

*VILLAGE OF*  
**STEGER**  
**BOARD OF TRUSTEES**  
**REGULAR MEETING AGENDA**  
**ALSO BEING HELD VIA**  
**Teleconference #312.626.6799 Meeting ID# 812 7512 8474**  
**Passcode# 804733**  
**3320 Lewis Avenue, Steger IL 60475**

**MONDAY MAY 03, 2021 7:00pm**

- A. PLEDGE OF ALLEGIANCE
- B. ROLL CALL
- C. AWARDS, HONORS, AND SPECIAL RECOGNITION
- D. MINUTES of April 19, 2021 Regular Meeting
- E. AUDIENCE PARTICIPATION
- F. REPORTS
  - 1. Administrator
  - 2. Department Heads
    - a. Public Infrastructure/Code Enforcement Director
    - b. Fire Chief
    - c. Police Chief
    - d. Community Center Director
    - e. EMA Chief
  - 3. Attorney
  - 4. Treasurer

The Village of Steger, in compliance with the Americans With Disabilities Act, requests that persons with disabilities who require certain accommodations to allow them to observe and/or participate in this meeting or have questions about the accessibility of the meeting or facilities, contact the Human Resource Department at (708) 754-3395 to allow the Village to make reasonable accommodations for those persons

**MONDAY MAY 03, 2021 BOARD OF TRUSTEE REGULAR MEETING AGENDA**

5. Trustee/Liaison
6. Clerk
7. Mayor's Report

G. PAYING OF THE BILLS:

H. CORRESPONDENCE

I. UNFINISHED BUSINESS:

Ratification of Request to hold a Queen of Hearts Fundraiser.

Ratification of Request to hold Summer Band with a budget of \$3250.00.

Ratification of Request of Steger American Legion to hold Poppy Drive on the corner of 34<sup>th</sup> and Union on May 28, 29, 30<sup>th</sup> and 31<sup>st</sup>.

J. NEW BUSINESS

Swearing in of Newly Elected Officials:

Kenneth A. Peterson Jr., Village President

Joseph M. Zagone Jr., Village Clerk

Ernesto "Ernie Lopez Jr., Village Trustee

Cindy Trotier, Village Trustee

Steve Thurmond, Village Trustee

Mayor's- Appointments

**ORDINANCE NO. 1256:**

**AN ORDINANCE AUTHORIZING THE VILLAGE OF  
STEGER TO ENTER INTO A FIRST AMENDMENT TO  
THAT CERTAIN REDEVELOPMENT AGREEMENT WITH  
LAMASTUS DEVELOPMENT, INC. FOR THE VILLAGE OF  
STEGER, COUNTIES OF COOK AND WILL, STATE OF  
ILLINOIS**

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**RESOLUTION NO. 1156: A RESOLUTION AUTHORIZING AND APPROVING AN MOU WITH THE CHICAGO METROPOLITAN AGENCY FOR PLANNING AND THE ACCEPTANCE OF PLANNING TECHNICAL ASSISTANCE SERVICES DELIVERED BY THE CHICAGO METROPOLITAN AGENCY FOR PLANNING FOR THE VILLAGE OF STEGER, ILLINOIS**

Request from Chief Shaughnessy to purchase new Tasers and a 5 year certification for the police department in the amount of \$32917.50.

Request from Chief Shaughnessy to purchase the BEAST Barcoded Evidence Management Software and the hardware needed, in the amount of \$10,397.75

Request from Infrastructure Dave Toepper to purchase 4 Hydrant Flushing Stations from GASVODA & Associates in the amount of \$9,416.00.

Discussion on Village Stickers and fees.

K. Adjournment

The Village of Steger, in compliance with the Americans With Disabilities Act, requests that persons with disabilities who require certain accommodations to allow them to observe and/or participate in this meeting or have questions about the accessibility of the meeting or facilities, contact the Human Resource Department at (708) 754-3395 to allow the Village to make reasonable accommodations for those persons

MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF TRUSTEES OF THE  
VILLAGE OF STEGER, WILL & COOK  
COUNTIES, ILLINOIS

The Board of Trustees convened in regular session at 7:00 P.M. on this 19<sup>th</sup> day of April 2021 in the Municipal Building of the Village of Steger and via Teleconference that was made available to all residents. Mayor Peterson led all in attendance in the Pledge of Allegiance to the flag.

Village Clerk Joseph M. Zagone, Jr. called the roll. The following Trustees were present, Joyce, Kozy, Skrezyna and Mayor Peterson. Trustee Buxton was present via ZOOM. Trustees Perchinski and Lopez were absent.

Also present: Village Administrator Mary Jo Seehausen, Fire Chief Nowell Fillion, Police Chief Kevin Shaughnessy and EMA Chief Tom Johnston were present via ZOOM. Director of Public Infrastructure Dave Toepper and Community Center Director Diana Rossi were absent.

**AWARDS, HONORS AND SPECIAL RECOGNITION**

**MINUTES**

Trustee Joyce made a motion to approve the minutes of the April 5th regular meeting as written with the correction that Trustee Joyce's report should be changed from "No Report" as he was inadvertently missed. Trustee Skrezyna seconded the motion. Voice vote; all ayes. Motion carried.

**AUDIENCE PARTICIPATION**

Steger resident Beth Butkus addressed the board regarding a street light in front of her father's house at the corner of Green Street and Steger Road that has been out for some time. Steger Road is maintained by Cook County. Public Works will verify who maintains the light in question and will notify Com Ed.

Steger resident Debra Page addressed the board regarding downed light pole on Chicago Road that appears to have exposed wires. She questioned if these are live electrical lines. This light is on a road maintained by the State of Illinois.

Director of Public Infrastructure Dave Toepper will be notified to follow up on both of these issues and see that they are rectified.

**Village Administrator Mary Jo Seehausen** We have received our draft response for the Drainage Study that we have done both in town and in Miller Woods. I will be condensing the report to distribute to Mayor Peterson and the Board of Trustees. Any remarks should be directed to me for when I sit down with our Engineers so the report can be finalized and assemble the program for moving forward. Also, a couple other things I would like to put before the board so as to tentatively approve and ratify at our next meeting.

The first is a request from Mr. Fitzgerald regarding Summer Band and his request for \$3,250 budget for this program which is about a \$500 increase over last year.

Trustee Joyce made a motion to approve a budget of \$3,250.00 for our Summer Band Program. Trustee Skrezyna seconded the motion. Roll was called. The following Trustees voted aye; Joyce, Kozy, Skrezyna and Buxton. Mayor Peterson Voted Aye. Motion carried.

The second is the Steger American Legion is looking to host a fundraiser event May 28, 29, 30 and 31 at the corner of Chicago Rd and Steger Rd for their Poppy Drive.

Trustee Skrezyna made a motion to approve the American Legion request to sell Poppies as requested. Trustee Kozy seconded the motion. Voice vote; all ayes. Motion carried.

Finally, Four Base Foundation represented by Rosa Lynch is requesting a raffle permit to run a Queen of Hearts program at the Brown Onion, which would be an ongoing program until a winner is drawn. The Foundation provides academic scholarships for youth athletics based out of South Holland, IL. Brown Onion is sponsoring the event. The Village is responsible for raffles and this would not affect the gaming license held at the establishment. Trustee Joyce pointed out that the establishment does not operate the raffle. The Foundation as a 501-C3 would run the raffle.

Trustee Joyce made a motion to approve the Queen of Hearts Raffle at the Brown Onion pending the Foundation has the proper paperwork for operating the raffle. Trustee Skrezyna seconded the motion. Roll was called. The following Trustees voted aye; Joyce, Kozy, Skrezyna and Buxton. Mayor Peterson Voted Aye. Motion carried.

**Director of Public Infrastructure Dave Toepper** No Report.

**Fire Chief Nowell Fillion** The Fire Department is going to start working on their 2021 updates of their building preplans that will be distributed to businesses and updating routinely to keep contact information up to date. Will also work with Dave Toepper on

Fire Hydrants to get them tested and maintained. Also, the Fire Department is holding a Harley-Davidson Raffle for the Association. Tickets are available through the Fire Department. The raffle will take place on a date to be determined the last weekend of July. Only 1,000 tickets will be sold.

**Police Chief Kevin Shaughnessy** No Report.

**EMA Chief Tom Johnston** No Report.

**Community Center Director Diana Rossi** No Report.

**Village Attorney** No Report.

**Treasurer** No Report.

### **TRUSTEES' REPORTS**

**Trustee Buxton** No Report.

**Trustee Skrezyna** Offered congratulations to the two newly elected Village Board members, Steve Thurmond and Cindy Trotier who were both present in the audience.

**Trustee Lopez** No Report.

**Trustee Kozy** No Report.

**Trustee Perchinski** No Report.

**Trustee Joyce** No Report.

**VILLAGE CLERK** Offered condolences to the family of Sam Scrementi Jr who passed away recently.

**MAYORS REPORT** No further report.

### **BILLS**

Trustee Skrezyna made a motion to approve the bills listed. Trustee Joyce seconded the motion. Roll was called. The following Trustees voted aye; Joyce, Kozy, Skrezyna and Buxton. Mayor Peterson Voted Aye. Motion carried.

