



NOTICE OF MEETING OF THE URBANA FREE LIBRARY BOARD

A meeting of the Board of Trustees of The Urbana Free Library will be held at 7:00 p.m. on March 14, 2023, in the Lewis Auditorium of The Urbana Free Library, 210 West Green Street, Urbana, IL.

AGENDA

- 1.0 Call to Order**
- 2.0 Roll Call/Attendance**
- 3.0 Additions, Corrections, Modifications of the Agenda**
- 4.0 Approve the Agenda**
- 5.0 Public Comment**
- 6.0 Presentations**
 - 6.1 Vega Library Experience & Discovery Solution: Rachel Fuller and Brian Robertson
 - 6.2 TUFL budgeting process overview: Celeste Choate
- 7.0 Action Items (Consent Agenda)**

Board Meeting Minutes of February 14, 2023
Payroll for February 24, 2023; total \$111,451.74
Payroll for March 10, 2023; total \$110,211.41
Bills for February 16, 2023; total \$56,337.66
Bills for February 23, 2023; total \$23,622.95
Bills for March 3, 2023; total \$39,008.88
Bills for March 10, 2023; total \$16,675.94
- 8.0 Action Items (Individual)**
 - 8.1 Resolution 2023-02 to enter into an IGA with OMNIA Partners
 - 8.2 Resolution 2023-03 to enter into a Participation Agreement with Sourcewell
 - 8.3 Resolution 2023-04 to enter into an Interlocal Agreement with Region 8 Education Service Center for "The Interlocal Purchasing System ("TIPS")"
 - 8.4 Resolution 2023-05 agreement for engineering services with IMEG Corp.
 - 8.5 Resolution 2023-06 to thank Michael Weissman for his years of service
 - 8.6 Resolution 2023-07 formal contract with Stark Excavating, Inc.
 - 8.7 Ameren invoice for \$10,692.13
 - 8.8 FY23 Budget amendment
 - 8.9 Compensation of Executive Director in FY24
- 9.0 Discussion Items**

Artificial intelligence and its impact on libraries: Michael Weissman
- 10.0 Reports of the Liaison Officer**
 - 10.1 Friends of The Urbana Free Library
 - 10.2 The Urbana Free Library Foundation
 - 10.3 Illinois Heartland Library System
- 11.0 Administrative Report:** Circ A/V & Megan's Room Remodel: Dawn Cassady
- 12.0 Board, and Committee Reports**
- 13.0 Board President Report**
- 14.0 Unfinished Business**
- 15.0 New Business**
- 16.0 Adjournment**

The next regularly scheduled meeting of the Board of Trustees of The Urbana Free Library will be April 11, 2023, at 7:00 PM.

Persons with disabilities needing special services or accommodations for this meeting should contact the Library Administration at 217-367-4058 or administration@urbanafree.org.

Date: March 9, 2023

To: The Urbana Free Library Board of Trustees

From: Celeste Choate, Executive Director

Re: Director's Report for Board Meeting of March 14, 2023



VISION

Nurturing growth by sparking curiosity and fostering a sense of belonging.

MISSION

We encourage learning and enrich lives by providing access to diverse resources and programs.

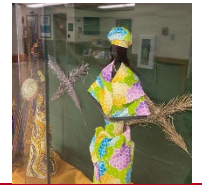


We cultivate equity, mutual respect, and belonging by learning about and responding to our community.

WE WELCOME ALL.

Goal 1: We provide a welcoming and inviting space for dialogue and personal connections.

- As part of her February digital display, poet laureate Ja-Nelle Davenport-Pleasure collected what Black history means from Library patrons. Davenport-Pleasure is planning to use the words that were collected at the Library as part of a poem and art installation to be exhibited in the city later this year.
- In celebration of Black History Month, the Artist of the Corridor exhibit featured artwork about Black history and also by local Black artists Harvest Baker and Ja-Nelle Davenport-Pleasure (pictured right).



Goal 2: We engage the community to understand and respond to unique needs of our community.

- The Library partnered with the Krannert Art Museum to bring a relaxing and interactive story time to the museum's Rest Lab, where families were invited to relax and unwind. Esther Yi shared books with a mindful or relaxing message and also shared songs and rhymes with the 40 community members who came to the event.
- Joel Spencer and Jordan Kahle have worked with a woman in the computer lab to help her write a resume and apply for jobs online. The woman came in this week to say that she was hired for one of the jobs. She is on a trial period, but has told them that she will come in and let them know when she "officially" has the job.
- The Library homebound staff has been sending birthday cards to our home bound patrons. The Library received the note at the end of the Director's report from one of the recipients.
- The Library is planning its twice-yearly survey of patrons about programs in April.



We connect people with tools and resources for learning and leading fruitful lives.

WE SPARK CURIOSITY.

Goal 1: We connect people to resources and technology for personal growth leading to greater fulfillment.

- The Library launched new designs for its suite of email newsletters this March as part of the transition to Patron Point. This redesign was also an opportunity to showcase more aspects of the Library and point patrons to the wide array of collections, programs, services, and resources that the Library provides. Each newsletter is separated into three sections: Visit, Browse, and Engage, designed to highlight events, collections, and services. The goal of the new

designs is to help patrons discover something new at the Library. Many staff contributed to this redesign effort and the new newsletters will rely on teamwork across departments to contribute to the variety and vibrancy of future editions.

- Brian Roberston, Rachel Fuller, and AYS and Acquisitions staff are working in partnership with Champaign Public Library to prepare the libraries for their launch of Vega, a modern online catalog experience. With an image-based user interface and a heavy increase in hyperlinks, the updated catalog will provide patrons with more paths through which they will be able to explore the Library’s many resources. Launch is anticipated for later this spring.
- City of Urbana staff shared that the CCHA’s Flickr page has been a great resource for finding images that will be used in the next phase of the City’s Comprehensive plan. Staff were very thankful that the images were available digitally, and said that “nearly every ‘history’ section in nearly every chapter has some UFL Archives photo.”
- Winter Reading lasted from December 11-February 28. This year saw the largest number of registered participants in each age group since we started using Beanstack. A comparison between last year and this year is below.

| | Registered FY23/ FY22 | Prizes Taken FY23/ FY22 | Total Minutes/Books Logged FY23/ FY22 |
|----------|-----------------------|-------------------------|---------------------------------------|
| Children | 236 / 227 | 269 / 248 | 110,107 minutes / 109,437 minutes |
| Teen | 107/ 37 | 37 / 15 | 63,166 minutes / 9,579 pages |
| Adults | 183 / 172 | 212 / 121 | 1,228 books / 844 books |

Goal 2: We expand horizons and facilitate knowledge exchange by offering diverse programs.

- Giant board games were a hit with families at the program Jumbo Games. Playing games promotes practicing gross motor skills in preschoolers and problem-solving skills in a fun atmosphere. Seventy-six community members of all ages enjoyed over-sized versions of Gobblet Gobbler (advanced Tic-Tac-Toe), Connect Four, and other board games.
- UFLive! in February celebrated Black History Month with a live music and spoken-word performance by Afro D & the Global Soundwaves, which specialize in socially-conscious hip hop/jazz/funk. Their music resonated with the 82 community members who came to the concert.
- Debra Dudek gave a fascinating presentation on the military records database, Fold3, to 56 attendees. She shared how to get the most out of the search features and troubleshoot tricky topics.



We help our community thrive by creating connections and working with partners.

WE CONTRIBUTE TO A STRONG SOCIAL FABRIC.

Goal 1: We make the community better for all by promoting diversity, equity and inclusion through our collections and programs.

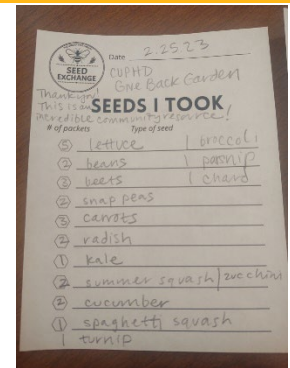
- Throughout Black History Month, the Library shared a collection of blog posts from the Champaign County Historical Archives related to Black history in Champaign-Urbana on social media. The posts generated meaningful engagement with our Facebook followers.
- February’s East Asian Story Time celebrated Lunar New Year with a story told in Japanese and English about how the years got their names. After the story, families could make a rabbit headband for 2023’s year of the rabbit or they could look up the year of their birth and make a headband featuring that year’s animal. They also enjoyed Lunar New Year gifts and treats provided by the Center for East Asian and Pacific Studies at the University.
- Community members were invited to listen to harp music by classical harpist Sabrina Vaughan and create paper hearts for local nursing home residents at February’s Harp & Hearts program. Forty-five people attended, and one patron loved the event so much, they asked if the Library could regularly feature harp or other gentle music accompaniment.

Goal 2: We stimulate connections and partnerships to create a vibrant, engaged community.

- CUPHD's Give Back Garden, which is part of Solidarity Gardens and also works with USD's Farm to School program, recently expressed their thanks to and reliance on the Library's Seed Exchange.



• This year Read Across America was able to hold the full event. The event was organized by the Urbana Park District and multiple other organizations including the Library. In addition to offering children who attended a free book and multilingual story reading, community members enjoyed literacy themed activities at over 30 tables run by different community groups. At the Library's table, kids could practice spelling words or their name using letters on a giant Connect Four board.



- The Library again participated in the Monarch & Pollinator Fair. Staff shared information about the Library's Seed Exchange and shared samples of seeds (sunflowers, zinnias, and morning glories) available for community members. There was a lot of interest in what kind of native flowers and plants are available at the exchange, and we received a lot of positive feedback for offering this service. A number of people commented that they planned to take advantage of it!



We are mindful of the wide array of resources needed to serve evolving community needs and are transparent with our operations.

WE ARE A STRONG ORGANIZATION.

Goal 1: We steward our physical and financial resources to allow for growth and sustainability.

- This month we present resolutions to allow the Library to enter into three cooperative purchasing agreements. With these agreements in place, the Library will not have to go out to bid as often for items such as carpeting because the administrators of the purchasing groups have already completed the competitive bidding process. The City of Urbana already has agreements with these three purchasing groups. We recommend passing these resolutions not only to save money on the items or services purchased, but also to save on staff time and effort.
- We also present a resolution this month to enter into an agreement with IMEG, an engineering firm that will conduct an initial study phase for the East Air Handler upgrades. IMEG has done extensive work with Engberg Anderson over the years and listed work for over 40 libraries in their proposal. Staff recommend approval.
- The City of Urbana ARPA grant announced which projects would receive funding, and the Library's bilingual Youth Programming Specialist proposal is among them. The Library will receive \$173,596 to cover the wages and benefits of the position. Staff are excited to be able to increase outreach to youth and better connect with multilingual and non-English speakers in our community. We anticipate bringing an agreement for Board approval in April.
- The Helping Our Youth Change Everyday Center (H.O.Y.C.E.) donated around 150 free seed packets for the seed library. When we ordered a large shipment of seeds from Seed Geeks, they sent us 99 free packets of seeds, including 22 different kinds of seeds.
- Architects from Engberg Anderson were on site Wednesday, March 8th to tour the Circ-A/V area and Megan's Room and see firsthand some of the challenges posed by the current setup and discuss hopes/goals for the remodeled areas. Next steps will be an iterative, collaborative process to determine design possibilities.

Goal 2: We cultivate continuous improvement among Board and staff members to create increased engagement, satisfaction, and retention.

- Staff participated in an all-day training event at ILEAS on Monday, February 20, 2023, that included sessions on equity, diversity, and inclusion; strategic planning; and staff benefits. An “escape room” game not only got new groups of staff working together, but also raised awareness about different types of misinformation.
- Amanda Standerfer facilitated a Strategic Planning staff feedback session at Staff Day. We are shifting the plan’s community survey and focus group sessions into May so as to not conflict with the already-planned program survey in April (Embrace, Goal 2). This also gives us time to communicate with our community partners and encourage them to share the survey so we have greater participation.
- The Community Engagement staff, with assistance from IT, implemented new procedures and executed several tasks to bring the Foundation into compliance with new MasterCard requirements for recurring donations. It was decided that these changes would apply to *all* recurring charges, not only those using a MasterCard, to ensure a proactive and transparent donor experience.



Look here for additional information and action item details that are outside of the scope of the strategic plan.

FY23 Budget Amendment

- Staff propose a budget amendment to move funds from the Archives Microform line to the Archives Databases line in order to pay for digital access to the most recent copies of the News-Gazette dating from 2019-present. The News-Gazette microfilmed newsprint until October 2019, when they switched to HTML preservation.
 - \$6,000 decrease in expense to Archives Microform 80280803 51808
 - \$6,000 increase in expense to Archives Databases 80280803 52910
- Due to continued interest in the Seed Exchange, staff request:
 - \$500 increase to New Collections (80280802 51802 80103)
 - \$500 decrease to CDs (80280802 51805)

Library Newsletters

- The TUFL Times, March: <https://uflil.patronpoint.com/email/preview/34>
- The TUFL Times: Youth Edition, March: <https://uflil.patronpoint.com/email/preview/35>
- The TUFL Times: School Edition, March: <https://uflil.patronpoint.com/email/preview/36>
- March Archives Newsletter: <https://myemail.constantcontact.com/Local-History---Genealogy-March-2023-Newsletter.html?oid=1131758007667&aid=9r0IKETgHOQ>

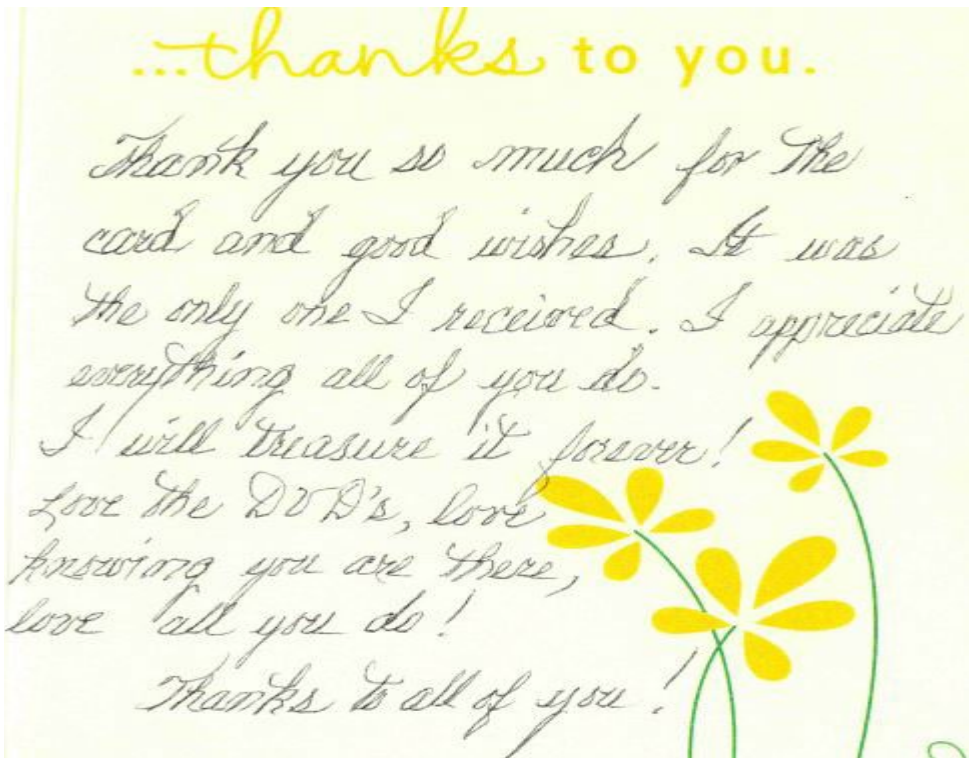
Other Library News:

- February 7, 2023, *Smile Politely* – Get your Culture here: Valentine’s edition <https://www.smilepolitely.com/culture/get-your-culture-here-valentines-edition/>
- February 9, 2023, *The Daily Illini* – C-U Fab Lab: Where art meets technology https://dailyillini.com/life_and_culture-stories/2023/02/09/cu-fab-lab/
- February 11, 2023, *The News-Gazette* – Top of the Morning https://www.news-gazette.com/news/local/history/top-of-the-morning-feb-11-2023/article_93605210-135a-57e4-bfc3-021a30ed97ae.html
- February 12, 2023, *The News-Gazette* – New storage building first in line of improvements to Urbana city facilities https://www.news-gazette.com/news/local/politics/new-storage-building-first-in-line-of-improvements-to-urbana-city-facilities/article_9f8614be-a009-5a19-93b9-892d957f7da5.html

- February 12, 2023, *The News-Gazette* – ‘Rest is Resistance’ is a call to action for those experiencing burnout https://www.news-gazette.com/arts-entertainment/books/anna-petrelli-rest-is-resistance-is-a-call-to-action-for-those-experiencing-burnout/article_df4b251b-2f17-5680-b840-2ab10c033028.html
- February 15, 2023, *ciLiving* – Page Turners <https://www.youtube.com/watch?v=w2v1v1aZeA4>
- February 19, 2023, *The News-Gazette* – ‘A very intentional investment in health and healing’ https://www.news-gazette.com/news/local/politics/a-very-intentional-investment-in-health-and-healing/article_ea992359-d843-5f73-8bfc-ddfee4d0f10e.html
- February 22, 2023, *Chambanamoms.com* – Champaign-Urbana Weekend Planner – Closing Out February <https://www.chambanamoms.com/2023/02/22/closing-out-february-champaign-urbana/>

Budget and current financial information are here: <http://urbanafreelibrary.org/your-right-know#fin>, with FY23 financial reports here: <https://urbanafreelibrary.org/about-us/your-right-to-know/financial-reports>.

| Bank reconciliations for the last day of the month: July 2022 - June 2023 | | | | | | |
|---|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|
| | July | August | September | October | November | December |
| Illinois Funds account | \$ 208,227.74 | \$ 208,613.96 | \$ 209,045.31 | \$ 209,588.56 | \$ 210,205.87 | \$ 210,907.60 |
| Busey Bank Cash accounts | \$ 2,992,977.35 | \$ 2,846,035.61 | \$ 3,350,546.37 | \$ 3,763,233.91 | \$ 3,498,315.67 | \$ 3,376,497.11 |
| Busey Bank Web account | \$ 35,932.46 | \$ 38,854.25 | \$ 41,936.98 | \$ 45,199.58 | \$ 47,474.22 | \$ 50,363.16 |
| Total | \$ 3,237,137.55 | \$ 3,093,503.82 | \$ 3,601,528.66 | \$ 4,018,022.05 | \$ 3,755,995.76 | \$ 3,637,767.87 |
| | January | February | March | April | May | June |
| Illinois Funds account | \$ 211,663.19 | | | | | |
| Busey Bank Cash accounts | \$ 3,124,285.60 | | | | | |
| Busey Bank Web account | \$ 53,023.54 | | | | | |
| Total | \$ 3,388,972.33 | \$ - | \$ - | \$ - | \$ - | \$ - |



GENERAL LEDGER DISTRIBUTION JOURNAL: LIBRARY BI-W

WARRANT L0224

PAY PERIOD 02/05/2023 to 02/18/2023

CHECK DATE 02/24/2023

YEAR 2023 PERIOD 8
 EXPENDITURE ENTRIES
 SHORT DESC PAY022423

GL EFF DATE 02/24/2023
 REFERENCE L0224
 REFERENCE2 8L0224

| ORG | OBJECT | PROJECT | ORGANIZATION TITLE | ACCOUNT DESCRIPTION | EXPENDITURE |
|---------------------|----------|---------|------------------------------|---------------------------|-------------------|
| YEAR 2023 | PERIOD 8 | | | GL EFF DATE 02/24/2023 | |
| 80280800 | 50110 | | LIBRARY ADMINISTRATION | SALARY - REGULAR EMPLOYEE | 12,992.15 |
| 80280801 | 50210 | | LIBRARY CENTRALIZED COSTS | INSURANCE | 10,755.84 |
| 80280801 | 50220 | | LIBRARY CENTRALIZED COSTS | FICA AND MEDICARE | 6,514.12 |
| 80280801 | 50251 | | LIBRARY CENTRALIZED COSTS | IMRF & SURS | 5,053.38 |
| 80280802 | 50110 | | ADULT & YOUTH SERVICES | SALARY - REGULAR EMPLOYEE | 28,904.95 |
| 80280803 | 50110 | | ARCHIVES | SALARY - REGULAR EMPLOYEE | 10,801.34 |
| 80280805 | 50110 | | LIBRARY FACILITIES | SALARY - REGULAR EMPLOYEE | 1,066.94 |
| 80280806 | 50110 | | LIBRARY ACQUISITIONS | SALARY - REGULAR EMPLOYEE | 8,602.28 |
| 80280807 | 50110 | | LIBRARY CIRCULATION | SALARY - REGULAR EMPLOYEE | 13,658.59 |
| 80280808 | 50110 | | LIBRARY IT | SALARY - REGULAR EMPLOYEE | 4,789.32 |
| 80280809 | 50110 | | LIBRARY COMMUNITY ENGAGEMENT | SALARY - REGULAR EMPLOYEE | 8,312.83 |
| FUND TOTALS | | | | | 111,451.74 |
| GRAND TOTALS | | | | | 111,451.74 |

GENERAL LEDGER DISTRIBUTION JOURNAL: LIBRARY BI-W

WARRANT L0310

PAY PERIOD 02/19/2023 to 03/04/2023

CHECK DATE 03/10/2023

YEAR 2023 PERIOD 9
 EXPENDITURE ENTRIES
 SHORT DESC Pay031023

GL EFF DATE 03/10/2023
 REFERENCE L0310
 REFERENCE2 8L0310

| ORG | OBJECT | PROJECT | ORGANIZATION TITLE | ACCOUNT DESCRIPTION | EXPENDITURE |
|---------------------|----------|---------|------------------------------|---------------------------|-------------------|
| YEAR 2023 | PERIOD 9 | | | GL EFF DATE 03/10/2023 | |
| 80280800 | 50110 | | LIBRARY ADMINISTRATION | SALARY - REGULAR EMPLOYEE | 13,059.62 |
| 80280801 | 50210 | | LIBRARY CENTRALIZED COSTS | INSURANCE | 9,657.26 |
| 80280801 | 50220 | | LIBRARY CENTRALIZED COSTS | FICA AND MEDICARE | 6,521.11 |
| 80280801 | 50251 | | LIBRARY CENTRALIZED COSTS | IMRF & SURS | 4,969.40 |
| 80280802 | 50110 | | ADULT & YOUTH SERVICES | SALARY - REGULAR EMPLOYEE | 28,631.52 |
| 80280803 | 50110 | | ARCHIVES | SALARY - REGULAR EMPLOYEE | 10,702.04 |
| 80280805 | 50110 | | LIBRARY FACILITIES | SALARY - REGULAR EMPLOYEE | 1,149.02 |
| 80280806 | 50110 | | LIBRARY ACQUISITIONS | SALARY - REGULAR EMPLOYEE | 8,825.20 |
| 80280807 | 50110 | | LIBRARY CIRCULATION | SALARY - REGULAR EMPLOYEE | 14,070.89 |
| 80280808 | 50110 | | LIBRARY IT | SALARY - REGULAR EMPLOYEE | 4,701.69 |
| 80280809 | 50110 | | LIBRARY COMMUNITY ENGAGEMENT | SALARY - REGULAR EMPLOYEE | 7,923.66 |
| FUND TOTALS | | | | | 110,211.41 |
| GRAND TOTALS | | | | | 110,211.41 |

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L021623 02/16/2023
 DUE DATE: 02/16/2023

| CASH ACCOUNT: 802 10100 | | CASH | | | | | | | | |
|-------------------------|------------------------|-------|-----------|------------|------------|--------------------|--------------------|---------|-------|---------------|
| VENDOR | | REMIT | PO | TYPE | DUE DATE | INVOICE | AMOUNT | VOUCHER | CHECK | |
| 3125 | ALLIANCE ENTERTAINMEN | 0000 | | INV | 02/16/2023 | PLS71075633 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 802 46290 | | LGEN FUND | OTHR REIMB | | 132.50 | | | | |
| | 2 80280802 51806 | | A&Y PROG | DVD | | 37.52 | | | | |
| | | | | | | | 170.02 | | | |
| 3125 | ALLIANCE ENTERTAINMEN | 0000 | | INV | 02/16/2023 | PLS70964117 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280802 51806 | | A&Y PROG | DVD | | 70.63 | | | | |
| | | | | | | | 70.63 | | | |
| | | | | | | | CHECK TOTAL | | | 240.65 |
| 2943 | AMAZON CAPITAL SERVIC | 0000 | | INV | 02/16/2023 | 16L3-PDNT-C43D | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280802 51802 80103 | | A&Y PROG | NEW COLL | | 19.99 | | | | |
| | | | | | | | 19.99 | | | |
| 2943 | AMAZON CAPITAL SERVIC | 0000 | | INV | 02/16/2023 | 1JW1-9WJG-N1V7 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280808 51500 | | LIBR IT | SHARED IT | | 15.69 | | | | |
| | | | | | | | 15.69 | | | |
| 2943 | AMAZON CAPITAL SERVIC | 0000 | | INV | 02/16/2023 | 1NT6-GH6F-3G3F | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280802 51802 80103 | | A&Y PROG | NEW COLL | | 8.99 | | | | |
| | | | | | | | 8.99 | | | |
| | | | | | | | CHECK TOTAL | | | 44.67 |
| 217 | BAKER & TAYLOR LLC | 0000 | | INV | 02/16/2023 | 2037316113 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280802 51801 | | A&Y PROG | LIBR BOOKS | | 328.46 | | | | |
| | | | | | | | 328.46 | | | |
| 217 | BAKER & TAYLOR LLC | 0000 | | INV | 02/16/2023 | 2037316073 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280802 51801 | | A&Y PROG | LIBR BOOKS | | 595.00 | | | | |
| | | | | | | | 595.00 | | | |
| 217 | BAKER & TAYLOR LLC | 0000 | | INV | 02/16/2023 | 2037316729 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280802 51801 80103 | | A&Y PROG | LIBR BOOKS | | 756.13 | | | | |
| | | | | | | | 756.13 | | | |

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L021623 02/16/2023
 DUE DATE: 02/16/2023

| CASH ACCOUNT: 802 10100 | | CASH | | | | | | | | |
|-------------------------|------------------------|-------|------------|------------|------------|--------------------|-----------|---------|-------|--------------------|
| VENDOR | | REMIT | PO | TYPE | DUE DATE | INVOICE | AMOUNT | VOUCHER | CHECK | |
| 217 | BAKER & TAYLOR LLC | 0000 | | INV | 02/16/2023 | 2037310345 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280802 51801 | | A&Y PROG | LIBR BOOKS | | | 1,106.40 | | | |
| | | | | | | | | | | 1,106.40 |
| 217 | BAKER & TAYLOR LLC | 0000 | | INV | 02/16/2023 | 2037316117 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 81080833 52803 | | CHILD GIFT | CHILD PROG | | | 173.12 | | | |
| | 2 81080832 51801 | | ADULT GIFT | LIBR BOOKS | | | 18.14 | | | |
| | | | | | | | | | | 191.26 |
| 217 | BAKER & TAYLOR LLC | 0000 | | INV | 02/16/2023 | 5018182541 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280802 51801 80103 | | A&Y PROG | LIBR BOOKS | | | 12.66 | | | |
| | | | | | | | | | | 12.66 |
| 217 | BAKER & TAYLOR LLC | 0000 | | INV | 02/16/2023 | 2037309368 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280802 51801 80103 | | A&Y PROG | LIBR BOOKS | | | 354.20 | | | |
| | | | | | | | | | | 354.20 |
| | | | | | | | | | | CHECK TOTAL |
| | | | | | | | | | | 3,344.11 |
| 1343 | CHAMPAIGN CENTRAL HIG | 0002 | | INV | 02/16/2023 | 51843 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280803 51801 | | ARCHIVES | LIBR BOOKS | | | 165.00 | | | |
| | | | | | | | | | | 165.00 |
| | | | | | | | | | | CHECK TOTAL |
| | | | | | | | | | | 165.00 |
| 3208 | SUNDAY NEWS DELIVERY | 0000 | | INV | 02/16/2023 | 51842 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280802 51803 | | A&Y PROG | LIBR PER | | | 121.86 | | | |
| | | | | | | | | | | 121.86 |
| | | | | | | | | | | CHECK TOTAL |
| | | | | | | | | | | 121.86 |
| 836 | CHAMPAIGN PUBLIC LIBR | 0001 | | INV | 01/19/2023 | UFL FY23 - 1 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280802 52910 | | A&Y PROG | DTB CHARGE | | | 5,250.00 | | | |
| | 2 80280801 52999 | | LIBR CTRL | OTHER SVCS | | | 37,870.92 | | | |
| | | | | | | | | | | 43,120.92 |
| | | | | | | | | | | CHECK TOTAL |
| | | | | | | | | | | 43,120.92 |

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L021623 02/16/2023
 DUE DATE: 02/16/2023

| CASH ACCOUNT: 802 10100 | | CASH | | | | | | | | | |
|-------------------------|------------------------|-------|------------|------------|------------|--------------------|-----------------|---------|-------|--|--|
| VENDOR | | REMIT | PO | TYPE | DUE DATE | INVOICE | AMOUNT | VOUCHER | CHECK | | |
| 1062 | CONSOLIDATED COMMUNIC | 0001 | | INV | 02/16/2023 | 51844 | | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | | |
| | 1 80280805 52600 | | LIBR FAC | UTILITIES | | 412.84 | | | | | |
| | | | | | | | 412.84 | | | | |
| | | | | | | CHECK TOTAL | 412.84 | | | | |
| 549 | FIRST NATIONAL BANK O | 0000 | | INV | 02/16/2023 | 51918 | | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | | |
| | 1 80280803 52910 | | ARCHIVES | DTB CHARGE | | 99.80 | | | | | |
| | 2 80280805 52201 | | LIBR FAC | BLDG MAINT | | 75.07 | | | | | |
| | 3 80280802 51801 80103 | | A&Y PROG | LIBR BOOKS | | 99.80 | | | | | |
| | 4 80280802 51802 80103 | | A&Y PROG | NEW COLL | | 57.68 | | | | | |
| | 5 80280809 52909 | | LIBR COMM | AD/MRK/PE | | 588.00 | | | | | |
| | 6 80280808 51500 | | LIBR IT | SHARED IT | | 276.38 | | | | | |
| | 7 80280801 52902 | | LIBR CTRL | POST PRINT | | 524.99 | | | | | |
| | 8 80280806 51900 | | LIBR ACQ | OTHER SUPP | | 99.80 | | | | | |
| | 9 80280801 51900 | | LIBR CTRL | OTHER SUPP | | 145.18 | | | | | |
| | | | | | | | 1,966.70 | | | | |
| | | | | | | CHECK TOTAL | 1,966.70 | | | | |
| 72 | INFOUSA MARKETING INC | 0001 | | INV | 02/16/2023 | 10004069750 | | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | | |
| | 1 80280803 51801 | | ARCHIVES | LIBR BOOKS | | 634.00 | | | | | |
| | | | | | | | 634.00 | | | | |
| | | | | | | CHECK TOTAL | 634.00 | | | | |
| 2260 | INGRAM INDUSTRIES INC | 0000 | | INV | 02/16/2023 | 74332343 | | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | | |
| | 1 80280802 51801 80103 | | A&Y PROG | LIBR BOOKS | | 153.70 | | | | | |
| | | | | | | | 153.70 | | | | |
| 2260 | INGRAM INDUSTRIES INC | 0000 | | INV | 02/16/2023 | 74332342 | | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | | |
| | 1 81080832 51801 | | ADULT GIFT | LIBR BOOKS | | 129.49 | | | | | |
| | 2 80280802 51801 | | A&Y PROG | LIBR BOOKS | | 195.87 | | | | | |
| | | | | | | | 325.36 | | | | |
| 2260 | INGRAM INDUSTRIES INC | 0000 | | INV | 02/16/2023 | 74345207 | | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | | |
| | 1 80280802 51801 80103 | | A&Y PROG | LIBR BOOKS | | 210.68 | | | | | |

