

Attached is the agenda packet for the April 15, 2024 Board Meeting. For those of you with Drop Box, the file will be placed in the Drop Box Folder.

The Village Board meeting will begin at 7:00 PM. All discussions and business will occur at the Village Board meeting. After consideration of the meeting minutes and accounts payable, the meeting will proceed to new and old business.

Please contact the Mayor if you have any questions or if you wish to attend the meeting electronically.

James McDonald, Mayor
Mary Konrad, Clerk
Christine McKinley, Treasurer



Trustees:
Allena Barbato
Scott Bartlett
Glenn McCollum
Jeff Nielsen
Tom O'Reilly
Doug Savell

AGENDA
VILLAGE OF LAKE VILLA
BOARD OF TRUSTEES

April 15, 2024

7:00 p.m.

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Public Comment
4. Approval of the Minutes
 - a. April 1, 2024 Village Board Meeting
5. Accounts Payable – April 15, 2024
6. Mayor
7. Staff Reports
8. New Business
 - a. Approval: A Resolution for Improvements Under the Illinois Highway Code (2024 MFT Project)
 - b. Approval: Contract for Mowing Service
 - c. Approval: Salary Classification and Pay Plan for FY2025
 - d. Approval: Annual Salary Adjustments for Police Chief and Village Administrator effective May 1, 2024
 - e. Ordinance 2024-04-02: An Ordinance of the Village of Lake Villa Consenting to the Admission to the Central Lake County Joint Action Waster Agency of an Additional Member, the Village of Lake Zurich, pursuant to an Admission Agreement
 - f. Ordinance 2024-04-03: An Ordinance Providing for and Authorizing the Transfer of Funds of the Village from the Existing "General Fund" Account, "Water & Sewer" Account, "Mansion" Account, and "Metra" Account to a "Liability Insurance Fund" Account for the Benefit of the Village.
 - g. Approval: Professional Services Agreement with Lauterbach and Amen for Financial Management and Accounting Services for FY2024/2025

- h. Discussion & Approval: FY2025 Annual Budget
- 9. Executive Session
- 10. Old Business
- 11. Adjournment



DATE: April 10, 2024

TO: Village Board of Trustees

FROM: Michael Strong
Village Administrator

RE: Agenda Transmittal

New Business

a. Approval: A Resolution for Improvements Under the Illinois Highway Code (2024 MFT Project)

Staff Contact: Michael Strong, Village Administrator

The Village Board will consider a Resolution to authorize Motor Fuel Tax ("MFT") funds for the 2024 Road Resurfacing program in the Village. Under the Illinois Highway Code, MFT expenditures must be authorized by the Village Board through a Resolution.

Attached for review and consideration is an Engineering Agreement with the Village Engineer, Baxter & Woodman, along with an IDOT Resolution for Improvement under the Illinois Highway Code (BLR 09110), authorizing the appropriation sum of \$572,000 of MFT funding to be applied toward engineering and construction of the Village's 2024 MFT Resurfacing Project.

Suggested Motion: *Motion to Approve Resolution in the amount of \$572,000 to Authorize the Appropriation of MFT Funds for the Village's 2024 MFT Resurfacing Project*

b. Approval: Contract for Mowing Services

Staff Contact: Ryan Horton, Superintendent of Public Works

Village Staff conducted a Request for Proposal for Mowing Services. The Village's current contract with Milieu Landscaping is set to expire at the end of April. Three bids were received by Milieu Landscaping, Langton Group, and Apex Landscaping. The bid results are listed below.

Bid Number	Contractor Name	Bid Bond	Total Contractor Price
1	Milieu	Yes	\$39,134
2	Langton	Yes	\$67,091
3	Apex	Yes	\$70,813

Village Staff has been generally pleased with the work provided by Milieu Landscaping the last 5 years and is recommending approval of a contract with Milieu moving forward.

Suggested Motion: *Motion to approve a contract with Milieu Landscaping for Mowing Services.*

c. Approval: Salary Classification and Pay Plan for FY2025

Staff Contact: Jake Litz, Assistant to the Village Administrator

The Village Board is asked to consider approving an updated Salary Classification and Pay Plan for FY2025 that reflects a 3% increase across the board. The Village Board approves salary classification and pay plan changes on an annual basis.

During the personnel review and recommendation process for the Fiscal Year 2024/25 budget, staff identified and recommended and received approval by the Village Board to amend the following positions within the official Pay Plan:

- Reclassification of Records Supervisor

Suggested Motion: *Motion to Approve a Salary Classification System and Pay Plan for FY2025.*

d. Discussion: Annual Salary Adjustments for Police Chief and Village Administrator effective May 1, 2024

Staff Contact: James McDonald, Mayor

The Village Board will consider annual salary adjustments for the Police Chief and Village Administrator for FY2025. In accordance with the employment agreements with these two employees, the Mayor conducted an annual review of Police Chief Tisinai's performance and Village Administrator Strong's performance during the previous fiscal year and determined that an adjustment to their base salaries is appropriate.

Suggested Motion: *Motion to Approve Base Salary in the Amount of \$130,187 for the Police Chief and \$155,064 for the Village Administrator Positions for FY2025.*

- e. **Ordinance 2024-04-02: An Ordinance of the Village of Lake Villa Consenting to the Admission to the Central Lake County Joint Action Waster Agency of an Additional Member, the Village of Lake Zurich, pursuant to an Admission Agreement**

Staff Contact: Jim Bowles, Superintendent of Water/Sewer

The Central Lake County Joint Action Water Agency's founders established CLCJAWA and then constructed their own Lake Michigan treatment facilities and delivery system. CLCJAWA's Members pool their resources to cooperatively work together.

The CLCJAWA Board of Directors has approved the Lake Zurich Admissions Agreement and is requesting the Village of lake Villa's consent as required in the CLCJAWA Water Agency Agreement.

Suggested Motion: *Motion to approve Ordinance 2024-04-02 an Ordinance of the Village of Lake Villa Consenting to the Admission to the Central Lake County Joint Action Waster Agency of an Additional Member, the Village of Lake Zurich, pursuant to an Admission Agreement.*

- f. **Ordinance 2024-04-03: An Ordinance Providing for and Authorizing the Transfer of Funds of the Village from the Existing "General Fund" Account, "Water & Sewer" Account, "Mansion" Account, and "Metra" Account to a "Liability Insurance Fund" Account for the Benefit of the Village.**

Staff Contact: Christine McKinley, Finance Director

The Village Board will consider Ordinance 2024-04-03 which authorizes the transfer of certain budgeted assets and liabilities to a centralized Liability Insurance Fund. As introduced during the Committee of the Whole meeting in January 2024, Village Staff has been working with the Village's Auditor and Village Attorney to re-consolidate funds that are allocated for general casualty insurance purposes into a new fund. The Ordinance authorizes both the creation of the Insurance Fund, and transfer of assets for this purpose.

Suggested Motion: *Motion to Approve Ordinance 2024-04-03 Authorizing the Transferring of Assets and Liabilities of Certain Funds into a Liability Insurance Fund*

- g. **Approval: Professional Services Agreement with Lauterbach and Amen for Financial Management and Accounting Services for FY2024/2025**

Staff Contact: Christine McKinley, Finance Director

The Village Board will consider authorizing the execution of a professional services agreement with Lauterbach and Amen for Financial Management and Accounting Services.

In February, Village Staff distributed a Request for Proposals for professional financial management and accounting services and proposals were accepted on March 8, 2024. The Village received two (2) responsive proposals, and interviewed representatives from Lauterbach & Amen and Sikich, LLC.

Upon review and deliberation of the qualifications and interviews, the Village Staff panel was able to reach a consensus on a preferred firm which is best qualified to meet the Village's requirements relative to the anticipated needs of the Finance Department. Specifically, staff is recommending Lauterbach & Amen be awarded a professional services contract for these services. In addition to their technical expertise, they have significant municipal experience and comfort with BS&A (Village's Financial Management Software). They are also proposing to provide in-person staffing within the Finance Department for the term of the Agreement. Lastly, while Lauterbach and Amen currently provide financial management services for the Village at an annualized cost of just under \$70,000, this agreement will continue the same level of services, but at a lower annualized cost of \$62,520 for FY2024/25.

Included for consideration is an Agreement with Lauterbach & Amen, along with a copy of their qualifications statement, proposal, and rate sheet.

Suggested Motion: *Approval of a Professional Services Agreement with Lauterbach & Amen for Professional Financial Management and Accounting Services and Authorization for the Village Administrator and/or Mayor to Execute an Agreement with the Firm.*

h. Discussion & Approval: Comprehensive Annual Budget for Fiscal Year 2024/2025

Staff Contact: Christine McKinley, Finance Director

The Village Board is scheduled to review and discuss the draft Comprehensive Annual Budget for Fiscal Year 2024/25. A copy of the draft budget is included in the Agenda Packet.

Suggested Motion: *Motion to Approve the FY2025 Fiscal Year Operating and Capital Budget*

**VILLAGE OF LAKE VILLA
VILLAGE BOARD
REGULAR MEETING
April 1st, 2024**

Call to Order: Mayor McDonald called the meeting to order at 7:00 pm.

Present: Mayor McDonald, Village Clerk Konrad, Trustees: Nielsen, Barbato, O'Reilly, Bartlett, Savell and McCollum, Chief of Police Rochelle Tisinai, Village Administrator Mike Strong, Assistant to the Village Administrator Jake Litz, Village Attorney Rebecca Alexopolus, Public Works Supervisors Ryan Horton and Jim Bowles.

ROLL CALL VOTE WAS:

AYES: 5 (Nielsen, O'Reilly, Bartlett, Savell, McCollum)

NAYS: 0

ABSENT: 1 (Barbato)

ABSTAIN: 0

MOTION CARRIED

Public Comment:

It was moved by Trustee Savell and seconded by Trustee McCollum to approve the March 18th, 2024 Village Board Meeting Minutes.

ROLL CALL VOTE WAS:

AYES: 5 (Nielsen, O'Reilly, Bartlett, Savell, McCollum)

NAYS: 0

ABSENT: 1 (Barbato)

ABSTAIN: 0

MOTION CARRIED

Finance: It was by Trustee Nielsen and seconded by Trustee O'Reilly to approve the Accounts Payable Report for April 1st, 2024 in the amount of \$69,588.49

ROLL CALL VOTE WAS:

AYES: 5 (Nielsen, O'Reilly, Bartlett, Savell, McCollum)

NAYS: 0

ABSENT: 1 (Barbato)

ABSTAIN: 0

MOTION CARRIED

Mayor: The Mayor advised, despite the snow, the Easter Egg Hunt held at Lehmann Mansion was a success with the assistants of our Queens and the Lakes High School Honor Society. A special thanks to Trustee Barbato, our Easter Bunny.

The developer for the Pines II Subdivision presented a revised concept plan with additional units.

Staff Reports: Public Works reported IDOT is on the last deck of the Grand Avenue Land Bridge. Weather permitting, the roadway will be open to two-way traffic mid to late April. Bids returned for the village landscaping. Lou's Landscaping won the bid and has been used by the Village for the past 6 years. They have also completed the majority of the sewer cleaning project.

Jake Litz, Assistant to the Village Administrator, advised staff is working on a Grant for Grasslake Road Crossing. This grant, if awarded, will be \$10,000 with a local match.

Letters of support from Painted Lakes Subdivision HOA as well as School District #34. District 117 letter is forthcoming. Village Administrator reminded Trustees that a ‘Retreat’ will be held Friday April 5th at 2pm-6pm and Saturday April 6th, 8:30-noon. There will be a Public Hearing April 18th, 2024 for zoning requests on 65 W Grand Ave, to address for outdoor recreation facility.

The Finance Director, Christine McKinley advised that interviews with accounting professionals are complete and a report on candidates will be forth coming. Per Lake County, the tax levy extension will decrease -2.49%.

New Business: Rates for the Village

The Village Board conferred Resolution 2024-04-01, establishing new municipal solid waste collection rates for the Village. Pursuant to the Village’s contract with LRS,(Lakeshore Recycling Services) billing rates may be adjusted annually to match the hauler’s annual contractual rate increases. The Resolution authorizes the Village to increase the refuse and recycling rate to \$27.70 per month for 64 Gallon customers and \$28.70 per month for 96 Gallon customers. Yard Waste Stickers will now cost \$2.95 per sticker. Rates effective May 1, 2024.

It was moved by Trustee Nielsen and seconded by Trustee Savell to approve Resolution 2024-04-01 a resolution authorizing an increase in certain bi-monthly utility billing rates for refuse and recycling services.

ROLL CALL VOTE WAS:

AYES: 5 (Nielsen, O’Reilly, Bartlett, Savell, McCollum)

NAYS: 0

ABSENT: 1 (Barbato)

ABSTAIN: 0

MOTION CARRIED

Approval: Intergovernmental Agreement with the Village of Antioch, the Village Lake Villa and Board of Education of Antioch District #34 on the use of a School Resource Officer

The Village Board has approved an Intergovernmental Agreement with Antioch School District #34 regarding the assignment of a School Resource Officer at Oakland Elementary School. The IGA had two minor. The changes were reviewed by the Village Board.

It was moved by Trustee Savell and seconded by Trustee O’Reilly to approve an Intergovernmental Agreement with the Village of Antioch, the Village of Lake Villa and the Board of Education of Antioch District #34 regarding the use of a School Resource Officer as amended.

ROLL CALL VOTE WAS:

AYES: 5 (Nielsen, O’Reilly, Bartlett, Savell, McCollum)

NAYS: 0

ABSENT: 1 (Barbato)

ABSTAIN: 0

MOTION CARRIED

Ordinance 2024-04-01: An Ordinance Granting Final Approval of a Request for Rezoning and Amendments to an Existing Conditional Use Permit for a Planned Development at 0 Deep Lake Road (Starling Senior Loft Apartments)

The Village Board conferred on the approval of an Ordinance granting final approval to a proposed senior apartment development located at 0 Deep Lake Road. An approximate 5-acre parcel located in the Lake Tower Crossing Development. The Developer, Lincoln Avenue Capital, LLC., is

seeking rezoning of the property to the Village's UR-4 Zoning District and approval of an amendment to an existing Conditional Use Permit for the Lake Tower Crossing Phase 3 Planned Development that was approved via Ordinance 2020-07-07.

This amendment would permit a Residential Planned Development for Elderly Housing and to permit the Developer to construct a forty (40) unit age-restricted (55+) senior apartment development, with a mix of one-bedroom and two-bedroom units.

The Plan Commission reviewed the final plan/plat of PUD during their regular meeting on February 8, 2024, and recommended approval of the final plan based on findings of fact, and conditions, outlined in the attached Ordinance.

It was moved by Trustee O'Reilly and seconded by Trustee Bartlett to approve Ordinance 2024-04-01 Granting Final Approval on a request for rezoning and for amendments to an existing Conditional Use Permit for a Planned Development at 0 Deep Lake Road in the Lake Tower Crossing Development.

ROLL CALL VOTE WAS:

AYES: 5 (Nielsen, O'Reilly, Bartlett, Savell, McCollum)

NAYS: 0

ABSENT: 1 (Barbato)

ABSTAIN: 0

MOTION CARRIED

Discussion: Lead Service Line Update

An update was provided on the lead service line identification initiative and upcoming deadlines for 2024. The Federal and State mandates requires that municipalities must locate and remove lead services lines located throughout the community. Lead is usually not present in the drinking water source or water main. However when lead pipes erode, pipes, fixtures and solder. The most impactful way to reduce the risk of exposure to lead in drinking water is to remove the lead service line that brings water to your home from the water main in the street. A link on lead service line information has been placed on the Village's website.

Executive Session:

It was moved by Trustee Bartlett and seconded by Trustee Savell to go into Executive Session at 8:16 pm

ROLL CALL VOTE WAS:

AYES: 5 (Nielsen, O'Reilly, Bartlett, Savell, McCollum)

NAYS: 0

ABSENT: 1 (Barbato)

ABSTAIN: 0

MOTION CARRIED

Adjournment: It was moved by Trustee O'Reilly and seconded by Trustee Savell to adjourn at 10:02 pm

APPROVED BY ME THIS _____ April, 2024

JAMES MCDONALD, MAYOR

MARY KONRAD, CLERK

Fund	Department	Line Item	Item Description	Amount	Account Number	Budget	Total	Over YTD Budget
A FREEDOM FLAG CO.								
GENERAL FUND	BUILDINGS & GROUNDS	SUPPLIES-PARKS	FLAGS	431.20	01-46-40-4911	20,000.00	21,739.55	OVER
			Vendor Total:	431.20				
AEP ENERGY								
WATER & SEWER	SEWER	ELECTRICITY	LITE RT/25 683 BLAZING	150.65	60-43-40-4660	30,000.00	41,101.99	OVER
WATER & SEWER	SEWER	ELECTRICITY	0 IL83 TFLT RT/25	44.25	60-43-40-4660	30,000.00	41,101.99	OVER
			Vendor Total:	194.90				
AFLAC								
GENERAL FUND		AFLAC INSURANCE PAYABLE	AFLAC	2,479.97	01-00-10-2110	0.00	(24,823.09)	
			Vendor Total:	2,479.97				
AMAZON CAPITAL SERVICES								
GENERAL FUND	ADMINISTRATIVE	OFFICE SUPPLIES- 35%	OFFICE SUPPLIES	97.94	01-10-60-4810	7,350.00	6,176.66	
GENERAL FUND	POLICE	OFFICE SUPPLIES- 35%	OFFICE SUPPLIES	97.94	01-20-60-4810	12,000.00	5,502.28	
WATER & SEWER	WATER	OFFICE SUPPLIES- 15%	OFFICE SUPPLIES	41.98	60-42-60-4810	5,800.00	5,336.15	
WATER & SEWER	SEWER	OFFICE SUPPLIES-15%	OFFICE SUPPLIES	41.98	60-43-60-4810	5,800.00	5,336.20	
			Vendor Total:	279.84				
AMERICAN GASES CORP								
GENERAL FUND	BUILDINGS & GROUNDS	SUPPLIES-BUILDING	OXYGEN/ ACETYLENE	28.68	01-46-40-4910	16,000.00	9,720.43	
			Vendor Total:	28.68				
ARIES INDUSTRIES, INC.								
W&S CAPTIAL FUND		REPAIRS & IMPROVEMENTS	SEWER CAMERA	4,332.18	91-00-00-8096	50,000.00	237.81	
			Vendor Total:	4,332.18				
ATLAS BOBCAT, LLC								
GENERAL FUND	FLEET	VEHICLE SUPPLIES	BRACKET STRIKER	67.89	01-30-60-4930	52,500.00	42,361.14	
WATER & SEWER	WATER	VEHICLE SUPPLIES	BRACKET STRIKER	11.32	60-42-60-4930	8,750.00	7,143.81	
WATER & SEWER	SEWER	VEHICLE SUPPLIES	BRACKET STRIKER	11.31	60-43-60-4930	8,750.00	7,647.58	
			Vendor Total:	90.52				
BAKER TILLY US, LLP								
GENERAL CAPITAL FUND		PLANNING STUDIES/CONTINGENCY	ORGANIZATIONAL ASSESSMENT	20,000.00	90-00-00-8157	75,000.00	8,194.56	
			Vendor Total:	20,000.00				
BLUE CROSS/BLUE SHIELD								
GENERAL FUND	ADMINISTRATIVE	HEALTH & LIFE INSURANCE	NOVEMBER 2023/ 11-01-2023	4,273.30	01-10-10-4110	70,968.00	41,489.98	
GENERAL FUND	POLICE	HEALTH & LIFE INSURANCE	NOVEMBER 2023/ 11-01-2023	9,872.95	01-20-10-4110	225,584.00	191,726.87	
GENERAL FUND	FLEET	HEALTH & LIFE INSURANCE	NOVEMBER 2023/ 11-01-2023	1,418.45	01-30-10-4110	47,736.00	18,277.06	
GENERAL FUND	STREETS	HEALTH & LIFE INSURANCE	NOVEMBER 2023/ 11-01-2023	5,169.32	01-41-10-4110	72,243.00	62,092.84	
MANSION FUND		HEALTH & LIFE INSURANCE	NOVEMBER 2023/ 11-01-2023	97.30	08-00-10-4110	925.00	1,008.90	OVER
METRA FUND		HEALTH & LIFE INSURANCE	NOVEMBER 2023/ 11-01-2023	175.60	02-00-10-4110	2,478.00	2,124.92	
WATER & SEWER	WATER	HEALTH & LIFE INSURANCE	NOVEMBER 2023/ 11-01-2023	3,218.78	60-42-10-4110	47,402.00	38,377.27	
WATER & SEWER	SEWER	HEALTH & LIFE INSURANCE	NOVEMBER 2023/ 11-01-2023	3,218.78	60-43-10-4110	47,402.00	38,376.47	
GENERAL FUND		EMPLOYEE CONTRIBUTION	NOVEMBER 2023/ 11-01-2023	6,989.32	01-00-10-2180	0.00	89,613.93	OVER
			Vendor Total:	34,433.80				
BROWN EQUIPMENT COMPANY								
GENERAL FUND	FLEET	VEHICLE SUPPLIES	SWIVEL KIT SEAL/ ROLLER	175.71	01-30-60-4930	52,500.00	42,361.14	
WATER & SEWER	WATER	VEHICLE SUPPLIES	SWIVEL KIT SEAL/ ROLLER	29.29	60-42-60-4930	8,750.00	7,143.81	
WATER & SEWER	SEWER	VEHICLE SUPPLIES	SWIVEL KIT SEAL/ ROLLER	29.29	60-43-60-4930	8,750.00	7,647.58	
			Vendor Total:	234.29				
CASH								
GENERAL FUND	ADMINISTRATIVE	MISCELLANEOUS EXPENSES	CASH FOR DRAWER FOR WM	500.00	M 01-10-60-5190	8,000.00	10,396.42	OVER
GENERAL FUND	BUILDINGS & GROUNDS	MAINTENANCE-BUILDING	WINDOW CLEANING- MARCH	21.00	01-46-40-4210	14,000.00	10,220.81	
GENERAL FUND	BUILDINGS & GROUNDS	MAINTENANCE-BUILDING	WINDOW CLEANING- FEBRUARY	21.00	01-46-40-4210	14,000.00	10,220.81	
			Vendor Total:	542.00				
CENTRAL LAKE COUNTY JAWA								
WATER & SEWER	WATER	CLC-JAWA	MARCH 2024	28,330.20	60-42-20-4351	334,194.00	349,174.68	OVER
WATER & SEWER	WATER	CLC JAWA CONNECTION FEE	MARCH 2024	19,575.00	60-42-20-4352	234,900.00	215,325.00	
			Vendor Total:	47,905.20				
CES								
GENERAL FUND	BUILDINGS & GROUNDS	SUPPLIES-PARKS	PARK SUPPLIES	94.25	01-46-40-4911	20,000.00	21,739.55	OVER
			Vendor Total:	94.25				

Fund	Department	Line Item	Item Description	Amount	Account Number	Budget	Total	Over YTD Budget
CHRIS ELECTRIC CORP.								
W&S CAPTIAL FUND		REPAIRS & IMPROVEMENTS	MONAVILLE LIFT STATION	735.00	91-00-00-8096	50,000.00	237.81	
			Vendor Total:	735.00				
COMCAST CABLE								
GENERAL FUND	BUILDINGS & GROUNDS	TELEPHONE	222 OAK KNOLL RD OFC 2	67.46	01-46-60-4420	18,000.00	20,779.31	OVER
WATER & SEWER	WATER	TELEPHONE	222 OAK KNOLL RD OFC 2	11.24	60-42-60-4420	3,000.00	3,240.36	OVER
WATER & SEWER	SEWER	TELEPHONE	222 OAK KNOLL RD OFC 2	11.25	60-43-60-4420	3,000.00	3,240.40	OVER
GENERAL FUND	BUILDINGS & GROUNDS	TELEPHONE	222 OAK KNOLL DR OFC	67.46	01-46-60-4420	18,000.00	20,779.31	OVER
WATER & SEWER	WATER	TELEPHONE	222 OAK KNOLL DR OFC	11.24	60-42-60-4420	3,000.00	3,240.36	OVER
WATER & SEWER	SEWER	TELEPHONE	222 OAK KNOLL DR OFC	11.25	60-43-60-4420	3,000.00	3,240.40	OVER
GENERAL FUND	BUILDINGS & GROUNDS	TELEPHONE	222 OAK KNOLL DR OFC 2	67.46	01-46-60-4420	18,000.00	20,779.31	OVER
WATER & SEWER	WATER	TELEPHONE	222 OAK KNOLL DR OFC 2	11.24	60-42-60-4420	3,000.00	3,240.36	OVER
WATER & SEWER	SEWER	TELEPHONE	222 OAK KNOLL DR OFC 2	11.25	60-43-60-4420	3,000.00	3,240.40	OVER
GENERAL FUND	BUILDINGS & GROUNDS	TELEPHONE	65 CEDAR AVE OFC	299.58	01-46-60-4420	18,000.00	20,779.31	OVER
WATER & SEWER	WATER	TELEPHONE	65 CEDAR AVE OFC	49.93	60-42-60-4420	3,000.00	3,240.36	OVER
WATER & SEWER	SEWER	TELEPHONE	65 CEDAR AVE OFC	49.93	60-43-60-4420	3,000.00	3,240.40	OVER
GENERAL FUND	BUILDINGS & GROUNDS	TELEPHONE	222 OAK KNOLL DR OFC	67.46	01-46-60-4420	18,000.00	20,779.31	OVER
WATER & SEWER	WATER	TELEPHONE	222 OAK KNOLL DR OFC	11.24	60-42-60-4420	3,000.00	3,240.36	OVER
WATER & SEWER	SEWER	TELEPHONE	222 OAK KNOLL DR OFC	11.25	60-43-60-4420	3,000.00	3,240.40	OVER
GENERAL FUND	BUILDINGS & GROUNDS	TELEPHONE	222 OAK KNOLL DR OFC	67.46	01-46-60-4420	18,000.00	20,779.31	OVER
WATER & SEWER	WATER	TELEPHONE	222 OAK KNOLL DR OFC	11.24	60-42-60-4420	3,000.00	3,240.36	OVER
WATER & SEWER	SEWER	TELEPHONE	222 OAK KNOLL DR OFC	11.25	60-43-60-4420	3,000.00	3,240.40	OVER
GENERAL FUND	BUILDINGS & GROUNDS	TELEPHONE	222 OAK KNOLL DR OFC	67.46	01-46-60-4420	18,000.00	20,779.31	OVER
WATER & SEWER	WATER	TELEPHONE	222 OAK KNOLL DR OFC	11.24	60-42-60-4420	3,000.00	3,240.36	OVER
WATER & SEWER	SEWER	TELEPHONE	222 OAK KNOLL DR OFC	11.25	60-43-60-4420	3,000.00	3,240.40	OVER
GENERAL FUND	BUILDINGS & GROUNDS	TELEPHONE	222 OAK KNOLL DR OFC	67.46	01-46-60-4420	18,000.00	20,779.31	OVER
WATER & SEWER	WATER	TELEPHONE	222 OAK KNOLL DR OFC	11.24	60-42-60-4420	3,000.00	3,240.36	OVER
WATER & SEWER	SEWER	TELEPHONE	222 OAK KNOLL DR OFC	11.25	60-43-60-4420	3,000.00	3,240.40	OVER
GENERAL FUND	BUILDINGS & GROUNDS	TELEPHONE	222 OAK KNOLL DR OFC	67.46	01-46-60-4420	18,000.00	20,779.31	OVER
WATER & SEWER	WATER	TELEPHONE	222 OAK KNOLL DR OFC	11.24	60-42-60-4420	3,000.00	3,240.36	OVER
WATER & SEWER	SEWER	TELEPHONE	222 OAK KNOLL DR OFC	11.25	60-43-60-4420	3,000.00	3,240.40	OVER
GENERAL FUND	BUILDINGS & GROUNDS	TELEPHONE	222 OAK KNOLL DR OFC	69.71	01-46-60-4420	18,000.00	20,779.31	OVER
WATER & SEWER	WATER	TELEPHONE	222 OAK KNOLL DR OFC	11.62	60-42-60-4420	3,000.00	3,240.36	OVER
WATER & SEWER	SEWER	TELEPHONE	222 OAK KNOLL DR OFC	11.62	60-43-60-4420	3,000.00	3,240.40	OVER
GENERAL FUND	BUILDINGS & GROUNDS	TELEPHONE	222 OAK KNOLL DR OFC	69.71	01-46-60-4420	18,000.00	20,779.31	OVER
WATER & SEWER	WATER	TELEPHONE	222 OAK KNOLL DR OFC	11.62	60-42-60-4420	3,000.00	3,240.36	OVER
WATER & SEWER	SEWER	TELEPHONE	222 OAK KNOLL DR OFC	11.62	60-43-60-4420	3,000.00	3,240.40	OVER
GENERAL FUND	BUILDINGS & GROUNDS	TELEPHONE	222 OAK KNOLL DR OFC	69.71	01-46-60-4420	18,000.00	20,779.31	OVER
WATER & SEWER	WATER	TELEPHONE	222 OAK KNOLL DR OFC	11.62	60-42-60-4420	3,000.00	3,240.36	OVER
WATER & SEWER	SEWER	TELEPHONE	222 OAK KNOLL DR OFC	11.62	60-43-60-4420	3,000.00	3,240.40	OVER
GENERAL FUND	BUILDINGS & GROUNDS	TELEPHONE	222 OAK KNOLL DR OFC 2	67.46	01-46-60-4420	18,000.00	20,779.31	OVER
WATER & SEWER	WATER	TELEPHONE	222 OAK KNOLL DR OFC 2	11.24	60-42-60-4420	3,000.00	3,240.36	OVER
WATER & SEWER	SEWER	TELEPHONE	222 OAK KNOLL DR OFC 2	11.25	60-43-60-4420	3,000.00	3,240.40	OVER
GENERAL FUND	BUILDINGS & GROUNDS	TELEPHONE	222 OAK KNOLL DR OFC 2	67.46	01-46-60-4420	18,000.00	20,779.31	OVER
WATER & SEWER	WATER	TELEPHONE	222 OAK KNOLL DR OFC 2	11.24	60-42-60-4420	3,000.00	3,240.36	OVER
WATER & SEWER	SEWER	TELEPHONE	222 OAK KNOLL DR OFC 2	11.25	60-43-60-4420	3,000.00	3,240.40	OVER
GENERAL FUND	BUILDINGS & GROUNDS	TELEPHONE	222 OAK KNOLL DR OFC 2	67.46	01-46-60-4420	18,000.00	20,779.31	OVER
WATER & SEWER	WATER	TELEPHONE	222 OAK KNOLL DR OFC 2	11.24	60-42-60-4420	3,000.00	3,240.36	OVER
WATER & SEWER	SEWER	TELEPHONE	222 OAK KNOLL DR OFC 2	11.25	60-43-60-4420	3,000.00	3,240.40	OVER
GENERAL FUND	BUILDINGS & GROUNDS	TELEPHONE	222 OAK KNOLL DR OFC 2	67.46	01-46-60-4420	18,000.00	20,779.31	OVER
WATER & SEWER	WATER	TELEPHONE	222 OAK KNOLL DR OFC 2	11.24	60-42-60-4420	3,000.00	3,240.36	OVER
WATER & SEWER	SEWER	TELEPHONE	222 OAK KNOLL DR OFC 2	11.25	60-43-60-4420	3,000.00	3,240.40	OVER

