

**KENDALL COUNTY BOARD AGENDA
ADJOURNED SEPTEMBER MEETING**

**Kendall County Office Building, Rooms 209 & 210, Yorkville IL 60560
Tuesday, March 7, 2023, at 6:00 p.m.**

1. Call to Order
2. Pledge of Allegiance
3. Invocation
4. Roll Call
5. Determination of a Quorum
6. Approval of Agenda
7. Special Recognition
 - A. Special Presentation by Animal Control Director Taylor Cosgrove
8. Public Comment
9. Special Presentation
 - A. Kendall County Office Building 2 (phase 1) Design Update – Brian Kronewitter, Cordogan Clark
10. Public Hearing
 - A. Public Hearing 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)
11. Consent Agenda
 - A. Approval of County Board Minutes from February 7, 2023
 - B. Standing Committee Minutes Approval
 - C. Approval of Claims in an amount not to exceed \$1,776,064.68
 - D. Approval to nominate Jennifer Breault, Program Compliance Oversight Monitor (PCOM) for Kendall Area Transit
12. Old Business
13. New Business
 - A. Approval of collective bargaining agreement between Kendall County, Illinois (Facilities Management Department) and the General Chauffeurs, Salesdrivers and Helpers Local Union No. 300, an Affiliate of the International Brotherhood of Teamsters from December 1, 2022 through November 30, 2025.
14. Standing Committee Reports
 - A. Finance
 1. Approval of Ordinance Abating the Taxes levied for the Year 2022 Payable 2023 to Pay Debt Service on General Obligation Bonds (Alternate Revenue Source) Series 2016, 2017, & 2019B for the County of Kendall, Illinois
 2. Approval of Budget Revision to Public Safety Sales Tax Fund #1327 and Public Safety Capital Fund #1404 to increase Courthouse Roof Replacement Project from \$250,000 to \$615,000
 - B. Facilities & Technology
 1. Approval of the Cordogan Clark Phase 2 Conceptualization & Budget Proposal
 - A. Economic Development & Administration
 1. Approval of Resolution Authorizing Execution and Amendment of Downstate Operating Assistance Grant Agreement
 2. Approval of a Resolution Authorizing Execution and Amendment of Section 5311 Grant Agreement
 3. Approval of Resolution Granting the Kendall County Administrator Signature Authority for the Kendall Area Transit Program on Behalf of Kendall County, Illinois
 4. Approval of Greater Chicago Land Economic Partnership Agreement
15. Special Committee Reports
16. Liaison Reports
17. Other Business
18. Chairman's Report
19. Public Comment
20. Questions from the Press
21. Executive Session
22. Adjournment

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



KENDALL COUNTY

Phase One Project Update

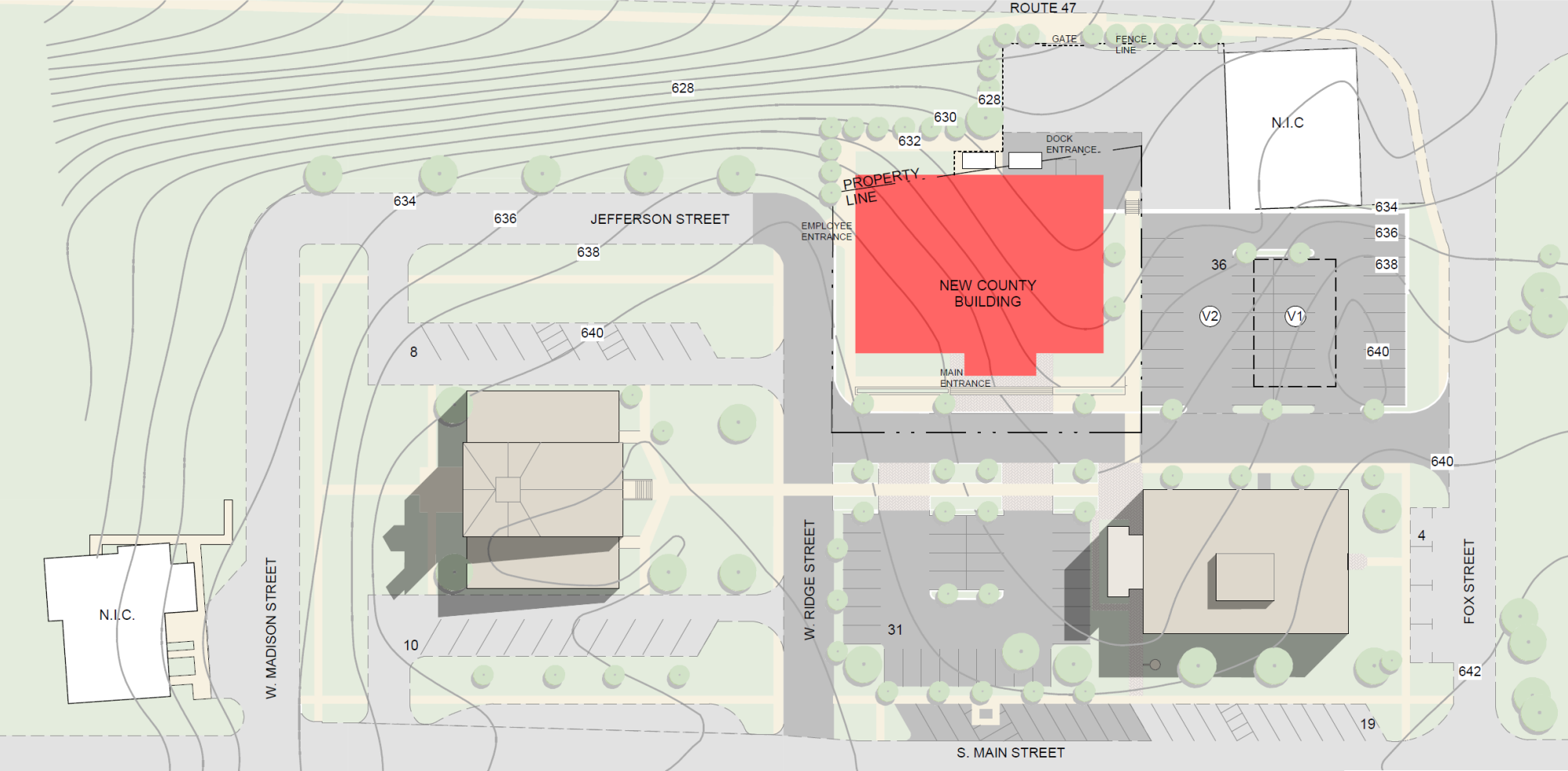
March 7, 2023



PHASE ONE NEW COUNTY BUILDING – AERIAL RENDERING



PHASE ONE NEW COUNTY BUILDING – CAMPUS SITE PLAN



 **PROPOSED SITE PLAN**
0' 25' 50'

03/07/23
02-00
CORDOGAN CLARK
ARCHITECTURE • ENGINEERING • CONSTRUCTION

NEW COUNTY BUILDING:	
FIRST FLOOR	9,700 SF
BASEMENT	4,530 SF
TOTAL	14,230 SF

SITE IMPROVEMENTS LEGEND:	
V1.	DEMOLISH EXISTING ANNEX BUILDING
V2.	EXPANDED PARKING AT DEMOLISHED ANNEX

PARKING INFORMATION:	
EXISTING PARKING SPACE COUNT:	94
NEW PARKING SPACE COUNT:	108
PARKING SPACE NET GAIN/ LOSS:	+14
COUNT BY ZONING:	93



PHASE ONE NEW COUNTY BUILDING – FLOOR PLANS



VOTER OPERATIONS - 3,080 SF
 OPEN WORKSTATIONS (6)
 VOTER OFFICE
 VOTER REGISTRATION/ TRAINING
 EV VBM SPACE
 STAGING/ WORK AREA

CLERK DEPARTMENT - 1,680 SF
 OPEN WORKSTATIONS (4)
 PRIVATE RECEPTION
 CLERK OFFICE 1
 CLERK OFFICE 2
 CLERK OFFICE 3

RECORDER DEPARTMENT - 1,120 SF
 OPEN WORKSTATIONS (4)
 RECORDER OFFICE
 PUBLIC WORK SPACE
 LIBRARY

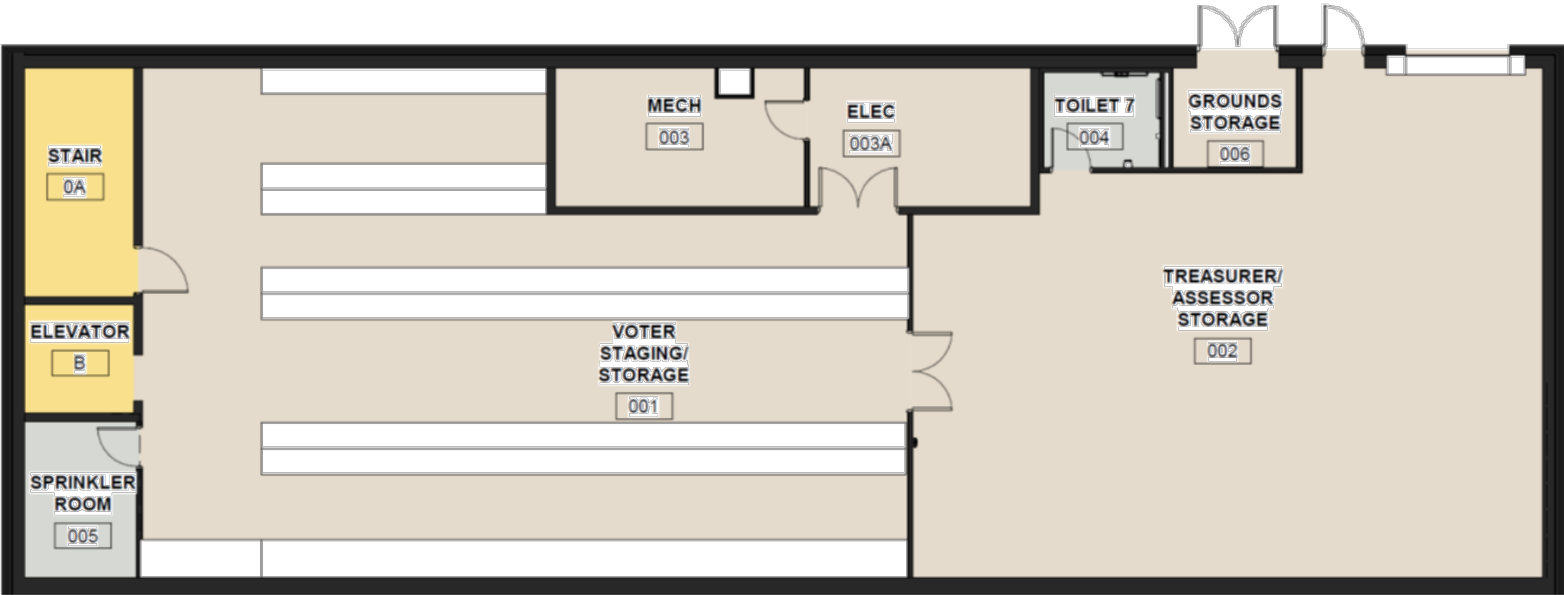
ANCILLARY SPACE - 1,160 SF
 WORK ROOM
 STORAGE
 BREAK ROOM
 TOILET ROOMS
 JANITOR
 IT/AV

GENERAL - 2,660 SF
 LOBBY
 VESTIBULE
 STAIRS
 ELEVATOR
 CORRIDORS

TOTAL - 9,700 SF



PHASE ONE NEW COUNTY BUILDING – FLOOR PLANS



VOTER OPERATIONS - 2,020 SF
STAGING/ STORAGE

TREASURER/ASSESSOR - 1,650 SF
STORAGE

ANCILLARY SPACE - 630 SF
TOILET ROOM
SPRINKLER ROOM
ELEC
MECH
GROUNDS STORAGE

GENERAL - 230 SF
STAIRS
ELEVATOR

TOTAL - 4,530 SF



BASEMENT FLOOR PLAN

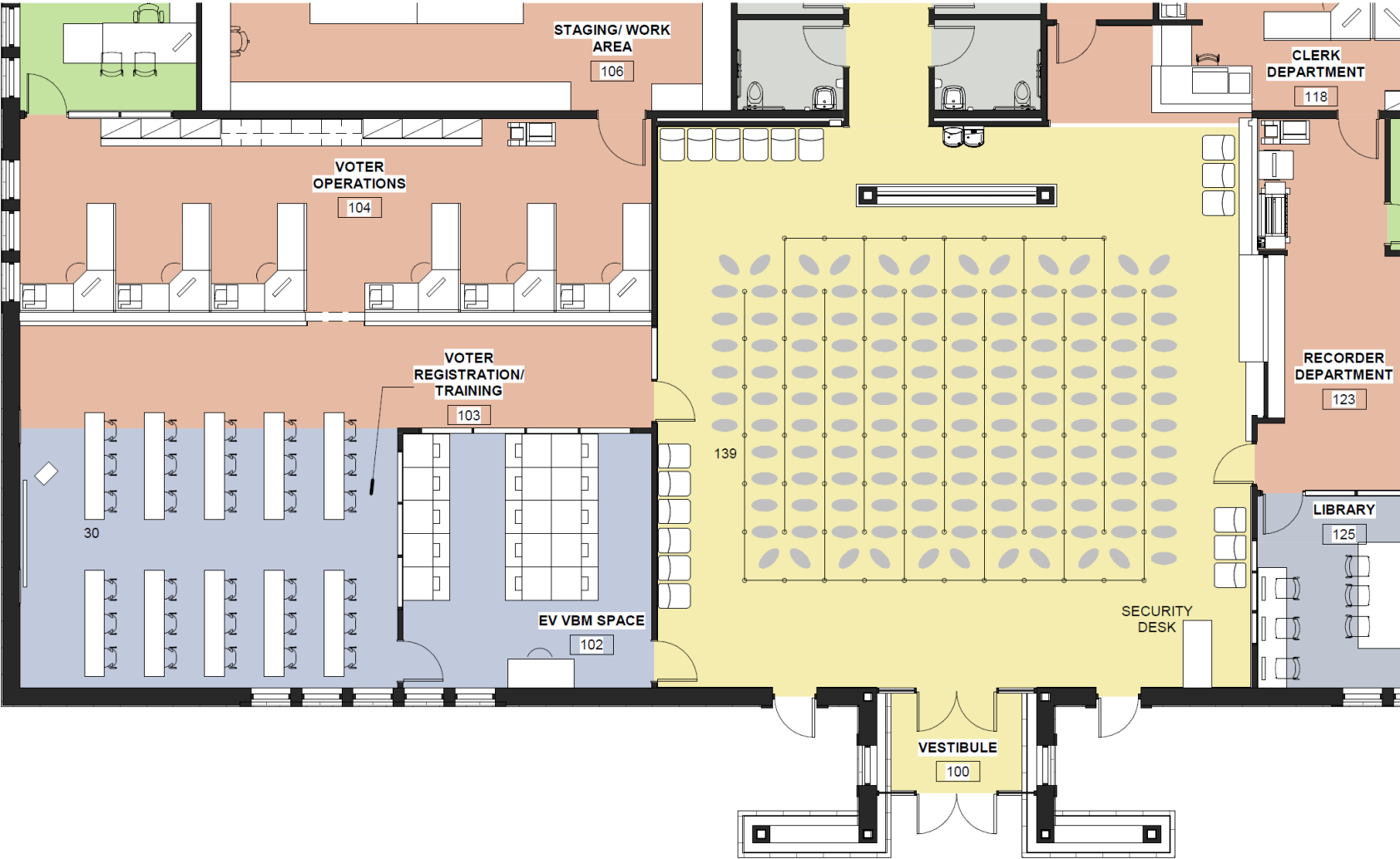


03/07/23

03-01



PHASE ONE NEW COUNTY BUILDING – FLOOR PLANS



VOTING SEASON ALTERNATE LAYOUT

- QUEING TOTAL COUNT 139
- 18 CHAIRS
RELOCATED TO LOBBY
PERIMETER

TRAINING ROOM ALTERNATE LAYOUT

- TRAINING TOTAL COUNT 30
- 10 TABLES/ 3 CHAIRS
- RELOCATE COMPUTER STATION
TO EV VBM SPACE



LOBBY - VOTING AND TRAINING LAYOUTS

03/07/23
03-02



RENDERING LOOKING NORTHEAST



RENDERING LOOKING SOUTHEAST



RENDERING LOOKING NORTHWEST



LOBBY INTERIOR RENDERING



LOBBY INTERIOR RENDERING



NEW COUNTY BUILDING SCHEDULE UPDATE

MILESTONE UPCOMING DATES:

- Site Topographic Survey Received for Final Civil Engineering = 2/28/23
- Bid Group #1 - Annex Building Demolition Out to Bid = 3/14/23 & Bids Due = 3/29/23
- Recommendation of Bid Group #1 - Demolition Contractor Bids at COW = 4/13/23
- County Board Approval of Bid Group #1 - Annex Demolition Bids = 4/18/23
- Start Annex Demolition = 4/19/23
- Bid Group #2 - Tentative Out to Bid for Remainder of Site & Building = 4/18/23 & Bids Due – 5/3/23
- Recommendation of Bid Group #2 – ALL Building Trade Contractor Prime Bids at COW = 5/11/23
- County Board Approval of Bid Group #2 – Building Trade Contractor Prime Bids = 5/16/23
- Start New Building Site Work = 5/17/23
- Substantial Completion of New Building = 2/26/24
- First Day of Operations of New Building = 3/6/24



THANK YOU



CORDOGAN CLARK

ARCHITECTURE ■ ENGINEERING ■ CONSTRUCTION



Kendall County
Phase One County Building Project Schedule
2/27/23



ID	Task Name	Duration	Start	Finish	Predecessors	Qtr 4, 2022			Qtr 1, 2023			Qtr 2, 2023			Qtr 3, 2023			Qtr 4, 2023			Qtr 1, 2024				
						Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	
1	Kendall Co Phase 1 County Building Project	344 days	9/5/22	12/28/23		Kendall Co Phase 1 County Building Project																		12/28	
2	Schematic Design Updates	57 days	9/5/22	11/22/22		Design Updates																			
8	Design Development	85 days	11/23/22	3/21/23		Design Development																			
11	Design Development	22 days	11/23/22	12/22/22	7,6	Design Development																			
12	DD Estimate & Construction Schedule	4 days	12/20/22	12/23/22	11FS-3 days	DD Estimate & Construction Schedule																			
13	Internal DD Review	4 days	12/23/22	12/28/22	11	Internal DD Review																			
14	Client Review and Approval of DD	3 days	12/29/22	1/2/23	13	Client Review and Approval of DD																			
10	Topo Survey	32 days	1/16/23	2/28/23		Topo Survey																			
9	Site Design & Engineering	15 days	3/1/23	3/21/23	7,6,10	Site Design & Engineering																			
15	Construction Documents	78 days	12/29/22	4/17/23		Construction Documents																			
17	CD's Bid Group 2 - Full Building	35 days	12/29/22	2/15/23	13	CD's Bid Group 2 - Full Building																			
18	CD's Bid Group 1 - Annex Demo	23 days	2/9/23	3/13/23	13FS+6 wks	CD's Bid Group 1 - Annex Demo																			
19	BG 1 Scopes/Constructability Reviews	5 days	3/14/23	3/20/23	18	BG 1 Scopes/Constructability Reviews																			
21	BG 1 Final Modifications	3 days	3/21/23	3/23/23	19	BG 1 Final Modifications																			
16	CD's Bid Group 2 - Site Work	15 days	3/22/23	4/11/23	13,9	CD's Bid Group 2 - Site Work																			
20	BG 2 Scopes/Constructability Reviews	2 days	4/12/23	4/13/23	17,16	BG 2 Scopes/Constructability Reviews																			
22	BG 2 Final Modifications	2 days	4/14/23	4/17/23	20,19	BG 2 Final Modifications																			
25	Fast Track Bidding	46 days	3/14/23	5/16/23		Fast Track Bidding																			
26	BG1 Bidding - Anex Demo	12 days	3/14/23	3/29/23	18	BG1 Bidding - Anex Demo																			
27	BG1 Scope Reviews/Recommendations	10 days	3/30/23	4/12/23	26	BG1 Scope Reviews/Recommendations																			
29	County COW Award BG1 - Annex Demo	1 day	4/13/23	4/13/23	27	County COW Award BG1 - Annex Demo																			
30	County Board Award BG1 - Annex Demo	1 day	4/18/23	4/18/23	27,29FS+2 days	County Board Award BG1 - Annex Demo																			
31	BG2 Bidding - Full Building	12 days	4/18/23	5/3/23	17,22,21,16	BG2 Bidding - Full Building																			
32	BG2 Scope Review and Recommendations	5 days	5/4/23	5/10/23	31	BG2 Scope Review and Recommendations																			



Kendall County
Phase One County Building Project Schedule
2/27/23



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						Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
28	County COW Award BG2 - Site & Full Building	1 day	5/11/23	5/11/23	31,32																			
33	County Board Award BG2 - Site & Full Building	1 day	5/16/23	5/16/23	32,28FS+2 days																			
23	Permitting	40 days	4/12/23	6/6/23																				
24	Site Work & Bldg Permit Review & Responses	40 days	4/12/23	6/6/23	17,16																			
34	Shops & Procurement	162 days	5/17/23	12/28/23																				
35	Structural Steel & LGF Trusses	65 days	5/17/23	8/15/23																				
36	Prepare Shop Drawings	3 wks	5/17/23	6/6/23	33																			
37	Submit Shop Drawings	1 day	6/7/23	6/7/23	36																			
38	Shop Drawing Review	8 days	6/8/23	6/19/23	37																			
39	Return Shop Drawings	1 day	6/20/23	6/20/23	38																			
40	Detail Fabricate and Delivery	8 wks	6/21/23	8/15/23	39																			
41	Precast Plank	65 days	5/17/23	8/15/23																				
42	Prepare Shop Drawings	3 wks	5/17/23	6/6/23	33																			
43	Submit Shop Drawings	1 day	6/7/23	6/7/23	42																			
44	Shop Drawing Review	8 days	6/8/23	6/19/23	43																			
45	Return Shop Drawings	1 day	6/20/23	6/20/23	44																			
46	Detail Fabricate and Delivery	8 wks	6/21/23	8/15/23	45																			
47	Storefront/Windows	107 days	5/17/23	10/12/23																				
48	Prepare Shop Drawings	15 days	5/17/23	6/6/23	26,33																			
49	Submit Shop Drawings	1 day	6/7/23	6/7/23	48																			
50	Shop Drawing Review	15 days	6/8/23	6/28/23	49																			
51	Return Shop Drawings	1 day	6/29/23	6/29/23	50																			
52	Fabrication, Order and Delivery	15 wks	6/30/23	10/12/23	51																			
53	Rebar/Concrete Mix Design Etc.	32 days	5/17/23	6/29/23																				



Kendall County
Phase One County Building Project Schedule
2/27/23



ID	Task Name	Duration	Start	Finish	Predecessors	Qtr 4, 2022			Qtr 1, 2023			Qtr 2, 2023			Qtr 3, 2023			Qtr 4, 2023			Qtr 1, 2024			C
						Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr
54	Prepare Shop Drawings	2 wks	5/17/23	5/30/23	31,33							Prepare Shop Drawings 5/17 5/30												
55	Submit Shop Drawings	1 day	5/31/23	5/31/23	54							Submit Shop Drawings 5/31 5/31												
56	Shop Drawing Review	5 days	6/1/23	6/7/23	55							Shop Drawing Review 6/1 6/7												
57	Return Shop Drawings	1 day	6/8/23	6/8/23	56							Return Shop Drawings 6/8 6/8												
58	Order and Delivery	3 wks	6/9/23	6/29/23	57							Order and Delivery 6/9 6/29												
59	Mechanical Equipment	162 days	5/17/23	12/28/23								5/17 Mechanical Equipment 12/28												
60	Prepare Shop Drawings	20 days	5/17/23	6/13/23	33							Prepare Shop Drawings 5/17 6/13												
61	Submit Shop Drawings	1 day	6/14/23	6/14/23	60							Submit Shop Drawings 6/14 6/14												
62	Shop Drawing Review	15 days	6/15/23	7/5/23	61							Shop Drawing Review 6/15 7/5												
63	Return Shop Drawings	1 day	7/6/23	7/6/23	62							Return Shop Drawings 7/6 7/6												
64	Order and Delivery	25 wks	7/7/23	12/28/23	63							7/7 Order and Delivery 12/28												
65	Electric (Switch gear)	162 days	5/17/23	12/28/23								5/17 Electric (Switch gear) 12/28												
66	Prepare Shop Drawings	10 days	5/17/23	5/30/23	33							Prepare Shop Drawings 5/17 5/30												
67	Submit Shop Drawings	1 day	6/14/23	6/14/23	60							Submit Shop Drawings 6/14 6/14												
68	Shop Drawing Review	15 days	6/15/23	7/5/23	61							Shop Drawing Review 6/15 7/5												
69	Return Shop Drawings	1 day	7/6/23	7/6/23	62							Return Shop Drawings 7/6 7/6												
70	Order and Delivery	25 wks	7/7/23	12/28/23	63							7/7 Order and Delivery 12/28												
71	Construction	231 days	4/19/23	3/6/24								4/19 Construction 3/6												
72	Mobilization	25 days	4/19/23	5/23/23								4/19 Mobilization 5/23												
73	Survey/Staking	3 days	4/19/23	4/21/23	30							Survey/Staking 4/19 4/21												
74	Set Up Site Office	3 days	4/19/23	4/21/23	30							Set Up Site Office 4/19 4/21												
75	Annex Demolition	10 days	4/19/23	5/2/23	30							Annex Demolition 4/19 5/2												
76	Site Clearing & Rough Grading	5 days	5/17/23	5/23/23	30,33							Site Clearing & Rough Grading 5/17 5/23												
85	Earth Excavation/Foundations	39 days	5/17/23	7/10/23								Earth Excavation/Foundations 5/17 7/10												



Kendall County
Phase One County Building Project Schedule
2/27/23





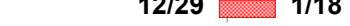







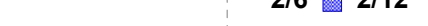



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						Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr
86	Basement/Foundation Excavation	20 days	5/17/23	6/13/23	75,33							Basement/Foundation Excavation 5/17 6/13												
87	Site Excavation	5 days	6/14/23	6/20/23	86							Site Excavation 6/14 6/20												
88	Underground Utilities	12 days	6/21/23	7/6/23	87							Underground Utilities 6/21 7/6												
89	Frame/Pour Foundations	12 days	6/23/23	7/10/23	86,58FS-5 days							Frame/Pour Foundations 6/23 7/10												
77	Site & Parking Lot Work	117 days	5/24/23	11/2/23								Site & Parking Lot Work 5/24 11/2												
78	Storm Water Vaults Excavation	10 days	5/24/23	6/6/23	76							Storm Water Vaults Excavation 5/24 6/6												
79	Site Utilities	5 days	6/7/23	6/13/23	78							Site Utilities 6/7 6/13												
80	Curbs & Gutter	12 days	6/14/23	6/29/23	79							Curbs & Gutter 6/14 6/29												
81	Parking Lot Stone	5 days	6/30/23	7/6/23	78,80							Parking Lot Stone 6/30 7/6												
82	Asphalt Binder	5 days	7/7/23	7/13/23	80,81							Asphalt Binder 7/7 7/13												
83	Asphalt Wear Course & Striping	5 days	10/20/23	10/26/23	80,81,98FS-5 days										Asphalt Wear Course & Striping 10/20 10/26									
84	Landscaping	5 days	10/27/23	11/2/23	80,81,98										Landscaping 10/27 11/2									
90	Building Shell	80 days	7/7/23	10/26/23								Building Shell 7/7 10/26												
91	Rough-in Underground Plumbing/Electric	15 days	7/7/23	7/27/23	89FS-5 days 81FS-5							Rough-in Underground Plumbing/Electric 7/7 7/27												
92	Prep basement floor	3 days	7/28/23	8/1/23	91							Prep basement floor 7/28 8/1												
93	Pour Basement Floor Slab	2 days	8/2/23	8/3/23	92							Pour Basement Floor Slab 8/2 8/3												
94	1st Floor PC Plank	15 days	8/9/23	8/29/23	89,46FS-5 days 93							1st Floor PC Plank 8/9 8/29												
95	1st Floor SOG	5 days	8/9/23	8/15/23	89,46FS-10 days 93FS-3							1st Floor SOG 8/9 8/15												
96	LG Bearing Wall Framing	15 days	8/9/23	8/29/23	89,46FS-5 days 93 10FS-1							LG Bearing Wall Framing 8/9 8/29												
97	Structural Steel/LG Trusses	15 days	8/30/23	9/19/23	89,46FS-5 days 93 96 101							Structural Steel/LG Trusses 8/30 9/19												
99	Masonry Veneer/Stone/Hardi Panel	15 days	9/20/23	10/10/23	97,96,95,94							Masonry Veneer/Stone/Hardi Panel 9/20 10/10												
100	Roof Deck	4 days	9/20/23	9/25/23	97,96,95,94							Roof Deck 9/20 9/25												
101	Roofing	4 days	10/9/23	10/12/23	100FS-2 days 99FS-2							Roofing 10/9 10/12												
98	Storefront & Windows	10 days	10/13/23	10/26/23	97FS-5 days 52 96FS-1							Storefront & Windows 10/13 10/26												