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L021623 02/16/2023
 DUE DATE: 02/16/2023

| CASH ACCOUNT: 802 | | 10100 | | CASH | | | | | |
|-------------------|-----------------------|----------|------------|------------|--------------------|-----------------|---------|-------|--|
| VENDOR | REMIT | PO | TYPE | DUE DATE | INVOICE | AMOUNT | VOUCHER | CHECK | |
| 2260 | INGRAM INDUSTRIES INC | 0000 | INV | 02/16/2023 | 74362268 | 210.68 | | | |
| | ACCOUNT DETAIL | | | | LINE AMOUNT | | | | |
| 1 | 80280802 51801 | A&Y PROG | LIBR BOOKS | | | 424.05 | | | |
| | | | | | CHECK TOTAL | 424.05 | | | |
| | | | | | | 1,113.79 | | | |
| 268 | MIDWEST TAPE | 0000 | INV | 02/16/2023 | 503320674 | | | | |
| | ACCOUNT DETAIL | | | | LINE AMOUNT | | | | |
| 1 | 80280802 51806 | A&Y PROG | DVD | | | 22.49 | | | |
| | | | | | | 22.49 | | | |
| 268 | MIDWEST TAPE | 0000 | INV | 02/16/2023 | 503320677 | | | | |
| | ACCOUNT DETAIL | | | | LINE AMOUNT | | | | |
| 1 | 80280802 51806 | A&Y PROG | DVD | | | 26.98 | | | |
| | | | | | | 26.98 | | | |
| 268 | MIDWEST TAPE | 0000 | INV | 02/16/2023 | 503320676 | | | | |
| | ACCOUNT DETAIL | | | | LINE AMOUNT | | | | |
| 1 | 80280802 51806 | A&Y PROG | DVD | | | 29.99 | | | |
| | | | | | | 29.99 | | | |
| 268 | MIDWEST TAPE | 0000 | INV | 02/16/2023 | 503320675 | | | | |
| | ACCOUNT DETAIL | | | | LINE AMOUNT | | | | |
| 1 | 80280802 51806 | A&Y PROG | DVD | | | 48.72 | | | |
| | | | | | | 48.72 | | | |
| 268 | MIDWEST TAPE | 0000 | INV | 02/16/2023 | 503320678 | | | | |
| | ACCOUNT DETAIL | | | | LINE AMOUNT | | | | |
| 1 | 80280802 51806 80103 | A&Y PROG | DVD | | | 82.46 | | | |
| | | | | | | 82.46 | | | |
| 268 | MIDWEST TAPE | 0000 | INV | 02/16/2023 | 503303970 | | | | |
| | ACCOUNT DETAIL | | | | LINE AMOUNT | | | | |
| 1 | 80280802 51806 | A&Y PROG | DVD | | | 22.49 | | | |
| | | | | | | 22.49 | | | |
| 268 | MIDWEST TAPE | 0000 | INV | 02/16/2023 | 503321396 | | | | |
| | ACCOUNT DETAIL | | | | LINE AMOUNT | | | | |
| 1 | 80280802 51807 80103 | A&Y PROG | RECORDING | | | 15.74 | | | |
| | | | | | | 15.74 | | | |
| 268 | MIDWEST TAPE | 0000 | INV | 02/16/2023 | 503322602 | | | | |
| | ACCOUNT DETAIL | | | | LINE AMOUNT | | | | |
| 1 | 80280802 51804 | A&Y PROG | AUDIOBOOKS | | | 89.98 | | | |

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L021623 02/16/2023
 DUE DATE: 02/16/2023

| CASH ACCOUNT: 802 | | 10100 | CASH | | | | | | | |
|-------------------|-----------------------|-------|-----------|------------|------------|-------------|---------|-------|--------|--|
| VENDOR | REMIT | PO | TYPE | DUE DATE | INVOICE | AMOUNT | VOUCHER | CHECK | | |
| 268 | MIDWEST TAPE | 0000 | | INV | 02/16/2023 | 503320671 | | | 89.98 | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280802 51806 | | A&Y PROG | DVD | | 101.20 | | | | |
| 268 | MIDWEST TAPE | 0000 | | INV | 02/16/2023 | 503303971 | | | 101.20 | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280802 51806 | | A&Y PROG | DVD | | 22.49 | | | | |
| 268 | MIDWEST TAPE | 0000 | | INV | 02/16/2023 | 503320673 | | | 22.49 | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280802 51806 | | A&Y PROG | DVD | | 149.17 | | | | |
| | | | | | | CHECK TOTAL | | | 149.17 | |
| | | | | | | | | | 611.71 | |
| 2516 | THE NEW LINCOLN SQUAR | 0000 | | INV | 02/09/2023 | 51758 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280803 52912 | | ARCHIVES | FACILTYREN | | 725.00 | | | | |
| | | | | | | CHECK TOTAL | | | 725.00 | |
| | | | | | | | | | 725.00 | |
| 283 | QUILL CORPORATION | 0000 | | INV | 02/16/2023 | 30615895 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280801 51900 | | LIBR CTRL | OTHER SUPP | | 27.14 | | | | |
| | 2 80280801 51900 | | LIBR CTRL | OTHER SUPP | | 54.44 | | | | |
| | | | | | | CHECK TOTAL | | | 81.58 | |
| | | | | | | | | | 81.58 | |
| 313 | URBANA & CHAMPAIGN SA | 0000 | | INV | 02/16/2023 | 6220808 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280805 52600 | | LIBR FAC | UTILITIES | | 7.60 | | | | |
| | | | | | | CHECK TOTAL | | | 7.60 | |
| | | | | | | | | | 7.60 | |
| 313 | URBANA & CHAMPAIGN SA | 0000 | | INV | 02/16/2023 | 6220809 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280805 52600 | | LIBR FAC | UTILITIES | | 12.20 | | | | |
| | | | | | | CHECK TOTAL | | | 12.20 | |
| | | | | | | | | | 12.20 | |

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L021623 02/16/2023
 DUE DATE: 02/16/2023

| CASH ACCOUNT: 802 | | 10100 | | CASH | | | | | | | |
|-------------------|------------------------|-------|----------|------------|------------|--------------------|----------|---------|-------|--------------------|-----------------|
| VENDOR | | REMIT | PO | TYPE | DUE DATE | INVOICE | AMOUNT | VOUCHER | CHECK | | |
| 313 | URBANA & CHAMPAIGN SA | 0000 | | INV | 02/16/2023 | 6221351 | | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | | |
| | 1 80280805 52600 | | LIBR FAC | UTILITIES | | | 15.44 | | | | |
| | | | | | | | | | | 15.44 | |
| 313 | URBANA & CHAMPAIGN SA | 0000 | | INV | 02/16/2023 | 6219686 | | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | | |
| | 1 80280805 52600 | | LIBR FAC | UTILITIES | | | 277.26 | | | | |
| | | | | | | | | | | 277.26 | |
| | | | | | | | | | | CHECK TOTAL | 312.50 |
| 536 | OFFICE OF THE STATE F | 0000 | | INV | 02/16/2023 | 5125129129 | | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | | |
| | 1 80280805 52999 | | LIBR FAC | OTHER SVCS | | | 125.00 | | | | |
| | | | | | | | | | | 125.00 | |
| | | | | | | | | | | CHECK TOTAL | 125.00 |
| 2482 | T-MOBILE USA INC. | 0001 | | INV | 02/16/2023 | 51928 | | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | | |
| | 1 80280802 51802 80103 | | A&Y PROG | NEW COLL | | | 1,165.33 | | | | |
| | | | | | | | | | | 1,165.33 | |
| | | | | | | | | | | CHECK TOTAL | 1,165.33 |
| 1839 | THE NEW YORK TIMES | 0001 | | INV | 02/16/2023 | 364A34E0235 | | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | | |
| | 1 80280802 52910 | | A&Y PROG | DTB CHARGE | | | 2,002.00 | | | | |
| | | | | | | | | | | 2,002.00 | |
| | | | | | | | | | | CHECK TOTAL | 2,002.00 |
| 303 | UNIVERSITY HIGH SCHOO | 0000 | | INV | 02/16/2023 | 51846 | | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | | |
| | 1 80280803 51801 | | ARCHIVES | LIBR BOOKS | | | 75.00 | | | | |
| | | | | | | | | | | 75.00 | |
| | | | | | | | | | | CHECK TOTAL | 75.00 |
| 1296 | URBANA SCHOOL DISTRIC | 0000 | | INV | 02/09/2023 | 51811 | | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | | |
| | 1 80280803 51801 | | ARCHIVES | LIBR BOOKS | | | 75.00 | | | | |
| | | | | | | | | | | 75.00 | |

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L021623 02/16/2023
 DUE DATE: 02/16/2023

| CASH ACCOUNT: 802 | | 10100 | CASH | | | | | | | |
|-------------------|----------|-------|------|----------|----------------------|--------------|---------|-------|--|--|
| VENDOR | REMIT | PO | TYPE | DUE DATE | INVOICE | AMOUNT | VOUCHER | CHECK | | |
| | | | | | CHECK TOTAL | 75.00 | | | | |
| 44 | INVOICES | | | | WARRANT TOTAL | 56,337.66 | | | | |
| | | | | | CASH ACCOUNT BALANCE | 2,442,083.24 | | | | |

ACCOUNTS PAYABLE CHECK RUN REPORT

Ck Run Id# Summary

CK RUN ID#: L021623 02/16/2023
 DUE DATE: 02/16/2023

| FUND | ORG | ACCOUNT | AMOUNT | AVLB BUDGET |
|-------------------------------|----------|---|------------------------------|--------------------|
| 802 | 802 | LIBRARY GENERAL FUND 802-00-00-000-000-46290- | OTHER REIMBURSEMENTS | 132.50 0.00 |
| 802 | 80280801 | LIBRARY CENTRALIZED C 802-60-80-801-000-51900- | OTHER SUPPLIES | 226.76 16,771.11 |
| 802 | 80280801 | LIBRARY CENTRALIZED C 802-60-80-801-000-52902- | POSTAGE & PRINTING | 524.99 474.89 |
| 802 | 80280801 | LIBRARY CENTRALIZED C 802-60-80-801-000-52999- | OTHER CONTRACTUAL SER | 37,870.92 4,415.13 |
| 802 | 80280802 | ADULT & YOUTH SERVICE 802-60-80-802-000-51801- | LIBRARY BOOKS | 2,649.78 56,460.49 |
| 802 | 80280802 | ADULT & YOUTH SERVICE 802-60-80-802-000-51801-80103 | LIBRARY BOOKS | 1,587.17 23,687.30 |
| 802 | 80280802 | ADULT & YOUTH SERVICE 802-60-80-802-000-51802-80103 | NEW COLLECTIONS | 1,251.99 12,942.42 |
| 802 | 80280802 | ADULT & YOUTH SERVICE 802-60-80-802-000-51803- | LIBRARY PERIODICALS | 121.86 457.33 |
| 802 | 80280802 | ADULT & YOUTH SERVICE 802-60-80-802-000-51804- | AUDIOBOOKS | 89.98 1,207.60 |
| 802 | 80280802 | ADULT & YOUTH SERVICE 802-60-80-802-000-51806- | DVD'S | 531.68 13,661.27 |
| 802 | 80280802 | ADULT & YOUTH SERVICE 802-60-80-802-000-51806-80103 | DVD'S | 82.46 2,909.83 |
| 802 | 80280802 | ADULT & YOUTH SERVICE 802-60-80-802-000-51807-80103 | RECORDINGS | 15.74 2,751.33 |
| 802 | 80280802 | ADULT & YOUTH SERVICE 802-60-80-802-000-52910- | DATABASE CHARGES | 7,252.00 12,948.22 |
| 802 | 80280803 | ARCHIVES 802-60-80-803-000-51801- | LIBRARY BOOKS | 949.00 675.71 |
| 802 | 80280803 | ARCHIVES 802-60-80-803-000-52910- | DATABASE CHARGES | 99.80 6,179.73 |
| 802 | 80280803 | ARCHIVES 802-60-80-803-000-52912- | FACILITY RENTAL | 725.00 2,570.00 |
| 802 | 80280805 | LIBRARY FACILITIES 802-60-80-805-000-52201- | BUILDING REPAIR & MAI | 75.07 57,527.40 |
| 802 | 80280805 | LIBRARY FACILITIES 802-60-80-805-000-52600- | UTILITIES | 725.34 3,417.80 |
| 802 | 80280805 | LIBRARY FACILITIES 802-60-80-805-000-52999- | OTHER CONTRACTUAL SER | 125.00 45,361.62 |
| 802 | 80280806 | LIBRARY ACQUISITIONS 802-60-80-806-000-51900- | OTHER SUPPLIES | 99.80 15,570.11 |
| 802 | 80280808 | LIBRARY IT 802-60-80-808-000-51500- | SHARED IT COSTS | 292.07 76,363.01 |
| 802 | 80280809 | LIBRARY COMMUNITY ENG 802-60-80-809-000-52909- | ADV/MKTING/PUBLIC EDU | 588.00 4,889.47 |
| | | | FUND TOTAL | 56,016.91 |
| CASH ACCOUNT 802 10100 | | BALANCE 2,442,083.24 | | |
| 810 | 81080832 | ADULT GIFTS 810-60-80-832-000-51801- | LIBRARY BOOKS | 147.63 14,847.50 |
| 810 | 81080833 | CHILDREN'S GIFTS 810-60-80-833-000-52803- | LIBRARY CHILDREN PROG | 173.12 1,609.14 |
| | | | FUND TOTAL | 320.75 |
| CASH ACCOUNT 802 10100 | | BALANCE 2,442,083.24 | | |
| | | | WARRANT SUMMARY TOTAL | 56,337.66 |
| | | | GRAND TOTAL | 56,337.66 |

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: I022323 02/23/2023
 DUE DATE: 02/23/2023

| CASH ACCOUNT: 802 | | 10100 | | CASH | | | | | | | |
|-------------------|-----------------------|-------|------------|------------|------------|--------------------|-----------|---------|-------|--------------------|------------------|
| VENDOR | | REMIT | PO | TYPE | DUE DATE | INVOICE | AMOUNT | VOUCHER | CHECK | | |
| 2943 | AMAZON CAPITAL SERVIC | 0000 | | INV | 02/23/2023 | 1VG4-XVN4-6NQX | | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | | |
| | 1 80280802 51801 | 80103 | A&Y PROG | LIBR BOOKS | | | 7.99 | | | | |
| | | | | | | | | | | 7.99 | |
| | | | | | | | | | | CHECK TOTAL | 7.99 |
| 96 | AMEREN ILLINOIS COMPA | 0000 | | INV | 02/23/2023 | 52097 | | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | | |
| | 1 80280805 52600 | | LIBR FAC | UTILITIES | | | 11,470.69 | | | | |
| | | | | | | | | | | 11,470.69 | |
| | | | | | | | | | | CHECK TOTAL | 11,470.69 |
| 3240 | AURORA PUBLIC LIBRARY | 0000 | | INV | 02/23/2023 | 2023-032 | | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | | |
| | 1 80280809 51812 | 80103 | LIBR COMM | LIBR SUPP | | | 69.45 | | | | |
| | | | | | | | | | | 69.45 | |
| | | | | | | | | | | CHECK TOTAL | 69.45 |
| 217 | BAKER & TAYLOR LLC | 0000 | | INV | 02/23/2023 | 2037331606 | | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | | |
| | 1 81080833 52803 | | CHILD GIFT | CHILD PROG | | | 81.00 | | | | |
| | | | | | | | | | | 81.00 | |
| 217 | BAKER & TAYLOR LLC | 0000 | | INV | 02/23/2023 | 5018190849 | | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | | |
| | 1 80280802 51801 | 80103 | A&Y PROG | LIBR BOOKS | | | 48.71 | | | | |
| | | | | | | | | | | 48.71 | |
| 217 | BAKER & TAYLOR LLC | 0000 | | INV | 02/23/2023 | 2037331670 | | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | | |
| | 1 80280802 51801 | | A&Y PROG | LIBR BOOKS | | | 1,271.73 | | | | |
| | | | | | | | | | | 1,271.73 | |
| 217 | BAKER & TAYLOR LLC | 0000 | | INV | 02/23/2023 | 2037331608 | | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | | |
| | 1 80280802 51801 | 80103 | A&Y PROG | LIBR BOOKS | | | 464.18 | | | | |
| | | | | | | | | | | 464.18 | |
| 217 | BAKER & TAYLOR LLC | 0000 | | INV | 02/23/2023 | 2037326173 | | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | | |
| | 1 80280802 51801 | 80103 | A&Y PROG | LIBR BOOKS | | | 271.47 | | | | |
| | | | | | | | | | | 271.47 | |

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1022323 02/23/2023
 DUE DATE: 02/23/2023

| CASH ACCOUNT: 802 10100 | | CASH | | | | | | | | |
|-------------------------|-----------------------|-------|------------|------------|------------|--------------------|--------------------|---------|-------|-----------------|
| VENDOR | | REMIT | PO | TYPE | DUE DATE | INVOICE | AMOUNT | VOUCHER | CHECK | |
| 217 | BAKER & TAYLOR LLC | 0000 | | INV | 02/23/2023 | 2037331588 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 81080833 52803 | | CHILD GIFT | CHILD PROG | | 112.41 | | | | |
| | 2 81080833 51801 | | CHILD GIFT | LIBR BOOKS | | 710.33 | | | | |
| | | | | | | | 822.74 | | | |
| 217 | BAKER & TAYLOR LLC | 0000 | | INV | 02/23/2023 | 2037328164 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280802 51801 | | A&Y PROG | LIBR BOOKS | | 1,678.07 | | | | |
| | | | | | | | 1,678.07 | | | |
| | | | | | | | CHECK TOTAL | | | 4,637.90 |
| 2257 | CFS - CUSTOM FACILITY | 0000 | | INV | 02/23/2023 | 1843 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280805 52201 | | LIBR FAC | BLDG MAINT | | 648.00 | | | | |
| | | | | | | | 648.00 | | | |
| | | | | | | | CHECK TOTAL | | | 648.00 |
| 3261 | FAST FORWARD LIBRARIE | 0000 | | INV | 02/23/2023 | 020623 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280801 52199 | | LIBR CTRL | OTHER PROF | | 1,575.00 | | | | |
| | | | | | | | 1,575.00 | | | |
| | | | | | | | CHECK TOTAL | | | 1,575.00 |
| 35 | GALE CENGAGE LEARNING | 0001 | | INV | 02/23/2023 | 80722524 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280802 52910 | | A&Y PROG | DTB CHARGE | | 2,894.06 | | | | |
| | | | | | | | 2,894.06 | | | |
| | | | | | | | CHECK TOTAL | | | 2,894.06 |
| 3263 | HANNAH EMERY | 0000 | | INV | 02/23/2023 | 52189 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280809 51812 | | LIBR COMM | LIBR SUPP | | 25.86 | | | | |
| | | | | | | | 25.86 | | | |
| | | | | | | | CHECK TOTAL | | | 25.86 |
| 181 | HR IMAGING PARTNERS I | 0000 | | INV | 02/23/2023 | 52139 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280803 51801 | | ARCHIVES | LIBR BOOKS | | 60.00 | | | | |

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: I022323 02/23/2023
 DUE DATE: 02/23/2023

| CASH ACCOUNT: 802 | | 10100 | | CASH | | | | | | | |
|-------------------|-----------------------|-------|------------|------------|--------------------|---------------|---------|-------|--|--|--------|
| VENDOR | REMIT | PO | TYPE | DUE DATE | INVOICE | AMOUNT | VOUCHER | CHECK | | | |
| | | | | | | 60.00 | | | | | |
| | | | | | CHECK TOTAL | 60.00 | | | | | |
| 2260 | INGRAM INDUSTRIES INC | 0000 | INV | 02/23/2023 | 74451486 | | | | | | |
| | ACCOUNT DETAIL | | | | LINE AMOUNT | | | | | | |
| 1 | 80280802 51801 | 80103 | A&Y PROG | LIBR BOOKS | | 16.34 | | | | | |
| | | | | | | | | | | | 16.34 |
| 2260 | INGRAM INDUSTRIES INC | 0000 | INV | 02/23/2023 | 74413297 | | | | | | |
| | ACCOUNT DETAIL | | | | LINE AMOUNT | | | | | | |
| 1 | 81080832 51801 | | ADULT GIFT | LIBR BOOKS | | 31.78 | | | | | |
| 2 | 80280802 51801 | | A&Y PROG | LIBR BOOKS | | 210.64 | | | | | |
| | | | | | | | | | | | 242.42 |
| | | | | | CHECK TOTAL | 258.76 | | | | | |
| 268 | MIDWEST TAPE | 0000 | INV | 02/23/2023 | 503355747 | | | | | | |
| | ACCOUNT DETAIL | | | | LINE AMOUNT | | | | | | |
| 1 | 80280802 51806 | | A&Y PROG | DVD | | 92.96 | | | | | |
| | | | | | | | | | | | 92.96 |
| 268 | MIDWEST TAPE | 0000 | INV | 02/23/2023 | 503355748 | | | | | | |
| | ACCOUNT DETAIL | | | | LINE AMOUNT | | | | | | |
| 1 | 80280802 51806 | | A&Y PROG | DVD | | 56.98 | | | | | |
| | | | | | | | | | | | 56.98 |
| 268 | MIDWEST TAPE | 0000 | INV | 02/23/2023 | 503355830 | | | | | | |
| | ACCOUNT DETAIL | | | | LINE AMOUNT | | | | | | |
| 1 | 80280802 51806 | | A&Y PROG | DVD | | 18.74 | | | | | |
| | | | | | | | | | | | 18.74 |
| 268 | MIDWEST TAPE | 0000 | INV | 02/23/2023 | 503355831 | | | | | | |
| | ACCOUNT DETAIL | | | | LINE AMOUNT | | | | | | |
| 1 | 80280802 51807 | 80103 | A&Y PROG | RECORDING | | 29.99 | | | | | |
| | | | | | | | | | | | 29.99 |
| 268 | MIDWEST TAPE | 0000 | INV | 02/23/2023 | 503355832 | | | | | | |
| | ACCOUNT DETAIL | | | | LINE AMOUNT | | | | | | |
| 1 | 80280802 51806 | 80103 | A&Y PROG | DVD | | 20.23 | | | | | |
| | | | | | | | | | | | 20.23 |
| 268 | MIDWEST TAPE | 0000 | INV | 02/23/2023 | 503355745 | | | | | | |
| | ACCOUNT DETAIL | | | | LINE AMOUNT | | | | | | |
| 1 | 80280802 51806 | | A&Y PROG | DVD | | 14.99 | | | | | |
| | | | | | | | | | | | 14.99 |

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1022323 02/23/2023
 DUE DATE: 02/23/2023

| CASH ACCOUNT: 802 10100 | | CASH | | | | | | | | |
|-------------------------|------------------------|-------|-----------|------------|------------|--------------------|--------|---------|-------|--------------------|
| VENDOR | | REMIT | PO | TYPE | DUE DATE | INVOICE | AMOUNT | VOUCHER | CHECK | |
| 268 | MIDWEST TAPE | 0000 | | INV | 02/23/2023 | 503355744 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280802 51806 | | A&Y PROG | DVD | | | 37.48 | | | |
| | | | | | | | | | | 37.48 |
| 268 | MIDWEST TAPE | 0000 | | INV | 02/23/2023 | 503355833 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280802 51806 80103 | | A&Y PROG | DVD | | | 14.99 | | | |
| | | | | | | | | | | 14.99 |
| 268 | MIDWEST TAPE | 0000 | | INV | 02/23/2023 | 503355746 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280802 51806 | | A&Y PROG | DVD | | | 22.49 | | | |
| | | | | | | | | | | 22.49 |
| | | | | | | | | | | CHECK TOTAL |
| | | | | | | | | | | 308.85 |
| 54 | OVERDRIVE INC | 0000 | | INV | 02/23/2023 | 01018DA23050018 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280802 51811 | | A&Y PROG | DOWNLOAD | | | 76.00 | | | |
| | | | | | | | | | | 76.00 |
| 54 | OVERDRIVE INC | 0000 | | INV | 02/23/2023 | 01018DA23050017 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280802 51811 | | A&Y PROG | DOWNLOAD | | | 38.00 | | | |
| | | | | | | | | | | 38.00 |
| | | | | | | | | | | CHECK TOTAL |
| | | | | | | | | | | 114.00 |
| 42 | PRESTO X LLC | 0000 | | INV | 02/23/2023 | 31128528 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280805 52999 | | LIBR FAC | OTHER SVCS | | | 70.06 | | | |
| | | | | | | | | | | 70.06 |
| 42 | PRESTO X LLC | 0000 | | INV | 02/23/2023 | 31128527 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280805 52999 | | LIBR FAC | OTHER SVCS | | | 70.06 | | | |
| | | | | | | | | | | 70.06 |
| | | | | | | | | | | CHECK TOTAL |
| | | | | | | | | | | 140.12 |
| 3065 | TRAXIUM LLC | 0000 | | INV | 02/23/2023 | 151016 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280801 51900 | | LIBR CTRL | OTHER SUPP | | | 392.00 | | | |
| | | | | | | | | | | 392.00 |

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: 1022323 02/23/2023
 DUE DATE: 02/23/2023

| CASH ACCOUNT: 802 | | 10100 | CASH | | | | | | | |
|-------------------|-----------------------|----------|------------|------------|-----------------------------|------------------|---------|-------|---------------------|--|
| VENDOR | REMIT | PO | TYPE | DUE DATE | INVOICE | AMOUNT | VOUCHER | CHECK | | |
| | | | | | CHECK TOTAL | 392.00 | | | | |
| 1622 | REPUBLIC SERVICES, IN | 0001 | INV | 02/23/2023 | 0729-000640983 | | | | | |
| | ACCOUNT DETAIL | | | | LINE AMOUNT | | | | | |
| | 1 80280805 52999 | LIBR FAC | OTHER SVCS | | 1,020.27 | | | | | |
| | | | | | | 1,020.27 | | | | |
| | | | | | CHECK TOTAL | 1,020.27 | | | | |
| 32 | INVOICES | | | | WARRANT TOTAL | 23,622.95 | | | 23,622.95 | |
| | | | | | CASH ACCOUNT BALANCE | | | | 2,287,374.67 | |

ACCOUNTS PAYABLE CHECK RUN REPORT

Ck Run Id# Summary

CK RUN ID#: 1022323 02/23/2023
 DUE DATE: 02/23/2023

| FUND | ORG | ACCOUNT | AMOUNT | AVLB BUDGET |
|-------------------------------|----------|---|--------------------------------|------------------|
| 802 | 80280801 | LIBRARY CENTRALIZED C 802-60-80-801-000-51900- | OTHER SUPPLIES 392.00 | 16,379.11 |
| 802 | 80280801 | LIBRARY CENTRALIZED C 802-60-80-801-000-52199- | OTHER PROFESSIONAL SE 1,575.00 | 8,631.25 |
| 802 | 80280802 | ADULT & YOUTH SERVICE 802-60-80-802-000-51801- | LIBRARY BOOKS 3,160.44 | 53,300.05 |
| 802 | 80280802 | ADULT & YOUTH SERVICE 802-60-80-802-000-51801-80103 | LIBRARY BOOKS 808.69 | 22,878.61 |
| 802 | 80280802 | ADULT & YOUTH SERVICE 802-60-80-802-000-51806- | DVD'S 243.64 | 12,417.63 |
| 802 | 80280802 | ADULT & YOUTH SERVICE 802-60-80-802-000-51806-80103 | DVD'S 35.22 | 2,874.61 |
| 802 | 80280802 | ADULT & YOUTH SERVICE 802-60-80-802-000-51807-80103 | RECORDINGS 29.99 | 2,721.34 |
| 802 | 80280802 | ADULT & YOUTH SERVICE 802-60-80-802-000-51811- | DOWNLOADABLES 114.00 | 43,940.47 |
| 802 | 80280802 | ADULT & YOUTH SERVICE 802-60-80-802-000-52910- | DATABASE CHARGES 2,894.06 | 10,054.16 |
| 802 | 80280803 | ARCHIVES 802-60-80-803-000-51801- | LIBRARY BOOKS 60.00 | 615.71 |
| 802 | 80280805 | LIBRARY FACILITIES 802-60-80-805-000-52201- | BUILDING REPAIR & MAI 648.00 | 56,879.40 |
| 802 | 80280805 | LIBRARY FACILITIES 802-60-80-805-000-52600- | UTILITIES 11,470.69 | 66,947.11 |
| 802 | 80280805 | LIBRARY FACILITIES 802-60-80-805-000-52999- | OTHER CONTRACTUAL SER 1,160.39 | 44,201.23 |
| 802 | 80280809 | LIBRARY COMMUNITY ENG 802-60-80-809-000-51812- | LIBRARY PROGRAM SUPPL 25.86 | 4,052.36 |
| 802 | 80280809 | LIBRARY COMMUNITY ENG 802-60-80-809-000-51812-80103 | LIBRARY PROGRAM SUPPL 69.45 | 1,615.16 |
| | | | FUND TOTAL | 22,687.43 |
| CASH ACCOUNT 802 10100 | | BALANCE 2,287,374.67 | | |
| 810 | 81080832 | ADULT GIFTS 810-60-80-832-000-51801- | LIBRARY BOOKS 31.78 | 14,815.72 |
| 810 | 81080833 | CHILDREN'S GIFTS 810-60-80-833-000-51801- | LIBRARY BOOKS 710.33 | 9,132.13 |
| 810 | 81080833 | CHILDREN'S GIFTS 810-60-80-833-000-52803- | LIBRARY CHILDREN PROG 193.41 | 1,415.73 |
| | | | FUND TOTAL | 935.52 |
| CASH ACCOUNT 802 10100 | | BALANCE 2,287,374.67 | | |
| | | | WARRANT SUMMARY TOTAL | 23,622.95 |
| | | | GRAND TOTAL | 23,622.95 |

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 802 10100 CASH
 CHECK NO CHK DATE TYPE VENDOR NAME

| CHECK NO | CHK DATE | TYPE | VENDOR NAME | INVOICE | INV DATE | PO | CK RUN ID# | NET | |
|----------|------------|------|--|-----------------------------|------------|----|---|-------------|----------|
| 5429 | 03/03/2023 | PRTD | 3125 ALLIANCE ENTERTAINMENT HOLDING CO | PLS71334302 | 02/27/2023 | | L030223 | 293.26 | |
| | | | | Invoice: PLS71334302 | | | | | |
| | | | | 259.66 80280802 51805 | | | ACCOUNT: 046215 | | |
| | | | | 33.60 80280802 51809 | | | CD'S GAMES | | |
| | | | | | | | CHECK | 5429 TOTAL: | 293.26 |
| 5430 | 03/03/2023 | PRTD | 2943 AMAZON CAPITAL SERVICES, INC. | 1DJ7-4D6P-7XGC | 02/27/2023 | | L030223 | 22.53 | |
| | | | | Invoice: 1DJ7-4D6P-7XGC | | | | | |
| | | | | 22.53 80280802 51802 80103 | | | ACCOUNT #A15H6WPAYWEZ6F NEW COLLECTIONS | | |
| | | | | Invoice: 1NHW-NPKP-CYMF | | | | | |
| | | | | 70.94 80280802 51802 80103 | | | ACCOUNT #A15H6WPAYWEZ6F NEW COLLECTIONS | | |
| | | | | | | | CHECK | 5430 TOTAL: | 504.12 |
| | | | | 399.00 80280802 51802 80103 | | | ACCOUNT #A15H6WPAYWEZ6F NEW COLLECTIONS | | |
| | | | | Invoice: 1TRQ-YG6P-6YFV | | | | | |
| | | | | 399.00 80280802 51802 80103 | | | ACCOUNT #A15H6WPAYWEZ6F NEW COLLECTIONS | | |
| | | | | | | | CHECK | 5431 TOTAL: | 6,085.87 |
| | | | | 11.65 80280802 51801 80103 | | | ACCOUNT #A15H6WPAYWEZ6F LIBRARY BOOKS | | |
| | | | | Invoice: 1C31-GCMW-41TT | | | | | |
| | | | | 11.65 80280802 51801 80103 | | | LIBRARY BOOKS | | |
| 5431 | 03/03/2023 | PRTD | 96 AMEREN ILLINOIS COMPANY | 52246 | 02/27/2023 | | L030223 | 6,085.87 | |
| | | | | Invoice: 52246 | | | | | |
| | | | | 6,085.87 80280805 52600 | | | ACCOUNT NUMBER 7138417008 UTILITIES | | |
| | | | | | | | CHECK | 5431 TOTAL: | 6,085.87 |
| 5432 | 03/03/2023 | PRTD | 96 AMEREN ILLINOIS COMPANY | 52247 | 02/27/2023 | | L030223 | 530.24 | |
| | | | | Invoice: 52247 | | | | | |
| | | | | 530.24 80280805 52600 | | | ACCOUNT NUMBER 9585116011 UTILITIES | | |
| | | | | | | | CHECK | 5432 TOTAL: | 530.24 |
| 5433 | 03/03/2023 | PRTD | 217 BAKER & TAYLOR LLC | 2037344707 | 02/27/2023 | | L030223 | 703.48 | |
| | | | | Invoice: 2037344707 | | | | | |
| | | | | 703.48 80280802 51801 | | | L022905 2 LIBRARY BOOKS | | |
| | | | | Invoice: 2037343796 | | | | | |
| | | | | 1,785.08 80280802 51801 | | | L022905 2 LIBRARY BOOKS | | |
| | | | | | | | CHECK | 5433 TOTAL: | 14.31 |
| | | | | 14.31 80280802 51801 80103 | | | L511881 2 LIBRARY BOOKS | | |
| | | | | Invoice: 5018205308 | | | | | |