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Fund	Department	Line Item	Item Description	Amount	Account Number	Budget	Total	YTD	Over Budget
GENERAL FUND	BUILDINGS & GROUNDS	TELEPHONE	222 OAK KNOLL DR OFC 2	69.71	01-46-60-4420	18,000.00	20,779.31		OVER
WATER & SEWER	WATER	TELEPHONE	222 OAK KNOLL DR OFC 2	11.62	60-42-60-4420	3,000.00	3,240.36		OVER
WATER & SEWER	SEWER	TELEPHONE	222 OAK KNOLL DR OFC 2	11.62	60-43-60-4420	3,000.00	3,240.40		OVER
GENERAL FUND	BUILDINGS & GROUNDS	TELEPHONE	222 OAK KNOLL DR OFC 2	69.71	01-46-60-4420	18,000.00	20,779.31		OVER
WATER & SEWER	WATER	TELEPHONE	222 OAK KNOLL DR OFC 2	11.62	60-42-60-4420	3,000.00	3,240.36		OVER
WATER & SEWER	SEWER	TELEPHONE	222 OAK KNOLL DR OFC 2	11.62	60-43-60-4420	3,000.00	3,240.40		OVER
GENERAL FUND	BUILDINGS & GROUNDS	TELEPHONE	222 OAK KNOLL DR OFC 2	69.71	01-46-60-4420	18,000.00	20,779.31		OVER
WATER & SEWER	WATER	TELEPHONE	222 OAK KNOLL DR OFC 2	11.62	60-42-60-4420	3,000.00	3,240.36		OVER
WATER & SEWER	SEWER	TELEPHONE	222 OAK KNOLL DR OFC 2	11.62	60-43-60-4420	3,000.00	3,240.40		OVER
Vendor Total:				2,216.44					
CONSERV FS, INC.									
GENERAL FUND	FLEET	AUTOMOTIVE FUEL/OIL	637.4 GAL UNLE GAS	1,737.71	01-30-60-4820	82,500.00	67,679.28		
WATER & SEWER	WATER	AUTOMOTIVE FUEL/OIL	637.4 GAL UNLE GAS	289.62	60-42-60-4820	13,750.00	11,377.68		
WATER & SEWER	SEWER	AUTOMOTIVE FUEL/OIL	637.4 GAL UNLE GAS	289.62	60-43-60-4820	13,750.00	11,377.72		
GENERAL FUND	FLEET	AUTOMOTIVE FUEL/OIL	386.200 GAL DIESEL	1,073.44	01-30-60-4820	82,500.00	67,679.28		
WATER & SEWER	WATER	AUTOMOTIVE FUEL/OIL	386.200 GAL DIESEL	178.91	60-42-60-4820	13,750.00	11,377.68		
WATER & SEWER	SEWER	AUTOMOTIVE FUEL/OIL	386.200 GAL DIESEL	178.91	60-43-60-4820	13,750.00	11,377.72		
Vendor Total:				3,748.21					
CORE & MAIN LP									
WATER & SEWER	WATER	METERS - PARTS & REPAIRS	2024 METER CONTRACT	692.00	60-42-40-4870	6,000.00	5,359.94		OVER
WATER & SEWER	SEWER	METERS/PARTS & REPAIRS	2024 METER CONTRACT	692.00	60-43-40-4870	6,000.00	5,359.95		OVER
WATER & SEWER	WATER	METERS - PARTS & REPAIRS	2024 METER CONTRACT	155.00	60-42-40-4870	6,000.00	5,359.94		
WATER & SEWER	SEWER	METERS/PARTS & REPAIRS	2024 METER CONTRACT	155.00	60-43-40-4870	6,000.00	5,359.95		
Vendor Total:				1,694.00					
DEEPTI SHAH									
GENERAL FUND		ACCOUNTS RECEIVABLE-MR REFUND CHECK FOR DART 1		100.00	01-00-00-1139	0.00	25,400.63		OVER
Vendor Total:				100.00					
DEKIND COMPUTER CONSULTANTS									
GENERAL FUND	ADMINISTRATIVE	IT SUPPORT -75% (MONTH)OT HOURS FOR MARCH 202		31.87	01-10-20-5215	9,000.00	11,572.47		OVER
WATER & SEWER	WATER	IT SUPPORT -12.5% OT HOURS FOR MARCH 202		5.31	60-42-20-5215	1,500.00	1,928.74		OVER
WATER & SEWER	SEWER	IT SUPPORT -12.5% OT HOURS FOR MARCH 202		5.32	60-43-20-5215	1,500.00	1,928.79		OVER
GENERAL FUND	ADMINISTRATIVE	IT SUPPORT -75% (MONTH)MONTHLY SERVICE- MAY 2		600.00	01-10-20-5215	9,000.00	11,572.47		OVER
WATER & SEWER	WATER	IT SUPPORT -12.5% MONTHLY SERVICE- MAY 2		100.00	60-42-20-5215	1,500.00	1,928.74		OVER
WATER & SEWER	SEWER	IT SUPPORT -12.5% MONTHLY SERVICE- MAY 2		100.00	60-43-20-5215	1,500.00	1,928.79		OVER
GENERAL CAPITAL FUND		INFORMATION TECHNOLOGY-MONTHLY SERVICE- MAY 2		1,322.00	90-00-00-8150	40,000.00	44,849.73		OVER
Vendor Total:				2,164.50					
DYNEGY ENERGY SERVICES									
MANSION FUND		485 N MILWAUKEE AVE/ M	MARCH 2024	751.84	08-00-00-4660	8,000.00	16,811.07		OVER
WATER & SEWER	WATER	141 BELMONT AVE/ WELL	MARCH 2024	1,209.77	60-42-40-4660	50,000.00	64,588.51		OVER
WATER & SEWER	SEWER	PUMP/ 801 E GRAND AVE/	MARCH 2024	107.78	60-43-40-4660	30,000.00	41,101.99		OVER
WATER & SEWER	WATER	881 DEEP LAKE RD/ WELL	MARCH 2024	1,222.80	60-42-40-4660	50,000.00	64,588.51		OVER
GENERAL FUND	STREETS	LITE/ 119 CEDAR AVE	MARCH 2024	68.84	01-41-40-4660	135,000.00	117,625.25		
GENERAL FUND	STREETS	LITE/ 129 CENTRAL AVE	MARCH 2024	44.82	01-41-40-4660	135,000.00	117,625.25		
GENERAL FUND	STREETS	422 -1/2 W GRAND AVE/	MARCH 2024	5.23	01-41-40-4660	135,000.00	117,625.25		
WATER & SEWER	SEWER	0 N PETITE LAKE RD/ W/	MARCH 2024	507.78	60-43-40-4660	30,000.00	41,101.99		OVER
WATER & SEWER	SEWER	910 PARK AVE/ LIFT	MARCH 2024	256.22	60-43-40-4660	30,000.00	41,101.99		OVER
WATER & SEWER	SEWER	1515 OAKLAND DRIVE/ LI	MARCH 2024	360.28	60-43-40-4660	30,000.00	41,101.99		OVER
GENERAL FUND	STREETS	129 RAILROAD AVE/ STRE	MARCH 2024	70.54	01-41-40-4660	135,000.00	117,625.25		
GENERAL FUND	STREETS	SS CEDAR AVE/LIGHT 1 W	MARCH 2024	234.59	01-41-40-4660	135,000.00	117,625.25		
GENERAL FUND	STREETS	SS CEDAR 1 W WISCONSIN	MARCH 2024	85.41	01-41-40-4660	135,000.00	117,625.25		
WATER & SEWER	SEWER	129 CENTRAL AVE/ LIFT	MARCH 2024	243.06	60-43-40-4660	30,000.00	41,101.99		OVER
WATER & SEWER	SEWER	WS BROOKING CT/ 1S	PONIMARCH 2024	408.49	60-43-40-4660	30,000.00	41,101.99		OVER
WATER & SEWER	WATER	533 AMHERST DR/ WELL	MARCH 2024	665.04	60-42-40-4660	50,000.00	64,588.51		OVER
WATER & SEWER	SEWER	607 N MILWAUKEE AVE/ L	MARCH 2024	550.33	60-43-40-4660	30,000.00	41,101.99		OVER
WATER & SEWER	SEWER	550 E GRAND AVE/ LIFT	MARCH 2024	169.59	60-43-40-4660	30,000.00	41,101.99		OVER
WATER & SEWER	WATER	OSS RAILROAD AVE/ W/ S	MARCH 2024	192.61	60-42-40-4660	50,000.00	64,588.51		OVER
WATER & SEWER	SEWER	0 N S OLD MONAVILLE RD	MARCH 2024	1,442.52	60-43-40-4660	30,000.00	41,101.99		OVER
WATER & SEWER	SEWER	PUMPING STATION/ 735 N	MARCH 2024	406.25	60-43-40-4660	30,000.00	41,101.99		OVER

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Fund	Department	Line Item	Item Description	Amount	Account Number	Budget	Total	YTD	Over Budget
WATER & SEWER GENERAL FUND	WATER STREETS	108 S MILWAUKEE AVE 422- 1/2 W GRAND AVE	MARCH 2024 MARCH 2024	269.31 32.62	60-42-40-4660 01-41-40-4660	50,000.00 135,000.00	64,588.51 117,625.25		OVER
WATER & SEWER GENERAL FUND	WATER STREETS	222 OAK KNOLL DR- UNIT TFLT, METERED 0 RT 83	MARCH 2024 MARCH 2024	2,580.73 58.11	60-42-40-4660 01-41-40-4660	50,000.00 135,000.00	64,588.51 117,625.25		OVER
Vendor Total:				11,944.56					
EAGLE UNIFORM									
GENERAL FUND	POLICE	UNIFORM ALLOWANCE	UNIFORM ALLOWANCE- ANTI	525.75	01-20-60-4170	28,000.00	34,529.66		OVER
GENERAL FUND	POLICE	UNIFORM ALLOWANCE	UNIFORM ALLOWANCE- ESTI	411.00	01-20-60-4170	28,000.00	34,529.66		OVER
Vendor Total:				936.75					
ELYTE PRODUCTIONS									
GENERAL CAPITAL FUND		STRATEGIC PLANNING	VILLAGE RETREAT	945.07	90-00-00-8155	18,000.00	5,125.00		
Vendor Total:				945.07					
ENERGENECS									
W&S CAPTIAL FUND		SCADA SYSTEM IMPROVEME	SCADA SYSTEM IMPROVEME	14,000.00	91-00-00-8161	16,000.00	1,586.38		
Vendor Total:				14,000.00					
ENTERPRISE FM TRUST									
GENERAL FUND	FLEET	VEHICLE LEASES	VEHICLE LEASES- PUBLIC	2,885.92	01-30-60-4932	90,000.00	65,826.26		
GENERAL FUND	FLEET	VEHICLE LEASES	VEHICLE LEASES- POLICE	4,784.25	01-30-60-4932	90,000.00	65,826.26		
Vendor Total:				7,670.17					
ESSCOE LLC									
MANSION FUND		PREVENTATIVE MAINTENAN	LEHMANN MANSION/ SPRIN	1,270.00	08-00-00-4212	16,000.00	14,926.04		OVER
Vendor Total:				1,270.00					
FOX RECOVERY & TOWING									
GENERAL FUND	FLEET	CONTRACT VEHICLE MAINT	SEIZED VEHICLE #22-150	142.50	01-30-20-4230	30,000.00	13,394.38		
WATER & SEWER	SEWER	CONTRACT VEHICLE MAINT	SEIZED VEHICLE #22-150	23.75	60-43-20-4230	5,000.00	2,243.92		
WATER & SEWER	WATER	CONTRACT VEHICLE MAINT	SEIZED VEHICLE #22-150	23.75	60-42-20-4230	5,000.00	2,184.60		
Vendor Total:				190.00					
GALL'S, LLC									
GENERAL FUND	POLICE	UNIFORM ALLOWANCE	UNIFORM ALLOWANCE- KYL	206.96	01-20-60-4170	28,000.00	34,529.66		OVER
GENERAL FUND	POLICE	UNIFORM ALLOWANCE	UNIFORM ALLOWANCE- JOH	47.41	01-20-60-4170	28,000.00	34,529.66		OVER
Vendor Total:				254.37					
HIGHSTAR TRAFFIC									
GENERAL FUND	STREETS	MAINTENANCE - SIGNS &	STREET SIGNS	389.60	01-41-40-4270	5,000.00	4,169.84		
Vendor Total:				389.60					
HOME DEPOT CREDIT SERVICES									
GENERAL FUND	BUILDINGS & GROUNDS	SUPPLIES-BUILDING	RETURN ON INVOICE 2014	(11.62)	01-46-40-4910	16,000.00	9,720.43		
GENERAL FUND	BUILDINGS & GROUNDS	SUPPLIES-BUILDING	BOLT BARREL	6.10	01-46-40-4910	16,000.00	9,720.43		
GENERAL FUND	BUILDINGS & GROUNDS	SUPPLIES-BUILDING	SHOP REPLACEMENT SUPPL	288.97	01-46-40-4910	16,000.00	9,720.43		
Vendor Total:				283.45					
HYDRAULIC SERVICE & REPAIR INC									
GENERAL FUND	FLEET	VEHICLE SUPPLIES	VEHICLE SUPPLIES AND M	74.50	01-30-60-4930	52,500.00	42,361.14		
WATER & SEWER	WATER	VEHICLE SUPPLIES	VEHICLE SUPPLIES AND M	12.42	60-42-60-4930	8,750.00	7,143.81		
WATER & SEWER	SEWER	VEHICLE SUPPLIES	VEHICLE SUPPLIES AND M	12.42	60-43-60-4930	8,750.00	7,647.58		
GENERAL FUND	FLEET	CONTRACT VEHICLE MAINT	VEHICLE SUPPLIES AND M	236.25	01-30-20-4230	30,000.00	13,394.38		
WATER & SEWER	SEWER	CONTRACT VEHICLE MAINT	VEHICLE SUPPLIES AND M	39.40	60-43-20-4230	5,000.00	2,243.92		
WATER & SEWER	WATER	CONTRACT VEHICLE MAINT	VEHICLE SUPPLIES AND M	39.40	60-42-20-4230	5,000.00	2,184.60		
Vendor Total:				414.39					
JAMES P. BATEMAN, LTD.									
GENERAL FUND	ADMINISTRATIVE	LEGAL FEES	GENERAL MATTERS	14,012.80	01-10-20-4330	90,000.00	129,801.50		OVER
WATER & SEWER	WATER	LEGAL FEES	SEWER AND WATER MATTER	225.62	60-42-20-4330	5,000.00	965.47		
WATER & SEWER	SEWER	LEGAL FEES	SEWER AND WATER MATTER	225.63	60-43-20-4330	5,000.00	965.51		
DOWNTOWN TIF FUND		LEGAL FEES	TIF MATTERS (PLEVIK)	510.75	98-00-20-4330	10,000.00	9,623.10		OVER
GENERAL FUND	ADMINISTRATIVE	LEGAL FEES	SERVE AND SWIG	275.00	01-10-20-4330	90,000.00	129,801.50		OVER
DEVELOPER ESCROWS		LINCOLN AVE CAPITAL ES	(STARLING PUD ORDINANCE	975.00	03-00-30-2360	0.00	(8,856.20)		
DEVELOPER ESCROWS		801 TOWER ROAD ESCROW	DHARNI- 801 TOWER ROAD	539.00	03-00-30-2363	0.00	8,700.00		OVER
Vendor Total:				16,763.80					
JON M. TACK, P.E.									
GENERAL FUND	ADMINISTRATIVE	BUILDING INSPECTORS	SD PERMIT #079654/ STA	420.75	01-10-20-4392	65,000.00	60,265.04		

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DEVELOPER ESCROWS		LINCOLN AVE CAPITAL ES	(SD PERMIT #079654/ STA	750.00	03-00-30-2360	0.00	(8,856.20)	
			Vendor Total:	1,170.75				
KROHNE, INC.								
W&S CAPTIAL FUND		REPAIRS & IMPROVEMENTS	MONAVILLE LIFT STATION	1,596.39	91-00-00-8096	50,000.00	237.81	
			Vendor Total:	1,596.39				
LAKE COUNTY HOSE & EQUIPMENT								
GENERAL FUND	FLEET	VEHICLE SUPPLIES	JETTER- HOSE AND FITTII	21.07	01-30-60-4930	52,500.00	42,361.14	
WATER & SEWER	WATER	VEHICLE SUPPLIES	JETTER- HOSE AND FITTII	3.51	60-42-60-4930	8,750.00	7,143.81	
WATER & SEWER	SEWER	VEHICLE SUPPLIES	JETTER- HOSE AND FITTII	3.52	60-43-60-4930	8,750.00	7,647.58	
			Vendor Total:	28.10				
LAKE COUNTY MUNICIPAL LEAGUE								
GENERAL FUND	ADMINISTRATIVE	MEMBERSHIPS	2024-2025 LCML DUES	1,085.67	01-10-60-4531	10,000.00	5,675.17	
			Vendor Total:	1,085.67				
LAKELAND SEPTIC SERVICE								
GENERAL FUND	BUILDINGS & GROUNDS	MAINTENANCE-PARKS	2 HOLDING TANKS- LOFFERJ	340.00	01-46-40-4211	16,500.00	14,149.31	
			Vendor Total:	340.00				
LRS, LLC								
GENERAL CAPITAL FUND		REPAIRS & IMPROVEMENTS	DEMO -78 CEDAR	1,717.40	90-00-00-8092	50,000.00	16,347.41	
			Vendor Total:	1,717.40				
MAGEE HARTMAN, P.C.								
GENERAL FUND	POLICE	LEGAL FEES/COURT	MARCH 2024	2,352.00	01-20-20-4330	37,000.00	31,130.00	
			Vendor Total:	2,352.00				
MENARDS - ANTIOCH								
GENERAL FUND	BUILDINGS & GROUNDS	SUPPLIES-BUILDING	SILT FENCE FOR 76 CEDAJ	251.47	01-46-40-4910	16,000.00	9,720.43	
GENERAL FUND	POLICE	MISCELLANEOUS	USB CHARGERS	39.90	01-20-60-5190	8,000.00	6,683.00	
WATER & SEWER	WATER	SUPPLIES - WATER	WATER SUPPLIES	5.99	60-42-40-4950	35,000.00	21,074.21	
			Vendor Total:	297.36				
MIDWEST HOOK N CHAIN								
GENERAL FUND	STREETS	SUPPLIES	GUARDIAN ANGEL ELITE	99.99	01-41-40-4940	15,000.00	9,230.08	
			Vendor Total:	99.99				
MIDWEST TRUCKERS ASSOC., INC.								
GENERAL FUND	ADMINISTRATIVE	MISCELLANEOUS EXPENSES	PRE- EMPLOY QUERY	12.00	01-10-60-5190	8,000.00	10,396.42	OVER
			Vendor Total:	12.00				
MILLBURN TREE FARM								
PARK CAPITAL		PARK IMPROVEMENTS	MULCH FY 2024	2,100.00	97-00-00-8101	75,000.00	11,823.92	
			Vendor Total:	2,100.00				
MOTOROLA SOLUTIONS, INC.								
DUI FUND		SQUAD CAMERA REPLACE	2- IN CAR VIDEO CAMERA	13,300.80	93-00-00-5202	15,600.00	0.00	
DUI FUND		SQUAD CAMERA REPLACE	2- LICENSE/ SUPPORT SO	500.07	93-00-00-5202	15,600.00	0.00	
			Vendor Total:	13,800.87				
NICOR GAS								
WATER & SEWER	SEWER	NATURAL GAS	725 E GRAND AVE #4	139.19	60-43-40-4610	13,000.00	14,450.63	OVER
			Vendor Total:	139.19				
PADDOCK PUBLICATIONS, INC.								
GENERAL FUND	ADMINISTRATIVE	PUBLISHING	NOI CATEGORICAL EXCL- 1	108.10	01-10-60-4430	1,500.00	2,319.80	OVER
			Vendor Total:	108.10				
ROGAN SHOES, INC.								
GENERAL FUND	STREETS	UNIFORM ALLOWANCE	UNIFORM ALLOWANCE- GLEI	55.50	01-41-60-4170	3,000.00	1,876.50	
WATER & SEWER	WATER	UNIFORM ALLOWANCE	UNIFORM ALLOWANCE- GLEI	27.75	60-42-60-4170	1,500.00	953.73	
WATER & SEWER	SEWER	UNIFORM ALLOWANCE	UNIFORM ALLOWANCE- GLEI	27.75	60-43-60-4170	1,500.00	953.81	
			Vendor Total:	111.00				
SPOT-LESS								
GENERAL FUND	BUILDINGS & GROUNDS	CLEANING SERVICE	VILLAGE HALL CLEANING-	800.00	01-46-60-4360	8,000.00	6,860.00	
GENERAL FUND	BUILDINGS & GROUNDS	CLEANING SERVICE	VILLAGE HALL CLEANING-	405.00	01-46-60-4360	8,000.00	6,860.00	
			Vendor Total:	1,205.00				
THELEN MATERIALS, LLC								
GENERAL FUND	STREETS	STREET SUPPLIES- 75%	BROKEN CONCRETE/ LIMES'	1,134.00	01-41-40-4940	15,000.00	9,230.08	
WATER & SEWER	WATER	WATER SUPPLIES- 25%	BROKEN CONCRETE/ LIMES'	378.00	60-42-40-4950	35,000.00	21,074.21	

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		BOTH OPEN AND PAID							
Fund	Department	Line Item	Item Description	Amount	Account Number	Budget	Total	YTD	Over Budget
			Vendor Total:	1,512.00					
THOMPSON ELEVATOR									
GENERAL FUND	ADMINISTRATIVE	BUILDING INSPECTORS	5 ELEVATOR CODE INSPEC'	219.00	01-10-20-4392	65,000.00	60,265.04		
GENERAL FUND	ADMINISTRATIVE	BUILDING INSPECTORS	1 ELEVATOR CERTIFICATE	48.00	01-10-20-4392	65,000.00	60,265.04		
			Vendor Total:	267.00					
TKB ASSOCIATES, INC.									
GENERAL FUND	ADMINISTRATIVE	SOFTWARE LICENSES- 50%	LASERFICHE ANNUAL	936.50	01-10-60-5213	25,000.00	24,234.32		OVER
WATER & SEWER	WATER	SOFTWARE LICENSES- 25%	LASERFICHE ANNUAL	468.25	60-42-60-5213	12,500.00	9,059.13		
WATER & SEWER	SEWER	LASERFISCHE SOFTWARE LI	(LASERFICHE ANNUAL	468.25	60-43-60-5213	12,500.00	9,059.12		
			Vendor Total:	1,873.00					
TRANSUNION									
GENERAL FUND	POLICE	MEMBERSHIPS	MARCH 2024	78.80	01-20-60-4531	14,500.00	13,158.60		
			Vendor Total:	78.80					
VILLAGE OF FOX LAKE									
GENERAL FUND	POLICE	DISPATCHING	HEARING OFFICER- APRIL	525.00	01-20-20-4460	82,000.00	120,875.00		OVER
			Vendor Total:	525.00					
WAREHOUSE DIRECT									
WATER & SEWER	SEWER	OFFICE SUPPLIES	OFFICE SUPPLIES- TONER	12.62	60-43-60-4810	5,800.00	5,336.20		
WATER & SEWER	WATER	OFFICE SUPPLIES	OFFICE SUPPLIES- TONER	12.62	60-42-60-4810	5,800.00	5,336.15		
GENERAL FUND	ADMINISTRATIVE	OFFICE SUPPLIES	OFFICE SUPPLIES- TONER	29.46	01-10-60-4810	7,350.00	6,176.66		
GENERAL FUND	POLICE	OFFICE SUPPLIES	OFFICE SUPPLIES- TONER	29.46	01-20-60-4810	12,000.00	5,502.28		
WATER & SEWER	SEWER	OFFICE SUPPLIES	OFFICE SUPPLIES- TONER	14.36	60-43-60-4810	5,800.00	5,336.20		
WATER & SEWER	WATER	OFFICE SUPPLIES	OFFICE SUPPLIES- TONER	14.36	60-42-60-4810	5,800.00	5,336.15		
GENERAL FUND	ADMINISTRATIVE	OFFICE SUPPLIES	OFFICE SUPPLIES- TONER	33.51	01-10-60-4810	7,350.00	6,176.66		
GENERAL FUND	POLICE	OFFICE SUPPLIES	OFFICE SUPPLIES- TONER	33.50	01-20-60-4810	12,000.00	5,502.28		
			Vendor Total:	179.89					
			Grand Total:	207,366.65					

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR CODE: AEP ENERGY AEP ENERGY		
BANK CODE: 40208		
04012024-3995	LITE RT/25 683 BLAZING STAR DR	150.65
04012024-3984	0 IL83 TFLT RT/25	44.25
TOTAL BANK CODE: 40208		194.90
TOTAL VENDOR AEP ENERGY AEP ENERGY		194.90
VENDOR CODE: AFLAC AFLAC		
BANK CODE: 40208		
386634	AFLAC	2,479.97
TOTAL BANK CODE: 40208		2,479.97
TOTAL VENDOR AFLAC AFLAC		2,479.97
VENDOR CODE: AFRFLA A FREEDOM FLAG CO.		
BANK CODE: 40208		
25334	FLAGS	431.20
TOTAL BANK CODE: 40208		431.20
TOTAL VENDOR AFRFLA A FREEDOM FLAG CO.		431.20
VENDOR CODE: AMA AMAZON CAPITAL SERVICES		
BANK CODE: 40208		
194D-LTM3-Y4CN	OFFICE SUPPLIES	279.84
TOTAL BANK CODE: 40208		279.84
TOTAL VENDOR AMA AMAZON CAPITAL SERVICES		279.84
VENDOR CODE: AMEGAS AMERICAN GASES CORP		
BANK CODE: 40208		
204093	OXYGEN/ ACETYLENE	28.68
TOTAL BANK CODE: 40208		28.68
TOTAL VENDOR AMEGAS AMERICAN GASES CORP		28.68
VENDOR CODE: ARIIND ARIES INDUSTRIES, INC.		
BANK CODE: 40208		
428208	SEWER CAMERA	4,332.18
TOTAL BANK CODE: 40208		4,332.18
TOTAL VENDOR ARIIND ARIES INDUSTRIES, INC.		4,332.18
VENDOR CODE: ATLB0B ATLAS BOBCAT, LLC		
BANK CODE: 40208		
BQ7343	BRACKET STRIKER	90.52
TOTAL BANK CODE: 40208		90.52

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CUSTOM INVOICE REPORT FOR VILLAGE OF LAKE VILLA

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR CODE: ATLBBOB ATLAS BOBCAT, LLC		
	TOTAL VENDOR ATLBBOB ATLAS BOBCAT, LLC	90.52
VENDOR CODE: BAKTIL BAKER TILLY US, LLP		
BANK CODE: 40208		
BT2724392	ORGANIZATIONAL ASSESSMENT	20,000.00
	TOTAL BANK CODE: 40208	20,000.00
	TOTAL VENDOR BAKTIL BAKER TILLY US, LLP	20,000.00
VENDOR CODE: BECBRO BROWN EQUIPMENT COMPANY		
BANK CODE: 40208		
25597	SWIVEL KIT SEAL/ ROLLER/ TIGER TAIL HOSE	234.29
	TOTAL BANK CODE: 40208	234.29
	TOTAL VENDOR BECBRO BROWN EQUIPMENT COMPANY	234.29
VENDOR CODE: BLUCRO BLUE CROSS/BLUE SHIELD		
BANK CODE: 40208		
10302023	NOVEMBER 2023/ 11-01-2023 TO 12-01-2023	34,433.80
	TOTAL BANK CODE: 40208	34,433.80
	TOTAL VENDOR BLUCRO BLUE CROSS/BLUE SHIELD	34,433.80
VENDOR CODE: CASH CASH		
BANK CODE: 40208		
03292024	CASH FOR DRAWER FOR WM LAWN STICKER REFU	500.00
03292024	WINDOW CLEANING- MARCH 2024	21.00
03292024	WINDOW CLEANING- FEBRUARY 2024	21.00
	TOTAL BANK CODE: 40208	542.00
	TOTAL VENDOR CASH CASH	542.00
VENDOR CODE: CENLCJAWA CENTRAL LAKE COUNTY JAWA		
BANK CODE: 40208		
0301-0331	MARCH 2024	47,905.20
	TOTAL BANK CODE: 40208	47,905.20
	TOTAL VENDOR CENLCJAWA CENTRAL LAKE COUNTY JAWA	47,905.20
VENDOR CODE: CES CES		
BANK CODE: 40208		
LKV/103945	PARK SUPPLIES	94.25
	TOTAL BANK CODE: 40208	94.25
	TOTAL VENDOR CES CES	94.25
VENDOR CODE: CHRELE CHRIS ELECTRIC CORP.		

