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COMMITTEE REPORT

Mr. Chairman and Members of the Tazewell County Board:

Your Executive Committees have considered the following RESOLUTION and recommends that it be adopted by the Board:

RESOLUTION

WHEREAS, the Executive Committee recommends to the County Board to approve the formal appointment of Jon Hopkins to the Tazewell County Board; and

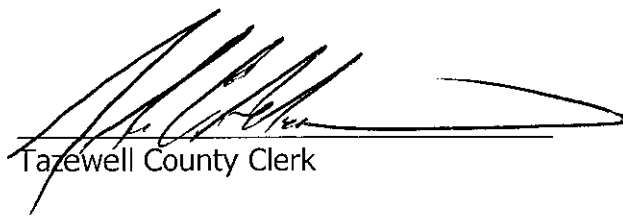
WHEREAS, Jon Hopkins will serve out the unexpired term in District 2 of Vivian Hagaman as prescribed by law.

THEREFORE BE IT RESOLVED that the County Board approve this recommendation.

BE IT FURTHER RESOLVED that the County Clerk notifies the County Board Office and Payroll of this action.

PASSED THIS 28th DAY OF FEBRUARY, 2024.

ATTEST:


Tazewell County Clerk


Tazewell County Board Chairman

Sales Representative

Jon Hopkins
309-256-6126
Jonathanhopkins2024@gmail.com
Morton, IL

CAREER

Sales Manager with over 11 years of experience training and supervising sales staff while planning and implementing those strategies over a multi-state territory.

- Great Communicator
- Self Driven
- Outgoing
- Goal Oriented
- Passionate

PROFESSIONAL EXPERIENCE

Launched Beard Product Startup | 2022-Present.

- We are now selling in locations across six states, as well as online.
- Increased sales 96% YOY in 2023

Restaurant Owning Manager |Peoria, IL| 2019-Present.

- Doubled Revenue in first year, with continued growth every year since.

Regional Sales Manager

Washington National Insurance Company | Morton, Illinois| 2011 - 2022

-Hired as a Sales Rep June 2011

-Promoted to District Manager in 2012 responsible to train new agents, manage those

agents, and continuing to sell at a high level. Worked with my managers to maintain high production levels, as well as a close knit team based atmosphere.

--Maintained a top 40 out of 800 sales level in the nation every year while earning

- A Step up Ring award
- A step up Diamond Upgrade winner
- Diamond Milestone Award winner
- 8 time Top Producers year end trip winner
- 6 time \$200,000 plus producer award
- Rolex Milestone Award winner for \$2 million team production

-Promoted to Regional Manager 2018

-Continuing to Sell at a top 50 personal Producer level, while responsible for managing and growing several sales teams throughout Illinois and Indiana.

Owner

OakMark Capital |Peoria, IL| 2009-Present

-Owned, managed, and flipped properties.

Sales Representative

American TV & Appliance of Madison, Inc. | Peoria, Illinois | 2005 - June 2011

-I started as a seasonal sales rep. and was one of two the company kept on full-time after the holiday season.

-I was able to rise to fourteenth ranked in department sales for the company that first year, while learning the art of selling. Worked closely with the management staff to learn what the company objectives were for growing the business, and customer satisfaction

-Promoted to the Home Theater department and moved into the top twenty in the company for home theater sales reps in that first year. I maintained my status as a top performer in the company with hard work, and dedication.

Construction Laborer

Community Concrete Jackers | 2004 -2005 |
Construction - Residential & Commercial/Office

I would lay concrete driveways', patios', and become a skilled concrete finisher. We would also raise settled concrete. This was a very HARD job but taught me a great hard work ethic!!

EDUCATION

Associate degree, Business administration,
September 2003 - December 2005
Illinois Central College | East Peoria, Illinois

ADDITIONAL HONORS & AWARDS

- National Dean's List 2004
- President of the HOI Big Brothers Big Sisters Leadership Council 2018-2020
- Currently serve on the HOI BBBS Board
- Currently serve on the Riverfront Association Executive Board

COMMITTEE REPORT

Mr. Chairman and Members of Tazewell County Board:

Your Transportation Committee has considered the following RESOLUTION and recommends that it be adopted by the Board.

RESOLUTION

WHEREAS, the Transportation Committee received bids; and

WHEREAS, subject to the approval of the County Board and the Illinois Department of Transportation, accepted the following low bid:

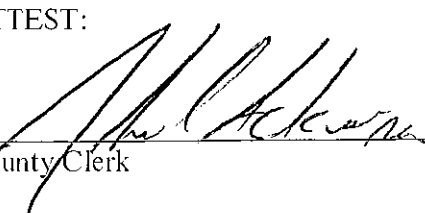
Cincinnati Road District, Section 24-02000-01-GM (Finish Seal Coat Aggregate (Steel Slag CM-16) to a Stockpile Location): To Porter Brothers Construction, Inc., in the amount of \$101,965.65, to be paid from Township Motor Fuel Tax Funds, Line Item 213-400-5580.

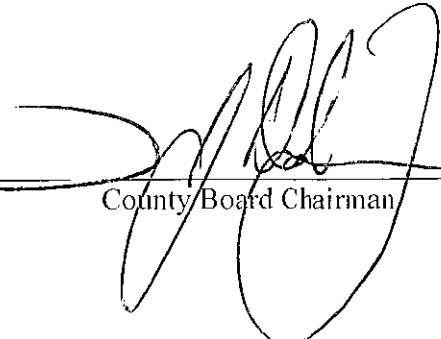
THEREFORE BE IT RESOLVED that the County Board award the contract as listed herein and authorizes the County Engineer to execute the necessary documents, subject to approval of the appropriated Motor Fuel Tax funds by the Illinois Department of Transportation, as recommended by the Transportation Committee.

BE IT FURTHER RESOLVED that the County Clerk notify the County Board Chairman, Illinois Department of Transportation, Chairman of the Transportation Committee, and County Engineer of this action.

ADOPTED this 28th day of February, 2024

ATTEST:


County Clerk


County Board Chairman

COMMITTEE REPORT

Mr. Chairman and Members of Tazewell County Board:

Your Transportation Committee has considered the following RESOLUTION and recommends that it be adopted by the Board.

RESOLUTION

WHEREAS, the Transportation Committee received bids; and

WHEREAS, subject to the approval of the County Board and the County Engineer, accepted the following low bid:

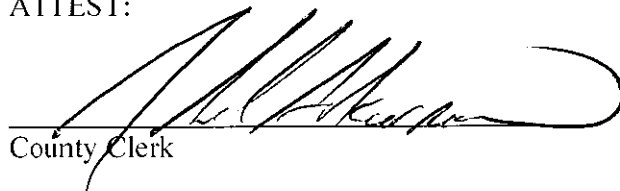
Hittle Road District, Section 22-09123-00-BR (Center Rd. Pile Repair to Str. 090-3141): To Stark Excavating, Inc. in the amount of \$142,525.00, to be paid from County Bridge Funds, Line Item 214-400-5581, and Local Township Funds.

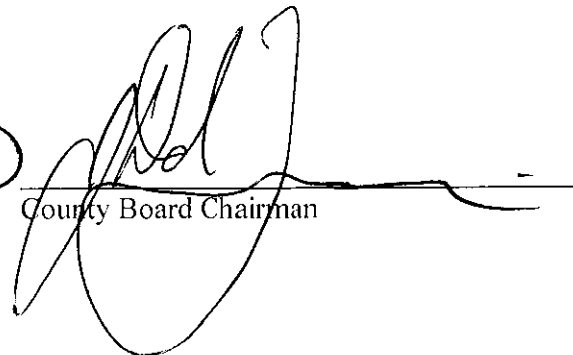
THEREFORE BE IT RESOLVED that the County Board award the contract as recommended by the Transportation Committee;

BE IT FURTHER RESOLVED that the County Clerk notify the County Board Chairman, Chairman of the Transportation Committee, and County Engineer of this action.

ADOPTED this 28th day of February, 2024

ATTEST:


County Clerk


County Board Chairman

COMMITTEE REPORT

Mr. Chairman and Members of Tazewell County Board:

Your Transportation Committee has considered the following RESOLUTION and recommends that it be adopted by the Board.

RESOLUTION

WHEREAS, embankment stability has become a chronic issue along the north side of Toboggan Avenue just east of the Brownwood Road intersection necessitating an agreement for engineering services; and

WHEREAS, resolution T-23-02 was approved by the County Board on the 25th day of January, 2023 approving a LOCAL PUBLIC AGENCY ENGINEERING SERVICES AGREEMENT (BLR 05530); and

WHEREAS, the scope to said approved agreement has been expanded to include a second slide area; and

WHEREAS, proposed improvement remains necessary under Section 22-00026-00-DR necessitating an supplement agreement for engineering services; and

WHEREAS, an attached SUPPLEMENT NUMBER 1 - LOCAL PUBLIC AGENCY ENGINEERING SERVICES AGREEMENT (BLR 05530) has been developed between Tazewell County and Maurer-Stutz, Inc. for Phase II Design Engineering services; and

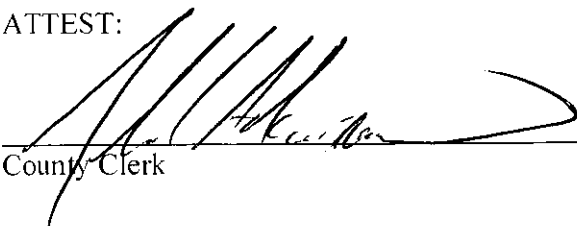
WHEREAS, the County Engineer and the Transportation Committee have reviewed the attached agreement between Tazewell County and Maurer-Stutz, Inc.; and

WHEREAS, motion was made and passed upon vote to recommend to the County Board that Tazewell County approve said SUPPLEMENT NUMBER 1 - LOCAL PUBLIC AGENCY ENGINEERING SERVICES AGREEMENT and authorize the County Board Chairman to sign said agreement;

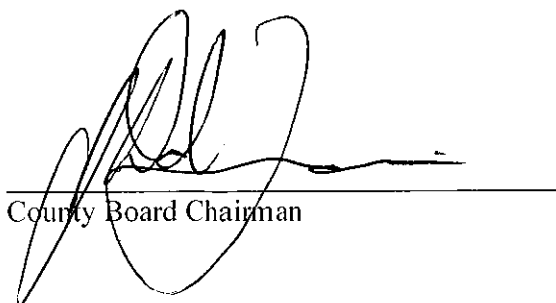
THEREFORE BE IT RESOLVED, that the County Board approve this recommendation, and that the County Clerk notify the County Board Chairman, Chairman of the Transportation Committee, and County Engineer of this action as well as *submit four (4) certified signed originals of the approved resolution to the Illinois Department of Transportation as notification of this action.*

ADOPTED this 28th day of February, 2024

ATTEST:



County Clerk



County Board Chairman

REMARKS: Enclosed is the Supplemental LPA Engineering Services Agreement for providing Phase II preliminary engineering for the embankment stability on Toboggan Ave (CH 14). If acceptable, please execute and forward to IDOT for approval.

To help explain this Supplement to the Board, I have added this explanation for the additional work:

Pick up survey identified an additional slide area. After discussions with your office, the additional slide area was added to the scope. Since the second area involves the stream, an Environmental Survey Request (ESR) screening and ESR will be required.

Originally, the intent was to do grading and shaping ditches since there were not any manhours for cross sections in the original agreement. It was determined that cut ditches would be beneficial instead of just grading and shaping ditches and after correspondence with the Soil Nail Wall designer, they indicated that they do not determine the amount of earthwork and that it is completed by the general contractor. Hence, slope repairs with cut and fills will be required for soil nail wall installation. The requirement of ditches and required cuts and fills for the soil nail walls determined that cross sections would be needed. The addition of cross sections required the addition of 3D Corridor Development.

After the ditch design was started, the County asked for the addition of 4" underdrains at 2' deep. After the template was developed, the County asked to increase the underdrain size to 6" at 3' deep. This is the reason for the template changes.

Since the second slide area will get into the stream and trees along the stream, a pickup survey to identify trees to be removed will be required.

The original agreement did not include manhours for correspondence with the County or the Soil Nail Wall designer. After numerous correspondences with both the County and Soil Nail Wall designer, we think this time is justified and needed since it wasn't covered under any other line items in the original agreement.

To coordinate this additional work in the contract, 2 additional hours of Administration and Management Time was added.

If you have any questions or comments, please don't hesitate to contact me at (309) 693-7615.

Thank-you.

FROM:


George B. Merkle, P.E.
Senior Project Engineer

File



Local Public Agency Engineering Services Agreement

Using Federal Funds? [] Yes [x] No Agreement For: MFT PE Agreement Type: Supplement Number: 1

LOCAL PUBLIC AGENCY

Local Public Agency: Tazewell County County: Tazewell Section Number: 22-00026-00-DR Job Number: Project Number: Contact Name: Dan L. Parr Phone Number: (309) 925-5532 Email: dparr@tazewell-il.gov

SECTION PROVISIONS

Local Street/Road Name: Toboggan Avenue Key Route: CH 14 Length: Structure Number: Location Termini: Toboggan Avenue, approximately 0.8 miles west of I-155 Add Location Remove Location

Project Description: Complete Supplemental Design Engineering for the Toboggan Avenue Embankment Stability on CH 14 (Toboggan Avenue) approximately 0.8 miles west of I-155 in Tazewell County

Engineering Funding: [x] MFT/TBP [] State [] Other Anticipated Construction Funding: [] Federal [x] MFT/TBP [] State [] Other

AGREEMENT FOR

[] Phase I - Preliminary Engineering [x] Phase II - Design Engineering

CONSULTANT

Prime Consultant (Firm) Name: Maurer-Stutz, Inc. Contact Name: Jeffry D. Spiller Phone Number: (309) 693-7615 Email: jdspiller@mstutz.com Address: 3116 N. Dries Ln; Ste. 100 City: Peoria State: IL Zip Code: 61604

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

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

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

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

AGREEMENT EXHIBITS

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

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

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the Scope of Services presented in EXHIBIT A for the LPA in connection with the proposed improvements herein before described.
2. The Classifications of the employees used in the work shall be consistent with the employee classifications and estimated staff hours. If higher-salaried personnel of the firm, including the Principal Engineer, perform services that are to be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the payroll rate for the work performed.
3. That the ENGINEER shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections required as a result of the ENGINEER'S error, omissions or negligent acts without additional compensation. Acceptance of work by the LPA or DEPARTMENT will not relieve the ENGINEER of the responsibility to make subsequent correction of any such errors or omissions or the responsibility for clarifying ambiguities.
4. That the ENGINEER will comply with applicable Federal laws and regulations, State of Illinois Statutes, and the local laws or ordinances of the LPA.
5. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LPA.
6. To invoice the LPA, The ENGINEER shall submit all invoices to the LPA within three months of the completion of the work called for in the AGREEMENT or any subsequent Amendment or Supplement.
7. The ENGINEER or subconsultant shall not discriminate on the basis of race, color, national origin or sex in the performance of this AGREEMENT. The ENGINEER shall carry out applicable requirements of 49 CFR part 26 in the administration of US Department of Transportation (US DOT) assisted contract. Failure by the Engineer to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy as the LPA deems appropriate.
8. That none of the services to be furnished by the ENGINEER shall be sublet, assigned or transferred to any other party or parties without written consent of the LPA. The consent to sublet, assign or otherwise transfer any portion of the services to be furnished by the ENGINEER shall be construed to relieve the ENGINEER of any responsibility for the fulfillment of this AGREEMENT.
9. For Preliminary Engineering Contracts:
 - (a) To attend meetings and visit the site of the proposed improvement when requested to do so by representatives of the LPA or the DEPARTMENT, as defined in Exhibit A (Scope of Services).
 - (b) That all plans and other documents furnished by the ENGINEER pursuant to the AGREEMENT will be endorsed by the ENGINEER and affixed the ENGINEER'S professional seal when such seal is required by law. Such endorsements must be made by a person, duly licensed or registered in the appropriate category by the Department of Professional Regulation of the State of Illinois. It will be the ENGINEER'S responsibility to affix the proper seal as required by the Bureau of Local Roads and Streets manual published by the DEPARTMENT.
 - (c) That the ENGINEER is qualified technically and is thoroughly conversant with the design standards and policies applicable for the PROJECT; and that the ENGINEER has sufficient properly trained, organized and experienced personnel to perform the services enumerated in Exhibit A (Scope of Services).
10. That the engineering services shall include all equipment, instruments, supplies, transportation and personnel required to perform the duties of the ENGINEER in connection with this AGREEMENT (See DIRECT COST tab in BLR 05513 or BLR 05514).

II. THE LPA AGREES,

1. To certify by execution of this AGREEMENT that the selection of the ENGINEER was performed in accordance with the Professional Services Selection Act (50 ILCS 510) (Exhibit C).
2. To furnish the ENGINEER all presently available survey data, plans, specifications, and project information.
3. To pay the ENGINEER:
 - (a) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to the value of the partially completed work minus all previous partial payments made to the ENGINEER.
 - (b) Final payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by the LPA and DEPARTMENT a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER

shall be due and payable to the ENGINEER.

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

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

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

Method of Compensation:

- Percent
- Lump Sum
- Specific Rate
- Cost plus Fixed Fee: Fixed

Total Compensation = DL + DC + OH + FF

Where:

DL is the total Direct Labor,

DC is the total Direct Cost,

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

FF is the Fixed Fee.

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

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

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

III. IT IS MUTUALLY AGREED,

1. To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amount, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General, and the DEPARTMENT; the Federal Highways Administration (FHWA) or any authorized representative of the federal government, and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the DEPARTMENT for the recovery of any funds paid by the DEPARTMENT under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
2. That the ENGINEER shall be responsible for any all damages to property or persons out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and save harmless the LPA, the DEPARTMENT, and their officers, agents and employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.

The LPA will notify the ENGINEER of any error or omission believed by the LPA to be caused by the negligence of the ENGINEER as soon as practicable after the discovery. The LPA reserves the right to take immediate action to remedy any error or omission if notification is not successful; if the ENGINEER fails to reply to a notification; or if the conditions created by the error or omission are in need of urgent correction to avoid accumulation of additional construction costs or damages to property and reasonable notice is not practicable.
3. This AGREEMENT may be terminated by the LPA upon giving notice in writing to the ENGINEER at the ENGINEER's last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LPA all drawings, plats, surveys, reports, permits, agreements, soils and foundation analysis, provisions, specifications, partial and completed estimates and data, if any from soil survey and subsurface investigation with the understanding that all such materials becomes the property of the LPA. The LPA will be responsible for reimbursement of all eligible expenses incurred under the terms of this AGREEMENT up to the date of the written notice of termination.

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

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

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

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

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

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

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

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

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

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

- 10. Due to the physical location of the project, certain work classifications may be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.).
- 11. For Preliminary Engineering Contracts:
 - (a) That tracing, plans, specifications, estimates, maps and other documents prepared by the ENGINEER in accordance with this AGREEMENT shall be delivered to and become the property of the LPA and that basic survey notes, sketches, charts, CADD files, related electronic files, and other data prepared or obtained in accordance with this AGREEMENT shall be made available, upon request to the LPA or to the DEPARTMENT, without restriction or limitation as to their use. Any re-use of these documents without the ENGINEER involvement shall be at the LPA's sole risk and will not impose liability upon the ENGINEER.
 - (b) That all reports, plans, estimates and special provisions furnished by the ENGINEER shall conform to the current Standard Specifications for Road and Bridge Construction, Bureau of Local Roads and Streets Manual or any other applicable requirements of the DEPARTMENT, it being understood that all such furnished documents shall be approved by the LPA and the DEPARTMENT before final acceptance. During the performance of the engineering services herein provided for, the ENGINEER shall be responsible for any loss or damage to the documents herein enumerated while they are in the ENGINEER's possession and any such loss or damage shall be restored at the ENGINEER's expense.


AGREEMENT SUMMARY

Prime Consultant (Firm) Name	TIN/FEIN/SS Number	Agreement Amount
Maurer-Stutz, Inc.	27-1013849	\$19,787.00
Subconsultants	TIN/FEIN/SS Number	Agreement Amount
Subconsultant Total		
Prime Consultant Total		\$19,787.00
Total for all work		\$19,787.00

AGREEMENT SIGNATURES

Executed by the LPA:

Attest: The of

By (Signature & Date)


By (Signature & Date)


Local Public Agency Local Public Agency Type Clerk

Title

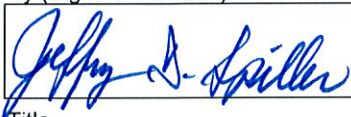
(SEAL)

Executed by the ENGINEER:

Attest: Prime Consultant (Firm) Name

By (Signature & Date)


Title

By (Signature & Date)


Title

APPROVED:

Regional Engineer, Department of Transportation (Signature & Date)

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Tazewell	Maurer-Stutz, Inc.	Tazewell	22-00026-00-DR

**EXHIBIT A
SCOPE OF SERVICES**

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

- Complete Pick-up Survey
- Complete Environmental Documents
- 3D Corridor Development
- Develop Cross Sections
- Correspondence
- Administration & Management

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Tazewell	Maurer-Stutz, Inc.	Tazewell	22-00026-00-DR

**EXHIBIT B
PROJECT SCHEDULE**

Complete PS&E - December 31, 2024 Anticipated Letting - March 1, 2025 Project Completion - September 15, 2025

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Tazewell	Maurer-Stutz, Inc.	Tazewell	22-00026-00-DR

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

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

Form Not Applicable (engineering services less than the threshold)

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

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



Local Public Agency Section Number
 County
 Prime Consultant (Firm) Name Prepared By Date
 Consultant / Subconsultant Name Job Number

Note: This is name of the consultant the CECS is being completed for. This name appears at the top of each tab.

Remarks

PAYROLL ESCALATION TABLE

CONTRACT TERM	<input type="text" value="12"/> MONTHS	OVERHEAD RATE	<input type="text" value="152.04%"/>
START DATE	<input type="text" value="3/1/2024"/>	COMPLEXITY FACTOR	<input type="text" value="0"/>
RAISE DATE	<input type="text" value="7/1/2024"/>	% OF RAISE	<input type="text" value="2.00%"/>
END DATE	<input type="text" value="2/28/2025"/>		

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	3/1/2024	7/1/2024	4	33.33%
1	7/2/2024	3/1/2025	8	68.00%

Local Public Agency	County	Section Number
Tazewell County Highway Department	Tazewell	220002600DR
Consultant / Subconsultant Name		Job Number
Maurer-Stutz, Inc.		

PAYROLL RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET FIXED RAISE

MAXIMUM PAYROLL RATE	86.00
ESCALATION FACTOR	1.33%

CLASSIFICATION	IDOT PAYROLL RATES ON FILE	CALCULATED RATE
PE IX	\$71.50	\$72.45
PE VIII	\$68.25	\$69.16
PE VII	\$60.50	\$61.31
PE VI	\$55.58	\$56.32
PE V	\$44.83	\$45.43
PE IV	\$40.50	\$41.04
SE VI	\$58.00	\$58.77
PLS VII	\$51.00	\$51.68
PLS V	\$41.50	\$42.05
ENGR V	\$37.50	\$38.00
ENGR III	\$34.00	\$34.45
ENGR II	\$33.04	\$33.48
SC/DES TECH VII	\$44.75	\$45.35
SC/DES TECH VI	\$38.00	\$38.51
SC/DES TECH V	\$34.50	\$34.96
SC/DES TECH II	\$25.75	\$26.09
TECH V	\$34.25	\$34.71
TECH III	\$24.50	\$24.83
TECH I	\$20.00	\$20.27
GIS Specialist II	\$29.00	\$29.39
Clerical	\$28.33	\$28.71

Local Public Agency
 Tazewell County Highway Department
Consultant / Subconsultant Name
 Maurer-Stutz, Inc.

County
 Tazewell

Section Number
 220002600DR
Job Number

DIRECT COSTS WORKSHEET

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.
 EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost (Up to state rate maximum)			\$0.00
Lodging Taxes and Fees (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost			\$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			\$0.00
Vehicle Mileage (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum			\$0.00
Vehicle Owned or Leased	\$32.50/half day (4 hours or less) or \$65/full day	1	\$65.00	\$65.00
Vehicle Rental	Actual Cost (Up to \$55/day)			\$0.00
Tolls	Actual Cost			\$0.00
Parking	Actual Cost			\$0.00
Overtime	Premium portion (Submit supporting documentation)			\$0.00
Shift Differential	Actual Cost (Based on firm's policy)			\$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			\$0.00
Project Specific Insurance	Actual Cost			\$0.00
Monuments (Permanent)	Actual Cost			\$0.00
Photo Processing	Actual Cost			\$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			\$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost	92	\$12.75	\$1,173.00
CADD	Actual Cost (Max \$15/hour)			\$0.00
Web Site	Actual Cost (Submit supporting documentation)			\$0.00
Advertisements	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			\$0.00
Recording Fees	Actual Cost			\$0.00
Transcriptions (specific to project)	Actual Cost			\$0.00
Courthouse Fees	Actual Cost			\$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Utility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Testing of Soil Samples	Actual Cost			\$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			\$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
TOTAL DIRECT COSTS:				\$1,238.00

Local Public Agency

Tazewell County Highway Department

County

Tazewell

Section Number

220002600DR

Consultant / Subconsultant Name

Maurer-Stutz, Inc.

Job Number

**AVERAGE HOURLY PROJECT RATES
EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET**

SHEET 1 OF 2

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			Pick-up Survey			Environmental Documents			3D Corridor Development			Develop Cross Sections			Correspondence				
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg		
PE IX	72.45	0.0																			
PE VIII	69.16	0.0																			
PE VII	61.31	1.0	0.56%	0.35																	
PE VI	56.32	22.0	12.43%	7.00																	
PE V	45.43	0.0																			
PE IV	41.04	0.0																			
SE VI	58.77	0.0																			
PLS VII	51.68	0.0																			
PLS V	42.05	0.0																			
ENGR V	38.00	0.0																			
ENGR III	34.45	0.0																			
ENGR II	33.48	116.0	65.54%	21.94																	
SC/DES TECH VII	45.35	0.0																			
SC/DES TECH VI	38.51	22.0	12.43%	4.79																	
SC/DES TECH V	34.96	0.0																			
SC/DES TECH II	26.09	0.0																			
TECH V	34.71	8.0	4.52%	1.57				8	50.00%	17.35											
TECH III	24.83	8.0	4.52%	1.12				8	50.00%	12.41											
TECH I	20.27	0.0																			
GIS Specialist II	29.39	0.0																			
Clerical	28.71	0.0																			
		0.0																			
		0.0																			
		0.0																			
		0.0																			
		0.0																			
		0.0																			
		0.0																			
TOTALS		177.0	100%	\$36.77	16.0	100.00%	\$29.77	33.0	100%	\$40.44	36.0	100%	\$33.48	60.0	100%	\$33.48	30.0	100%	\$45.66		

Local Public Agency

Tazewell County Highway Department

County

Tazewell

Section Number

220002600DR

Consultant / Subconsultant Name

Maurer-Stutz, Inc.

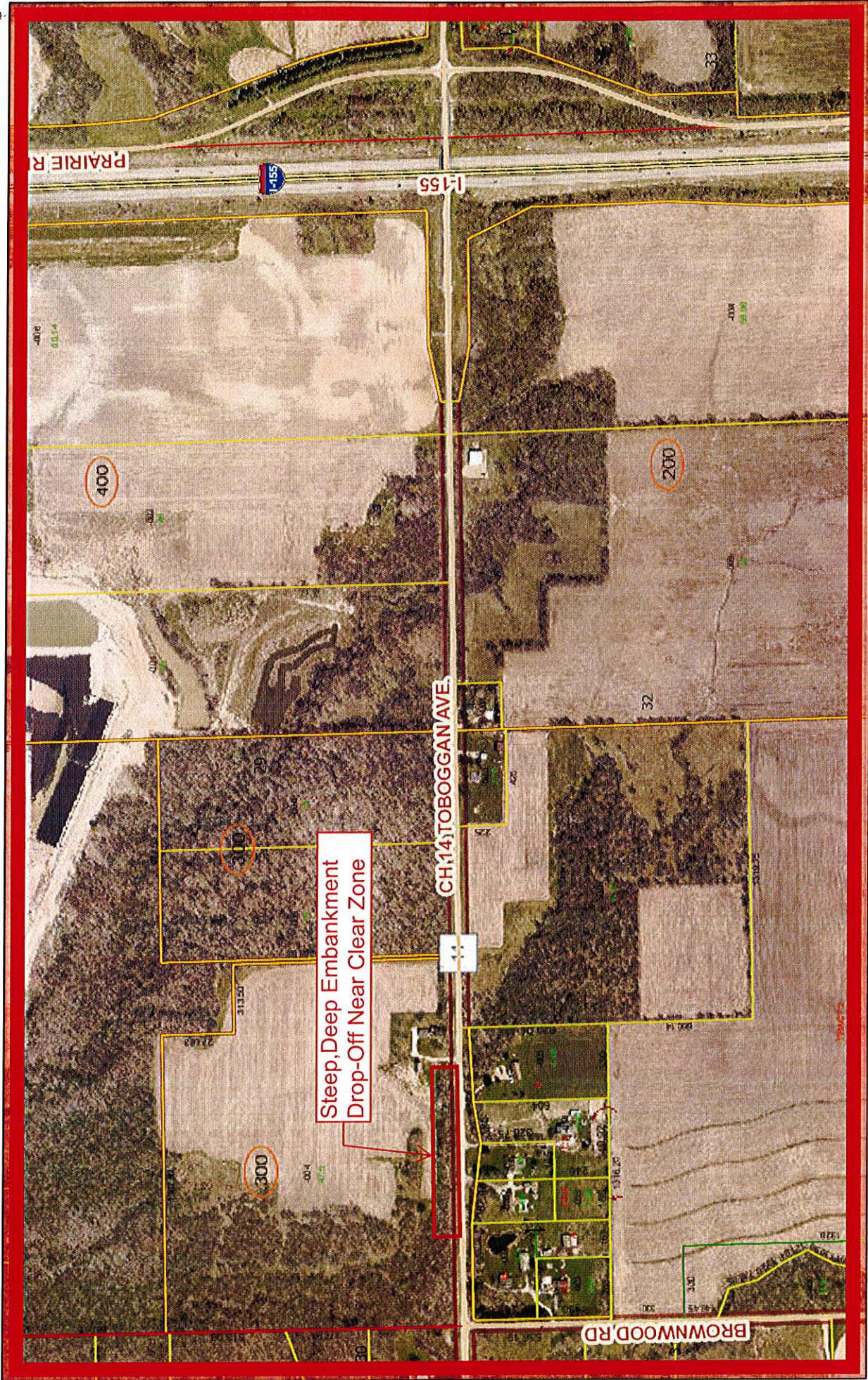
Job Number

AVERAGE HOURLY PROJECT RATES
EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 2 OF 2

PAYROLL CLASSIFICATION	AVG HOURLY RATES	Administration & Management																	
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg			
PE IX	72.45																		
PE VIII	69.16																		
PE VII	61.31																		
PE VI	56.32	2	100.00%	56.32															
PE V	45.43																		
PE IV	41.04																		
SE VI	58.77																		
PLS VII	51.68																		
PLS V	42.05																		
ENGR V	38.00																		
ENGR III	34.45																		
ENGR II	33.48																		
SC/DES TECH VII	45.35																		
SC/DES TECH VI	38.51																		
SC/DES TECH V	34.96																		
SC/DES TECH II	26.09																		
TECH V	34.71																		
TECH III	24.83																		
TECH I	20.27																		
GIS Specialist II	29.39																		
Clerical	28.71																		
TOTALS		2.0	100%	\$56.32	0.0	0%	\$0.00	0.0	0%	\$0.00	0.0	0%	\$0.00	0.0	0%	\$0.00	0.0	0%	\$0.00

Tazewell County GIS



Steep, Deep Embankment
Drop-Off Near Clear Zone

- I-155
- I-474
- I-74
- IL 29
- IL 98
- IL 150
- US 24
- Streets



Tazewell County GIS parcel and map records contained herein are for property tax purposes only. This information has been compiled from the most accurate source data from the public records of Tazewell County. This information must be accepted and used with the understanding that the data was collected primarily for the use and purpose of creating a Property Tax Roll per Illinois Statute. The information contained herein is for reference purposes only, and should not be relied upon as a guide for title or legal purposes. Any reliance on the information contained herein is at the user's own risk. The Tazewell County GIS site assumes no liability for any loss resulting therefrom. Users of Tazewell County GIS site assume all risk and liability when accessing any third-party site linked to this site. All data is subject to change.