Kendall County
Phase One County Building Project Schedule
2/27/23



ID	Task Name	Duration	Start	Finish	Predecessors	Qtr 4, 2022			Qtr 1, 2023			Qtr 2, 2023			Qtr 3, 2023			Qtr 4, 2023			Qtr 1, 2024				
						Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	
102	Interior MEP, Carpentry and Finishes	82 days	10/13/23	2/5/24														Interior MEP, Carpentry and Finishes 10/13  2/5							
103	Rough Framing	20 days	10/13/23	11/9/23	101,98FS-10 days													Rough Framing 10/13  11/9							
104	Fire Protection Piping	10 days	10/27/23	11/9/23	103FS-10 days													Fire Protection Piping 10/27  11/9							
105	Rough in Mechanical Piping and Ductwork	20 days	11/3/23	11/30/23	104FS-5 days													Rough in Mechanical Piping and Ductwork 11/3  11/30							
108	Install Door Frames	3 days	11/10/23	11/14/23	103													Install Door Frames 11/10  11/14							
106	Rough in Electric and Plumbing	20 days	11/24/23	12/21/23	105FS-5 days													Rough in Electric and Plumbing 11/24  12/21							
107	HVAC Equipment Install and Hookups	15 days	12/15/23	1/4/24	64FS-10 days 105													HVAC Equipment Install and Hookups 12/15  1/4							
109	Drywall	15 days	12/15/23	1/4/24	106FS-5 days													Drywall 12/15  1/4							
110	Painting	15 days	12/29/23	1/18/24	109FS-5 days													Painting 12/29  1/18							
112	Flooring	8 days	1/11/24	1/22/24	111FS-5 days													Flooring 1/11  1/22							
111	Ceilings	4 days	1/12/24	1/17/24	110FS-5 days													Ceilings 1/12  1/17							
113	Casework	8 days	1/16/24	1/25/24	112FS-5 days													Casework 1/16  1/25							
114	Doors/Finished Carpentry	10 days	1/16/24	1/29/24	112FS-5 days													Doors/Finished Carpentry 1/16  1/29							
115	MEP Trim Work	7 days	1/19/24	1/29/24	110													MEP Trim Work 1/19  1/29							
116	Paint Touch-ups & Final Finishes	10 days	1/23/24	2/5/24	115FS-5 days													Paint Touch-ups & Final Finishes 1/23  2/5							
117	Project Close-Out	20 days	2/6/24	3/4/24														Project Close-Out 2/6  3/4							
118	Punchlist	20 days	2/6/24	3/4/24	116													Punchlist 2/6  3/4							
119	Inspections/Testing/Training	5 days	2/6/24	2/12/24	116,107													Inspections/Testing/Training 2/6  2/12							
120	Substantial Completion	1 day	2/6/24	2/6/24	116													Substantial Completion ◆ 2/6							
121	Operations Start Up	21 days	2/7/24	3/6/24														Operations Start Up 2/7  3/6							
122	Technology Implementation	8 days	2/7/24	2/16/24	120													Technology Implementation 2/7  2/16							
123	FF&E Installation	4 days	2/19/24	2/22/24	122													FF&E Installation 2/19  2/22							
124	Move-In	8 days	2/23/24	3/5/24	123													Move-In 2/23  3/5							
125	First Day of Operations	1 day	3/6/24	3/6/24	124													First Day of Operations ◆ 3/6							

**KENDALL COUNTY BOARD
ADJOURNED SEPTEMBER MEETING
February 7, 2023**

STATE OF ILLINOIS)
) SS
COUNTY OF KENDALL)

The Kendall County Board Meeting was held at the Kendall County Office Building, Rooms 209 & 210, in the City of Yorkville on Tuesday, February 7, 2023, at 6:05 p.m. The Clerk called the roll. Members present: Chairman Matt Kellogg, Zach Bachmann, Brian DeBolt, Elizabeth Flowers, Scott Gengler (arrived 6:20 p.m.), Dan Koukol, Jason Peterson (excused 7:00 p.m.), Ruben Rodriguez, Brooke Shanley and Seth Wormley. Member(s) absent: None.

The Clerk reported to the Chairman that a quorum was present to conduct business.

PLEDGE OF ALLEGIANCE

Deputy Giannotti from the Kendall County Sheriff's Office led the Pledge of Allegiance. Deputy Giannotti received the Kendall County Sheriff's Office Employee of the Year Award.

INVOCATION

Steve Saunders from Plano Methodist Church gave the invocation.

THE AGENDA

Member DeBolt moved to approve the agenda. Member Rodriguez seconded the motion. Chairman Kellogg asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

SPECIAL RECOGNITION

Louis A. Sears

Anne and Barbara Sears accepted the World War 1 Medal on behalf of their Grandfather Louis A. Sears.

Matthew Prochaska

Matthew Prochaska was congratulated for becoming the Illinois State Association of Counties (ISACo) President.

Kendall County 2-1-1

Executive Director Amy Peterson provided a presentation of the Kendall County 2-1-1 System that launched today. 2-1-1 is a health and human services line.

Black History Month

Member Shanley moved to approve the Resolution Honoring Black History Month in Kendall County. Member Flowers seconded the motion. Chairman Kellogg asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

A complete copy of Resolution 23-06 is available in the Office of the County Clerk.

PUBLIC COMMENT

Todd Milliron spoke about the lawsuit regarding County Board Member terms of office.

CONSENT AGENDA

Member Peterson moved to approve the consent agenda of A. Approval of County Board Minutes from January 3, 2023; B. Standing Committee Minutes; C Approval of Claims in an amount not to exceed \$1,719,502.72; D. Approval of Kendall Area Transit FY22 IL Downstate Operating Assistance (DOAP) Grant Audit; E. Approval of Kendall Area Transit FY22 Section 5311 Grant Audit; F. Approval of Kendall Area Transit FY22 Coronavirus Aid, Relief, and Economic Security Act (CARES) Grant Audit. Member DeBolt seconded the motion. Chairman Kellogg asked for a roll vote on the motion. All members present voting aye. **Motion carried.**

C) COMBINED CLAIMS: ADMIN \$254.52; ANML CNTRL WRDN \$1,435.57; ASSMT \$1,511.36; CIR CT CLK \$2,928.96; CIR CRT JDG \$5,427.69; CMB CRT SRV \$5,485.89; CORONR \$1,558.30; CORR \$2,112.52; CNTY ADMIN \$195.00; CNTY BRD \$536,217.11; CNTY CLK \$1,149.63; HIGHWAY \$475,233.18; TREASR \$5,587.33; ELECTION \$2,619.99; EMA \$385.65; FCLT MGMT \$14,476.04; GIS COORD \$25,042.16; HLTH & HMN SRV \$368,375.07; JURY \$4,962.39; MERIT \$2,025.00; PBZ SNR PLNNR \$3,121.00; PBZ \$1,967.99; PRSD JDGE \$1,536.20; PROB SPVSR \$2,942.34; PUB DFNDR \$520.01; SHRF \$41,814.33; ST ATTY \$632.99; TECH \$2,926.42; TRSR \$336.42; UTIL \$22,618.23; VET \$1,720.00; FP \$10,234.20; SHF \$132,751.07; SHF \$39,398.16.

NEW BUSINESS

Liquor Control Ordinance

Member Gengler moved to approve an Ordinance Amending Ordinance 99-34 an Ordinance Regulating the Retail Sale of Alcoholic Liquors Outside the Corporate Limits of any City, Village, or Incorporated Town in Kendall County, Illinois. Member Bachmann seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

A complete copy of Ordinance 23-03 is available in the Office of the County Clerk.

Connect Kendall County Commission

Member Shanley moved to approve a resolution Creating the Connect Kendall County Commission (CKCC). Member Rodriguez seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

A complete copy of Resolution 23-07 is available in the Office of the County Clerk.

STANDING COMMITTEE REPORTS

Finance

Generac Light Tower

Member Koukol moved to approve the purchase of a Generac Light Tower with Generator in an amount not to exceed \$14,500 using American Rescue Plan Act Funds. Member DeBolt seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

Village of Montgomery

Member Rodriguez moved to approve an agreement for disbursement and use of Kendall County's American Rescue Plan Act Funds with the Village of Montgomery for the amount of \$2,000,000. Member Wormley seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

Village of Oswego

Member Koukol moved to approve an agreement for disbursement and use of Kendall County's American Rescue Plan Act Funds with the Village of Oswego for the amount of \$500,000. Member Shanley seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

Facilities & Technology

Limble Solutions

Member DeBolt moved to approve a 1 Year Agreement between Kendall County and Limble Solutions, Inc for a Computerized Maintenance Management System (CMMS) in an amount not to exceed \$25,000. Member Peterson seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

Economic Development & Administration

Village of Minooka

Member Shanley moved to approve a Revolving Loan Fund Promissory Note Agreement between the County of Kendall, Illinois and the Village of Minooka in the amount of \$750,000. Member Rodriguez seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

A complete copy of IGAM 23-04 is available in the Office of the County Clerk.

Elevation Consulting LLC

Member Rodriguez moved to approve a contract for Services to be Rendered by Elevation Consulting LLC for Kendall County in an amount not to exceed \$5,000 per month for a term of 24 months. Member Gengler seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

LIAISON REPORTS

Member Shanley reported that the Board of Health met and processed through their self-evaluation, spoke about what has been happening with the Health Department and implemented an Ad Hoc Safety Committee.

Member Bachmann stated that the 708 application is being renovated.

OTHER BUSINESS

Member Flowers informed the board of the Historic Preservation meeting on February 15, 2023.

CHAIRMAN'S REPORT

Member Rodrigues moved to approve the appointment(s) with the amendment of Abraham Arechiga Santillan term to expire in September of 2024. Member Flowers seconded the motion. Chairman Kellogg asked for a voice vote on the motion. All members present voting aye. Motion carried.

Appointment(s)

Dan Roberts – Minooka Fire District – 3-year term- Expires February 2026
David Thompson- Newark Fire District – 3-year term- Expires February 2026
Bob Stewart – Plan CMS (Kendall Twp) – 3- year term- Expires February 2026
Dr. Julie Conlin – Board of Health – 3-year term – Expires February 2026
Abraham Arechiga Santillan – Workforce Development Board – 2-year term – Expiration September 2024

QUESTIONS FROM THE PRESS

Mark Foster from Shaw Media asked if the \$500,000 for the Village of Oswego is for water improvements – yes.

Ethan Kruger from WSPY asked why the Village of Minooka is granted a loan and not ARPA funds. This is for the expansion of industrial and commercial purposes not for fixing services. Mr. Krueger asked about Elevation LLC – they are our current lobbyist that have changed their name.

EXECUTIVE SESSION

Member DeBolt made a motion to go into Executive Session for (1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity and (2) collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees, Member Flowers seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. Motion carried.

ADJOURNMENT

Member Rodriguez moved to adjourn the County Board Meeting until the next scheduled meeting. Member Gengler seconded the motion. Chairman Kellogg asked for a voice vote on the motion. All members present voting aye. Motion carried.

Approved and submitted this 9th day of February 2023.

Respectfully submitted by,
Debbie Gillette
Kendall County Clerk

HIGHWAY COMMITTEE MINUTES

DATE: February 14, 2023
LOCATION: Kendall County Highway Department
MEMBERS PRESENT: Zach Bachman, Ruben Rodriguez, Brian DeBolt, Dan Koukol, & Scott Gengler
STAFF PRESENT: Michele Riley, John Burscheid and Francis Klaas
ALSO PRESENT: Mike Cook, PJ Fitzpatrick and Kelly Farley

The committee meeting convened at 3:30 P.M. with roll call of committee members. All present. Quorum established.

Motion DeBolt; second Gengler, to approve the agenda as presented. Motion approved unanimously.

Motion Gengler; second Koukol, to approve the Highway Committee meeting minutes from January 10, 2023. Rodriguez requested that the minutes from the previous committee meeting be sent out along with the agenda for the current monthly meeting. Committee agreed. Motion to approve the minutes was approved unanimously.

Motion DeBolt; second Koukol to recommend approval of an ordinance granting variance to the Kendall County Highway Access Regulation Ordinance. Klaas provided background on the County's Access Ordinance, and noted that Ridge Road – the WIKADUKE Trail – is classified as an Access 1 Highway, meaning that full access is only allowed every ½ mile. The current WIKADUKE Trail study recommends full access on Ridge Road ¼-mile north of Route 52 and ½-mile south of Route 52. However, at ½-mile south of Route 52 there is an existing creek, which will make full access at that location impossible. Klaas suggested that it would make good sense to provide full access ¼-mile south of Route 52, since it mirrors the north side of Route 52; and then again provide full access ½-mile south of the previous location, which is ¼-mile north of Bell Road. This is consistent with the petitioner's plan. Mike Cook, representing Jade Restorations, described his client's property and operations. They own Rusty Ridge Animal Center and some adjoining property in the northeast quadrant of Ridge Road and Bell Road. Mike identified the other property owners that own property affected by the proposed full access location, ¼-mile north of Bell Road. He believes it would be beneficial to all the property owners in this area, and is consistent with the County's plan to replace the bridge on Ridge Road, as well as widen Ridge Road to 4-lanes between Holt Road in Minooka and Black Road in Joliet. Klaas echoed Mike's findings, and stated that he supported the access variance. He also noted that it would be easy to incorporate northbound and southbound left turn lanes as part of the 4-lane improvements on Ridge Road. Until such time that those 4-lane improvements are made, the property owners along Ridge Road would only be allowed a right in / right out access. Koukol reported that this topic hits home because Jade Restorations recently asked for an amendment to their special use. He reported that they have done an unbelievably excellent job in working with the County to get all of their changes approved. He stated that they were doing everything by the book, and this would be a good idea for them to get full access for the rest of their property. Klaas believes that it is forward thinking to plan for the future full access and get it incorporated into the County's road plan. Koukol asked what was planned for the development. Mike indicated it would definitely be a commercial use of some kind. He

confirmed that the access point will be very valuable for whatever is proposed. Upon consideration, the motion was approved unanimously by roll call vote.

Motion DeBolt; second Koukol to recommend approval of a petition for County aid to build or repair bridge, culvert or drainage structure in Na-Au-Say Township for the Schlapp Road Bridge. Klaas reminded the committee that they have already approved the agreement with IDOT for this federally-funded project; but this was the agreement with the township to pay for the local share. That share will be split evenly between the County and the Township, with said split being about \$250,000 for each entity. Motion approved unanimously by roll call vote.

Motion Koukol; second Rodriguez to recommend approval of an inter-governmental grant agreement between the State of Illinois, Department of Transportation (IDOT) and Kendall County related to the reconstruction of U.S. Route 52 and Ridge Road intersection. Klaas stated that this agreement was finally obtained from IDOT after a long wait. The schedule in the agreement obligates IDOT to pay approximately \$881,000 for construction and engineering on the project, which is ½ the cost. Klaas indicated that this is exactly what IDOT had promised and recommended that committee forward the agreement on to the county board for approval. Koukol believed that the intersection is continuing to getting busier, as he drives through it at least a couple times per week. DeBolt asked if the signals will need to get moved again when Ridge Road is widened to 4-lanes. Klaas thought that at least some of the components will need to get moved again; but stressed how important the signals are now for the proposed bridge construction and widening construction that is to come. DeBolt also asked when the 4-lane construction would begin. Klaas thought it would most likely start in 2027. Upon further consideration, motion was approved unanimously by roll call vote.