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR CODE: CHRELE CHRIS ELECTRIC CORP.		
BANK CODE: 40208		
5595	MONAVILLE LIFT STATION- 03-04-2024 / LIG	735.00
TOTAL BANK CODE: 40208		735.00
TOTAL VENDOR CHRELE CHRIS ELECTRIC CORP.		735.00
VENDOR CODE: COMCAB COMCAST CABLE		
BANK CODE: 40208		
10162023	222 OAK KNOLL RD OFC 2	89.95
07142023	222 OAK KNOLL DR OFC	89.95
07112023	222 OAK KNOLL DR OFC 2	89.95
04052024	65 CEDAR AVE OFC	399.44
08112023	222 OAK KNOLL DR OFC	89.95
09112023	222 OAK KNOLL DR OFC	89.95
10112023	222 OAK KNOLL DR OFC	89.95
11112023	222 OAK KNOLL DR OFC	89.95
12112023	222 OAK KNOLL DR OFC	89.95
01112024	222 OAK KNOLL DR OFC	89.95
02112024	222 OAK KNOLL DR OFC	92.95
03112024	222 OAK KNOLL DR OFC	92.95
04112024	222 OAK KNOLL DR OFC	92.95
08112023	222 OAK KNOLL DR OFC 2	89.95
09112023	222 OAK KNOLL DR OFC 2	89.95
11112023	222 OAK KNOLL DR OFC 2	89.95
12112023	222 OAK KNOLL DR OFC 2	89.95
01112024	222 OAK KNOLL DR OFC 2	89.95
02112024	222 OAK KNOLL DR OFC 2	92.95
03112024	222 OAK KNOLL DR OFC 2	92.95
04112024	222 OAK KNOLL DR OFC 2	92.95
TOTAL BANK CODE: 40208		2,216.44
TOTAL VENDOR COMCAB COMCAST CABLE		2,216.44
VENDOR CODE: CONF S CONSERV FS, INC.		
BANK CODE: 40208		
102028836	637.4 GAL UNLE GAS	2,316.95
102028835	386.200 GAL DIESEL	1,431.26
TOTAL BANK CODE: 40208		3,748.21
TOTAL VENDOR CONF S CONSERV FS, INC.		3,748.21
VENDOR CODE: CORMAI CORE & MAIN LP		
BANK CODE: 40208		
U563112	2024 METER CONTRACT	1,384.00
U598530	2024 METER CONTRACT	310.00
TOTAL BANK CODE: 40208		1,694.00
TOTAL VENDOR CORMAI CORE & MAIN LP		1,694.00
VENDOR CODE: DEESHA DEEPTI SHAH		
BANK CODE: 40208		

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR CODE: DEESHA DEEPTI SHAH		
BANK CODE: 40208		
04012024	REFUND CHECK FOR DART MACHINE STICKER	100.00
TOTAL BANK CODE: 40208		100.00
TOTAL VENDOR DEESHA DEEPTI SHAH		100.00
VENDOR CODE: DEKCOM DEKIND COMPUTER CONSULTANTS		
BANK CODE: 40208		
38665	OT HOURS FOR MARCH 2024	42.50
38592	MONTHLY SERVICE- MAY 2024	2,122.00
TOTAL BANK CODE: 40208		2,164.50
TOTAL VENDOR DEKCOM DEKIND COMPUTER CONSULTANTS		2,164.50
VENDOR CODE: DYNENE DYNEGY ENERGY SERVICES		
BANK CODE: 40208		
306942724031	MARCH 2024	9,305.72
234281424031	MARCH 2024	2,638.84
TOTAL BANK CODE: 40208		11,944.56
TOTAL VENDOR DYNENE DYNEGY ENERGY SERVICES		11,944.56
VENDOR CODE: EAGUNI EAGLE UNIFORM		
BANK CODE: 40208		
INV-20269	UNIFORM ALLOWANCE- ANTHONY CALIENDO	525.75
INV-20268	UNIFORM ALLOWANCE- ESTEBAN GOMEZ	411.00
TOTAL BANK CODE: 40208		936.75
TOTAL VENDOR EAGUNI EAGLE UNIFORM		936.75
VENDOR CODE: ELYPRO ELYTE PRODUCTIONS		
BANK CODE: 40208		
E06923	VILLAGE RETREAT	945.07
TOTAL BANK CODE: 40208		945.07
TOTAL VENDOR ELYPRO ELYTE PRODUCTIONS		945.07
VENDOR CODE: ENERG ENERGENECS		
BANK CODE: 40208		
0047314-IN	SCADA SYSTEM IMPROVEMENTS	14,000.00
TOTAL BANK CODE: 40208		14,000.00
TOTAL VENDOR ENERG ENERGENECS		14,000.00
VENDOR CODE: ENT ENTERPRISE FM TRUST		
BANK CODE: 40208		
FBN5012927	VEHICLE LEASES- PUBLIC WORKS	2,885.92
FBN5007483	VEHICLE LEASES- POLICE	4,784.25

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR CODE: ENT ENTERPRISE FM TRUST		
BANK CODE: 40208		
TOTAL BANK CODE: 40208		7,670.17
TOTAL VENDOR ENT ENTERPRISE FM TRUST		7,670.17
VENDOR CODE: ESSCOE ESSCOE LLC		
BANK CODE: 40208		
64603	LEHMANN MANSION/ SPRINKLER	1,270.00
TOTAL BANK CODE: 40208		1,270.00
TOTAL VENDOR ESSCOE ESSCOE LLC		1,270.00
VENDOR CODE: FOXREC FOX RECOVERY & TOWING		
BANK CODE: 40208		
4718	SEIZED VEHICLE #22-1505	190.00
TOTAL BANK CODE: 40208		190.00
TOTAL VENDOR FOXREC FOX RECOVERY & TOWING		190.00
VENDOR CODE: GALL'S GALL'S, LLC		
BANK CODE: 40208		
027344134	UNIFORM ALLOWANCE- KYLE PROPER	206.96
027344113	UNIFORM ALLOWANCE- JOHN BAGHDASARIAN	47.41
TOTAL BANK CODE: 40208		254.37
TOTAL VENDOR GALL'S GALL'S, LLC		254.37
VENDOR CODE: HIGSTA HIGHSTAR TRAFFIC		
BANK CODE: 40208		
4346	STREET SIGNS	389.60
TOTAL BANK CODE: 40208		389.60
TOTAL VENDOR HIGSTA HIGHSTAR TRAFFIC		389.60
VENDOR CODE: HOMDEP HOME DEPOT CREDIT SERVICES		
BANK CODE: 40208		
1120439	RETURN ON INVOICE 2014902/ BOLT BARREL	(11.62)
1120440	BOLT BARREL	6.10
6013955	SHOP REPLACEMENT SUPPLIES	288.97
TOTAL BANK CODE: 40208		283.45
TOTAL VENDOR HOMDEP HOME DEPOT CREDIT SERVICES		283.45
VENDOR CODE: HYDSER HYDRAULIC SERVICE & REPAIR INC		
BANK CODE: 40208		
390207	VEHICLE SUPPLIES AND MAINTENANCE	414.39
TOTAL BANK CODE: 40208		414.39

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR CODE: HYDSEER HYDRAULIC SERVICE & REPAIR INC		
	TOTAL VENDOR HYDSEER HYDRAULIC SERVICE & REPAIR INC	414.39
VENDOR CODE: JAMBAT JAMES P. BATEMAN, LTD.		
BANK CODE: 40208		
04082024-GENERAL	GENERAL MATTERS	14,012.80
04082024-SEWER	SEWER AND WATER MATTERS	451.25
04082024-TIF	TIF MATTERS (PLEVIAK)	510.75
04082024-SERVE	SERVE AND SWIG	275.00
04082024-STARLING	STARLING PUD ORDINANCE	975.00
04082024-DHARNI	DHARNI- 801 TOWER ROAD AMENDED AND RESTA	539.00
	TOTAL BANK CODE: 40208	16,763.80
	TOTAL VENDOR JAMBAT JAMES P. BATEMAN, LTD.	16,763.80
VENDOR CODE: JONTAC JON M. TACK, P.E.		
BANK CODE: 40208		
04012024	SD PERMIT #079654/ STARLING ESCROW	1,170.75
	TOTAL BANK CODE: 40208	1,170.75
	TOTAL VENDOR JONTAC JON M. TACK, P.E.	1,170.75
VENDOR CODE: KRO KROHNE, INC.		
BANK CODE: 40208		
S01/142667	MONAVILLE LIFT STATION- 03-04-2024 /LIG	1,596.39
	TOTAL BANK CODE: 40208	1,596.39
	TOTAL VENDOR KRO KROHNE, INC.	1,596.39
VENDOR CODE: LAKSEP LAKELAND SEPTIC SERVICE		
BANK CODE: 40208		
87396	2 HOLDING TANKS- LOFFREDO PARK	340.00
	TOTAL BANK CODE: 40208	340.00
	TOTAL VENDOR LAKSEP LAKELAND SEPTIC SERVICE	340.00
VENDOR CODE: LCHOSE LAKE COUNTY HOSE & EQUIPMENT		
BANK CODE: 40208		
207362	JETTER- HOSE AND FITTING	28.10
	TOTAL BANK CODE: 40208	28.10
	TOTAL VENDOR LCHOSE LAKE COUNTY HOSE & EQUIPMENT	28.10
VENDOR CODE: LCMUNLEA LAKE COUNTY MUNICIPAL LEAGUE		
BANK CODE: 40208		
04012024	2024-2025 LCML DUES	1,085.67
	TOTAL BANK CODE: 40208	1,085.67

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR CODE: LCMUNLEA LAKE COUNTY MUNICIPAL LEAGUE		
	TOTAL VENDOR LCMUNLEA LAKE COUNTY MUNICIPAL LEAGUE	1,085.67
VENDOR CODE: LRS LRS, LLC		
BANK CODE: 40208		
LR5680489	DEMO -78 CEDAR	1,717.40
	TOTAL BANK CODE: 40208	1,717.40
	TOTAL VENDOR LRS LRS, LLC	1,717.40
VENDOR CODE: MAGHAR MAGEE HARTMAN, P.C.		
BANK CODE: 40208		
04032024	MARCH 2024	2,352.00
	TOTAL BANK CODE: 40208	2,352.00
	TOTAL VENDOR MAGHAR MAGEE HARTMAN, P.C.	2,352.00
VENDOR CODE: MENANT MENARDS - ANTIOCH		
BANK CODE: 40208		
2014902	SILT FENCE FOR 76 CEDAR AVE	251.47
44252	USB CHARGERS	39.90
44126	WATER SUPPLIES	5.99
	TOTAL BANK CODE: 40208	297.36
	TOTAL VENDOR MENANT MENARDS - ANTIOCH	297.36
VENDOR CODE: MIDHOO MIDWEST HOOK N CHAIN		
BANK CODE: 40208		
0048	GUARDIAN ANGEL ELITE	99.99
	TOTAL BANK CODE: 40208	99.99
	TOTAL VENDOR MIDHOO MIDWEST HOOK N CHAIN	99.99
VENDOR CODE: MID-WEST MIDWEST TRUCKERS ASSOC., INC.		
BANK CODE: 40208		
33911	PRE- EMPLOY QUERY	12.00
	TOTAL BANK CODE: 40208	12.00
	TOTAL VENDOR MID-WEST MIDWEST TRUCKERS ASSOC., INC.	12.00
VENDOR CODE: MILTRE MILLBURN TREE FARM		
BANK CODE: 40208		
04052024	MULCH FY 2024	2,100.00
	TOTAL BANK CODE: 40208	2,100.00
	TOTAL VENDOR MILTRE MILLBURN TREE FARM	2,100.00
VENDOR CODE: MOTSOL MOTOROLA SOLUTIONS, INC.		
BANK CODE: 40208		

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR CODE: MOTSOL MOTOROLA SOLUTIONS, INC.		
BANK CODE: 40208		
8281642537	2- IN CAR VIDEO CAMERAS	13,300.80
8281725510	2- LICENSE/ SUPPORT SOFTWARE	500.07
TOTAL BANK CODE: 40208		13,800.87
TOTAL VENDOR MOTSOL MOTOROLA SOLUTIONS, INC.		13,800.87
VENDOR CODE: NICOR NICOR GAS		
BANK CODE: 40208		
04012024-1087	725 E GRAND AVE #4	139.19
TOTAL BANK CODE: 40208		139.19
TOTAL VENDOR NICOR NICOR GAS		139.19
VENDOR CODE: PADPUB PADDOCK PUBLICATIONS, INC.		
BANK CODE: 40208		
284351	NOI CATEGORICAL EXCL- PUBLIC HEARING	108.10
TOTAL BANK CODE: 40208		108.10
TOTAL VENDOR PADPUB PADDOCK PUBLICATIONS, INC.		108.10
VENDOR CODE: ROGSHO ROGAN SHOES, INC.		
BANK CODE: 40208		
04012024	UNIFORM ALLOWANCE- GLENN HESSLER	111.00
TOTAL BANK CODE: 40208		111.00
TOTAL VENDOR ROGSHO ROGAN SHOES, INC.		111.00
VENDOR CODE: SPOTLESS SPOT-LESS		
BANK CODE: 40208		
7753	VILLAGE HALL CLEANING- FEBRUARY/ MARCH-	800.00
7752	VILLAGE HALL CLEANING- FEBRUARY/ MARCH 2	405.00
TOTAL BANK CODE: 40208		1,205.00
TOTAL VENDOR SPOTLESS SPOT-LESS		1,205.00
VENDOR CODE: THELEN THELEN MATERIALS, LLC		
BANK CODE: 40208		
432889	BROKEN CONCRETE/ LIMESTONE CA6	1,512.00
TOTAL BANK CODE: 40208		1,512.00
TOTAL VENDOR THELEN THELEN MATERIALS, LLC		1,512.00
VENDOR CODE: THOELE THOMPSON ELEVATOR		
BANK CODE: 40208		
24-0586	5 ELEVATOR CODE INSPECTIONS/ 2 ELEVATOR	219.00
24-0703	1 ELEVATOR CERTIFICATE	48.00

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR CODE: THOELE THOMPSON ELEVATOR		
BANK CODE: 40208		
	TOTAL BANK CODE: 40208	267.00
	TOTAL VENDOR THOELE THOMPSON ELEVATOR	267.00
VENDOR CODE: TKBASS TKB ASSOCIATES, INC.		
BANK CODE: 40208		
15296	LASERFICHE ANNUAL	1,873.00
	TOTAL BANK CODE: 40208	1,873.00
	TOTAL VENDOR TKBASS TKB ASSOCIATES, INC.	1,873.00
VENDOR CODE: TRANSUNION TRANSUNION		
BANK CODE: 40208		
484442-202403-1	MARCH 2024	78.80
	TOTAL BANK CODE: 40208	78.80
	TOTAL VENDOR TRANSUNION TRANSUNION	78.80
VENDOR CODE: VILFOX VILLAGE OF FOX LAKE		
BANK CODE: 40208		
221	HEARING OFFICER- APRIL/ MAY/ JUNE- 2024	525.00
	TOTAL BANK CODE: 40208	525.00
	TOTAL VENDOR VILFOX VILLAGE OF FOX LAKE	525.00
VENDOR CODE: WARDIR WAREHOUSE DIRECT		
BANK CODE: 40208		
5700154-0	OFFICE SUPPLIES- TONER	84.16
5698752-0	OFFICE SUPPLIES- TONER	95.73
	TOTAL BANK CODE: 40208	179.89
	TOTAL VENDOR WARDIR WAREHOUSE DIRECT	179.89
GRAND TOTAL:		207,366.65



Using Federal Funds? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Agreement For MFT PE-CE	Agreement Type Original
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LOCAL PUBLIC AGENCY

Local Public Agency Village of Lake Villa	County Lake	Section Number	Job Number
Project Number	Contact Name Ryan Horton	Phone Number (847) 356-6105	Email RHorton@lake-villa.org

SECTION PROVISIONS

Local Street/Road Name Various Streets	Key Route	Length 0.6 miles	Structure Number N/A
Location Termini See Exhibit F			<input type="button" value="Add Location"/> <input type="button" value="Remove Location"/>

Project Description

Work consists of hot-mix asphalt milling and resurfacing, aggregate base repairs, concrete sidewalk repairs, curb & gutter and driveway replacement, parkway restoration, drainage structure adjustments, and other incidental and miscellaneous items. B&W Project Number 2326560

Engineering Funding	<input checked="" type="checkbox"/> MFT/TBP <input type="checkbox"/> State <input type="checkbox"/> Other	MFT
Anticipated Construction Funding	<input type="checkbox"/> Federal <input checked="" type="checkbox"/> MFT/TBP <input type="checkbox"/> State <input type="checkbox"/> Other	MFT

AGREEMENT FOR

☐ Phase I - Preliminary Engineering ☒ Phase II - Design Engineering ☒ Phase III - Construction Engineering

CONSULTANT

Prime Consultant (Firm) Name Baxter & Woodman, Inc.	Contact Name Joe Wilhelmsen	Phone Number (815) 444-3333	Email jwilhelmsen@baxterwoodman.com
Address 8430 W Bryn Mawr Ave, Suite 400	City Chicago	State IL	Zip Code 60631

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 (CECS) Worksheets (BLR 05513 or BLR 05514)
- ☐ EXHIBIT ____ : Direct Costs Check Sheet (attach BDE 436 when using Lump Sum on Specific Rate Compensation)
- ☒ EXHIBIT D: Fee Breakdown with Hours
- ☒ EXHIBIT E: Resolution for Improvement (BLR 09110)
- ☒ EXHIBIT F: Project Locations

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 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:
 - (a) For Preliminary and/or Design Engineering: 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.
 - (b) For Construction Engineering: The ENGINEER shall submit invoices, based on the ENGINEER's progress reports, to the LPA employee In Responsible Charge, no more than once a month for partial payment on account for the ENGINEER's work to date. Such invoices shall represent the value, to the LPA of the partially completed work, based on the sum of the actual costs incurred, plus a percentage (equal to the percentage of the construction engineering completed) of the fixed fee for the fully completed work.
7. The ENGINEER or subconsultant shall not discriminate on the basis of race, color, national origin or sex in the performance of this AGREEMENT. The ENGINEER shall carry out applicable requirements of 49 CFR part 26 in the administration of US Department of Transportation (US DOT) assisted contract. Failure by the Engineer to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy as the LPA deems appropriate.
8. That none of the services to be furnished by the ENGINEER shall be sublet, assigned or transferred to any other party or parties without written consent of the LPA. The consent to sublet, assign or otherwise transfer any portion of the services to be furnished by the ENGINEER shall not 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. For Construction Engineering Contracts:
 - (a) For Quality Assurance services, provide personnel who have completed the appropriate STATE Bureau of Materials QC/QA trained technical classes.
 - (b) For all projects where testing is required, the ENGINEER shall obtain samples according to the STATE Bureau of Materials "Manual of Test Procedures for Materials," submit STATE Bureau of Materials inspection reports; and verify compliance with contract specifications.
11. 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 COSTS tab in BLR 05513 or BLR 05514).

II. THE LPA AGREES,

1. To certify by execution of this AGREEMENT that the selection of the ENGINEER was performed in accordance with the Professional Services Selection Act (50 ILCS 510) (Exhibit C).
2. To furnish the ENGINEER all presently available survey data, plans, specifications, and project information.
3. For Construction Engineering Contracts:
 - (a) To furnish a full time LPA employee to be In Responsible Charge authorized to administer inherently governmental PROJECT activities.
 - (b) To submit approved forms BC 775 and BC 776 to the DEPARTMENT when federal funds are utilized.
4. To pay the ENGINEER:
 - (a) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to the value of the partially completed work minus all previous partial payments made to the ENGINEER.
 - (b) Final Payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by the LPA and DEPARTMENT a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.
 - (c) For Non-Federal County Projects - (605 ILCS 5/5-409)
 - (1) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER. Such payments to be equal to the value of the partially completed work in all previous partial payments made to the ENGINEER.
 - (2) Final payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by the LPA and STATE, a sum of money equal to the basic fee as determined in the AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.
5. To pay the ENGINEER as compensation for all services rendered in accordance with the AGREEMENT on the basis of the following compensation method as discussed in 5-5.10 of the BLR Manual.

Method of Compensation

☐ Percent

☐ Lump Sum

☒ Specific Rate \$72,000.00 (Maximum Fee \$150,000)

☐ Cost plus Fixed Fee:

Total Compensation = DL + DC + OH + FF

Where:

DL is the total Direct Labor,

DC is the total Direct Cost,

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

FF is the Fixed Fee.

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

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

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

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

III. IT IS MUTUALLY AGREED,

1. To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amount, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General, and the DEPARTMENT; the 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. The the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and save harmless the LPA, the DEPARTMENT, and their officers, agents and employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy. The LPA will notify the ENGINEER of any error or omission believed by the LPA to be caused by the negligence of the ENGINEER as soon as practicable after the discovery. The LPA reserves the right to take immediate action to remedy any error or omission if notification is not successful; if the ENGINEER fails to reply to a notification; or if the conditions created by the error or omission are in need of urgent correction to avoid accumulation of additional construction costs or damages to property and reasonable notice is not practicable.
3. This AGREEMENT may be terminated by the LPA upon giving notice in writing to the ENGINEER at the ENGINEER's last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LPA all drawings, plats, surveys, reports, permits, agreements, soils and foundation analysis, provisions, specifications, partial and completed estimates and data, if any from soil survey and subsurface investigation with the understanding that all such materials becomes the property of the LPA. The LPA will be responsible for reimbursement of all eligible expenses incurred under the terms of this AGREEMENT up to the date of the written notice of termination.
4. In the event that the DEPARTMENT stops payment to the LPA, the LPA may suspend work on the project. If this agreement is suspended by the LPA for more than thirty (30) calendar days, consecutive or in aggregate, over the term of this AGREEMENT, the ENGINEER shall be compensated for all services performed and reimbursable expenses incurred prior to receipt of notice of suspension. In addition, upon the resumption of services the LPA shall compensate the ENGINEER, for expenses incurred as a result of the suspension and resumption of its services, and the ENGINEER's schedule and fees for the remainder of the project shall be equitably adjusted.
5. This AGREEMENT shall continue as an open contract and the obligations created herein shall remain in full force and effect until the completion of construction of any phase of professional services performed by others based upon the service provided herein. All obligations of the ENGINEER accepted under this AGREEMENT shall cease if construction or subsequent professional services are not commenced within 5 years after final payment by the LPA.
6. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and have harmless the LPA, the DEPARTMENT, and their officers, employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
7. The ENGINEER and LPA certify that their respective firm or agency:
 - (a) has not employed or retained for commission, percentage, brokerage, contingent fee or other considerations, any firm or person (other than a bona fide employee working solely for the LPA or the ENGINEER) to solicit or secure this AGREEMENT,
 - (b) has not agreed, as an express or implied condition for obtaining this AGREEMENT, to employ or retain the services of any firm or person in connection with carrying out the AGREEMENT or
 - (c) has not paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for the LPA or the ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
 - (d) that neither the ENGINEER nor the LPA is/are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency,
 - (e) has not within a three-year period preceding the AGREEMENT been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.
 - (f) are not presently indicated for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (e) and
 - (g) has not within a three-year period preceding this AGREEMENT had one or more public transaction (Federal, State, local) terminated for cause or default.
8. 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.
9. 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.
10. This certification is required by the Drug Free Workplace Act (30 ILCS 580). The Drug Free Workplace Act requires that no grantee or contractor shall receive a grant or be considered for the purpose of being awarded a contract for the procurement of any property or service from the DEPARTMENT unless that grantee or contractor will provide a drug free workplace.

False certification or violation of the certification may result in sanctions including, but not limited to suspension of contract or

grant payments, termination of a contract or grant and debarment of the contracting or grant opportunities with the DEPARTMENT for at least one (1) year but not more than (5) years.

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

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

- (a) Publishing a statement:
 - (1) Notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
 - (2) Specifying the actions that will be taken against employees for violations of such prohibition.
 - (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
 - (a) abide by the terms of the statement; and
 - (b) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.
- (b) Establishing a drug free awareness program to inform employees about:
 - (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's or contractor's policy to maintain a drug free workplace;
 - (3) Any available drug counseling, rehabilitation and employee assistance program; and
 - (4) The penalties that may be imposed upon an employee for drug violations.
- (c) Providing a copy of the statement required by subparagraph (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
- (d) Notifying the contracting or granting agency within ten (10) days after receiving notice under part (b) paragraph (3) of subsection (a) above from an employee or otherwise receiving actual notice of such conviction.
- (e) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program.
- (f) Assisting employees in selecting a course of action in the event drug counseling, treatment and rehabilitation is required and indicating that a trained referral team is in place.

Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act, the ENGINEER, LPA and the DEPARTMENT agree to meet the PROJECT SCHEDULE outlined in EXHIBIT B. Time is of the essence on this project and the ENGINEER's ability to meet the PROJECT SCHEDULE will be a factor in the LPA selecting the ENGINEER for future project. 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.

- 11. 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.).
- 12. 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.
- 13. For Construction Engineering Contracts:
 - (a) That all services are to be furnished as required by construction progress and as determined by the LPA employee In Responsible Charge. The ENGINEER shall complete all services herein within a time considered reasonable to the LPA, after the CONTRACTOR has completed the construction contract.
 - (b) That all field notes, test records and reports shall be turned over to and become the property of the LPA and that during the performance of the engineering services herein provide for, the ENGINEER shall be responsible for any loss or damage to the documents herein enumerated while they are in the ENGINEER's possession and any such loss or damage shall be restored at the ENGINEER's expense.
 - (c) That any differences between the ENGINEER and the LPA concerning the interpretation of the provisions of this AGREEMENT shall be referred to a committee of disinterested parties consisting of one member appointed by the ENGINEER, one member appointed by the LPA, and a third member appointed by the two other members for disposition and that the committee's decision shall be final.
 - (d) That in the event that engineering and inspection services to be furnished and performed by the LPA (including personnel furnished by the ENGINEER) shall, in the opinion of the STATE be incompetent or inadequate, the STATE

shall have the right to supplement the engineering and inspection force or to replace the engineers or inspectors employed on such work at the expense of the LPA.

- (e) Inspection of all materials when inspection is not provided at the sources by the STATE Central Bureau of Materials, and submit inspection reports to the LPA and STATE in accordance with the STATE Central Bureau of Materials "Project Procedures Guide" and the policies of the STATE.

AGREEMENT SUMMARY

Prime Consultant (Firm) Name	TIN/FEIN/SS Number	Agreement Amount
Baxter & Woodman, Inc.	38-2845242	\$64,000.00

Subconsultants	TIN/FEIN/SS Number	Agreement Amount
Soil and Materials Consultants	36-3094705	\$8,000.00
Subconsultant Total		\$8,000.00
Prime Consultant Total		\$64,000.00
Total for all work		\$72,000.00

AGREEMENT SIGNATURES

Executed by the LPA:

Attest: The Local Public Agency Type Local Public Agency
Village of Village of Lake Villa

By (Signature & Date)

By (Signature & Date)

Local Public Agency

Village of Lake Villa

Local Public Agency Type

Village

Clerk

Title


(SEAL)

Executed by the ENGINEER:

Prime Consultant (Firm) Name

Attest: Baxter & Woodman, Inc.

By (Signature & Date)

 3/20/24

Title

Vice President

By (Signature & Date)

 3/20/24

Title

Deputy Secretary

APPROVED:

Regional Engineer, Department of Transportation (Signature & Date)

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Village of Lake Villa	Baxter & Woodman, Inc.	Lake	

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

Project Location

This Project is located on the following streets:

- Briar Ridge Lane from Savanna Springs Drive to East End
- Tallgrass Lane from Briar Ridge Lane to Indian Ridge Lane
- Indian Ridge Lane from Fieldstone Drive to East End
- Fieldstone Drive from Briar Ridge Lane to Oakton Lane

All or some of the additional streets below may be included if they fit within the Village's budget:

- Fieldstone Drive from Oakton Lane to Savanna Springs Drive
- Oakton Lane from Savanna Springs Drive to East End
- Fieldstone Court from Fieldstone Drive to East End
- Summit Court from Savanna Springs Drive to West End

Project Understanding

The maintenance work under this work order includes curb repairs, sidewalk ramp replacement in accordance with ADA requirements, base repairs, full and partial depth HMA pavement milling, HMA binder, and HMA surface course.

The Project includes completing details for sidewalk ramp replacements not covered by standard details (no schematic plans or topographic survey), specifications, and bidding documents for the streets described above as well as construction engineering services.

