Community Unit School District

Tuesday, December 8, 2020
BOARD OF EDUCATION WORKSHOP/BUSINESS MEETING

Virtual Meeting
2550 Harnish Drive
Algonquin, IL 60102
6:30 PM

1. Call to Order
    1. Roll Call
2. Closed Session
    1. Motion to go into closed session for the purpose of to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, litigation, and negotiations
    2. Motion to adjourn closed session
3. Reconvene in Open Session
    1. Roll Call
4. Pledge of Allegiance
5. Public Hearing - Tax Levy **December 8, 2020, Public Hearing for the 2020 Tax Levy will be conducted in a virtual format.** The hearing can be viewed live on the District 300 YouTube Channel beginning at 6:30 p.m.
6. Any person desiring to present testimony during the 2020 Tax Levy Public Hearing must: Complete the 2020 Tax Levy Hearing Testimony Submission Form before 6:30 p.m. on December 8 (please note: the Public Participation Submission Form will be available on this webpage on December 8 beginning at 6 p.m.)
    - You must be 18 or over to submit a comment via the 2020 Tax Levy Public Hearing. If you are under 18, please have a parent/legal guardian, submit the form on your behalf.
    - You must include your full name on the 2020 Tax Levy Public Hearing Testimony Submission Form.
    - Your submission will be read aloud during the Public Hearing. Please limit your comment to a reasonable length to ensure it will not exceed five minutes when read aloud. The Board respectfully reserves the right to adjust this time period depending on the number of submissions.
    - You are not permitted to mention the names of specific staff members or students in your submission.
    - The Board will read and will consider your comments but will not dialogue in this forum.
7. Approval of the Agenda
8. Board Announcements
    1. Good News: Years of Service 3
9. Superintendent Report 21
    1. Second Semester Learning Plan
    2. Social Studies Courses/Graduation Requirement Change/Board Policy 6:300
10. Legislative Update

11. 10. Public Participation
    Members of the public, especially residents of District 300, are welcome to contribute during public participation. To do so, **you must SUBMIT your comments at www.d300.org/BoardofEducation between 6:00 and 6:30 pm,** before the start of the meeting; be 18 or older or have a parent/legal guardian present with you, give your full name and respectfully state your comments, and you are not permitted to mention the names of specific staff members or students. The Board will not respond in this forum but will thoughtfully consider your statements.
12. Consent Items <$25k
    1. Approval of Board Meeting Minutes
    2. Approval for Permission to destroy closed session recordings
    3. Approval of Bills Payable 84
    4. Approval of Disposal Items 99
    5. Approval of Treasurer's Report 104
    6. Approval of the MOU for Kane County Mass Medication Dispensing POD Sites 198
    7. Approval of Human Resources Report 204
    8. Approval of Freedom of Information Act Report 210
13. Roll Call Items
    1. Employee Discipline Case #2
    2. Approval of the 2020 Tax Levy and Resolutions 212
    3. Approval of the Custodial Supplies and Chemicals Bid (Extension) 228
    4. Acceptance of the FY20 Comprehensive Annual Financial Report 437
    5. Approval of the Food Management Service COVID-19 Emergency Contract Amendment 718
    6. Approval of the 2021 Summer Bid Release 1 725
    7. Approval of the Trade Labor & Materials Bid (Extension) 728
    8. Approval of Social Studies Courses/Graduation Requirement Change/Board Policy 6:300 1203
    9. Approval of Healthcare Professional Services 1209
14. Board Discussion
    1. Board Committee Reports
        1. Board Finance Committee
        2. Board Construction and Facilities Oversight Committee
    2. Board Discussion
15. Adjournment



GOOD NEWS

December 8, 2020



YEARS OF SERVICE RECOGNITION FOR 30+ YEARS

Anthony McGinn, Director of Public Relations and Communications

Margaret Dill-Lentz

Cognitive Disability Teacher
Jacobs High School
30 Years



Lisa Feltman

Instructional Math Coach
Carpentersville Middle School
30 Years



Jacqueline Gilly

Principal Secretary
Oak Ridge School
30 Years



Katherine Hagendorn

Cross-Categorical Teacher
Hampshire High School
30 Years



James Gromer

Custodian
Jacobs High School
30 Years



Dorene Petersen

4th Grade Teacher
Westfield Community School
30 Years



Janis Settanni

8th Grade Math Teacher
Hampshire Middle School
30 Years



Craig Zeigler

Language Arts Teacher
Dundee Middle School
30 Years



Kim Bieber

Custodian
Neubert Elementary School
35 Years



Linda Brodie

School Psychologist
Wright Elementary School
35 Years



Susan Burke

2nd Grade Teacher
Neubert Elementary School
35 Years



Barbara Dubow

1st Grade Teacher
Westfield Community School
35 Years



Dr. Sarah Kedroski

Assistant Principal
Liberty Elementary School
35 Years



Fred Wendt

Custodian
Jacobs High School
35 Years



Jesus Melgoza

Custodian
Dundee-Crown High School
40 Years



Nike Vieille

German Teacher
Jacobs High School
40 Years





DISTRICT 300

SUPERINTENDENT'S REPORT

December 8, 2020



SEMESTER 2
IN-PERSON HYBRID AND REMOTE LEARNING PLAN

Fred Heid, Superintendent

BACKGROUND

- At the September 22 Board of Education meeting, Superintendent Heid presented the in-person hybrid learning plan for middle and high schools, with the option for families to stay in a remote learning environment. This option was targeted for implementation at the start of second quarter (October 13).

- Due to COVID-19 conditions, the Board of Education determined our best course of action was to extend remote learning through the end of the second quarter/first semester.

- District 300 is currently targeting the implementation of both an in-person hybrid learning option and remote only option starting January 11, 2021 for the secondary level.

- The plans presented will be implemented so long as conditions allow and the Board of Education is in support.

SECONDARY IN-PERSON AND REMOTE NUMBERS

	Total	In-Person	Remote
Dundee Crown	2583	1611 (62.4%)	972 (37.6%)
Jacobs	2088	1480 (70.9%)	608 (29.1%)
Hampshire	1855	1410 (76.0%)	445 (24.0%)
Algonquin Middle	447	328 (73.4%)	119 (26.6%)
Carpentersville Middle	1278	690 (54.0%)	588 (46.0%)
Dundee Middle	1149	813 (70.8%)	336 (29.2%)
Hampshire Middle	722	551 (76.3%)	171 (23.7%)
Westfield (6-8)	911	592 (65.0%)	319 (35.0%)
Oakridge	60	34 (56.7%)	26 (43.3%)

ELEMENTARY IN-PERSON AND REMOTE NUMBERS

School	Total Students	Remote	In-Person
20-21 Algonquin Lakes Elem	373	57 (15.3%)	316 (84.7%)
20-21 deLacey Family Education	270	68 (25.2%)	202 (74.8%)
20-21 Dundee Highlands Elem	316	60 (19.0%)	256 (81.0%)
20-21 Eastview Elementary	421	81 (19.2%)	340 (80.8%)
20-21 Gilberts Elementary	710	134 (18.9%	576 (81.1%)
20-21 Golfview Elementary	417	97 (23.3%)	320 (76.7%)
20-21 Hampshire Elementary	412	71 (17.2%)	341 (82.8%)
20-21 Lake in the Hills Elem	454	94 (20.7%)	360 (79.3%)
20-21 Lakewood School	769	184 (23.9%)	585 (76.1%)
20-21 Liberty Elementary	710	152 (21.4%)	558 (78.6%)
20-21 Lincoln Prairie Elem	421	88 (20.9%)	333 (79.1%)
20-21 Meadowdale Elementary	388	128 (33.0%)	260 (67.0%)
20-21 Neubert Elementary	445	50 (11.2%)	395 (88.8%)
20-21 Parkview Elementary	338	77 (22.8%)	261 (77.2%)
20-21 Perry Elementary School	316	66 (20.9%)	250 (79.1%)
20-21 Sleepy Hollow Elementary	337	49 (14.9%)	288 (85.5%)
20-21 Westfield Community	1,335	399 (29.9%)	936 (70.1%)
20-21 Wright Elementary	817	97 (11.9%)	720 (88.1%)

INSTRUCTIONAL DELIVERY MODEL

- Classes will be delivered live and synchronously for remote learners
    - Benefits:
        - Flexibility for quarantine events (staff and students)
        - Consistency of schedule
        - Consistency with teacher (elementary)
        - Supports nine period school day
        - Eliminates asynchronous days
        - Provides flexibility to retract or expand in-person learning based on changes to local conditions

INSTRUCTIONAL DELIVERY MODEL (Continued)

- Teachers will deliver instruction in a traditional manner and may structure their daily lessons in a variety of ways to support/engage both in-person and remote learners.
- Staff have been provided with additional technology (cameras, document cameras) to help capture instruction being delivered.
- Teachers will use traditional strategies to check in with in-person and remote learners during natural transition points and during times assigned for independent work.
- Teachers may also work to identify additional students in the classroom that they can assist by informing them if a remote learner has a question or requires assistance.

PRESCHOOL STUDENTS

PRESCHOOL SCHEDULE

- Half-day and full-day *Preschool for All* students will transition to an A/B schedule, dividing each of the classes in half.
    - Half of the class will attend Monday and Wednesday, while the other half would attend Tuesday and Thursday. Fridays will be a synchronous day with students joining their teachers online.
- The full-day schedule will be a typical school day of 8 a.m. - 2:15 p.m.
- On the days students are not in attendance, all students would work on asynchronous lessons provided by their teacher.
- Remote learners will remain with their teacher and will join class their teacher/classroom daily

PRESCHOOL IN-PERSON SCHEDULE

Preschool in-person students will attend in-person, Monday through Thursday. All half-day students will participate remotely on Fridays. Full-day students will participate in-person Monday through Friday. Preschool classes are adapting their schedules to provide more frequent gross motor/break opportunities for our students

Preschool In Person Instruction					
Location	***Monday***	***Tuesday***	***Wednesday***	***Thursday***	***Friday***
deLacey-AM	In-Person 8:45 am-11:15 am	In-Person 8:45 am-11:15 am	In-Person 8:45 am-11:15 am	In-Person 8:45 am-11:15 am	Remotely 8:45 am-9:45 am (live) 9:45 - 11:15 (teacher-assigned lessons)
deLacey-PM	In-Person 12:30 pm- 3:00 pm	In-Person 12:30 pm- 3:00 pm	In-Person 12:30 pm- 3:00 pm	In-Person 12:30 pm- 3:00 pm	Remotely 12:30 pm- 1:30 pm (live) 1:30 - 3:00 pm (teacher-assigned lessons)
Satellite-AM	In-Person 8:00 am- 10:30 am	In-Person 8:00 am- 10:30 am	In-Person 8:00 am- 10:30 am	In-Person 8:00 am- 10:30 am	Remotely 8:00 am- 9:00 am (live) 9:00 - 10:30 am (teacher-assigned lessons)
Satellite-PM	In-Person 11:40 am- 2:15 pm	In-Person 11:40 am- 2:15 pm	In-Person 11:40 am- 2:15 pm	In-Person 11:40 am- 2:15 pm	Remotely 11:40 am- 12:40 pm (live) 12:30 - 2:10 pm (teacher-assigned lessons)
Parkview	In-Person 8:00 am- 2:15 pm	In-Person 8:00 am- 2:15 pm	In-Person 8:00 am- 2:15 pm	In-Person 8:00 am- 2:15 pm	Remotely 8:00 am- 2:15 pm

PRESCHOOL REMOTE SCHEDULE

Preschool remote students will follow their teacher's remote-only schedule M-Th. Families are encouraged to follow their teacher's remote session each day.

Preschool Remote Only Instruction					
Location	***Monday***	***Tuesday***	***Wednesday***	***Thursday***	***Friday***
deLacey-AM	Attends Remotely 8:45 am-11:15 am	Attends Remotely 8:45 am-11:15 am	Attends Remotely 8:45 am-11:15 am	Attends Remotely 8:45 am-11:15 am	Remotely 8:45 am-9:45 am (live) 9:45 - 11:15 (teacher-assigned lessons)
deLacey-PM	Attends Remotely 12:30 pm- 3:00 pm	Attends Remotely 12:30 pm- 3:00 pm	Attends Remotely 12:30 pm- 3:00 pm	Attends Remotely 12:30 pm- 3:00 pm	Remotely 12:30 pm- 1:30 pm (live) 1:30 - 3:00 pm (teacher-assigned lessons)
Satellite-AM	Attends Remotely 8:00 am- 10:30 am	Attends Remotely 8:00 am- 10:30 am	Attends Remotely 8:00 am- 10:30 am	Attends Remotely 8:00 am- 10:30 am	Remotely 8:00 am- 9:00 am (live) 9:00 - 10:30 am (teacher-assigned lessons)
Satellite-PM	Attends Remotely 11:40 am- 2:15 pm	Attends Remotely 11:40 am- 2:15 pm	Attends Remotely 11:40 am- 2:15 pm	Attends Remotely 11:40 am- 2:15 pm	Remotely 11:40 am- 12:40 pm (live) 12:30 - 2:10 pm (teacher-assigned lessons)
Parkview	Attends Remotely 8:00 am- 2:15 pm	Attends Remotely 8:00 am- 2:15 pm	Attends Remotely 8:00 am- 2:15 pm	Attends Remotely 8:00 am- 2:15 pm	Remotely 8:00 am- 2:15 pm

ELEMENTARY SCHOOL

ELEMENTARY SCHEDULE

- Elementary schools will provide in-person instruction Monday - Thursday each week with Fridays being a synchronous remote day for ALL students.
- Students will follow their original school schedule and remain with their original teachers.
- Please note that any classroom that exceeds 20 in-person learners will be adjusted as follows:
  - Assigning students to an alternating day schedule similar to MS/HS where only 50% of the students are allowed to attend in-person each day. (Note: there are currently 4-5 classrooms across the district that could be impacted by this)
- Families were provided one final opportunity to modify their in-person or remote option on Friday, December 4th.

ELEMENTARY IN-PERSON SCHEDULE (GEN ED)

Elementary (Grades K-5) in-person students will follow a daily schedule of 8:00 a.m. to 2:15 p.m. Students will be in person Monday-Thursday. On Fridays, ALL students, with the exception of self-contained students, will participate in remote, synchronous instructions. Specials will take place five days a week on a regular rotating schedule.

K-5 In Person Schedule				
Monday	**Tuesday**	**Wednesday**	**Thursday**	**Friday**
In-Person 8:00 am-2:15 pm	In-Person 8:00 am-2:15 pm	In-Person 8:00 am-2:15 pm	In-Person 8:00 am-2:15 pm	**ALL Students Attend Remotely 8:00 am-2:15 pm**

ELEMENTARY REMOTE SCHEDULE (GEN ED)

Elementary (Grades K-5) remote students will follow a daily schedule of 8:00 a.m. to 2:15 p.m. Students will continue learning synchronously with their original classroom teacher Monday through Friday. Specials will take place five days a week on a regular rotating schedule.

K-5 Remote Schedule				
Monday	**Tuesday**	**Wednesday**	**Thursday**	**Friday**
Attends Remotely 8:00 am-2:15 pm	Attends Remotely 8:00 am-2:15 pm	Attends Remotely 8:00 am-2:15 pm	Attends Remotely 8:00 am-2:15 pm	Attends Remotely 8:00 am-2:15 pm

MIDDLE AND HIGH SCHOOL

CLASSROOM SETTING

- The A/B schedule will allow class sizes to be reduced by 50%. The resulting space will allow students to be adequately distanced from each other (6 feet or more).

- Students are required to wear their masks as mandated by IDPH and Board Policy (on the bus and in any school facility).

- Excess furniture has been removed from classrooms to maximize available space.

PROCESS TO ASSIGN/SCHEDULE IN-PERSON STUDENTS (MS/HS ONLY)

- High School students that selected the in-person attendance option were assigned to either:
  - An in-person class where one half of the students are in attendance on a given day; or
  - An in-person class that also has remote-only students learning synchronously.

- High Schools worked to minimize schedule changes for students; however, there were necessary section changes to accomodate the creation of remote sections.

- Students in Middle/High were assigned to the A or B group based on:
  - Enrollment:
  - Class Roster sizes by section (to ensure balance): and
  - Siblings (e.g., common households).

- Students will be able to view their Semester 2 schedules on December 9th, which will show any updates, including the in-person group letter.

MIDDLE/HIGH SCHOOL HYBRID OPTION (IN-PERSON)

Monday	Tuesday	Wednesday	Thursday	Friday
Group A on campus	Group B on campus	Group A on campus	Group B on campus	All fully remote synchronous
Group B synchronous	Group A synchronous	Group B synchronous	Group A synchronous	All fully remote synchronous

Middle and high school students will follow the 9 period per day bell schedule

- The current format for our hybrid in-person plan has approximately one half of students in the building on a given day with one day a week being fully remote. On the remote days, hybrid learners will access instruction synchronously.

- Due to rescheduling to accommodate hybrid and remote learners, a student's teacher may have changed and/or their schedule reordered. Schools attempted to minimize impact to student schedules and courses selected counselors contacted students if their course selection for Semester 2 were impacted. This section pertains to the high school level only, where there are fully remote or in-person/synchronous sections.

MIDDLE SCHOOL SCHEDULE

- Middle schools will provide an in-person hybrid option on an A-day/B-day schedule with students alternating between being on campus and remote learning.
- Students will follow their 9-period day schedule each day.
- On the days where students are not attending in-person, they will attend via a synchronous approach where students will log in remotely to participate in each class period.

MIDDLE SCHOOL IN-PERSON SCHEDULE (GEN ED)

Middle school students will follow a nine period day schedule Monday through Thursday with a hybrid in person and remote instruction format. In-person students will be split into two groups (Group A and Group B). In the hybrid option, in-person learners will attend classes on campus two days per week and will join their classes on the alternate days via remote sessions. Bell schedules, as well as a calendar denoting which days Group A and Group B are on campus, are located at: https://www.d300.org/calendarsandschedules (viewable starting December 9).

Middle School Hybrid In Person Schedule				
Monday	**Tuesday**	**Wednesday**	**Thursday**	**Friday**
Group A In-Person 8:55 am-3:40 pm	Group B In-Person 8:55 am-3:40 pm	Group A In-Person 8:55 am-3:40 pm	Group B In-Person 8:55 am-3:40 pm	**ALL Students Attend Remotely** **8:55 am-3:40 pm**

MIDDLE SCHOOL REMOTE SCHEDULE (GEN ED)

Middle school students will follow a nine period day schedule in a remote instruction format. Students also have the option of staying fully remote and participating synchronously.

Middle School Remote Only Schedule				
Monday	**Tuesday**	**Wednesday**	**Thursday**	**Friday**
Attends Remotely 8:55 am-3:40 pm	Attends Remotely 8:55 am-3:40 pm	Attends Remotely 8:55 am-3:40 pm	Attends Remotely 8:55 am-3:40 pm	Attends Remotely 8:55 am-3:40 pm

HIGH SCHOOL SCHEDULE

- High schools will provide an in-person hybrid option on an A-day/B-day schedule with students alternating between being on campus and remote learning.

- Students will follow their 9-period day schedule each day.

- On the days where students are not attending in-person, they will attend via an synchronous approach where students will log in remotely to participate in each class period.

HIGH SCHOOL IN-PERSON SCHEDULE (GEN ED)

High school students will follow a nine period day schedule Monday through Thursday with a hybrid in person and remote instruction format. In-person students will be split into two groups (Group A and Group B). In the hybrid option, in-person learners will attend classes on campus two days per week and will join their classes on the alternate days via remote sessions. Bell schedules, as well as a calendar denoting which days Group A and Group B are on campus, are located at: https://www.d300.org/calendarsandschedules (viewable starting December 9).

High School Hybrid In Person Schedule				
Monday	**Tuesday**	**Wednesday**	**Thursday**	**Friday**
Group A Attends In-Person 7:30 am- 2:58 pm	Group B Attends In-Person 7:30 am- 2:58 pm	Group A Attends In-Person 7:30 am- 2:58 pm	Group B Attends In-Person 7:30 am- 2:58 pm	**ALL Students Attend Remotely** **7:30 am- 2:58 pm**

HIGH SCHOOL REMOTE SCHEDULE (GEN ED)

Remote learners will follow their nine period day schedule Monday - Friday each week.

High School Remote Schedule				
Monday	**Tuesday**	**Wednesday**	**Thursday**	**Friday**
Attends Remotely 7:30 am- 2:58 pm	Attends Remotely 7:30 am- 2:58 pm	Attends Remotely 7:30 am- 2:58 pm	Attends Remotely 7:30 am- 2:58 pm	Attends Remotely 7:30 am- 2:58 pm

REMOTE OPTION

- Remote learners will follow a normal 9 period daily schedule
- For students that are fully remote, based on staffing availability, the format of classes may vary and could be one or more of the following:
  - The student will have a remote teacher that instructs five days a week via Zoom (synchronously).
  - The student may be remoting into an in-person class where the teacher on their schedule has students in person and remote learners on Zoom. Students selecting remote learning will access synchronous instruction five days a week.

SPECIAL EDUCATION PROGRAMS, OAK RIDGE, AND 300 PLUS

SELF CONTAINED-LD, LIFE, LEAP, MULTI-NEEDS, SOAR, OAK RIDGE, AND 300 PLUS

- Students will either return in-person or remain fully remote with their special education teacher Monday through Thursday.
- On Friday, all students will participate in a combination of synchronous and asynchronous lessons as outlined by teacher and program needs.
- For students remaining remote and on Fridays, parents may schedule walk-in services for related services.
- Students will follow the regular school day times and class periods as general education.
- If secondary students mainstream, they will be assigned an A or B group to attend in the classroom and other days will remain in a self-contained classroom and remote into class.
- 300 Plus will remain at Jacobs High School at this time.

	deLacey		***Elementary***	***Middle***	***High***	***Oak Ridge***	***300 Plus***
	AM	PM	K-5	6-8	9-12+	6-12	12+
Start	8:45AM	12:30PM	8:00AM	8:55AM	7:30AM	7:45AM	8:30AM
End	11:15AM	3:00PM	2:15PM	3:40PM	2:58PM	1:40PM	2:05PM

RESOURCE/SUPPORT AND 504

Resource/Support Special Education students will follow the general education schedules at the appropriate grade level.

504 students will follow the general education schedules at the appropriate grade level.

PARENT CHOICES FOR IN-PERSON OR REMOTE

PLANNING

- District 300 sent a Google form to all families to select their learning option in mid-September to prepare for scheduling and staffing changes.
- Schools followed up individually with any families that did not complete the form for their preferred selection.
- Schools also sent an email to those opting or defaulting to remote learning and a different email to those opting for hybrid learning the week of October 12. Instructional models were included and families were asked to contact the school if they wished to change their selection.
- High schools used their remote selection data to adjust their master schedule in an effort to create remote sections.

CHANGES

- The district sent an email on December 4th to families informing them of the process they can follow to change their initial option.
- The survey will close on December 9th at 6 p.m.
- All choices remain static for the quarter

ATHLETICS, FINE/PERFORMING ARTS, DRIVERS EDUCATION, CLUBS

PHYSICAL EDUCATION

Facilities

- Classes/activities cannot have more than 50 individuals in a space
- Class should be conducted outdoor if weather permits
- While outdoors playground equipment, benches, or other permanent structures shall not be used
- When indoors school will utilize markings to maintain 6-foot social distance and keep doors and windows open to the greatest extent possible to maximize circulation and air flow
- Locker rooms will not be used
- Students will not be required to change for PE

Cleaning and Health Safety

- Equipment should be avoided to the greatest extent possible. If equipment is used it must:
  - Be personal to a student for the entire duration of the class period
  - Be sanitized before and after use with the district approved cleaning solution
- Staff are to wear masks at all times
- Students are to wear masks at all times except for the below circumstances:
  - Students may remove masks if social distancing can be maintained outside
  - Moderate to vigorous activity should not be used when face masks are required

MIDDLE SCHOOL ATHLETICS

- Middle schools will continue to follow all IHSA safety protocols
- The middle school athletic schedule will shift to the below table. The dates are subject to change depending on IDPH guidance, D300 will seek to maximize athletic participation opportunities

Sport	Traditional Dates	2020-2021 Anticipated Dates
Volleyball	8/13/20 - 10/8/20	Will evaluate once IDPH allows competition
Boys Basketball	10/13/20 - 12/16/20	Will evaluate once IDPH allows competition
Cheerleading	10/13/20 - 12/16/20	2/1/21 - 3/22/21
Dance	10/13/20 - 12/16/20	2/1/21 - 3/22/21
Girls Basketball	12/14/20 - 3/2/21	Will evaluate once IDPH allows competition
Wrestling	1/4/21 - 2/22/21	Will evaluate once IDPH allows competition
Track	3/22/21 - 5/10/21	4/5/21 - 5/10/21

HIGH SCHOOL ATHLETICS

- Athletics will continue to follow current health and safety protocols per Illinois Department of Public Health.
- Absent of IDPH guidelines High schools will default to follow all IHSA bylaws, safety protocols and calendars. All information can be found at: https://www.ihsa.org/Resources/COVID-19#30574-fall

Winter (continue) **(11/16/20-2/13/21)**	**Spring** **(2/15/21-5/1/21)**	**Summer** **(5/3/21-6/26/21)**
• Boys Swimming • Cheerleading • Dance • Girls Bowling	• Football • Boys Soccer • Girls Volleyball	• Baseball • Softball • Boys/Girls Track & Field • Girls Soccer • Boys/Girls Lacrosse • Boys Tennis • Wrestling

FINE AND PERFORMING ARTS

- Performance Based Music Classes:
  - Playing wind instruments and singing will take place in small groups or in large spaces, with appropriate distancing and music-specific PPE
  - Students learning remotely will use digital tools to practice, record, and submit evidence of learning for feedback
  - Middle school students will attend choir, band, and orchestra on a rotation with ELT to reduce the number of students in the classroom and allow for social distancing
  - High school choir, band, and orchestra courses that are large are split to allow for social distancing
- Elementary Fine Arts will be offered remotely
- Visual Arts 6-12:
  - Students will use individual art materials and consumable supplies. Where shared tools are necessary, all cleaning and sanitizing protocols will be implemented.
  - Students learning remotely will pick up supplies and materials needed to complete coursework as needed.
- Extra Curricular Fine and Performing Arts:
  - May take place digitally or in-person. Those activities occurring in-person will follow all safety guidelines.
  - Performances and art shows may take place digitally.

DRIVERS EDUCATION (Behind the Wheel)

- The behind the wheel portion of the Driver's Education class will continue as it did last summer and semester 1.

- District 300 will continue to use the health and safety guidelines provided by ISBE and IDPPH. Health and Safety guidelines include but not limited to:
    - Staff health screenings
    - Student health screenings
    - Temperature checks
    - Pre-trip cleaning protocols
    - Required PPE
    - Cabin air quality control
    - Post trip cleaning protocols

CLUBS

- School clubs may resume so long as they adhere to ALL policies and guidelines pertaining to social distancing, masks, and cleaning

- Due to the hybrid A/B day schedule, clubs will have to alternate their meeting schedule to accommodate two distinct student groups

- Clubs “MAY” incorporate the use of in person and web-based meetings for students. However the club sponsor then has the obligation to ensure that meetings are scheduled in a manner that allows equity for students to attend in-person meetings

NOTE: At this time, clubs are NOT allowed to schedule in-person meetings where students from the A and B groups would be in person at the same time

ELEMENTARY PLAYGROUND AREAS

School playground areas and gymnasiums will be open for recess. However, playground equipment will remain closed due to our inability to ensure adequate social distancing or that equipment is cleaned between each use.

Note: Students may remove the face coverings while outside so long as they continue to adhere to social distancing. We acknowledge that this will be challenging at first. However, these expectations will be reinforced by staff and we ask that you also review these expectations with your child(ren).

COVID-19
POLICIES AND PROCEDURES

SELF CERTIFICATION REQUIREMENT

- Families must submit a form each quarter (nine week grading period) that affirms that they will be responsible for “self screening” their students each day prior to sending them to school. Forms will be collected two weeks prior to the start of the next semester period to allow time for school level teams to collect and verify the forms submission.
    - Students will NOT be permitted to attend school in-person if forms are not completed each month.
- Self Certification Forms for the start of school January 2021 will be available online. Forms for the third quarter must be submitted to your school registrar no later than December 15th.
- The district will also utilize two additional screening measures to promote the health and safety of our staff and students.
    - Daily screening survey; and
    - Random temperature screening.

MASKS

Face coverings must be worn by all students, staff, and visitors while in any District 300 building (school or otherwise) and while on a school bus.

The district has adopted new policies and procedures to support the enforcement of this requirement. Students who refuse to wear a mask will be addressed as follows:

- 1st Offense - Verbal correction, parent contact, students will be issued a mask and sent to class. If the student refuses they will be kept from class until such time as their parent comes to get them.
- 2nd Offense - Verbal correction, parent contact, students will be issued detention, and the student will be issued a mask and sent back to class. If the student refuses they will be kept from class until such time as their parent comes to get them.
- 3rd Offense - Verbal correction, parent contact, students will be assigned to two days of In-School Suspension (students must wear a mask while in ISS). If the student refuses they will be kept from class until such time as their parent comes to get them. (Note - this will result in a 5 days suspension from the bus)
- 4th offense - Students will be removed from in-person learning and will be reassigned to E-Learning

Masks may not violate any of our existing standards outlined in school board policy and the students handbook.

OTHER TOPICS

- Information regarding specific topics or areas of interest will be provided via the Return to School Handbook and FAQ documents. Topics addressed include but are not limited to the following:

  - Restroom usage and cleaning
  - Food service (breakfast, lunches, and snacks)
  - Case Management - Quarantine and Contact Tracing
  - Cleaning procedures - Classrooms and School Busses
  - Grading
  - Attendance
  - Career and Technical Education
  - Bilingual and English Language Learning
  - Hallways, Transitions, and Lockers
  - Daily Screening
  - Visitor Policies
  - Water Fountains

COVID TESTING AND VACCINATIONS

Rapid Testing via BinaxNow

- We have received confirmation that our CLIA application was approved and we are now eligible to administer the BinaxNow rapid test

  - The test provides results in 15-20 minutes
  - Administered to those who are symptomatic (staff/students)
  - Nasal swab test
  - Requires consent
  - Antigen test and cannot be used on those who are asymptomatic
  - Free to the district
  - Limited quantities

- Benefits:
  - Speed
  - Cost
  - Ease of administration
  - Ability to distinguish between colds, flu, allergies and COVID minimizing quarantine events

Ongoing PCR Testing for Staff

- We are exploring options to test staff at regular intervals using existing PCR based testing
- To be used between the start of school and the vaccination for K-12 staff (approx two months)
- Typically administered in two week cycles
- Benefits:
  - Highly accurate
  - Speed (8-12 hours)
  - Cost ($10 - $30 per test depending on volume)
  - Ease of administration (saliva sample)
  - Provides reassurance to staff

Vaccination

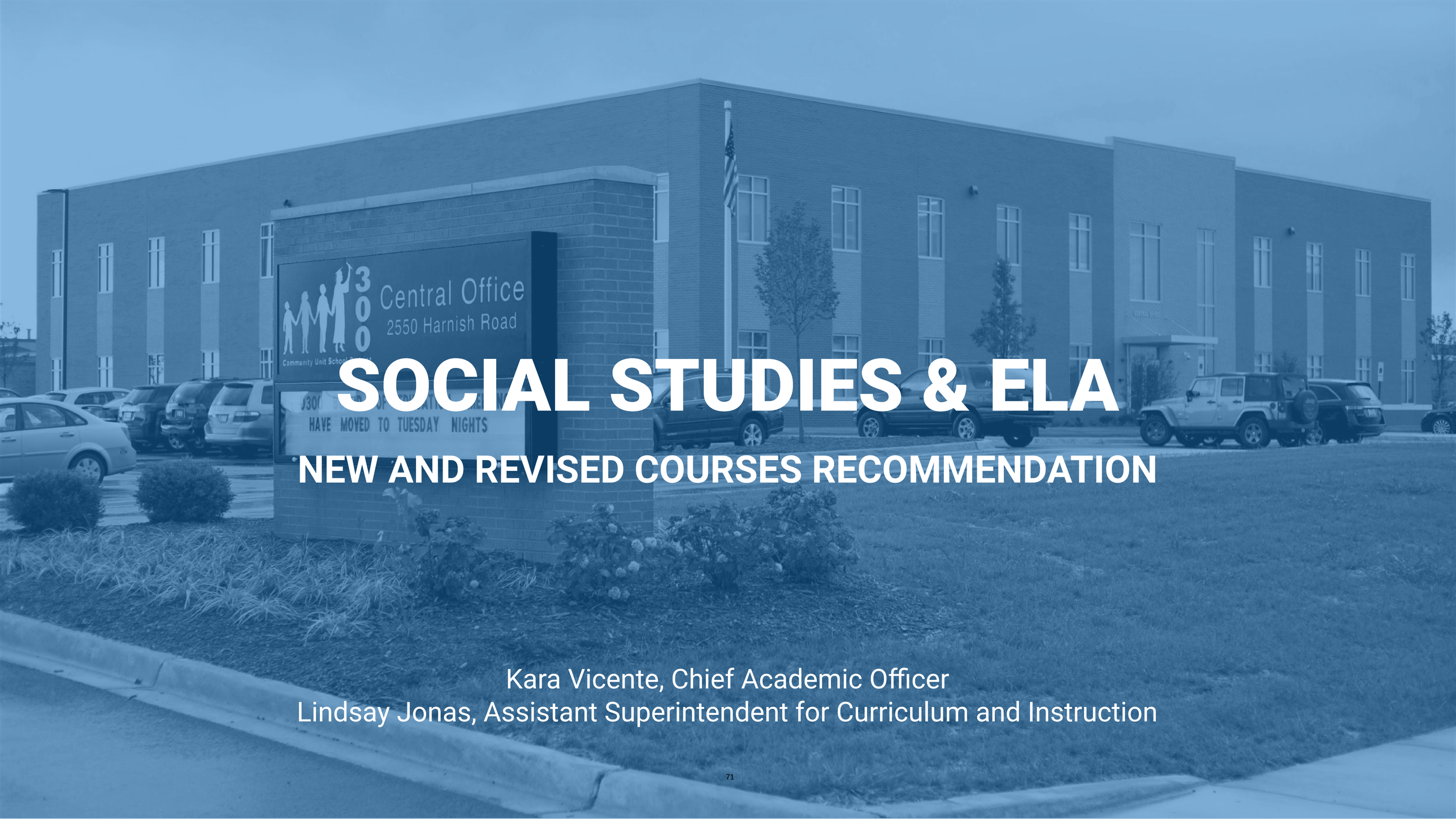
- Employees in school districts are assigned to distribution group 1B
- We can expect vaccination (if the timeline holds) to begin in January
- We cannot mandate that employees get the vaccine
  - We will focus on sharing information provided and educating staff to ensure that they make an informed decision
  - Some may have medical exemptions

- Benefits:
  - Helps reduce concern resulting from potential exposure events for staff
  - Cost (no cost)
  - Ease of administration via one or more POD sites
  - Helps address community spread
  - Vaccine may help minimize the effect that COVID would have on an individual as compared to not being vaccinated

RESOURCES FOR FAMILIES

RESOURCES/INFORMATION

- As we did last July, the district will provide updated information for families including but not limited to:
  - Return to School Handbook
  - School Schedules
  - FAQ Documents



SOCIAL STUDIES & ELA

NEW AND REVISED COURSES RECOMMENDATION

Kara Vicente, Chief Academic Officer
Lindsay Jonas, Assistant Superintendent for Curriculum and Instruction

MODERNIZATION OF COURSE OFFERINGS

- Core Social Studies courses have not changed in D300 since 2012 when AP Human Geography was added.

- While students have had some choice in their coursework most students schedules are fairly dictated in 9th grade. Allowing students more choice in the courses they take allows for them to take more ownership in their learning.

- Since launching Senior ELA course options, we have had limited enrollment across the district in the Senior ELA survey classes, including Shakespeare, multicultural literature, women's, and gothic literature. A majority of D300 students are not selecting a specific genre/period of study but instead choosing the broad overview literary course.

- The proposed new courses include a diverse foundation of perspectives that help explain how human differences influence our understandings. These courses reflect our learners' background characteristics, including their race, gender, skills, and content interests, to increase critical reading and thinking skills.

STEPS TAKEN

July 2020	• Initial conversation on new courses to address diversity • Researched courses being offered in districts similar to D300 in the areas of ELA and Social Studies
September 2020	• New high school courses conversation with high school building administration
	• Reached out to colleagues already running similar courses for documents and resources to collect syllabi and other materials
	• Surveyed teachers to determine interest in teaching new courses
November 2020	• Held voluntary meeting for high school ELA and SS staff for feedback on proposed new courses and changes to current courses
December 2020	• Met with High School Collaborative Council
	• Present update and recommendations to the Board of Education

ENGLISH LANGUAGE ARTS

New Courses (21-22)

- Immigrant Voices
  - Students in Immigrant Voices will explore a variety of texts written by and/or about immigrants, including poetry, memoirs, media, novels, and historical documents. Students will consider the message and impact of immigrant voices to society as a whole. Each distinct American identity has its own unique history. The dialogue of these voices defines our past, present, and future as a nation of many nations. Student writing will focus on sharing and analyzing immigrant voices to broaden students' horizons, find commonality with those who seem different, and build empathy and compassion.

- Contemporary Literature
  - Students in Contemporary Literature will be offered a global approach to literature. Students will focus on literature written across all spectrums within the last 50 years, encountering texts through a variety of lenses including, but not limited to, Latin literature, black literature, LGBTQ literature, and women's literature.

ENGLISH LANGUAGE ARTS

New Courses (22-23)

- **Voices Stand Up**
  - Students will explore the voices of leadership through examining biographies, news, documentaries, and stories shared and silenced throughout the 20th and 21st centuries. Students will read and analyze texts, articles, and speeches from internationally known and unknown leaders who have made a significant cultural impact and examine how social issues impact a society from a leadership perspective and make connections between the individual, the event, and modern times to then share their own voices.

- **Comedy and Tragedy**
  - Through the study of a variety of modern works of comedy and tragedy, students will learn what moves an audience to laughter or tears. Students will explore how films, plays, and television shape our sense of self. Students will identify, analyze, and discuss how character psychology and narrative structure are emphasized to explore racial, ethnic, and gender identities while creating humorous and/or tragic stories.

- **Media Culture: The Message Behind the Label**
  - The Message Behind the Label will explore media culture. Students will examine the foundations of our society's mass media (music, movies, pop culture, news, video games, TV, etc.) and consider the elements that shape social, political, and consumer thought. Students will also consider how media culture reinforces stereotypes and impacts our attitudes.

- **Courageous Conversations: Contemporary Issues that Plague Society**
  - Students in Courageous Conversations: Contemporary Issues That Plague Society will be offered the opportunity to explore issues of race and equity, specifically in current events, and provides students the opportunity to discuss and analyze these issues in a safe space. Students will explore social justice issues and cultural issues to define concepts of racism, anti-racism, and ethnocentrism. Students will be offered the opportunity to explore a contemporary issue that plagues modern society.

ENGLISH LANGUAGE ARTS

Revised Courses (21-22)

- **Survey of Gothic Literature → Monsters and Madness**
  - Students in Monsters and Madness will explore a variety of texts that aim to induce horror in the reader, from nineteenth century Gothic literature to 21st century horror. Students will read from many different time periods, as we evaluate how the very earliest gothic works are still influencing horror writers today. Rather than taking a straightforward chronological approach to horror literature, students will analyze central subgenres and topics across the history of the genre, including the uncanny, the Gothic, ghost stories, detective fiction, and dystopian fiction. Throughout, students will consider how different theoretical perspectives can illuminate horror writing – and, not least, how the horror genre can be a way into some of the most central questions in literary studies.

Eliminated Courses (21-22)

- Survey of Literature
- Survey of Multicultural Literature
- Survey of Women's Literature
- Survey of Shakespearean Literature

These content of these courses will be covered in not only the new courses but throughout ELA 9, 10, and 11.

SOCIAL STUDIES

New Courses (21-22)

- Sports & Resistance in American History
  - This course will review race, gender, and socio-economic issues in American history through the lens of sports. This course will emphasize multiple perspectives in examining triumphs and struggles that have faced our nation. Viewing these issues through this lens will allow students to gain a greater understanding of our history while appealing to the interests of a wide range of students. The course will emphasize inquiry, critical thinking, and communication skills.

- History Now
  - This course will focus on world and local issues that impact students' everyday lives. By having students focus on current affairs, students will gain a greater understanding of their role in a global society while appealing to the interests of a wide range of students. The course will emphasize inquiry, critical thinking, and communication skills through the utilization of primary and secondary sources and multimedia.

Eliminated Courses (21-22)

- Civil War
- Wars & Conflict
- World History (400 Level)

SOCIAL STUDIES

New Courses (22-23)

- Diversity in America
  - This course will examine diversity in the United States to increase cultural awareness and prepare students to thrive in a diverse, global society with an emphasis on inquiry, critical thinking, communication skills, and research.
- Hidden Figures
  - This course will focus on the the contributions of scientists, mathematicians, authors, artists, musicians, and film-makers with an emphasis on inquiry, critical thinking, communication skills, and research.
- Women's Studies
  - This course will focus on the contributions and role of women in history, including the labor force, education, politics, law, family, and health care. Approaches to activism will be integrated as well as an emphasis on inquiry, critical thinking, communication skills, and research.
- Genocide: A Look at Human Rights
  - This course will examine specific genocide and refugee crises as well as current human rights movements with an emphasis on inquiry, critical thinking, communication skills, research, and taking informed action.