**CORRESPONDENCE** None

**UNFINISHED BUSINESS** None

**NEW BUSINESS:**

Trustee Skrezyna made a motion to approve RESOLUTION No. 1155: A RESOLUTION FOR MAINTENANCE UNDER THE ILLINOIS HIGHWAY CODE. Trustee Joyce seconded the motion. Roll was called. The following Trustees voted aye; Joyce, Kozy, Skrezyna, and Buxton. Mayor Peterson voted aye. Motion carried.

There being no further business,

Trustee Skrezyna made a motion to adjourn the meeting. Trustee Kozy seconded the motion. Voice vote; all ayes. Motion carried.

Meeting adjourned at 7:16 pm.

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Kenneth A. Peterson, Jr., Village President

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Joseph M. Zagone, Jr., Village Clerk

DATE: 04/29/21

Thursday April 29, 2021

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PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
ALL-RIGHT SIGN, INC	15657	01-00-31401		MAINT.-OTHER ELEC	230.00
GUARANTEED TECHNICAL SERV & CONSULT INC	2021-0290	01-00-32901		MAINT SOFTWARE	217.50
RUNCO OFFICE SUPPLIES AND EQUIP CO.	822428-0	01-00-33500		OFFICE SUPPLIES	321.09
ABSOLUTE BEST CLEANING SERVICES, INC.	13531	01-00-33502		CLEANING SERVICE	875.00
PETER FAJMAN	45050	01-00-33600		POSTAGE	118.69
AT&T	708754369004	01-00-33700		TELEPHONE	20.90
GUARANTEED TECHNICAL SERV & CONSULT INC	2021-0290	01-00-33901		MAINT SOFTWARE	217.50
QUADIENT LEASING USA, INC	N8834402	01-00-33901		RENTAL EQUIPMENT	507.21
DEL GALDO LAW GROUP LLC	26147	01-00-34100		LEGAL SERVICES	97.50
DEL GALDO LAW GROUP LLC	26148	01-00-34100		LEGAL SERVICES	7962.50
GIANOPOLUS, DENNIS G. P.C.	18827	01-00-34100		LEGAL SERVICES	5326.67
B&F CONSTRUCTION CODE SERVICES, INC	55999	01-00-34102		PRO SERVICES	225.00
PROSHRED SECURITY	990083841	01-00-34102		PROFESSIONAL SERV	49.50
ILLINOIS STATE POLICE	ILL14406S 3-21	01-00-34201		PHYSICALS	84.75
KNIGHT ENGINEERS & ARCHITECTS	26312-34	01-00-34300		EINGINEERING SERV	1148.42
	38579	01-00-38900		MISCELLANEOUS OTH	60.06
EIGNNER'S FLOWERS-GIFTS	00323744	01-00-38900		MISC OTHER	124.00
PETERSON, ALICE	APRIL	01-00-38900		MISC. OTHER	642.71
SOUTH SUBURBAN MAYORS & MANAGERS ASSOC	2021-044	01-00-38901		DUES SUBSCRIPTION	5083.00
TOTAL FOR FUND 01		DEPT. 00			23312.00
ANDREWS PRINTING	67980	01-01-33400		PRINTING SUPPLIES	243.00
TOTAL FOR FUND 01		DEPT. 01			243.00
MONARCH AUTO SUPPLY INC	6981-523695	01-20-31805		MAINT VECHICLES	29.10
MONARCH AUTO SUPPLY INC	6981-523767	01-20-31805		MAINT VECHICLES	6.18
AIRGAS USA LLC	9978388871	01-20-33702		AMBULANCE	122.74
HENRY SCHEIN	92341351	01-20-33702		AMBULANCE	389.54



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PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
CANON FINANCIAL SERVICES, INC	26622988	01-20-33901		RENTAL EQUIP.	23.82
METROPOLITAN MAYORS CAUCUS	21-144771	01-20-34250		AMBULANCE SERVICE	22808.58
WITMER PUBLIC SAFETY GROUP	E1998733.005	01-20-37302		NEW UNIFORMS	100.00
TOTAL FOR FUND 01		DEPT. 20			23479.96
JAMES HERR & SONS	114836	01-40-31805		MAINT VECHICLES	65.69
JAMES HERR & SONS	114892	01-40-31805		MAINT VECHICLES	190.00
JAMES HERR & SONS	114907	01-40-31805		MAINT VECHICLES	577.50
PETER FAJMAN	6923111533148	01-40-31805		MAINT VECHICLES	34.82
SCOTT'S-U-SAVE	415754	01-40-31805		MAINT VECHICLES	75.00
SCOTT'S-U-SAVE	475946	01-40-31805		MAINT VECHICLES	44.00
SCOTT'S-U-SAVE	476312	01-40-31805		MAINT VECHICLES	30.00
SAUK TRAIL CAR WASH	APRIL 2021	01-40-31805		MAINT VECHICLES	128.80
GUARANTEED TECHNICAL SERV & CONSULT INC	2021-0179	01-40-32901		MAINT SOFTWARE	408.75
GUARANTEED TECHNICAL SERV & CONSULT INC	2021-0290	01-40-32901		MAINT SOFTWARE	217.50
ABSOLUTE BEST CLEANING SERVICES, INC.	13531	01-40-33502		CLEANING SERVICE	875.00
AT&T	708754359304	01-40-33700		TELEPHONE	167.64
TECHNOLOGY MANAGEMENT REV FUND	T2122059	01-40-33700		TELEPHONE	5.00
TECHNOLOGY MANAGEMENT REV FUND	T2124797	01-40-33700		TELEPHONE	5.00
MOTOROLA SOLUTIONS-STARCOM13108	16144105	01-40-33702		RADIO SERVICE	1286.26
CANON FINANCIAL SERVICES, INC	26622988	01-40-33901		RENTAL EQUIP.	23.82
RAY O'HERRON CO INC	2101195-IN	01-40-37302		NEW UNIFORMS	441.93
RAY O'HERRON CO INC	2101201-IN	01-40-37302		NEW UNIFORMS	441.93
SHAUGHNESSY, KEVIN	2106725-IN	01-40-37302		NEW	44.39
SHAUGHNESSY, KEVIN	APRIL	01-40-37302		NEW UNIFORMS	50.00
MACON COUNTY LAW ENFORCEMENT TR. CENTER	21-579	01-40-38700		POLICE TRAINING	1987.00
SOUTH SUBURBAN ASSOC OF CHIEFS OF POLICE	APRIL TRAIN	01-40-38711		STATE FUNDS PURCH	500.00
ILLINOIS ASSOCIATION OF CHEIFS OF POLICE	7860	01-40-38901		DUES/SUBSCRIPTION	776.80

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PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO	DESCRIPTION	AMOUNT	DIST
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SOUTH SUBURBAN MAJOR CRIMES TASK FORCE	04-01-21	01-40-38901			DUES SUBSCRIPTION	1100.00	
TOTAL FOR FUND 01		DEPT. 40				29476.83	
DAVE TOEPFER	36610	01-75-30900			OT COVID	395.00	
SERVPRO OF KANKAKEE COUNTY	5208082	01-75-33550			MEDICAL SUPPLIES	1411.20	
TOTAL FOR FUND 01		DEPT. 75				1806.20	
TOTAL FOR FUND 01						78317.99	
GUARANTEED TECHNICAL SERV & CONSULT INC	2021-0253	03-30-32901			MAINT COMPUTERS	5300.00	
PETTY CASH	APRIL	03-30-33500			OFFICE SUPPLIES	76.51	
ABSOLUTE BEST CLEANING SERVICES, INC.	13531	03-30-33502			CLEANING SERVICE	875.00	
COMCAST	07202 4-12-21	03-30-33701			Cable/INTERNET	258.35	
KONICA MINOLTA BUSINESS SOLUTIONS	9007669251	03-30-33703			MAINT CONTRACTS	40.27	
SUBURBAN LANDSCAPING	112728	03-30-33703			MAINT. CONTRACTOR	449.00	
TOTAL FOR FUND 03		DEPT. 30				6999.13	
CLARKES GARDEN CENTER	0008	03-31-31300			MAINT-PARKS/PLAYG	270.00	
CRETE LUMBER & SUPPLY CO	B153306	03-31-31300			MAINT PARKS PLAY	120.93	
TOTAL FOR FUND 03		DEPT. 31				390.93	
TOTAL FOR FUND 03						7390.06	
Brites CARTAGE LTD	33281	06-00-31204			MAINT PATCHING	424.76	
Brites CARTAGE LTD	33291	06-00-31204			MAINT PATCHING	1284.48	
GALLAGHER MATERIALS CORP	16814	06-00-31204			MAINT PATCHING	496.00	
RICH SEALCOATING INC	RS-1695	06-00-31204			MAIN PATCHING\	9600.00	
RICH SEALCOATING INC	RS-1698	06-00-31204			MAINT PATCHING	1575.00	