Construction of the project will be funded with a combination of Motor Fuel Tax and corporate dollars and will be processed through the IDOT District 1 Bureau of Local Roads and Streets.

Design Scope of Services

1. EARLY COORDINATION AND DATA COLLECTION

A. Utilities: Contact JULIE to identify utilities that have facilities along the project limits and request utility atlas maps. Submit final plans to utility companies so conflicts and relocation efforts can be identified. Provide ongoing reviews of permitting and utility relocation efforts as requested by the Village. Prepare "Status of Utilities to be Adjusted" special provision in accordance with IDOT District 1 requirements, which provides the contractor with the duration of utility relocation work, status of utilities to be watched and protected within the project limits, and pertinent information for the contractor to develop a work schedule to meet the requirements for the Project.

B. Field evaluation: Perform a field evaluation of all streets in the 2024 improvements to confirm the condition of existing pavements, and to evaluate conditions of drainage structures, sidewalk ramps, and curb and gutter. Estimate quantities of pavement repair.

C. Data Collection: Obtain, review, and evaluate utility atlases, existing roadway and structure plans, GIS shape files, maintenance and flooding records, and right-of-way and property data provided by the Village for use in design.

2. GEOTECHNICAL INVESTIGATION

A. Pavement Cores: Utilize Soil and Material Consultants, Inc. to collect pavement cores, including pH sampling, of the surface and base material for determining the composition of the existing pavement material. Provide analysis and recommendations, including subgrade, in a soils report in accordance with IDOT guidelines. A maximum of 15 cores are included.

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B. Clean Construction or Demolition Debris (CCDD): Based on the findings of the geotechnical investigation, facilitate completion of IEPA Form LPC 662 in accordance with IEPA requirements. Completion of IEPA Form 663 is not included in the scope of this project.

3. PLAN PREPARATION

A. Estimate of Cost and Time: Prepare summary of quantities, estimate of time, schedules of materials, and an engineer's estimate of cost.

B. Specifications: Prepare special provisions in accordance with Village guidelines to specify items not covered by the Standard Specifications for Road and Bridge Construction.

C. Contract Plans and Documents: Prepare bidding documents consisting of Typical Sections, Special Provisions, Contract Proposal, Schedule of Prices, and Engineer's Estimate of Cost, and submit these documents to IDOT for review and approval. Pre-final (95%) and Final (100%) submittals are anticipated for this project. Disposition of Comments will be provided for comments received.

4. QA/QC – Perform in-house peer and milestone reviews by senior staff during project initiation, conceptual review, preliminary, pre-final, and final submittals. Provide ongoing reviews of permitting and utility coordination efforts.

5. ASSIST BIDDING

A. Provide design assistance and clarification for bid documents. Assist the Village with coordination and scheduling during the bid process.

B. Provide documents for bidding and assist the Village in solicitation of bids from as many qualified bidders as possible, prepare addendums as necessary, attend bid opening to receive and evaluate bids, tabulate bids, and make a recommendation to the Village for an award of contract.

6. PROJECT MEETINGS AND PUBLIC INVOLVEMENT

A. Meetings: The following meetings are anticipated for this Project:

1) Village (2 total) (Kickoff, Pre-Final)

B. Public Meeting: No public involvement is anticipated for this Project.

7. MANAGE PROJECT

A. Plan, schedule, and control the activities that must be performed to complete the Project including budget, schedule, and scope. Coordinate with Village and project team to ensure the goals of the Project are achieved. Prepare and submit monthly invoices, coordinate invoices from subconsultants, and provide regular updates to the Village.

B. Deliverables: The following is a list of anticipated final deliverables to the Village for this Project:

1) Special Provisions (both hard copy and digital format)

2) Quantity Calculation Files (both hard copy and digital format)

3) Not included items, but can be provided as additional services to the contract:

(i) Permit Review fees

(ii) ROW acquisition services including title commitments, Plats, Legals, Appraisals, and Negotiations

(iii) Environmental Studies (PESA, PSI, etc.)

(iv) Floodway or wetland permitting

(v) Topographic Survey

Construction Scope of Services

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
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8. PROJECT INITIATION

A. Prepare Award Letter, Agreement, Contract Documents, Performance/Payment Bonds, and Notice to Proceed. Receive Contractor insurance documents.

B. Attend and prepare minutes for the preconstruction conference, and review the Contractor's proposed construction schedule and list of subcontractors.

9. SUBMITTAL REVIEW/ CONSTRUCTION ADMINISTRATION

A. Attend periodic construction progress meetings.

B. Shop drawing and submittal review by Engineer shall apply only to the items in the submissions and only for the purpose of assessing, if upon installation or incorporation in the Project, they are generally consistent with the construction documents. Owner agrees that the contractor is solely responsible for the submissions (regardless of the format in which provided, i.e. hard copy or electronic transmission) and for compliance with the contract documents. Owner further agrees that the Engineer's review and action in relation to these submissions shall not constitute the provision of means, methods, techniques, sequencing, or procedures of construction or extend to safety programs of precautions. Engineer's consideration of a component does not constitute acceptance of the assembled item.

C. Prepare construction contract change orders and work directives when authorized by the Owner.

D. Review the Contractor's requests for payments as construction work progresses, and advise the Owner of amounts due and payable to the Contractor in accordance with the terms of the construction contract documents.

E. Research and prepare written response by Engineer to request information from the Owner and Contractor.

F. Project manager or other office staff visit site as needed.

G. Provide the services of a materials testing company, as a subconsultant, to perform proportioning and testing of the Portland cement concrete and bituminous mixtures in accordance with the IDOT's Bureau of Materials manuals of instructions for proportioning. Review laboratory, shop and mill test reports of materials and equipment furnished by the Contractor.

10. CONSTRUCTION OBSERVATION

A. Engineer's site observation shall be at the times agreed upon with the Owner. Engineer will provide Resident Project Representatives at the construction site on a full-time basis of forty (40) hours per week from Monday through Friday for a twenty-five (25) working day contract, not including legal holidays, as deemed necessary by the Engineer, to assist the Contractor with interpretation of the Drawings and Specifications, to observe in general if the Contractor's work is in conformity with the Final Design Documents, and to monitor the Contractor's progress as related to the Construction Contract date of completion. Through standard, reasonable means, Engineer will become generally familiar with observable completed work. If Engineer observes completed work that is inconsistent with the construction documents, that information shall be communicated to the contractor and Owner to address. Engineer shall not supervise, direct, control, or have charge or authority over any contractor's work, nor shall the Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety at the site, nor for any failure of contractor to comply with laws and regulations applicable to such contractor's furnishing and performing of its work. Engineer neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform the work in accordance with the contract documents, which contractor is solely responsible for its errors, omissions, and failure to carry out the work. Engineer shall not be responsible for the acts or

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
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omissions of any contractor, subcontractor, or supplier, or of any of their agents or employees or any other person, (except Engineer's own agents, employees, and consultants) at the site or otherwise furnishing or performing any work; or for any decision made regarding the contract documents, or any application, interpretation, or clarification, of the contract documents, other than those made by the Engineer.

B. Provide the necessary base lines, benchmarks, and reference points to enable the Contractor to proceed with the work.

C. Keep a daily record of the Contractor's work on those days that the Engineers are at the construction site including notations on the nature and cost of any extra work, and provide weekly reports to the Owner of the construction progress and working days charged against the Contractor's time for completion.

11. POST-CONSTRUCTION SERVICES

A. Provide construction inspection services when notified by the Contractor that the Project is complete. Prepare written punch lists during final completion inspections.

B. Review the Contractor's written guarantees and issue a Notice of Acceptability for the Project by the Owner.

C. Review the Contractor's requests for final payment and advise the Owner of the amounts due and payable to the Contractor in accordance with the terms of the construction contract documents.

D. Provide construction-related engineering services including, but not limited to, General Construction Administration and Resident Project Representative Services.

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Village of Lake Villa	Baxter & Woodman, Inc.	Lake	

**EXHIBIT B
PROJECT SCHEDULE**

Notice to Proceed February 20, 2024
 Project Kick-off Meeting February 26, 2024 (week of)
 Field Evaluation Complete March 18, 2024 (week of)
 Pavement Cores Complete April 1, 2024 (week of)
 IDOT Pre-Final Submittal April 8, 2024
 Progress Meeting April 8, 2024 (week of)
 Final Bid Documents to IDOT for Approval April 29 2024
 Bid Advertisement May 2, 2024
 Bid Opening May 16, 2024
 Award Contract May 20, 2024
 Start Construction June 17, 2024
 Complete Construction August 30, 2024

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Village of Lake Villa	Baxter & Woodman, Inc.	Lake	

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)

Exhibit D



PLN07 - Hours, Budget & Compensation

Client: LKVLV					
Plan Number: 2326560.00					
Plan Name: LKVLV Pavement Management Program					
Deliverable	Planned Hrs	Labor Compensation	Reimbursable Expenses	Reimbursable Consultants	Total Compensation
Totals	507.00	\$62,900.00	\$1,100.00	\$8,000.00	\$72,000.00
100 - Early Coordination and Data Collection	34.00	\$5,900.00			\$5,900.00
130 - Geotechnical Investigation	5.00	\$800.00		\$4,000.00	\$4,800.00
600 - Plan Preparation	60.00	\$8,800.00			\$8,800.00
700 - QA/QC	10.00	\$2,000.00			\$2,000.00
710 - Assist Bidding	6.00	\$1,000.00			\$1,000.00
720 - Project Meetings and Public	8.00	\$1,800.00			\$1,800.00
800 - Project Management	12.00	\$2,300.00			\$2,300.00
900 - Pre-Construction Services	8.00	\$1,500.00			\$1,500.00
905 - Submittal Review	20.00	\$3,800.00			\$3,800.00
910 - Construction Observation	228.00	\$32,000.00	\$1,100.00	\$4,000.00	\$37,100.00
920 - Post-Construction Services	18.00	\$3,000.00			\$3,000.00



Resolution for Improvement Under the Illinois Highway Code

Is this project a bondable capital improvement?

☐ Yes ☒ No

Resolution Type

Original

Resolution Number

Section Number

BE IT RESOLVED, by the Board

Governing Body Type

of the Village

Local Public Agency Type

of Lake Villa

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
See attached Exhibit F				

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

Design and Construction Engineering services and Construction for the Village's 2024 street resurfacing program including hot-mix asphalt milling and resurfacing, aggregate base repairs, concrete sidewalk repairs, curb & gutter and driveway replacement, parkway restoration, and other miscellaneous items.

2. That there is hereby appropriated the sum of five-hundred and seventy-two thousand

Dollars (\$572,000.00) 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, _____ Village
Name of Clerk Local Public Agency Type

Clerk in and for said Village
Local Public Agency Type

of Lake Villa in the State aforesaid, and keeper of the records and files thereof, as provided by
Name of Local Public Agency

statute, do hereby certify the foregoing to be a true, perfect and complete original of a resolution adopted by

Board of Lake Villa at a meeting held on _____
Governing Body Type Name of Local Public Agency Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this _____ day of _____
Day Month, Year

(SEAL, if required by the LPA)

Clerk Signature & Date

--

Approved

Regional Engineer Signature & Date
Department of Transportation

--

2024 Street Improvements
Village of Lake Villa
Section No.

Exhibit F

Location:

The 2024 Street Improvements Program includes the following streets:

Street Name	Limits	Length (feet)
Briar Ridge Lane	Savanna Springs Drive to East End	996
Tallgrass Lane	Briar Ridge Lane to Indian Ridge Lane	774
Indian Ridge Lane	Fieldstone Drive to East End	715
Fieldstone Drive	Briar Ridge Lane to Oakton Lane	615
Total Length (feet)		3,100

The following streets may be included if they fit within the Village's budget:

Street Name	Limits	Length (feet)
Fieldstone Drive	Oakton Lane to Savanna Springs Drive	1,552
Oakton Lane	Savanna Springs Drive to East End	667
Fieldstone Court	Fieldstone Drive to East End	206
Summit Court	Savanna Springs Drive to West End	365

Bid Bond

AIA Document A310™ – 2010

CONTRACTOR:

(Name, legal status and address)

MILIEU DESIGN, LLC
525 Enterprise Parkway
Lake Zurich, IL 60047

Bid Bond No. GR30506

SURETY:

(Name, legal status and principal
place of business)

Granite Re, Inc.
14001 Quailbrook Drive
Oklahoma City, OK 73134

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:

(Name, legal status and address)

Village of Lake Villa
65 Cedar Ave
Lake Villa, IL 60046

BOND AMOUNT: Ten Percent of the Bid Amount (10.00% of Bid Amount)

PROJECT:

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

Maintenance - Mowing

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 8th day of March, 2024

(Witness)

(Witness) Molli Hansen

MILIEU DESIGN, LLC
(Principal)

(Title)
Granite Re, Inc.
(Surety)

(Title) Samuel Duchow, Attorney-in-Fact

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 3. The... (b) (5) DPP...
 4. The... (b) (5) DPP...
 5. The... (b) (5) DPP...

[illegible]

1. The first step is to identify the problem. This involves understanding the symptoms and the context in which they are occurring.

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1. The first of these is the fact that the Government has been unable to secure the necessary funds to carry out its programme of social reform. This is due to a combination of factors, including the fact that the Government has been unable to secure the necessary funds to carry out its programme of social reform. This is due to a combination of factors, including the fact that the Government has been unable to secure the necessary funds to carry out its programme of social reform.

1. The undersigned, a duly qualified and licensed professional engineer, hereby certifies that the above is a true and correct copy of the original as the same appears in the files of the undersigned.

2007-08-22 09:53:00

Figure 1

SECRET

NOV 1967

U.S. DEPARTMENT OF COMMERCE
BUREAU OF ECONOMIC ANALYSIS

WASHINGTON, D.C.

[illegible]

GRANITE RE, INC.
GENERAL POWER OF ATTORNEY

Know all Men by these Presents:

That GRANITE RE, INC., a corporation organized and existing under the laws of the State of MINNESOTA and having its principal office at the City of OKLAHOMA CITY in the State of OKLAHOMA does hereby constitute and appoint:

MICHAEL J. DOUGLAS; CHRIS STEINAGEL; CHRISTOPHER M. KEMP; KARLA HEFFRON; SAMUEL DUCHOW; ROBERT DOWNEY; JULIA DOUGLAS; CONNIE SMITH; KORY MORTEL; ELIOT MOTU its true and lawful Attorney-in-Fact(s) for the following purposes, to wit:

To sign its name as surety to, and to execute, seal and acknowledge any and all bonds, and to respectively do and perform any and all acts and things set forth in the resolution of the Board of Directors of the said GRANITE RE, INC. a certified copy of which is hereto annexed and made a part of this Power of Attorney; and the said GRANITE RE, INC. through us, its Board of Directors, hereby ratifies and confirms all and whatsoever the said:

MICHAEL J. DOUGLAS; CHRIS STEINAGEL; CHRISTOPHER M. KEMP; KARLA HEFFRON; SAMUEL DUCHOW; ROBERT DOWNEY; JULIA DOUGLAS; CONNIE SMITH; KORY MORTEL; ELIOT MOTU may lawfully do in the premises by virtue of these presents.

In Witness Whereof, the said GRANITE RE, INC. has caused this instrument to be sealed with its corporate seal, duly attested by the signatures of its President and Assistant Secretary, this 31st day of July, 2023.

STATE OF OKLAHOMA)
) SS:
COUNTY OF OKLAHOMA)



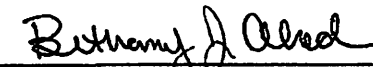

Kenneth D. Whittington, President


Kyle P. McDonald, Assistant Secretary

On this 31st day of July, 2023, before me personally came Kenneth D. Whittington, President of the GRANITE RE, INC. Company and Kyle P. McDonald, Assistant Secretary of said Company, with both of whom I am personally acquainted, who being by me severally duly sworn, said, that they, the said Kenneth D. Whittington and Kyle P. McDonald were respectively the President and the Assistant Secretary of GRANITE RE, INC., the corporation described in and which executed the foregoing Power of Attorney; that they each knew the seal of said corporation; that the seal affixed to said Power of Attorney was such corporate seal, that it was so fixed by order of the Board of Directors of said corporation, and that they signed their name thereto by like order as President and Assistant Secretary, respectively, of the Company.

My Commission Expires:
April 21, 2027
Commission #: 11003620




Notary Public

GRANITE RE, INC.
Certificate

THE UNDERSIGNED, being the duly elected and acting Assistant Secretary of Granite Re, Inc., a Minnesota Corporation, HEREBY CERTIFIES that the following resolution is a true and correct excerpt from the July 15, 1987, minutes of the meeting of the Board of Directors of Granite Re, Inc. and that said Power of Attorney has not been revoked and is now in full force and effect.

"RESOLVED, that the President, any Vice President, the Assistant Secretary, and any Assistant Vice President shall each have authority to appoint individuals as attorneys-in-fact or under other appropriate titles with authority to execute on behalf of the company fidelity and surety bonds and other documents of similar character issued by the Company in the course of its business. On any instrument making or evidencing such appointment, the signatures may be affixed by facsimile. On any instrument conferring such authority or on any bond or undertaking of the Company, the seal, or a facsimile thereof, may be impressed or affixed or in any other manner reproduced; provided, however, that the seal shall not be necessary to the validity of any such instrument or undertaking."

IN WITNESS WHEREOF, the undersigned has subscribed this Certificate and affixed the corporate seal of the Corporation this

8 day of MARCH, 2024.




Kyle P. McDonald, Assistant Secretary

VILLAGE OF LAKE VILLA

CONTRACT FOR MOWING SERVICES

ELIGIBILITY TO BID

(Document I)

The undersigned, being a duly appointed and empowered official of the Milieu Design LLC

(Company name), hereby certifies that said Milieu Design LLC

(Company name) is not barred by law from submitting a Bid Proposal to the Village of Lake
Villa for the project contemplated herein because of a conviction for prior violations of either Section 33E-3 (Bid rigging)
or Section 33E-4 (Bid Rotating) of Public Act 85-1295, S.H.A. ch. 38 of the Criminal Code of 1961, approved July 28,
1961, as amended.

Company Milieu Design LLC

Name Rachel Kehm

Title Client Case Manager

***** ENCLOSE WITH BID PROPOSAL *****

VILLAGE OF LAKE VILLA

CONTRACT FOR MOWING SERVICES

AGREEMENT
(Document D)

THIS AGREEMENT (hereinafter, the "Agreement" or the "Contract") is made and entered into this 1st day of May, 2024, by and between Village of Lake Villa (hereinafter referred to as "Village") and Milieu Design LLC (hereinafter referred to as "Contractor") to furnish all materials, supplies, tools, equipment, labor, and perform other services necessary to commence and complete the Work in connection with the Mowing Services (hereinafter referred to as the "Project", the "Work", or the "Services") in a workmanlike manner in compliance with the Contract Documents for the Project and pursuant to the Contract Price as set forth in the Contractor's Bid Proposal No. _____ dated 3/22, 2024 (sometimes referred to as the "Contractor's Proposal") relative to the Project, a copy of which Contractor's Bid Proposal is attached hereto and thereby made a part hereof, and in return, the Village agrees to pay the Contractor at the prices set forth in the Contractor's Bid Proposal and any Addenda issued by the Village relative to the Project. Wherever in the Contract Documents the term "work" or "services" is used, it shall be construed to mean all phases required to commence and complete the proposed work on the Project in a timely manner, including but not limited to furnishing certain incidental material(s) and supplies as set forth in the Contract Documents, and all supplies, tools, equipment, labor, and supervision, in order to facilitate the timely commencement and completion of the Project in a workmanlike manner and perform such other services necessary to complete the Project.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties hereto agree as follows:

1. Scope of Work: The Contractor agrees to and shall timely perform, fully complete, and provide all of the Work in accordance with and as identified in the Contract Documents. The initial Contract shall commence on May 1, 2024, and shall continue through and including April 30, 2025. At the Village's discretion, a separate one (1) year Contract, subject to any and all requirements as set forth in the Contract Documents, may be awarded annually to the Contractor for three (3) separate subsequent years (pending Village Board approval), for the following calendar years: May 1, 2025 through April 30, 2026, May 1, 2026 through April 30, 2027, and May 1, 2027 through April 30, 2028, all pursuant to the approval by Resolution of the Village Board. However, after the initial one (1) year term of this Agreement, the subsequent renewal of this Agreement may be cancelled at the election of the Village upon written notice to the Contractor of said party's intention to do so, which notice shall be given not less than ninety (90) days prior to the expiration of the then current Contract term and shall comply with the Project Specifications which are part of the Contract Documents.
2. The Contractor shall provide the Village with a completed and current Certificate of Insurance, Delinquent Tax Affidavit Form, and Performance and Payment Bond for each respective Contract term prior to commencement of any work pursuant to the Agreement.
3. The Contractor agrees to comply with all local, State & Federal Laws concerning the work and the quality of the environment.
4. The Contractor agrees to hold the Village of Lake Villa, its elected and appointed officials, officers, employees, and agents, harmless from and protect and defend the Village, its elected and appointed officials, officers, employees, and agents, from any and all claims, causes of action or liability arising from and relating to Contractor's work.
5. The term "Contract Documents" means and includes, but is not limited to, the following:
 - A. Request for Bid Proposals (Document A)
 - B. General Instructions and Information on Request for Bid Proposals (Document B)
 - C. General Contract Conditions (Document C)
 - D. Agreement and Signature Sheet (Document D)
 - E. Specifications prepared by the Village (Document E), which include the "Special Provisions for Landscape Maintenance Services"

- F. Contractor's Bid Proposal, including Contractor's Qualifications (Document F)
- G. Bid Bond (Document G)
- H. Performance and Payment Bond (Document H)
- I. Contractor's Certification/Eligibility to Bid (Document I)
- J. Affidavit Re: Delinquent Taxes (Document J)
- K. Contractor's Drug-Free Workplace Certification (Document K)
- L. Contractor's Sexual Harassment Certification (Document L)
- M. Notice of Award (Document M)
- N. Notice to Proceed (Document N)
- O. Certificate(s) of Insurance (Document O)

6. Addenda: No. _____, dated _____, 20__; No. _____, dated _____, 20__

7. This Agreement shall be and is part of the Contract Documents for the Project and shall be and is binding upon all parties hereto and their respective heirs, executors, administrators, successors, and assigns.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement in three (3) copies each of which shall be deemed an original on the date first above written.

CONTRACTOR:

Milieu Design LLC

BY:

Rachel V

(Signature)

Rachel Kennedy Client Care Manager

Print Name & Title

ATTEST:

Jacqueline M. Polen

(Signature)

JACQUELINE M. POLEN

Print Name & Title OFFICE MANAGER

VILLAGE:

Village of Lake Villa
65 Cedar Avenue, Lake Villa, IL 60046

BY:

James McDonald, Mayor

or

BY:

Michael Strong, Village Administrator

ATTEST:

Mary Konrad, Village Clerk

SIGNATURE SHEET

(An Individual) Signature of Contractor

B. V. Z. Z.

Business Address 525 ENTERPRISE PKWY

LAKE ZURICH, IL 60047

(A Co-partnership)

Firm Name _____

Signed By _____

Business Address _____

(Insert names &
addresses of all
members of firm)

Phone No. _____

(A Corporation) Corporate Name _____

Signed By _____

Business Address _____

(Corporate Seal)

Phone No. _____

(Insert names of President
Officers)

Secretary _____

Treasurer _____

Attest:

Secretary

Date: _____

VILLAGE OF LAKE VILLA

CONTRACT FOR MOWING SERVICES

SPECIFICATIONS

**PREPARED BY THE VILLAGE OF LAKE VILLA AND INCLUDES THE
“SPECIAL PROVISIONS FOR LANDSCAPE MAINTENANCE SERVICES” WHICH IS PART HEREOF**

(Document E)

VILLAGE OF LAKE VILLA
CONTRACT FOR MOWING SERVICES
CONTRACTOR'S BID PROPOSAL
(Document F)

Full Name of Bidder ("Bidder" or "Contractor")	Milieu Design LLC
Principal Office Address of Bidder	525 Enterprise Pkwy Lake Zurich IL 60047
Local Office Address (If different than principal office)	
Bidder's Contact Person	Name: Rachel Kehm Email Address: Rachel@milieuand.com Telephone Numbers: 847-465-1160

TO: Village of Lake Villa ("Village")
Attn: Village Administrator
65 Cedar Avenue
Lake Villa, Illinois 60046

Bidder warrants and represents that Bidder has carefully examined, and/or has been given the opportunity to examine, the work site for the Project as described in the Request and Invitation for Bids and its environs and has reviewed and understands all Contract Documents related to the Project as identified in the Agreement (Document E) and/or which are otherwise part of the Bid Package for the subject Project, including Addenda Nos. NONE [if none, write "NONE"] ("Bid Package").

Bidder acknowledges and agrees that all terms in this Bid Proposal shall have the meaning given to them in the documents included in the Bid Package.

In compliance with your advertisement for Bid Proposals, Contractor hereby proposes to perform all work on the Project in compliance with the Contract Documents.

By submission of this Bid Proposal, the Contractor certifies, and in the case of a joint Bid Proposal, each party hereto certifies, as to their own organization, that in connection with the Bid Proposal:

1. Work Proposal

- A. **Contract and Work.** If this Bid Proposal is accepted by the Village, Bidder proposes, and agrees, that Bidder will contract with the Village, in the form of the Agreement (Document E) and all related Contract Documents included in the Bid Package: (1) to provide, perform and timely and fully complete the Project at the site or sites described in the Bid Package ("work site" or "Project work site") in the manner described and specified in the Bid Package, including but not limited to management and supervision of the Project from commencement through completion of the Project and providing all material(s) and supplies as set forth in the Contract Documents and all labor, services, transportation, equipment, apparatus, machinery, tools, traffic control in compliance with Illinois Department of Transportation standards, fuels, gas, electric, water, waste disposal, information, data and other means and items necessary for the Project; (2) to procure and furnish all permits, licenses and other governmental approvals and authorizations necessary in connection therewith, except as otherwise expressly provided in the Contract Documents included in the Bid Package, provided, however, all Village permits, licenses, and approvals shall be provided to the Contractor without any fees or

charges by the Village; (3) to procure and furnish all Bonds and all certificates and policies of insurance specified in the Bid Package; (4) to pay all applicable federal, state and local taxes; (5) to do all other things required of Contractor by the Contract Documents; and (6) to provide, perform and complete all of the foregoing in a proper and workmanlike manner and in full compliance with, and as required by or pursuant to, the Contract Documents; all of which is herein referred to as the "Work."

- B. **Manner and Time of Performance.** If this Bid Proposal is accepted, Bidder proposes, and agrees, that Bidder will perform the Work in the manner and time prescribed in the Bid Package and according to the requirements of the Village pursuant thereto.
- C. **General.** If this Bid Proposal is accepted, Bidder proposes, and agrees, that Bidder will do all other things required of Bidder by the Bid Package.
- D. The prices in the Bid Proposal have been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other contractor or with any competitor.
- E. Unless otherwise required by law, the prices which have been quoted in the Bid Proposal have not knowingly been disclosed by the Contractor prior to opening, directly or indirectly to any other contractor or to any competitor.
- F. No attempt has been made or will be made by the Contractor to induce any other person or firm to submit or not to submit a Bid Proposal for the purpose of restricting competition.
- G. The person(s) endorsing the Bid Proposal for the Contractor is or are authorized to do so and is or are responsible within that organization for the decision as to the prices being proposed and has or have not participated, and will not participate in any action contrary to Paragraphs D through F, above; or,
- H. The person(s) endorsing the Bid Proposal for the Contractor (is) (are) responsible within that organization for the decision as to the prices being proposed, and/or has been authorized to act as the agent for the persons responsible for such decision, in certifying that such persons have not participated, and will not participate, in any action contrary to Paragraphs D through F, above, and as their agent shall also certify that he (she) has not participated, and will not participate in any action contrary to Paragraphs D through F above.
- I. Contractor hereby agrees to commence work on the Project pursuant to the Contract Documents on or before a date to be specified in the NOTICE OF PROCEED.

2. **Contract Price Proposal**

If this Bid Proposal is accepted, Bidder will, except as otherwise provided in the Contract Documents, take in full payment for all work on and/or services performed relative to the Project, including overhead and profit; taxes, contributions, and premiums; and compensation to all subcontractors and suppliers, the compensation set forth on the following "Schedule of Prices" ("Price Proposal"), which Schedule of Prices Bidder understands and agrees will be made a part of the Contract for the Project.

The Bidder acknowledges and understands that the Contract for the Project calls for the construction of a "public work", within the meaning of the Illinois Prevailing Wage Act, 820 ILCS 130/.01, et seq. ("the Act"). If this Bid Proposal is accepted, the Bidder acknowledges and understands that it shall be the responsibility of the Bidder and all of its subcontractors to comply with the Act and the related current ordinance or resolution of the Village relative to prevailing wages of laborers, mechanics and other workers employed in any Public Works.