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 802 10100 CASH
 CHECK NO CHK DATE TYPE VENDOR NAME

| CHECK NO | CHK DATE | TYPE | VENDOR NAME | INVOICE | INV DATE | PO | CK RUN ID# | NET |
|--|----------|------|--|-----------------------------|---|------|------------|----------|
| INVOICE DTL DESC | | | | | | | | |
| Invoice: 2037346272 | | | BAKER & TAYLOR LLC | 2037346272 | 02/27/2023 | | L030223 | 230.88 |
| | | | | 230.88 80280802 51801 80103 | L511881 2 LIBRARY BOOKS | | | |
| | | | | | CHECK | 5433 | TOTAL: | 2,733.75 |
| 5434 03/03/2023 PRTD Invoice: 52258 | | | 218 ELAINE BEARDEN | 52258 | 02/27/2023 | | L030223 | 35.59 |
| | | | | 35.59 80280809 51812 80103 | 2/11/23 & 3/25/23 HARP&HRSTS, VRT ATHR VST, MKRSP J LIBRARY PROGRAM SUPPLIES | | | |
| | | | | | CHECK | 5434 | TOTAL: | 35.59 |
| 5435 03/03/2023 PRTD Invoice: 619450 | | | 220 BRODART CO | 619450 | 02/27/2023 | | L030223 | 155.80 |
| | | | | 155.80 80280806 51900 | CUST #120161 OTHER SUPPLIES | | | |
| | | | | | CHECK | 5435 | TOTAL: | 155.80 |
| 5436 03/03/2023 PRTD Invoice: 52249 | | | 1261 FIRST BUSEY CORPORATION & SUBSIDI 52249 | 52249 | 02/27/2023 | | L030223 | 70.00 |
| | | | | 70.00 80280803 52912 | SAFE DEPOSIT BOX 120004057 FACILITY RENTAL | | | |
| Invoice: 52250 | | | FIRST BUSEY CORPORATION & SUBSIDI 52250 | 52250 | 02/27/2023 | | L030223 | 70.00 |
| | | | | 70.00 80280803 52912 | SAFE DEPOSIT BOX 120004058 FACILITY RENTAL | | | |
| | | | | | CHECK | 5436 | TOTAL: | 140.00 |
| 5437 03/03/2023 PRTD Invoice: 1849 | | | 2257 CFS - CUSTOM FACILITY SERVICES IN 1849 | | 02/27/2023 | | L030223 | 5,833.33 |
| | | | | 5,833.33 80280805 52999 | MONTHLY SERVICE FEE OTHER CONTRACTUAL SERVICES | | | |
| | | | | | CHECK | 5437 | TOTAL: | 5,833.33 |
| 5438 03/03/2023 PRTD Invoice: S059740 | | | 1212 CHEMICAL MAINTENANCE INC | S059740 | 02/27/2023 | | L030223 | 289.14 |
| | | | | 289.14 80280805 51900 | CUST #0002096 OTHER SUPPLIES | | | |
| | | | | | CHECK | 5438 | TOTAL: | 289.14 |
| 5439 03/03/2023 PRTD Invoice: 817150 | | | 230 DP SUPPLY, INC | 817150 | 02/27/2023 | | L030223 | 133.28 |
| | | | | 133.28 80280805 51900 | CUST #222100 OTHER SUPPLIES | | | |

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 802 10100 CASH
 CHECK NO CHK DATE TYPE VENDOR NAME

| CHECK NO | CHK DATE | TYPE | VENDOR NAME | INVOICE | INV DATE | PO | CK RUN ID# | NET |
|----------|------------|------|------------------------------|------------------------------------|---|----|------------|----------|
| | | | | | CHECK 5439 TOTAL: | | | 133.28 |
| 5440 | 03/03/2023 | PRTD | 20 DAVIS HOUK MECHANICAL INC | S23DH045 | 02/27/2023 | | L030223 | 2,808.60 |
| | | | | 2,808.60 80280805 52201 | EAST AHU NOISE INVESTIGATION BUILDING REPAIR & MAINT | | | |
| | | | | | CHECK 5440 TOTAL: | | | 2,808.60 |
| 5441 | 03/03/2023 | PRTD | 1873 DAWN CASSADY | 52244 | 02/27/2023 | | L030223 | 62.65 |
| | | | | 62.65 80280800 52320 | STAFF DAY BREAKFAST, BAGELS TRAVEL, EDUCATION AND TRAINING | | | |
| | | | | | CHECK 5441 TOTAL: | | | 62.65 |
| 5442 | 03/03/2023 | PRTD | 953 FEHR GRAHAM & ASSOCIATES | 113493 | 02/27/2023 | | L030223 | 735.00 |
| | | | | 735.00 | PROJECT 19-783 | | | |
| | | | | E 82209-BUILDING 81080831 53200 | - - BUILDING | | | |
| | | | | | CHECK 5442 TOTAL: | | | 735.00 |
| 5443 | 03/03/2023 | PRTD | 859 GIBBS TECHNOLOGY COMPANY | 2474115 | 02/27/2023 | | L030223 | 23.90 |
| | | | | 23.90 80280808 52203 | ACCOUNT NUMBER: 624900 MAINTENANCE AGREEMENTS | | | |
| | | | | Invoice: 2472678 | GIBBS TECHNOLOGY COMPANY 2472678 | | | |
| | | | | 272.02 80280808 52203 | ACCOUNT NUMBER: 624900 MAINTENANCE AGREEMENTS | | | 272.02 |
| | | | | | CHECK 5443 TOTAL: | | | 295.92 |
| 5444 | 03/03/2023 | PRTD | 3122 GRETCHEN MADSEN WEBB | 52335 | 02/27/2023 | | L030223 | 31.95 |
| | | | | 31.95 80280800 52320 | STAFF DAY FRUIT TRAVEL, EDUCATION AND TRAINING | | | |
| | | | | | CHECK 5444 TOTAL: | | | 31.95 |
| 5445 | 03/03/2023 | PRTD | 181 HR IMAGING PARTNERS INC | 52336 | 02/27/2023 | | L030223 | 60.00 |
| | | | | 60.00 80280803 51801 | 3 X JEFFERSON MS YEARBOOK, 2022/2023 LIBRARY BOOKS | | | |
| | | | | | CHECK 5445 TOTAL: | | | 60.00 |

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 802 10100 CASH
 CHECK NO CHK DATE TYPE VENDOR NAME

| CHECK NO | CHK DATE | TYPE | VENDOR NAME | INVOICE | INV DATE | PO | CK RUN ID# | NET |
|----------|-----------------------|------|--|-----------------------------|---|----|-------------|----------|
| 5446 | 03/03/2023 | PRTD | 593 ILLINOIS LAW ENFORCEMENT ALARM SY 2418 | | 02/27/2023 | | L030223 | 200.00 |
| | Invoice: 2418 | | | 200.00 80280800 52320 | AUDITORIUM RENTAL 2-20-2023 | | | |
| | | | | | TRAVEL, EDUCATION AND TRAINING | | | |
| | | | | | CHECK | | 5446 TOTAL: | 200.00 |
| 5447 | 03/03/2023 | PRTD | 1264 ILLINOIS AMERICAN WATER COMPANY 52259 | | 02/27/2023 | | L030223 | 61.69 |
| | Invoice: 52259 | | | 61.69 80280805 52600 | ACCNT #1025-210000163388 | | | |
| | | | | | UTILITIES | | | |
| | | | | | CHECK | | 5447 TOTAL: | 61.69 |
| 5448 | 03/03/2023 | PRTD | 1264 ILLINOIS AMERICAN WATER COMPANY 52260 | | 02/27/2023 | | L030223 | 22.85 |
| | Invoice: 52260 | | | 22.85 80280805 52600 | ACCT #1025-210001737409 | | | |
| | | | | | UTILITIES | | | |
| | | | | | CHECK | | 5448 TOTAL: | 22.85 |
| 5449 | 03/03/2023 | PRTD | 1264 ILLINOIS AMERICAN WATER COMPANY 52261 | | 02/27/2023 | | L030223 | 240.34 |
| | Invoice: 52261 | | | 240.34 80280805 52600 | ACCT #1025-210000505586 | | | |
| | | | | | UTILITIES | | | |
| | | | | | CHECK | | 5449 TOTAL: | 240.34 |
| 5450 | 03/03/2023 | PRTD | 254 CAROL INSKEEP 52251 | | 02/27/2023 | | L030223 | 19.24 |
| | Invoice: 52251 | | | 19.24 80280809 51812 | 2-13 & 2-16-2023, MORE THAN BK CLUB & PRJCT RD PRTY | | | |
| | | | | | LIBRARY PROGRAM SUPPLIES | | | |
| | | | | | CHECK | | 5450 TOTAL: | 19.24 |
| 5451 | 03/03/2023 | PRTD | 2500 JORDAN KAHLE 52275 | | 02/27/2023 | | L030223 | 964.34 |
| | Invoice: 52275 | | | 964.34 80280802 51802 80103 | SEED EXCHANGE ORDER | | | |
| | | | | | NEW COLLECTIONS | | | |
| | | | | | CHECK | | 5451 TOTAL: | 964.34 |
| 5452 | 03/03/2023 | PRTD | 1990 KANOPY INC. 339411 - PPU | | 02/27/2023 | | L030223 | 1,046.00 |
| | Invoice: 339411 - PPU | | | 1,046.00 80280802 51811 | PLAY CREDITS P.O. | | | |
| | | | | | DOWNLOADABLES | | | |
| | | | | | CHECK | | 5452 TOTAL: | 1,046.00 |

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 802 10100 CASH
 CHECK NO CHK DATE TYPE VENDOR NAME

| CHECK NO | CHK DATE | TYPE | VENDOR NAME | INVOICE | INV DATE | PO | CK RUN ID# | NET |
|-------------------------|-----------------------|------|----------------------------------|--------------|-------------------------|-------|------------|--------------------------------|
| INVOICE DTL DESC | | | | | | | | |
| 5453 | 03/03/2023 | PRTD | 261 LAKESHORE LEARNING MATERIALS | 431220020923 | 02/27/2023 | | L030223 | 98.98 |
| | Invoice: 431220020923 | | | | CUST #7843 | | | |
| | | | | 71.49 | 80280802 | 51802 | 80103 | NEW COLLECTIONS |
| | | | | 27.49 | 80280809 | 51812 | 80103 | LIBRARY PROGRAM SUPPLIES |
| | | | | | | | CHECK | 5453 TOTAL: 98.98 |
| 5454 | 03/03/2023 | PRTD | 267 MIDWEST ARCHIVES CONFERENCE | 4993 | 02/27/2023 | | L030223 | 165.00 |
| | Invoice: 4993 | | | | CONFERENCE REGISTRATION | | | |
| | | | | 165.00 | 80280803 | 52320 | | TRAVEL, EDUCATION AND TRAINING |
| | | | | | | | CHECK | 5454 TOTAL: 165.00 |
| 5455 | 03/03/2023 | PRTD | 268 MIDWEST TAPE | 503440716 | 02/27/2023 | | L030223 | 4,874.38 |
| | Invoice: 503440716 | | | | 2000016591 | | | DOWNLOADABLES |
| | | | | 4,874.38 | 80280802 | 51811 | | |
| | | | MIDWEST TAPE | 503387702 | 02/27/2023 | | L030223 | 56.22 |
| | Invoice: 503387702 | | | | 2000007495 | | | DVD'S |
| | | | | 56.22 | 80280802 | 51806 | 80103 | |
| | | | MIDWEST TAPE | 503387711 | 02/27/2023 | | L030223 | 44.98 |
| | Invoice: 503387711 | | | | 2000007494 | | | DVD'S |
| | | | | 44.98 | 80280802 | 51806 | | |
| | | | MIDWEST TAPE | 503387703 | 02/27/2023 | | L030223 | 11.24 |
| | Invoice: 503387703 | | | | 2000007495 | | | DVD'S |
| | | | | 11.24 | 80280802 | 51806 | 80103 | |
| | | | MIDWEST TAPE | 503387712 | 02/27/2023 | | L030223 | 18.74 |
| | Invoice: 503387712 | | | | 2000007494 | | | DVD'S |
| | | | | 18.74 | 80280802 | 51806 | | |
| | | | MIDWEST TAPE | 503387710 | 02/27/2023 | | L030223 | 22.49 |
| | Invoice: 503387710 | | | | 2000007494 | | | DVD'S |
| | | | | 22.49 | 80280802 | 51806 | | |
| | | | MIDWEST TAPE | 503387713 | 02/27/2023 | | L030223 | 18.74 |
| | Invoice: 503387713 | | | | 2000007494 | | | DVD'S |
| | | | | 18.74 | 80280802 | 51806 | | |
| | | | MIDWEST TAPE | 503387484 | 02/27/2023 | | L030223 | 104.95 |
| | Invoice: 503387484 | | | | 2000007494 | | | DVD'S |
| | | | | 104.95 | 80280802 | 51806 | | |
| | | | MIDWEST TAPE | 503387488 | 02/27/2023 | | L030223 | 32.98 |
| | Invoice: 503387488 | | | | 2000007494 | | | DVD'S |
| | | | | 32.98 | 80280802 | 51806 | | |

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 802 10100 CASH
 CHECK NO CHK DATE TYPE VENDOR NAME

| CHECK NO | CHK DATE | TYPE | VENDOR NAME | INVOICE | INV DATE | PO | CK RUN ID# | NET |
|--------------------------|----------|------|--------------------------------|----------------------------|------------|----|--|----------------------|
| | | | | | | | | |
| | | | | | | | INVOICE DTL DESC | |
| Invoice: 503387487 | | | MIDWEST TAPE | 503387487 | 02/27/2023 | | L030223 | 18.74 |
| | | | | 18.74 80280802 51806 | | | 2000007494 DVD'S | |
| Invoice: 503387485 | | | MIDWEST TAPE | 503387485 | 02/27/2023 | | L030223 | 169.43 |
| | | | | 169.43 80280802 51806 | | | 2000007494 DVD'S | |
| Invoice: 503387489 | | | MIDWEST TAPE | 503387489 | 02/27/2023 | | L030223 | 20.24 |
| | | | | 20.24 80280802 51806 | | | 2000007494 DVD'S | |
| Invoice: 503387701 | | | MIDWEST TAPE | 503387701 | 02/27/2023 | | L030223 | 45.74 |
| | | | | 45.74 80280802 51806 80103 | | | 2000007495 DVD'S | |
| | | | | | | | CHECK | 5455 TOTAL: 5,438.87 |
| 5456 03/03/2023 PRTD | | | 9999 Brian Adams | 52248 | 02/27/2023 | | L030223 | 60.00 |
| Invoice: 52248 | | | | 60.00 80280803 51801 | | | BRIAN ADAMS-3 X JOSEPH WILLIAM ROYER LIBRARY BOOKS | |
| | | | | | | | CHECK | 5456 TOTAL: 60.00 |
| 5457 03/03/2023 PRTD | | | 54 OVERDRIVE INC | 01018CO23057261 | 02/27/2023 | | L030223 | 319.18 |
| Invoice: 01018CO23057261 | | | | 319.18 80280802 51811 | | | CUSTOMER ID 1018-1001 DOWNLOADABLES | |
| | | | | | | | CHECK | 5457 TOTAL: 319.18 |
| 5458 03/03/2023 PRTD | | | 1392 PARAGON MICRO INC | S3411250 | 02/27/2023 | | L030223 | 5,270.00 |
| Invoice: S3411250 | | | | 5,270.00 80280808 51500 | | | CUST #TU24791 SHARED IT COSTS | |
| Invoice: S3411927 | | | PARAGON MICRO INC | S3411927 | 02/27/2023 | | L030223 | 1,539.00 |
| | | | | 1,539.00 80280808 51500 | | | CUST #TU24791 SHARED IT COSTS | |
| | | | | | | | CHECK | 5458 TOTAL: 6,809.00 |
| 5459 03/03/2023 PRTD | | | 3252 PATRICIA KARA WOLFE ANTON | 01-02202023 | 02/27/2023 | | L030223 | 500.00 |
| Invoice: 01-02202023 | | | | 500.00 80280800 52320 | | | STAFF DAY PRESENTATION 2023-2-20 TRAVEL, EDUCATION AND TRAINING | |
| | | | | | | | CHECK | 5459 TOTAL: 500.00 |

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 802 10100 CASH
 CHECK NO CHK DATE TYPE VENDOR NAME

| CHECK NO | CHK DATE | TYPE | VENDOR NAME | INVOICE | INV DATE | PO | CK RUN ID# | NET |
|-------------------------|------------|------|-------------------------------------|-----------------------------|---|----|-------------|--------|
| INVOICE DTL DESC | | | | | | | | |
| 5460 | 03/03/2023 | PRTD | 280 THE PENWORTHY COMPANY | 0588429-IN | 02/27/2023 | | L030223 | 407.97 |
| | | | Invoice: 0588429-IN | | | | | |
| | | | | 407.97 80280802 51802 80103 | | | | |
| | | | | | CUST #00-5130409-001 | | | |
| | | | | | NEW COLLECTIONS | | | |
| | | | | | CHECK | | 5460 TOTAL: | 407.97 |
| 5461 | 03/03/2023 | PRTD | 283 QUILL CORPORATION | 30745259 | 02/27/2023 | | L030223 | 216.82 |
| | | | Invoice: 30745259 | | | | | |
| | | | | 216.82 | | | | |
| | | | | | E 80CVD-SUPPLIES | - | | |
| | | | | 80280801 51900 | | - | | |
| | | | | | OTHER SUPPLIES | | | |
| | | | Invoice: 30759628 | | | | | |
| | | | QUILL CORPORATION | 30759628 | 02/27/2023 | | L030223 | 85.74 |
| | | | | | | | | |
| | | | | 8.32 | | | | |
| | | | | | E 82208-BOOK | - | | |
| | | | | 81080834 51801 | | - | | |
| | | | | 77.42 80280801 51900 | | | | |
| | | | | | LIBRARY BOOKS | | | |
| | | | | | OTHER SUPPLIES | | | |
| | | | | | CHECK | | 5461 TOTAL: | 302.56 |
| 5462 | 03/03/2023 | PRTD | 7 ROWMAN & LITTLEFIELD PUBLISHING G | 12207257 | 02/27/2023 | | L030223 | 228.49 |
| | | | Invoice: 12207257 | | | | | |
| | | | | 228.49 80280802 51801 | | | | |
| | | | | | ACCT 0000774907 BERNAN SO | | | |
| | | | | | LIBRARY BOOKS | | | |
| | | | | | CHECK | | 5462 TOTAL: | 228.49 |
| 5463 | 03/03/2023 | PRTD | 3031 SCHOOL SPECIALTY, LLC | 208131926323 | 02/27/2023 | | L030223 | 96.96 |
| | | | Invoice: 208131926323 | | | | | |
| | | | | 96.96 80280809 51812 80103 | | | | |
| | | | | | CUST #286950 BEAN BAGS | | | |
| | | | | | LIBRARY PROGRAM SUPPLIES | | | |
| | | | | | CHECK | | 5463 TOTAL: | 96.96 |
| 5464 | 03/03/2023 | PRTD | 2952 PAVLOV MEDIA INC | INV28974 | 02/27/2023 | | L030223 | 800.00 |
| | | | Invoice: INV28974 | | | | | |
| | | | | 800.00 80280808 52999 | | | | |
| | | | | | MAINTENANCE, HOSTING & MANAGED SERVICES | | | |
| | | | | | OTHER CONTRACTUAL SERVICES | | | |
| | | | | | CHECK | | 5464 TOTAL: | 800.00 |
| 5465 | 03/03/2023 | PRTD | 131 SWEETWATER SOUND INC | 35756153 | 02/27/2023 | | L030223 | 498.91 |
| | | | Invoice: 35756153 | | | | | |
| | | | | 59.99 80280806 51900 | | | | |
| | | | | 438.92 80280802 51802 80103 | | | | |
| | | | | | CUSTOMER NUMBER 3858653 | | | |
| | | | | | OTHER SUPPLIES | | | |
| | | | | | NEW COLLECTIONS | | | |

A/P CASH DISBURSEMENTS JOURNAL

| | | | | |
|----------------------|-------|----------------------------|--------|-----------|
| | CHECK | 5465 | TOTAL: | 498.91 |
| NUMBER OF CHECKS | 37 | *** CASH ACCOUNT TOTAL *** | | 39,008.88 |
| | COUNT | AMOUNT | | |
| TOTAL PRINTED CHECKS | 37 | 39,008.88 | | |
| | | *** GRAND TOTAL *** | | 39,008.88 |

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L030923 03/10/2023
 DUE DATE: 03/10/2023

| CASH ACCOUNT: 802 10100 | | CASH | | | | | | | | |
|-------------------------|------------------------|-------|----------|------------|------------|--------------------|---------------|---------|-------|--|
| VENDOR | | REMIT | PO | TYPE | DUE DATE | INVOICE | AMOUNT | VOUCHER | CHECK | |
| 1508 | DANIEL CRIBBETT | 0000 | | INV | 03/09/2023 | 1075 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280805 52999 | | LIBR FAC | OTHER SVCS | | 351.25 | | | | |
| | | | | | | | 351.25 | | | |
| | | | | | | CHECK TOTAL | 351.25 | | | |
| 3125 | ALLIANCE ENTERTAINMEN | 0000 | | INV | 03/09/2023 | PLS71352659 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280802 51806 | | A&Y PROG | DVD | | 18.64 | | | | |
| | 2 80280802 51809 | | A&Y PROG | GAMES | | 400.91 | | | | |
| | | | | | | | 419.55 | | | |
| 3125 | ALLIANCE ENTERTAINMEN | 0000 | | INV | 03/09/2023 | PLS71466425 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280802 51805 | | A&Y PROG | CD | | 12.29 | | | | |
| | 2 80280802 51806 | | A&Y PROG | DVD | | 93.16 | | | | |
| | 3 80280802 51809 | | A&Y PROG | GAMES | | 186.45 | | | | |
| | | | | | | | 291.90 | | | |
| | | | | | | CHECK TOTAL | 711.45 | | | |
| 2943 | AMAZON CAPITAL SERVIC | 0000 | | INV | 03/02/2023 | 1DDF-M9W9-1364 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280802 51802 80103 | | A&Y PROG | NEW COLL | | 10.11 | | | | |
| | | | | | | | 10.11 | | | |
| 2943 | AMAZON CAPITAL SERVIC | 0000 | | INV | 03/09/2023 | 1N43-FKG6-44TC | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280802 51802 80103 | | A&Y PROG | NEW COLL | | 31.70 | | | | |
| | | | | | | | 31.70 | | | |
| 2943 | AMAZON CAPITAL SERVIC | 0000 | | INV | 03/09/2023 | 19XG-QC6D-7VNV | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280802 51801 | | A&Y PROG | LIBR BOOKS | | 192.91 | | | | |
| | | | | | | | 192.91 | | | |
| 2943 | AMAZON CAPITAL SERVIC | 0000 | | INV | 03/09/2023 | 1LDP-CHCY-9NYV | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280802 51802 80103 | | A&Y PROG | NEW COLL | | 15.82 | | | | |
| | | | | | | | 15.82 | | | |
| 2943 | AMAZON CAPITAL SERVIC | 0000 | | INV | 03/09/2023 | 1PVL-RRD7-HK9D | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280802 51809 | | A&Y PROG | GAMES | | 85.53 | | | | |

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L030923 03/10/2023
 DUE DATE: 03/10/2023

| CASH ACCOUNT: 802 | | 10100 | | CASH | | | | | | | |
|-------------------|------------------------|------------|------------|------------|--------------------|-----------------|---------|-------|--|-----------------|--|
| VENDOR | REMIT | PO | TYPE | DUE DATE | INVOICE | AMOUNT | VOUCHER | CHECK | | | |
| | | | | | | 85.53 | | | | | |
| | | | | | CHECK TOTAL | 336.07 | | | | | |
| 1325 | ARAMARK UNIFORM SERVI | 0000 | INV | 03/09/2023 | 6130165049 | | | | | | |
| | ACCOUNT DETAIL | | | | LINE AMOUNT | | | | | | |
| | 1 80280805 52999 | LIBR FAC | OTHER SVCS | | | 358.01 | | | | | |
| | | | | | CHECK TOTAL | 358.01 | | | | | |
| 418 | AWARDS LIMITED | 0000 | INV | 03/09/2023 | 73536 | | | | | | |
| | ACCOUNT DETAIL | | | | LINE AMOUNT | | | | | | |
| | 1 80280802 51802 80103 | A&Y PROG | NEW COLL | | | 57.12 | | | | | |
| | | | | | CHECK TOTAL | 57.12 | | | | | |
| 217 | BAKER & TAYLOR LLC | 0000 | INV | 03/09/2023 | 2037358688 | | | | | | |
| | ACCOUNT DETAIL | | | | LINE AMOUNT | | | | | | |
| | 1 80280802 51801 | A&Y PROG | LIBR BOOKS | | | 1,446.60 | | | | | |
| | | | | | | | | | | 1,446.60 | |
| 217 | BAKER & TAYLOR LLC | 0000 | INV | 03/09/2023 | 2037362816 | | | | | | |
| | ACCOUNT DETAIL | | | | LINE AMOUNT | | | | | | |
| | 1 80280802 51801 80103 | A&Y PROG | LIBR BOOKS | | | 556.26 | | | | | |
| | | | | | | | | | | 556.26 | |
| 217 | BAKER & TAYLOR LLC | 0000 | INV | 03/09/2023 | 2037362358 | | | | | | |
| | ACCOUNT DETAIL | | | | LINE AMOUNT | | | | | | |
| | 1 81080833 52803 | CHILD GIFT | CHILD PROG | | | 20.13 | | | | | |
| | 2 80280802 51802 80103 | A&Y PROG | NEW COLL | | | 39.28 | | | | | |
| | | | | | | | | | | 59.41 | |
| 217 | BAKER & TAYLOR LLC | 0000 | INV | 03/09/2023 | 2037362357 | | | | | | |
| | ACCOUNT DETAIL | | | | LINE AMOUNT | | | | | | |
| | 1 80280802 51801 | A&Y PROG | LIBR BOOKS | | | 1,731.47 | | | | | |
| | | | | | CHECK TOTAL | 1,731.47 | | | | | |
| | | | | | | | | | | 3,793.74 | |
| 218 | ELAINE BEARDEN | 0000 | INV | 03/09/2023 | 52492 | | | | | | |
| | ACCOUNT DETAIL | | | | LINE AMOUNT | | | | | | |
| | 1 80280802 52320 | A&Y PROG | TRAVEL | | | 487.06 | | | | | |
| | | | | | | | | | | 487.06 | |

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L030923 03/10/2023
 DUE DATE: 03/10/2023

| CASH ACCOUNT: 802 | | 10100 | | CASH | | | | | | |
|-------------------|-----------------------|-----------|------------|------------|--------------------|-----------------|---------|-------|--|--|
| VENDOR | REMIT | PO | TYPE | DUE DATE | INVOICE | AMOUNT | VOUCHER | CHECK | | |
| | | | | | CHECK TOTAL | 487.06 | | | | |
| 1345 | CHAMPAIGN COUNTY | 0017 | INV | 03/09/2023 | 131 | | | | | |
| | ACCOUNT DETAIL | | | | LINE AMOUNT | | | | | |
| | 1 80280808 52600 | LIBR IT | UTILITIES | | | 200.00 | | | | |
| | | | | | CHECK TOTAL | 200.00 | | | | |
| 3208 | SUNDAY NEWS DELIVERY | 0000 | INV | 03/09/2023 | 52431 | | | | | |
| | ACCOUNT DETAIL | | | | LINE AMOUNT | | | | | |
| | 1 80280802 51803 | A&Y PROG | LIBR PER | | | 109.20 | | | | |
| | | | | | CHECK TOTAL | 109.20 | | | | |
| 71 | CONFIDENTIAL ON SITE | 0000 | INV | 03/09/2023 | 136720 | | | | | |
| | ACCOUNT DETAIL | | | | LINE AMOUNT | | | | | |
| | 1 80280805 52201 | LIBR FAC | BLDG MAINT | | | 106.82 | | | | |
| | | | | | CHECK TOTAL | 106.82 | | | | |
| 859 | GIBBS TECHNOLOGY COMP | 0000 | INV | 03/09/2023 | 2479820 | | | | | |
| | ACCOUNT DETAIL | | | | LINE AMOUNT | | | | | |
| | 1 80280808 52203 | LIBR IT | MAINT AGRM | | | 78.71 | | | | |
| | | | | | CHECK TOTAL | 78.71 | | | | |
| 890 | HEYL ROYSTER VOELKER | 0000 | INV | 03/09/2023 | 1557383 | | | | | |
| | ACCOUNT DETAIL | | | | LINE AMOUNT | | | | | |
| | 1 80280801 52199 | LIBR CTRL | OTHER PROF | | | 140.00 | | | | |
| | | | | | CHECK TOTAL | 140.00 | | | | |
| 447 | KONE INC | 0000 | INV | 03/09/2023 | 962465435 | | | | | |
| | ACCOUNT DETAIL | | | | LINE AMOUNT | | | | | |
| | 1 80280805 52999 | LIBR FAC | OTHER SVCS | | | 2,023.68 | | | | |
| | | | | | CHECK TOTAL | 2,023.68 | | | | |

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L030923 03/10/2023
 DUE DATE: 03/10/2023

| CASH ACCOUNT: 802 10100 | | CASH | | | | | | | | | |
|-------------------------|------------------------|-------|------------|------------|------------|--------------------|----------|---------|-------|-----------------|--|
| VENDOR | | REMIT | PO | TYPE | DUE DATE | INVOICE | AMOUNT | VOUCHER | CHECK | | |
| 318 | LAZERS EDGE OFFICE AU | 0000 | | INV | 03/09/2023 | 34664 | | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | | |
| | 1 80280808 51900 | | LIBR IT | OTHER SUPP | | | 2,120.85 | | | | |
| | | | | | | | | | | 2,120.85 | |
| | | | | | | | | | | 2,120.85 | |
| | | | | | | | | | | | |
| 2763 | LIBRARY IDEAS, LLC | 0000 | | INV | 03/09/2023 | 97043 | | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | | |
| | 1 80280802 51807 80103 | | A&Y PROG | RECORDING | | | 1,214.07 | | | | |
| | | | | | | | | | | 1,214.07 | |
| | | | | | | | | | | 1,214.07 | |
| | | | | | | | | | | | |
| 54 | OVERDRIVE INC | 0000 | | INV | 03/09/2023 | 01018CO23072931 | | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | | |
| | 1 80280802 51811 | | A&Y PROG | DOWNLOAD | | | 1,929.92 | | | | |
| | | | | | | | | | | 1,929.92 | |
| | | | | | | | | | | 1,929.92 | |
| | | | | | | | | | | | |
| 3267 | THE POKE SHACK | 0000 | | INV | 03/09/2023 | 1 | | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | | |
| | 1 80280800 52320 | | LIBR ADMIN | TRAVEL | | | 740.00 | | | | |
| | | | | | | | | | | 740.00 | |
| | | | | | | | | | | 740.00 | |
| | | | | | | | | | | | |
| 283 | QUILL CORPORATION | 0000 | | INV | 03/09/2023 | 31024610 | | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | | |
| | 1 80280801 51900 | | LIBR CTRL | OTHER SUPP | | | 205.57 | | | | |
| | | | | | | | | | | 205.57 | |
| | | | | | | | | | | | |
| 283 | QUILL CORPORATION | 0000 | | CRM | 03/09/2023 | CM2029593 | | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | | |
| | 1 80280801 51900 | | LIBR CTRL | OTHER SUPP | | | -27.33 | | | | |
| | | | | | | | | | | -27.33 | |
| | | | | | | | | | | | |
| 283 | QUILL CORPORATION | 0000 | | INV | 03/09/2023 | 31011133 | | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | | |
| | 1 80280801 51900 | | LIBR CTRL | OTHER SUPP | | | 102.78 | | | | |
| | | | | | | | | | | 102.78 | |

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L030923 03/10/2023
 DUE DATE: 03/10/2023

| CASH ACCOUNT: 802 10100 | | CASH | | | | | | | | |
|-------------------------|-----------------------|-------|-----------|------------|------------|-----------------------------|---------------------|---------|-------|--|
| VENDOR | | REMIT | PO | TYPE | DUE DATE | INVOICE | AMOUNT | VOUCHER | CHECK | |
| 283 | QUILL CORPORATION | 0000 | | INV | 03/09/2023 | 31023508 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280801 51900 | | LIBR CTRL | OTHER SUPP | | 286.59 | | | | |
| | | | | | | | 286.59 | | | |
| | | | | | | CHECK TOTAL | 567.61 | | | |
| 7 | ROWMAN & LITTLEFIELD | 0000 | | INV | 03/09/2023 | 12212350 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280802 51801 | | A&Y PROG | LIBR BOOKS | | 92.40 | | | | |
| | | | | | | | 92.40 | | | |
| | | | | | | CHECK TOTAL | 92.40 | | | |
| 301 | UNIQUE MANAGEMENT SER | 0001 | | INV | 03/09/2023 | 6110535 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280801 52902 | | LIBR CTRL | POST PRINT | | 115.23 | | | | |
| | | | | | | | 115.23 | | | |
| | | | | | | CHECK TOTAL | 147.75 | | | |
| 301 | UNIQUE MANAGEMENT SER | 0001 | | INV | 03/09/2023 | 6110534 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280801 51900 | | LIBR CTRL | OTHER SUPP | | 147.75 | | | | |
| | | | | | | | 147.75 | | | |
| | | | | | | CHECK TOTAL | 262.98 | | | |
| 2739 | 1030 LLC | 0000 | | INV | 03/09/2023 | 2657 | | | | |
| | ACCOUNT DETAIL | | | | | LINE AMOUNT | | | | |
| | 1 80280808 51500 | | LIBR IT | SHARED IT | | 995.00 | | | | |
| | | | | | | | 995.00 | | | |
| | | | | | | CHECK TOTAL | 995.00 | | | |
| 33 | INVOICES | | | | | | 16,675.94 | | | |
| | | | | | | WARRANT TOTAL | 16,675.94 | | | |
| | | | | | | CASH ACCOUNT BALANCE | 2,097,054.00 | | | |

ACCOUNTS PAYABLE CHECK RUN REPORT

Ck Run Id# Summary

CK RUN ID#: L030923 03/10/2023
 DUE DATE: 03/10/2023

| FUND | ORG | LIBRARY | ACCOUNT | | AMOUNT | AVLB BUDGET |
|-------------------------------|----------|-----------------------|-------------------------------|-----------------------|------------------|-------------|
| 802 | 80280800 | LIBRARY ADMINISTRATIO | 802-60-80-800-000-52320- | TRAVEL, EDUCATION AND | 740.00 | 368.37 |
| 802 | 80280801 | LIBRARY CENTRALIZED C | 802-60-80-801-000-51900- | OTHER SUPPLIES | 715.36 | 15,369.51 |
| 802 | 80280801 | LIBRARY CENTRALIZED C | 802-60-80-801-000-52199- | OTHER PROFESSIONAL SE | 140.00 | 8,491.25 |
| 802 | 80280801 | LIBRARY CENTRALIZED C | 802-60-80-801-000-52902- | POSTAGE & PRINTING | 115.23 | 1,559.66 |
| 802 | 80280802 | ADULT & YOUTH SERVICE | 802-60-80-802-000-51801- | LIBRARY BOOKS | 3,463.38 | 47,100.94 |
| 802 | 80280802 | ADULT & YOUTH SERVICE | 802-60-80-802-000-51801-80103 | LIBRARY BOOKS | 556.26 | 21,789.73 |
| 802 | 80280802 | ADULT & YOUTH SERVICE | 802-60-80-802-000-51802-80103 | NEW COLLECTIONS | 154.03 | 10,413.20 |
| 802 | 80280802 | ADULT & YOUTH SERVICE | 802-60-80-802-000-51803- | LIBRARY PERIODICALS | 109.20 | 1,348.13 |
| 802 | 80280802 | ADULT & YOUTH SERVICE | 802-60-80-802-000-51805- | CD'S | 12.29 | 3,047.88 |
| 802 | 80280802 | ADULT & YOUTH SERVICE | 802-60-80-802-000-51806- | DVD'S | 111.80 | 11,395.01 |
| 802 | 80280802 | ADULT & YOUTH SERVICE | 802-60-80-802-000-51807-80103 | RECORDINGS | 1,214.07 | 1,451.29 |
| 802 | 80280802 | ADULT & YOUTH SERVICE | 802-60-80-802-000-51809- | GAMES | 672.89 | 642.79 |
| 802 | 80280802 | ADULT & YOUTH SERVICE | 802-60-80-802-000-51811- | DOWNLOADABLES | 1,929.92 | 35,770.99 |
| 802 | 80280802 | ADULT & YOUTH SERVICE | 802-60-80-802-000-52320- | TRAVEL, EDUCATION AND | 487.06 | 1,245.54 |
| 802 | 80280805 | LIBRARY FACILITIES | 802-60-80-805-000-52201- | BUILDING REPAIR & MAI | 106.82 | 53,963.98 |
| 802 | 80280805 | LIBRARY FACILITIES | 802-60-80-805-000-52999- | OTHER CONTRACTUAL SER | 2,732.94 | 35,634.96 |
| 802 | 80280808 | LIBRARY IT | 802-60-80-808-000-51500- | SHARED IT COSTS | 995.00 | 68,559.01 |
| 802 | 80280808 | LIBRARY IT | 802-60-80-808-000-51900- | OTHER SUPPLIES | 2,120.85 | 1,673.85 |
| 802 | 80280808 | LIBRARY IT | 802-60-80-808-000-52203- | MAINTENANCE AGREEMENT | 78.71 | 844.83 |
| 802 | 80280808 | LIBRARY IT | 802-60-80-808-000-52600- | UTILITIES | 200.00 | 980.00 |
| FUND TOTAL | | | | | 16,655.81 | |
| CASH ACCOUNT 802 10100 | | | BALANCE 2,097,054.00 | | | |
| 810 | 81080833 | CHILDREN'S GIFTS | 810-60-80-833-000-52803- | LIBRARY CHILDREN PROG | 20.13 | 1,165.24 |
| FUND TOTAL | | | | | 20.13 | |
| CASH ACCOUNT 802 10100 | | | BALANCE 2,097,054.00 | | | |
| WARRANT SUMMARY TOTAL | | | | | 16,675.94 | |
| GRAND TOTAL | | | | | 16,675.94 | |

**BOARD OF TRUSTEES OF THE URBANA FREE LIBRARY
RESOLUTION NO. 2023-02**

**RESOLUTION TO APPROVE AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE
URBANA FREE LIBRARY AND OMNIA PARTNERS**

WHEREAS, the City of Urbana, Illinois (hereafter, the “City”) is a municipal corporation, a body politic, and a home rule unit of government pursuant to Article VII, Section 6 of the Illinois Constitution of 1970; and

WHEREAS, the City organized and formed The Urbana Free Library (hereinafter, the “Library”) as a local library pursuant to the Local Library Act (75 ILCS 5/1-1); and

WHEREAS, the Board of Library Trustees of the Library has the power and authority to enter into contracts; and

WHEREAS, the Board of Library Trustees deems it necessary and appropriate to enter into the “Master Intergovernmental Cooperative Purchasing Agreement” with OMNIA Partners for the purpose of facilitating the cooperative purchasing of goods and services for the Library’s use,

NOW THEREFORE, BE IT RESOLVED BY THE URBANA FREE LIBRARY BOARD OF TRUSTEES, URBANA, ILLINOIS, AS FOLLOWS:

Section 1.