Summer 2022

- Diversity in America and History Now will be offered during summer school so that students have an opportunity to:
  - Start with 0.5 or 1.0 High School Credits
  - Open up time in their schedule for AVID, Music or another opportunity

Eliminated Courses (22-23)

- World History *Any state mandates covered in this course will be absorbed into the new courses

SOCIAL STUDIES

New Courses (23-24)

- Black and Latinx History
  - This course will focus on the major historical developments of select countries in Africa and Latin America with an emphasis on inquiry, critical thinking, communication skills, and research

SOCIAL STUDIES GRADUATION REQUIREMENT RECOMMENDATIONS

Class of 2025 = 3.0 Credits

- Sports & Resistance and History Now, World History, or AP Human Geography
  - AP World History: Modern may be substituted to fulfill this requirement. However, this is only open to students in grades 10-12
  - ECC GEO 116 may also be substituted to fulfill this requirement

- Global Economics or AP Macroeconomics
  - Personal Finance, Introduction to Business, ECC-ECN 201, or ECC-ECN 202 may be substituted to fulfill this requirement

- US History or AP US History
  - ECC-HIS 151 or ECC-HIS 152 may be substituted to fulfill this requirement

- American Government or AP US Government & Politics
  - ECC-POS 150 may be substituted to fulfill this requirement

Class of 2026 = 3.0 Credits

- Diversity in America and one additional SS elective or AP Human Geography
  - AP World History: Modern may be substituted to fulfill this requirement. However, this is only open to students in grades 10-12
  - ECC GEO 116 may also be substituted to fulfill this requirement

- Global Economics or AP Macroeconomics
  - Personal Finance, Introduction to Business, ECC-ECN 201, or ECC-ECN 202 may be substituted to fulfill this requirement

- US History or AP US History
  - ECC-HIS 151 or ECC-HIS 152 may be substituted to fulfill this requirement

- American Government or AP US Government & Politics
  - ECC-POS 150 may be substituted to fulfill this requirement

NEXT STEPS AND FUTURE PLANS

December 2021	Board approval of proposed graduation requirement alterations
January 2021	Determine syllabi for new courses
January 2021	Determine if any new budget dollars need to be allocated
February 2021- May 2021	Develop Frameworks and Pacing guides

Community Unit School District 300

A/P Board Bill Listing for December 08, 2020

Fund		Amount
Educational	$	1,047,340.44
Health Insurance Fund	$	-
Grant Fund	$	1,798,689.74
COVID 19 Fund	$	17,563.52
Operations & Maintenance	$	121,730.14
Bond & Interest	$	-
Transportation	$	1,797,744.78
Site & Construction	$	480,871.49
Impact Fees	$	-
Tort Immunity Fund		
Total All Funds	$	5,263,940.11

Approved at a meeting of the Board of Education, Community Unit School District No. 300

Date: _____

Signed: _____ _____

President Secretary

AP265 Date: 12/02/20 JOB SUBMISSION PARAMETERS
Time: 15:50

User Name: D300\karen.patek
Job Name: AP265
Step Nbr: 1

Pay Group:	D300	Community School District 300
Company:		
Process Level:		
Cash Code:		
or Cash Code Group:		
or Cash Code List:		
Payment Dates:	-	
Report Option:	C	Current
Document Currency:	A	Account Currency
Payment Code:		
Format Option:	S	Standard

Cash Payment Register

Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code ACH

Payment Number	Co	Vendor Number	Remit To	Name	City	Payment Date	Status	Payment Amount	Curr
1275	10	20015	ACH	ARCHER & GREINER PC	HADDONFIELD	12/09/20	Processed	6,801.50	USD
1276	10	3158	ACH	CDW GOVERNMENT	CHICAGO	12/09/20	Processed	7,186.45	USD
1277	10	9477	ACH	CONSTELLATION NEW ENERGY	CHICAGO	12/09/20	Processed	30,107.66	USD
1278	10	13380	ACH	CREATIVE PROMOTIONAL APPAR	CARPENTERSVILLE	12/09/20	Processed	1,948.00	USD
1279	10	13986	ACH	DEWBERRY ARCHITECTS INC	PHILADELPHIA	12/09/20	Processed	391,528.67	USD
1280	10	13038	ACH	DIAMOND GRAPHICS OF ALGONQ	Algonquin	12/09/20	Processed	435.00	USD
1281	10	12005	ACH	DURHAM SCHOOL SERVICES	WARRENVILLE	12/09/20	Processed	1,730,747.53	USD

*** Payment Code ACH Totals

Total Open Payments	7	2,168,754.81
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

Cash Payment Register

Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code MHC

Payment Number	Co	Vendor Number	Remit To	Name	City	Payment Date	Status	Payment Amount	Curr
160546	10	19254	REM	5-STAR STUDENTS	TEMECULA	12/08/20	Processed	1,500.00	USD
160547	10	18273		8TO 18 MEDIA INC	LOMBARD	12/08/20	Processed	663.00	USD
160548	10	17585	REM	ABC SCHOOL OF COSMETOLOGY	LAKE IN THE HILLS	12/08/20	Processed	19,300.00	USD
160549	10	16905		ADAPTIVEMALL.COM LLC	DOLGEVILLE	12/08/20	Processed	1,408.00	USD
160550	10	3860	REM2	ADVOCATE OCCUPATIONAL HEAL	CHICAGO	12/08/20	Processed	122.92	USD
160551	10	3096	REM4	AIRGAS USA LLC	CHICAGO	12/08/20	Processed	521.76	USD
160552	10	8694	REM1	AMAZON.COM	ATLANTA	12/08/20	Processed	5,856.31	USD
160553	10	11780		AMERICAN TAXI DISPATCH INC	MOUNT PROSPECT	12/08/20	Processed	8,493.00	USD
160554	10	1708	REM	AMERICAN TIME AND SIGNAL C	DASSEL	12/08/20	Processed	1,346.32	USD
160555	10	17899		AMS STORE AND SHRED LLC	LAKE IN THE HILLS	12/08/20	Processed	1,289.50	USD
160556	10	7642		ANDERSON LOCK COMPANY	DES PLAINES	12/08/20	Processed	589.59	USD
160557	10	19312		APERTURE EDUCATION LLC	CHARLOTTE	12/08/20	Processed	34,000.00	USD
160558	10	17450		KORY ATKINSON	BLOOMINGDALE	12/08/20	Processed	3,795.00	USD
160559	10	20766		ATLAS EQUIPMENT	ELK GROVE VILLAGE	12/08/20	Processed	902.16	USD
160560	10	3488		BARR MECHANICAL SALES INC	LAKE FOREST	12/08/20	Processed	3,696.15	USD
160561	10	814	REM4	POWER UP BATTERIES LLC	GLEN ELLYN	12/08/20	Processed	306.95	USD
160562	10	11110		JULIE BELIN	LAKE IN THE HILLS	12/08/20	Processed	90.32	USD
160563	10	92910		JASON BORHART	MARENGO	12/08/20	Processed	15.98	USD
160564	10	2239	REM	BOTTS WELDING & TRUCK SVC	Woodstock	12/08/20	Processed	220.50	USD
160565	10	18361		COLIN BRICE	GILBERTS	12/08/20	Processed	15.98	USD
160566	10	15100		CAROLINA BIOLOGICAL SUPPLY	BURLINGTON	12/08/20	Processed	177.17	USD
160567	10	19413		CENTER FOR EDUCATION & EMP	MALVERN	12/08/20	Processed	134.95	USD
160568	10	13848		CENTRAL DISTRIBUTING CO IN	WASCO	12/08/20	Processed	63.63	USD
160569	10	18393	REM	CHRONICLE MEDIA LLC	EUREKA	12/08/20	Processed	1,900.00	USD
160570	10	19330	REM4	COMMONWEALTH EDISON CO	CAROL STREAM	12/08/20	Processed	22.23	USD
160571	10	49605	REM3	CONSERV FS, INC	CHICAGO	12/08/20	Processed	1,729.77	USD
160572	10	20839		CREATIVE THERAPY STORE	BOHEMIA	12/08/20	Processed	884.81	USD
160573	10	3449	REM	DEMCO, INC.	MADISON	12/08/20	Processed	157.28	USD
160574	10	20807		EDGENUITY INC	SCOTTSDALE	12/08/20	Processed	89,500.00	USD
160575	10	30500		ELGIN KEY AND LOCK CO	ELGIN	12/08/20	Processed	389.13	USD
160576	10	19745		ENTERPRISE FM TRUST	KANSAS CITY	12/08/20	Processed	0.00	USD
160577	10	3971	REM	ETA HAND2MIND	CHICAGO	12/08/20	Processed	54.09	USD
160578	10	16696	REM	EUROPEAN SPORTS	SCHAUMBURG	12/08/20	Processed	650.00	USD
160579	10	11834		EWS WELDING SUPPLY	ELK GROVE VILLAGE	12/08/20	Processed	86.64	USD
160580	10	16801	REM	FASTSIGNS OF CARPENTERSVIL	CARPENTERSVILLE	12/08/20	Processed	448.40	USD
160581	10	10075		FEINER SUPPLY	OAKLAND PARK	12/08/20	Processed	72.90	USD
160582	10	17404	REM	FERGUSON ENTERPRISES #1550	CHICAGO	12/08/20	Processed	881.58	USD
160583	10	17269	REM1	FOLLETT SCHOOL SOLUTIONS I	CHICAGO	12/08/20	Processed	7,394.76	USD
160584	10	3291	REM4	SPECIAL EDUCATION SYSTEMS	CHICAGO	12/08/20	Processed	3,031.56	USD
160585	10	4088		FRANCZEK PC	CHICAGO	12/08/20	Processed	3,432.00	USD
160586	10	12254		PATRICIA FREEMAN	ALGONQUIN	12/08/20	Processed	55.22	USD
160587	10	35505	REM	G & O THERMAL SUPPLY COMPA	CHICAGO	12/08/20	Processed	431.50	USD
160588	10	20003		GENSBURG CALANDRIELLO & KA	CHICAGO	12/08/20	Processed	12,960.00	USD
160589	10	19922		EMMA GENTILE	CARPENTERSVILLE	12/08/20	Processed	10.35	USD
160590	10	20905	REM	GOLDEN CORRIDOR - TAYLOR Y	ELGIN	12/08/20	Processed	3,160.00	USD
160591	10	2580	REM	GRAINGER	PALATINE	12/08/20	Processed	1,547.46	USD
160592	10	20834		GUY SAKO	VERMILLION	12/08/20	Processed	431.99	USD
160593	10	16038		DARICE HASTINGS	VOLO	12/08/20	Processed	15.99	USD

Cash Payment Register

Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code MHC

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160594	10	252		HOLIAN INSULATION COMPANY	SPRING GROVE	12/08/20	Processed	495.06	USD
160595	10	19485		HOMEPRO VACUUM LLC	WEST JORDAN	12/08/20	Processed	491.35	USD
160596	10	90799		JEANNE HOWARD	ALGONQUIN	12/08/20	Processed	13.11	USD
160597	10	507		ILLINOIS ASSOCIATION OF SC	DEKALB	12/08/20	Processed	1,170.00	USD
160598	10	3054		ILLINI POWER PRODUCTS	CAROL STREAM	12/08/20	Processed	1,834.18	USD
160599	10	17743		INTERNATIONAL PAPER COMPAN	ITASCA	12/08/20	Processed	180.00	USD
160600	10	18714	REM2	INTERSTATE ROOF SYSTEMS CO	NEW BERLIN	12/08/20	Processed	13,125.00	USD
160601	10	17194	REM	IWIRE TECH f/k/a KELLENBER	ELGIN	12/08/20	Processed	1,010.00	USD
160602	10	10595		KANE DUPAGE SOIL AND WATER	ST CHARLES	12/08/20	Processed	600.00	USD
160603	10	20975		KATAHJ COPLEY MUSIC	CARROLLTON	12/08/20	Processed	100.00	USD
160604	10	15351	REM1	KRANZ Div IMPERIAL DADE	NEW YORK	12/08/20	Processed	9,368.20	USD
160605	10	20877		JEFFREY KREPEL	CRYSTAL LAKE	12/08/20	Processed	15.98	USD
160606	10	19793		KRIHA BOUCEK LLC	OAKBROOK TERRACE	12/08/20	Processed	1,250.00	USD
160607	10	1504		LAKESHORE LEARNING MATERIA	CARSON	12/08/20	Processed	310.41	USD
160608	10	20295		LED RITE LLC	HAMPSHIRE	12/08/20	Processed	3,674.44	USD
160609	10	18851	REM1	LEGAT ARCHITECTS	GURNEE	12/08/20	Processed	68,447.82	USD
160610	10	7090		LIBERTYVILLE TILE AND CARP	LIBERTYVILLE	12/08/20	Processed	3,140.00	USD
160611	10	18308		JESSICA LIPPERER	MCHENRY	12/08/20	Processed	18.99	USD
160612	10	7023	REM3	MCGRAW-HILL SCHOOL EDUCATI	CHICAGO	12/08/20	Processed	117.01	USD
160613	10	7671	REM	MICHAEL'S UNIFORM CO.	RIVER GROVE	12/08/20	Processed	4,284.08	USD
160614	10	17392	REM3	MIDWEST PBIS NETWORK	HILLSIDE	12/08/20	Processed	120.00	USD
160615	10	11777	REM3	MOBILE MINI	DALLAS	12/08/20	Processed	141.12	USD
160616	10	14811	REM2	NEUCO INC	CAROL STREAM	12/08/20	Processed	2,054.12	USD
160617	10	14224		NORTH AMERICAN CORP	GLENVIEW	12/08/20	Processed	3,055.52	USD
160618	10	62530		NORTHWESTERN ILLINOIS ASSO	SYCAMORE	12/08/20	Processed	1,993,074.03	USD
160619	10	2701		OAK FIRE & SECURITY SYSTEM	HOMER GLEN	12/08/20	Processed	2,240.00	USD
160620	10	63671	REM3	ORIENTAL TRADING CO, INC	DES MOINES	12/08/20	Processed	19.97	USD
160621	10	6181	REM2	OTHER WORLD COMPUTING	WOODSTOCK	12/08/20	Processed	280.00	USD
160622	10	16112	REM	OZINGA READY MIX CONCRETE,	FRANKFORT	12/08/20	Processed	790.00	USD
160623	10	9325	REM5	NCS PEARSON, INC	CHICAGO	12/08/20	Processed	560.00	USD
160624	10	4157		PENTEGRA SYSTEMS	ADDISON	12/08/20	Processed	1,613.75	USD
160625	10	19094	REM1	PETROLEUM TRADERS CORP	FORT WAYNE	12/08/20	Processed	45,525.43	USD
160626	10	20472		PLAY ON! SPORTS	ATLANTA	12/08/20	Processed	5,750.00	USD
160627	10	18044	REM2	PORTER PIPE AND SUPPLY CO	CAROL STREAM	12/08/20	Processed	228.00	USD
160628	10	2042	REM3	POSITIVE PROMOTIONS	NEWARK	12/08/20	Processed	541.73	USD
160629	10	7251	REM2	PRO-ED INC	DALLAS	12/08/20	Processed	1,100.00	USD
160630	10	9764		PRO-SOURCE DISTRIBUTORS	ROCKFORD	12/08/20	Processed	3,784.36	USD
160631	10	12262		QUANTUM LEARNING NETWORK	OCEANSIDE	12/08/20	Processed	2,500.00	USD
160632	10	6378	REM1	REALLY GOOD STUFF	CHICAGO	12/08/20	Processed	130.89	USD
160633	10	4070	REM5	RIDDELL/ALL AMERICAN SPORT	CHICAGO	12/08/20	Processed	824.43	USD
160634	10	2756	REM2	RIFTON EQUIPMENT	RIFTON	12/08/20	Processed	341.25	USD
160635	10	20178	REM	RILCO INC	ROCK ISLAND	12/08/20	Processed	1,500.00	USD
160636	10	6362		RIO GRANDE	ALBUQUERQUE	12/08/20	Processed	17.70	USD
160637	10	9296	REM	ROBBINS SCHWARTZ	CHICAGO	12/08/20	Processed	27,135.12	USD
160638	10	20998		STEVE ROBINSON	MCHENRY	12/08/20	Processed	92.00	USD
160639	10	16272	REM2	RUSSO POWER EQUIPMENT	ELGIN	12/08/20	Processed	1,853.44	USD
160640	10	15119	REM	SCHNEIDER ELECTRIC BUILDIN	DALLAS	12/08/20	Processed	17,553.00	USD
160641	10	8429	REM1	SCHOLASTIC MAGAZINES	CINCINNATI	12/08/20	Processed	1,400.88	USD

Cash Payment Register

Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code MHC

Payment Number	Co	Vendor Number	Remit To	Name	City	Payment Date	Status	Payment Amount	Curr
160642	10	4234	REM	SCHOOL HEALTH CORP	CHICAGO	12/08/20	Processed	565.53	USD
160643	10	50350	RM12	SCHOOL SPECIALTY INC	CHICAGO	12/08/20	Processed	25,376.66	USD
160644	10	498		SHERWIN WILLIAMS	CARPENTERSVILLE	12/08/20	Processed	1,063.99	USD
160645	10	17056	REM	SHI INTERNATIONAL CORP	DALLAS	12/08/20	Processed	685.00	USD
160646	10	15165	REM2	SITEONE LANDSCAPE SUPPLY L	CHICAGO	12/08/20	Processed	1,207.27	USD
160647	10	19927		SOUTHEASTERN EQUIPMENT AND	WEST COLUMBIA	12/08/20	Processed	390.03	USD
160648	10	16891	REM4	SPECIAL EDUCATION SYSTEMS	CHICAGO	12/08/20	Processed	6,732.00	USD
160649	10	19156		SPORTSGRAPHICS	CLARION	12/08/20	Processed	8,330.00	USD
160650	10	14242	REM2	STATE INDUSTRIAL PRODUCTS	BOSTON	12/08/20	Processed	1,264.08	USD
160651	10	4746	REM1	TREASURER, STATE OF ILL	SPRINGFIELD	12/08/20	Processed	1,200.00	USD
160652	10	4746	REM4	TREASURER, STATE OF ILL	SPRINGFIELD	12/08/20	Processed	720.00	USD
160653	10	78395	REM	STEINER ELECTRIC CO.	CHICAGO	12/08/20	Processed	466.42	USD
160654	10	19856	REM	STENSTROM PETROLEUM SRVCS	ROCKFORD	12/08/20	Processed	24.45	USD
160655	10	15594		TALKTOOLS LLC	CHARLESTON	12/08/20	Processed	217.63	USD
160656	10	15618	REM	THE DAVEY TREE EXPERT COMP	CLEVELAND	12/08/20	Processed	160.00	USD
160657	10	17068		THE RESPONSIVE MAILROOM IN	ELGIN	12/08/20	Processed	793.36	USD
160658	10	2879		THERAPY SHOPPE INC	GRAND RAPIDS	12/08/20	Processed	16.47	USD
160659	10	9467	REM5	THRESHOLDS	CHICAGO	12/08/20	Processed	486.00	USD
160660	10	6380	REM	TIME FOR KIDS	BOOONE	12/08/20	Processed	371.25	USD
160661	10	14759		TIMEOUT SERVICES LLC	OSWEGO	12/08/20	Processed	570.00	USD
160662	10	713	REM2	TRANE US INC	CHICAGO	12/08/20	Processed	1,868.99	USD
160663	10	13897	REM3	TREDROC TIRE SERVICES	BEDFORD PARK	12/08/20	Processed	85.50	USD
160664	10	20871		TYPENEX MEDICAL	CHICAGO	12/08/20	Processed	42.49	USD
160665	10	83500	REM1	BSN SPORTS LLC-US GAMES	DALLAS	12/08/20	Processed	109.90	USD
160666	10	11468	REM	ULINE	CHICAGO	12/08/20	Processed	2,193.15	USD
160667	10	20750	REM	VARI SALES CORP	DALLAS	12/08/20	Processed	445.50	USD
160668	10	6060	REM3	VERITIV OPERATING COMPANY	CHICAGO	12/08/20	Processed	2,915.00	USD
160669	10	4000	REM	VILLAGE OF ALGONQUIN	ALGONQUIN	12/08/20	Processed	2,061.25	USD
160670	10	4000	REM	VILLAGE OF ALGONQUIN	ALGONQUIN	12/08/20	Processed	7,692.80	USD
160671	10	38500		VILLAGE OF HAMPSHIRE	HAMPSHIRE	12/08/20	Processed	250.00	USD
160672	10	49720	REM	VILLAGE OF LAKE IN THE HIL	ALGONQUIN	12/08/20	Processed	210.22	USD
160673	10	75970		VILLAGE OF SLEEPY HOLLOW	SLEEPY HOLLOW	12/08/20	Processed	176.52	USD
160674	10	86470	REM1	VWR INTL aka Wards Natural	PITTSBURGH	12/08/20	Processed	175.79	USD
160675	10	16153		WATER SERVICES CO	ELGIN	12/08/20	Processed	220.00	USD
160676	10	6808	REM1	WEATHERGUARD ROOFING COMPA	ELGIN	12/08/20	Processed	4,516.81	USD
160677	10	16029		WOLF ELECTRIC SUPPLY CO IN	ELK GROVE VILLAGE	12/08/20	Processed	111.50	USD
160678	10	14776	REM	WOODSTOCK CUSD 200	WOODSTOCK	12/08/20	Processed	198.72	USD
160679	10	10408	REM	WOODWORKER'S SUPPLY, INC	CASPER	12/08/20	Processed	100.87	USD

*** Payment Code MHC Totals

Total Open Payments	134	2,511,644.37
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

AP265 Date 12/02/20 Pay Group D300 Community School District 300 USD
Time 15:50 Post Company 10 Educational Fund USD
Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code PCD

Payment Number	Co	Vendor Number	Remit To	Name	City	Payment Date	Status	Payment Amount	Curr
930	10	20782		NORTHWESTERN MEDICINE OCC	CAROL STREAM	12/08/20	Processed	1,195.00	USD
931	10	19181		POWERSCHOOL GROUP LLC	FOLSOM	12/08/20	Processed	381,877.80	USD
932	10	15920	PCD	RICOH USA, INC	CHICAGO	12/08/20	Processed	152,507.56	USD

*** Payment Code PCD Totals		
Total Open Payments	3	535,580.36
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0
*** Cash Code HBAP Totals		
Total Open Payments	144	5,215,979.54
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0
*** Pay Group D300 USD Totals		
Total Open Payments	144	5,215,979.54
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

AP265 Date: 12/03/20 JOB SUBMISSION PARAMETERS
Time: 08:49

User Name: D300\laura.kelly
Job Name: AP265
Step Nbr: 1

Pay Group:	D300	Community School District 300
Company:		
Process Level:		
Cash Code:		
or Cash Code Group:		
or Cash Code List:		
Payment Dates:	-	
Report Option:	C	Current
Document Currency:	A	Account Currency
Payment Code:		
Format Option:	S	Standard

Cash Payment Register

Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code MHC

Payment Number	Co	Vendor Number	Remit To	Name	City	Payment Date	Status	Payment Amount	Curr
160680	10	38500		VILLAGE OF HAMPSHIRE	HAMPSHIRE	12/08/20	Processed	5,000.00	USD

*** Payment Code MHC Totals

Total Open Payments	1	5,000.00
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

*** Cash Code HBAP Totals

Total Open Payments	1	5,000.00
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

*** Pay Group D300 USD Totals

Total Open Payments	1	5,000.00
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

AP265 Date: 12/01/20 JOB SUBMISSION PARAMETERS
Time: 10:35

User Name: D300\laura.kelly
Job Name: AP265
Step Nbr: 1

Pay Group:	D300	Community School District 300
Company:		
Process Level:		
Cash Code:		
or Cash Code Group:		
or Cash Code List:		
Payment Dates:	-	
Report Option:	C	Current
Document Currency:	A	Account Currency
Payment Code:		
Format Option:	S	Standard

Cash Payment Register

Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code WIR

Payment Number	Co	Vendor Number	Remit To	Name	City	Payment Date	Status	Payment Amount	Curr
2757	10	12763		HARRIS BANK-PC CARD PROGRA	CHICAGO	11/30/20	Processed	42,605.57	USD

*** Payment Code WIR Totals

Total Open Payments	1	42,605.57
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

*** Cash Code HBAP Totals

Total Open Payments	1	42,605.57
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

*** Pay Group D300 USD Totals

Total Open Payments	1	42,605.57
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

AP265 Date: 12/01/20 JOB SUBMISSION PARAMETERS
Time: 11:34

User Name: D300\laura.kelly
Job Name: AP265
Step Nbr: 1

Pay Group:	D300	Community School District 300
Company:		
Process Level:		
Cash Code:		
or Cash Code Group:		
or Cash Code List:		
Payment Dates:	-	
Report Option:	C	Current
Document Currency:	A	Account Currency
Payment Code:		
Format Option:	S	Standard

Cash Payment Register

Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code WIR

Payment Number	Co	Vendor Number	Remit To	Name	City	Payment Date	Status	Payment Amount	Curr
2758	10	9561		ALFRED MUSIC	VAN NUYS	11/30/20	Processed	105.00	USD

*** Payment Code WIR Totals

Total Open Payments	1	105.00
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

*** Cash Code HBAP Totals

Total Open Payments	1	105.00
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

*** Pay Group D300 USD Totals

Total Open Payments	1	105.00
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

AP265 Date: 12/01/20 JOB SUBMISSION PARAMETERS
Time: 09:06

User Name: D300\karen.patek
Job Name: AP265
Step Nbr: 1

Pay Group:	D300	Community School District 300
Company:		
Process Level:		
Cash Code:		
or Cash Code Group:		
or Cash Code List:		
Payment Dates:	-	
Report Option:	C	Current
Document Currency:	A	Account Currency
Payment Code:		
Format Option:	S	Standard

Cash Payment Register

Cash Payment Register for thru 12/31/20

Current Report Account Currency

Cash Code HBAP Harris Bank Accounts Payable Currency USD
Payment Code MHC

Payment Number	Co	Vendor Number	Remit To	Name	City	Payment Date	Status	Payment Amount	Curr
160544	10	19446	NIAAA		INDIANAPOLIS	12/01/20	Processed	250.00	USD

*** Payment Code MHC Totals

Total Open Payments	1	250.00
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

*** Cash Code HBAP Totals

Total Open Payments	1	250.00
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

*** Pay Group D300 USD Totals

Total Open Payments	1	250.00
Total Reconciled Payments		0.00
Total Void Payments		0.00
Total Stale Dated Payments		0
Total Escheated Payments		0

Community Unit School District 300 Monthly
Fixed Asset Disposals
12/01/2020

Date Submitted	Location	Type	Manufacturer / Publisher	Model/Title	Serial #	Tag	Reason for Disposal	Method of Disposal
11/11/2020	CMS	Library Books	Multiple	1714 Weeded Library Books	N/A	N/A	Damaged	Recycle
11/15/2020	ALES	Library Books	Multiple	296 Weeded Library Books	N/A	N/A	Damaged	Recycle
11/15/2020	DHES	Library Books	Multiple	1832 Weeded Library Books	N/A	N/A	Damaged	Recycle
11/16/2020	B&G	Grounds Equipment	Toro	Z-Master 5000 Riding Mower 74915	316000221	106861	Obsolete	Auction
11/16/2020	B&G	Grounds Equipment	Toro	Z-Master 5000 Riding Mower 74915	316000200	106862	Obsolete	Auction
11/16/2020	B&G	Grounds Equipment	Toro	Z-Master 5000 Riding Mower 74915	316000222	106863	Obsolete	Auction
11/16/2020	B&G	Grounds Equipment	Toro	Z-Master 5000 Riding Mower 74915	316000611	106551	Obsolete	Auction
11/16/2020	B&G	Grounds Equipment	Ryan	JR Sod Cutter 544845 8110	88258	101184	Broken	Metal Recycle
11/16/2020	B&G	Grounds Equipment	Case	7' Skid Steer Hydraulic Plow Blade	N/A	106124	Broken	Auction
11/18/2020	WFCS	Kitchen Equipment	Cambro	Small hot holding Unit	N/A	106082	Obsolete	Auction
11/18/2020	WFCS	Kitchen Equipment	Cambro	Large Hot holding Unit	N/A	104998	Obsolete	Auction
11/18/2020	WFCS	Kitchen Equipment	Cambro	Speed Rack	N/A	N/A	Obsolete	Auction
11/19/2020	LES	Library Books	Multiple	552 Weeded Library Books	N/A	N/A	Damaged	Recycle
11/19/2020	LITH	Library Books	Multiple	2672 Weeded Library Books	N/A	N/A	Damaged	Recycle
11/18/2020	JHS	finger print machine	cross match	ID 500 fingerprint machine	ID500-004375 H	N/A	Obsolete	Tech Recycle
11/18/2020	JHS	projector	dell	dell 1201mp projector	1J5X4C1	T002669	Obsolete	Tech Recycle
11/18/2020	JHS	laptop	dell	dell e5400 laptop	7C2LXG1	T006378	Obsolete	Tech Recycle
11/18/2020	JHS	docking station	dell	docking station	N/A	N/A	Obsolete	Tech Recycle
11/18/2020	JHS	misc box	misc	misc box docking station and power cord	N/A	N/A	Obsolete	Tech Recycle
11/18/2020	JHS	scanner	kodak	kodak scanmate i1120 scanner	46468525	T017718	Obsolete	Tech Recycle
11/18/2020	JHS	portable monitor	aoc	e1695 portable monitor	KGEG1JA005902	N/A	Obsolete	Tech Recycle
11/18/2020	JHS	portable monitor	aoc	e1695 portable monitor	KGEG1JA005942	N/A	Obsolete	Tech Recycle
11/18/2020	JHS	portable monitor	aoc	e1695 portable monitor	KSYG7JA000038	N/A	Obsolete	Tech Recycle
11/18/2020	JHS	laptop	lenovo	l440 laptop	1s20ASS10Q00R901ZAZ5	T33235	Obsolete	Tech Recycle
11/18/2020	JHS	monitor	dell	dell 1708FP	CN0X876H72872965537U	T015012	Obsolete	Tech Recycle
11/18/2020	JHS	pin pad	horizon	pin pad	UBP18091256	N/A	Obsolete	Tech Recycle
11/18/2020	JHS	laptop	dell	dell 1708FP	CN0KU7897161881DCC7W	N/A	Obsolete	Tech Recycle
11/18/2020	JHS	hdmi switch	monoprice	hdmi switch	N/A	N/A	Obsolete	Tech Recycle
11/18/2020	JHS	access point	cisco	access point air-lap1131ag	FTX1233N653	N/A	Obsolete	Tech Recycle
11/18/2020	JHS	power injector	cisco	power injector air-pwrinj-blr1	FOC0853P02X	N/A	Obsolete	Tech Recycle
11/18/2020	JHS	power injector	cisco	power injector air-pwrinj-blr2	FOC0906J06L	N/A	Obsolete	Tech Recycle
11/18/2020	JHS	ethernet media convertor	transition network	100base-TX to 100base-fx	4238307	N/A	Obsolete	Tech Recycle
11/18/2020	JHS	wireless HDMI adapter	trulink	wireless hdmi device adapter	S/N:K1300241	N/A	Obsolete	Tech Recycle
11/18/2020	JHS	wireless HDMI adapter	trulink	wireless hdmi device adapter	S/N:G1200063	N/A	Obsolete	Tech Recycle
11/18/2020	JHS	desktop	lenovo	thinkstation M73	1S10B4S1Y600MJ035245	T36937	Obsolete	Tech Recycle
11/18/2020	JHS	desktop	lenovo	thinkstation M73	1S10B4S1Y600MJ02HHUB	T36849	Obsolete	Tech Recycle
11/18/2020	JHS	desktop	lenovo	thinkstation M73	1S10B4S1Y600MJ02HHV2	T36860	Obsolete	Tech Recycle
11/18/2020	JHS	desktop	lenovo	thinkstation M73	1S10B4S1Y600MJ02HHTX	T36870	Obsolete	Tech Recycle
11/18/2020	JHS	laptop	lenovo	L450 laptop	1s20DSS0J600PF093KZS	T34495	Obsolete	Tech Recycle
11/18/2020	JHS	laptop	lenovo	L450 laptop	1s20DSS0J600PF0A6WZR	T012254	Obsolete	Tech Recycle
11/18/2020	JHS	laptop	lenovo	L450 laptop	1s20DSS0J600PF0A6ZZH	T012264	Obsolete	Tech Recycle
11/18/2020	JHS	Laptop	Lenovo	L450 laptop	1s20DSS1MK00PF0ET8BB	T37481	Obsolete	Tech Recycle
11/18/2020	JHS	Laptop	Lenovo	T450 Laptop	1S20BV0004USPC05MN7F	T35852	Obsolete	Tech Recycle
11/18/2020	JHS	Laptop	Lenovo	T450 Laptop	1S20BV0004USPC058B99	T35804	Obsolete	Tech Recycle
11/18/2020	JHS	Laptop	Lenovo	T450 Laptop	1S20FN002JUSPC0B53RU	T54644	Obsolete	Tech Recycle

11/18/2020	JHS	Laptop	Lenovo	T450 Laptop	1S20BV0004USPC0868M6	T36913	Obsolete	Tech Recycle
11/18/2020	JHS	Laptop	Lenovo	T450 Laptop	1S20BV0004USPC051ZHK	T35811	Obsolete	Tech Recycle
11/18/2020	JHS	Laptop	Lenovo	T450 Laptop	1S20BV0004USPC05MN7A	T35853	Obsolete	Tech Recycle
11/18/2020	JHS	Keyboard	Logitech	Keyboard K120	820-003288	N/A	Obsolete	Tech Recycle
11/18/2020	JHS	Document Camera	Aver	Aver U50	4.01022E+12	T60620	Obsolete	Tech Recycle
11/18/2020	JHS	Laptop	Lenovo	L450 Laptop	1s20DSS0J600PF0A6X9Q	T012257	Obsolete	Tech Recycle
11/18/2020	JHS	Laptop	Lenovo	L450 Laptop	1s20DSS0J600PF09M424	T36653	Obsolete	Tech Recycle
11/18/2020	JHS	Laptop	Lenovo	L450 Laptop	1s20DSS0J600PF0A7RVZ	T35071	Obsolete	Tech Recycle
11/18/2020	JHS	Laptop	Lenovo	L450 Laptop	1s20DSS0J600PF0AAT72	T36607	Obsolete	Tech Recycle
11/18/2020	JHS	Laptop	Lenovo	L450 Laptop	1s20DSS0J600PF0AAXF1	T36622	Obsolete	Tech Recycle
11/18/2020	JHS	Laptop Charger	Lenovo	L450 Laptop Charger	N/A	N/A	Obsolete	Tech Recycle
11/18/2020	JHS	Laptop Charger	Lenovo	L450 Laptop Charger	N/A	N/A	Obsolete	Tech Recycle
11/18/2020	JHS	Laptop Charger	Lenovo	L450 Laptop Charger	N/A	N/A	Obsolete	Tech Recycle
11/18/2020	JHS	Laptop Charger	Lenovo	L450 Laptop Charger	N/A	N/A	Obsolete	Tech Recycle
11/18/2020	JHS	Mitel Phone	Mitel	Mitel 5312 IP phone	AVAFS2819	N/A	Obsolete	Tech Recycle
11/18/2020	JHS	Keyboard	Lenovo	L450 Keyboard	N/A	N/A	Obsolete	Tech Recycle
11/18/2020	JHS	Ipad	Apple	Ipad air	dlxm83lyf4yf	T27673	Obsolete	Tech Recycle
11/18/2020	JHS	Lenovo LCD Screen	Lenovo	LCD Screen	N/A	N/A	Obsolete	Tech Recycle
11/18/2020	JHS	Speakers	Dell	Dell Speakers	N/A	N/A	Obsolete	Tech Recycle
11/18/2020	JHS	Speakers	HarmonKardon	Speakers	N/A	N/A	Obsolete	Tech Recycle
11/18/2020	JHS	monitor	Dell	24 inch monitor	MX0C95364663472R14YL	T004844	Obsolete	Tech Recycle
11/18/2020	JHS	Battery	Lenovo	Lenovo Battery	N/A	N/A	Obsolete	Tech Recycle
11/18/2020	JHS	Battery	Lenovo	Lenovo Battery	N/A	N/A	Obsolete	Tech Recycle
11/18/2020	JHS	Battery	Lenovo	Lenovo Battery	N/A	N/A	Obsolete	Tech Recycle
11/18/2020	JHS	Battery	Lenovo	Lenovo Battery	N/A	N/A	Obsolete	Tech Recycle
11/18/2020	JHS	Battery	Lenovo	Lenovo Battery	N/A	N/A	Obsolete	Tech Recycle
11/18/2020	JHS	Battery	Lenovo	Lenovo Battery	N/A	N/A	Obsolete	Tech Recycle
11/18/2020	JHS	Battery	Lenovo	Lenovo Battery	N/A	N/A	Obsolete	Tech Recycle
11/18/2020	DMS	Desktop	Dell	Optiplex GX260	C27W321	N/A	Obsolete	Tech Recycle
11/18/2020	DMS	Desktop	Dell	Optiplex GX260	D27W321	N/A	Obsolete	Tech Recycle
11/18/2020	DMS	Misc	Misc	Misc box parts	N/A	N/A	Obsolete	Tech Recycle
11/18/2020	DMS	Desktop	Dell	Optiplex 330	B9LCVG1	N/A	Obsolete	Tech Recycle
11/18/2020	DMS	Desktop	Dell	Dimension E521	4MCQZB1	N/A	Obsolete	Tech Recycle
11/18/2020	DMS	Desktop	Dell	Optiplex 330	6WWSVG1	T008617	Obsolete	Tech Recycle
11/18/2020	DMS	Desktop	HP	HP a6500f	cnx8232mbx	N/A	Obsolete	Tech Recycle
11/18/2020	DMS	Audio Equipment	Shure	T88B	0417011189	N/A	Obsolete	Tech Recycle
11/18/2020	DMS	Audio Equipment	Shure	T88D	0418010785	N/A	Obsolete	Tech Recycle
11/18/2020	DMS	Audio Equipment	Shure	UT4FH	02260200054	N/A	Obsolete	Tech Recycle
11/18/2020	DMS	Audio Equipment	Shure	T1CF	N/A	N/A	Obsolete	Tech Recycle
11/18/2020	DMS	Audio Equipment	Shure	L11-CL	N/A	N/A	Obsolete	Tech Recycle
11/18/2020	DMS	Misc	Misc	Misc box parts	N/A	N/A	Obsolete	Tech Recycle
11/18/2020	DMS	Laptop	Gateway	BC3W3312826	31752857	N/A	Obsolete	Tech Recycle
11/18/2020	DMS	laptop	HP	pavilion dv2000	2CE629084P	N/A	Obsolete	Tech Recycle
11/18/2020	DMS	laptop	Dell	D500	64VCJ31	N/A	Obsolete	Tech Recycle
11/18/2020	DMS	laptop	HP	G80	2CE9152LLB	N/A	Obsolete	Tech Recycle
11/18/2020	DMS	laptop	HP	mini 210	CNF0152DP0	N/A	Obsolete	Tech Recycle
11/18/2020	DMS	laptop	Dell	inspiron n5110	79X4hr1	N/A	Obsolete	Tech Recycle
11/18/2020	DMS	laptop	IBM	thinkpad T30	1S236681U78FWHGR	N/A	Obsolete	Tech Recycle
11/18/2020	DMS	laptop	Dell	latitude e5430	4gmcty1	N/A	Obsolete	Tech Recycle
11/18/2020	Admin	monitor	aoc	aoc e1659f	KSYG7JA000041	N/A	Obsolete	Tech Recycle
11/18/2020	Admin	monitor	dell	17" monitor	CN0X876H72872965481U	T015274	Obsolete	Tech Recycle
11/18/2020	Admin	monitor	dell	17" monitor	CN0X876H728729655A6U	T015263	Obsolete	Tech Recycle

11/18/2020	Admin	docking stations	lenovo	box docking stations	N/A	N/A	Obsolete	Tech Recycle
11/18/2020	Admin	docking stations	Lenovo	box docking stations	N/A	N/A	Obsolete	Tech Recycle
11/19/2020	HHS	Printer	Ricoh	SP 5100N	s2179100229	T017025	Obsolete	Tech Recycle
11/19/2020	HHS	Printer	HP	Color laserjet cp4025	JPDCH530JD	T013138	Obsolete	Tech Recycle
11/19/2020	HHS	Monitor	Dell	1708fpb	CN0PM3727287285U142L	T009123	Obsolete	Tech Recycle
11/19/2020	HHS	Monitor	Dell	1708fpb	CN0FP8167426185Q0N1A	T26245	Obsolete	Tech Recycle
11/19/2020	HHS	Monitor	Dell	1708fpb	CN0CJ1677287269N5A6U	T004503	Obsolete	Tech Recycle
11/19/2020	HHS	Monitor	Dell	1708fpb	CN0FP8167426185R04DA	T007114	Obsolete	Tech Recycle
11/19/2020	HHS	Monitor	Dell	1708fpb	CN0FP8167426185R041A	T007099	Obsolete	Tech Recycle
11/19/2020	HHS	Monitor	Dell	1708fpb	CN0FP8167426183737GA	T007111	Obsolete	Tech Recycle
11/19/2020	HHS	Monitor	Dell	1708fpb	CN0FP8167426185QEKVA	T001978	Obsolete	Tech Recycle
11/19/2020	HHS	Monitor	Dell	1708fpb	CN0FP8167426185R0WDA	T007119	Obsolete	Tech Recycle
11/19/2020	HHS	Monitor	Dell	1708fpf	CN0X876H728729656KUU	T013792	Obsolete	Tech Recycle
11/19/2020	HHS	Monitor	Dell	1708fpf	CN0X876H728729656M7U	T013793	Obsolete	Tech Recycle
11/19/2020	HHS	Monitor	Dell	1708fpf	CN0C2JMK74445026464S	N/A	Obsolete	Tech Recycle
11/19/2020	HHS	Monitor	Dell	e157fpfte	CN0XM180737917490991	T010399	Obsolete	Tech Recycle
11/19/2020	HHS	Monitor	acer	al1716	ETL510857881603C2B425D	104340	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0AATG4	T36570	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS1MK00PF0ECCRE	T39814	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0B0GA2	T013137	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0AAVKP	T36606	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0AAZLN	T36580	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0AATCY	T36626	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A7PBP	T34984	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A7S0M	T34979	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A8Z67	T34866	Obsolete	Tech Recycle
11/19/2020	HHS	Desktop	Lenovo	M72	1S10B4S0EW00MJ01MGNG	T012136	Obsolete	Tech Recycle
11/19/2020	HHS	Desktop	Lenovo	M72	1S10B4S0EW00MJ00X3TL	T25734	Obsolete	Tech Recycle
11/19/2020	HHS	Desktop	Lenovo	M72	1S10B4S1Y600MJ02HK5W	T34825	Obsolete	Tech Recycle
11/19/2020	HHS	Desktop	Lenovo	M72	1S10B4S1Y600MJ02HK5D	T34835	Obsolete	Tech Recycle
11/19/2020	HHS	Desktop	Lenovo	M72	1S10B4S1Y600MJ02HHVT	T36865	Obsolete	Tech Recycle
11/19/2020	HHS	Desktop	Lenovo	M72	1S10GSS1NG00MJ043YAB	T54107	Obsolete	Tech Recycle
11/19/2020	HHS	Desktop	Lenovo	M72	1S36603U9MJ90P6T	T012365	Obsolete	Tech Recycle
11/19/2020	HHS	Desktop	Lenovo	M72	1S36603U9MJ89CK2	T012567	Obsolete	Tech Recycle
11/19/2020	HHS	Desktop	Lenovo	M72	1S36603U9MJ90P6L	T012377	Obsolete	Tech Recycle
11/19/2020	HHS	Desktop	Dell	Olptiplex 330	BL5KVG1	T008008	Obsolete	Tech Recycle
11/19/2020	HHS	Smart Response	Smart Technologies	N/A	80994	N/A	Obsolete	Tech Recycle
11/19/2020	HHS	Projector	NEC	m300ws	NP-M300WS 2900104UG	N/A	Obsolete	Tech Recycle
11/19/2020	HHS	Printer	Hp	C400DN	G158181000820802H	T017588	Obsolete	Tech Recycle
11/19/2020	HHS	Printer	Dell	1720dn	CN0DK7957319077K0289	T001079	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A6ZQX	T34593	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0AAXL1	T36637	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A7S42	T34968	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A7S84	T34974	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A8UB2	T34902	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A5Q35	T34616	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A8Z76	T34975	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A7Q5R	T34988	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A8U5U	T34852	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20FVS1NA00PF0JDQSB	T54258	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0AAXGS	T36793	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A70EK	T34688	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0B0G8W	N/A	Obsolete	Tech Recycle

11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0AAXRH	T36581	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A6U5B	T35705	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20FVS1NA00PF0NCG2M	T54528	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20FVS1NA00PF0NCG23	T54526	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20FVS1NA00PF0JEBAH	T54260	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20FVS1NA00PF0LAHWR	T54643	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20FVS1NA00PF0JDRER	T54255	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A7RR5	T34971	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A7LVP	T34880	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	N/A	T34606	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20J5S1UD00PF10N9X8	T64093	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0AAVLQ	T36809	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A7S4N	T34846	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A7S9B	T34949	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0AAZNW	T36805	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A4TAV	T36772	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A8U6K	T34937	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0B0GC7	N/A	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A7K4Q	T34921	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A7PCK	T34869	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A4TAH	T36749	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A8W8X	T34871	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0AATA1	T36786	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A7KF0	T34928	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A7KL2	T35000	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A4T8Z	T36777	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A4M43	T36748	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A7LXA	T34965	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20FVS1NA00PF0J1YZD	T54315	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A700W	T34875	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A7S5T	T34859	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A6VJC	T34923	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A6TET	T34906	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A7RZ2	T34862	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A8W9Q	T34912	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A7KUK	T64369	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A7KUK	T34863	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A7PT2	T34952	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A7PRN	T34927	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A7PYF	T34941	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A7KHX	T34940	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A70FK	T34909	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A7S7H	T34849	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A7S00	T34944	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A7Q3W	T34994	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L450	1s20DSS0J600PF0A8U63	T34888	Obsolete	Tech Recycle
11/19/2020	HHS	Desktop	Lenovo	M72	1S10B4S1Y600MJ02HHUS	T36717	Obsolete	Tech Recycle
11/19/2020	HHS	Desktop	Lenovo	N/A	1S10B4S1Y600MJ02HHUR	T36720	Obsolete	Tech Recycle
11/19/2020	HHS	Desktop	Lenovo	N/A	1S10B4S1Y600MJ02HHUK	T36719	Obsolete	Tech Recycle
11/19/2020	HHS	Desktop	Lenovo	N/A	1S10B4S1Y600MJ02HHU8	T36716	Obsolete	Tech Recycle
11/19/2020	HHS	Desktop	Lenovo	N/A	1S10B4S2WE00MJ03BEB1	T39068	Obsolete	Tech Recycle
11/19/2020	HHS	Desktop	Lenovo	N/A	1S10B4S2WE00MJ03BEB6	T39078	Obsolete	Tech Recycle
11/19/2020	HHS	Desktop	Lenovo	N/A	1S10B4S0EW00MJ00X3VV	T25739	Obsolete	Tech Recycle

11/19/2020	HHS	Desktop	Lenovo	N/A	1S10B4S0EW00MJ00X3R6	T25758	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L440	1s20ASS10Q00R90BC3AR	T013185	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L440	1s20ASS10Q00R901ZB4A	T33090	Obsolete	Tech Recycle
11/19/2020	HHS	Laptop	Lenovo	L440	1s20ASS10Q00R90A5NYZ	T25103	Obsolete	Tech Recycle
11/19/2020	HHS	docam	aver	cp130	55176 08040P	N/A	Obsolete	Tech Recycle
11/19/2020	HHS	N/A	N/A	N/A	67720 8030	N/A	Obsolete	Tech Recycle
11/19/2020	HHS	projector	epson	emp-83h	KM3F843726L	N/A	Obsolete	Tech Recycle
11/19/2020	HHS	Monitor	DELL	N/A	N/A	T008233	Obsolete	Tech Recycle
11/19/2020	HHS	Monitor	Dell	E157fpte	CN0XM1807379179O3626	T017003	Obsolete	Tech Recycle

Diane C. White

*Supporting documentation available in the Purchasing Department.

Diane C. White, Director of Purchasing

12-01-2020

Date

Included in your board package is the October 2020 Unaudited Treasurer and Financial Report. Report highlights are as follow:

Treasurer Report
As of October 31, 2020, the District had $209,244,830.32 of cash on hand. The cash balance by fund was:

Operating Fund	$ 170,242,570.30
Bond & Interest Fund	21,705,021.82
Site & Construction Fund	17,297,238.20
Total	**$ 209,244,830.32**

Financial Report Analysis-All Funds
Expenditures- If the District were to spend their dollars evenly each month, expenditures through October should be at 33% of total expenditures. Listed below is a summary of cash expenditures to date as a percentage of total expenditures by fund.

Fund	% of Budget	Comment
Education	23.57%	This fund is on trend. As of October, teacher and para pay for FY21 is only at 19%, because their pay starts in late August and will accrue in June 2021 which aligns with the school year.
O&M	28.52%	This fund is on trend.
Bond & Interest	4.57%	The bond & interest fund is used to pay our debt payments which are primarily in December and June. The initial payment of the new chrome book lease was made at the end of August.
Transportation	5.96%	This fund is lower than anticipated due to remote learning.
IMRF/Social Security	26.85%	This fund is in on trend.
Capital Projects	37.68%	This fund is used to pay for our Summer Capital Projects.
Tort	99.04%	The tort fund is used to pay our insurance premiums. These premiums are due in July.

Revenues- The District has received 45.65% of its budgeted revenue.

Financial Reporting Analysis- Operating Funds
Operating Fund Revenue Summary by Source- 39.54%
- Local Revenues is on target at 53.30% due to tax distribution timing and the tax collection rates;
- State Revenues are at 31.36%;
- Federal Revenues are at 14.31% and are in line with FY20 & FY21 federal grant expenditures.

Operating Fund Expenditure Summary by Object- 23.48%
- Salaries are at 22.34%-teacher and para salaries started in late August as previous school year wages were accrued in June 2020;
- Benefits are at 22.34%- teacher and para salaries started in late August as previous school year wages were accrued in June 2020;
- Purchase Services is below budget at 17.17% due to COVID-19 restrictions;
- Supplies/Materials are on target at 36.83%;
- Capital Outlay is at 7.68%;
- Other/Tuition is on target at 21.92%;
- Non-Capitalized Equipment (any equipment under our $5000 capitalization threshold) – is at 61.65% due to the chrome book refresh occurring in August.

Comments- Financial information presented is unaudited. Final FY20 Financials will presented to the Board in December 2020.

Cash Flow
For cash flow purposes:
- Investment Income is at 23.00% of budget. Short term interest rates in October remained stable at 0.020%.
- The Tort Fund has a deficit balance of ($294,431) due to payment of the District insurance premiums for worker's compensation and general liability insurance coverage. As in previous years, property tax collections throughout the year will offset this deficit by the end of the fiscal year. The deficit is being covered by a loan from the working cash fund.