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PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
CORE & MAIN	0041331		06-00-31504	MAINT MAINS	2982.79
M&J UNDERGROUND, INC	M21-0096		06-00-31504.01	MAINT-OUTSIDE CON	438.00
M&J UNDERGROUND, INC	M21-0104		06-00-31504.01	MAINT MAINS	940.00
M&J UNDERGROUND, INC	M21-0136		06-00-31504.01	MAINT-OUTSIDE CON	6706.50
M&J UNDERGROUND, INC	M21-0137		06-00-31504.01	MAINT-OUTSIDE CON	893.00
CURRIE MOTORS	564082		06-00-31805	MAINT VECHICLES	616.72
GEMINI II SEWER RODDING IRRIGATION, LLC	4-24-21		06-00-32900	MAINT OTHER	525.00
GUARANTEED TECHNICAL SERV & CONSULT INC	2021-0179		06-00-32900	MAINT SOFTWARE	408.75
UNIFIRST CORPORATION	062 0443803		06-00-32900	MAINT OTHER	27.13
COMED	52003 4-13-21		06-00-33100	ELECTRIC	49.24
COMED	76506 4-13-21		06-00-33100	ELECTRIC	2145.18
COMED	67036 4-13-21		06-00-33101	ELECTRIC	3124.05
CINTAS CORPORATION LOCKBOX	5059400882		06-00-33501	SHOP SUPPLIES	51.65
CRETE LUMBER & SUPPLY CO	B153270		06-00-33501	SHOP SUPPLIES	15.49
REPUBLIC SERVICES #721	0721-0076699		06-00-33710	GARBAGE CONTRACT	65043.63
UNIFIRST CORPORATION	062 0441386		06-00-33800	UNIFORM SERVICE	18.47
UNIFIRST CORPORATION	062 0441895		06-00-33800	UNIFORM SERVICE	76.40
UNIFIRST CORPORATION	062 0443852		06-00-33800	UNIFORM SERVICE	76.40
UNIFIRST CORPORATION	062 0444821		06-00-33800	UNIFORM SERVICE	76.40
UNIFIRST CORPORATION	062 0445814		06-00-33800	UNIFORM SERVICE	76.40
AIDE RENTALS & SALES	137339-1		06-00-33901	RENTAL EQUIP	249.00
KNIGHT ENGINEERS & ARCHITECTS	24446-01		06-00-34300	ENGINERRING FEES	9518.21
KNIGHT ENGINEERS & ARCHITECTS	25359-05		06-00-34300	ENGINEERING FFES	5887.79
KNIGHT ENGINEERS & ARCHITECTS	25860-06		06-00-34300	ENGINEERING FEES	16056.50
KNIGHT ENGINEERS & ARCHITECTS	26026-07		06-00-34300	ENGINEERING FEES	2199.50
LEE JENSEN SALES CO., INC.	0010041-00		06-00-37800	NEW-TOOLS & WORK	5395.00
TOTAL FOR FUND 06		DEPT. 00			143977.44

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PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO	AMOUNT	DIST
				DESCRIPTION		
TOTAL FOR FUND 06					143977.44	
CURRIE MOTORS	564082	07-00-31805			616.73	
MONARCH AUTO SUPPLY INC	6981-523556	07-00-31805			15.72	
UNIFIRST CORPORATION	062 0443803	07-00-32900			27.13	
CINTAS CORPORATION LOCKBOX	5059400882	07-00-33501			51.66	
UNIFIRST CORPORATION	062 0441386	07-00-33800			18.47	
UNIFIRST CORPORATION	062 0441895	07-00-33800			76.41	
UNIFIRST CORPORATION	062 0443852	07-00-33800			76.41	
UNIFIRST CORPORATION	062 0444821	07-00-33800			76.41	
UNIFIRST CORPORATION	062 0445814	07-00-33800			76.41	
TOTAL FOR FUND 07					1035.35	
			DEPT. 00			
TOTAL FOR FUND 07					1035.35	
COMED	84103 4-14-21	08-00-33102			1715.84	
TOTAL FOR FUND 08					1715.84	
			DEPT. 00			
TOTAL FOR FUND 08					1715.84	
ILLINOIS COUNTIES RISK MANAGMENT TRUST	RCB000000026493	15-00-36100			27375.63	
ILLINOIS COUNTIES RISK MANAGMENT TRUST	RCB000000026827	15-00-36200			28976.75	
VISION SERVICE PLAN (IL)	812125752	15-00-36901			1274.45	
HUMANA DENTAL INSURANCE COMPANY	181931831	15-00-36903			5388.76	
TOTAL FOR FUND 15					63015.59	
			DEPT. 00			
TOTAL FOR FUND 15					63015.59	
TOM JOHNSTON	MARCH 2021	16-00-31805			104.49	
				DEPT. 00		

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PAYABLE TO	INV NO	G/L NUMBER	CHECK DATE	CHECK NO DESCRIPTION	AMOUNT DIST
COMCAST	72350	4-10-21	16-00-33700	TELEPHONE	105.91
COMCAST	72350	4-10-21	16-00-33701	CABLE/INTERNET	100.88
JOHNSON CONTROLS SECURITY SOLUTIONS	35751147		16-00-33704	SECURITY SYSTEM	242.19
TOTAL FOR FUND 16					553.47
TOTAL FOR FUND 16					553.47

** TOTAL CHECKS TO BE ISSUED	296005.74
01 CORPORATE	78317.99
03 PLAYGROUND/RECREATION	7390.06
06 WATER/SEWER FUND	143977.44
07 ROAD & BRIDGE	1035.35
08 MOTOR FUEL TAX	1715.84
15 LIABILITY INSURANCE FUND	63015.59
16 H.S.E.M.	553.47
TOTAL FOR REGULAR CHECKS:	296,005.74

ORDINANCE NO. 1256

STATE OF ILLINOIS                    )  
  )  
COUNTIES OF COOK AND WILL    )

**AN ORDINANCE AUTHORIZING THE VILLAGE OF STEGER TO ENTER INTO A FIRST AMENDMENT TO THAT CERTAIN REDEVELOPMENT AGREEMENT WITH LAMASTUS DEVELOPMENT, INC., FOR THE VILLAGE OF STEGER, COUNTIES OF COOK AND WILL, STATE OF ILLINOIS.**

**WHEREAS**, the Village of Steger, Counties of Cook and Will, State of Illinois (the "Village") is a duly organized and existing municipality and unit of local government created under the provisions of the laws of the State of Illinois, and is operating under the provisions of the Illinois Municipal Code, and all laws amendatory thereof and supplementary thereto, with full powers to enact ordinances and adopt resolutions for the benefit of the residents of the Village; and

**WHEREAS**, the Village and Lamastus Development, Inc. (the "Developer") have entered into a certain Redevelopment Agreement dated February 16, 2021 (the "Agreement") and approved by Ordinance No. 1256, incorporated herein by reference, pursuant to which the Developer agreed to redevelop the property located at 3444 Chicago Road, Steger, Illinois, and the Village agreed to provide the Developer with certain incentives to redevelop said property; and

**WHEREAS**, the Agreement provides that the Village is to reimburse the Developer through a redevelopment project reimbursement of no more than \$60,000.00 or the amount approved by the TIF Consultant, whichever is less (the "Village Contribution"); and

**WHEREAS**, after careful consideration, the Village and the Developer have agreed that it is necessary to increase the Village Contribution in order to ensure the economic feasibility of the Project (as such term is defined in the Agreement); and

**WHEREAS**, in light of the following, there exists a certain first amendment to the Agreement (the "First Amendment"), a copy of which is attached hereto and incorporated

herein as Exhibit A, which increases the Village Contribution to an amount of no more than \$100,500.00 or the amount approved by the TIF Consultant, whichever is less; and

**WHEREAS**, the Village President (the "President") and the Board of Trustees of the Village (the "Village Board" and with the President, the "Corporate Authorities") find that it is necessary for the health, safety, morals and welfare of the public and necessary for conducting Village business and the effective administration of government that the Village execute, enter into and approve an amendment to the Agreement with terms substantially the same as the terms of the First Amendment; and

**WHEREAS**, the President is authorized to enter into and the Village's attorney (the "Attorney") is authorized to revise agreements for the Village making such insertions, omissions and changes as shall be approved by the President and the Attorney;

**NOW, THEREFORE, BE IT ORDAINED** by the President and Board of Trustees of the Village of Steger, Counties of Cook and Will and State of Illinois as follows:

**SECTION 1:** The statements set forth in the preamble to this Ordinance are found to be true and correct and are incorporated into this Ordinance as if set forth in full.

**SECTION 2:** The Corporate Authorities hereby find and determine that it is necessary and advisable and otherwise in the best interests of the Village to execute, enter into and approve an amendment to the Agreement with terms substantially the same as the terms of the First Amendment.

**SECTION 3:** The First Amendment is hereby approved with such insertions, omissions and changes as shall be approved by the President and the Attorney.

**SECTION 4:** The Attorney is hereby authorized to negotiate and undertake any and all actions on the part of the Village to effectuate the intent of this Ordinance.

**SECTION 5:** The President is hereby authorized and directed to execute the applicable First Amendment, with such insertions, omissions and changes as shall be approved by the President and the Attorney, and the Corporate Authorities further authorize the President or his designee to execute any and all additional documentation that may be

necessary to carry out the intent of this Ordinance. The Village Clerk is hereby authorized and directed to attest to and countersign any such documents, as required.

**SECTION 6:** All prior actions of the Village's officials, employees and agents with respect to the subject matter of this Ordinance are hereby expressly ratified.