Motion DeBolt; second Koukol to recommend approval of a relocation agreement between County of Kendall and Northern Illinois Gas Company to relocate NICOR facilities near the intersection of Grove Road and Collins Road as part of the Collins Road Extension Project. Rodriguez asked what “facilities” meant. Klaas indicated that it just meant they have buried underground gas lines in the area. Klaas explained that whenever public utilities are located within the public right-of-way, and the public agency plans a road improvement, the public utility must relocate their facilities at no cost to the public agency. Every once in a while, the public utility is located in a private easement, or outside the public right-of-way, and it requires the public agency to pay for the relocation. In the case of Collins Road extension, NICOR has about 600’ of buried 6” gas line that requires relocation, and is in a private easement that trumps the County’s new right-of-way. This doesn’t happen often; and Klaas thought the last time it did was in 2012. Regardless, the cost to move the gas lines is about \$274,000; and the County will have to pay this cost if it wants to move forward with the road project. Koukol asked if they are coordinating with the water main installation in that area. Klaas stated that they are. Rodriguez asked how deep the gas main will have to be placed. Klaas thought the new water main would be about 6’ deep; and so the gas line would probably be at least 8’ deep. Koukol asked if there was a timeline on the relocation. Klaas did not think there was because NICOR would likely not agree to it. The committee discussed some of the specific charges on the schedule and were a little bewildered at the high prices. Rodriguez asked where the money would come from to pay for the relocation, and what impact it might have on the budget. Klaas stated that all the costs would come out of the Transportation Sales Tax Fund; and since this project was so expensive (± \$15 million), it would be relatively small increase. He also informed the committee that the Sales Tax Fund supports dozens of road and bridge projects worth millions of dollars; and so this

NICOR cost may not have any significant implications for the fund, or cause the fund to be over budget. The motion was approved unanimously by voice vote.

Motion DeBolt; second Gengler to recommend approval of a resolution for maintenance under the Illinois Highway Code appropriating \$3,000,000. Bachman reported that these monies would be used to resurface Orchard Road between the Fox River and U.S. Route 30, as well as resurfacing Lisbon Road from Sherrill Road to Joliet Road. Klaas noted that this is a resolution form that gets approved each year. The roads change; but the format for approval does not. The County must appropriate the necessary MFT funds before it can use them to fix the roads. DeBolt asked how the roads are chosen to be repaired. Klaas indicated that the roads are evaluated each year by staff to determine which ones are most in need of repair. He also reminded committee that Orchard Road is the busiest county highway, with 25,000 vehicles per day on the north end. Koukol confirmed that the repairs are based on rotating program. He also noted that all of the repairs are located in District 1. Rodriguez asked how often the County puts counters out to check on the traffic numbers. Klaas stated that the County no longer performs county-wide traffic counts. That task is now performed by consultants who work for IDOT. They generally take new counts about every 5 years and place that information on IDOT's website for anyone to view. Burscheid provided some information on the technology used to count traffic. Koukol wondered if the new license plate readers that were put up recently around the county were capable of counting traffic. No one knew for sure. Rodriguez asked if Highway Department ever put out their counters. Klaas stated that the single biggest use for the county-owned counters was for speed analysis on county and township roads. Rodriguez also asked how long the counters lasted. Burscheid thought the counters that the county owns were about 15 years old. He also provided some additional information on how the old counting process used to work with the IDOT-owned counters. DeBolt wondered about the weight of trucks during the spring thaw, and whether the counters could be used for that. Klaas indicated that the counters can classify vehicles (by size); but they have no idea how much the vehicles weigh. They are not capable of measuring that. Committee then discussed some of the timing of the spring postings. Motion approved unanimously by a voice vote.

Under other business, Klaas informed the committee that he had been approached by the Village of Oswego regarding the possibility of burying overhead electric lines along Minkler Road as part of the Collins Road Extension project. Oswego has a policy of requiring developers to bury said lines as part of their development. He was informed that it would likely cost over \$1 million to have ComEd bury these lines. Committee discussed the matter and had no interest in spending County money to do this. They asked the County Engineer to convey this message back to the Village.

Motion DeBolt; second Rodriguez, to forward Highway Department bills for the month of February in the amount of \$301,572.59. DeBolt asked if Highway Department had enough salt, and Klaas answered affirmative.

Motion Rodriguez; second Gengler, to adjourn the meeting at 4:09 P.M. Motion carried unanimously.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Francis C. Klaas", with a stylized flourish at the end.

Francis C. Klaas, P.E.
Kendall County Engineer

Action Items

1. Ordinance granting variance to the Kendall County Highway Access Regulation Ordinance
2. Petition for County Aid to Build or Repair Bridge, Culvert or Drainage Structure in Nau-Say Township (Schlapp Road Bridge)
3. Inter-Governmental Grant Agreement between the State of Illinois, Department of Transportation (IDOT) and Kendall County related to the reconstruction of U.S. Route 52 and Ridge Road intersection
4. Relocation Agreement between County of Kendall and Northern Illinois Gas Company to relocate NICOR facilities near the intersection of Grove Road and Collins Road, as part of the Collins Road Extension Project.
5. Resolution for Maintenance Under the Illinois Highway Code appropriating \$3,000,000 from the Motor Fuel Fund of Kendall County

COUNTY OF KENDALL, ILLINOIS
ECONOMIC DEVELOPMENT/ ADMINISTRATION COMMITTEE
Meeting Minutes for Thursday January 19, 2023, at 5:30 p.m.

Call to Order

The meeting was called to order by Committee Chair Elizabeth Flowers at 5:30pm.

Roll Call

Attendee	Status	Arrived	Left Meeting
Elizabeth Flowers	Present		
Scott Gengler		5:33pm	
Dan Koukol	Here		
Brooke Shanley	Here		
Seth Wormley	Here		

Others Present: Taylor Cosgrove, Brianna Falk, Roger Bonuchi, Scott Koeppel

Approval of Agenda – Member Shanley made a motion to approve the agenda, second by Member Koukol. **With 4 members voting aye, the motion carried by a vote of 4-0.**

Approval of Meeting Minutes –

- Law, Justice, and Legislation- Minutes August 22, 2022
- Animal Control Minutes- September 28, 2022
- Administration HR Meeting Minutes- October 19, 2022
- Economic Development Minutes- October 28, 2022
- Health & Environment Minutes- November 14, 2022

Member Wormley made a motion to approve minutes, second by Member Koukol. **With 4 members voting aye, the motion carried by a vote of 4-0.**

Committee Reports and Updates

- A. ***PRESENTATION:** Animal Control Department Update – Animal Control Director Taylor Cosgrove reviewed Bite Report, noted there was an increase in reports in December 2022. **Written report provided.**
- B. ***PRESENTATION:** Emergency Management Agency Update – Roger Bonuchi, EMA Director, discussed the benefits on purchasing a light tower. Mr. Bonuchi estimated that the cost would be about \$12,500 for one. Committee members were all in favor for this purchase. Mr. Bonuchi stated that Constellation (ComED) will be shedding its sirens in 2023.

New Committee Business

- A. ***MOTION RC (Forward to CB):** Approval of a Contract for Services to be Rendered by Elevation Consulting LLC for Kendall County in an amount not to exceed \$5,000 per month. Mr. Koeppel briefed the committee on the services provided by Elevation Consulting LLC. The committee discussed forwarding to county board under standing committee reports and not under consent agenda.

Member Gengler made a motion to forward to County Board second by Member Wormley.

With 5 members voting aye, the motion carried by a vote of 5-0.

Elizabeth Flowers	Yes
Scott Gengler	Yes
Dan Koukol	Yes
Brooke Shanley	Yes
Seth Wormley	Yes

- B. Approval of the Appointment of Dan Koukol as Vice-Chairman of the Economic Development and Administration Committee. Chair Flowers announced that member Dan Koukol will be Vice Chairman of Economic Development & Administration Committee.

- C. ***DISCUSSION:** Chicagoland Regional Economic Partnership – County Administrator Scott Koeppel and Vice Chairman Scott Gengler briefed the committee on the partnership between Kendall County and the Greater Chicagoland Regional Economic.

Old Committee Business – Chair Flowers stated that a new position for Economic Development coordinator is in the works. HR dept is working on creating a job description.

Chairman's Report – February's Economic Development & Administration committee meeting is rescheduled to February 23, 2023, at 5:30pm.

Public Comment – None

Executive Session – None

Items for the Committee of the Whole Meeting – None

Action Items for County Board-

- Approval of a Contract for Services to be Rendered by Elevation Consulting LLC for Kendall County in an amount not to exceed \$5,000 per month.

Adjournment – Member Koukol made a motion to adjourn, second by Member Shanley. **With 5 members present in agreement; the meeting was adjourned at 6:20p.m.**

Respectfully submitted,
Nancy Villa,
Executive Administrative Assistant



**COUNTY OF KENDALL, ILLINOIS
MATT KELLOGG
COUNTY BOARD CHAIRMAN
COUNTY BOARD MEMBER • 2nd DISTRICT
KENDALL COUNTY OFFICE BUILDING
111 WEST FOX STREET, SUITE 316
YORKVILLE, ILLINOIS 60560
630.553.4171**

March 7, 2023

Melissa Ohrwall
Transit Operating Project Manager
Illinois Department of Transportation
69 W. Washington Street, Suite 2100
Chicago, IL 60602-3134

Re: Kendall County PCOM

Dear Melissa,

Kendall County is requesting to change its transit's Program Compliance Oversight Monitor (PCOM) duties for Kendall Area Transit (KAT) from Latreese Caldwell to Jennifer Breault.

Jennifer is qualified to monitor the KAT program. She has been working alongside Latreese in administering the KAT program. She is familiar with and has utilized both the BlackCat Transit system portal and the IDOT SharePoint site. She has a working relationship with Kendall Area Transit's service provider, the Voluntary Action Center of Northern Illinois.

Jennifer is qualified to manage the accounting function of the job. She holds both Bachelor of Science and Master of Science degrees in Accounting. Jennifer is able to communicate data to various stakeholders, including Kendall County Elected Officials and personnel, State of Illinois personnel, Not for Profit personnel, and the citizens of Kendall County.

Attached please find an executed copy of the PCOM Job Description along with Jennifer's resume.

Sincerely,

Matt Kellogg
Kendall County Board Chairman

Kendall County

Position Title: Program Compliance Oversight Monitor (PCOM)

Department: Transportation

Location: Transit Facility

Reports To: County Administrator

Salary Grade:

Approved By:

Approved:

Date:

OVERVIEW:

Kendall County is a participant of Section 5311 and Downstate Operating Assistance Program (DOAP) funds as a direct recipient from the Illinois Department of Transportation, Office of Intermodal Project Implementation, to provide public transportation. It is a requirement of the Illinois Department of Transportation that participants have a Program Compliance Oversight Monitor (PCOM) on staff.

SUMMARY:

This position oversees and reviews all applications for the Kendall County Public Transportation Program, including Section 5311 and Downstate Operating Assistance and any other funding opportunities. The PCOM shall audit monthly invoices, reconcile all financial transactions of the operator, prepare monthly reimbursement requests to be submitted to IDOT, and work annually with the independent auditors. This position is responsible for the Federal and State compliance requirements of the Project and monitors the level and performance of public transportation service being provided by the Participant and/or its Operator, and ensures Operator policies and procedures meet state and federal standards and are being implemented as stated. The position also documents and resolves complaints, develops and updates a service coordination management plan, monitors the public transportation account (PTA), prepares and submits written reports to the Kendall County Board on a regular basis, and compiles and submits online reporting monthly, quarterly, and year-ending to IDOT through their grant management system.

APPOINTMENT AND SUPERVISION:

The PCOM is appointed and employed by Kendall County and must be approved in writing by the Illinois Department of Transportation (IDOT). The PCOM works under the general supervision of the Kendall County Administrator and will provide monthly/quarterly reports to both the Kendall County Administrator and/or Governing Board and the Economic Development & Administration Subcommittee of the Governing Board. The monthly/quarterly report should also be submitted to the IDOT Project Manager.

DUTIES AND RESPONSIBILITIES

Duties may include, but are not limited to, the following:

- Oversees, reviews, and submits all funding applications for the Kendall County Public Transportation Program, including Section 5311 and Downstate Operating Assistance Program and any other funding opportunities. This includes a proficient knowledge of all applicable

online portals, such as IDOT's grants management system known as BlackCat, SharePoint, State of Illinois Grant Accountability Transparency Act (GATA), etc.

- Audit and submit monthly invoices/reports of the Operator(s) and the Participant to IDOT.
- Reconcile all financial transactions of the Operator(s) and prepare monthly re-imbursement requests to IDOT.
- Prepare and complete year-end reports.
- On at least a quarterly basis, the PCOM shall reserve time at a monthly Board/Council meeting to provide updates and submit a formal report on the public transportation program.
- Work with independent auditors as required.
- Monitoring - The PCOM shall monitor and analyze the following:
 - a) The level and performance of public transportation service being provided by the Participant and/or its operator(s), if any within the Participant's service boundaries. The PCOM shall monitor the following measures: hours of service, days of service, number of vehicles, revenue vehicle hours, revenue vehicle miles, system expenses and revenues, ridership, trip denials, revenue miles per vehicle, and cost per trip/mile / hour.
 - b) The utilization, condition, and maintenance of Project Facilities and equipment.
 - c) Conduct annual inspection of all transportation assets, including but not limited to, vehicles, facilities, equipment, maintenance tools, electronics, etc.
 - d) The driver and staff training activities of the Participant and/or its operator(s), if any;
 - e) The eligibility of reimbursable expenses of the Participant and or its operator(s), if any.
- **Service Coordination and Management Plan.** The PCOM shall develop and update, annually or as needed, a Service Coordination and Management Plan ("SCMP") that is approved in writing by IDOT. In the SCMP, the Participant shall provide the following:
 - a) A list of all of the public and specialized transportation service providers, Human Services Transportation Plan ("HSTP") Coordinators, and stakeholders within the Participant's territorial boundaries.
 - b) The methodology by which the Participant shall ensure that public transportation service planning, design, and operation is open, transparent, and coordinated to the maximum extent possible.
 - c) For a multi-county system, the methodology by which the Participant shall ensure that the level of service provided (number of vehicles, days, hours, and miles) by the Participant and/or its operator(s), if any, for each county within the Participant's territorial boundaries is commensurate with the amount of state and federal funding allocated to each county.
 - d) An explanation of the Participant's and its operator's public transportation complaint procedures.
 - e) All service contracts associated with the Project, including any service contracts between the Participant's operator and a third party within the Participant's territorial boundaries. For the service contracts, the PCOM shall monitor the revenues received and the number of trips provided. The PCOM shall ensure all service contract revenue collected by the Participant and/or its operator(s) is properly accounted for, and reimbursements are reconciled with the Public Transportation Account at the end of the state fiscal year.