Is this project a bondable capital improvement?

Yes No

Resolution Type	Resolution Number	Section Number
Amended	T-24-07	22-00026-00-DR

BE IT RESOLVED, by the Board of the County of Tazewell County

Governing Body Type Local Public Agency Type
Name of Local Public Agency Illinois that the following described street(s)/road(s)/structure be improved under the Illinois Highway Code. Work shall be done by Contract Contract or Day Labor

For Roadway/Street Improvements:

Name of Street(s)/Road(s)	Length (miles)	Route	From	To
Toboggan Ave	0.25	FAS 462/CH 14	TR 186 (Brownwood Rd)	0.25 Mi East

For Structures:

Name of Street(s)/Road(s)	Existing Structure No.	Route	Location	Feature Crossed

BE IT FURTHER RESOLVED,

1. That the proposed improvement shall consist of

The engineering design for Embankment Stability.

2. That there is hereby appropriated the sum of Fifty Five Thousand and 00/100

Dollars (\$55,000.00) for the improvement of said section from the Local Public Agency's allotment of Motor Fuel Tax funds.

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I, John C. Ackerman County Tazewell County Clerk in and for said County

Name of Clerk Local Public Agency Type Name of Local Public Agency in the State aforesaid, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete original of a resolution adopted by

Board of Tazewell County at a meeting held on February 28, 2024

Governing Body Type Name of Local Public Agency Date IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 28th day of February 2024

(SEAL, if required by the LPA)

Clerk Signature & Date [Signature] 2/28/2024

Approved

Regional Engineer Signature & Date Department of Transportation

[Signature Box]

COMMITTEE REPORT

Mr. Chairman and Members of Tazewell County Board:

Your Transportation Committee has considered the attached RESOLUTION and recommends that it be adopted by the Board.

RESOLUTION

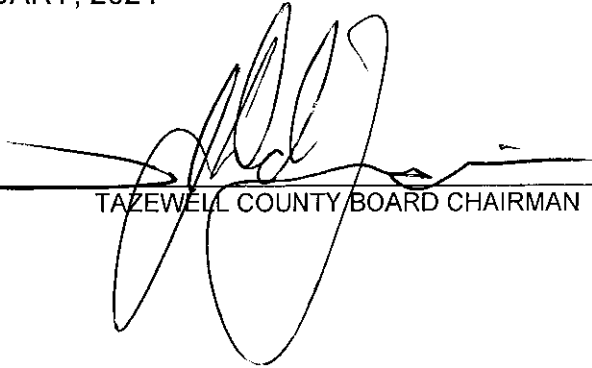
THEREFORE BE IT RESOLVED, that the County Clerk notify the County Board Chairman, Chairman of the Transportation Committee and County Engineer of this action as well as submit three (3) certified signed originals of the approved resolution to the Illinois Department of Transportation as notification of this action.

ADOPTED THIS 28th DAY OF FEBRUARY, 2024

ATTEST:



TAZEWELL COUNTY CLERK



TAZEWELL COUNTY BOARD CHAIRMAN

**COMMITTEE REPORT
LU-24-02**

Chairman and Members of the Tazewell County Board:

Your Land Use Committee has considered the following Resolution and recommends it be Adopted by the Board:

RESOLUTION

WHEREAS, Planning is necessary to improve citizens' quality of life, provide beneficial services and foster conditions conducive to economic growth; and

WHEREAS, when an activity being addressed by local government is as complex as land development, a well thought out plan that provides useful direction and an achievable set of actions is needed; and

WHEREAS, a Comprehensive Land Use Plan is a guidance document that recommends policies to address issues such as land use, transportation and economic development; and

WHEREAS, the Tazewell County Comprehensive Plan was last updated in 2011; and

WHEREAS, there is desire to update the current Comprehensive Plan due to the ever changing environment; and

WHEREAS, Tazewell County wishes to consult with Tri County Regional Planning to assist with the necessary updates; and

WHEREAS, the consultation cost in developing the updated Comprehensive Plan is \$200,000; and

WHEREAS, Tri County Regional Planning will apply for funding to support the consultation fee at 80/20; and

WHEREAS, the financial consulting cost to the County will be \$40,000.00; and

WHEREAS, the Tazewell County Land Use Committee supports the desire to update the current Comprehensive Plan and associated cost in FY25; and

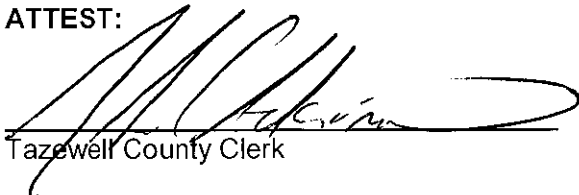
NOW THEREFORE BE IT FUTURE RESOLVED, that the County Clerk shall notify the Community Development Administrator of this action.

Adopted this 18th day of February, 2024.



Tazewell County Board Chairman

ATTEST:



Tazewell County Clerk

COMMITTEE REPORT

Mr. Chairman and Members of the Tazewell County Board:

Your Property Committee has considered the following RESOLUTION and recommends that it be adopted by the Board:

RESOLUTION

WHEREAS, the County's Property Committee recommends to the County Board to reject the single bid for the epoxy floor installation at the Tazewell County Justice Center; and

WHEREAS, the sole proposal received was for \$212,898, which exceeded the budgeted amount; and

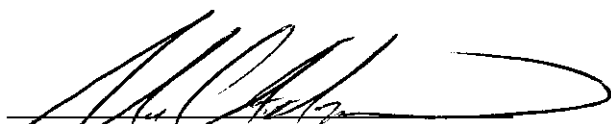
WHEREAS, the County Administrator recommends rejecting the submitted bid and authorizing the reissuance of the bid document.


THEREFORE BE IT RESOLVED that the County Board approve this recommendation.

BE IT FURTHER RESOLVED that the County Clerk notifies the County Board Office, the Facilities Director, Finance, and the Auditor of this action.

PASSED THIS 28th DAY OF February, 2024.

ATTEST:


Tazewell County Clerk


Tazewell County Board Chairman

Tazewell County
 Project #2024-P-03
 Epoxy Floor Installation -
 Tazewell County Justice
 Center

Bidder:	Tiles in Style		
Date/Time Received:	2/8/24 @ 9:20 a.m.		
Base Bid	212,898.00		
Additional costs	-		
Expected start date:	5/5/2024		
Expected completion date:	24-28 days to complete		
	1 year warranty		

COMMITTEE REPORT

Mr. Chairman and Members of the Tazewell County Board:

Your Property Committee has considered the following RESOLUTION and recommends that it be adopted by the Board:

RESOLUTION

WHEREAS, bid proposals were received for construction manager services for constructing a new justice center annex and possible renovations to additional facilities to accommodate moving offices; and

WHEREAS, the construction manager at risk delivery method will be used, where the construction manager will set a guaranteed maximum price for the construction work with built-in contingency funds; and

WHEREAS, a generalized estimate for the total cost of the facility, including construction management, design, furniture, fixtures, and equipment is set at \$28-\$32 Million; and

WHEREAS, the construction manager will team with the County and architect from the onset of the project to conduct pre-construction tasks, including, but not limited to:

- Coordinating the pre-construction effort to ensure the project budget and scheduled goals are clearly defined and subsequently met
- Prepare cost estimates throughout the process
- Provide input on schematic floor plans of site plan and existing facilities
- Provide input on systems and constructability, and engage in value engineering efforts
- Assist with bidding process for the subcontractor bid packages, and

WHEREAS, design proposals will be brought to the County Board at set milestones; and

WHEREAS, during the construction and closeout phase, the construction manager shall perform the functions necessary to provide construction oversight and coordination as the County's representative; and

WHEREAS, six proposals were received, as provided on the attached bid report, with costs listed as a pre-construction phase fee, construction manager's fee as a percentage of the cost of work during the construction phase, and several additional fee percentage caps; and

WHEREAS, a review group, consisting of the Property Chairman, Finance Chairman, State's Attorney, Auditor, County Administrator, and Facilities Director, reviewed the proposals and participated in presentations by selected vendors; and

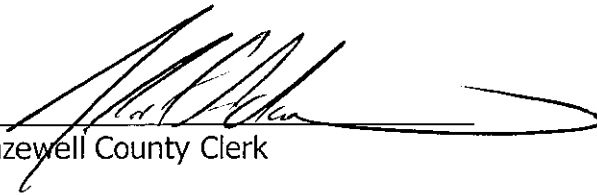
WHEREAS, the review group recommends the proposal submitted by P. J. Hoerr, Inc.

THEREFORE BE IT RESOLVED that the County Board approves this recommendation and authorizes the County Board Chairman to execute the applicable American Institute of Architects agreements.

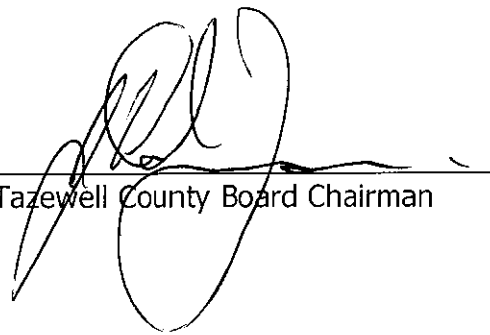
BE IT FURTHER RESOLVED that the County Clerk notifies the County Board Office, the Facilities Director, and the Auditor of this action.

PASSED THIS 28th DAY OF February, 2024.

ATTEST:



Tazewell County Clerk



Tazewell County Board Chairman

Tazewell County

Project #2024-P-01

RFP - Construction Mgmt at Risk Services - Justice Center Annex

Proposals Received From

CORE Construction Services of Illinois, Inc.

Harbour Contractors, Inc.

O'Shea Builders

P. J. Hoerr, Inc.

River City Construction, LLC

Wight & Company

Tazewell County

Project #2024-P-01

RFP - Construction Mgmt at Risk
Services - Justice Center Annex

Bidder:	CORE Construction	River City Construction	O'Shea Builders
Date/Time Received:	1/31/24 1:29 p.m.	1/31/24 1:52 p.m.	1/31/24 10:10 a.m.
Bid Form Completed			
Preconstruction Phase Fee	38,500	60,000	110,000
Construction Manager's Fee %	2.75%	2.75%	2.50%
Proposal Documents Received	yes	yes	yes

Tazewell County

Project #2024-P-01

RFP - Construction Mgmt at Risk
Services - Justice Center Annex

Bidder:	Wight & Co.	Harbour	P. J. Hoerr
Date/Time Received:	1/31/24 1:03 p.m.	1/31/24 12:47 p.m.	1/31/24 1:49 p.m.
Bid Form Completed			
Preconstruction Phase Fee	85,000	236,610	47,500
Construction Manager's Fee %	3.00%	2.85%	2.75%
Proposal Documents Received	yes	yes	yes

COMMITTEE REPORT

Mr. Chairman and Members of the Tazewell County Board:

Your Property Committee has considered the following RESOLUTION and recommends that it be adopted by the Board:

RESOLUTION

WHEREAS, bid proposals were received for architect services for designing a new justice center annex and possible renovations to additional facilities to accommodate moving offices; and

WHEREAS, a generalized estimate for the total cost of the facility, including construction management, design, furniture, fixtures, and equipment is set at \$28-\$32 Million; and

WHEREAS, the architect will team with the County and construction manager from the onset, with the construction manager at risk delivery method being utilized; and

WHEREAS, during the pre-construction phases the architect services include, but are not limited to:

- Conducting a space review of the Courthouse, Old Post Office, Tazewell Building, McKenzie Building, Emergency Management Building, Veteran's Assistance rented space, and Guardian Ad-Litem rented space; and
- Preparing a space plan
- Providing cost estimates throughout the process
- Developing Schematic and detailed designs
- Preparing construction and bid documents.

WHEREAS, design proposals will be brought to the County Board at set milestones; and

WHEREAS, the architect will provide additional services during the construction and closeout phases; and

WHEREAS, six proposals were received, as provided on the attached bid report; and

WHEREAS, as required by the Local Government Professional Services Selection Act, costs were not included as part of the proposals; and

WHEREAS, a review group, consisting of the Property Chairman, Finance Chairman, State's Attorney, Auditor, County Administrator, and Facilities Director, reviewed the proposals and participated in presentations by selected vendors; and

WHEREAS, the review group recommends the proposal submitted by Wold Architects and Engineers (Palatine, IL); and

WHEREAS, Wold Architects and Engineers proposed the following initial timeline in their proposal for pre-construction, which may be revised in the agreement:

Programming/Schematic Design:	March - June 2024
Design Development:	July - October 2024
Contract Documents	November 2024 - May 2025
Bidding	June - July 2025; and

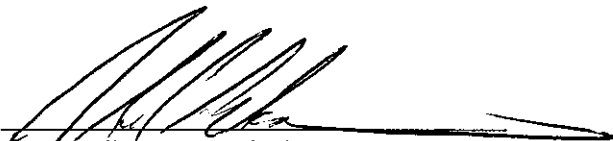
WHEREAS, as required by the Local Government Professional Services Selection Act, the cost of the services is being negotiated with Wold Architects and Engineers as the highest qualified firm.

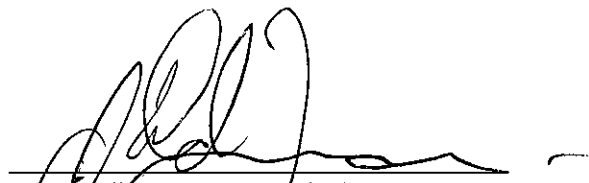
THEREFORE BE IT RESOLVED that the County Board approves this recommendation and authorizes the County Board Chairman to execute the applicable American Institute of Architects agreements upon acceptable contract terms.

BE IT FURTHER RESOLVED that the County Clerk notifies the County Board Office, the Facilities Director, and the Auditor of this action.

PASSED THIS 28th DAY OF February, 2024.

ATTEST:


Tazewell County Clerk


Tazewell County Board Chairman

Tazewell County

Project #2024-P-02

RFQ - Architectural & Engineering Services - Justice Center Annex

Submissions Received From

Cordogan Clark & Associates

Farnsworth Group, Inc.

IGW Architecture

Senga Architects

Wight & Company

Wold Architects and Engineers

Tazewell County

Project #2024-P-02

RFQ - Architectural &
Engineering Services - Justice
Center Annex

Bidder:	Farnsworth Group	Wight & Co.	Cordogan Clark
Date/Time Received:	1/31/24 1:20 p.m.	1/31/24 1:03 p.m.	1/31/24 9:05 a.m.
Signature Form Completed	yes	yes	yes
Qualification Documents Received	yes	yes	yes

Tazewell County

Project #2024-P-02

RFQ - Architectural &
Engineering Services - Justice
Center Annex

Bidder:	Wold Architects & Engineers	IGW Architecture	Senga Architects
Date/Time Received:	1/31/2024 9:17 a.m.	1/31/24 1:22 P.m.	1/31/24 9:17 a.m.
Signature Form Completed	yes	yes	yes
Qualification Documents Received	yes	yes	yes

COMMITTEE REPORT

P-24-05

Mr. Chairman and Members of the Tazewell County Board:

Your Property Committee has considered the following RESOLUTION and recommends that it be adopted by the Board:

RESOLUTION

WHEREAS, the County's Property Committee recommends to the County Board to accept the bid from M & O Environmental Company to provide asbestos abatement for the McKenzie building windows replacement Phase 2 project; and

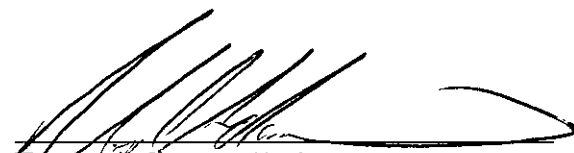
WHEREAS, the estimated cost is \$45,000 on a time and materials basis; and

THEREFORE BE IT RESOLVED that the County Board approve this recommendation.

BE IT FURTHER RESOLVED that the County Clerk notifies the County Board Office, the Building and Grounds Superintendent and the Auditor of this action.

PASSED THIS 28th DAY OF FEBRUARY, 2024.

ATTEST:


Tazewell County Clerk


Tazewell County Board Chairman

M & O ENVIRONMENTAL COMPANY

1625 W. Altorfer Drive
Peoria, IL 61615
(309) 692-6700
Fax (309) 692-9812

February 16, 2024

Tazewell County

Attention: Mike Schone

Re: Asbestos Abatement
McKenzie Building
Quote #29396

Thank you for extending the opportunity to M & O Environmental Company to submit a bid on the abatement work at your facility. We are able to extend our expertise based on over 40 years of nationwide experience in the asbestos abatement, lead mitigation, mold remediation, and specialty insulation industries. We offer the following proposal for your review and acceptance.

SCOPE OF WORK

We will remove and dispose of the following asbestos containing materials utilizing non-friable removal methods:

North Elevation

4th Floor

- 36 windows/panels in opening (Approximately 7' tall x 85' wide)
- 1 window approximately 3'x3'

3rd Floor

- 1 window approximately 3'x3'

2nd Floor

- 1 window approximately 3'3'

South Elevation

4th Floor

- 45 windows/panels in opening (Approximately 7' tall 85' wide)

3rd Floor

- 8 windows/panels in opening (Approximately 3' tall 30' wide)

2nd Floor

- 8 windows/panels in opening (Approximately 3' tall 30' wide)

1st Floor

- 6 windows/panels in opening (Approximately 3' tall 15' wide)

PRICE

Our Time and Material Price: \$45,000.00

CLARIFICATIONS

1. Movables by others. (If applicable.)
2. OSHA personal air monitoring is included in our price.
3. Area and/or clearance air sampling by others. (If requested)

M & O ENVIRONMENTAL COMPANY

1625 W. Altorfer Drive
Peoria, IL 61615
(309) 692-6700
Fax (309) 692-9812

4. Lift(s) are included in our price.
5. Bonds are not included in our price.
6. Selective demolition by others. (Interior fin tubes, conduit, shades and interior attachments)
7. All put-back by others.
8. Weatherization by others.
9. Layout by others.
10. Barrier wall on interior by others

GENERAL PROCEDURES

For the purposes of safety and in order to minimize the potential for the contamination of individuals, access to the actual work area shall be completely restricted once work has commenced. No personnel will be allowed access to any designated work area without proper attire and respiratory protection. Respiratory protection and proper attire shall be made available at all times during the project for use by designated representative of the owner, the consultant and/or engineer or, if applicable, the independent air monitoring hygienist who may require individuals who enter the work area shall be subject to the requirements of the M & O Environmental Respiratory Protection Program and all other appropriate programs.

INSURANCE

Third party liability insurance will be provided by M & O Environmental in the amount of \$2 million. This is the standard "true occurrence" type policy, and our carrier has an "A" rating. (See attached.)

SAFETY INFORMATION

If required, material safety data sheets and/or other project information regarding surfactants, encapsulants, adhesive, etc. will be submitted for review prior to the commencement of work.

REGULATORY COMPLIANCE

All proper and required notification to the EPA and/or IDPH shall be made prior to mobilization of manpower and equipment by M & O Environmental. Appropriate documentation will be made to the owner upon request.

ON-SITE UTILITIES

Customer shall provide utilities for the subject job which includes hot and cold water, drains, electricity and the like.

WORK FORCE

Work crews are to be union members and will meet all necessary requirements.

M & O ENVIRONMENTAL COMPANY

1625 W. Altorfer Drive
Peoria, IL 61615
(309) 692-6700
Fax (309) 692-9812

HAULING AND DISPOSAL

Hauling shall be provided in accordance with current regulation and all waste shall be disposed of in licensed, EPA approved landfills. Burial manifests shall be submitted to the owner for his records.

DOCUMENTATION

Upon request, all documentation such as air sample reports, containment sign-in sheets, burial manifests, EPA notifications, etc. shall be submitted to the owner for his permanent files.

REGULATORY NOTE

Please note that our proposal has been prepared on the basis of all Federal and State regulation and guidelines in effect at the date of this proposal. All work shall be performed in a professional and workmanlike manner and in complete and legal accordance with current OSHA regulations for Asbestos (Code of Federal Regulation Title 40, Part 61, Subparts A and M), acceptable industry practices and project specifications and requirements, as applicable.

CONFIDENTIALITY

Due to the potential of emotional responses to asbestos abatement, we shall, at all times during the project, adhere to a policy of strict confidentiality. Abatement workers shall endeavor to remain in the work areas at all times and shall at no time come into contact with building occupants while wearing protective clothing and respirators.

Again, thank you for the opportunity to submit this proposal to you. M & O Environmental is confidently looking forward to providing quality asbestos abatement services to you on this and future projects.

If you have any questions on this proposal or need any additional information, please contact me.

Sincerely,

M & O ENVIRONMENTAL COMPANY

Clinton N. Tyler
Vice President

CNT: aw

M & O ENVIRONMENTAL COMPANY

1625 W. Altorfer Drive
Peoria, IL 61615
(309) 692-6700
Fax (309) 692-9812

February 16, 2024

Tazewell County

Attention: Mike Schone

Re: Asbestos Abatement
McKenzie Building
Quote #29396

Again, thank you for the opportunity to submit this proposal to you. M & O Environmental is confidently looking forward to providing quality asbestos abatement services to you on this and future projects.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikers, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance. If requested in writing, we will provide additional insured status under the General Liability Policy.

If you have any questions on this proposal or need any additional information, please give me a call at 309-692-6700.

Acceptance of Proposal – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.

Printed Name _____

Signature _____

Date of Acceptance _____

Reference Number: Quote #29396

T&M Price: \$45,000.00

COMMITTEE REPORT

F-24-05

Mr. Chairman and Members of the Tazewell County Board:

Your Finance Committee has considered the following RESOLUTION and recommends that it be adopted by the Board:

RESOLUTION

WHEREAS, the County's Finance Committee recommends to the County Board to authorize the purchase of a squad car for the Sheriff's Department;

WHEREAS, the purchase will be funded by the Risk Management Fund as it is a replacement of a squad car totaled in an accident;

WHEREAS, the purchase price of the vehicle is \$43,395; and

WHEREAS, the pricing is from the state Cooperative Purchasing Agreement; and

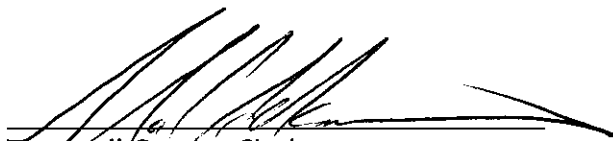
WHEREAS, the totaled vehicle (2023 Ford Explorer, VIN 1FM5K8AB8PGA84743) is to be picked up by Travelers from Rod's Autobody in Pekin in order for Tazewell County to receive a check for \$16,570.00 (fair market value of \$41,376 - \$25,000 deductible).

THEREFORE BE IT RESOLVED that the County Board approve the recommendation.

BE IT FURTHER RESOLVED that the County Clerk notifies the County Board Office, the Treasurer, Finance Office, Sheriff, Human Resources and the Auditor of this action.

PASSED THIS 28th DAY OF FEBRUARY, 2024.

ATTEST:


Tazewell County Clerk


Tazewell County Board Chairman

Prepared for: Mr. Chris Kempf
Captain, Tazewell County Sheriff's Office
Prepared by: Richie Wellenkamp
02/13/2024



Morrow Brothers Ford, Inc. | 1242 Main Street Greenfield Illinois | 62044

2023 Police Interceptor Utility AWD Base (K8A)

Price Level: 350

Pricing Summary - Single Vehicle

Vehicle Pricing

Total Illinois Government Price Including All Item Listed In This Document **\$43,395.00* Each**

Units are in stock* at the time of this quote and available, first come first serve. Additional options can be added as required. All trade in vehicles are welcome regardless of miles or condition. Let me know if you have any questions.

