Bid.
5. All sealed Bids shall be submitted on forms included in these Bidding Documents unless otherwise specified.
6. All information requested on Bid forms shall be typewritten or written in ink. Where both written words and numerical figures are required, the written words shall apply in the event of a conflict.
7. The County will not be responsible for any expenses incurred by the Bidder in preparing and submitting Bids.
8. The Bidder must sign their Bid in their business or corporation's name and must bear the original longhand signature of a principal legally authorized to sign contracts on behalf of the Bidder. The name of each person signing should be typed or printed below the signature.
9. The individual signing the document for the Bidder shall initial all erasures and/or corrections in their sealed Bid.
10. All variations to the stated specifications must be described in detail (free from ambiguity).

11. All Bidders must confirm they are appropriately licensed and authorized to conduct business within the State of Illinois. Bidders shall be prepared to furnish evidence of the foregoing upon request.
12. The Bidder acknowledges that all materials submitted with the Bid become the property of the County and, as such, may be available to the public pursuant to applicable law.
13. The Bidder is expected to comply with the true intent of this ITB and the Bidding Documents taken as a whole and shall not avail itself of any errors or omission to the detriment of the services or to the County. Should the Bidder suspect any error, omission, or discrepancy in the specifications or instructions, the Bidder shall immediately notify the County in writing, and the County will issue written corrections or clarifications. The Bidder is responsible for the contents of its Bid and for satisfying the requirements set forth in the ITB and Bidding Documents. Bidder will not be allowed to benefit from errors in the document that could have been reasonably discovered by the Bidder in the process of putting the Bid together.

B. Modification or Interpretation of Bidding Documents:

The Bidder acknowledges that some of the existing conditions shown in the Bidding Documents are presented for information as an approximation and are not a substitute for the Bidder's required field verification of existing conditions relating to the Project. Failure to make the necessary field examinations will not relieve the Bidder from any of the requirements of the Bidding Documents or any contract entered into by the County and the successful Bidder.

The Bidder shall carefully study the Bidding Documents, shall examine the site and local conditions, and shall notify the County of errors, inconsistencies, or ambiguities discovered and request clarification or interpretation pursuant to the procedures set forth in these Bidding Documents.

C. Award of Bid:

It is the intent of the County to award the Bid to the lowest responsible bidder who has met all specifications, terms, and conditions of this ITB and all other Bidding Documents. The County reserves the right to issue its award on a per item basis or total low bid overall. The quality of the articles to be supplied, their conformity with specifications, their suitability to the requirements of the County, and delivery and discount terms will be taken into consideration in making the award(s).

Submission of a bid confers no rights on the bidder to selection or to a subsequent contract. This ITB process is for the County's benefit only, and it is intended to provide the County with competitive information to assist in selection of services. All decisions on compliance, evaluation, and responsiveness shall be made solely at the County's discretion. By submitting a Bid, Bidder acknowledges the County's decision is final, binding, and conclusive upon the Bidder for all purposes.

All bids submitted shall be considered firm offers and will be binding for ninety (90) calendar days following the due date for submittal of sealed bids, unless, upon the County's request, the Bidder agrees in writing to an extension.

The failure of a Bidder to promptly supply information requested in the Bidding Documents may result in the Bidder being eliminated from consideration.

The County reserves the right to reject any or all bids, to waive any or all irregularities, to waive or deviate from the procedures or timetable identified in the Bidding Documents, or to supplement, amend, or otherwise modify the Bidding Documents, without notice. The County may seek additional information or clarification from a bidder at any time and failure to respond promptly may be cause for rejection of the bid.

The County reserves the right to disqualify bids, before or after opening, upon evidence of collusion with intent to defraud or other illegal practices upon the part of the Bidder. The Bidder's failure to agree to the Terms and Conditions included in the Bidding Documents or to otherwise meet the requirements of the Bidding Documents may result in the disqualification of the Bidder's bid from further consideration as an unresponsive bid.

D. Execution of Contract:

The accepted Bid shall be contracted by the County for the total stipulated sum set forth in the accepted Bid. The County will not be responsible for any additional charges above the accepted Bid unless additional services are negotiated and accepted by the County by written addendum to the original contract.

The contents of the Bid submitted by the successful Bidder and the Bidding Documents (including, but not limited to the Terms and Conditions set forth below in this ITB) will become a part of the contract awarded as a result of the Bid process.

SECTION 4: TERMS AND CONDITIONS

The Bidder's failure to agree to the following terms and conditions may result in the disqualification of the Bidder's proposal from further consideration as an unresponsive Bid.

By submitting a Bid, Bidders represent that:

1. Bidder has read and understands the Bidding Documents;
2. Bidder understands how the Project relates to other renovations being completed by the County at the Project site, which may be concurrently bid, or presently under construction at the Project site;
3. The Bid complies with the Bidding Documents;
4. Bidder has visited the Project site; is familiar with local conditions under which the Project is to be performed; and has correlated the Bidder's observations with the requirements of the Bidding Documents and the Bidder's Bid; and
5. The Bid is based upon the materials, equipment, and systems required by the Bidding Documents, as may be amended by written addendum, without exception.

By submitting a Bid, Bidders agree to accept and comply with the following Terms and Conditions that shall be incorporated by reference herein to the contract between Kendall County and the successful Bidder:

1. These Terms and Conditions, along with the ITB, the Bidding Documents, and the Bidder's Bid, represent the entire understanding between the parties hereto (collectively, the "Agreement"), and any modification or amendment hereof must be made in writing, signed and executed by both parties hereto. Furthermore, this Agreement supersedes any prior written or oral agreements between the parties, and there are no other promises or conditions in any other agreement whether oral or written. In the event of a conflict, the

documents shall control in the following order of descending precedence: the Agreement, the Terms and Conditions set forth in the ITB, the remaining portions of the Bidding Documents, and the Bidder's Bid.