COMMUNITY UNIT SCHOOL DISTRICT NO 300
UNAUDITED FINANCIAL REPORT NO. 4
October 31, 2020
December 1, 2020

	ED FUND	O&M FUND	B&I FUND	TRANS FUND	IMRF FUND	S&C FUND	WORKING CASH FUND	TORT FUND	TOTAL
CASH BALANCE September 30, 2020	$ 109,264,881	$ 10,486,246	$ 20,878,977	$ 6,906,579	$ 6,941,544	$ 17,777,622	$ 38,889,900	$ (351,776)	$ 210,793,972
PRIOR PERIOD ADJUSTMENTS	-	-	-	-	-	-	-	-	$ -
CASH RECEIPTS	13,590,228	1,041,782	826,520	2,467,216	172,288	689	1,662	57,344	$ 18,157,730
CASH DISBURSEMENTS	(17,109,161)	(1,458,840)	(475)	(117,623)	(539,701)	(481,073)	-	-	$ (19,706,872)
CASH BALANCE October 31, 2020	$ 105,745,948	$ 10,069,187	$ 21,705,022	$ 9,256,173	$ 6,574,132	$ 17,297,238	$ 38,891,562	$ (294,431)	$ 209,244,830
INTERFUND TRANSFERS/LOANS	-						(294,431)	294,431	-
ENDING CASH BALANCE October 31, 2020	$ 105,745,948	$ 10,069,187	$ 21,705,022	$ 9,256,173	$ 6,574,132	$ 17,297,238	$ 38,597,131	$ -	$ 209,244,830

INVESTMENT INCOME YEAR TO DATE $ 73,736

TREASURER'S REPORT FOR THE MONTH OF OCTOBER 2020

INVESTMENTS AT COST:		$ 209,244,830.32
(See attached schedule for investment detail)		
MONTHLY PAYROLL:		
Educational Fund	$ 11,542,369.94	
O&M Fund	$ 610,741.89	
Transportation Fund	$ 13,186.55	$ 12,166,298.38
PAYROLL RELATED EXPENDITURES:		
(Not reflected in A/P Bill Listing)		
Educational, O&M and Transportation Funds;		
Teachers, Retirement System	$ 702,089.79	
Total Teachers, Retirement System		$ 702,089.79
Illinois Municipal Retirement Fund		
IMRF	$ 240,401.12	
FICA	$ 142,319.58	
Medicare	$ 163,702.62	
Total IMRF/FICA/Medicare Fund		$ 546,423.32
Total Payroll and Related Expenditures		$ 13,414,811.49

COMMUNITY UNIT SCHOOL DISTRICT #300
Financial Report #4 -December 1, 2020
By Fund, By Object

All Funds	FY21 Budget	FY21 Actual	% of FY21 Budget
Local	218,969,725	114,777,642	52.42%
State	73,273,946	22,978,553	31.36%
Federal	23,536,903	3,368,319	14.31%
Other Source	5,570,764	5,570,764	100.00%
Total Revenues	321,351,338	146,695,278	45.65%
Salaries	157,130,481	35,103,648	22.34%
Benefits	42,486,569	9,489,878	22.34%
Purchased Services	50,556,741	8,680,029	17.17%
Supplies/Materials	13,206,904	4,864,174	36.83%
Capital Outlay	13,927,071	4,853,042	34.85%
Other	41,105,900	3,716,467	9.04%
Non-Capitalized Equipment	10,652,803	6,567,062	61.65%
Total Expenditures	329,066,469	73,274,299	22.27%
Revenues Over Disbursements	(7,715,131)	73,420,979	
Other Financing Sources	-	-	
Net Change to Fund Balance	(7,715,131)	73,420,979	

COMMUNITY UNIT SCHOOL DISTRICT #300
Financial Report #4 -December 1, 2020
By Fund, By Object

Operating Funds	FY21 Budget	FY21 Actual	% of FY21 Budget
Local	188,121,931	100,276,238	53.30%
State	73,273,946	22,978,553	31.36%
Federal	23,536,903	3,368,319	14.31%
Other Sources	5,570,764	5,570,764	100.00%
Total Revenues	290,503,544	132,193,874	45.51%
Salaries	157,130,481	35,103,648	22.34%
Benefits	42,486,569	9,489,878	22.34%
Purchased Services	50,544,241	8,677,454	17.17%
Supplies/Materials	13,206,904	4,864,174	36.83%
Capital Outlay	1,313,704	100,925	7.68%
Other/Tuition	10,610,759	2,325,667	21.92%
Non-Capitalized Equipment	10,652,803	6,567,062	61.65%
Total Expenditures	285,945,461	67,128,807	23.48%
Revenues Over Disbursements	4,558,083	65,065,067	
Other Financing Sources	(3,526,028)	(1,390,801)	
Net Change to Fund Balance	1,032,055	63,674,267	

COMMUNITY UNIT SCHOOL DISTRICT #300
Financial Report #4 -December 1, 2020
By Fund, By Object

Fund 1-Educational	FY21 Budget	FY21 Actual	% of FY21 Budget
Local	146,954,767	77,851,174	52.98%
State	65,254,837	18,782,885	28.78%
Federal	23,536,903	3,368,319	14.31%
Other Sources	5,570,764	5,570,764	100.00%
Total Revenues	241,317,271	105,573,142	43.75%
Salaries	147,886,883	32,262,752	21.82%
Benefits	34,117,871	7,178,489	21.04%
Purchased Services	29,699,069	5,356,502	18.04%
Supplies/Materials	6,621,438	2,959,318	44.69%
Capital Outlay	464,213	25,043	5.39%
Other/Tuition	10,601,759	2,325,667	21.94%
Non-Capitalized Equipment	10,524,759	6,429,601	61.09%
Total Expenditures	239,915,992	56,537,371	23.57%
Revenues Over Disbursements	1,401,279	49,035,771	
Other Financing Source Transfers	(1,390,801)	(1,390,801)	
Net Change to Fund Balance	10,478	47,644,970	
Fund 2-Operations & Maintenance			
Local	24,195,508	14,011,997	57.91%
State	-	-	
Other Sources	-	-	
Total Revenues	24,195,508	14,011,997	57.91%
Salaries	8,783,962	2,790,763	31.77%
Benefits	1,584,997	489,980	30.91%
Purchased Services	3,612,250	536,980	14.87%
Supplies/Materials	5,560,032	1,818,600	32.71%
Capital Outlay	811,200	70,695	8.71%
Other	9,000	-	0.00%
Non-Capitalized Equipment	128,044	137,460	107.35%
Total Expenditures	20,489,485	5,844,478	28.52%
Revenues Over Disbursements	3,706,023	8,167,519	
Other Financing Source Transfers	(2,135,227)	-	
Net Change to Fund Balance	1,570,796	8,167,519	
Fund 3-Bond & Interest			
Local	27,117,755	14,468,857	53.36%
Other Sources	-	-	
Total Revenues	27,117,755	14,468,857	53.36%
Purchased Services	12,500	2,575	20.60%
Other	30,495,141	1,390,801	4.56%
Total Expenditures	30,507,641	1,393,376	4.57%
Revenues Over Disbursements	(3,389,886)	13,075,481	
Other Financing Sources/(Uses)	3,526,028	1,390,801	
Net Change to Fund Balance	136,142	14,466,282	

COMMUNITY UNIT SCHOOL DISTRICT #300
Financial Report #4 -December 1, 2020
By Fund, By Object

Fund 4-Transportation	FY21 Budget	FY21 Actual	% of FY21 Budget
Local	8,852,642	4,390,689	49.60%
State	7,969,109	4,195,668	52.65%
Other Sources	-	-	
Total Revenues	16,821,751	8,586,357	51.04%
Salaries	459,636	50,133	10.91%
Benefits	9,595	2,509	26.15%
Purchased Services	15,287,795	858,594	5.62%
Supplies/Materials	1,026,434	86,256	8.40%
Capital Outlay	38,291	5,188	0.00%
Other	-	-	0.00%
Non-Capitalized Equipment	-	-	0.00%
Total Expenditures	16,821,751	1,002,680	5.96%
Revenues Over Disbursements	0	7,583,676	
Other Financing Sources	-	-	
Net Change to Fund Balance	0	7,583,676	
Fund 5-IMRF/Social Security			
Local	6,130,978	3,000,857	48.95%
Total Revenues	6,130,978	3,000,857	48.95%
Benefits	6,774,106	1,818,901	26.85%
Total Expenditures	6,774,106	1,818,901	26.85%
Revenues Over Disbursements	(643,128)	1,181,956	
Other Financing Sources	-	-	
Net Change to Fund Balance	(643,128)	1,181,956	
Fund 6-Capital Projects			
Local	3,730,039	32,547	0.87%
State	50,000	-	
Other Sources	-	-	0.00%
Total Revenues	3,780,039	32,547	0.86%
Salaries	-	-	0.00%
Benefits	-	-	0.00%
Purchased Services	-	-	0.00%
Supplies/Materials	-	-	0.00%
Capital Outlay	12,613,367	4,752,117	37.68%
Other	-	-	
Total Expenditures	12,613,367	4,752,117	37.68%
Revenues Over Disbursements	(8,833,328)	(4,719,570)	
Other Financing Sources	-	-	
Net Change to Fund Balance	(8,833,328)	(4,719,570)	

COMMUNITY UNIT SCHOOL DISTRICT #300
Financial Report #4 -December 1, 2020
By Fund, By Object

Fund 7-Working Cash	FY21 Budget	FY21 Actual	% of FY21 Budget
Local	94,536	22,134	23.41%
Total Revenues	94,536	22,134	23.41%
Total Expenditures	-	-	0.00%
Revenues Over Disbursements	94,536	22,134	
Other Financing Uses	-	-	
Net Change to Fund Balance	94,536	22,134	
Fund 8-Tort			
Local	1,893,500	999,387	52.78%
Total Revenues	1,893,500	999,387	52.78%
Purchase Services	1,944,127	1,925,377	99.04%
Total Expenditures	1,944,127	1,925,377	99.04%
Revenues Over Disbursements	(50,627)	(925,990)	
Other Financing Uses	-	-	
Net Change to Fund Balance	(50,627)	(925,990)	

October 31, 2020

COMMUNITY UNIT SCHOOL DISTRICT #300

Summary of Fiscal Year Investment Activity-All Funds

Depository or Instrument	Type	#	Bank Year	Date Purchased	Date of Maturity	Term (Days)	Rate (%)	Par/Face	Principal Invested	Earnings to Maturity	Principal Invested @ 10/31/20
OPERTATING FUND INVESTMENTS											
US TREASURY N/B (1.375%) 912828L32	SEC		365	9/5/2019	8/31/2020	361	1.650%	3,759,000	3,748,868	-	-
SERVISFIRST BANK	CD		365	5/21/2020	11/17/2020	180	0.060%	249,935	249,200	735.40	249,200.00
TEXAS CAPITAL BANK	CD		365	5/21/2020	11/17/2020	180	0.450%	249,952	249,400	551.95	249,400.00
Orange Bank & Trust Co.	CDR		365	5/28/2020	11/27/2020	183	0.390%	27,162	27,109	52.86	27,109.42
Upstate National Bank	CDR		365	5/28/2020	11/27/2020	183	0.390%	246,986	246,505	480.69	246,505.28
CenterState Bank of Florida, National Associatior	CDR		365	5/28/2020	11/27/2020	183	0.390%	246,986	246,505	480.69	246,505.28
Commercial Bank of California	CDR		365	5/28/2020	11/27/2020	183	0.390%	246,986	246,505	480.69	246,505.28
Simmons First National Bank	CDR		365	5/28/2020	11/27/2020	183	0.390%	245,518	245,041	477.83	245,040.59
Community West Bank, National Association	CDR		365	5/28/2020	11/27/2020	183	0.390%	246,986	246,505	480.69	246,505.28
Community National Bank	CDR		365	5/28/2020	11/27/2020	183	0.390%	22,997	22,952	44.76	22,951.95
West Gate Bank	CDR		365	5/28/2020	11/27/2020	183	0.390%	246,986	246,505	480.69	246,505.28
State Bank Financial	CDR		365	5/28/2020	11/27/2020	183	0.390%	81,648	81,489	158.90	81,488.93
West Bank	CDR		365	5/28/2020	11/27/2020	183	0.390%	246,986	246,505	480.69	246,505.28
Amarillon National Bank	CDR		365	5/28/2020	11/27/2020	183	0.390%	246,986	246,505	480.69	246,505.28
Bank 2	CDR		365	5/28/2020	11/27/2020	183	0.390%	246,986	246,505	480.69	246,505.28
Bank of American, National Association	CDR		365	5/28/2020	11/27/2020	183	0.390%	246,986	246,505	480.69	246,505.28
Oregon Community Bank	CDR		365	5/28/2020	11/27/2020	183	0.390%	5,020	5,010	9.66	5,010.15
Southern States Bank	CDR		365	5/28/2020	11/27/2020	183	0.390%	246,986	246,505	480.69	246,505.28
CITIZENS STATE BANK OF ROSEAU	CDR		365	5/28/2020	11/27/2020	183	0.390%	246,986	246,505	480.69	246,505.28
FirstCapital Bank of Texas	CDR		365	5/28/2020	11/27/2020	183	0.390%	246,986	246,505	480.69	246,505.28
Parke Bank	CDR		365	5/28/2020	11/27/2020	183	0.390%	246,986	246,505	480.69	246,505.28
Valley National Bank/ 1st United Bank	CDR		365	5/28/2020	11/27/2020	183	0.390%	246,986	246,505	480.69	246,505.28
First National Bank & Trust of Elk City	CDR		365	5/28/2020	11/27/2020	183	0.390%	246,986	246,505	480.69	246,505.28
PlainsCapital Bank	CDR		365	5/28/2020	11/27/2020	183	0.390%	246,986	246,505	480.69	246,505.28
CapStar Bank	CDR		365	5/28/2020	11/27/2020	183	0.390%	246,986	246,505	480.69	246,505.28
Freedom Bank of Virginia	CDR		365	5/28/2020	11/27/2020	183	0.390%	246,986	246,505	480.69	246,505.28
First Bankers Trust Company, NA	CDR		365	5/28/2020	11/27/2020	183	0.390%	246,986	246,505	480.69	246,505.28
First Federal Savings and Loan Association of Pc	CDR		365	5/28/2020	11/27/2020	183	0.390%	246,986	246,505	480.69	246,505.28
PINNACLE BANK	CDR		365	5/28/2020	11/27/2020	183	0.390%	102,472	102,272	199.43	102,272.24
Emigrant Bank	CDR		365	5/28/2020	11/27/2020	183	0.390%	246,986	246,505	480.69	246,505.28
Mechanics & Farmers Bank	CDR		365	5/28/2020	11/27/2020	183	0.390%	246,986	246,505	480.69	246,505.28
Citizens Business Bank	CDR		365	5/28/2020	11/27/2020	183	0.390%	246,986	246,505	480.69	246,505.28
Bank OZK	CDR		365	5/28/2020	11/27/2020	183	0.390%	246,986	246,505	480.69	246,505.28
State Bank Financial	CDR		365	6/4/2020	12/3/2020	182	0.391%	165,335	165,014	320.84	165,013.67
First Interstate Bank	CDR		365	6/4/2020	12/3/2020	182	0.391%	246,981	246,501	479.28	246,501.29
Mainstreet Bank	CDR		365	6/4/2020	12/3/2020	182	0.391%	11,341	11,319	21.97	11,318.91
Mabrey Bank/Citizens Security Bank & Trust Con	CDR		365	6/4/2020	12/3/2020	182	0.391%	76,025	75,878	147.53	75,877.90
First National Bank of Syracuse	CDR		365	6/4/2020	12/3/2020	182	0.391%	12,048	12,024	23.38	12,024.45
Waterford Bank, N.A.	CDR		365	6/4/2020	12/3/2020	182	0.391%	100,399	100,204	194.83	100,203.78
First National Bank of Elmer	CDR		365	6/4/2020	12/3/2020	182	0.391%	246,981	246,501	479.28	246,501.29
First Community Bank of Tennessee	CDR		365	6/4/2020	12/3/2020	182	0.391%	246,981	246,501	479.28	246,501.29

Providence Bank	CDR	365	6/4/2020	12/3/2020	182	0.391%	246,981	246,501	479.28	246,501.29
Katahdin Trust Company	CDR	365	6/4/2020	12/3/2020	182	0.391%	246,981	246,501	479.28	246,501.29
Morton Community Bank	CDR	365	6/4/2020	12/3/2020	182	0.391%	63,839	63,715	123.88	63,715.43
First United Bank and Trust Company	CDR	365	6/4/2020	12/3/2020	182	0.391%	207,235	206,833	402.15	206,832.96
C US Bank	CDR	365	6/4/2020	12/3/2020	182	0.391%	246,981	246,501	479.28	246,501.29
Community Development Bank, FSB	CDR	365	6/4/2020	12/3/2020	182	0.391%	246,981	246,501	479.28	246,501.29
Farmers and Merchants Bank of Central Californi	CDR	365	6/4/2020	12/3/2020	182	0.391%	246,981	246,501	479.28	246,501.29
Security Bank	CDR	365	6/4/2020	12/3/2020	182	0.391%	246,981	246,501	479.28	246,501.29
Champlain National Bank	CDR	365	6/4/2020	12/3/2020	182	0.391%	246,981	246,501	479.28	246,501.29
First Mid-Illinois Bank & Trust	CD	365	1/31/2020	2/1/2021	367	1.562%	249,965	246,100	3,865.15	246,100.00
Royal Business Bank	CD	365	1/31/2020	2/1/2021	367	1.488%	249,985	246,300	3,684.75	246,300.00
Landmark Community Bank	CD	365	1/31/2020	2/1/2021	367	1.438%	249,963	246,400	3,562.69	246,400.00
First National Bank/The First, NA	CD	365	1/31/2020	2/1/2021	367	1.468%	249,921	246,300	3,621.02	246,300.00
Customers Bank-Loc	CD	365	6/18/2020	5/19/2021	335	0.151%	8,511,805	8,500,000	11,805.26	8,500,000.00
Allegiance Bank Texas	CD	365	6/16/2020	6/16/2021	365	0.143%	249,755	249,400	355.41	249,400.00
Bank of China	CD	365	6/16/2020	6/16/2021	365	0.505%	249,954	248,700	1,254.11	248,700.00
TBK BANK, SSB/THE NATIONAL BANK	CD	365	6/16/2020	6/16/2021	365	0.150%	249,973	249,600	373.48	249,600.00
Centier Bank	CD	365	6/16/2020	6/16/2021	365	0.150%	249,973	249,600	373.48	249,600.00
Bank Rhode Island	CD	365	6/16/2020	6/16/2021	365	0.162%	249,904	249,500	403.62	249,500.00
Brookline Bank	CD	365	6/16/2020	6/16/2021	365	0.162%	249,805	249,400	404.61	249,400.00
FIELDPOINT PRIVATE BANK & TRUST	CD	365	6/16/2020	6/16/2021	365	0.150%	249,974	249,600	374.40	249,600.00
Eaglebank	CD	365	6/16/2020	6/16/2021	365	0.142%	249,955	249,600	354.90	249,600.00
THIRD COAST BANK, SSB	CD	365	6/16/2020	6/16/2021	365	0.411%	249,922	248,900	1,022.25	248,900.00
PACIFIC WESTERN BANK	CD	365	6/16/2020	6/16/2021	365	0.207%	249,916	249,400	515.80	249,400.00
CIBC BANK USA/PRIVATE BANK	CD	365	6/16/2020	6/16/2021	365	0.257%	249,941	249,300	640.56	249,300.00
Customers Bank	CD	365	6/16/2020	6/16/2021	365	0.158%	249,994	249,600	394.24	249,600.00
First Bank of Ohio	CD	365	6/16/2020	6/16/2021	365	0.143%	249,956	249,600	355.68	249,600.00
Western Alliance/Torrey Pines Bank	CD	365	6/16/2020	6/16/2021	365	0.154%	249,684	249,300	383.92	249,300.00
Global Bank	CD	365	6/16/2020	6/16/2021	365	0.149%	249,773	249,400	372.81	249,400.00
BMO Harris Bank, NA	CD	365	6/16/2020	6/16/2021	365	0.150%	18,527,770	18,500,000	27,769.54	18,500,000.00
Capitol Federal Savings Bank	CDR	365	6/25/2020	6/24/2021	364	0.390%	242,659	241,718	941.27	241,717.99
Eclipse Bank, Inc.	CDR	365	6/25/2020	6/24/2021	364	0.390%	149,412	148,832	579.57	148,832.04
ST. LOUIS BANK	CDR	365	6/25/2020	6/24/2021	364	0.390%	242,659	241,718	941.27	241,717.99
SmartBank	CDR	365	6/25/2020	6/24/2021	364	0.390%	242,659	241,718	941.27	241,717.99
State Bank & Trust Company	CDR	365	6/25/2020	6/24/2021	364	0.390%	242,659	241,718	941.27	241,717.99
Bank of Ann Arbor	CDR	365	6/25/2020	6/24/2021	364	0.390%	242,659	241,718	941.27	241,717.99
Tri-State Bank of Memphis	CDR	365	6/25/2020	6/24/2021	364	0.390%	242,659	241,718	941.27	241,717.99
Pinnacle Bank	CDR	365	6/25/2020	6/24/2021	364	0.390%	139,894	139,351	542.70	139,351.30
City First Bank of D.C., National Association	CDR	365	6/25/2020	6/24/2021	364	0.390%	242,659	241,718	941.27	241,717.99
Great Plains State Bank	CDR	365	6/25/2020	6/24/2021	364	0.390%	145,998	145,432	566.33	145,431.98
RepublicBankAz, N.A.	CDR	365	6/25/2020	6/24/2021	364	0.390%	242,659	241,718	941.27	241,717.99
Middlefield Banking Company	CDR	365	6/25/2020	6/24/2021	364	0.390%	242,659	241,718	941.27	241,717.99
Ameris Bank	CDR	365	6/25/2020	6/24/2021	364	0.390%	242,659	241,718	941.27	241,717.99
WesBanco Bank, Inc.	CDR	365	6/25/2020	6/24/2021	364	0.390%	242,659	241,718	941.27	241,717.99
Mabrey Bank/Citizens Security Bank & Trust Con	CDR	365	6/25/2020	6/24/2021	364	0.390%	166,414	165,769	645.52	165,768.80
Investors Community Bank	CDR	365	6/25/2020	6/24/2021	364	0.390%	242,659	241,718	941.27	241,717.99
Bank of the West SF CA (1.650%)	DTC	365	2/5/2020	2/4/2022	730	1.550%	245,000	245,241	-	247,607.37
MAGNOLIA BANK INC/MAG KY	DTC	365	7/15/2020	7/14/2021	364	0.150%	249,000	249,124	-	247,607.37
Arvest Bank	CDR	365	7/23/2020	7/22/2021	364	0.133%	242,660	242,338	322.08	242,337.54

Relyance Bank, NA/Pine Bluff National Bank	CDR	365	7/23/2020	7/22/2021	364	0.133%	242,660	242,338	322.08	242,337.54
Farmers and Merchants State Bank	CDR	365	7/23/2020	7/22/2021	364	0.133%	242,660	242,338	322.08	242,337.54
First National Bank	CDR	365	7/23/2020	7/22/2021	364	0.133%	242,660	242,338	322.08	242,337.54
Piedmont Bank	CDR	365	7/23/2020	7/22/2021	364	0.133%	242,660	242,338	322.08	242,337.54
Bank Texas, National Association	CDR	365	7/23/2020	7/22/2021	364	0.133%	242,660	242,338	322.08	242,337.54
Southwest National Bank	CDR	365	7/23/2020	7/22/2021	364	0.133%	242,660	242,338	322.08	242,337.54
SpiritBank	CDR	365	7/23/2020	7/22/2021	364	0.133%	242,660	242,338	322.08	242,337.54
Chambers Bank	CDR	365	7/23/2020	7/22/2021	364	0.133%	169,187	168,962	224.52	168,962.14
OakStar Bank, National Association	CDR	365	7/23/2020	7/22/2021	364	0.133%	242,660	242,338	322.08	242,337.54
Poppy Bank	CDR	365	7/30/2020	7/29/2021	364	0.137%	245,177	244,842	335.32	244,841.60
Citizens National Bank	CDR	365	7/30/2020	7/29/2021	364	0.137%	245,177	244,842	335.32	244,841.60
Community Bank of the Bay	CDR	365	7/30/2020	7/29/2021	364	0.137%	245,177	244,842	335.32	244,841.60
Byron Bank	CDR	365	7/30/2020	7/29/2021	364	0.137%	145,799	145,599	199.38	145,599.15
Primary Bank	CDR	365	7/30/2020	7/29/2021	364	0.137%	245,177	244,842	335.32	244,841.60
Planters Bank, Inc	CDR	365	7/30/2020	7/29/2021	364	0.137%	245,177	244,842	335.32	244,841.60
BancCentral, National Association	CDR	365	7/30/2020	7/29/2021	364	0.137%	245,177	244,842	335.32	244,841.60
CBW Bank	CDR	365	7/30/2020	7/29/2021	364	0.137%	245,177	244,842	335.32	244,841.60
Mainstreet Bank	CDR	365	7/30/2020	7/29/2021	364	0.137%	151,033	150,826	206.56	150,826.45
Homeland Federal Savings Bank	CDR	365	7/30/2020	7/29/2021	364	0.137%	245,177	244,842	335.33	244,841.60
Border State Bank	CDR	365	7/30/2020	7/29/2021	364	0.137%	245,177	244,842	335.32	244,841.60
Morgan Stanley Bank NA (1.700%)	DTC	365	2/6/2020	8/6/2021	547	1.660%	247,000	247,146	-	247,607.37
Morgan Stanley Private Bank (1.700%)	DTC	365	2/6/2020	8/6/2021	547	1.660%	247,000	247,146	-	247,607.37
BMW Bank North America (1.600%)	DTC	365	2/7/2020	8/9/2021	549	1.600%	248,000	248,147	-	247,607.37
Wells Fargo Natl Bk West (1.650%)	DTC	365	2/10/2020	8/10/2021	547	1.650%	249,000	249,184	-	247,607.37
Vertitex Community Bank	CD	365	9/11/2020	9/13/2021	367	0.104%	249,961	249,700	260.90	249,700.00
New Omni Bank NA	CD	365	9/11/2020	9/13/2021	367	0.104%	249,961	249,700	260.90	249,700.00
NEXBANK, SSB-ICS	SDA		10/31/2020			0.083%	813	813		813
CITIBANK	SDA		10/31/2020			0.010%	775	775		775
PONCE BANK	SDA		10/31/2020			0.070%	386	386		386
Bank of China	SDA		10/31/2020			0.070%	58,046,687	58,046,687		58,046,687
Bank of China	SDA		10/31/2020			0.070%	15,756,908	15,756,908		15,756,908
PMA/ISDLAF Liquid #10254-101	Short term trust deposit	365		as needed	n/a	0.020%		1.99	-	1.99
PMA/ISDLAF Max #10254-101	Short term trust deposit	365		as needed	n/a	0.050%		60,725,675.67	-	60,725,675.67
PMA/ISDLAF Liquid #10254-104	Short term trust deposit	365		as needed	n/a	0.020%		5,173,623.20	-	5,173,623.20
Total Operating Investments with PMA										$ 191,764,856.73
									Outstanding Items	(4,473,498.12)
									Bond & Interest Fund Transfers	248,449.89
									Construction Fund Transfers	(17,297,238.20)
TOTALS OPERATING FUNDS AS OF				31-Oct-20						$ 170,242,570.30
TOTALS BOND AND INTEREST FUND INVESTMENTS AS OF (see page 5 for details):				31-Oct-20						$ 21,705,021.82
TOTAL CONSTRUCTION FUND INVESTMENTS AS OF (see page 6 for details):				31-Oct-20						$ 17,297,238.20
TOTAL FUNDS INVESTED (Including Construction and Bond & Interest Fund)				31-Oct-20						**$ 209,244,830.32**

COMMUNITY UNIT SCHOOL DISTRICT #300

Summary of Fiscal Year Investment Activity-Bond and Interest Fund

Depository or Instrument	Type	#	Bank Year	Date Purchased	Date of Maturity	Term (Days)	Rate (%)	Par/Face	Principal Invested	Earnings to Maturity	Principal Invested @ 10/31/20
BOND AND INTEREST FUND INVESTMENTS											
Community State Bank-OK	CD		365	1/2/2019	12/31/2020	729	2.806%	249,225	236,000	13,224.61	236,000.00
PMA 1994 Escrow Fund; #10254-103-Liquid	Short term trust deposit		365		as needed	n/a	0.02%		0.17	-	0.17
PMA 1994 Escrow Fund; #10254-103-Max	Short term trust deposit		365		as needed	n/a	0.05%		10,769,478.18	-	10,769,478.18
Total B&I Investments with PMA											11,005,478.35
USBank Intercept Escrow Fund 400554.1	MMA								42,688.99	-	42,688.99
USBank Bond Pool Fund 431613.1	MMA								10,905,304.37	-	10,905,304.37
Total B&I Investments with US Bank									10,947,993.36		10,947,993.36
TOTAL BOND AND INTEREST FUNDS INVESTMENTS AS OF:				31-Oct-20					10,947,993.36		21,953,471.71
										Outstanding Items	-
										Operating Fund Transfers	(248,449.89)
										Cash Balance Per General Ledger	$ 21,705,021.82

October 31, 2020

COMMUNITY UNIT SCHOOL DISTRICT #300

Summary of Fiscal Year Investment Activity-Construction Fund

Depository or Instrument	Type	#	Bank Year	Date Purchased	Date of Maturity	Term (Days)	Rate (%)	Par/Face	Principal Invested	to Maturity	Invested @ 10/31/20
CONSTRUCTION FUND INVESTMENTS FUND INVESTMENTS											
PMA/ISDLAF Liquid #10254-210	Short term trust deposit		365		as needed	n/a	0.02%		-	-	-
PMA/ISDLAF Max #10254-210	Short term trust deposit		365		as needed	n/a	0.02%		-	-	-
PMA/ISDLAF Max #10254-211	Short term trust deposit		365		as needed	n/a	0.05%		-	-	-
TOTAL CONSTRUCTION FUNDS INVESTMENTS AS OF:				31-Oct-20					-	-	-
										Outstanding Items	-
										Operating Fund Transfers	17,297,238.20
										Cash Balance Per General Ledger	$ 17,297,238.20

Balance Sheet

Consolidated		Educational Fund	Consolidated		
Account Nbr	Description	Current Year	Previous Year	Change	Percent
ASSETS	Assets				
CURASSETS	Current Assets				
8000	Cash				
8010-0000	Cash	101,328,681.38	91,966,249.47	9,362,431.91	10.2
8014-0000	Payroll Account	29,336.71-	59,288.87-	29,952.16	50.5-
8015-0000	Flex Account	9,950.21	2,923.38-	12,873.59	440.4-
8016-0000	Board Account Deposits	207,212.84	1,133.74-	208,346.58	18376.9-
8017-0000	Student Payments Account	9,659.05	703.11	8,955.94	1273.8
	Total Cash	101,526,166.77	91,903,606.59	9,622,560.18	10.5
RECEIVABLES	Receivables				
8100	110-122				
8110-0000	Interest Receivable	293,123.00	293,123.00	0.00	
8190-0000	Grants Receivable	5,521,482.05	5,521,482.05	0.00	
8192-0000	Property Taxes Receivable	74,599,499.00	74,599,499.00	0.00	
	Total 110-122	80,414,104.05	80,414,104.05	0.00	
8400	Other Current Assets				
8440-0000	Prepaid Expenses	527,052.00	527,052.00	0.00	
8486-0000	Invoice Tolerance	0.00	.01	.01-	100.0-
	Total Other Current Assets	527,052.00	527,052.01	.01-	
	Total Receivables	80,941,156.05	80,941,156.06	.01-	
	Total Current Assets	182,467,322.82	172,844,762.65	9,622,560.17	5.6
	Total Assets	182,467,322.82	172,844,762.65	9,622,560.17	5.6
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9000	Current Liabilities				
9011-0000	Accounts Payable	17,277.29-	384,453.74-	367,176.45	95.5-
9021-0000	Accrued Payroll	245,913.11-	245,913.11-	0.00	
9022-0000	Deferred Revenue	67,718,748.12-	67,718,748.12-	0.00	
9023-0000	Accrued Accounts Payable (Auditor A	1,235,449.76-	1,235,449.76-	0.00	
9025-0000	Unclaimed Property Liability	94,631.20-	0.00	94,631.20-	
9098-0000	Premium Group Term Life (Noncash) (	5,711.08-	5,085.65-	625.43-	12.3
	Total Current Liabilities	69,317,730.56-	69,589,650.38-	271,919.82	.4-
9300	Payroll Deductions				
9311-0000	Student Fees Payable	379,442.10-	379,442.10-	0.00	
9320-0000	Employee Disability/Life Payable	9,144.05-	350.94-	8,793.11-	2505.6
9321-0000	FSA	99,576.53-	40,547.61-	59,028.92-	145.6
9330-0000	TRS	4,965.19-	4,965.19-	0.00	

Balance Sheet

Consolidated		Educational Fund	Consolidated		
Account Nbr	Description	Current Year	Previous Year	Change	Percent
9300	Payroll Deductions				
9340-0000	THIS-Employee	144.01	144.01	0.00	
	Total Payroll Deductions	492,983.86-	425,161.83-	67,822.03-	16.0
9400	Other Payables				
9402-0000	Owed to Foundation	54.66-	43.34	98.00-	226.1-
9403-0000	Owed to Settlement	1,257.50-	1,257.50-	0.00	
9404-0000	Owed to Building-Music Donations	1,075.01-	0.00	1,075.01-	
9410-0000	Owed to Building-Vending	187,716.12-	169,624.42-	18,091.70-	10.7
9411-0000	Owed to Building-Picture Money	143,852.00-	137,509.36-	6,342.64-	4.6
9412-0000	Owed to Building-ACT Prep Program	343,449.86-	158,359.58-	185,090.28-	116.9
9413-0000	Owed to Building-Physical Education	228,151.48-	212,650.31-	15,501.17-	7.3
9414-0000	Owed to Building-Athletics	448,209.38-	387,716.47-	60,492.91-	15.6
9415-0000	Owed to Building-Yearbook	115,326.72-	105,729.33-	9,597.39-	9.1
9416-0000	Owed to Building-Year in Review Vid	3,300.15-	3,266.15-	34.00-	1.0
9417-0000	Owed to Building-Athletic Tournamen	211,660.88-	149,955.07-	61,705.81-	41.1
9418-0000	Owed to Building-Assignment Books	2,820.00-	2,820.00-	0.00	
9419-0000	Owed to Building-Other	300,777.74-	296,947.59-	3,830.15-	1.3
9420-0000	Owed to Building - Spec Olympics	5,022.31-	5,022.31-	0.00	
9421-0000	Owed to Building - Admin Mentoring	10,220.75-	10,220.75-	0.00	
9422-0000	Owed to Building - Corporate Sponso	18,068.43-	13,166.74-	4,901.69-	37.2
9423-0000	Owed to Building - Athletc Donation	42,362.47-	38,491.07-	3,871.40-	10.1
9424-0000	Owed To Building - Musical	141,696.73-	95,200.78-	46,495.95-	48.8
9425-0000	Owed to Building - Summer Camps	5,046.57-	5,046.57-	0.00	
9426-0000	Owed to Building - Library	91,562.48-	74,883.97-	16,678.51-	22.3
9428-0000	Owed to Building - Homeless	796.82	0.00	796.82	
9429-0000	Owed to Building - BPAC	360.64-	360.64-	0.00	
9430-0000	Owed to Building - Donations	80,345.79-	32,229.42-	48,116.37-	149.3
9434-0000	Owed to Buildings-Basketball	6,376.18-	10,667.32-	4,291.14	40.2-
9437-0000	Owed to Buildings-Softball	250.00-	250.00-	0.00	
9460-0000	Other Payables	2,516,012.71	2,092,217.68	423,795.03	20.3
9461-0000	Credit Card Payable	482.96-	482.96-	0.00	
9463-0000	Summer Camp-Bowling	.30-	.30-	0.00	
9464-0000	Summer Camp-Girls Basketball	1,326.67-	15,910.05-	14,583.38	91.7-
9465-0000	Summer Camp-Boys Basketball	4,223.39-	48,074.02-	43,850.63	91.2-
9466-0000	Summer Camp-Coed Tennis	5,344.94-	10,471.10-	5,126.16	49.0-
9467-0000	Summer Camp-Football	1,662.51-	36,406.55-	34,744.04	95.4-
9468-0000	Summer Camp-Coed Volleyball	60.16-	1,379.84	1,440.00-	104.4-
9469-0000	Summer Camp-Coed Wrestling	1,503.24-	4,373.45-	2,870.21	65.6-
9470-0000	Summer Camp-Boys Baseball	2,033.24-	21,123.95-	19,090.71	90.4-
9471-0000	Summer Camp-Girls Softball	223.56-	3,518.13-	3,294.57	93.6-
9472-0000	Sports Camp-Elementary	586.57-	586.57-	0.00	
9473-0000	Summer Camp-Coed Soccer	1,540.44-	3,058.91-	1,518.47	49.6-
9474-0000	Summer Camp-Cheerleading	74.40-	9,681.00-	9,606.60	99.2-
9475-0000	Custodial Services	153,330.79-	119,116.54-	34,214.25-	28.7
9477-0000	Summer Camp-Coed Basketball	403.40-	1,928.90-	1,525.50	79.1-
9478-0000	Summer Camp-Girls Soccer	54.21-	819.12-	764.91	93.4-
9479-0000	Summer Camp-Coed Cross Country	748.72-	1,811.57-	1,062.85	58.7-
9480-0000	Summer Camp-Boys Lacrosse	375.43-	3,292.17-	2,916.74	88.6-
9481-0000	Summer Camp-Girls Lacrosse	.29-	603.00-	602.71	100.0-
9482-0000	Summer Camp-Dance Camp	3,216.79-	2,054.00-	1,162.79-	56.6

Consolidated		Educational Fund		Consolidated	
Account Nbr	Description	Current Year	Previous Year	Change	Percent
9400	Other Payables				
9483-0000	Summer Camp-Boys Soccer	10,456.26-	18,140.00-	7,683.74	42.4-
9484-0000	Summer Camp-Girls Golf	367.54-	567.00-	199.46	35.2-
9485-0000	Summer Camp-Boys Golf	1,560.00-	1,560.00-	0.00	
9486-0000	Summer Camp-Girls Volleyball	11,147.39-	23,116.76-	11,969.37	51.8-
9488-0000	Summer Camp-Marching Band	5,947.96-	4,229.39-	1,718.57-	40.6
9490-0000	Summer Camp-Coed Baseball	58.73-	1,650.00-	1,591.27	96.4-
9491-0000	Summer Camp-Coed Lacrosse	71.69	143.74-	215.43	149.9-
9492-0000	Summer Camp-Strength & Conditioning	411.24-	64.00-	347.24-	542.6
9495-0000	Ed Services Donations	520.65-	0.00	520.65-	
9496-0000	FSL Events-Donations	71.56-	71.56-	0.00	
9497-0000	Coffee Shop	4,575.19-	4,375.90-	199.29-	4.6
9498-0000	Owed to Special Events	1,741.77-	1,741.77-	0.00	
9499-0000	Owed to Wellness	10,043.00-	1,235.00-	8,808.00-	713.2
	Total Other Payables	96,175.93-	157,941.90-	61,765.97	39.1-
	Total Liabilities	69,906,890.35-	70,172,754.11-	265,863.76	.4-
FUNDBAL	Equity				
9900-0000	Fund Balance	63,514,926.40-	54,210,035.33-	9,304,891.07-	17.2
9950-0000	Current Year Net Change in Fund Balan	49,045,506.07-	48,465,933.21-	579,572.86-	1.2
9999-0000	Error Suspense	0.00	3,960.00	3,960.00-	100.0-
	Total Equity	112,560,432.47-	102,672,008.54-	9,888,423.93-	9.6
	Total Liabilities & Fund Equit	182,467,322.82-	172,844,762.65-	9,622,560.17-	5.6

Consolidated		Health Insurance Fund	Consolidated		
Account Nbr	Description	Current Year	Previous Year	Change	Percent
ASSETS	Assets				
CURASSETS	Current Assets				
8000	Cash				
8010-0000	Cash	2,445,242.09	2,494,954.60	49,712.51-	2.0-
	Total Cash	2,445,242.09	2,494,954.60	49,712.51-	2.0-
	Total Current Assets	2,445,242.09	2,494,954.60	49,712.51-	2.0-
	Total Assets	2,445,242.09	2,494,954.60	49,712.51-	2.0-
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9300	Payroll Deductions				
9322-0000	Employee Health Payable	2,436,521.82-	2,430,808.31-	5,713.51-	.2
9323-0000	Employee Dental Payable	12,800.36-	67,330.41-	54,530.05	81.0-
9324-0000	Employee Vision Payable	4,080.09	3,184.12	895.97	28.1
	Total Payroll Deductions	2,445,242.09-	2,494,954.60-	49,712.51	2.0-
	Total Liabilities	2,445,242.09-	2,494,954.60-	49,712.51	2.0-
	Total Liabilities & Fund Equit	2,445,242.09-	2,494,954.60-	49,712.51	2.0-

Balance Sheet

Consolidated		Grant Fund		Consolidated	
Account Nbr	Description	Current Year	Previous Year	Change	Percent
ASSETS	Assets				
CURASSETS	Current Assets				
8000	Cash				
8010-0000	Cash	4,030,750.20	3,507,221.19	523,529.01	14.9
	Total Cash	4,030,750.20	3,507,221.19	523,529.01	14.9
RECEIVABLES	Receivables				
8400	Other Current Assets				
8486-0000	Invoice Tolerance	0.00	.01	.01-	100.0-
	Total Other Current Assets	0.00	.01	.01-	100.0-
	Total Receivables	0.00	.01	.01-	100.0-
	Total Current Assets	4,030,750.20	3,507,221.20	523,529.00	14.9
	Total Assets	4,030,750.20	3,507,221.20	523,529.00	14.9
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9000	Current Liabilities				
9011-0000	Accounts Payable	2,060.12-	86,465.91-	84,405.79	97.6-
	Total Current Liabilities	2,060.12-	86,465.91-	84,405.79	97.6-
	Total Liabilities	2,060.12-	86,465.91-	84,405.79	97.6-
FUNDBAL	Equity				
9900-0000	Fund Balance	3,755,253.46-	1,232,718.69-	2,522,534.77-	204.6
9950-0000	Current Year Net Change in Fund Balan	273,436.62-	2,188,036.60-	1,914,599.98	87.5-
	Total Equity	4,028,690.08-	3,420,755.29-	607,934.79-	17.8
	Total Liabilities & Fund Equit	4,030,750.20-	3,507,221.20-	523,529.00-	14.9

Balance Sheet

Consolidated Covid 19 Fund Consolidated

Account Nbr	Description	Current Year	Previous Year	Change	Percent
ASSETS	Assets				
CURASSETS	Current Assets				
8000	Cash				
8010-0000	Cash	2,058,725.37-	0.00	2,058,725.37-	
	Total Cash	2,058,725.37-	0.00	2,058,725.37-	
	Total Current Assets	2,058,725.37-	0.00	2,058,725.37-	
	Total Assets	2,058,725.37-	0.00	2,058,725.37-	
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9000	Current Liabilities				
9011-0000	Accounts Payable	66,821.04-	0.00	66,821.04-	
	Total Current Liabilities	66,821.04-	0.00	66,821.04-	
	Total Liabilities	66,821.04-	0.00	66,821.04-	
FUNDBAL	Equity				
9900-0000	Fund Balance	451,573.12	0.00	451,573.12	
9950-0000	Current Year Net Change in Fund Balan	1,673,973.29	0.00	1,673,973.29	
	Total Equity	2,125,546.41	0.00	2,125,546.41	
	Total Liabilities & Fund Equit	2,058,725.37	0.00	2,058,725.37	

Balance Sheet

Consolidated | Operations & Maintenance Fund Consolidated

Account Nbr	Description	Current Year	Previous Year	Change	Percent
ASSETS	Assets				
CURASSETS	Current Assets				
8000	Cash				
8010-0000	Cash	10,069,187.38	9,406,371.40	662,815.98	7.0
	Total Cash	10,069,187.38	9,406,371.40	662,815.98	7.0
RECEIVABLES	Receivables				
8100	110-122				
8110-0000	Interest Receivable	16,103.00	16,103.00	0.00	
8191-0000	CPPRT Receivable	266,847.00	266,847.00	0.00	
8192-0000	Property Taxes Receivable	11,667,240.00	11,667,240.00	0.00	
	Total 110-122	11,950,190.00	11,950,190.00	0.00	
	Total Receivables	11,950,190.00	11,950,190.00	0.00	
	Total Current Assets	22,019,377.38	21,356,561.40	662,815.98	3.1
	Total Assets	22,019,377.38	21,356,561.40	662,815.98	3.1
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9000	Current Liabilities				
9011-0000	Accounts Payable	262,084.34-	19,454.59-	242,629.75-	1247.2
9021-0000	Accrued Payroll	242,138.00-	242,138.00-	0.00	
9022-0000	Deferred Revenue	10,562,626.00-	10,562,626.00-	0.00	
9023-0000	Accrued Accounts Payable (Auditor A	502,819.12-	502,819.12-	0.00	
	Total Current Liabilities	11,569,667.46-	11,327,037.71-	242,629.75-	2.1
9300	Payroll Deductions				
9320-0000	Employee Disability/Life Payable	5,448.29-	4,931.88-	516.41-	10.5
9321-0000	FSA	3,538.32-	2,235.94-	1,302.38-	58.2
	Total Payroll Deductions	8,986.61-	7,167.82-	1,818.79-	25.4
9400	Other Payables				
9410-0000	Owed to Building-Vending	440.83-	440.83-	0.00	
9460-0000	Other Payables	441.00	441.00	0.00	
	Total Other Payables	.17	.17	0.00	
	Total Liabilities	11,578,653.90-	11,334,205.36-	244,448.54-	2.2
FUNDBAL	Equity				
9900-0000	Fund Balance	2,273,204.05-	3,223,182.52-	949,978.47	29.5-

Consolidated Operations & Maintenance Fund Consolidated

Account Nbr	Description	Current Year	Previous Year	Change	Percent
FUNDBAL	Equity				
9950-0000	Current Year Net Change in Fund Balan	8,167,519.43-	6,799,173.52-	1,368,345.91-	20.1
	Total Equity	10,440,723.48-	10,022,356.04-	418,367.44-	4.2
	Total Liabilities & Fund Equit	22,019,377.38-	21,356,561.40-	662,815.98-	3.1

Consolidated		Bond & Interest Fund	Consolidated		
Account Nbr	Description	Current Year	Previous Year	Change	Percent
ASSETS	Assets				
CURASSETS	Current Assets				
8000	Cash				
8010-0000	Cash	21,705,021.82	22,304,375.17	599,353.35-	2.7-
	Total Cash	21,705,021.82	22,304,375.17	599,353.35-	2.7-
RECEIVABLES	Receivables				
8100	110-122				
8110-0000	Interest Receivable	23,120.00	23,120.00	0.00	
8192-0000	Property Taxes Receivable	14,783,969.00	14,783,969.00	0.00	
	Total 110-122	14,807,089.00	14,807,089.00	0.00	
	Total Receivables	14,807,089.00	14,807,089.00	0.00	
	Total Current Assets	36,512,110.82	37,111,464.17	599,353.35-	1.6-
	Total Assets	36,512,110.82	37,111,464.17	599,353.35-	1.6-
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9000	Current Liabilities				
9011-0000	Accounts Payable	0.00	475.00-	475.00	100.0-
9022-0000	Deferred Revenue	13,386,501.00-	13,386,501.00-	0.00	
	Total Current Liabilities	13,386,501.00-	13,386,976.00-	475.00	
	Total Liabilities	13,386,501.00-	13,386,976.00-	475.00	
FUNDBAL	Equity				
9900-0000	Fund Balance	8,659,327.83-	9,069,317.37-	409,989.54	4.5-
9950-0000	Current Year Net Change in Fund Balan	14,466,281.99-	14,655,170.80-	188,888.81	1.3-
	Total Equity	23,125,609.82-	23,724,488.17-	598,878.35	2.5-
	Total Liabilities & Fund Equit	36,512,110.82-	37,111,464.17-	599,353.35	1.6-

Balance Sheet

Consolidated		Transportation Fund	Consolidated		
Account Nbr	Description	Current Year	Previous Year	Change	Percent
ASSETS	Assets				
CURASSETS	Current Assets				
8000	Cash				
8010-0000	Cash	9,256,172.54	4,076,418.26	5,179,754.28	127.1
	Total Cash	9,256,172.54	4,076,418.26	5,179,754.28	127.1
RECEIVABLES	Receivables				
8100	110-122				
8110-0000	Interest Receivable	4,959.00	4,959.00	0.00	
8190-0000	Grants Receivable	1,814,086.00	1,814,086.00	0.00	
8192-0000	Property Taxes Receivable	3,824,568.00	3,824,568.00	0.00	
	Total 110-122	5,643,613.00	5,643,613.00	0.00	
	Total Receivables	5,643,613.00	5,643,613.00	0.00	
	Total Current Assets	14,899,785.54	9,720,031.26	5,179,754.28	53.3
	Total Assets	14,899,785.54	9,720,031.26	5,179,754.28	53.3
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9000	Current Liabilities				
9011-0000	Accounts Payable	2,300.90-	4,328.10-	2,027.20	46.8-
9022-0000	Deferred Revenue	3,463,547.00-	3,463,547.00-	0.00	
9023-0000	Accrued Accounts Payable (Auditor A	369,424.70-	369,424.70-	0.00	
	Total Current Liabilities	3,835,272.60-	3,837,299.80-	2,027.20	.1-
9300	Payroll Deductions				
9320-0000	Employee Disability/Life Payable	74.70-	72.18-	2.52-	3.5
	Total Payroll Deductions	74.70-	72.18-	2.52-	3.5
	Total Liabilities	3,835,347.30-	3,837,371.98-	2,024.68	.1-
FUNDBAL	Equity				
9900-0000	Fund Balance	3,480,761.84-	3,498,604.46-	17,842.62	.5-
9950-0000	Current Year Net Change in Fund Balan	7,583,676.40-	2,384,054.82-	5,199,621.58-	218.1
	Total Equity	11,064,438.24-	5,882,659.28-	5,181,778.96-	88.1
	Total Liabilities & Fund Equit	14,899,785.54-	9,720,031.26-	5,179,754.28-	53.3

GL292 Date 11/19/20 Company 50 - Municipal Retirement Fund USD Page 11
Time 10:49 Balance Sheet
For Period 4 Ending October 31, 2020 Fiscal Year 2021

Consolidated		Municipal Retirement Fund		Consolidated	
Account Nbr	Description	Current Year	Previous Year	Change	Percent
ASSETS	Assets				
CURASSETS	Current Assets				
8000	Cash				
8010-0000	Cash	4,823,332.26	4,794,972.01	28,360.25	.6
	Total Cash	4,823,332.26	4,794,972.01	28,360.25	.6
RECEIVABLES	Receivables				
8100	110-122				
8110-0000	Interest Receivable	16,586.00	16,586.00	0.00	
8192-0000	Property Taxes Receivable	2,881,495.00	2,881,495.00	0.00	
	Total 110-122	2,898,081.00	2,898,081.00	0.00	
	Total Receivables	2,898,081.00	2,898,081.00	0.00	
	Total Current Assets	7,721,413.26	7,693,053.01	28,360.25	.4
	Total Assets	7,721,413.26	7,693,053.01	28,360.25	.4
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9000	Current Liabilities				
9022-0000	Deferred Revenue	2,618,658.00-	2,618,658.00-	0.00	
	Total Current Liabilities	2,618,658.00-	2,618,658.00-	0.00	
	Total Liabilities	2,618,658.00-	2,618,658.00-	0.00	
FUNDBAL	Equity				
9900-0000	Fund Balance	4,532,605.80-	4,359,690.15-	172,915.65-	4.0
9950-0000	Current Year Net Change in Fund Balan	570,149.46-	714,704.86-	144,555.40	20.2-
	Total Equity	5,102,755.26-	5,074,395.01-	28,360.25-	.6
	Total Liabilities & Fund Equit	7,721,413.26-	7,693,053.01-	28,360.25-	.4

GL292 Date 11/19/20 Time 10:49 | Company 51 - Social Security/Medicare Fund USD | Page 12

Balance Sheet
For Period 4 Ending October 31, 2020 | Fiscal Year 2021

Consolidated | Social Security/Medicare Fund Consolidated

Account Nbr	Description	Current Year	Previous Year	Change	Percent
ASSETS	Assets				
CURASSETS	Current Assets				
8000	Cash				
8010-0000	Cash	1,750,799.24	1,932,952.49	182,153.25-	9.4-
	Total Cash	1,750,799.24	1,932,952.49	182,153.25-	9.4-
	Total Current Assets	1,750,799.24	1,932,952.49	182,153.25-	9.4-
	Total Assets	1,750,799.24	1,932,952.49	182,153.25-	9.4-
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9300	Payroll Deductions				
9304-0000	FICA Payable	18,659.31-	18,434.57-	224.74-	1.2
9305-0000	Medicare Only Payable	8,169.89-	8,133.29-	36.60-	.5
	Total Payroll Deductions	26,829.20-	26,567.86-	261.34-	1.0
	Total Liabilities	26,829.20-	26,567.86-	261.34-	1.0
FUNDBAL	Equity				
9900-0000	Fund Balance	1,112,163.45-	1,348,053.52-	235,890.07	17.5-
9950-0000	Current Year Net Change in Fund Balan	611,806.59-	558,331.11-	53,475.48-	9.6
	Total Equity	1,723,970.04-	1,906,384.63-	182,414.59	9.6-
	Total Liabilities & Fund Equit	1,750,799.24-	1,932,952.49-	182,153.25	9.4-