SCHEDULE OF PRICES FOR THE 2024-2025 CONTRACT YEAR

Site #	Facility Name	Address	Unit Price	Frequency	Total
Area A					
1	Glacier Park	700 Waters Edge Drive	34	34	1156
2	Lehmann Park	148 Cedar Avenue	116	34	3944
3	Loffredo Park and Well #7	485 N. Milwaukee Avenue	165	34	5610
4	Steven Sherwood Memorial Park	Between 39 & 41 Kevin Avenue	165	34	5610
5	Cedar Crossing - Park 1	Between 900 Charlton Road & 594 Amherst Drive	165	34	5610
6	Cedar Crossing - Park 2 & Lift Station 10	Between 906 & 912 Park Avenue	34	34	1156
Area B					
7	Well #5	108 S. Milwaukee Avenue	34	34	1156
8	Well #8, Well #9, & Well #13	881 Deep Lake Road	34	34	1156
9	Well #11	533 Amherst Drive	34	34	1156
10	Well #15 & Well #16	145 Belmont Avenue	34	34	1156
Area C					
11	Maintenance Facilities	222 Oak Knoll Drive	234	34	7956
12	Lift Station #5	Intersection of Old Monaville & Monaville Road	34	34	1156
13	Lift Station #6	1000 ft. north of Petite Lake Road on IL-83	34	34	1156
14	Metra Station	129 Railroad Avenue	34	34	1156

Subtotal	
Area A	\$ 23,086
Area B	\$ 4,124
Area C	\$ 11,424
Total	\$ 39,134

NOTE TO BIDDERS

- (1) Please bid all sections.
- (2) Contract(s) may be awarded to one or more bidders.
- (3) Not less than five (5) days prior to the scheduled bid opening, and prior to submitting a bid proposal to the Village, all bidders are required to arrange and make an appointment for an on-site visit of all Project locations by contacting Ryan Horton; Telephone: 847-356-6100 or Email: RHorton@lake-villa.org during the hours of 7:00 a.m. and 3:30 p.m., Monday through Friday.
- (4) Contractor is responsible for providing to the Village a material list and delivery of all such materials to the job site.

Contractor agrees to manage and supervise the Project from commencement to completion thereof, and provide all labor, materials, supplies and provide such other services as set forth in the Contract Documents for the Project at the Contractor's expense and to perform all the Work described in the Contract Documents for the following lump sum(s):

<u>BID SHEET FOR THE 2024-2025 CONTRACT YEAR</u> <u>PROJECT DESCRIPTION: MOWING SERVICES</u>	
BIDDER AGREED TO START DATE:	May 1, 2024
BIDDER AGREED TO COMPLETION DATE:	April 30, 2025
DESCRIPTION OF WORK (include a separate list of all mechanicals included in this bid)	Landscape maint. - mowing
TOTAL PROJECT COST, including labor and materials, except as noted above	\$ 39,134
NOTE: The above dates are a material part of each Bidder's Bid.	

The Bidder shall use the following subcontractors (including all mechanical subcontractors and material suppliers):

(1)	None
(2)	
(3)	
(4)	
(5)	
(6)	

SCHEDULE OF PRICES FOR THE 2025-2026 CONTRACT YEAR

Site #	Facility Name	Address	Unit Price	Frequency	Total
Area A					
1	Glacier Park	700 Waters Edge Drive	35	34	1190
2	Lehmann Park	148 Cedar Avenue	120	34	4080
3	Loffredo Park and Well #7	485 N. Milwaukee Avenue	170	34	5780
4	Steven Sherwood Memorial Park	Between 39 & 41 Kevin Avenue	170	34	5780
5	Cedar Crossing - Park 1	Between 900 Charlton Road & 594 Amherst Drive	170	34	5780
6	Cedar Crossing - Park 2 & Lift Station 10	Between 906 & 912 Park Avenue	35	34	1190
Area B					
7	Well #5	108 S. Milwaukee Avenue	35	34	1190
8	Well #8, Well #9, & Well #13	881 Deep Lake Road	35	34	1190
9	Well #11	533 Amherst Drive	35	34	1190
10	Well #15 & Well #16	145 Belmont Avenue	35	34	1190
Area C					
11	Maintenance Facilities	222 Oak Knoll Drive	241	34	8194
12	Lift Station #5	Intersection of Old Monaville & Monaville Road	35	34	1190
13	Lift Station #6	1000 ft. north of Petite Lake Road on IL-83	35	34	1190
14	Metra Station	129 Railroad Avenue	35	34	1190

Subtotal	
Area A	\$ 23,800
Area B	\$ 4,760
Area C	\$ 11,764
Total	\$ 40,324

NOTE TO BIDDERS

- (1) Please bid all sections.
- (2) Contract(s) may be awarded to one or more bidders.
- (3) Not less than five (5) days prior to the scheduled bid opening, and prior to submitting a bid proposal to the Village, all bidders are required to arrange and make an appointment for an on-site visit of all Project locations by contacting Ryan Horton; Telephone: 847-356-6100 or Email: RHorton@lake-villa.org during the hours of 7:00 a.m. and 3:30 p.m., Monday through Friday.
- (4) Contractor is responsible for providing to the Village a material list and delivery of all such materials to the job site.

Contractor agrees to manage and supervise the Project from commencement to completion thereof, and provide all labor, materials, supplies and provide such other services as set forth in the Contract Documents for the Project at the Contractor's expense and to perform all the Work described in the Contract Documents for the following lump sum(s):

<u>BID SHEET FOR THE 2025-2026 CONTRACT YEAR</u> <u>PROJECT DESCRIPTION: MOWING SERVICES</u>	
BIDDER AGREED TO START DATE:	May 1, 2025
BIDDER AGREED TO COMPLETION DATE:	April 30, 2026
DESCRIPTION OF WORK (include a separate list of all mechanicals included in this bid)	Landscape maint -mowing
TOTAL PROJECT COST, including labor and materials, except as noted above	\$ 40,324
NOTE: The above dates are a material part of each Bidder's Bid.	

The Bidder shall use the following subcontractors (including all mechanical subcontractors and material suppliers):

(1)	NONE
(2)	
(3)	
(4)	
(5)	
(6)	

SCHEDULE OF PRICES FOR THE 2026-2027 CONTRACT YEAR

Site #	Facility Name	Address	Unit Price	Frequency	Total
Area A					
1	Glacier Park	700 Waters Edge Drive	36	34	1224
2	Lehmann Park	148 Cedar Avenue	124	34	4216
3	Loffredo Park and Well #7	485 N. Milwaukee Avenue	175	34	5950
4	Steven Sherwood Memorial Park	Between 39 & 41 Kevin Avenue	175	34	5950
5	Cedar Crossing - Park 1	Between 900 Charlton Road & 594 Amherst Drive	175	34	5950
6	Cedar Crossing - Park 2 & Lift Station 10	Between 906 & 912 Park Avenue	36	34	1224
Area B					
7	Well #5	108 S. Milwaukee Avenue	36	34	1224
8	Well #8, Well #9, & Well #13	881 Deep Lake Road	36	34	1224
9	Well #11	533 Amherst Drive	36	34	1224
10	Well #15 & Well #16	145 Belmont Avenue	36	34	1224
Area C					
11	Maintenance Facilities	222 Oak Knoll Drive	248	34	8432
12	Lift Station #5	Intersection of Old Monaville & Monaville Road	36	34	1224
13	Lift Station #6	1000 ft. north of Petite Lake Road on IL-83	36	34	1224
14	Metra Station	129 Railroad Avenue	36	34	1224

Subtotal	
Area A	\$24,514
Area B	\$ 4,896
Area C	\$12,104
Total	\$ 41,514

NOTE TO BIDDERS

- (1) Please bid all sections.
- (2) Contract(s) may be awarded to one or more bidders.
- (3) Not less than five (5) days prior to the scheduled bid opening, and prior to submitting a bid proposal to the Village, all bidders are required to arrange and make an appointment for an on-site visit of all Project locations by contacting Ryan Horton; Telephone: 847-356-6100 or Email: RHorton@lake-villa.org during the hours of 7:00 a.m. and 3:30 p.m., Monday through Friday.
- (4) Contractor is responsible for providing to the Village a material list and delivery of all such materials to the job site.

Contractor agrees to manage and supervise the Project from commencement to completion thereof, and provide all labor, materials, supplies and provide such other services as set forth in the Contract Documents for the Project at the Contractor's expense and to perform all the Work described in the Contract Documents for the following lump sum(s):

<u>BID SHEET FOR THE 2026-2027 CONTRACT YEAR</u> <u>PROJECT DESCRIPTION: MOWING SERVICES</u>	
BIDDER AGREED TO START DATE:	May 1, 2026
BIDDER AGREED TO COMPLETION DATE:	April 30, 2027
DESCRIPTION OF WORK (include a separate list of all mechanicals included in this bid)	Landscape Maint. mowing
TOTAL PROJECT COST, including labor and materials, except as noted above	\$ 41,514
NOTE: The above dates are a material part of each Bidder's Bid.	

The Bidder shall use the following subcontractors (including all mechanical subcontractors and material suppliers):

(1)	NONE
(2)	
(3)	
(4)	
(5)	
(6)	

SCHEDULE OF PRICES FOR THE 2027-2028 CONTRACT YEAR

Site #	Facility Name	Address	Unit Price	Frequency	Total
Area A					
1	Glacier Park	700 Waters Edge Drive	37	34	1258
2	Lehmann Park	148 Cedar Avenue	128	34	4352
3	Loffredo Park and Well #7	485 N. Milwaukee Avenue	180	34	6120
4	Steven Sherwood Memorial Park	Between 39 & 41 Kevin Avenue	180	34	6120
5	Cedar Crossing - Park 1	Between 900 Charlton Road & 594 Amherst Drive	180	34	6120
6	Cedar Crossing - Park 2 & Lift Station 10	Between 906 & 912 Park Avenue	37	34	1258
Area B					
7	Well #5	108 S. Milwaukee Avenue	37	34	1258
8	Well #8, Well #9, & Well #13	881 Deep Lake Road	37	34	1258
9	Well #11	533 Amherst Drive	37	34	1258
10	Well #15 & Well #16	145 Belmont Avenue	37	34	1258
Area C					
11	Maintenance Facilities	222 Oak Knoll Drive	256	34	8704
12	Lift Station #5	Intersection of Old Monaville & Monaville Road	37	34	1258
13	Lift Station #6	1000 ft. north of Petite Lake Road on IL-83	37	34	1258
14	Metra Station	129 Railroad Avenue	37	34	1258

Subtotal	
Area A	\$ 25,228
Area B	\$ 5,032
Area C	\$ 12,478
Total	\$ 42,738

NOTE TO BIDDERS

- (1) Please bid all sections.
- (2) Contract(s) may be awarded to one or more bidders.
- (3) Not less than five (5) days prior to the scheduled bid opening, and prior to submitting a bid proposal to the Village, all bidders are required to arrange and make an appointment for an on-site visit of all Project locations by contacting Ryan Horton; Telephone: 847-356-6100 or Email: RHorton@lake-villa.org during the hours of 7:00 a.m. and 3:30 p.m., Monday through Friday.
- (4) Contractor is responsible for providing to the Village a material list and delivery of all such materials to the job site.

Contractor agrees to manage and supervise the Project from commencement to completion thereof, and provide all labor, materials, supplies and provide such other services as set forth in the Contract Documents for the Project at the Contractor's expense and to perform all the Work described in the Contract Documents for the following lump sum(s):

<u>BID SHEET FOR THE 2027-2028 CONTRACT YEAR</u>	
<u>PROJECT DESCRIPTION: MOWING SERVICES</u>	
BIDDER AGREED TO START DATE:	May 1, 2027
BIDDER AGREED TO COMPLETION DATE:	April 30, 2028
DESCRIPTION OF WORK (include a separate list of all mechanicals included in this bid)	Landscape maint. mowing
TOTAL PROJECT COST, including labor and materials, except as noted above	\$ 42,738
NOTE: The above dates are a material part of each Bidder's Bid.	

The Bidder shall use the following subcontractors (including all mechanical subcontractors and material suppliers):

(1)	NONE
(2)	
(3)	
(4)	
(5)	
(6)	

3. **Basis for Determining Prices**

The Bidder acknowledges, understands and agrees that:

- A. The approximate quantities set forth in this Schedule of Prices for each Unit Price Item, if any, are the Village's estimate only, that the Village reserves the right to increase or decrease such quantities, and that payment for each Unit Price Item shall be made only on the actual number of acceptable units of such Unit Price Item installed complete in place, measured on the basis defined in the Contract;
- B. The Village is not subject to state or local sales, use and excise taxes and no such taxes are included in this Schedule of Prices;
- C. All other applicable federal, state, and local taxes of every kind and nature applicable to the Work on the Project as well as all taxes, contributions, and premiums for unemployment insurance, senior citizen or retirement benefits, pensions, annuities, or other similar benefits, are included in this Schedule of Prices; and
- D. All costs, royalties, and fees arising from the use on, or the incorporation into, the Work of patented equipment, materials, supplies, tools, appliances, devices, processes, or inventions are included in this Schedule of Prices.
- E. All claim(s) or right to dispute or complain of any such estimated quantity, or to assert that there was any misunderstanding in regard to the nature or amount of any Unit Price Item to be provided or performed, or to claim any additional compensation by reason of the payment of any such tax, contribution, or premium or any such cost, royalty or fee is hereby waived and released.

4. **Contract Time Proposal:** If this Bid Proposal is accepted, Bidder agrees to commence work on the Project no later than on or before the respective Start Date stated in the Contractor's Bid Proposal after the Village Attorney has approved the required Certificate of Insurance and Performance and Payment Bond, and complete the work on the Project no later than by the completion date stated in the Contractor's Bid Proposal in a workmanlike manner consistent with the Bidder's Bid Proposal and the Contract Documents, and deliver to the Village any requested or required documentation, including but not limited to any performance and payment bond and/or any certificate(s) of insurance, or on such other date otherwise agreed to in writing by the Bidder and the Village, and agrees to perform the Work on the Project diligently, all in a workmanlike manner, and continuously and agrees to complete the Work no later than the completion date set forth on the Notice to Proceed, or on such other date otherwise agreed to in writing by the Bidder and the Village.

5. **Firm Proposal:** All prices and other terms stated in this Bid Proposal are firm and shall not be subject to withdrawal, escalation, or change for a period of 45 days after the date on which the Bidder's Bid Proposal is opened or such extended acceptance date for Bid Proposals as may be established by the Village.

6. **Bidder Representations**

- A. **No Collusion.** Bidder warrants and represents that the only persons, firms, or corporations interested in this Bidder's Bid Proposal as principals are those named in Bidder's Sworn Acknowledgment attached hereto and that this Bidder's Bid Proposal is made without collusion with any other person, firm or corporation.
- B. **Not Barred.** Bidder warrants, represents and certifies that it is not barred by law from contracting with the Village or with any unit of state or local government.
- C. **Qualified.** Bidder warrants and represents that it has the requisite experience, ability, capital, facilities, plant, organization and staff to enable Bidder to perform the Work successfully and promptly and to commence and complete the Work within the Contract Price and Contract Time Proposals set forth above. In support thereof, Bidder submits the attached Sworn Work History Statement. In the event Bidder is preliminarily deemed to be one of the most favorable to the interests of the Village, Bidder hereby agrees to furnish upon request, within two (2) business days or such longer period as may be set forth in the request, such additional information as may be necessary to satisfy the Village that Bidder is adequately prepared to fulfill the Contract.

D. Village's Reliance. Bidder acknowledges that the Village is relying on all warranties, representations and statements made by Bidder in this Bid Proposal.

7. **Bid Security:** The bid bond for this Project is attached.
8. **Village's Remedies:** Bidder acknowledges and agrees that should Bidder fail to timely submit any additional information that is requested by the Village; or should Bidder, if the Village awards Bidder the Contract, fail to timely submit all the Bonds and all the certifications which are set forth in the Contract Documents and any certificates of insurance required to be submitted by the Bidder; or should Bidder, if the Village awards Bidder the Contract, fail to timely execute the Agreement (Document E), Contractor's Certification(s) and all other required documentation as set forth in the Contract Documents, the Village will have the right to exercise any and all remedies it may have at law and/or in equity against Bidder.
9. **Village's Rights:** Bidder acknowledges and agrees that the Village reserves the right to reject any and all Bidders' Bid Proposals, reserves the right to accept or reject any item of any Bidder's Bid Proposal, and reserves such other rights as are set forth in the Contract Documents.
10. **Bidder's Obligations:** In submitting this Bid Proposal, Bidder understands and agrees that it shall be bound by each and every term, condition or provision contained in the Bid Package, which are by this reference incorporated herein and made a part hereof.

The undersigned represents and warrants to the Village that the undersigned is a duly authorized agent of the Bidder and is authorized to execute this Bid Proposal and submit same to the Village.

DATED this 22 day of March, 2024.

Milieu Design LLC
Bidder

By: Robert

Title: Client Care Manager

Attest/Witness:

By: Angeline M. Poler

Title: OFFICE MANAGER

VILLAGE OF LAKE VILLA

CONTRACT FOR MOWING SERVICES

(Document F)

CONTRACTOR'S QUALIFICATIONS:

- A. A list of other similar projects completed by the Bidder within the last five (5) years in the State of Illinois is required on the following form:

PROJECT LOCATION: Village of Wheeling	
SIZE: \$250,000	YEAR COMPLETED: 10+
OWNER OF PROPERTY: Village	
CONTACT NAME: Vince Hoffman	TELEPHONE NO. 847-279-6903
PROJECT DETAILS: Landscape maintenance	

PROJECT LOCATION: Northbrook Park District	
SIZE: \$100,000	YEAR COMPLETED: 3 years
OWNER OF PROPERTY: Northbrook	
CONTACT NAME: Bill Meyer	TELEPHONE NO. 847-877-6321
PROJECT DETAILS: Landscape maintenance	

PROJECT LOCATION: Village of Hawthorn Woods	
SIZE: \$100,000	YEAR COMPLETED: 5
OWNER OF PROPERTY: Hawthorn Woods	
CONTACT NAME: Brian Sullivan	TELEPHONE NO. 847-438-5500
PROJECT DETAILS: Landscape Maintenance	

PROJECT LOCATION: Village of Niles	
SIZE: \$100,000+	YEAR COMPLETED: 10+
OWNER OF PROPERTY: Niles	
CONTACT NAME: Todd Jackson	TELEPHONE NO. 847-626-4716
PROJECT DETAILS: Landscape Maintenance	

PROJECT LOCATION: Coca Cola Niles	
SIZE: \$50,000	YEAR COMPLETED: 3 years
OWNER OF PROPERTY: Coca-Cola	
CONTACT NAME: Vito Vitaliano	TELEPHONE NO. 404-933-2654
PROJECT DETAILS: Landscape Maintenance	

- B. Bidder shall also provide documentation pertaining to all of the same and/or similar work performed in the last five (5) years in the State of Illinois.
- C. The Prices stated in this Proposal are guaranteed for sixty (60) days from the date of opening and are also guaranteed for the respective 2025-2026, 2026-2027, and 2027-2028 Contract years thereafter, and if awarded the Contract for each contract year, we, the Bidder, agree to execute such Contract and any and all other Contract Documents related to the Project, provide the required Performance and Payment Bond and Certificate(s) of Insurance, and complete the Work covered by this Proposal for such contract year in a workmanlike and timely manner at said prices in accordance with all Contract Documents.

DATED this 22 day of March, 2024

SUBMITTED BY:

Milieu Design LLC
Company Name ("Bidder")

Rachel Kehm Client Case Manager
Name and Title, Its Authorized Agent

Lake Zurich IL 60047
City State Zip

****ENCLOSE WITH BID PROPOSAL****

VILLAGE OF LAKE VILLA
CONTRACT FOR MOWING SERVICES

BID BOND
(Document G)

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned, Milieu Design LLC as Contractor, and Granite Re, Inc as Surety, are hereby held and firmly bound unto the Village of Lake Villa (the "Village") in the penal sum of \$ 4,000.00 for the payment of which, well and truly to be made, we hereby jointly and severally bind ourselves, successors and assigns.

The condition of the above obligation is such that whereas the Contractor/Bidder has submitted to the Village of Lake Villa the certain Bid Proposal, attached hereto and hereby made a part hereof to enter into a Contract in writing, for "Mowing Services:".

NOW, THEREFORE,

- (a) If said Bid Proposal shall be rejected, or
- (b) If said Bid Proposal shall be accepted and the Contractor/Bidder shall execute and deliver a Contract in the Form of Contract attached hereto (properly completed in accordance with said Bid Proposal) and shall furnish a Bond for his faithful performance of said Contract, and for the payment of all persons performing labor or furnishing materials in connection therewith, and shall in all other respects perform the Agreement created by the acceptance of said Bid Proposal, then this obligation shall be void, otherwise the same shall remain in force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this obligation as herein stated.

The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its Bond shall be in no way impaired or affected by an extension of the time within which the Village may accept such Bid Proposal; and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Contractor/Bidder and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set forth above.

Milieu Design LLC
Contractor/Bidder

DATE: 3/22/24

Granite Re, Inc
Surety

DATE: 3/22/24

BY: 

IMPORTANT - Surety companies executing Bonds must appear on the Treasury Department's most current list (Circular 570 as amended), must hold certificates of authority as acceptable sureties (31CFR223), and be authorized to transact business in Illinois where the project is located.

* * * **ENCLOSE WITH BID PROPOSAL** * * *

VILLAGE OF LAKE VILLA

CONTRACT FOR MOWING SERVICES

AFFIDAVIT RE: DELINQUENT TAXES

(Document J)

I, BRIAN V FRANK, being first duly sworn do hereby depose and say that I am a
of MILIEU DESIGN LLC (the "Company") (or that I am an individual) and that as
such officer I am authorized to make the following representations on behalf of the Company (or if an individual, on my
behalf) pursuant to 65 ILCS 5/11-42.1-1.

[CHOOSE ONE]

- ☒ The Company (or the undersigned individual) is not delinquent in the payment of any tax administered by the
Illinois Department of Revenue.
- ☐ The Company (or the undersigned individual) is delinquent in the payment of a tax or taxes administered by the
Department of Revenue but the Company is contesting its liability for such tax or taxes or the amount of such
tax or taxes in accordance with the procedures established by the appropriate revenue Act.
- ☐ The Company (or the undersigned individual) is delinquent in the payment of a tax or taxes administered by the
Department of Revenue and (1) has entered into an agreement with the Department of Revenue for the payment
of all such taxes that are due, and (2) is in compliance with such agreement.
- ☐ The Company (or the undersigned individual) is delinquent in the payment of a tax or taxes administered by the
Illinois Department of Revenue.

IN WITNESS WHEREOF, I have hereunto affixed my signature this 22ND day of MARCH, 2024

[Company] MILIEU DESIGN LLC

B. V. Frank

By: BRIAN V FRANK

Title: OWNER

SUBSCRIBED AND SWORN TO this 22ND day of MARCH, 2024, before me, a notary public in
the State of Illinois, who hereby certifies under official seal that I am duly authorized by the laws of the State of Illinois to
administer oaths in the County of LAKE in the State of Illinois.

(SEAL)



Jacqueline M. Polen
Notary Public

Commission expires: 6/21/27

***** ENCLOSE WITH BID PROPOSAL *****

VILLAGE OF LAKE VILLA

CONTRACT FOR MOWING SERVICES

CONTRACTOR'S DRUG-FREE WORKPLACE CERTIFICATION
(Document K)

Pursuant to Chapter 30, Section 580/1 of the Illinois Compiled Statutes (30 ILCS 580/1) et. seq. entitled "Drug Free Workplace Act", the undersigned contractor hereby certifies to the contracting agency that it will provide a drug-free workplace by:

- (a) Publishing a statement:
 - (1) Notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
 - (2) Specifying the actions that will be taken against employees for violations of such prohibition.
 - (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
 - (i) Abide by the terms of the statement; and
 - (ii) 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 of maintaining a drug free workplace;
 - (3) Any available drug counseling, rehabilitation, and employee assistance program; and
 - (4) The penalties that may be imposed upon employees for drug violations.
- (c) Making it a requirement to give a copy of the statement required by subsection (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 agency within 10 days after receiving notice under part (B) of paragraph (3) of subsection (a) from an employee or otherwise receiving actual notice of such conviction.
- (e) Imposing a sanction on, or requiring the satisfactory participation in a drug assistance or rehabilitation program by any employee who is so convicted, as required by Section 5 (30 ILCS 580/5) of the Act.
- (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 in place,
- (g) Making a good faith effort to continue to maintain a drug free workplace through implementation of Section 3 of the Act (30 ILCS 580/3).

Failure to abide by this certification shall subject the contractor to the penalties provided in Section 6 (30 ILCS 580/6) of the Act.

Date: March 22, 2024

Millen Design LLC
Contractor

ATTEST:

Julienne M. Tolson

****ENCLOSE WITH BID PROPOSAL****

VILLAGE OF LAKE VILLA

CONTRACT FOR MOWING SERVICES

CONTRACTOR'S SEXUAL HARASSMENT CERTIFICATION

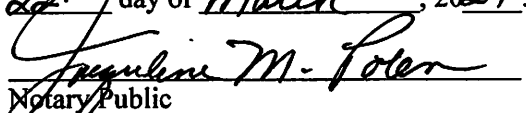
(Document L)

Miller Design LLC, hereinafter referred to as "Contractor", having submitted a Bid Proposal for "Mowing Services" to the Village of Lake Villa, Illinois, hereby certifies that said Contractor has a written sexual harassment policy in place in full compliance with 775 ILCS 5/2-105(A)(4) including the following information:

1. An acknowledgement of the illegality of sexual harassment.
2. The definition of sexual harassment under State law.
3. A description of sexual harassment, utilizing examples.
4. The contractor's internal complaint process including penalties.
5. The legal recourse, investigative and complaint process available through the Illinois Department of Human Rights and Human Rights Commission.
6. Directions of how to contact the Department of the Commission.
7. An acknowledgement of protection of a complaint against retaliation as provided in Section 6-101 of the Human Rights Act.

Each contractor must provide a copy of such written policy to the Illinois Department of Human Rights upon request.

By: 
Authorized Agent of Contractor

Subscribed and sworn to before me this
22ND day of March, 2024.

Notary Public



****ENCLOSE WITH BID PROPOSAL****

VILLAGE OF LAKE VILLA
CONTRACT FOR MOWING SERVICES

NOTICE OF AWARD
(Document M)

TO: [INSERT NAME OF CONTRACTOR] _____

Project Description: MOWING SERVICES

The Village has considered the Bid Proposals received on _____, 20__, for the above-described work and has rendered a decision relative to the Award, favorable to your firm.

You are hereby notified that your Bid Proposal has been accepted for the _____ Contract for items in the amount of \$ _____.

You are required by the Bid Proposal Package and Contract Documents to execute the Agreement and other Contract Documents and furnish the required Contractor's Performance and Payment Bond and Certificates of Insurance within ten (10) calendar days from the date of this Notice to you.

If you fail to execute said Agreement and to furnish said Bonds within ten (10) days from the date of this Notice, said Village shall be entitled to consider all your rights arising out of the Village's acceptance of your Bid Proposal as abandoned and as a forfeiture of your Bond. The Village shall be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of this Notice of Award to the Village as soon as possible.

The Village will make separate awards for each subsequent contract (i.e., for 2025, for 2026, and for 2027).

Dated this _____ day of _____, 20__

VILLAGE OF LAKE VILLA ("Village")

BY: _____

TITLE: _____

ACCEPTANCE OF NOTICE

Receipt of the above Notice of Award is hereby acknowledged by _____ this day of _____, 20__

CONTRACTOR: _____

By: _____

Title: _____

VILLAGE OF LAKE VILLA
CONTRACT FOR MOWING SERVICES

NOTICE TO PROCEED
(Document N)

DATE: _____, 20__

PROJECT: MOWING SERVICES

TO: _____ ("Contractor")

You are hereby notified to commence work in accordance with the Agreement dated _____, 20__ on or before _____, 20__ and you are to complete the work within the prescribed time period (i.e., _____) thereafter.

The date of completion of all work is therefore, _____.

Village of Lake Villa ("the Village")

BY: _____

Title: _____

ACCEPTANCE OF NOTICE

Receipt of the above Notice to Proceed is hereby acknowledged by _____,
this _____ day of _____, 20__

CONTRACTOR: _____

By: _____

Title: _____

The Village of Lake Villa

Special Provisions for Landscape Maintenance Services

(Part of Document E, “Specifications”, of the Bid Package for Mowing Services)

1. SERVICES TO BE PERFORMED BY THE CONTRACTOR:

In addition to the work described in the Bid Package for Mowing Services, the work to be performed consists of mowing grassed areas and trimming around trees, shrubs, buildings, fences, pavements, and miscellaneous structures at the sites listed in the respective Contract Documents.

Mowing and trimming shall also include the picking up of any debris at the site prior to mowing. The contractor agrees to mow and trim each site on a regular basis (generally once per week unless otherwise noted in the mowing schedule) using his or her own equipment. The work shall include mowing and trimming of parkway and road right-of-way adjacent to all sites. Work shall be performed only after authorization by the Superintendent of Public Works.

2. TERMS OF CONTRACT AND RIGHT TO TERMINATE:

Work during the initial contract term shall commence on May 1, 2024 and expire April 30, 2025. The Village, at its discretion, may award a separate one (1) year Contract for three (3) separate subsequent contract years (pending Village Board approval) for May 1, 2025 through April 30, 2026, May 1, 2026 through April 30, 2027, and May 1, 2027 through April 30, 2028. Within the stated time period actual site mowing and trimming work will commence and end within five (5) working days of verbal or written request made by the Village of Lake Villa. The Village of Lake Villa shall have the right to terminate this agreement at any time upon thirty (30) days advance written notice to the contractor without cause and without penalty.