2. This Agreement shall be effective as of the date of final signature below and shall continue in force and effect until the Project has been fully completed to the satisfaction of the County but no later than 120 days or as terminated by either party pursuant to the terms in the Agreement, whichever occurs first.

3. Pursuant to, and as set forth in this Agreement, Bidder will provide the County the following services:

All items listed in Scope of Work in this ITB.

(Hereinafter referred to collectively as "the Scope of Work" or "the Project").

4. As consideration for the services to be performed by Bidder pursuant to the terms and conditions set forth in this Agreement, the County agrees to pay Bidder as follows:

The County shall not be responsible for any costs in excess of the payment schedule set forth above unless the County agrees to said increase in writing before such expense is incurred. All payments shall be made in accordance with the Illinois Local Government Prompt Payment Act, as amended (50 ILCS 505/1 *et seq.*).

5. The County reserves the right to make changes in the Scope of Work (increases and decreases of any kind) and alterations in material and product selections. Bidder, its contractors, and subcontractors and their respective employees and agents shall make no changes in the Scope of Work without issuance of a written change order that is first executed by both the County and the Bidder. The County will not pay for verbal change orders. Bidder must obtain written change orders or, at minimum, email authorization of additional fixed-price change order work from the County *before* proceeding with any additional work or any variations in specified materials. Furthermore, Bidder understands and agrees that any public works change orders that total fifty percent (50%) or more of original contract price must be rebid in same manner as the original contract. *See* 50 ILCS 525/5. Bidder also understands and agrees that any change orders of more than \$10,000 or 30 days (more or less) in completion time, must be pre-approved in writing by the County. *See* 720 ILCS 5/33E-9.

6. Bidder is an Independent Contractor and is not an employee of, partner of, agent of, or in a joint venture with the County. Bidder understands and agrees that Bidder is solely responsible for paying all wages, benefits and any other compensation due and owing to Bidder's officers, employees, and agents for the performance of services set forth in the Agreement. Bidder further understands and agrees that Bidder is solely responsible for making all required payroll deductions and other tax and wage withholdings pursuant to state and federal law for Bidder's officers, employees and/or agents who perform services as set forth in the Agreement. Bidder also acknowledges its obligation to obtain appropriate insurance coverage for the benefit of Bidder, Bidder's officers, employees and agents and agrees the County is not responsible for providing any insurance coverage for the benefit of Bidder, Bidder's officers, employees and agents. Bidder hereby indemnifies and agrees to waive any right to recover alleged damages, penalties, interest, fees (including attorneys' fees), and/or costs from the County, its board members, officials, employees, insurers, and agents for any alleged injuries that Bidder, its officers, employees and/or agents may sustain while performing services under the Agreement. Bidder shall exercise general and overall control of its officers and employees.

7. Bidder shall indemnify, hold harmless and defend with counsel of the County's own choosing, the County, its past, present and future elected officials, department heads, employees, insurers, and agents (hereinafter

collectively referred to as “Releasees”) from and against all liability, claims, suits, causes of action, demands, proceedings, set-offs, liens, attachments, debts, expenses, judgments, or other liabilities including costs, reasonable fees and expense of defense, arising from any loss, damage, injury, death, or loss or damage to property, of whatsoever kind or nature as well as for any breach of any covenant in the Agreement or ancillary documents and any breach by Bidder of any representations or warranties made within the contract documents (collectively, the “Claims”), to the extent such Claims result from any act or omission, neglect, willful acts, errors, or misconduct of Bidder in its performance under this Agreement or the contract documents. Pursuant to 55 ILCS 5/3-9005, no attorney may be assigned to represent the Releasees pursuant to this Section of the Agreement unless the attorney has been approved in writing by the Kendall County State's Attorney. Releasees' participation in its defense shall not remove Bidder's duty to indemnify, defend, and hold Releasees harmless, as set forth above. Releasees do not waive their defenses or immunities under the Local Government and Governmental Employees Tort Immunity Act (745 ILCS 10/1 et seq.) by reason of this indemnification provision. Indemnification shall survive the termination of this Agreement.

8. Bidder will obtain and continue in force, during the term of this Agreement, all insurance as set forth below:
 - a. All coverage shall be placed with insurers authorized to conduct business in Illinois with a current A.M. Best's rating of no less than A:VII. Each insurance policy shall not be cancelled or changed without thirty (30) calendar days' prior written notice, given by the insurance carrier to the County at the address set forth herein.
 - b. Minimum Scope and Limit of Insurance. All coverage shall be at least as broad as the following:
 - i. Commercial General Liability (“CGL”): Insurance Services Office Form CG 00 01 covering CGL on an “occurrence” basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than \$1,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be \$2,000,000.
 - ii. Umbrella/Excess Liability: Limits of liability equal to or greater than \$5,000,000 per occurrence and \$5,000,000 in aggregate.
 - iii. Automobile Liability: Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Bidder has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than \$1,000,000 per accident for bodily injury and property damage.
 - iv. Workers' Compensation Insurance: Insurance as required by the State of Illinois, with Statutory Limits, and Employer's Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease. (Not required if company provides written verification it has no employees.)
 - v. Professional Liability (Errors and Omissions) Insurance: Professional insurance appropriate to Bidder's profession, with limit no less than \$2,000,000 per occurrence or claim and \$2,000,000 aggregate.
 - c. If Bidder maintains broader coverage and/or higher limits than the minimums shown above, the County shall be entitled to the broader coverage and/or the higher limits maintained by the Bidder. Any available insurance proceeds in excess of the specified minimum limits of insurance and

coverage shall be available to the County. The County and its, past, present, and future its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of Bidder including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to Bidder's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 forms if later revisions used).