Consolidated		Site & Construction Fund		Consolidated	
Account Nbr	Description	Current Year	Previous Year	Change	Percent
ASSETS	Assets				
CURASSETS	Current Assets				
8000	Cash				
8010-0000	Cash	2,890,495.08	5,741,361.74	2,850,866.66-	49.7-
	Total Cash	2,890,495.08	5,741,361.74	2,850,866.66-	49.7-
RECEIVABLES	Receivables				
8100	110-122				
8110-0000	Interest Receivable	69,023.00	69,023.00	0.00	
	Total 110-122	69,023.00	69,023.00	0.00	
	Total Receivables	69,023.00	69,023.00	0.00	
	Total Current Assets	2,959,518.08	5,810,384.74	2,850,866.66-	49.1-
	Total Assets	2,959,518.08	5,810,384.74	2,850,866.66-	49.1-
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9000	Current Liabilities				
9011-0000	Accounts Payable	8,140.00-	42,892.50-	34,752.50	81.0-
9014-0000	Construction Contracts Payable	229,810.00-	229,810.00-	0.00	
9022-0000	Deferred Revenue	61,013.00-	61,013.00-	0.00	
9023-0000	Accrued Accounts Payable (Auditor A	2,264,836.74-	2,264,836.74-	0.00	
	Total Current Liabilities	2,563,799.74-	2,598,552.24-	34,752.50	1.3-
	Total Liabilities	2,563,799.74-	2,598,552.24-	34,752.50	1.3-
FUNDBAL	Equity				
9900-0000	Fund Balance	5,147,251.17-	9,577,351.10-	4,430,099.93	46.3-
9950-0000	Current Year Net Change in Fund Balan	4,751,532.83	6,365,518.60	1,613,985.77-	25.4-
	Total Equity	395,718.34-	3,211,832.50-	2,816,114.16	87.7-
	Total Liabilities & Fund Equit	2,959,518.08-	5,810,384.74-	2,850,866.66	49.1-

Consolidated		Impact Fees Fund	Consolidated		
Account Nbr	Description	Current Year	Previous Year	Change	Percent
ASSETS	Assets				
CURASSETS	Current Assets				
8000	Cash				
8010-0000	Cash	14,406,743.12	14,379,355.11	27,388.01	.2
	Total Cash	14,406,743.12	14,379,355.11	27,388.01	.2
	Total Current Assets	14,406,743.12	14,379,355.11	27,388.01	.2
	Total Assets	14,406,743.12	14,379,355.11	27,388.01	.2
LIABFBAL	Liabilities & Fund Equity				
FUNDBAL	Equity				
9900-0000	Fund Balance	14,374,780.01-	14,328,780.85-	45,999.16-	.3
9950-0000	Current Year Net Change in Fund Balan	31,963.11-	50,574.26-	18,611.15	36.8-
	Total Equity	14,406,743.12-	14,379,355.11-	27,388.01-	.2
	Total Liabilities & Fund Equit	14,406,743.12-	14,379,355.11-	27,388.01-	.2

GL292 Date 11/19/20 Time 10:49 | Company 70 - Working Capital Fund | USD | Page 15

Balance Sheet
For Period 4 Ending October 31, 2020 | Fiscal Year 2021

Consolidated		Working Capital Fund		Consolidated	
Account Nbr	Description	Current Year	Previous Year	Change	Percent
ASSETS	Assets				
CURASSETS	Current Assets				
8000	Cash				
8010-0000	Cash	38,891,562.02	38,123,566.15	767,995.87	2.0
	Total Cash	38,891,562.02	38,123,566.15	767,995.87	2.0
RECEIVABLES	Receivables				
8100	110-122				
8192-0000	Property Taxes Receivable	61,384.00	61,384.00	0.00	
	Total 110-122	61,384.00	61,384.00	0.00	
	Total Receivables	61,384.00	61,384.00	0.00	
	Total Current Assets	38,952,946.02	38,184,950.15	767,995.87	2.0
	Total Assets	38,952,946.02	38,184,950.15	767,995.87	2.0
LIABFBAL	Liabilities & Fund Equity				
LIABILITIES	Liabilities				
9000	Current Liabilities				
9022-0000	Deferred Revenue	56,612.00-	56,612.00-	0.00	
	Total Current Liabilities	56,612.00-	56,612.00-	0.00	
	Total Liabilities	56,612.00-	56,612.00-	0.00	
FUNDBAL	Equity				
9900-0000	Fund Balance	38,874,199.91-	37,933,773.70-	940,426.21-	2.5
9950-0000	Current Year Net Change in Fund Balan	22,134.11-	194,564.45-	172,430.34	88.6-
	Total Equity	38,896,334.02-	38,128,338.15-	767,995.87-	2.0
	Total Liabilities & Fund Equit	38,952,946.02-	38,184,950.15-	767,995.87-	2.0

Balance Sheet

Consolidated		Tort Immunity Fund		Consolidated	
Account Nbr	Description	Current Year	Previous Year	Change	Percent
ASSETS	Assets				
CURASSETS	Current Assets				
8000	Cash				
8010-0000	Cash	294,431.44-	176,298.64-	118,132.80-	67.0
	Total Cash	294,431.44-	176,298.64-	118,132.80-	67.0
RECEIVABLES	Receivables				
8100	110-122				
8192-0000	Property Taxes Receivable	1,519.00	1,519.00	0.00	
	Total 110-122	1,519.00	1,519.00	0.00	
	Total Receivables	1,519.00	1,519.00	0.00	
	Total Current Assets	292,912.44-	174,779.64-	118,132.80-	67.6
	Total Assets	292,912.44-	174,779.64-	118,132.80-	67.6
LIABFBAL	Liabilities & Fund Equity				
FUNDBAL	Equity				
9900-0000	Fund Balance	633,077.07-	668,634.98-	35,557.91	5.3-
9950-0000	Current Year Net Change in Fund Balan	925,989.51	843,414.62	82,574.89	9.8
	Total Equity	292,912.44	174,779.64	118,132.80	67.6
	Total Liabilities & Fund Equit	292,912.44	174,779.64	118,132.80	67.6

Income Statement

Consolidated		Educational Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
REVENUE	Revenue						
LOCAL	Revenue from Local Sources						
1111-0000	CUR YR General Levy	0.00	0.00	0.00	29,180,715.35	57,960,226.00	50.35
1112-0000	First PR YR General Levy	5,023,287.79	0.00	0.00	30,635,722.39	53,712,833.00	57.04
1113-0000	Other PR YR General Levies	11,684.71-	0.00	0.00	201,070.14-	358,804.00-	56.04
1141-0000	CUR YR Special Education Levy	0.00	0.00	0.00	8,127,435.76	15,360,220.00	52.91
1142-0000	First PR YR Special Education	917,467.62	0.00	0.00	7,862,134.15	14,875,523.00	52.85
1231-0000	Corporate Personal Property Re	0.00	0.00	0.00	190,022.35	630,125.00	30.16
1311-0000	Tuition from Pupils or Parents	0.00	0.00	0.00	0.00	20,000.00	0.00
1321-0000	Summer School Tuition from Pup	0.00	0.00	0.00	0.00	617.00	0.00
1342-0000	Special Education Tuition from	0.00	0.00	0.00	0.00	13,229.00	0.00
1511-0000	Interest on Investments	4,187.89	0.00	0.00	33,542.83	145,511.00	23.05
1611-0000	Sales to Pupils - Lunch	1,574.94	0.00	0.00	14,384.94	1,206,213.00	1.19
1612-0000	Sales to Pupils - Breakfast	13.48	0.00	0.00	200.51	1,204.00	16.65
1613-0000	Sales to Pupils - A La Carte	70.67	0.00	0.00	1,050.86	586,445.00	.18
1621-0000	Sales to Adults	5.22	0.00	0.00	77.48	353.00	21.95
1726-0000	Musical Instrument Rental	25.00	0.00	0.00	50.00	419.00	11.93
1727-0000	Athletic Fees	6,375.20	0.00	0.00	58,286.92	66,662.00	87.44
1728-0000	Driver Education Behind the Wh	3,827.38	0.00	0.00	11,933.95	46,686.00	25.56
1729-0000	Flex PE Fees	702.48	0.00	0.00	6,785.95	13,722.00	49.45
1792-0000	Music Special Events	445.58	0.00	0.00	450.58	4,861.00	9.27
1811-0000	Regular Textbook Rental	71,035.89	0.00	0.00	1,331,573.61	1,160,542.00	114.74
1812-0000	Summer School Textbook Rental	2,701.85	0.00	0.00	19,835.17	68,923.00	28.78
1819-0000	Other Textbook Rental	351.75	0.00	0.00	2,689.28	9,828.00	27.36
1892-0000	Heart Rate Monitors Fee	199.50	0.00	0.00	1,371.18	2,984.00	45.95
1898-0000	Merchant Processing Fee	2,050.00	0.00	0.00	33,358.28	100,000.00	33.36
1921-0000	Contributions & Donations from	0.00	0.00	0.00	0.00	24,601.00	0.00
1923-0000	Homeless Donations	0.00	0.00	0.00	0.00	387.00	0.00
1951-0000	Refund of PR YRs' Expenditiure	1,879.02	0.00	0.00	80,092.61	200,000.00	40.05
1990-0000	P-Card Inadvertent	604.75	0.00	0.00	1,070.54	0.00	0.00
1991-0000	Payment from Other LEAs	0.00	0.00	0.00	239,272.38	200,000.00	119.64
1997-0000	Revenue From Sale of Assets	0.00	0.00	0.00	0.00	19,600.00	0.00
1998-0000	Other Revenue-Athletics	59.00	0.00	0.00	59.00	80.00	73.75
1999-0000	Other Revenue-General	32,834.95	0.00	0.00	211,805.28	804,076.00	26.34
	Total Revenue from Local Sourc	6,058,015.25	0.00	0.00	77,842,851.21	146,877,066.00	53.00
STATE	Revenue from State Sources						
3001-0000	General State Aid	5,227,978.00	0.00	0.00	15,683,934.00	57,507,752.00	27.27
3100-0000	Special Ed-Pvt Facility Tuitio	814,271.18	0.00	0.00	1,620,962.67	3,142,162.00	51.59
3120-0000	Special Ed-Orphanage Individua	238,402.53	0.00	0.00	238,402.53	527,038.00	45.23
3130-0000	Special Ed-Orphange Summer	0.00	0.00	0.00	0.00	13,083.00	0.00
3360-0000	State Free Lunch & Breakfast	0.00	0.00	0.00	28,781.16	64,150.00	44.87
3370-0000	Driver Education	0.00	0.00	0.00	24,181.99	76,608.00	31.57
3696-0000	Safe School Grant	0.00	0.00	0.00	12,072.00	41,426.00	29.14
3999-0000	ALOP ROE Revenue	117,806.00	0.00	0.00	471,223.99	1,715,151.00	27.47
	Total Revenue from State Sourc	6,398,457.71	0.00	0.00	18,079,558.34	63,087,370.00	28.66
FEDERAL	Revenue from Federal Sources						

Consolidated		Educational Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
FEDERAL	Revenue from Federal Sources						
4210-0000	National School Lunch Program	0.00	0.00	0.00	19,379.80	3,186,155.00	.61
4220-0000	School Breakfast Program	0.00	0.00	0.00	11,771.23	924,188.00	1.27
4225-0000	Summer Food Program	158,242.04	0.00	0.00	614,144.24	802,369.00	76.54
4226-0000	Child & Adult Food Care Progr	13,218.19	0.00	0.00	41,252.72	331,393.00	12.45
4240-0000	Fresh Fruit and Veg. Program	0.00	0.00	0.00	0.00	27,357.00	0.00
4625-0000	Special Ed-IDEA Room & Board	59,850.75	0.00	0.00	396,472.17	795,992.00	49.81
4900-0000	Medicaid Admin Outreach	0.00	0.00	0.00	217,529.55	441,684.00	49.25
4902-0000	Medicaid Fee for Service	142,605.88	0.00	0.00	142,605.88	1,673,726.00	8.52
4950-0000	Dept of Rehab Svcs	0.00	0.00	0.00	0.00	28,000.00	0.00
	Total Revenue from Federal Sou	373,916.86	0.00	0.00	1,443,155.59	8,210,864.00	17.58
OTHER SOURCE	Other Financing Sources						
7992-0000	Other Source-Operational Lease	0.00	0.00	0.00	5,570,763.20	5,570,764.00	100.00
	Total Other Financing Sources	0.00	0.00	0.00	5,570,763.20	5,570,764.00	100.00
	Total Revenue	12,830,389.82	0.00	0.00	102,936,328.34	223,746,064.00	46.01
EXPENSE	Expense						
100	Salaries						
111-0000	Certified Administrator	758,133.42	0.00	0.00	3,422,174.95	9,841,722.00	34.77
112-0000	Certified Directors/Superviors	301,775.66	0.00	0.00	1,337,499.85	4,010,904.00	33.35
113-0000	Certified Teachers	6,884,348.49	0.00	0.00	17,192,936.81	89,829,636.00	19.14
114-0000	Other Certified	818,448.42	0.00	0.00	2,124,257.25	11,083,120.00	19.17
115-0000	Non-Certified Supervision/Head	192,876.72	0.00	0.00	840,069.55	2,453,335.00	34.24
116-0000	Non-Certified Sec/Spec	515,407.73	0.00	0.00	2,199,774.56	6,710,979.00	32.78
117-0000	Non-Certified Paras/Custodial	851,585.43	0.00	0.00	1,941,223.44	8,504,625.00	22.83
118-0000	Other Non-Certified	81,914.06	0.00	0.00	253,110.87	1,194,681.00	21.19
119-0000	Other	110,456.97	0.00	0.00	280,249.86	1,063,360.00	26.36
121-0000	Substitute-Teacher	50,329.67	0.00	0.00	85,977.12	1,454,250.00	5.91
122-0000	Substitute-Paraprofessionals	12,512.50	0.00	0.00	19,482.50	200,000.00	9.74
123-0000	Substitute-Conferences	2,592.50	0.00	0.00	4,050.00	207,050.00	1.96
132-0000	1.5 Overtime	6,521.44	0.00	0.00	54,828.43	141,510.00	38.75
133-0000	2.0 Overtime	191.06	0.00	0.00	709.20	3,800.00	18.66
134-0000	Subs-Conferences/Prof Develop	895.00	0.00	0.00	1,395.00	68,379.00	2.04
135-0000	Long Term Certified Subs	85,635.00	0.00	0.00	185,492.50	500,000.00	37.10
138-0000	Subs-Grants	105.00	0.00	0.00	105.00	11,300.00	.93
143-0000	Overload	38,570.90	0.00	0.00	39,170.90	357,000.00	10.97
148-0000	Extra Pay-Non-Certified	9,299.43	0.00	0.00	63,046.10	98,702.00	63.88
149-0000	Extra Pay-Certified	445,055.87	0.00	0.00	927,277.77	4,095,025.00	22.64
161-0000	Mileage Stipend	12,246.76	0.00	0.00	54,811.95	157,850.00	34.72
	Total Salaries	11,178,902.03	0.00	0.00	31,027,643.61	141,987,228.00	21.85
200	Employee Benefits						

Income Statement

Consolidated		Educational Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
200	Employee Benefits						
211-0000	Teachers Retirement (TRS)	562,938.06	0.00	0.00	1,621,947.75	7,465,066.00	21.73
212-0000	Municipal Retirement (IMRF)	6,567.13	0.00	0.00	6,567.13	0.00	0.00
215-0000	One-Time TRS Early Retirement	16,376.84	0.00	0.00	38,123.22	50,000.00	76.25
218-0000	THIS Fund Employer Contributio	104,717.30	0.00	0.00	308,838.56	1,193,281.00	25.88
221-0000	Life Insurance	6,841.23	0.00	0.00	21,076.39	86,998.00	24.23
222-0000	Medical Insurance	1,714,230.09	0.00	0.00	4,426,805.19	20,794,850.00	21.29
223-0000	Dental Insurance	93,229.64	0.00	0.00	239,054.18	1,034,966.00	23.10
224-0000	Vision Insurance	18,338.64	0.00	0.00	47,598.57	231,309.00	20.58
225-0000	Disability Insurance	1,685.16	0.00	0.00	7,464.56	21,531.00	34.67
226-0000	HRA/HSA Board Contributions	71,819.00	0.00	0.00	132,657.00	1,200,000.00	11.05
231-0000	Certified Tuition Reimbursemen	18,215.00	0.00	0.00	30,055.00	100,000.00	30.06
232-0000	DESA Tuition Reimbursement	0.00	0.00	0.00	0.00	2,000.00	0.00
234-0000	Non-Union Tuition Reimbursemen	0.00	0.00	0.00	0.00	2,000.00	0.00
235-0000	Admin Tuition Reimbursement	0.00	0.00	0.00	7,500.00	50,000.00	15.00
236-0000	Admin Relocation Reimbursement	0.00	0.00	0.00	0.00	3,000.00	0.00
	Total Employee Benefits	2,614,958.09	0.00	0.00	6,887,687.55	32,235,001.00	21.37
300	Purchased Services						
311-0000	Professional Services-Administ	2,102.15	0.00	0.00	87,794.20	711,900.00	12.33
312-0000	Staff Development-On Site	0.00	0.00	0.00	4,769.00	63,250.00	7.54
313-0000	Staff Development	6,800.00	0.00	0.00	45,951.99	243,058.00	18.91
314-0000	Professional Services-Instruct	1,494.50	0.00	0.00	25,688.89	559,386.00	4.59
315-0000	Food-Contracted	2,336.27	0.00	0.00	11,521.64	122,078.00	9.44
316-0000	Charter School Payment	0.00	0.00	0.00	1,929,851.39	8,300,000.00	23.25
317-0000	Audit/Financial Services	13,700.00	0.00	0.00	24,700.00	58,000.00	42.59
318-0000	Legal Services	16,001.55	0.00	0.00	60,321.84	350,000.00	17.23
319-0000	Other Professional & Technical	34,874.14	0.00	0.00	170,443.36	2,337,617.00	7.29
321-0000	Sanitation Services	0.00	0.00	0.00	0.00	1,000.00	0.00
323-0000	Repair & Maintenance	25,111.01	0.00	0.00	37,442.81	411,800.00	9.09
325-0000	Rentals	18,049.61	0.00	0.00	38,843.65	223,750.00	17.36
327-0000	Computer Maintenance	0.00	0.00	0.00	90.00	750.00	12.00
333-0000	District Travel	2,138.43	0.00	0.00	3,514.41	294,479.00	1.19
334-0000	Professional Meetings	1,905.00	0.00	0.00	2,080.00	39,250.00	5.30
336-0000	Pupil Transportation-Field Tri	0.00	0.00	0.00	0.00	25,500.00	0.00
339-0000	Other Transporation Services	0.00	0.00	0.00	0.00	6,400.00	0.00
341-0000	Postage & Shipping Charges	4,040.54	0.00	0.00	19,588.45	60,990.00	32.12
342-0000	Telephone-Local	41,777.97	0.00	0.00	78,711.82	200,000.00	39.36
346-0000	Telephone - WAN and Internet	24,374.20	0.00	0.00	4,631.84	310,000.00	1.49
347-0000	Telephone-Cellular	6,993.53	0.00	0.00	36,927.92	113,600.00	32.51
351-0000	Recruiting	140.00	0.00	0.00	723.64	14,300.00	5.06
352-0000	Legal Notices	717.45	0.00	0.00	1,447.05	25,500.00	5.67
361-0000	Printing & Binding	9,254.09	0.00	0.00	35,647.28	95,430.00	37.35
385-0000	Unemployment Insurance	0.00	0.00	0.00	62,900.00	35,000.00	179.71
391-0000	Officials-IHSA Sponsored	1,373.56	0.00	0.00	2,090.56	173,440.00	1.21
392-0000	License & Registrations	0.00	0.00	0.00	203.00	2,400.00	8.46
393-0000	Investigations	0.00	0.00	0.00	4,360.00	0.00	0.00

Income Statement

Consolidated		Educational Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
300	Purchased Services						
394-0000	Managment Fees-Transportation	563.52	0.00	0.00	1,694.88	0.00	0.00
395-0000	Management Fees	128,428.97	0.00	0.00	135,114.00	5,900,000.00	2.29
397-0000	Software Licensing	155,557.48	0.00	0.00	1,561,088.22	2,795,878.00	55.84
398-0000	Banking/Credit Card Fees	24,856.25	0.00	0.00	51,922.65	141,100.00	36.80
	Total Purchased Services	522,590.22	0.00	0.00	4,440,064.49	23,615,856.00	18.80
400	Supplies & Materials						
411-0000	Supplies-General	175,381.87	0.00	0.00	789,090.62	2,046,161.00	38.56
412-0000	Supplies-Testing Materials	0.00	0.00	0.00	0.00	237,900.00	0.00
415-0000	Supplies-Computer	1,450.48	0.00	0.00	6,795.40	33,815.00	20.10
417-0000	Supplies-Uniform	32,756.22	0.00	0.00	86,840.04	87,850.00	98.85
421-0000	Textbooks- Approved Standard	355,785.18	0.00	0.00	358,734.16	1,483,200.00	24.19
422-0000	Textbooks-Consumables	224.59	0.00	0.00	5,685.73	12,616.00	45.07
423-0000	Textbooks-Rebinds	1,565.40	0.00	0.00	24,682.14	0.00	0.00
424-0000	Textbooks-Suppl/Innovation Mat	1,495.51	0.00	0.00	32,253.84	42,200.00	76.43
425-0000	Textbooks-Approved Standard El	0.00	0.00	0.00	28,718.33	136,919.00	20.97
431-0000	Library Books	5,029.46	0.00	0.00	26,115.30	95,400.00	27.37
441-0000	Periodicals	3,641.97	0.00	0.00	15,257.88	29,450.00	51.81
464-0000	Gasoline	18.64	0.00	0.00	251.58	6,700.00	3.75
471-0000	System Software	0.00	0.00	0.00	682.00	105,701.00	.65
472-0000	Instructional Software	2,139.86	0.00	0.00	24,638.56	80,393.00	30.65
481-0000	Equipment < $500	14,066.44	0.00	0.00	21,225.33	79,749.00	26.62
482-0000	Parts-Transportation	0.00	0.00	0.00	0.00	2,800.00	0.00
484-0000	Computer Related Equip < $500	42,459.80	0.00	0.00	452,243.51	121,150.00	373.29
491-0000	Mat & Sup-Shipping	0.00	0.00	0.00	11.55	2,500.00	.46
	Total Supplies & Materials	636,015.42	0.00	0.00	1,873,225.97	4,604,504.00	40.68
500	Capital Outlay						
541-0000	Equipment	8,575.02	0.00	0.00	21,474.69	174,001.00	12.34
545-0000	Computer Equipment > $500	3,418.00	0.00	0.00	3,418.00	21,000.00	16.28
546-0000	Software	0.00	0.00	0.00	0.00	40,000.00	0.00
547-0000	Network Equipment > $500	8,107.50	0.00	0.00	517.50	0.00	0.00
	Total Capital Outlay	20,100.52	0.00	0.00	25,410.19	235,001.00	10.81
600	Other Objects						
641-0000	Dues & Fees	20,448.59	0.00	0.00	108,103.99	253,953.00	42.57
671-0000	Private Facility Tuition	964,368.65	0.00	0.00	1,922,899.15	8,961,591.00	21.46
672-0000	Room and Board	163,414.67	0.00	0.00	239,108.03	573,315.00	41.71
673-0000	General Tuition	5,716.28	0.00	0.00	32,716.28	682,200.00	4.80
691-0000	Miscellaneous Objects	548.06	0.00	0.00	715.75	100,700.00	.71
	Total Other Objects	1,154,496.25	0.00	0.00	2,303,543.20	10,571,759.00	21.79
700	Transfers						

Consolidated		Educational Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
700	Transfers						
702-0000	Transfer Principal	0.00	0.00	0.00	1,390,800.73	1,390,801.00	100.00
	Total Transfers	0.00	0.00	0.00	1,390,800.73	1,390,801.00	100.00
900	System Accounts						
750	Capital Outlay - Capitalized						
751-0000	Equipment < $5000	52,043.52	0.00	0.00	85,950.44	660,210.00	13.02
755-0000	Computer Equipment < $5000	70,459.65	0.00	0.00	5,835,493.20	8,120,226.00	71.86
757-0000	Network Equipment < $5000	8,539.56	0.00	0.00	21,002.89	315,000.00	6.67
	Total Capital Outlay - Capita	131,042.73	0.00	0.00	5,942,446.53	9,095,436.00	65.33
	Total System Accounts	131,042.73	0.00	0.00	5,942,446.53	9,095,436.00	65.33
	Total Expense	16,258,105.26	0.00	0.00	53,890,822.27	223,735,586.00	24.09
	Total Net Change in Fund Balan	3,427,715.44-	0.00	0.00	49,045,506.07	10,478.00	0.00
		Large Percent of Budget		0.00			468080.80

Income Statement

Consolidated		Grant Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
REVENUE	Revenue						
LOCAL	Revenue from Local Sources						
1511-0000	Interest on Investments	78.54	0.00	0.00	1,783.83	5,775.00	30.89
1921-0000	Contributions & Donations from	6,500.00	0.00	0.00	6,500.00	41,348.00	15.72
1922-0000	Foundation Donations	0.00	0.00	0.00	38.77	24,601.00	.16
1999-0000	Other Revenue-General	0.00	0.00	0.00	0.00	5,977.00	0.00
	Total Revenue from Local Sourc	6,578.54	0.00	0.00	8,322.60	77,701.00	10.71
STATE	Revenue from State Sources						
3220-0000	Voc Ed School Improvement	35,134.42	0.00	0.00	40,543.37	208,546.00	19.44
3275-0000	Voc Ed Elem Career	0.00	0.00	0.00	1,603.43	13,837.00	11.59
3621-0000	School Library	0.00	0.00	0.00	14,414.25	14,414.00	100.00
3705-0000	Early Childhood-State PreK	131,819.00	0.00	0.00	530,806.00	1,581,831.00	33.56
3706-0000	Early Childhood-Prevention	27,698.00	0.00	0.00	111,752.00	332,372.00	33.62
3992-0000	After School Program Grant	0.00	0.00	0.00	4,208.00	16,467.00	25.55
	Total Revenue from State Sourc	194,651.42	0.00	0.00	703,327.05	2,167,467.00	32.45
FEDERAL	Revenue from Federal Sources						
4300-0000	Title I-Low Income	232,988.00	0.00	0.00	1,005,573.00	2,958,105.00	33.99
4400-0000	Title IV-Safe & Drug Free Scho	5,459.00	0.00	0.00	107,729.00	192,099.00	56.08
4600-0000	Special Ed-Preschool Flow Thro	0.00	0.00	0.00	3,759.00	98,727.00	3.81
4620-0000	Special Ed-IDEA Flow Through	0.00	0.00	0.00	185,504.00	4,399,178.00	4.22
4745-0000	Perkins-III	2,159.09	0.00	0.00	44,748.27	139,178.00	32.15
4900-0000	Medicaid Admin Outreach	0.00	0.00	0.00	0.00	100,000.00	0.00
4905-0000	Title III-Immigrant Educationa	0.00	0.00	0.00	0.00	12,500.00	0.00
4909-0000	LIPLEPS-III	0.00	0.00	0.00	29,271.00	292,570.00	10.00
4932-0000	Title II-Teacher Quality	0.00	0.00	0.00	98,714.00	479,445.00	20.59
4996-0000	Elementary & Secondary Relief	252,075.00	0.00	0.00	252,075.00	0.00	0.00
4998-0000	Other Federal Revenue II	0.00	0.00	0.00	0.00	2,472,754.00	0.00
4999-0000	Other Federal Revenue I	65,927.00	0.00	0.00	197,790.00	791,133.00	25.00
	Total Revenue from Federal Sou	558,608.09	0.00	0.00	1,925,163.27	11,935,689.00	16.13
	Total Revenue	759,838.05	0.00	0.00	2,636,812.92	14,180,857.00	18.59
EXPENSE	Expense						
100	Salaries						
112-0000	Certified Directors/Superviors	7,478.76	0.00	0.00	18,696.90	97,209.00	19.23
113-0000	Certified Teachers	199,719.62	0.00	0.00	497,201.88	2,848,253.00	17.46
114-0000	Other Certified	45,273.72	0.00	0.00	105,583.79	522,940.00	20.19
116-0000	Non-Certified Sec/Spec	4,779.18	0.00	0.00	26,100.06	92,305.00	28.28
117-0000	Non-Certified Paras/Custodial	37,975.23	0.00	0.00	83,440.02	489,641.00	17.04
118-0000	Other Non-Certified	64,489.28	0.00	0.00	302,339.02	835,511.00	36.19
132-0000	1.5 Overtime	0.00	0.00	0.00	17.89	3,015.00	.59

Income Statement

Consolidated		Grant Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
100	Salaries						
138-0000	Subs-Grants	1,827.50	0.00	0.00	3,352.50	70,170.00	4.78
148-0000	Extra Pay-Non-Certified	0.00	0.00	0.00	2,160.00	12,399.00	17.42
149-0000	Extra Pay-Certified	1,740.00	0.00	0.00	195,755.00	582,318.00	33.62
161-0000	Mileage Stipend	184.62	0.00	0.00	461.55	2,400.00	19.23
	Total Salaries	363,467.91	0.00	0.00	1,235,108.61	5,556,161.00	22.23
200	Employee Benefits						
211-0000	Teachers Retirement (TRS)	15,232.09	0.00	0.00	38,633.71	213,107.00	18.13
212-0000	Municipal Retirement (IMRF)	0.00	0.00	0.00	0.00	136,266.00	0.00
213-0000	Federal Insurance Contribution	0.00	0.00	0.00	0.00	88,987.00	0.00
214-0000	Medicare Only	0.00	0.00	0.00	0.00	80,564.00	0.00
217-0000	TRS Federal Contribution	16,572.84	0.00	0.00	86,569.67	450,522.00	19.22
218-0000	THIS Fund Employer Contributio	2,586.86	0.00	0.00	8,121.85	40,037.00	20.29
221-0000	Life Insurance	185.80	0.00	0.00	481.86	2,164.00	22.27
222-0000	Medical Insurance	57,338.11	0.00	0.00	146,152.66	648,997.00	22.52
223-0000	Dental Insurance	3,449.30	0.00	0.00	8,958.29	39,968.00	22.41
224-0000	Vision Insurance	711.13	0.00	0.00	1,855.00	8,322.00	22.29
225-0000	Disability Insurance	11.22	0.00	0.00	28.05	0.00	0.00
	Total Employee Benefits	96,087.35	0.00	0.00	290,801.09	1,708,934.00	17.02
300	Purchased Services						
311-0000	Professional Services-Administ	1,890.00	0.00	0.00	5,062.50	21,000.00	24.11
312-0000	Staff Development-On Site	5,200.00	0.00	0.00	29,900.00	0.00	0.00
313-0000	Staff Development	339.99	0.00	0.00	3,119.99	165,000.00	1.89
314-0000	Professional Services-Instruct	550.00	0.00	0.00	5,477.00	3,895,014.00	.14
315-0000	Food-Contracted	370.24	0.00	0.00	370.24	50,000.00	.74
319-0000	Other Professional & Technical	0.00	0.00	0.00	8,057.65	108,000.00	7.46
323-0000	Repair & Maintenance	378.00	0.00	0.00	378.00	12,000.00	3.15
325-0000	Rentals	0.00	0.00	0.00	0.00	2,400.00	0.00
331-0000	Pupil Transportation-General	0.00	0.00	0.00	0.00	62,000.00	0.00
333-0000	District Travel	522.72	0.00	0.00	753.84	13,000.00	5.80
334-0000	Professional Meetings	4,288.25	0.00	0.00	9,685.59	105,000.00	9.22
336-0000	Pupil Transportation-Field Tri	0.00	0.00	0.00	0.00	79,000.00	0.00
395-0000	Management Fees	0.00	0.00	0.00	4,638.31	0.00	0.00
397-0000	Software Licensing	66,232.55	0.00	0.00	89,943.66	308,000.00	29.20
	Total Purchased Services	79,771.75	0.00	0.00	157,386.78	4,820,414.00	3.27
400	Supplies & Materials						
411-0000	Supplies-General	49,219.46	0.00	0.00	199,922.42	560,348.00	35.68
415-0000	Supplies-Computer	1,062.50	0.00	0.00	2,944.14	0.00	0.00
422-0000	Textbooks-Consumables	422.51	0.00	0.00	12,376.75	0.00	0.00
424-0000	Textbooks-Suppl/Innovation Mat	396.00	0.00	0.00	161,202.44	338,000.00	47.69
431-0000	Library Books	1,474.07	0.00	0.00	2,074.96	25,000.00	8.30
466-0000	Electricity	46.88	0.00	0.00	95.28	0.00	0.00

Consolidated		Grant Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
400	Supplies & Materials						
472-0000	Instructional Software	0.00	0.00	0.00	13.97	0.00	0.00
481-0000	Equipment < $500	10,711.81	0.00	0.00	57,291.96	35,000.00	163.69
484-0000	Computer Related Equip < $500	0.00	0.00	0.00	38,246.00	0.00	0.00
	Total Supplies & Materials	63,333.23	0.00	0.00	474,167.92	958,348.00	49.48
500	Capital Outlay						
541-0000	Equipment	0.00	0.00	0.00	0.00	168,000.00	0.00
545-0000	Computer Equipment > $500	0.00	0.00	0.00	367.68-	0.00	0.00
	Total Capital Outlay	0.00	0.00	0.00	367.68-	168,000.00	.22-
600	Other Objects						
641-0000	Dues & Fees	0.00	0.00	0.00	22,123.30	30,000.00	73.74
	Total Other Objects	0.00	0.00	0.00	22,123.30	30,000.00	73.74
900	System Accounts						
750	Capital Outlay - Capitalized						
751-0000	Equipment < $5000	38,213.00	0.00	0.00	129,933.35	684,000.00	19.00
755-0000	Computer Equipment < $5000	1,716.77	0.00	0.00	54,222.93	255,000.00	21.26
	Total Capital Outlay - Capita	39,929.77	0.00	0.00	184,156.28	939,000.00	19.61
	Total System Accounts	39,929.77	0.00	0.00	184,156.28	939,000.00	19.61
	Total Expense	642,590.01	0.00	0.00	2,363,376.30	14,180,857.00	16.67
	Total Net Change in Fund Balan	117,248.04	0.00	0.00	273,436.62	0.00	0.00

Income Statement

Consolidated		Covid 19 Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
REVENUE	Revenue						
FEDERAL	Revenue from Federal Sources						
4864-0000	Impact Aid Formula Grants	0.00	0.00	0.00	0.00	924,963.00	0.00
4997-0000	Elementary & Secondary School	0.00	0.00	0.00	0.00	2,465,387.00	0.00
	Total Revenue from Federal Sou	0.00	0.00	0.00	0.00	3,390,350.00	0.00
	Total Revenue	0.00	0.00	0.00	0.00	3,390,350.00	0.00
EXPENSE	Expense						
100	Salaries						
114-0000	Other Certified	0.00	0.00	0.00	0.00	343,494.00	0.00
	Total Salaries	0.00	0.00	0.00	0.00	343,494.00	0.00
200	Employee Benefits						
211-0000	Teachers Retirement (TRS)	0.00	0.00	0.00	0.00	20,232.00	0.00
214-0000	Medicare Only	0.00	0.00	0.00	0.00	4,981.00	0.00
217-0000	TRS Federal Contribution	0.00	0.00	0.00	0.00	38,773.00	0.00
218-0000	THIS Fund Employer Contributio	0.00	0.00	0.00	0.00	3,332.00	0.00
222-0000	Medical Insurance	0.00	0.00	0.00	0.00	106,618.00	0.00
	Total Employee Benefits	0.00	0.00	0.00	0.00	173,936.00	0.00
300	Purchased Services						
319-0000	Other Professional & Technical	268,686.00	0.00	0.00	489,368.33	1,262,799.00	38.75
347-0000	Telephone-Cellular	47,251.05	0.00	0.00	49,324.70	0.00	0.00
361-0000	Printing & Binding	0.00	0.00	0.00	2,950.00	0.00	0.00
395-0000	Management Fees	0.00	0.00	0.00	213,575.50	0.00	0.00
397-0000	Software Licensing	0.00	0.00	0.00	3,832.50	0.00	0.00
	Total Purchased Services	315,937.05	0.00	0.00	759,051.03	1,262,799.00	60.11
400	Supplies & Materials						
411-0000	Supplies-General	184,750.52	0.00	0.00	566,372.81	1,058,586.00	53.50
415-0000	Supplies-Computer	0.00	0.00	0.00	13,151.52	0.00	0.00
424-0000	Textbooks-Suppl/Innovation Mat	4,728.88	0.00	0.00	4,728.88	0.00	0.00
425-0000	Textbooks-Approved Standard El	14,354.20	0.00	0.00	14,354.20	0.00	0.00
481-0000	Equipment < $500	251.10	0.00	0.00	13,316.46	0.00	0.00
	Total Supplies & Materials	204,084.70	0.00	0.00	611,923.87	1,058,586.00	57.81
500	Capital Outlay						
541-0000	Equipment	0.00	0.00	0.00	0.00	61,212.00	0.00
	Total Capital Outlay	0.00	0.00	0.00	0.00	61,212.00	0.00
900	System Accounts						
750	Capital Outlay - Capitalized						

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Consolidated		Covid 19 Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
750	Capital Outlay - Capitalized						
751-0000	Equipment < $5000	26,381.39	0.00	0.00	292,413.39	490,323.00	59.64
755-0000	Computer Equipment < $5000	10,585.00	0.00	0.00	10,585.00	0.00	0.00
	Total Capital Outlay - Capita	36,966.39	0.00	0.00	302,998.39	490,323.00	61.80
	Total System Accounts	36,966.39	0.00	0.00	302,998.39	490,323.00	61.80
	Total Expense	556,988.14	0.00	0.00	1,673,973.29	3,390,350.00	49.37
	Total Net Change in Fund Balan	556,988.14-	0.00	0.00	1,673,973.29-	0.00	0.00

Consolidated Operations & Maintenance Fund Consolidated

Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
REVENUE	Revenue						
LOCAL	Revenue from Local Sources						
1111-0000	CUR YR General Levy	0.00	0.00	0.00	6,806,723.50	10,349,345.00	65.77
1112-0000	First PR YR General Levy	764,237.55	0.00	0.00	6,562,071.25	12,441,206.00	52.74
1231-0000	Corporate Personal Property Re	240,895.21	0.00	0.00	498,043.20	0.00	0.00
1390-0000	Transition Fees	32,553.54	0.00	0.00	54,459.48	340,051.00	16.02
1511-0000	Interest on Investments	401.01	0.00	0.00	3,583.37	11,059.00	32.40
1791-0000	Parking Permits	128.84	0.00	0.00	928.45	162,156.00	.57
1910-0000	Building Rental	630.00	0.00	0.00	2,210.75	69,244.00	3.19
1951-0000	Refund of PR YRs' Expenditiure	90.00	0.00	0.00	0.00	1,613.00	0.00
1997-0000	Revenue From Sale of Assets	2,065.42	0.00	0.00	16,749.89	89,796.00	18.65
1999-0000	Other Revenue-General	780.40	0.00	0.00	67,227.35	731,038.00	9.20
	Total Revenue from Local Sourc	1,041,781.97	0.00	0.00	14,011,997.24	24,195,508.00	57.91
	Total Revenue	1,041,781.97	0.00	0.00	14,011,997.24	24,195,508.00	57.91
EXPENSE	Expense						
100	Salaries						
115-0000	Non-Certified Supervision/Head	144,810.06	0.00	0.00	650,316.64	1,887,281.00	34.46
116-0000	Non-Certified Sec/Spec	3,658.01	0.00	0.00	16,361.49	47,588.00	34.38
117-0000	Non-Certified Paras/Custodial	435,737.76	0.00	0.00	1,993,134.90	6,417,879.00	31.06
119-0000	Other	18,404.40	0.00	0.00	75,558.22	205,014.00	36.86
132-0000	1.5 Overtime	7,199.84	0.00	0.00	51,406.98	189,750.00	27.09
133-0000	2.0 Overtime	516.42	0.00	0.00	2,115.30	29,250.00	7.23
161-0000	Mileage Stipend	415.40	0.00	0.00	1,869.10	7,200.00	25.96
	Total Salaries	610,741.89	0.00	0.00	2,790,762.63	8,783,962.00	31.77
200	Employee Benefits						
221-0000	Life Insurance	297.82	0.00	0.00	1,350.90	4,083.00	33.09
222-0000	Medical Insurance	109,663.32	0.00	0.00	459,143.99	1,486,837.00	30.88
223-0000	Dental Insurance	6,037.20	0.00	0.00	24,077.92	76,373.00	31.53
224-0000	Vision Insurance	1,271.40	0.00	0.00	5,241.76	17,219.00	30.44
225-0000	Disability Insurance	37.26	0.00	0.00	164.97	485.00	34.01
	Total Employee Benefits	117,307.00	0.00	0.00	489,979.54	1,584,997.00	30.91
300	Purchased Services						
312-0000	Staff Development-On Site	0.00	0.00	0.00	1,925.00	0.00	0.00
313-0000	Staff Development	0.00	0.00	0.00	0.00	1,000.00	0.00
315-0000	Food-Contracted	51.98	0.00	0.00	75.34	5,000.00	1.51
319-0000	Other Professional & Technical	5,090.62	0.00	0.00	43,480.61	1,260,250.00	3.45
321-0000	Sanitation Services	13,843.66	0.00	0.00	43,434.67	167,513.00	25.93
323-0000	Repair & Maintenance	80,535.95	0.00	0.00	156,160.71	453,350.00	34.45
325-0000	Rentals	20,342.07	0.00	0.00	40,850.01	240,750.00	16.97

Consolidated Operations & Maintenance Fund Consolidated

Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
300	Purchased Services						
326-0000	Alarm System Services	20,835.30	0.00	0.00	53,217.52	100,000.00	53.22
333-0000	District Travel	0.00	0.00	0.00	58.65	100.00	58.65
341-0000	Postage & Shipping Charges	0.00	0.00	0.00	0.00	200.00	0.00
347-0000	Telephone-Cellular	26.70	0.00	0.00	107.17	1,500.00	7.14
353-0000	License & Registration	0.00	0.00	0.00	0.00	50.00	0.00
363-0000	Repair & Maint-Equip Elec	5,786.00	0.00	0.00	6,000.00	20,500.00	29.27
364-0000	Repair & Maint-Finishing Matl	281.50	0.00	0.00	430.50	15,000.00	2.87
365-0000	Repair & Maint-Plumbing	0.00	0.00	0.00	3,530.84	85,000.00	4.15
366-0000	Repair & Maint-Roofing	4,375.03	0.00	0.00	7,441.56	75,000.00	9.92
367-0000	Repair & Maint-HVAC	55,393.19	0.00	0.00	88,812.00	210,000.00	42.29
368-0000	Repair & Maint-Snowplowing	0.00	0.00	0.00	0.00	600,000.00	0.00
371-0000	Water/Sewer Services	31,086.60	0.00	0.00	75,255.78	265,937.00	28.30
385-0000	Unemployment Insurance	0.00	0.00	0.00	672.00	35,000.00	1.92
392-0000	License & Registrations	204.00	0.00	0.00	948.00	1,500.00	63.20
397-0000	Software Licensing	0.00	0.00	0.00	14,580.00	74,600.00	19.54
	Total Purchased Services	237,852.60	0.00	0.00	536,980.36	3,612,250.00	14.87
400	Supplies & Materials						
411-0000	Supplies-General	115,320.53	0.00	0.00	452,382.02	745,846.00	60.65
415-0000	Supplies-Computer	149.00	0.00	0.00	149.00	0.00	0.00
416-0000	Supplies-Athletic Fields	6,927.90	0.00	0.00	15,143.45	41,500.00	36.49
417-0000	Supplies-Uniform	10,910.69	0.00	0.00	13,349.08	30,000.00	44.50
418-0000	Supplies-B&G Schools	0.00	0.00	0.00	0.00	70,000.00	0.00
464-0000	Gasoline	905.97	0.00	0.00	1,770.21	37,000.00	4.78
465-0000	Natural Gas	27,137.59	0.00	0.00	75,674.89	498,329.00	15.19
466-0000	Electricity	468,424.94	0.00	0.00	934,403.89	3,182,557.00	29.36
481-0000	Equipment < $500	16,233.97	0.00	0.00	17,654.18	35,800.00	49.31
482-0000	Parts-Transportation	807.56	0.00	0.00	2,037.56	5,000.00	40.75
485-0000	Supplies - Air Filters	0.00	0.00	0.00	3,640.00	50,000.00	7.28
486-0000	Supplies - Mop Heads Towels Ma	7,779.35	0.00	0.00	24,371.46	31,000.00	78.62
493-0000	Supplies-Equip Elec	8,549.77	0.00	0.00	64,979.85	190,000.00	34.20
494-0000	Supplies-Finishing Matl	13,442.11	0.00	0.00	92,231.70	253,500.00	36.38
495-0000	Supplies-Plumbing	10,436.37	0.00	0.00	20,936.16	74,000.00	28.29
496-0000	Supplies-Roofing	0.00	0.00	0.00	11,840.00	1,500.00	789.33
497-0000	Supplies-HVAC	29,082.34	0.00	0.00	88,036.65	250,000.00	35.21
498-0000	Supplies-Bagged Salt	0.00	0.00	0.00	0.00	19,000.00	0.00
499-0000	Supplies-Bulk Salt	0.00	0.00	0.00	0.00	45,000.00	0.00
	Total Supplies & Materials	716,108.09	0.00	0.00	1,818,600.10	5,560,032.00	32.71
500	Capital Outlay						
521-0000	Buildings	843.69	0.00	0.00	3,989.23	300,000.00	1.33
533-0000	Improvements Other than Buildi	0.00	0.00	0.00	63,660.00	0.00	0.00
541-0000	Equipment	911.96	0.00	0.00	2,495.61	489,700.00	.51
545-0000	Computer Equipment > $500	0.00	0.00	0.00	550.00	21,500.00	2.56

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Income Statement
For Period 4 Through 4 Ending October 31, 2020 | Fiscal Year 2021 Budget 99

Consolidated | Operations & Maintenance Fund Consolidated

Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
500	Capital Outlay						
	Total Capital Outlay	1,755.65	0.00	0.00	70,694.84	811,200.00	8.71
600	Other Objects						
641-0000	Dues & Fees	0.00	0.00	0.00	0.00	9,000.00	0.00
	Total Other Objects	0.00	0.00	0.00	0.00	9,000.00	0.00
700	Transfers						
701-0000	Transfer Interest	0.00	0.00	0.00	0.00	410,227.00	0.00
702-0000	Transfer Principal	0.00	0.00	0.00	0.00	1,725,000.00	0.00
	Total Transfers	0.00	0.00	0.00	0.00	2,135,227.00	0.00
900	System Accounts						
750	Capital Outlay - Capitalized						
751-0000	Equipment < $5000	22,198.24	0.00	0.00	137,460.34	127,044.00	108.20
755-0000	Computer Equipment < $5000	0.00	0.00	0.00	0.00	1,000.00	0.00
	Total Capital Outlay - Capita	22,198.24	0.00	0.00	137,460.34	128,044.00	107.35
	Total System Accounts	22,198.24	0.00	0.00	137,460.34	128,044.00	107.35
	Total Expense	1,705,963.47	0.00	0.00	5,844,477.81	22,624,712.00	25.83
	Total Net Change in Fund Balan	664,181.50-	0.00	0.00	8,167,519.43	1,570,796.00	519.96

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Time 10:49 Income Statement
For Period 4 Through 4 Ending October 31, 2020 Fiscal Year 2021 Budget 99