3. CONTRACT PRICE AND PAYMENT:

The Village complies with the Illinois Local Government Prompt Payment Act (50 ILCS 505/1, et seq.) (the “Act”), which states that any invoices approved by the Village for payment shall be paid within thirty (30) days after date of approval of the invoice. The Village agrees to pay the contractor within thirty (30) days of approval of contractor’s invoice. All invoices shall be itemized and indicate the date(s) on which each site was mowed, the unit price per mowing and total payment due. Each Area (i.e. A, B, C) shall be invoiced separately. Notwithstanding any other provisions of any Contract Document, the Village shall not, in any manner, be considered to have accepted the Work, or any part thereof, or to have waived any claim related to such Work by making

a final payment or by making any progress payment of any amount, where the Village determines that such Work, or part thereof, are defective, deficient, or not in conformance with the Contract Documents.

4. SECURITY, SAFETY, AND SCHEDULING:

The contractor is hereby advised that some of the areas to be mowed and trimmed are well sites for drinking water, water storage towers, sewerage pumping stations, or wastewater treatment facilities. For reasons of safety and security the contractor shall perform all mowing and trimming activities at these sites during regular working hours (7:00 AM to 3:00 PM, Monday through Friday) when Village personnel are on duty.

5. CONTRACTOR STATUS:

The contractor acknowledges that it is an independent contractor and that none of its employees, agents, or assigns are employees of the Village. The contractor may not engage any subcontractor without the express written consent of the Village of Lake Villa.

6. AMOUNT OF WORK NOT GUARANTEED:

The Village of Lake Villa in no way guarantees the amount of work that will be authorized pursuant to the Contract Documents and reserves the right to alter the mowing schedule. The contractor shall be paid only for actual work completed.

7. INSPECTIONS AND CONTRACT COMPLIANCE:

The Village of Lake Villa may not provide direct supervision during performance of the work specified in this document or the related attachments. The Village of Lake Villa shall have the right to make periodic inspections to verify the contractor's degree of compliance with these specifications.

8. WORK STANDARDS:

The contractor agrees to mow all grass in accordance with the Contract Documents and any instructions provided by the Director of Public Works or his designee. After each mowing, all grass clippings lying on adjacent pavements, curbs, and sidewalks shall be removed. The contractor shall not mow within thirty (30) feet of the water's edge of any lake or pond. The contractor is expected to perform his or her work in safe, courteous, and responsible manner.

9. METRA STATION LIABILITY

The Village of Lake Villa is not responsible for personal injury, damage to property, or damage vehicles due to debris discharged by equipment used in the execution of the contracted mowing services at the Metra Station area.

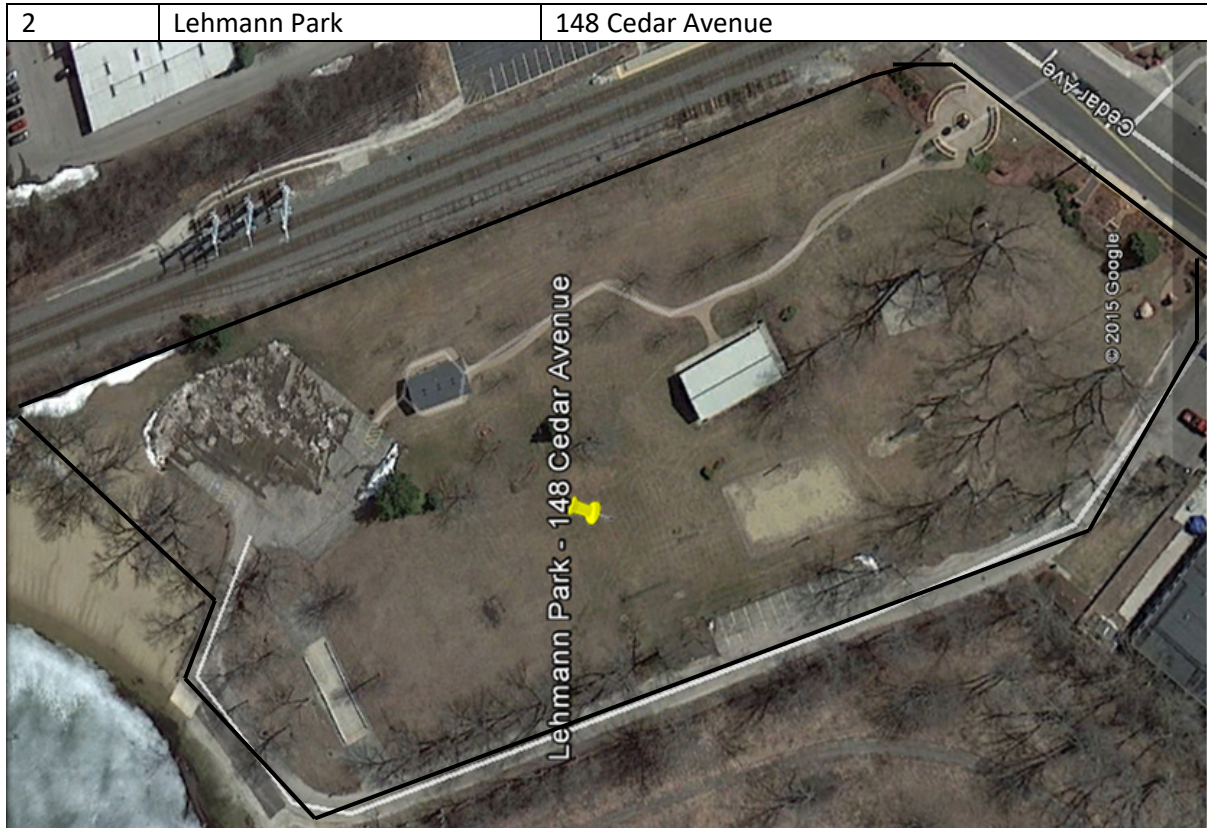
10. SECURED AREAS

Where the Village of Lake Villa has gates, or other physical access devices, the contractor must supply their own locks and keys; which can be attached to locks owned and/or operated by the Village of Lake Villa. All contractor locks and associated devices must be approved by the Superintendent of Public Works or their designee before use.

Maps & Price Schedule

Enclosed are map locations for each of the bid sites. Please note that the outlined areas are the areas in which the contract will be executed.





4	Steven Sherwood Memorial Park	Between 39 & 41 Kevin Avenue
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5	Cedar Crossing - Park 1	Between 900 Charlton Road & 594 Amherst Drive
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6	Cedar Crossing - Park 2 and Lift Station #10	Between 906 & 912 Park Avenue
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7	Well #5	108 S. Milwaukee Avenue
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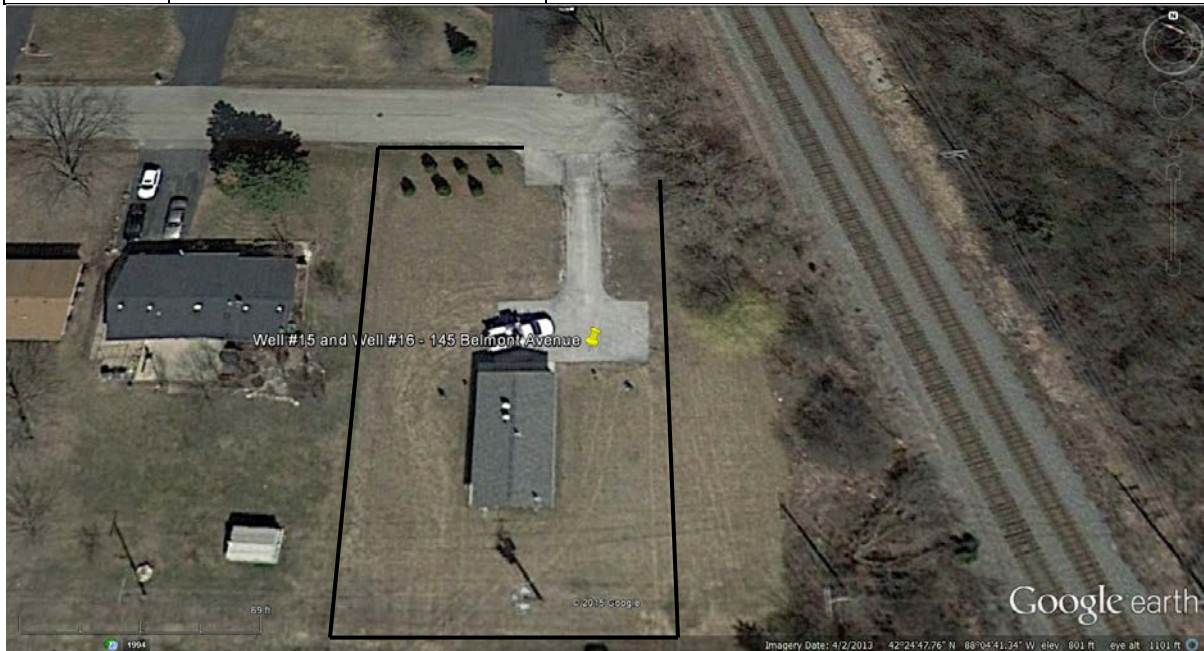
8	Well #8, Well #9, & Well #13	881 Deep Lake Road
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9	Well #11	533 Amherst Drive
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10	Well #15 & Well #16	145 Belmont Avenue
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11	Maintenance Facilities	222 Oak Knoll Drive
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12	Lift Station #5	Intersection of Old Monaville & Monaville Road
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13	Lift Station #6	1000 ft. north of Petite Lake Road on IL-83
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MILLDES-01

LANJA2

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/1/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arachas Group LLC 852 W. Bartlett Road Bartlett, IL 60103	CONTACT NAME:		
	PHONE (A/C, No, Ext): (630) 289-4410	FAX (A/C, No): (630) 289-7726	
	E-MAIL ADDRESS: certificates@arachasgroup.com		
	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : EMC Insurance Companies		25186
INSURED Milieu Design, LLC 525 Enterprise Pkwy Lake Zurich, IL 60047	INSURER B :		
	INSURER C :		
	INSURER D :		
	INSURER E :		
	INSURER F :		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	X		BBB3291	2/1/2024	2/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			6E62146	2/1/2024	2/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$			6J62146	2/1/2024	2/1/2025	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N If yes, describe under DESCRIPTION OF OPERATIONS below		N / A	6H62146	2/1/2024	2/1/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
If required by written contract, the Village of Lake Villa, its elected and appointed officers, officials, employees, and agents are Additional Insured with respect to the General Liability.

CERTIFICATE HOLDER

CANCELLATION

Village of Lake Villa 65 Cedar Ave Lake Villa, IL 600460519	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS –
AUTOMATIC STATUS WHEN REQUIRED IN CONSTRUCTION CONTRACT OR
AGREEMENT INCLUDING COMPLETED OPERATIONS – PRIMARY AND
NONCONTRIBUTORY**

This endorsement modifies the insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

A. Section II – Who Is An Insured is amended to include as an additional insured:

1. Any person or organization for whom you are performing operations when you and such person or organization have agreed in writing in a contract or agreement that such person or organization be added as an additional insured on your policy; and
2. Any other person or organization you are required to add as an additional insured under the contract or agreement described in Paragraph 1. above.

Such person(s) or organization(s) is an additional insured only with respect to liability for “bodily injury”, “property damage” or “personal and advertising injury” caused, in whole or in part, by:

- a. Your acts or omissions; or
- b. The acts or omissions of those acting on your behalf;

in the performance of:

- a. your ongoing operations for the additional insured; or
- b. “Your work” for the additional insured and included in the “products – completed operations hazard”.

However, the insurance afforded to such additional insured described above:

- a. Only applies to the extent permitted by law; and
- b. Will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusion applies:

This insurance does not apply to “bodily injury”, “property damage” and “personal and advertising injury” arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services including:

- a. The preparing, approving, or failing to prepare or approve maps, shop drawings, opinions, reports,

surveys, field orders, change orders or drawings and specifications; or

- b. Supervisory, inspection, architectural or engineering activities.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by the insured, if the “occurrence” which caused the “bodily injury” or “property damage”, or the offense which caused the “personal and advertising injury”, involved the rendering of, or the failure to render, any professional architectural, engineering or surveying services.

C. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

The most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement described in Paragraph A.1.; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

D. The following is added to the Other Insurance Condition and supersedes any provision to the contrary:

Primary and Noncontributory Insurance

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured under your policy provided that:

- (1) The additional insured is a Named Insured under such other insurance; and
- (2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

E. All other terms and conditions of this policy remain unchanged.

TABLE 1
VILLAGE OF LAKE VILLA
OPERATIONS CLASSIFICATION PAY PLAN

<u>POSITION CLASSIFICATION</u>	<u>PAY GRADE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
	O1	\$29,307	\$40,036
PT Record's Clerk	O2	\$30,773	\$42,038
	O3	\$32,311	\$44,140
	O4	\$33,927	\$46,347
PT Finance Clerk, PT Community Service Officer, PT Customer Service Representative	O5	\$35,623	\$48,664
Receptionist, PT Management Intern	O6	\$37,404	\$51,097
	O7	\$39,275	\$53,652
	O8	\$41,238	\$56,335
Administrative Assistant	O9	\$43,300	\$59,152
Finance Clerk	O10	\$45,465	\$62,109
Utility Billing Clerk, Maintenance Worker I	O11	\$47,739	\$65,215
	O12	\$50,126	\$68,475
Record's Clerk, Executive Assistant	O13	\$52,632	\$71,899
Maintenance Worker II	O14	\$55,263	\$75,494
	O15	\$58,027	\$79,269
	O16	\$60,928	\$83,232
Maintenance Worker III	O17	\$63,974	\$87,394
	O18	\$67,173	\$91,763
Mechanic	O19	\$70,532	\$96,352
Superintendent of Public Works	O20	\$79,242	\$108,251

TABLE 2
VILLAGE OF LAKE VILLA
MANAGEMENT CLASSIFICATION PAY PLAN

<u>POSITION CLASSIFICATION</u>	<u>PAY GRADE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
Records Supervisor	M1	\$63,949	\$87,359
	M2	\$67,146	\$91,727
Administrative Services Director	M3	\$70,503	\$96,313
	M4	\$74,029	\$101,129
Assistant to the Village Administrator	M5	\$77,730	\$106,185
	M6	\$81,617	\$111,494
	M7	\$85,697	\$117,069
	M8	\$89,982	\$122,923
Director of Public Works / Finance Director	M9	\$94,481	\$129,069
	M10	\$99,205	\$135,522

TABLE 3
VILLAGE OF LAKE VILLA
PUBLIC SAFETY CLASSIFICATION PAY PLAN

<u>POSITION CLASSIFICATION</u>		<u>MINIMUM</u>		<u>MAXIMUM</u>	
PS1	Police Officer	Per Approved Collective Bargaining Agreement		Per Approved Collective Bargaining Agreement	
PS2	Police Sergeant	1.0%	Above Step 8 Police Officer Base Salary	11.0%	Above Step 8 Police Officer Base Salary
PS3	Police Lientenant	11.0%	Above Step 8 Police Officer Base Salary	22.0%	Above Step 8 Police Officer Base Salary
PS4	Chief of Police	22.0%	Above Step 8 Police Officer Base Salary	33.0%	Above Step 8 Police Officer Base Salary

Police Pay Plans

CURRENT PAY PLANS

Position	Current Salary	Current Range Min.	Current Range Max.
Step 8 Officer	\$ 94,912		
Sergeant		\$ 98,737	\$ 108,513
Lieutenant		\$ 108,513	\$ 119,266
Chief		\$ 119,266	\$ 130,020

PROPOSED STEP 8 POLICE OFFICER BASE SALARY

	FY2023	FY2024	FY2025	FY2026
Step 8 Officer	\$94,912	\$97,048	\$99,231	\$101,960
Annual Increase		102.25%	102.25%	102.75%

PAY PLAN BASED ON PUBLIC SAFETY PAY PLAN & STEP 8 BASE SALARY

	FY2023		FY2024		FY2025		FY2026	
	Range Min.	Range Max.	Range Min.	Range Max.	Range Min.	Range Max.	Range Min.	Range Max.
Police Sergeant	\$95,861	\$105,352	\$98,018	\$107,723	\$100,223	\$110,147	\$102,980	\$113,176
Police Lientenant	\$105,352	\$115,793	\$107,723	\$118,398	\$110,147	\$121,062	\$113,176	\$124,391
Chief of Police	\$115,793	\$126,233	\$118,398	\$129,073	\$121,062	\$131,977	\$124,391	\$135,607

04/02/24

VILLAGE OF LAKE VILLA

ORDINANCE NO. 2024-_____-_____

AN ORDINANCE OF THE VILLAGE OF LAKE VILLA
CONSENTING TO THE ADMISSION TO THE
CENTRAL LAKE COUNTY JOINT ACTION WATER AGENCY
OF AN ADDITIONAL MEMBER, THE VILLAGE OF LAKE ZURICH,
PURSUANT TO AN ADMISSIONS AGREEMENT

ADOPTED BY THE
MAYOR AND BOARD OF TRUSTEES
OF THE
VILLAGE OF LAKE VILLA
LAKE COUNTY, ILLINOIS
THIS 15th DAY OF APRIL, 2024.

Published in pamphlet form by the authority of the Corporate Authorities of the Village of Lake Villa, Lake County, Illinois this 15th day of April, 2024

AN ORDINANCE OF THE VILLAGE OF LAKE VILLA
CONSENTING TO THE ADMISSION TO THE
CENTRAL LAKE COUNTY JOINT ACTION WATER AGENCY
OF AN ADDITIONAL MEMBER, THE VILLAGE OF LAKE ZURICH,
PURSUANT TO AN ADMISSIONS AGREEMENT

WHEREAS, the Village of Lake Villa (the “Member”) is a Member of the Central Lake County Joint Action Water Agency (the “Agency”) pursuant to the Amended Agency Agreement;

WHEREAS, the Agency supplies potable water from Lake Michigan to the Members pursuant to the Restated Water Purchase and Sale Contract between the Agency and such Members;

WHEREAS, the Agency’s Board of Directors has approved an Admissions Agreement to the Central Lake County Joint Action Water Agency (the “Admissions Agreement”), for the admission of the Village of Lake Zurich, Lake County, Illinois, as a member of the Agency, and to provide Lake Michigan water to Lake Zurich;

WHEREAS, the Member has considered these matters and finds it advisable, in order to assure an economic and reliable supply of Lake Michigan Water now and into the future, to authorize and approve the admission of the Village of Lake Zurich to the Agency as described above;

WHEREAS, the Admissions Agreement for the Village of Lake Zurich has been presented to the Member and is attached hereto as Exhibit A:

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Lake Villa, Lake County, Illinois, as follows:

Section 1: Recitals. The findings and determinations set forth in the preambles to this Ordinance are hereby made findings and determinations of the Member and are incorporated into the body of this Ordinance by reference.

Section 2: Approval of Admission of Members. The Member hereby consents to the admission of the Village of Lake Zurich, Lake County, Illinois, as a member of the Agency, and for the Agency to provide Lake Michigan water to Lake Zurich pursuant to the Admissions Agreement substantially in the form attached hereto as Exhibit A.

Section 3: File with Agency. By this Ordinance, the Village Clerk is hereby authorized and directed to promptly file a certified copy of this Ordinance with the Secretary of the Agency.

Section 4: Severability. If any section, paragraph, clause or provision of this Ordinance shall be held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any of the other provisions of this Ordinance.

Section 5: Superseder. All ordinances, resolutions and orders, or parts thereof, in conflict with this Ordinance are, to the extent of such conflict, hereby superseded.

Section 6: Effective Date. This Ordinance shall be in full force and effect upon its passage and approval and it shall be published in pamphlet form.

Section 7: The Village Clerk is hereby directed to publish this ordinance in pamphlet form.

Passed by the Corporate Authorities on _____, 2024, on a roll call vote as follows:

AYES: Trustees

NAYS:

ABSENT:

ABSTAIN:

Approved by the Mayor on _____, 2024.

James McDonald, Mayor
Village of Lake Villa

ATTEST:

Mary Konrad, Village Clerk

Published in pamphlet form this ____ day of _____, 2024.

EXHIBIT A

VILLAGE OF LAKE ZURICH
ADMISSIONS AGREEMENT TO THE
CENTRAL LAKE COUNTY JOINT ACTION WATER AGENCY

Lake Zurich Membership Benefits Everyone

The Central Lake County Joint Action Water Agency's founders established CLCJAWA and then constructed their own Lake Michigan treatment facilities and delivery system because they "wanted control of their water destiny." CLCJAWA's Members pooled their resources to cooperatively do together, what they could not economically do alone. It is in that spirit that the CLCJAWA Board of Directors has approved the Lake Zurich Admissions Agreement, and is now requesting your consent as required in the CLCJAWA Water Agency Agreement.



CLCJAWA

1. **Capacity to Spare.** After reserving 4 million gallons per day (MGD) more than what is needed on a peak day in the future for existing members, CLCJAWA has 4 MGD to spare. Lake Zurich will be limited to a peak day of 3.4 MGD.
2. **Existing Members Pay Nothing.** 100% of expansion costs are paid by Lake Zurich.
3. **Fairness is Maintained.** Members have invested financial resources into CLCJAWA over the past three decades. To buy-in to that investment, Lake Zurich will pay \$22 million over the next 30-years for pipe and equipment replacement.
4. **Reduced Future Water Rate Increases.** Net revenues are projected to increase by more than \$1.3 million per year. This should reduce previously planned rate increases by about 5%. It will also allow CLCJAWA to avoid \$2.5 million in interest payments on State loans that will now be paid with cash reserves.



LAKE ZURICH

1. **A Sustainable Solution.** Lake Michigan water is regulated and plentiful unlike deep sandstone aquifers where sustainability is a concern.
2. **No Radioactive Waste Disposal.** Lake Zurich removes radioactive radium and barium from existing well water to meet drinking water regulations. The removed waste is currently disposed to Lake County Public Works sanitary sewer. This practice will no longer be permitted by federal regulations. The second option is hauling and disposal elsewhere leading to long-term liabilities for the Village.
3. **Membership is Forever.** Lake Zurich's other Lake Michigan options are outside of Lake County and would require limited term, difficult to re-negotiate contracts. CLCJAWA offers permanent full membership and like all Members, a vote on the Board of Directors.
4. **Facing the Future, Together.** As one of fourteen members, Lake Zurich would no longer face future regulatory burdens alone.

Key Details

1. Lake Zurich will pay for 100% of construction-related costs associated with CLCJAWA's system expansion to serve them. The new pipeline and facilities will then be owned and maintained by CLCJAWA.
 2. Lake Zurich will contribute \$22 million in capital buy-in fees, likely scheduled at \$729 thousand per year, from 2029 through 2056.
 3. Lake Zurich will increase water sales revenue by approximately 9% while increasing O&M expenses by about 4% resulting in an annual net revenue increase of initially \$1.3 to \$1.5 million each year.
 4. Additional revenue generation will allow CLCJAWA to avoid state revolving fund (SRF) loans, saving the Agency \$2.5 million in interest payments planned for the Fixed Asset Replacement program.
 5. Planned annual water rates (without Lake Zurich) will be reduced from 2% to 4% in the first five years of service, growing to an expected average savings of 5% per year when service is anticipated in December 2028.
 6. CLCJAWA has sufficient capacity to serve Lake Zurich. The CLCJAWA Board has reserved an extra 4 million gallons per day (MGD) of excess capacity that may be unexpectedly needed for themselves, in the future. They have also established an additional 4.0 MGD as unneeded excess system capacity available to sell. Lake Zurich's expected peak water demand in 2050 is 3.4 MGD.
 7. In the Board commissioned *2017 New Customer Evaluation Report* by Corollo Engineers, Lake Zurich ranked at the top of potential Lake County customers based on several evaluation criteria. The criteria prefer potential customers that will use most of the excess capacity, are near fully developed, are close to the CLCJAWA system, would offer redundancy (looping) options with current members, are near other Lake Michigan supplies for future emergency interconnection opportunities, and are facing immediate drinking water regulation issues.
 8. Lake Zurich is similarly sized to the existing Membership. Out of the existing Members, Lake Zurich ranks between 3rd and 6th place in: household income, water demand, equalized assessed value (EAV), land area, population and household
-

Historical Timeline

October 2020 Lake Zurich officials reached out to discuss initiation of their Water Resources Study that they commissioned. They requested and received CLCJAWA participation.

February 2022 the CLCJAWA Board formally directed staff to pursue new water sales as part of the Comprehensive Plan.

April 2022 Lake Zurich formally addressed the CLCJAWA Board and subsequently issued a Letter of Intent.

August 2022 The CLCJAWA Board reviewed both the technical case and the financial case for Lake Zurich Membership and signed an Intergovernmental Agreement with Lake Zurich for an Engineering Assessment of Project cost.

November 2022 Lake Zurich approved a study to identify needed internal improvements to receive Lake Michigan water.

April 2023 The CLCJAWA Board reviewed a Lake Zurich Expansion Engineering Assessment confirming CLCJAWA's ability to meet Lake Zurich's water demands while continuing to meet the existing Members' demands.

May 2023 The CLCJAWA Board adopted a Resolution Expressing the Intent of the Adopting Entities to Work Towards a Membership Expansion (also known as the Good Faith Resolution).

November 2023 the Village of Lake Zurich completed a Financial Water Rate Analysis and financing plan to fund their \$150 million (escalated to 2027) total program costs needed to receive Lake Michigan water. This includes approximately \$90 million to extend CLCJAWA's pipeline by 7-miles and includes \$22 million in capital buy-in fees.

December 2023 the Lake Zurich Board approved a five-year Comprehensive Fee Schedule to increase water rates to support the Lake Michigan water initiative.

March 18, 2024 the Lake Zurich Board approved the Lake Zurich Admissions Agreement to CLCJAWA.

March 27, 2024 the CLCJAWA Board approved the Lake Zurich Admissions Agreement pending individual Member approval.



Wm. Soucie
Executive Director
April 2, 2024

03/08/24
03/12/24
04/04/24

VILLAGE OF LAKE VILLA

ORDINANCE NO. 2024-04-____

AN ORDINANCE PROVIDING FOR AND
AUTHORIZING THE TRANSFER OF FUNDS OF THE VILLAGE FROM
THE EXISTING “GENERAL FUND” ACCOUNT, “WATER & SEWER” ACCOUNT,
“MANSION” ACCOUNT, AND “METRA” ACCOUNT
TO A “LIABILITY INSURANCE FUND” ACCOUNT
FOR THE BENEFIT OF THE VILLAGE

ADOPTED BY THE

CORPORATE AUTHORITIES

OF THE

VILLAGE OF LAKE VILLA, ILLINOIS

THIS 15th DAY OF APRIL, 2024.

Published in pamphlet form by authority of the Corporate Authorities of the Village of Lake Villa,
Lake County, Illinois, this 15th day of April, 2024.

AN ORDINANCE PROVIDING FOR AND
AUTHORIZING THE TRANSFER OF FUNDS OF THE VILLAGE FROM
THE EXISTING “GENERAL FUND” ACCOUNT, “WATER & SEWER” ACCOUNT,
“MANSION” ACCOUNT, AND “METRA” ACCOUNT
TO A “LIABILITY INSURANCE FUND” ACCOUNT
FOR THE BENEFIT OF THE VILLAGE

WHEREAS, the Corporate Authorities of the Village of Lake Villa (the “Village”) have determined that it is necessary, appropriate and in the best interests of the Village and its residents to transfer a certain portion of the funds now in the “General Fund” Account, the “Water & Sewer” Account, the “Mansion” Account, and the “Metra” Account of the Village to a “Liability Insurance Fund” Account herein established by the Village in order to fund such new “Liability Insurance Fund” Account for use by the Village:

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Lake Villa, Lake County, Illinois, as follows:

SECTION 1: The Corporate Authorities of the Village hereby find that the recitals set forth in the preamble of this Ordinance are true and correct and said recitals are incorporated herein as its findings of fact as if fully set forth herein.

SECTION 2: The Corporate Authorities of the Village hereby establish a new “Liability Insurance Fund” for use by the Village pursuant to Section 745 ILCS 10/9-107 and 745 ILCS 10/9-103(a-5) of the Local Governmental and Governmental Employees Tort Immunity Act.

SECTION 3: The Corporate Authorities of the Village hereby authorize the Village Treasurer to take all actions necessary and appropriate to effect the transfer of funds from the Village’s “General Fund” Account, “Water & Sewer” Account, “Mansion” Account, and “Metra” Account to the Village’s new “Liability Insurance Fund” as set forth below:

Account From Which Funds Are Hereby Transferred	Account To Which Funds Are Hereby Transferred	Dollar Amount of Funds So Transferred
General Fund	Insurance Liability Fund	\$174,889.79
Water & Sewer	Insurance Liability Fund	\$107,328.34
Mansion	Insurance Liability Fund	\$ 5,227.68
Metra	Insurance Liability Fund	\$ 5,227.68

SECTION 4: Any existing resolution(s) or ordinance(s) inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

SECTION 5: This Ordinance shall be in full force and effect from and after its passage and approval, as provided by law.

SECTION 6: The Village Clerk is hereby directed to publish this Ordinance in pamphlet form.

Passed by the Corporate Authorities on April 15, 2024, on a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved by the Mayor on April 15, 2024.

James McDonald, Mayor
Village of Lake Villa

ATTEST:

Mary Konrad, Village Clerk

**AGREEMENT BETWEEN THE VILLAGE OF LAKE VILLA AND LAUTERBACH & AMEN, LLP
FOR FINANCIAL AND ACCOUNTING SERVICES**

THIS AGREEMENT (hereinafter, the “Agreement” or the “Contract”) is made this 1st day of May, 2024, by and between the VILLAGE OF LAKE VILLA (hereinafter referred to as “Village”) and Lauterbach & Amen, LLP of 668. North River Road hereinafter referred to as “Consultant”) for the performance of certain financial and accounting services for the Village, including but not limited to the scope of services identified in Exhibit A (collectively referred to herein as the “Project”, the “Work”, or the “Services”) pursuant to the Consultant’s Proposal dated March 8th, 2024 (hereinafter, the “Consultant’s Proposal”), a copy of which is attached hereto as Exhibit A and thereby made a part hereof. This Agreement and the Consultant’s Proposal shall constitute the Contract Documents (sometimes collectively referred to herein as the “Contract” or the “Contract Documents”). In the event of any conflict between the Contractor’s Proposal and this Agreement, the provisions of this Agreement shall supersede, prevail, and control.