**SECTION 7:** The provisions of this Ordinance are hereby declared to be severable, and should any provision of this Ordinance be determined to be in conflict with any law, statute or regulation by a court of competent jurisdiction, said provision shall be excluded and deemed inoperative, unenforceable and as though not provided for herein, and all other provisions shall remain unaffected, unimpaired, valid and in full force and effect.

**SECTION 8:** All ordinances, resolutions, rules and orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby superseded.

**SECTION 9:** This Ordinance shall be immediately in full force and effect after passage, approval and publication. A full, true and complete copy of this Ordinance shall be published in pamphlet form as provided by the Illinois Municipal Code, as amended.

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PASSED this \_\_\_\_ day of \_\_\_\_\_ 2021.

\_\_\_\_\_  
Joseph M. Zagone, Jr., Village Clerk

APPROVED this \_\_\_\_ day of \_\_\_\_\_ 2021.

\_\_\_\_\_  
Kenneth A. Peterson, Jr., Village President

Roll call vote:  
Voting in favor:  
Voting against:  
Not voting:

**EXHIBIT A**

## FIRST AMENDMENT TO REDEVELOPMENT AGREEMENT

THIS FIRST AMENDMENT TO REDEVELOPMENT AGREEMENT (this "Amendment") is made as of the latest date set forth in the signature line hereof (the "Effective Date") by and between the Village of Steger, Illinois, an Illinois municipal corporation (the "Village"), and Lamastus Development, Inc., an Illinois corporation (the "Developer" and with the Village, the "Parties").

### WITNESSETH:

WHEREAS, the Parties have entered into a certain Redevelopment Agreement dated February 16, 2021 (the "Original Agreement") and approved by Village of Steger Ordinance No. 1256, incorporated herein by reference, pursuant to which Developer agreed to redevelop the property located at 3444 Chicago Road, Steger, Illinois, and the Village agreed to provide the Developer with certain incentives to redevelop said property; and

WHEREAS, the Original Agreement provides that the Village is to reimburse the Developer through a redevelopment project reimbursement of no more than \$60,000.00 or the amount approved by the TIF Consultant, whichever is less (the "Village Contribution"); and

WHEREAS, after careful consideration, the Parties have agreed that it is necessary to increase the Village Contribution in order to ensure the economic feasibility of the Project; and

WHEREAS, in light of the foregoing, the Parties now desire to amend the Original Agreement pursuant to the terms and conditions hereinafter set forth:

NOW, THEREFORE, in consideration of the foregoing recitals (which are incorporated into and deemed a part of this Amendment) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

A-1. The term "Agreement" as used herein and in the Original Agreement shall mean and refer to the Original Agreement as amended by this Amendment.

A-2. Section 4.06 of the Original Agreement is amended by striking the language in said section in its entirety, with the exception of the title, and replacing it with the following:

**"Village Contribution.** Subject to the terms of this Agreement, the Village agrees to reimburse Developer through a redevelopment project reimbursement of no more than \$100,500.00 or the amount approved by the TIF Consultant, whichever is less (the "**Village Contribution**") payable as set forth in Article 5 below."

A-3. All capitalized terms not otherwise defined herein shall have the meaning ascribed to them in the Original Agreement.

A-4. This Amendment may be executed in counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument.

A-5. This Amendment and the Original Agreement contain the complete and integrated agreement of the Parties with respect to the Project. This Amendment and the Original Agreement shall not be further amended, modified or supplemented except by a writing signed by the Parties.

A-6. To the extent any provision of the Original Agreement is inconsistent with any provision of this Amendment, the terms of this Amendment shall control. Except as specifically modified by this Amendment, all terms and conditions of the Original Agreement are and shall remain in full force and effect.

***SIGNATURE PAGES FOLLOW***

*[Signature Page to Amendment]*

**IN WITNESS WHEREOF**, Lamastus Development, Inc. has executed this Amendment on the Effective Date.

**LAMASTUS DEVELOPMENT, INC.**, an Illinois corporation

By \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

**ACKNOWLEDGEMENT**

STATE OF ILLINOIS        )  
  ) SS.  
COUNTY OF \_\_\_\_\_ )

I, the undersigned, a Notary Public in and for said County and State aforesaid, do hereby certify that \_\_\_\_\_, as the \_\_\_\_\_ and Authorized Representative of Lamastus Development, Inc., an Illinois corporation, who is personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that he signed and delivered the said instrument for the uses and purposes therein set forth.

GIVEN under my hand and notarial seal this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

*[Signatures follow on the next page]*

[Signature Page to Amendment]

IN WITNESS WHEREOF, the Village of Steger has executed this Amendment on the Effective Date.

**VILLAGE OF STEGER, ILLINOIS,**  
an Illinois municipal corporation

By \_\_\_\_\_  
Kenneth A. Peterson, Jr, Village President

Date: \_\_\_\_\_

**ATTEST:**

\_\_\_\_\_  
Village Clerk

**ACKNOWLEDGEMENT**

STATE OF ILLINOIS        )  
  ) SS.  
COUNTY OF \_\_\_\_\_ )

I, the undersigned, a Notary Public in and for said County and State aforesaid, do hereby certify that Kenneth A. Peterson, Jr., as the President and Authorized Representative of the Village of Steger, an Illinois municipal corporation, who is personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that he signed and delivered the said instrument for the uses and purposes therein set forth.

GIVEN under my hand and notarial seal this \_\_\_\_\_ day of \_\_\_\_\_ 2021.



**WHEREAS**, the Village and CMAP have agreed on the Memorandum of Understanding ("MOU"), attached hereto as Exhibit A, that will guide technical assistance services to be provided by CMAP;

**NOW, THEREFORE, BE IT RESOLVED** by the President and the Board of Trustees of the Village of Steger, Counties of Cook and Will, and the State of Illinois, as follows:

**SECTION 1:** The Village supports the Capital Improvement Plan Technical Assistance project and the Corporate Authorities hereby authorize the President, or his designee, to execute the MOU, with such insertions, omissions and changes as shall be approved by the President and the Attorney, and the Corporate Authorities further authorize the President or his designee to execute any and all additional documentation that may be necessary to carry out the intent of this Resolution. The Village Clerk is hereby authorized and directed to attest to and countersign any such documents, as required.

**SECTION 2:** Pursuant to the provisions of the MOU, the Corporate Authorities accept the offer of staff assistance services by CMAP and recognizes that these services are provided for the purpose of advancing the implementation of ON TO 2050 and other CMAP priorities.

**SECTION 3:** The Corporate Authorities recognize that provisions that govern the administration of technical assistance services, and, if necessary, the discontinuance of such services, are included in the MOU.

**SECTION 4:** The headings of the articles, sections, paragraphs and subparagraphs of this Resolution are inserted solely for the convenience of reference and form no substantive part of this Resolution nor should they be used in any interpretation or construction of any substantive provision of this Resolution.



**SECTION 5:** The provisions of this Resolution are hereby declared to be severable and should any provision of this Resolution be determined to be in conflict with any law, statute or regulation by a court of competent jurisdiction, said provision shall be excluded and deemed inoperative, unenforceable and as though not provided for herein, and all other provisions shall remain unaffected, unimpaired, valid and in full force and effect.

**SECTION 6:** All code provisions, ordinances, resolutions, rules and orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby superseded.

**SECTION 7:** A full, true and complete copy of this Resolution shall be published in pamphlet form or in a newspaper published and of general circulation within the Village as provided by the Illinois Municipal Code, as amended.

**SECTION 8:** This Resolution shall be effective and in full force immediately upon passage and approval.

(REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK)

PASSED this \_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Joseph M. Zagone, Jr., Village Clerk

PASSED this \_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Kenneth A. Peterson, Jr., Village President

Roll Call Vote:

Voting in favor:

Voting against:

Not voting:

**EXHIBIT A**



## Part 1: Scope/Term

**1. Scope of Services and Responsibilities.** CMAP and the GOVERNMENTAL BODY agree as specified in Part 3.

**2. Term of MOU.** The term of this MOU shall be three (3) years from the date of execution unless terminated earlier as provided for in Paragraph 6 "Termination" herein.

**3. Amendments.** All changes to this MOU must be mutually agreed upon by CMAP and the GOVERNMENTAL BODY and be incorporated by written amendment, signed by the parties.

## Part 2: General Conditions

The following are general conditions of approval, procedural guidelines, and specific terms of MOU to which all projects are subject. Signatories of this MOU certify that these general conditions will be adhered to unless amended in writing.