Consolidated		Bond & Interest Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
REVENUE	Revenue						
LOCAL	Revenue from Local Sources						
1111-0000	CUR YR General Levy	0.00	0.00	0.00	7,370,255.20	13,603,427.00	54.18
1112-0000	First PR YR General Levy	826,029.43	0.00	0.00	7,097,298.09	13,497,385.00	52.58
1511-0000	Interest on Investments	490.85	0.00	0.00	1,303.70	16,943.00	7.69
	Total Revenue from Local Sourc	826,520.28	0.00	0.00	14,468,856.99	27,117,755.00	53.36
	Total Revenue	826,520.28	0.00	0.00	14,468,856.99	27,117,755.00	53.36
EXPENSE	Expense						
300	Purchased Services						
319-0000	Other Professional & Technical	475.00	0.00	0.00	2,575.00	12,500.00	20.60
	Total Purchased Services	475.00	0.00	0.00	2,575.00	12,500.00	20.60
600	Other Objects						
611-0000	Redemption of Principle	0.00	0.00	0.00	0.00	7,337,557.00	0.00
612-0000	Lease Purchase-Principle	0.00	0.00	0.00	1,390,800.73	3,115,801.00	44.64
621-0000	Interest	0.00	0.00	0.00	0.00	20,041,783.00	0.00
	Total Other Objects	0.00	0.00	0.00	1,390,800.73	30,495,141.00	4.56
700	Transfers						
701-0000	Transfer Interest	0.00	0.00	0.00	0.00	410,227.00-	0.00
702-0000	Transfer Principal	0.00	0.00	0.00	1,390,800.73-	3,115,801.00-	44.64
	Total Transfers	0.00	0.00	0.00	1,390,800.73-	3,526,028.00-	39.44
	Total Expense	475.00	0.00	0.00	2,575.00	26,981,613.00	.01
	Total Net Change in Fund Balan	826,045.28	0.00	0.00	14,466,281.99	136,142.00	0.00
		Large Percent of Budget		0.00			10625.88

Consolidated		Transportation Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
REVENUE	Revenue						
LOCAL	Revenue from Local Sources						
1111-0000	CUR YR General Levy	0.00	0.00	0.00	2,235,053.30	4,216,449.00	53.01
1112-0000	First PR YR General Levy	250,645.73	0.00	0.00	2,153,097.31	4,083,397.00	52.73
1231-0000	Corporate Personal Property Re	0.00	0.00	0.00	0.00	366,709.00	0.00
1511-0000	Interest on Investments	368.63	0.00	0.00	2,538.52	2,947.00	86.14
1994-0000	Field Trips	0.00	0.00	0.00	0.00	183,140.00	0.00
	Total Revenue from Local Sourc	251,014.36	0.00	0.00	4,390,689.13	8,852,642.00	49.60
STATE	Revenue from State Sources						
3500-0000	Transportation-Regular	890,161.05	0.00	0.00	1,608,401.06	3,014,931.00	53.35
3510-0000	Transportation-Special Ed	1,326,040.91	0.00	0.00	2,587,266.48	4,954,178.00	52.22
	Total Revenue from State Sourc	2,216,201.96	0.00	0.00	4,195,667.54	7,969,109.00	52.65
	Total Revenue	2,467,216.32	0.00	0.00	8,586,356.67	16,821,751.00	51.04
EXPENSE	Expense						
100	Salaries						
115-0000	Non-Certified Supervision/Head	7,047.54	0.00	0.00	31,699.89	91,604.00	34.61
116-0000	Non-Certified Sec/Spec	3,129.39	0.00	0.00	14,001.66	40,838.00	34.29
132-0000	1.5 Overtime	0.00	0.00	0.00	7.10	500.00	1.42
148-0000	Extra Pay-Non-Certified	0.00	0.00	0.00	0.00	9,294.00	0.00
149-0000	Extra Pay-Certified	2,825.00	0.00	0.00	3,593.75	315,000.00	1.14
161-0000	Mileage Stipend	184.62	0.00	0.00	830.73	2,400.00	34.61
	Total Salaries	13,186.55	0.00	0.00	50,133.13	459,636.00	10.91
200	Employee Benefits						
211-0000	Teachers Retirement (TRS)	16.50	0.00	0.00	20.98	951.00	2.21
218-0000	THIS Fund Employer Contributio	26.14	0.00	0.00	33.20	1,056.00	3.14
221-0000	Life Insurance	15.24	0.00	0.00	66.64	217.00	30.71
222-0000	Medical Insurance	447.40	0.00	0.00	1,867.20	5,835.00	32.00
223-0000	Dental Insurance	102.66	0.00	0.00	398.25	1,158.00	34.39
224-0000	Vision Insurance	18.96	0.00	0.00	76.33	242.00	31.54
225-0000	Disability Insurance	10.56	0.00	0.00	46.65	136.00	34.30
	Total Employee Benefits	637.46	0.00	0.00	2,509.25	9,595.00	26.15
300	Purchased Services						
319-0000	Other Professional & Technical	0.00	0.00	0.00	1,048.00	1,244.00	84.24
321-0000	Sanitation Services	2,567.79	0.00	0.00	6,981.03	5,187.00	134.59
323-0000	Repair & Maintenance	2,515.95	0.00	0.00	20,863.66	70,555.00	29.57
325-0000	Rentals	3,502.24	0.00	0.00	17,131.36	32,891.00	52.09
331-0000	Pupil Transportation-General	38,309.94	0.00	0.00	79,825.00	935,274.00	8.53

Consolidated		Transportation Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
300	Purchased Services						
333-0000	District Travel	0.00	0.00	0.00	161.57	13,360.00	1.21
334-0000	Professional Meetings	10.00	0.00	0.00	40.00	100.00	40.00
336-0000	Pupil Transportation-Field Tri	0.00	0.00	0.00	1,501.39	376,850.00	.40
341-0000	Postage & Shipping Charges	0.00	0.00	0.00	5,042.45	5,043.00	99.99
346-0000	Telephone - WAN and Internet	0.00	0.00	0.00	0.00	425.00	0.00
347-0000	Telephone-Cellular	60.60	0.00	0.00	243.33	850.00	28.63
361-0000	Printing & Binding	0.00	0.00	0.00	1,327.83	8,920.00	14.89
371-0000	Water/Sewer Services	156.85	0.00	0.00	372.85	4,967.00	7.51
389-0000	Insurance-Fire-Theft-All Other	0.00	0.00	0.00	51,000.00	51,000.00	100.00
392-0000	License & Registrations	0.00	0.00	0.00	237.00	6,988.00	3.39
394-0000	Managment Fees-Transportation	0.00	0.00	0.00	672,818.46	13,774,141.00	4.88
	Total Purchased Services	47,123.37	0.00	0.00	858,593.93	15,287,795.00	5.62
400	Supplies & Materials						
411-0000	Supplies-General	63.94-	0.00	0.00	2,085.48	4,473.00	46.62
462-0000	Oil	2,668.98	0.00	0.00	4,935.66	47,997.00	10.28
464-0000	Gasoline	42,764.88	0.00	0.00	60,770.61	937,359.00	6.48
465-0000	Natural Gas	922.27	0.00	0.00	2,527.04	10,583.00	23.88
481-0000	Equipment < $500	0.00	0.00	0.00	14,189.64	0.00	0.00
482-0000	Parts-Transportation	465.08	0.00	0.00	1,747.53	26,022.00	6.72
	Total Supplies & Materials	46,757.27	0.00	0.00	86,255.96	1,026,434.00	8.40
500	Capital Outlay						
521-0000	Buildings	0.00	0.00	0.00	5,188.00	0.00	0.00
541-0000	Equipment	0.00	0.00	0.00	0.00	38,291.00	0.00
	Total Capital Outlay	0.00	0.00	0.00	5,188.00	38,291.00	13.55
	Total Expense	107,704.65	0.00	0.00	1,002,680.27	16,821,751.00	5.96
	Total Net Change in Fund Balan	2,359,511.67	0.00	0.00	7,583,676.40	0.00	0.00

Consolidated		Municipal Retirement Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
REVENUE	Revenue						
LOCAL	Revenue from Local Sources						
1111-0000	CUR YR General Levy	0.00	0.00	0.00	711,170.47	1,273,841.00	55.83
1112-0000	First PR YR General Levy	80,280.70	0.00	0.00	687,953.82	1,315,347.00	52.30
1511-0000	Interest on Investments	192.09	0.00	0.00	2,194.58	9,286.00	23.63
	Total Revenue from Local Sourc	80,472.79	0.00	0.00	1,401,318.87	2,598,474.00	53.93
	Total Revenue	80,472.79	0.00	0.00	1,401,318.87	2,598,474.00	53.93
EXPENSE	Expense						
200	Employee Benefits						
212-0000	Municipal Retirement (IMRF)	233,833.99	0.00	0.00	831,169.41	2,760,987.00	30.10
	Total Employee Benefits	233,833.99	0.00	0.00	831,169.41	2,760,987.00	30.10
	Total Expense	233,833.99	0.00	0.00	831,169.41	2,760,987.00	30.10
	Total Net Change in Fund Balan	153,361.20-	0.00	0.00	570,149.46	162,513.00-	350.83-

Income Statement

Consolidated — Social Security/Medicare Fund — Consolidated

Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
REVENUE	Revenue						
LOCAL	Revenue from Local Sources						
1151-0000	CUR YR Soc Sec/Medicare Levy	0.00	0.00	0.00	812,731.95	1,539,613.00	52.79
1152-0000	First PR YR Soc Sec/Medicare L	91,745.79	0.00	0.00	786,202.21	1,491,030.00	52.73
1231-0000	Corporate Personal Property Re	0.00	0.00	0.00	0.00	500,000.00	0.00
1511-0000	Interest on Investments	69.73	0.00	0.00	603.52	1,861.00	32.43
	Total Revenue from Local Sourc	91,815.52	0.00	0.00	1,599,537.68	3,532,504.00	45.28
	Total Revenue	91,815.52	0.00	0.00	1,599,537.68	3,532,504.00	45.28
EXPENSE	Expense						
200	Employee Benefits						
213-0000	Federal Insurance Contribution	142,319.58	0.00	0.00	513,398.63	1,822,348.00	28.17
214-0000	Medicare Only	163,702.62	0.00	0.00	474,332.46	2,190,771.00	21.65
	Total Employee Benefits	306,022.20	0.00	0.00	987,731.09	4,013,119.00	24.61
	Total Expense	306,022.20	0.00	0.00	987,731.09	4,013,119.00	24.61
	Total Net Change in Fund Balan	214,206.68-	0.00	0.00	611,806.59	480,615.00-	127.30-

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Income Statement
For Period 4 Through 4 Ending October 31, 2020 | Fiscal Year 2021 | Budget 99

Consolidated		Site & Construction Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
REVENUE	Revenue						
LOCAL	Revenue from Local Sources						
1511-0000	Interest on Investments	115.12	0.00	0.00	583.86	9,821.00	5.95
1960-0000	Surplus from TIF Funds	0.00	0.00	0.00	0.00	3,500,000.00	0.00
	Total Revenue from Local Sourc	115.12	0.00	0.00	583.86	3,509,821.00	.02
STATE	Revenue from State Sources						
3925-0000	Maintence Project Grants	0.00	0.00	0.00	0.00	50,000.00	0.00
	Total Revenue from State Sourc	0.00	0.00	0.00	0.00	50,000.00	0.00
	Total Revenue	115.12	0.00	0.00	583.86	3,559,821.00	.02
EXPENSE	Expense						
500	Capital Outlay						
521-0000	Buildings	294,038.62	0.00	0.00	4,432,518.69	12,113,367.00	36.59
531-0000	Improvements Other than Buildi	25,481.00	0.00	0.00	319,598.00	0.00	0.00
	Total Capital Outlay	319,519.62	0.00	0.00	4,752,116.69	12,113,367.00	39.23
	Total Expense	319,519.62	0.00	0.00	4,752,116.69	12,113,367.00	39.23
	Total Net Change in Fund Balan	319,404.50-	0.00	0.00	4,751,532.83-	8,553,546.00-	55.55

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Income Statement

For Period 4 Through 4 Ending October 31, 2020 | Fiscal Year 2021 | Budget 99

Consolidated		Impact Fees Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
REVENUE	Revenue						
LOCAL	Revenue from Local Sources						
1511-0000	Interest on Investments	573.76	0.00	0.00	7,441.15	32,846.00	22.65
1937-0000	Impact Fees-Hampshire	0.00	0.00	0.00	23,166.85	23,167.00	100.00
1938-0000	Impact Fees-Gilberts	0.00	0.00	0.00	0.00	62,770.00	0.00
1941-0000	Technology E-Rate Revenue	0.00	0.00	0.00	0.00	101,435.00	0.00
1942-0000	Impact Fees-City of Elgin	0.00	0.00	0.00	1,355.11	0.00	0.00
	Total Revenue from Local Sourc	573.76	0.00	0.00	31,963.11	220,218.00	14.51
	Total Revenue	573.76	0.00	0.00	31,963.11	220,218.00	14.51
EXPENSE	Expense						
500	Capital Outlay						
547-0000	Network Equipment > $500	0.00	0.00	0.00	0.00	500,000.00	0.00
	Total Capital Outlay	0.00	0.00	0.00	0.00	500,000.00	0.00
	Total Expense	0.00	0.00	0.00	0.00	500,000.00	0.00
	Total Net Change in Fund Balan	573.76	0.00	0.00	31,963.11	279,782.00-	11.42-

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Income Statement

For Period 4 Through 4 Ending October 31, 2020 | Fiscal Year 2021 Budget 99

Consolidated | Working Capital Fund | Consolidated

Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
REVENUE	Revenue						
LOCAL	Revenue from Local Sources						
1111-0000	CUR YR General Levy	0.00	0.00	0.00	1,004.66	3,443.00	29.18
1112-0000	First PR YR General Levy	113.10	0.00	0.00	969.06	3,334.00	29.07
1511-0000	Interest on Investments	1,548.88	0.00	0.00	20,160.39	87,759.00	22.97
	Total Revenue from Local Sourc	1,661.98	0.00	0.00	22,134.11	94,536.00	23.41
	Total Revenue	1,661.98	0.00	0.00	22,134.11	94,536.00	23.41
EXPENSE	Expense						
	Total Net Change in Fund Balan	1,661.98	0.00	0.00	22,134.11	94,536.00	23.41

Consolidated		Tort Immunity Fund			Consolidated		
Account Nbr	Description	Period Amount	Period Budget	Pct Of Budget	Year To Date Amount	Year To Date Budget	Pct Of Budget
REVENUE	Revenue						
LOCAL	Revenue from Local Sources						
1121-0000	CUR YR Tort Immunity Levy	57,344.25	0.00	0.00	999,387.49	931,315.00	107.31
1122-0000	First PR YR Tort Immunity Levy	0.00	0.00	0.00	0.00	961,660.00	0.00
1511-0000	Interest on Investments	0.00	0.00	0.00	0.00	525.00	0.00
	Total Revenue from Local Sourc	57,344.25	0.00	0.00	999,387.49	1,893,500.00	52.78
	Total Revenue	57,344.25	0.00	0.00	999,387.49	1,893,500.00	52.78
EXPENSE	Expense						
300	Purchased Services						
382-0000	Fidelity Bond Premiums	0.00	0.00	0.00	0.00	18,750.00	0.00
383-0000	Worker's Compensation Insuranc	0.00	0.00	0.00	1,064,765.00	1,064,765.00	100.00
389-0000	Insurance-Fire-Theft-All Other	0.00	0.00	0.00	860,612.00	860,612.00	100.00
	Total Purchased Services	0.00	0.00	0.00	1,925,377.00	1,944,127.00	99.04
	Total Expense	0.00	0.00	0.00	1,925,377.00	1,944,127.00	99.04
	Total Net Change in Fund Balan	57,344.25	0.00	0.00	925,989.51-	50,627.00-	1829.04

Statement Posting Date November 2020	Merchant	Transaction Amount	Comments
10/30/2020	3dpblock 3dpblock	833.00	STUDENT
10/12/2020	Adobe 800-833-6687	29.99	STAFF
10/26/2020	Adobe 800-833-6687	382.37	STAFF
10/28/2020	Adobe 800-833-6687	-22.49	STAFF
10/26/2020	Adobe Creative Cloud	382.37	STAFF
10/22/2020	Adobe Inc	-11.24	STAFF
10/22/2020	Adobe Inc	-11.24	STAFF
11/5/2020	Adobe Inc	9.99	STAFF
10/26/2020	Adobe Products	-11.24	STAFF
11/2/2020	Adobe Products	-22.49	STAFF
10/29/2020	Alfred Publishing	105.00	STAFF
10/12/2020	All About Pins	470.00	STAFF
10/26/2020	Amazon.Com 2t4s799p1	75.00	STAFF
10/26/2020	Amazon.Com 2t5r06do2	75.00	STAFF
10/9/2020	Amazon.Com Mk32266d1	21.00	STUDENT
10/29/2020	Apple.Com/Us	93.50	STAFF
11/3/2020	Apple.Com/Us	-5.50	STAFF
10/21/2020	Badger Spo Dundeecrow	515.00	STUDENT
11/4/2020	Barker Specialty	434.12	STAFF
10/23/2020	Barnes & Noble #2185	10.39	STUDENT
10/15/2020	Barr Mechan	105.71	BG
10/29/2020	Batteries Plus #0280	116.95	BG
11/5/2020	Batteries Plus #0456	11.95	BG
10/12/2020	Best Buy 00013243	-5.72	STAFF
10/20/2020	Bracing Systems, Inc	300.00	BG
10/12/2020	Cafe Roma	126.50	STAFF
10/9/2020	Canva 02837-8360002	2.00	STUDENT
10/9/2020	Canva 02837-8784596	1.00	STUDENT
10/9/2020	Canva 02837-9055486	1.00	STUDENT
10/14/2020	Chilis Algonquin #179	91.71	STAFF
10/29/2020	Chilis Algonquin #179	74.02	STAFF
10/12/2020	China Wok	381.00	STAFF
10/19/2020	Congo River Adventure	79.60	STUDENT
10/9/2020	Consortium For School	1300.00	STAFF
10/20/2020	Contractors Material I	681.70	BG
11/2/2020	Countrydonuts	43.00	STAFF
10/7/2020	Countryside Golf Club	12.00	STUDENT
10/7/2020	Countryside Golf Club	12.00	STUDENT
11/5/2020	Cubicle Keys	14.00	STAFF
10/7/2020	Dollar Tree	50.00	STUDENT
10/8/2020	Dollar Tree	4.00	STAFF
10/12/2020	Dollar Tree	96.00	STAFF
10/16/2020	Dollar Tree	32.00	STUDENT
10/19/2020	Dollar Tree	164.00	STUDENT
10/19/2020	Dollar Tree	12.00	STUDENT
10/30/2020	Dollar Tree	21.55	STUDENT
10/22/2020	Dunkin #337637 Q35	57.49	STAFF
10/9/2020	Dunkin #356714 Q35	600.00	STAFF
10/26/2020	Eds Rental And Sales	83.52	BG
11/5/2020	Eds Rental And Sales	101.20	BG

10/23/2020	Eig Constantcontact.Co	45.00	STAFF
10/28/2020	Elgin Instant Print In	39.50	STUDENT
10/30/2020	Elgin Instant Print In	18.50	STAFF
10/26/2020	Elgin Key & Lock Co In	25.56	BG
10/20/2020	Epic Deli	129.00	STUDENT
10/6/2020	Ferguson Ent #1123	43.13	BG
10/21/2020	Ferguson Ent #1123	69.38	BG
10/23/2020	Ferguson Ent #1123	16.41	BG
10/28/2020	Ferguson Ent #1123	230.82	BG
10/30/2020	Ferguson Ent #1123	151.17	BG
10/14/2020	Firestone325030	436.40	BG
10/23/2020	G.W. Berkheimer Eg	30.61	BG
10/26/2020	G.W. Berkheimer Eg	73.65	BG
10/30/2020	Goebberts Pumpkin Patc	88.00	STUDENT
10/6/2020	Grainger	117.36	BG
10/9/2020	Gustave A Larson Compa	135.80	BG
10/27/2020	Gustave A Larson Compa	84.13	BG
11/3/2020	Gustave A Larson Compa	27.91	BG
10/22/2020	Hampshire Napa	4.82	BUILDING
10/16/2020	Heritage Food Service	69.34	BG
10/14/2020	Hobby Lobby #243	73.05	STUDENT
10/14/2020	Hobby-Lobby #520	49.88	STAFF
11/2/2020	Honeybaked Ham Company	779.60	STAFF
10/26/2020	Ibca Membership	40.00	STAFF
10/28/2020	Illinois Government Fi	15.00	STAFF
10/28/2020	Illinois Government Fi	15.00	STAFF
10/20/2020	Jewel Osco 1256	71.86	STAFF
10/21/2020	Jewel Osco 1256	6.87	STAFF
10/19/2020	Jewel Osco 1306	12.69	FACS
10/20/2020	Jewel Osco 1306	41.86	STAFF
10/27/2020	Jewel Osco 1306	11.80	FACS
10/12/2020	Jewel Osco 2310	24.26	STUDENT
10/19/2020	Jewel Osco 2310	79.84	STAFF
10/26/2020	Jewel Osco 2310	44.94	STUDENT
11/2/2020	Jewel Osco 2310	44.00	POSTAGE
10/16/2020	Jewel Osco 3291	22.52	FACS
10/12/2020	Jimmy Johns - 1179	149.70	STUDENT
10/19/2020	Jimmy Johns - 613	9.88	STAFF
10/23/2020	Jimmy Johns - 836	134.91	STUDENT
10/15/2020	Jimmy Johns # 466	46.11	STAFF
10/20/2020	Jimmy Johns # 500 - M	162.07	STAFF
10/12/2020	Joann Stores #2465	94.07	FACS
10/19/2020	Julie Ann`s Frozen Cus	8.00	STAFF
10/14/2020	Mauh-Nah-Tee-See Count	100.00	STUDENT
10/16/2020	McAlisters Deli 10134	98.90	STAFF
10/19/2020	McAlisters Deli 10134	-19.49	STAFF
10/12/2020	McAlisters Mm 101345	307.93	STAFF
11/2/2020	McAlisters Mm 101345	454.07	STAFF
10/28/2020	McDonalds F80	160.00	STUDENT
10/26/2020	McDonalds M2902	117.38	STUDENT
10/22/2020	Meijer # 206	30.00	BG
10/29/2020	Meijer # 206	9.41	STAFF
10/8/2020	Menards Carpentersvill	42.99	BG
10/8/2020	Menards Carpentersvill	20.97	BUILDING
10/8/2020	Menards Carpentersvill	28.21	BUILDING
10/8/2020	Menards Carpentersvill	215.82	BUILDING
10/9/2020	Menards Carpentersvill	261.35	BUILDING

10/9/2020	Menards Carpentersvill	66.68	BUILDING
10/12/2020	Menards Carpentersvill	114.50	BUILDING
10/16/2020	Menards Carpentersvill	56.62	BG
10/16/2020	Menards Carpentersvill	120.00	STUDENT
10/19/2020	Menards Carpentersvill	71.80	BG
10/19/2020	Menards Carpentersvill	11.98	BG
10/19/2020	Menards Carpentersvill	21.98	BG
10/19/2020	Menards Carpentersvill	-48.44	BUILDING
10/19/2020	Menards Carpentersvill	18.58	BUILDING
10/19/2020	Menards Carpentersvill	31.92	BUILDING
10/21/2020	Menards Carpentersvill	15.08	BG
10/21/2020	Menards Carpentersvill	892.55	BG
10/21/2020	Menards Carpentersvill	0.85	BUILDING
10/22/2020	Menards Carpentersvill	23.76	BUILDING
10/26/2020	Menards Carpentersvill	5.98	BG
10/26/2020	Menards Carpentersvill	167.92	BG
10/26/2020	Menards Carpentersvill	96.48	BG
10/26/2020	Menards Carpentersvill	19.50	BUILDING
10/26/2020	Menards Carpentersvill	-10.00	BUILDING
10/26/2020	Menards Carpentersvill	181.25	BUILDING
10/28/2020	Menards Carpentersvill	71.38	BG
10/28/2020	Menards Carpentersvill	6.86	BUILDING
10/29/2020	Menards Carpentersvill	72.80	BG
10/29/2020	Menards Carpentersvill	41.91	BG
10/29/2020	Menards Carpentersvill	20.99	BUILDING
10/30/2020	Menards Carpentersvill	22.96	BG
10/30/2020	Menards Carpentersvill	38.92	BG
10/30/2020	Menards Carpentersvill	42.00	BG
11/2/2020	Menards Crystal Lake I	9.96	BG
10/12/2020	Menards Elgin Il	83.88	BUILDING
10/14/2020	Menards Hodgkins Il	70.77	STUDENT
10/26/2020	Menards West Chicago I	53.25	BUILDING
10/8/2020	Michaels Stores 4802	33.55	STAFF
10/28/2020	Michaels Stores 4802	82.68	STUDENT
10/29/2020	Morettis	108.43	STAFF
10/30/2020	Morettis	69.79	STAFF
10/6/2020	N A E Y C Conference	275.00	STAFF
10/6/2020	N A E Y C Conference	275.00	STAFF
10/6/2020	N A E Y C Conference	275.00	STAFF
10/29/2020	Nametagcountry.Com	34.92	STAFF
10/19/2020	Napa Auto Parts	37.20	BUILDING
10/8/2020	National Council Of Te	-65.00	STAFF
10/19/2020	Neuco Inc	596.90	BG
11/5/2020	Neuco Inc	114.35	BG
10/9/2020	Office Depot #2314	7.99	STAFF
10/16/2020	Office Depot #2314	130.49	STAFF
10/26/2020	Office Depot #2314	51.87	STUDENT
10/8/2020	Olive Garden 00011569	-2.09	STAFF
11/2/2020	Olive Garden 0021156	77.93	STAFF
10/12/2020	Oreilly Auto Parts 34	14.97	BG
11/2/2020	Oreilly Auto Parts 34	7.38	BG
10/19/2020	Panera Bread #203286 P	10.70	STAFF
10/20/2020	Panera Bread #204091 O	155.92	STAFF
10/15/2020	Papa Johns #4534	72.98	STUDENT
11/2/2020	Pga Tour Superstore 12	128.82	STUDENT
10/15/2020	Pitney Bowes Pi	123.49	AP BOARD APPROVED
10/15/2020	Pitneybowesleasedequip	273.75	AP BOARD APPROVED

10/15/2020	Pitneybowesleasedequip	1336.26	AP BOARD APPROVED
10/15/2020	Pitneybowesleasedequip	1604.49	AP BOARD APPROVED
11/3/2020	Pitneybowesleasedequip	1336.26	AP BOARD APPROVED
10/9/2020	Porter Pipe & Supply	222.86	BG
10/19/2020	Portillos Hot Dogs #14	85.37	STUDENT
10/30/2020	Ralph Helm Inc Crystal	37.96	BUILDING
10/22/2020	Randall Oaks Golf Club	2549.04	STUDENT
11/4/2020	Randall Oaks Golf Club	40.80	STUDENT
10/22/2020	Red Wing Shoes #955	184.99	BUILDING
10/21/2020	Rosatis Pizza - Hamps	26.08	STAFF
10/23/2020	Russo Power Equipment	93.94	BUILDING
10/26/2020	Russo Power Equipment	117.48	BUILDING
11/2/2020	Sage Publications	22.28	STAFF
10/26/2020	Sams Club #6339	281.68	STUDENT
10/30/2020	Sams Club #6339	158.84	STUDENT
11/2/2020	Sams Club #6339	102.32	STAFF
10/12/2020	Samsclub #4942	279.96	STAFF
10/26/2020	Samsclub #6339	26.83	STAFF
10/19/2020	Samsclub.Com	176.80	STAFF
10/19/2020	Screencloud	20.00	STAFF
10/8/2020	Sherwin Williams 70304	163.35	BG
10/9/2020	Sherwin Williams 70304	27.22	BG
10/21/2020	Sherwin Williams 70304	18.99	BG
10/26/2020	Sherwin Williams 70304	64.78	BG
10/28/2020	Sherwin Williams 70304	16.55	BG
11/3/2020	Sherwin Williams 70304	9.39	BG
10/9/2020	Sherwin Williams 70343	59.49	BG
10/28/2020	Sign A Rama	324.00	STAFF
10/30/2020	Siteone Landscape Supp	76.50	BG
10/15/2020	Sonic Drive In #6004	20.61	STAFF
10/19/2020	Sp Sanifog Safety Su	789.99	BUILDING
10/14/2020	Sq My Funnel	622.00	STAFF
10/7/2020	Steiner Elec Crystal L	53.52	BG
10/8/2020	Steiner Elec Crystal L	122.20	BG
10/16/2020	Steiner Elec Crystal L	165.84	BG
10/19/2020	Steiner Elec Crystal L	16.67	BG
10/22/2020	Steiner Elec Crystal L	152.09	BG
10/27/2020	Steiner Elec Crystal L	72.02	BG
10/29/2020	Steiner Elec Crystal L	10.62	BG
10/30/2020	Steiner Elec Crystal L	27.92	BG
10/13/2020	Target 00018010	84.48	STAFF
10/14/2020	Target 00018010	108.80	BG
10/20/2020	Target 00018010	29.99	STUDENT
10/22/2020	Target 00018010	41.15	STAFF
10/13/2020	Target 00018960	168.12	STAFF
10/14/2020	Target 00018960	43.94	STAFF
10/7/2020	Target 00021220	171.23	STUDENT
10/28/2020	Target.Com	98.75	STUDENT
10/12/2020	Taylor Street Pizza	120.50	STAFF
10/14/2020	The Feed Store	71.40	STUDENT
11/3/2020	The Flolo Corporation	69.18	BG
10/14/2020	The Golf Shop Of Mauh-	37.71	STUDENT
10/7/2020	The Home Depot #1940	34.95	BG
10/8/2020	The Home Depot #1940	38.56	BG
10/8/2020	The Home Depot #1940	70.26	BG
10/12/2020	The Home Depot #1940	13.22	BG
10/12/2020	The Home Depot #1940	50.31	BG

10/12/2020	The Home Depot #1940	30.50	BG
10/15/2020	The Home Depot #1940	23.60	BG
10/15/2020	The Home Depot #1940	26.66	BG
10/16/2020	The Home Depot #1940	169.00	BG
10/16/2020	The Home Depot #1940	65.88	BG
10/19/2020	The Home Depot #1940	25.97	BG
10/19/2020	The Home Depot #1940	116.84	BG
10/19/2020	The Home Depot #1940	9.88	BG
10/19/2020	The Home Depot #1940	4.77	BG
10/19/2020	The Home Depot #1940	26.09	BG
10/21/2020	The Home Depot #1940	58.02	BG
10/23/2020	The Home Depot #1940	76.58	BUILDING
10/23/2020	The Home Depot #1940	21.08	BG
10/23/2020	The Home Depot #1940	114.94	BG
10/23/2020	The Home Depot #1940	22.10	BG
10/28/2020	The Home Depot #1940	19.88	BG
10/28/2020	The Home Depot #1940	199.00	BG
10/29/2020	The Home Depot #1940	43.41	BG
10/30/2020	The Home Depot #1940	9.89	BG
11/2/2020	The Home Depot #1940	6.92	BG
11/3/2020	The Home Depot #1940	13.90	BG
10/9/2020	The Home Depot #1944	77.88	STUDENT
10/7/2020	The Home Depot #1948	19.71	BG
10/12/2020	The Home Depot #1948	32.35	BG
10/12/2020	The Home Depot #1948	156.72	BUILDING
10/15/2020	The Home Depot #1948	34.97	BG
10/19/2020	The Home Depot #1948	26.94	BUILDING
10/19/2020	The Home Depot #1948	51.52	BUILDING
10/19/2020	The Home Depot #1948	52.39	BUILDING
10/22/2020	The Home Depot #1948	4.98	BG
10/23/2020	The Home Depot #1948	178.50	BG
10/23/2020	The Home Depot #1948	19.86	BG
10/26/2020	The Home Depot #1948	9.96	BG
10/26/2020	The Home Depot #1948	45.68	BUILDING
10/29/2020	The Home Depot #1948	57.42	BG
10/30/2020	The Home Depot #1948	60.02	BUILDING
10/7/2020	The Home Depot 1940	288.53	BG
10/8/2020	The Home Depot 1940	81.24	BG
10/9/2020	The Home Depot 1940	98.48	BG
10/12/2020	The Home Depot 1940	461.60	BG
10/16/2020	The Home Depot 1940	298.97	BG
10/19/2020	The Home Depot 1940	247.13	BG
10/19/2020	The Home Depot 1940	95.87	BG
10/22/2020	The Home Depot 1940	217.06	BG
10/26/2020	The Home Depot 1940	275.30	BG
10/29/2020	The Home Depot 1940	242.90	BG
11/2/2020	The Home Depot 2705	8.96	BG
11/2/2020	The Home Depot 2705	179.76	BG
11/2/2020	The Home Depot 2705	63.32	BUILDING
10/26/2020	The Webstaurant Store	332.69	FACS
10/7/2020	Trane Supply-112420	-109.46	BG
10/8/2020	Trane Supply-112420	205.98	BG
10/9/2020	Trane Supply-112420	501.45	BG
10/16/2020	Trane Supply-112420	54.16	BG
10/22/2020	Trane Supply-112420	11.23	BG
10/23/2020	Trane Supply-112420	74.11	BG
10/26/2020	Trane Supply-112420	272.88	BG

10/26/2020	Trane Supply-112420	399.08	BG
10/29/2020	Trane Supply-112420	359.95	BG
10/30/2020	Trane Supply-112420	135.62	BG
10/30/2020	Trane Supply-112420	33.74	BG
11/2/2020	Trane Supply-112420	48.57	BG
11/2/2020	Trane Supply-112420	25.44	BG
11/2/2020	Trane Supply-112420	42.50	BG
10/22/2020	Tribute Store	99.90	STAFF
10/22/2020	Tropical Smoothie Il 0	170.81	STAFF
10/26/2020	Universal Marketing Ll	1297.50	STAFF
10/16/2020	Usps Po 1600960102	169.80	POSTAGE
10/28/2020	Usps Po 1600960105	18.20	POSTAGE
10/30/2020	Usps Po 1600960105	178.09	POSTAGE
10/15/2020	Usps Po 1622380118	275.00	POSTAGE
10/21/2020	Usps Po 1630600136	3.33	POSTAGE
10/30/2020	Vzwrlss My Vz Vb P	24421.88	AP BOARD APPROVED
10/15/2020	Wal-Mart #1420	4.88	STUDENT
10/7/2020	Wal-Mart #1531	27.63	STAFF
10/8/2020	Wal-Mart #1531	-19.67	STAFF
10/8/2020	Wal-Mart #1531	48.94	STAFF
10/14/2020	Wal-Mart #1531	50.00	STUDENT
10/15/2020	Wal-Mart #1531	32.08	FACS
10/15/2020	Wal-Mart #1531	20.86	STUDENT
10/19/2020	Wal-Mart #1531	154.56	STAFF
10/21/2020	Wal-Mart #1531	55.26	BUILDING
11/2/2020	Wal-Mart #4641	51.01	STAFF
10/8/2020	Wal-Mart #5060	21.49	FACS
10/8/2020	Wal-Mart #5060	33.17	STAFF
10/12/2020	Wal-Mart #5060	63.94	STUDENT
10/28/2020	Wal-Mart #5060	172.95	STUDENT
10/29/2020	Wal-Mart #5060	41.67	STAFF
10/30/2020	Wal-Mart #5060	63.22	STUDENT
10/12/2020	Walmart Grocery	9.44	FACS
10/12/2020	Walmart Grocery	39.20	FACS
10/16/2020	Walmart Grocery	49.74	FACS
10/26/2020	Walmart.Com Au	29.24	STUDENT
10/27/2020	Wendys 7005	160.00	STUDENT
10/16/2020	West Music Company	99.00	STUDENT
10/28/2020	West Side Electric Sup	257.00	BG
10/29/2020	West Side Electric Sup	30.07	BG
11/3/2020	West Side Electric Sup	41.54	BG
10/28/2020	Wilsonlangu	2764.32	STAFF
10/12/2020	Wm F Meyer Co Elgin	294.07	BG
10/16/2020	Wm Supercenter #1413	59.47	STUDENT
10/23/2020	Wm Supercenter #1413	83.32	STUDENT
10/29/2020	Wm Supercenter #1413	91.56	STUDENT
10/15/2020	Wm Supercenter #1420	54.48	STUDENT
10/15/2020	Wm Supercenter #5060	120.12	STAFF
10/23/2020	Wm Supercenter #5060	77.45	STAFF
10/26/2020	Wm Supercenter #5060	209.06	STUDENT
10/28/2020	Wwp Smithereen Pest Ma	910.00	AP BOARD APPROVED
10/7/2020	Ziegler-Carpentersvill	21.98	BG
10/7/2020	Ziegler-Carpentersvill	13.50	STAFF
10/9/2020	Ziegler-Carpentersvill	45.98	BG
10/9/2020	Ziegler-Carpentersvill	3.99	BG
10/15/2020	Ziegler-Carpentersvill	4.59	BG
10/15/2020	Ziegler-Carpentersvill	22.94	BG

10/15/2020	Ziegler-Carpentersvill	57.94	BUILDING
10/15/2020	Ziegler-Carpentersvill	69.51	BUILDING
10/21/2020	Ziegler-Carpentersvill	4.99	BG
10/21/2020	Ziegler-Carpentersvill	29.99	BG
10/22/2020	Ziegler-Carpentersvill	9.37	BG
10/26/2020	Ziegler-Carpentersvill	3.00	BUILDING
10/9/2020	Zieglers Ace Hdwe	30.80	BG
10/14/2020	Zieglers Ace Hdwe	13.99	BG
10/22/2020	Zieglers Ace Hdwe	25.77	BG

TOTAL $71,636.67

ACTIVITY ACCOUNT SUMMARY
FOR MONTH OF: OCTOBER 31, 2020

	Month to Date			Year To Date			
	Month End Receipts	Month End Disbursements	Month End Activity	June 30, 2020 Beginning Book Balance	Year to Date Receipts	Year to Date Disbursements	Year to Date Book Balance
School							
Algonquin Lakes	$ 62.40	$ -	$ 62	$ 3,754	$ 523	$ 248	$ 4,028
Algonquin M.S.	$ 0.31	$ 657.47	$ (657)	$ 13,543	$ 1,467	$ 1,323	$ 13,688
Carpentersville M.S.	$ 0.62	$ 42.34	$ (42)	$ 25,127	$ 853	$ 64	$ 25,916
DeLacey	$ -	$ 713.59	$ (714)	$ 3,091	$ 942	$ 714	$ 3,320
Dundee-Crown H.S.	$ 7,946.03	$ 45.99	$ 7,900	$ 239,762	$ 12,515	$ 15,198	$ 237,079
Dundee Highlands	$ -	$ -	$ -	$ 2,902	$ 0	$ -	$ 2,902
Dundee M.S.	$ 2.48	$ 492.88	$ (490)	$ 153,212	$ 1,744	$ 3,433	$ 151,523
Eastview	$ -	$ -	$ -	$ 1,598	$ -	$ 379	$ 1,219
Gary D Wright	$ 476.81	$ 476.50	$ 0	$ 11,519	$ 478	$ 1,446	$ 10,550
Gilberts	$ -	$ -	$ -	$ 11,124	$ 1	$ 9,007	$ 2,118
Golfview	$ -	$ -	$ -	$ 4,714	$ 497	$ -	$ 5,211
Hampshire Elem	$ 136.21	$ -	$ 136	$ 20,401	$ 138	$ -	$ 20,539
Hampshire H.S.	$ 15,123.41	$ 3,651.47	$ 11,472	$ 171,423	$ 51,668	$ 21,568	$ 201,523
Hampshire M.S.	$ 1.24	$ 8.00	$ (7)	$ 60,589	$ 6,658	$ 18	$ 67,229
H.D. Jacobs H.S.	$ 6,840.00	$ 1,232.45	$ 5,608	$ 171,789	$ 10,024	$ 8,690	$ 173,123
Lake In The Hills	$ 382.20	$ 62.40	$ 320	$ 6,376	$ 552	$ 1,093	$ 5,835
Lakewood	$ 0.31	$ 40.94	$ (41)	$ 20,517	$ 2	$ 41	$ 20,478
Liberty	$ -	$ -	$ -	$ 2,902	$ 60	$ -	$ 2,962
Lincoln Prairie	$ 124.50	$ 124.50	$ -	$ 3,815	$ 245	$ 125	$ 3,935
Meadowdale	$ -	$ -	$ -	$ 3,842	$ 0	$ -	$ 3,842
Neubert	$ -	$ -	$ -	$ 2,968	$ 8	$ -	$ 2,976
Parkview	$ -	$ -	$ -	$ 2,856	$ 0	$ -	$ 2,856
Perry	$ -	$ 56.50	$ (57)	$ 6,843	$ 1,000	$ 314	$ 7,529
Sleepy Hollow	$ 19.00	$ -	$ 19	$ 1,509	$ 19	$ 505	$ 1,023
Westfield (Elem & MS)	$ 782.82	$ 924.00	$ (141)	$ 43,029	$ 2,732	$ 2,101	$ 43,661
Total	$ 31,898	$ 8,529	$ 23,369	$ 989,205	$ 92,125	$ 66,267	$ 1,015,063

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	3,754.47	522.52	248.45		4,028.54
Total Cash Accounts	3,754.47	522.52	248.45	0.00	4,028.54
Other Accounts					
200M-00-00 Special Ed	153.25				153.25
2018-00-00 Class of 2018	0.00				0.00
2019-00-00 Class of 2019	0.00				0.00
2020-00-00 Class of 2020	0.00				0.00
2021-00-00 Class of 2021	0.00				0.00
2022-00-00 Class of 2022	0.00				0.00
2023-00-00 Class of 2023	0.00				0.00
2024-00-00 Class of 2024	0.00				0.00
2025-00-00 Class of 2025	59.33			(59.33)	0.00
2026-00-00 Class of 2026	75.06			(75.06)	0.00
2027-00-00 Class of 2027	248.45		248.45		0.00
2028-00-00 Class of 2028	41.16				41.16
2029-00-00 Class of 2029	39.55				39.55
2030-00-00 Class of 2030	71.10				71.10
2031-00-00 Class of 2031	0.00				0.00
2032-00-00 Class of 2032	126.26				126.26
2090-10-00 Acting Club	51.46				51.46
2100-10-00 Book Club	0.00				0.00
2111-10-00 After School Band-INACTIVE	0.00				0.00
2140-10-00 4th and 5th Grade Chorus	100.90			(100.90)	0.00
2410-00-00 Culinary Kids 2/3	80.57				80.57
2410-10-00 Culinary Kids 4/5	0.00				0.00
2415-10-00 Science Club	10.31				10.31
2590-10-00 Lady Lions Running Club	4.04				4.04
2590-20-00 Boys Running Club	71.36				71.36
4100-00-00 A.M. Fitness Club - Inactive	0.00				0.00
4100-10-10 Fitness Club	899.05				899.05
4100-30-00 Other	0.00				0.00
4200-10-00 Birthday Books	85.00				85.00
4210-00-00 Holiday Creations	135.85				135.85
4300-00-00 Yearbook	1,118.80	460.00			1,578.80
5100-00-00 General Fund	84.53	62.40		235.29	382.22
5200-10-00 Relay for Life	0.00				0.00
5500-10-00 ALES Grant Awards	18.19				18.19
6000-00-00 Interest Income	280.25	0.12			280.37
Total Other Accounts	3,754.47	522.52	248.45	0.00	4,028.54

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-00 DO NOT USE	0.00				0.00
1000-00-10 Harris - Checking	13,543.07	1,467.24	1,322.71		13,687.60
Total Cash Accounts	13,543.07	1,467.24	1,322.71	0.00	13,687.60
Other Accounts					
1500-00-00 Bank Corrections	21.50		21.50		0.00
2000-10-00 Student Council	666.83				666.83
2016-00-00 Class of 2016-Inactive	0.00				0.00
2017-00-00 Class of 2017-Inactive	0.00				0.00
2018-00-00 Class of 2018-Inactive	0.00				0.00
2019-00-00 Class of 2019	0.00				0.00
2020-00-00 Class of 2020	0.00				0.00
2021-00-10 Class of 2021	0.00				0.00
2022-00-00 Class of 2022	0.00				0.00
2023-00-00 Class of 2023	0.00				0.00
2024-00-00 Class of 2024	0.00				0.00
2025-00-00 Class of 2025	179.60				179.60
2026-00-00 Class of 2026	156.00				156.00
2027-00-00 Class of 2027	0.00	627.42			627.42
2110-10-00 Band	93.13				93.13
2140-10-00 Chorus	1,636.39				1,636.39
2150-30-00 Musical	2,677.69				2,677.69
2151-10-00 Music Club - ILMEA	2.00				2.00
2155-10-00 Orchestra	0.00				0.00
2220-10-00 Art Club	25.38				25.38
2230-10-00 Beta Club	2,123.51	33.30			2,156.81
2240-00-00 Baking Club	322.25				322.25
2251-10-00 Computer Ed. Club	0.00				0.00
2275-10-00 Outdoor Club	0.00				0.00
2290-00-17 Washington DC Trip 2018-2019	2.35				2.35
2391-10-00 AVID	286.13		155.87		130.26
2430-10-00 Special Ed Community Trips	5.50				5.50
2481-10-00 Yearbook - M.S.	0.00				0.00
2570-10-00 Battle of the Books	0.00				0.00
2580-30-00 Student Awards	0.00				0.00
2590-40-00 Relay for Life	0.00				0.00
3000-20-00 Sports Club	0.00				0.00
3010-10-00 Ski Club	0.00				0.00
3020-00-00 Wrestling	338.64				338.64
3100-10-00 Volleyball-7th grade	0.00				0.00
3100-20-00 Volleyball - 8th grade	9.21				9.21
3110-10-00 Cross Country	270.43	555.00	798.44		26.99
3210-00-00 Boys Basketball	97.38				97.38
3210-10-00 Girls Basketball	8.24				8.24
3230-10-00 Track and Field	1.87				1.87
3250-20-10 Poms	259.86				259.86
3350-20-10 Cheerleading	24.14				24.14
4100-10-00 PBIS	619.80				619.80
4100-20-00 Low Incidence Class Supplies	17.05				17.05
4100-30-00 General	219.60		50.00		169.60
4300-30-00 Staff Account	35.16	250.00	100.00		185.16
5110-10-00 D300 Honors Band Concert	1,365.67				1,365.67
5110-20-00 MB Jazz Ensembles	870.00				870.00
5200-00-00 Physical Education Fund	966.38				966.38

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ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
6000-30-00 Interest Income	241.38	1.52	196.90		46.00
Total Other Accounts	13,543.07	1,467.24	1,322.71	0.00	13,687.60

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	25,127.29	853.26	64.34		25,916.21
Total Cash Accounts	25,127.29	853.26	64.34	0.00	25,916.21
Other Accounts					
2000-10-00 Student Council	1,227.53				1,227.53
2015-00-10 Class of 2015-A	0.00				0.00
2015-00-20 Class of 2015-B	0.00				0.00
2015-00-30 Class of 2015-C	0.00				0.00
2016-00-10 Class of 2016-A	0.00				0.00
2016-00-20 Class of 2016-B	0.00				0.00
2016-00-30 Class of 2016-c	0.00				0.00
2017-00-00 Class of 2017	0.07				0.07
2018-00-00 Class of 2018	0.00				0.00
2019-00-00 Class of 2019	0.00				0.00
2020-00-00 Class of 2020	0.84				0.84
2021-00-00 Class of 2021	0.00				0.00
2022-00-00 Class of 2022	0.00				0.00
2023-00-00 Class of 2023	13.85				13.85
2024-00-00 Class of 2024	205.85				205.85
2025-00-00 Class of 2025	0.00				0.00
2105-00-00 Man in Demand/Dare to be Rare	447.56				447.56
2110-10-00 Music	1,707.95	850.00	16.00		2,541.95
2110-20-00 MB Jazz	420.00				420.00
2111-10-00 Title Field Trips All Grades	0.00				0.00
2120-10-00 Drama	1,256.70				1,256.70
2140-10-00 Chorus	945.75				945.75
2221-10-00 Art Club	10.00				10.00
2230-10-00 Beta Club	534.75				534.75
2240-00-00 PBIS	0.00				0.00
2481-10-00 Yearbook	108.56		22.00		86.56
2499-30-00 School Store	0.00				0.00
2590-40-00 Relay for Life	2.00				2.00
2670-20-00 Book Fair	13.14				13.14
3250-20-10 Poms	3,806.14				3,806.14
3350-20-10 Cheerleading	4,676.57				4,676.57
4101-30-00 AVID	7,730.87				7,730.87
4300-30-00 Sunshine	709.83				709.83
6000-00-00 Interest	1,309.33	3.26	26.34		1,286.25
Total Other Accounts	25,127.29	853.26	64.34	0.00	25,916.21

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris Cash Account	3,090.92	942.10	713.59		3,319.43
Total Cash Accounts	3,090.92	942.10	713.59	0.00	3,319.43
Other Accounts					
4500-10-00 Box Top Label Collection	0.89				0.89
4600-30-00 Postage	0.00				0.00
4700-00-00 Pyramid Model Committee	0.00	942.00	713.59		228.41
5100-00-00 General Student Activities	54.02				54.02
5110-00-00 Birth to 3 Program	336.56				336.56
5200-00-00 PBIS	2,141.05				2,141.05
5300-00-00 Relay for Life	485.44				485.44
5400-00-00 deLacey Diaper Drive	24.19				24.19
6000-00-00 Interest Income	48.77	0.10			48.87
Total Other Accounts	3,090.92	942.10	713.59	0.00	3,319.43