- d. For any claims related to this Agreement, the Bidder's insurance coverage shall be primary insurance primary coverage at least as broad as ISO CG 20 01 04 13 with respect to the Releasees. Any insurance maintained by the Releasees shall be in excess of the Bidder's insurance and shall not contribute with it.
 - e. Bidder hereby grants to the Releasees a waiver of any right to subrogation which any insurer of said Bidder may acquire against Releasees by virtue of the payment of any loss under such insurance. Bidder agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not Releasees have received a waiver of subrogation endorsement from the insurer.
 - f. Self-insured retentions must be declared to and approved by the County. The County may require the Bidder to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or the County.
 - g. If any of the required policies provide coverage on a claims-made basis, (1) the Retroactive Date must be shown and must be before the date of the Agreement or the beginning of the contracted work; (2) insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work; and (3) if coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the Agreement's effective date, the Bidder must purchase "extended reporting" coverage for a minimum of five (5) years after completion of the contracted work.
 - h. Bidder shall furnish the County with original Certificates of Insurance including all required amendatory endorsements (or copies of the applicable policy language effecting coverage required by this clause) and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to the County before work begins. However, failure to obtain the required documents prior to the work beginning shall not waive the Bidder's obligation to provide them. The County reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.
 - i. Subcontractors: Bidder shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Bidder shall ensure that the County is an additional insured on insurance required from subcontractors.
 - j. The County reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.
9. Neither party will be responsible to the other for damage, loss, injury, or interruption of work if the damage, loss, injury, or interruption of work is caused solely by conditions that are beyond the reasonable control of the parties, and without the intentional misconduct or negligence, of that party (hereinafter

referred to as a “force majeure event”). To the extent not within the control of either party, such force majeure events may include: acts of God, acts of any governmental authorities, fire, explosions or other casualties, vandalism, riots or war. A party claiming a force majeure event (“the claiming party”) shall promptly notify the other party in writing, describing the nature and estimated duration of the claiming party’s inability to perform due to the force majeure event. The cause of such inability to perform will be remedied by the claiming party with all reasonable dispatch.

10. Upon the occurrence of any material default or breach of Agreement by either party, the injured party (i.e., the non-breaching and/or non-defaulting party) may, at its option, upon notice to the other in writing, declare this Agreement to be in default, and at any time thereafter, so long as the other party shall have not remedied or caused to be remedied all outstanding defaults and/or breaches within a reasonable period of time as determined by the County, the injured party may elect, in accordance with law and any other agreement between the parties to: (a) Proceed by appropriate court action at law or in equity to enforce performance by the defaulting party of its obligations under this Agreement and/or to recover damages for breach thereof; and/or (b) By notice in writing to the defaulting party, cancel or terminate this Agreement. For purposes of this Paragraph, “reasonable period of time” will be dependent on the type of service being provided but, in any event, the reasonable period of time may be no less than one hour but no more than thirty (30) calendar days.
11. Notwithstanding any other provision of this Agreement, this Agreement may be terminated by the County upon written notice delivered to Bidder at least thirty (30) days prior to the effective date of termination. No additional payments, penalties and/or early termination charges shall be required upon termination of the Agreement under this paragraph.
12. Bidder agrees to comply with all applicable federal, state or local laws and regulatory requirements and to secure such licenses as may be required for its employees and to conduct business in the state, municipality, county, or location where the work is to be performed. Such obligation includes, but is not limited to, environmental laws, civil rights laws, prevailing wage and labor laws.
13. When applicable, Bidder shall furnish Material Safety Data Sheets for their products, in compliance with the Illinois Toxic Substance Disclosure to Employee Act, Safety Inspection and Education Act & “Right to Know” law, 820 ILCS 255/1 *et seq.*, 820 ILCS 220/0.01 *et seq.* and 820 ILCS 225/0.1 *et seq.*
14. Bidder, its officers, employees, contractors, subcontractors, and agents agree not to commit unlawful discrimination and agree to comply with all applicable provisions of the Illinois Human Rights Act, Title VII of the Civil Rights Act of 1964, as amended, the Americans with Disabilities Act, the Age Discrimination in Employment Act, Section 504 of the Federal Rehabilitation Act, and all applicable rules and regulations.
15. Bidder shall comply with the Illinois Human Rights Act, 775 ILCS 5/1-101 *et seq.*, as amended and any rules and regulations promulgated in accordance therewith, including, but not limited to the Equal Employment Opportunity Clause, Illinois Administrative Code, Title 44, Part 750 (Appendix A), 775 ILCS 5/1-102, which is incorporated herein by reference, and constituting of a written EEO Policy and a workforce profile that demonstrates its EEO practices. Furthermore, the Bidder shall comply the Public Works Employment Discrimination Act, 775 ILCS 10/0.01 *et seq.*, as amended. The Bidder must have a written sexual harassment policy, which complies with 775 ILCS 15/3.
16. All services to be undertaken by Bidder shall be carried out by competent and properly trained personnel of Bidder to the highest standards and to the satisfaction of the County. All services, materials and components shall conform to relevant manufacturers’ and equipment suppliers’ specifications, and all

materials and spare parts shall be obtained from the original equipment manufacturers or from suppliers approved by them. No warranties implied or explicit may be waived or denied.

17. Neither party shall assign, sublet, sell, or transfer its interest in this Agreement without the prior written consent of the other.
18. This Agreement shall be construed in accordance with the laws and Constitution of the State of Illinois and if any provision is invalid for any reason such invalidations shall not render invalid other provisions which can be given effect without the invalid provision. The parties agree that the venue for any legal proceedings between them shall be the Circuit Court of Kendall County Illinois, Twenty-Third Judicial Circuit, State of Illinois.
19. In the event the County is in default under the Agreement because funds are not appropriated for a fiscal period subsequent to the one in which the Agreement was entered into which are sufficient to satisfy all or part of the County's obligations under this Agreement during said fiscal period, the County agrees to provide prompt written notice of said occurrence to Bidder. In the event of a default due to non-appropriation of funds, the County has the right to terminate the Agreement upon providing thirty (30) days written notice to Bidder. No additional payments, penalties and/or early termination charges shall be required upon termination of the Agreement.
20. Any notice required or permitted to be given pursuant to this Agreement shall be duly given if sent by fax, certified mail, or courier service and received, in the case of notice to the County, to the County's Representative, Matthew Kinsey, ICT Director, 811 W. John Street Yorkville, Illinois 60560 with copy sent to: Kendall County State's Attorney, 807 W. John Street, Yorkville, Illinois, 60560, fax (630) 553-4204.
And, in the case of Bidder, to:

21. Bidder certifies that Bidder, its parent companies, subsidiaries, and affiliates are not barred from entering into this Agreement as a result of a violation of either 720 ILCS 5/33E-3 or 5/33E-4 (Bid rigging or Bid rotating) or as a result of a violation of 820 ILCS 130/1 *et seq.* (the Illinois Prevailing Wage Act). Bidder further certifies by signing the Agreement, the Bidder, its parent companies, subsidiaries, and affiliates have not been convicted of, or are not barred for attempting to rig bids, price-fixing or attempting to fix prices as defined in the Sherman Anti-Trust Act and Clayton Act. 15 U.S.C. § 1 *et seq.*; and has not been convicted of or barred for bribery or attempting to bribe an officer or employee of a unit of state or local government or school district in the State of Illinois in that officer's or employee's official capacity. Also, by signing this Agreement, Bidder affirms that Bidder has not made any admission of guilt of such conduct which is a matter of record, nor has any official, officer, agent, or employee of the Bidder's company been so convicted nor made such an admission.
22. Both parties affirm no Kendall County officer or elected official has a direct or indirect pecuniary interest in Bidder or this Agreement, or, if any Kendall County officer or elected official does have a direct or indirect pecuniary interest in Bidder or this Agreement, that interest, and the procedure followed to effectuate this Agreement has and will comply with 50 ILCS 105/3.
23. In any action with respect to this Agreement, the parties are free to pursue any legal remedies at law or in equity. If Kendall County is required to take legal action to enforce performance of any of the terms, provisions, covenants and conditions of this Agreement, and by reason thereof, the County is required to use the services of an attorney, then Kendall County shall be entitled to reasonable attorneys' fees, court

costs, and expenses incurred by the County pertaining thereto and in enforcement of any remedy, including costs and fees relating to any appeal.

24. Vendor Information Reporting Requirements. Pursuant to 35 ILCS 200/18-50.2, the County must collect and electronically publish certain data from all vendors and subcontractors doing business with the County. To comply with this statutory obligation, the Bidder agrees to provide the County with written answers to the following questions within ten (10) business days after the parties' execution of this Agreement:
 1. Is the Bidder and/or any of the Bidder's subcontractors a minority-owned, women-owned, or veteran-owned business, as defined in the Business Enterprise for Minorities, Women, and Persons, with Disabilities Act? If so, please describe.
 2. If the answer to Question (1) is "yes", does the Bidder and/or any of the Bidder's subcontractors hold any certifications for those categories or are they self-certifying? If the entity holds any certifications, please describe with sufficient detail each certification received.
 3. If the Bidder and/or the Bidder's subcontractors self-certify, do they qualify as a small business under the federal Small Business Administration standards?
25. Bidder and its consultants, employees, contractors, subcontractors, and agents agree to comply with all provisions of the Substance Abuse Prevention on Public Works Act, 820 ILCS 265/1 *et seq.* and the Illinois Drug Free Workplace Act, 30 ILCS 580/1 *et seq.*
26. The County and/or Bidder's waiver of any term, condition, or covenant or breach of any term, condition, or covenant, shall not constitute a waiver of any other term, condition, or covenant, or the breach thereof.
27. Bidder warrants to the County that all construction and related services provided shall be performed in a good workman like manner, in accordance with the terms of the contract documents, and all applicable law, codes, regulations, and other requirements, including safety standards.
28. Bidder understands that the County is utilizing funds received pursuant to the American Rescue Plan Act ("ARPA") to pay, in whole or in part, for the services set forth in this Agreement. Thus, Bidder agrees to comply with all applicable provisions of the ARPA, all guidance on the ARPA including, but not limited to the Interim Final Rule, issued by the U.S. Department of the Treasury, 2 C.F.R. 200 *et seq.*, and all other applicable federal and state statutes, regulations, interpretive guidance, and executive orders related to ARPA funded projects.
29. It is understood and agreed to by the parties that all contracts entered into by a government body, such as the County, are open to public review and may be discussed in open session pursuant to the Illinois Open Meetings Act (5 ILCS 120/1 *et seq.*) and/or may be released pursuant to the Illinois Freedom of Information Act (5 ILCS 140/1 *et seq.*), any other applicable state or federal law, and/or pursuant to subpoena and/or court order.
30. This Agreement may be executed in counterparts (including facsimile signatures), each of which shall be deemed to be an original and both of which shall constitute one and the same Agreement.
31. The County and the Bidder each hereby warrant and represent that their respective signatures set forth below have been and are on the date of this Agreement duly authorized by all necessary and appropriate

corporate and/or governmental action to execute this Agreement. Furthermore, Bidder hereby affirms that Bidder is legally authorized to transact business in the State of Illinois.

SECTION 7: BID FORMS

EXHIBIT A — BID SUBMISSION COVER SHEET

ITB Number & Name _____

Bidder Name (printed): _____

Address: _____ City, State, Zip: _____

Bid Clarification Contact Person: _____ Telephone: _____

Email: _____

State of Incorporation: _____ Entity Type: _____

Federal Employer Identification Number (FEIN): _____

Any individual signing below hereby certifies they are an authorized representative of Bidder and that:

1. Bidder understands and accepts the requirements of this ITB and all Bidding Documents. By submitting a Bid, Bidder agrees to be bound by all requirements and terms and conditions set forth in the Bidding Documents.
2. Bidder acknowledges receipt of any and all Addenda to this ITB.
3. Bidder certifies all contents of the Bid (including any other forms or documentation, if required under the Bid Documents), and this Bid Submission Cover Sheet are truthful and accurate and have been prepared independently from all other Bidders, and without collusion, fraud, or other dishonesty.
4. Subject to acceptance by a majority vote of the Kendall County Board, the Bidder acknowledges that by submitting this Bid offer and signing in the space below, the Bidder is contractually obligated to comply with all items in the Bidding Documents.