WITNESSETH:

In consideration of the mutual promises and covenants set forth herein, the Parties agree as follows:

1. Scope of Work: The Consultant agrees to and shall timely perform and fully complete all of the Services relative to the Project as set forth in the Consultant’s Proposal dated March 8, 2024 attached hereto and made a part of this Agreement as Exhibit A (the “Services”).
2. Payment:
 - A. Not to Exceed Payment: The Village agrees to pay the Consultant, and the Consultant agrees to accept as compensation for all Services and/or Work and/or the Project required by this Agreement the amount(s) set forth as follows:
 - ☒ the amount(s) set forth in the “Consultant’s Proposal”; and
 - ☐ subject to a not-to-exceed amount of \$ _____ (“Contract Price”)
 - B. Invoices for Payments: The Consultant agrees to and shall prepare and submit:
 - ☐ an invoice to the Village which the Village shall pay upon completion and approval of the Services; or
 - ☒ invoices for progress payments to the Village as hereinafter set forth for Services completed to date. Invoices shall be prepared monthly and shall document the time/hours expended as the Services are completed to date by the Consultant; or
 - ☐ Progress Payments:
 - A. 50% of the base Contract Price upon execution of this Agreement; and
 - B. 50% of the base Contract Price upon completion of all of the Services to be provided to the Village.
 - C. Village’s Compliance with the Illinois Local Government Prompt Payment Act (50 ILCS 505/1, et seq.) (the “Act”). The Consultant and the Village both acknowledge and agree that the Village complies with the Act, which states that any bills approved for payment shall be paid within thirty (30) days after date of approval of the invoice by the Corporate Authorities of the Village, and the parties both also agree that any payment(s) due to the Consultant for Services rendered or to be rendered to the Village shall be paid by the Village pursuant to the provisions of the Act. Notwithstanding any other provisions of any Contract Document, the Village shall not, in any manner, be considered to have accepted the Services, or any part thereof, or to have waived any claim related to such Services by making a final payment or by making any progress payment of any amount, where the Village determines that such Services, or part thereof, are defective, deficient, or not in conformance with the Contract Documents.
3. Contract Documents: The term “Contract Documents” means and includes, but is not limited to, the following, which are each attached hereto and thereby made a part hereof:
 - A. This Agreement
 - B. The Consultant’s Proposal dated March 8th, 2024

In the event of any conflict between this Agreement and any other Contract Document, this Agreement shall prevail and control over the terms and conditions set forth in such other Contract Documents.

4. Time is of the Essence; Dates of Commencement and Completion: Time is of the essence in this Contract. The Services to be performed by the Consultant under the Contract Documents shall commence no later than May 1, 2024 (hereinafter the "Commencement Date"), and shall be completed no later than May 1, 2025 (hereinafter the "Completion Date"), barring only Acts of God, due to which the Completion Date may be modified in writing with the prior approval of the Village. If the Consultant fails to complete the Services by the Completion Date, the Village shall thereafter have the right to have the Services completed by another independent contractor, and in such event, the Village shall have the right to deduct the cost of such completion so incurred by the Village from payments otherwise due to the Consultant for the Services and/or the right to recover any excess cost of completion from the Consultant to the extent that the total cost incurred by the Village for the completion of the Services which are the subject of the Contract Documents exceeds the Contract Price.
5. Venue and Choice of Law: The Consultant and the Village agree that the venue for any and all disputes shall solely be in Lake County, Illinois, in which the Village's Village Hall is located. This Agreement and all other Contract Documents shall be construed and interpreted in accordance with the laws of the State of Illinois.
6. Nonassignability. The Consultant shall not assign this Contract, or any part thereof, to any other person, firm, or corporation without the prior written consent of the Village, and in no case shall such consent relieve the Consultant or its surety from the obligations herein entered into by the same or change the terms of this Contract.
7. Notices. All notices required by the Contract Documents shall be given in writing and shall be served by one party to the other party via email (effective when transmitted), facsimile (effective when transmitted), personal delivery (effective when delivered), commercial overnight delivery (effective when delivered), or by mail (effective when mailed).
8. Right to Alter Scope of Services Reserved: The Village reserves the right to alter the plans, extend or shorten the Scope of Services, add to the Scope of Services as may be necessary, and increase or decrease the scope and/or quantity of the Services, including the deduction or cancellation of any one or more of the unit price items, or to cancel the Contract and the Services in their entirety for any reason.
9. Control and Inspection of Work: Unless otherwise specified in the Contract Documents, inspection, acceptance or rejection of goods and/or Services shall be made after delivery. Final inspection, acceptance and/or rejection of the goods and/or Services shall not impose liability on the Village for goods and/or Services not in accordance with the Contract Documents as determined solely by the Village. Payment shall not be due on rejected goods and/or Services until and unless fully corrected and/or replaced as determined by the Village. All Services performed by the Consultant shall be done in conformance with this Agreement and the other Contract Documents as determined solely by the Village, and this Agreement shall control.
10. Timely Written Response and Written Report(s) of Resolution Relative to Certain Incident(s), Claim(s) and/or Complaint(s):
 - A. All alleged incident(s), claim(s), or complaint(s) related to any alleged death, injury and/or damage to persons and/or to public or private property related to the Consultant's work or services provided pursuant to this Contract shall be reported to the Village and resolved by the Consultant and/or its agent in a timely manner.
 - B. Within three (3) business days after receipt by Consultant of an initial written or verbal notice of any such incident, claim, or complaint, the Consultant shall also provide to the Village, and to any third-

party making such claim or complaint, the name, telephone number, and cellular number of the Consultant's officer or employee who will be responsible for managing the resolution thereof until its final resolution by the Consultant and/or by the Consultant's insurer or agent.

- C. Within ten (10) business days after the Consultant's receipt of the first notice of an alleged incident, claim, or complaint related to any alleged death, injury, and/or damage to persons and/or to public or private property (the "incident, claim, or complaint"), the Consultant or its agent(s) shall provide to the Village and to any third-party person making such claim or complaint an initial written response relative to such incident, claim or complaint, and the efforts and current progress of the Consultant and/or its agents to date toward the resolution of such incident, claim or complaint.
- D. If complete resolution of the incident, claim, or complaint has not been reached within the aforesaid ten (10) business day period, the Consultant or its agent shall continue to use all reasonable efforts to fully resolve the incident, claim, or complaint, and to that end, further updated written status reports of resolution, or progress toward resolution, as the case may be, of such incident, claim, or complaint shall be provided to the Village by the Consultant not less than monthly until such incident, claim, or complaint is fully resolved.
- E. The Consultant or its agents will be expected to fully resolve most incident(s), claim(s), or complaint(s) involving minor damage to public or private property within said initial ten (10) business day period after the Consultant receives its initial verbal or written notice of such incident, claim, or complaint.

11. Insurance:

A. Prior to Commencement of Work:

- (i) Prior to commencement of providing any Services under the Contract Documents, Consultant shall supply to the Village certificates of insurance as specified below, provided, however, these insurance requirements shall not be applicable to any Contract which is only for the purchase of goods by the Village. Consultant shall not start the Services contemplated by the Contract until Consultant has obtained all insurance required under this Paragraph 11, and all such insurance coverage has been obtained and approved by the Village Administrator, or his designee.
- (ii) Minimum Scope of Insurance: Coverage shall be at least as broad as Insurance Services Office ("ISO") Commercial General Liability occurrence form CG 00 01 04 13 with the "Village of Lake Villa and its elected and appointed officers, officials, employees, agents and volunteers" named as additional insureds on a primary and non-contributory basis. This primary, non-contributory additional insured coverage shall be confirmed through the following required policy endorsements (or their substantial equivalents): ISO Additional Insured Endorsement CG 20 10 04 13 or CG 20 26 04 13, and CG 20 01 04.
☐ If this box is checked, a Completed Operations Endorsement (CG 20 37 04 13) is also required.

B. Insurance Required: The Consultant shall procure and maintain, for the duration of the Contract, insurance against claims for injuries to persons or damage to property, which may arise from or in connection with the performance of the Services hereunder by the Consultant, its employees, subconsultants, and other agents, and:

(i) Commercial General Liability:

- (a) \$1,000,000 combined single limit per occurrence for bodily injury, and property damage and \$1,000,000 per occurrence for personal injury. The general aggregate shall be \$2,000,000.
- (b) The Village of Lake Villa, and its elected and appointed officers, officials, employees, agents and volunteers, are to be named and covered as additional insureds as respects: liability arising out of the Consultant's Services, including activities performed by or on behalf of the Consultant; products and completed operations of the Consultant; premises owned, leased or

used by the Consultant, or automobiles owned, leased, hired or borrowed by the Consultant. The coverage shall contain no special limitations on the scope of protection afforded to the Village of Lake Villa and its elected and appointed officers, officials, employees, agents and/or volunteers.

- (c) The Consultant's insurance coverage shall be primary and non-contributory as respects the Village of Lake Villa and its elected and appointed officers, officials, employees, agents and volunteers. Any insurance or self-insurance maintained by the Village of Lake Villa and/or on behalf of its elected and appointed officers, officials, employees, agents and/or volunteers shall be excess of Consultant's insurance and shall not contribute with it.
 - (d) Any failure to comply with reporting provisions of any applicable insurance policies shall not affect coverage provided to the Village of Lake Villa and its elected and appointed officers, officials, employees, agents and/or its volunteers.
 - (e) The Consultant's insurance shall contain a Severability of Interests/Cross-Liability clause or language stating that Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
 - (f) If any commercial general liability insurance is being provided under an excess or umbrella liability policy that does not "follow form", then the Consultant shall be required to name the "Village of Lake Villa, and its elected and appointed officers, officials, employees, agents and volunteers" as additional insureds.
 - (g) All general liability coverages shall be provided on an occurrence policy form. Claims-made general liability policies will not be accepted.
 - (h) The Consultant and all subconsultants hereby agree to waive any limitation as to the amount of contribution recoverable against them by the Village of Lake Villa, and/or by its officers, officials, employees, agents and/or its volunteers. This specifically includes any limitation imposed by any state statute, regulation, or case law including any Workers' Compensation Act provision that applies a limitation to the amount recoverable in contribution such as *Kotecki v. Cyclops Welding*.
- (ii) ISO Business Auto Liability coverage form number CA 00 01, Symbol 01 "Any Auto": \$1,000,000 combined single limit per occurrence for bodily injury, and property damage and \$1,000,000 per occurrence for personal injury.
 - (iii) Workers' Compensation Insurance: Such coverage as required by the Workers' Compensation Act of the State of Illinois with coverage of statutory limits and Employers' Liability Insurance with limits of \$1,000,000 per accident. The insurer shall agree to waive all rights of subrogation against the "Village of Lake Villa, its elected and appointed officers, officials, employees, agents and volunteers" for losses arising from work performed by the Consultant for the Village.
 - (iv) Professional Liability:
 - (a) Professional liability insurance with limits not less than \$1,000,000 each claim with respect to negligent acts, errors and omissions in connection with professional services to be provided under the contract, with a deductible not-to-exceed \$50,000 without prior written approval.
 - (b) If the policy is written on a claims-made form, the retroactive date must be equal to or preceding the effective date of the contract. In the event the policy is cancelled, non-renewed or switched to an occurrence form, the Consultant shall be required to purchase supplemental extending reporting period coverage for a period of not less than three (3) years.

- (v) Umbrella Policy: If the general aggregate limit for Commercial General Liability coverage provided is less than \$2,000,000, pursuant to Section 11(B)(i) above, then a \$1,000,000 Umbrella Policy shall also be provided which policy shall follow all required coverages as set forth above, other than Worker's Compensation and Professional Liability coverages.
- C. Deductibles and Self-Insured Retentions: Any deductibles or self-insured retentions must be declared to and approved by the Village of Lake Villa.
- D. All Coverages:
 - (i) No Waiver. Under no circumstances shall the Village, or its officers, officials, employees, agents or volunteers be deemed to have waived any of the insurance requirements of this Contract by any act or omission, including, but not limited to:
 - (a) Allowing work by Consultant or any subconsultant to start before receipt of Certificates of Insurance and Additional Insured Endorsements.
 - (b) Failure to examine, or to demand correction of any deficiency, of any Certificate of Insurance and Additional Insured Endorsement received.
 - (ii) Each insurance policy required shall have the Village of Lake Villa expressly endorsed onto the policy as a Cancellation Notice Recipient. Should any of the policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.
 - (iii) When requested by the Village Administrator, or his designee, Consultant shall promptly provide the respective original insurance policies for review and approval by the Village Administrator, or his designee.
- E. Acceptability of Insurers: Insurance is to be placed with insurers with a Best's rating of no less than A-, VII and approved to do business in the State of Illinois.
- F. Verification of Coverage: Consultant shall furnish the Village of Lake Villa with certificates of insurance naming the "Village of Lake Villa, its elected and appointed officers, officials, employees, agents and volunteers", as additional insureds (except on Professional Liability), and with original endorsements affecting coverage required by this clause. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and endorsements are to be received and approved by the Village Administrator, or his designee, before any work commences. The following additional insured endorsements may be utilized (or their substantial equivalent): ISO Additional Insured Endorsements CG 20 10 04 13 or CG 20 26 04 13, and CG 20 37 04 13 – Completed Operations, where required. In the event a claim is filed, the Village reserves the right to request full certified copies of the insurance policies and endorsements.
- G. Subconsultants: Consultant shall include all subconsultants as insureds under its policies or shall furnish separate certificates and endorsements for each subconsultant. All coverages for subconsultants shall be subject to all of the requirements stated herein.
- H. Assumption of Liability: Consultant assumes liability for all injury to or death of any person or persons including employees of the Consultant, any subconsultant, any supplier or any other person and assumes liability for all damage to property sustained by any person or persons occasioned by or in any way arising out of any work performed pursuant to this Contract.
- I. Village May Rely on Its Membership in a Self-Insured Risk Pool: Notwithstanding any other provision in any contract document, the undersigned herein agree that the Village, at its own option, may satisfy its obligation to purchase any insurance required of the Village through its membership in a self-insured risk pool. The rights of the Village as a member of a governmental self-insurance pool are intended to and shall constitute full satisfaction for any of the insurance required of Consultant to be maintained by the Village.

- J. Insurance Certifications: In addition to providing Certificates of Insurance as required by the Contract Documents, the Consultant shall submit to the Village a signed certification with each Request for Payment, stating that all the insurance required of the Consultant remains in force. Failure to submit such a certification shall be grounds to withhold payment in full or in part.
- K. Insurance Requirements Cannot Be Waived by Village: Under no circumstances shall the Village be deemed to have waived any of the insurance requirements of the related Contract by any act or omission, including, but not limited to: (1) allowing the Services to commence by the Consultant or any subconsultant of any tier before receipt of Certificates of Insurance; (2) failing to review any Certificates of Insurance received; (3) failing to advise the Consultant or any subconsultant of any tier that any Certificate of Insurance fails to contain all the required insurance provisions, or is otherwise deficient in any manner; or (4) issuing any payment without receipt of a Sworn Statement from the Consultant and all subconsultants of any tier stating that all the required insurance is in force. The Consultant agrees that the obligation to provide the insurance required by this Agreement or any of the contract documents is solely its responsibility and that this is a requirement which cannot be waived by any conduct, action, inaction or omission by the Village. Consultant shall also protect the Village by specifically incorporating this Paragraph into every subcontract entered into relative to the Services contemplated herein and also requiring that every subconsultant incorporate this Paragraph into every sub-subcontract it enters into relative to the Services contemplated herein.
- L. Liability of Consultant and Subconsultant is Not Limited by Purchase of Insurance: Nothing contained in the insurance requirements of this Agreement or any Contract Documents is to be construed as limiting the liability of the Consultant or the liability of any subconsultant of any tier, or either of their respective insurance carriers. The Village does not, in any way, represent that the coverages or limits of insurance specified is sufficient or adequate to protect the Village, the Consultant, or any subconsultant's interest or liabilities, but are merely required minimums. The obligation of the Consultant and every subconsultant of any tier to purchase insurance shall not, in any way, limit their obligations to the Village in the event that the Village should suffer an injury or loss in excess of the amount recoverable through insurance, or any loss or portion of the loss which is not covered by either the insurance of the Consultant or any subconsultant's insurance.
- M. Notice of Bodily Injury or Property Damage: The Consultant shall notify the Village, in writing, of any actual or possible claim for personal injury or property damage relating to the Services, or of any occurrence which might give rise to such claim, promptly upon obtaining first knowledge of same.
- N. Updated Proof Required: The Consultant agrees that at any time upon the demand of the Village, updated proof of such insurance coverage will be submitted to the Village. There shall be no additional charge to the Village for said insurance.
- O. Higher and More Expansive Standard Applicable: To the extent other insurance requirements of the Contract Documents contradict this Paragraph 11, the more expansive and higher standard, in terms of type and amount of coverage, shall govern.

12. Indemnity:

- A. To the fullest extent permitted by law, the Consultant hereby agrees to defend, indemnify and hold harmless the Village, its elected and appointed officers, officials, employees and agents against all injuries, deaths, loss, damages, claims, any claims or amount recovered by reason of any infringement of any patent, trademark or copyright, suits, liabilities, judgments, costs and expenses, which may in anywise accrue against the Village, its elected and appointed officers, officials, employees, and agents arising in whole or in part or in consequence of the performance of the Services by the Consultant, its employees, or subconsultants, or which may in anywise result therefrom, except that arising out of the sole legal cause of the Village, its elected and appointed officials, employees or agents, the Consultant shall, at its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefrom or incurred in connection therewith, and, if any judgment shall be rendered

against the Village, its elected and appointed officers, officials, employees or agents, in any such action, the Consultant shall, at its own expense, satisfy and discharge the same.

- B. Consultant expressly understands and agrees that any performance bond or insurance policies required by this Contract, or otherwise provided by the Consultant, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the Village, its elected and appointed officials, employees or agents as herein provided.
- C. Consultant further agrees that to the extent that money is due the Consultant by virtue of this Contract as shall be considered necessary in the judgment of the Village, such funds may be retained by the Village to protect itself against said loss until such claims, suits, or judgments shall have been settled or discharged and/or evidence to that effect shall have been furnished to the satisfaction of the Village.
- D. In the event that the Village is not immune from liability under any applicable law, and only in such event, the Village hereby agrees to indemnify and hold harmless the Consultant, its officers, directors, employees and subconsultants (collectively, Consultant) against all damages, liabilities or costs, including reasonable attorney's fees and defense costs, to the extent caused by the Village's negligent acts in connection with the Project and the acts of the Village, and/or any of its officers, trustees and/or employees.
- C. Neither the Village nor the Consultant shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence, or for the acts of their respective officers, trustees, employees and/or agents.
- D. The provisions of this Paragraph 12 shall survive any termination of the Contract.

13. Village Confidential Information:

- A. Consultant warrants that it shall not disclose, use, sell, rent, trade, or otherwise provide Village Confidential Information to any person, firm, or entity for any purpose outside of the specific purposes of the Contract Documents, except as necessary to comply with applicable State or Federal laws.
- B. The provisions of this Paragraph 13 shall survive any termination of the Contract.

14. No Conflicts of Interest: The Consultant warrants that it has no conflict of interest and has not employed or retained any company or person, other than a bona fide employee working solely for the Consultant, to solicit or secure this Contract, and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the Consultant, any fee, commission, percentage, brokerage fee, gift(s), or any other consideration, contingent upon or resulting from the award or the making of this Contract.

15. Compliance with Laws: Consultant shall comply with all applicable federal, state, and local laws, ordinances, rules and regulations, and any and all orders and decrees of any court, administrative body or tribunal applicable to the performance of the Contract. Included within the scope of the laws, ordinances, rules and regulations referred to in this paragraph, but in no way to operate as a limitation, are: Occupational Safety & Health Act ("OSHA"); Illinois Department of Labor ("IDOL"), Department of Transportation, and all forms of traffic regulations; public utility, Intrastate and Interstate Commerce Commission regulations; Workers' Compensation Laws, the Social Security Act of the Federal Government and any of its titles, the Illinois Human Rights Act, and EEOC statutory provisions and rules and regulations. Evidence of specific regulatory compliance will be provided by the Consultant if requested by the Village.

16. Equal Employment Opportunity: The Consultant shall be an "equal opportunity employer" as defined in the United States Code Annotated. The Consultant shall be required to comply with the President's Executive Order No. 11246, as amended, and the requirements for Bidders and Contractors under this order

are explained in 41 CFR 60-4. The Consultant shall fully comply with all applicable provisions of the Illinois Human Rights Act.

17. Certifications: By the execution of this Agreement, the Consultant certifies that: (1) the Consultant is not delinquent in the payment of any tax administered by the Illinois Department of Revenue as required by 65 ILCS 5/11-42.1-1; (2) the Consultant has a written sexual harassment policy as required by and shall otherwise comply in all respects with the Illinois Human Rights Act (775 ILCS 5/2-105(A)(4)); (3) the Consultant will provide a drug-free workplace as required by and shall otherwise comply with the Illinois Drug-Free Workplace Act (30 ILCS 580/1, et seq.); (4) the Consultant has in place a written policy as required by and that it does and shall otherwise comply with the Illinois Substance Abuse Prevention on Public Works Projects Act (820 ILCS 265/1, et seq.); and (5) the Consultant is not and/or was not barred from bidding on this Contract pursuant to Section 33E-3 or 33E-4 of the Illinois Criminal Code (720 ILCS 5/33E-3 and 5/33E-4).
18. Project Documentation: Upon execution of this Agreement relative to the Project, notwithstanding anything contained in any other Contract Documents to the contrary, the Consultant and its subconsultants agree to and shall release to the Village any and all right, title, and interest in and to any and all Project Documentation depicting, documenting, or recording the Services, and/or the Work, and/or the Project which is the subject of the Contract Documents, prepared or created by the Consultant and/or its subconsultants, including but not limited to any and all drawings, plans, specifications, photos, reports, videos, and/or other recordings on any electronic media (sometimes collectively referred to as "Project Documentation"), and any and all of such Project Documentation shall become the property of the Village. The Consultant and its subconsultants further warrant to the Village that they have the legal right to convey said Project Documentation to the Village. The Work contemplated by the Contract Documents shall not be considered complete until and unless legible and complete physical and electronic copies of all such Project Documentation have been delivered to the Village. The Village may reuse Project Documentation without the prior written authorization of the Consultant, but the Village agrees to waive any claim against the Consultant arising from any unauthorized reuse or modification of the Project Documentation.
19. Consultant is an Independent Contractor: It is mutually understood and agreed that the Consultant shall have full control of the ways and means of performing the Professional Services referred to above and/or which is the subject of this Agreement and the related Contract and that the Consultant or his/its employees, representatives or Subconsultants are in no sense employees of the Village, it being specifically agreed that in respect to the Village, the Consultant and any party employed by the Consultant bears the relationship to the Village of an independent contractor.
20. Arbitration Deleted from Contract Documents; No Attorneys' Fees: Any provision in the Contract and any other contract documents referring to the submission of claims or disputes to arbitration shall herein be deleted. Notwithstanding anything contained in the Contract and any other contract documents to the contrary, it is the intent of the parties that arbitration is a remedy which shall not exist under the Contract and any other contract documents, and no party shall be entitled to recover attorneys' fees or court costs in any action to enforce or interpret this Agreement and the related Contract and contract documents.
21. Duration: This Agreement and the related Contract Documents shall be in effect from the date of the Contract until the completion of the Services, but the obligations of the Consultant under Paragraphs 12 and 13 shall continue after such termination.
22. Advertisement: The Consultant is specifically denied the right to use in any form or medium the name of the Village for public advertising unless express permission is granted by the Village.
23. Amendments: No agreement or understanding to modify this Agreement or the related Contract Documents shall be binding upon the Village unless in writing and signed by the Village's authorized agent. All specifications, drawings, and data submitted to the Consultant with this Agreement or the related Contract Documents are hereby incorporated and made part thereof.

24. Termination; Remedies: Notwithstanding any other provision hereof, the Village may terminate the Agreement in the event of a default by the Consultant or without cause at any time upon 15 days prior written notice to the Consultant. In the event that the Agreement is so terminated and the Consultant is not in default or breach of this Agreement, the Consultant shall be paid for Services actually performed and reimbursable expenses actually incurred, if any, prior to termination, not exceeding the value of the Services completed which shall be determined on the basis of the rates set forth in the Consultant's Proposal (Exhibit B).
25. Supersede: The terms, conditions and specifications set forth in this Agreement shall supersede, govern, and prevail over any inconsistent terms, conditions, and/or specifications on any other Contract Documents.
26. Severability: In the event any section, subsection, paragraph, sentence, clause, phrase or provision of this instrument or part thereof shall be deemed unlawful, invalid, unenforceable or ineffective by any court of competent jurisdiction, such decision shall not affect the validity, enforceability or effectiveness of the remaining portions of this instrument.
27. Facsimile or Digital Signatures: Facsimile or digital signatures shall be sufficient for purposes of executing, negotiating, and finalizing this Contract, and this Contract shall be deemed delivered as if containing original signatures if such delivery is made by emailing a PDF of a scanned copy of the original, hand-signed document, and/or by use of a qualified, established electronic security procedure mutually agreed upon by the Parties.
28. Counterparts: This Agreement may be executed in one or more counterparts, which counterparts when affixed together, shall constitute one and the same original document.
29. No Third-Party Beneficiaries: The parties do not intend to confer any benefit hereunder on any person, firm or corporation other than the parties hereto.
30. Entire Agreement: The Contract Documents (including all Exhibits attached thereto which by reference are made a part of the Agreement) and all other written agreements signed by all of the parties hereto which by their express terms are a part of the Contract Documents, are the final expression of, and contain the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior understandings with respect thereto.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized officer in quadruplicate counterparts, each of which shall be considered as an original.

CONSULTANT

VILLAGE OF LAKE VILLA

By: _____

By: _____

Its Authorized Agent

_____, its _____

ATTEST: _____

Mary Konrad, Village Clerk

EXHIBIT A

Consultant's Proposal dated March 8th, 2024



Lauterbach & Amen, LLP

CERTIFIED PUBLIC ACCOUNTANTS

DUE DATE:

March 8, 2024

SERVICE PROPOSAL

CLIENT ACCOUNTING & ADVISORY SERVICES

PREPARED FOR:

Village of Lake Villa

FOR THE PERIOD:

May 1, 2024 through April 30, 2025



SUBMITTED BY:

Ronald J. Amen, Partner
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March 8, 2024

Village of Lake Villa
P.O. Box 519
Lake Villa, IL 60046

Lauterbach & Amen, LLP (L&A) is pleased to respond to your request to provide financial and accounting services to the Village of Lake Villa (Village).

Enclosed in this proposal are details about our practice, our people and our reputation for quality service, as well as an outline of our engagement approach and scope. L&A is a Firm nearly entirely specialized in the governmental sector, allowing us to provide an unrivaled commitment to exceeding your expectations with regards to quality service, government specific expertise and timing. Our 14 partners share a combined 250+ years of exclusive government experience, with past experience in nonprofit, tax and commercial clients. Their years of experience in the governmental sector will directly benefit the Village. L&A possesses the resources and drive to continually exceed your expectations.

At L&A our mission is to provide accounting, compilation, assurance, and consulting services to governments in the spirit of excellence and altruism. As a Firm, we are committed to adhering to stringent moral standards in addition to the legally imposed professional standards and guidelines, priding ourselves in our flexible attitude towards accommodating our clients, and continually striving to be an elite personal client service Firm. L&A will attain the highest quality employees who share our core values and capacities in order to continue to service our clients at the level at which they are accustomed. Our staff utilizes their expertise to educate clients, with the anticipation that it will lead to accurate solutions to challenges that may arise in the daily course of financial activities. Our goal is to maintain personalized relationships with our current clients, while continuing to acquire new clients with the hopes of creating equally valuable bonds. At L&A we continually strive to distinguish ourselves from other accounting firms by emphasizing the following:

EXPERTISE

- Providing professional accounting and consulting services to over 500 local governments on an annual basis, and providing compilation and benefit services to over 500 public pension funds.
- Possessing exclusive expertise in the area of local government, as evidenced by our exemplary retention rate of the Certificate of Achievement for Excellence in Financial Reporting for clients with continual submissions to the program. L&A is also in the top ten firms nationally that submit audits to the Certificate of Achievement Program.
- Striving to continually be a proven leader in the governmental accounting industry and assisting our clients on the implementation of new, complex pronouncements and issues affecting local government, including one-on-one assistance with the understanding and implementation of these new pronouncements and issues. We will provide thorough and timely answers to any of your questions or needs.
- Maintaining a highly professional staff, each of which possess extensive knowledge in the area of local government, continually broadening their knowledge of local government issues through in-house training, involvement in various local government organizations and through continuing professional education programs.



SERVICE AND QUALITY

- Allowing our clients to dictate scheduling needs. We continually meet or exceed the deadlines established by our clients.
- Identifying, communicating and assisting in the implementation of identified opportunities for improved and more efficient financial or procedural operations.
- Maintaining a program of continuity for multi-year engagements, including minimal rotation of the team, allowing for the establishment of efficient working relationships with the Village.
- Continually promoting communication with management from the beginning of our engagement and throughout the year. We are committed to listening to your needs and customizing the engagement to meet those needs.