The Board of Library Trustees shall and does hereby approve the Master Intergovernmental Cooperative Purchasing Agreement with OMNIA Partners in substantially the form appended hereto and made a part hereof.

Section 2.

The Executive Director of the Library or her designee shall be and hereby is authorized to execute the aforesaid agreement on behalf of the Library in substantially the form appended hereto and made a part hereof.

ADOPTED by the Board of Trustees at a regular meeting thereof, held this 14th day of March, 2023.

Ayes: _____
Nays: _____
Abstains: _____
Absent: _____

RESOLUTION DECLARED ADOPTED.

Guadalupe Mejia, President

Barbara Bennett, Secretary



MASTER INTERGOVERNMENTAL COOPERATIVE PURCHASING AGREEMENT

This Master Intergovernmental Cooperative Purchasing Agreement (this "**Agreement**") is entered into by and between those certain government agencies that execute a Principal Procurement Agency Certificate ("**Principal Procurement Agencies**") with National Intergovernmental Purchasing Alliance Company, a Delaware corporation d/b/a OMNIA Partners, Public Sector, Communities Program Management, LLC, a California limited liability company d/b/a U.S. Communities, and/or NCPA LLC, a Texas limited liability company d/b/a National Cooperative Purchasing Alliance (collectively, "**OMNIA Partners**"), in its capacity as the cooperative administrator, to be appended and made a part hereof and such other public agencies ("**Participating Public Agencies**") who register to participate in the cooperative purchasing programs administered by OMNIA Partners and its affiliates and subsidiaries (collectively, the "**OMNIA Partners Parties**") by either registering on the OMNIA Partners website (www.omniapartners.com/publicsector or any successor website), or by executing a copy of this Agreement.

RECITALS

WHEREAS, after a competitive solicitation and selection process by Principal Procurement Agencies, in compliance with their own policies, procedures, rules and regulations, a number of suppliers have entered into "**Master Agreements**" (herein so called) to provide a variety of goods, products and services ("**Products**") to the applicable Principal Procurement Agency and the Participating Public Agencies;

WHEREAS, Master Agreements are made available by Principal Procurement Agencies through the OMNIA Partners Parties and provide that Participating Public Agencies may purchase Products on the same terms, conditions and pricing as the Principal Procurement Agency, subject to any applicable federal and/or local purchasing ordinances and the laws of the State of purchase; and

WHEREAS, in addition to Master Agreements, the OMNIA Partners Parties may from time to time offer Participating Public Agencies the opportunity to acquire Products through other group purchasing agreements.

NOW, THEREFORE, in consideration of the mutual promises contained in this Agreement, and of the mutual benefits to result, the parties hereby agree as follows:

1. Each party will facilitate the cooperative procurement of Products.
2. The Participating Public Agencies shall procure Products in accordance with and subject to the relevant federal, state and local statutes, ordinances, rules and regulations that govern Participating Public Agency's procurement practices. The Participating Public Agencies hereby acknowledge and agree that it is the intent of the parties that all provisions of this Agreement and that Principal Procurement Agencies' participation in the program described herein comply with all applicable laws, including but not limited to the requirements of 42 C.F.R. § 1001.952(j),

as may be amended from time to time. The Participating Public Agencies further acknowledge and agree that they are solely responsible for their compliance with all applicable "safe harbor" regulations, including but not limited to any and all obligations to fully and accurately report discounts and incentives.

3. The Participating Public Agency represents and warrants that the Participating Public Agency is not a hospital or other healthcare provider and is not purchasing Products on behalf of a hospital or healthcare provider; provided that the foregoing shall not prohibit Participating Public Agency from furnishing health care services so long as the furnishing of health care services is not in furtherance of a primary purpose of the Participating Public Agency.
4. The cooperative use of Master Agreements shall be in accordance with the terms and conditions of the Master Agreements, except as modification of those terms and conditions is otherwise required by applicable federal, state or local law, policies or procedures.
5. The Principal Procurement Agencies will make available, upon reasonable request, Master Agreement information which may assist in improving the procurement of Products by the Participating Public Agencies.
6. The Participating Public Agency agrees the OMNIA Partners Parties may provide access to group purchasing organization ("**GPO**") agreements directly or indirectly by enrolling the Participating Public Agency in another GPO's purchasing program, provided that the purchase of Products through the OMNIA Partners Parties or any other GPO shall be at the Participating Public Agency's sole discretion.
7. The Participating Public Agencies (each a "**Procuring Party**") that procure Products through any Master Agreement or GPO Product supply agreement (each a "**GPO Contract**") will make timely payments to the distributor, manufacturer or other vendor (collectively, "**Supplier**") for Products received in accordance with the terms and conditions of the Master Agreement or GPO Contract, as applicable. Payment for Products and inspections and acceptance of Products ordered by the Procuring Party shall be the exclusive obligation of such Procuring Party. Disputes between Procuring Party and any Supplier shall be resolved in accordance with the law and venue rules of the State of purchase unless otherwise agreed to by the Procuring Party and Supplier.
8. The Procuring Party shall not use this Agreement as a method for obtaining additional concessions or reduced prices for purchase of similar products or services outside of the Master Agreement. Master Agreements may be structured with not-to-exceed pricing, in which cases the Supplier may offer the Procuring Party and the Procuring Party may accept lower pricing or additional concessions for purchase of Products through a Master Agreement.
9. The Procuring Party shall be responsible for the ordering of Products under this Agreement. A non-procuring party shall not be liable in any fashion for any violation by a Procuring Party, and, to the extent permitted by applicable law, the Procuring Party shall hold non-procuring party harmless from any liability that may arise from the acts or omissions of the Procuring Party.
10. WITHOUT LIMITING THE GENERALITY OF THE FOREGOING, THE OMNIA PARTNERS PARTIES EXPRESSLY DISCLAIM ALL EXPRESS OR IMPLIED REPRESENTATIONS AND WARRANTIES REGARDING ANY PRODUCT, MASTER AGREEMENT AND GPO CONTRACT. THE OMNIA PARTNERS PARTIES SHALL NOT BE LIABLE IN ANY WAY FOR ANY SPECIAL, INCIDENTAL, INDIRECT, CONSEQUENTIAL, EXEMPLARY, PUNITIVE, OR RELIANCE DAMAGES, EVEN IF THE OMNIA PARTNERS PARTIES ARE ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. FURTHER, THE PROCURING PARTY ACKNOWLEDGES AND AGREES THAT THE OMNIA PARTNERS PARTIES SHALL HAVE NO LIABILITY FOR ANY ACT OR OMISSION BY A SUPPLIER OR OTHER PARTY UNDER A MASTER AGREEMENT OR GPO CONTRACT.

- 11. This Agreement shall remain in effect until termination by either party giving thirty (30) days' written notice to the other party. The provisions of Paragraphs 6 - 10 hereof shall survive any such termination.

- 12. This Agreement shall take effect upon (i) execution of the Principal Procurement Agency Certificate, or (ii) registration on the OMNIA Partners website or the execution of this Agreement by a Participating Public Agency, as applicable.

- By checking this box, I indicate that I have read and agree to the Terms and Conditions
- By checking this box, I indicate that I have read and understand our [Privacy Notice](#) and accept and agree to be bound by these [Terms of Use](#)

CONTINUE

**BOARD OF TRUSTEES OF THE URBANA FREE LIBRARY
RESOLUTION NO. 2023-03**

**RESOLUTION TO APPROVE A PARTICIPATION AGREEMENT BETWEEN
THE URBANA FREE LIBRARY AND SOURCEWELL**

WHEREAS, the City of Urbana, Illinois (hereafter, the “City”) is a municipal corporation, a body politic, and a home rule unit of government pursuant to Article VII, Section 6 of the Illinois Constitution of 1970; and

WHEREAS, the City organized and formed The Urbana Free Library (hereinafter, the “Library”) as a local library pursuant to the Local Library Act (75 ILCS 5/1-1); and

WHEREAS, the Board of Library Trustees of the Library has the power and authority to enter into contracts; and

WHEREAS, the Board of Library Trustees deems it necessary and appropriate to enter into the “Sourcewell Cooperative Purchasing Program Participation Agreement” with Sourcewell for the purpose of facilitating the cooperative purchasing of goods and services for the Library’s use,

NOW THEREFORE, BE IT RESOLVED BY THE URBANA FREE LIBRARY BOARD OF TRUSTEES, URBANA, ILLINOIS, AS FOLLOWS:

Section 1.

The Board of Library Trustees shall and does hereby approve the Sourcewell Cooperative Purchasing Program Participation Agreement in substantially the form appended hereto and made a part hereof.

Section 2.

The Executive Director of the Library or her designee shall be and hereby is authorized to execute the aforesaid agreement on behalf of the Library in substantially the form appended hereto and made a part hereof.

ADOPTED by the Board of Trustees at a regular meeting thereof, held this 14th day of March, 2023.

Ayes: _____

Nays: _____

Abstains: _____

Absent: _____

RESOLUTION DECLARED ADOPTED.

Guadalupe Mejia, President

Barbara Bennett, Secretary

Sourcewell Cooperative Purchasing Program Participation Agreement

This Participation Agreement is between Sourcewell and Participating Entity to provide access to Sourcewell's Cooperative Purchasing Program. Sourcewell's Board of Directors has approved these terms and conditions through operation of this intergovernmental Participation Agreement. Participating Entity approves this Agreement upon registration with Sourcewell.

Section 1: Authority

1.1 Sourcewell is a service cooperative established by Minn. Stat. § 123A.21 as a local unit of government pursuant to the Minn. Const. art. XII, sec. 3.

1.2 Sourcewell is authorized to provide a Cooperative Purchasing Program by Minn. Stat. § 123A.21, subd. 7(23) to Participating Entities.

1.3 Sourcewell's cooperative purchasing contracts and master agreements are offered through Minn. Stat. § 471.59 and this Participation Agreement. The Sourcewell Board of Directors has approved these participation terms, and Sourcewell is authorized to enter this interlocal or joint powers agreement with an eligible Participating Entity through this Participation Agreement.

1.4 Participation in Sourcewell's Cooperative Purchasing Program is open to eligible Participating Entities. A Participating Entity is any eligible entity registering with Sourcewell, including: any government unit, including a state, city, county, town, village, school district, political subdivision of any state, federally recognized Indian tribe, any agency of the United States, any instrumentality of a governmental unit, any other entity as defined in Minn. Stat. § 471.59 Subd. 1(b), and any entity as defined in Art. VI of the Sourcewell Bylaws.

1.5 Participating Entity and Sourcewell agree this Participation Agreement is for the purpose of allowing access to available Sourcewell Cooperative Purchasing Program contracts and master agreements with awarded suppliers.

1.6 Participating Entity represents, through an authorized signatory, it is eligible for participation as defined in this Agreement.

Section 2: General Terms

2.1 Sourcewell will make its Cooperative Purchasing Program available to Participating Entity. Sourcewell programs and master agreements are provided to Participating Entity "as is." Sourcewell makes no representation as to warranties of quality, merchantability, or fitness for a particular purpose. Participation in the Program is voluntary and non-exclusive.

2.2 To purchase from Sourcewell contracts and master agreements, Participating Entity must enter into a purchase order or other subsequent agreement in accordance with the terms and conditions of master agreements directly with a supplier. Participating Entity will be responsible

for all aspects of its purchase, including ordering its goods and services, inspecting, accepting the goods and services, and prompt payment to supplier who will have directly billed the Participating Entity.

2.3 The Parties to this Agreement will adhere to all applicable laws concerning the procurement of goods and services in its respective jurisdiction.

2.4 Access to the Cooperative Purchasing Program is effective upon the date of Participating Entity’s completed registration. The Agreement will remain in effect until canceled by either party upon thirty (30) days written notice to the other party.

2.5 Each party agrees that it is responsible for its acts and the results thereof, to the extent authorized by law, and will not be responsible for the acts of the other party and the results thereof.

2.8 There will be no financial remunerations by or obligations upon Participating Entity for participation in Sourcewell Cooperative Purchasing Program.

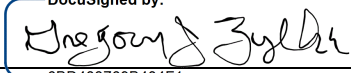
2.9 Sourcewell’s Cooperative Purchasing Program master agreements will be procured in compliance with Minnesota law and the Sourcewell Cooperative Purchasing Program.

2.10 The records and documents related to this this Agreement are subject to the Minnesota Data Practices Act, Minnesota Statutes Chapter 13.


Section 3: Approval

The Sourcewell Board of Director has approved this Policy effective July 1, 2022.

Sourcewell:

DocuSigned by:
By 
6BD483769B484F1...
Authorized Signature – Signed

By Greg Zylka
Name – Printed
Title Sourcewell Board of Directors Chair
Date 8/19/2022 | 9:40 AM CDT

DocuSigned by:
By 
8DEF5D6F08B140B...
Authorized Signature – Signed

By Sara Nagel
Name – Printed
Title Sourcewell Board of Directors Clerk
Date 8/19/2022 | 10:35 AM CDT

Participating Entity:

By _____
Authorized Signature – Signed

By _____
Name – Printed
Title _____
Date _____

Organization Information

Indicate an address to which correspondence may be delivered.

Organization Name* _____

Address* _____

City* _____

State Code* _____ Zip Code* _____

Country* _____

Employer Identification Number _____

Website _____

Contact person* (First, Last) _____

Job Title* _____

Email completed agreement to:
service@sourcewell-mn.gov

You may also mail the completed agreement to:

Sourcewell
 202 12th Street NE
 P.O. Box 219
 Staples, MN 56479

Job Role

- Administrator
- Department Head
- Department Purchaser
- Human Resources
- Procurement Officer
- Teacher
- Other

Department

- Administration
- Dining/Food Service
- Facilities/Operations
- Fleet/Transportation
- Human Resources
- Information Technology
- Parks, Recreation & Athletics
- Public Safety/Security
- Public Works/Utilities
- Purchasing & Finance

Email* _____

Phone* _____

Organization Type:

Government

- County
- Federal
- Municipality
- Province/Territory
- Special District
- State
- Township
- Tribal

Education

- Local Education Agency (Public K-12 and Pre-K)
- Private Local Education Agency (Private K-12)
- Private Higher Education
- Public Higher Education

Nonprofit

Documentation demonstrating nonprofit status is required when submitting application.

- Church
- Medical Facility
- Other

Referred by

- Advertisement
- Colleague/Friend
- Conference/Trade Show _____
- Supplier
- Search Engine/Web Search
- Sourcewell Employee

**Denotes required information*

**BOARD OF TRUSTEES OF THE URBANA FREE LIBRARY
RESOLUTION NO. 2023-04**

**RESOLUTION TO APPROVE AN INTERLOCAL AGREEMENT BETWEEN THE URBANA
FREE LIBRARY AND REGION 8 EDUCATION SERVICE CENTER**

WHEREAS, the City of Urbana, Illinois (hereafter, the “City”) is a municipal corporation, a body politic, and a home rule unit of government pursuant to Article VII, Section 6 of the Illinois Constitution of 1970; and

WHEREAS, the City organized and formed The Urbana Free Library (hereinafter, the “Library”) as a local library pursuant to the Local Library Act (75 ILCS 5/1-1); and

WHEREAS, the Board of Library Trustees of the Library has the power and authority to enter into contracts; and

WHEREAS, the Board of Library Trustees deems it necessary and appropriate to enter into the Interlocal Agreement with Region 8 Education Service Center’s program known as “The Interlocal Purchasing System (‘TIPS’)” for the purpose of facilitating the cooperative purchasing of goods and services for the Library’s use,

NOW THEREFORE, BE IT RESOLVED BY THE URBANA FREE LIBRARY BOARD OF TRUSTEES, URBANA, ILLINOIS, AS FOLLOWS:

Section 1.

The Board of Library Trustees shall and does hereby approve the Interlocal Agreement with Region 8 Education Service Center in substantially the form appended hereto and made a part hereof.

Section 2.

The Executive Director of the Library or her designee shall be and hereby is authorized to execute the aforesaid agreement on behalf of the Library in substantially the form appended hereto and made a part hereof.

ADOPTED by the Board of Trustees at a regular meeting thereof, held this 14th day of March, 2023.

Ayes: _____
Nays: _____
Abstains: _____
Absent: _____

RESOLUTION DECLARED ADOPTED.

Guadalupe Mejia, President

Barbara Bennett, Secretary

INTERLOCAL AGREEMENT
Region 8 Education Service Center

PUBLIC ENTITY (TIPS MEMBER)

Control Number (TIPS will Assign)

and

Region 8 Education Service Center
Pittsburg, Texas

225 - 950
Region 8 Texas County-District Number

The Texas Education Code §8.002 permits Regional Education Service Centers, at the direction of the Commissioner of Education, to provide services to assist school districts, colleges and universities in improving student performance and increasing the efficiency and effectiveness of school, college and university financial operations. Region 8 Education Service Center is an Education Service Center which is defined as a “political subdivision” in Texas Education Code 8.009 and falls under the definition of “Unit of State Government” in Chapter 2260 of the Texas Government Code.¹ Pursuant to Section 791 of the Texas Government Code (The Interlocal Cooperation Act) to increase the efficiency and effectiveness of local governments, Region 8 Education Service Center may enter into an interlocal agreement with any political subdivision or local government of this state or any other state to provide purchasing functions and services.²

Vision:

TIPS will continue to become the premier purchasing cooperative in North America through the qualifying and procurement of quality vendors and through serving all public entities and qualifying non-profits.

Purpose:

The purpose of this Agreement shall be to improve procurement process efficiencies and assist in achieving best value for the participating public entities through cooperative purchasing.

Duration:

This Agreement is effective immediately and shall be in effect for one (1) year and automatically renews for an additional year annually. The Agreement may be terminated without cause immediately if the public entity Member provides written notice of termination to Region 8 Education Service Center or if Region 8 Education Service Center provides the public entity Member Sixty (60) days prior written notice of termination.

Statement of Services to be Performed:

Region 8 Education Service Center, by this Agreement, agrees to provide cooperative purchasing services to the above-named public entity through a program known as The Interlocal Purchasing System (“TIPS”) Program.

Role of the TIPS Purchasing Cooperative:

- Provide for the organizational structure of the program.
- Provide staff for efficient operation of the program.
- Promote marketing of the TIPS Program.
- Coordinate the Solicitation Process for all Vendor Awarded Contracts.
- Provide members with procedures for placing orders through TIPS PO System.

¹ Tex. Edu. Code Sec. 8.009; Tex. Gov. Code Sec. 2260.001.

² Tex. Gov. Code Chapter 791, The Interlocal Cooperation Act.

- Maintain filing system for Due Diligence Documentation.
- Collect fees from vendors as the method of financing this undertaking and supporting the operational costs of TIPS.

Role of the Public Entity:

- Commit to participate in the program by an authorized signature on membership forms.
- Designate and keep current a Primary Contact and Secondary Contact for entity.
- Commit to purchase products and services from TIPS Vendors when in the best interest of the entity.
- Submit Purchase Orders and/or Vendor Contracts through the TIPS PO System by emailing the pdf document to tipspo@tips-usa.com.
- Accept shipments of products ordered from Awarded Vendors.
- Process Payments to Awarded Vendors in a timely manner.
- Report all TIPS purchases to TIPS through TIPS authorized methods.
- Determine when a TIPS purchase is legal and appropriate under Federal, State, and Local law and policy before proceeding with a TIPS purchase.

General Provisions:

The Parties agree to comply fully with all applicable federal, state, and local statutes, ordinances, rules, and regulations in connection with the programs contemplated under this Agreement. This Agreement is subject to all applicable present and future valid laws governing such programs.

No joint agency or joint real property ownership is created by this Agreement.

This Agreement shall be governed by the law of the State of Texas and venue shall be in the county in which the administrative offices of RESC 8 are located which is Camp County, Texas.

This Agreement contains the entire agreement of the Parties hereto with respect to the matters covered by its terms, and it may not be modified in any manner without the express written consent of the Parties.

If any term(s) or provision(s) of this Agreement are held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions of this Agreement shall remain in full force and effect.

The Parties to this Agreement expressly acknowledge and agree that all monies paid pursuant to this Agreement shall be paid from legally appropriated and budgeted available funds for the current fiscal year of each such entity.

Before any party may resort to litigation, any claims, disputes or other matters in question between the Parties to this Agreement shall be submitted to nonbinding mediation. The site of the mediation shall be in Camp County, Texas or a site mutually agreed by the parties. The selection of the mediator shall be mutually agreed. The cost of mediation shall be shared equally.

No Party to this Agreement waives or relinquishes any immunity or defense on behalf of themselves, their directors, officers, employees, and agents as a result of its execution of this Agreement and performance of the functions and obligations described herein.

This Agreement may be negotiated and transmitted between the Parties by electronic means and the terms and conditions agreed to are binding upon the Parties.

Authorization:

Region 8 Education Service Center and The Interlocal Purchasing System (TIPS) Program have entered into an Agreement to provide cooperative purchasing opportunities to entities as outlined above through awarded vendor agreements procured by public solicitation in accordance with applicable Texas statutes.

This Interlocal Agreement process was approved by the governing boards of the respective parties at meetings that were posted and held in accordance with the respective state.

The individuals signing below are authorized to do so by the respective parties to this Agreement.

Membership Entity-

Region 8 Education Service Center

By: _____
Authorized Signature

By: _____
Authorized Signature

Title: _____

Title: Executive Director, Texas Region 8 ESC

Date _____

Date _____

Public Entity Contact Information

Primary Purchasing Person's Name

Primary Person's Email Address

Entity Address

City

State

Zip

Secondary Person's Name

Secondary Person's Email Address

Entity Phone Number

Entity Fax Number

**BOARD OF TRUSTEES OF THE URBANA FREE LIBRARY
RESOLUTION NO. 2023-05**

**RESOLUTION TO APPROVE PROPOSAL FOR
ENGINEERING SERVICES WITH IMEG CORP.**

WHEREAS, the City of Urbana, Illinois (hereafter, the “City”) is a municipal corporation, a body politic, and a home rule unit of government pursuant to Article VII, Section 6 of the Illinois Constitution of 1970; and

WHEREAS, the City organized and formed The Urbana Free Library (hereinafter, the “Library”) as a local library pursuant to the Local Library Act (75 ILCS 5/1-1); and

WHEREAS, the Board of Library Trustees of the Library has the power and authority to enter into and amend contracts for the purpose of operating and maintaining the facilities owned by the Library; and

WHEREAS, the Board of Library Trustees deems it necessary and appropriate to enter into an agreement with and accept a proposal for engineering services dated March 1, 2023, to conduct a preliminary study of the Library’s HVAC systems from IMEG Corp.,

NOW THEREFORE, BE IT RESOLVED BY THE URBANA FREE LIBRARY BOARD OF TRUSTEES, URBANA, ILLINOIS, AS FOLLOWS:

Section 1.

The Board of Library Trustees shall and does hereby approve the proposal for Engineering Services made by IMEG Corp. in substantially the form appended hereto and made a part hereof.

Section 2.

The Executive Director of the Library or her designee shall be and hereby is authorized to execute the aforesaid addendum on behalf of the Library in substantially the form appended hereto and made a part hereof.

Section 3.

All resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

ADOPTED by the Board of Trustees at a regular meeting thereof, held this 14th day of March, 2023.

Ayes: _____
Nays: _____
Abstains: _____
Absent: _____

RESOLUTION DECLARED ADOPTED.

Guadalupe Mejia, President

Barbara Bennett, Secretary



~~February 23, 2023~~

March 1, 2023

Celeste Choate
Urbana Free Library
210 West Green Street
Urbana, Illinois 61801

RE: **Revised** Proposal for Engineering Services
Urbana Free Library - HVAC Upgrade Study
Urbana, Illinois

Dear Celeste:

Thank you for the opportunity to submit a Proposal for mechanical and electrical engineering services for a preliminary study of the HVAC systems at the Library slated to be replaced. The study will help determine the complete scope of work for the project, allow us to evaluate replacement options, determine strategies to address the return air, and include scope not previously included in the HVAC RFP issued January 11, 2023.

We understand the scope of work is as follows:

STUDY SERVICES

1. Review the existing HVAC systems slated to be replaced as part of the recent RFP and determine options for replacement.
2. Review the existing return air systems that have an architectural impact to determine feasibility for revision and how to incorporate into the architectural renovation project.
3. Review options for 24/7 cooling for the existing IT space and any additional scope items that may arise.
4. Prepare an opinion of probable construction cost for mechanical and electrical systems.
5. Prepare a short report presenting our findings and recommendations.
6. Attend virtual meetings as required and one in-person meeting at the Library in Urbana, Illinois to discuss our findings and recommendations.

ASSUMPTIONS

1. Drawings of the existing architectural, structural, mechanical, and electrical systems, which accurately represent the existing conditions, will be provided to IMEG.

2. Prior studies or reviews will be provided as background information.
3. AutoCAD files requiring only freezing of layers to be suitable for use as backgrounds for building and site will be provided to IMEG, if available.
4. IMEG standard format for reports will be used.
5. IMEG's opinion of probable construction costs will be based on the firm's experience and qualifications and represents our judgment as Design Professionals. IMEG makes no warranty, express or implied, that the bids or the negotiated cost of the work will not vary from our opinion of probable cost. IMEG has no control over 1) the cost of labor, material, or equipment; 2) the means, methods and procedures of the Contractor's work; or 3) the competitive bidding market at the time the project goes out to bid.

COMPENSATION

We propose to provide the services described above on a time and material basis using our standard hourly billing rates (attached), with a fee not to exceed \$12,000.

PROJECT EXPENSES

The following reimbursable expenses **are not** included in the above fee and will be invoiced with a 1.0 multiplier of actual cost:

1. Postage and delivery charges.
2. Travel expense: Automobile mileage will be invoiced at the IRS rate in effect at the time of travel. Travel expenses also include tolls, parking fees, taxi, train, and other out of pocket expenses.
3. Meals and lodging, when required to travel overnight.
4. Reproduction costs of drawings, specifications, and reports.
5. Necessary consultants as approved by Client.

ADDITIONAL SERVICES

IMEG can include the following as additional services. Additional services will be performed on a time and material basis using IMEG's standard hourly rates in effect at the time the service is performed, or for a negotiated fee, and only after approved in writing.

1. Detailed field takeoff of utilities and dimensioning of existing and/or new equipment.
2. Detailed takeoff cost estimating or review of detailed cost estimates prepared by others.
3. Structural, mechanical, electrical, and technology engineering design and preparation of construction documents for recommended items.
4. Bidding and construction phase services.



GENERAL

The attached Terms and Conditions dated April 10, 2020, are made a part of this Proposal. This Proposal is valid for 45 days from the date of this offer.

We will begin our services following acceptance of this Proposal for Engineering Services. We look forward to working with you and your staff on this project and appreciate this opportunity to be of service. Acceptance may be conveyed via e-mail to the address listed below or by signing this offer and returning it to our office.

Sincerely,

IMEG CORP.

Matthew D. Snyder, PE, LEED AP
Associate Principal / Project Executive
Matthew.d.snyder@imegcorp.com

MDS/dks

\\files\Corporate\Teams\CQCEE01\Proposals_matt_snyder\Urbana Free Library - HVAC Upgrades\20230301 Pro TUFL HVAC Study_revised.docx

URBANA FREE LIBRARY

Accepted:

Signature

Title

Date



TERMS AND CONDITIONS

Standard of Care: Services provided by IMEG Corp. (hereinafter referred to as "the Engineer") under this Agreement will be performed in accordance with generally accepted professional practices in a manner consistent with the level of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances in the same or similar location.

Client Responsibilities: The Engineer shall be entitled to rely on the accuracy of documentation presented to it by Client. In the event of updates or changes to any documentation provided to the Engineer in furtherance of its services, the Client is responsible for advising Engineer's personnel of such updates or changes in writing.

Additional Services: When additional services beyond the defined scope of work are requested, an amendment or change order will be prepared by the Engineer and approved by the Client prior to commencing work. Client's approval by email or payment of proposed additional services shall be deemed binding. Additional services shall be performed on a time and material basis or for a negotiated fee.

Compensation: Services provided by the Engineer on a time and material basis shall be performed in accordance with the Engineer's current fiscal year Standard Hourly Rate Schedule in effect at the time of performance. This schedule is updated yearly and is available upon request.

Performance: The Engineer has multiple offices and has professional service agreements for additional engineering and production assistance. The Engineer may use any office or professional service in the completion of services required for the Project. The Engineer shall perform work pursuant to an agreed-upon schedule and consistent with the orderly progress inherent in the Engineer's Standard of Care. Work performed in the States of New York or North Carolina may be performed by VPH Engineering Services, P.C. utilizing the Engineer's processes and standards.

Billing/Payment: The Client agrees to pay the Engineer for all services performed and all costs incurred. Invoices for the Engineer's services shall be submitted either upon completion of such services or on a monthly basis. Invoices shall be due and payable within 30 days of invoice date (direct) or 15 days from payment by Owner (consultant). Client shall notify the Engineer of any objections to the invoice within five working days of receipt and agrees to pursue, in good faith, all payments owed to the Engineer for services rendered. Payment of any invoice indicates Client's acceptance of this Agreement, these Terms & Conditions, and satisfaction with the Engineer's services. Payment of invoices is in no case subject to unilateral discounting, back-charges, or set-offs by the Client, and payment is due regardless of suspension or termination of this Agreement by either party. Accounts unpaid 60 days after the invoice date may be subject to a monthly service charge of 1.5% (or the maximum legal rate) on the unpaid balance. In the event any portion of an account remains unpaid 120 days after the billing, the Engineer may institute collection action and the Client shall pay all costs of collection, including reasonable attorney's fees.