**1. Complete MOU.** This MOU including all exhibits and other documents incorporated or referenced in the MOU, constitutes the complete and exclusive statement of the terms and conditions of the MOU between CMAP and the GOVERNMENTAL BODY and it supersedes all prior representations, understandings and communications regarding this PROJECT. The validity in whole or in part of any term or condition of this MOU shall not affect the validity of other terms or conditions of this MOU

- a) Either Party's failure to insist in any one or more instances upon the performance of any terms or conditions of this MOU shall not be construed as a waiver or relinquishment of said Party's right to such performance by the other Party or to future performance of such terms or conditions and the other Party's obligation in respect thereto shall continue in full force and effect. The GOVERNMENTAL BODY shall be responsible for having taken steps reasonably necessary to ascertain the nature and location of the work, and the general and local conditions that can affect the work or the cost thereof. Any failure by the GOVERNMENTAL BODY to do so will not relieve it from responsibility for successfully performing the work without additional expense to CMAP.
- b) CMAP and the GOVERNMENTAL BODY assume no responsibility for any understanding or representations made by any of its officers, employees or agents prior to the execution of this MOU, unless such understanding or representations by both parties are expressly stated in this MOU.
- c) Changes: CMAP and the GOVERNMENTAL BODY may from time to time order work suspension or make any change in the general scope of this MOU including, but not limited to changes, as applicable, in the drawings, specifications, delivery schedules or any other particular of the description, statement of work or provisions of this MOU. If any such change causes an increase or decrease in the cost or time required for performance of any part of the work under this MOU, CMAP shall promptly notify the GOVERNMENTAL BODY and a written amendment will be prepared for MOU between CMAP and the GOVERNMENTAL BODY for changes in scope, time and/or costs. No amendments are effective until there is a written MOU that has been signed by both parties.
- d) Changes to any portion of this MOU shall not be binding upon CMAP and the GOVERNMENTAL BODY except when specifically confirmed in writing by an authorized representative of CMAP and an authorized representative of the GOVERNMENTAL BODY.

- e) For its convenience, CMAP reserves the right to extend the Term of this MOU. Any changes to the Term of this MOU shall not be binding until specifically confirmed in writing by authorized representatives of both parties.

**2. Compliance/Governing Law.** The terms of this MOU shall be construed in accordance with the laws of the State of Illinois. Any obligations and services performed under this MOU shall be performed in compliance with all applicable state and federal laws.

**3. Availability of Appropriation (30 ILCS 500/20-60).** This MOU is contingent upon and subject to the availability of funds. CMAP, at its sole option, may terminate or suspend this MOU, in whole or in part, without penalty, if the Illinois General Assembly, the state funding source, or the federal funding source fails to make an appropriation sufficient to pay such obligation, or if funds needed are insufficient for any reason. The GOVERNMENTAL BODY will be notified in writing of the failure of appropriation or of a reduction or decrease in appropriation.

**4. Allowable Charges.** No expenditures or charges shall be included in the cost of the PROJECT that are: (i) contrary to provisions of this MOU or the latest budget approved by a duly-authorized official of CMAP and the GOVERNMENTAL BODY; (ii) not directly for carrying out the PROJECT; (iii) of a regular and continuing nature, except that of salaries and wages of appointed principal executives of CMAP who have not been appointed specifically for the purposes of directing the PROJECT, who devote official time directly to the PROJECT under specific assignments, and respecting whom adequate records of the time devoted to and services performed for the PROJECT are maintained by CMAP may be considered as proper costs of the PROJECT to the extent of the time thus devoted and recorded if they are otherwise in accordance with the provisions hereof; or (iv) incurred without the consent of CMAP after written notice of the suspension or termination of any or all of CMAP's obligations under this MOU.

**5. Suspension.** If the GOVERNMENTAL BODY fails to comply with the special conditions and/or the general terms and conditions of this MOU, CMAP may, after written notice to the GOVERNMENTAL BODY, suspend the MOU, pending corrective action by the GOVERNMENTAL BODY. If corrective action has not been completed within sixty (60) calendar days after service of written notice of suspension, CMAP shall notify the GOVERNMENTAL BODY in writing that the MOU has been terminated by reason of default in accordance with Paragraph 6 "Termination" herein.

**6. Termination.**

- a) This MOU may be terminated in whole or in part in writing by CMAP or the GOVERNMENTAL BODY for its convenience (hereinafter termed "Termination for Convenience"), provided that the terminating party provides not less than fourteen (14) calendar days written notice (delivered by certified mail, return receipt requested) of intent to terminate to the respective address set forth on the signature page of this MOU.
- b) Upon notice of termination by either party, CMAP shall (i) promptly discontinue all services affected (unless the notice directs otherwise) and (ii) deliver or otherwise make available to the GOVERNMENTAL BODY all data, drawings, specifications, reports, estimates, summaries and such other information and materials as may have been accumulated by CMAP in performing this MOU, whether completed or in process.
- c) No Further Liability. Each party agrees that the rights of termination hereunder are absolute and it has no right to a continued relationship with the other after termination (except as expressly stated herein). Neither party shall incur any liability whatsoever for any damage, loss or expense of any kind suffered or incurred by the other (or for any compensation to the other) arising from or incident to any termination of this MOU by

such party that complies with the terms of the MOU whether or not such party is aware of any such damage, loss or expense.

**7. Publication.** CMAP and the GOVERNMENTAL BODY shall have royalty-free, nonexclusive and irrevocable license to reproduce, publish, disclose, distribute, and otherwise use, in whole or in part, any reports, data or other materials specifically prepared under this Agreement, and to authorize other material to do so. The GOVERNMENTAL BODY and CMAP shall include provisions appropriate to effectuate the purpose of this clause in all contracts for work under this Agreement.

**8. Confidentiality Clause.** Except as required pursuant to a validly issued subpoena, lawful request by a governmental entity or any applicable laws, including without limitation any Federal or State Freedom of Information Acts, any documents, data, records, or other information given to or prepared by the GOVERNMENTAL BODY or CMAP pursuant to this Agreement shall not be made available to any individual or organization without prior written approval by CMAP or the GOVERNMENTAL BODY. All information secured in connection with the performance of services pursuant to this Agreement shall be kept confidential unless disclosure of such information is approved in writing by CMAP or the GOVERNMENTAL BODY. Nothing in these restrictions interfere with the lawful obligation to respond to FOIA requests.

**9. Reporting/Consultation.** The GOVERNMENTAL BODY shall consult with and keep CMAP fully informed as to the progress of all matters covered by this Agreement. CMAP shall consult with and keep the GOVERNMENTAL BODY fully informed as to the progress of all matters covered by this Agreement.

**10. Identification of Documents.** All reports, maps, and other documents completed as part of this Agreement, other than documents exclusively for internal use within CMAP or the GOVERNMENTAL BODY offices, shall carry the following notation on the front cover or a title page or, in the case of maps, in the same area which contains the name of the GOVERNMENTAL BODY. "This material was prepared in consultation with CMAP, the Chicago Metropolitan Agency for Planning, (<http://www.cmap.illinois.gov>)."

### **Part 3: Responsibilities**

The GOVERNMENTAL BODY shall perform and carry out in a satisfactory and proper manner, as determined by CMAP, the following:

**1. Project Charter.** The PROJECT and all work performed by CMAP will be consistent with the Project Charter included herein as "ATTACHMENT 1". Changes to the project charter must be jointly agreed to by CMAP and the GOVERNMENTAL BODY.

**2. Scope of Work.** Following enacting this IGA, CMAP and GOVERNMENTAL BODY will jointly determine and document the PROJECT scope of work, timelines, public engagement schedules, commitment of non-staff resources by either CMAP or the GOVERNMENTAL BODY, and other elements prior to beginning the work outlined in the scope of work. CMAP may also request GOVERNMENTAL BODY assistance to establish expectations and performance goals for the PROJECT and process. Said scope of work shall be finalized and mutually agreed to by both parties prior to beginning work.

- a) CMAP and GOVERNMENTAL BODY shall jointly agree to changes to PROJECT scope or timelines; CMAP may discontinue the PROJECT if major deviations, changes, or expansions of scope or schedule occur.
- b) All work performed by LTA staff must be related to the scope of work.

**3. Roles and Relationship.** CMAP and the GOVERNMENTAL BODY shall perform and carry out in a satisfactory and proper manner, as determined by CMAP the following:

- a) CMAP shall assign staff to work with local governments and the community as part of the Local Technical Assistance program.
- b) GOVERNMENTAL BODY shall assign a lead person to be the main point of contact for LTA staff.
- c) CMAP staff will report on the overall scope of work and day-to-day activities to the GOVERNMENTAL BODY.
- d) Assigned staff are CMAP employees and CMAP is responsible for evaluating their performance.
- e) CMAP management, in addition to the CMAP staff assigned to the PROJECT, may periodically check-in (frequency to be determined based on need) with GOVERNMENTAL BODY.
- f) CMAP is responsible for assigning relevant LTA staff to work on the PROJECT (based on availability, skills, familiarity with the area, and subject matter expertise).
- g) GOVERNMENTAL BODY understands that CMAP assistance is provided as a means of advancing the implementation of ON TO 2050 the long-range regional comprehensive plan for the seven-county Chicago region, encompassing Cook, DuPage, Kane, Kendall, Lake, McHenry and Will counties.

**4. Access to resources.** LTA staff will have full access to CMAP data and other resources, including specialized CMAP staff (for advanced mapping, data, outreach, communications, or topic-specific expertise). The GOVERNMENTAL BODY will provide CMAP access to data as follows:

- a) The GOVERNMENTAL BODY will provide access to relevant staff who will need to be involved in the PROJECT, and will ensure that they allocate sufficient time to the PROJECT.
- b) The GOVERNMENTAL BODY will provide access to all relevant internal data, reports, and other information necessary to successfully complete the PROJECT.
- c) The GOVERNMENTAL BODY's leadership (key staff, planning commissioners, board members, other elected officials, other decision-makers) commits to participate in the PROJECT and allocate sufficient time at meetings (Plan Commission meetings, GOVERNMENTAL BODY meetings, etc.) to ensure due consideration so the PROJECT is successful.