Customer Signature

Acceptance Date

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information

Prepared for: Mr. Chris Kempf
Captain, Tazewell County Sheriff's Office
Prepared by: Richie Wellenkamp
02/13/2024



Morrow Brothers Ford, Inc. | 1242 Main Street Greenfield Illinois | 62044

2023 Police Interceptor Utility AWD Base (K8A)

Price Level: 350

As Configured Vehicle

Code	Description
Base Vehicle	
K8A	Base Vehicle Price (K8A)
Packages	
500A	Order Code 500A <i>Includes:</i> <ul style="list-style-type: none">- 3.73 Axle Ratio- GVWR: 6,840 lbs (3,103 kgs)- Tires: 255/60R18 AS BSW- Wheels: 18" x 8" 5-Spoke Painted Black Steel- Includes polished stainless steel hub cover and center caps.- Unique HD Cloth Front Bucket Seats w/Vinyl Rear- Includes reduced bolsters, driver 6-way power track (fore/aft. up/down, tilt with manual recline, 2-way manual lumbar), passenger 2-way manual track (fore/aft. with manual recline) and built-in steel intrusion plates in both driver/passenger seatbacks.- Radio: AM/FM/MP3 Capable- Includes clock, 4-speakers, Bluetooth interface with hands-free voice command support (compatible with most Bluetooth connected mobile devices), 1 USB port and 4.2" color LCD screen center stack smart display.
Powertrain	
99B	Engine: 3.3L V6 Direct-Injection (FFV) <i>(136-MPH top speed). Deletes regenerative braking and lithium-ion battery pack; adds 250-Amp alternator, replaces H7 AGM battery (800 CCA/80-amp) with H7 SLI battery (730 CCA/80-amp) and replaces 19-gallon tank with 21.4-gallon.</i>
44U	Transmission: 10-Speed Automatic (44U)
STDAX	3.73 Axle Ratio
STDGV	GVWR: 6,840 lbs (3,103 kgs)
Wheels & Tires	
STDTR	Tires: 255/60R18 AS BSW
STDWL	Wheels: 18" x 8" 5-Spoke Painted Black Steel <i>Includes polished stainless steel hub cover and center caps.</i>
Seats & Seat Trim	
9	Unique HD Cloth Front Bucket Seats w/Vinyl Rear <i>Includes reduced bolsters, driver 6-way power track (fore/aft. up/down, tilt with manual recline, 2-way manual lumbar), passenger 2-way manual track (fore/aft. with manual recline) and built-in steel intrusion plates in both driver/passenger seatbacks.</i>

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Mr. Chris Kempf
Captain, Tazewell County Sheriff's Office
Prepared by: Richie Wellenkamp
02/13/2024



Morrow Brothers Ford, Inc. | 1242 Main Street Greenfield Illinois | 62044

2023 Police Interceptor Utility AWD Base (K8A)

Price Level: 350

As Configured Vehicle (cont'd)

Code	Description
Other Options	
PAINT	Monotone Paint Application
119WB	119" Wheelbase
STDRD	Radio: AM/FM/MP3 Capable <i>Includes clock, 4-speakers, Bluetooth interface with hands-free voice command support (compatible with most Bluetooth connected mobile devices), 1 USB port and 4.2" color LCD screen center stack smart display.</i>
43D	Dark Car Feature <i>Courtesy lamps disabled when any door is opened.</i>
60A	Grille LED Lights, Siren & Speaker Pre-Wiring
51R	Driver Only LED Spot Lamp (Unity)
68G	Rear-Door Controls Inoperable <i>Locks, handles and windows. Can manually remove window or door disable plate with special tool. Locks/windows operable from driver's door switches.</i>
18D	Global Lock/Unlock Feature <i>Door-panel switches will lock/unlock all doors and rear liftgate. Eliminates overhead console liftgate unlock switch and 45-second timer. Also eliminates the blue liftgate release button if ordered with remote keyless entry.</i>
55F	Remote Keyless Entry Key Fob w/o Key Pad <i>Does not include PATS. Includes 4-key fobs. Key fobs are not fobbed alike when ordered with keyed-alike.</i>
549	Heated Sideview Mirrors
47A	Police Engine Idle Feature <i>This feature allows you to leave the engine running and prevents your vehicle from unauthorized use when outside of your vehicle. Allows the key to be removed from ignition while vehicle remains idling.</i>
17A	Rear Auxiliary Air Conditioning
Emissions	
425	50 State Emission System <i>Flexible Fuel Vehicle (FFV) system is standard equipment for vehicles equipped with the 3.3L V6 Direct-Injection engine.</i>

Exterior Color

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Prepared for: Mr. Chris Kempf
Captain, Tazewell County Sheriff's Office
Prepared by: Richie Wellenkamp
02/13/2024



Morrow Brothers Ford, Inc. | 1242 Main Street Greenfield Illinois | 62044

2023 Police Interceptor Utility AWD Base (K8A)

Price Level: 350

As Configured Vehicle (cont'd)

Code	Description
UM_01	Agate Black
Interior Color	
96_01	Charcoal Black w/Unique HD Cloth Front Bucket Seats w/Vinyl Rear
	Illinois Sheriff License and Title
	Customer pick up

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Mr. Chris Kempf
Captain, Tazewell County Sheriff's Office
Prepared by: Richie Wellenkamp
02/13/2024



Morrow Brothers Ford, Inc. | 1242 Main Street Greenfield Illinois | 62044

2023 Police Interceptor Utility AWD Base (K8A)

Price Level: 350

Selected Equip & Specs

Dimensions

• Conventional Capacity: 5,000 lbs. • Vehicle body length: 198.8" • Vehicle body width: 82.6" • Vehicle body height: 69.3" • Wheelbase: 119.1" • Front track: 66.9" • Rear track: 66.9" • Interior rear cargo volume: 52.0 cu.ft. • Interior rear cargo volume with seats folded: 90.3 cu.ft. • Max interior rear cargo volume: 90.3 cu.ft. • Total passenger volume: 118.0 cu.ft. • Headroom first-row: 40.7" • Headroom second-row: 40.4" • Leg room first-row: 40.9" • Leg room second-row: 40.7" • Shoulder room first-row: 61.8" • Shoulder room second-row: 61.3" • Hip room first-row: 59.3" • Hip room second-row: 59.1"

Powertrain

* **3.3L V-6 gasoline direct injection, DOHC, variable valve control, engine with 285HP** • Engine cylinders: V-6 • Spark ignition system • Horsepower: 285 HP@6500 RPM • Torque: 260 lb.-ft.@4000 RPM • Engine oil cooler • Heavy-duty radiator • 10-speed automatic • Automatic full-time AWD • All-wheel drive • Recommended fuel: regular unleaded • Easy Fuel capless fuel filler • All-speed ABS and driveline traction control • Permanent locking hub control

Fuel Economy and Emissions

• Gasoline secondary fuel type • ULEV II emissions * **E85 additional fuel types**

Suspension and Handling

• Standard ride suspension • Gas-pressurized front shock absorbers • Gas-pressurized rear shock absorbers

Driveability

• 4-wheel disc brakes • Front and rear ventilated disc brakes • 4-wheel antilock (ABS) brakes • Four channel ABS brakes • Brake assist system • Hill start assist • Independent front suspension • Strut front suspension • Front anti-roll bar • Front coil springs • Independent rear suspension • Multi-link rear suspension • Rear anti-roll bar • Electric power-assist steering system • Rack-pinion steering • 2-wheel steering system

Body Exterior

• Trailer wiring harness • 4 doors • Clearcoat paint • Monotone paint • Body-coloured bodyside cladding • Black wheel well trim • Black side window trim • Black windshield trim • Black door handles • Body-coloured front bumper • Black front bumper rub strip • Front tow hook • Body-coloured rear bumper • Black rear bumper rub strip • Black grille • Black door mirrors * **Exterior mirror LED spot lights** • Standard style side mirrors • Convex spotter in driver and passenger side door mirrors • Conventional left rear passenger door • Conventional right rear passenger door • Liftgate rear cargo door • P255/60RW18 AS BSW front and rear tires • 18 x 8-inch front and rear black steel wheels

Convenience

• Power door locks * **Keyfob activated door locks** • Power tailgate/rear door lock • Cruise control with steering wheel mounted controls • Day/Night rearview mirror • Power first-row windows • Cargo area tray/organizer • Driver foot rest • Power cargo area access release • Fixed interval rear windshield wipers • Heated rear wiper park • Rear window defroster • Fixed rear windshield • Locking glove box • 2 beverage holders • Driver and passenger door bins • Dashboard storage • Retained accessory power • PRND in IP • Trip computer

Comfort

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Mr. Chris Kempf
Captain, Tazewell County Sheriff's Office
Prepared by: Richie Wellenkamp
02/13/2024



Morrow Brothers Ford, Inc. | 1242 Main Street Greenfield Illinois | 62044

2023 Police Interceptor Utility AWD Base (K8A)

Price Level: 350

Selected Equip & Specs (cont'd)

• Automatic climate control • Dual-zone front climate control • **Rear climate control system** • Cabin air filter • Rear under seat climate control ducts • **Rear headliner/pillar climate control ducts** • Cloth headliner material • Full headliner coverage • Full vinyl floor covering • Full floor coverage • Vinyl rear seat upholstery • Carpet rear seatback upholstery • Manual tilting steering wheel • Manual telescopic steering wheel • Urethane steering wheel

Seats and Trim

• Seating capacity: 5 • Bucket front seats • Driver seat with 8-way directional controls • Front passenger seat with 4-way directional controls • Height adjustable front seat head restraints • Manual front seat head restraint control • Manual reclining driver seat • Power height adjustable driver seat • Power driver seat fore/aft control • Power driver seat cushion tilt • Manual reclining passenger seat • Manual passenger seat fore/aft control • Fixed rear seats • Split-bench rear seat • Height adjustable rear seat head restraints • Manual driver seat lumbar • Cloth front seat upholstery

Entertainment Features

• 1 total number of 1st row displays • 4.2 inch primary LCD display • AM/FM stereo radio • In-vehicle audio • AM radio • FM radio • Seek scan • External memory control • Speakers number: 4 • Standard grade speakers • Steering wheel mounted audio controls • Speed sensitive volume • Integrated roof audio antenna

Lighting, Visibility and Instrumentation

• Metal-look instrument panel insert • Analog instrumentation display • Trip odometer • In-radio display clock • Driver information center • Redundant digital speedometer • Tachometer • Engine/electric motor temperature gauge • Engine hour meter • Traction battery level gauge • Deep tinted windows • Projector beam headlights • LED low and high beam headlights • Auto on/off headlight control • Multiple enclosed headlights • Variable intermittent front windshield wipers • Speed sensitive wipers • Front reading lights • Rear reading lights • Variable instrument panel light • High mounted center stop light • LED brake lights • Fade interior courtesy lights

Technology and Telematics

• Bluetooth handsfree wireless device connectivity • Fleet Telematics Modem selective service internet access • 1 USB port

Safety and Security

• Driver front impact airbag • Seat mounted side impact driver airbag • Curtain first and second-row overhead airbags • Passenger front impact airbag • Seat mounted side impact front passenger airbag • Airbag occupancy sensor • Passenger side knee airbag • 7 airbags • Rear seat center 3-point seatbelt • Front height adjustable seatbelts • Front seatbelt pretensioners • 2 seatbelt pre-tensioners • External acoustic pedestrian alert • Rear camera with washer • Electronic stability control system with anti-roll • Manual rear child safety door locks

Dimensions

General Weights

* Curb weight	4,718 lbs.	* GVWR	6,465 lbs.
Payload	1,670 lbs.		

Trailer Weights

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: **Mr. Chris Kempf**
 Captain, Tazewell County Sheriff's Office
 Prepared by: Richie Wellenkamp
 02/13/2024



Morrow Brothers Ford, Inc. | 1242 Main Street Greenfield Illinois | 62044

2023 Police Interceptor Utility AWD Base (K8A)

Price Level: 350

Selected Equip & Specs (cont'd)

Conventional capacity 5,000 lbs.

Off Road

Min ground clearance	7.6"	Loading floor height	30.9 "
Approach angle	19.3	Departure angle	21.4

Exterior Measurements

Vehicle body length	198.8"	Vehicle body width	82.6"
Vehicle body height	69.3"	Wheelbase	119.1"
Front track	66.9"	Rear track	66.9"

Interior Measurements

Interior rear cargo volume	52.0 cu.ft.	Max interior rear cargo volume	90.3 cu.ft.
Interior cargo area max width	47.9 "	Interior rear cargo volume with seats folded	90.3 cu.ft.
Length to rear seat	46.2 "		

Interior Volume

Total passenger volume 118.0 cu.ft.

Headroom

Headroom first-row	40.7"	Headroom second-row	40.4"
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Legroom

Leg room first-row	40.9"	Leg room second-row	40.7"
--------------------	-------	---------------------	-------

Shoulder Room

Shoulder room first-row	61.8"	Shoulder room second-row	61.3"
-------------------------	-------	--------------------------	-------

Hip Room

Hip room first-row	59.3"	Hip room second-row	59.1"
--------------------	-------	---------------------	-------

Powertrain

Engine

* Engine **3.3L V-6 gasoline direct injection, DOHC, variable valve control, engine with 285HP** Valves per cylinder 4

Engine cylinders	V-6	Engine location	Front mounted engine
Ignition	Spark ignition system	Engine mounting direction	Longitudinal mounted engine

Engine block material	Iron engine block	Cylinder head material	Aluminum cylinder head
-----------------------	-------------------	------------------------	------------------------

Engine Specs

Displacement	3.3L	cc	204 cu.in.
Bore	3.56"	Stroke	3.41"
Compression ratio	12.0		

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information

Prepared for: Mr. Chris Kempf
 Captain, Tazewell County Sheriff's Office
 Prepared by: Richie Wellenkamp
 02/13/2024



Morrow Brothers Ford, Inc. | 1242 Main Street Greenfield Illinois | 62044

2023 Police Interceptor Utility AWD Base (K8A)

Price Level: 350

Selected Equip & Specs (cont'd)

Engine Power

Horsepower 285 HP@6500 RPM Torque 260 lb.-ft.@4000 RPM

Alternator

* Alternator amps 250A * Alternator type Regular duty alternator

Battery

Battery amps 80Ah * Battery type Lead acid battery

* Battery rating 730CCA

Engine Extras

Engine cooler Engine oil cooler Radiator Heavy-duty radiator

Transmission

Transmission 10-speed automatic Transmission electronic control Transmission electronic control

Overdrive transmission Overdrive transmission Lock-up transmission Lock-up transmission

First gear ratio 4.696 Second gear ratio 2.985

Third gear ratio 2.146 Fourth gear ratio 1.769

Fifth gear ratio 1.52 Sixth gear ratio 1.275

Reverse gear ratio 4.866 Seventh gear ratio 1

Eighth gear ratio 0.854 Ninth gear ratio 0.689

Tenth gear ratio 0.636 Transmission oil cooler Transmission oil cooler

Drive Type

4WD type Automatic full-time AWD Drive type All-wheel drive

Drivetrain

Axle ratio 3.73

Exhaust

Tailpipe Stainless steel dual exhaust

Fuel

Fuel type regular unleaded

Fuel Tank

Capless fuel filler Easy Fuel capless fuel filler * Fuel tank capacity 21.40 gal.

Drive Feature

Traction control All-speed ABS and driveline Locking hub control Permanent locking hub traction control control

Provisions

Provisions Police/fire provisions

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Prepared for: Mr. Chris Kempf
 Captain, Tazewell County Sheriff's Office
 Prepared by: Richie Wellenkamp
 02/13/2024



Morrow Brothers Ford, Inc. | 1242 Main Street Greenfield Illinois | 62044

2023 Police Interceptor Utility AWD Base (K8A)

Price Level: 350

Selected Equip & Specs (cont'd)

Fuel Economy and Emissions

Fuel Economy

Secondary fuel type Gasoline secondary fuel type

Emissions

Emissions ULEV II emissions Emissions tiers Tier 2 Bin 5 emissions

Fuel Economy (Alternate 1)

* Additional fuel types **E85 additional fuel types**

Suspension and Handling

Suspension

Suspension Standard ride suspension Front shock absorbers Gas-pressurized front shock absorbers

Rear shock absorbers Gas-pressurized rear shock absorbers

Driveability

Brakes

Brake type 4-wheel disc brakes Ventilated brakes Front and rear ventilated disc brakes

ABS brakes Four channel ABS brakes ABS brakes 4-wheel antilock (ABS) brakes

Brake Assistance

Hill start assist Hill start assist Brake assist system Brake assist system

Front Suspension

Anti-roll bar front Front anti-roll bar Suspension ride type front Independent front suspension

Suspension type front Strut front suspension

Front Spring

Regular front springs Regular front springs Springs front Front coil springs

Rear Spring

Springs rear Rear coil springs Rear springs Regular grade rear springs

Rear Suspension

Anti-roll bar rear Rear anti-roll bar Suspension type rear Multi-link rear suspension

Suspension ride type rear Independent rear suspension

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2023 Police Interceptor Utility AWD Base (K8A)

Price Level: 350

Selected Equip & Specs (cont'd)

Steering

Steering Electric power-assist steering system	Steering type	Rack-pinion steering
Steering type number of wheels 2-wheel steering system		

Exterior

Front Wheels

Front wheels diameter	18"	Front wheels width	8"
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Rear Wheels

Rear wheels diameter	18"	Rear wheels width	8"
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Front And Rear Wheels

Appearance	black	Material	steel
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Front Tires

Aspect	60	Diameter	18"
Sidewalls	BSW	Speed	W
Tread	AS	Type	P
Width	255mm		

Rear Tires

Aspect	60	Diameter	18"
Sidewalls	BSW	Speed	W
Tread	AS	Type	P
Width	255mm		

Body Exterior

Trailer

Towing capability	Trailer towing capability	Towing class	Class III tow rating
Towing hitch	Trailer hitch	Towing wiring harness	Trailer wiring harness

Exterior Features

Number of doors	4 doors
-----------------	---------

Body

Body panels Galvanized steel and aluminum body panels with side impact beams

Mirrors

Convex spotter Convex spotter in driver and passenger side door mirrors

Spare Tire

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2023 Police Interceptor Utility AWD Base (K8A)

Price Level: 350

Selected Equip & Specs (cont'd)

Spare tire Full-size spare tire with steel wheel

Spare tire location Spare tire mounted under the cargo floor

Aerodynamics

Spoiler Rear lip spoiler

Wheels

Wheel covers Wheel hub covers

Convenience

Door Locks

Door locks Power door locks

*** Keyfob door locks**

Keyfob activated door locks

Tailgate control Power tailgate/rear door lock

Cruise Control

Cruise control Cruise control with steering wheel mounted controls

Rear View Mirror

Day/Night rearview mirror Day/Night rearview mirror

Exterior Mirrors

Door mirrors Power door mirrors
*** Heated door mirrors Heated driver and passenger side door mirrors**

Folding door mirrors Manual folding door mirrors

Front Side Windows

First-row windows Power first-row windows

Overhead Console

Overhead console Mini overhead console

Overhead console storage

Overhead console storage

Driver Visor

Visor driver mirror Driver visor mirror

Passenger Visor

Visor passenger mirror Passenger visor mirror

Power Outlets

12V power outlets 2 12V power outlets

Cargo Features

Cargo tie downs Cargo area tie downs

Cargo light

Cargo area light

Cargo Trim

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2023 Police Interceptor Utility AWD Base (K8A)

Price Level: 350

Selected Equip & Specs (cont'd)

Cargo floor type	Carpet cargo area floor	Trunk lid trim	Plastic trunk lid trim
<i>Pedals</i>			
Driver foot rest	Driver foot rest		
<i>Remote Releases</i>			
Cargo access release	Power cargo area access		
<i>Rear Windshield</i>			
Rear window defroster	Rear window defroster	Rear windshield	Fixed rear windshield
Rear windshield wipers	Fixed interval rear windshield wipers	Heated wiper area	Heated rear wiper park
<i>Storage</i>			
Door bins front	Driver and passenger door bins	Number of beverage holders	2 beverage holders
Glove box	Locking glove box	Dashboard storage	Dashboard storage
<i>Windows Feature</i>			
One-touch up window	Driver and passenger one-touch up windows	One-touch down window	Driver and passenger one-touch down windows
<i>Windows Rear Side</i>			
Second-row windows	Power second-row windows	Third-row windows	Fixed third-row windows
<i>Miscellaneous</i>			
Trip computer	Trip computer	PRND in IP	PRND in IP
Accessory power	Retained accessory power		

Comfort

Climate Control

Climate control	Automatic climate control	* Rear headliner/pillar ducts	Rear headliner/pillar climate control ducts
Dual-zone front climate control	Dual-zone front climate control	Cabin air filter	Cabin air filter
* Rear climate control system	Rear climate control system	Rear under seat ducts	Rear under seat climate control ducts

Headliner

Headliner material	Cloth headliner material	Headliner coverage	Full headliner coverage
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Door Trim

Door panel insert	Metal-look door panel insert
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Floor Trim

Floor covering	Full vinyl floor covering	Floor coverage	Full floor coverage
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Morrow Brothers Ford, Inc. | 1242 Main Street Greenfield Illinois | 62044

2023 Police Interceptor Utility AWD Base (K8A)

Price Level: 350

Selected Equip & Specs (cont'd)

Second-Row Seat Trim

Rear seat upholstery Vinyl rear seat upholstery
 Rear seatback upholstery Carpet rear seatback upholstery

Steering Wheel

Steering wheel telescopic steering wheel Manual telescopic steering wheel
 Steering wheel material Urethane steering wheel
 Steering wheel tilt Manual tilting steering wheel

Seats and Trim

Seat Capacity

Seating capacity 5

Front Seats

Driver seat direction Driver seat with 8-way directional controls
 Driver seat fore/aft control Power driver seat fore/aft control
 Passenger seat direction Front passenger seat with 4-way directional controls
 Reclining passenger seat Manual reclining passenger seat
 Front head restraints Height adjustable front seat head restraints
 Reclining driver seat Manual reclining driver seat
 Height adjustable driver seat Power height adjustable driver seat
 Driver seat cushion tilt Power driver seat cushion tilt
 Split front seats Bucket front seats
 Passenger seat fore/aft control Manual passenger seat fore/aft control
 Front head restraint control Manual front seat head restraint control

Rear Seats

Bench seats Split-bench rear seat
 Folding second-row seats 35-30-35 folding rear seats
 Rear seat folding position Fold forward rear seatback
 Rear head restraint control Manual rear seat head restraint control
 Rear seats fixed or removable Fixed rear seats
 Rear seat direction Front facing rear seat
 Rear head restraints Height adjustable rear seat head restraints
 Number of rear head restraints 3 rear seat head restraints

Lumbar Seats

Driver lumbar Manual driver seat lumbar

Front Seat Trim

Front seat upholstery Cloth front seat upholstery
 Front seatback upholstery Vinyl front seatback upholstery

Interior Accents

Interior accents Metal-look interior accents

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2023 Police Interceptor Utility AWD Base (K8A)

Price Level: 350

Selected Equip & Specs (cont'd)

Gearshifter Material

Gearshifter material Urethane gear shifter material

Entertainment Features

LCD Displays

Number of first-row LCD displays 1 total number of 1st row displays LCD primary display size 4.2 inch primary LCD display

Radio Features

External memory External memory control Seek scan Seek scan

Speakers

Speakers Standard grade speakers Speakers number 4

Audio Features

Steering mounted audio control Steering wheel mounted audio controls Speed sensitive volume Speed sensitive volume

Lighting, Visibility and Instrumentation

Instrument Panel Trim

Panel insert Metal-look instrument panel insert

Instrumentation

Trip odometer Trip odometer Instrumentation display Analog instrumentation display

Instrumentation Displays

Speedometer Redundant digital speedometer Driver information center Driver information center

Clock In-radio display clock

Instrumentation Gauges

Tachometer Tachometer Traction battery level gauge Traction battery level gauge

Engine/electric motor temperature gauge Engine/electric motor temperature gauge Engine hour meter Engine hour meter

Instrumentation Warnings

Engine temperature warning Engine temperature warning Oil pressure warning Oil pressure warning

Low fuel warning Low fuel warning Low washer fluid warning Low washer fluid warning

Low brake fluid warning Low brake fluid warning Battery charge warning Battery charge warning

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Morrow Brothers Ford, Inc. | 1242 Main Street Greenfield Illinois | 62044

2023 Police Interceptor Utility AWD Base (K8A)

Price Level: 350

Selected Equip & Specs (cont'd)

Headlights on reminder	Headlights on reminder	Key in vehicle warning	Key in vehicle warning
Door ajar warning	Door ajar warning	Trunk warning	Rear cargo ajar warning
Service interval warning	Service interval indicator	Low tire pressure warning	Tire specific low air pressure warning

Glass

Tinted windows	Deep tinted windows
----------------	---------------------

Headlights

Headlights LED low and high beam headlights	Headlight type	Projector beam headlights	
Auto headlights	Auto on/off headlight control	Multiple headlights	Multiple enclosed headlights

Front Windshield

Wipers	Variable intermittent front windshield wipers	Speed sensitive wipers	Speed sensitive wipers
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Interior Lighting

Variable panel light	Variable instrument panel light	Front reading lights	Front reading lights
Rear reading lights	Rear reading lights		

Lights

Interior courtesy lights	Fade interior courtesy lights	LED brake lights	LED brake lights
High mount stop light	High mounted center stop light		

Technology and Telematics

Connectivity

Handsfree	Bluetooth handsfree wireless device connectivity
-----------	--------------------------------------------------

Internet Access

Internet access	Fleet Telematics Modem selective service internet access
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USB Ports

USB ports	1 USB port
-----------	------------

Safety and Security

Airbags

Front impact airbag driver	Driver front impact airbag	Number of airbags	7 airbags
Front impact airbag passenger	Passenger front impact airbag	Knee airbag	Passenger side knee airbag

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Price Level: 350

Selected Equip & Specs (cont'd)

Front side impact airbag driver
Seat mounted side impact driver airbag
Occupancy sensor Airbag occupancy sensor

Front side impact airbag passenger
Seat mounted side impact front passenger airbag
Overhead airbags
Curtain first and second-row overhead airbags

Seatbelts

3-point seatbelt Rear seat center 3-point seatbelt
Seatbelt pretensioners Front seatbelt pretensioners

Height adjustable seatbelts Front height adjustable seatbelts
Seatbelt pretensioners number 2 seatbelt pretensioners

Active Driving Assistance

External acoustic pedestrian alert External acoustic pedestrian alert

Cameras

Rear camera Rear camera with washer

Traction Control

Electronic stability control Electronic stability control system with anti-roll

Occupant Safety

Child door locks Manual rear child safety door locks

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Morrow Brothers Ford, Inc. | 1242 Main Street Greenfield Illinois | 62044

2023 Police Interceptor Utility AWD Base (K8A)

Price Level: 350

Warranty

Standard Warranty

Basic Warranty

Basic warranty

36 months/36,000 miles

Powertrain Warranty

Powertrain warranty

60 months/100,000 miles

Corrosion Perforation

Corrosion perforation warranty

60 months/unlimited

Roadside Assistance Warranty

Roadside warranty

60 months/60,000 miles

Hybrid/Electric Components Warranty

Hybrid/electric components warranty

96 months/100,000 miles

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REPORT SUMMARY



CLAIM INFORMATION

Owner	Tazewell County, Unknown Pekin, IL 61554
Loss Unit	Police 2023 Ford EXPLORER POLICE AWD 6cyl. 3.3l Suv
Loss Unit Type	SPECIALTY VEHICLES
Loss Incident Date	01/22/2024
Claim Reported	02/06/2024

The CCC ONE® Market Valuation Report reflects CCC Intelligent Solutions Inc.'s opinion as to the value of the loss unit, based on information provided to CCC by TRAVELERS - THE TRAVELERS INDEMNITY COMPANY.



INSURANCE INFORMATION

Report Reference Number	117433935
Claim Reference	F1P0214001
Adjuster	Stanback, Billy
Appraiser	Nuchell, Roy
Odometer	14,982
Last Updated	02/06/2024 01:18 PM



VALUATION SUMMARY

Base Value	\$ 41,376.00
Adjusted Value	\$ 41,376.00
Title, Registration and Other Fees	+ \$ 194.00
DEDUCTIBLE	- \$ 25,000.00
Total	\$ 16,570.00

The total may not represent the total of the settlement as other factors (e.g. license and fees) may need to be taken into account.

BASE VALUE

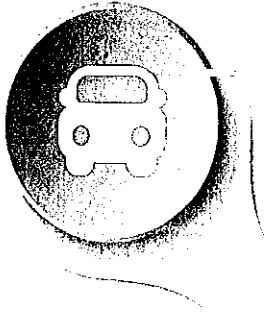
This is derived from comparable unit(s) available or recently available in the marketplace at the time of valuation, per our valuation methodology described on the next page.

Inside the Report

- Valuation Methodology..... 2
- Loss Unit Information..... 3
- Comparable Units..... 6
- Valuation Notes..... 9
- Supplemental Information..... 10

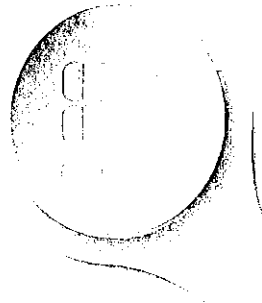
VALUATION METHODOLOGY

How was the valuation determined?



CLAIM INSPECTION

TRAVELERS - THE TRAVELERS INDEMNITY COMPANY has provided CCC with the zip code where the loss unit is garaged, loss unit VIN, mileage/hours, options and additional equipment, as well as loss unit condition, which is used to assist in determining the value of the loss unit.



DATABASE REVIEW

CCC maintains an extensive database of units that currently are or recently were available for sale in the U.S. This database includes units advertised for sale by dealerships or private parties. All of these sources are updated regularly.

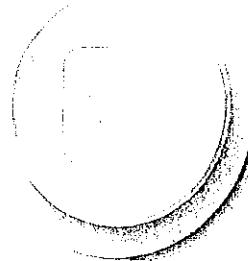
SEARCH FOR COMPARABLES

When a valuation is created the database is searched and comparable units are selected. On current year units, new units for sale at the time of the valuation may have been used. The zip code where the loss unit is garaged determines the starting point for the search. Comparable units are similar to the loss unit based on relevant factors. If a sufficient number of comparable units cannot be located, CCC may also obtain dealer quotations for a unit with attributes as reported by the insurer.



CALCULATE VALUATION

Adjustments to the price of the selected comparable units are made to reflect differences in attributes, including mileage/hours, options, additional equipment, refurbishments, after factory equipment, and condition. Dollar adjustments are based upon market research. Finally, the Base Value is the straight average of the adjusted values of the comparable units. Due to the unique nature of the loss units valued in the Commercial and Recreational Vehicle division, a valuation specialist handles each request individually.





LOSS UNIT INFORMATION

LOSS UNIT DETAILS

Location	Pekin , IL 61554
VIN	1FM5K8AB8PGA84743
Year	2023
Make	Ford
Model	EXPLORER POLICE AWD
Drivetrain	4X4

Vehicles sold in the United States are required to have a manufacturer assigned Vehicle Identification Number(VIN). This number provides certain specifications of the vehicles .

Please review the information in the Loss Unit Information Section to confirm the reported mileage and condition, and to verify that the information accurately reflects the options, additional equipment, refurbishments or other aspects of the loss unit that may impact the value.

LOSS UNIT CONDITION

	Condition
Overall Rating	Average

TRAVELERS - THE TRAVELERS INDEMNITY COMPANY uses condition inspection guidelines to determine the condition of the loss unit prior to the loss. The guidelines describe physical characteristics for the loss unit, for the condition selected based upon age. Inspection Notes reflect observations from the appraiser regarding the loss unit's condition.

LOSS UNIT EQUIPMENT

To the left is the equipment of the loss unit that TRAVELERS - THE TRAVELERS INDEMNITY COMPANY provided to CCC.