Indemnification: The Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Engineer, its directors, employees and agents against claims, damages, liabilities and costs arising from and in proportion to the negligent acts or failure to act of Client and its directors, employees and agents in the performance of services under this Agreement on a comparative basis of fault. The Client shall not be obligated to indemnify the Engineer and its directors, employee and agents for their own negligence or the negligence of others. The Engineer agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Client, its directors, employees and agents against claims, damages, liabilities and costs arising from and in proportion to the negligent acts or failure to act of the Engineer and its directors, employees and agents in the performance of services under this Agreement on a comparative basis of fault. The Engineer shall not be obligated to indemnify the Client and its directors, employee and agents for their own negligence or the negligence of others. The other provisions of this Agreement notwithstanding, in the event of any claim within the purview of the indemnification provisions of this section, each indemnitee shall control its defense, and at the time of claim resolution each indemnitor shall provide reimbursement for any reasonable defense cost, recoverable by law, caused by any negligence or other fault by or attributable to each indemnitor as determined by a competent trier of fact. As such, the parties recognize and expressly acknowledge that the duty to defend is not applicable to this Agreement and wholly separate and distinct from the duty to indemnify and hold harmless as set forth in this section.

Insurance: The Engineer shall obtain and maintain the following insurance coverages: Commercial General Liability, Automobile Liability, Umbrella/Excess Liability, Workers Compensation/Employer's Liability, and Professional Liability. Certificates of insurance will be provided to the Client upon request. When stipulated by the Parties, Commercial General Liability, Automobile Liability, Umbrella/Excess Liability, Workers Compensation/Employer's Liability shall be written or endorsed to include named additional insureds, primary/non-contributory coverage, and other coverages subject to all terms, exclusions and conditions of the policies and any limitations as to coverage amounts as agreed upon by the Parties.

Certifications, Guarantees and Warranties: The Engineer shall not be required to execute any document or make any promise that would result in the Engineer certifying, guaranteeing or warranting the existence of any conditions.

Assignment: Neither party to this Agreement shall transfer, sublet or assign any rights or duties under or interest in this Agreement, including, but not limited to, monies that are due or monies that may be due, without the prior written consent of the other party, which shall not be unreasonably withheld. Subcontracting to subconsultants, normally contemplated by the Engineer as a generally accepted business practice, shall not be considered an assignment for purposes of this Agreement.

Dispute Resolution: Any claims or disputes between the Client and the Engineer arising out of the services to be provided by the Engineer or out of this Agreement shall be submitted to non-binding mediation. The Client and the Engineer agree to include a similar mediation agreement with all contractors, subconsultants, subcontractors, suppliers and fabricators, providing for mediation as the primary method of dispute resolution among all parties. The laws of the State where the project is located govern the validity of this Agreement, its interpretation and performance. Any litigation arising in any way from this Agreement shall be brought in the courts of that State.

Construction Means and Methods: The Engineer shall not be responsible for, nor have control over or charge of, construction means, methods, sequences, techniques, or procedures, or for any health or safety precautions. Neither Client nor the Engineer shall hold the other responsible for damages or delays in performance caused by acts of God, strikes, walkouts, accidents, Government acts, or other events beyond the control of the Client's or the Engineer's directors, employees, agents, or consultants.

Construction Observation: When the Engineer does not explicitly provide construction observation services within its written scope of work, it is agreed that the professional services of the Engineer do not extend to or include the review or site observation of the contractor's work, performance, or pay request approval. During construction, the Client assumes the role of the engineer and will hold harmless the Engineer for the contractor's performance or the failure of the contractor's work to conform to the design intent and the contract documents.

Project Signs: Project signs displayed at the construction site shall include "IMEG Corp." as the Engineer. Articles for publication regarding this project shall acknowledge IMEG as the Civil, Structural, Mechanical, Electrical and/or Technology Engineer, as applicable.

Adjustments, Changes or Additions: It is understood that adjustments, changes, or additions may be necessary during construction. A contingency fund shall be maintained until construction is completed to pay for field changes, adjustments, or increased scope items. All change order amounts requested by contractors constructing Engineer-designed systems shall be submitted to the Engineer for review prior to being approved by contract holder. The Engineer will not approve amounts requested that are above a normal bid amount for the work involved. In no case will costs be assessed to the Engineer at the discretion of the contractor, the Client, or the Owner without prior agreement and approval of the Engineer. The Engineer shall not be responsible for any cost or expense that provides betterment or upgrades or enhances the value of the Project.



Ownership: All drawings, specifications, BIM and other work product of the Engineer developed for this Project are instruments of service owned by the Engineer. The Engineer shall provide Client with a license to use said instruments of service for purposes consistent with successful project completion, including extensions, if mutually agreed. Reuse of any instruments of service of the Engineer by the Client, or others acting for the Client, for any other use without the express written permission of the Engineer shall be at the Client's risk. Client agrees to defend, indemnify and hold harmless the Engineer for all claims, damages and expenses, including reasonable attorney's fees, arising out of unauthorized use of the Engineer's instruments of service.

Electronic Files: The Client hereby grants permission for the Engineer to use electronic background information produced by the Client in the completion of the project. The Client also grants permission to the Engineer to release Engineers' documents (including their backgrounds) electronically to Client, contractors, and vendors as required in the execution of the project.

Employment: For the duration of this contract, plus six (6) months from the date of final payment received, neither the Engineer nor Client, nor their respective agents, will offer employment or contact any person for such purposes who is or was employed by the Engineer, Client or their agents for the period of performance of this contract.

Termination: The Client or the Engineer may, after giving seven (7) days written notice, terminate this agreement and the Engineer shall be paid for services provided up to the termination notice date, including reimbursable expenses due ~~plus termination expenses. Termination expenses are defined as reimbursable expenses~~ directly attributed to the termination. Until said reimbursable expenses are paid, The Engineer shall not provide any outstanding instruments of services or any other deliverable generated under this Agreement.

Survivability: In the event any provisions of this agreement shall be held to be invalid and unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provision, term, condition or covenant shall not be construed by the other party as a waiver of a subsequent breach of the same by the other party. Additionally, there shall be no legal presumption against the drafter of this Agreement in the event of a dispute as to the enforceability and/or interpretation of this Agreement.

Limitation of Liability: It is agreed that the Engineer is not the Engineer of Record for the project and, therefore, has no liability for this project for negligent acts, errors, or omissions, and has no obligation related to claims, losses, costs, damages, cost of defense, or expenses from any cause, including Client, contractors, and attorney fees.

Risk Allocation: The Engineer's liability to the Client for injury or damage to persons or property arising out of work performed for the Client and for which liability may be found to rest upon the Engineer, other than for professional errors, omissions or negligence, will be limited to the Engineer's general liability insurance coverage of \$1,000,000.

Hazardous Environmental Conditions: Unless expressly stated in writing, the Engineer does not provide assessments of the existence or presence of any hazardous or other environmental conditions or environmental contaminants or materials ("Hazardous Environmental Conditions"). Client shall inform the Engineer of any and all known Hazardous Environmental Conditions before services are provided involving or affecting them. If unknown Hazardous Environmental Conditions are encountered, the Engineer will notify the Client and, as appropriate, government officials of such conditions. The Engineer may, without liability or reduction or delay of compensation due, proceed to suspend services on the affected portion of the project until Client takes appropriate action to abate, remediate, or remove the Hazardous Environmental Condition. The Engineer shall not be considered an "arranger", "operator", "generator", "transporter", "owner", or "responsible party" of or with respect to contaminants, materials or substances. The Engineer shall assume no liability whatsoever for correction of any Hazardous Environmental Conditions; and shall be entitled to payment or reimbursement of expenses, costs or damages occasioned by undisclosed Hazardous Environmental Conditions.

Buried Utilities: ~~Client shall be responsible for designating the location of all utility lines and subterranean structures within the property lines of the Project. Client agrees to waive any claim against the Engineer and to defend, indemnify and hold the Engineer harmless for any claim or liability for injury or loss arising from the Engineer or other persons encountering utilities or other manmade objects that were not brought to the Engineer's attention or which were not properly located on the plans furnished to the Engineer. Client further agrees to compensate the Engineer for any and all time, costs and expenses incurred by the Engineer in defense of any such claim, in accordance with the Engineer's then effective standard hourly fee schedule and expense reimbursement policy.~~

Boundary Conflict: Boundary determinations occasionally disclose unseen or unknown conflicts between the record documents and the location of physical improvements. Upon discovery of any latent or patent ambiguity, uncertainty, or dispute disclosed by the records or by placement of the boundaries on the ground, work on the boundary survey will be suspended and you will be immediately notified. The Engineer will present alternatives for possible resolution and any additional work required to achieve resolution will be negotiated. If you should choose to forego resolution, all work completed to date will be invoiced for payment and the project file will be archived by the Engineer for future resolution. If you choose resolution, the Engineer will act as your mediator, consultant and expert until satisfactory resolution is achieved. Upon resolution, this initial agreement will be reinstated and completed in accordance with its initial terms subject to potential interim rate increases.

Force Majeure: Except as hereinafter provided, no delay or failure in performance by Client or the Engineer shall constitute a default under this Agreement if and to the extent the delay or failure is caused by Force Majeure. Unless the Force Majeure frustrates performance of the Services, Force Majeure shall not operate to excuse, but only to delay, performance of the Services. If Services are delayed by reason of Force Majeure, the Engineer promptly shall notify Client. Once the Force Majeure event ceases, the Engineer shall resume performance of the Services as soon as possible. "Force Majeure" means any event beyond the control of the Party claiming inability to perform its obligations and which such Party is unable to prevent by the exercise of reasonable diligence, including, without limitation, the combined action of workers, strikes, embargoes, fire, acts of terrorism, explosions and other catastrophes, casualties, a moratorium on construction, delays in transportation, governmental delays in granting permits or approvals, changes in laws, expropriation or condemnation of property, governmental actions, unavailability or shortages of materials, national emergency, war, acts of terrorism, cyber-attacks, civil disturbance, floods, unusually severe weather conditions or other acts of God or public enemy. Inability to pay or financial hardship, however, shall not constitute Force Majeure regardless of the cause thereof and whether the reason is outside a Party's control.

Other Terms and Conditions: The Terms and Conditions set forth in this Agreement shall not be superseded by any additional or alternate terms and conditions presented by the Client or any other Party whether contained in invoices or in any other form unless mutually executed, in writing, by the Engineer and Client.

Equal Employment Opportunity / Rights Under Federal Labor Laws

1. The equal opportunity clause of 41 CFR § 60-1.4(a) is hereby incorporated by reference as if fully set forth herein.
2. The equal opportunity clause of 41 CFR § 60-741.5(a) is hereby incorporated by reference as if fully set forth herein. This contractor and subcontractor shall abide by the requirements of 41 CFR 60-741.5(a). This regulation prohibits discrimination against qualified individuals on the basis of disability, and requires affirmative action by covered prime consultants and subconsultants to employ and advance in employment qualified individuals with disabilities.
3. The equal opportunity clause of 41 CFR § 60-300.5(a) is hereby incorporated by reference as if fully set forth herein. This contractor and subcontractor shall abide by the requirements of 41 CFR 60-300.5(a). This regulation prohibits discrimination against qualified protected veterans, and requires affirmative action by covered prime consultants and subconsultants to employ and advance in employment qualified protected veterans.
4. The employee notice clause of 29 CFR § 471, Appendix A to Subpart A is hereby incorporated by reference as if fully set forth herein.
5. Employer Reports on Employment of Protected Veterans (41 CFR § 61-300.10)
 - a. The Engineer agrees to report at least annually, as required by the Secretary of Labor, on:
 - 1) The total number of employees in the workforce of the Engineer, by job category and hiring location, and the total number of such employees, by job category and hiring location, who are protected veterans;



- 2) The total number of new employees hired by the Engineer during the period covered by the report, and of such employees, the number who are protected veterans; and
 - 3) The maximum number and minimum number of employees of the Engineer at each hiring location during the period covered by the report.
 - 4) The term "protected veteran" refers to a veteran who may be classified as a "disabled veteran," recently separated veteran, "active duty wartime or campaign badge veteran," or an "Armed Forces service medal veteran," as defined in 41 CFR 61-300.2.
- b. The above items must be reported by completing the report entitled "Federal Contractor Veterans' Employment Report VETS-4212."
 - c. VETS-4212 Reports must be filed no later than September 30 of each year following a calendar year in which the Engineer held a covered contract or subcontract.
 - d. The employment activity report required by paragraphs (a)(2) and (a)(3) of this clause must reflect total new hires and maximum and minimum number of employees during the 12-month period preceding the ending date that the Engineer selects for the current employment report required by paragraph (a)(1) of this clause. The Engineer may select an ending date:
 - 1) As of the end of any pay period during the period July 1 through August 31 of the year the report is due; or
 - 2) As of December 31, if the Engineer has previous written approval from the Equal Employment Opportunity Commission to do so for purposes of submitting the Employer Information Report EEO-1, Standard Form 100 (EEO-1 Report).
 - e. The number of veterans reported according to paragraph (a) above must be based on data known to the Engineer when completing their VETS-4212 Reports. The Engineer's knowledge of veterans status may be obtained in a variety of ways, including, in response to an invitation to applicants to self-identify in accordance with 41 CFR 60-300.42, voluntary self-disclosures by employees who are protected veterans, or actual knowledge of an employee's veteran status by the Engineer. Nothing in this paragraph (e) relieves the Engineer from liability for discrimination under 38 U.S.C. 4212.

Rev. 04/10/20





2023 STANDARD HOURLY RATES
(rates adjusted annually)

| | |
|---|-------|
| Senior Client Executive / Senior Market Director / VP | \$310 |
| Client Executive / Market Director | \$275 |
| Project Executive | \$255 |
| Senior Project Manager II | \$230 |
| Senior Project Manager I | \$190 |
| <hr/> | |
| Senior Engineer Technical Specialist | \$240 |
| Senior (Engineer / Planner / Consultant) III | \$230 |
| Senior (Engineer / Planner / Consultant) II | \$200 |
| Senior (Engineer / Planner / Consultant) I | \$180 |
| Project (Engineer / Planner / Consultant) II | \$160 |
| Project (Engineer / Planner / Consultant) I | \$150 |
| (Graduate Engineer - Designer / Coordinator / Consultant) IV | \$130 |
| (Graduate Engineer - Designer / Coordinator / Consultant) III | \$115 |
| <hr/> | |
| Senior Technical Specialist | \$205 |
| Senior (Designer / Authority / Analyst) III | \$185 |
| Senior (Designer / Authority / Analyst) II | \$175 |
| Senior (Designer / Authority / Analyst) I | \$155 |
| Project (Designer / Authority / Analyst) II | \$145 |
| Project (Designer / Authority / Analyst) I | \$135 |
| (Designer / Authority) II | \$110 |
| (Designer / Authority / Intern) I | \$105 |
| <hr/> | |
| HIT Strategy Executive | \$300 |
| <hr/> | |
| Senior Construction Administrator | \$175 |
| Construction Administrator | \$145 |
| <hr/> | |
| Senior Virtual Design Coordinator | \$135 |
| Virtual Design Coordinator | \$125 |
| Senior Virtual Design Technician | \$120 |
| Virtual Design Technician | \$95 |
| Administrative Assistant | \$85 |
| <hr/> | |

*These rates are for staff located in the office providing the rates. Staff based in one of IMEG's other offices may have different billing rates. These rates can be provided upon request.

**BOARD OF TRUSTEES OF
THE URBANA FREE LIBRARY
RESOLUTION NO. 2023-06**

RESOLUTION TO THANK MICHAEL WEISSMAN FOR HIS YEARS OF SERVICE

WHEREAS, Michael Weissman has been a Trustee of the Library Board of The Urbana Free Library since November 2015, and

WHEREAS, during his tenure, The Urbana Free Library

- ❖ approved extensive changes to the Circulation & Interlibrary Loan Policy that removed checkout restrictions on child library cards; expanded lending limits and renewals for greater patron access, and removed fines for overdue materials;
- ❖ launched new collections, including musical instruments and hands-on literacy, math, and science kits; launched new services, including 3D printing; and increased the number of days the Teen Open Lab is available a week;
- ❖ incorporated the Chanute Collection and the News-Gazette Collection in the Champaign County Historical Archives;
- ❖ began a building program process; and

WHEREAS, The Urbana Free Library supported its community and staff during the COVID-19 pandemic by

- ❖ providing new services, like curbside pickup, the Seed Lending Library, and e-library cards;
- ❖ increasing staff benefits, including paid COVID-19 leave, paid sick leave for hourly employees, and paid parental leave for benefitted staff; and

WHEREAS, the Library has deepened relationships with other community organizations to serve Urbana residents by

- ❖ approving the IGA with the Urbana School District #116 to include to students residing outside the Library's taxing district boundaries and USD#116 certified staff and licensed support staff who serve students;
- ❖ partnering with the Cunningham Township Supervisor's Office to provide greater access to printing, copying, faxing, and notarizing services for their clients, as well as offering library cards to people the Cunningham Township has vetted as being without a home while residing in Urbana;
- ❖ partnering with Care 4 U and the School of Information Sciences at Illinois to expand student professional opportunities; and

WHEREAS, Michael was a Library Board representative on the Strategic Planning Process Team during the FY20-23 Strategic Plan, which guides the work of the Library to Embrace, Enrich, Empower, and Enhance the Urbana community,

NOW THEREFORE, BE IT RESOLVED BY THE URBANA FREE LIBRARY BOARD OF TRUSTEES, URBANA, ILLINOIS, AS FOLLOWS:

Section 1. RECOGNITION AND THANKS

The Board of Trustees hereby recognizes and sincerely thanks Michael Weissman for his years of service to The Urbana Free Library and its residents as a Board of Trustees member.

Section 2. NOTIFICATION OF RESOLUTION

The Board hereby directs that a signed copy of this resolution be presented to Michael.

ADOPTED by the Board of Trustees at a regular meeting thereof, held this 14th day of March, 2023.

Ayes: _____
Nays: _____

Abstains: _____
Absent: _____

RESOLUTION DECLARED ADOPTED.

Guadalupe Mejia, President

Barbara Bennett, Secretary

**BOARD OF TRUSTEES OF THE URBANA FREE LIBRARY
RESOLUTION NO. 2023-07**

**RESOLUTION TO APPROVE FORMAL CONTRACT WITH STARK EXCAVATING, INC.,
AND THE URBANA FREE LIBRARY**

WHEREAS, the City of Urbana, Illinois (hereafter, the “City”) is a municipal corporation, a body politic, and a home rule unit of government pursuant to Article VII, Section 6 of the Illinois Constitution of 1970; and

WHEREAS, the City organized and formed The Urbana Free Library (hereinafter, the “Library”) as a local library pursuant to the Local Library Act (75 ILCS 5/1-1); and

WHEREAS, the Board of Library Trustees of the Library has the power and authority to enter into and amend contracts for the purpose of operating and maintaining the facilities owned by the Library; and

WHEREAS, the Board of Library Trustees deems it necessary and appropriate to enter into a formal contract with Stark Excavating, Inc., to improve the staff parking lot,

NOW THEREFORE, BE IT RESOLVED BY THE URBANA FREE LIBRARY BOARD OF TRUSTEES, URBANA, ILLINOIS, AS FOLLOWS:

Section 1.

The Board of Library Trustees shall and does hereby approve the formal contract by and between the Library and Stark Excavating, Inc., in substantially the form appended hereto and made a part hereof.

Section 2.

The Executive Director of the Library shall be and hereby is authorized to execute the aforesaid addendum on behalf of the Library in substantially the form appended hereto and made a part hereof.

Section 3.

All resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

ADOPTED by the Board of Trustees at a regular meeting thereof, held this 14th day of March, 2023.

Ayes: _____
Nays: _____
Abstains: _____
Absent: _____

RESOLUTION DECLARED ADOPTED.

Guadalupe Mejia, President

Barbara Bennett, Secretary



Local Public Agency Formal Contract

Contractor's Name

Stark Excavating, Inc.

Contractor's Address

1805 W. Washington St.

City

Bloomington

State

IL

Zip Code

61701

STATE OF ILLINOIS

Local Public Agency

The Urbana Free Library

County

Champaign

Section Number

Street Name/Road Name

Staff Parking Lot Improvements

Type of Funds

N/A

CONTRACT BOND (when required)

For a County and Road District Project

Submitted/Approved
Highway Commissioner Signature & Date

Submitted/Approved
County Engineer/Superintendent of Highways Signature & Date

For a Municipal Project

Submitted/Approved/Passed
Signature & Date

Official Title

Department of Transportation

Concurrence in approval of award
Regional Engineer Signature & Date

| | | | |
|-------------------------|--------------------------------|-----------|----------------|
| Local Public Agency | Local Street/Road Name | County | Section Number |
| The Urbana Free Library | Staff Parking Lot Improvements | Champaign | |

1. THIS AGREEMENT, made and concluded the _____ day of _____ between the _____
 Day Month and Year Local Public Agency Type
 of The Urbana Free Library, known as the party of the first part, and Stark Excavating, Inc.,
 Local Public Agency Contractor
 its successor, and assigns, known as the party of the second part.

2. For and in consideration of the payments and agreements mentioned in the Proposal hereto attached, to be made and performed by the party of the first part, and according to the terms expressed in the Bond referring this contract, the party of the second part agrees with said party of the first part, at its own proper cost and expense, to do all the work, furnish all materials and all labor necessary to complete the work in accordance with the plans and specifications hereinafter described, and in full compliance with all of the terms of this contract.

3. It is also understood and agreed that the LPA Formal Contract Proposal, Special Provisions, ~~Affidavit of Illinois Business Office, Apprenticeship or Training Program Certification~~, and Contract Bond hereto attached, and the Plans for Section _____
 Section Number
 in The Urbana Free Library, approved by the Illinois Department of Transportation on _____, are essential
 Local Public Agency Date
 documents of this contract and are a part hereof.

4. IN WITNESS WHEREOF, the said parties have executed this contract on the date above mentioned.

Attest: The _____ of The Urbana Free Library
 Local Public Agency Type Name of Local Public Agency

Clerk Signature & Date

(SEAL, if required by the LPA)

Party of the First Part Signature & Date
 By:

(If a Corporation)

Corporate Name

President, Party of the Second Part Signature & Date
 By:

(If a Limited Liability Corporation)

LLC Name

Manager or Authorized Member, Party of the Second Part
 By:

(If a Partnership)

Partner Signature & Date

Attest:

Secretary Signature & Date

(SEAL, if required by the LPA)

Partner Signature & Date

Partners doing Business under the firm name of
 Party of the Second Part

(If an individual)

Party of the Second Part Signature & Date

RETURN WITH BID



Local Public Agency
Formal Contract Proposal

| | | |
|------------------------|-------|----------|
| PROPOSAL SUBMITTED BY | | |
| Stark Excavating, Inc. | | |
| Contractor's Name | | |
| 1805 W. Washington St. | | |
| Street | | P.O. Box |
| Bloomington | IL | 61701 |
| City | State | Zip Code |

STATE OF ILLINOIS

COUNTY OF Champaign
THE URBANA FREE LIBRARY

FOR THE IMPROVEMENT OF
STREET NAME OR ROUTE NO. Staff Parking Lot Improv.
SECTION NO. N/A
TYPES OF FUNDS N/A

SPECIFICATIONS (required)

PLANS (required)

| | |
|---------------------------|-------|
| Submitted/Approved/Passed | |
| Signature: | _____ |
| Title: | _____ |
| Date | |

Note: All proposal documents, including Proposal Guaranty Checks or Proposal Bid Bonds, should be stapled together to prevent loss when bids are processed.



Invitation to Bid

The following is sought:

Sealed bids for the reconstruction of the Urbana Free Library staff parking lot at 305 S. Race Street.

Requesting Department: N/A

Contact Person: Mike Hannan

Address: 210 West Green Street, Urbana, Illinois 61801

Telephone No.: (217) 531-7080

E-Mail Address: mhannan@urbanafree.org

Date of Request Posted on UFL website: 1/20/2023

Date Published in News-Gazette: 1/20/2023

The original Proposal plus one copy **MUST** be submitted to the Requesting Department at or before the date and time specified below to receive full consideration:

Pre-Proposal Meeting Date: N/A

Proposal Submission Due: 2/13/2023 Time: 1:00 P.M. Central Time

Submit Bids To: The Urbana Free Library
 Administrative Office
 210 West Green Street
 Urbana, Illinois 61801

Allowable Means for Transmitting Proposals:

Proposal submissions shall be by mail, hand-delivery, or courier service in accordance with Article 4.3.1 of Section 4. Proposal submissions by electronic mail (e-mail) in accordance with Article 4.3.2 of Section 4 shall not be allowed.

Public Proposal Opening: 2/13/2023 Time: 1:15 P.M. Central Time at the Urbana Free Library Satterthwaite Conference Room.

All Proposals submitted in response to this Request shall be irrevocable for a period of 90 days after the Proposal submission due date and may not be withdrawn by the Vendor during this period. After such time has elapsed, the Vendor may withdraw the proposal if it has not been selected prior to the request to withdraw. Such withdrawal shall be requested in writing.

PROPOSAL DOCUMENTS ARE AVAILABLE ELECTRONICALLY THROUGH THE URBANA FREE LIBRARY. VISIT THE URBANA FREE LIBRARY WEBSITE OR THE CITY OF URBANA WEBSITE FOR INSTRUCTIONS. SEE RFP #2223-002.

The Urbana Free Library reserves the right to waive technicalities or to accept or reject any proposal or combination of proposals based upon the Urbana Free Library's determination of its best interest.

1. **DEFINITIONS:**

“Library” shall mean the Urbana Free Library.

“Contract” shall mean a written instrument that, once executed by the Successful Vendor and the Library, becomes legally binding and enforceable on the Library and the Successful Vendor. “Contract” shall also mean any and all exhibits, whether or not labeled as such, which are attached to or incorporated in the instrument by reference that may, but not necessarily, include, the Request, Proposal or a part or portions thereof.

“Project” shall mean the combination of goods and services, labor and materials, hardware and software, or other work that the Library seeks to have performed and completed as described in this Request, including but not necessarily limited to, construction, demolition, rehabilitation, and/or installation of Equipment (separate from the purchase of such Equipment).

“Proposal” shall mean any response to this Request that is submitted to the Library, including any information appended to or included in such response.

“Request” shall mean this document and all exhibits appended to and/or which are referenced in this document.

“Specifications” shall mean the terms, conditions, and requirements described in this Request.

“Respondent” shall mean any contractor, consultant, professional, or vendor who submits a Proposal in response to this Request.

“Successful Respondent” shall mean the contractor, consultant, professional, or vendor whose Proposal is selected by the Library to proceed forward with negotiation for the purpose of arriving at mutually acceptable Contract terms between such person and the Library.

“Time” shall mean calendar days, hours and minutes (Central Time) unless otherwise specified.

2. **SPECIFICATIONS:**

See Exhibit A – SUMMARY AND SPECIFICATIONS appended hereto and made a part hereof.

3. **RESPONDENT QUESTIONS:**

3.1. Responsibilities of Respondent: It shall be the responsibility of each Respondent to be fully familiar with the Specifications, General Instructions and other requirements contained in and included with this Request. No plea of error or ignorance by a Respondent of the Specifications, General Instructions and other requirements shall be accepted.

3.2. Questions: All questions pertaining to this Request must be received by the contact person identified on Page 1 of the Request at least five (5) business days prior to the deadline for submission of Proposals.

3.3. Discrepancies and Omissions: If a Respondent finds discrepancies or omissions in the Specifications or is in doubt as to the meaning of any requirement or term contained in this Request, the Respondent shall notify the Library at least five (5) business days prior to the deadline for submission of the Respondent's Proposal. The Library will send written instructions in the form of an addendum to all Respondents that have indicated their interest in submitting a Proposal to the Library if the information is deemed necessary by the Library for submitting Proposals. The Library will not be responsible for any oral instructions. The failure of the Respondent to request clarification prior to submitting a Proposal waives the Respondent's right to claim any ambiguity or discrepancy in the documents or lack of understanding of any term or requirement.

3.4. Addenda: If the Library deems it appropriate to issue one or more addenda to this Request, the Library shall send such addenda to all Respondents that have indicated to the Library an interest in submitting a Proposal in response to this Request by registering on the Library's website entry for this Request or by notifying the contact person identified above in writing (by e-mail or letter). All such issued addenda shall be deemed a part of this Request. Respondents must acknowledge in their respective Proposals all addenda specifically sent by the Library. Failure to acknowledge receipt of addenda may disqualify a Respondent's Proposal from consideration by the Library.

3.5. Contacting Library Staff and Officials: Respondents are prohibited from contacting Library staff and any elected or appointed official of the Library regarding this Request except as specifically set forth in this Request. Failure to comply with this provision may result in rejection of any or all Proposals.

3.6. Pre-Proposal Submission Conference: The Library will convene a pre-Proposal submission conference at the location appearing on Page 1 of this Request.

4. GENERAL INSTRUCTIONS; PROPOSAL CONTENT; FORMAT; SUBMISSION:

See EXHIBIT B – GENERAL INSTRUCTIONS; PROPOSAL CONTENT; FORMAT; SUBMISSION appended hereto and made a part hereof.

5. PROPOSAL EVALUATION CRITERIA:

See EXHIBIT C – EVALUATION CRITERIA appended hereto and made a part hereof.

6. AWARD OF CONTRACT:

6.1. Proposal Guarantee: All Proposals must be guaranteed and may not be withdrawn until ___ days after the proposal submission due date.

6.2. Rejection of Proposals: If a Respondent is not selected as the Successful Respondent as contemplated in this Request, Respondents may withdraw their Proposals.

6.3. Price: While it is the Library's custom and practice to award a Contract to the Successful Respondent based on lowest Proposal price, if all the Specifications contained in Exhibit A are met in full and without any substitutions, the Library has no obligation to select as the Successful Respondent the Respondent that submits the lowest Proposal Price.

6.4. Proposal Bond/Security:

6.4.1. Acceptable Bond/Security: Each Proposal shall be accompanied by a bank draft, cashier's check, letter of credit, certified check or proposal bond issued by a licensed surety equal to five percent (5%) of the total value of the Proposal to serve as a Proposal bond. Any check submitted to secure the Proposal must be made payable to the "Urbana Free Library" with the Request number included in the memo part of the check. All security tendered shall be held by Library's Finance Department until a Successful Vendor has been selected and Contract documents have been signed or until it is determined that such security shall be returned to the respective Vendors.

6.4.2. Return of Bond/Security:

6.4.2.1. To all but the Successful Respondent, upon execution of a Contract between the Successful Respondent and the Library.

6.4.2.2. To all Respondents upon the Library's rejection of all Proposals or termination of the solicitation process without executing any Contract.

6.4.2.3. To each Respondent that withdraws his/her Proposal prior to the Proposal public opening date or Proposal submission date specified on Page 1 of this Request, whichever date is later

In all other instances, the Library shall retain the aforesaid security tendered by the Respondents. Further, if the Successful Respondent fails to submit any additional documents in the form and within the date and time requested by the Library following selection as the Successful Respondent, or fails to execute a Contract to which the Successful Respondent agreed, the Library shall retain the Proposal bond/security, not as a penalty, but as liquidated damages. By submission of a Proposal, a Respondent acknowledges the impracticability of calculating the actual damages which would be suffered by the Library for the Respondent's failure to comply with the Request and agrees that the sum posted is reasonable.

6.5. Contract Bond: The party to whom the Contract is awarded will be required to execute the Contract Forms and obtain the Contract Bond within fifteen (15) calendar days after the Notice of Award has been mailed to the Bidder. The effective date of the Contract Bond shall not precede the date of the Contract. The Notice of Award shall be accompanied by the necessary Contract forms and Contract Bond forms.

7. CUSTOMER/CLIENT SERVICE:

The Library expects the Successful Respondent to deliver a high level of customer/client service regarding all aspects of the Successful Respondent's performance of his/her obligations and responsibilities as set forth in his/her Contract with the Library.

8. GENERAL LEGAL MATTERS:

See EXHIBIT D – GENERAL LEGAL MATTERS and EXHIBIT E – REQUIRED FORMS TO BE COMPLETED AND SUBMITTED WITH PROPOSAL.

EXHIBIT A

SECTION 2 – SUMMARY AND SPECIFICATIONS

2.1 Summary

The following Special Provisions supplement the "Standard Specifications for Road and Bridge Construction," adopted January 1, 2022, the latest edition of the "Illinois Manual on Uniform Traffic Control Devices for Streets and Highways" and the "Manual of Test Procedures for Materials" in effect on the date of invitation for bids, and the "Supplemental Specifications and Recurring Special Provisions," current edition, which apply to and govern the construction of **the Urbana Free Library Staff Parking Lot Improvements** in the City of Urbana, Champaign County, Illinois and in case of conflict with any part or parts of said Specifications, the said Special Provisions shall take precedence and shall govern.

2.2 Specifications

LOCATION AND DESCRIPTION OF WORK

The proposed improvements are located in Urbana, Illinois, at 305 S. Race Street.

The work under this contract shall consist of the construction of:

- Full depth pavement removal;
- Tree removal;
- Installation of a new 6-inch Portland Cement Concrete (PCC) Pavement;
- Striping of parking spaces and installation of new concrete wheelstops;
- Other work as necessary to complete construction as shown in the plans and required by the specifications

The work shall include all labor, materials, tools and equipment necessary for the proper execution and completion of the work as shown in the plans and as specified. It shall also include all work not specifically mentioned but which is reasonably and properly inferable and necessary for the completion of the work.