**5. Demonstration of local support.** GOVERNMENTAL BODY agrees to provide an inclusive, open, safe and welcoming environment in which to conduct meetings and outreach events.

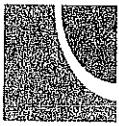
- a) The GOVERNMENTAL BODY shall be responsible for working with CMAP to identify members for a steering committee or similar oversight group.
- b) If public outreach is a component of the PROJECT, the GOVERNMENTAL BODY agrees to participate in public outreach and engagement efforts; including assisting in dissemination of PROJECT and meeting information, attending and assisting at public meetings, and providing key stakeholder contact information.



**6. Project management and review.** CMAP will have lead responsibility for project management. CMAP shall in all reasonable ways coordinate and work with the GOVERNMENTAL BODY staff as the PROJECT proceeds. The GOVERNMENTAL BODY in all reasonable ways shall cooperate with CMAP and the consultant, if any. CMAP shall require the consultant, if any, to provide the GOVERNMENTAL BODY with all of the consultants' deliverables, if any; at the same time they are delivered to CMAP. CMAP and GOVERNMENTAL BODY shall notify the other of all scheduled PROJECT related meetings with the consultant, if any, to enable the other to attend the meetings if desired.

- a) Allocation of CMAP staff to the PROJECT will vary over time based on project timeline and work needs.
- b) In order to maintain PROJECT progress and momentum, the GOVERNMENTAL BODY agrees to review and provide feedback on PROJECT deliverables in a timely manner, in accordance with the agreed upon timelines.
- c) GOVERNMENTAL BODY agrees to make best faith effort to adopt and implement the completed plan within agreed upon timelines.

**ATTACHMENT 1:**  
*Project Charter*



## PROJECT CHARTER

WORK PLAN NO.	PROJECT TITLE	DATE
2021.066	Capital Improvement Program (CIP) Technical Assistance	4/19/2021

### General Information<sup>1</sup>

PROJECT TYPE	Consultant project
PRELIM. DURATION	8 months
PRELIM. START DATE	April 01, 2021
PRELIM. END DATE	December 31, 2021

### 1. Project/Assistance Description

CMAP, through a consultant contract, will provide technical assistance to the Village of Steger to review their existing Capital Improvement Program (CIP) and processes and provide recommendations to increase the capacity of the municipality to develop efficient and effective capital plans and identifying opportunities for incorporating the regional ON TO 2050 principles of resiliency, inclusive growth and prioritized investment into capital planning.

### 2. Preliminary Key Topics

The project activities will seek to explore and address topics including but not limited to best practices in process, project grant readiness, the use of performance measures in capital planning. More specifically the topics will include:

**Capital Project identification.** Municipal practices including how the Village of Steger identifies, prioritizes, budgets, and implements capital improvement projects.

**Capital Project development.** Individual capital project development including writing project descriptions, cost estimating, scheduling, and applying performance measures.

**Capital Project funding.** Programming capital projects in municipal budgets and positioning projects to qualify for, and appeal to, local, State, and Federal Agency requirements.

### 3. Preliminary Assumptions

NO.	ASSUMPTION
1	The Village of Steger has the desire to evaluate and implement recommendations regarding capital improvement programming.
2	The Village of Steger currently does not have a CIP or an up-to-date CIP.
3	The Village of Steger will provide access to staff relevant to completion of the project and will ensure they have sufficient time allocated to the project within the timeframe identified.
4	The Village of Steger will provide documentation of finances, current and past studies, projects, and other information to inform the project's process.

<sup>1</sup>The project duration, start date, and end date will be finalized in Module 2.

#### 4. Preliminary Constraints

NO.	CONSTRAINTS
1	The project must be completed within the limited timeframe identified above.
2	The Village of Steger may have limited resources and documentation of existing conditions.

#### 5. Preliminary Deliverables

NO.	DELIVERABLE	DESCRIPTION
1	Existing Conditions Report	A stand-alone product that provides an overview of existing conditions in the Village of Steger and summarizes municipal practices including how the community identifies, prioritizes, budgets, and implements capital improvement projects.
2	Recommendations Memo	A concise summary report that identifies recommendations and provides a brief discussion of why these recommendations should be considered. The memo will include strategies for implementation.
3	Capital Project Inventory	<p>A document that provides an inventory of existing infrastructure systems to consider when identifying, developing, and prioritizing capital improvement projects.</p> <p>The inventory will include, but is not limited to, existing capital projects; projects identified in existing plans, rate studies, and other planning documents that the municipality has already completed and integrate information from interviews with municipal staff.</p> <p>The types of capital projects in the inventory may include, but is not limited to, improvements to roadway networks (pavement, sidewalks, streetscape); grade crossings; transit connections; drinking water infrastructure; storm sewer and stormwater infrastructure; sanitary sewer infrastructure; and municipal facilities and equipment.</p>
4	Capital Project Evaluation Standards	<p>A document that outlines the general principals, performance measures, and prioritization criteria, identified by the community, for evaluating capital projects for inclusion in the communities Capital Improvement Program (CIP).</p> <p>The document will define characteristics of high-priority projects (for example, those that are legally required, or that address an immediate safety problem) versus medium or lower-priority projects (for example, those that improve quality of life but are non-essential).</p> <p>The document will identify general principles to be considered (for example, a general principle that maintenance of existing facilities should be included over expansion projects, or that projects that are specifically identified within an approved plan should be included).</p> <p>Evaluation Standards may be evaluated either qualitatively or quantitatively. Given the variety of projects included in a CIP, robust quantitative comparisons may not be possible in many cases.</p>
5	Implementation Workshops	A total of four (4) in-person workshops to facilitate training of municipal staff to implement recommendations and provide the tools and knowledge to complete a 5-year CIP.

## 5. Preliminary ON TO 2050 Implementation

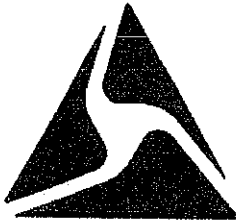
CHAPTER	GOAL	RECOMMENDATION	PROJECT IMPLEMENTATION
Governance	Base investment decisions on data and performance	State and local governments should improve budget and financial administration practices.	Provide municipal training to increase municipal finance and budgeting literacy. Improved budgeting practices are needed to create CIPs. The project will improve existing budgeting practices to ensure they are transparent, data-driven, and fiscally sound.
Governance	Base investment decisions on data and performance	Use a data-driven, performance-based approach to making public infrastructure and service investments.	Establish criteria to evaluate capital projects based on qualitative data. Through this project, local governments will ensure that investments in infrastructure and public services are based on their performance relative to established goals and community needs.
Governance	Build local government capacity	Build on successes of the Local Technical Assistance (LTA) program.	Building capacity through CIP assistance to low-capacity communities. This project continues CMAP's role to provide technical assistance to lower capacity communities and develop new ways to build their capacity over time.
Governance	Build local government capacity	Build municipal, nonprofit, and private sector capacity to access funding and financial resources.	Provide municipal staff the necessary skills and resources to develop a Capital Improvement Program. Through targeted training and technical assistance, the project will increase municipal financial literacy and knowledge about transportation, water, wastewater, and sanitary systems, among other capital improvements, to make informed funding decisions.

## 6. Preliminary Funding

<b>Title 23 USC and UWP Regulations Citations</b>	<p>Studies relating to management, planning, operations, capital requirements, economic feasibility, performance-based planning, safety, and transit asset management [FTA C 8100.1D (2)(b)(1)]</p> <p>Work elements and related activities for planning for multimodal transportation access to transit facilities. This includes planning for improved pedestrian and bicycle access, including transit supportive land use plans [FTA C 8100.1D (2)(b)(5)]</p> <p>Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight [USC Title 23 Section 134(3)(h)(F)]</p> <p>Peer reviews and exchanges of technical data, information, assistance, and related activities in support of planning and environmental analyses among metropolitan planning organizations and other transportation planners [49 USC Section 5305 (b)(2)(C)];</p>
<b>Other funding opportunities</b>	N/A

## 7. Local Contribution

<b>AMOUNT</b>	N/A	<b>DUE DATE</b>	N/A
---------------	-----	-----------------	-----



**Axon Enterprise, Inc.**  
 17800 N 85th St.  
 Scottsdale, Arizona 85255  
 United States  
 Phone: (800) 978-2737

**Q-297588-44316.664DE**

Issued: 04/30/2021

Quote Expiration: 06/30/2021

Account Number: 315164

Payment Terms: Net 30  
 Delivery Method: Fedex - Ground

**SHIP TO**

Kevin Shaughnessy  
 Steger Police Department - IL  
 3320 Lewis  
 STEGER, IL 60475  
 US

**BILL TO**

Steger Police Department - IL  
 3320 Lewis  
 STEGER, IL 60475  
 US

**SALES REPRESENTATIVE**

Dan Effinger  
 Phone: 480-502-6254  
 Email: deffinger@axon.com  
 Fax:

**PRIMARY CONTACT**

Kevin Shaughnessy  
 Phone: (708) 755-0223  
 Email: kshaughnessy@villageofsteger.org