Authorized Signature

Date

(Printed Name and Title)

Email Address

EXHIBIT B - Bid Form

BIDDER'S NAME: _____

KENDALL COUNTY ITB NUMBER: _____

ITB PROJECT NAME: _____

1. COST OF WORK: The undersigned Bidder having familiarized themselves with the conditions affecting the cost of the work and its performance and having carefully examined and fully understood the Bidding Documents, hereby affirms and agrees to enter into a contract with Kendall County, Illinois to provide all supervision, labor, material, equipment, and all other expense items to perform completely the entire work covered by all specifications for the entire work

FOR THE LUMP SUM OF _____ Dollars (\$ _____).

[Please include a breakdown of unit and total prices for items as required as an attachment to this Bid Form.]

2. COSTS: The undersigned hereby affirms and states that the prices quoted herein constitute the total cost to Kendall County, Illinois for all work involved in the respective items and that this cost also includes all insurance, royalties, transportation charges, use of all tools and equipment, overhead expense, all profits, and all other work, services, and conditions necessarily involved in the work to be done and materials to be furnished in accordance with the requirements of the Bidding Documents.

3. PROFESSIONAL REFERENCES: The undersigned shall provide at least three (3) professional references that can provide Kendall County, Illinois with information regarding the bidder's experience with this type of project, and these professional references are attached to this Bid Form.

4. BID BOND: All bidders are required to submit a bid surety with their Bid. The amount of the bid surety shall be ten percent (10%) of the total bid price. The undersigned's bid bond is attached to this Bid Form.

5. COMPLIANCE CERTIFICATIONS: By initialing below, the undersigned hereby certifies all of the following in accordance with applicable state and federal law:

A. COMPLIANCE WITH ILLINOIS DRUG FREE WORKPLACE ACT: The undersigned, having 25 or more employees, does hereby certify pursuant to section 3 of the Illinois Drug Free Workplace Act (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of the work under the contract by complying with the requirements of the Illinois Drug-Free Workplace Act and, further certifies, that it is not ineligible for award of this contract by reason of debarment for a violation of the Illinois Drug-Free Workplace Act.

_____ (Initials)

B. COMPLIANCE WITH THE ILLINOIS HUMAN RIGHTS ACT: The undersigned does hereby certify pursuant to Section 2-105 of the Illinois Human Rights Act (775 ILCS 5/2-105) that it has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Illinois Department of Human

Rights and Human Rights Commission; (vi) direction on how to contact the Illinois Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

The undersigned also further certifies that, pursuant to Section 2-105 of the Illinois Human Rights Act (775 ILCS 5/2-105), it has a written equal employment opportunity policy that is in compliance with all terms and conditions of the Equal Employment Opportunity provisions of the Illinois Human Rights Act.

_____ (Initials)

C. CERTIFICATION REGARDING BIDDER ELIGIBILITY: The undersigned does hereby certify that it has not been barred from bidding on a public contract as a result of a violation of either Section 33E-3 (Bid-rigging) or Section 33E-4 (Bid rotating) of the Illinois Criminal Code, contained in Chapter 38 of the Illinois Revised Statutes.

_____ (Initials)

D. NON-COLLUSION AFFIDAVIT: The undersigned's completed Non-Collusion Affidavit is attached to this Bid Form.

This Bid Form and all attachments are respectfully submitted this _____ day of _____, 2022.

Bidder's Name: _____

Mailing Address: _____

Telephone Number: _____ Facsimile Number: _____

Email Address: _____ Website: _____

Type of Business Organization: *(Check the box that applies)*

- Sole Proprietor
- Corporation
- LLC
- Partnership
- Limited Partnership
- Other: _____

Signature of Authorized Representative: _____

Printed Name: _____

Title: _____

Attested by: _____

Title: _____

Bidder's Professional References

As part of their Bid package, the Bidder must provide at least three (3) professional/client references for services the Bidder has performed within the past five (5) years that are similar in size, scope, and type of

Reference #1:

Professional Reference Name: _____

Contact Person's Name: _____

Telephone Number: _____ Facsimile Number: _____

Mailing Address: _____ Email: _____

Description and date(s) of services: _____

Reference #2:

Professional Reference Name: _____

Contact Person's Name: _____

Telephone Number: _____ Facsimile Number: _____

Mailing Address: _____ Email: _____

Description and date(s) of services: _____

Reference #3:

Professional Reference Name: _____

Contact Person's Name: _____

Telephone Number: _____ Facsimile Number: _____

Mailing Address: _____ Email: _____

Description and date(s) of services: _____



To: Scott Koeppel
Latreese Caldwell

From: Mike Neuenkirchen, Program Director, KAT

Date: February 16, 2022

RE: SFY23 5311 Application and Resolution, Rebuild Illinois Pt. 2 Resolution

The Voluntary Action Center, in conjunction with Kendall County Administration, is preparing an application on behalf of Kendall Area Transit to secure up to \$55,578.00 in Federal and \$1,300,000.00 in State of Illinois transit operating assistance. As part of the process, IDOT requires the Kendall County Board to hold a public hearing on the project and pass a resolution that authorizes the submittal of an application for the project.

This grant, under the auspices of the Federal Transit Administration's 5311 program, offers transit operators in rural counties the ability to receive reimbursement for the costs involved in providing transportation for public ridership in the KAT service area.

Additionally, as part of our \$4 Million facility construction award under the Rebuild Illinois program, IDOT is requesting a resolution authorizing execution of that agreement.