CT - Transmission	AUTOMATIC TRANSMISSION
	OVERDRIVE
	4 WHEEL DRIVE
PO - Power	POWER STEERING
	POWER BRAKES
	POWER WINDOWS
	POWER LOCKS
	POWER MIRRORS
	POWER DRIVER SEAT
	POWER TRUNK/LIFTGATE
IS - Seats/Interior	BUCKET SEATS
	CLOTH SEATS
	RECLINING/LOUNGE SEATS
	3RD ROW SEAT
CS - Convenience	AIR CONDITIONING
	DUAL MIRRORS
	INTERMITTENT WIPERS
	TILT WHEEL
	CRUISE CONTROL
	REAR DEFOGGER
	CONSOLE/STORAGE
	KEYLESS ENTRY
	HEATED MIRRORS
	MESSAGE CENTER
	STEERING WHEEL TOUCH CONTROLS
	REAR WINDOW WIPER
	TELESCOPIC WHEEL
	CLIMATE CONTROL
	OVERHEAD CONSOLE
	DUAL AIR CONDITIONING
	REMOTE STARTER
CR - Radio	AM RADIO
	FM RADIO
	STEREO

LOSS UNIT EQUIPMENT

	SEARCH/SEEK
	AUXILIARY AUDIO CONNECTION
	SATELLITE RADIO
CW - Wheels	STYLED STEEL WHEELS
SS - Safety	AIR BAG (DRIVER ONLY)
	PASSENGER AIR BAG
	ANTI-LOCK BRAKES (4)
	4-WHEEL DISC BRAKES
	TRACTION CONTROL
	STABILITY CONTROL
	FRONT SIDE IMPACT AIR BAGS
	HEAD/CURTAIN AIR BAGS
	HANDS FREE
	BACKUP CAMERA
	XENON OR L.E.D. HEADLAMPS
	PARKING SENSORS
	BLIND SPOT DETECTION
	LANE DEPARTURE WARNING
OP - Other	BODY SIDE MOLDINGS
	PRIVACY GLASS
	REAR SPOILER
	CLEARCOAT PAINT
	METALLIC PAINT
	TRAILER HITCH
	CALIFORNIA EMISSIONS

 COMPARABLE UNITS

	Loss Unit	Comp 1	Comp 2
Price		\$46,575	\$46,520
Year/Make/Model	2023 Ford EXPLORER POLICE AWD	2023 Ford EXPLORER POLICE AWD	2023 Ford EXPLORER POLICE AWD
Odometer	14,982	NEW	NEW
Configuration			
Model Description	3.3L	3.3L	3.3L
Body Type	SUV	SPORT UTILITY VEHICLE	SPORT UTILITY VEHICLE
Drivetrain	4X4	4X4	4X4
Engine Cylinder	6	6	6
Options			
3S - 3rd Row Seat		x	x
LN - Lane Departure Warning		x	x
DG - Head/Curtain Air Bags			
TW - Tilt Wheel			
PS - Power Steering			
TX - Traction Control			
PT - Power Trunk/Liftgate		x	x
HM - Heated Mirrors		x	x
M3 - Auxiliary Audio Connection			
PW - Power Windows			
PX - Backup Camera			
DM - Dual Mirrors			
DT - Privacy Glass			
DV - Blind Spot Detection		x	x
MC - Message Center			
AB - Anti-Lock Brakes (4)			
AC - Air Conditioning			
MP - Metallic Paint		x	x
4W - 4 Wheel Drive			
AG - Drivers Side Air Bag			
IP - Clearcoat Paint			
EM - California Emissions			
AM - AM Radio			
IW - Intermittent Wipers			

Comp 1 Updated Date: 11/16/2023
2023 Ford EXPLORER POLICE AWD
VIN 1FM5K8AB5PGA81220
Dealership KENNY ROSS FORD
Location New Castle, PA
Telephone (724) 202-0190
Source Dealer Ad
Stock # A3XA81220X
 Comp 2 Updated Date: 11/16/2023
2023 Ford EXPLORER POLICE AWD
VIN 1FM5K8AB1PGA36548
Dealership HOFFMAN FORD
Location Millersville, PA
Telephone (717) 584-8640
Source Dealer Ad
Stock # 23117TP

Comparables used in the determination of the Base Value are not intended to be replacement units but are reflective of the market value, and may no longer be available for sale.

Price is the amount that the dealership will accept to sell the unit, though a lower price may be obtainable through negotiation.

 COMPARABLE UNITS

	Loss Unit	Comp 1	Comp 2
RD - Rear Defogger			
AT - Automatic Transmission			
RG - Passenger Air Bag			
RJ - Remote Starter		x	x
RL - Reclining/Lounge Seats			
FM - FM Radio			
BN - Body Side Moldings		x	x
BS - Bucket Seats			
SE - Search/Seek			
OD - Overdrive		x	x
WP - Rear Window Wiper			
SL - Rear Spoiler			
KE - Keyless Entry		x	x
SP - Power Driver Seat			
T1 - Stability Control			
CC - Cruise Control			
ST - Stereo			
SY - Styled Steel Wheels			
CL - Climate Control			
CN - Console/Storage		x	x
CO - Overhead Console			
XE - Xenon Or L.e.d. Headlamps			
XG - Front Side Impact Air Bags			
CS - Cloth Seats			
PB - Power Brakes			
TH - Trailer Hitch			
XM - Satellite Radio		x	x
TL - Telescopic Wheel			
PJ - Parking Sensors			
PL - Power Locks			
TQ - Steering Wheel Touch Controls			
DA - Dual Air Conditioning		x	x
PM - Power Mirrors			
DB - 4-Wheel Disc Brakes			
HF - Hands Free			

Additional Equipment

Trailer Package x

Condition Average Average Average

 **COMPARABLE UNITS**

Adjustments:

Additional Equipment

Trailer Package	- \$ 50	- \$ 50
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Options

3S - 3rd Row Seat	\$ 50	\$ 50
LN - Lane Departure Warning	\$ 100	\$ 100
PT - Power Trunk/Liftgate	\$ 100	\$ 100
HM - Heated Mirrors	\$ 13	\$ 13
DV - Blind Spot Detection	\$ 100	\$ 100
RJ - Remote Starter	\$ 34	\$ 34
KE - Keyless Entry	\$ 75	\$ 75
XM - Satellite Radio	\$ 49	\$ 49
DA - Dual Air Conditioning	\$ 200	\$ 200
Odometer	- \$ 5,843	- \$ 5,843

Condition



VALUATION NOTES

02/05/2024 08:30 - Loss Vehicle Average Mileage: 13,105

02/05/2024 08:30 - STANDARD OPTIONS: 4W, AB, AC, AG, AM, AT, BS, CC, CL, CO, CS, DB, DG, DM, DT, EM, FM, HF, IP, IW, M3, MC, PB, PL, PM, PS, PW, PX, RD, RG, RL, SE, SL, SP, ST, SY, T1, TH, TL, TP, TQ, TW, TX, WP, WU, XE, XG

The following information was provided after the valuation was completed

02/06/2024 13:18 - Pre/Post Tax data modified after Valuation

02/06/2024 13:18 - Sales Tax data modified after Valuation

02/06/2024 13:18 - PVADJ CHANGE REQUESTED BY: DIETZ, COREY

This Market Valuation Report has been prepared exclusively for use by TRAVELERS - THE TRAVELERS INDEMNITY COMPANY, and no other person or entity is entitled to or should rely upon this Market Valuation Report and/or any of its contents. CCC is one source of valuations, and there are other valuation sources available.

SUPPLEMENTAL INFORMATION



LOSS UNIT HISTORY INFORMATION

Using the VIN for this loss unit, VINguard® detected discrepancies or prior history requiring additional research. Please review the information detailed below.

VINguard®

VINguard® Message: VINguard has decoded this VIN without any errors

Previous Total Loss Submission:

Duplicate VIN 117405765 - previously submitted by TRAVELERS(AE) on 02/01/2024
claim ref # F1P0214001

SUPPLEMENTAL INFORMATION



EXPERIAN® AUTOCHECK® VEHICLE HISTORY REPORT

CCC provides TRAVELERS - THE TRAVELERS INDEMNITY COMPANY information reported by Experian® regarding the 2023 Ford EXPLORER POLICE AWD 6cyl. 3.3l (1FM5K8AB8PGA84743). This data is provided for informational purposes. Unless otherwise noted in this Market Valuation Report, CCC does not adjust the value of the loss unit based upon this information.

LEGEND :

- No Event Found
- ☞ Event Found
- (-) Information Needed

TITLE CHECK

THIS VEHICLE CHECKS OUT

AutoCheck's result for this loss unit show no significant title events. When found, events often indicate automotive damage or warnings associated with the unit.

EVENT CHECK

THIS VEHICLE CHECKS OUT

AutoCheck's result for this loss unit show no historical events that indicate a significant automotive problem. These problems can indicate past previous car damage, theft, or other significant problems.

VEHICLE INFORMATION

THIS VEHICLE CHECKS OUT

AutoCheck's result for this loss unit show no vehicle information that indicate a significant automotive problem. These problems can indicate past previous car damage, theft, or other significant problems.

ODOMETER CHECK

THIS VEHICLE CHECKS OUT

AutoCheck's result for this loss unit show no indication of odometer rollback or tampering was found. AutoCheck determines odometer rollbacks by searching for records that indicate odometer readings less than a previously reported value. Other odometer events can report events of tampering, or possible odometer breakage.

TITLE CHECK	RESULTS FOUND
Abandoned	No Abandoned Record Found
Damaged	No Damaged Record Found
Fire Damage	No Fire Damage Record Found
Grey Market	No Grey Market Record Found
Hail Damage	No Hail Damage Record Found
Insurance Loss	No Insurance Loss Record Found
Junk	No Junk Record Found
Rebuilt	No Rebuilt Record Found
Salvage	No Salvage Record Found
EVENT CHECK	RESULTS FOUND
NHTSA Crash Test Vehicle	No NHTSA Crash Test Vehicle Record Found
Frame Damage	No Frame Damage Record Found
Major Damage Incident	No Major Damage Incident Record Found
Manufacturer Buyback/Lemon	No Manufacturer Buyback/Lemon Record Found
Odometer Problem	No Odometer Problem Record Found
Recycled	No Recycled Record Found
Branded Title Auction	No Branded Title Auction Record Found
Water Damage	No Water Damage Record Found
VEHICLE INFORMATION	RESULTS FOUND
Accident	No Accident Record Found
Corrected Title	No Corrected Title Record Found
Driver Education	No Driver Education Record Found
Duplicate Title	No Duplicate Title Record Found
Emissions Safety Inspection	No Emissions Safety Inspection Record Found
Fire Damage Incident	No Fire Damage Incident Record Found
Lease	No Lease Record Found
Lien	No Lien Record Found
Livery Use	No Livery Use Record Found
Government Use	No Government Use Record Found
Police Use	No Police Use Record Found
Fleet	No Fleet Record Found
Rental	No Rental Record Found
Fleet and/or Lease	No Fleet and/or Lease Record Found
Fleet and/or Rental	No Fleet and/or Rental Record Found
Repossessed	No Repossessed Record Found
Taxi use	No Taxi use Record Found
Theft	No Theft Record Found

SUPPLEMENTAL INFORMATION



FULL HISTORY REPORT RUN DATE: 02/06/2024

Below are the historical events for this vehicle listed in chronological order.

EVENT DATE	EVENT LOCATION	ODOMETER READING	DATA SOURCE	EVENT DETAIL
06/01/2023	PEKIN, IL	10	Motor Vehicle Dept.	Title

AUTOCHECK TERMS AND CONDITIONS:

Experian's Reports are compiled from multiple sources. It is not always possible for Experian to obtain complete discrepancy information on all vehicles; therefore, there may be other title brands, odometer readings or discrepancies that apply to a vehicle that are not reflected on that vehicle's Report. Experian searches data from additional sources where possible, but all discrepancies may not be reflected on the Report.

These Reports are based on information supplied to Experian by external sources believed to be reliable, BUT NO RESPONSIBILITY IS ASSUMED BY EXPERIAN OR ITS AGENTS FOR ERRORS, INACCURACIES OR OMISSIONS. THE REPORTS ARE PROVIDED STRICTLY ON AN "AS IS WHERE IS" BASIS, AND EXPERIAN FURTHER EXPRESSLY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE REGARDING THIS REPORT.

YOU AGREE TO INDEMNIFY EXPERIAN FOR ANY CLAIMS OR LOSSES, INCLUDING COSTS, EXPENSES AND ATTORNEYS FEES, INCURRED BY EXPERIAN ARISING DIRECTLY OR INDIRECTLY FROM YOUR IMPROPER OR UNAUTHORIZED USE OF AUTOCHECK VEHICLE HISTORY REPORTS.

Experian shall not be liable for any delay or failure to provide an accurate report if and to the extent which such delay or failure is caused by events beyond the reasonable control of Experian, including, without limitation, "acts of God", terrorism, or public enemies, labor disputes, equipment malfunctions, material or component shortages, supplier failures, embargoes, rationing, acts of local, state or national governments, or public agencies, utility or communication failures or delays, fire, earthquakes, flood, epidemics, riots and strikes.

These terms and the relationship between you and Experian shall be governed by the laws of the State of Illinois (USA) without regard to its conflict of law provisions. You and Experian agree to submit to the personal and exclusive jurisdiction of the courts located within the county of Cook, Illinois.

COMMITTEE REPORT

F-24-06

Mr. Chairman and Members of the Tazewell County Board:

Your Finance Committee has considered the following RESOLUTION and recommends that it be adopted by the Board:

RESOLUTION

WHEREAS, the Circuit Clerk received a technology modernization grant in the amount of \$1,199,426.61; and

WHEREAS, the funds will be spent in fiscal year 2024 and the grant proceeds will be deposited with the County Treasurer; and

WHEREAS, the County's Finance Committee recommends to the County Board to authorize the recognition of an increase of available expenditure funds and revenues within the Circuit Clerk's fiscal year 2024 budget as follows:

Revenues:

100-100-4110-7003 – State Grant Revenue: \$1,199,427

Expenditures:

100-100-5549-7003 – Circuit Court's Technology Infrastructure: \$1,199,427;

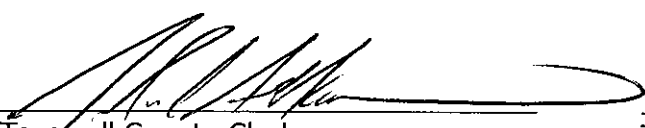
WHEREAS, this action does not represent an additional appropriation of funds by the County Board, it solely represents recognizing the increase of available expenditure funds within the Circuit Clerk's budget as a result of the awarded grants, as well as a corresponding increase in the revenue budget.

THEREFORE BE IT RESOLVED that the County Board approve the stated recommendation.

BE IT FURTHER RESOLVED that the County Clerk notifies the County Board Office, the Finance Office, the Circuit Clerk, the Treasurer, and the Auditor of this action.

PASSED THIS 28TH DAY OF FEBRUARY, 2024.

ATTEST:



Tazewell County Clerk



Tazewell County Board Chairman

ILLINOIS COURTS TECHNOLOGY MODERNIZATION FUNDING PROGRAM

Fiscal Year 2024 Funding Request for Technology Enhancements and Upgrades

The Administrative Office of the Illinois Courts (AOIC), on behalf of the Supreme Court of Illinois, seeks technology requests to continue modernization within local court systems. The Technology Modernization Grant Program is offered with limited Fiscal Year 2024 Judicial Branch Funding for technology goods and/or services necessary to continue the Supreme Court's technology initiative.

The funding is available for Fiscal Year 2024 expenses procured from the Funding Agreement dated through June 30, 2024, or until the available funding is depleted. Please note, the goods and/or services requested and/or procured must be able to be sustained or maintained by local funding thereafter.

Funding Agreement

The Chief Circuit Judge and the County Treasurer will be required to enter into a Funding Agreement with the AOIC. All completed Funding Agreement forms can be submitted to technologymodernization@illinoiscourts.gov and are **due by January 12, 2024**.

Technology Modernization Request and Itemized Technology Goods/Services Request Forms

The Goods/Services Request Form will identify each good and/or service, the purpose, the priority, the quantity, and the associated costs. Each technology item listed on the Goods/Services Request form will require a quote or proposal to be submitted in conjunction with this form. The completed Request and Goods/Services Request forms with the required vendor proposal/quote(s) can be submitted to technologymodernization@illinoiscourts.gov and are **due by January 12, 2024**.

Once the Request and Goods/Services Request forms with required vendor proposal/quote(s) are submitted, it will be reviewed for denial or approval, with or without modifications. Upon approval by the AOIC, the Funding Request form will be returned to the Treasurer and Chief Circuit Judge for their records.

The following funding options are available to choose from on the Request Form:

- 1. Reimbursement to the County:** Once the Funding Agreement is executed and the approved expenses are procured and paid for by the County, the Invoice Voucher must be submitted by email to the AOIC at technologymodernization@illinoiscourts.gov along with the vendor(s) invoice and proof of County payment to the vendor(s). Once received, the AOIC will audit and submit the Invoice Voucher for processing and payment.
- 2. Payment to the County:** Once the Funding Request form is approved by the AOIC, the County will be notified to submit the Invoice Voucher along with the approved vendor(s) proposal/quote(s) to the AOIC by email at technologymodernization@illinoiscourts.gov. Once received, the AOIC will audit and submit the Invoice Voucher for processing and payment. After the County receives payment, the County will procure only the approved technology items on the Funding Request. Once items are procured, received, and paid for by the County, the vendor(s) invoice and proof of county payment to the vendor(s) must be submitted to the AOIC at technologymodernization@illinoiscourts.gov.

The County is responsible for the use and future support of equipment purchased. Services and/or goods procured to modernize local court systems, in the circuit courts, will be the responsibility of the County after State fiscal year 2024 concludes on June 30, 2024.

Please note, the Technology Modernization Grant Program will be expedited through the AOIC and submitted to the Comptroller's Office for payment. However, the Comptroller's Office is responsible for issuing the warrant/check to the County. At times, the issuance of the warrant/check by the Comptroller's Office is delayed. Currently, the Comptroller's Office payments are being issued approximately 8 weeks after the AOIC submits an invoice voucher to their office for payment.

If you have any questions and/or require additional information regarding this grant program, please feel free to email technologymodernization@illinoiscourts.gov.

INVOICE VOUCHER FOR ILLINOIS COURT TECHNOLOGY MODERNIZATION PROGRAM
 State of Illinois - Judicial Branch of State Government

GENERAL INSTRUCTIONS		AOIC USE ONLY		
A) Reimbursement/Payment vouchers must be submitted within 45 days of approval. B) Complete Section 1 by entering the County, the County FEIN number, the County Treasurer's Name, and the remittance address. C) Complete Section 2 by entering an amount in the space below your chosen funding option: Option 1 (Reimbursement) Option 2 (Payment) D) Complete the Certification in Section 3 by entering the County Treasurer information. The County Treasurer and Chief Circuit Judge must sign and date the invoice voucher.	Administrative Office of the Illinois Courts Financial Division 3101 Old Jacksonville Road Springfield, Illinois 62704		Budget Year	2024
	SECTION 1		Document Number	
	ILLINOIS COUNTY AND REMITTANCE INFORMATION		SAP Vendor No.	
	County		Funded Program	0001.20101.1900.009900NE
	County FEIN		Cost Center	20101EDCM0
	County Treasurer's Name		G/L Account	5445300000
	Address 1		AOIC - FD Certification	
	Address 2		I certify that the reimbursement/payment information identified on this voucher is correct and approved for payment. If applicable, the reporting requirements of section 5.1 of the Governor's Office of Management and Budget Act have been met.	
	City and Zip Code		By	Date

SECTION 2		
GOODS/SERVICES	TOTAL AMOUNT	
	Option 1 Reimbursement to the County	Option 2 Payment to the County
See Attached Documentation Option 1 - Reimbursement: Invoice(s) & Proof of Payment Option 2 - Payment: Quote(s)		
VOUCHER TOTAL	\$.	\$.

SECTION 3	
COUNTY TREASURER'S CERTIFICATION AND CHIEF CIRCUIT JUDGE'S APPROVAL	
I, _____, County Treasurer in _____ County do hereby certify that the information herein is correct and the reimbursement/payment has been approved and is eligible for payment by the Administrative Office of the Illinois Courts.	
Signature of County Treasurer/Authorized Designee	Date
Signature of Chief Circuit Judge/Authorized Designee	Date

**FISCAL YEAR 2024
FLOW CHART FOR FUNDING OPTIONS 1 AND 2**

REIMBURSEMENT TO THE COUNTY

OPTION 1

The Chief Circuit Judge and County Treasurer must complete and sign the Request Form and Funding Agreement, attach the Itemized Technologies Goods/Services Request Form along with all proposals/quotes for each goods/services and submit all documents to technologymodernization@illinoiscourts.gov

The AOIC reviews and denies or approves the request, with or without modifications, and notifies the Chief Circuit Judge and County Treasurer

If approved, the AOIC will forward the request forms along with the executed Funding Agreement to the Chief Circuit Judge and County Treasurer

The County procures the approved goods/services and submits the Invoice Voucher with vendor invoice(s) and proof of County payment to vendor(s) to the AOIC at technologymodernization@illinoiscourts.gov

The AOIC processes the Invoice Voucher and submits to the Illinois Comptroller's Office for processing and payment

PAYMENT TO THE COUNTY

OPTION 2

The Chief Circuit Judge and County Treasurer must complete and sign the Request Form and Funding Agreement, attach the Itemized Technologies Goods/Services Request Form along with all proposals/quotes for each goods/services and submit all documents to technologymodernization@illinoiscourts.gov

The AOIC reviews and denies or approves the request, with or without modifications, and notifies the Chief Circuit Judge and County Treasurer

If approved, the AOIC will forward the request forms along with the executed Funding Agreement to the Chief Circuit Judge and County Treasurer

The County Submits the Invoice Voucher and Vendor proposals/quotes to the AOIC at technologymodernization@illinoiscourts.gov

The AOIC processes the Invoice Voucher and submits to the Illinois Comptroller's Office for processing and payment

Once the County receives payment from the Illinois Comptroller's Office, the County must procure the approved goods/services and make payment to Vendor(s)

The County must submit copies of the vendor invoice(s) along with proof of County payment to vendor(s) to the AOIC at technologymodernization@illinoiscourts.gov for reconciliation with the request documents



**ILLINOIS COURT TECHNOLOGY MODERNIZATION PROGRAM
FUNDING AGREEMENT**

This Funding Agreement, hereinafter "Agreement", is entered into by and between the county of Tazewell, hereinafter "County", the Chief Circuit Judge and the Administrative Office of the Illinois Courts, hereinafter "AOIC", for the purpose of defining the responsibilities of the County and the AOIC in regard to the Illinois Court Technology Modernization Program.

The AOIC, on behalf of the Supreme Court of Illinois, will reimburse or make payment to the County with Fiscal Year 2024 Judicial Branch funding for technology goods/services to modernize local court systems.

The AOIC agrees to the following responsibilities:

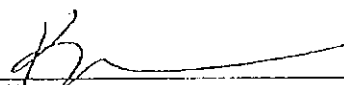

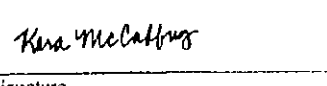
- The AOIC will remit payment to the Illinois Comptroller's Office for the approved technology goods/services listed on the Funding Request Form (Exhibit A) pursuant to the executed Funding Agreement.

The County agrees to the following responsibilities:

- By signing this agreement, the Chief Circuit Judge and County Treasurer, ensures the technology/resource requests are submitted for modernizing their local court system.
- Will only procure the approved technology goods/services on the Request Form. Any adjustments to the approved Request must be approved by the AOIC prior to making any purchases or procuring services.
- Will comply with the County's policies and procedures for the procurement of any approved technology goods/services.
- If requesting Reimbursement to the County (Option 1), the County will complete an Invoice Voucher and attach itemized vendor invoice(s) and forward all documents for payment.
- If requesting Payment to the County (Option 2), the County will complete an Invoice Voucher and attach vendor proposal(s) and forward all documents for payment. Once the equipment and services are purchased, the County will forward paid invoice(s) for reconciliation. If the payment received was more than the paid invoice(s), the County will return the over payment to the AOIC.

This Agreement may be terminated, by either party, for failure to comply with the provisions of this agreement. The AOIC reserves the right to audit the approved Funding Agreement.

This Agreement is effective upon signature of the Chief Circuit Judge, County Treasurer and the AOIC.

Chief Circuit Judge	County Treasurer	Chief Fiscal Officer or Designee
		
Signature	Signature	Signature
<u>Katherine S. Gorman</u>	<u>Hanna Clark</u>	<u>Kara M. McCaffrey</u>
Print/Type Name	Print/Type Name	Print/Type Name
<u>1/9/24</u>	<u>01/19/24</u>	<u>2/2/24</u>
Date	Date	Date

**FISCAL YEAR 2024 ILLINOIS COURT TECHNOLOGY MODERNIZATION PROGRAM
ITEMIZED TECHNOLOGIES GOODS/SERVICES REQUEST**

Please identify the technology goods/services, priority level, purpose, quantity and unit cost. The funding request will be calculated automatically based on the identified quantity and unit cost. Please attach all proposals/quotes for each good/service listed below.

Item Number	Goods/Services	Priority	Purpose	Quantity	Unit Cost	Funding Request	Approved (AOIC Use Only)
A	PTZ Camera (CR101)	High	Add a second PTZ camera to CR101.	1	\$ 4,650.00	\$ 4,650.00	\$4,650.00
B	PTZ Camera (CR308)	High	Add a second PTZ camera to CR308.	1	\$ 4,650.00	\$ 4,650.00	\$4,650.00
C	Poly camera codec system (CR101)	High	Add a Poly 2 camera codec system CR101	1	\$ 24,650.00	\$ 24,650.00	\$24,650.00
D	Poly camera codec system (CR308)	High	Add a Poly 2 camera codec system to CR308	1	\$ 24,650.00	\$ 24,650.00	\$24,650.00
E	WiFi/RF Based ALS	High	Assisted Listen System for 6 courtrooms	6	\$ 3,895.00	\$ 23,370.00	\$23,370.00
F	Structured Cabling	High	Cat6 Cabling (170 drops)	1	\$ 386,650.00	\$ 386,650.00	\$386,650.00
G	Document Scanners	High	Ricoh Fi-8170 (30 quantity) & Ricoh Fi-8190 (1 quantity)	1	\$ 43,356.92	\$ 43,356.92	\$43,356.92
H	Ruckus Switches	High	Ruckus Switches and installation	1	\$ 9,349.69	\$ 9,349.69	\$9,349.69
I	File Digitization & Conversion	High	Case File Scanning & Microfilm Conversion	1	\$ 678,100.00	\$ 678,100.00	\$678,100.00
J							
K							
L							
M							
N							
O							
P							
Q							
R							
S							
T							
U					Total:	\$1,199,426.61	\$1,199,426.61



Taking Technology to a Higher Level
Thompson Electronics Company

Tazewell County Courthouse

Attn: Tricia Richmond

Re: 2nd camera adder or 2 camera Polycom codec system for CR101 or CR308- ALS

Thank you for the opportunity to provide quality technology system upgrades for Tazewell County Courthouse. This proposal outlines and addresses the items we discussed.

Additional AV needs for Tazewell Co Courthouse:

- An option to add a second PTZ camera to the existing system in CR101 or CR308
- or
- An option to add a Polycom codec with dual PTZ HD cameras to the existing system in CR101 or CR308
- An option to add a WiFi/RF based Assisted Listening System per courtroom

The system specified within is truly a great solution for you. The system was designed with reliability, maintenance, security, and cost in mind. The equipment selected is of high quality and reflects current technology. If you have any questions concerning any item in this proposal, need any additional information or would like to discuss terms, overall costs, or system alternatives, please contact me at your earliest convenience. I am confident you will be more than satisfied with this technological system solution and I look forward to working with you on this project.

Sincerely,

Carl A. Howell CTS-D, CTS-I
Director of AV Technology
Thompson Electronics Company
800-323-3300 Ext. 210
carl.howell@thompsonet.com

Option #1 – Adding a 2nd camera to the Courtroom System in 101 or 308 (priced per room):

- Add a second PTZ Optics 20x PTZ camera to the existing system in CR101 or CR308. Priced per room. This 2nd camera will require the courthouse to provide proper Zoom Room licensing (this is different from a standard Zoom license).
- Project includes all the above parts, installation labor of those parts, programming of the system, and labor to integrate this system.

Option #2 – Adding a 2 camera Poly codec system to the Courtroom System in 101 or 308 (priced per room):

- Add a Poly G7500 Zoom capable codec with dual HD PTZ cameras. This will replace the current camera in the room. There will be two total cameras in the courtroom. This 2 camera codec will require the courthouse to provide proper Zoom Room licensing (this is different from a standard Zoom license).
- Project includes all the above parts, installation labor of those parts, programming of the system, and labor to integrate this system.

Option #3 – Adding a WiFi/RF based ALS system (priced per room):

- Add a Listen technologies WiFi/RF based Assisted Listening System to a courtroom:
 - One (1) LW-100P-02 LE 2 Channel (mono) Wi-Fi Server
 - One (1) LW-202 LE Venue Awareness Kit
 - One (1) LT-800-072-01 Stationary RF Transmitter (72 MHz)
 - One (1) LA-304 Assistive Listening Notification Signage Kit
 - One (1) LA-122 Universal Antenna Kit (72 MHz)
 - One (1) LA-326 Universal Rack Mount Kit
 - One (1) LPT-A107-B Dual RCA to Dual RCA Cable 6.6 FT. (2 M)
 - Two (2) LR-4200-072 Intelligent DSP RF Receiver (72 MHz)
 - Two (2) LA-401 Universal Ear Speaker
 - Two (2) LA-430 Intelligent Ear Phone/Neck Loop Lanyard
 - One (1) LA-423 4-Port USB Charger
- Project includes all the above parts, installation labor of those parts, programming of the system, and labor to integrate this system.

Scope of Work:

THOMPSON ELECTRONICS COMPANY IS RESPONSIBLE FOR THE FOLLOWING:

- Provide shop drawings as required
- Provide cable diagrams for facility reference
- Supply and install all low voltage cable as required to support the system(s) selected (after conduit or pathway is provided by customer- if needed)
- Install and setup all of the equipment as described in this proposal.
- Install and terminate all plates (once backboxes are installed)
- Label all installed cable (once conduit is installed)
- Install previously stated electronic components per our diagrams
- Install supplied mounts, per our diagram and directions (if applicable)
- Install any previously described control and switching equipment, per our diagram and directions
- Provide system programming and tuning/training

- Install all audio/video equipment as described previously in the proposal
- Provide in-service training for staff
- Provide one project foreman for one on site coordination meeting prior to the start of this project if requested
- Provide first shift Union labor M-F

At the completion of the installation and testing, we will provide you with the following:

1. All complete operating manuals
2. Technical operating instructions to your appointed system operator.
3. A one-year warranty on the new equipment and installation of the new equipment against all defects except those caused by misuse or acts of God. This does not cover any existing equipment we are reusing from the existing system. Our warranty starts after the first beneficial usage of the system.