PROJECT COMPLETION DATES

The target construction start date is May 1, 2023. If weather and subsequent forecast looks favorable, an earlier start date could be allowed given approval by the Library.

It is the intent of the Library to complete the project in a timely manner such that the total time the parking lot is not available to staff is as short a duration as practical.

The project shall be substantially completed by midnight **Monday, June 5, 2023**. Final completion shall be by midnight **Thursday, June 15, 2023** to allow for seeding of adjacent disturbed areas.

Liquidated Damages

The attention of each CONTRACTOR is directed to Article 108.09 of the STANDARD SPECIFICATIONS, which indicates the schedule of deductions for overruns on the Contract time. Article 108.09 shall apply in the event that the CONTRACTOR fails to complete the specified work by the completion date.

BASIS OF PROPOSAL

This proposal will consist of a lump sum amount proposed for all work. Individual items will not be measured separately for payment.

The work shall include all labor, materials, tools and equipment necessary for the proper execution and completion of the work as shown in the plans and as specified. It shall also include all work not specifically mentioned but which is reasonably and properly inferable and necessary for the completion of the work.

GENERAL PROJECT REQUIREMENTS

All applicable provisions of the Prevailing Wage Act must be complied with by the respective bidders.

The project is sales tax exempt. The Library will provide a copy of their Illinois Sales Tax Exemption Certificate to the awarded bidder.

SEEDING AND RESTORATION

This work shall consist of restoring existing turf areas adjacent to the improvements with topsoil placement and seeding. Seeding shall be Class 1A with Mulch Method 2. Fertilizer shall be applied at the rates as shown in the Standard Specifications. All restored and seeded areas shall be free of rock fragments and have maximum soil clumps of ¼ inch or less. All work shall be in accordance with the applicable Articles of Sections 211, 250, and 251 of the Standard Specifications.

CONSTRUCTION AND MAINTENANCE NOISE

The contractor shall adhere to the City of Urbana noise ordinance Section 16-7 in scheduling work windows. According to the ordinance, it is unlawful to use any construction equipment to perform any construction or maintenance work associated with this project at any time between the hours noted below where such construction equipment is operated within six hundred (600) feet of any residence, hospital, or place of worship.

- 8:00 pm through 7:00 am Monday through Saturday
- 8:00 pm Saturday through 12:00 pm (noon) Sunday
- 8:00 pm Sunday through 7:00 am Monday

This time regulation shall not apply to sawing contraction joints, maintenance or operation of safety and traffic control devices such as barricades, signs and lighting, or to construction of an emergency nature.

CUTTING EXISTING PAVEMENT

At locations where it is necessary to cut bituminous concrete surfaces, concrete pavement, concrete or bituminous concrete driveway pavement, concrete sidewalk, or concrete curb and gutter, where it will abut the proposed new construction, a uniformly straight full-depth cut shall be obtained by the use of a diamond concrete saw. The use of pneumatic tools to make these cuts will not be allowed.

SUGRADE PREPARATION

Subgrade shall be prepared in accordance with Section 301 of the Standard Specifications for Road and Bridge Construction. The contractor will be required to follow the steps of Article 301.04 to obtain the required density prior to consideration of additional remediation. **No additional payment will be allowed for this preparation.**

If further remediation of subgrade is determined to be necessary by the engineer, the contractor shall remove unsuitable soils to an additional depth of 8" and place a non-woven geotextile fabric and 8" of compacted aggregate base course. This depth is in addition to the base course shown on the typical pavement section.

The contractor will provide a unit price per SQUARE YARD for SUBGRADE REMEDIATION as part of this proposal. This item will be entered on form BLR 12200a Schedule of Prices. This item is a contingency item and will only be paid for in those areas determined to be necessary by the Engineer, if any. No quantity has been assigned to this item and the contractor is instructed to enter the unit price only.

EXISTING AGGREGATE BASE

The geotechnical investigation reports areas with existing aggregate base. The contractor will be allowed to re-use any excess aggregate as may be found necessary for the project if said aggregate is a material comparable to CA-6 or CA-10 and can be properly compacted.

TRAFFIC CONTROL AND PROTECTION

This work shall consist of providing the necessary traffic control personnel and devices and the installation, maintenance, relocation and removal of these devices during construction of the improvement.

The Library will notify the adjacent landowners that the shared access drive will be closed for the duration of construction.

Drums shall be placed along the two entrances adjacent to South Race Street and along the access drive at the western limits of the project for the duration of the project.

INDEX
FOR
SUPPLEMENTAL SPECIFICATIONS
AND RECURRING SPECIAL PROVISIONS

Adopted January 1, 2023

This index contains a listing of SUPPLEMENTAL SPECIFICATIONS and frequently used RECURRING SPECIAL PROVISIONS.

ERRATA Standard Specifications for Road and Bridge Construction (Adopted 1-1-22) (Revised 1-1-23)

SUPPLEMENTAL SPECIFICATIONS

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RECURRING SPECIAL PROVISIONS

The following RECURRING SPECIAL PROVISIONS indicated by an "X" are applicable to this contract and are included by reference:

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LOCAL ROADS AND STREETS RECURRING SPECIAL PROVISIONS

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State of Illinois
Department of Transportation
Bureau of Local Roads and Streets

SPECIAL PROVISION
FOR
INSURANCE

Effective: February 1, 2007
Revised: August 1, 2007

All references to Sections or Articles in this specification shall be construed to mean specific Section or Article of the Standard Specifications for Road and Bridge Construction, adopted by the Department of Transportation.

The Contractor shall name the following entities as additional insured under the Contractor's general liability insurance policy in accordance with Article 107.27:

Urbana Free Library

Fehr Graham

The entities listed above and their officers, employees, and agents shall be indemnified and held harmless in accordance with Article 107.26.

Champaign County Prevailing Wage Rates posted on 1/18/2023

| Trade Title | Rg | Type | C | Base | Foreman | Overtime | | | | | Pension | Vac | Trng | Other Ins |
|------------------------|-----|------|---|-------|---------|----------|-----|-----|-----|-------|---------|------|------|-----------|
| | | | | | | M-F | Sa | Su | Hol | H/W | | | | |
| ASBESTOS ABT-GEN | All | BLD | | 35.12 | 36.37 | 1.5 | 1.5 | 2.0 | 2.0 | 7.25 | 18.61 | 0.00 | 0.90 | |
| ASBESTOS ABT-MEC | All | BLD | | 25.45 | 26.45 | 1.5 | 1.5 | 2.0 | 2.0 | 9.95 | 8.25 | 0.00 | 0.50 | |
| BOILERMAKER | All | BLD | | 42.13 | 45.13 | 1.5 | 1.5 | 2.0 | 2.0 | 7.07 | 24.01 | 0.00 | 2.07 | |
| BRICK MASON | All | BLD | | 35.16 | 36.92 | 1.5 | 1.5 | 2.0 | 2.0 | 9.25 | 16.30 | 0.00 | 0.91 | |
| CARPENTER | All | BLD | | 37.83 | 40.08 | 1.5 | 1.5 | 2.0 | 2.0 | 9.25 | 17.23 | 0.00 | 0.78 | |
| CARPENTER | All | HWY | | 38.10 | 39.85 | 1.5 | 1.5 | 2.0 | 2.0 | 9.25 | 19.40 | 0.00 | 0.75 | |
| CEMENT MASON | All | BLD | | 36.36 | 38.86 | 1.5 | 1.5 | 2.0 | 2.0 | 10.00 | 11.70 | 0.00 | 0.50 | |
| CEMENT MASON | All | HWY | | 37.24 | 39.24 | 1.5 | 1.5 | 2.0 | 2.0 | 10.00 | 13.00 | 0.00 | 0.50 | |
| CERAMIC TILE FINISHER | All | BLD | | 33.17 | 33.17 | 1.5 | 1.5 | 2.0 | 2.0 | 9.25 | 12.70 | 0.00 | 0.50 | |
| ELECTRIC PWR EQMT OP | All | ALL | | 50.97 | 60.48 | 1.5 | 1.5 | 2.0 | 2.0 | 8.53 | 14.27 | 0.00 | 0.76 | |
| ELECTRIC PWR GRNDMAN | All | ALL | | 34.63 | 60.48 | 1.5 | 1.5 | 2.0 | 2.0 | 8.04 | 9.70 | 0.00 | 0.52 | |
| ELECTRIC PWR LINEMAN | All | ALL | | 56.74 | 60.48 | 1.5 | 1.5 | 2.0 | 2.0 | 8.70 | 15.88 | 0.00 | 0.85 | |
| ELECTRIC PWR TRK DRV | All | ALL | | 36.35 | 60.48 | 1.5 | 1.5 | 2.0 | 2.0 | 8.09 | 10.18 | 0.00 | 0.54 | |
| ELECTRICIAN | All | BLD | | 45.12 | 49.63 | 1.5 | 1.5 | 2.0 | 2.0 | 7.35 | 11.43 | 0.00 | 0.68 | |
| ELECTRONIC SYSTEM TECH | All | BLD | | 35.06 | 38.06 | 1.5 | 1.5 | 2.0 | 2.0 | 7.35 | 11.79 | 0.00 | 0.40 | |
| ELEVATOR CONSTRUCTOR | All | BLD | | 53.26 | 59.92 | 2.0 | 2.0 | 2.0 | 2.0 | 16.07 | 20.56 | 4.26 | 0.70 | |
| FENCE ERECTOR | All | ALL | | 35.50 | 37.50 | 1.5 | 1.5 | 2.0 | 2.0 | 11.74 | 15.00 | 0.00 | 1.11 | |
| GLAZIER | All | BLD | | 37.95 | 39.95 | 1.5 | 1.5 | 2.0 | 2.0 | 7.45 | 12.57 | 0.00 | 0.68 | |
| HEAT/FROST INSULATOR | All | BLD | | 34.90 | 36.40 | 1.5 | 1.5 | 2.0 | 2.0 | 8.49 | 13.79 | 0.00 | 0.30 | 0.65 |
| IRON WORKER | All | ALL | | 35.50 | 37.50 | 1.5 | 1.5 | 2.0 | 2.0 | 11.74 | 15.00 | 0.00 | 1.11 | |
| LABORER | All | BLD | | 32.12 | 33.37 | 1.5 | 1.5 | 2.0 | 2.0 | 7.25 | 18.61 | 0.00 | 0.80 | |
| LABORER | All | HWY | | 35.17 | 36.17 | 1.5 | 1.5 | 2.0 | 2.0 | 7.25 | 18.73 | 0.00 | 0.80 | |
| LATHER | All | BLD | | 37.83 | 40.08 | 1.5 | 1.5 | 2.0 | 2.0 | 9.25 | 17.23 | 0.00 | 0.78 | |
| MACHINIST | All | BLD | | 53.18 | 57.18 | 1.5 | 1.5 | 2.0 | 2.0 | 9.93 | 8.95 | 1.85 | 1.47 | |
| MARBLE FINISHER | All | BLD | | 33.17 | 33.17 | 1.5 | 1.5 | 2.0 | 2.0 | 9.25 | 12.70 | 0.00 | 0.50 | |
| MARBLE MASON | All | BLD | | 34.69 | 34.69 | 1.5 | 1.5 | 2.0 | 2.0 | 9.25 | 12.70 | 0.00 | 0.50 | |
| MILLWRIGHT | All | BLD | | 34.58 | 36.83 | 1.5 | 1.5 | 2.0 | 2.0 | 9.25 | 20.94 | 0.00 | 0.78 | |
| MILLWRIGHT | All | HWY | | 38.82 | 40.57 | 1.5 | 1.5 | 2.0 | 2.0 | 9.25 | 21.71 | 0.00 | 0.75 | |
| OPERATING ENGINEER | All | ALL | 1 | 43.85 | 46.85 | 1.5 | 1.5 | 2.0 | 2.0 | 11.35 | 12.50 | 0.00 | 1.30 | |
| OPERATING ENGINEER | All | ALL | 2 | 28.75 | 46.85 | 1.5 | 1.5 | 2.0 | 2.0 | 11.35 | 12.50 | 0.00 | 1.30 | |
| OPERATING ENGINEER | All | ALL | 3 | 45.85 | 46.85 | 1.5 | 1.5 | 2.0 | 2.0 | 11.35 | 12.50 | 0.00 | 1.30 | |

| | | | | | | | | | | | | | | |
|-------------------|-----|-----|---|-------|-------|-----|-----|-----|-----|-------|-------|------|------|------|
| PAINTER | All | ALL | | 37.45 | 38.95 | 1.5 | 1.5 | 2.0 | 2.0 | 9.85 | 7.79 | 0.00 | 0.60 | |
| PAINTER - SIGNS | All | ALL | | 37.45 | 38.95 | 1.5 | 1.5 | 2.0 | 2.0 | 9.85 | 7.79 | 0.00 | 0.60 | |
| PILEDRIIVER | All | BLD | | 38.83 | 41.08 | 1.5 | 1.5 | 2.0 | 2.0 | 9.25 | 17.23 | 0.00 | 0.78 | |
| PILEDRIIVER | All | HWY | | 38.10 | 39.85 | 1.5 | 1.5 | 2.0 | 2.0 | 9.25 | 19.40 | 0.00 | 0.75 | |
| PIPEFITTER | All | BLD | | 48.54 | 51.55 | 1.5 | 1.5 | 2.0 | 2.0 | 8.75 | 11.14 | 0.00 | 2.14 | 0.10 |
| PLASTERER | All | BLD | | 36.05 | 38.05 | 1.5 | 1.5 | 2.0 | 2.0 | 9.85 | 13.77 | 0.00 | 0.50 | |
| PLUMBER | All | BLD | | 48.54 | 51.55 | 1.5 | 1.5 | 2.0 | 2.0 | 8.75 | 11.14 | 0.00 | 2.14 | 0.10 |
| ROOFER | All | BLD | | 36.00 | 39.00 | 1.5 | 1.5 | 2.0 | 2.0 | 10.47 | 9.34 | 0.00 | 0.56 | |
| SHEETMETAL WORKER | All | BLD | | 41.30 | 43.80 | 1.5 | 1.5 | 2.0 | 2.0 | 10.05 | 15.97 | 0.00 | 0.55 | 2.02 |
| SPRINKLER FITTER | All | BLD | | 44.98 | 47.98 | 1.5 | 1.5 | 2.0 | 2.0 | 11.45 | 14.92 | 0.00 | 0.52 | |
| STONE MASON | All | BLD | | 35.16 | 36.92 | 1.5 | 1.5 | 2.0 | 2.0 | 9.25 | 16.30 | 0.00 | 0.91 | |
| TERRAZZO FINISHER | All | BLD | | 33.17 | 33.17 | 1.5 | 1.5 | 2.0 | 2.0 | 9.25 | 12.70 | 0.00 | 0.50 | |
| TERRAZZO MASON | All | BLD | | 34.69 | 34.69 | 1.5 | 1.5 | 2.0 | 2.0 | 9.25 | 12.70 | 0.00 | 0.50 | |
| TILE MASON | All | BLD | | 34.69 | 34.69 | 1.5 | 1.5 | 2.0 | 2.0 | 9.25 | 12.70 | 0.00 | 0.50 | |
| TRUCK DRIVER | All | ALL | 1 | 40.91 | 45.27 | 1.5 | 1.5 | 2.0 | 2.0 | 14.69 | 7.16 | 0.00 | 0.25 | |
| TRUCK DRIVER | All | ALL | 2 | 41.50 | 45.27 | 1.5 | 1.5 | 2.0 | 2.0 | 14.69 | 7.16 | 0.00 | 0.25 | |
| TRUCK DRIVER | All | ALL | 3 | 41.77 | 45.27 | 1.5 | 1.5 | 2.0 | 2.0 | 14.69 | 7.16 | 0.00 | 0.25 | |
| TRUCK DRIVER | All | ALL | 4 | 42.16 | 45.27 | 1.5 | 1.5 | 2.0 | 2.0 | 14.69 | 7.16 | 0.00 | 0.25 | |
| TRUCK DRIVER | All | ALL | 5 | 43.26 | 45.27 | 1.5 | 1.5 | 2.0 | 2.0 | 14.69 | 7.16 | 0.00 | 0.25 | |
| TRUCK DRIVER | All | O&C | 1 | 32.73 | 36.22 | 1.5 | 1.5 | 2.0 | 2.0 | 14.69 | 7.16 | 0.00 | 0.25 | |
| TRUCK DRIVER | All | O&C | 2 | 33.20 | 36.22 | 1.5 | 1.5 | 2.0 | 2.0 | 14.69 | 7.16 | 0.00 | 0.25 | |
| TRUCK DRIVER | All | O&C | 3 | 33.42 | 36.22 | 1.5 | 1.5 | 2.0 | 2.0 | 14.69 | 7.16 | 0.00 | 0.25 | |
| TRUCK DRIVER | All | O&C | 4 | 33.73 | 36.22 | 1.5 | 1.5 | 2.0 | 2.0 | 14.69 | 7.16 | 0.00 | 0.25 | |
| TRUCK DRIVER | All | O&C | 5 | 34.61 | 36.22 | 1.5 | 1.5 | 2.0 | 2.0 | 14.69 | 7.16 | 0.00 | 0.25 | |
| TUCKPOINTER | All | BLD | | 35.16 | 36.92 | 1.5 | 1.5 | 2.0 | 2.0 | 9.25 | 16.30 | 0.00 | 0.91 | |

Legend

Rg Region

Type Trade Type - All,Highway,Building,Floating,Oil & Chip,Rivers

C Class

Base Base Wage Rate

OT M-F Unless otherwise noted, OT pay is required for any hour greater than 8 worked each day, Mon through Fri. The number listed is the multiple of the base wage.

OT Sa Overtime pay required for every hour worked on Saturdays

OT Su Overtime pay required for every hour worked on Sundays

OT Hol Overtime pay required for every hour worked on Holidays

H/W Health/Welfare benefit

Vac Vacation

Trng Training

Other Ins Employer hourly cost for any other type(s) of insurance provided for benefit of worker.

Explanations' CHAMPAIGN COUNTY

The following list is considered as those days for which holiday rates of wages for work performed apply: New Years Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Day and Veterans Day in some classifications/counties. Generally, any of these holidays which fall on a Sunday is celebrated on the following Monday. This then makes work performed on that Monday payable at the appropriate overtime rate for holiday pay. Common practice in a given local may alter certain days of celebration. If in doubt, please check with IDOL.

Oil and chip resealing (O&C) means the application of road oils and liquid asphalt to coat an existing road surface, followed by application of aggregate chips or gravel to coated surface, and subsequent rolling of material to seal the surface.

EXPLANATION OF CLASSES

ASBESTOS - GENERAL - removal of asbestos material/mold and hazardous materials from any place in a building, including mechanical systems where those mechanical systems are to be removed. This includes the removal of asbestos materials/mold and hazardous materials from ductwork or pipes in a building when the building is to be demolished at the time or at some close future date.

ASBESTOS - MECHANICAL - removal of asbestos material from mechanical systems, such as pipes, ducts, and boilers, where the mechanical systems are to remain.

CERAMIC TILE FINISHER, MARBLE FINISHER, TERRAZZO FINISHER

Assisting, helping or supporting the tile, marble and terrazzo mechanic by performing their historic and traditional work assignments required to complete the proper installation of the work covered by said crafts. The term "Ceramic" is used for naming the classification only and is in no way a limitation of the product handled. Ceramic takes into consideration most hard tiles.

ELECTRONIC SYSTEMS TECHNICIAN

Installation, service and maintenance of low-voltage systems which utilizes the transmission and/or transference of voice, sound, vision, or digital for commercial, education, security and entertainment purposes for the following: TV monitoring and surveillance, background/foreground music, intercom and telephone interconnect, field programming, inventory control systems, microwave transmission, multi-media, multiplex, radio page, school, intercom and sound burglar alarms and low voltage master clock systems.

Excluded from this classification are energy management systems, life safety systems, supervisory controls and data acquisition systems not intrinsic with the above listed systems, fire alarm systems, nurse call systems and raceways exceeding fifteen feet in length.

TRUCK DRIVER - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION Class 1. Drivers on 2 axle trucks hauling less than 9 ton. Air compressor and welding machines and brooms, including those pulled by separate units, truck driver helpers, warehouse employees, mechanic helpers, greasers and tiremen, pickup trucks when hauling materials, tools, or workers to and from and on-the-job site, and fork lifts up to 6,000 lb. capacity.

Class 2. Two or three axle trucks hauling more than 9 ton but hauling less than 16 ton. A-frame winch trucks, hydrolift trucks, vactor trucks or similar equipment when used for transportation purposes. Fork lifts over 6,000 lb. capacity, winch trucks, four

axle combination units, and ticket writers.

Class 3. Two, three or four axle trucks hauling 16 ton or more. Drivers on water pulls, articulated dump trucks, mechanics and working forepersons, and dispatchers. Five axle or more combination units.

Class 4. Low Boy and Oil Distributors.

Class 5. Drivers who require special protective clothing while employed on hazardous waste work.

TRUCK DRIVER - OIL AND CHIP RESEALING ONLY.

This shall encompass laborers, workers and mechanics who drive contractor or subcontractor owned, leased, or hired pickup, dump, service, or oil distributor trucks. The work includes transporting materials and equipment (including but not limited to, oils, aggregate supplies, parts, machinery and tools) to or from the job site; distributing oil or liquid asphalt and aggregate; stock piling material when in connection with the actual oil and chip contract. The Truck Driver (Oil & Chip Resealing) wage classification does not include supplier delivered materials.

OPERATING ENGINEERS - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION Class 1. Draglines, Derricks, Shovels, Gradalls, Mechanics, Tractor Highlift, Tournadozer, Concrete Mixers with Skip, Tournamixer, Two Drum Machine, One Drum Hoist with Tower or Boom, Cableways, Tower Machines, Motor Patrol, Boom Tractor, Boom or Winch Truck, Winch or Hydraulic Boom Truck, Tournapull, Tractor Operating Scoops, Bulldozer, Push Tractor, Asphalt Planer, Finishing Machine on Asphalt, Large Rollers on Earth, Rollers on Asphalt Mix, Ross Carrier or similar Machine, Gravel Processing Machine, Asphalt Plant Engineer, Paver Operator, Dredging Equipment, or Dredge Engineer, or Dredge Operator, Central Mix Plant Engineer, CMI or similar type machine, Concrete Pump, Truck or Skid Mounted, Engineer or Rock Crusher Plant, Concrete Plant Engineer, Ditching Machine with dual attachment, Tractor Mounted Loaders, Hydro Crane, Standard or Dinkey Locomotives, Scoopmobiles, Euclid Loader, Soil Cement Machine, Back Filler, Elevating Machine, Power Blade, Drilling Machine, including Well Testing, Caissons, Shaft or any similar type drilling machines, Motor Driven Paint Machine, Pipe Cleaning Machine, Pipe Wrapping Machine, Pipe Bending Machine, Apsco Paver, Boring Machine, (Head Equipment Greaser), Barber-Greene Loaders, Formless Paver, (Well Point System), Concrete Spreader, Hydra Ax, Span Saw, Marine Scoops, Brush Mulcher, Brush Burner, Mesh Placer, Tree Mover, Helicopter Crew (3), Piledriver-Skid or Crawler, Stump Remover, Root Rake, Tug Boat Operator, Refrigerating Machine, Freezing Operator, Chair Cart- Self-Propelled, Hydra Seeder, Straw Blower, Power Sub Grader, Bull Float, Finishing Machine, Self-Propelled Pavement Breaker, Lull (or similar type Machine), Two Air Compressors, Compressors hooked in Manifold, Chip Spreader, Mud Cat, Sull-Air, Fork Lifts (except when used for landscaping work), Soil Stabilizer (Seaman Tiller, Bo Mag, Rago Gator, and similar types of equipment), Tube Float, Spray Machine, Curing Machine, Concrete or Asphalt Milling Machine, Snooper Truck-Operator, Backhoe, Farm Tractors (with attachments), 4 Point Lift System (Power Lift or similar type), Skid-Steer (Bob Cat or similar type), Wrecking Shears, Water Blaster.

Class 2. Concrete Mixers without Skips, Rock Crusher, Ditching Machine under 6', Curbing Machine, One Drum Machines without Tower or Boom, Air Tugger, Self-Propelled Concrete Saw, Machine Mounted Post Hole Digger, two to four Generators, Water Pumps or Welding Machines, within 400 feet, Air Compressor 600 cu. ft. and under, Rollers on Aggregate and Seal Coat Surfaces, Fork Lift (when used for landscaping work), Concrete and Blacktop Curb Machine, One Water Pump, Oilers, Air Valves or Steam Valves, One Welding Machine, Truck Jack, Mud Jack, Gunnite Machine, House Elevators when used for hoisting material, Engine Tenders, Fireman, Wagon Drill, Flex Plane, Conveyor, Siphons and Pulsometer, Switchman, Fireman on Paint Pots, Fireman on Asphalt Plants, Distributor Operator on Trucks, Tampers, Self-Propelled Power Broom, Striping Machine (motor driven), Form Tamper, Bulk Cement Plant, Equipment Greaser, Deck Hands, Truck Crane Oiler-Driver, Cement Blimps, Form Grader, Temporary Heat, Throttle Valve, Super Sucker (and similar type of equipment).

Class 3. Power Cranes, Truck or Crawler Crane, Rough Terrain Crane (Cherry Picker), Tower Crane, Overhead Crane.

Other Classifications of Work:

For definitions of classifications not otherwise set out, the Department generally has on file such definitions which are available. If

a task to be performed is not subject to one of the classifications of pay set out, the Department will upon being contacted state which neighboring county has such a classification and provide such rate, such rate being deemed to exist by reference in this document. If no neighboring county rate applies to the task, the Department shall undertake a special determination, such special determination being then deemed to have existed under this determination. If a project requires these, or any classification not listed, please contact IDOL at 217-782-1710 for wage rates or clarifications.

LANDSCAPING

Landscaping work falls under the existing classifications for laborer, operating engineer and truck driver. The work performed by landscape plantsman and landscape laborer is covered by the existing classification of laborer. The work performed by landscape operators (regardless of equipment used or its size) is covered by the classifications of operating engineer. The work performed by landscape truck drivers (regardless of size of truck driven) is covered by the classifications of truck driver.

EXHIBIT B

SECTION 4 - GENERAL INSTRUCTIONS; PROPOSAL CONTENT; FORMAT; SUBMISSION

4. GENERAL INSTRUCTIONS:

- 4.1. Due Date and Time:** No Proposal shall be considered if it is received by the contact person after the due date and time specified on Page 1 of the Request.
- 4.1.1. Format:** All Proposals must follow the format described in this Exhibit B. Respondents shall provide information requested by this Request in a direct and concise manner. Responses shall refer directly to section numbers in this Request and meet or exceed the requirements as described in this Request.
- 4.1.2. Guaranteed Proposals:** All Proposals must be guaranteed and the Library will not accept conditional or qualified Proposals unless provided otherwise in this Request.
- 4.1.3. Completion of Forms:** All blank spaces in any form document included in the Proposal must be filled in by using a typewriter, indelible ink, or word processor. Where amounts are given in both words and figures, the words will govern if there is a discrepancy between the words and figures. If there is a discrepancy between the total price amount and the sum of the unit prices, the sum of the unit price will govern. The person signing the Proposal must initial any changes or corrections made on the Proposal if changes are made by typewriter or indelible ink after printing.
- 4.1.4. Authorization to Submit Proposal:** A responsible person must sign the Proposal and, in the case of a business entity or firm, represent and warrant that the signer is duly authorized to sign the Proposal on behalf of the Respondent. For Proposals tendered by e-mail, this signature should be scanned and included with the Proposal document.
- 4.1.5. Acceptance/Rejection:** The Library's decision to accept or reject any or all Proposals or portions thereof shall be final.
- 4.1.6. Clarification of Proposal:** Subsequent to receipt of Proposals, the Library may require the Respondents to clarify or explain their Proposals or any part or parts thereof by way of a telephone conference, e-mail, in-person conference, or in writing.

4.2. PROPOSAL CONTENT AND FORMAT:

4.2.1. Respondent's Information: The Proposal must include:

Respondent's name, address, telephone number, e-mail address, and website (if any).

Respondent must also specify contact person and his/her name, address, telephone number, mobile number, and e-mail address.

4.2.2. Addressing Specifications (Exhibit A): Respondent must address each Specification contained in Exhibit A. If any part of Respondent's Proposal proposes one or more deviations from the Specifications (Exhibit A), the Respondent must proposed, a sufficiently clear description of the deviation provide sufficient information for each Specification for which a deviation is for the Library to understand what is proposed and an explanation insofar as how the Respondent's proposed deviation is of equal or better quality than the Library's Specification.

4.2.3. Pricing Information:

4.2.3.1. The Proposal must include a price quote. In the event that the aforesaid includes components or discrete parts, the Proposal must include an aggregate price quote as well as pricing for each component or discrete part.

4.2.3.2. The aggregate price must include costs of transportation, handling charges, set-up charges, cost of warranty, and all other charges. These items must also be itemized.

4.2.3.3. If the cost of travel is included in the pricing information, the estimated cost for such travel and detailed information used to compute such estimated cost shall be itemized separately. In the event the Respondent anticipates that overnight stays in connection with Proposal, if accepted, will be required, the Library requests that, where reasonable, all persons staying overnight do so at a hotel or motel located within the Urbana city limits.

4.2.3.4. All prices must be guaranteed for a period of ninety (90) days.

4.2.4. References: Respondents may be asked to provide references. If requested, the Respondent must provide, for each reference, the business name, address, telephone number, e-mail address, business website, and name of the individual to be contacted and, if different from the foregoing, the individual's address, telephone number, and e-mail address.

4.2.5. Amendments to Request: In the event that the Library issues any changes to its Request following the publication or issuance date, as the case may be, listed on Page 1 of this Request, it will do so through one or more addenda which will be sent to those Respondents that have expressed interest in submitting Proposals.

4.2.6. Use of Subcontractors: The names, addresses, telephone numbers, e-mails, and websites (if any) and the names of contact persons of all subcontractors which the Respondent anticipates using in performance of work requested in the Request.

4.3 SUBMITTING PROPOSALS:

4.3.1. Proposal Submissions by Mail, Hand-Delivery, or Courier Service: If a Proposal will be submitted by mail, hand-delivered, or by courier service, the Proposal shall be submitted in a sealed opaque envelope bearing the following information: Name, address, and phone number of Respondent; Solicitation name, title, and number, if any; and Proposal opening date and time as specified on Page 1 of the Request. The aforesaid envelope should then be placed in another envelope that is addressed to the contact person designated on Page 1 of the Request.

4.3.2. Proposal Submissions by E-Mail: If a Proposal will be submitted by electronic mail (e-mail), the Respondent shall send to the contact person listed on Page of the Request the Proposal as a PDF attachment to an e-mail. The PDF Proposal shall be password protected at the time of sending to the contact person. At the same time the password protected Proposal is sent, the Respondent shall send the contact person an e-mail that contains the password necessary to open and download the Proposal by the contact person. The e-mail containing the password shall be sent in such a manner so that it arrives within the two (2) hour period immediately preceding the Proposal public opening date and time stated on Page 1 of the Request. If no public opening date is provided, the e-mail containing the password shall be sent to the contact person listed on Page 1 of the Request no later than 10:00 a.m. Central Time.

4.4. Assumption of Risk: Regardless of the means and method by which Respondent uses to send the Proposal, Respondent assumes all risks of errors in sending and delay caused when or by sending Respondent's Proposal for receipt by the contact person listed on Page 1 of the Request after the date and time specified on Page 1 of the Request. The Library shall have no responsibility should Respondent's Proposal be received after the date and time specified on Page 1 of the Request for the Library's receipt of Proposals.

EXHIBIT C

SECTION 5 - EVALUATION CRITERIA

- 5.1. PUBLIC OPENING OF PROPOSALS:** The Library will conduct a public opening of the Proposals at the date, time and location specified on Page 1 of the Request. The public opening will include a reading of each Respondent's name and the respective aggregate prices which the Respondents submitted. No other contents of Respondents' Proposals will be disclosed at this time.
- 5.2. TREATMENT OF PROPOSALS:** Until such time as the Library has entered into and executed a Contract with a Respondent or has fully rejected all the Proposals, the Proposals will be subject to Section 7(h) of the Freedom of Information Act. 5 ILCS 140/7(h) governing "proposals and bids for any contract."
- 5.3. EVALUATION CRITERIA:** The Library will evaluate the Proposal(s) following the date and time when opened, whether or not such opening occurs in public. The evaluation will be conducted before the Proposals expire and will be based on and but may not be limited to the following criteria.
- 5.3.1. Completeness:** Degree of completeness of the Proposal.
- 5.3.2. Compliance with/Deviations from Specifications:** Degree of compliance with the Specifications included on Exhibit A. In the event any Specification is not complied with, the Library will consider the Respondent's proposed substitute and whether it is of equal or better quality than the particular Specification.
- 5.3.3. Price:** The Library will consider the aggregate price and, if provided, component pricing included in each Proposal.
- 5.3.4. Other Criteria:** In addition to the above, the Library may consider the following additional criteria:
- 5.3.4.1.** The experience of the Respondent in undertaking and completing projects similar to that which is being sought by the Library, as requested in this Request.
- 5.3.4.2.** To the extent the Library has had performance and/or delivery problems or disputes with the Respondent in the past, the Respondent's cooperation in resolving such problems or disputes to the satisfaction of the Library.
- 5.3.4.3.** Completion and approval of the Respondents EEO paperwork.