- f) The ability for all customers to obtain pertinent public transportation information and schedule service with the Participant and /or its operator(s), if any.
 - g) Any additional items requested by IDOT.
- **Complaint Procedures** - The PCOM shall document, investigate (if necessary) and resolve to the extent practicable all complaints regarding the public transportation provided by the Participant and/or its operator(s), if any.
- **Program Reviews** - The PCOM shall assist in all IDOT program reviews and audits of the Participant and its operator(s) if any and attend all meetings between the Participant and IDOT.
- **Compliance** - The PCOM will be responsible for monitoring compliance and adherence to all State and Federal regulations in relation to transportation, award/grant funding, and any/all Operator/Participant agreements.
- **Training** - The PCOM shall attend, at a minimum, any relevant local and regional public and specialized service coordination meetings, such as the Regional Human Service Transportation Planning (HSTP) meetings; the RTAC's spring conference, Illinois Public Transportation Association (IPTA) Fall conference and any training sessions identified by IDOT.
- **Public Transportation Account** - The PCOM shall monitor the Public Transportation Account ("PTA"), by identifying and tracking deposits and withdrawals into and out of the PTA, the interest earned, and the balance of funds in the account as required by IDOT.
- **Reporting** - The PCOM shall submit monthly/quarterly activity reports to IDOT. The reports shall contain the following information:
 - a) A summary of all public transportation service coordination meetings, initiatives, and activities undertaken by the Participant and the Participant's operator(s), if any.
 - b) A summary and analysis of the activities monitored pursuant to this item, with recommendations and timeframes to correct any problems identified. For the service contracts, if any, in addition to a summary of the items being monitored, the Participant shall also provide the following information: a list of all service contracts associated with the Project, including any service contracts between the Participant's operator and a third party within the Participant's territorial boundaries, and a summary of the Operator's efforts to obtain additional service contracts.
 - c) A summary and analysis of public transportation complaints and, if applicable, the satisfaction of any entity receiving service from the participant or its operator pursuant to a service contract, as well as recommendations and timeframes to correct any problems identified.
 - d) For the annual report to IDOT, an accounting of all PTA transactions during the fiscal year and the amount of funds in the PTA to be carried over for future public transportation capital or operating expenses.
 - e) Any additional information requested by IDOT.

MINIMUM QUALIFICATIONS:

- A Bachelor's degree in urban planning, political science, accounting, business or a related field; or
- An Associate's degree in urban planning, political science, accounting, business, or a related field, and at least three years of related experience: or
- Any equivalent combination of related education and experience.
- Have no real or perceived conflict of interest with the service operator(s).

KNOWLEDGE, SKILLS AND ABILITIES:

- Proficient knowledge of experience with and skilled in the operation of personal computers and computer programs such as word processing, electronic spreadsheets, and databases.
- Advanced understanding of bookkeeping and accrual accounting.
- Ability to read and understand contractual and programmatic requirements of the Federal Transportation Administration's Section 5311 Program.
- General Program Knowledge - The PCOM shall possess proficiency in areas including, but not limited to: relevant federal and state grant program(s) purpose and funding, and state and federal public transportation capital and operating grant requirements.
- Ability to make independent decisions.
- Ability to work independently, complete projects, and administer administrative process frequently without immediate supervision.
- Ability to establish and maintain effective working relationships with public and private groups, and individuals; ability to handle stressful situations.
- Ability to communicate effectively verbally and in writing with the public, officials, departments, offices, and staff; to follow instructions; and create and prepare correspondence.
- Ability to perform arithmetic functions, such as adding, subtracting, multiplying and dividing using whole numbers, common fractions, and decimals, with accuracy and care.
- Ability to maintain a high level of confidentiality.
- Good written and oral communication skills.

ACKNOWLEDGEMENT

The employee acknowledges herby by undersigning that they have reviewed and understand the position description and have been provided a reasonable opportunity to have questions regarding the position description answered.

Employee Name (print)

(Date)

Signature

The position description has been approved by the appropriate authority and has been reviewed and approved by the Kendall County Administrator.

Kendall County Administrator

The position description has been approved by the appropriate authority and has been reviewed and approved by the Kendall County, IL Governing Board.

Kendall County Board Chair

County of Kendall, Illinois

ORDINANCE NO. _____

ORDINANCE ABATING THE TAXES LEVIED FOR THE YEAR 2022 PAYABLE 2023 TO PAY DEBT SERVICE ON GENERAL OBLIGATION BONDS (ALTERNATE REVENUE SOURCE) SERIES 2016, 2017, AND 2019B OF THE COUNTY OF KENDALL, ILLINOIS.

WHEREAS, the County Board (the “*Board*”) of The County of Kendall, Illinois (the “*County*”), by ordinance adopted:

Ordinance 16-05 (the “*Bond Ordinance*”) on the 5th day of April, 2016 which did provide for the issuance of not to exceed \$5,210,000 General Obligation Refunding Bonds (Alternate Revenue Source), **Series 2016** (the “*Bonds*”), and the levy of a direct annual tax sufficient to pay debt service on the Bonds; also

Ordinance 17-12 (the “*Bond Ordinance*”) on the 15th day of August, 2017 which did provide for the issuance of \$18,000,000 General Obligation Refunding Bonds (Alternate Revenue Source), Series 2017 (the “*Bonds*”) along with Supplemental Ordinance 17-21 (the “*Bond Ordinance*”) on the 3rd day of October, 2017 which did provide for the issuance of General Obligation Refunding Bonds (Alternate Revenue Source), **Series 2017** (the “*Bonds*”), and the levy of a direct annual tax sufficient to pay debt service on the Bonds; also

Ordinance 19-20 (the “*Bond Ordinance*”) on the 6th day of August, 2019 which did provide for the issuance of \$3,020,000 General Obligation Refunding Bonds (Alternate Revenue Source), **Series 2019B** (the “*Bonds*”), and the levy of a direct annual tax sufficient to pay debt service on the Bonds; and

WHEREAS, on:

The 5th day of April, 2016, a duly certified copy of Bond Ordinance 16-05 was filed in the office of the County Clerk of the County (the “*County Clerk*”); also

The 3rd day of October, 2017, a duly certified copy of Bond Ordinance 17-21 was filed in the office of the County Clerk of the County (the “*County Clerk*”); also

The 6th day of August, 2019, a duly certified copy of Bond Ordinance 19-20 was filed in the office of the County Clerk of the County (the “*County Clerk*”); and

WHEREAS, the County has Pledged Revenues (as defined in the Bond Ordinances) available for the purpose of paying debt service on the Bonds heretofore imposed by the 2022 levy; and

WHEREAS, the Pledged Revenues are hereby directed to be deposited into the "Debt Service Fund" established pursuant to the Bond Ordinances for the purpose of paying the debt service on the Bonds; and

WHEREAS, it is necessary and in the best interests of the County that the taxes heretofore levied for the year 2022 payable 2023 to pay the debt service on the Bonds be abated:

NOW, THEREFORE, Be It Ordained by the County Board of The County of Kendall, Illinois, as follows:

Section 1. Abatement of Tax for the Bonds. The tax heretofore levied for the year 2022 payable 2023 in Bond Ordinances 16-05 \$686,500; 17-21 \$2,423,750 and 19-20 \$251,160 shall be abated in its entirety.

Section 2. Filing of Ordinance. Forthwith upon the adoption of this ordinance, the Clerk of the Board shall file a certified copy hereof with the County Clerk and it shall be the duty of the County Clerk to abate said taxes levied for the year 2022 payable 2023 in accordance with the provisions hereof.

Section 3. Effective Date. This ordinance shall be in full force and effect forthwith upon its adoption.

Adopted this ____ day of March, 2023, by roll call vote as follows:

Ayes:

Nays:

Absent:

Chairman of the
County Board of
County of Kendall, Illinois

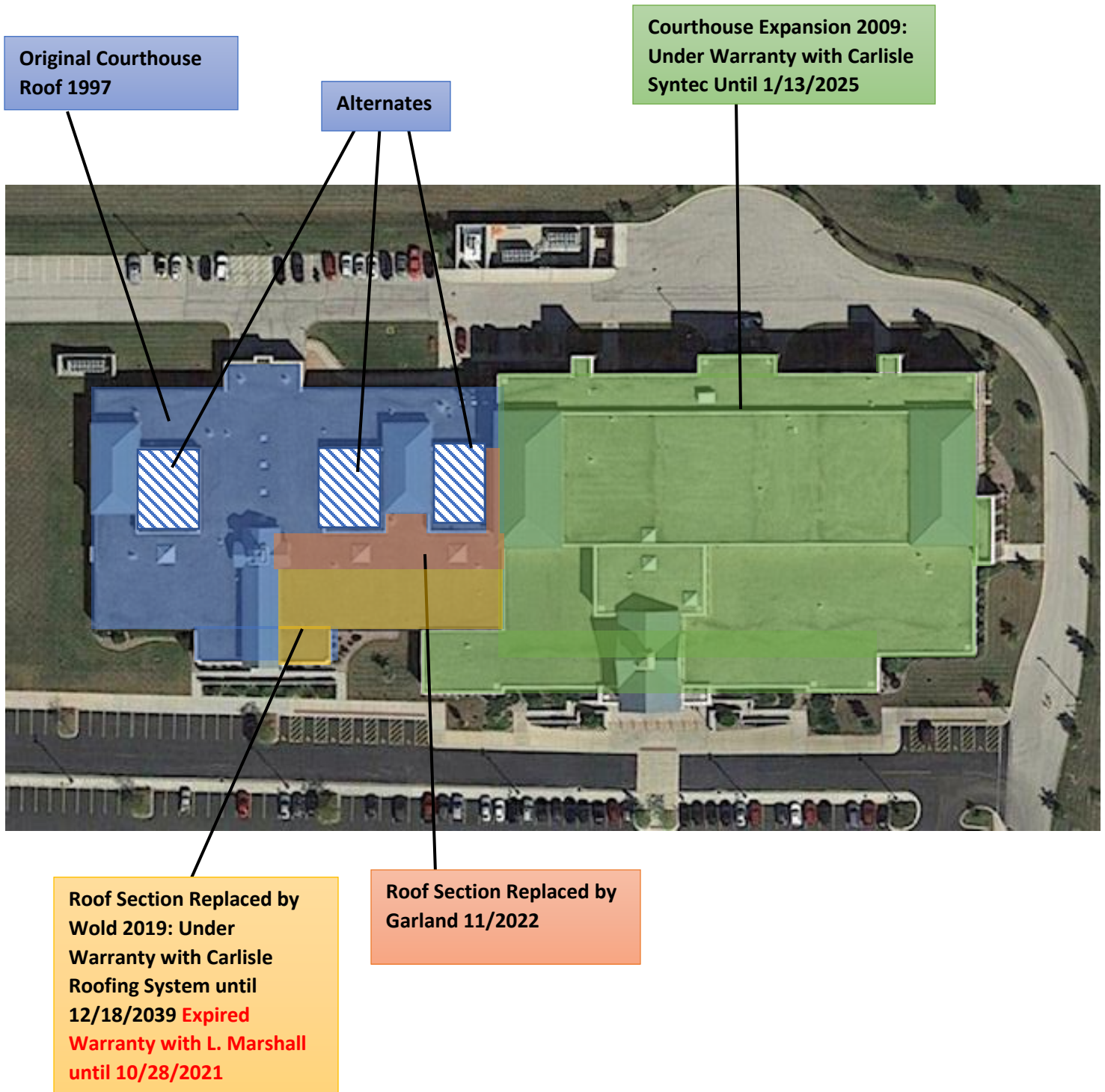
ATTEST:

County Clerk
County of Kendall, Illinois

(SEAL)

Diagram of Courthouse Roofing Information

807 West John Street



Cost to Complete the Replacement of Roofing Over Original Portion of the Courthouse

Base Bid:	\$ 405,537
5% Contingency/Unforeseen Conditions:	<u>\$ 20,277</u>
Total:	\$ 425,814

Add Alternate Bid:	\$ 168,868
5% Contingency/Unforeseen Conditions:	<u>\$ 8,443</u>
Total:	\$ 177,311

Total Base Bid + Add Alternate Bid:	\$ 603,125
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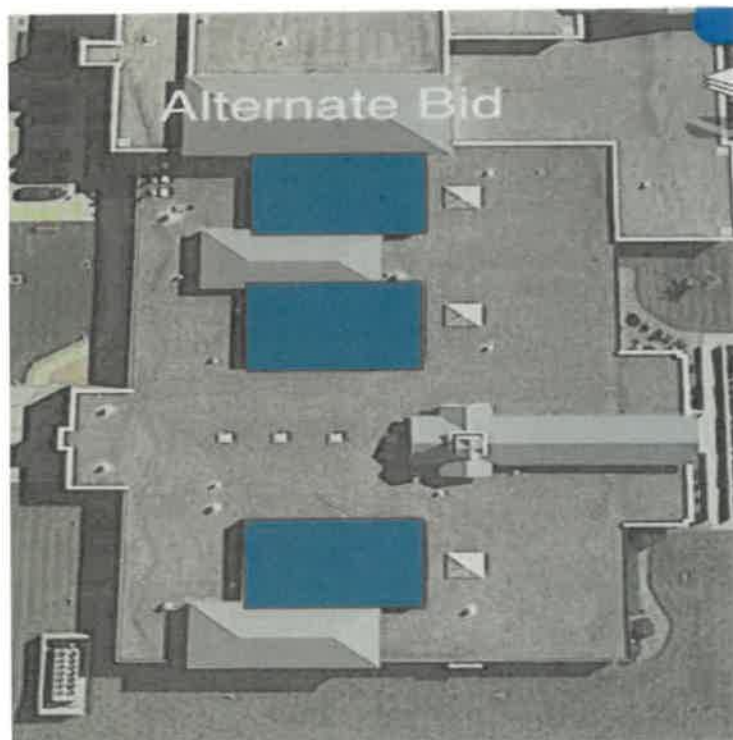
Estimate to Reinstall & Certify Lightning Protection Equipment:	<u>\$ 11,875</u>
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Total Cost to Complete the Courthouse Roof Installation:	\$ 615,000
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Reasons for proceeding with a complete 2023 Courthouse Roof Installation

- Re-mobilization fees (\$2,500-\$4,000 per).
- Costs to remove and replace lightning protection equipment multiple times.
- Larger project is more attractive to bidders who will be more aggressive with the square-foot cost when bidding.
- Inflation cost-of-goods on annual basis (5-20% increase by all major manufacturers).
- Risk of damage to newly installed roofs.
- Continuous internal operation disruption (multiple years of work disrupting courthouse operations). Including: demolition/stallation noises and sealant odors.
- Project completion and warranty consistency (project completed in phases will have multiple sections with various warranty durations and potentially different installers).
- Multiple roof tie-ins throughout the roofing substrate.
- Location of roofs in the Add Alternate scope-of-work are over the courtrooms in difficult to areas to access for potential ceiling/wall repairs.