CUSTOMER IS RESPONSIBLE FOR THE FOLLOWING:

- Supply and install any 120v power, 120V cable, hardware, all backboxes /floor boxes/conduit as required to support this system installation
- Provide final review of this proposal prior to acceptance and start of construction to be certain that the operation of the system meets the needs of the end users.
- Provide coordination with other trades and users of the facility as needed to facilitate the installation of all devices included with this project.
- Provide additional fees for restoration of operation (or) equipment as required for loss of-or equipment damage caused by actions of others whether or not related to work governed by this agreement that prevent the final operation of these systems prior to owner acceptance.
- Provide assistance with system check-out.
- Provide timely return of reviewed shop drawings (if applicable).
- Provide notification and scheduling information in a timely fashion.
- Provide one site contact for facility and system coordination and meetings prior to the start and over the span of this project as requested.
- Provide additional compensation (if necessary) for additional material required to complete this project based on changes made by the owner or end users of the systems.
- Provide required network access, network infrastructure, network setup, data drops, and network connectivity/speed/power to support the system's functionality. Any network related issues are not the responsibility of TEC.
- Provide a PC that is meets the performance requirements outlined by TEC
- Provide all Zoom/Zoom Room licensing required for the project
- General System Maintenance
- Provide uninterrupted access to the workspace from 7am-5pm on days we are scheduled to perform our work.

NOTE: TEC is not responsible for issues arising from structure borne vibrations, customer's lighting, customer's power, or customer's network.

DEPOSIT & PAYMENT TERMS

Thompson Electronics Company requires a 50% deposit upon acceptance, 25% due upon start with the remaining 25% due 30 days from substantial completion. Our

published warranty statement applies to this project. Our full one-year warranty applies to this project. Our terms and warranty statement is incorporated into any agreement made concerning this project and will govern our work. Our standard terms and conditions are included at the end of this proposal or it may be viewed at any time from our web site: www.thompsonet.com. Our warranty covers only the labor and materials that our company supplies and/or installs. Our warranty specifically excludes existing field devices and wiring. System and item price quotes including cable are made for this specific project and are valid for 7 days from the date of this document. Following the stated 7-day time period we reserve the right to re-quote or adjust our prices as necessary.

*NOTE: The price and material information contained in this proposal **does not** include any applicable taxes and may not be considered as binding in any way to Thompson Electronics Company after 7 days from the date of issuance of this proposal. Any programming source code is property of Thompson Electronics and is not included in the cost of this proposal. This proposal, system design, and recommendations within this proposal are the property of Thompson Electronics Company and cannot be used in any way without direct written consent from a representative of Thompson Electronics Company. Pictures shown may not represent actual model number of part described. All equipment specification sheets are available upon request.*

The TEC Difference -
Expertise. Experience. Quality.

Taking Technology to a Higher Level

Thompson Electronics Company

Audio / Video

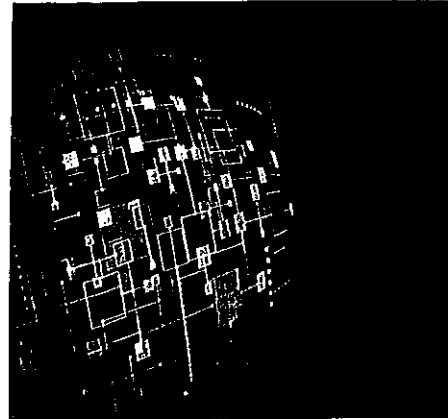
Quality

Once assembled all electronics are tested and "burned-in." This "burn-in" process allows us to catch any defective equipment before the on-site installation and assure successful system operation. All material furnished will be new and will conform to the applicable requirements of the Underwriters Laboratories and the National Standards Institute. Care will be taken in wiring as to avoid damage to the cables and the equipment. All joints and connections will be made with rosin core solder and/or with mechanical connectors. Wiring shall be executed in strict adherence to standard broadcast practices. All switches, outlets, connectors, etc. shall be clearly, logically, and permanently marked during the installation.

We will take all precautions as are necessary to guard against electromagnetic hum, provide adequate ventilation, and install the equipment so as to provide maximum safety to the operator. All cable shall be run in the open without the use of conduit and shall be run so that it is as unobtrusive as possible. Raceway shall be utilized for aesthetic purposes where necessary to conceal wiring.

Project Preparation

Your system starts before we begin the on-site installation. A great deal of work is started in our shop. Equipment racks are loaded and terminated, speaker clusters are assembled and painted and digital processing equipment is programmed. Performing this work in a controlled environment assures the system is assembled correctly and according to factory standards. Assembly in the shop also helps to reduce the amount of onsite work required and makes the change-over period much shorter, along with reduced travel and possible overnight expenses.



Experience & Expertise

Thompson Electronics Company A/V representatives are Certified Technology Specialist, CTS, CTS-D, CTS-I and will assist you to provide a comprehensive A/V system that meets your communication needs. They will also work closely with the AV technicians to ensure a quality installation. Our technicians are highly trained and experienced in sound and video installations. Technician certifications include: NICET – technician training to test, troubleshoot and certify all systems for the highest quality performance. C-CEST – Certified Electronics System Technician, this training ensures extensive electronics knowledge and hands on skills.

All technicians are employees of Thompson Electronics Company and are members of the IBEW. Our technicians have successfully installed simple to complex systems and have many years of experience. Thompson Electronics Company is also dedicated to continuing education. Our knowledgeable team has the skills to provide cutting edge technology solutions. Training examples: product specific factory training, loud-speaker rigging standards and advanced sound system installation practices. We are confident that you will be more than pleased with the quality of our work, service and support that we offer.

Electronics Systems

- Design - Project Management - Installation - Service -



Taking Technology to a Higher Level
Thompson Electronics Company

Acceptance:

Tazewell County Courthouse – Camera options for room 101 or 308, ALS – priced per room

Project # 332730PE- tax exempt

- Option #1 – Add 2nd PTZ camera to existing technology system(per room) \$ 4,650.00ea.
& Installation per listed Terms,
Conditions and Scope of Work
- Option #2 –Add Poly 2 camera codec system (per room) \$ 24,650.00ea.
& Installation per listed Terms,
Conditions and Scope of Work
- Option #3 –WiFi/RF based Assisted Listening System (per room) \$ 3,895.00ea.
& Installation per listed Terms,
Conditions and Scope of Work

Proposal total accepted: (Please total the items selected and indicate here) \$ _____

I am authorized to accept this proposal from your company. I have read this proposal and understand the function of the system, scope of work, terms. I agree with and accept all aspects of this proposal being offered by Thompson Electronics Company. I have indicated the base proposal being accepted above as well as those options that we desire added to the base proposal. I understand that materials and options offered in this proposal are offered as part of a total proposal and may or may not be purchased for the prices listed outside of this proposal. I understand that all price quotes made in this proposal are limited to this proposal and may expire 7 days from the date this proposal is made. I understand that this installation will in no way correct any existing defects of the existing systems and that further or additional labor and materials may be required to correct pre-existing system problems (at an additional cost). On signed receipt of this page Thompson Electronics Company will begin drawings, order material if/when directed and contact the indicated representative for project scheduling.

I accept this proposal and the terms and conditions expressed therein: _____

Date: _____ By: _____

Purchase Order (if required): _____

(To accept this proposal please sign and email all pages to carl.howell@thompsonet.com

TERMS AND CONDITIONS OF SALE

Thompson Electronics Company

905 South Bosch Road • Peoria Illinois 61607 • www.thompsonet.com

voice 309.697.2277 • fax 309.697.3337 • License # 127-000536

1. **CONTRACT PRICE** Buyer shall pay Thompson Electronics Company for the performance of the work, subject to the additions and deductions by Change Order, the agreed upon Contract Price. Prices are valid only up to the validity date of the quotation or 7 days unless stated otherwise.

2. **PROGRESS PAYMENTS** Based upon requests for payment submitted by Thompson Electronics Company, buyer shall make monthly progress payments on account of the Contract Price to the contractor based upon the value of stored materials and the work completed each month. If necessary, request for progress payment submitted to buyer by Thompson Electronics Company shall be accompanied by a Contractor's Sworn Affidavit and fully executed lien waivers from all subcontractors for whom payment is being requested by Thompson Electronics Company.

3. **PAYMENT TERMS** Payment terms to buyers of satisfactory credit are: NET 30 Days from Date of Invoice. Payment should be sent to "remit to" address on invoice. Delinquent invoices or portions thereof are subject to a service charge of 1.5% per month until paid (or the legal maximum allowable in the Buyer's state.) Overdue and delinquent account balances are subject to being placed for collection. Buyer shall pay all expenses incurred including collection fees, court costs, and reasonable attorney fees. If Buyer's account is overdue, Buyer agrees that Thompson Electronics Company may offset the account balance or any portion thereof against any funds due Buyer by Thompson Electronics Company. Orders from corporations to be shipped on open account must be confirmed with written purchase orders. All shipments are FOB Peoria, Illinois. Prepay Terms: New customers without previous history with Thompson Electronics Company, must pay by wire transfer, certified check, credit card or cash for product needed to be shipped immediately. New Buyers may pay by a personal or buyers check, but the order may be held for a period of up to two weeks for check clearance. Established buyers will have orders processed immediately. A credit application on file will be very helpful in expediting orders whether on account or COD, and we request that all buyers fill one out for us as soon as possible even if they intend to deal on a COD basis. *VISA/MC Buyers:* Customer may choose to pay account balances or for orders placed by using visa or MasterCard. Please contact our office in advance of order for details. COD Terms: COD's for up to \$300.00 can be paid by company check. For invoicing exceeding \$300.00, Thompson Electronics Company requires payment by cash or certified check, until a Buyer has established a good payment history with Thompson Electronics Company. Orders for custom fabricated materials are accepted as prepaid orders only and not subject to cancellation.

4. **TAXES** Thompson Electronics Company's prices are exclusive of brokerage fees, duty or taxes of any type unless specified and noted otherwise. Any taxes of any type applicable to any purchases from Thompson Electronics shall be borne by the Buyer. Buyer shall provide Thompson Electronics Company with a current tax exemption certificate acceptable to the taxing authorities in the state, province or nation in which the merchandise is to be delivered, if said purchase is tax exempt. It is the buyer's responsibility to report the tax status to Thompson Electronics Company of any purchase made here in. All tax liability and the duty to pay such taxes shall be the Buyer's responsibility.

5. **TITLE** passes from Thompson Electronics Company to the Buyer and risk of loss is borne by the Buyer when product is delivered to the carrier at the FOB point stated herein. All reports of, and claims for damage resulting from or incurred in transportation must be filed with carrier by Buyer.

6. **LIMITED WARRANTY UNLESS WRITTEN OR SPECIFIED OTHERWISE, OUR WARRANTY IS AS FOLLOWS:**

Material only Purchases (Includes projects where Thompson Electronics Company provides final termination labor only.)

The warranty period is one year from date of final invoice, unless stated differently by the manufacturer. This warranty does not cover after hour emergency service calls. The buyer is responsible for removing and reinstalling material suspected to be defective and incurs all expenses thereof. Prior to returning material, the buyer must obtain a return authorization from Thompson Electronics Company. Shipping must be prepaid.

There will be no equipment repair charge, other than shipping charges, and service labor (if on-site labor is required) for material determined by the manufacturer to be defective from the factory. Thompson Electronics Company will go to the buyer's location for diagnosis or problem inspection of material suspected to be defective if requested. Service labor rates will apply. Thompson Electronics Company's obligation under this warranty is limited to the repair or replacement of defective material. Thompson Electronics Company will not be responsible for subsequent damages resulting from the defect in the material. This warranty does not cover material, which has been damaged by acts of nature, accident, abuse, misuse, or has been improperly stored, installed, or serviced.

7. **Material and Installation Purchases** (Does not include projects where Thompson Electronics Company makes only final connections at panels or final checkout of system. See warranty for material only purchases.) The warranty period is one year from date of final invoice, unless stated differently by the manufacturer. This warranty does not cover after hour's emergency calls. Installations made by Thompson Electronics Company are warranted for one year from date of final invoice. It is the buyer's responsibility to notify Thompson Electronics Company of problems relating to the proper installation of the material within one year. Should the buyer elect to remove suspected defective material himself, a return authorization is required prior to returning equipment to Thompson Electronics Company. There will be no repair charge, other than shipping charges, for material determined by the manufacturer to be defective from the factory. Thompson Electronics Company's obligation under this warranty is limited to the repair or replacement of defective material. Thompson Electronics Company will not be responsible for subsequent damages resulting from the defect in the material. This warranty does not cover material, which has been damaged by acts of nature, accident, abuse, misuse, or has been improperly stored or serviced.

8. **BUYER'S PURCHASE ORDER – CONFLICT OF TERM** In the event the Buyer shall submit purchase orders and the written terms of which are at variance or conflict with the terms and conditions of sale contained herein, such purchase order terms shall have no effect to the extent that they may conflict and the Thompson Electronics Company terms and conditions of sale shall prevail.

9. **DELIVERY** Deliveries shall be subject to and contingent upon timely receipt of order by Thompson Electronics Company, together with Buyer qualification of credit requirements, and Thompson Electronics Company shall not be liable for failure to meet required delivery due to credit clearance requirements, or causes beyond its control, including without limitation, unavailability of product from Thompson Electronics Company's source of supply, strikes and other labor difficulty, riot, war, fire, delay or default of common carrier, or other delays beyond Thompson Electronic Company's reasonable control. Unless otherwise instructed, Thompson Electronics Company will choose the most economical means and routing consistent with the requirements and type of product involved. Goods are packed for shipment in accordance with standard commercial practice of Thompson Electronics Company.

10. **DISCREPANCY CLAIMS – FAILED DELIVERY CLAIMS** Merchandise is shipped FOB shipping point and risk of loss due to damage or shortage or non-delivery due to carrier fault lies with the Buyer. All claims for damage or shortages should be made by Buyer upon receipt of material and filed with the carrier handling the shipment. Claims stemming from discrepancies between invoiced descriptions or quantities and actual product received by Buyer due to error by Thompson Electronics Company must be made in writing thirty (30) days from invoice date. Any such claim not presented within the time limit specified will be waived and actual delivery of invoiced descriptions or quantities will be conclusively presumed. Any Buyer who wishes to dispute a delivery of merchandise may make written request upon Thompson Electronic Company for carrier's proof of delivery within thirty (30) days from date of invoice. Failure by Buyer to request such proof of delivery within the 30-day time period will result in a waiver of Buyer's right to raise the issue of delivery and thereafter delivery will be conclusively presumed.

11. **RETURNED MATERIAL** No product or equipment of any kind shall be returned without prior approval and specific shipping instructions from Thompson Electronics Company. No returns are permitted on custom ordered material.

12. **RESTOCK CHARGE** Unless otherwise agreed, a restock charge will be assessed upon the return of products because of buyer ordering error or when the product has suffered damage while in buyer's possession, or late cancellation of order, custom ordered, or when assessed by the manufacturer.

13. **ALTERATION OF TERMS AND CONDITIONS** No alteration or waiver of the terms contained herein shall be effective unless such authorization or waiver is in writing signed by a duly authorized Thompson Electronics Company officer.

14. **PRESUMPTION AS TO AUTHORITY OF BUYER'S PERSONNEL** Thompson Electronics Company assumes and is entitled to rely upon the apparent authority of all Buyer's employees and agents in placing orders under Buyer's account.

15. **CHANGE OF BUYER'S NAME OR ADDRESS; REORGANIZATION** Buyer hereby agrees to notify Thompson Electronics Company's Credit Department in writing of any changes of name or address, or of any corporate reorganization or change of ownership, or a change of name or location of the Buyer. All Agreements made and in force with previous owners, partners or business units shall remain intact until formally cancelled. All obligations of the previous ownership shall be borne by the new ownership.

16. **ACCEPTANCE OF SALES ORDERS** All sales are subject to acceptance and no sales are final until accepted by Thompson Electronics at its principal place of business: 905 South Bosh Road Peoria, Illinois.

17. **ASBESTOS/HAZARDOUS WASTE** Nothing in this Agreement shall impose liability on Thompson Electronics Company for claims, lawsuits, expenses or damages arising from or in any manner related to, the exposure to or the handling, manufacture or disposal of, asbestos, asbestos products or hazardous waste in any of its various forms, as defined by the EPA. The Buyer shall indemnify and hold harmless Thompson Electronics Company from all claims, damages, losses and expenses, including attorney's (s') fees arising out of or resulting there from.

18. **LIABILITY LIMITATIONS AND FORCE MAJEURE** a.) Apart from any other terms herein limiting Thompson Electronics Company's liability, Thompson Electronics Company in no event shall be liable to buyer for any incidental, indirect, consequential, punitive or special damages relating in any manner of buyer's purchases from Thompson Electronics Company, or any other aspect of the parties' business relationship, even if advised of the possibility of same by the other party. b.) Apart from any other terms herein excusing Thompson Electronics Company's performance, Thompson Electronics Company shall be excused from any failure or delay in performance, if caused in whole or in part by a "force majeure", which shall include any inability to obtain materials (finished or otherwise) from usual sources of supply, transit failure or delay, labor disputes, governmental laws, orders or restrictions, fire, flood, hurricane or other acts of nature, accident, war, civil disturbance, or any other cause(s) beyond Thompson Electronics Company's reasonable control. The time within which Thompson Electronics Company may timely perform shall be extended during the entire period of any force majeure. c.) The Buyer agrees to limit Thompson Electronics Company's liability to the Buyer and to all construction contractors and subcontractors or other parties on the project due to Thompson Electronics Company's professional negligent acts, errors or omissions such that the total aggregate liability to all those named shall not exceed Thompson Electronics Company's total fee for services rendered under this Agreement. d.) Thompson Electronics Company's liability shall further be limited to liability for its own and sole negligence, errors or omissions alone, and not for any actions by others of or in conjunction with others, including architects, individuals, buyer's representatives, construction contractors or sub-contractors; and Thompson Electronics Company shall have no joint or several liability with any such parties, regardless of such parties' insured status and ability to satisfy claims, and Buyer agrees to hold Thompson Electronics Company harmless against such joint or several claims.

19. **REUSE OF DOCUMENTS** all documents including drawings and specifications furnished by Thompson Electronics Company pursuant to this Agreement are instruments of services in respect to the project. They are not intended or represented to be suitable for reuse by the Buyer or others on extensions of this project on any other project. Any reuse without specific written verification or adaptation by Thompson Electronics Company will be at Buyer's sole risk and without liability or legal exposure to Thompson Electronics Company and Buyer shall indemnify and hold harmless Thompson Electronics Company from all claims, damages, losses and expenses including attorney's fees arising out of or resulting there from. Any such verification or adaptation will entitle Thompson Electronics Company to further compensation. All proposal documents and drawings represent intellectual property originated and developed by Thompson Electronics Company. Any use of these documents other than as named by Thompson Electronics Company may be considered as theft of intellectual property and may result in legal action against those converting said property.

20. **CANCELLATION/TERMINATION** Following acceptance by Thompson Electronics Company, the Buyer's purchase order may only be cancelled or shipments delayed with the consent of Thompson Electronics Company. Should Thompson Electronics Company consent to a

request by the Buyer to stop work or to cancel the whole or any part of an order, the Buyer shall make payments to Thompson Electronics Company as follows: a.) Any and all work that can be completed within ten (10) days from date of notification to stop work on account of cancellation shall be completed shipped and paid in full. b.) For work in process, any materials and supplies procured or for which definite commitments have been made by Thompson Electronics Company in connection with the order. c.) Buyer shall pay Thompson Electronics Company fees for all services rendered to the date of termination and later dates as related to such cancellation, and further pay all expenses including engineering labor, site labor, and shop labor and reimbursable termination expenses, including freight, handling, material restocking charges and reasonable attorney's fees and costs.

21. MISCELLANEOUS This document shall be governed by the laws of the State of Illinois. In the event that any part of this document is held invalid by any court of competent jurisdiction, the remainder of the Agreement shall remain in full force and effect.

22. FORUM FOR DISPUTES Any litigation which buyer may desire to institute against Thompson Electronics Company relating directly to any business dealings between the parties must be filed before a court of competent jurisdiction in Peoria, Illinois. Buyer consents irrevocably to the jurisdiction of the Peoria County or Federal Courts over its person in the event that Thompson Electronics Company elects to institute litigation against buyer in Illinois relating to any such matters. In such event, service of process may be made by certified mail, air courier, or any other method permitted under Illinois Law.

23. EXECUTION This agreement is considered in force when agreement to purchase has been made by the Buyer and accepted by Thompson Electronics Company.



We have prepared a quote for:

Tazewell County Government

**AOIC Grant 2024 - Third Floor Cabinet Rack (Courthouse) &
Scanners / Switches**

Quote # ME010613EP Version 1

Prepared by:

| **Matt Eppel**

Engineered by:

| **Bob Pulst**

Structured Cabling

Description	Qty
3rd Floor Cat6 Cabling (170 drops)	1
3rd Floor Cabling Labor	1
Labor to Demo Existing Cable	1
Rework and Replacement of 3rd Floor Rack	1

Document Scanners

Description	Qty
Ricoh Fi-8170 - Document Scanner - Dual CIS - Duplex - - 600 dpi x 600 dpi - up to 70 ppm (mono) / up to 70 ppm (color) - ADF (100 sheets) - up to 10000 scans per day - Gigabit LAN, USB 3.2"	30
Ricoh Fi-8190 - High Volume Document Scanner - Dual CIS - Duplex - 8.5 in x 14 in - 600 dpi x 600 dpi - up to 90 ppm (mono) / up to 90 ppm (color) - ADF (100 sheets) - up to 13000 scans per day - Gigabit LAN, USB 3.2 Gen 1"	1

Ruckus Switches

Description	Qty
Ruckus ICX8200 Switch - 8 x 10/100/1000 Mbps 802.3at Class 4 PoE (124W)	3
Ruckus ICX8200 Switch - 24 x 10/100/1000Mbps. Class 4 PoE, 370W budget. 4 x 1/10/25GbE SFP28	1
Ruckus Switch Management License for Virtual SmartZone Controller	4
Ruckus Power Cord for ICX Switch	4
Ruckus 10GbE Direct Attach SFP+ to SFP+ Active copper cable, 5 meter	3



AOIC Grant 2024 - Third Floor Cabinet Rack (Courthouse) & Scanners / Switches

Prepared by:
Heart East Peoria
 Matt Eppel (309)
 427-7267
 meppel@heart.net
 3105 N Main St.
 East Peoria, IL 61611

Prepared for:
Tazewell County Government
 Greg Pollard
 (309) 478-5843
 gpollard@tazewell-il.gov
 101 S. Capitol
 Pekin, IL 61554

Quote Information:
 Quote #: ME010613EP
 Version: 1
 Delivery Date: 01/08/2024
 Expiration Date: 02/09/2024

Quote Summary

Description	Amount
Structured Cabling with installation	\$386,650.00
Document Scanners with installation	\$43,356.92
Ruckus Switches with installation	\$9,349.69
Total:	\$439,356.61

Payment Schedule

Description	Payments	Interval	Amount
Purchase Price: 50/30/20			
50% Due on Signing	1	One-Time	\$219,678.30
30% on Receipt of Materials	1	One-Time	\$131,806.98
20% on Completion	1	One-Time	\$87,871.32

Payment Due at Signing

Description	Amount
Purchase Price: 50/30/20: 50% Due on Signing	
Total of 50% Due on Signing Payment	\$219,678.30

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.



Heart East Peoria

Tazewell County Government

Signature: _____

Signature: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____



Statement of Work

Customer Responsibility

This job will not be taxable. Customer shall provide tax-exempt certificate.

Provide adequate space for equipment in an environment suitable for the required equipment

Provide open access to all wiring closets, panels and work areas.

Provide 110v power as needed to support the network switch and Fujitsu Scanner installation.

The Network Switching project assumes:

- All network cabling is in place, is in good working order, and meets or exceeds the requirements of the network switches in this proposal.
- Power over Ethernet (PoE) is sufficient for the customer's project. The PoE budget is listed per switch in the product description. Existing LAN configurations are already in place (i.e. VLANs, DHCP Scopes, Firewall Rules, etc.)

Administrative credentials, hostnames, IP addresses, and other network details shall be supplied by the customer during discovery and planning session(s).

Heart Technologies, Inc., Responsibility

Labor is included to configure, install, and test the equipment itemized in this proposal.

Material Escalation Clause: If, during the performance of this contract, the price of materials increases significantly, through no fault of Heart Technologies, the price of quoted material shall be adjusted accordingly. Where the delivery of the quoted material or product is delayed by either manufacture or distribution supplier, through no fault of Heart Technologies, as a result of the shortage or unavailability of specific products or materials, Heart Technologies shall not be liable for any additional costs or damages associated with such delay(s).

ALL MATERIAL PRICING INCLUDED IN THIS PROPOSAL IS ONLY VALID FOR 30 DAYS.

Customer has reviewed and acknowledged statement of work. _____



Standard Terms and Conditions

1. This proposal is in accordance with our understanding of the requirements of the project and from verbal information which we received from the Customer, or its agent, and if written plans and specifications are furnished by Customer, and HEART Technologies, Inc., (from here on referred to as HEART Technologies, Inc.) interpretation of them. HEART Technologies, Inc. assumes no responsibility as to the accuracy of such plans and specifications. It is further understood and agreed that this proposal and contract does not include any labor or materials not specifically mentioned herein. Any additional work not covered herein shall be billed as time and material.
2. Terms and amount of payment shall be those specified herein. If not specified in the proposal, payment shall be 50% down at contract signing, 30% upon receipt of materials, and the remaining 20% due upon completion of this contract where the work is completed within the same month as the billing period. Where work continues beyond a period of 30 days, or is delayed for reasons beyond the control of HEART Technologies, Inc., monthly progress payments shall be paid in an amount equal to the labor and material on a percentage of completion basis of the job covered by this contract. Payment shall be made to HEART Technologies, Inc. by the 10th of the month following the date of any billing. HEART Technologies, Inc. shall not be required to proceed with the installation of the work if the payments applying on same have not been made as specified in the contract. In the event suit is filed by HEART Technologies, Inc. to collect any Moneys due hereunder or to enforce any other provisions of the contract, the Customer agrees to pay all cost, and the attorney's fees incurred. Past Due balances shall be charged finance charges at a rate of 1.5% per month. Customer agrees to pay these charges, if for any reason payments are not received by due date.
3. Alterations or additional work ordered by Customer or his agent shall constitute an addition to this proposal, and shall be charged for on a time and material basis in accordance with the current prices shown in a locally recognized trade pricing standard, in effect at time of billing. If any additions to the contract are ordered, the amount to be paid for the same shall be determined by the Customer and HEART Technologies, Inc. at the time that they are ordered, and if they do not agree upon an amount to be paid, then the Customer shall pay a reasonable price therefor. If the change requested by the Customer shall reduce the amount of labor or material, or both, that HEART Technologies, Inc. shall furnish to the project, then the Customer and HEART Technologies, Inc. shall agree at the time that the change is requested on the amount of credit that shall be given by HEART Technologies, Inc. to the Customer, and if they do not agree upon an amount of credit then the reasonable value of the labor and material shall be credited to the Customer. HEART Technologies, Inc. shall receive written orders for all additional work or changes signed by an authorized person before proceeding with such additions or changes. However, if such written orders are not received this shall not affect the right of HEART Technologies, Inc. to receive payment as outlined above for said labor and materials so furnished. Payments for additions or changes shall be made under the same terms and conditions as are embodied in the original proposal and contract.
4. All prices quoted herein are firm upon acceptance of this proposal, and are subject to correction prior to acceptance. All written proposals are conditioned upon acceptance within time limit specified on the face of this proposal. Verbal quotations are subject to immediate acceptance and terminate the day they are made.
5. It is a condition of this proposal that all materials or devices which are supplied by HEART Technologies, Inc. for installation will be of a type that is approved for the purpose. It is further stipulated that the Customer will assume the same responsibility for any material or equipment not furnished by HEART Technologies, Inc..
6. This proposal including any plans, specifications, drawings or engineering data are furnished by HEART Technologies, Inc. to Customer in trust for determining the scope of the work to be performed and shall remain the property of HEART Technologies, Inc.. They shall be immediately returned to HEART Technologies, Inc. in the event it is not awarded the contract to perform such work. If such plans, specifications or other data are used for the purpose of obtaining other bids or in connection with the installation, the Customer shall pay HEART Technologies, Inc. for all expense in preparing such plans or other data on an engineering fee basis.
7. Unless otherwise provided herein, the amount of any present or future sales or other tax, Federal, State or City, which we now, or hereafter shall be required to pay, either on our own behalf or on behalf of the Customer, or otherwise, with respect to any labor or material covered by this proposal shall be added to the prices quoted herein and paid by the Customer in the same manner and with the same effect as if originally added hereto.
8. If the Customer shall enter into a sale or shall sell all or any part of the premises herein involved, the full amount remaining unpaid on this contract becomes due and payable within 48 hours after date of such sale or agreement of sale at the option of HEART Technologies, Inc.. Title to any of the material sold or installed hereunder by HEART Technologies, Inc. shall remain HEART Technologies, Inc. until all the terms hereof have been complied, with, and in the event such materials are affixed to realty, it is expressly understood and agreed that they shall remain personal property subject to removal by HEART Technologies, Inc. The owner, buyer and Customer hereby waive any and all claims for damage to said realty or buildings caused by the removal of said materials or any part thereof.
9. This proposal is contingent upon approval by the authority having jurisdiction. Should additions or modifications be recommended by the authority having jurisdiction, or should the scope of protection change, this proposal will be adjusted accordingly.
10. We represent that the products listed within this quotation are free from defects in material or workmanship. Any product or part, thereof, which proves to be defective in workmanship or material during a period equal to manufacturer's warranty but not to exceed twelve (12) months from the date of purchase (unless otherwise stated in the proposal), shall be replaced at no charge during normal working hours.
11. Any repairs or modifications of the system as installed by the owner, owner's representative or any third party will void the warranty as stated herein.
12. HEART Technologies, Inc. maintains the capability to service your system using our factory-trained technicians from our nearest service facility on a 24-hour emergency basis. 13. The price has been determined on the basis of straight time and normal work week. No overtime will be worked unless ordered by Customer or his representative. In the event overtime is worked, the overtime premium rates plus HEART Technologies, Inc. regular mark-up for overhead and profit will be paid as an extra.
14. Upon acceptance, it is understood and agreed that this contract cannot be canceled except by mutual consent, and then only after payment to HEART Technologies, Inc. for all labor, material and job costs plus his regular mark-up for overhead and profit.
15. This agreement, and any issues arising in connection with it, shall be governed by, and construed in accordance with, the laws of the State of Illinois.
16. This agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior proposals and all previous negotiations and agreements, representations and warranties, written or oral.