- 5.4. **INVESTIGATIONS:** The Library may undertake such investigations and other due diligence regarding Respondent and Respondent's Proposal as it deems necessary and appropriate. Such investigation may include, but is not limited to, contacting any reference supplied by the Respondent or any customer/client known to the Library which has obtained goods, services, labor and/or materials from Respondent similar to those described in this Request. The Library reserves the right to reject any Proposal if the evidence submitted by, or investigation of such Respondent fails to satisfy the Library that Respondent is properly qualified meet the requirements contained in this Request.
- 5.5. **DEFAULT ON OBLIGATIONS TO LIBRARY:** No Proposal will be considered if the Respondent is in arrears or is in default on any obligation, tax, fee, or fine due and owing to the Library or is in breach of any agreement to which the Library is a party which breach has not been fully cured to the satisfaction of the Library.

EXHIBIT D

SECTION 8 – GENERAL LEGAL MATTERS

- 8.1. RIGHTS TO PROPOSALS AND SUPPORTING MATERIALS:** All Proposals and related information provided by Respondents shall become the property of the Library when received and shall not be returned to the Respondent. However, in the event any Respondent has a documentable statutory or common law intellectual property right (e.g., patent, copyright, trademark, service mark, etc.) in any part of the Respondent's Proposal or supporting materials which is or are not otherwise in the public domain, the submission of the Respondent's Proposal shall not be deemed or construed as a waiver, release, or transfer to the Library of the Respondent's intellectual property rights.
- 8.2. PUBLIC RECORDS; CONFIDENTIAL INFORMATION:**
- 8.2.1. Application of Freedom of Information Act After Award:** Following the selection of and the execution of a Contract with the Successful Respondent, if any, all Proposals will be available to the public upon receipt of a valid Freedom of Information Act ("FOIA") (5 ILCS 140/1 et seq.) request and other applicable laws and rules except as provided below.
- 8.2.2. Confidential Information:** A Respondent may not designate an entire proposal as confidential in order to avoid having it produced in response to the Library's receipt of a request for information under the Freedom of Information Act (5 ILCS 140/1 et seq., "FOIA"). If a Respondent believes that it has a lawful basis for designating certain information in the Respondent's Proposal as confidential, proprietary or trade secret, as defined in the Illinois Trade Secret Act (765 ILCS 1065/1 et seq.), the Respondent must specifically label each page of the Proposal that contains such information with a legend stating: "CONFIDENTIAL INFORMATION." The Respondent must also provide sufficient information to the Library to establish the confidentiality of the information labeled as such since the Library will have no obligation to ascertain whether such information is in fact exempt from production under FOIA. Respondent's request for confidential treatment of information in a Proposal shall not supersede the Library's legal obligations under FOIA.
- 8.2.3. Confidential Proposals:** The Library will neither accept nor consider any Proposal which indicates that it should be treated confidential, proprietary or trade secret in its entirety.
- 8.2.4. Submission of Confidential Information:** If a Respondent requests that a portion of its Proposal be treated as confidential, proprietary or trade secret, the Respondent must submit an additional copy of the Proposal with that information deleted. This copy must state the general nature of the material deleted and shall retain as much of the Proposal as possible.
- 8.2.5. Costs of Claiming Confidentiality:** Each Respondent shall be responsible for any costs which the Library incurs in defending a request for Proposal information which the Respondent has marked as "CONFIDENTIAL INFORMATION." In the event that the Library receives a FOIA request which seeks disclosure of that portion

of a Proposal which contains information designated as confidential and the Respondent requests the Library to withhold that information from disclosure, the Respondent shall cooperate with the Library to the degree necessary for the Library to assert the appropriate FOIA exemption when responding to the FOIA requester and the Illinois Attorney General's Office, as the case may be.

- 8.2.6. Intellectual Property Rights of Others:** By submitting a Proposal, the Respondent represents and warrants that anything contained in the Proposal does not violate any intellectual property right (e.g., patent, copyright, trademark, service mark, etc.) owned by any other person.
- 8.3. COSTS OF SUBMITTING PROPOSAL:** The Respondent shall be responsible for any and all costs and expenses in connection with his/her preparation and submission of his/her Proposal.
- 8.4. LAWFULNESS OF SUBMISSION OF PROPOSAL:** By submitting his/her Proposal, the Respondent represents and warrants that the Respondent –
- 8.4.1. No Bid Rigging:** Has not engaged in any unlawful bid rigging, price fixing or group boycott with any other Respondent or third person.
- 8.4.2. No Federal or State Violations:** Has not violated any state or federal law governing the subject of that which is sought by the Request.
- 8.4.3. Direct Interest in Contract:** Is the only person that will have a direct interest in the Contract, if any is awarded.
- 8.4.4. No Bribery:** Has not made any effort to coerce or bribe any Library elected or appointed official or employee to award the Contract to the Respondent. Has not undertaken any effort to provide the Library with the Specifications used in this solicitation document.
- 8.5. TAXES; AUTHORIZATIONS:**
- 8.5.1. Library Tax Exemption:** By law, the Library is exempt from paying federal excise tax, state and local retailers' occupation tax, state and local service occupation tax, use tax, service use tax, and sales tax. The Library's tax-exempt number will be furnished upon the Successful Respondent's request.
- 8.5.2. Authorizations:** Within three (3) business days of executing a Contract, if any is to be executed, the Successful Respondent, at its expense, shall provide the Library with all necessary permits, licenses, and certificates required to satisfy the obligations to which the Successful Respondent will be expected to assume by entering into a Contract with the Library. The Successful Respondent shall comply with all requirements of and shall keep in full force and effect all such permits, licenses, and certificates throughout its performance of the Contract.
- 8.6. USE OF LIBRARY'S NAME:** No Respondent, including the Successful Respondent, if any, shall use the Library's name or logo in any form of advertising without the Library's prior written permission.

8.7. CONTRACT DOCUMENTS: The Successful Respondent shall be required to enter into a Contract with the Library.

8.7.1. Successful Respondent Supplied Contract: If a Respondent, if selected as the Successful Respondent, expects the Library to enter into an agreement using the Respondent's template form of agreement, the Respondent must supply a copy of that agreement form along with his/her Proposal. Nothing herein shall require the Library to accept the terms of such agreement form.

8.7.2. Library-Supplied Contract Form: If a Respondent, if selected as the Successful Respondent, does not intend to ask the Library to use his/her agreement form, the Library shall provide the Successful Respondent with the terms of agreement. The Contract terms may be contained in a wholly separate document and/or those parts of the Library's Request and Successful Respondent's Proposal to which the Library and Successful Respondent agree.

8.7.3. Final Contract Terms: Regardless of whether the Successful Respondent's or the Library's agreement form is to be used, where appropriate, the Successful Respondent and the Library will negotiate in good faith final terms of agreement. Any final Contract entered into by and between the Library and the Successful Respondent shall contain the following:

8.7.3.1. Price Quote: The Successful Respondent's price quoted as contained in his/her Proposal or as further negotiated by and between the Respondent and the Library which, in all events, shall include the all costs of delivery, set up, testing, instruction, and warranties, if any.

8.7.3.2. Delivery: Delivery of equipment, supplies and/or materials shall be made to the Project site during normal working hours.

8.7.3.3. Payment: Terms of payment by the Library to the Successful Respondent.

8.7.3.4. Specifications: The Specifications provided for in this Request as may be modified by agreement between the Library and the Successful Respondent.

8.7.3.5. Default and Cure: Terms covering the Successful Respondent's or the Library's default, if any, with rights to cure such default.

8.7.3.6. Representation of Authority: If the Successful Respondent is a corporation, limited liability company or partnership, there must be included a representation that the person signing the Contract on behalf of the Successful Respondent is authorized to do execute the Contract

- 8.7.3.7. **Costs of Negotiation:** The Library and the Successful Respondent to bear their respective costs of negotiating and executing the final Contract between them.
- 8.7.3.8. **Indemnification:** The Successful Respondent's indemnification, hold harmless, and duty to defend the Library in the event of any bodily injury or property damage caused the Successful Respondent's intentional, willful, wanton, grossly negligent, or negligent wrongful act or omission in performing his/her duties as provided in the Contract.
- 8.7.3.9. **Insurance Requirements:** The Library will specify the minimum insurance coverages required to be in place, with the Library named as an additional insured, where appropriate.

A. Limitation of Liability

The CONTRACTOR affirmatively represents that (s)he is skilled and experienced in the use and interpretation of Drawings and Specifications such as those included in the CONTRACT DOCUMENTS. Further, (s)he also affirmatively represents that (s)he has carefully reviewed the Drawings and Specifications of this CONTRACT and that (s)he has based his/her BID solely on these Documents, not relying in any way on any explanation or interpretation, oral or written, from any other source.

Unless a CONTRACTOR shall give written notice to the ENGINEER of any ambiguities contained in the Drawings and Specifications prior to the submission of its Bid, the CONTRACTOR agrees that it shall be conclusively presumed that the CONTRACTOR has exercised his/her aforementioned skill and experience and found the Drawings and Specifications sufficient and free from ambiguities, errors, or omissions for the purpose of determining its Contract Bid Price for the performance of the Work in conformity with the Drawings and Specifications.

If the CONTRACTOR is required to do extra work not shown in the CONTRACT DOCUMENTS or which the CONTRACTOR could reasonably not have been expected to discover by exercising his/her aforementioned skill and experience, an equitable adjustment in the CONTRACT BID price will be made as provided in the "STANDARD SPECIFICATIONS".

B. Insurance Specifications

1. Insurance Required of the CONTRACTOR

Prior to commencement of the work, each CONTRACTOR shall purchase and maintain during the term of the Project such insurance as will protect him/her, the OWNER(s) and the ENGINEER(s) from claims arising out of the work described in this Contract and performed by the CONTRACTOR, SUBCONTRACTOR(S) or SUB-SUBCONTRACTOR(S) consisting of:

- a. Worker's Compensation Insurance including Employer's liability to cover employee injuries or disease compensable under the Worker's Compensation Statutes of the states in which work is conducted under this CONTRACT; disability benefit laws, if any; or Federal compensation acts such as U.S. Longshoremen or Harbor Workers Maritime Employment, or Railroad Compensation Act(s), if applicable. Self-insurance plans approved by the regulatory authorities in the state in which work on this Project is performed are acceptable.
- b. A Comprehensive General Liability policy to cover bodily injury to persons other than employees and for damage to tangible property, including loss of use thereof, including the following exposures.
 - (1) All premises and operations
 - (2) Explosion, collapse and underground damage
 - (3) CONTRACTOR'S Protective coverage for independent CONTRACTORS or SUBCONTRACTORS employed by him/her
 - (4) Contractual Liability for the obligation assumed in the Indemnification or Hold Harmless agreement found in the General Conditions section of this Contract
 - (5) The usual Personal Liability endorsement with no exclusions pertaining to employment
 - (6) Products and Completed Operations coverage. This coverage shall extend through the Contract guarantee period.
- c. A Comprehensive Automobile Liability policy to cover bodily injury and property damage arising out of the Ownership, maintenance or use of any motor vehicle, including owned, non-owned and hired vehicles. In light of standard policy provisions concerning (1) loading and unloading and (2) definitions pertaining to motor vehicles licensed for road use vs. unlicensed or self-propelled construction equipment, it is strongly recommended that the Comprehensive General Liability and the Comprehensive Auto Liability be written by the same insurance carrier, though not necessarily in one policy.

- d. The CONTRACTOR will purchase for the OWNER an OWNER'S Protective Liability policy or name the OWNER as an additional insured on the CONTRACTOR'S policies to protect the OWNER, the ENGINEER, their consultants, agents, employees and such public corporations in whose jurisdiction the work is located for their contingent liability for work performed by the CONTRACTOR or the SUBCONTRACTOR(S) under this CONTRACT.
- e. The CONTRACTOR shall purchase a Builder's Risk-Installation Floater in a form acceptable to the OWNER covering property of the Project for the full cost of replacement as of the time of any loss which shall include, as named insured, (1) the CONTRACTORS, (2) all SUBCONTRACTORS, (3) all Sub-SUBCONTRACTORS, (4) the OWNER, the ENGINEER(S) or Architect(s), as their respective interest may prove to be at the time of loss, covering insurable property which is the subject of this CONTRACT, whether in place, stored at the job site, stored elsewhere, or in transit at the risk of the insured(s).

Coverage shall be affected on an "All Risk" form including, but not limited to, the perils of fire, wind, vandalism, collapse, theft and earthquake, with exclusions normal to the coverage. With approval of the ENGINEER, the CONTRACTOR may arrange for such deductibles as (s)he deems to be within his/her ability to self-assume, but (s)he will be held solely responsible for the amount of such deductible and for any co-insurance penalties. Any insured loss shall be adjusted with the OWNER and the CONTRACTOR and paid to the OWNER and CONTRACTOR as Trustee for the other insured.

f. Umbrella or Excess Liability

The OWNER or its representative may, for certain projects, require limits higher than those stated under "Limits of Liability" below. The CONTRACTOR is granted the option of arranging coverage under a single policy for the full limit required or by a combination of underlying policies with the balance provided by an Excess or Umbrella Liability policy equal to the total limit(s) requested. Umbrella or Excess policy wording shall be at least as broad as the primary or underlying policy(ies) and shall apply both to the CONTRACTOR'S general liability and to his/her automobile liability insurance.

2. Limits of Liability

The required limits of liability of insurance coverages required under "Insurance Required of the CONTRACTOR" above shall be not less than the following:

| | | |
|----|--|-------------------------------------|
| a. | Worker's Compensation | |
| | Coverage A – Compensation | Statutory |
| | Coverage B – Employer's Liability | \$100,000.00 |
| b. | Comprehensive General Liability | |
| | Bodily Injury – Each Occurrence | \$1,000,000.00 |
| | Bodily Injury – Aggregate (Completed Operations) | \$1,000,000.00 |
| | Property Damage – Each Occurrence | \$500,000.00 |
| | Property Damage – Aggregate or | \$500,000.00 |
| | Combined Single Limit | \$1,000,000.00 |
| c. | Comprehensive Automobile Liability | |
| | Bodily Injury – Each Person | \$500,000.00 |
| | Bodily Injury – Each Occurrence | \$500,000.00 |
| | Property Damage – Aggregate or | \$500,000.00 |
| | Combined Single Limit | \$1,000,000.00 |
| d. | OWNER'S Protective | |
| | Bodily Injury – Each Occurrence | \$1,000,000.00 |
| | Property Damage – Each Occurrence | \$500,000.00 |
| | Property Damage – Aggregate or | \$1,000,000.00 |
| | Combined Single Limit | \$1,500,000.00 |
| e. | Builder's Risk – Installation Floater | Cost to replace at time of loss. |
| f. | Umbrella or Excess Liability | \$2,000,000.00 |
| g. | Railroad Protective Liability | Set by Railroad(s) |

3. Insurance - Other Requirements

a. Notice of Cancellation or Intent Not to Renew

Policies will be endorsed to provide that at least thirty (30) days written notice shall be given to the OWNER and to the ENGINEER of cancellation or of intent not to renew.

b. Evidence of Coverage

Prior to commencement of the work, the CONTRACTOR shall furnish to the OWNER, Certificates of Insurance in force. The OWNER reserves the right to request complete copies of policies if deemed necessary to ascertain details of coverage not provided by the certificates. Such policy copies shall be "Originally Signed Copies," and

so designated. The acceptance and filing by the ENGINEER and/or the OWNER of a Certificate or Certificates of Insurance disclosing coverage which does not meet the requirements of these specifications shall not constitute a waiver of those requirements by the OWNER nor operate to release the CONTRACTOR from his/her obligation to provide the required insurance coverage.

C. *Qualification of Insurers*

All insurance carried by the CONTRACTOR to meet these requirements shall be provided by insurance companies legally authorized to provide the respective coverage in the State of Illinois, and which are registered with the Illinois Department of Insurance for providing said coverage.

D. *Subrogation Clause*

The following subrogation clause shall appear in all policies of insurance, "Subrogation Clause - it is hereby stipulated that this insurance shall not be invalidated should the insured waive in writing prior to a loss any or all right of recovery against any part for loss occurring to the property described herein."

8.7.3.10. EEO Representations: Affirmation of the EEO representations which the Successful Respondent provided as part of his/her Proposal.

8.7.3.11. Termination of Contract: Means of terminating the Contract by the Library or the Successful Bidder and the non-terminating party's rights and remedies.

8.7.3.12. Governing Law: The laws of the State of Illinois shall apply to any interpretation, construction, breach and enforcement of the Contract. Any action to interpret, construe, for breach, and/or enforcement of the Contract shall be initialed and maintained in the Circuit Court for the Sixth Judicial Circuit, Champaign County, Illinois or, if applicable, the United States District Court for the Central District of Illinois.

8.7.3.13. Additional Terms: Such other terms, if any, as the Library and the Successful Respondent shall agree.

8.8. TERMINATION OF SOLICITATION PROCESS/NO RIGHTS CREATED: The Library reserves the right to terminate the solicitation and selection process at any time, to reject any or all Proposals, and to award a Contract in the best interest of the Library. Nothing herein shall be deemed to create any right or interest in any arrangement between the Library and any Respondent unless and until the Library and the Successful

Respondent have entered into and executed a Contract. Nothing herein shall be deemed as obligating the Library to accept a Proposal based solely on lowest price.

8.9. PREVAILING WAGE ACT/ DAVIS-BACON ACT:

8.9.1. Prevailing Wage Act: Any Contract entered into between the Successful Respondent and the Library will be subject to the Illinois Prevailing Wage Act (820 ILCS 130/1 et seq.), as amended to date, unless superseded by the Davis-Bacon Act or otherwise stated. Pursuant to the Illinois Prevailing Wage Act, the Library has determined prevailing rates for various classifications of workers and the latest determination of these rates is included as part of this Proposal. The Respondent shall pay its workers not less than the prevailing rates so determined and comply with the Act's requirements, including, but not limited to, the keeping of accurate records showing the names and occupation of all laborers, workers and mechanics employed on the work if a Contract is signed. The records shall show the actual hourly wages paid to each such person. Should the rates change during the Contract period, the Respondent shall pay its workers not less than the rates in effect.

8.9.2. Davis-Bacon Act: To the extent it is applicable, the Respondent shall comply with the federal Davis-Bacon Act rather than the Illinois Prevailing Wage Act referred to above.

8.10. AFFIRMATIVE ACTION:

8.10.1. Compliance with City Ordinance: If the Contract will be over \$25,000 and provides for construction work (which may include labor, material, supplies and/or equipment) or if the Contract will be over \$30,000 and provides for the performance of services or the delivery of goods but not construction work, the Successful Respondent shall comply with the Discrimination in Employment by Contractors and Respondents Ordinance (Urbana City Code Sec. 2-119 as amended). Pursuant to the Ordinance, the Respondent must submit to the City's Commission on Human Relations the statement provided for in Urbana City Code Section 2-119(b)(1)-(7) on the form provided by the City. Inquiries concerning this requirement may be directed to the City's Human Relations Officer at 400 S. Vine Street, Urbana, IL 61801 or by telephone at 217 384-2466 or by e-mail at hro@urbanaininois.us. Further, the Successful Respondent shall comply with the City's Human Rights Ordinance (Urbana City Code Sec. 12-1 et seq.).

8.10.2. Veterans Preference: If this Proposal involves construction, the Successful Respondent shall comply with the Veterans Preference Act (330 ILCS 55/0.01 et seq.) and the Employment of Illinois Workers on Public Works Act (30 ILCS 570-0.01 et seq.) in the employment and appointment to fill positions in the construction, addition to, or alteration of any public works.

EXHIBIT E

REQUIRED FORMS TO BE COMPLETED AND SUBMITTED WITH PROPOSAL

1. BLR 12200: Local Public Agency Formal Contract Proposal
2. BLR 12200a: Schedule of Prices
3. BLR 12230: Local Agency Proposal Bid Bond
4. Vendor Representations and Additional Duties

RETURN WITH BID

NOTICE TO BIDDERS

County Champaign
Local Public Agency The Urbana Free Library
Section Number N/A
Route N/A

Sealed proposals for the improvement described below will be received at the office of The Urbana Free Library Admin. Office
210 West Green Street until 1:00 PM on February 13th, 2023
Address Time Date

Sealed proposals will be opened and read publicly at the office of The Urbana Free Library
210 West Green Street at 1:15 PM February 13th, 2023
Address Time Date

DESCRIPTION OF WORK

Name Staff Parking Lot Improvements Length: _____ feet (_____ miles)
Location 305 S. Race Street, Urbana, IL
Proposed Improvement Removal of the existing asphalt parking lot and construction of a new PCC parking lot.

1. Plans and proposal forms will be available in the office of The Urbana Free Library
Visit the Urbana Free Library Website or the City of Urbana Website for instructions. See RFP #2223-002.
Address

2. [] Prequalification
If checked, the 2 low bidders must file within 24 hours after the letting an "Affidavit of Availability" (Form BC 57), in duplicate, showing all uncompleted contracts awarded to them and all low bids pending award for Federal, State, County, Municipal and private work. One original shall be filed with the Awarding Authority and one original with the IDOT District Office.

3. The Awarding Authority reserves the right to waive technicalities and to reject any or all proposals as provided in BLRS Special Provision for Bidding Requirements and Conditions for Contract Proposals.

- 4. The following BLR Forms shall be returned by the bidder to the Awarding Authority:
a. BLR 12200: Local Public Agency Formal Contract Proposal
b. BLR 12200a Schedule of Prices
c. BLR 12230: Proposal Bid Bond (if applicable)
d. BLR 12325: Apprenticeship or Training Program Certification (do not use for federally funded projects)
e. BLR 12326: Affidavit of Illinois Business Office

5. The quantities appearing in the bid schedule are approximate and are prepared for the comparison of bids. Payment to the Contractor will be made only for the actual quantities of work performed and accepted or materials furnished according to the contract. The scheduled quantities of work to be done and materials to be furnished may be increased, decreased or omitted as hereinafter provided.

6. Submission of a bid shall be conclusive assurance and warranty the bidder has examined the plans and understands all requirements for the performance of work. The bidder will be responsible for all errors in the proposal resulting from failure or neglect to conduct an in depth examination. The Awarding Authority will, in no case be responsible for any costs, expenses, losses or changes in anticipated profits resulting from such failure or neglect of the bidder.

7. The bidder shall take no advantage of any error or omission in the proposal and advertised contract.

RETURN WITH BID

8. If a special envelope is supplied by the Awarding Authority, each proposal should be submitted in that envelope furnished by the Awarding Agency and the blank spaces on the envelope shall be filled in correctly to clearly indicate its contents. When an envelope other than the special one furnished by the Awarding Authority is used, it shall be marked to clearly indicate its contents. When sent by mail, the sealed proposal shall be addressed to the Awarding Authority at the address and in care of the official in whose office the bids are to be received. All proposals shall be filed prior to the time and at the place specified in the Notice to Bidders. Proposals received after the time specified will be returned to the bidder unopened.
9. Permission will be given to a bidder to withdraw a proposal if the bidder makes the request in writing or in person before the time for opening proposals.

RETURN WITH BID

PROPOSAL

| | |
|---------------------|--------------------------------|
| County | <u>Champaign</u> |
| Local Public Agency | <u>The Urbana Free Library</u> |
| Section Number | <u>N/A</u> |
| Route | <u>N/A</u> |

1. Proposal of Stark Excavating, Inc.
 for the improvement of the above section by the construction of UFL Staff Parking Lot Improvements

a total distance of _____ feet, of which a distance of _____ feet, (_____ miles) are to be improved.

2. The plans for the proposed work are those prepared by Fehr Graham and approved by the Department of Transportation on N/A
3. The specifications referred to herein are those prepared by the Department of Transportation and designated as "Standard Specifications for Road and Bridge Construction" and the "Supplemental Specifications and Recurring Special Provisions" thereto, adopted and in effect on the date of invitation for bids.
4. The undersigned agrees to accept, as part of the contract, the applicable Special Provisions indicated on the "Check Sheet for Recurring Special Provisions" contained in this proposal.
5. The undersigned agrees to complete the work within N/A working days or by Midnight, June 5, 2023 unless additional time is granted in accordance with the specifications.
6. A proposal guaranty in the proper amount, as specified in BLRS Special Provision for Bidding Requirements and Conditions for Contract Proposals, will be required. Bid Bonds will be allowed as a proposal guaranty. Accompanying this proposal is either a bid bond if allowed, on Department form BLR 12230 or a proposal guaranty check, complying with the specifications, made payable to:

The amount of the check is Bid Bond- 5% (5% Bid Bond).

7. In the event that one proposal guaranty check is intended to cover two or more proposals, the amount must be equal to the sum of the proposal guaranties, which would be required for each individual proposal.
8. The successful bidder at the time of execution of the contract will be required to deposit a contract bond for the full amount of the award. When a contract bond is not required, the proposal guaranty check will be held in lieu thereof. If this proposal is accepted and the undersigned fails to execute a contract and contract bond as required, it is hereby agreed that the Bid Bond or check shall be forfeited to the Awarding Authority.
9. Each pay item should have a unit price and a total price. If no total price is shown or if there is a discrepancy between the product of the unit price multiplied by the quantity, the unit price shall govern. If a unit price is omitted, the total price will be divided by the quantity in order to establish a unit price.
10. A bid will be declared unacceptable if neither a unit price nor a total price is shown.
11. The undersigned submits herewith the schedule of prices on BLR 12200a covering the work to be performed under this contract.
12. The undersigned further agrees that if awarded the contract for the sections contained in the combinations on BLR 12200a, the work shall be in accordance with the requirements of each individual proposal for the multiple bid specified in the Schedule for Multiple Bids below.

CONTRACTOR CERTIFICATIONS

| | |
|---------------------|--------------------------------|
| County | <u>Champaign</u> |
| Local Public Agency | <u>The Urbana Free Library</u> |
| Section Number | <u>N/A</u> |
| Route | <u>N/A</u> |

The certifications hereinafter made by the bidder are each a material representation of fact upon which reliance is placed should the Department enter into the contract with the bidder.

1. **Debt Delinquency.** The bidder or contractor or subcontractor, respectively, certifies that it is not delinquent in the payment of any tax administered by the Department of Revenue unless the individual or other entity is contesting, in accordance with the procedures established by the appropriate revenue Act, its liability for the tax or the amount of tax. Making a false statement voids the contract and allows the Department to recover all amounts paid to the individual or entity under the contract in a civil action.
2. **Bid-Rigging or Bid Rotating.** The bidder or contractor or subcontractor, respectively, certifies that it is not barred from contracting with the Department by reason of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33E-4.

A violation of Section 33E-3 would be represented by a conviction of the crime of bid-rigging which, in addition to Class 3 felony sentencing, provides that any person convicted of this offense or any similar offense of any state or the United States which contains the same elements as this offense shall be barred for 5 years from the date of conviction from contracting with any unit of State or local government. No corporation shall be barred from contracting with any unit of State or local government as a result of a conviction under this Section of any employee or agent of such corporation if the employee so convicted is no longer employed by the corporation and: (1) it has been finally adjudicated not guilty or (2) if it demonstrates to the governmental entity with which it seeks to contract and that entity finds that the commission of the offense was neither authorized, requested, commanded, nor performed by a director, officer or a high managerial agent in behalf of the corporation.

A violation of Section 33E-4 would be represented by a conviction of the crime of bid-rotating which, in addition to Class 2 felony sentencing, provides that any person convicted of this offense or any similar offense of any state or the United States which contains the same elements as this offense shall be permanently barred from contracting with any unit of State or local government. No corporation shall be barred from contracting with any unit of State or local government as a result of a conviction under this Section of any employee or agent of such corporation if the employee so convicted is no longer employed by the corporation and: (1) it has been finally adjudicated not guilty or (2) if it demonstrates to the governmental entity with which it seeks to contract and that entity finds that the commission of the offense was neither authorized, requested, commanded, nor performed by a director, officer or a high managerial agent in behalf of the corporation.

3. **Bribery.** The bidder or contractor or subcontractor, respectively, certifies that it has not been convicted of bribery or attempting to bribe an officer or employee of the State of Illinois or any unit of local government, nor has the firm made an admission of guilt of such conduct which is a matter of record, nor has an official, agent, or employee of the firm committed bribery or attempted bribery on behalf of the firm and pursuant to the direction or authorization of a responsible official of the firm.
4. **Interim Suspension or Suspension.** The bidder or contractor or subcontractor, respectively, certifies that it is not currently under a suspension as defined in Subpart I of Title 44 Subtitle A Chapter III Part 6 of the Illinois Administrative Code. Furthermore, if suspended prior to completion of this work, the contract or contracts executed for the completion of this work may be cancelled.

RETURN WITH BID

SIGNATURES

County Champaign
Local Public Agency The Urbana Free Library
Section Number N/A
Route N/A

(If an individual)

Signature of Bidder _____

Business Address _____

(If a partnership)

Firm Name _____

Signed By _____


Business Address _____

Inset Names and Addressed of All Partners



(If a corporation)

Corporate Name Stark Excavating, Inc.

Signed By 
Vice President

Business Address 1805 W. Washington St.
Bloomington, IL 61701

Inset Names of Officers

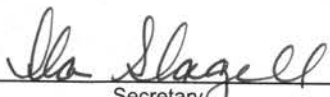


President David K. Stark

Secretary Ila J. Slagell

Treasurer Gary W. Masso

Attest:


Secretary



Local Public Agency Proposal Bid Bond



| | | |
|-------------------------|-----------|----------------|
| Local Public Agency | County | Section Number |
| The Urbana Free Library | Champaign | |

WE, Stark Excavating, Inc - 1805 W Washington St., Bloomington IL 61701 as PRINCIPAL, and Berkley Insurance Company - 475 Steamboat Rd., Greenwich CT 06830 as SURETY, are held jointly, severally and firmly bound unto the above Local Public Agency (hereafter referred to as "LPA") in the penal sum of 5% of the total bid price, or for the amount specified in the proposal documents in effect on the date of invitation for bids, whichever is the lesser sum. We bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly pay to the LPA this sum under the conditions of this instrument.

WHEREAS THE CONDITION OF THE FOREGOING OBLIGATION IS SUCH that, the said PRINCIPAL is submitting a written proposal to the LPA acting through its awarding authority for the construction of the work designated as the above section.

THEREFORE if the proposal is accepted and a contract awarded to the PRINCIPAL by the LPA for the above designated section and the PRINCIPAL shall within fifteen (15) days after award enter into a formal contract, furnish surety guaranteeing the faithful performance of the work, and furnish evidence of the required insurance coverage, all as provided in the "Standard Specifications for Road and Bridge Construction" and applicable Supplemental Specifications, then this obligation shall become void; otherwise it shall remain in full force and effect.

IN THE EVENT the LPA determines the PRINCIPAL has failed to enter into a formal contract in compliance with any requirements set forth in the preceding paragraph, then the LPA acting through its awarding authority shall immediately be entitled to recover the full penal sum set out above, together with all court costs, all attorney fees, and any other expense of recovery.

IN TESTIMONY WHEREOF, the said PRINCIPAL and the said SURETY have caused this instrument to be signed by their respective officers this 13th of February, 2023

Principal

| | |
|------------------------------|------------|
| Company Name | |
| Stark Excavating, Inc | |
| Signature | Date |
| By: (David K. Stark, Jr.) | 02/13/2023 |
| Title | |
| Vice President | |

| | |
|--------------|------|
| Company Name | |
| N/A | |
| Signature | Date |
| By: N/A | N/A |
| Title | |
| N/A | |

(If Principal is a joint venture of two or more contractors, the company names, and authorized signatures of each contractor must be affixed.)

Surety

| |
|---------------------------|
| Name of Surety |
| Berkley Insurance Company |

| | |
|-------------------------------|------------|
| Signature of Attorney-in-Fact | Date |
| By: (Lucas Sherman) | 02/13/2023 |

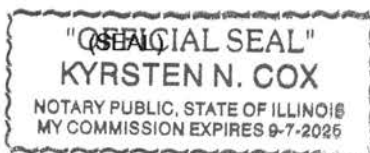
STATE OF IL
COUNTY OF DOUGLAS

I Kyrsten N. Cox, a Notary Public in and for said county do hereby certify that

David K. Stark Jr. and Lucas Sherman
(Insert names of individuals signing on behalf of PRINCIPAL & SURETY)

who are each personally known to me to be the same persons whose names are subscribed to the foregoing instrument on behalf of PRINCIPAL and SURETY, appeared before me this day in person and acknowledged respectively, that they signed and delivered said instruments as their free and voluntary act for the uses and purposes therein set forth.

Given under my hand and notarial seal this 13th day of February, 2023



| |
|---|
| Notary Public Signature |
| |
| Date commission expires <u>09/07/2025</u> |

Local Public Agency

County

Section Number

The Urbana Free Library

Champaign

ELECTRONIC BID BOND

Electronic bid bond is allowed (box must be checked by LPA if electronic bid bond is allowed)

The Principal may submit an electronic bid bond, in lieu of completing the above section of the Proposal Bid Bond Form. By providing an electronic bid bond ID code and signing below, the Principal is ensuring the identified electronic bid bond has been executed and the Principal and Surety are firmly bound unto the LPA under the conditions of the bid bond as shown above. (If PRINCIPAL is a joint venture of two or more contractors, an electronic bid bond ID code, company/Bidder name title and date must be affixed for each contractor in the venture.)

Electronic Bid Bond ID Code

| | | | | | | | | | | | | | | | | | | | |
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|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

Company/Bidder Name

| |
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Signature

Date

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Title

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POWER OF ATTORNEY
BERKLEY INSURANCE COMPANY
WILMINGTON, DELAWARE

NOTICE: The warning found elsewhere in this Power of Attorney affects the validity thereof. Please review carefully.