6. Scope of Work, Details, & Drawings



Total Price - Base Bid - Viking EPDM**Proposal Price Based Upon Market Experience:** \$ **405,537****Garland/DBS Price Based Upon Local Market Competition:**

1 R.B. Crowther Co	\$ 405,537
2 DCG Roofing Solutions	\$ 431,342
3 Crowther Roofing	\$ 457,480
4 Riddiford	\$ 505,674
5 Knickerbacker Roofing	\$ 630,740

Unforeseen Site Conditions: R.B. Crowther Co

Drain Replacement	\$ 3,990.00	Each
Soil Stacks	\$ 342.00	Each
Additional Insulation Replacement	\$ 17.10	per Sq. Ft.
Rubber Boot Replacement	\$ 39.90	Each
Pipe Support Replacement	\$ 51.30	Each

Total Price - Add Alternate 1**Proposal Price Based Upon Market Experience:** \$ **140,986****Garland/DBS Price Based Upon Local Market Competition:**

1 Crowther Roofing	\$ 140,986
2 DCG Roofing Solutions	\$ 146,191
3 R.B. Crowther Roofing	\$ 168,868
4 Riddiford Roofing	\$ 177,436
5 Knickerbacker Roofing	\$ 196,087

Potential issues that could arise during the construction phase of the project will be addressed via unit pricing for additional work beyond the scope of the specifications. This could range anywhere from wet insulation, to the replacement of deteriorated wood nailers.

Please Note – The construction industry is experiencing unprecedented global pricing and availability pressures for many key building components. Specifically, the roofing industry is currently experiencing long lead times and significant price increases with roofing insulation and roofing fasteners. Therefore, this proposal can only be held for 30 days. DBS greatly values your business, and we are working diligently with our long-term suppliers to minimize price increases and project delays which could effect your project. Thank you for your understanding and cooperation.

Clarifications/Exclusions:

1. Permits are excluded.
2. Bonds are included.
3. Plumbing, Mechanical, Electrical work is excluded.
4. Masonry work is excluded.
5. Interior Temporary protection is excluded.
6. Prevailing Wages are included.
7. Any work not exclusively described in the above proposal scope of work is excluded.

January 26, 2023

Mr. Dan Polvere
Director of Facilities
Kendall County
804 West John Street, Suite B
Yorkville, IL 60560

RE: KENDALL COUNTY FOX CAMPUS - PHASE II CONCEPTUALIZATION AND BUDGET PROPOSAL

Dear Mr. Polvere,

The Cordogan Clark team is very excited about the opportunity to work with Kendall County on the Fox Campus Phase II conceptual design and budget. We will assist Kendall County and work closely with stakeholders in completing four tasks:

1. Conceptual space planning for the facilities and administration building renovation.
2. Analyze other potential building and site improvements benefitting the facilities and administration building renovation.
3. Project budget analysis
4. Renderings

A description of each task and a proposed service fee are outlined below. We can proceed with this work under the master agreement upon written authorization.

Space Needs & Conceptualization – Project Scope Definition:

1. We propose to assist Kendall County by completing a conceptual design that will define the project scope for the facilities and administration building renovation and identify any potential overlap with the associated new building construction.

, including the tasks described below.

1. The **Conceptual Design** will determine the total quantity of space needed to accommodate the functional needs housed by the renovated space.
 - Concept Blocking Plans – Prepare ‘block and stack’ study diagrams to determine how the space needs may be accommodated in the existing space. Deliverables include graphic floor plan diagrams that indicate how blocks of space, consistent in size with the Space Needs Assessment, can be effectively and efficiently configured on the new facility.

2. Analyze other **potential building and site improvements**. We propose to do the work to prepare an analysis of other potential building and site improvements as they relate to the new building construction and associated site improvements.
3. A **Project Budget Analysis** will be prepared to reflect current conditions in the construction market. Our Construction Management team will develop a conceptual total project budget which includes hard costs, any phasing cost implications, reasonable contingencies, and soft costs, including fixtures, furniture, and equipment estimates. This process will allow a timely alignment to the achieved between project scope as defined by the space needs and anticipated cost factors when construction bids are anticipated to be received. The budget update will consider benchmarks from projects completed in the geographic region in recent years. It will also consider cost data from a national database of emergency response center projects.
4. **Renderings** will be prepared to aid Kendall County in presenting progress at public meetings. Up to four agreed-upon renderings will be provided in digital format and can be printed and mounted to visual display boards if desired. Printing and mounting will be considered reimbursable expenses.

Our team will also discuss the project delivery and the next steps of the project development process, with overall project schedule implications.

The team proposes to complete the scope of work for a lump sum of \$60,000. We recommend a reimbursable allowance of \$3,000.

Thank you for the opportunity to serve Kendall County on this critical project. Should you require any additional information or clarifications, please do not hesitate to contact me.

Sincerely,

Cordogan Clark



Tim Weber, AIA | Associate Vice President

Email: tweber@cordoganclark.com

Cc: Brian Kronewitter, AIA

Attachments:

AUTHORIZATION TO PROCEED

Signature

Print – Name & Title

GREATER CHICAGOLAND ECONOMIC PARTNERSHIP AGREEMENT

This Greater Chicagoland Economic Partnership Agreement (***“Partnership Agreement”***) is made this 18th day of January, 2023, between and among the **COUNTY OF COOK**, an Illinois home rule county, the **COUNTY OF KANE**, an Illinois county, the **COUNTY OF KENDALL**, an Illinois county, **WORLD BUSINESS CHICAGO (“WBC”)**, an Illinois not-for-profit corporation, **CHOOSE DUPAGE**, an Illinois not-for-profit corporation, **LAKE COUNTY PARTNERSHIP FOR ECONOMIC DEVELOPMENT**, an Illinois not-for-profit corporation, **MCHENRY COUNTY ECONOMIC DEVELOPMENT CORPORATION**, an Illinois not-for-profit corporation, and **JOLIET WILL COUNTY CENTER FOR ECONOMIC DEVELOPMENT**, an Illinois not-for-profit corporation (collectively, the ***“Parties”***).

IN CONSIDERATION OF, and in reliance upon, the recitals and the mutual covenants set forth in this Partnership Agreement, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

SECTION 1: RECITALS.

A. Each of the Parties is engaged in economic development efforts within their respective jurisdictions.

B. Each of the Parties recognizes that their own local economic development programs and initiatives can be improved and enhanced through cooperation and coordination with other economic development organizations located within the Region.

C. The Parties desire to form the Greater Chicagoland Economic Partnership (***“GCEP”***) as an economic development initiative for the seven-county Region of northeastern Illinois as defined below. Through the GCEP, the Parties will partner and collaborate on specific Projects, share resources, and gather and share information, all to improve and enhance economic development within the Region.

D. The Parties desire to enter into this Partnership Agreement to set forth their respective rights and responsibilities concerning the GCEP, and to provide for the governance, operation, and funding of the GCEP.

SECTION 2: DEFINITIONS.

A. ***“EDO”*** means the non-governmental Economic Development Organizations (***“EDOs”***) party to this Partnership Agreement, specifically: World Business Chicago (***“WBC”***), Choose DuPage, Lake County Partnership for Economic Development, McHenry County Economic Development Corporation, and Joliet Will County Center for Economic Development.

B. ***“Project”*** means a specific program or endeavor undertaken by the GCEP, in accordance with the procedures set forth in Section 5 of this Partnership Agreement, in furtherance of this Partnership Agreement and of the goals and purposes of the GCEP (as stated in Section 3 of this Partnership Agreement).

C. ***“Project Sponsor”*** means the non-governmental entity designated by the GCEP to manage a designated Project undertaken by the GCEP pursuant to Section 5 of this Partnership Agreement, to accept funds from the Parties and/or any third-party donors for such Project, to pay

related expenses from those funds, and to manage all respective compliance. The Project Sponsor may also be a service provider and/or contractor for the Project.

D. **“Jurisdiction”** means the eight geographic and political territories that comprise the primary service areas of the Parties for economic development, including the northeastern Illinois counties of DuPage, Kane, Kendall, Lake, McHenry, and Will in full as well as the city of Chicago and the suburban areas of Cook County.

E. **“Region”** means the northeastern Illinois counties of Cook, DuPage, Kane, Kendall, Lake, McHenry, and Will.

SECTION 3: STATEMENT OF PRINCIPLES AND OF COOPERATION.

A. Statement of Purpose. The goal of the GCEP is to strengthen the Region’s economic recovery following the COVID-19 pandemic and to increase and maintain economic resilience throughout the Region by fostering opportunities for the Parties to work collaboratively with each other on Regionwide initiatives that benefit the entire Region. The principles and protocols identified in this Section 3 are guidelines for the conduct of the Parties, but not obligatory standards to be followed. The Parties agree to promote their shared commitment to these principles and protocols with existing and prospective businesses to help in achieving the objectives of the GCEP.

B. Equitable Economic Development. The Parties desire to jointly pursue equitable economic development and to develop and implement systems and programs that will enhance such economic development. To those ends, the Parties declare their shared commitments in principle to:

1. Improve Chicagoland’s labor market with increased access to high-quality jobs;
2. Develop strategies to support the growth of key economic sectors by through the retaining and expanding existing businesses, attracting new businesses, and showcasing the Region’s competitive ecosystem;
3. Cooperate to market the Region as a whole, recognizing that improved Regional economic development will benefit the individual communities and projects that the Parties represent;
4. Think and act Regionally, in order to eliminate duplicative efforts, achieve greater economies of scale, better leverage resources, and create a business environment that is more attractive to private investment; and
5. Pursue equity in the design and outcomes of Regionwide initiatives to ensure that greater economic opportunity, jobs, and investment contribute to Regional prosperity, recognizing that regions with the least inequality perform the best.

C. Sharing of Information. The Parties agree to share information in the pursuit of the GCEP, to the greatest extent practicable, to better ensure the success of their collective efforts. Specifically, the Parties pledge to share with one another location and investment prospects generated from any activity undertaken together, including joint advertising, events, and

engagements. The Parties agree to honor the confidentiality and confidence of information shared by partners, prospects, real estate brokerage firms, or their direct representatives, all in furtherance of the GCEP and this Partnership Agreement, unless disclosure is otherwise required by law or court order..

D. Attracting New Business. The Parties agree to collaborate to attract new business activity and support the Region's economic recovery from COVID-19 pandemic by furthering commitments in principle to:

1. Locate prospects in northeastern Illinois (and, if local communities cannot meet a particular prospect's needs, communicate with Parties to meet the prospect's needs elsewhere in the Region);
2. Market the qualities, assets, and advantages of different and diverse areas within the Region;
3. Strongly discourage "selling against" other communities within the Region and the use of comparative marketing; and
4. Oppose any active pursuit or solicitation of intra-state relocations by initiating direct contact with a business with the intent of luring the business — including through cold calls, visits, mail solicitations, or marketing targeted specifically at that business — and by abiding by the protocol outlined in Section 3.E of this Agreement.

E. Balancing Competitive Interests. The Parties agree to cooperate in good faith to balance competitive interests among the Parties by:

1. Developing and implementing a joint protocol in the event that an existing business, for its own reasons, indicates that it is exploring a relocation, consolidation, or investment opportunity within Illinois, balancing the interests of the first community in retaining the business and others in attracting it as well as the business's future success;
2. Inquiring whether the business intending to relocate or consolidate has advised its current county or community, and if not, offer the opportunity for them to contact their current community and/or notify appropriate officials directly;
3. Avoiding public offering of proposals or incentives in support of a relocation or consolidation until either the business verifies that it has notified its current community of the possible action or giving that notice; and
4. Discussing the possible relocation or consolidation with officials in the affected community if they request, as well as the possibility of a revenue-sharing agreement.

SECTION 4: GOVERNANCE.

A. Membership.

1. Each Party may appoint two voting members to the GCEP, in accordance with the Party's own by-laws and authorities. A voting member will hold their seat on the GCEP for one year or until the next annual appointment of members, whichever is earlier, and until a successor is appointed. Any such voting member appointed pursuant to this Section 4.A.1 may be reappointed by the Party as a voting member of the GCEP. At least one voting member from each Party should represent the Region's private sector concerns and interests. Parties should consider the Region's geographic and demographic diversity, as well as personal experiences, in appointing voting members. A voting member appointed pursuant to this Section 4.A.1 may be removed, with or without cause, by the persons entitled to appoint the voting member for the respective Party, in accordance with the by-laws and authorities of the Party.
2. The voting members appointed pursuant to Section 4.A.1 of this Partnership Agreement and this Section 4.A.2 may, by majority vote, appoint or remove additional voting members as representatives of business, philanthropic, and not-for-profit entities that have contributed annual financial support to the GCEP and/or its designated Projects and, by majority vote, establish annual levels of cash and in-kind contributions and/or other requirements to be met for consideration of such appointment. Members appointed pursuant to this Section 4.A.2 will hold their seat for one year or until the next annual appointment of members, whichever is earlier. It is the intention of the Parties that, in due course, the substantial majority of the members of the GCEP represent the interests of the Region's private sector concerns and interests.
3. The voting members of the GCEP may, by majority vote, appoint or remove additional *ex-officio* members without voting rights. *Ex-officio* members will not be considered as part of a quorum. Initial *ex-officio* members will include a representative of the **CHICAGO METROPOLITAN AGENCY FOR PLANNING ("CMAP")**, a regional planning organization, to be appointed by CMAP. *Ex-officio* members appointed pursuant to this Section 4.A.3 will hold their seat for one year or until the next annual appointment of members, whichever is earlier.
4. All voting and *ex-officio* members will notify the GCEP of any actual or potential conflict of interest concerning their duties and obligations to the GCEP under this Partnership Agreement as well as any material concern that may reasonably create an appearance of impropriety. Parties and members will not be precluded from receiving benefits under this Partnership Agreement as a result of being party to this Partnership Agreement, serving as a member, or serving on any committee, but members will recuse themselves from any discussion or vote of the GCEP concerning the provision of goods, activities, and services by such members or by the Party that appointed them pursuant to Section 4.A.1 of this Partnership Agreement.
5. The GCEP may, by majority vote, revise the terms, responsibilities, and conditions of membership without revision or amendment of this

Partnership Agreement, provided that such revisions do not unreasonably reduce the Parties' rights and responsibilities hereunder.

B. Officers.

1. The officers of the GCEP will consist of a Chair and Vice-Chair, and any other officers deemed necessary or advisable by the GCEP, to be elected or appointed annually by majority vote of the GCEP at its annual meeting. All voting members are eligible to serve as an officer of the GCEP. All officers will hold their office for one year or until the next annual election of officers, whichever is earlier, and will not be elected to more than two successive terms. To encourage shared responsibility, multiple members appointed by the same Party pursuant to Section 4.A.1 of this Partnership Agreement may not succeed each other as Chair.
2. The Chair will be primarily responsible for presiding at all meetings, ensuring the organization and coordination of regular and annual meetings, in conjunction with WBC, and submitting a report of the GCEP's operations for the year at the annual meeting.
3. The Vice-Chair will assist the Chair in the performance of all of the Chair's duties and will fulfill those duties in the absence of the Chair.
4. The elected Chair and Vice-Chair will be recommended by the GCEP for appointment to WBC Board. WBC agrees to recommend and support the election or appointment of the Chair and Vice-Chair of the GCEP as ex-officio members of the WBC Board of Directors.
5. Each officer will comply with the standard duties and obligations of such office. Failure to perform such duties and obligations may result, by majority vote of the GCEP, in the removal of such officer.
6. The GCEP may, by majority vote, revise the terms, responsibilities, and conditions of offices without revision or amendment of this Partnership Agreement, provided that such revisions do not unreasonably reduce the Parties' rights and responsibilities hereunder.