Authorization to proceed with work or issuance of purchase orders by Customer to HEART Technologies, Inc. accepting any or all parts of this proposal shall be subject to the foregoing conditions.

It is the policy of HEART Technologies, Inc. to provide equal opportunity in employment for all qualified persons and to prohibit discrimination in employment on the basis of race, creed, color, sex, age, national origin, religion, disability or veteran status.



Scanics
Don Mapes – Managing Partner
dmapes@scanics.com
217-369-7730

Case File Scanning & Microfilm Conversion Proposal January 5, 2023

Company Name	Contact Person	E-mail		
TAZEWELL COUNTY CIRCUIT CLERK OFFICE	Cyndi Bundy	cbundy@tazewell.com		
Street	City	St	Zip Code	Telephone
342 Court Street, #204	Pekin	IL	61554	(309) 477-2214

Introduction

Hi Cyndi,

Thank you for your time and the information about your case files and microfilm. As we discussed, Scanics has reviewed the notes regarding the records that you had shared with me. Scanics has prepared the following proposal for TAZEWELL COUNTY CIRCUIT CLERK OFFICE.

Please find the attached Scanics proposal for the case file scanning and microfilm conversion. The following proposal and documentation illustrates Scanics' capabilities and provides an explanation of our response to your request for proposal.

Please note, if you choose Scanics to complete your scan project, Scanics will partner with SC Strategic Solutions (SCSS) in order to complete the project. Like Scanics, SCSS has been in business successfully supporting our customers for more than (20) years. Scanics will be working jointly with SC Strategic Solutions to complete all the production work including the conversion of the paper files and the storage of the paper documents. Scanics will be overseeing the entire project, and will take full responsibility for the accuracy and the quality control of the document conversion, file naming and storage processes.

Our comprehensive scanning services and electronic document management software has helped organizations like TAZEWELL COUNTY CIRCUIT CLERK OFFICE to increase allocation of space, decreased costs and improve overall productivity. Since its inception, Scanics has been committed to providing products and services of superior quality and value aimed at improving the way our clients operate. Our scanning experts will help you establish a fast, efficient process for the conversion of existing paper to digital archives, increasing access and reducing onsite storage and costs. Using our proprietary Day Forward Scanning process, we will convert the records to images in order to streamline workflows, improve productivity, safeguard business intelligence and maintain compliance.

Additional important considerations in the selection of a document imaging vendor that differentiates SCANiCS from other potential offerings include:

- Support before, during and after project implementation
- Thorough understanding of federal and state guidelines
- Highest level of security (including HIPPA, FERPA, and SOPPA) and meets all government and industry standards
- CDIA+ (Certified Document Imaging Architect) Certified staff
- Company's proven history and track record (Our client base includes over 1,000 clients). In addition, Scanics offers an all-inclusive price, with no hidden/variable fees (this allows the client to protect itself against inflated fees that it has no control over such as hourly prep or indexing charges by the character or line)
- Insured to \$2MM

Executive Summary

Thank you for the opportunity to present this Scanics Document Imaging Proposal to **TAZEWELL COUNTY CIRCUIT CLERK OFFICE**. Upon your approval of this Scanics proposal, Scanics would schedule the pickup of the case files.

Scanics will provide boxes and will box up the case files. Upon your approval, Scanics will pick up the court case files in (1) trip.

Scope of Work

- Scanics will be responsible for providing boxes and boxing up the case files and the microfilm.
- The case files are mostly 8.5"x11" paper in size. The case files may include staples, and paper clips, and the case files are single-sided and two-sided pages. The case files are type-written and printed in black and white. The case files do not include any oversize documents or blueprints.
- The case files are inserted into 11"- folders and binders.
- The case files consist of a total estimated (1,870) linear feet of case files on (641) 35"-shelves.
- Scanics is estimating that the case files will require approximately (1,651) boxes used for boxing up the case files.

- Scanics will remove all the staples, remove the paper clips, and move any post-it notes in order for all the text on the pages to be readable.
- All the case files will be scanned in black and white.

- All of the pages in each folder will be scanned as a multi-page PDF file.
- Scanics will name each of the PDF files using the name on the tab of each folder.

- Also included are (2,113) 16mm microfilm reels.
- Each reel has an estimated (6,000) images per reel.
- The total estimated number of images on the reels is (12,678,000) images that Scanics will convert to PDF files.
- Scanics will also provide boxes and box up all of the microfilm reels.

- Scanics will enable TAZEWELL COUNTY CIRCUIT CLERK OFFICE to access the scanned case files and PDF files from the converted microfilm during the time period that the project is being completed.
- Scanics will scan/convert the case files and upload the PDF files into a software database solution called SCView at **no additional charge**. Scanics will store the PDF files in this proposed software at **no additional charge for up to 2 years** from the start of the project.
- At the end of the 2 year time period, Scanics will download all of the PDF files to a hard drive upon request for file delivery.

- Tazewell County may request documents in the case files during the time period that Scanics is holding and scanning the case files.

- After scanning and naming the files, upon written approval received from TAZEWELL COUNTY CIRCUIT CLERK OFFICE, Scanics will SHRED the paper case files and destroy the microfilm.
- During the scanning process, Scanics will store and secure the case files in our on-site secure box storage within the Scanics office. The contents of the files will be kept confidential.
- All Scanics employees working on this project are required to sign confidentiality agreements. TAZEWELL COUNTY CIRCUIT CLERK OFFICE will receive a copy of all the signed confidentiality agreements upon request.

Security and Confidentiality

Scanics acknowledges that the performance by Scanics and the responsibilities, which are described and enumerated in this Proposal, will require Scanics to receive private and confidential information concerning Tazewell County project files and ("Confidential Information"). Scanics agrees that such Confidential Information will not be disclosed by Scanics, or by any individuals who are employed by Scanics or who are otherwise retained or engaged by Scanics to perform any of Scanics' responsibilities under this Proposal, to any person or entity not directly involved in the performance of such responsibilities.

Scanics File Storage and Confidentiality

Paper File Storage

- When Scanics picks up the boxes of case files, the boxes are accounted for and recorded.
- Each Scanics employee is required to sign a confidentiality agreement for access to the boxes of case files. The customer may request copies of the signed confidentiality proposals for each Scanics employee, and Scanics will email copies of each of these signed proposals to the customer.

Document Destruction

- After scanning and naming the files, upon written approval received from TAZEWEEL COUNTY CIRCUIT CLERK OFFICE, Scanics will SHRED the paper case files and destroy the microfilm.

Technical Specifications

Conversion Process

Scanics Receipt of Boxes

- The boxes will be transferred to a holding area to await preparation. Contents of the boxes will be verified during preparation, and any discrepancies will be reported to TAZEWEEL COUNTY CIRCUIT CLERK OFFICE.

Preparation of the Case Files for Scanning

- Scanics will perform the following actions to prep the project files for scanning and indexing:
- Remove all staples.
- Unfold multi-page forms so as not to destroy any information.
- Insure that the file naming convention is correct for indexing purposes.

Scan Parameters

- All pages are scanned at 200 dots per inch (DPI), in black and white.
- All photos will be scanned in bitonal mode.
- All pages are scanned in duplex mode.
- Any blank image below 1000 bytes will be auto-deleted.
- Image De-skew will be enabled.

Scan the Case Files

- Project files that have passed the preparation stage are moved to imaging technicians.
- Imaging technicians perform the following functions:
 - Clean scanner at the start of the shift plus as needed during scan process.
 - Calibrate scanner to manufacturer specifications.
 - Test operation of scanner functions to ensure quality control.
 - Scan settings are to be as follows:
 - All pages scanned in duplex mode.
 - All blank pages below 1000 bytes will be dropped.
 - 100% of images will be viewed by imaging technician to ensure scan quality, however Scanics cannot guarantee 100% accuracy of scanned project files.

- Quality criteria is established as follows:
 - All pages will maintain good contrast and image quality to create the best possible image from the source document.
 - Colored or shaded backgrounds will be removed and all text will remain readable.
 - All pages will be scanned in black-and-white with the exception of the following:
 - Dark background originals, which cannot be lightened, may be scanned in grayscale to maintain readability.
 - Project files deemed difficult by the scanner operator may be scanned in grayscale or color to maintain readability.
 - Information within 0.1" of all edges will be scanned. Information outside this area may be cropped. Examples would be handwriting that runs off the edge of the page, or photocopied project files that are skewed.
 - Post-it notes will be moved to a second page if found to be covering data.
 - Small items that have been taped to larger pages on all edges by Tazewell County staff will not be removed or checked for hidden data.
 - All scanned images are reviewed for possible double-feeds, mis-feeds, and scan quality problems. Scanics cannot guarantee 100% accuracy of scanned equipment manuals.

Quality Control - Verification

All scanned images are reviewed for possible double-feeds, mis-feeds, and scan quality problems. Scanics cannot guarantee 100% accuracy of scanned project files.

Scanics Background

SCANICS and SCSS have over (20) years of successful professional service experience in regards to consulting and software development. At SCANICS, we have successfully provided software and electronic workflow solutions to over 1,000+ entities. We have honed our processes and skills to cater to the specific business needs of clients and our expertise lies in clearly understanding the business goals of our customers, choosing the most appropriate technology and efficiently designing and developing solutions that cater to the business needs identified.

EXCEPTIONAL EXPERIENCE

Over 1,000 entities utilize our document management solution to store their records.

We pride ourselves on doing what's right and putting our customer's best interest first. We are devoted to advancing our people, customers, industry, and community in the goals that will help better them in the future and make them more flexible to changes that take place within and outside of their organization. These are the principals that have helped our company grow to over (120) employees, including (51) professional scanners, (10) dedicated support team members, and (10) dedicated internal programmers on staff.

Over the last (20) years we have helped hundreds of clients go paperless and have assisted them with their records retention policies. We have worked with state revised codes and have strong foundational knowledge of both state and federal guidelines related to document imaging. Our experience has allowed us to scan more than 500,000,000 pages each year for our customers and has allowed us to develop customized solutions to meet their unique requests and needs.

Other Information

SCANICS has demonstrated experience. For example, we are working KENTUCKY FARM BUREAU in Louisville, KY that is a project similar to the scope outlined in this proposal. As part of the project, SCANICS and SCSS picked up and inventoried approximately (48,000,000) pages consisting of claim files. We then provided comprehensive scanning and indexing of all of the records into our SCView Document Management Solutions Software for access to any record within 10 seconds or less.

As previously mentioned, SCANICS currently works with hundreds of government entities and has developed extensive experience in picking up and processing records while developing electronic processes to assist with document management and workflows. An overview of our SCView Document management solution is provided in our capabilities section below.

Our references demonstrate the quality of our working relationships with our clients. We receive frequent accolades from our clients in part due to SCANICS's unique "high touch" approach. Our dedicated support team provides support via phone, email, or web chat. Additionally, our support team utilizes various tools to support our customers such as a screen share application that allows them to see and troubleshoot the exact issue a user is encountering.

We have the experienced team. Our management team averages 20 years of scanning and indexing experience and our scanning and indexing clerks work with hundreds of millions of documents. Because of this, our associates really know and understand what types of files they are scanning. Whether it is a personnel file or any type of document, through their experience and lessons learned on each contract, we are able to maintain exceptional quality and accuracy.

Processes

SCANICS has proven processes. We have developed proven processes honed over 20 years working on hundreds of similar projects and have built upon multiple quality steps and checks. SCANICS employs a development team of (10) programmers that have years of experience customizing our SCView document management database to meet our client's needs. This will benefit TAZEWELL COUNTY CIRCUIT CLERK OFFICE by allowing for an easier conversion to our system. Our development team can assist with integrating and automating the indexing of digital records with data connections to the ERP system where possible. Our team has worked with many systems in the past and our solutions allow for easy integrations with other solutions. With respect to TAZEWELL COUNTY CIRCUIT CLERK OFFICE's records, we have built integrations with many solutions in the past and would consult and assist with the

development of integrations based on the needs of TAZEWELL COUNTY CIRCUIT CLERK OFFICE. As we have our own development team and our solutions provide for integrations, we are confident we can meet the needs and goals of TAZEWELL COUNTY CIRCUIT CLERK OFFICE based on our experience working with over 1,000+ clients in the past.

EXCEPTIONAL EXPERIENCE

SCANICS has experience

converting files paper and

electronic files into our SCView

Document management software.

SCANICS will work with TAZEWELL COUNTY CIRCUIT CLERK OFFICE to set up appropriate users, groups, and permissions based on TAZEWELL COUNTY CIRCUIT CLERK OFFICE input, requirements, and any active directories. SCANICS also use Single-Sign-On technology within our SCView document management solution. The below screen shot shows the login screen to SCView which has the option for Microsoft or Google Single-Sign-On functionality.

Document Requests. All records request while the scanning process is ongoing will be processed within 24-48 business hours. TAZEWELL COUNTY CIRCUIT CLERK OFFICE will make a request to SCSS via email or phone call and the record is then pulled, digitized and returned back to TAZEWELL COUNTY CIRCUIT CLERK OFFICE via email transport or via the SCView platform.

Human and Facility Security. SCSS executes full national criminal background checks on all staff whether working on TAZEWELL COUNTY CIRCUIT CLERK OFFICE project or in another capacity at SCSS. We take security very serious at SCSS. SCSS services comply with all federal, state, and local regulations.

We have incorporated the following (✓) measures to protect your materials to be processed and ensure the privacy and security of your data while working with SCSS on your project.

- ✓ Security Pass Keys are necessary to enter/exit the SCANICS/SCSS Conversion Center and the building it resides in.
- ✓ SCANICS/SCSS uses Circle Security with glass break, motion sensing, entry breach and 24-hour monitoring security features. Video cameras and audio recording are in place at building entry points (inside & out), sensitive areas and in the Conversion Center.
- ✓ Entry into our facility is only permitted by SCANICS/SCSS trusts and officially accompanied visitors. Visitors are required to sign in, including name, company name, address and phone number.
- ✓ Climate controlled Conversion Center with sprinkler systems are deployed at SCANICS/SCSS.
- ✓ SCANICS/SCSS trusts must pass criminal background checks prior to hiring.
- ✓ No cell phones or cameras are allowed in the SCANICS/SCSS Conversion Center.
- ✓ All Data will be encrypted and have access limited to the Technical Manager.

Scanics Production Process

Scanics and SCSS team will perform the following:

1. Schedule a kick-off meeting with TAZEVELL COUNTY CIRCUIT CLERK OFFICE to schedule the start date and map out the project timeline of events.
2. Our team will work with TAZEVELL COUNTY CIRCUIT CLERK OFFICE to set up access and correct user rights to the SCView document management solution and train all staff as required. (Training is usually quick due to the intuitive nature of the SCView software)
3. Our team will produce production samples for TAZEVELL COUNTY CIRCUIT CLERK OFFICE to review.
4. Scanics will review the production sample with TAZEVELL COUNTY CIRCUIT CLERK OFFICE team to ensure complete compliance with the intended deliverables.
5. Scanics will begin production, to include the auditing, naming/indexing by record and document type (where required), internal quality assurance check, and finally making digitized records available for TAZEVELL COUNTY CIRCUIT CLERK OFFICE the SCView platform.
6. Scanics will load the final PDF files onto the SCView platform for immediate access for TAZEVELL COUNTY CIRCUIT CLERK OFFICE authorized users.
7. TAZEVELL COUNTY CIRCUIT CLERK OFFICE and Scanics will review and ensure all files are accessible via the SCView document management platform.
8. Scanics provides a (1) year warranty on all digitized records.
9. Scanics will provide a certificate of destruction to TAZEVELL COUNTY CIRCUIT CLERK OFFICE for any destroyed documents that are to be securely destroyed after scanning and review of images by TAZEVELL COUNTY CIRCUIT CLERK OFFICE.

Scanics Pricing

Total Price: \$678,100

- The paper case files include a total estimated (1,870) linear feet of case files on (641) 35"-shelves.
- Includes up to (12,678,000) images

- Scanics will provide boxes and box up the paper case files in the folders. Included

- Scanics will transport the boxes of case files to the Scanics office to be scanned Included

- Includes all prep work completed such as staple and paperclip removal and binding Included

- Scanics will scan/convert the case files and upload the PDF files into a software database solution called SCView. Scanics will store the PDF files in this proposed software at no additional charge for up to 2 years from the start of the project. Included
- Includes PDF file indexing and upload of the files into SCView Included
- As requested, OCR is not included.

- Includes (2,113) 16mm microfilm reels to be scanned and converted to PDF files. Included
- Each reel has an estimated (6,000) images per reel.
- The total estimated number of images on the reels is (12,678,000) images.
- Scanics will also provide boxes and box up all of the microfilm reels. Included

- At the end of the 2 year time period, Scanics will download all of the PDF files to a hard drive(s) or requested media upon file delivery request. Included

- After scanning and naming the files, upon written approval received from TAZEWELL COUNTY CIRCUIT CLERK OFFICE, Scanics will SHRED the paper case files and destroy the microfilm. Included

SCView Document Management Software Overview

SCView Document Management Software– Scanics will provide a cloud-based end user software module providing retrieve, view, and edit of all scanned/indexed documents. Access to the software is administered by a Scanics manager or designated TAZEWELL COUNTY CIRCUIT CLERK OFFICE personnel. SCView enables different user rights to be assigned to different users individually, by group, department or globally. For example, if a user has the appropriate rights, they can open a document, redact the social security number and email it to a requester. Within SCView, there are various levels of security built in to ensure your information is as secure as it is accessible.

SCView Imaging System provides additional benefits with:

- No purging/archiving due to unlimited storage of images provided.
- Standard TIFF images utilized for importing/exporting images.
- Remote access capabilities for off-site locations.
- Ability to process multiple data feeds from other systems for viewing.
- Unlimited grouping feature for easily managing large amounts of data.
- Auto log off (time based).
- Ability to edit indexed data.
- Split screen functionality.
- Ability to find any document within database in 10 seconds or less.
- Ability to access records and workflows via mobile devices for approved users

When new upgrades to the software become available to the CORE system, they will be provided at no charge. These upgrades are for additions to the CORE system. Any customized software developed at the request of the customer may incur programming fees (this will be done in writing).

SCView started as a document management software for government entities and has evolved overtime based on the requests of our (1,000+) clients. Due to this fact, SCView is highly customizable and able to store all types of records TAZEWELL COUNTY CIRCUIT CLERK OFFICE may require now and in the future. Specific departments, document types, and indexes for searching records are all customizable based on TAZEWELL COUNTY CIRCUIT CLERK OFFICE preferences.

COMMITTEE REPORT

F-24-07

Mr. Chairman and Members of the Tazewell County Board:

Your Finance Committee has considered the following RESOLUTION and recommends that it be adopted by the Board:

RESOLUTION

WHEREAS, the County's Finance Committee recommends to the County Board to authorize the purchase of Microsoft Server 2022 OS licenses with three-year software assurance; and

WHEREAS, new server licensing is necessary to implement technology upgrades; and

WHEREAS, the pricing is provided through a Cooperative Purchasing Agreement; and

WHEREAS, the cost is estimated not to exceed one hundred thirty thousand dollars (\$130,000); and


WHEREAS, one hundred thousand dollars (\$100,000) is authorized to be paid through the Local Assistance and Tribal Consistency Grant Fund, and the remaining costs will be paid out of the IT General Fund budget.

THEREFORE BE IT RESOLVED that the County Board approve the recommendation.

BE IT FURTHER RESOLVED that the County Clerk notifies the County Board Office, Finance Office, Treasurer, Network Administrator, and the Auditor of this action.

PASSED THIS 28th DAY OF FEBRUARY, 2024.

ATTEST:


Tazewell County Clerk


Tazewell County Board Chairman

COMMITTEE REPORT

Mr. Chairman and Members of the Tazewell County Board:

Your Human Resources Committee has considered the following RESOLUTION and recommends that it be adopted by the Board:

RESOLUTION

WHEREAS, the County's Human Resources Committee recommends to the County Board to approve a Performance of Recovery Services Addendum with The Phia Group, LLC and Consociate; and

WHEREAS, The Phia Group will handle recovery matters, including subrogation, overpayment recovery, and other recovery collection activities; and

WHEREAS, The Phia Group will retain twenty-five percent (25%) out of any sum recovered regardless of the manner of recovery, as its fee; and

THEREFORE BE IT RESOLVED that the County Board approve the recommendation.

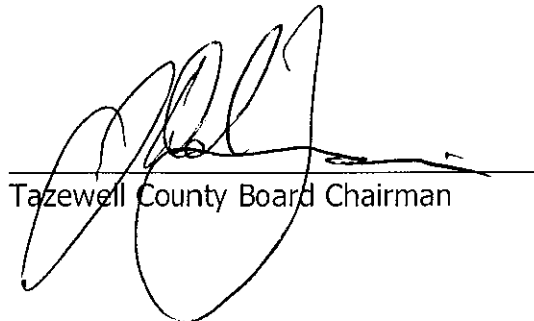
BE IT FURTHER RESOLVED, the County Board authorizes the County Board Chairman to sign all documents relating to this agreement.

BE IT FURTHER RESOLVED, that the County Clerk notifies the County Board Office, Human Resources, Payroll, and the Auditor of this action.

PASSED THIS 28th DAY OF FEBRUARY, 2024.

ATTEST:


Tazewell County Clerk


Tazewell County Board Chairman

**BUNDLED SERVICES AGREEMENT –
PARETO CAPTIVE SERVICES, LLC CLIENTS**

This Bundled Services Agreement (the “Agreement”) is effective 12/1/2023 (the “Effective Date”), by and between The Phia Group, LLC and its affiliates (collectively, “The Phia Group”), and Tazewell County (“Client”). The Phia Group and Client may be referred to in the singular as “Party” or in the plural as “Parties.”

WHEREAS, The Phia Group is a provider of Independent Consultation and Evaluation (“ICE”) services, and Plan Drafting services (collectively, the “Phia Services”); and

WHEREAS, Client seeks to utilize the Phia Services per the terms set forth below.

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter contained, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and intending to be legally bound hereby, the Parties hereto agree as follows:

I. Phia Services

a. Independent Consultation and Evaluation (“ICE”) Services

1. *Key Terms.* Definitions provided in Exhibit I:

- i. Consultation/Consultative Services
- ii. Gap Free Review
- iii. Participant
- iv. Phia Certification
- v. Plan
- vi. Plan Document

2. *Responsibilities of The Phia Group*

- i. Upon Client’s written request (email is sufficient), The Phia Group shall provide case-by-case Consultative Services to Client. The Phia Group shall have discretion to determine whether an item referred by Client falls within the applicable scope of the ICE services.
- ii. Upon Client’s written request (email is sufficient), once a year, The Phia Group shall perform one (1) Gap Free Review on behalf of Client.
- iii. Upon Client’s written request (email is sufficient), once a year, The Phia Group shall perform a Phia Certification for each of Client’s eligible Plan Document(s).
- iv. The Phia Group will issue its consultative responses to Client’s requests, within a reasonable timeframe and pursuant to reasonable deadlines.

b. Plan Document Drafting Services

1. *Plan Document Drafting Requests*

- i. Client may refer plan document drafting requests to The Phia Group in writing (e-mail is preferred) at pgcreferral@phiagroup.com or via fax at 781-535-5656.

- ii. The Phia Group will acknowledge receipt of the request before providing a scope of the project, as well as an estimated turnaround time. Upon receiving Client's written approval to proceed, The Phia Group shall begin the project.
- iii. The Phia Group reserves the right to refuse a plan document drafting request with reasonable, written justification provided to Client.

2. *Plan Document Overview Assessment.*

Upon Client's submission of a standard plan document to The Phia Group for purposes of providing an overview assessment, The Phia Group will review the plan document and provide an initial assessment memorandum addressing potential areas of concern, including a consultation phone call.

3. *Plan Document Drafting and Review*

- i. The Phia Group will, upon Client's written request, provide:
 - (1) Plan Document Provision Review and Revision
 - i. In redline format (track changes function), The Phia Group will update Client's plan document(s) to comply with all ACA plan regulations and to add The Phia Group's recommended cost-containment provisions.
 - ii. The Phia Group requires a Microsoft Word Document version of the plan document.
 - (2) Single Plan Document and Summary Plan Description ("SPD") Checklist
 - iii. The Phia Group will craft individual plan documents for Client, utilizing answers provided by Client via a checklist, including the following plan document options:
 - iv. Preventive Care Only Plan
 - v. Wrap Document
 - (3) Summary of Benefits and Coverage ("SBC") Request
 - vi. The Phia Group will create a Summary of Benefits and Coverage ("SBC") for Client.

4. *Limited Warranty.*

The Phia Group warrants that at the time they are produced, plan documents produced by The Phia Group meet the requirements of the Employee Retirement Income Security Act of 1974, as amended ("ERISA"), the Health Insurance Portability and Accountability Act of 1996, as amended ("HIPAA"), the Affordable Care Act ("ACA"), and any applicable federal regulations promulgated thereunder. In the event of any change in the foregoing federal requirements, Client is responsible for obtaining the necessary updates to its plan documents that have already been produced. In the event Client makes any changes to a plan document that are not reviewed and approved by The Phia Group, this limited warranty shall be void. Client is exclusively responsible for carefully reviewing all plan documents produced by The Phia Group to confirm their accuracy and suitability for the needs of Client.

II. General Terms

a. Term and Termination.

This Agreement will remain in effect for an Initial Term of one (1) year from the Effective Date and cannot be terminated by either Party during the Initial Term unless such termination is “for cause.” In the event that either Party (the “Breaching Party”) is in breach of any of its material obligations under this Agreement, the non-breaching Party may terminate this Agreement “for cause” by providing fifteen (15) days’ prior written notice (the “Notice Period”) to the Breaching Party, specifying the breach and its claim for right to terminate; provided, however, that the termination shall not become effective at the end of the Notice Period if the Breaching Party cures the breach complained about during the Notice Period. Upon the expiration of the Initial Term, this Agreement shall automatically renew for successive one (1) year periods (each, an “Additional Term”) until terminated by either Party (i) “for cause,” as set forth in this Section II.a; or (ii) for any or for no reason, upon sixty (60) days’ prior written notice to the other Party. Notwithstanding the foregoing, this Agreement shall be terminated in the event that (a) the Memorandum of Understanding for Bundled Services (“MOU”) between Pareto Captive Services, LLC and The Phia Group is terminated for any reason, with the effective date of such termination being the same as the effective date of the termination of the MOU; or (b) in the event that Client terminates its relationship with Pareto Underwriting Partners, LLC, with the effective date of such termination being the same as the effective date of the termination of Client’s relationship with Pareto Underwriting Partners, LLC.

b. Survival.

The provisions of this Agreement which expressly or by their nature survive expiration or termination of this Agreement shall remain in effect after the expiration or termination of this Agreement.

c. Confidential Information.

During the term of this Agreement, The Phia Group and the Client may have access to confidential information relating to such matters as either Party’s business, trade secrets, systems, procedures, manuals, products, contracts, personnel, and clients. As used in this Agreement, “Confidential Information” means information belonging to The Phia Group or Client which is of value to such Party and the disclosure of which could result in a competitive or other disadvantage to either Party, including, without limitation, financial information, business practices and policies, know-how, trade secrets, market or sales information or plans, customer lists, business plans, and all provisions of this Agreement. “Confidential Information” also includes Protected Health Information (PHI), as the term is defined under HIPAA. Confidential Information does not include: (i) information that was known to the receiving Party before receipt thereof from or on behalf of the disclosing party (“Disclosing Party”); (ii) information that is disclosed to the receiving Party (“Receiving Party”) by a third person who has a right to make such disclosure without any obligation of confidentiality to the Disclosing Party; (iii) information that is or becomes generally known in the trade without violation of this Agreement by the Receiving Party; or (iv) information that is independently developed by the Receiving Party or its employees or affiliates without reference to the Disclosing

Party's information. Each Party will protect the other's Confidential Information in accordance with all applicable law (including, without limitation, HIPAA, and its implementing regulations) and with at least the same degree of care it uses with respect to its own Confidential Information, and will not use the other Party's Confidential Information other than in connection with its obligations hereunder. Notwithstanding the foregoing, a Party may disclose the other's Confidential Information if: (i) required by law, regulation or legal process or if requested by any applicable governmental agency or self-regulatory organization; (ii) it is advised by counsel that it may incur liability for failure to make such disclosure; or (iii) requested by the other Party; provided that in the event of (i) or (ii) above the Disclosing Party shall give the other Party reasonable prior notice of such disclosure to the extent reasonably practicable and cooperate with the other Party (at such other Party's expense) in any efforts to prevent such disclosure.

d. **LIMITATION OF LIABILITY.**

EXCEPT AS MAY OTHERWISE BE EXPLICITLY SET FORTH HEREIN, THE PHIA GROUP, WHEN PROVIDING THE PHIA SERVICES SET FORTH HEREIN, SHALL ONLY BE RESPONSIBLE FOR DAMAGES ARISING FROM AND OCCURRING DUE TO THE PHIA GROUP'S BREACH OF THIS AGREEMENT, BREACH OF WARRANTY, GROSS NEGLIGENCE, WILLFUL MISCONDUCT, OR VIOLATION OF APPLICABLE LAW IN PROVIDING THE PHIA SERVICES. THE PHIA GROUP IS NOT RESPONSIBLE FOR ANY CONSEQUENTIAL, EXEMPLARY OR INCIDENTAL DAMAGES OR LOST PROFITS, UNLESS CAUSED BY PHIA'S GROSS NEGLIGENCE, WILLFUL MISCONDUCT, OR UNAUTHORIZED USE OR DISCLOSURE OF PHI. IN ANY INSTANCE WHERE THE PHIA GROUP PROVIDES PHIA SERVICES UNDER THIS AGREEMENT, AND, AS A RESULT OF PROVIDING THE PHIA SERVICES, INCURS LIABILITY THROUGH ITS ACTIONS, THE PHIA GROUP'S LIABILITY SHALL BE LIMITED TO ONE MILLION DOLLARS (\$1,000,000) PER INSTANCE, OTHER THAN FOR DAMAGES ARISING FROM ANY UNAUTHORIZED USE OR DISCLOSURE OF PHI BY PHIA OR ANY OF ITS DIRECTORS, OFFICERS, EMPLOYEES, OR AGENTS.

e. **Not a Fiduciary.**

Client understands and acknowledges that The Phia Group's performance of the Phia Services, except as otherwise explicitly provided for above, does not cause The Phia Group to become a "fiduciary" for any benefit plan sponsored or administered by Client.

f. **Not a Plan Administrator.**

Client understands and acknowledges that all legal obligations regarding the administration of a plan are the sole obligations of the plan and/or Client, and in no event shall The Phia Group be responsible for any legal obligations regarding the administration of the plan.

g. Disclaimers.