KNOW ALL MEN BY THESE PRESENTS, that BERKLEY INSURANCE COMPANY (the "Company"), a corporation duly organized and existing under the laws of the State of Delaware, having its principal office in Greenwich, CT, has made, constituted and appointed, and does by these presents make, constitute and appoint: *Lucas Sherman of CoraMae, Inc. dba Insurance Risk Managers of Champaign, IL* its true and lawful Attorney-in-Fact, to sign its name as surety only as delineated below and to execute, seal, acknowledge and deliver any and all bonds and undertakings, with the exception of Financial Guaranty Insurance, providing that no single obligation shall exceed Fifty Million and 00/100 U.S. Dollars (U.S.\$50,000,000.00), to the same extent as if such bonds had been duly executed and acknowledged by the regularly elected officers of the Company at its principal office in their own proper persons.

This Power of Attorney shall be construed and enforced in accordance with, and governed by, the laws of the State of Delaware, without giving effect to the principles of conflicts of laws thereof. This Power of Attorney is granted pursuant to the following resolutions which were duly and validly adopted at a meeting of the Board of Directors of the Company held on January 25, 2010:

RESOLVED, that, with respect to the Surety business written by Berkley Surety, the Chairman of the Board, Chief Executive Officer, President or any Vice President of the Company, in conjunction with the Secretary or any Assistant Secretary are hereby authorized to execute powers of attorney authorizing and qualifying the attorney-in-fact named therein to execute bonds, undertakings, recognizances, or other suretyship obligations on behalf of the Company, and to affix the corporate seal of the Company to powers of attorney executed pursuant hereto; and said officers may remove any such attorney-in-fact and revoke any power of attorney previously granted; and further

RESOLVED, that such power of attorney limits the acts of those named therein to the bonds, undertakings, recognizances, or other suretyship obligations specifically named therein, and they have no authority to bind the Company except in the manner and to the extent therein stated; and further

RESOLVED, that such power of attorney revokes all previous powers issued on behalf of the attorney-in-fact named; and further

RESOLVED, that the signature of any authorized officer and the seal of the Company may be affixed by facsimile to any power of attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligation of the Company; and such signature and seal when so used shall have the same force and effect as though manually affixed. The Company may continue to use for the purposes herein stated the facsimile signature of any person or persons who shall have been such officer or officers of the Company, notwithstanding the fact that they may have ceased to be such at the time when such instruments shall be issued.

IN WITNESS WHEREOF, the Company has caused these presents to be signed and attested by its appropriate officers and its corporate seal hereunto affixed this 3rd day of DECEMBER, 2019.

Attest:

Berkley Insurance Company

(Seal)

By

Ira S. Lederman
Executive Vice President & Secretary

By

Jeffrey M. Hafter
Senior Vice President

WARNING: THIS POWER INVALID IF NOT PRINTED ON BLUE "BERKLEY" SECURITY PAPER.

STATE OF CONNECTICUT)

) ss:

COUNTY OF FAIRFIELD)

Sworn to before me, a Notary Public in the State of Connecticut, this 3rd day of DECEMBER, 2019, by Ira S. Lederman and Jeffrey M. Hafter who are sworn to me to be the Executive Vice President and Secretary, and the Senior Vice President, respectively, of Berkley Insurance Company.

MARIA C RUNDRAKEN
NOTARY PUBLIC
CONNECTICUT
MY COMMISSION EXPIRES
APRIL 30, 2024

Maria C. Rundraken
Notary Public, State of Connecticut

CERTIFICATE

I, the undersigned, Assistant Secretary of BERKLEY INSURANCE COMPANY, DO HEREBY CERTIFY that the foregoing is a true, correct and complete copy of the original Power of Attorney; that said Power of Attorney has not been revoked or rescinded and that the authority of the Attorney-in-Fact set forth therein, who executed the bond or undertaking to which this Power of Attorney is attached, is in full force and effect as of this date.

Given under my hand and seal of the Company, this 13th day of January, 2023.

(Seal)

Vincent P. Forte
Vincent P. Forte

WARNING - Any unauthorized reproduction or alteration of this document is prohibited. This power of attorney is void unless seals are readable and the certification seal at the bottom is embossed. The background imprint, warning and verification instructions (on reverse) must be in blue ink.

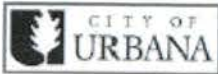
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VENDOR REPRESENTATIONS AND ADDITIONAL DUTIES

The Vendor agrees that following representations and additional duties are a material part of the contract. The undersigned, having been duly sworn under oath, certifies and agrees as follows:

1. None of the Vendor or its partners, officers, owners, employees, or agents have been barred from contracting with a unit of State or local government in the past five years as a result of a conviction for bid rigging, in violation of 720 ILCS 5/33E-3 or any similar offense of any state or the United States which contains the same elements as this offense. 720 ILCS 5/33E-11.
2. None of the Vendor or its partners, officers, owners, employees, or agents have ever been barred from contracting with a unit of State or local government as a result of a conviction for bid rotating, in violation of 720 ILCS 5/33E-4 or any similar offense of any state or the United States which contains the same elements as this offense. 720 ILCS 5/33E-11.
3. If the Vendor holds any elected or appointed office under the laws or Constitution of this State, the Vendor is in compliance with the Public Officer Prohibited Activities Act. 50 ILCS 105/3.
4. The Vendor is not a municipal officer with a prohibited financial interest in this contract, directly in the officer's own name or indirectly in the name of any other person, association, trust, or corporation, in accordance with 65 ILCS 5/3.1-55-10.
5. *Please initial one statement, in accordance with 65 ILCS 5/11-42.1-1:*
 - A. DCS The Vendor is not delinquent in the payment of any tax administered by the Department of Revenue unless the Vendor is contesting, in accordance with the procedures established by the appropriate revenue Act, its liability for the tax or the amount of tax.
 - B. _____ The Vendor has entered into an agreement with the Department of Revenue for the payment of all such taxes that are due and is in compliance with the agreement.
6. If the Vendor employs commercial motor vehicle operators, the Vendor is in compliance with the Federal Highway Administration rules for controlled substances and alcohol use and testing. 49 CFR Parts 40 and 382.
7. During the term of this contract, the Vendor shall comply with (a) Urbana City Code Section 2-119, which prohibits employment discrimination by contractors and vendors with the City; (B) the Equal Employment Opportunity provisions of Ill. Admin. Code tit. 44, § 750; and (C) Article 2 of the Illinois Human Rights Act, 775 ILCS 5/2-101 *et seq.*, including without limitation the requirement that the Vendor have a written sexual harassment policy in conformance with 775 ILCS 5/2-105.
8. If this contract involves the construction, reconstruction, alteration, repair, improvement, or maintenance of public works, the Vendor has filed with the City and made available to the general public a copy of the Vendor's written substance abuse prevention program, which meets or exceeds the requirements of 820 ILCS 265/15.



VENDOR REPRESENTATIONS AND ADDITIONAL DUTIES

9. If this contract involves the construction, reconstruction, alteration, repair, improvement, or maintenance of public works, the Vendor shall use United States produced steel products, in compliance with 30 ILCS 565/4.

10. If this contract involves the construction, addition to, or alteration of public works, the Vendor shall employ laborers in compliance with the Veterans Preference Act (330 ILCS 55/0.01 et seq.) and the Employment of Illinois Workers on Public Works Act (30 ILCS 570/0.01 et seq.).

11. The Vendor shall comply with all applicable provisions of the Prevailing Wage Act, which requires the payment of the prevailing rate of wage to all laborers, workers, and mechanics employed by or on behalf of a public body in the construction, demolition, maintenance, or repair of public works. 820 ILCS 130/0.01 et seq. The prevailing wage rates are established and revised by the Department of Labor and are available at www.state.il.us/agency/idol/rates/rates.htm.

12. The Vendor shall obtain from all subcontractors to be used in the performance of this contract a sworn statement agreeing to the representations and additional duties contained on this document. The Vendor shall maintain the sworn statements on file for the duration of this contract and shall promptly provide them to the City upon request. If a subcontractor is or becomes ineligible for a contract with the City, the Vendor promptly shall terminate its subcontract upon the City's request. The Vendor shall include adequate provisions in all subcontracts to allow it to terminate such subcontracts as required herein.

The representations contained on this document are true, complete, and correct in all respects. The representations contained herein are continuing. If any such representation is no longer true or correct, the Vendor promptly shall notify the City in writing.

Vendor: Stark Excavating, Inc.

By: *DK Stark*

Printed name: David K. Stark, Jr.

Title: Vice President

Date: 2/13/2023

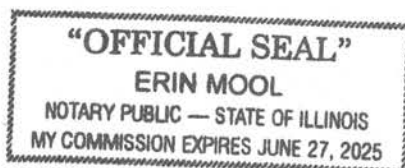
State of Illinois

County of Woodford

Signed and sworn (or affirmed) to before me on Feb 13th, 2023 (date)

by David K. Stark, Jr. (name of person making statement).

(seal)



Erin Mool
signature of notary public

SECTION II. Policies and Practices

| Description of EEO Policies and Practices | | YES | NO |
|---|--|--------------------------|--------------------------|
| A. | Is it the Company's policy to recruit, hire, train, upgrade, promote and discipline persons without regard to race, color, creed, class, national origin, religion, sex, age, marital status, mental and/or physical disability, personal appearance, sexual preference, family responsibilities, matriculation, political affiliation, prior arrest, conviction record, or source of income ? | <input type="checkbox"/> | <input type="checkbox"/> |
| B. | Has someone been assigned to develop procedures, which will assure that the EEO policy is implemented and enforced by managerial, administrative, and supervisory personnel? If so, please indicate the name and title of the official charged with this responsibility. Name: _____ Title: _____ Telephone: _____ Email: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| <i>See attached</i> | | | |
| C. | Does the company have a written Equal Employment Opportunity plan or statement? Note: If no, a copy of an E.E.O statement is enclosed. You must attach an EEO Statement in order to be considered eligible to do business with the City of Urbana. Questions? (217) 384-2455 or hro@city.urbana.il.us. | <input type="checkbox"/> | <input type="checkbox"/> |
| D. | Has the company developed a written policy statement prohibiting Sexual Harassment? You must attach a copy of your company's Sexual Harassment Policy in order to be considered eligible to do business with the City of Urbana. | <input type="checkbox"/> | <input type="checkbox"/> |
| E. | Have all recruitment sources been notified that the company will consider all qualified applicants without regard to race, color, creed, class, national origin, religion, sex, age, marital status, mental and/or physical disability, personal appearance, sexual orientation, family responsibilities, matriculation, political affiliation, prior arrest, conviction record, or source of income? | <input type="checkbox"/> | <input type="checkbox"/> |
| F. | If advertising is used, does it specify that all qualified applicants will be considered for employment without regard to race, color, creed, class, national origin, religion, sex, age, marital status, mental and/or physical disability, personal appearance, sexual orientation, family responsibilities, matriculation, political affiliation, prior arrest, conviction record, or source of income? | <input type="checkbox"/> | <input type="checkbox"/> |
| G. | Has the contractor notified all of its sub-contractors of their obligations to comply with the Equal Opportunity requirements either in writing, by inclusion in subcontracts or purchase orders? | <input type="checkbox"/> | <input type="checkbox"/> |
| H. | Is the company a state certified minority/women owned business? If yes, please attach a copy of state certification. | <input type="checkbox"/> | <input type="checkbox"/> |
| I. | Does the company have collective bargaining agreements with labor organizations? | <input type="checkbox"/> | <input type="checkbox"/> |
| J. | If you answered yes to Question "I", have the labor organizations been notified of the company's responsibility to comply with the Equal Employment Opportunity requirements in all contracts with the City of Urbana? | <input type="checkbox"/> | <input type="checkbox"/> |
| K. | Does your company perform construction, rehabilitation, alteration, conversion, demolition or repair of buildings, highways or other improvements to real property? (If yes, please complete Table B.) | <input type="checkbox"/> | <input type="checkbox"/> |
| L. | Are you currently seeking to renew an existing or expired Urbana EEO certification? (If yes, you need to complete Table C.) | <input type="checkbox"/> | <input type="checkbox"/> |

SECTION III. Employment Information

IMPORTANT: Please complete the company workforce analysis on the bottom of this page. Use the number of employees as of the most recent payroll period. **You must complete this form in its entirety, as instructed and submit your organization's (1) EEO Statement and (2) Sexual Harassment Policy in order to be eligible to do business with the City of Urbana. For detailed descriptions of the Job Classifications see attached descriptions.** If minorities and females are currently under-represented in your workforce, please attach a copy of an explanation of your plan to recruit and hire qualified minorities and females.

TABLE A - TOTAL CONTRACTOR/VENDOR WORKFORCE

| Job Categories | Overall Totals | | White (Not of Hispanic Origin) | | Black or African-American (Not of Hispanic Origin) | | Hispanic or Latino | | Asian or Pacific Islander | | American Indian or Alaskan Native | |
|--|----------------|---|--------------------------------|---|--|---|--------------------|---|---------------------------|---|-----------------------------------|---|
| | M | F | M | F | M | F | M | F | M | F | M | F |
| Officials & Mgrs | | | | | | | | | | | | |
| Professionals | | | | | | | | | | | | |
| Technicians | | | | | | | | | | | | |
| Sales Workers | | | | | | | | | | | | |
| Office & Clerical | | | | | | | | | | | | |
| Craft Workers (Skilled) | | | | | | | | | | | | |
| Operatives (Semi-Skilled) | | | | | | | | | | | | |
| Laborers (Unskilled) | | | | | | | | | | | | |
| Service Workers | | | | | | | | | | | | |
| TOTAL | | | | | | | | | | | | |
| M = MALE, Column B is sum of Rows D, F, H, J and L. F = FEMALE, Column C is sum of Rows E, G, I, K and M. | | | | | | | | | | | | |
| Date of above Data: _____ | | | | | | | | | | | | |

See attached

EEO Cert

TABLE B* - EMPLOYEES TO BE ASSIGNED TO CITY OF URBANA CONTRACT

| Job Categories | TOTAL EMPLOYEES | | BLACK EMPLOYEES | | HISPANIC EMPLOYEES | | OTHER MINORITY EMPLOYEES | |
|---------------------------|-----------------|---|-----------------|---|--------------------|---|--------------------------|---|
| | M | F | M | F | M | F | M | F |
| Officials & Mgrs | | | | | | | | |
| Professionals | | | | | | | | |
| Technicians | | | | | | | | |
| Sales Workers | | | | | | | | |
| Office & Clerical | | | | | | | | |
| Craft Workers (Skilled) | | | | | | | | |
| Operatives (Semi-Skilled) | | | | | | | | |
| Laborers (Unskilled) | | | | | | | | |
| Service Workers | | | | | | | | |
| TOTAL | | | | | | | | |

See

*Totals included in Table B should be a projection of numbers of persons to be employed in the performance of the City contract.

For Contractors: Data provided in Table B will be verified by worksite inspections.

TABLE C - WORKFORCE TURNOVER SINCE PREVIOUS EEO REPORT

| Job Categories | TOTAL EMPLOYEES SEPARATED | | MINORITY EMPLOYEES SEPARATED | | TOTAL EMPLOYEES HIRED | | MINORITY EMPLOYEES HIRED | |
|---------------------------|---------------------------|---|------------------------------|---|-----------------------|---|--------------------------|---|
| | M | F | M | F | M | F | M | F |
| Officials & Mgrs | | | | | | | | |
| Professionals | | | | | | | | |
| Technicians | | | | | | | | |
| Sales Workers | | | | | | | | |
| Office & Clerical | | | | | | | | |
| Craft Workers (Skilled) | | | | | | | | |
| Operatives (Semi-Skilled) | | | | | | | | |
| Laborers (Unskilled) | | | | | | | | |
| Service Workers | | | | | | | | |
| TOTAL | | | | | | | | |

Attached

SECTION IV. Certification

By signing below, the company certifies that it has answered all of the foregoing questions truthfully to the best of its knowledge and belief and agrees that it/he/she will comply and abide by the City of Urbana's Code of Ordinances (Section 2-119).

Signature

Printed Name and Title

E-mail Address

Date

SECTION V. Verification

Prior to submitting this form, please check the answers to the following questions to verify your completion of this form:

1. Did you fill in all of the appropriate boxes in the table in Section III, including the "TOTAL" row?

YES

NO

2. Have you enclosed your company's EEO statement?

YES

NO

3. Have you enclosed your company's Sexual Harassment policy?

YES

NO

See attached

DEFINITIONS OF TERMS LISTED ON THE WORKFORCE STATISTICS FORM

(See previous Page)

DESCRIPTION OF RACE/ETHNIC CATEGORIES

Race /ethnic designations as used by the Department do not denote scientific definitions of anthropological origins. For the purposes of this report, an employee may be included in the group to which he or she appears to belong, identifies with, or is regarded in the community as belonging. However, no person should be counted in more than *one* race/ethnic group. The race/ethnic categories for this report are:

White (Not of Hispanic origin). All persons having origins in any of the original peoples of Europe, North Africa or the Middle East.

Black of African-American (Not of Hispanic origin). All persons having origins in any of the Black racial groups of Africa.

Hispanic or Latino. All persons of Mexican, Puerto Rican, Cuban, Central of South American, or other Spanish culture or origin, regardless of race.

Asian or Pacific Islander. All persons having origins any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, India, Japan, Korea, the Philippine Islands and Samoa.

American Indian or Alaskan Native. All persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.

DESCRIPTION OF JOB CATEGORIES

Each employee should be counted in only one job category. Select the category containing the jobs most similar to that performed by the employee. The jobs listed in each category are intended to provide an example, not a complete list, of all job titles falling into that category.

Officials and managers. Occupations requiring administrative and managerial personnel who set broad policies, exercise overall responsibility for execution of these policies, and direct individual departments or special phases of firm's operations. Includes: officials, executives, middle management, plant managers, department managers, and superintendents, salaried supervisors who are members of management, purchasing agents and buyers, railroad conductors and yard masters, ship captains, mates and other officers farm operators and managers, and kindred workers.

Professionals. Occupations requiring either college graduation or experience of such kind and amount as to provide a comparable background. Includes: accountants and auditors, airplane pilots and navigators, architects, artists, chemists, designers, dietitians, editors, engineers, layers, librarians, mathematicians, natural scientist, registered professional nurses, personnel and labor relations specialist, physical scientist, physicians, social scientist, teachers, surveyors and kindred workers.

Technicians. Occupations requiring a combination of basic scientific knowledge and manual skill which can be obtained through 2 years of post high school education, such as is offered in many technical institutes and union colleges, or through equivalent on-the-job training. Include: computer programmers, drafters, engineering aides, junior engineers, mathematical aides, licensed, practical or vocational nurses, photographers, radio operators, scientific assistants, technical illustrators, technicians (medical, dental, electronic, physical science), and kindred workers.

Sales. Occupations engaging wholly or primarily in direct selling. Includes: advertising agents and sales workers, insurance agents and brokers, real estate agents, and brokers, stock and bond sales workers, demonstrators, sales workers and sales clerks, grocery clerks, and cashiers/checkers, and kindred workers.

Office and clerical. Includes all clerical-type work regardless of level of difficulty, where the activities are predominantly non manual though some manual work not directly involved with altering or transporting the products is included. Includes: bookkeepers, collectors (bills and accounts), messengers and office helpers, office machine operators (including computer), shipping and receiving clerks, stenographers, typists and secretaries, telegraph and telephone operators, legal assistants, and kindred workers.

Craft workers (skilled). Manual workers of relatively high skill level having a thorough and comprehensive knowledge of the processes involved in their work. Exercise considerable independent judgment and usually receive an extensive period of training. Includes: the building trades, hourly paid supervisors and lead operators who are not members of occupations, compositors and typesetters, electricians, engravers, painters (construction and maintenance), motion picture projectionists, pattern and model makers, stationary hand painters, coaters, bakers, decorating occupations, and kindred workers.

Operatives (semiskilled). Workers who operate machine or processing equipment or perform other factory-type duties of intermediate skill level which can be mastered in a few weeks and require only limited training. Includes: apprentices (auto service and stitchers, dryers, furnace workers, heaters, laundry and dry cleaning operatives, milliners, mine operatives and laborers, motor operators, oilers and greasers (except auto), painters (manufactured articles), photographic process workers, truck and tractor drivers, knitting, looping, taping and weaving machine operators, welders and flame cutters, electrical and electronic equipment assemblers, butchers and meatcutters, inspectors, testers and graders, handpackers and packagers, and kindred workers.

Laborers (unskilled). Workers in manual occupations which generally require no special training who perform elementary duties that may be learned in a few days and require the application of little or no independent judgment. Includes: garage laborers, car washers and greasers, groundskeepers and gardeners, farmworkers, stevedores, wood choppers, laborers performing lifting, digging, mixing, loading and pulling operation and kindred workers.

Service workers. Workers in both protective and nonprotective service occupations. Includes: Attendants (hospital and other institutions, professional and personal service, including nurses aides, and orderlies), barbers, charworkers and cleaners, cooks, counter and fountain workers, elevator operators, firefighters and fire protection, guards, doorkeepers, stewards, janitors, police officers and detectives, porters, waiters and waitresses, amusement and recreation facilities attendants, guides, ushers, public transportation attendants, and kindred workers.



| | | | |
|-------------------------|-----------|-----------------------|----------------|
| Local Public Agency | County | Street Name/Road Name | Section Number |
| The Urbana Free Library | Champaign | | |

Bond information to be returned to Local Public Agency at 210 W. Green Street, Urbana, IL 61801
Complete Address

We, _____
Contractor's Name and Address

a/an _____ organized under the laws of the State of _____ State as PRINCIPAL, and

Surety Name and Address

as SURETY, are held and firmly bound unto the above Local Public Agency (hereafter referred to as "LPA") in the general sum of _____ Dollars (_____) lawful money of the United States, to be paid to said LPA, the payment of which we bind ourselves, successors and assigns jointly to pay to the LPA this sum under the conditions of this instrument.

WHEREAS, THE CONDITION OF THE FOREGOING OBLIGATION IS SUCH that the said Principal has entered into a written contract with the LPA acting through its awarding authority for the construction of work on the above sections, which contract is hereby referred to and made a part hereof, as if written herein at length, and whereby the said Principal has promised and agreed to perform said work in accordance with the terms of said contract, and has promised to pay all sums of money due for any labor, materials, apparatus, fixtures or machinery furnished to such Principal for the purpose of performing such work and has further agreed to pay all direct and indirect damages to any person, firm, company or corporation to whom any money may be due from the Principal, subcontractor or otherwise for any such labor, materials, apparatus, fixtures or machinery so furnished and that suit may be maintained on such bond by any such person, firm, company or corporation for the recovery of any such money.

NOW, THEREFORE, if the said Principal shall perform said work in accordance with the terms of said contract, and shall pay all sums of money due or to become due for any labor, materials, apparatus, fixtures or machinery furnished to it for the purpose of constructing such work, and shall commence and complete the work within the time prescribed in said contract, and shall pay and discharge all damages, direct and indirect, that may be suffered or sustained on account of such work during the time of the performance thereof and until the said work shall have been accepted, and shall hold the LPA and its awarding authority harmless on account of any such damages and shall in all respects fully and faithfully comply with all the provisions, conditions and requirements of said contract, then this obligation shall be void; otherwise it shall remain in full force and effect.

IN TESTIMONY WHEREOF, the said PRINCIPAL and the said SURETY have caused this instrument to be signed by their respective agents this _____ day of _____, _____
Day Month and Year

PRINCIPAL

Company Name

By
Signature & Title _____ Date _____

Attest
Signature & Title _____ Date _____

Company Name

By
Signature & Title _____ Date _____

Attest
Signature & Title _____ Date _____

(If PRINCIPAL is a joint venture of two or more contractors, the company names and authorized signature of each contractor must be affixed.)

STATE OF IL
COUNTY OF _____

I, _____, a Notary Public in and for said county, do hereby certify that
Notary Name

Insert name of Individuals signing on behalf of PRINCIPAL
who is/are each personally known to me to be the same person(s) whose name(s) is/are subscribed to the foregoing instrument on behalf of PRINCIPAL, appeared before me this day in person and acknowledged respectively, that he/she/they signed and delivered said instrument freely and voluntarily for the uses and purposes therein set forth.

Given under my hand and notarial seal this _____ day of _____
Day Month, Year

(SEAL)

Notary Public Signature

Date commission expires _____

SURETY

Name of Surety

Title
By: _____

STATE OF IL
COUNTY OF _____

I, _____, a Notary Public in and for said county, do hereby certify that
Notary Name

Insert name of Individuals signing on behalf of SURETY
who is/are each personally known to me to be the same person(s) whose name(s) is/are subscribed to the foregoing instrument on behalf of SURETY, appeared before me this day in person and acknowledged respectively, that he/she/they signed and delivered said instrument freely and voluntarily for the uses and purposes therein set forth.

Given under my hand and notarial seal this _____ day of _____
Day Month, Year

(SEAL)

Notary Public Signature

Date commission expires _____

Approved this _____ day of _____
Day Month, Year

Attest:

Local Public Agency Clerk Signature Date

Local Public Agency Type Clerk

Awarding Authority

Awarding Authority Signature Date



URBANA EEO CERTIFICATE OF CONTRACT COMPLIANCE

CONTROL NUMBER

22-00089

CITY OF URBANA
Office of Human Rights & Equity
400 South Vine Street
Urbana, Illinois 61801
(217) 384-2466

LOCAL OFFICE:

Stark Excavating, Inc.
220 Wilbur Ave
Champaign, IL 61822

IS AUTHORIZED TO CONTRACT WITH THE CITY OF
URBANA HAVING SATISFIED THE REQUIREMENTS OF SEC.
2-119 OF THE URBANA CITY CODE: DISCRIMINATION IN
EMPLOYEMNT BY CONTRACTORS AND VENDORS.

PRINCIPAL OFFICE:

Stark Excavating, Inc.
220 Wilbur Ave
Champaign, IL 61822

TID: 37-0958154

ISSUED: December 14, 2022

EXPIRES: December 31, 2023

TYPE: Provisional Certificate - 1 year

THIS CERTIFICATE:

IS NOT TRANSFERRABLE TO ANY OTHER PERSON.
IS NOT SUBJECT TO REBATE.
IS VOID IF ALTERED.

Stacie Burnett

Chair, Human Relations Commission

Carla M. Boyd

Human Rights and Equity Officer

MUST BE DISPLAYED BY CONTRACTOR/VENDOR IN LOCATION SHOWN



Evidence of Authority to Sign

"I, David K. Stark, certify that I am the President of Stark Excavating, Inc. named as Contractor hereinabove; that David K. Stark, Jr., who signed the foregoing Agreement on behalf of the Contractor was then Vice President of said Corporation; the said Agreement was duly signed for and in behalf of said Corporation by authority of its governing body, and is within the scope of its corporate powers."


_____ President


_____ Secretary



f **AmerenIllinois.com**
Customer Service 1.800.232.2477

Statement Issued 02/23/2023
Amount Due **\$22,162.82**
Due Date Apr 24, 2023

Account Number 5158373000
Customer Name URBANA FREE LIBRARY
Service Address 210 W GREEN ST UNIT ELE
URBANA, IL 61801

Last Payment \$0.00
Payment not received.

Current Charge Summary for Statement 02/23/2023

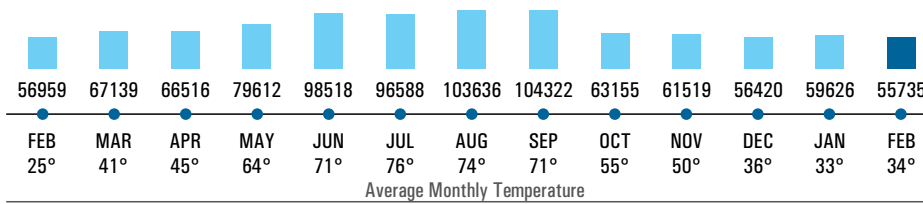
Total Electric Charge **pay only this amount** \$10,692.13
Prior Balance **this amt pd ck #5415, 2-23-2023** \$11,470.69

Total Amount Due **\$22,162.82**

Important Account Messages

The current billed amount of \$10,692.13 is due on Apr 24, 2023.
The prior billed amount of \$11,470.69 is due on Apr 03, 2023.
This bill includes a previous balance. If this amount has been paid, please accept our thanks and pay only the current charge.

Electric Usage History in Kilowatt Hours (kWh)



Average Daily Electric Use (kWh)

| TIME PERIOD | AVG. DAILY USE |
|---------------|----------------|
| CURRENT MONTH | 1797.90 kWh |
| LAST MONTH | 1863.31 kWh |
| LAST YEAR | 1964.10 kWh |

13073
04197 2179193 008454 016907 00010002
INTERNAL USE ONLY



See page 2 for account messages and tips from Ameren Illinois.

Keep this portion for your records.

Page 1 of 4

Please detach stub and return this portion with your payment.



See reverse side if your address has changed and for details on other ways to pay your bill.

Account Number 5158373000
Amount Due **\$22,162.82**
Due Date 04/24/2023
Amount Enclosed _____

>004197 2179193 0008 092139 10Z

URBANA FREE LIBRARY
210 W GREEN ST
URBANA, IL 61801-3953

AMEREN ILLINOIS
PO BOX 88034
CHICAGO IL 60680-1034

10700000 0051583730000 000010692130 000022162820



Statement Issued 02/23/2023
Amount Due \$22,162.82
Due Date Apr 24, 2023

Account Number 5158373000
Customer Name URBANA FREE LIBRARY
Service Address 210 W GREEN ST UNIT ELE
URBANA, IL 61801

Electric Service Non Residential Billing Detail - Rate Zone III 01/21/2023 - 02/21/2023 (31 days)

Electric Meter Read for 01/21/2023 - 02/21/2023 (31 days)

| READ TYPE | METER NUMBER | CURRENT METER READ | PREVIOUS METER READ | READ DIFFERENCE | MULTIPLIER | USAGE |
|--------------|--------------|--------------------|---------------------|-----------------|------------|------------|
| Total kWh | 25900955 | 55735.0000 Actual | 0.0000 Estimate | 55735.0000 | 1.0000 | 55735.0000 |
| On Peak kWh | 25900955 | 26851.0000 Actual | 0.0000 Estimate | 26851.0000 | 1.0000 | 26851.0000 |
| Off Peak kWh | 25900955 | 28884.0000 Actual | 0.0000 Estimate | 28884.0000 | 1.0000 | 28884.0000 |
| Peak kW | 25900955 | 162.0800 Actual | 0.0000 Estimate | 162.0800 | 1.0000 | 162.0800 |
| On Peak kW | 25900955 | 162.0800 Actual | 0.0000 Estimate | 162.0800 | 1.0000 | 162.0800 |
| Off Peak kW | 25900955 | 110.8800 Actual | 0.0000 Estimate | 110.8800 | 1.0000 | 110.8800 |

Usage Summary

| | | | |
|---------------------|------------|-------------|------------|
| Total kWh | 55735.0000 | On-Peak kWh | 26851.0000 |
| Off-Peak kWh | 28884.0000 | Peak kW | 162.1000 |
| On-Peak kW | 162.1000 | Off-Peak kW | 110.9000 |
| 12 Month Max Demand | 244.5000 | | |

Smart Meter

| | CHARGE DESCRIPTION | USAGE | UNIT | RATE | CHARGE |
|--|---|------------|--------------------------|-----------------|-------------------|
| Electric Delivery Ameren Illinois DS-3 General Delivery Service < 400 kW | Customer Charge | | | | \$44.78 |
| | Meter Charge | | | | \$12.26 |
| | Distribution Delivery kW Charge | 162.10 | kW | @ \$ 8.35000000 | \$1,353.54 |
| | Transformation Charge | 244.50 | kW | @ \$ 0.59000000 | \$144.26 |
| | Electric Deferred Income Tax Adjustment | \$1,624.61 | | @ -0.710000% | \$-11.53 |
| | | | Electric Delivery | | \$1,543.31 |

| | | | | | |
|---|------------------------------|-----------|-----|------------------------|-------------------|
| Electric Supply Energy Harbor Fixed Rate 14.49 cents per kWh | Total Energy Charge (\$/kWh) | 55,735.00 | kWh | @ \$ 0.14490000 | \$8,076.00 |
| | | | | Electric Supply | \$8,076.00 |

| | | | | | |
|---|---------------------------------------|-----------|-----|--------------------------------------|----------|
| State and Local Taxes and Other Mandated Charges | Customer Generation Charge | | | | \$67.36 |
| | Clean Energy Assistance Charge | 55,735.00 | kWh | @ \$ 0.00177000 | \$98.65 |
| | Renewable Energy Adjustment* | 55,735.00 | kWh | @ \$ 0.00458000 | \$255.27 |
| | EDT Cost Recovery | 55,735.00 | kWh | @ \$ 0.00133750 | \$74.55 |
| | Electric Environmental Adjustment | 55,735.00 | kWh | @ \$ 0.00038540 | \$21.48 |
| | Energy Efficiency Programs Charge | 55,735.00 | kWh | @ \$ 0.00222000 | \$123.73 |
| | Energy Transition Assistance Charge* | 55,735.00 | kWh | @ \$ 0.00072000 | \$40.13 |
| | Urbana Municipal Tax | | | | \$214.55 |
| | Illinois State Electricity Excise Tax | | | | \$177.10 |
| | | | | Total Taxes and Other Charges | |

*Includes mandated charges and programs, and other changes resulting from the 2021 state energy law.

Total Electric Charges \$10,692.13

04197 2179193 008455 016909 0002/0002