Our intention is to have the resolution and public hearing notice presented to the Admin/HR committee on 2/17/22 for final submission to the full board in March 15, 2022.

If you have any questions regarding this grant application, please contact me.

COUNTY OF KENDALL, ILLINOIS
Resolution Authorizing and Executing REBUILD Capital Grant Agreement

Resolution No. _____

**Resolution authorizing execution of the agreement dated March _____, 2022
for a Public Transportation Capital Assistance Grant under the Illinois Department
of Transportation's general authority to make such Grants.**

WHEREAS, The provision and improvement of public transportation facilities, rolling stock, equipment and services is essential to the development of safe, efficient, functional public transportation; and

WHEREAS, The Illinois Department of Transportation has the authority to make such Grants and makes funds available to offset eligible capital costs required for providing and improving public transportation facilities, rollingstock, equipment and services; and

WHEREAS, Grants for said funds will impose certain obligations upon the recipient; and

WHEREAS, the Kendall County Board has the authority to delegate certain powers and duties to county officers, and, pursuant to 55 ILCS 5/5-1087, the Kendall County Board may impose additional duties, powers and functions upon county officers; and

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF
THE COUNTY OF KENDALL, ILLINOIS:**

Section 1. That an application be made to the State of Illinois - Department of Transportation, Office of Intermodal Project Implementation for a financial assistance grant under the Illinois Department of Transportation's general authority to make such Grants, for the purpose of off-setting eligible public transportation capital costs of the County's rural public transportation system.

Section 2. That the County Board Chairman or County Administrator of the County of Kendall is hereby authorized and directed to sign and submit such application on behalf of the County.

Section 3. That the County Board Chairman or County Administrator of the County of Kendall is authorized to furnish such additional information as may be required by the Department in connection with the aforesaid application for said Grant.

Section 4. That the County Board Chairman or County Administrator of the County of Kendall is hereby authorized and directed to execute on behalf of the County, the Grant Agreement or subsequent Grant Agreement Amendments resulting from aforesaid application.

Section 5. That the County Board Chairman or County Administrator of the County of Kendall is hereby authorized and directed to sign such documents as may be required by the Department to request payment for the project funding authorized under aforesaid Grant Agreement.

PRESENTED and ADOPTED this ____ day of _____, 2022

Approved:

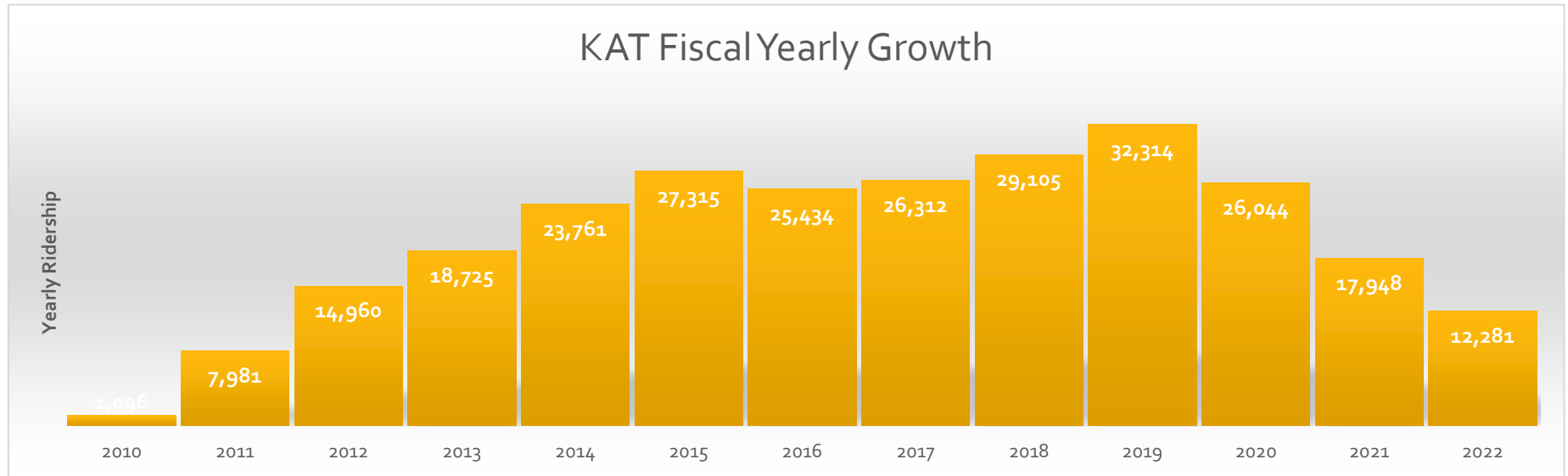
Attest:

Scott R. Gryder
County Board Chairman

Debbie Gillette
County Clerk and Recorder



KAT Program	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Paratransit Totals	1,096	7,981	14,960	18,725	23,761	27,315	25,434	26,312	29,105	32,314	26,044	17,948	12,281
Ridership Percentage Change			87%	25%	27%	15%	-7%	3%	11%	11%	-19%	-31%	