**Year 1**

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
<b>Axon Plans &amp; Packages</b>						
20248	TASER 7 EVIDENCE.COM ACCESS LICENSE	60	7	0.00	0.00	0.00
20246	TASER 7 DUTY CARTRIDGE REPLACEMENT ACCESS LICENSE	60	7	0.00	0.00	0.00
20248	TASER 7 EVIDENCE.COM ACCESS LICENSE	60	1	0.00	0.00	0.00
<b>Hardware</b>						
20160	TASER 7 HOLSTER - SAFARILAND, RH+CART CARRIER		7	0.00	0.00	0.00
22175	TASER 7 LIVE CARTRIDGE, STANDOFF (3.5-DEGREE) NS		21	0.00	0.00	0.00
22176	TASER 7 LIVE CARTRIDGE, CLOSE QUARTERS (12-DEGREE) NS		21	0.00	0.00	0.00
20008	TASER 7 HANDLE, YLW, HIGH VISIBILITY (GREEN LASER), CLASS 3R		7	0.00	0.00	0.00
20040	TASER 7 HANDLE WARRANTY, 4-YEAR		7	0.00	0.00	0.00
22179	TASER 7 INERT CARTRIDGE, STANDOFF (3.5-DEGREE) NS		7	0.00	0.00	0.00
22181	TASER 7 INERT CARTRIDGE, CLOSE QUARTERS (12-DEGREE) NS		7	0.00	0.00	0.00
22175	TASER 7 LIVE CARTRIDGE, STANDOFF (3.5-DEGREE) NS		14	0.00	0.00	0.00
22176	TASER 7 LIVE CARTRIDGE, CLOSE QUARTERS (12-DEGREE) NS		14	0.00	0.00	0.00

**Year 1 (Continued)**

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
<b>Hardware (Continued)</b>						
22177	TASER 7 HOOK-AND-LOOP TRN (HALT) CARTRIDGE, STANDOFF NS		14	0.00	0.00	0.00
22178	TASER 7 HOOK-AND-LOOP TRN (HALT) CARTRIDGE, CLOSE QUART NS		14	0.00	0.00	0.00
20018	TASER 7 BATTERY PACK, TACTICAL		8	0.00	0.00	0.00
20041	TASER 7 BATTERY PACK WARRANTY, 4-YEAR		8	0.00	0.00	0.00
20042	TASER 7 DOCK & CORE WARRANTY, 4-YEAR		1	0.00	0.00	0.00
70033	WALL MOUNT BRACKET, ASSY, EVIDENCE.COM DOCK		1	0.00	0.00	0.00
74200	TASER 7 6-BAY DOCK AND CORE		1	0.00	0.00	0.00
80090	TARGET FRAME, PROFESSIONAL, 27.5 IN. X 75 IN., TASER 7		1	0.00	0.00	0.00
22175	TASER 7 LIVE CARTRIDGE, STANDOFF (3.5-DEGREE) NS		40	0.00	0.00	0.00
22176	TASER 7 LIVE CARTRIDGE, CLOSE QUARTERS (12-DEGREE) NS		40	0.00	0.00	0.00
22175	TASER 7 LIVE CARTRIDGE, STANDOFF (3.5-DEGREE) NS		20	0.00	0.00	0.00
22176	TASER 7 LIVE CARTRIDGE, CLOSE QUARTERS (12-DEGREE) NS		20	0.00	0.00	0.00
22177	TASER 7 HOOK-AND-LOOP TRN (HALT) CARTRIDGE, STANDOFF NS		20	0.00	0.00	0.00
22178	TASER 7 HOOK-AND-LOOP TRN (HALT) CARTRIDGE, CLOSE QUART NS		20	0.00	0.00	0.00
22179	TASER 7 INERT CARTRIDGE, STANDOFF (3.5-DEGREE) NS		10	0.00	0.00	0.00
22181	TASER 7 INERT CARTRIDGE, CLOSE QUARTERS (12-DEGREE) NS		10	0.00	0.00	0.00
<b>Other</b>						
20430	TASER 7 CERTIFICATION BUNDLE HEADER	60	7	0.00	0.00	0.00
20437	TASER 7 CERTIFICATION BUNDLE PAYMENT	60	7	3,450.00	3,202.50	22,417.50

Year 1 (Continued)

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)	
<b>Other (Continued)</b>							
Not Eligible TASER 7 INSTRUCTOR COURSE VOUCHER	Not Eligible TASER 7 INSTRUCTOR COURSE VOUCHER		1	0.00	0.00	0.00	
Not Eligible TASER 7 INSTRUCTOR SCHOOL VOUCHER	Not Eligible TASER 7 MASTER INSTRUCTOR SCHOOL VOUCHER		1	0.00	0.00	0.00	
Not Eligible Halt Suit	Not Eligible Halt Suit		1	0.00	0.00	0.00	
80087	TASER 7 TARGET, CONDUCTIVE, PROFESSIONAL (RUGGEDIZED)		1	0.00	0.00	0.00	
20432	TASER 7 CERTIFICATION UPGRADE BUNDLE HEADER	60	10	0.00	0.00	0.00	
20465	TASER 7 CERTIFICATION PLAN ADD-ON PAYMENT	12	10	210.00	210.00	2,100.00	
20465	TASER 7 CERTIFICATION PLAN ADD-ON PAYMENT	12	10	210.00	210.00	2,100.00	
20465	TASER 7 CERTIFICATION PLAN ADD-ON PAYMENT	12	10	210.00	210.00	2,100.00	
20465	TASER 7 CERTIFICATION PLAN ADD-ON PAYMENT	12	10	210.00	210.00	2,100.00	
20465	TASER 7 CERTIFICATION PLAN ADD-ON PAYMENT	12	10	210.00	210.00	2,100.00	
						Subtotal	32,917.50
						Estimated Shipping	0.00
						Estimated Tax	2,962.58
						Total	<del>35,880.08</del>



**Year 2**

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
<b>Hardware</b>						
22176	TASER 7 LIVE CARTRIDGE, CLOSE QUARTERS (12-DEGREE) NS		14	0.00	0.00	0.00
22175	TASER 7 LIVE CARTRIDGE, STANDOFF (3.5-DEGREE) NS		14	0.00	0.00	0.00
22175	TASER 7 LIVE CARTRIDGE, STANDOFF (3.5-DEGREE) NS		20	0.00	0.00	0.00
22176	TASER 7 LIVE CARTRIDGE, CLOSE QUARTERS (12-DEGREE) NS		20	0.00	0.00	0.00
Subtotal						0.00
Estimated Tax						0.00
Total						0.00

**Year 3**

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
<b>Hardware</b>						
22178	TASER 7 HOOK-AND-LOOP TRN (HALT) CARTRIDGE, CLOSE QUART NS		14	0.00	0.00	0.00
22177	TASER 7 HOOK-AND-LOOP TRN (HALT) CARTRIDGE, STANDOFF NS		14	0.00	0.00	0.00
22176	TASER 7 LIVE CARTRIDGE, CLOSE QUARTERS (12-DEGREE) NS		14	0.00	0.00	0.00
22175	TASER 7 LIVE CARTRIDGE, STANDOFF (3.5-DEGREE) NS		14	0.00	0.00	0.00
22175	TASER 7 LIVE CARTRIDGE, STANDOFF (3.5-DEGREE) NS		20	0.00	0.00	0.00
22176	TASER 7 LIVE CARTRIDGE, CLOSE QUARTERS (12-DEGREE) NS		20	0.00	0.00	0.00
22177	TASER 7 HOOK-AND-LOOP TRN (HALT) CARTRIDGE, STANDOFF NS		20	0.00	0.00	0.00
22178	TASER 7 HOOK-AND-LOOP TRN (HALT) CARTRIDGE, CLOSE QUART NS		20	0.00	0.00	0.00
Subtotal						0.00
Estimated Tax						0.00
Total						0.00

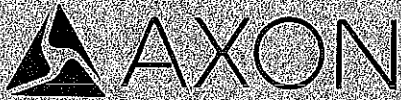
**Year 4**

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)	
<b>Hardware</b>							
22176	TASER 7 LIVE CARTRIDGE, CLOSE QUARTERS (12-DEGREE) NS		14	0.00	0.00	0.00	
22175	TASER 7 LIVE CARTRIDGE, STANDOFF (3.5-DEGREE) NS		14	0.00	0.00	0.00	
22175	TASER 7 LIVE CARTRIDGE, STANDOFF (3.5-DEGREE) NS		20	0.00	0.00	0.00	
22176	TASER 7 LIVE CARTRIDGE, CLOSE QUARTERS (12-DEGREE) NS		20	0.00	0.00	0.00	
						Subtotal	0.00
						Estimated Tax	0.00
						Total	0.00

**Year 5**

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)	
<b>Hardware</b>							
22176	TASER 7 LIVE CARTRIDGE, CLOSE QUARTERS (12-DEGREE) NS		14	0.00	0.00	0.00	
22175	TASER 7 LIVE CARTRIDGE, STANDOFF (3.5-DEGREE) NS		14	0.00	0.00	0.00	
22175	TASER 7 LIVE CARTRIDGE, STANDOFF (3.5-DEGREE) NS		20	0.00	0.00	0.00	
22176	TASER 7 LIVE CARTRIDGE, CLOSE QUARTERS (12-DEGREE) NS		20	0.00	0.00	0.00	
						Subtotal	0.00
						Estimated Tax	0.00
						Total	0.00

<b>Grand Total</b>	<b>35,880.08</b>
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## Discounts (USD)

Quote Expiration: 06/30/2021

List Amount	34,650.00
Discounts	1,732.50
<b>Total</b>	<b>32,917.50</b>

*\*Total excludes applicable taxes*

## Summary of Payments

Payment	Amount (USD)
Year 1	35,880.08
Year 2	0.00
Year 3	0.00
Year 4	0.00
Year 5	0.00
<b>Grand Total</b>	<b>35,880.08</b>

Tax is subject to change at order processing with valid exemption.