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-00 Amcore Activity Checking Acct	0.00				0.00
1000-00-10 Harris - Checking	239,761.98	12,514.59	15,197.94		237,078.63
Total Cash Accounts	239,761.98	12,514.59	15,197.94	0.00	237,078.63
Other Accounts					
1000-10-10 Banking Corrections	1,343.00	(1,333.00)			10.00
2000-10-00 Student Council	27,058.88	3,283.00	829.99		29,511.89
2009-00-00 Class of 2009	0.00				0.00
2010-00-00 Class of 2010	0.00				0.00
2011-00-00 Class of 2011	0.00				0.00
2012-00-00 Class of 2012	0.00				0.00
2013-00-00 Class of 2013	0.00				0.00
2014-00-00 Class of 2014	0.00				0.00
2015-00-00 Class of 2015	0.00				0.00
2016-00-00 Class of 2016	0.00				0.00
2017-00-00 Class of 2017	3,608.60		694.39		2,914.21
2018-00-00 Class of 2018	6,411.60				6,411.60
2019-00-00 Class of 2019	0.00				0.00
2020-00-00 Class of 2020	2,647.51				2,647.51
2021-00-00 Class of 2021	1,802.67				1,802.67
2022-00-00 Class of 2022	2,093.98				2,093.98
2023-00-00 Class of 2023	7,313.70	604.27			7,917.97
2024-00-00 Class of 2024	0.00	1,129.93			1,129.93
2095-10-00 Animation Club	209.42				209.42
2110-10-00 Instrumental Music	1,702.66		41.72		1,660.94
2113-10-00 Band Trip	0.00				0.00
2120-10-00 Drama Club	18,758.30				18,758.30
2120-20-00 Musical Account	20,738.61	440.00	1,362.00		19,816.61
2130-10-00 Auditorium	477.96				477.96
2140-10-00 Choral Music	6,151.88		180.00		5,971.88
2145-30-00 D300 Music Festival	3,904.50				3,904.50
2145-50-00 Orchestra	2,955.34				2,955.34
2151-10-00 Music Dept.-INACTIVE	0.00				0.00
2156-10-00 PROM	367.52				367.52
2200-10-00 Amnesty International	0.00				0.00
2210-30-00 Anatomy FT Fund - Inactive	0.00				0.00
2219-10-00 Adelante Club	289.27				289.27
2220-10-00 Art Club	2,373.06				2,373.06
2222-10-00 Ceramics	160.81				160.81
2223-10-00 Charger Pride-Student Incentiv	(1,133.51)				(1,133.51)
2223-20-00 Charger Pride-Staff	(3,564.65)				(3,564.65)
2224-10-00 Choir - DCHS	0.00				0.00
2225-10-00 Chemistry Club	0.00				0.00
2230-10-00 Beta Club	1,476.26		500.00		976.26
2235-10-00 SAFE	4,390.24				4,390.24
2240-10-00 Black History Club	8.17				8.17
2252-10-00 Culinary	1,721.08				1,721.08
2255-10-00 Construction Club	13.81				13.81
2256-10-00 DC1 Heart Dance	66.75				66.75
2256-10-10 DC Steppers	223.81				223.81
2256-10-20 New Generation Dance	26.63				26.63
2256-10-30 Latin Dancing	175.00				175.00
2257-10-00 Earth/Space Club/Field Trips-I	0.00				0.00
2258-10-00 English Department	6,099.49				6,099.49

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
2259-10-10 Electricity Fund	1,297.54				1,297.54
2260-10-00 Industrial Ed Club	524.84				524.84
2261-10-10 Ukulele Club	0.00				0.00
2263-10-00 Rotary Interact	544.16	192.00			736.16
2270-10-00 Enviro Science FT-Inactive	0.00				0.00
2275-10-00 Field Trips - Science	2,440.32	640.00			3.080.32
2276-10-00 Field Trips	8.27				8.27
2280-10-00 Environmental Grants Fund	250.39				250.39
2282-10-00 GirlUp	337.00				337.00
2285-10-00 Recycling Club	500.00				500.00
2290-10-00 Library Club	295.27				295.27
2300-10-00 ESL - English Second Language	80.50				80.50
2310-10-00 French Club	2,351.93				2,351.93
2320-10-00 German Club	1,404.41				1,404.41
2330-10-00 Spanish Club	383.48				383.48
2360-10-00 Gifted Club	0.00				0.00
2370-10-00 FACS Club	596.33				596.33
2375-10-00 Literary Arts Magazine	1,232.00				1,232.00
2380-10-00 Journalism Club - Inactive	0.00				0.00
2385-10-00 Poetry Club-Souls Spill Ink	667.57				667.57
2390-10-00 National Honor Society	2,805.61	10.00	945.00		1,870.61
2391-10-00 AVID	3,223.52		1,000.00		2,223.52
2395-00-00 Youth in Law	(687.00)	330.00			(357.00)
2400-10-00 Peer Mediation	0.00				0.00
2401-10-00 Conflict Mediation	0.00				0.00
2408-10-00 GSA/LGBT Support Group	226.59				226.59
2410-10-00 REACH	0.00				0.00
2420-10-00 SEA-Level	0.00				0.00
2439-00-00 Peer Tutoring	0.00				0.00
2439-10-00 Freshman Mentors	(701.70)				(701.70)
2440-10-00 Individual Speech Club	250.68				250.68
2450-10-00 Debate Team	2,421.74		68.00		2.353.74
2465-10-00 VOICES	0.00				0.00
2470-10-00 Year in Review Video	880.00				880.00
2480-10-00 Yearbook	(900.00)				(900.00)
2510-10-00 O.L.A.S.	0.00				0.00
2520-10-00 VFW Essay Contest	29.23				29.23
2526-10-00 Auto Shop	66.00				66.00
2530-10-00 Chess Club	10.92				10.92
2540-10-00 Bilingual Club	53.61				53.61
2550-10-00 Fishing Club	1,758.05				1,758.05
2590-20-00 Woodshop	535.00				535.00
2590-30-00 Color Run	100.00				100.00
2590-40-00 Relay for Life	(302.05)				(302.05)
2591-10-00 Fight the Stigma	256.25				256.25
2592-10-00 Minority Leadership	193.00				193.00
2618-10-10 Operation Click	2,386.00				2,386.00
2700-10-10 Work Program/School Store	0.00				0.00
2700-10-20 Work Program/Buttons/Store	1,291.99				1,291.99
2800-10-00 INCubator Grant - Business	10,792.37	2,000.00			12,792.37
2800-10-01 INCubator-POPtime-INACTIVE	0.00				0.00
2800-10-02 INCubator-ToothpasteTab-INACTI	0.00				0.00
2800-10-05 INCubator -SnapCase-INACTIVE	0.00				0.00
2800-10-06 INCubator-Extra Hand-INACTIVE	0.00				0.00
2800-10-07 INCubator-Party Bag-INACTIVE	0.00				0.00

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ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
2800-10-09 INCubator-Underground-INACTIVE	0.00				0.00
2800-10-10 INCubator-MaleBox-INACTIVE	0.00				0.00
2800-10-13 INCubator-FirstSTEP-INACTIVE	0.00				0.00
2800-10-14 INCubator - Poppin Party-INACT	0.00				0.00
3100-20-20 Baseball	9,925.36	215.00	195.00		9,945.36
3150-20-10 Softball	6,008.25		291.97		5,716.28
3200-20-10 Girls Basketball	4,975.09		2,041.36		2,933.73
3200-20-20 Boys Basketball	1,380.42				1,380.42
3210-20-10 Girls Bowling	558.81				558.81
3250-00-00 Dance Team (Poms)	559.32	1,843.00			2,402.32
3252-20-10 Winter Guard	29.53				29.53
3300-20-10 Girls Soccer	109.93				109.93
3300-20-20 Boys Soccer	1,041.31				1,041.31
3350-20-10 Cheerleading	11,863.49	3,060.00	3,153.23		11,770.26
3400-20-10 Girls Tennis	782.19				782.19
3400-20-20 Boys Tennis	3,236.69				3,236.69
3450-20-10 Girls Swimming	64.51	36.00	288.56		(188.05)
3500-20-10 Girls Track	4,979.63				4,979.63
3500-20-20 Boys Track	2,771.63		557.03		2,214.60
3600-20-10 Girls Golf	501.20				501.20
3600-20-20 Boys Golf	711.02				711.02
3650-20-10 Boys Lacrosse	1,002.51				1,002.51
3700-20-10 Football	5,859.80				5,859.80
3800-20-00 Cross Country	5,066.35		362.99		4,703.36
3850-20-00 Wrestling	15.40		208.00		(192.60)
3900-20-00 Volleyball	4,506.16		478.70		4,027.46
3999-20-00 Super Fans	592.72				592.72
4000-10-00 Sr. Class District Gift	2,408.36				2,408.36
4100-30-00 General	149.06	42.95			192.01
4103-30-00 Coffee Club 2	0.00				0.00
4300-20-00 Sunshine Club/Staff Pride	471.07				471.07
4300-30-00 Guidance Fund	0.00				0.00
4405-30-00 Excel	0.00				0.00
4700-30-00 Scholarships	5,435.67		2,000.00		3,435.67
4750-10-00 Testing Prep	1,868.00				1,868.00
5000-10-10 Posadas Fundraiser	0.00				0.00
5000-30-00 Charger Golf Outing	0.00				0.00
5000-50-50 D300 United	0.00				0.00
5100-00-00 DO NOT USE	0.00				0.00
6000-00-00 Interest Income	5,412.33	21.44			5,433.77
Total Other Accounts	239,761.98	12,514.59	15,197.94	0.00	237,078.63

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	2,901.63	0.10			2,901.73
Total Cash Accounts	2,901.63	0.10	0.00	0.00	2,901.73
Other Accounts					
2000-10-00 Student Council	183.00				183.00
200A-00-00 Kindergarten	0.00				0.00
2017-00-00 Class of 2017-Inactive	0.00				0.00
2018-00-00 Class of 2018-Inactive	0.00				0.00
2019-00-00 Class of 2019-Inactive	0.00				0.00
2020-00-00 Class of 2020-Inactive	0.00				0.00
2021-00-00 Class of 2021-Inactive	0.00				0.00
2021-10-00 Class of 2021 FT-Inactive	0.00				0.00
2022-00-00 Class of 2022-Inactive	0.00				0.00
2022-10-00 Class of 2022 FT-Inactive	0.00				0.00
2023-00-00 Class of 2023-Inactive	0.00				0.00
2023-10-00 Class of 2023 FT-Inactive	0.00				0.00
2024-00-00 Class of 2024	0.00				0.00
2024-10-00 Class of 2024 Field Trips	0.00				0.00
2025-00-00 Class of 2025	0.00				0.00
2025-10-00 Class of 2025 Field Trips	0.00				0.00
2026-00-00 Class of 2026	0.00				0.00
2026-10-00 Class of 2026 Field Trips	0.00				0.00
2027-00-00 Class of 2027	0.00				0.00
2027-10-00 Class of 2027 Field Trips	0.00				0.00
2028-00-00 Class of 2028	0.00				0.00
2028-10-00 Class of 2028 Field Trips	124.58				124.58
2029-00-00 Class of 2029	0.00				0.00
2029-10-00 Class of 2029 Field Trips	457.26				457.26
2030-00-00 Class of 2030	0.00				0.00
2030-10-00 Class of 2030 Field Trips	488.48				488.48
2031-00-00 Class of 2031	0.00				0.00
2031-10-00 Class of 2031 Field Trips	20.30				20.30
2216-00-00 White Pines	0.00				0.00
2550-10-00 Chorus	67.73				67.73
2560-30-00 Media Center	54.18				54.18
2590-40-00 Relay for Life	0.00				0.00
2618-40-00 Girls on the Run	0.00				0.00
4100-30-00 General Fund	180.88				180.88
4101-00-00 Field Trips	0.00				0.00
4200-10-00 Service Club	0.00				0.00
4300-30-00 Social Committee	163.66				163.66
5110-10-00 Spirit Wear - Students	0.00				0.00
5110-20-00 Spirit Wear - Faculty	0.00				0.00
5200-00-00 Fundraiser - Cookie Dough	0.00				0.00
5300-10-00 Fun Run	0.00				0.00
5310-00-00 iReady	1,074.05				1,074.05
5400-00-00 NED Assembly	0.00				0.00
6000-00-00 Interest Income	87.51	0.10			87.61
Total Other Accounts	2,901.63	0.10	0.00	0.00	2,901.73

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-00 First American Bank Checking	0.00				0.00
1000-00-10 Harris - Checking	153,212.36	1,743.81	3,433.15		151,523.02
Total Cash Accounts	153,212.36	1,743.81	3,433.15	0.00	151,523.02
Other Accounts					
2000-10-00 Cardunal Council (Student)	3,072.70				3,072.70
2016-00-10 Class of 2016-A(DEL:2yr 15/16)	0.00				0.00
2016-00-20 Class of 2016-B(DEL:2yr 15/16)	0.00				0.00
2017-00-10 Class of 2017-A(DEL:2yr 15/16)	0.00				0.00
2017-00-20 Class of 2017-B(DEL:2yr 15/16)	0.00				0.00
2018-00-10 Class of 2018-A(DEL:2yr 16/17)	0.00				0.00
2018-00-20 Class of 2018-B(DEL:2yr 16/17)	0.00				0.00
2019-00-00 Class of 2019-A (9A 15/16)	0.00				0.00
2019-00-20 Class of 2019-B (9B 15/16)	0.00				0.00
2020-00-00 Class of 2020-A (8A 15/16)	0.00				0.00
2020-00-20 Class of 2020-B (8B 15/16)	0.00				0.00
2021-00-10 Class of 2021 - A	0.00				0.00
2021-00-20 Class of 2021 - B	0.00				0.00
2022-00-10 Class of 2022 - A	0.00				0.00
2022-00-20 Class of 2022 - B	0.00				0.00
2023-00-10 Class of 2023 - A	679.47		679.47		0.00
2023-00-20 Class of 2023 - B	831.22		831.22		0.00
2024-10-00 Class of 2024 - A	200.35		200.35		0.00
2024-20-00 Class of 2024 - B	127.79		127.79		0.00
2025-10-00 Class of 2025 - A	435.16				435.16
2025-20-00 Class of 2025 - B	544.19				544.19
2026-00-00 Class of 2026-A	291.32	519.70			811.02
2026-10-00 Class of 2026-B	232.70	519.71			752.41
2026-20-00 Class of 2026-C	216.54				216.54
2027-10-00 Class of 2027-A	0.00	330.45	94.88		235.57
2027-20-00 Class of 2027-B	0.00	330.46			330.46
20TG-00-00 Universal Team (PBIS)	2,902.33				2,902.33
20TY-00-00 Secondary Team	19.59				19.59
2110-10-00 Band	6,402.86		24.00		6,378.86
2130-10-00 Music Department	13,985.31		(27.70)		14,013.01
2140-10-00 Chorus/Vocal	7,710.05		(110.00)		7,820.05
2150-30-00 Musical/Ensembles	34,334.52		1,623.00		32,711.52
2155-10-00 Orchestra	14,726.59		8.00		14,718.59
2220-10-00 Art Club	3,318.15				3,318.15
2230-10-00 Beta Club	2,768.53		(550.00)		3,318.53
2380-10-00 Targeted Intervention Team	13.53				13.53
2391-10-00 AVID	5,884.49		131.24		5,753.25
2425-10-00 Exploratory/Spanish	446.34				446.34
2429-00-00 Mentoring	0.00				0.00
2430-10-00 Special Ed/Schiller(DEL:15/16)	0.00				0.00
2431-10-00 Life Program (SPED)	461.54				461.54
2433-10-00 Special Ed/Balleto (DEL:15/16)	0.00				0.00
2435-10-00 S.O.A.R.	1,977.38				1,977.38
2437-10-00 ELL/Eng.Lang.Learner(DEL16/17)	0.00				0.00
2481-10-00 Yearbook Club	1,461.94	30.00	170.06		1,321.88
2530-10-00 Chess Club	0.00				0.00
2560-30-00 Book Club	6.15				6.15
2570-30-00 IMC	630.17				630.17
2580-30-00 Incentive	0.00				0.00

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
2590-10-00 Lions	16.11				16.11
2590-40-00 Relay for Life	400.73				400.73
2615-10-00 Midnight Mile	18,897.26				18,897.26
2619-10-00 Cardunal Care	662.84				662.84
2620-10-00 Scrapbook	102.00				102.00
2625-10-00 Schoolpalooza	517.22				517.22
2630-10-00 Ski Club	1,741.78				1,741.78
2631-10-00 Washington D.C. Trip	201.77				201.77
2635-10-00 Snowflake	1,331.31				1,331.31
2640-20-00 Science Fair Club - 7th grade	0.00				0.00
2640-30-00 Science Fair Club - 8th grade	0.00				0.00
2645-10-00 Homework Club	0.00				0.00
2650-10-00 Jazz Band	7.50				7.50
2655-10-00 Battle of the Books	5.30				5.30
2660-10-00 8th Grade Video(DEL:2yr16/17)	0.00				0.00
2665-10-00 Spelling Bee	21.34				21.34
2670-10-00 Robotics	523.00				523.00
2675-00-00 STEM	65.35				65.35
3000-20-00 Athletics (DEL:2yr 15/16)	0.00				0.00
3010-00-00 Ultimate Club	1,077.12				1,077.12
3207-20-10 Girls Basketball - 7th	35.71				35.71
3207-20-20 Boys Basketball - 7th	0.62				0.62
3208-20-10 Girl's Basketball - 8th	5.35				5.35
3208-20-20 Boy's Basketball - 8th	1.92				1.92
3250-20-10 Poms	21.36				21.36
3253-20-10 Intramural Basketball	82.06				82.06
3350-20-10 Cheerleading	31.80				31.80
3400-10-00 Color Guard	108.49				108.49
3500-10-00 Track - Boys	8.20				8.20
3500-20-00 Track - Girls	0.00				0.00
3500-20-10 Girls Track	356.93				356.93
3500-20-20 Boys Track	0.00				0.00
3600-10-00 Flag Football	404.68				404.68
3800-20-00 Cross Country	355.94		85.00		270.94
3800-20-10 Marathon Club - 6th Gr.CC Only	16.00				16.00
3840-10-00 Wiffle Ball	83.13				83.13
3850-20-00 Wrestling	183.92				183.92
3900-20-00 Volleyball	2.22				2.22
4100-30-00 General	488.45				488.45
4110-10-00 Passion Project	6,057.86				6,057.86
4210-00-00 Fall Play	5,530.87				5,530.87
4220-00-00 Street Ensemble	143.19				143.19
4230-00-00 Buddy Club	185.59				185.59
4300-30-00 Faculty (Social) Fund	136.00				136.00
4400-30-00 Fitness Club (PE)	5,615.26				5,615.26
4500-30-00 Flower Fund	316.84		145.84		171.00
6000-00-00 Interest Income	3,788.43	13.49			3,801.92
Total Other Accounts	153,212.36	1,743.81	3,433.15	0.00	151,523.02

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	1,597.71		378.97		1,218.74
Total Cash Accounts	1,597.71	0.00	378.97	0.00	1,218.74
Other Accounts					
2018-00-00 Class of 2018-Inactive	0.00				0.00
2019-00-00 Class of 2019-Inactive	0.00				0.00
2020-00-00 Class of 2020-Inactive	0.00				0.00
2021-00-00 Class of 2021-Inactive	0.00				0.00
2022-00-00 Class of 2022-Inactive	0.00				0.00
2023-00-00 Class of 2023-Inactive	0.00				0.00
2024-00-00 Class of 2024-Inactive	0.00				0.00
2025-00-00 Class of 2025-Inactive	0.00				0.00
2026-00-00 Class of 2026-Inactive	0.00				0.00
2027-00-00 Class of 2027	378.97		378.97		0.00
2028-00-00 Class of 2028	163.21				163.21
2029-00-00 Class of 2029	59.55				59.55
2030-00-00 Class of 2030	320.66				320.66
2031-00-00 Class of 2031	105.73				105.73
2032-00-00 Class of 2032	0.00				0.00
2033-00-00 Class of 2033	0.00				0.00
2034-00-00 Class of 2034	0.00				0.00
2100-10-10 Julie Voss Class-Inactive	0.10				0.10
2100-20-10 LEAP Program	15.00				15.00
2580-10-00 Action for Alzheimer	0.00				0.00
2590-30-00 Bear Necessities Fundraiser	0.00				0.00
2590-40-00 Relay for Life	0.00				0.00
4100-30-00 Miscellaneous	250.95				250.95
5010-00-00 Library Books (Birthday Club)	232.59				232.59
5020-10-00 Jump Rope for Heart-Inactive	0.00				0.00
6000-00-00 Interest Income	70.95				70.95
Total Other Accounts	1,597.71	0.00	378.97	0.00	1,218.74

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	11,518.90	477.85	1,446.47		10,550.28
Total Cash Accounts	11,518.90	477.85	1,446.47	0.00	10,550.28
Other Accounts					
2000-10-00 Student Council	0.00				0.00
200M-00-00 DO NOT USE	0.00				0.00
2018-00-00 Class of 2018	0.00				0.00
2019-00-00 Class of 2019	0.00				0.00
2020-00-00 Class of 2020	0.00				0.00
2021-00-00 Class of 2021	0.00				0.00
2022-00-00 Class of 2022	0.00				0.00
2023-00-00 Class of 2023	0.00				0.00
2024-00-00 Class of 2024	0.00				0.00
2025-00-00 Class of 2025	3.00				3.00
2026-00-00 Class of 2026	0.00				0.00
2027-00-00 Class of 2027	969.97		969.97		0.00
2028-00-00 Class of 2028	913.48				913.48
2029-00-00 Class of 2029	1,226.09				1,226.09
2030-00-00 Class of 2030	1,258.10				1,258.10
2031-00-00 Class of 2031	280.68				280.68
2032-00-00 Class of 2032	441.28				441.28
2033-00-00 Class of 2033	0.00				0.00
2140-10-10 Chorus	1,671.35				1,671.35
2151-10-00 Music Dept.	0.00				0.00
2499-20-00 Apparel Store	0.11				0.11
2499-30-00 School Store	0.00				0.00
2580-00-00 K Student Incentive	0.00				0.00
2580-00-10 1st Gr Student Incentive	0.00				0.00
2580-00-20 2nd Gr Student Incentive	0.00				0.00
2580-00-30 3rd Gr Student Incentive	0.00				0.00
2580-00-40 4th Gr Student Incentive	0.00				0.00
2580-00-50 5th Gr Student Incentive	0.00				0.00
2580-00-90 PK Student Incentive	0.00				0.00
2585-10-00 Library Fundraiser	1,820.61				1,820.61
2590-30-00 Girls on the Run	5.00				5.00
2590-40-00 Relay for Life	0.00				0.00
2590-50-00 Polar Plunge Fundraiser	0.00				0.00
2618-30-00 Funds for Cancer	0.00				0.00
2700-10-00 Ozzie Reading Club	4.00				4.00
4100-30-00 General	631.73	476.50	476.50		631.73
4300-20-00 Staff Wear	75.00				75.00
5010-10-00 PBIS	1,449.94				1,449.94
5100-10-00 Staff Sunshine Account	0.00				0.00
6000-00-00 Interest Income	768.56	1.35			769.91
Total Other Accounts	11,518.90	477.85	1,446.47	0.00	10,550.28

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	11,123.65	0.61	9,006.86		2,117.40
Total Cash Accounts	11,123.65	0.61	9,006.86	0.00	2,117.40
Other Accounts					
2000-30-00 Reading	15.05			(15.05)	0.00
200S-00-00 PK	0.00				0.00
2018-00-00 Class of 2018-Inactive	0.00				0.00
2019-00-00 Class of 2019 / 5th Grade-Inac	0.00				0.00
2020-00-00 Class of 2020 / 5th Grade-Inac	0.00				0.00
2021-00-00 Class of 2021 / 5th Grade-Inac	0.00				0.00
2022-00-00 Class of 2022 - 5th Grade-Inac	0.00				0.00
2023-00-00 Class of 2023-Inactive	0.00				0.00
2023-10-10 Class of 2023-5th Grade Social	0.00				0.00
2024-00-00 Class of 2024-Inactive	0.00				0.00
2025-00-00 Class of 2025-Inactive	0.00				0.00
2026-00-00 Class of 2026-Inactive	1,039.41		1,039.41		0.00
2027-00-00 Class of 2027-Inactive	(3.22)			3.22	0.00
2028-00-00 Class of 2028	0.00				0.00
2029-00-00 Class of 2029	705.26				705.26
2030-00-00 Class of 2030	469.16				469.16
2031-00-00 Class of 2031	138.02				138.02
2032-00-00 Class of 2032	0.00				0.00
2033-00-00 Class of 2033	0.00				0.00
2151-10-00 Music Dept.	11.41			(11.41)	0.00
2276-10-00 Field Trips	27.02				27.02
2277-10-00 Field Days	314.35				314.35
2560-30-00 Media	0.00				0.00
2590-40-00 Relay for Life	7,967.45		7,967.45		0.00
4100-30-00 General	417.53			23.24	440.77
5000-10-00 Staff Social Account	18.55				18.55
6000-00-00 Interest Income	3.66	0.61			4.27
Total Other Accounts	11,123.65	0.61	9,006.86	0.00	2,117.40

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	4,713.73	497.19			5,210.92
Total Cash Accounts	4,713.73	497.19	0.00	0.00	5,210.92
Other Accounts					
2021-00-00 Class of 2021	0.00				0.00
2021-10-00 Class of 2021 Field Trips	0.00				0.00
2022-00-00 Class of 2022	0.00				0.00
2022-10-00 Class of 2022 Field Trips	0.00				0.00
2023-00-00 Class of 2023	0.00				0.00
2023-10-00 Class of 2023 Field Trips	29.09				29.09
2024-00-00 Class of 2024	0.00				0.00
2024-10-00 Class of 2024 Field Trips	0.00				0.00
2025-00-00 Class of 2025	0.00				0.00
2025-10-00 Class of 2025 Field Trips	144.28				144.28
2026-00-00 Class of 2026	0.00				0.00
2026-10-00 Class of 2026 Field Trips	73.46				73.46
2027-10-00 Class of 2027 Field Trips	0.00				0.00
2028-10-00 Class of 2028 Field Trips	165.50				165.50
2029-10-00 Class of 2029 Field Trips	0.00				0.00
2030-10-00 Class of 2030 Field Trips	25.00				25.00
2151-10-20 Summer Music Camp	268.29				268.29
2155-10-00 Art Summer Camp	0.00				0.00
2276-10-00 Field Trips	0.02				0.02
2590-40-00 Relay for Life	144.00				144.00
4100-10-00 Family Resource Night	0.00				0.00
4100-20-00 Event Fund	(24.57)	497.00			472.43
4100-30-00 General	2,355.62				2,355.62
4210-00-00 Scholastic Book Fair-Fall	3.59				3.59
4220-00-00 Scholastic Book Fair-Spring	425.98				425.98
4230-00-00 Birthday Book Club	0.00				0.00
4240-00-00 Coin War	0.00				0.00
4250-00-00 Book Fiesta	0.00				0.00
4260-00-00 Santa's Workshop	0.00				0.00
4270-00-00 PBIS	202.10				202.10
4300-30-00 Teacher Special	0.66				0.66
4500-00-00 Social Committee	29.73				29.73
4600-10-00 Change Drawer	231.00				231.00
5000-10-10 Staff Spirit Wear	154.33				154.33
5000-20-10 Student Spirit Wear	0.23				0.23
5000-30-00 Playground Equipment	0.00				0.00
6000-00-00 Interest Income	485.42	0.19			485.61
Total Other Accounts	4,713.73	497.19	0.00	0.00	5,210.92

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-00 DO NOT USE	0.00				0.00
1000-00-10 Harris Bank Checking	20,401.33	137.60			20,538.93
Total Cash Accounts	20,401.33	137.60	0.00	0.00	20,538.93
Other Accounts					
2018-00-00 Class of 2018	0.00				0.00
2019-00-00 Class of 2019	0.00				0.00
2020-00-00 Class of 2020	0.00				0.00
2021-00-00 Class of 2021	0.00				0.00
2022-00-00 Class of 2022	0.00				0.00
2023-00-00 Class of 2023	168.00				168.00
2024-00-00 Class of 2024	0.00				0.00
2025-00-00 Class of 2025	0.00				0.00
2026-00-00 Class of 2026	0.00				0.00
2027-00-00 Class of 2027	5,173.55				5,173.55
2028-00-00 Class of 2028	2,900.21				2,900.21
2029-00-00 Class of 2029	22.16				22.16
2030-00-00 Class of 2030	0.00				0.00
2031-00-00 Class of 2031	259.38				259.38
2032-00-00 Class of 2032	619.50				619.50
2120-10-00 Birthday Books	3,533.78				3,533.78
2120-20-00 One School One Book	710.00				710.00
2140-20-00 Chorus	0.00				0.00
2270-10-00 Environmental Science Tans	39.54				39.54
2276-10-00 Field Trips	1,004.74				1,004.74
2550-00-00 L2IFE	1,004.02				1,004.02
2590-40-00 Relay for Life	0.00				0.00
2618-40-00 Donations	0.00				0.00
4100-30-00 General	32.69	135.90			168.59
5000-50-50 D300 United	0.00				0.00
5100-00-00 Scholastic Book Fair	4,498.59				4,498.59
5110-00-00 Yearbook-Inactive	0.00				0.00
5120-00-00 Playground - HES	0.00				0.00
6000-00-00 Interest Income	435.17	1.70			436.87
Total Other Accounts	20,401.33	137.60	0.00	0.00	20,538.93

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	171,423.48	51,668.04	21,567.69		201,523.83
Total Cash Accounts	171,423.48	51,668.04	21,567.69	0.00	201,523.83
Other Accounts					
1000-10-10 Banking Corrections	0.00				0.00
2000-10-00 Student Council	649.37				649.37
2009-00-00 Class of 2009	0.00				0.00
2010-00-00 Class of 2010	0.00				0.00
2011-00-00 Class of 2011	0.00				0.00
2012-00-00 Class of 2012	0.00				0.00
2013-00-00 Class of 2013	0.00				0.00
2014-00-00 Class of 2014	0.00				0.00
2014-10-00 Homecoming	16,413.78				16,413.78
2015-00-00 Class of 2015	0.00				0.00
2015-10-10 Class of 2015 Statue Maintenan	69.26				69.26
2016-00-00 Class of 2016-Inactive	0.00				0.00
2017-00-00 Class of 2017	0.00				0.00
2018-00-00 Class of 2018	0.00				0.00
2019-00-00 Class of 2019	0.00				0.00
2020-00-00 Class of 2020	1,006.75	1,056.00			2,062.75
2021-00-00 Class of 2021	2,812.79				2,812.79
2022-00-00 Class of 2022	651.08				651.08
2023-00-00 Class of 2023	2,735.25	302.15			3,037.40
2024-00-00 Class of 2024	0.00	781.49			781.49
2110-10-00 Band	192.56				192.56
2112-00-00 Tri M (Modern Music Masters)	5.23				5.23
2113-10-00 Music Yearly Trip-Inactive	0.00				0.00
2140-10-00 Chorus	1,646.02				1,646.02
2141-10-00 Market Day/Music Dept	0.00				0.00
2150-30-00 Musical	1,614.86				1,614.86
2151-10-00 Music Student Tour Account	3,019.84				3,019.84
2151-10-10 Music Trip-Inactive	0.00				0.00
2155-10-00 Orchestra	454.38				454.38
2156-10-00 Prom - Junior Class	5,428.11				5,428.11
2156-10-10 Winter Dance-Inactive	0.00				0.00
2220-10-00 Art Club	2,294.01				2,294.01
2225-10-00 Black Student Alliance	0.00				0.00
2230-10-00 Debate Team	124.55	1,540.00	615.00		1,049.55
2240-10-00 Drama Club	9,404.35				9,404.35
2250-10-10 GSA Club	96.25				96.25
2260-10-00 Industrial Arts	1,609.62				1,609.62
2265-10-00 Environmental Club/Med Careers	0.00				0.00
2276-10-00 Field Trips	2.00				2.00
2280-10-00 Fishing Club	455.69				455.69
2320-10-00 German Club	206.94				206.94
2330-10-00 Foreign Language	180.71				180.71
2330-20-00 French Club	443.53				443.53
2340-10-00 Spanish Club	66.00				66.00
2350-10-00 Language Arts Field Trips	808.00				808.00
2390-10-00 National Honor Society	578.99		240.00		338.99
2390-20-00 Robotics	100.91				100.91
2391-10-00 AVID	7,370.14				7,370.14
2393-10-00 PBIS	421.87				421.87
2393-20-00 Coffee Shop - PBIS-Inactive	0.00				0.00

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ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT #	AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
2410-00-00	Math Team	71.00				71.00
2461-00-00	WHIPLASH-Inactive	0.00				0.00
2480-10-00	Yearbook	153.16		55.00		98.16
2499-30-00	School Store	306.10				306.10
2590-40-00	Relay for Life	3,114.09				3,114.09
2618-10-10	Operation Click	1,064.80				1,064.80
2618-40-00	Paws for Cause-Inactive	0.00				0.00
2630-10-00	Ski Club-Inactive	0.00				0.00
2644-10-00	Co-Op	5,054.21	30.00			5,084.21
2645-10-00	Fellowship of Christian Athlet	0.00				0.00
2647-10-00	FACS	284.94				284.94
2650-00-00	FFA-Inactive	0.00				0.00
2655-00-00	Literary Magazine	366.68				366.68
2670-10-00	Scholastic Bowl	26.59				26.59
2671-00-00	Science	1,987.57				1,987.57
2680-10-00	Marketing Class	1,202.65				1,202.65
2685-00-00	Target Edu	211.77				211.77
2686-00-00	Woodshop	140.00				140.00
2700-10-10	Theater Fest	0.00				0.00
3100-20-20	Baseball	11,938.72				11,938.72
3150-20-10	Softball	602.64				602.64
3200-20-10	Girls Basketball	5,594.44	1,580.00	1,933.62		5,240.82
3200-20-20	Boys Basketball	5,428.21		240.00		5,188.21
3250-20-10	Poms	1,126.32	9,021.95	6,833.00		3,315.27
3300-10-00	Dodgeball-Inactive	0.00				0.00
3300-20-10	Girls Soccer	4,685.03				4,685.03
3300-20-20	Boys Soccer	616.01				616.01
3350-20-10	Cheerleading	3,723.03	7,845.00	2,858.00		8,710.03
3400-20-10	Girls Tennis	44.86				44.86
3400-20-20	Boys Tennis	1,082.99	1,055.00	990.00		1,147.99
3500-20-10	Girls Track & Field	1,104.70				1,104.70
3500-20-20	Boys Track	1,544.52				1,544.52
3600-20-10	Boys Golf	178.06	4,850.00			5,028.06
3600-20-20	Girls Golf	33.44	2,160.00	1,170.89		1,022.55
3610-10-00	Boys Lacrosse	1,596.00				1,596.00
3610-20-00	Girls LaCrosse	1,149.00				1,149.00
3700-20-10	Football	9,326.36		911.58		8,414.78
3700-30-10	Powder Puff	0.00				0.00
3800-20-00	Boys and Girls Cross Country	1,559.35		600.00		959.35
3850-20-00	Wrestling	1,727.56				1,727.56
3900-20-00	Volleyball	6,309.31	6,180.00	3,304.00		9,185.31
3990-10-00	Gatorade Fundraiser	908.91		155.00		753.91
4000-30-00	General	4,943.43		100.00		4,843.43
4050-10-00	Principal's Advisory Committee	0.00				0.00
4100-00-00	FVC Leadership	1,229.50				1,229.50
4150-00-00	Teacher Grants	22.50				22.50
4200-00-00	Veteran Memorial Freedom Wall	0.00				0.00
4210-10-00	Rachel's Challenge	20.00				20.00
4220-00-00	D300 Speaks	219.52				219.52
4300-20-00	Sunshine	92.70				92.70
4300-30-00	Spiritwear	3.03				3.03
4400-30-00	PE-Inactive	0.00				0.00
4700-10-00	2017 Gene Haas Scholarship	531.79				531.79
4700-10-10	2018 Gene Haas Scholarship	3,808.50				3,808.50
4700-10-20	2019 Gene Haas Scholarship	12,000.00				12,000.00

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
4700-10-30 2020 Gene Haas Scholarship	0.00	12,000.00			12,000.00
4700-20-00 Dr. Steffen Memorial Fund	0.00				0.00
4700-30-00 Scholarship & Blood Drive	5,500.00	3,250.00			8,750.00
4700-40-00 Drama Club Scholarship	1,850.00				1,850.00
4800-00-00 Guidance	642.52				642.52
4800-10-00 Fundraiser	0.00				0.00
5000-50-50 D300 United	0.00				0.00
6000-00-00 Interest	5,434.13	16.45	1,561.60		3,888.98
Total Other Accounts	171,423.48	51,668.04	21,567.69	0.00	201,523.83

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	60,589.11	6,657.77	18.00		67,228.88
Total Cash Accounts	60,589.11	6,657.77	18.00	0.00	67,228.88
Other Accounts					
2001-10-00 Student Council - MS	848.81				848.81
2016-00-00 Class of 2016-Inactive	0.00				0.00
2017-00-00 Class of 2017-Inactive	0.00				0.00
2018-00-00 Class of 2018-Inactive	0.00				0.00
2019-00-00 Class of 2019-Inactive	0.00				0.00
2020-00-00 Class of 2020-Inactive	0.00				0.00
2021-00-00 Class of 2021-Inactive	0.00				0.00
2022-00-00 Class of 2022-Inactive	0.00				0.00
2023-00-00 Class of 2023-Inactive	0.00				0.00
2024-00-00 Class of 2024	0.00				0.00
2025-00-00 Class of 2025	856.43	2,976.80			3,833.23
2026-00-00 Class of 2026	6,962.59	200.00			7,162.59
2027-00-00 Class of 2027	0.00	969.97			969.97
206A-10-10 Grade 6 White-Inactive	0.00				0.00
206B-10-10 Grade 6 Purple-Inactive	0.00				0.00
207A-10-10 Grade 7 White-Inactive	0.00				0.00
207B-10-10 Grade 7 Purple-Inactive	0.00				0.00
208A-10-10 Grade 8 White-Inactive	0.00				0.00
208B-10-10 Grade 8 Purple-Inactive	0.00				0.00
2111-00-00 Music Field Trip Account	2,870.02				2,870.02
2112-00-00 Band-Orh-Choir Fund-Inactive	0.00				0.00
2114-10-00 Band - MS	83.65				83.65
2120-10-00 Drama Club	11,264.11				11,264.11
2140-10-00 Chorus	2,701.09				2,701.09
2155-10-00 MS Orchestra	2,899.65		8.00		2,891.65
2210-00-00 Cafe 10A	321.87				321.87
2221-10-00 Art - MS	207.10				207.10
2230-10-00 Beta Club	2,342.46				2,342.46
2330-10-00 Yearlong Spanish	23.96				23.96
2361-10-24 Washington DC Class of 2024	273.40				273.40
2361-10-25 Washington DC Class of 2025	2,456.21				2,456.21
2391-10-00 AVID	5,777.07	1,699.88			7,476.95
2560-30-00 Library	2,340.98				2,340.98
2590-40-00 Relay for Life	0.00				0.00
2618-30-00 Random Act of Kindness - MS	314.22				314.22
2631-10-18 Washington DC 2018-Inactive	0.00				0.00
2631-10-19 Washington DC 2019-Inactive	0.00				0.00
2631-10-20 Washington DC 2020-Inactive	0.00				0.00
2631-10-21 Washington DC 2021-Inactive	0.00				0.00
2631-10-22 Washington DC 2022-Inactive	0.00				0.00
2631-10-23 Washington DC 2023-Inactive	0.00				0.00
2635-10-00 Snowflake - Snowball	430.96	280.00			710.96
2666-00-00 MS Science	739.88				739.88
2667-00-00 MS Sports	344.19				344.19
2669-00-00 MS Yearbook	5,169.89	25.00			5,194.89
2676-30-00 Washington DC 2016-Inactive	0.00				0.00
2676-30-17 Washington DC 2017-Inactive	0.00				0.00
2699-10-00 Whip-Pur Bucks	162.61				162.61
3351-20-10 Cheerleading - MS	165.83				165.83
3850-20-00 Wrestling	0.00				0.00

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ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
3901-20-00 Volleyball - MS	0.00				0.00
4100-30-00 General	580.79				580.79
4200-10-10 MS PE	6,306.50	500.00			6,806.50
4250-30-00 Student Activity	3,797.03		10.00		3,787.03
5000-10-00 Kane County Cougars Outing	0.00				0.00
5000-50-50 D300 United	0.00				0.00
6000-00-00 Interest	347.81	6.12			353.93
Total Other Accounts	60,589.11	6,657.77	18.00	0.00	67,228.88

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-00 Algonquin State Bank	0.00				0.00
1000-00-10 Harris - Checking	171,788.57	10,023.63	8,689.78		173,122.42
Total Cash Accounts	171,788.57	10,023.63	8,689.78	0.00	173,122.42
Other Accounts					
1000-10-10 Banking Corrections	0.00				0.00
2000-10-00 Student Council	19,693.05	1,750.00			21,443.05
2010-00-00 Class of 2010	0.00				0.00
2011-00-00 Class of 2011	0.00				0.00
2012-00-00 Class of 2012	0.00				0.00
2013-00-00 Class of 2013	0.00				0.00
2014-00-00 Class of 2014	0.00				0.00
2015-00-00 Class of 2015	0.00				0.00
2016-00-00 Class of 2016	156.84				156.84
2017-00-00 Class of 2017	0.00				0.00
2018-00-00 Class of 2018	38.22				38.22
2019-00-00 Class of 2019	1,965.93				1,965.93
2020-00-00 Class of 2020	9,701.33	42.00	5,835.00		3,908.33
2021-00-00 Class of 2021	3,512.14	382.43			3,894.57
2022-00-00 Class of 2022	3,357.97				3,357.97
2023-00-00 Class of 2023	265.00	604.27			869.27
2024-00-00 Class of 2024	0.00	936.12			936.12
2110-00-10 Prom	4,636.29				4,636.29
2110-10-00 Band	4.51				4.51
2120-10-00 Drama Club	4,391.14				4,391.14
2140-10-00 Choral	1,490.00	900.00			2,390.00
2150-30-00 Musical	281.31				281.31
2151-10-00 Tri-M	659.00				659.00
2151-10-10 Music Industry Club- MIC	822.65				822.65
2155-10-00 Orchestra	112.45				112.45
2210-10-00 Activist Club	85.88				85.88
2220-10-00 Art Club	1,850.87				1,850.87
2230-00-00 Black Allegiance Club	33.00				33.00
2249-10-00 Business Club	0.00				0.00
2251-20-00 Anime Club	0.00				0.00
2253-10-00 Conservation	809.01				809.01
2254-10-00 Woodshop	0.00				0.00
2256-10-00 DECA-CO-OP / CWE	10.73				10.73
2257-10-00 Paranormal Club	0.00				0.00
2258-10-00 Engineering Club	161.85				161.85
2259-10-00 Film Production	203.00				203.00
2263-10-00 Interact Club	3,964.98	45.89	40.00		3,970.87
2276-10-00 Field Trips	582.52				582.52
2281-10-00 Gold Rush	68.66				68.66
2310-10-00 French Club	251.80				251.80
2320-10-00 German Club	282.64				282.64
2330-10-00 Spanish Club	194.44				194.44
2330-20-00 World Language Department	1,460.88				1,460.88
2330-30-00 Spanish	0.00				0.00
2340-10-10 Key Club	1,172.66	350.35			1,523.01
2370-10-00 FCCLA	79.42				79.42
2375-10-00 Literacy Magazine	342.00				342.00
2380-10-00 Newspaper	1,649.10				1,649.10
2390-10-00 National Honor Society	2,614.00	4,086.40	97.60		6,602.80

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
2391-10-00 AVID	4,658.82				4,658.82
2393-10-00 PBIS	655.19				655.19
2399-00-00 Eagle Pride Advisory-Inactive	0.00				0.00
2400-10-00 Peer Mediation/SADD	202.95				202.95
2405-10-00 Debate Team	6,853.97	450.00	1,500.53		5,803.44
2406-10-00 DJ (Entertainment) Club	1,483.66				1,483.66
2408-10-00 GSA (Gay Straight Alliannce)	260.30				260.30
2410-10-00 Knitting Club	20.00				20.00
2415-10-00 Science Club	1,732.87				1,732.87
2480-10-00 Yearbook	0.00				0.00
2580-10-00 Care For Cure	0.00				0.00
2590-40-00 Relay for Life	122.51				122.51
2618-10-00 JSI	933.03				933.03
2618-10-10 Operation Click	0.00				0.00
2618-30-00 Green Eagles	1,723.10				1,723.10
2618-30-10 High School Against Cancer	25.35				25.35
2630-10-00 Ski Club	510.00				510.00
2650-10-00 Bass Fishing Club	0.00				0.00
2660-10-00 Ping Pong Club	0.00				0.00
3000-10-00 Special Olympics	3,173.36				3,173.36
3001-00-00 Student Athletic Council	3,007.35				3,007.35
3100-20-20 Baseball	9,267.29		328.50		8,938.79
3150-20-10 Softball	10,867.63	142.00			11,009.63
3200-20-10 Girls Basketball	618.47	200.00			818.47
3200-20-20 Boys Basketball	314.83		148.50		166.33
3210-20-10 Bowling	408.92				408.92
3225-20-10 Ultimate Frisbee	0.00				0.00
3250-20-10 Dance Team	3,320.51				3,320.51
3275-00-00 Math Team	798.27				798.27
3300-20-10 Girls Soccer	1,106.99				1,106.99
3300-20-20 Boys Soccer	1,933.44				1,933.44
3350-20-10 Cheerleaders	6,211.26				6,211.26
3400-20-10 Girls Tennis	483.84				483.84
3400-20-20 Boys Tennis	3,309.64		630.00		2,679.64
3450-20-10 Girls Swimming	501.51				501.51
3450-20-20 Boys Swimming	97.47				97.47
3500-20-10 Girls Track & Field	26.67	110.00	109.65		27.02
3500-20-20 Boys Track	2,606.27				2,606.27
3600-20-10 Girls Golf	263.00				263.00
3600-20-20 Boys Golf	47.88				47.88
3650-20-10 Boys Lacrosse	0.00				0.00
3700-20-10 Football	2,341.53				2,341.53
3800-20-00 Cross Country	137.89				137.89
3840-20-00 Power Lifting	0.00				0.00
3850-20-00 Wrestling	3,020.93				3,020.93
3900-20-00 Volleyball	7,306.92				7,306.92
4100-30-00 General	947.74				947.74
4110-10-00 Eagle Minds Matter	1,236.76				1,236.76
4200-10-00 Eagle's Wings Food Pantry	11,449.75				11,449.75
4300-30-00 Faculty Fund	0.00				0.00
4300-30-10 Eagle Pride Advisory Committee	295.75				295.75
4800-00-00 Guidance	0.00				0.00
5000-50-50 D300 United	0.00				0.00
6000-00-00 Interest	10,599.68	24.17			10,623.85

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Total Other Accounts	171,788.57	10,023.63	8,689.78	0.00	173,122.42

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	6,375.58	552.43	1,093.48		5,834.53
Total Cash Accounts	6,375.58	552.43	1,093.48	0.00	5,834.53
Other Accounts					
2019-00-00 Class of 2019 - Inactive	0.00				0.00
2020-00-00 Class of 2020 - Inactive	0.00				0.00
2021-00-00 Class of 2021 - Inactive	0.00				0.00
2022-00-00 Class of 2022 - Inactive	0.00				0.00
2023-00-00 Class of 2023 - Inactive	0.00				0.00
2024-00-00 Class of 2024 - Inactive	0.00				0.00
2025-00-00 Class of 2025 - Inactive	0.00				0.00
2026-00-00 Class of 2026 - Inactive	0.00				0.00
2027-00-00 Class of 2027	105.00				105.00
2028-00-00 Class of 2028	0.00				0.00
2029-00-00 Class of 2029	263.84				263.84
2030-00-00 Class of 2030	54.12				54.12
2031-00-00 Class of 2031	0.00				0.00
2032-00-00 Class of 2032	5.00				5.00
2033-00-00 Class of 2033	0.00				0.00
2590-40-00 Relay for Life	1,031.08		1,031.08		0.00
2631-10-00 Field Trip Grant Funds	94.47				94.47
3010-00-00 PE Club	979.88				979.88
3020-10-00 Leopards Chorus Club	1,837.67				1,837.67
3030-10-00 Band and Orchestra	109.50				109.50
3030-20-00 ILMEA	0.00				0.00
4100-30-00 Principal Discretionary Fund	1,509.14				1,509.14
4100-30-10 Water - Inactive	0.00				0.00
4300-30-00 Staff Account	0.00				0.00
4400-10-00 Karen Fitzsimmons Memorial	0.00	490.00			490.00
5010-00-10 Jump Rope for Heart	0.00				0.00
5020-00-00 Ned Show / Yo-yo	0.00				0.00
5030-00-00 Kiva	0.00				0.00
5030-10-00 Heavenly Hats	0.00				0.00
5040-00-00 Kane County Cougars Reading	0.00				0.00
5900-00-00 Miscellanous	49.06	62.20	62.40		48.86
6000-00-00 Interest Income	336.82	0.23			337.05
Total Other Accounts	6,375.58	552.43	1,093.48	0.00	5,834.53