1. Client understands and acknowledges that The Phia Group's performance of the Phia Services does not constitute providing legal advice. No attorney-client relationship shall exist as between The Phia Group and Client under the scope of this Agreement. Retention of The Phia Group as consultants does not constitute retention of legal representation. The Phia Services are provided based on the mutual understanding that The Phia Group is not a law firm and is not providing tax or legal advice. Instead, The Phia Group will assist Client and provide advice solely in a consulting capacity. The applicable plan sponsor and/or plan administrator is solely responsible, and The Phia Group is not responsible, for the compliance and content of, and payment of benefits as specified within, any plan documents created or distributed. As with all issues involving interpretation or application of laws and regulations, Client and its plan(s) should rely on their own legal counsel for authoritative guidance. By executing this Agreement, Client acknowledges that The Phia Group provides consulting services only and does not function as legal counsel, attorney, or representative of Client or any other party.
2. Except as may otherwise be explicitly set forth herein, Client acknowledges that The Phia Group makes no warranty, express or implied, with respect to any rights, property, or data transferred hereunder, including, but not limited to, any express or implied warranty of fitness for a particular purpose.

h. Governing Law.

This Agreement and the rights and obligations of the Parties under this Agreement shall be governed by, and construed and interpreted in accordance with, the laws of the Commonwealth of Pennsylvania, without giving effect to its principles regarding conflicts of law.

i. Arbitration.

All disputes under this Agreement shall be settled by arbitration in Pennsylvania, before a single arbitrator pursuant to the rules of the American Arbitration Association. Arbitration may be commenced at any time by either Party giving written notice to the other Party that such dispute has been referred to arbitration under this section. The arbitrator shall be selected by the joint agreement of the Parties, but if they do not agree within twenty (20) days after the date of the notice referred-to above, the selection will be made pursuant to the rules maintained by the association. Any award rendered by the arbitrator will be conclusive and binding upon the Parties and is to be accompanied by a written opinion of the arbitrator giving the reasons for this award. This provision for arbitration will be specifically enforceable by the Parties. The decision of the arbitrator will be final and binding and there will be no right of appeal. Each Party will pay its own expenses of arbitration.

j. Indemnification.

Each Party hereby agrees to indemnify, defend, and hold harmless the other Party from and against any and all claims, losses, demands, liabilities, costs and expenses (including reasonable attorney's fees and costs and expenses related thereto) suffered or incurred by the damaged Party as a result of, or in connection with, any third party claims to the

extent caused by breach of this Agreement, fraud, negligence of any type or degree, willful misconduct, or violation of any applicable law of/by the indemnifying Party or its directors, officers, employees, or agents in performing the indemnifying Party's obligations under this Agreement.

k. Force Majeure.

Neither Party will be liable for any failure or delay in performance of its obligations hereunder by reason of any event or circumstance beyond its reasonable control, including, but not limited to: acts of god, war, riot, strike, labor disturbance, fire explosion, telephone network failure(s), flood or shortage or failure of suppliers. If any delay in performance under this section continues for more than sixty (60) consecutive days, the unaffected Party will have the right to terminate this Agreement with ten (10) days' prior written notice to the affected Party, unless the affected Party is able to remedy its circumstances within the 10-day notice period.

l. Waiver.

Failure to enforce the performance of any provision of this Agreement will not constitute a waiver of rights to subsequently enforce such provision or any other provision. No waiver of any provision of the Agreement will be effective unless in writing.

m. Notices.

All notices hereunder shall be in writing (email is sufficient). Notice shall be deemed to be given upon receipt. Notices shall be submitted to the Parties at their respective email addresses or physical addresses as communicated by the Parties.

n. Amendment. This Agreement may be modified, amended or supplemented only by a writing signed by the authorized representatives of both Parties to this Agreement. Such amendments, modifications or supplements are incorporated into and made a part of this Agreement.

o. Independent Contractors.

The relationship between the Parties is that of independent contractors. Neither Party is intended to be an employee or employer of, nor joint venturer with, the other Party; and except as otherwise specifically contemplated herein, neither Party shall function as an agent of the other Party. Each Party hereto shall be responsible for its own activities and those of its employees and agents.

p. Integration.

The Parties acknowledge that they have read this Agreement in its entirety and understand and agree to be bound by its terms and conditions. This Agreement constitutes a complete and exclusive statement of the understanding between the Parties with respect to its subject matter. This Agreement supersedes any and all other prior communications between the Parties, whether written or oral. Any prior agreements, promises, negotiations or representations related to the subject matter of this Agreement, which are not expressly set forth in this Agreement, are of no force and effect.

q. Authority.

Each Party represents and warrants to the other Party that the signatory identified beneath its name below has authority to execute this Agreement on its behalf. This Agreement shall be binding upon the Parties hereto and their successors and assigns; provided, however, that neither Party may assign their rights or obligations hereunder without the prior written consent of the other Party, which consent may not be unreasonably withheld, conditioned, or delayed.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the Effective Date set forth above.

The Phia Group, LLC

Tazewell County

Signature: Ron Peck
80A482853D4E63702FF85AFFC138E9E2 controlworks

Signature: _____

Name: Ron Peck

Name: _____

Title: CLO

Title: _____

Date: 02/12/2024

Date: _____

EXHIBIT 1

DEFINITIONS

Capitalized terms which are not otherwise defined in this Exhibit 1 shall have the meanings set forth in the Employee Retirement Income Security Act of 1974 (“ERISA”) or other applicable law. Otherwise, the terms defined in this Exhibit 1 shall have the following meaning(s):

Independent Consultation and Evaluation (“ICE”) Services

I. Consultation – For purposes of this Agreement, “Consultation” shall be understood to mean any consultative or evaluative act, undertaken by The Phia Group, under the specific scope of Section I(a), to include: consultation on matters relevant to Plan Documents including regulatory compliance, claim evaluation and analysis including claims payment and eligibility issues, performance of The Phia Group’s Gap Free Review, performance of Phia’s Certification service, Plan-related dispute resolution, administrative service agreement guidance, network interaction, stop-loss disputes, consultation regarding Plan construction, and matters generally related to Plan administration (the “Consultative Services”). Consultation/Consultative Services shall not include any plan drafting services such as Plan Document creation, revision or customization, which are instead set forth in Section I(c) of the Bundled Services Agreement.

II. Gap Free Review – Comparison of pertinent Plan-related documents (*e.g.*, Plan Documents, stop-loss policies, PPO agreements, administrative services agreements, employee handbooks) to one another to identify “gaps” in coverage created by discrepancies between the documents.

III. Participant – Any employee (or former employee/retiree, if applicable) of Client, the employee’s eligible dependents, or any other person(s) eligible to submit claims to a Plan and receive benefits from a Plan.

IV. Phia Certification – Review of a Plan’s governing Plan Document(s) to ensure they meet The Phia Group’s standards for subrogation and regulatory compliance.

V. Plan – A benefit plan, as offered by Client and which is established for the benefit of Participants.

VI. Plan Document – The document governing, and setting forth the benefits of, the applicable Plan; for purposes of Section I(a), it shall include controlling certificates of insurance, policies, and/or summary plan descriptions, as well as applicable amendments.

PERFORMANCE OF RECOVERY SERVICES ADDENDUM

This Performance of Recovery Services Addendum (the "Addendum") is entered into as of December 1, 2023 (the "Effective Date") by and between The Phia Group, LLC ("PHIA"), a Massachusetts Limited Liability Company, Consociate ("CONSOCIATE"), and Tazewell County ("CLIENT").

1. Integration

This Addendum will be integrated into and with the Performance of Recovery Services Agreement (the "Agreement") between PHIA and CONSOCIATE dated July 1, 2012. By signing this Addendum, the CLIENT agrees with the terms of the Agreement between PHIA and CONSOCIATE, which is attached to this Addendum.

2. PHIA's Fee for Services Performed

PHIA will retain twenty-five percent (25%) out of any sum recovered on behalf of CLIENT, regardless of the manner of recovery, as its fee.

3. Trial Decisions

It will be the CLIENT's decision to litigate a particular case. The CLIENT will use good faith to decide whether to pursue such litigation and disburse reasonable related expenses upon settlement. PHIA will seek the CLIENT's authority to file suit if it is deemed necessary to collect the recovery or if PHIA deems a case in need of adjudication by trial or appeal. PHIA will also seek filing, service, and related expenses from the CLIENT.

4. Case Closure

The CLIENT has the right to request that PHIA close any particular case or cases (subsequent to PHIA identifying said case[s] or acceptance of said case[s] via referral, investigating and/or activating said case[s] and beginning application of the applicable services), and thereby halt recovery efforts. CLIENT may not, however, itself or through an agent then reopen said case(s) (case[s] that had been in possession of PHIA and about which PHIA had provided some of the aforementioned services prior to said case[s]' closure), and subsequently resume recovery efforts regarding that particular case or cases, either themselves or via another entity other than PHIA, without owing to PHIA its fee; specifically, applying the aforementioned fee to the amount eventually recovered arising from said case or cases by CLIENT or a third party retained by CLIENT. If the CLIENT terminates its relationship with PHIA and/or CONSOCIATE and thusly instructs PHIA to cease application of the services, close the case(s) in its possession, return those case(s) to CLIENT, and CLIENT subsequently pursues recovery of funds in those case(s) – itself or through a third-party, PHIA retains rights in contract and equity against the CLIENT for the fee owed as stated above; only in relation to those case(s) that had previously been in PHIA's possession and calculated based upon the actual amount(s) eventually recovered by CLIENT in those specific case(s).

5. Authority

Each party represents and warrants to the other parties that the signatory identified beneath its name below has authority to execute this Addendum on its behalf.

The parties, intending to be legally bound, have executed and delivered this Addendum as of the Effective Date set forth above. In Witness whereof, we set our hands and seals:

The Phia Group, LLC

CLIENT _____

Signature: Ron Peck

Signature: _____

80A482853D4E63702FF85AFFC138E9E2 contractworks

Name: Ron Peck

Name: _____

Title: CLO

Title: _____

Date: 02/12/2024

Date: _____

Consociate

Signature: Terry Lovekamp

F843BA6A8EFE597DD263D8FOCF7253E2 contractworks

Name: Terry Lovekamp

Title: CFO

Date: 02/09/2024

COMMITTEE REPORT

HR-24-08

Mr. Chairman and Members of the Tazewell County Board:

Your Human Resources Committee has considered the following RESOLUTION and recommends that it be adopted by the Board:

RESOLUTION

WHEREAS, the County's Human Resources Committee recommends to the County Board to regrade a position, EMA Deputy Director; and

WHEREAS, this part-time position originally had no grade and the previous employee holding this position earned an hourly wage of \$14.83; and

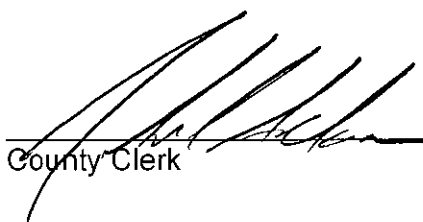
WHEREAS, Korn Ferry reviewed this position and gave this position a Grade 15. The minimum hourly wage for this grade is \$24.77 with a midpoint of \$30.97.

THEREFORE BE IT RESOLVED by the County Board that the EMA Director be authorized to hire an EMA Deputy Director using the salaries identified at the Grade 15 designation.

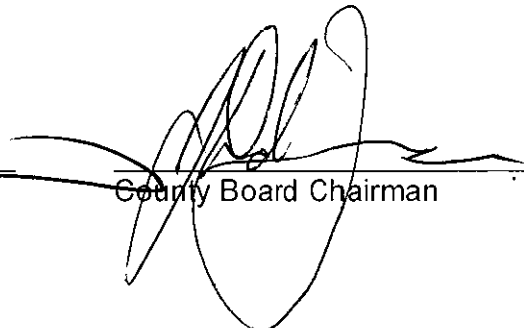
BE IT FURTHER RESOLVED that the County Clerk notifies the County Board Office, the Human Resources Department and the Payroll Division of this action in order that this resolution be fully implemented.

PASSED THIS 28th DAY OF February, 2024.

ATTEST:



County Clerk



County Board Chairman

JOB SUMMARY REPORT

DEPUTY DIRECTOR EMERGENCY MANAGEMENT AGENCY

ROLE LOCATION	Global
DOWNLOAD	January 29, 2024 at 9:08 AM by Alex Foner
CREATED	January 29, 2024 by Alex Foner
STATUS	KF Draft

ABOUT THIS JOB

A professional in the field of Project and Program Management. Uses professional concepts to resolve problems of limited scope and complexity. Limited or no prior experience in this role.

Job Evaluation

GRADE

GRADE VALUE MEANING

Learns to use professional concepts to resolve problems of limited scope and complexity. Limited or no prior experience in this role. Examples include recruiter, business analyst, developer.

15

SHORT PROFILE

ACCOUNTABILITY FOCUSED

Support role with greater emphasis on timeliness and/or cost-effectiveness or in charge of tasks and duties which directly impact productivity; management jobs responsible for service/staff functions

Problem Solving

Accountability

A2

KORN FERRY TOTAL POINTS

Know-How	200
Problem Solving	66
Accountability	87
Working Conditions	0

353

OVERALL RATIONALE

No overall rationale provided

Job Evaluation Score

KNOW-HOW

D+ I 3 200 D 3+ 33% 66 D 2+ C 87

KNOW-HOW

D+ **Practical/Technical Knowledge** Advanced

Broad or specialised knowledge of methods, techniques and processes with some knowledge of the basic theoretical background. This knowledge is typically acquired through advanced specialised training or broad practical work experience.

I **Planning, Organising & Integrating (Managerial) Knowledge** Specific

Performance or supervision of multiple activities which are specific as to objective and content. There is a requirement to interact with co-workers and maintain an awareness of related activities.

3 **Communicating & Influencing Skills** Change Behavior

Interaction with others is primarily concerned with influencing, developing and motivating people and changing behaviour. It often involves inspiration and the creation of the right working climate.

TOTAL KNOW-HOW SCORE:

Rationale

No rationale provided

Job Evaluation Score

PROBLEM SOLVING

D+ 1 3 200

D 3+ 33% 66

D 2+ C 87

PROBLEM SOLVING

D Thinking Environment - Freedom To Think

Standardized

Thinking within multiple, substantially different procedures, standards and precedents and/or access to assistance.

3+ Thinking Challenge

Variable

Differing situations requiring the identification of issues, the application of judgement, and the selection of solutions within the area of expertise and acquired knowledge.

33% Problem Solving percentage

Procedural Improvement

The emphasis is on immediate solutions with horizons less than weeks/months. Although there are clear points of escalation, there is a need to feedback on how to improve procedures in the short to medium-term.

TOTAL PROBLEM SOLVING POINTS:

Rationale

No rationale provided

Job Evaluation Score

ACCOUNTABILITY

D+ 1 3 200

D 31 33% 66

D 2+ C 87

SCORE RESULT

D Freedom To Act

Generally Regulated

Operating within practices and procedures covered by precedents or well defined policies and review of end results.

2+ Magnitude (Area of Impact)

Small

USD 950,000 - 9,500,000

C Nature of Impact

Contributory

Interpretative, advisory or facilitating services for use by others to achieve results.

TOTAL ACCOUNTABILITY SCORE:

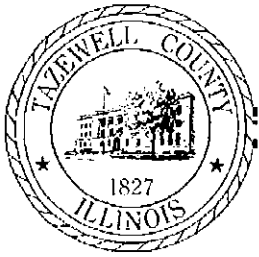
Rationale

No rationale provided



ABOUT KORN FERRY

Korn Ferry is a global organizational consulting firm. We work with organizations to design their organizational structures, roles, and responsibilities. We help them hire the right people and advise them on how to reward, develop, and motivate their workforce. And, we help professionals navigate and advance their careers.



Tazewell County Job Description

Job Title: Deputy Director Emergency Management Agency (EMA)
Department: Emergency Management Agency (EMA)
Reports to: Director Emergency Management Agency (EMA)
Affiliation: Non-Exempt (Part-Time, 15-18 hours per week)
Grade: 15
Prepared Date: January 29, 2024

SUMMARY: This position will have the ability to maintain strong collaborative partnerships with county and municipal elected officials, departments, private organizations, and non-profit community partners. This position reports to the Director of Emergency Management. The Deputy Director assists the Director in all daily functions. Assume all duties of the Department in the absence of the Director.

JOB RELATIONSHIP: Appointed and under the direct supervision and direction of the Director Emergency Management Agency.

ESSENTIAL DUTIES AND RESPONSIBILITIES: include the following. Other duties may be assigned to meet business needs.

- Interact with team leads and assistants for three teams, which include – Search & Rescue, Unified Command Post, and Communications.
- Attend leaderships meetings.
- Assists with conducting monthly EMA meeting (second Thursday of each month 7:00 pm) and assists with recruiting speakers for the monthly general membership meeting.
- Interacts with TC EMA volunteers (approximately 50 members).
- Assists with Unified Command Post team and attends their monthly meeting.
- Able to drive and maintain Unified Command Post including oil changes and repairs.
- Participate in monthly calls with IEMA (communications and Unified Command Post).
- Mowing of the EMA property May through October, which can be required once per week during the height of the growing season.
 - It can take about three (3) hours with weed whacking.
- Responsible for EMA building and garage repairs. May need to address and repair toilet issues, faucets, lightbulb replacement, etc. if needed.
- Serve as back up for fire/building alarm call (24/7).
- Maintain county-owned sirens, radios, computers, and software including

testing and maintenance.

- Assist with radios and radio programming.
- Participate in monthly Starcom drill.
- Assist with weather spotting and covering at the TC EMA Emergency Operations Center when needed (24/7).
- Attend meetings as directed.
- Must participate in three (3) exercises per year and take FEMA online classes as directed by IEMA grant requirements – PDS Series.
- Assist with StormReady designation for Tazewell County from the National Weather Service (NWS).
- Assist with weather and emergency preparedness presentations to various groups throughout Tazewell County.
- Ability to work a variety of hours during the week, which may include evenings and weekends.
- Perform other assigned tasks as required.

SUPERVISORY RESPONSIBILITIES: Act as EMA Director in the Director's absence.

QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions. The requirements listed below are representative of the knowledge, skill, and/or ability required.

- Must have effective public relations skills.
- Must demonstrate a strong track record of delivering results and the ability to manage multiple priorities in a complex and fast-paced environment.
- Ability to complete tasks with little supervision.
- Ability to maintain confidentiality with sensitive information.
- Must have excellent organization and record keeping skills.

EDUCATION and /or EXPERIENCE:

- A minimum of a High School Diploma or General Education Degree (GED)
- Associate or Bachelor's Degree in a technical/vocational field preferred
- A minimum of at least two (2) years of prior experience in a technical/vocational field

TECHNOLOGY: Candidate must have strong background technology: software applications in word processing, spreadsheet, database management, PowerPoint. Adequate knowledge of various radios, radio equipment and software. Knowledge of the STARCOM system preferred.

MATHEMATICAL SKILLS: Ability to add, subtract, multiply, and divide in all units of measure using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw graphs or simple maps.

CERTIFICATES, LICENSES, REGISTRATIONS: A valid driver license, CDL preferred. FEMA IS 100, 200, 700 and 800 certifications preferred. CPR/EAD preferred.

REASONING ABILITY: Ability to define problems, collect data, establish facts and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

LANGUAGE SKILLS: Ability to read and interpret documents such as federal and state regulations, operating and maintenance instructions, and procedure manuals. Ability to write reports and correspondence. Ability to speak effectively before groups of employees, public safety employees or the public.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand, walk and sit. The employee is occasionally required to use hands to finger, handle or feel; reach with hands and arms; and test or smell. The employee must occasionally lift and/or move up to 50 pounds.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The Deputy Director will be exposed to an indoor and outdoor work environment. Moderate noise levels and exposure to nature elements while working outside.

The preceding job description has been designed to indicate the general nature and essential duties and responsibilities of work performed by employees within this classification. It may not contain a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to do this job.

COMMITTEE REPORT

RM-24-02

Mr. Chairman and Members of the Tazewell County Board:

Your Risk Management Committee has considered the following RESOLUTION and recommends that it be adopted by the Board:

RESOLUTION

WHEREAS, the County's Risk Management Committee recommends to the County Board to approve the category selection recommendations for the Illinois Public Risk Fund (IPRF) Grant, and

WHEREAS, IPRF, the County's Worker's Compensation Provider, has awarded Tazewell County a New Business Safety Grant in the amount of \$1,737. The County can choose from several categories and allocate funds accordingly, and

WHEREAS, the Human Resources Department would like to allocate the funds in the following categories:

Loss Prevention/Education Training	\$ 737	Educational Materials 252-610-5177
Training Safety Equipment & Supplies	\$1,000	Educational Materials 252-610-5177

THEREFORE BE IT RESOLVED the County Board approves the recommendations for the Illinois Public Risk Fund (IPRF) Grant.

BE IT FURTHER RESOLVED that the County Clerk notifies the County Board Office and the Human Resources Department of this action.

PASSED THIS 28th DAY OF FEBRUARY, 2024.

ATTEST:


County Clerk


County Board Chairman



**ILLINOIS PUBLIC RISK FUND
GRANT PROGRAM**

TAZEWELL COUNTY

the Illinois Public Risk Fund has reserved

\$1,737

Congratulations!

Please visit www.iprf.com

for additional information and to complete the Grant Application.

Grant deadline is December 1, 2024.

(subject to the program terms and conditions.)

Member Name: Tazewell County

Grant Amount: \$1737

Safety and Wellness Training

SWT-1 - Loss Prevention/Education Training	\$ 737	View Details
SWT-2 - Flame -Sim Interactive Training	\$	View Details
SWT-3 - Beyond the Cones	\$	View Details
SWT-4 - Skid Car Training System	\$	View Details
SWT-5 - Lexipol Services	\$	View Details
SWT-6 - Physical Fitness/Essential Function Testing/Injury Prevention/Recovery Program	\$	View Details
SWT-7 - Cardio Fitness Equipment	\$	View Details
SWT-8 - Training Safety Equipment & Supplies	\$ 1000	View Details
SWT-9 - Audio/Visual Training Equipment	\$	View Details

COMMITTEE REPORT

Mr. Chairman and Members of the Tazewell County Board:

Your Executive Committee has considered the following RESOLUTION and recommends that it be adopted by the Board:

RESOLUTION

WHEREAS, the Executive Committee recommends to the County Board to approve the attached updated version of the Tazewell County Title VI Program; and

WHEREAS, Title VI of the Civil Rights Act of 1964, as amended, requires that "no person in the United States shall, on the grounds of race, color, or nation origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance; and

WHEREAS, Tazewell County contracts with TCRC dba We Care, Inc., to provide transportation services for the residents of Tazewell County; and

WHEREAS, TCRC dba We Care, Inc., is funded through Federal Funds; and

WHEREAS, the FTA requires recipients and sub-recipients of federal public transportation funds to submit, every three years, a Title VI update as a condition of receipt of FTA financial assistance; and

WHEREAS, it is the intent of Tazewell County to adopt the 2023 to 2026 Title VI Program with subsequent submission to the FTA.

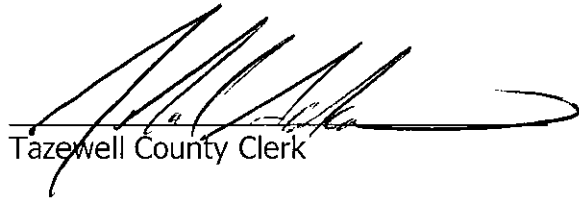
THEREFORE BE IT RESOLVED THAT:

1. That the Tazewell County Board hereby authorizes and adopts the Title VI Program.
2. That the Tazewell County Board Chairman, or his designee, is hereby authorized to administer to provide such information as may be required to submit the Title VI Program for the FTA.

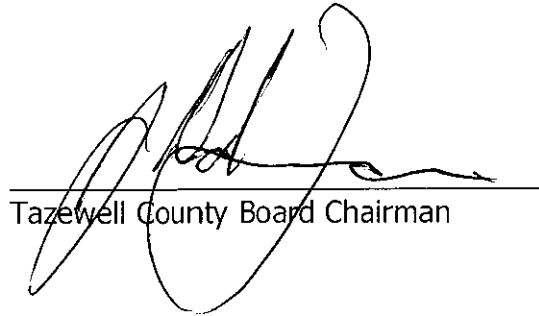
BE IT FURTHER RESOLVED that the County Clerk notifies the County Board Office, the Finance Department, Human Resources Department, Tazewell County PCOM, WeCare, Inc., and the Auditor of this action.

PASSED THIS 28th OF FEBRUARY, 2024.

ATTEST:



Tazewell County Clerk



Tazewell County Board Chairman

TITLE VI PROGRAM

for

Tazewell County, Illinois



**TAZEWELL COUNTY
ILLINOIS**

"...keeping people first in all decisions..."

Approved: February 28, 2024

Expires: February 28, 2027

Tazewell County Title VI Program

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1. Purpose and Introduction

Tazewell County is committed to ensuring that no person is excluded from participation in, or denied the benefits of, or subjected to discrimination in the receipt of any of Tazewell County services on the basis of race, color or national origin. The contents of this program have been prepared in accordance with Section 601 of Title VI of the Civil Rights Act of 1964 and Executive Order 13116.

Tazewell County is committed to a workplace complaint to Title VI of the Civil Rights Act of 1964.

Under the Civil Rights Act of 1964, and as a recipient of federal funding under the programs of the Federal Transit Administration (FTA) and the US Department of Transportation, Tazewell County has an obligation to ensure that:

- A program is in place for correcting any discrimination, whether intentional or unintentional.
- The benefits of services that are provided within the County are shared equitably throughout the county.
- No one is precluded from participating in Tazewell County’s service planning and development process.

- The level and quality of services are sufficient to provide equal access to all riders in its service area.
- Decisions regarding service changes or facility locations are made without regard to race, color, or national origin.

Definitions:

Tazewell County recognizes that the definitions in chapter 53 of title 49, United States Code, and in 49 CFR part 21 apply to FTA Circular 4702.1 B. Tazewell County uses the following definitions:

Discrimination: refers to any action or inaction, whether intentional or unintentional, in any program or activity of a Federal aid recipient, subrecipient, or contractor that results in disparate treatment, disparate impact, or perpetuating the effects of prior discrimination based on race, color, or national origin.

Limited English Proficiency (LEP): Person refers to persons for whom English is not their primary language and who have a limited ability to read, write, speak, or understand English. It includes people who reported to the U.S. Census that they speak English less than very well, not well, or not at all.

Low-Income Person: means a person whose median household income is at or below the U.S. Department of Health and Human Services poverty guidelines.

Minority Person include the following:

1. American Indian and Alaska Native, which refers to people having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.
2. Asian, which refers to people having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
3. Black or African American, which refers to people having origins in any of the Black racial groups of Africa.
4. Hispanic or Latino, which includes persons of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
5. Native Hawaiian or Other Pacific Islander, which refers to people having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

2. Notifying Beneficiaries of Their Rights under Title VI

To make Tazewell County residents aware of Tazewell County's commitment to Title VI compliance, and of their right to file a complaint, Tazewell County has presented the following language on its website

The following is the Tazewell County Title VI Notice:

Title VI Notice to the Public

- Tazewell County operates without regard to race, color, and national origin in accordance with Title VI of the Civil Rights Act. Any person who believes he or she has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with Tazewell County.
- For more information on Tazewell County's Title VI Program, obligations, or for procedures to file a complaint, please contact:

**Tazewell County Human Resource Department
Roger Workheiser/ Title VI Coordinator
11 S. 4th Street
McKenzie Building, Suite 114
Pekin, Illinois 61554
(309) 478-5813
(309) 478-5614 (fax)
hr@tazewell-il.gov**
- A complainant may file a complaint directly with the Federal Transit Administration to: Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE, Washington, DC 20590.
- If information is needed in another language, contact (309) 347-7148.
- *Si se necesita información en otro idioma, comuníquese con (309) 347-7148.*

The Tazewell County Notice to the Public is posted in the following locations:

1. In all buses used in transit service
2. In our county building on the public bulletin board
3. On our website

3. Title VI Complaint Procedure

Title VI of the Civil Rights Act of 1964 as amended prohibits discrimination on the basis of race, color and national origin for programs and activities receiving federal financial assistance. As a recipient of federal financial assistance, Tazewell County has in place the following complaint procedure.