*2020 to present program year impacted by ridership decreases due to COVID

**2022 is midyear totals

Kendall Area Transit Vehicle List

Vehicle #	Type	Fuel2	Make	Year	VIN	License	Cap	Radio	Lift	Vehicle Owner	Current Mileage
406397-1	Super	Diesel	Chevrolet	2009	1GBE5V19X9F406397	M178336	22	Y	Y	Kendall County	171,644
A35208-12	Light Duty	Unleaded	Ford E-350	2015	1FDEE3FL0FDA35208	M204417	12	Y	Y	Kendall County	153,145
A68950-11	Light Duty	Unleaded	Ford E-350	2014	1FDEE3FL7EDA68950	M199440	12	Y	Y	Kendall County	155,551
A68963-10	Light Duty	Unleaded	Ford E-350	2014	1FDEE3FL5EDA68963	M199441	12	Y	Y	Kendall County	186,378
A75263-4	Light Duty	Unleaded	Ford E-350	2009	1FDEE35L29DA75263	M180545	12	Y	Y	Kendall County	236,879
A75264-6	Light Duty	Unleaded	Ford E-350	2009	1FDEE35L49DA75264	M180546	12	Y	Y	Kendall County	227,607
A75265-5	Light Duty	Unleaded	Ford E-350	2009	1FDEE35L69DA75265	M180547	12	Y	Y	Kendall County	259,736
A81002-3	Light Duty	Unleaded	Ford E-350	2009	1FDEE35L29DA81001	M181100	12	Y	Y	Kendall County	232,741
C04244-13	Medium Duty	Unleaded	Ford E-450	2016	1FDFE4FS2GDC04244	M204874	14	Y	Y	Kendall County	144,863
C06480-14	Medium Duty	Unleaded	Ford E-450	2016	1FDFE4FS2GDC06480	M206015	14	Y	Y	Kendall County	147,396
C06482-15	Medium Duty	Unleaded	Ford E-450	2016	1FDFE4FS6GDC06482	M206012	14	Y	Y	Kendall County	112,727
C06486-16	Medium Duty	Unleaded	Ford E-450	2016	1FDFE4FS8GDC06483	M206013	14	Y	Y	Kendall County	137,600
C06489-17	Medium Duty	Unleaded	Ford E-450	2016	1FDFE4FS9GDC06489	M206014	14	Y	Y	Kendall County	147,214
C53268-19	Medium Duty	Unleaded	Ford E-450	2016	1FDFE4FS1GDC53628	M209779	14	Y	Y	Kendall County	89,141
C53627-18	Medium Duty	Unleaded	Ford E-450	2016	1FDFE4FSXGDC53627	M209780	14	Y	Y	Kendall County	117,368
M2-7930	Van	Unleaded	Dodge Braun	2017	2C7WDG8HR79793	M214394	6			Kendall County	51,334
M3-7959	Van	Unleaded	Dodge Braun	2017	2C7WDG8GXHR79795	M214395	6			Kendall County	36,327

Staff

Drivers	Full-time	7
	Part-time	8
Office staff	Full-time	4
	Part-time	1
Full-time Admin		1

21

Kendall Area Transit
FY 2023 Budget Application

Voluntary Action Center (VAC) operates as a Purchased Service provider to Kendall County under the 5311 and DOAP transportation grants. The attached OP-7 form summarizes VAC's expenses that are being proposed to IDOT for Fiscal Year 2023 starting July 1, 2022 through June 30, 2023 totaling \$1,975,000. In addition to VAC's expenses, Kendall County administration is able to recover expense incurred by Scott Koeppel, Latreese Caldwell and Jennifer Karalas. These expenses are budgeted at \$25,000 which brings the budgeted expenses submitted to IDOT totaling \$2,000,000 for Fiscal Year 2023.

Under the DOAP, the state will contribute 65% of the total expense, the remaining 35% is provided as a "match" from other funding sources that includes the 5311 grant and funds from other municipalities and donations.

Total Expense	\$2,000,000
Less 35% Match	<u>(\$700,000)</u>
Total DOAP allocation requested \$1,300,000	

The 5311 grant allocation is limited to \$55,578.



Purchase of Service and Subaward Contracts



Each participant purchasing transit services from another provider must complete the information requested in this form.

Please note the Department's requirements for reporting Purchased Transportation expense: All Purchased Transportation costs will be reported as a lump sum expense on Line 508 - Purchased Transportation. It is expected that when the operator bills the grantee for service, the operator will present source documentation to the grantee, broken out by the same line items used by the grantee to classify its costs. This source documentation will be reviewed by the grantee and included with the grantee's budget summary for the Department's review. This requirement will ensure that the Department obtains the same, consistent and comparable financial and operating data from all agencies, regardless of whether or not service is purchased.

If any of the requested information cannot be submitted, please explain why.

This form must be completed FOR EACH SERVICE CONTRACTOR.

If the applicant has more than one contractor, list the official and name below (click "+" to add more rows).

Contractor/Subawardee Identification

Name of Operator	Phone	E-mail	
Voluntary Action Center of Northern Illinois	(815) 758-3932	erogers@vacdk.org	

Address	City	State	Zip Code
1606 Bethany Rd	Sycamore	IL	60178

Total Contract Amount

\$1,975,000.00

Describe the cost basis of the contract amount shown above (per ride, per hour, etc.)

Direct Reimbursement

Describe the service to be provided including an identification of the population to be served, limits on service, etc. (Use additional sheets if necessary)

Rural public Transportation Services for Kendall County

Indicate number and type of vehicles used

17 vehicles used. 1 Super duty paratransit bus, 2 ADA-accessible mini-vans, 7 Medium duty paratransit buses, and 7 light duty paratransit buses.

Contractor Operators Salaries and Wages/Other Costs

Number of Operators	Average Wage	Total Operator Wages
27	\$18.25	\$859,554.00
Subtotal: Operator Salaries and Wages		\$859,554.00

Other Salaries and Wages

Job Title	No. Employees - This Position	Total Other Wages
Executive Administration	3	\$113,127.00
Transportation Administration	1	\$89,274.00
Operations Administration	6	\$131,641.00
Subtotal: Other Salaries and Wages		\$334,042.00

Other Expenses

Expense Type (List Below)	Estimated Costs
Benefits	\$261,864.00
Services	\$89,208.00
Materials & Supplies	\$194,677.00
Utilities	\$32,865.00

Casualty & Liability Ins	\$185,056.00
Taxes	\$1,323.00
Miscellaneous	\$10,145.00
Lease & Rents	\$6,266.00
Subtotal: Other Expenses	\$781,404.00
Total - All Contractor Expenses	\$1,975,000.00

Explain any special arrangement you have with the provider (i.e. maintenance, training, vehicle housing, etc.). Use additional Sheets if necessary.