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	20,516.65	1.73	40.94		20,477.44
Total Cash Accounts	20,516.65	1.73	40.94	0.00	20,477.44
Other Accounts					
2001-10-10 PBIS (Student Council)	3,246.25				3,246.25
2016-00-30 Class of 2016- TO BE DELETED	0.00				0.00
2017-00-00 Class of 2017 TO BE DELETED	0.00				0.00
2018-00-00 Class of 2018-TO BE DELETED	0.00				0.00
2019-00-00 Class of 2019-TO BE DELETED	0.00				0.00
2020-00-00 Class of 2020 TO BE DELETED	0.00				0.00
2021-00-00 Class of 2021	0.00				0.00
2022-00-00 Class of 2022	0.00				0.00
2023-00-00 Class of 2023	0.15				0.15
2024-00-00 Class of 2024	0.00				0.00
2025-00-00 Class of 2025	0.00				0.00
2026-00-00 Class of 2026	0.00				0.00
2027-00-00 Class of 2027 - Fifth	0.00				0.00
2028-00-00 Class of 2028 - Fourth	626.14				626.14
2029-00-00 Class of 2029 - Third	1,013.23				1,013.23
2030-00-00 Class of 2030 - Second	1,036.80				1,036.80
2031-00-00 Class of 2031 - First	1,889.95				1,889.95
2032-00-00 Class of 2032 - Kindergarten	1,637.25				1,637.25
2033-00-00 Class of 2033 - PreK	297.00				297.00
2110-10-00 Band	16.70				16.70
2151-10-00 Music Club	5,647.43				5,647.43
2230-10-00 Beta Club	42.46				42.46
2270-10-00 Earth Club	754.19				754.19
2590-40-00 Relay for Life	0.00				0.00
2617-00-00 DareTo Be Rare - Inactive	0.00				0.00
2617-10-00 Man In Demand & Dare to be Rar	778.25				778.25
2618-30-00 Families in Need	160.41				160.41
2657-00-00 Family Night-Math Night	523.66				523.66
2657-10-00 Family Night-Reading Night	1,443.51				1,443.51
4100-30-00 Miscellaneous/General	92.68				92.68
4250-30-00 Student Incentive - Inactive	0.00				0.00
4300-30-00 Sunshine Fund	390.75		40.94		349.81
6000-00-00 Interest Income	919.84	1.73			921.57
Total Other Accounts	20,516.65	1.73	40.94	0.00	20,477.44

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-00 DO NOT USE	0.00				0.00
1000-00-10 Harris - Checking	2,902.08	60.06			2,962.14
Total Cash Accounts	2,902.08	60.06	0.00	0.00	2,962.14
Other Accounts					
2018-00-00 Class of 2018-Inactive	0.00				0.00
2019-00-00 Class of 2019-Inactive	0.00				0.00
2020-00-00 Class of 2020-Inactive	0.00				0.00
2021-00-00 Class of 2021-Inactive	0.00				0.00
2022-00-00 Class of 2022-Inactive	0.00				0.00
2023-00-00 Class of 2023-Inactive	0.00				0.00
2024-00-00 Class of 2024-Inactive	0.00				0.00
2025-00-00 Class of 2025-Inactive	0.00				0.00
2026-00-00 Class of 2026-Inactive	0.00				0.00
2027-00-00 Class of 2027	2.00			(2.00)	0.00
2028-00-00 Class of 2028	40.00				40.00
2029-00-00 Class of 2029	31.49				31.49
2030-00-00 Class of 2030	282.29				282.29
2031-00-00 Class of 2031	67.16				67.16
2032-00-00 Class of 2032	17.00				17.00
2033-00-00 Class of 2033	0.00				0.00
2034-00-00 Class of 2034	0.00				0.00
205A-00-00 5th Grade - A	0.00				0.00
2276-10-00 Field Trips	100.97				100.97
2482-10-00 Yearbook	219.98	60.00			279.98
2590-40-00 Relay for Life	65.50				65.50
2618-40-00 Disaster Relief	0.00				0.00
4100-30-00 General	1,128.87			2.00	1,130.87
4200-00-00 Liberty Chorus	19.70				19.70
4300-10-00 Jump Rope For Heart	0.00				0.00
4400-00-00 Reach for the Stars	0.00				0.00
5000-10-00 Student Assistance Account	725.98				725.98
6000-00-00 Interest Income	201.14	0.06			201.20
Total Other Accounts	2,902.08	60.06	0.00	0.00	2,962.14

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	3,815.29	244.62	124.50		3,935.41
Total Cash Accounts	3,815.29	244.62	124.50	0.00	3,935.41
Other Accounts					
200M-00-00 Special Ed - A	0.00				0.00
200N-00-00 Special Ed-B	0.00				0.00
2016-00-00 Class of 2016	0.00				0.00
2017-00-00 Class of 2017	0.00				0.00
2018-00-00 Class of 2018	0.00				0.00
2019-00-00 Class of 2019	0.00				0.00
2020-00-00 Class of 2020	0.00				0.00
2021-00-00 Class of 2021	0.00				0.00
2022-00-00 Class of 2022	0.00				0.00
2023-00-00 Class of 2023	0.00				0.00
2024-00-00 Class of 2024	0.00				0.00
2025-00-00 Class of 2025	43.50				43.50
2026-00-00 Class of 2026	0.00				0.00
2027-00-00 Class of 2027	0.00				0.00
2028-00-00 Class of 2028	0.00				0.00
2029-00-00 Class of 2029	4.35				4.35
2030-00-00 Class of 2030	0.00				0.00
2031-00-00 Class of 2031	0.00	80.00			80.00
2032-00-00 Class of 2032	0.00				0.00
2033-00-00 Class of 2033	0.00				0.00
2151-10-00 Music Dept.	0.00				0.00
2510-00-00 Scholastic Book Fair/Follett	73.67				73.67
2560-30-00 Library Books	0.00				0.00
2590-40-00 Relay for Life	0.00				0.00
3100-00-00 Yearbook	1,293.82	40.00			1,333.82
4100-00-00 Artworks Program	2,000.00				2,000.00
4100-20-00 Book Club	0.00				0.00
4100-30-00 General	272.64	124.50	124.50		272.64
4250-30-00 Student Activity-Inactive	0.00				0.00
4300-10-00 Staff Spiritwear	14.44				14.44
4300-20-00 Sunshine	0.00				0.00
6000-00-00 Interest Income	112.87	0.12			112.99
6010-10-00 Bank Errors - Reconciling Item	0.00				0.00
Total Other Accounts	3,815.29	244.62	124.50	0.00	3,935.41

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	3,841.56	0.12			3,841.68
Total Cash Accounts	3,841.56	0.12	0.00	0.00	3,841.68
Other Accounts					
2021-00-00 Class of 2021	0.00				0.00
2022-00-00 Class of 2022	0.00				0.00
2023-00-00 Class of 2023	0.00				0.00
2024-00-00 Class of 2024	0.00				0.00
2025-00-00 Class of 2025	0.00				0.00
2026-00-00 Class of 2026	0.00				0.00
2027-00-00 Class of 2027	0.00				0.00
2028-00-00 Class of 2028	28.00				28.00
2590-30-00 Girls on the Run	69.01				69.01
2590-40-00 Relay for Life	1,367.00				1,367.00
2600-10-00 Robert Chaney	0.00				0.00
3000-10-00 McDonald Fundraiser	0.00				0.00
4100-30-00 General	428.71				428.71
4250-20-00 Student Spiritwear	0.00				0.00
4250-30-00 Staff Spirit Wear	5.51				5.51
4300-30-00 Social Fund	840.02				840.02
4400-10-00 Scholastic Book Fair	0.00				0.00
4400-20-00 Follett Book Fair	0.00				0.00
4400-30-00 Anderson's Book Fair	45.54				45.54
5000-10-00 Yearbook	912.58				912.58
6000-00-00 Interest Income	145.19	0.12			145.31
Total Other Accounts	3,841.56	0.12	0.00	0.00	3,841.68

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	2,967.60	8.12			2,975.72
Total Cash Accounts	2,967.60	8.12	0.00	0.00	2,975.72
Other Accounts					
2018-00-00 Class of 2018-Inactive	0.00				0.00
2019-00-00 Class of 2019-Inactive	0.00				0.00
2020-00-00 Class of 2020-Inactive	0.00				0.00
2021-00-00 Class of 2021-Inactive	0.00				0.00
2022-00-00 Class of 2022-Inactive	0.00				0.00
2023-00-00 Class of 2023-Inactive	0.00				0.00
2024-00-00 Class of 2024-Inactive	0.00				0.00
2025-00-00 Class of 2025-Inactive	0.00				0.00
2025-10-00 Class of 2025-LEAP	0.00				0.00
2026-00-00 Class of 2026-Inactive	0.03			(0.03)	0.00
2027-00-00 Class of 2027-Inactive	0.00				0.00
2028-00-00 Class of 2028	27.24				27.24
2029-00-00 Class of 2029	499.19	8.00			507.19
2030-00-00 Class of 2030	0.10				0.10
2031-00-00 Class of 2031	245.90				245.90
2032-00-00 Class of 2032	192.00				192.00
2033-00-00 Class of 2033	0.00				0.00
20CC-00-00 Cross Categorical Class	0.00				0.00
2151-10-00 Choir	0.00				0.00
2160-00-00 Literacy	157.55				157.55
2560-30-00 Media	566.89				566.89
2590-40-00 Relay for Life	0.00				0.00
3000-20-00 After School Rec	1.00				1.00
3500-10-00 PBIS	603.90				603.90
3500-20-00 Student Council	265.80				265.80
4100-30-00 General	215.54	0.12		0.03	215.69
4200-00-00 Staff Casual Charity-Inactive	0.00				0.00
5000-50-50 D300 United	0.00				0.00
5100-10-00 Neubert Social Committee	159.23				159.23
6000-00-00 Interest Income	33.23				33.23
Total Other Accounts	2,967.60	8.12	0.00	0.00	2,975.72

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	2,855.97	0.06			2,856.03
Total Cash Accounts	2,855.97	0.06	0.00	0.00	2,856.03
Other Accounts					
2000-30-00 Student Council	0.00				0.00
200A-00-00 Kindergarten-Inactive	0.00				0.00
200M-00-00 Special ED - Instruct. Primary	0.00				0.00
2020-00-00 Class of 2020	0.00				0.00
2021-00-00 Class of 2021	0.00				0.00
2022-00-00 Class of 2022	0.00				0.00
2023-00-00 Class of 2023	0.00				0.00
2024-00-00 Class of 2024	0.00				0.00
2025-00-00 Class of 2025	0.00				0.00
2026-00-00 Class of 2026	0.00				0.00
2027-00-00 Class of 2027	0.00				0.00
2028-00-00 Class of 2028	0.00				0.00
2029-00-00 Class of 2029	0.00				0.00
2030-00-00 Class of 2030	117.00				117.00
2031-00-00 Class of 2031	0.00				0.00
2590-40-00 Relay for Life	1,248.02				1,248.02
2618-40-10 Jump Rope for Heart	0.00				0.00
4100-00-00 PBIS	341.00				341.00
4150-00-00 Math Night	108.00				108.00
4200-00-00 Picture Comm Misc-Inactive	0.00				0.00
4260-00-00 Playground Funds	0.00				0.00
4300-00-00 General Fund	681.21				681.21
5010-00-00 School Fundraisers	0.00				0.00
5020-10-00 Tiger Fundraiser	0.00				0.00
5030-10-00 School Store	269.06				269.06
5500-00-00 Staff Social Account	1.36				1.36
6000-00-00 Interest Income	90.32	0.06			90.38
Total Other Accounts	2,855.97	0.06	0.00	0.00	2,856.03

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	6,842.51	1,000.28	314.41		7,528.38
Total Cash Accounts	6,842.51	1,000.28	314.41	0.00	7,528.38
Other Accounts					
2014-10-00 Kindergarten Grade Level Funds	576.89				576.89
2014-10-01 1st Grade Level Funds	190.01				190.01
2014-10-02 2nd Grade Level Funds	2.32				2.32
2014-10-03 3rd Grade Level Funds	184.56				184.56
2014-10-04 4th Grade Level Funds	1,179.19				1,179.19
2014-10-05 5th Grade Level Funds	911.00				911.00
2014-10-06 Preschool Grade Level Funds	28.00			(28.00)	0.00
2017-00-00 Class of 2017 - Inactive	0.00				0.00
2020-00-00 Class of 2020 - Inactive	0.00				0.00
2021-00-00 Class of 2021 - Inactive	0.00				0.00
2022-00-00 Class of 2022 - Inactive	0.00				0.00
2023-00-00 Class of 2023 - Inactive	0.00				0.00
2024-00-00 Class of 2024 - Inactive	0.00				0.00
2025-00-00 Class of 2025 - Inactive	0.00				0.00
2026-00-00 Class of 2026 - Inactive	0.00				0.00
2027-00-00 Class of 2027 - Inactive	0.00				0.00
2028-00-00 Class of 2028	109.90				109.90
2029-00-00 Class of 2029	0.45				0.45
2030-00-00 Class of 2030	20.00				20.00
2031-00-00 Class of 2031	0.00				0.00
2032-00-00 Class of 2032	88.00				88.00
2033-00-00 Class of 2033	0.00				0.00
2151-10-00 Music Dept.	0.00				0.00
2152-10-00 Choir	0.00				0.00
2590-40-00 Relay for Life	30.62				30.62
3010-00-00 We Act Fundraiser	806.69				806.69
3100-00-00 Spiritwear (PBIS)	746.15				746.15
3200-00-00 Media Center	91.70				91.70
3300-10-00 Student Council	158.18				158.18
3310-10-00 Girls On The Run	337.00				337.00
3350-00-00 Kane County Cougars Grant	0.00	1,000.00			1,000.00
4100-30-00 General	130.30	0.28		28.00	158.58
4200-00-00 Perry Teacher Social Account	926.90		314.41		612.49
4300-00-00 Retired Teacher Fund	324.65				324.65
6000-00-00 Interest Income	0.00				0.00
Total Other Accounts	6,842.51	1,000.28	314.41	0.00	7,528.38

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	1,509.48	19.00	505.16		1,023.32
Total Cash Accounts	1,509.48	19.00	505.16	0.00	1,023.32
Other Accounts					
2019-00-00 Class of 2019	0.00				0.00
201A-00-00 1st Grade	0.00				0.00
2020-00-00 Class of 2020	0.00				0.00
2021-00-00 Class of 2021	0.00				0.00
2022-00-00 Class of 2022	0.00				0.00
2023-00-00 Class of 2023	0.00				0.00
2024-00-00 Class of 2024	0.00				0.00
2025-00-00 Class of 2025	0.00				0.00
2026-00-00 Class of 2026	0.00				0.00
2027-00-00 Class of 2027	505.16		505.16		0.00
2028-00-00 Class of 2028 - 5th Grade	80.93				80.93
2029-00-00 Class of 2029 - 4th Grade	645.32				645.32
2030-00-00 Class of 2030 - 3rd Grade	64.77				64.77
2031-00-00 Class of 2031 - 2nd Grade	0.00				0.00
2032-00-00 Class of 2032 - Grade 1	0.00				0.00
2033-00-00 Class of 2033 - Kindergarten	0.00				0.00
2151-10-00 Music Dept./ILMEA	0.00				0.00
2274-10-00 5th Grade Lunch Bunch	0.00				0.00
2275-10-00 5th Grade Outdoor Education	0.00				0.00
2560-30-00 Library - Birthday Books	0.08				0.08
2590-40-00 Relay for Life	0.00				0.00
2590-50-00 Veteran Day's Activity	0.00				0.00
4100-30-00 Principal Discretionary	0.24	19.00			19.24
4250-30-00 Student Activity	0.00				0.00
5000-50-50 D300 United	0.00				0.00
6000-00-00 Interest Income	214.98				214.98
6000-10-00 Bank Related Adjustments	(2.00)				(2.00)
Total Other Accounts	1,509.48	19.00	505.16	0.00	1,023.32

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
1000-00-10 Harris - Checking	43,029.28	2,732.09	2,100.59		43,660.78
Total Cash Accounts	43,029.28	2,732.09	2,100.59	0.00	43,660.78
Other Accounts					
2000-10-00 Student Council	3,644.46		100.00		3,544.46
200A-00-00 Kindergarten-Inactive	0.00				0.00
2013-00-30 Class of 2013-C-Inactive	0.00				0.00
2014-00-20 Class of 2014-B-Inactive	0.00				0.00
2015-00-10 Class of 2015-A-Inactive	0.00				0.00
2015-00-20 Class of 2015-B-Inactive	0.00				0.00
2016-00-10 Class of 2016-A-Inactive	0.00				0.00
2016-00-20 Class of 2016-B-Inactive	0.00				0.00
2016-00-30 Class of 2016-C-Inactive	0.00				0.00
2017-00-10 Class of 2017-A-Inactive	0.00				0.00
2017-00-20 Class of 2017-B-Inactive	0.00				0.00
2017-00-30 Class of 2017-C-Inactive	0.00				0.00
2018-00-00 Class of 2018A-Inactive	0.00				0.00
2018-00-10 Class of 2018B-Inactive	0.00				0.00
2018-00-20 Class of 2018C-Inactive	0.00				0.00
2019-00-00 Class of 2019-Inactive	0.00				0.00
2019-00-10 Class of 2019A-Inactive	0.00				0.00
2019-00-20 Class of 2019B-Inactive	0.00				0.00
2019-00-30 Class of 2019C-Inactive	0.00				0.00
2020-00-00 Class of 2020-Inactive	0.00				0.00
2020-00-10 Class of 2020A-Inactive	0.00				0.00
2020-00-20 Class of 2020B-Inactive	0.00				0.00
2021-00-00 Class of 2021-Inactive	0.00				0.00
2021-00-10 Class of 2021-A-Inactive	0.00				0.00
2021-00-20 Class of 2021-B-Inactive	0.00				0.00
2022-00-00 Class of 2022-A	0.00				0.00
2022-00-20 Class of 2022-B	0.00				0.00
2023-00-00 Class of 2023-Inactive	0.00				0.00
2023-10-10 Class of 2023-A	0.00				0.00
2023-20-00 Class of 2023-B	0.00				0.00
2024-00-00 Class of 2024-A	65.00		65.00		0.00
2024-00-10 Class of 2024-B	717.24		717.24		0.00
2025-00-00 Class of 2025	0.00				0.00
2025-00-10 Class of 2025-A	267.90			(103.40)	164.50
2025-00-20 Class of 2025-B	48.44			103.40	151.84
2026-00-00 Class of 2026-A	413.58			(144.67)	268.91
2026-10-00 Class of 2026-B	93.79			144.67	238.46
2027-00-00 Class of 2027-A	184.39	577.09		(380.74)	380.74
2027-10-00 Class of 2027-B	0.00			380.74	380.74
2028-00-00 Class of 2028	21.23				21.23
2029-00-00 Class of 2029	14.69				14.69
2030-00-00 Class of 2030	464.12				464.12
2031-00-00 Class of 2031	3.00				3.00
2032-00-00 Class of 2032	128.66				128.66
2033-00-00 Class of 2033	0.00				0.00
2034-00-00 Class of 2034	0.00				0.00
2115-00-00 Music - Elementary	750.07				750.07
2150-30-00 Musicals	5,032.56	230.00			5,262.56
2151-10-00 Music Dept.	1,384.80		19.35		1,365.45
2155-10-00 Orchestra-Inactive	0.00				0.00

Print Date: 11/16/2020

Print Time: 1:33:11PM

User: KOVAR

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 7/1/2020 through 10/31/2020

Account Range: ALL

ACCOUNT # AND DESCRIPTION		BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
2160-10-00	Orchestra - Fifth Grade	0.00				0.00
2220-10-00	Art Club	412.02				412.02
2230-10-00	Beta Club	12,588.74		899.00		11,689.74
2276-10-00	Field Trips	534.77				534.77
2340-10-00	Spelling Bee	46.03				46.03
2350-00-00	Battle of the Books	0.00				0.00
2391-10-00	AVID	3,711.03	12.25			3,723.28
2392-10-00	HANDS Club	0.06				0.06
2393-10-00	PBIS Middle School	1,208.20				1,208.20
2393-20-00	PBIS Elementary	887.95				887.95
2481-10-00	Yearbook - MS	4,578.28	1,017.00	300.00		5,295.28
2482-10-00	Yearbook - ELE	290.51	18.00			308.51
2560-30-00	Birthday Book Club	40.80				40.80
2560-40-00	Library-Book Fair	226.29				226.29
2590-10-00	Boys Basketball Lions Club	0.66				0.66
2590-20-00	Girls Basketball Lions Club	70.22				70.22
2590-40-00	Relay for Life	0.00				0.00
2631-10-00	Washington D.C. Trip-Inactive	0.00				0.00
2640-30-00	Science Fair	512.35				512.35
2660-00-00	Math Club	98.86				98.86
2668-00-00	Track	10.68				10.68
3250-20-10	Poms	653.37				653.37
3251-20-10	Intramural Poms-Inactive	0.00				0.00
3350-20-10	Cheerleading	1,119.60				1,119.60
3351-20-10	Intramural Cheer-Inactive	0.00				0.00
3710-10-00	Ultimate Frisbee-Inactive	0.00				0.00
3830-00-00	Basketball - Girls	0.00				0.00
3840-00-00	Basketball - Boys	0.00				0.00
3850-20-00	Wrestling	142.55				142.55
3900-20-00	Volleyball	0.50				0.50
4100-30-00	General	547.67	124.20			671.87
4105-30-00	Student Assistance Account	980.32	750.00			1,730.32
4400-30-00	PE - MS	14.52				14.52
4401-30-00	PE - ELE	243.09				243.09
4480-30-00	Barb Dubow Wal-Mart	172.80				172.80
5100-00-00	D300 Honors Band Concert-Inact	0.00				0.00
5200-10-00	Red Cross/Tornado Relief	0.00				0.00
5500-10-00	Bank Correction	0.00				0.00
6000-00-00	Interest Income	703.48	3.55			707.03
Total Other Accounts		43,029.28	2,732.09	2,100.59	0.00	43,660.78

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: December 1, 2020

TO: Fred Heid, Superintendent
Board of Education

FROM: Todd Rohlwing
Director of School Safety

RE: Memo of Understanding for Mass Medication Vaccination Dispensing Sites in Kane County

	Presented at the following Board Meetings:	On:
	Construction/Facility	
	Finance	
	Policy/Legislative	
	School Utilization	
X	**BOE 1st Reading**	12/08/2020
X	**BOE 2nd Reading**	12/08/2020

Background

Kane County Health Department has requested to use the following facilities: Carpentersville Middle School, Dundee Crown High School and Hampshire High School for a mass dispensing site for disease prevention and control activities. The availability of the building use would be at the District discretion and would support emergencies.

Recommendation

The administration recommendation approving the Memo of Understanding for Mass Medication Vaccination Dispensing Sites for Kane County Health Department as presented.

MEMORANDUM OF UNDERSTANDING BETWEEN THE COUNTY OF KANE AND THE COMMUNITY UNIT SCHOOL DISTRICT 300 FOR PREAUTHORIZATION OF POINT OF DISPENSING SITE OPERATIONS AT COMMUNITY UNIT SCHOOL DISTRICT 300

WHEREAS, this Memorandum of Understanding is made and entered into by and between the County of Kane, with offices at 710 South Batavia Geneva Illinois, (hereinafter referred to as the "County"), and the Board of Education of Community Unit School District 300, with offices at 2550 Harnish Drive, Algonquin, IL 60102 (hereinafter referred to as the "Community Unit School District 300"); and

WHEREAS, pursuant to the terms of federal and state statutes, the County provides emergency services to residents of the County of Kane who are victims of emergencies and/or disasters; and

WHEREAS, Community Unit School District 300 agrees to permit the county to use Carpentersville Middle School located at 100 Cleveland Ave, Carpentersville, IL 60110, Dundee-Crown High School located at 1500 Kings Road, Carpentersville, IL 60110 and Hampshire High School located at1600 Big Timer Road, Hampshire, IL 60140 of the Community Unit School District 300, as a Point of Dispensing Site (hereafter referred to as "POD"] in the event of a communicable disease outbreak or bioterrorism event in which Kane County Health Department has the governmental responsibility and authority to provide emergency prophylaxis through mass dispensing of pharmaceutical countermeasures (i.e. antibiotics) or vaccinations to residents of Kane County as directed by the Illinois Department of Public Health (IDPH) and Center for Disease Control and Prevention (CDC) under the state and federal Public Health Preparedness Program (PHEP) and City Readiness Initiative (CRI) program; and

WHEREAS, Community Unit School District 300 has the sole discretion to designate and authorize the temporary use of specific areas of the Dundee-Crown High School and Hampshire High School which may be utilized for POD site operations by Kane County Government; and

WHEREAS, all parties cooperate with each other in making the temporary facility of Community Unit School District 300 available to Kane County Government for use during the term of this Memorandum of Understanding.

NOW, THEREFORE THE PARTIES TO THIS MEMORANDUM OF UNDERSTANDING MUTUALLY AGREE AS FOLLOWS:

Community Unit School District 300 WILL:

I. Allow Kane County personnel to have access to the Dundee-Crown High School and Hampshire High School, within (1) hour of official notification from the County of an emergency event that requires immediate activation of the POD site.

II. Support the training of personnel from Community Unit School District 300 and the County by allowing access to the Dundee-Crown High School and Hampshire High

School, at times that are mutually acceptable for training and exercise events.

III. Provide a primary and secondary point-of-contact for Community Unit School District 300 to interface with the County for planning and response purposes.

IV. Provide a 24-hour primary and secondary emergency point-of-contact person/telephone number if not fulfilled with item (III) above.

V. Provide emergency access to the Dundee-Crown High School and Hampshire High School of Community Unit School District 300, following official notification from the County.

VI. Authorize the County to temporarily position restrictive and defensible security perimeters around the Dundee-Crown High School and Hampshire High School if necessary during POD site operations.

VII. Once activated, and 24-hours a day throughout the incident, provide a facility representative on site to integrate emergency operations between Community Unit School District 300 and the County.

VIII. Community Unit School District 300 is the sole owner of the school facilities and the County shall have no right or interest in the School Facilities, except for the right to use the school facilities as provided in this Agreement. Community Unit School District 300 may prepare and establish a floor plan for the school facilities which shall designate those areas within a school facility that may be utilized for emergency purposes. A copy of the floor plan may be provided to the County. The County acknowledges that each school facility has limited capacity. To maximize use of the school facilities, a benchmark of ***[185 square feet per person]*** shall be used to determine capacity. Community Unit School District 300 may further limit the capacity based on a determination of the best interests of Community Unit School District 300.

THE COUNTY WILL:

I. Develop and provide to Community Unit School District 300 a POD Site Plan that does the following: outlines the roles and responsibilities of all key positions/personnel listed in the plan, identifies physical setup area of POD site including any additional areas utilized by the County for POD, identifies security perimeters, and includes 24/7 contact information for key County personnel involved with POD operations.- MOU

II. Provide initial and periodic refresher training for County and Community Unit School District 300 personnel in the plan.

III. Develop periodic exercises to test the plan, identify deficiencies, and suggest areas for improvement.

IV. Designate select staff of Community Unit School District 300, who are involved with POD site operations and whose position are expressly listed in the mutually approved Dundee-Crown High School and Hampshire High School POD Site Plan, as Critical Responders. Critical Responders are personnel who serve in a capacity associated with an emergency response for which a Strategic National Stockpile (SNS) activation occurs. Critical Responders are given priority to receive emergency medical countermeasures (pharmaceutical antibiotics) upon receipt of SNS shipments to Kane County.

V. Provide the necessary personnel to ensure effective operation of the site, once activated.

VI. Provide the necessary logistical support, at no cost to Community Unit School District 300, to ensure the safe and effective operations of the site.

LIABILITY

I. The County shall be responsible for all expenses for training or exercises led by the County. The County, upon written request from Community Unit School District 300, shall remove any items/materials stored at Community Unit School District 300's property. Failing such removal, Community Unit School District 300 shall then have the right to remove such materials at the County's expense within 30 days of written notification to the Kane County Health Department.

II. The County shall be responsible for equipping the school facilities with emergency equipment, apparatus and supplies, including all necessary medication, as are necessary and sufficient to respond to the emergency and shall administer and be responsible for the administration of all health and medical activities in the school facilities during the County's use of the School Facilities. In addition, the County shall provide for the proper storage of all medical materials and hazardous wastes and for the proper removal of such materials and wastes from the school facilities. The County shall provide staff and security in sufficient numbers to conduct and supervise the school facilities.

III. Notwithstanding other governmental immunities, the County shall exercise reasonable care in the conduct of its activities and further agrees to reimburse Community Unit School District 300 for the verified actual costs incurred by Community Unit School District 300 to repair any and all damage to Community Unit School District 300's property and facilities, which may result from the County's performance of POD site related activities in or on any Community Unit School District 300 property. The County shall submit a written description that details all areas of any District 300 property that will be utilized during County related operations to include methods of sanitizing/disinfection to be completed immediately following the County's use for approval by District 300. No other compensation shall be paid by the County or required by Community Unit School District 300 for such use. If the County does not clean or repair damages within 14 days after Community Unit School District 300 sends written notice to the County of the uncleanliness or damages, Community Unit School District 300 may clean or make the repairs. In such case, the County shall reimburse Community Unit School District 300 for the reasonable cleaning, repair, and/or replacement costs the School District incurs within 14 days after Community Unit School District 300 sends a written invoice to the County.

IV. The County shall exercise reasonable care in conducting POD related activities upon Community Unit School District 300's property, but shall not be deemed to have waived any governmental immunity towards individuals it may enjoy.

V. The County, at its sole cost and expense, shall keep in full force and effect at all times during the term of this Agreement comprehensive general liability and property damage insurance, insuring against all liability of the County arising out of its use of the school facilities, with a minimum combined single limit of One Million ($1,000,000.00) dollars per occurrence, as well as Automobile Liability with a Combined Single Limit of at least One Million ($1,000,000.00) dollars per occurrence$1MM, contractual liability coverages, workers' compensation insurance, and such other types of insurance in such amounts and with such companies or self-insurance pools as are reasonably acceptable to Community Unit School District 300 against claims for injuries to persons or damages to property that might arise from the County's use of school facilities. Such policies shall name Community

Unit School District 300, its Board, Board members, employees, agents, and successors as an additional insured and provide that it is primary to, and not contributing with, any policy carried by the Community Unit School District 300 covering the same loss with a waiver of subrogation in favor of Community Unit School District 300. The County shall make its certificates of insurance available to Community Unit School District 300 upon request and Community Unit School District 300 may immediately terminate this Agreement if the County is unable to provide certificates of insurance that evidence the insurance requirements provided in this Section. All policies of insurance shall provide by endorsement that no coverage may be canceled, terminated, or reduced by the insuring company without the insuring company having first given at least 30 days prior written notice to Community Unit School District 300 by certified mail, return receipt requested.

VI. The parties intend on carrying out this Agreement to fully utilize the provisions of Sections 15 and 21 of the Illinois Emergency Management Agency Act ("IEMAA"), 20 ILCS 3305/15, 20 ILCS 3305/21, such that, to the fullest extent permitted by law, neither party, nor any of its officers, agents, employees, or representatives engaged in any emergency management response or recovery activities including the use of school facilities, while complying with or attempting to comply with the IEMAA or any rule or regulations promulgated pursuant to the IEMAA, will be liable for the death of or any injury to persons, or damage to property, as a result of such activity, except to the other party to this Agreement as provided in this Agreement.

VII. The parties intend on carrying out this Agreement to fully utilize the provisions of the Public Readiness and Emergency Preparedness Act (PREP) Public Law 109-148, Division C, Section 2, section 319F-3, section 319F- such that, to the fullest extent permitted by law, neither party, nor any of its officers, agents, employees, or representatives engaged in any medical countermeasures distribution activities to include administration of vaccines, while complying with or attempting to comply with the PREP Act or any rule or regulations promulgated pursuant to the PREP Act, will be liable for the death of or any injury to persons, or damage to property, as a result of such activity, except to the other party to this Agreement as provided in this Agreement.

REIMBURSEMENT OF EXPENSES

I. In the event that federal emergency public health funds become available to states and local public agencies to reimburse non-governmental entities such as Community Unit School District 300 assisting with SNS activities, the County will apply for such funds on behalf of Community Unit School District 300 for any documented reimbursable expenses (e.g. hourly wages) as deemed allowable by state and federal guidance.

TERMINATION

I. Any party may terminate its participation in this agreement within thirty (30) days prior written notice.

II. All parties to this agreement are separate entities and each party remains solely liable for its own activities.

_____

AUTHORIZED BY:

Susan Harkin
Chief Operating Officer
Community Unit School District 300

Date: _____

_____

AUTHORIZED BY [Print Name]:

Executive Director
Kane County Health Department

Date: _____

COMMUNITY UNIT SCHOOL DISTRICT 300

HUMAN RESOURCES REPORT

December 8, 2020

ADMINISTRATORS

None

RESIGNATION - ADMINISTRATORS

None

RETIREMENT - ADMINISTRATORS

None

CERTIFIED PERSONNEL

1. Recommend the following be employed by Community Unit School District 300 for the **2020-2021** school year and be compensated according to the LEAD negotiated agreement:

Name	Position	Location	FTE	Salary	Type
Burgh, Troy	Business/ Computer Technology	Jacobs High School	1.0	MA Step A	Replacement
Carlos, Elisa	English	Jacobs High School	1.0	BA Step A	Replacement
Georgitsis, Natalie	8th Grade Math	Dundee Middle School	1.0	BA Step A	Replacement
Latowicz, Courtney	3rd Grade	Westfield Community School	1.0	BA Step A	Replacement
Marmol, Wendy	5th Grade Dual Language	Golfview Elementary School	1.0	BA Step D	Replacement
Moulton, Rob	Adapted Physical Education	Lincoln Prairie Elementary School	1.0	BA Step A	Replacement
Quirina, Jennifer	School Social Worker – Mental Health	Lincoln Prairie Elementary School	1.0	M30 Step G	Replacement
Reyes Anaya, Maria	2nd Grade Dual Language	Golfview Elementary School	1.0	MA Step I	Additional

Leave of absence requests are attached separately for Board of Education approval.

Name	Position	Location	FTE	Salary	Type
Rivera Rivera, Maria	Bilingual Self Contained	Golfview Elementary School	1.0	M45 Step J	Replacement
Roberts, Emily	Cognitive Disabilities	Dundee Middle School	1.0	BA Step A	Replacement
Savage, Samantha	4th Grade	Lake in the Hills Elementary School	1.0	BA Step A	Replacement
Smith, Dustin	Business	Jacobs High School	1.0	MA Step A	Replacement
Taylor, Krista	6th Grade Science	Westfield Community School	1.0	BA Step A	Replacement
Trella, Teagan	5th Grade	Lake in the Hills Elementary School	1.0	BA Step A	Replacement
Vorel, Taylor	Speech Language Pathologist	Liberty Elementary School & Hampshire Elementary School	1.0	M30 Step A	Replacement
Wirtz, Tracy	School Social Worker – Mental Health	Westfield Community School	1.0	M30 Step A	Additional
Zuercher, Rosita	Kindergarten Dual Language	Meadowdale Elementary School	1.0	B15 Step L	Replacement

OTHER EMPLOYMENT - CERTIFIED PERSONNEL

1. Recommend employment of the following elementary full-time building substitute:

Name	Location	Type
Morton, Maura	Algonquin Lakes Elementary School	Replacement

Leave of absence requests are attached separately for Board of Education approval.

COMMUNITY UNIT SCHOOL DISTRICT 300

HUMAN RESOURCES REPORT

December 8, 2020

RESIGNATION – CERTIFIED PERSONNEL

1. Recommend approval of the following letters of resignation:

Name	Position	Location	Effective
Eichele, Shannon	2nd Grade	Dundee Highlands Elementary School	End of the 2020-2021 school year
Lentino, Daniel	Industrial Technology	Dundee-Crown High School	End of the 2020-2021 school year
Vasquez, Marisa	School Psychologist	Meadowdale Elementary School	December 18, 2020

OTHER RESIGNATION - CERTIFIED PERSONNEL

None

RETIREMENT – CERTIFIED PERSONNEL

1. Recommend approval of the following request to rescind retirement under Article XX, B:

Name	Position	Location	Effective
Stanek, Christie	2nd Grade	Gilberts Elementary School	End of the 2020-2021 school year (Approved by BOE on 03/10/2020)

DISMISSAL – CERTIFIED PERSONNEL

None

SUPERVISOR/MANAGER – EDUCATIONAL SUPPORT PERSONNEL

None

RESIGNATION – SUPERVISOR/MANAGER EDUCATIONAL SUPPORT PERSONNEL

None

RETIREMENT – SUPERVISOR/MANAGER EDUCATIONAL SUPPORT PERSONNEL

None

Leave of absence requests are attached separately for Board of Education approval.

EDUCATIONAL SUPPORT PERSONNEL

1. Recommend employment of the following educational support personnel:

Name	Position	Location	Hourly Rate	Type
Behe, Amanda	School Nurse (Non-Certified)	Central Office	$27.70	Additional
Clark, Judy	Specialist, Human Resources	Central Office	$18.68	Replacement
Collazo-Portillo, Marco	Paraeducator	Hampshire High School	$16.05	Additional
Farra, Kimberly	Specialist, Human Resources	Central Office	$18.68	Replacement
Flowers, Sarah	Paraeducator	Neubert Elementary School	$12.87	Replacement
Hanczar, Bryan	HVAC	Buildings & Grounds	$29.61	Replacement
Ishak, Olivia	Paraeducator	Liberty Elementary School	$14.34	Replacement
Lopriore, Christine	District Secretary (10-month)	District Locations	$17.62	Additional
Lorenzo, Anthony	Custodian (Part-Time)	deLacey Family Education Center	$16.34	Replacement
Orozco Tapia Jr., Mauricio	Night Custodian (Part-Time)	Lake in the Hills Elementary School	$16.62	Replacement
Ramirez-Moreno, Audrey	Parent Educator & FSL	deLacey Family Education Center	$19.80	Additional

RESIGNATION – EDUCATIONAL SUPPORT PERSONNEL

1. Recommend approval of the following letters of resignation:

Name	Position	Location	Effective
Arrington, Jason	Night Custodian	Jacobs High School	November 12, 2020
Arroyo Contreras, Yadana	Paraeducator	Golfview Elementary School	November 27, 2020
Fink, Josie	Paraeducator	deLacey Family Education Center	November 13, 2020
Heckermann, Michele	Secretary, Office	Wright Elementary School	December 2, 2020

Leave of absence requests are attached separately for Board of Education approval.

Name	Position	Location	Effective
Lazzaro, Catherine	Paraeducator	Westfield Community School	December 18, 2020
Rosales, Zuri	Paraeducator	Parkview Elementary School	November 13, 2020
Schmitt, Mary	Desktop/Server Coordinator	Central Office	December 8, 2020

DISMISSAL – EDUCATIONAL SUPPORT PERSONNEL

None

RETIREMENT – EDUCATIONAL SUPPORT PERSONNEL

1. Recommend approval of the following requests to retire:

Name	Position	Location	Effective
O'Herron, Susan	Paraeducator	Westfield Community School	December 31, 2020
Sanzi, Donna	Secretary, Office	Hampshire Elementary School	September 24, 2020

COACHING/VOLUNTEER – EDUCATIONAL SUPPORT PERSONNEL

None

DISTRICT POSITION TRANSFERS

None

Freedom of Information
Board Report
December 8, 2020

FOIA#	Date of Request	Requestor	Subject	Date Completed/ STATUS	Time to complete in hours
57-2020	10/14/2020	Pierre Thorsen **Community Member**	Any emails concerning Cultural and Rights Awareness from H.D. Jacobs High School from August of 2020 to the present	Completed 11/16/2020	4
58-2020	10/14/2020	Pierre Thorsen **Community Member**	Any emails regarding Pierre Thorsen from Jason Jonas from August 2018-August 2019	Completed 11/16/2020	4
59-2020	10/14/2020	Pierre Thorsen **Community Member**	Any emails regarding Pierre Thorsen from Mark Rasar from August 2017-August 2019	Completed 11/16/2020	4
60-2020	10/14/2020	Pierre Thorsen **Community Member**	Any emails regarding Pierre Thorsen from Aubrey Allen from August 2017-October 2019	Completed 11/16/2020	4
61-2020	10/14/2020	Pierre Thorsen **Community Member**	Any emails regarding Pierre Thorsen from Barb Valle from August 2017-October 2019	Completed 11/16/2020	4
62-2020	10/14/2020	Pierre Thorsen **Community Member**	Any email from any HDJ administrators that praise the cooperation of Lead300 representatives or Lead300 from August 2018-the present.	Completed 11/16/2020	1.5
63-2020	10/16/2020	Pierre Thorsen **Community Member**	Any emails from, to or regarding Yosuf Chaudhry from Aug 2017 to the present; any emails from, to or regarding Amena Alvi from August 2017 to the present; and emails from, to or regarding Aliya Chaudhry from August 2017 to the present.	Completed 11/16/2020	5
64-2020	10/16/2020	Pierre Thorsen **Community Member**	Any documents, emails regarding cultural diversity, cultural awareness from Hampshire High School from August 2018 to the present.	Completed 11/16/2020	2.5
69-2020	11/12/2020	**Ballotpedia**	The total number of employees having union dues and/or fees withheld from their paychecks. The total number of employees covered by union collective bargaining agreements. I'd like the above information for each pay period in April, May and June of 2017, 2018, 2019 and 2020. What are the costs for dues/fees for union members and fee payers?	Completed 11/16/2020	2.5
70-2020	11/16/2020	**RushLaker76**	Employment records for Patricia (Trish) Glees title, beginning date, end date, full time or part time, compensation, benefit package including health insurance and retirement and any other publicly available records for this individual.	Completed 11/16/2020	1
71-2020	11/19/2020	Cal Skinner **McHenry County Blog**	Requesting documents concerning Diversity, Equity and Inclusion, including job description for the Director of same and applications received for the position and the most recent payroll information.	Completed 11/20/2020	2
72-2020	11/20/2020	Brett Corrigan **Community Member**	Please provide any and all emails from September 1st 2020 through September 30th regarding in person or remote learning between LEAD 300 President Michael Williamson with any members of the board of education and Superintendent Fred Heid or Mr. Heid's office	Pending	
73-2020	11/20/2020	Brett Corrigan **Community Member**	(1) Please provide any and all emails between the school board members regarding remote learning or in-person learning from September 1 2020 and September 30 2020. (2) Please also provide any and all emails regarding "RE-OPEN D300" with the board members and superintendent Fred Heid.	Pending	
74-2020	11/20/2020	Brett Corrigan **Community Member**	Please provide any and all emails from Barb Valle Principal at Jacobs High School from October 28 2020 through November 4 2020 regarding postponing students returning to the building with the person she was having the conversation with.	Pending	
75-2020	11/20/2020	Brett Corrigan **Community Member**	Please provide an updated list with the number of students failing the 2020-2021 school year compared to a list of students failing the 2019-2020 school year and the 2018-2019 school year. Just a simple total of how many students are failing along with how many classes they are failing. A list for this current year and the two years before this one.	Pending	
76-2020	11/20/2020	Brett Corrigan **Community Member**	Please provide the five last emails that Adrian Harries- Director of Diversity, Equity and Inclusion has sent out to the staff. Please include the links that Adrian includes in those emails.	Pending	
77-2020	11/30/2020	Preston Dedi **Chicagoland Construction**	Community Unit School District No. 3 - Roofing Work and HVAC Work at the Elementary School (Fulton County)	Completed 11/30/2020	1

Freedom of Information
Board Report
December 8, 2020

FOIA#	Date of Request	Requestor	Subject	Date Completed/ STATUS	Time to complete in hours
78-2020	12/1/2020	Eric Cova **New York University**	Requesting copies of initial charter school applications to create a new or conversion charter school that your organization received in its capacity as a charter school authorizer, and that it approved or denied between January 2013 and February 2017. We would like copies of both approved and denied applications. For each responsive application, we also request the following information: (1) Charter school authorizer name, (2) Charter school authorizer's decision on the application, (3) Date of the decision	Completed 12/1/2020	2
79-2020	12/1/2020	Kristi Upton **Acme Research**	**Commercial Purpose** - Requesting public spending information, including both capital and operating expenditures, for payments made by or on behalf of the Community Unit School District 300 during fiscal year ending in 2020. Specifically, for any payee, other than an employee or student, who was paid a cumulative total amount of $10,000 or more, we seek the payee name, address, and the cumulative total dollar amount paid to the subject payee over the relevant time period. The $10,000 threshold was established to minimize reporting for respondents. This is the same information that your office was kind enough to provide to us via email for fiscal year 2019. The information is to be used for research aimed at identifying patterns of spending by public entities. No part of the data will be used as a mailing list and your supplying the information cannot be construed as an endorsement of either your payees or our work. We are willing to reimburse your office for any reasonable expense incurred in providing the requested information, if an estimate of costs is provided for our approval before the work is performed.	Pending	

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: December 1, 2020

TO: Fred Heid, Superintendent
Board of Education

FROM: Susan Harkin
Chief Operating Officer

RE**:** 2020 Levy

	Presented at the following Board Meetings:	On:
	Construction/Facility	
X	**Finance**	10/8/2020
	Policy/Legislative	
	School Utilization	
X	**BOE 1st Reading**	10/27/2020
X	**BOE 2nd Reading**	12/08/2020

Background
The 2020 tax levy is the first step in the FY 2020-21 budget cycle. The levy projections assist in the determination of the resources available for District programs in the upcoming budget cycle. The revenue used for the creation of the FY 2020-21 budget is based on the 2020 tax levy estimates.

Per School Code, the Board of Education is required to approve a tentative levy at least 20 days prior to the adoption of the aggregate levy and adopt a final levy before the fourth Tuesday in December. If the tentative levy is 5% greater than the prior year request, the Board of Education must publish a notice in a newspaper of general local circulation about their levy and hold a public hearing. This notice must be published no more than 14 days nor less than 7 days prior to the date of the public hearing.

The 2020 tentative levy request and hearing dates were:

Presented to the Finance Committee on 10/8
Presented to and approved by the Board of Education on 10/27
Placed in a legal ad to our community on 11/30

Recommendation
Enclosed in your packet, you will find numerous resolutions that the administration is recommending the Board of Education adopt. Based upon the aforementioned information and as required by State law, it is my recommendation that the Board adopt the:

Resolution Adopting and Directing the Filing of the Certificate Of Tax Levy;
Certificate of Tax Levy (ISBE Form 50-02) for the amounts indicated;
Resolution for Special Education Levy;
Resolution for Working Cash Fund Levy; and
Resolution Authorizing the Reduction of Certain Fund Levies.

CERTIFICATE OF PUBLICATION

Paddock Publications, Inc.

Daily Herald

Corporation organized and existing under and by virtue of the laws of the State of Illinois, DOES HEREBY CERTIFY that it is the publisher of the **DAILY HERALD**. That said **DAILY HERALD** is a secular newspaper and has been circulated daily in the Village(s) of Algonquin,Antioch,Arlington Heights,Aurora,North Aurora,Bannockburn, Barrington,Barrington Hills,Lake Barrington,North Barrington,South Barrington,Bartlett,Batavia,Buffalo Grove,Burlington,Campton Hills, Carpentersville,Cary,Crystal Lake,Deerfield,Deer Park,Des Plaines,Elburn, East Dundee,Elgin,South Elgin,Elk Grove Village,Fox Lake, Fox River Grove,Franklin Park,Geneva,Gilberts,Glenview,Grayslake, Green Oaks,Gurnee,Hainesville,Hampshire,Hanover Park,Hawthorn Woods, Highland Park,Highwood,Hoffman Estates,Huntley,Inverness,Island Lake, Kildeer,Lake Bluff,Lake Forest,Lake in the Hills,Lake Villa,Lake Zurich, Libertyville,Lincolnshire,Lindenhurst,Long Grove,Melrose Park,Montgomery, Morton Grove,Mt.Prospect,Mundelein,Niles,Northbrook,Northfield,Northlake, Palatine,Park Ridge,Prospect Heights,River Grove,Riverwoods, Rolling Meadows,Rosemont,Round Lake,Round Lake Beach, Round Lake Heights,Round Lake Park,Schaumburg,Schiller Park,Sleepy Hollow, St. Charles,Streamwood,Sugar Grove,Third Lake,Tower Lakes,Vernon Hills, Volo,Wadsworth,Wauconda,Waukegan,West Dundee,Wheeling,Wildwood, Wilmette

County(ies) of Cook, Kane, Lake, McHenry

and State of Illinois, continuously for more than one year prior to the date of the first publication of the notice hereinafter referred to and is of general circulation throughout said Village(s), County(ies) and State.