1. Any person who believes that he or she, or any specific class of persons, has been subjected to discrimination or retaliation by Tazewell County's administration of federally funded programs, as prohibited by Title VI of the Civil Rights Act of 1964, as amended, and related statutes, may file a written complaint. The Complainant may, but is not required to, use Tazewell County's Combined Complaint Form for ADA and Title VI. Tazewell County investigates complaints received no more than 180 days after the alleged incident.

Written complaints shall be sent to:

Tazewell County Human Resource Department
Roger Workheiser/ Title VI Coordinator
11 S. 4th Street
McKenzie Building, Suite 114
Pekin, Illinois 61554
(309) 478-5813
(309) 478-5614 (fax)
hr@tazewell-il.gov

2. Tazewell County If you need assistance reducing your complaint to writing, please contact Human Resources at (309) 478-5813.
3. Within thirty (30) calendar days of receipt of the complaint(s), Human Resources will acknowledge receipt of the complaint(s), inform the complainant of proposed action to process the complaint(s), and advise the complainant of other avenues. The complaint will be reviewed to determine if it is transit related or not. Transit-related complaints will be forwarded to our operator, We Care, and their HR Department will complete the investigation.
4. Within one-hundred twenty (120) calendar days of receipt of the complaint(s), Human Resources (from Woodford County, or We Care) will conduct and complete a full investigation of the complaint(s), and, based on the information obtained, and will render a recommendation for action in a report of findings to the Board. A resolution with no actions will be recommended if the complaint is not substantiated.
5. Within thirty days (30) calendar days of the completion of the full investigation (one hundred fifty (150) calendar days since the original receipt of the complaint(s)), Human Resources will notify the complainant in writing of the final decision reached. The notification will advise the complainant of his or her right to submit a request for

reconsideration (appeal) within thirty (30) calendar days from the date the notice of disposition is issued. Appeals will be reviewed by a separate party within thirty (30) calendar days from the dated request for reconsideration. A final decision will then be issued.

7. Human Resources will maintain a log of all verbal and non-written complaints received. The log will include the following information:

- Name of complainant
- Name of respondent
- Basis of complaint
- Date complaint received
- Explanation of the actions taken or proposed to resolve the issue raised in the complaint

8. A person may also file a complaint directly with the Federal Transit Administration at:
 Office of Civil Rights
 Attention: Title VI Program Coordinator
 East Building 5th Floor-TCR
 1200 New Jersey Avenue SE
 Washington, DC, 20590

Tazewell County will conduct a quarterly review of all Title VI complaints received. Corrective actions taken at the time of each resolution will be reviewed in these quarterly sessions.

4. *Combined Complaint Form for ADA and Title VI*

Combined Complaint Form for ADA and Title VI Tazewell County

Section I:		
Name:		
Address:		
Telephone (Home):	Telephone (Work):	
Electronic Mail Address:		
Accessible Format Requirements?	<input type="checkbox"/> Large Print	<input type="checkbox"/> Audio Tape
	<input type="checkbox"/> TDD	<input type="checkbox"/> Other
Section II:		
Are you filing this complaint on your own behalf?	<input type="checkbox"/> Yes*	<input type="checkbox"/> No
<i>*If you answered "yes" to this question, go to Section III.</i>		

If not, please supply the name and relationship of the person for whom you are complaining.		
Please explain why you have filed for a third party:		
Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Section III:		
<p>I believe the discrimination I experienced was based on (check all that apply):</p> <p>Title VI: <input type="checkbox"/> Race <input type="checkbox"/> Color <input type="checkbox"/> National Origin ADA: <input type="checkbox"/> Disability</p> <p>Date of Alleged Discrimination (Month, Day, Year): _____</p> <p>Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known) as well as names and contact information of any witnesses. If more space is needed, please use the back of this form.</p> <p>_____</p> <p>_____</p> <p>_____</p>		
Section VI:		
Have you previously filed a Discrimination Complaint with this agency?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<p>If yes, please provide any reference information regarding your previous complaint.</p> <p>_____</p> <p>_____</p>		
Section V:		
<p>Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, check all that apply:</p> <p><input type="checkbox"/> Federal Agency: _____</p> <p><input type="checkbox"/> Federal Court: _____ <input type="checkbox"/> State Agency: _____</p> <p><input type="checkbox"/> State Court: _____ <input type="checkbox"/> Local Agency: _____</p>		
Please provide information about a contact person at the agency/court where the complaint was filed.		
Name:		
Title:		

Agency:
Address:
Telephone:
Section VI:
Name of agency complaint is against:
Name of person complaint is against:
Title:
Location:
Telephone Number (if available):

You may attach any written materials or other information that you think is relevant to your complaint. Your signature and date are **required** below:

Signature

Date

Please submit this form in person at the address below, or mail this form to:

**Tazewell County Human Resource Department
 Roger Workheiser/ Title VI Coordinator
 11 S. 4th Street
 McKenzie Building, Suite 114
 Pekin, Illinois 61554
 (309) 478-5813
 (309) 478-5614 (fax)
 hr@tazewell-il.gov**

5. Record of Title VI Investigations Complaints and Lawsuits

All FTA recipients are required to prepare and maintain a list of any complaints alleging discrimination on the basis of race, color, or national origin. Tazewell County has not had any Title VI investigations, complaints, or lawsuits since the last Program, or at any time in recent memory. Tazewell County will document any future Title VI investigations, complaints, or lawsuits in this section.

6. *Tazewell County's Public Participation Plan*

Tazewell County's Public Involvement Philosophy

Tazewell County welcomes and values public involvement. IDOT and its recipients believe that well-designed, proactive public involvement improves its planning and policy efforts and ultimately leads to better decisions, better projects, and maximized, long-term public benefits. Creating long-term, sustainable systems requires our agency to embrace outside skills and knowledge, including input from the public. Advantages of enhanced public involvement include:

- Increased public collaboration. Citizen collaboration on projects benefits our agency's processes and outcomes, promoting public participation and respectful, productive dialogue.
- Decisions that better reflect diverse interests. Consulting with all identifiable interests helps Tazewell County better understand and reflect the full range of community values and livability standards.
- Efficient transportation decision implementation. Early public involvement fosters better decision making and reduces costly project plan revisions and change orders.
- Enhanced agency credibility. Increased public involvement results in more meaningful and better interactions between agency personnel and customers. This interaction aids everyone. The agency better understands public concerns, and customers gain an appreciation of the agency and its responsibilities.
- Tazewell County proactively involves the public in addressing transportation issues. The agency communicates its mission and goals to the widest audience possible and considers feedback received from transportation stakeholders and the public.

To promote inclusive public participation, the Tazewell County will employ the following strategies, as appropriate (make these determinations based on a demographic analysis of the population(s) affected, type of plan, program and/or service under consideration, and the resources available):

- ✓ Provide for early, frequent and continuous engagement by the public
- ✓ Select accessible and varied meeting locations and times
- ✓ Employ different meeting sizes and formats

- ✓ Use social media in addition to other resources as a way to gain public involvement
- ✓ Use radio, television or newspaper ads on stations and in publications that serve LEP populations. Outreach to LEP populations may also include audio programming available on podcasts.
- ✓ Expand traditional outreach methods by visiting ethnic stores/markets and restaurants, community centers, libraries, faith-based institutions, local festivals, etc.

In addition to these general strategies, Tazewell County has also employed these specific strategies:

Tazewell County:

The Tazewell County Board meets monthly, with all meetings open to the public. A time is allotted for the public to comment on any issue at each meeting. The Tazewell County Board Secretary maintains a list of persons and organizations that wish to receive information from the County. Information sent to those on the list include Board meeting agendas and minutes, appointments, resolutions/ordinances, monthly financial statements, monthly claims, budget documents, and quarterly reports along with any new business information. Persons and organizations can be added to the list at their request for no charge.

Tazewell County seeks to understand public comments/concerns by meeting to investigate ways to reduce or eliminate any negative impacts.

Persons and organizations are afforded an opportunity to provide input in several ways:

- By e-mail
- By telephone
- In writing
- In person by coming into the Board Office at 11 S. 4th St., Pekin, IL (by appt.)
- In person at Committee meetings
- In person at public meetings conducted by the Tazewell County Board.
Meetings are held in the Justice Center at 101 S. Capitol on the last Wednesday of each month at 6:00 P.M.

Tazewell County's public input process emphasizes two-way communication. The intention is not just to receive comments, but to be transparent in all government matters. In many cases several messages or a conversation takes place.

7. Four Factor Analysis and LEP Data

The purpose of the LEP Language Assistance Plan (hereinafter "plan" or "LAP") is to meet Federal Transit Administration's (FTA's) requirements to comply with obligations of Executive Order 13166 and Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin, including limited English proficiency. As a subrecipient of FTA funds, Tazewell County has pledged to take reasonable steps to provide meaningful access to its citizens for person who do not speak English as their primary language and who limited ability to read, speak, write or understand English. The FTA refers to these persons as Limited English Proficient (LEP) persons.

FOUR-FACTOR ANALYSIS

The Four Factor Analysis is a local assessment that considers:

- 1. The number or proportion of LEP persons eligible to be served or likely to be encountered by the agency;*
- 2. The frequency with which LEP persons come into contact with the agency's services and programs;*
- 3. The nature and importance of the agency's services and programs in people's lives; and*
- 4. The resources available to the agency for LEP outreach, as well as the costs associated with that outreach.*

Factor One: The number or proportion of LEP persons eligible to be serviced or likely to be encountered by Tazewell County

The first step in determining the appropriate components of a Language Assistance Plan is understanding the proportion of LEP persons who may encounter our agency's services, their literacy skills in English and their native language, the location of their communities and neighborhoods and, more importantly, if any are underserved as a result of a language barrier.

To do this, the agency evaluated the level of English proficiency and to what degree people in its service area speak a language other than English and what those languages are. Data for this review is derived from the United States Census and the American Community Survey. The most recent data available for the state were the ACS 2018-2022 five-year estimates.

1. Service Area Overview

Tazewell County service area encompasses the county of Tazewell, Illinois. Home to 124,273 people spread over 646 square miles, the service area's population speaks twelve (12) different

language groups. However, the overall numbers of residents who speak English ‘less than very well’ are very low. Of the total service area population of 124,273, just 873, or 0.7% of residents, report speaking English less than very well. A breakdown of the language groups, and those speaking English less than very well, are shown below.

Tazewell County, Illinois		
Label	Estimate	Percentage of Population
Total:	124,273	
Speak only English	120,919	97.30%
Speak Spanish, and English less than "very well"	389	0.31%
Speak French, Haitian, or Cajun, and English less than "very well"	0	0.00%
Speak German or other West Germanic, and English less than "very well"	10	0.01%
Speak Russian, Polish, or other Slavic, and English less than "very well"	13	0.01%
Speak Other Indo-European, and English less than "very well"	54	0.04%
Speak Korean, and English less than "very well"	82	0.07%
Speak Chinese (incl. Mandarin, Cantonese, and English less than "very well"	104	0.08%
Speak Vietnamese, and English less than "very well"	122	0.10%
Speak Tagalog (incl. Filipino), and English less than "very well"	49	0.04%
Speak Other Asian and Pacific Island languages, and English less than "very well"	28	0.02%
Speak Arabic, and English less than "very well"	0	0.00%
Speak Other and unspecified languages, and English less than "very well"	22	0.02%

<https://data.census.gov/cedsci/> Table C16001

The Safe Harbor Provision

The U.S. Department of Transportation (U.S. DOT) has adopted the U.S. Department of Justice’s Safe Harbor Provision. This provision outlines circumstances that can provide a “safe harbor” for U.S. DOT recipients (and sub-recipients) regarding translation of vital documents. Specifically, if a recipient provides written translation of vital documents for each LEP group that constitutes the

lesser of 1,000 persons or five percent (5%) of the total population eligible to be served or likely to be affected or encountered, such action is considered strong evidence of compliance with the recipient's written translation obligations.

The Safe Harbor Provision only applies to the translation of written documents. It does not affect the agency's requirement to provide meaningful access to LEP individuals through oral language services.

A vital document is any document that is critical for ensuring meaningful access to the recipients' major activities and programs by beneficiaries generally and LEP persons specifically. Whether or not a document (or the information it solicits) is "vital" may depend upon the importance of the program, information, encounter, or service involved, and the consequence to the LEP person if the information in question is not provided accurately or in a timely manner.

Designation of Vital Documents

Based on the limited population of non-English speakers who also speak English less than very well, no languages meet the Safe Harbor Threshold in our service area. The agency is therefore not designating any vital documents at this time. Spanish was the largest language group, with just 389 people who speak English less than very well. However, any unmet language needs will still be met as described in the Language Access Plan, below.

Factor Two: The frequency with which LEP persons come into contact with Agency services and programs.

Tazewell County recognizes the importance of taking measures to gauge LEP needs, but to date, has only measured the frequency of LEP contacts informally. After speaking with public-facing employees (drivers, dispatch, administration), no one recalls any specific instances in which a rider struggled with English. This comports with Census data showing a very small LEP population in the service area.

Moving forward, Tazewell County plans to collect data on the frequency in which LEP persons come into contact with the agency's various departments and programs. The Title VI Coordinator will create an annual survey to be sent to each department. ("Departments" includes drivers,

dispatch, central office, etc.). Departments will collect data on their contacts with people who need language assistance, and the Title VI Coordinator will review and analyze this data each year. Departments will also be asked to log their use of any translation or interpretation services. Thus, by the time this Program is due for an update, Tazewell County will have concrete data on language access needs to help direct future efforts and planning.

Factor Three: The Importance of the Agency's Service to People's Lives

Tazewell County services affect many community members in some way. Our transit services are used daily by people who do not have access to their own transportation. Our services allow riders access to grocery stores, medical appointments, work, social service agencies, social activities, and a variety of other essential destinations. Some LEP persons are immigrants with no legal way to access a driver's license at this time. For some people, Tazewell County services are the only connection residents have to the community.

Factor Four: Resources and Costs for LEP Outreach

Given that Tazewell County has a very limited number of LEP citizens in its service area, we can meet the needs of its LEP population through relatively simple means. First, Tazewell County staff members who speak Spanish or any other foreign languages can be consulted or utilized for translation or interpretation in informal or emergency situations. In the event assistance in a rare language is needed, Tazewell County can reach out to local colleges or universities to find staff who are proficient and may be willing to assist. Other free resources include the use of Google Translate or other technology-based translation services. Our agency can utilize Google Translate to interpret simple comments or messages left on our social media or in real time if necessary to communicate without advance warning an interpreter is needed.

Tazewell County recognizes there will be times when professional interpretation or translation services are needed. In those cases where a rider needs to communicate with us in another language, we can employ the use of a Language Line. This is a pay-as-needed service under which the agency is billed per minute for service. This makes the service affordable.

Finally, Tazewell County will pay for document translation services when needed, which generally costs about \$25-\$35 per page. These resources give our agency the ability to perform outreach with the LEP population at a reasonable cost.

Conclusion

Based on the above four factors, Tazewell County will continue to monitor the LEP population and continue to rely on local community organizations for aid in language interpreting, while outlining additional steps to give meaningful access to persons of limited English proficiency. These steps are outlined in the next pages as part of the county's Limited English Proficiency Plan.

8. Language Assistance Plan

As a recipient of federal US DOT funding, the Tazewell County is required to take reasonable steps to ensure meaningful access to our programs and activities by limited-English proficient (LEP) persons.

Limited English Proficient (LEP) refers to persons for whom English is not their primary language and who have a limited ability to read, write, speak, or understand English. This includes those who have reported to the U.S. Census that they speak English less than very well, not well, or not at all.

Tazewell County's Language Assistance Plan includes the following elements:

1. The results of the *Four Factor Analysis*, including a description of the LEP population(s), served.
2. A description of how language assistance services are provided by language
3. A description of how LEP persons are informed of the availability of language assistance service
4. A description of how the language assistance plan is monitored and updated
5. A description of how employees are trained to provide language assistance to LEP persons

Four Factor Analysis Results: LEP Populations Served

Item #1 – Four Factor Analysis Results: LEP Populations Served

The Tazewell County population speaks twelve (12) different language groups. However, the overall numbers of residents who speak English 'less than very well' are very low. Of the total service area population of 124,273, just 873, or 0.7% of residents, report speaking English less than very well. Spanish was the largest language group, with just 389 people who speak English less than very well. A breakdown of the language groups, and those speaking English less than very well, are shown in the chart above.

Item # 2 – Description of how Language Assistance Services are Provided, by Language

The Tazewell County has identified, developed, and uses the following:

- * Examine requests for language assistance from past meetings or events to anticipate future language service needs.
- * At any future outreach meetings, an employee member will be at the door to greet any people entering the meeting and should also be tasked with identifying any persons of limited English proficiency.
- * Maintain a tabulation of persons requiring language assistance, including

those that provide their own interpreting service.

- * Individuals who have contact with the public are provided with “I Speak” language cards to identify language needs in order to match them with available services. Language cards are distributed by the Director as needed.
- * Tazewell County will continue to develop partnerships with local agencies, organizations, law enforcement, colleges/universities, local school districts and social service agencies that are available to assist with it LEP responsibilities.
- * Any other need for translated documents or interpretation services will be provided on an as-needed basis. That is, anyone requesting specific information in a non-English language will be provided it upon request. The agency will use its internal resources to meet this need, when available. Otherwise, the agency will reach out to the network of resources it has developed, or hire a translator or interpreter as needed.
- * In limited instances where telephone interpretation services or bilingual staff are insufficient, Tazewell County will provide LEP individuals with the following community organizations for language services:

Western Community Center
600 N. Western Ave
Bloomington, IL 61701
(309) 829-4807

Language Line: 866-874-3972

Item #3 – Description of how LEP Persons are Informed of the Availability of Language Assistance Service

In order to ensure that LEP individuals are aware of Tazewell County’s language assistance measures, Tazewell County provides the following:

- Title VI Program including the Language Assistance Plan is made available on website, if applicable, and hard copy in central office.
- Drivers and dispatchers are provided “I Speak” language cards to identify language needs in order to match them with available services.
- The agency’s website includes language stating, “If you need assistance or information in another language, please contact (309) 478-5813.” This message is provided in Spanish as well.

Item #4 – Description of how the Language Assistance Plan is Monitored and Updated

Tazewell County will continue to update the LEP plan as required by U.S. DOT. At a minimum, the Title VI Plan will continue to be reviewed and updated every three (3) years in conjunction with the Title VI submission and use data from the U.S. Decennial Census or the

American Community Survey as available, or when it is clear that the concentrations of LEP individuals are present in the Tazewell County service area.

Updates will continue to include the following:

- The number of documented LEP person contacts encountered annually.
- How the needs of LEP persons have been addressed.
- Determination of the current LEP population in the service area.
- Determination as to whether the need for translation services has changed.
- Determine whether local language assistance programs have been effective and sufficient to meet the need.
- Determine whether Tazewell County's financial resources are sufficient to fund language assistance resources needed.
- Determine whether Tazewell County has fully complied with the goals of this LEP Plan.
- Determine whether complaints have been received concerning Tazewell County's failure to meet the needs of LEP individuals

Item #5 – Description of how Employees are Trained to Provide Language Assistance to LEP Persons

The following training will be provided to Tazewell County staff:

- Information on the Tazewell County Title VI Procedures and LEP responsibilities.
- Description of language assistance services offered to the public.
- Use of "I Speak" language cards (used to identify language preference).
- Documentation of language assistance requests.
- Use of Google Translate for situations in which informal language assistance is needed without prior notice.
- How to handle a potential Title VI / LEP complaint.

A copy of the I Speak card is below.

English: Point to your language. An Interpreter will be called. The interpreter will be provided at no cost to you.

Albanian Shoqip 1600
 Tregoni me gisht gjuhën tuaj. Do të thërrasim një përkthyes. Përkthyesi ofrohet falas për ju.

Arabic عربي 1600
 اشر إلى لغتك وسيتم الاتصال بمتحدث لغوي. سيتم توفير المترجم لك مجاناً.

Bengali বাংলা 1600
 আপনার ভাষা নির্দেশ করুন। আমরা আপনার জন্য ছদ্ম স্বাক্ষর করে একটি ব্যক্তিদের পাঠাবে।

China 中国 1600
 請用中文標明您的語言。我們將免費為您提供一名翻譯人員。

Cantonese 廣東話 1600

Chaochow 潮語 1600

Fukienese 福建話 1600

Mandarin 官話 1600

Shanghai 上海話 1600

Taiwanese 台語 1600

Toishanese 台山話 1600

Farsi فارسی 1600
 زبان خود را نشان دهید. ما یک مترجم را برای شما فراوانی خواهد داشت. مترجم به صورت رایگان به شما فراوانی خواهد شد.

French Français 1600
 Indiquez votre langue et nous appellerons un interprète. Le service est gratuit.

Greek Ελληνικά 1600
 Ανάγει τη γλώσσα σου και θα καλέσουμε ένα διαμεταφραστή. Ο διαμεταφραστής σου θα είναι δωρεάν.

Haitian Creole Kreyòl 1600
 Lonje pwè: ou sou lang ou pale a epi n ap rele yon entèpret pou ou. Nou ba ou sevis entèpret la gratis.

Hebrew עברית 1600
 הצביע על השפה שלך ונאמר לך מתרגם. השירות הוא חינם.

Hindi हिन्दी 1600
 अपनी भाषा को दर्शाएं। हमें आपकी भाषा में मदद करने के लिए एक व्यक्ति को बुलाया जाएगा।

Italian Italiano 1600
 Indicare la propria lingua. Un interprete sarà chiamato. Il servizio è gratuito.

Korean 한국어 1600
 귀하의 언어를 가리키십시오. 저희가 통역사를 불러드리겠습니다.

Nepali नेपाली 1600
 आफ्नो भाषाको संकेतको साथ यो सेवाको अनुरोध गर्नुहोस्। अनुवादको सेवा निशुल्क हुनेछ।

Pashto پښتو 1600
 خپل ژبې ته اشاره وکړه چې موږ به تاسو ته یو ژورنالېست ورسوله چې تاسو ته مرسته کوي.

Polish Polski 1600
 Proszę wskazać swój język i wezwaniemy tłumacza. Usługa ta zapewniana jest bezpłatnie.

Portuguese Português 1600
 Indique o seu idioma. Um intérprete será chamado. A interpretação é fornecida sem qualquer custo para si.

Punjabi ਪੰਜਾਬੀ 1600
 ਆਪਣੀ ਭਾਸ਼ਾ ਦਾ ਚਿੰਨ੍ਹ ਦਿਖਾਓ ਅਤੇ ਅਸੀਂ ਤੁਹਾਨੂੰ ਇੱਕ ਅਨੁਵਾਦਕ ਭੇਜਾਂਗੇ। ਸੇਵਾ ਸੁਭਾਅ ਤੋਂ ਮੁਫਤ ਹੈ।

Russian Русский 1600
 Укажите язык на котором вы говорите. Мы вызовем переводчика. Услуги переводчика предоставляются бесплатно.

Somali Af-Soomali 1600
 Taariixi furayaadada. Waxa laguna geyn doonaa tuujabaan. Tuujabaan ka wax lacag kaga bixi mayso.

Spanish Español 1600
 Señale su idioma y llamaremos a un intérprete. El servicio es gratuito.

Tagalog Tagalog 1600
 Iru po ang inyong wika. Isang tagasalin ang ipagkakaloob nang libre sa inyo.

Thai ไทย 1600
 โปรดชี้ภาษาที่คุณพูด. เราจะเรียกผู้แปลให้มาช่วยคุณ. บริการแปลภาษาของเราฟรี.

Ukrainian Українська 1600
 Покажіть вашу мову. Вам викличуть перекладача. Послуги перекладача надаються безкоштовно.

Urdu اُردو 1600
 اپنی زبان پر اشارہ کریں۔ ایک ترجمان کو بلائیے گا۔ ترجمان کو کوئی رقم نہیں دی جائے گی۔

Vietnamese Tiếng Việt 1600
 Hãy chỉ vào ngôn ngữ của quý vị. Một thành viên sẽ được gọi đến, quý vị sẽ không phải trả tiền cho thông dịch viên.

www.1600.com

9. *Minority Representation on Planning and Advisory Bodies*

Recipients that have transit-related, non-elected planning boards, advisory councils or committees, or similar committees, *the membership of which is selected by the recipient*, must provide a table depicting the racial breakdown of the membership of those committees, and a description of efforts made to encourage the participation of minorities on such committees.

Tazewell County does not have any transit-related, non-elected planning boards, advisory councils or committees, or similar committees, the membership of which is selected by the recipient. This section is inapplicable.

10. Fixed Route Transit Providers Service Standards and Policies

Tazewell County:

is a fixed route transit provider

is **not** a fixed route transit provider

11. Providing Assistance to and Monitoring Subrecipients

1. Does agency provide funding to subrecipients?

No, the agency does not have subrecipients.

Yes. If yes, list the subrecipient names:

TCRC, Inc., dba We Care

Tazewell County monitors We Care's compliance with Title VI by collecting and reviewing its Title VI Program every 3 years. Further, We Care immediately reports any Title VI complaints to Tazewell County. The County assures that We Care is following its Title VI Program, including giving annual Title VI training to its staff.

12. Title VI Equity Analysis for Facility Acquisition

Title 49 CFR, Appendix C, Section (3)(iv) requires “the location of projects requiring land acquisition and the displacement of persons from their residences and business may not be determined on the basis of race, color, or national origin.” For purposes of this requirement, “facilities” does not include bus shelters, as they are considered transit amenities. It also does not include transit stations, power substations, or any other project evaluated by the National Environmental Policy Act (NEPA) process. Facilities included in the provision include, but are not limited to, storage facilities, maintenance facilities, operations centers, etc. Has the agency built a facility?

- No, the agency has not built a facility.
- Yes, the agency has built a facility and completed a Title VI equity analysis to compare the equity impacts of various siting alternatives, and the analysis must occur before the selection of the preferred site. (Include at the end of the Title VI plan a copy of the Title VI equity analysis.)

13. Evidence of Board Adoption

Tazewell County ADA Complaint Procedures and Form

Policy and Procedures:

Tazewell County is committed to providing equal access and opportunity to qualified individuals with disabilities in all programs, services and activities, as provided by the Americans with Disability Act (ADA).

Investigation of ADA Complaints will begin with a determination of whether the complaint is transportation related or not. If the complaint is related to transit, the investigation directed to and conducted by our transit service provider, We Care. Non-transit complaints will be investigated by the Tazewell County HR department.

ADA transportation service complaints received by We Care will be investigated immediately with every effort made to seek an appropriate and prompt resolution. By promptly identifying deficiency areas, We Care will work to make the necessary corrections or adjustments to alleviate the situation.

ADA Transportation service complaints may be submitted in writing on the agency's Combined ADA and Title VI Complaint Form and returned to:

Tazewell County Human Resource Department
Roger Workheiser/ Title VI Coordinator
11 S. 4th Street
McKenzie Building, Suite 114
Pekin, Illinois 61554
(309) 478-5813
hr@tazewell-il.gov

Please see the attached form or visit our website.

If assistance is required in completing this form, including if you are unable to submit the complaint in writing, please contact:

Human Resources
(309) 478-5813

The Complainant will be informed in writing of the findings of the investigation, including any corrective actions taken. If the complainant is dissatisfied with the outcome of the investigation, please contact the Human Resources ADA officer. An appeal will be heard by separate personnel than those who made the original decision.

The investigative officer shall maintain a log of ADA complaints received from this process. This log will include:

- The date the complaint was filed
- A summary of the allegations
- The status of the complaint, and
- Actions taken by [Insert name of transit provider] in response to the complaint

Should Tazewell County receive an ADA complaint in the form of a formal charge or lawsuit, the agency's attorney shall be responsible for the investigation.

Combined Complaint Form for ADA and Title VI Tazewell County

Section I:		
Name:		
Address:		
Telephone (Home):	Telephone (Work):	
Electronic Mail Address:		
Accessible Format Requirements?	<input type="checkbox"/> Large Print	<input type="checkbox"/> Audio Tape
	<input type="checkbox"/> TDD	<input type="checkbox"/> Other
Section II:		
Are you filing this complaint on your own behalf?	<input type="checkbox"/> Yes*	<input type="checkbox"/> No
<i>*If you answered "yes" to this question, go to Section III.</i>		
If not, please supply the name and relationship of the person for whom you are complaining.		
Please explain why you have filed for a third party:		
Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Section III:		
I believe the discrimination I experienced was based on (check all that apply):		
Title VI:	ADA:	
<input type="checkbox"/> Race	<input type="checkbox"/> Color	<input type="checkbox"/> National Origin
		<input type="checkbox"/> Disability
Date of Alleged Discrimination (Month, Day, Year): _____		
Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known) as well as names and contact information of any witnesses. If more space is needed, please use the back of this form.		

Section VI:		
Have you previously filed a Discrimination Complaint with this agency?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

If yes, please provide any reference information regarding your previous complaint.

Section V:

Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court?

Yes No

If yes, check all that apply:

Federal Agency: _____

Federal Court: _____ State Agency: _____

State Court: _____ Local Agency: _____

Please provide information about a contact person at the agency/court where the complaint was filed.

Name: _____

Title: _____

Agency: _____

Address: _____

Telephone: _____

Section VI:

Name of agency complaint is against: _____

Name of person complaint is against: _____

Title: _____

Location: _____

Telephone Number (if available): _____

You may attach any written materials or other information that you think is relevant to your complaint.

Your signature and date are **required** below:

Signature

Date

Please submit this form in person at the address below, or mail this form to:

Tazewell County Human Resource Department
11 S. 4th Street
McKenzie Building, Suite 114
Pekin, Illinois 61554
(309) 478-5813

For Tazewell County Use Only

Date Received: _____ Received By: _____