PUBLIC NOTICE
KENDALL COUNTY

KENDALL COUNTY BOARD

Notice is hereby given that the Kendall County Board will hold a public hearing on March 15, 2022 at 9:00 AM at the Kendall County Office Building Room 209 & 210 at the 111 West Fox Street, Yorkville, IL. The purpose of this hearing is to obtain public comment and consider the economic, social, and environmental effects of the application for Public Transportation Financial Assistance under Section 5311 of the Federal Transit Act of 1991 as amended (49 U.S.C §5311). The PURPOSE OF THE ASSISTANCE IS TO CONTINUE TO PROVIDE DEMAND RESPONSE TRANSPORTATION SERVICES WITHIN Kendall County, commonly known as 'Kendall Area Transit'. All interested persons may attend and be heard. Questions can be directed to the Kendall County Office of Administrative Services, Telephone (630) 553-4834. Fax (630) 553-4214. Written comments should be directed to the Kendall County Office of Administrative Services, 111 West Fox Street, Yorkville, IL 60560 but shall only be entered as part of the record at the discretion of the Kendall County Board.

Kendall County Office of Administrative Services
02/18/2022

County of Kendall, Illinois
Resolution _____

**RESOLUTION AUTHORIZING EXECUTION AND AMENDMENT OF
SECTION 5311 GRANT AGREEMENT**

WHEREAS, the provision of public transit service is essential to the transportation of persons in the non-urbanized area; and

WHEREAS, 49 U.S.C. § 5311 ("Section 5311"), makes funds available to the State of Illinois to help offset certain operating deficits and administrative expenses of a system providing public transit service in non-urbanized areas; and

WHEREAS, the State of Illinois, acting by and through the Illinois Department of Transportation, is authorized by 30 ILCS 740/3-1 et seq. to provide the Section 5311 grant; and

WHEREAS, grants for said funds will impose certain obligations upon the recipient, including the provision by it of the local share of funds necessary to cover costs not covered by funds provided under Section 5311; and

WHEREAS, the Kendall County Board has the authority to delegate certain powers and duties to county officers, and, pursuant to 55 ILCS 5/5-1087, the Kendall County Board may impose additional duties, powers and functions upon county officers; and

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF
KENDALL COUNTY:**

Section 1. That Kendall County finds that the Kendall Area Transit project is consistent with official plans for developing the community.

Section 2. That an application be made to the Office of Intermodal Project Implementation, Department of Transportation, State of Illinois, for a financial assistance grant under Section 5311 for fiscal year 2023 for the purpose of offsetting a portion of the Public Transportation Program operating deficits of Kendall County.

Section 3. That while participating in said operating assistance program, Kendall County will provide all required local matching funds.

Section 4. That the Kendall County Board Chairman or County Administrator of the County of Kendall is hereby authorized and directed to execute and file on behalf of Kendall County such application.

Section 5. That the Kendall County Board acknowledges the Acceptance of Special Warranty, and understands as a condition of receipt of funds under 49 U.S.C. 5311 funds, that 49 U.S.C. 5311(b) requires fair and equitable arrangement must be made to protect the interest of employees affected by assistance.

Section 6. That the Kendall County Board Chairman or County Administrator of the County of Kendall is authorized to furnish such additional information as may be required by the Office of Intermodal Project Implementation and the Federal Transit Administration in connection with the aforesaid application for said grant.

Section 7. That the Kendall County Board Chairman or the County Administrator of the County of Kendall is hereby authorized and directed to execute and file on behalf of Kendall County a Section 5311 Grant Agreement (“Agreement”) with the Illinois Department of Transportation, and amend such Agreement, if necessary, in order to obtain grant assistance under the provisions of Section 5311 for fiscal year 2023.

Section 8. That the Kendall County Board Chairman or the County Administrator of Kendall County is authorized to furnish such additional 2023 information as may be required by the Office of intermodal Project Implementation and the Federal Transit Administration in connection with the aforesaid application for said grant.

Section 9. That the Kendall County Board Chairman or the County Administrator of the County of Kendall is hereby authorized to provide such information and to file such documents as may be required to perform the Agreement and to receive the grant for fiscal year 2023.

PRESENTED and ADOPTED this ____ day of _____, 2022.

Approved:

Attest:

Scott R. Gryder
County Board Chairman

Debbie Gillette
County Clerk and Recorder



COUNTY OF KENDALL, ILLINOIS
Public Transportation Applicant Ordinance

ORDINANCE NUMBER: _____

**AN ORDINANCE TO PROVIDE PUBLIC TRANSPORTATION
IN KENDALL COUNTY, ILLINOIS**

WHEREAS, 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, Kendall 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 (county or counties) limits; and

WHEREAS, the Kendall County Board has the authority to delegate certain powers and duties to county officers, and, pursuant to 55 ILCS 5/5-1087, the Kendall County Board may impose additional duties, powers and functions upon county officers; and

**NOW, THEREFORE, BE IT ORDAINED BY THE KENDALL COUNTY
BOARD CHAIRMAN AND KENDALL COUNTY THAT:**

Section 1. Kendall County shall hereby provide public transportation within the county or counties limits.

Section 2. The Clerk/Secretary to the governing board of Kendall County 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 Kendall County Board Chairman or County Administrator of the County of Kendall is hereby authorized and directed to execute and file on behalf of Kendall County a Grant Application to the Illinois Department of Transportation.

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

PASSED by the Kendall County Board Chairman and the Kendall County Board on this ____ day of _____, and deposited and filed in the Office of the County Clerk on that date.

Elected Board Members: _____

Members Present at Vote: _____

Members Voting "Aye": _____

Members Voting "Nay": _____

Members Abstaining: _____

Signature of:

Date

Scott R. Gryder, County Board Chairman

Attest:

Debbie Gillette, County Clerk and Recorder