C. Committees.

1. The GCEP may designate, appoint, and/or dissolve one or more committees, each of which will consist of two or more voting members and/or their designees authorized by such members to act in their behalf. The GCEP may appoint other persons or bodies with an active interest in the activities of the GCEP to committees. Vacancies in the membership of any committee may be filled by appointment in the same manner as the original members.
2. One member of each committee will be appointed committee chair by the GCEP. The chair of each committee will serve for one year or until the next annual appointment of committees, whichever is earlier, and until a

successor is appointed. The chair of any committee may be reappointed as chair of such committee.

3. Unless otherwise provided, a majority of the membership of a committee will constitute a quorum of the committee.
4. Each committee may adopt rules for its own governance consistent with this Partnership Agreement or rules adopted by the GCEP.

D. Management. In conjunction with the Chair, Vice-Chair, Committee Chairs, and any other officers, WBC will be responsible for organizing and coordinating the general operations of GCEP. Such management may include coordinating general reports and deliverables, arranging annual budgets and workplans, and monitoring interdependencies between and among Projects, as necessary to support regular and annual meetings as outlined in Section 4.E and Section 4.F of this Partnership Agreement. In addition to any reports and deliverables directly related to Project(s) where WBC is designated as a Project Sponsor or service provider, WBC agrees to present, at each regular meeting of the GCEP, a report concerning general economic development performance metrics and opportunities for the Region. The Executive Vice President of Business Development, the Senior Vice President of Business Development, the Vice-President of Research, and or other appropriate senior leadership from WBC will deliver at least one of the general reports required by this Section 4.D.

E. Regular Meetings. A strategy review meeting of the GCEP will be held at least bi-monthly and conducted throughout the Region. A quorum of the GCEP must be present in order for the GCEP to take final action on any item on its agenda. The agenda for each regular meeting may include, without limitation:

1. Program, Project, and performance updates;
2. Review of strategic direction and adjustments;
3. Review of budgets, research, and requests for information; and
4. Coordination on specific engagements, business relations, federal and state funding opportunities;

F. Annual Meetings. A meeting will be held at least annually with a quorum of the full GCEP, organized and coordinated by WBC and the Chair. The agenda for the annual meeting may include, without limitation:

1. Election of officers;
2. Designation of additional voting members, *ex-officio* members, or committees; and
3. Approval of annual workplans, Projects, deliverables, budgets, and cost allocations.

G. Special Meetings. Special Meetings may be held without a quorum of the full GCEP, upon the call of the Chair, as necessary to coordinate activities.

H. Quorum and Voting.

1. A majority of the voting members of the GCEP constitutes a quorum.
2. Voting members present by proxy and ex-officio members are not to be counted towards a quorum, although voting members may join remotely by phone or video and be counted towards a quorum.

I. Function. The GCEP will provide the following functions:

1. Approve the annual workplans and budgets for the use of funds for GCEP Projects;
2. Provide input, review, and approval of strategic decisions;
3. Monitor and provide direction on the satisfactory performance of services to achieve goals and desired outcomes; and
4. Approve modifications in the scope of services for Projects, based upon the strategies, priorities, and economic development opportunities of and for the GCEP.

SECTION 5: PROJECTS.

A. General Procedure for Pursuit of Projects. The Parties agree to undertake specific Projects in pursuit of this Partnership Agreement and the goals of the GCEP, all of which will be managed in accordance with the provisions of this Section 5. All Projects must, in the determination of the GCEP, align with the principles and protocols outlined under the Section 3 of this Partnership Agreement.

1. Scope of Project. Prior to the commencement of each Project, and on an ongoing basis as necessary, the GCEP will: (a) set the general policy, goals, and expected work product for the Project; (b) define, review, and refine the key performance indicators for the Project; (c) establish any rules or limitations on the Project; (d) set expectations for the marketing and promotion of the Project; and e) assess the Project's potential to advance equity in the Region, in line with the principles and protocols identified in Section 3 of this Partnership Agreement.

B. Project Sponsor. For each Project, the GCEP will designate a Project Sponsor to manage the Project, to accept funds from the Parties and/or any third-party donors, to pay related expenses from those funds, and to manage all respective compliance for such Project. The Project Sponsor may also be a service provider and/or contractor for the Project. Each Party will work in good faith with each Project Sponsor to determine appropriate legal methods of contracting, agreement, or granting of funds, given each Project's overview, and to complete all necessary legal and funding arrangements in a timely manner. All legal and funding arrangements should, in principle and at minimum, reference the joint oversight and governance of the Project by GCEP in accordance with this Partnership Agreement and maintain in full the common scope of services, performance measures, reporting, and/or other requirements as approved by the GCEP.

1. Responsibilities. The Project Sponsor will be responsible for: managing the Project; receiving and accounting for funds received from the Parties, and disbursing and accounting for funds as needed for costs incurred in connection with the Project; hiring all contractors and consultants necessary for completion of the Project, in accordance with the direction provided by the entire GCEP; executing all other contracts and agreements necessary for completion of the Project; ensuring compliance with the requirements of this Partnership Agreement, and with any direction provided by the GCEP, for the Project; managing and spending the funds allocated by the GCEP for the Project; payment and /or reimbursement to the Parties, budgetary recordkeeping for the Project, and regular reporting to the Parties of fund source(s); and maintaining fiscal measures and safeguards to ensure any funds received for the Project are appropriately used and distributed in a timely manner. Any of the EDOs or another non-governmental entity may serve as Project Sponsor, but neither CMAP nor any county, city, or village may serve as Project Sponsor. The Project Sponsor may, with the approval of the GCEP, retain an administrative fee for services provided pursuant to this Section 5.B.1.
2. Removal and Reimbursement. If a Project Sponsor fails to comply with any of the terms and conditions of this Partnership Agreement (as evidenced by a written notice thereof from an officer of the GCEP), then the Project Sponsor may, by majority vote, be removed from its role as Project Sponsor and may be required to reimburse the GCEP for any reasonable and documented out-of-pocket expenses incurred by the Parties in connection with such failure to comply with the responsibilities set forth herein.
3. Reporting. At each regular meeting of the GCEP, each Project Sponsor must provide regular budget and progress reports for each Project under its management.

C. Specific Projects.

1. Regional Business Development. The Parties agree, at the time of approval of this Partnership Agreement, to undertake the first Project, *Regional Business Development*, as outlined on Attachment A with WBC as the Project Sponsor. This Project will establish a shared capacity for regional business development to support the economic recovery of industries impacted by the COVID-19 pandemic through the coordination of research and analysis, responses to requests for information, collective funding opportunities, global engagement, and programs to support entrepreneurship. The Project may be revised from time to time by the GCEP without revision or amendment of this Partnership Agreement. By agreeing to this Partnership Agreement, the Parties also agree to the scope and cost allocations for the Regional Business Development Project as outlined on Attachment A. Parties that require a separate legal method of contracting, agreement, or granting of funds with WBC to fund the Project will work in good faith with the Project Sponsor to effectuate same in a timely manner.

2. Additional Projects. The GCEP may agree to undertake additional Projects, in accordance with the provisions of Section 5 of this Partnership Agreement.

SECTION 6: FUNDING AND ACCOUNTING.

A. General Budget. The Parties agree to provide annual funds as payment and/or reimbursement for costs incurred in connection with approved Projects. Unless otherwise provided for in the approval of Projects, the allocation of all costs is to be divided by Jurisdiction, based on the arithmetic mean of their share of population in the Region and their share of employment in the Region. The schedule of cost allocations by Jurisdictions for the first year is provided in Attachment B to this Partnership Agreement. Sources and methods for determining cost allocations and an updated schedule of cost allocations will be approved by majority vote of the GCEP at least annually. In-kind and/or financial support by business, philanthropic, governmental, and not-for-profit entities may, with the approval of the GCEP, account for Parties' share of Project costs, either collectively or individually. Each Party must deliver its share of the Project funds and/or use all reasonable efforts to obtain respective legal approval of same to the respective Project Sponsor of approved Projects on or before sixty (60) days following either the Annual Meeting held pursuant to Section 4.F of this Partnership Agreement or the meeting at which the Project was approved.

SECTION 7: RECORDS.

The Parties must maintain for a minimum of five years after or the end of the term of this Partnership Agreement, adequate books, records and supporting documents concerning this Partnership Agreement and the GCEP. If an audit, litigation or other action involving the records commences before the end of the five-year period, the records must be retained until all issues arising out of the action are resolved.

SECTION 8: TERM AND TERMINATION.

A. Effective Date. The Effective Date of this Partnership Agreement is the date that the last authorized signatory signs and dates this Partnership Agreement.

B. Termination. This Partnership Agreement may be terminated early, as to one or more Parties, only as follows:

1. If a majority of the Parties vote to terminate the Partnership Agreement, or if there are fewer than two Parties remaining in the GCEP, this Partnership Agreement and the GCEP will terminate immediately.

2. If any Party fails to pay its pro rata share of the GCEP funds by the deadline as required by Section 6.A of this Partnership Agreement, then the majority of the GCEP may vote to terminate the partnership of the Party defaulting under this Partnership Agreement. The remaining Parties shall then use all reasonable efforts to obtain legal approval from their respective governing bodies to pay their pro rata share of the defaulting Party's share of the GCEP funds within a reasonable time after receipt of notice of the default from a Project Sponsor therefor. Should any Party(ies) fail to obtain legal approval for their pro rata share of the defaulting Party's share, then the Project Sponsor will work with the GCEP to revise the Scope of Project and related budget(s) in line with approved funding and in accordance with Section 5 of this Partnership Agreement.

3. Any Party may elect to withdraw from the GCEP upon at least sixty (60) days' written notice of such withdrawal to the GCEP prior to the Annual Meeting pursuant to Section 4.E of this Partnership Agreement and payment of any outstanding fees due up to the effective date of such withdrawal. No Party shall be entitled to a refund of any fees or contributions paid in support of the GCEP and/or its designated Projects due to elective withdrawal.

SECTION 9: INDEMNIFICATION. To the extent permitted by law, the Parties agree to indemnify and hold each other, their officers, officials, members, agents, heirs, successors, assigns and employees harmless from and against any and all losses, costs, damages, liabilities, claims, suits, judgments, demands, actions, causes of action of every kind or nature and expenses (including, without limitation, attorneys' fees and court costs) arising out of or incidental to the failure of the Parties to perform their respective obligations under this Partnership Agreement, except for failure to pay their share of the GCEP budget pursuant to Section 6.A of this Partnership Agreement. The obligations set forth in this Section 9 survive any termination or expiration of this Partnership Agreement. Notwithstanding the foregoing, the obligation to indemnify the Parties hereunder shall not apply to Cook County, Kane County or Kendall County.

SECTION 10: GENERAL PROVISIONS.

A. Entire Agreement. This Partnership Agreement contains the entire understanding of the Parties with respect to the subject matter of the Partnership Agreement and is subject to the laws of the State of Illinois. This Partnership Agreement also supersedes all other agreements and understandings, both oral and written, between the Parties relating to the subject matter of the Partnership Agreement. The captions inserted in this Partnership Agreement are for convenience only and in no way define, limit, or otherwise describe the scope or intent of this Partnership Agreement, or any provision hereof, or in any way affect the interpretation of this Partnership Agreement.

B. Force Majeure. Except as expressly provided to the contrary in this Partnership Agreement, whenever a period of time is provided for in this Partnership Agreement for any Party to perform any act or obligation, and any Party, as the case may be, is unable to perform or complete the act or obligation because of a Force Majeure, then upon the occurrence of the Force Majeure, the time period for the performance and completion of the acts or obligations will be extended for a reasonable time to accommodate the delay caused by the Force Majeure.

C. Attorneys' Fees. Each Party is responsible for its own costs, charges, expenses and attorney's fees, and any other fees incurred in the event of a dispute between the Parties.

D. Time of the Essence. Time is of the essence in the performance of all of the terms and conditions of this Partnership Agreement.

E. Amendment and Modifications. No amendment or modification to this Partnership Agreement will be effective until it is reduced to writing and approved and executed by each of the Parties in accordance with all applicable statutory procedures; provided, however, that this Section 10.E will not be deemed or interpreted as prohibiting future collaboration between some or all of the Parties without an amendment to this Partnership Agreement regarding matters of shared interest to which this Partnership Agreement does not apply.

F. No Third-Party Beneficiaries. No claim as a third-party beneficiary under this Partnership Agreement by any person, firm, or corporation may be made, or be valid, against any of the Parties.

G. No Waiver. The failure of any Party to insist upon strict performance of any of the terms, covenants, or conditions hereof shall not be deemed a waiver of any rights or remedies which that Party may have hereunder, at law or in equity and shall not be deemed a waiver of any subsequent breach or default in any of such terms, covenants, or conditions.

H. Governing Law. This Partnership Agreement will be governed by and construed in accordance with the laws of the State of Illinois without regard to any conflict of laws rule or principle that might refer the governance or construction of this Partnership Agreement to the laws of another jurisdiction.

I. Notices. All notices required or permitted to be given under this Partnership Agreement must be given by the parties by: (i) personal delivery; (ii) certified United States Mail, enclosed in a sealed envelope with sufficient postage thereon; or (iii) deposit with a nationally recognized overnight delivery service, addressed as stated in this Section 10.J. The address of any party may be changed by written notice to the other parties. Any mailed notice will be deemed to have been given and received within three days after the same has been mailed and any notice given by overnight courier will be deemed to have been given and received within 24 hours after deposit. Notices and communications to the parties must be addressed to, and delivered at, the following addresses:

World Business Chicago:

180 N LaSalle St
Suite 2505
Chicago, IL 60601

County of Cook:

69 W Washington St
Chicago, IL 60602

Choose DuPage:

2001 Butterfield Rd
Suite 235
Downers Grove, IL 60515

Lake County Partnership for Economic Development:

1 Overlook Point
Suite 280
Lincolnshire, IL 60069

County of Kane:

719 S Batavia Ave
Geneva, IL 60134

County of Kendall:

111 W Fox St
Yorkville, IL 60560

McHenry County Economic Development Corporation:

620 Dakota St
Crystal Lake, IL 60012

Joliet Will County Center for Economic Development:

203 N Ottawa St
Suite 100
Joliet, IL 60432

J. Severability. Every section, paragraph, part, term and provision of this Partnership Agreement is severable from the other terms and provisions of this Partnership Agreement. If any section, paragraph, part, term or provision of this Partnership Agreement is construed or held to be void, invalid or unenforceable by a court of competent jurisdiction, the remaining sections, paragraphs, parts, terms and provisions of this Partnership Agreement shall not be affected thereby but shall remain in full force and effect.

K. Counterparts. This Partnership Agreement may be executed in two or more counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the Parties hereto have executed this Partnership Agreement as of the day and year first written above by their respective officers thereunto duly authorized.

Dated _____, 2023

World Business Chicago:

By: _____

Its: _____

Print Name: _____

County of Cook:

By: _____

Its: _____

Print Name: _____

Choose DuPage:

By: _____

Its: _____

Print Name: _____

Lake County Partnership for Economic Development:

By: _____

Its: _____

Print Name: _____

County of Kane:

By: _____

Its: _____

Print Name: _____

County of Kendall:

By: _____

Its: _____

Print Name: _____

McHenry County Economic Development Corporation:

By: _____

Its: _____

Print Name: _____

Joliet Will County Center for Economic Development:

By: _____

Its: _____

Print Name: _____

ATTACHMENT A

REGIONAL BUSINESS DEVELOPMENT PROJECT (“RBD”).