CLIENT TRAINING OPPORTUNITIES

- Conducting annual training sessions with our clients in a small group setting covering such topics as: new GASB pronouncements, understanding the financial statements, identification of finance department efficiencies and best practices.
- Forming professional resource alliances with other businesses in the areas of human resources, tax and information technology to provide the Village the highest level of service.

We are very excited about the opportunity to continue to serve the Village and are committed to providing the Village with quality service and commit to perform the work within the established time period. We believe we have talented people and the appropriate experience to provide you with a quality engagement at a fair and competitive price. The Partners that are signing this proposal are entitled to represent the Firm, empowered to submit the proposal and authorized to sign a contract with the Village. This proposal is a firm and irrevocable offer for 60 days. If you have any questions about this proposal or need to discuss these matters further, please contact us. We look forward to your reply.

Respectfully Submitted,

Ronald J. Amen
Partner
ramen@lauterbachamen.com
630.393.1483

Matt R. Beran
Partner
mberan@lauterbachamen.com
630.393.1483



FIRM PROFILE

Lauterbach & Amen, LLP (L&A) provides clients with unparalleled service from an experienced team of knowledgeable professionals who double as valuable management resources.

L&A is based in the Chicagoland area, with clients based in nearly all 50 states. Founded in 1997 by Sherry Lauterbach and Ron Amen, L&A provides clients with accurate, timely and personalized services that combine large-firm capabilities with small-firm values. Through the years, our services have evolved to meet the growing demands of our clients in the governmental, nonprofit and private sectors.

OUR SERVICES



**Audit
Services**



**Actuarial
Services**



**Client Accounting
& Advisory Services**



**Pension Administration
Services**



**Tax
Services**

OUR TEAM

**13 Partners
50+ Managers**



OUR INDUSTRIES

**Government
Private Sector
Nonprofit**

L&A was once again named among the top 200 largest public accounting firms in Inside Public Accounting's prestigious annual list of leading firms.





FIRM PROFILE

Firm Philosophy

We have a full-time commitment to our niched industries, with extensive expertise in the governmental and nonprofit sectors. Through our experience, we are able to help clients anticipate and prepare for changes in their operating environment. The value of our services lies not only in the performance of an efficient engagement, but in our detailed review of finance practices, and our extensive knowledge of key topics affecting our clients. With our extensive experience in the field of local governmental accounting and auditing, we have served a substantial number of municipalities, park districts, libraries, special districts, school districts, pension funds, joint ventures, and various other governmental organizations. We have included a partial list of such entities as references, and would encourage you to contact any or all of them for references as to our qualifications and level of service. We have also provided current client references as evidence of our expertise in and commitment to the industries we serve.

Close Working Relationship with Management

A close working relationship with management on a year-round basis is the best way to provide our clients with the benefit of our depth of knowledge. This approach also allows for the timely resolution of questions and problems as they arise rather than after the fact. Through understanding the client's activities and a close working relationship with management, L&A can best respond to and help initiate programs that lead to improved operations and efficiencies and ultimately result in a more efficient engagement.

We consider it essential to maintain the lines of communication throughout the year. To attain this, we both formally (via meetings, newsletters, etc.) and informally (via telephone calls, emails, etc.) keep our clients advised of applicable changes and recent developments that affect our clients' operations.

People-Oriented Endeavor

The team at L&A recognizes that we are involved in a people-oriented endeavor. Our goals and objectives, therefore, are centered around this understanding.

We strive:

- To create an environment that encourages a high level of communication between the client and our team
- To provide clients with the highest attainable level of staff capabilities through selective recruiting and creation of a work environment that aids personal growth
- To continually improve the quality of our services
- To support our financial, business, professional and social communities

FIRM PROFILE

A Strong Commitment to the Industry

Our involvement in the local government field includes active membership, support and participation in numerous professional organizations which serve the financial and management teams of local governments, including:



FIRM PROFILE

Our Services



Actuarial Services

Pension planning is a specialized industry demanding an expert actuarial team. Our role is to guide clients through the intricacies of actuarial standards, crafting a funding plan that aligns with the needs of all relevant parties. Additionally, we guarantee that the necessary financial statement disclosures meet reporting requirements.



Audit Services

At L&A, we take pride in delivering high-quality auditing services. Our firm undergoes an independent peer review of our auditing practice, and we have received the highest opinion on our attest services.



Client Accounting and Advisory Services

The dedicated professionals at L&A collaborate closely with clients to address and manage a wide range of responsibilities, including accounting, financial reporting, payroll, IT, and other outsourced or temporary tasks. By tailoring our diverse and skilled professionals to meet the specific needs of each client, we have assisted in controlling costs and enhancing efficiencies of our clients.



Pension Administration Services

L&A is proud of our two-decade commitment to assisting public pension fund trustees in comprehending complex pension codes. We understand the significance of the Board's responsibilities and the challenges it poses, especially when balancing these tasks with the daily responsibilities outside the pension realm.



Tax Services

Navigating the preparation of a tax return can be an overwhelming process, often leaving clients with more questions than answers due to the evolving nature of tax laws. The seasoned professionals at L&A diligently scrutinize and consider every deduction, break, and incentive to provide comprehensive assistance.



FIRM PROFILE

Quality Assurance

We are committed to providing the highest quality product to our clients during all phases of the engagement. Our Quality Assurance Team is responsible for reviewing all deliverables before issuance, assisting in technical inquiries and reviewing documentation and reports of all engagements to verify compliance with professional standards and our Firm's policies. At L&A we pride ourselves in providing a quality deliverables. As such, we are a member of the Private Companies Practice Section (PCPS) of the Division for CPA Firms of the AICPA, submitting our accounting and auditing practice to quality control reviews of our compliance with professional standards as established by the AICPA.

Peer Review

The Firm undergoes an independent peer review of our accounting and auditing practice as a condition of membership in the American Institute of Certified Public Accountants (AICPA), the national organization of CPA's in public practice, industry, government and education. Our reports have been reviewed by numerous federal and state oversight agencies as well as other external professional agencies and organizations. Furthermore, there has never been any action taken against our Firm with any state or federal regulatory body or professional organization to which we have submitted our reports. A copy of our most recent peer review opinion is provided in the appendix section of this proposal.

Independence

We require that all personnel inform the Firm of any lack of independence with respect to all clients. Specific guidelines to be followed are those set forth in the AICPA's Code of Professional Ethics. Additionally, we are in compliance with the standards established by the General Accounting Office (GAO). More specifically, we are completely independent with respect to the Village of Lake Villa.

License to Practice

We affirm that Lauterbach & Amen and all key personnel are duly licensed to practice in the State of Illinois.

Our State of Illinois license number is 066-003655.





FIRM PROFILE

DFK International/USA



Lauterbach and Amen is an independent member of DFK International, a worldwide association of independent accounting and management consulting firms, with locations in over 40 major markets throughout the United States and representation in over 85 countries worldwide. Our membership in DFK enhances our worldwide reach, provides us with additional resources, and expands the world of opportunity for our clients.

Other Information

No disciplinary action has been taken against the Firm during the last five years by state regulatory bodies or professional associations.

Per our Firm's quality control document, all applicable staff are required to meet the AICPA's continuing professional education requirements. Because we are niched in government, the required CPE hours for all of the staff outlined in this proposal are focused on the government industry, with hours also dedicated to Uniform Guidance/Single Audit continuing professional education as required by our industry. The Firm utilizes a mix of self-study, in-house training, state Society or AICPA programs, Government Audit Quality Center programs, and programs offered by various government associations.

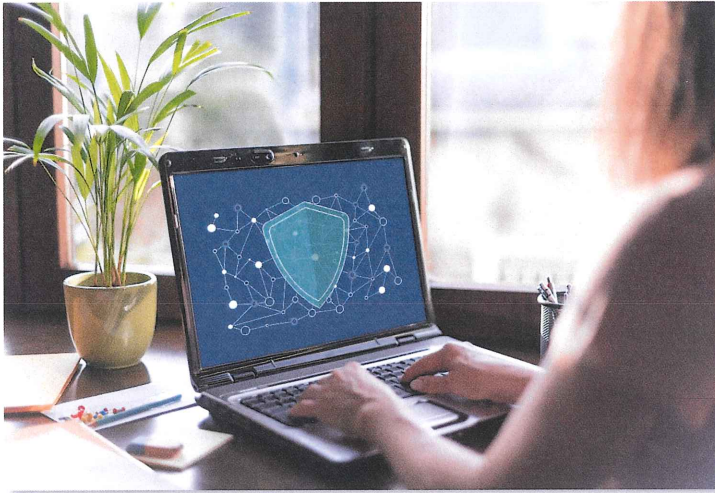
While we don't anticipate any significant issues during the course of the engagement, we will certainly inform the appropriate representatives of the Village Board depending on the nature of the issue and in accordance with our standards for communicating such matters.

Conclusion

We are thrilled to have the opportunity to continue to serve the Village. We have a passion for the government industry and a passion for providing a level of service well beyond just issuing you deliverables. Our approach to client service includes open year-round communication, a large network of resources to assist with even non-engagement related questions, and a dedication to furthering education on our industry technical standards and best practices. At L&A you will be served by partners who are dedicated to the government industry and a group of over 200 L&A employees that share in that passion and spend all twelve months of the year working on government engagements.

SOFTWARE & SECURITY

L&A Software



With threats constantly evolving, becoming riskier and more consequential, we must remain proactive, continually enhancing our approach to information security. To meet our clients' unique security expectations and address today's dynamic regulatory issues, L&A has purposefully selected tools and processes necessary to protect client data and mitigate security risks over the lifecycle of a client project. Multi-Factor Authentication, limited human access, anti-virus software and firewalls are some of the protections we have in place throughout the entire Firm to minimize risk and maximize the security of client data.

L&A Portal Security

The application L&A has chosen for online access to client data uses a secure portal that is hosted at some of the largest, most secure data centers in the world. It uses the industry's most advanced security and reliability measures to keep your data safe. Built-in redundancy involves multiple data locations, internet connections, and power sources that keep our secure portal up and running at all times. We utilize secure password protection and 256-bit encryption which protects your data as it travels between the data center and your computer.

Disaster Contingency Plans

L&A has developed recovery strategies for our IT systems, applications and data. This includes networks, servers, desktops, laptops, wireless devices, data and connectivity. Our recovery strategies anticipate the loss of one or more of the following system components:

- Hardware (networks, servers, laptop computers)
- Internet connectivity
- Software applications
- Data and restoration



COMMUNITY INVOLVEMENT

A Culture and Passion for Community Involvement



Our firm is dedicated to both the clients we serve and the communities in which we reside. Our partners and team members are actively involved with numerous deserving nonprofit organizations. We are grateful to have individuals on our team who share our firm's philanthropic ethos, regularly volunteering their time, resources, and talents. In addition to volunteering, L&A organizes various fundraisers and donation drives to support local organizations and neighborhoods. Here is a glimpse of some of our recent community involvement and initiatives:



L&A is honored to collaborate with Working Together Chicago, a nearby nonprofit dedicated to offering development and placement opportunities for individuals with disabilities. The team members introduced to L&A through Working Together Chicago have not only enriched our company culture but have also contributed valuable skills to our projects.



KEY ENGAGEMENT PERSONNEL

Ronald J. Amen, CPA

Managing Partner

Ron Amen has over 33 years of experience serving clients in the governmental sector. He has participated in numerous governmental engagements, including municipalities, park districts, school districts, State and Federal government entities, universities, nonprofits and other governments.

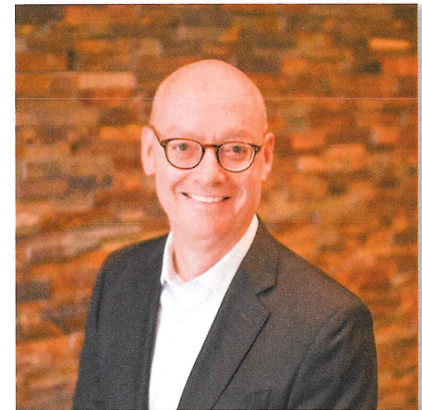
Educational and Membership Background

- University of Nebraska
- Certified Public Accountant
- American Institute of Certified Public Accountants
- Member of Government Finance Officers Association (GFOA) and Illinois GFOA
- Member of AICPA Government Audit Quality Center
- Member of Illinois Municipal Treasurers Association (IMTA)
- Member of Illinois Association of Park Districts/Illinois Parks and Recreation Association (IAPD/IPRA)
- GFOA Special Review Committee for the Certificate of Achievement for Excellence in Financial Reporting
- Instructor for IGFOA Training Courses
- Instructor for IMTA Training Courses

Governmental Accounting and Auditing Experience

Ron has managed numerous governmental engagements during his experience in public accounting. Assignments ranging from audits, single audits, TIF audits, performance reviews, budgeting, strategic planning, and other projects is a brief history of his background. Due to his extensive government background, he is often used as a resource for providing creative solutions to issues affecting local governments. He functions as a working partner, in that he is available and present during each phase of the audit process.

Ron has also participated in the management of some large commercial and nonprofit engagements. This experience includes audits, tax preparation, consulting and strategic planning for both commercial and nonprofit clients.



668 N. River Road
Naperville, Illinois 60563



630.393.1483



ramen@lauterbachamen.com



KEY ENGAGEMENT PERSONNEL

Matt R. Beran, CPA

Operations Partner

Matt Beran has over 21 years of professional accounting experience, 14 of those are exclusively in the governmental sector. Prior to working in government, Mr. Beran was a supervisor at one of the Big 4 accounting firms. He has participated in numerous governmental engagements, including municipalities, park districts, school districts, libraries, special districts, nonprofits and various other units of government.

Educational and Membership Background

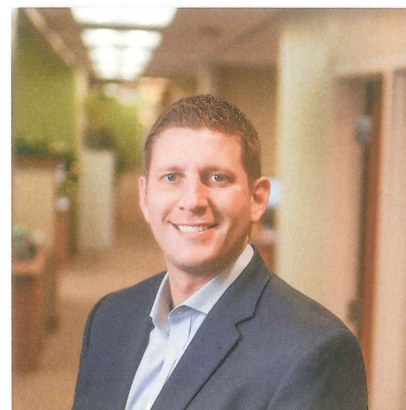
- Truman State University
- Certified Public Accountant
- American Institute of Certified Public Accountants
- Member of Illinois Government Finance Officers Association (IGFOA)
- Member of Illinois Municipal Treasurers Association (IMTA)
- Member of Illinois Association of School Board Officials (IASBO)
- Instructor for IMTA Training Courses
- Instructor for IASBO Training Courses

Governmental Accounting and Auditing Experience

Matt's experience in the government sector includes managing numerous governmental engagements. Assignments ranging from audits, single audits, TIF audits, performance reviews, budgeting, strategic planning, and other projects is a brief history of his background.

Matt has been responsible for the training of staff at Lauterbach and Amen. The training includes audit methodology and the specifics of governmental accounting, such as property taxes, debt, and full accrual versus modified accrual accounting. He researches new GASB pronouncements and gains an understanding of the change and how it will affect clients, audit staff, and the audit process. Then Matt passes along this knowledge to clients to ensure they understand what is changing.

Matt has also been responsible for various agreed-upon procedures including forensic audits. He has been able to observe various municipalities, park districts and libraries and prepare an extensive report on their current internal controls and procedures. Matt will also then give various suggestions on how to improve internal controls and procedures to improve efficiency and accuracy while still having proper segregation of duties.



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Naperville, Illinois 60563



630.393.1483



mberan@lauterbachamen.com

KEY ENGAGEMENT PERSONNEL

Wesley Levy

Client Accounting and Advisory Services Partner

Wes Levy has 15 years of professional accounting experience in the governmental sector. He has participated in numerous governmental engagements, including public pension funds, fire protection district, libraries, and various other units of government.

Educational and Membership Background

- Monmouth College
- Illinois Professional Firefighters Association (IPFA)
- Illinois Library Association (ILA)

Governmental Accounting and Auditing Experience

Wes's experience in the government sector includes management of a number units of government. Such assignments include, but not limited to, maintaining the general ledger, trial balance, balance sheet, and consolidated financials, monthly compilations, audit preparation, annual compliance reporting (Treasurer's Reports), budgeting, cash flow analysis, and other related projects. He has also assisted numerous clients with payroll processing, supervising accounts payable and receivable, and the recommendation and implementation of various finance/accounting department related policies and procedures.

Wes has also attended hundreds of Board of Directors meetings where he has presented financial statements, budget reports, and other compliance reporting required by governmental agencies. In addition, Wes has worked closely with key personnel to ensure that all key personnel have a working knowledge of the finance function that Lauterbach & Amen has assumed.



KEY ENGAGEMENT PERSONNEL

Financial Services Team Key Personnel



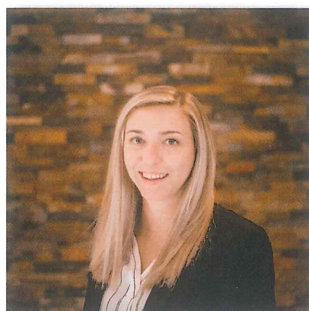
Kelly Brainerd

Kelly Brainerd has over 13 years of professional accounting experience in the governmental sector. She has participated in numerous governmental engagements, including public pension funds, fire protection districts, libraries, municipalities and various other units of government. Kelly's experience in the government sector includes management of a number units of government. Kelly retains highly specialized skills in accounting and payroll software.



Tim Gavin

Tim Gavin has over 16 years of professional accounting experience exclusively in the governmental sector. He has participated in numerous governmental engagements, including municipalities, villages, park districts, school districts, and other special districts. Tim's experience in the governmental sector includes performing accounting services, financial reporting, and other consulting engagements for a wide range of clients.



Nicole Kozlowski

Nicole Kozlowski has over 5 years of professional accounting experience exclusively in the governmental sector. She has participated in numerous governmental engagements, including municipalities, public pension funds, libraries, fire districts, park districts and other special districts. Her experience in the government sector includes utilizing various accounting software's as well as, performing accounting services, financial reporting, and management of a number of units of government.



Steve Litko

Steve Litko has over 7 years of professional accounting experience exclusively in the governmental sector. He has participated in numerous governmental engagements, including municipalities, libraries, fire protection districts, park districts, and other special districts. Steve retains highly specialized skills in accounting and payroll software. Steve's experience in the government sector includes management of a number units of government.



SCOPE OF SERVICES

Overview

We are prepared to exceed all requirements and expectations of the Village. The partners of L&A will be involved in all phases of the engagement of the Village.

Service	Description
A. End of year 1099 Processing	
B. Reconcile accounts receivable	
C. Payroll processing	1) Biweekly, Monthly, Quarterly, and annual reporting 2) W-2s
D. Monthly accounting activities	1) Bank reconciliation 2) Prepare, post, and approve adjusting journal entries
E. Police pension accounting activities	
F. Tax Increment Financing (TIF) District accounting support	1) Prepare for annual Joint Review Board meeting 2) Prepare approved TIF payments 3) Manage fund accounting 4) File annual State-required report
G. Business District Fund accounting support	1) Manage fund accounting
H. Year-End audit preparation and support	1) Preparation of the Annual Financial Report 2) Filing and maintenance of all necessary documents required in the audit
I. Bond/Debt accounting and compliance	
J. Banking services	1) Periodically review relationships with banks to ensure adherence to best practices and use of beneficial products and services
K. Prepare monthly treasurer's report	
L. Prepare annual treasurer's report for publication in the newspaper	
M. Periodically review financial processes, policies and procedures	
N. Manage old escrow balances	
O. Reconcile fixed assets and create annual journal entries	



PRICE AND BILLING

FINANCIAL SERVICES

RFP RESPONSE FORM


Firm: Lauterbach & Amen, LLP

Firm Contact/Project Manager: Ronald J. Amen, Partner

Email Address: ramen@lauterbachamen.com

Address: 668 N. River Road
Naperville, IL 60563

Telephone and Fax Numbers: Phone: 630.393.1483 | Fax: 630.393.2516

Signature of Authorized Agent:  , Partner

Date of Proposal Submission: March 8, 2024

PRICE STRUCTURE

Role	Total Monthly Cost
Monthly Accounting	\$5,210
Total Annual Accounting	\$62,520

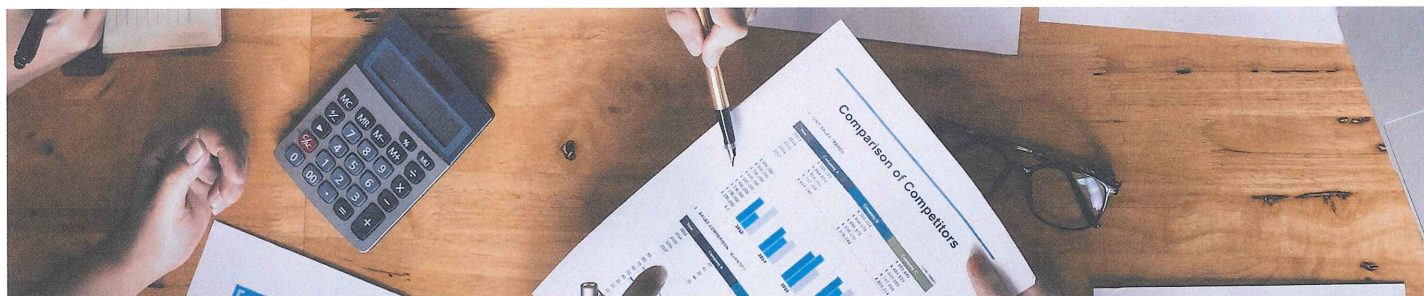
PRICE AND BILLING

Additional Services

Our Firm stresses that we are available throughout the year to provide technical accounting and financial reporting assistance to the Village. We encourage clients to contact us with questions that may arise. In addition, we provide no cost client training to introduce new GASB pronouncements and auditing standards that may affect the Village, as well as providing other training topics based on client requests and needs.

Should it become necessary for the Village to request us to render additional services to either supplement the services requested in the RFP or to perform additional work as a result of the specific recommendations included in any report issued on this engagement or new accounting standards, then such additional work will be performed only after discussing with management the level of effort and estimated costs prior to performing any such work.

As independence standards have recently become more stringent related to the types of additional services auditors can perform, L&A would review these independence standards and the types of services requested prior to proposing on any additional services.



REFERENCES

We know that our best endorsement comes from satisfied clients. We invite you to contact the following clients who have been serviced by our Firm to inquire about their experience and how our services continue to bring value to our clients. Additional references can be provided upon request.

	Client	Contact
	City of Hickory Hills	Alan Vodicka 708.598.4800 HHTreasurer@hickoryhillsil.org
	Lake Barrington	Sharon Peterson 847.842.6080 speterson@lakebarrington.org
	City of Princeton	Rachel Skaggs 815.875.2631 rskaggs@princeton-il.com



Municipalities
135+



Park Districts
75+



School Districts
50+



Libraries
70+



Pension Funds
500+



Other Entities
110+

REFERENCES

L&A stands by our quality and service. As such, we encourage you to reach out to any of the clients listed below that we serve to learn more about their experience with our Firm.

Municipalities, Townships and Counties

MUNICIPALITIES	East Moline*	Johnsburg*	Mundelein	Rock Island*	Warrenville*
Algonquin*	East Hazel Crest	Justice	Naperville*	Rolling Meadows*	Washington
Antioch*	Elburn	Kenilworth	North Barrington	Rosemont	West Chicago*
Barrington*	Elk Grove Village*	Kildeer*	New Milford	Sandwich	Western Springs
Barrington Hills	Elmhurst*	La Grange Park	Normal*	Savoy	Westmont,
Bartlett*	Elwood*	Lake Barrington	North Aurora*	South Barrington	Wheaton*
Beach Park*	Evanston	Lake Bluff	Northbrook*	Schaumburg*	Willowbrook*
Berkeley*	Forest Park	Lake Villa	Northfield*	Shabbona	Wilmette*
Bloomington*	Fox River Grove*	Lakewood	North Riverside*	Silvis	Wilmington
Bonfield	Frankfort*	Libertyville*	North Chicago	Skokie*	Winnetka*
Bradley*	Georgetown	Lincolnshire	Orland Park	Sleepy Hollow	Woodridge*
Buffalo Grove*	Glencoe*	Lindenhurst	Palos Park*	South Elgin*	Worth
Burlington	Glen Ellyn*	Lombard*	Park Forest*	Springfield*	Yorkville*
Burnham	Glenview*	Lyndon	Park Ridge*	Stickney	TOWNSHIPS
Burr Ridge*	Golf	Machesney Park	Pekin	Stone Park	Addison Township
Campton Hills	Grant Park	Manhattan*	Peotone	Streamwood*	Blackberry Township
Carpentersville*	Grayslake	Maple Park	Pingree Grove*	Streator	Cuba Township
Cary*	Gurnee*	Markham	Plano	Sugar Grove*	Milton Township
Champaign*	Hampshire	Melrose Park	Poplar Grove	Summit	Naperville Township
Cherry Valley	Hanover Park*	Mendota	Princeton	Sycamore*	Northfield Township
Collinsville*	Harvard	Midlothian	Prophetstown	Thornton*	Winfield Township
Cortland	Hickory Hills	Mokena	Prospect Heights	Timberlane	Zion Township
Country Club Hills	Hinckley	Monee	Reddick	Tower Lakes	Maine Township
Crystal Lake	Homewood	Montgomery*	Riverside*	Urbana*	COUNTIES
Dolton	Indian Head Park	Morton Grove*	Riverwoods	Vernon Hills*	Henry County
East Dundee*	Inverness	Mount Prospect*	Rockford*	Volo*	LaSalle County

* Indicates governments who currently hold the GFOA Certificate of Achievement.



Municipalities
135+



Park Districts
75+



School Districts
50+



Libraries
70+



Pension Funds
500+



Other Entities
110+



APPENDIX

ELLIN & TUCKER

REPORT ON THE FIRM'S SYSTEM OF QUALITY CONTROL

To the Partners of
Lauterbach & Amen, LLP and the Peer Review Alliance Report Acceptance Committee

We have reviewed the system of quality control for the accounting and auditing practice of Lauterbach & Amen, LLP (Firm) in effect for the year ended June 30, 2022. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

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

FIRM'S RESPONSIBILITY

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

PEER REVIEWER'S RESPONSIBILITY

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

REQUIRED SELECTIONS AND CONSIDERATIONS

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act.

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



APPENDIX

ELLIN & TUCKER

OPINION

In our opinion, the system of quality control for the accounting and auditing practice of Lauterbach & Amen, LLP in effect for the year ended June 30, 2022 has been suitably designed and complied with to provide the Firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Lauterbach & Amen, LLP has received a peer review rating of *pass*.

A handwritten signature in blue ink that reads 'Ellin & Tucker'.

ELLIN & TUCKER

Certified Public Accountants

Baltimore, Maryland

December 29, 2022



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/23/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

CRUM-HALSTED AGENCY, INC.
27 N KIRK ROAD
SUITE 113
EVANSTON, IL 60134

CONTACT NAME: Tracey Meicher, CIC, CRIS

PHONE (A/C, No. Ext): (630) 443-7300

FAX (A/C, No): (630) 587-9826

E-MAIL ADDRESS: tmeicher@crumhalsted.com

ADDITIONAL INSURED
BACH & AMEN, LLP
60 N RIVER ROAD
SUITE 100
MERRILLVILLE, IL 60563

INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A:	Citizens of America	31534
INSURER B:	Allmerica Financial Benefit	41840
INSURER C:	The Hanover Insurance Company	22292
INSURER D:	Trisura Specialty Insurance Company	16188
INSURER E:		
INSURER F:		

COVERAGE: CERTIFICATE NUMBER: 2023 Standard Cert

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, CONDITIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

TYPE OF INSURANCE		ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY							EACH OCCURRENCE	\$ 1,000,000
<input type="checkbox"/> CLAIMS-MADE	<input checked="" type="checkbox"/> OCCUR			OBCA886072	3/31/2023	3/31/2024	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
							Aggregate Limit of Insurance	\$ 1,000,000
GEN'L AGGREGATE LIMIT APPLIES PER:				662062801	3/31/2023	3/21/2024		
<input checked="" type="checkbox"/> POLICY	<input type="checkbox"/> PROJECT	<input type="checkbox"/> LOC					COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
<input checked="" type="checkbox"/> OTHER: Cyber Liability							BODILY INJURY (Per person)	\$
				OBCA886072	3/31/2023	3/31/2024	BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
<input checked="" type="checkbox"/> UMBRELLA LIAB	<input checked="" type="checkbox"/> OCCUR						EACH OCCURRENCE	\$ 5,000,000
<input type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE			OBCA886072	3/31/2023	3/31/2024	AGGREGATE	\$ 5,000,000
								\$
								\$
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY							<input checked="" type="checkbox"/> PER STATUTE	
ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)		Y/N						
if yes, describe under DESCRIPTION OF OPERATIONS below		N	N/A	W2CA886039	3/31/2023	3/31/2024	E.L. EACH ACCIDENT	\$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
<input checked="" type="checkbox"/> Professional Liability				LHCA595928	3/31/2023	3/31/2024	Limit per Claim / Aggregate	\$5,000,000
<input checked="" type="checkbox"/> Crime				LHCD872046	3/31/2023	3/31/2024	Employee Dishonesty	\$3,000,000

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

CERTIFICATE HOLDER

CANCELLATION

Evidence of Coverage

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Ted Rosenow, CIC/TM

Theodore A. Rosenow

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