### Axon's Sales Terms and Conditions

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at [www.axon.com/legal/sales-terms-and-conditions](http://www.axon.com/legal/sales-terms-and-conditions)) and the Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at [www.axon.com/legal/sales-terms-and-conditions](http://www.axon.com/legal/sales-terms-and-conditions)), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. The Axon Customer Experience Improvement Program Appendix ONLY applies to Customers in the USA. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it contemplates the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix. Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Signature:	_____	Date:	_____
Name (Print):	_____	Title:	_____
PO# (Or write N/A):	_____		

Please sign and email to Dan Effinger at [deffinger@axon.com](mailto:deffinger@axon.com) or fax to

Thank you for being a valued Axon customer. For your convenience on your next order, please check out our online store [buy.axon.com](http://buy.axon.com)

The trademarks referenced above are the property of their respective owners.

***Axon Internal Use Only***		
		SFDC Contract #:  Order Type: RMA #: Address Used: SO #:
Review 1	Review 2	
Comments:		



# QUOTE

Valid for: 120 Days

Porter Lee Corporation  
 1901 Wright Blvd.  
 Schaumburg, IL 60193  
 (847) 985-2060

## Beast Quote

**Prepared For:**

Agency Name and State: Steger Police Department - IL  
 Contact Name: Bob Dahlberg  
 Email: rdahlberg@sbcglobal.net  
 Quote Date: 11/19/2020  
 Quote ID: 9640  
 Prepared By: Matt Spiller Phone: (847) 985-2060 x309 Email: matt.spiller@porterlee.com

Software				
Description	Part #	Qty	Unit Price	Price
BEAST Barcoded Evidence Software (Client Server)	PLC-EMS	1	\$3,000.00	\$3,000.00
Additional BEAST Property Management License (Client Server)	PLC-EMSA	1	\$1,000.00	\$1,000.00
<b>Sub Total:</b>				<b>\$4,000.00</b>

Hardware				
Description	Part #	Qty	Unit Price	Price
LI4278 Cordless Barcode Scanner Requires power supply PWR-WUA5V4W0US	TRBU0100ZWR	1	\$546.00	\$546.00
POWER SUPPLY 5V 850MA	PWR-WUA5V4W0US	1	\$37.00	\$37.00
ZD420 Thermal Transfer Desktop Printer • 203 DPI Resolution • USB 2.0, USB Host	ZD42042-C01M00EZ	2	\$720.00	\$1,440.00
<b>Sub Total:</b>				<b>\$2,023.00</b>

Supplies				
Description	Part #	Qty	Unit Price	Price
White Barcode Labels 3.25" x .875" • Qty: 1,500 per roll	PLC-LBL-WHT-1500	1	\$43.00	\$43.00
White Barcode Labels 4" x 5" • Qty: 500 per roll	PLC-LBL-WHT-500	4	\$43.00	\$172.00
Resin Ribbon 4.33" Wide x 244' Length ZD420 Cartridge (Qty 1)	05095CT11007	3	\$23.81	\$71.43
<b>Sub Total:</b>				<b>\$286.43</b>

Services				
Description	Part #	Qty	Unit Price	Price
EMS Installation and Training	PLC-InstallEMS	2	\$1,500.00	\$3,000.00
Annual Software Support	PLC-Support	1	\$875.00	\$875.00
<b>Sub Total:</b>				<b>\$3,875.00</b>



# QUOTE

Valid for: 120 Days

Porter Lee Corporation  
1901 Wright Blvd.  
Schaumburg, IL 60193  
(847) 985-2060

Section Totals	
	Sub Totals
Software	\$4,000.00
Hardware	\$2,023.00
Supplies	\$286.43
Services	\$3,875.00
<b>Total: \$10,184.43</b>	

Ticket #: 92000

I have also attached copies of our minimum system specs, support agreement, and license agreement. With the purchase of the system you will have access to all features of the Evidence Management suite. We do not charge for extra evidence management modules, this includes our image/document storage, Inventory and reporting modules. Additionally we include a free viewer program that you can install on any pc in the department to give that user view only access to the evidence case report, Chain of custody and images/documents. Annually we bill for support and updates based on the software you have purchased and not on the number of items you collect.

# QUOTE CONFIRMATION



DEAR JERRY COLE,

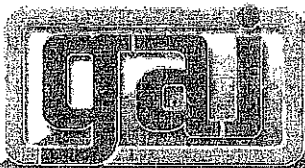
Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
MBRZ803	4/15/2021	MBRZ803	1819233	\$6,522.75

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<b>Lenovo ThinkPad E14 Gen 2 14" Core i7-1165G7 8GB RAM 512GB Windows 10 Pro</b> Mfg. Part#: 20TA0025US Contract: MARKET	2	6309887	\$1,038.56	\$2,077.12
<b>Lenovo ThinkPad USB-C Dock Gen 2 - docking station - HDMI, 2 x DP</b> Mfg. Part#: 40AS0090US UNSPSC: 43211602 Contract: MARKET	2	5522904	\$189.99	\$379.98
<b>Acer V277 - LED monitor - Full HD (1080p) - 27"</b> Mfg. Part#: UM.HV7AA.001 UNSPSC: 43211902 Contract: MARKET	6	5333469	\$166.24	\$997.44
<b>APC Back-UPS 600VA 7-Outlet/1-USB Battery Back-Up and Surge Protector</b> Mfg. Part#: BE600M1 UNSPSC: 26111701 Contract: MARKET	1	4170648	\$68.39	\$68.39
<b>HP ProDesk 600 G6 - SFF - Core i5 10500 3.1 GHz - 8 GB - SSD 256 GB - US</b> Mfg. Part#: 2X1K6US#ABA Contract: MARKET	2	6277361	\$1,499.91	\$2,999.82

PURCHASER BILLING INFO		SUBTOTAL	\$6,522.75
<b>Billing Address:</b> VILLAGE OF STEGER ACCTS PAYABLE 3320 LEWIS ST STEGER, IL 60475-1232 Phone: (708) 755-0220 <b>Payment Terms:</b> Net 30 Days-Govt State/Local		SHIPPING	\$0.00
		SALES TAX	\$0.00
		GRAND TOTAL	<b>\$6,522.75</b>
DELIVER TO	Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515		
<b>Shipping Address:</b> VILLAGE OF STEGER JERRY COLE 3320 LEWIS ST STEGER, IL 60475-1232 Phone: (708) 755-0220 <b>Shipping Method:</b> NiteMoves Local Super-Saver			

*Best Items*



**GASVODA & ASSOCIATES, INC.**  
 An Employee Owned Company  
 "Helping people use water efficiently"

**PROPOSAL**

TO: STEGER IL

DATE: 7/24/20

PROJECT: HYDRANT FLUSHING DEVICE

ATTN: DAVE TOEPPER

Phone # : (

Fax # : (

The seller hereby offers the following equipment subject to all terms & conditions noted on this contract:

We are pleased to offer the following equipment for your consideration on the above named project.

<u>Qty</u>	<u>Description</u>
1 EA. @ 3	2 1/2" x 2" HYDRANT FLUSHING STATION – ECLIPSE #9700 (150 GPM) YOUR COST \$2354.00 EACH CURRENTLY INSTOCK IN ST. LOUIS, MO
1 EA.	2 1/2" x 1" HYDRANT FLUSHING STATION – ECLIPSE #9700 (60 GPM) YOUR COST \$2,104.00 EACH CURRENTLY INSTOCK IN ST. LOUIS, MO
	ALL MATERIALS FOB ST. LOUIS, MO (PRE PAY & ADD)
	OPTIONS – RED OR YELLOW IN COLOR?

This proposal and the attached terms and conditions cannot be modified in any way except by expressed written approval of Gasvoda & Associates, Inc.

<b>TERMS:</b>	100% 30 days NET.
<b>FREIGHT:</b>	<input checked="" type="checkbox"/> Prepay and add to invoice
<b>START-UP:</b>	<u>0</u> day(s) start up is included. Additional start up, if required, will be billed at our standard rate.
<b>TAXES:</b>	ALL applicable taxes must be added.
<b>SUBMITTAL DATA:</b>	ATTACHED TO EMAIL
<b>DELIVERY:</b>	1 week after approval and authorization to proceed.
<b>DURATION:</b>	This proposal is valid for 30 days after which we reserve the right to review or withdraw.

GASVODA & ASSOCIATES, INC.

ACCEPTED:

(Authorized signature)

BY: John J. Rowley Jr.  
 John Rowley – Sales Engineer  
 JRowley@gasvoda.com

Title: \_\_\_\_\_  
 Date: \_\_\_\_\_