A. Overview. Pursuant to the Greater Chicagoland Economic Partnership Agreement (“**Partnership Agreement**”), the Parties of the Greater Chicagoland Economic Partnership (“**GCEP**”) will establish a shared capacity for regional business development (“**RBD**”) to support the economic recovery of industries impacted by the COVID-19 pandemic through the coordination of research and analysis, responses to requests for information, collective funding opportunities, global engagement, and programs to support entrepreneurship. This RBD Project will support extensive and cost-effective joint research capabilities through central analysts, and integrated reports, providing: (a) response to routine inquiries for local business development leads and economic performance monitoring; (b) inventory of regional assets for promotion and coordination in sectors heavily impacted by the COVID-19 pandemic; and (c) proactive assessment of opportunities in industries impacted by the COVID-19 pandemic to enable joint prioritization and intervention. This RBD Project will also include the coordination of lead generation and responses to requests for information as well as the identification of related federal and state funding opportunities, to better represent all of the Region’s assets and draw interest to the Region for later sub-regional location decisions. The Parties will create and execute a shared international economic engagement strategy to support the objectives of this RBD Project, achieving visibility and efficiency through scale, including the development of a regional “global identity” that can also translate to domestic use. Existing city-centered supports for entrepreneurship will be expanded to a regional scale, with a focus on high-growth young firms concentrated in knowledge-intensive industries.

B. Project Sponsor. The GCEP designates WBC as the Project Sponsor and service provider or contractor for this RBD Project, to manage its completion in accordance with the scope of project in Attachment A-1 of the Partnership Agreement. The GCEP will provide joint oversight and governance of the RBD Project, in accordance with the Partnership Agreement.

C. Term. The term of this RBD Project commences on the Effective Date of the Partnership Agreement and expires on the date that is three years after the Effective Date.

D. Attachments. Attachment A-1 outlines the services to be provided by World Business Chicago and related metrics. Attachment A-2 outlines the RBD Project budget and cost allocations for the Parties. The budget outlined in Attachment A-2 reflects the average annual costs for WBC’s services during this three-year RBD Project, including anticipated annual cost increases. The baseline budget excludes potential related costs, such as participation in large-scale trade missions and/or specialized consultants, that the GCEP may decide to pursue to support the objectives of this RBD Project. The RBD Project includes a set estimated number and size of events in the Region but outside the City of Chicago.

ATTACHMENT A-1

REGIONAL BUSINESS DEVELOPMENT SCOPE OF PROJECT.

SECTION 1: DEFINITIONS.

- A. **“GCEP”** means the Greater Chicagoland Economic Partnership.
- B. **“Partnership Agreement”** means the Greater Chicagoland Economic Partnership Agreement.
- C. **“Party”** means the governmental and non-governmental entities party to the Partnership Agreement, specifically: the **COUNTY OF COOK**, an Illinois home rule county, the **COUNTY OF KANE**, an Illinois county, the **COUNTY OF KENDALL**, an Illinois county, **WORLD BUSINESS CHICAGO (“WBC”)**, an Illinois not-for-profit corporation, **CHOOSE DUPAGE**, an Illinois not-for-profit corporation, **LAKE COUNTY PARTNERSHIP FOR ECONOMIC DEVELOPMENT**, an Illinois not-for-profit corporation, **MCHENRY COUNTY ECONOMIC DEVELOPMENT CORPORATION**, an Illinois not-for-profit corporation, and **JOLIET WILL COUNTY CENTER FOR ECONOMIC DEVELOPMENT**, an Illinois not-for-profit corporation.
- D. **“Project”** means a specific program or endeavor undertaken by the GCEP, in accordance with the procedures set forth in Section 5 of the Partnership Agreement, in furtherance of the Partnership Agreement and of the goals and purposes of the GCEP (as stated in Section 3 of the Partnership Agreement).
- E. **“Project Sponsor”** means the non-governmental entity designated by the GCEP to manage a designated Project undertaken by the GCEP pursuant to Section 5 of the Partnership Agreement, to accept funds from the Parties and/or any third-party donors for such Project, to pay related expenses from those funds, and to manage all respective compliance. The Project Sponsor may also be a service provider and/or contractor for the Project.
- F. **“Jurisdiction”** means the eight geographic and political territories that comprise the primary service areas of the Parties for economic development, including the northeastern Illinois counties of DuPage, Kane, Kendall, Lake, McHenry, and Will in full as well as the city of Chicago and the suburban areas of Cook County.
- G. **“Region”** means the northeastern Illinois counties of Cook, DuPage, Kane, Kendall, Lake, McHenry, and Will.

SECTION 2: SCOPE OF SERVICES.

- A. Global Engagement and RFI Response Coordination. World Business Chicago — as the Project Sponsor and primary contractor (**“Contractor”**) per Section 5 of Partnership Agreement — shall provide the following scope of services to the GCEP:
1. The Contractor will address – as detailed below – all WBC-sourced global engagement opportunities and requests for information (**“RFI”**) request for the Region on behalf of the GCEP.

2. “Address” in this Scope of Services means the sharing of qualified foreign direction investment (“**FDI**”) leads, invitations to global engagement meetings, and responding to RFIs from site consultants.
3. In collaboration with the GCEP, the Contractor will prepare a written regional FDI strategy with tactics for target sectors, guided by refreshed data analysis based on industries impacted by the COVID-19 pandemic for market prioritization for the GCEP.
4. The Contractor will hire staff, at the Contractor’s discretion, to support the GCEP’s economic development and FDI efforts.
5. The Contractor will share prospects and lead opportunities based with the GCEP that are likely to invest or locate in the Region.
6. The Contractor will share RFIs originating from site consultants or out-of-market real estate broker with the GCEP.
7. The Contractor will provide on-going updates of federal funding opportunities related to economic development to the GCEP either directly or through agreed upon customer relationship management (or CRM) system.
8. At the discretion of the GCEP, the Contractor will coordinate inquiries submitted to a specific jurisdiction for which a Regional response would be stronger for economic recovery.
9. The Contractor will be responsible for overall financial and program management of any global engagement efforts lead by WBC on behalf of the GCEP.

B. Innovation and Venture. World Business Chicago – as the Project Sponsor and primary contractor (“**Contractor**”) per Section 5 of Partnership Agreement – shall provide the following scope of services to the GCEP:

1. The Contractor will expand its existing program’s participation criteria to include regional founders, startups, and partners, with a focus from industries hardest hit by the COVID-19 pandemic, introduced by the GCEP across all World Business Chicago flagship innovation and venture programs, including but not limited to: Chicago Venture Summit series, Startup Chicago, ThinkChicago, and Venture Engine.
2. In collaboration with the GCEP, the Contractor will host twenty percent (20%) of its innovation and venture programming outside the City of Chicago to support the recovery of regional tourism and hospitality.
3. The Contractor will actively include the GCEP in various working groups related to program partnerships across all flagship innovation and venture programs.

4. The Contractor will keep the GCEP aware of additional innovation and venture events and opportunities unassociated to the programs in this Scope of Services.
5. The Contractor will hire staff, at the Contractor's discretion, to support the GCEP's innovation and venture efforts
6. The Contractor will be responsible for overall financial and program management of all World Business Chicago flagship innovation and venture programs on behalf of the GCEP.

C. Research and Asset Mapping. World Business Chicago – as the Project Sponsor and primary contractor (**“Contractor”**) per Section 5 of Partnership Agreement – shall provide the following scope of services to the GCEP:

1. In collaboration with the GCEP, the Contractor will prepare Sector Asset Maps that will provide the following:
 - a. four specific industry sectors or sub-sectors, directly impacted by the COVID-19 pandemic
 - b. potentially encompassing reports, decks, and/or interactives elements determined in collaboration with the GCEP
2. In service of the GCEP, the Contractor will provide a “Research Concierge” service to the GCEP, and such services may include the following:
 - a. Creation of relevant, data-driven content to attract and retain the targeted industries, delivered in the form of presentations or tear sheets.
 - b. In depth research on industry trends to inform strategies to support economic recovery that include both qualitative policy evaluation and substantive quantitative analysis like shift-share analysis.
 - c. Responses to RFIs from site consultants.
 - d. In consultation with the GCEP, the Contractor will periodically provide forward-looking analytical reports, including quantitative and qualitative sector assessments, beyond basic asset mapping, to identify new market opportunities, fast growing sectors and business needs that will advance economic recovery.
 - e. Based on discussion with the GCEP, the Contractor reserves the right to decline a research request should it be outside the scope, knowledge and expertise of the WBC Research Center.
3. The Contractor, in coordination with the GCEP, will lead in the development of “Global Identity” regional marketing collateral that may include:
 - a. One profile of the Region for FDI.

- b. Up to five (5) industry sectors based on industries most impacted by the COVID-19 pandemic with multiple profiles, including but not limited to: workforce & talent, quality of life, infrastructure, and/or major institutions.
 - c. The “Global Identity” will be available in English and up to four (4) other languages (including Chinese and Japanese).
 - d. The “Global Identity” will be available electronically in Vengage.
- 4. Members of the GCEP that currently handle research queries from municipalities and/or membership-base may funnel those to the concierge with the scope and volume of the queries to be agreed upon by the requesting GCEP member and the Contractor.
 - 5. The Contractor will provide the standard recurring data reports that are the substantive equivalent of reports that members of the GCEP currently provide for their Jurisdictions from proprietary sources. Data sets used to generate reports may be obtained from a different proprietary database than members of the GCEP currently use.
 - 6. At the discretion of the GCEP, the Contractor will coordinate inquiries submitted to a specific jurisdiction for which a Regional response would be stronger.
 - 7. The Contractor will hire staff, at the Contractor’s discretion, to support the GCEP’s Research and Asset Mapping efforts.

SECTION 3: PERFORMANCE MEASURES.

A. Performance Measures. World Business Chicago — as the Project Sponsor and primary contractor (“**Contractor**”) per Section 5 of the Partnership Agreement — will measure and demonstrate satisfactory performance by:

- 1. The Contractor will use its best efforts to produce five hundred (500) leads and/or new projects from industries most impacted by the COVID-19 pandemic for the GCEP during the initial three-year term.
- 2. The Contractor will use its best efforts to work with the GCEP to produce one hundred fifty (150) pro-Region decisions represented from the industries most impacted by the COVID-19 pandemic during the initial three-year term.
- 3. The Contractor will co-host three (3) engagements per year that activate Regional recovery of tourism and hospitality with the GCEP.
- 4. The Contractor will share seven (7) opportunities with the GCEP per year for additional economic engagement to support the GCEP and further advance economic recovery.

5. The Contractor will manage an expanded program year across all World Business Chicago flagship innovation and venture programs:
 - a. Chicago Venture Summit series: access to a minimum of two (2) summits per calendar year.
 - b. Startup Chicago: inclusion to all Startup Chicago showcases, a minimum of six (6) showcases per a calendar year with two (2) being hosted by a member of the GCEP.
 - c. ThinkChicago: inclusion in two (2) flagship events per calendar year.
 - d. Venture Engine: inclusion in a minimum of four (4) corporate-startup showcases per calendar year with one (1) being hosted by a member of the GCEP.
6. The Contractor will collaborate with partners on their respective technology, innovation, and venture events to amplify their existing efforts within the Region's ecosystem.
7. The Contractor will deliver the Sector Asset Map to the GCEP, within a mutually agreed upon time.
8. The Contractor will deliver the Global Identity to the GCEP, within a mutually agreed upon time.
9. The Contractor will provide deliverables as part of concierge research services to the GCEP, on an as-requested basis. Deadlines for deliverables will be mutually agreed upon by both the GCEP and the Contractor.
10. The Contractor will have performed reasonably if they achieve a positive assessment of their overall performance by the GCEP, based on the performance measures listed above.

SECTION 4: REPORTING.

A. Reporting. In addition to any more specific obligations by the terms of the Partnership Agreement, World Business Chicago — as the Project Sponsor and primary contractor ("Contractor") per Section 5 of the Partnership Agreement — shall:

1. The Contractor will provide six (6) presentation to the GCEP per year detailing performance metrics, opportunities, and matters for discussion.
2. The Contractor will, in conjunction with the Chair and Vice-Chair of the GCEP, offer to conduct — and subsequently organize and coordinate — regular and annual meetings of the GCEP throughout the Region, in accordance with Section 4.E and Section 4.F of the Partnership Agreement.
3. The Contractor's executive leadership will present to each Parties' governing board meetings at least once per year.

4. The Contractor will keep the customer relationship management (or CRM) system updated, based on the scope of services and performance measures described above.

ATTACHMENT A-2

REGIONAL BUSINESS DEVELOPMENT PROJECT BUDGET.

A. Project Costs.

Category (A)	Average annual cost (B)
Staff & Administrative Costs	\$609,000
Data Licenses & Collaborative Portal Infrastructure	\$245,000
Programs & Events	\$125,000
External Consulting	\$12,000
<i>Total</i>	<i>\$991,000</i>

B. Cost Allocations, per Attachment B of the Partnership Agreement.

Jurisdiction (A)	Cost allocation (%) (B)	Cost allocation (\$) (C)
City of Chicago (including WBC in-kind)	32.59%	\$322,967
Cook County (suburban)	29.31%	\$290,462
DuPage County	12.76%	\$126,452
Kane County	5.52%	\$54,703
Kendall County	1.15%	\$11,397
Lake County	8.44%	\$83,640
McHenry County	3.03%	\$30,027
Will County	7.20%	\$71,352
<i>Regional total</i>	<i>100%</i>	<i>\$991,000</i>

ATTACHMENT B: COST ALLOCATIONS FOR YEAR ONE.

Jurisdiction (A)	Population, 2020 (B)	Share of population in the Region (C)	Employment, 2021 (D)	Share of employment in the Region (E)	Average of Columns C and E (F)	Cost allocation (G)
City of Chicago	2,746,388	32.02%	1,422,791	33.17%	32.59%	32.59%
Cook County (suburban)	2,529,153	29.49%	1,249,967	29.14%	29.31%	29.31%
DuPage County	932,877	10.88%	627,933	14.64%	12.76%	12.76%
Kane County	516,522	6.02%	215,494	5.02%	5.52%	5.52%
Kendall County	131,869	1.54%	32,702	0.76%	1.15%	1.15%
Lake County	714,342	8.33%	366,599	8.55%	8.44%	8.44%
McHenry County	310,229	3.62%	104,674	2.44%	3.03%	3.03%
Will County	696,355	8.12%	269,618	6.29%	7.20%	7.20%
<i>Regional total</i>	<i>8,577,735</i>		<i>4,289,778</i>			

Sources: U.S. Census Bureau, Population Estimates Program, Population estimate base (April 1, 2020), via Quick Facts; Lightcast (formerly Emsi), Total employment including QCEW employees, non-QCEW employees, and self-employed (Datarun 2022.2).