I further certify that the DAILY HERALD is a newspaper as defined in "an Act to revise the law in relation to notices" as amended in 1992 Illinois Compiled Statutes, Chapter 715, Act 5, Section 1 and 5. That a notice of which the annexed printed slip is a true copy, was published 11/30/2020 in said DAILY HERALD.

IN WITNESS WHEREOF, the undersigned, the said PADDOCK PUBLICATIONS, Inc., has caused this certificate to be signed by, this authorized agent, at Arlington Heights, Illinois.

PADDOCK PUBLICATIONS, INC.
DAILY HERALD NEWSPAPERS

BY Paula Barton
Authorized Agent

Control # 4553955

NOTICE OF PROPOSED PROPERTY TAX INCREASE FOR COMMUNITY UNIT SCHOOL DISTRICT 300

I. A public hearing to approve a proposed property tax levy increase for Community Unit School District 300, Kane, McHenry, Cook and DeKalb Counties, Illinois for 2020 will be held on Monday, December 8, 2020 at 6:30 p.m. at Community Unit School District Central Office, 2550 Harnish Drive, Algonquin, IL 60102.

Any person desiring to appear at the public hearing and present testimony to the taxing district may contact Susan Harkin, COO, Community Unit School District 300, 2550 Harnish Drive, Algonquin, IL 60102, telephone 847-551-8351.

II. The corporate and special purpose property taxes extended or abated for 2019 were $177,980,918. The proposed corporate and special purpose property taxes to be levied for 2020 are $194,019,508. This represents a 9.01% increase over the previous year.

III. The property taxes extended for debt service for 2019 were $27,060,466. The estimated property taxes to be levied for debt services for 2020 are $27,261,376. This represents a 0.74% increase over the previous year..

IV. The total property taxes extended or abated for 2019 were $205,041,384. The estimated total property taxes to be levied for 2020 are $221,280,883. This represents a 7.92% increase over the previous year.

Original: X
Amended:

ILLINOIS STATE BOARD OF EDUCATION
School Business Services Department
(217) 785-8779

CERTIFICATE OF TAX LEVY

A copy of this Certificate of Tax Levy shall be filed with the County Clerk of each county in which the school district is located on or before the last Tuesday of December.

District Name	District Number	County
Community Unit School District 300	31-0453-000-26	Kane, McHenry, Cook, DeKalb

Amount of Levy

Educational	$	122,186,315	**Fire Prevention & Safety** *	$	
Operations & Maintenance	$	22,333,625	**Tort Immunity**	$	2,034,547
Transportation	$	8,920,579	**Special Education**	$	32,497,028
Working Cash	$	7,284	**Leasing**	$	
Municipal Retirement	$	2,782,829	**Other**	$	
Social Security	$	3,257,300	**Other**	$	
			Total Levy	$	194,019,507

* Includes Fire Prevention, Safety, Energy Conservation, Disabled Accessibility, School Security, and Specified Repair Purposes.

See explanation on reverse side.
Note: Any district proposing to adopt a levy must comply with the provisions set forth in the Truth in Taxation Law.

We hereby certify that we require:

the sum of 122,186,315 dollars to be levied as a special tax for educational purposes; and
the sum of 22,333,625 dollars to be levied as a special tax for operations and maintenance purposes; and
the sum of 8,920,579 dollars to be levied as a special tax for transportation purposes; and
the sum of 7,284 dollars to be levied as a special tax for a working cash fund; and
the sum of 2,782,829 dollars to be levied as a special tax for municipal retirement purposes; and
the sum of 3,257,300 dollars to be levied as a special tax for social security purposes; and
the sum of 0 dollars to be levied as a special tax for fire prevention, safety, energy conservation, disabled accessibility, school security and specified repair purposes; and
the sum of 2,034,547 dollars to be levied as a special tax for tort immunity purposes; and
the sum of 32,497,028 dollars to be levied as a special tax for special education purposes; and
the sum of 0 dollars to be levied as a special tax for leasing of educational facilities or computer technology or both, and temporary relocation expense purposes; and
the sum of 0 dollars to be levied as a special tax for _____; and
the sum of 0 dollars to be levied as a special tax for _____
on the taxable property of our school district for the year _____.

Signed this 8th day of December 20 2020 . _____
(President)

_____
(Clerk or Secretary of the School Board of Said School District)

When any school is authorized to issue bonds, the school board shall file a certified copy of the resolution in the office of the county clerk of each county in which the district is situated to provide for the issuance of the bonds and to levy a tax to pay for them. The county clerk shall extend the tax for bonds and interest as set forth in the certified copy of the resolution, each year during the life of the bond issue. Therefore to avoid a possible duplication of tax levies, the school board should not include a levy for bonds and interest in the district's annual tax levy.

Number of bond issues of said school district that have not been paid in full 11 .

(Detach and Return to School District)

This is to certify that the Certificate of Tax Levy for School District No. _____, _____ County, Illinois, on the equalized assessed value of all taxable property of said school district for the year _____, was filed in the office of the County Clerk of this County on _____.

In addition to an extension of taxes authorized by levies made by the Board of Education (Directors), an additional extension(s) will be made, as authorized by resolution(s) on file in this office, to provide funds to retire bonds and pay interest thereon. The total levy, as provided in the original resolution(s), for said purposes for the year _____, is $ _____.

_____
(Signature of County Clerk)

_____ _____
(Date) *(County)*

EXPLANATION

The school board of any school district having a population of less than 500,000 inhabitants may levy a tax annually, for educational purposes, upon all the taxable property of the district at the value, as equalized or assessed by the Department of Revenue (Section 17-2 of the School Code).

The school board of any school district having a population of less than 500,000 inhabitants may levy a tax annually, for operations and maintenance purposes, upon all the taxable property of the district at the value, as equalized or assessed by the Department of Revenue (Section 17-2 of the School Code).

The school board of any school district having a population of less than 500,000 inhabitants may levy a tax annually, for transportation purposes, upon all the taxable property of the district at the value, as equalized or assessed by the Department of Revenue (Section 17-2 of the School Code).

The school board of any school district having a population of less than 500,000 inhabitants may levy a tax known as a Working Cash Fund Tax upon all the taxable property of the district, annually (Section 20-3 of the School Code).

The school board of any school district may levy a tax for municipal retirement purposes in a sum sufficient to provide all the contributions required of the school district by including the amount to be levied for such purposes in the Certificate of Tax Levy for other school taxes, or such district may file with the county clerk a separate certificate or resolution setting forth the amount of tax to be levied for such purpose (40 ILCS 5/7-171).

The school board of any school district may levy a tax for social security (includes Medicare only) purposes in a sum sufficient to provide all the contributions required of the school district by including the amount to be levied for such purposes in the Certificate of Tax Levy for other taxes, or such district may file with the county clerk a separate certificate or resolution setting forth the amount of tax to be levied for such purpose (40 ILCS 5/21-110, 21-110.1).

The school board of any school district having a population of less than 500,000 inhabitants may levy a tax upon all the taxable property of the district at the value as equalized or assessed by the Department of Revenue for the purposes of professional surveys, alterations, and reconstruction for fire prevention, safety, energy conservation, disabled accessibility, school security, and specified repair purposes upon meeting certain statutory conditions (Section 17-2.11 of the School Code).

The school board of any school district may levy a tax upon all the taxable property within the district for tort immunity purposes in a sum sufficient to pay the costs of purchasing such insurance or sufficient to pay any tort judgment, settlement, or insurance imposed upon it under the Local Government and Governmental Employees Tort Immunity Act including liabilities under the Workers' Compensation Act, Occupational Diseases Act, or the Unemployment Insurance Act 745 ILCS 10/9-107 and Section 17-2.5 of the School Code).

The school board of any school district may levy, with voter approval, a tax upon the full, fair cash value as equalized or assessed by the Department of Revenue within the district for capital improvement purposes (which levy is in addition to that for building purposes) and such funds are to be levied, accumulated, and spent only in accordance with Section 17-2.3 of the School Code.

The school board of any school district having a population of less than 500,000 inhabitants, by proper resolution, may levy an annual tax upon the full, fair cash value as equalized or assessed by the Department of Revenue for special education purposes including the purposes authorized by Section 10-22.31b and Section 17-2.2a of the School Code.

The school board of any school district having a population of less than 500,000 inhabitants, with voter approval, may levy a tax annually, for summer school purposes, upon all the taxable property of the district at the value, as equalized or assessed by the Department of Revenue (Section 17-2.1 of the School Code).

The school board of any school district having a population of less than 500,000 inhabitants may, by proper resolution, levy an annual tax upon the value as equalized or assessed by the Department of Revenue for a period of not more than five years for area vocational education building purposes including the purposes authorized by Section 10-22.31b of the School Code, upon the condition that there are not sufficient funds available in the operations and maintenance fund of the district to pay the cost thereof. Such tax shall not be levied without the prior approval of the State Superintendent of Education and prior approval by a majority of the electors voting upon the proposition at a general or special election (Section 17-2.4 of the School Code).

The school board of any school district having a population of less than 500,000 inhabitants may levy an annual tax not to exceed 0.05% upon the taxable property, as equalized or assessed by the Department of Revenue, for the purposes of leasing educational facilities or computer technology or both, and for temporary relocation expense (Section 17-2.2c of the School Code).

The school board of any school district, upon determining that a surplus of funds is available, shall adopt a resolution or ordinance reducing the tax levy of such district for the year for which the resolution or ordinance is adopted. The district shall certify the action to the county clerk who shall abate the levy in accordance with the provision of the ordinance (35 ILCS 200/18-20).

The Truth in Taxation Law affects all units of local government, school districts, and community colleges, including home rule units, who are authorized to levy property taxes. For the requirements of the law, refer to 35 ILCS 200/18-55 et seq.

COMMUNITY UNIT SCHOOL DISTRICT 300
RESOLUTION ADOPTING AND DIRECTING THE FILING OF THE CERTIFICATE OF TAX LEVY

WHEREAS, The Truth in Taxation Act requires all taxing districts in the State of Illinois to determine the estimated amounts necessary to be levied for all the year not less than 20 days prior to the official adoption of the aggregate tax levy of the Community Unit School District 300; and

WHEREAS, the estimated amounts to be levied for all the year were discussed and made known during a Board of Education meeting conducted on October 27, 2020; and

WHEREAS, the aggregate amount of property taxes extended for the year 2019 was:

Educational Purposes	$107,640,947
Operations & Maintenance Purposes	24,932,277
Transportation Purposes	8,183,161
Working Cash Purposes	6,682
Municipal Retirement Purposes	2,552,787
Social Security Purposes	2,988,036
Tort Immunity Purposes	1,866,362
Special Education Purposes	29,810,667
Bond and Interest Purposes	27,060,466
Total	$205,041,385

WHEREAS, it is hereby determined that the amount of taxes to be levied for the year 2020, to be levied against estimated budget totals as represented during the budget presentation, is as follows:

Educational Purposes	$122,186,315
Operations & Maintenance Purposes	22,333,625
Transportation Purposes	8,920,579
Working Cash Purposes	7,284
Municipal Retirement Purposes	2,782,829
Social Security Purposes	3,257,300
Tort Immunity Purposes	2,034,547
Special Education Purposes	32,497,028
Bond and Interest Purposes	27,261,376
Total	$221,280,883

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Community Unit School District 300, Counties of Kane, McHenry, Cook and DeKalb State of Illinois, as follows:

1. The aggregate amount of taxes estimated to be levied for the year 2020 is $221,280,883.

2. The aggregate amount of taxes estimated to be levied for the year 2020 exceeds the amount of taxes extended by the District in 2019. The percentage change equals approximately 7.92%.

3. The Secretary, President, and Treasurer of School District 300 are hereby authorized and directed to execute the Certificate of Tax Levy for the 2020-2021 school year and such other documents as necessary to extend said levy to all taxable property of the District as equalized or assessed by the Department of Revenue.

4. The Treasurer is directed to forthwith file the duly executed Certificate of Tax Levy with the Clerk of Kane, McHenry, Cook and DeKalb Counties, Illinois, or such person designated to receive such Certificate.

5. This Resolution shall be in full force and effect its adoption forthwith.

ADOPTED this 8th day of December 2020

AYES:

NAYS:

ABSENT:

Board of Education
Community Unit School District 300
Algonquin,
Counties of Kane, McHenry, Cook and DeKalb
Illinois

BY: _____
President, Board of Education

ATTEST:

_____
Secretary, Board of Education

STATE OF ILLINOIS)
) SS COMMUNITY UNIT SCHOOL DISTRICT 300
COUNTIES OF KANE,
McHENRY, COOK AND DeKALB)

SECRETARY'S CERTIFICATE TRUTH IN TAXATION COMPLIANCE

I, DR. DAVID SCARPINO, DO HEREBY CERTIFY that I am the duly qualified and acting Secretary of the Board of Education ("Board") of Community Unit School District 300 ("School District"), Kane, McHenry, Cook, and DeKalb Counties, Illinois, and as such Secretary, I am keeper of the records and files of the Board of Education of said District.

I DO FURTHER CERTIFY that foregoing is a full, true and correct copy of a "Resolution Adopting and Directing the Filing of the Certificate of Tax Levy", of which Resolution was duly adopted by said Board of Education at a meeting held on the 8th day of December 2020, at which meeting a quorum of said Board of Education was present.

I DO FURTHER CERTIFY that 2020 tax levy resolution of said District, attached hereto, was adopted in full compliance with the provision of the Illinois Truth in Taxation Laws 35 ILCS 200/18-55 to 18-100 and 35 ILCS 200-18-101.1 to 101.60.

I DO FURTHER CERTIFY that the deliberations of the Board on the adoption of said Resolution were conducted openly, that the vote on the adoption of said Resolution was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the School Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the passage of said Resolution.

IN WITNESS THEREOF, I have placed my official hand signature this 8th day of December 2020.

_____
Dr. David Scarpino
Secretary, Board of Education

COMMUNITY UNIT SCHOOL DISTRICT 300
RESOLUTION TO APPLY FOR SPECIAL EDUCATION FUND LEVY

WHEREAS, the Board of Education for Community Unit School District 300 is responsible by law for the education of handicapped persons age 0-22 years who are residents of this school district, and

WHEREAS, there are insufficient funds to defray the ordinary and reasonable expenses incurred and reasonably anticipated to be incurred for special education purposes, and

WHEREAS, the Illinois School Code authorizes a school district to pay the ordinary and necessary expenses for such programs and services as required pursuant to Article 5/14 *et. seq*. of the Illinois School Code, and

WHEREAS, Section 17-2.2a of the Illinois School Code authorizes school districts to levy an annual tax of .80% upon the value of all taxable real property located in this school district as equalized or assess by the Department of Revenue for special programs and purposes,

NOW, THEREFORE, BE IT RESOLVED that:

1. This Board of Education finds that it will incur ordinary, necessary, and reasonable expenses in connection with the providing of special education programs and services to the eligible residents of this school district.

2. There will be insufficient funds to pay the costs and expenses; thereof, requiring a levy not to exceed .80% on the full fair value of all taxable real property located in this school district as equalized or assessed by the Department of Revenue.

3. Pursuant to Section 17-2.2a as amended, the school district hereby adopts a levy that will not exceed .80% on the value of all taxable real property located in this school district as equalized or assessed by the Department of Revenue to provide funds to defray special education expenses.

4. The Treasurer and Secretary of this Board are hereby authorized and directed to certify, forthwith to the County Clerks of Kane, McHenry, Cook and DeKalb Counties, Illinois and file such papers as is necessary to extend taxes including the special education levy approved and authorized herewith in addition to all other valid necessary tax levies adopted, approved and authorized by this Board of Education in the amount $32,497,028.

ADOPTED this 8th day of December 2020.

AYES:

NAYS:

ABSENT:

Board of Education
Community Unit School District 300
Algonquin
Counties of Kane, McHenry, Cook and DeKalb
Illinois

BY:_____
President, Board of Education

ATTEST:

_____
Secretary, Board of Education

STATE OF ILLINOIS)
) SS COMMUNITY UNIT SCHOOL DISTRICT 300
COUNTIES OF KANE,
McHENRY, COOK, AND DeKALB)

SECRETARY'S CERTIFICATE

I, DR. DAVID SCARPINO, DO HEREBY CERTIFY that I am the duly qualified and acting Secretary of the Board of Education ("Board") of Community Unit School District 300 ("School District", Kane, McHenry, Cook and DeKalb Counties, Illinois, and as such Secretary, I am keeper of the records and files of the Board of Education of said District.

I DO FURTHER CERTIFY that foregoing is a full, true and correct copy of a "Resolution to Apply for Special Education Fund Levy", of which Resolution was duly adopted by said Board of Education at a meeting held on the 8th day of December 2020 at which meeting a quorum of said Board of Education was present.

I DO FURTHER CERTIFY that there is hereby levied for Special Education purposes for Community Unit School District 300, Kane, McHenry, Cook and DeKalb Counties, Illinois, for the year 2020, a tax in the sum of $32,497,028 to produce a tax rate not to exceed .80% on the full fair cash value of all taxable property within the District as equalized or assessed by the Department of Revenue.

I DO FURTHER CERTIFY that the deliberations of the Board on the adoption of said Resolution were conducted openly, that the vote on the adoption of said Resolution was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the School Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the passage of said Resolution.

IN WITNESS THEREOF, I have placed my official hand signature this 8th day of December 2020.

_____
Dr. David Scarpino
Secretary, Board of Education

COMMUNITY UNIT SCHOOL DISTRICT 300
RESOLUTION FOR THE CREATION, MAINTENANCE AND ADMINISTRATION OF A WORKING CASH FUND LEVY

WHEREAS, pursuant to the provisions of 105ILCS 5/20-1 - 5/20-8 of the Illinois Statutes, this Board of Education of Community Unit School District 300, Kane, McHenry, Cook and DeKalb Counties, Illinois, is authorized to create, maintain and administer a fund to be known as a "Working Cash Fund" and,

WHEREAS, pursuant to the terms of Section 5/20-8 thereof, it has been determined by this Board of Education that: (1) the amount of $7,284 will not cause the total of the working cash fund to exceed 85% of the taxes last extended for education purposes of the District, and the rate does not exceed .05% of the full, fair cash value of all taxable property in this District as equalized or assessed by the Department of Revenue.

NOW, THEREFORE, BE IT, AND IT IS HEREBY RESOLVED by this Board of Education of Community Unit School District 300, Kane, McHenry, Cook and DeKalb Counties, Illinois, that for the purpose of providing monies for the Working Cash Fund, there is hereby levied upon all of the taxable property of this School District for the year 2020 a tax known as the "Working Cash fund" in the amount of $7,284.

ADOPTED this 8th day of December 2020.

AYES:

NAYS:

ABSENT:

Board of Education
Community Unit School District 300
Algonquin
Counties of Kane, McHenry, Cook and DeKalb
Illinois

BY:_____
President, Board of Education

ATTEST:

_____
Secretary, Board of Education

STATE OF ILLINOIS)
) SS COMMUNITY UNIT SCHOOL DISTRICT 300
COUNTIES OF KANE,
McHENRY, COOK AND DeKALB)

SECRETARY'S CERTIFICATE

I, DR. DAVID SCARPINO, DO HEREBY CERTIFY that I am the duly qualified and acting Secretary of the Board of Education of Community Unit School District 300, Kane, McHenry, Cook and DeKalb Counties, Illinois, and as such Secretary, I am keeper of the records and files of the Board of Education of said District.

I DO FURTHER CERTIFY that foregoing is a full, true and correct copy of a "Resolution for the Creation, Maintenance and Administration of Work Cash Fund Levy", of which Resolution was duly adopted by said Board of Education at a meeting held on the 8th day of December 2020, at which meeting a quorum of said Board of Education was present.

I DO FURTHER CERTIFY that there is hereby levied for Working Cash purposes for Community Unit School District 300, Kane, McHenry, Cook and DeKalb Counties, Illinois, for the year 2020, a tax in the sum of $7,284 to produce a tax rate not to exceed .05% on the full fair cash value of all taxable property within the District as equalized or assessed by the Department of Revenue.

I DO FURTHER CERTIFY that the deliberations of the Board on the adoption of said Resolution were conducted openly, that the vote on the adoption of said Resolution was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the School Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the passage of said Resolution.

IN WITNESS THEREOF, I have placed my official hand signature this 8th day of December 2020.

_____
Dr. David Scarpino
Secretary, Board of Education

COMMUNITY UNIT SCHOOL DISTRICT 300
RESOLUTION AUTHORIZING REDUCTION OF CERTAIN FUND LEVIES FOR THE 2020 LEVY YEAR

WHEREAS, on December 8, 2020, the Board of Education of Community Unit School District 300 (School District), Kane, McHenry, Cook and DeKalb Counties, Illinois, did adopt the 2020 tax levy; and

WHEREAS, the Property Tax Extension Limitation Law ("PTELL") limits the increases on tax extensions to 5% or the percentage increase in the Consumer Price Index (CPI) during the 13 month calendar year preceding the levy year, whichever is less; and

WHEREAS, the County Clerk has notified each Cook County taxing district now subject to the PTELL that it may direct to the County Clerk's Office, by proper resolution, to make specific and necessary reductions to its tax levy for the 2020 levy year in accordance with the requirement of Section 18-195 of the PTELL (35 ILCS 200/18-195).

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Community Unit School District 300, Kane, McHenry, Cook and DeKalb Counties, Illinois, as follows:

Section 1. That the Board of Education hereby finds that all of the recitals contained in the preambles to this Resolution are full, true and correct and does hereby incorporate them into this Resolution by reference.

Section 2. That if the County Clerk is required to reduce the aggregate extension of the School District to meet the requirements of the PTELL, the Board of Education hereby authorizes and directs the County Clerk that if any reductions are required to be made to the School District's tax levy for the 2020 levy year, that:

100% of such reduction shall be made from the Municipal Retirement Fund

Section 3. That the President and Secretary of the Board of Education be and are hereby authorized and directed to sign the Resolution on behalf of the Board of Education.

Section 4. That the Treasurer of Schools of the School District be and is hereby directed to file a certified copy of the Resolution with the County Clerk as soon as practicable following their adoptions and execution, on or before the last Tuesday in December.

Section 5. That all other resolutions or parts of resolutions in conflict herewith be and the same are hereby repealed in this Resolution shall be in full force, effective immediately and forthwith upon its passage.

ADOPTED this 8th day of December 2020.

AYES:

NAYS:

ABSENT:

Board of Education
Community Unit School District 300
Algonquin
Counties of Kane, McHenry, Cook and DeKalb
Illinois

BY:_____
President, Board of Education

ATTEST:

_____
Secretary, Board of Education

STATE OF ILLINOIS)
) SS COMMUNITY UNIT SCHOOL DISTRICT 300
COUNTY OF COOK)

SECRETARY'S CERTIFICATE

I, DR. DAVID SCARPINO, DO HEREBY CERTIFY that I am the duly qualified and acting Secretary of the Board of Education ("Board") of Community Unit School District 300 ("School District", Kane, McHenry, Cook and DeKalb Counties, Illinois, and as such Secretary, I am keeper of the records and files of the Board of Education of said District.

I DO FURTHER CERTIFY that foregoing is a full, true and correct copy of a "Resolution Authorizing Reduction of Certain Fund Levies for the 2020 Levy Year", of which Resolution was duly adopted by said Board of Education at a meeting held on the 8th day of December 2020, at which meeting a quorum of said Board of Education was present.

I DO FURTHER CERTIFY that the deliberations of the Board on the adoption of said Resolution were conducted openly, that the vote on the adoption of said Resolution was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the School Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the passage of said Resolution.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 8th day of December 2020.

_____
Dr. David Scarpino
Secretary, Board of Education

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: December 1, 2020

TO: Fred Heid, Superintendent
Board of Education

FROM: Diane White
Director of Purchasing

RE**:** Custodial Supplies and Chemical Bid Extension

	Presented at the following Board Meetings:	On:
X	**Construction/Facility**	12/1/2020
	Finance	
	Policy/Legislative	
	School Utilization	
X	**BOE 1st Reading**	12/8/2020
X	**BOE 2nd Reading**	12/8/2020

Background.
District 300 sought contractual pricing for Custodial Chemical Supplies. The original scope of work was developed and the bid was released in September 2019. The bid opening occurred on September 20, 2019. The Board of Education approved contracts with HP Products, Imperial Dade /Kranz and North American at the October 22, 2019 Business Meeting. Contracts were for a one-year period with the possibility of two one-year extensions.

Both HP Products (now d.b.a. Ferguson Facilities) and Imperial Dade / Kranz offered to extend the contract at bid pricing dated September 20, 2019.

Per the contract, District 300 will accept price increases per the Urban CPI should a vendor offer to extend the contract at high pricing. This year, the CPI-U is at 1.7%. North American offered to extend their contract with pricing within the CPI-U allowance over their original bid pricing.

Recommendation
Administration recommends the contract extensions as offered by HP Products, Imperial Dade / Kranz, and North American.

Community Unit School District 300
2605 BUNKER HILL DRIVE
ALGONQUIN, IL 60102
Diane C. White, Director of Purchasing
PHONE: 847-551-8460 • FAX: 847-551-8463

October 2, 2020

Mr. Jeff Huml
Imperial Dade-Kranz Division
2200 De Koven Ave.
Racine, WI 53403

Dear Mr. Huml,

The Scope of Work for Custodial Supplies bid stated the possibility of two (2), one-year extensions of the 2018 BOE awarded contract. The District would like to extend the contract through November 30, 2021.

The current executed contract is attached for your review.

If your firm does agree to hold your contract pricing, District 300 will recommend your contract extension the Board of Education review and award on Tuesday, November 10, 2020.

Please return your signed response by Wednesday, October 7th, 2020.

Sincerely,

Diane C. White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks

Diane White, Director of Purchasing

Acceptance to hold current:

Jeff Huml **JEFF HUMEL**
410E448961AF09B8EF5566E74E421319 contractworks

Service Provider

10/02/2020

Date

COMMUNITY UNIT SCHOOL DISTRICT 300
PURCHASING DEPARTMENT
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8300
Fax: 847-551-8463

VENDOR APPLICATION FORM
(SUBJECT TO LOCAL LAWS)

Fill in all spaces. Insert "NA" in blocks not applicable. Type all entries

APPLICATION DATE

REVISION DATE

DATE: 9/18/19

COMPANY	HOW LONG IN PRESENT BUSINESS?
Kranz A Division of Imperial Dade	149 years

ADDRESS	CITY	STATE	ZIP
2200 Dekoven Ave	Racine	WI	53403

CONTACT PERSON/REPRESENTATIVE	FAX NUMBER	PHONE AND EXTENSION
Jeff Huml, Sales	(262) 638-2202	(847) 778-1515

TYPE OF ORGANIZATION (Check Applicable)
☐ INDIVIDUAL ☐ PARTNERSHIP ☑ CORPORATION

IF INCORPORATED INDICATE IN WHICH STATE: Delaware

YEARS ESTABLISHED:

DO YOU ACCEPT PURCHASE ORDERS? YES ☑ NO ☐

DO YOU ACCEPT CREDIT CARDS? YES ☑ NO ☐

CATEGORY (Check below the category which applies to the applicant)

☐ (A) MANUFACTURER OR PRODUCER ☐ (C) RETAILER ☑ (E) DISTRIBUTOR

☐ (B) WHOLESALER ☐ (D) MANUFACTURER'S AGENT ☐ (F) SERVICE ESTABLISHMENT

NAMES OF OFFICERS, MEMBERS OR OWNERS OF CONCERN, PARTNERSHIP, ETC.

(A) PRESIDENT Robert Tillis (B) VICE PRESIDENT

(C) SECRETARY (D) TREASURER

(E) OWNERS, PARTNERS, OR STOCKHOLDERS Jason Tillis

TAXPAYER'S I.D. NO.

FEIN 20-5963953

or

S.S. No. _____

INSURANCE INFORMATION (Check Applicable)

LIABILITY INSURANCE: $2,000,000 ☒ $2,500,000 ☐ $5,000,000 ☐ OTHER ☐

Workers' Compensation : State Minimum ☑ Greater than Minimum ☐

Required that CUSD be named as an Additional Insured ☒ INSURANCE CO: Great American Insurance

BONDING INFORMATION (Check each area in which you have been bonded and the latest date of bonding)

Perf. Bond ___/___ (Mo. Year) ☐ Payment Bond (Labor and Materials) ___/___ (Mo. Year) ☐ Builder's Risk ___/___ (Mo. Year) ☐

PERSONS AUTHORIZED TO SIGN QUOTES, PROPOSALS, BIDS AND CONTRACTS:

NAME	OFFICIAL CAPACITY
Marie Shellswick	Bid Coordinator
Bill Kuzia	VP Finance
Todd Vandehei	VP Sales
Jeff Huml	Business Development Manager

Average number of employees (including affiliates) for four preceding calendar quarters.	Average annual sales for preceding three fiscal years:	Floor Space (Square Feet)	
		Manufacturing	Warehouse
43	21,000,000		172,000

MINORITY/WOMEN BUSINESS ENTERPRISE (Check One) See Definitions Below	FOR USE BY CONTRACT COMPLIANCE ONLY:
☐ MBE ☐ MBE/WBE ☐ WBE ☐ PBE	BY:_____ DATE_____ ☐ C ☐ NC

MINORITY GROUP MEMBERSHIP (Check One) See Definitions Below

NOTE: DO NOT COMPLETE THIS SECTION UNLESS YOU HAVE CHECKED ONE OF THE BOXES IN THE MINORITY/WOMEN BUSINESS ENTERPRISE SECTION ABOVE.

☐ AFRICAN AMERICAN OR BLACK ☐ HISPANIC AMERICAN ☐ NATIVE AMERICAN ☐ ASIAN-PACIFIC AMERICAN

CERTIFICATION DATE ISSUED: _____ EXPIRATION: _____

MINORITY AND WOMEN OWNED BUSINESS ENTERPRISE DEFINITIONS

MINORITY BUSINESS ENTERPRISE ("MBE") means a certified participating business at least 51 percent (51%) of which is owned and controlled by one or more members or one or more minority groups, or in the case of a publicly held corporation, 51 percent (51%) of the stock is owned by one or more members of one or more minority groups and whose daily business operations are controlled by one or more such individuals.

WOMEN'S BUSINESS ENTERPRISE ("WBE") means a certified participating business at least 51 percent (51%) of which is owned by one or more women, or in the case of a publicly held corporation, 51 percent (51%) of the stock of which is owned by one or more women and whose daily operations are controlled by one or more such individuals. Determination of whether a business is at least 51 percent (51%) owned by a woman or women shall be made without regard to community property laws.

BUSINESS OWNED AND OPERATED BY A PERSON WITH A DISABILITY ("PBE")means a business concern of which at least 51 percent (51%) is owned by one or more persons with a disability, or in the case of the corporation, one in which at least 51 per centum of the stock is owned by one or more persons with a disability or by a not for profit agency for the disabled organized pursuant to Section 501 of the Internal Revenue Code 1954; and the management and daily business operations of which are controlled by one or more of the persons with a disability who own it.

MINORITY GROUP MEMBER is an individual who is one of the following:

AFRICAN AMERICAN OR BLACK (persons with origins in any of the Black racial groups of Africa):
HISPANIC AMERICAN (persons of Spanish culture with origins in Puerto Rico, Mexico, Cuba, South or Central America, Spain, Portugal or the Caribbean Islands regardless of race).
NATIVE AMERICAN (American Indian)
ASIAN-PACIFIC AMERICAN (persons with origins from Japan, China, the Philippines, Vietnam, Korea, Samoa, Guam, the U.S. Trust Territories of the Pacific, Northern Marianas, Laos, Cambodia, Taiwan, or the Indian subcontinent).

IF YOU HAVE EVER DONE BUSINESS WITH THE SCHOOL DISTRICT UNDER ANOTHER NAME, PLEASE INDICATE NAME OR NAMES.

_____

_____

Give names, complete addresses, buyer's names and phone numbers of four of your customers. (Please include Federal, State or City Governments).

	ORGANIZATION	ADDRESS, STATE, ZIP	BUYER	PHONE NUMBER
1.				
2.				
3.				
4.				

Bank References

NAME OF BANK	ADDRESS, STATE, ZIP	CONTACT PERSON	PHONE NUMBER
Chase	New York NY 10017		973-439-5085

I certify that the information supplied herein (including all pages attached) is correct and that neither the applicant nor any person (or concern) in any connection with the applicant as a principal or officer, so far as is known, is not debarred or otherwise declared ineligible by any public agency from furnishing materials, supplies or services to any agency thereof.

Bill Kuzia

SIGNATURE OF PERSON AUTHORIZED TO SIGN THIS APPLICATION

Bill Kuzia VP of Finance + CFO

NAME AND TITLE OF PERSON SIGNING (Please type or print)

PERSONS OR BUSINESSES INTERESTED IN BEING ADDED TO THE BIDDER'S LIST MUST FILE THIS APPLICATION WITH THE PURCHASING DEPARTMENT.

AFTER PLACEMENT ON THE BIDDERS' LIST, A VENDOR'S FAILURE TO RESPOND TO INVITATIONS FOR BIDS WILL BE UNDERSTOOD BY THE SCHOOL DISTRICT TO INDICATE LACK OF INTEREST AND SHALL RESULT IN THE REMOVAL OF THE VENDOR'S NAME FROM THE BIDDERS' LIST FOR THE ITEMS CONCERNED.

NOTE: ANY CHANGES TO INFORMATION SUBMITTED (ADDRESSES, AUTHORIZED PERSONNEL, ETC.,) WILL REQUIRE A REVISED COPY OF THIS FORM. ADDITIONAL FORMS MAY BE OBTAINED BY CONTACTING THE PURCHASING DEPARTMENT AT THE ADDRESS SHOWN ON THE FRONT OF THIS FORM.

USE BY COMMUNITY UNIT SCHOOL DISTRICT 300 ONLY

VENDOR I.D. NUMBER	APPROVED BY	DATE	W9	COMM LIST

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give Form to the requester. Do not send to the IRS.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
IMPERIAL BAG & PAPER CO LLC

2 Business name/disregarded entity name, if different from above
KRANZ

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☑ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ P

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
255 ROUTE 1 AND 9

6 City, state, and ZIP code
JERSEY CITY, NJ 07306

Requester's name and address (optional)
Community Unit School District 300
2550 Harnish Drive
Algonqin IL 60102

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number
[ ][ ][ ] - [ ][ ] - [ ][ ][ ][ ]

or

Employer identification number
[2][0] - [5][9][6][3][9][5][3]

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here | Signature of U.S. person ▶ [signature] CAO | Date ▶ 12/3/18

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, *later.*

Community Unit School District # 300
Purchasing Department
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8460 – PHONE

September 10, 2019

Dear Vendor,

The Board of Education of Community Unit School District No. 300 (the "District") invites you to submit a sealed bid for

Custodial Chemicals and Supplies

The enclosed bid form(s) **must** be used in submitting bid. Bid must be addressed as follows:

Community Unit School District No. 300
Purchasing Department – Custodial Supplies
2605 Bunker Hill Drive
Algonquin, IL 60102

Sealed bids will be received until 11:00 AM CST, Friday, September 20, 2019 at which time they will be publicly opened and read.

The required Contractor's Certification forms must be completed and returned with the bid.

It is the intention of the Board of Education to award the bid at the October 22, 2019 **regular meeting.** The Board of Education may make such investigations as deemed necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish to the District all such information for this purpose as the District may request. The District reserves the right to reject any or all bids if the evidence submitted by, or investigation of, such bidder(s) fails to satisfy the District that such bidder(s) is properly qualified to carry out the obligations of the contract and to complete work contemplated therein. District further reserves the right to waive any minor irregularities or minor defects in the bids, which do not affect the price nor constitute some type of substitution for a designated item, and to accept the bid, which is in the best interest of the District. Conditional bids will not be accepted. Strikeouts or addition of conditions or provisions or insertion of substitutes shall be reason for rejecting a bid without any specification of reason for the rejection. Any request for information shall be made to Diane C. White, Director of Purchasing, but the response may not be used as a condition to any bid being submitted.

Diane C White

Sincerely,
Diane C. White
Director of Purchasing / CUSD 300

PUBLIC NOTICE

NOTICE TO BIDDERS

The Board of Education of Community Unit School District No. 300 is accepting sealed bids for:

Custodial Chemicals and Supplies

Sealed bids will be accepted until 11:00AM CT, Friday, September 20, 2019 at the District 300 Purchasing Office:

District 300 Purchasing Office
2605 Bunker Hill Dr.
Algonquin, IL, 60102

at which time they will be publicly opened and read.

A non-mandatory pre-bid meeting is scheduled for 10:00AM, Thursday, September 12, 2019. Prospective bidders are to meet at the Bunker Hill Professional Development Center, 2605 Bunker Hill Drive, Algonquin, Il 60102. If you are unable to attend in person, please contact the Purchasing Department for access to the meeting online.

Any questions regarding this bid must be directed to:

Community Unit School District #300
Diane C. White
2605 Bunker Hill Dr.
Algonquin, IL, 60102
847-551-8460
Bids.purchasing@d300.org

Bid specifications will be available on Wednesday, September 4, 2019, after 3:00PM. To obtain bid specifications, please contact bids.purchasing @d300.org or phone 847-551-8460.

TIMELINE

Bid - Custodial Chemicals and Supplies			
ACTION	**DATE**	**TIME**	**LOCATION**
Timeline Established	8/29/2019		Purchasing Office
Specifications Review	8/29/2019		
Specifications Finalized	8/29/2019		
Legal Ad Published	9/5/2019		Daily Herald
Specifications Released to Vendors	9/4/2019	3:00PM	
Pre-Bid Meeting	9/12/2019	10:00AM	**BH PDC-Conf Rm**
Q&A Deadline – via email	9/17/2019	12:00 NOON	via email to Purchasing
Bid Opening	**9/20/2019**	**11:00AM**	**BH PDC-Conf Rm**
Evaluation Period	9/20/2019 - 9/27/2019		
CFO Packet	9/27/2019		Susan Harkin, CFO
Board Finance Committee	10/7/2019		
BOE Workshop	10/8/2019	6:30PM	Administration Building
BOE Approval	10/22/2019	6:30PM	Administration Building
Contract(s) Issued	11/15/2019		

Instructions to Bidders

1. GENERAL

a. Bids shall be signed and submitted in an envelope properly marked with the title of the bid, and date and time of opening. Unsigned bids will be rejected.

b. Seal and deliver bid to the purchasing office on or before the time scheduled for the opening. Late bids will not be opened nor considered.

c. All bids MUST be completed in the EXCEL spreadsheet provided in the Bid Response Form and. All bids must be submitted in hard copy along with an electronic version on a flash drive only.

d. The District is not subject to Federal Excise Tax or Illinois Sales or Retailers Occupational Tax. Bids should not include sales or excise tax.

e. Prices quoted shall include all charges for packing, transportation, unforeseen costs (tariffs), energy charges and delivery to the locations designated on the bid specification and installation if called for in the bid specifications.

f. Correspondence shall be addressed to the Director of Purchasing.

g. Bids are available for inspection in the purchasing office by appointment for 10 days after the date of the award of an order.

h. Oral, telephonic, telegraphic, facsimile or electronically transmitted bids will not be accepted.

i. Bid award to cover a 1 year period with the possibility of two, one year extensions. Awarded contract begins October 23, 2019, and ends on October 22, 2020. District 300 will be using the Urban CPI (December) to determine any increases in pricing. For any increase above this CPI %, the successful vendor(s) will have to justify in detail any additional increases to this pricing. District 300 is to be notified within 60 days of any product price increases or decrease.

2. ERRORS AND OMISSIONS

All bids shall be submitted with each space properly completed. The special attention of bidders is directed to the policy that no claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidders find any claimed discrepancies in, or omissions from, any of the documents, or be in doubt as to their meanings, bidder shall advise the purchasing official first orally, followed by written (FAX or letter) with specification of the claimed problems which must be received during regular working hours at least 10 days before the date set for bid opening so that a written notification can be prepared by any purchasing official, who will issue the necessary clarifications to all prospective bidders by means of addenda.

3. FIRM BID

All bids will be considered to be firm for a period of sixty (60) days from the date established for the opening of bids.

4. WITHDRAWAL OF BIDS

Bids may be withdrawn by letter, or telegram, or fax received by the district or in person prior to the time and date established for the opening of bids.

5. INVESTIGATION OF BIDDERS

a. The purchasing official will make such investigation as is necessary to determine the ability of the bidder to fulfill bid requirements. The bidder shall furnish such information as may be requested and shall be prepared to show completed installations of equipment, types of service or supplies similar to those included in the bid.

b. The Board of Education reserves the right to reject any bid if it is determined that the bidder is not properly qualified to carry out the obligations of the contract. The Board of Education reserves the right to reject any or all bids, to waive irregularities and to accept that bid which is considered to be in the best interest of the District. Any such decision shall be considered final. All items bid shall be new unless otherwise specified in the requirements.

6. VENDOR APPLICATION AND W-9 FORM

The District requires that a current Vendor Application and W-9 form be included with your sealed bid. These forms can be found on the District website – www.d300.org. Go to Departments-Finance-Purchasing to download the vendor application and W-9 form.

7. Compliance with the Illinois Prevailing Wage Act

It shall be mandatory upon the bidder and upon any subcontractor thereof to pay all laborers, workmen, and mechanics employed by them not less than the general prevailing rate of wages as found by the District or Department of Labor for each craft or type of worker or mechanic needed to execute the contract and the general prevailing rate for legal holiday and overtime work as ascertained by the Illinois Department of Labor. The prevailing wage rates are revised by the Department of Labor periodically and are available on its website. The bidder shall comply with all provisions of the Illinois Prevailing Wage Act, 820 ILCS 130/0.01 *et seq.*, applicable to the work. Payment of any bidder shall not be processed without receipt of certified employee records required by 820 ILCS 130/5.

8. SIGNATURE CONSTITUTES ACCEPTANCE

The signing of these bid forms shall be construed as acceptance of all provisions contained herein.

9. CONTRACTS

The successful bidder will be required to enter into a contract incorporating the terms and conditions of this bid.

10. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this Contract (whether or not federal funds are involved) the bidder agrees as follows:

a. The bidder will not unlawfully discriminate against any employee or applicant for employment because of age, race, creed, color, sex, religion, ancestry, marital status, handicap, military status, unfavorable discharge from military service or national origin, as those terms are contained in the Illinois Human Rights Act (775ILCS 5/1-10 et. seq., hereinafter "unlawful discrimination"). The bidder will take affirmative action to ensure the applicants are employed, and that employees are treated equally during employment, without unlawful discrimination. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The bidder agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

b. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the bidder, state that all qualified applicants will receive consideration for employment without unlawful discrimination.

11. COMPLETION DELIVERY TIME

If delivery time will exceed 5 to 7 business days after receipt of a purchase order, bidders are to state the delivery time by each respective item on the Bid Response Form. All prices must be quoted FOB. Destination. Shipments shall become property of consignee after delivery and acceptance. Regardless of statements to the contrary, payment terms will begin no sooner than the date of delivery of goods.

12. EVALUATIONS

The District reserves the right to reject any and all bids, to waive any technicalities in the bidding and to award each item to a different bidder or all items to a single bidder unless otherwise noted on bid request, and to determine whether in the opinion of the District: (1) an early delivery date is entitled to more consideration than price, (2) an earlier delivery date is to be disregarded because of the reputation of the bidder for not meeting delivery

dates, (3) a bidder is not a responsible bidder and should be disregarded. The District will authorize the release of purchase orders upon acceptance of bids. In the event of pricing errors, the unit count(s) listed will prevail and be considered accurate.

13. EXAMINATION OF DOCUMENTS AND SITE

Before submitting a bid for work on any project, each bidder shall carefully examine the project site and the contract documents, fully inform itself of existing conditions and limitations of the project sites, rely entirely upon their own judgment in making the bid, and include in its own bid all sums sufficient to provide all work required by the contract documents. After opening of bids, no additional allowance will be made for changes in project scope and/or price due to work, which would have been apparent, by examination of the documents and sites. By submitting a bid, each bidder shall be held to represent that bidder has made the examination in complete detail and has determined beyond doubt that the documents and existing conditions are sufficient, adequate and satisfactory for completion of the work.

14. PERFORMANCE: LABOR AND MATERIAL PAYMENT BONDS IS NOT REQUIRED OF THIS PROJECT

Within ten days after the date of the Notice of Award, the successful contractor shall enter into a formal contract with the District and shall provide a Performance Bond and a Labor and Material Payment Bond, each in the full amount of the contract. Each bond shall be in accordance with AIA. Document A31 1. The contractor shall pay the cost of premiums for said bonds. The bonds shall be signed and sealed by an authorized representative of the bonding company and authorized officer or representative of the contractor, and a certificate of the authority of those signing the bonds, if not officers, shall be attached thereto.

The Performance Bond and the Labor and Material Payment Bond shall guarantee the performance of the duties placed on the contractor by the Prevailing Wage Act, as well as all other duties undertaken pursuant to the contract with the District, and shall indemnify the District from any liability or loss resulting to the District from any failure of the contractor fully to perform each or all of said duties.The Performance Bond and the Labor and Material Payment Bond herein provided shall be placed with a Surety company or companies having a policy holder's rating not lower than "A" and a financial rating not lower than "AAA" in Best's Insurance Guide (current edition).

15. BID SECURITY IS NOT REQUIRED OF THIS PROJECT

A Bid Bond or certified check made payable to the District in the amount of ten percent (10%) of the bid shall accompany each bid as a guarantee that the bidder, if awarded the contract, will furnish the required Performance Bond and Labor and Material Payment bonds, execute the contract and proceed with the work. Upon failure to do so, the bidder shall forfeit the check or the district shall be entitled to the principal amount of bid bonds as liquidated damages. No mistakes or errors on the part of the bidder shall excuse the bidder or entitle bidder to a return of the check or bid bond. No bidder may withdraw a bid for a period of 60 days after the date of opening thereof.The bid bonds or checks will, with the exception of those of the three lowest bidders, be returned within seven days after the opening of bids and the remaining checks or bid bonds will be returned when the contract is executed and all required bonds have been provided.

16. SERVICE POINTS

Algonquin Lakes Elementary 1401 Compton Drive - Algonquin, IL 60102	**Parkview Elementary** 122 Carpenter Blvd. - Carpentersville, IL 60110
Dundee Highlands Elementary 407 South Fifth Street - West Dundee, IL 60118	**Perry Elementary** 251 Amarillo Drive - Carpentersville, IL 60110
Eastview Elementary 540 Longwood Drive - Algonquin, IL 60102	**Sleepy Hollow Elementary** 898 Glen Oak Drive - Sleepy Hollow, IL 60118
Gilberts Elementary 729 Paperbark Lane - Gilberts, IL 60136	**Westfield Community School** 2100 Sleepy Hollow Road - Algonquin, IL 60102
Golfview Elementary 124 Golfview Lane - Carpentersville, IL 60110	**Wright Elementary** 1500 Ketchum Road - Hampshire, IL 60140
Hampshire Elementary 321 Terwilliger Avenue - Hampshire, IL 60140	**Algonquin Middle School** 520 Longwood Drive - Algonquin, IL 60102
Lake in the Hills Elementary 519 Willow Street - Lake in the Hills, IL 60156	**Carpentersville Middle School** 100 Cleveland Avenue - Carpentersville, IL 60110
Lakewood 1651 Ravine Lane - Carpentersville, IL 60110	**Dundee Middle School** 4200 West Main St. - West Dundee, IL 60118
Liberty Elementary 6500 Miller Road - Carpentersville, IL 60110	**Hampshire Middle School** 560 South State Street - Hampshire, IL 60140
Lincoln Prairie Elementary 500 Harvest Gate - Lake in the Hills, IL 60156	**Dundee-Crown High School** 1 Charger Country Drive - Carpentersville, IL 60110
Meadowdale Elementary 14 Ash Street - Carpentersville, IL 60110	**Hampshire High School** 1600 East Big Timber Road - Hampshire, IL 60140
Neubert Elementary School 1100 Huntington Drive - Algonquin, IL 60102	**Jacobs High School** 2601 Bunker Hill Drive - Algonquin, IL 60102
D300 Buildings & Grounds 2605 Bunker Hill Dr., Algonquin, IL 60102	**Oak Ridge School** 300 Cleveland Ave., Carpentersville, IL 60110

17. WARRANTY

The bidder shall warrant the work services, and/or products to be free of defects in material and workmanship for a period of _1_ years. This warranty shall obligate the contractor to repair or replace the products at no additional charge to the District.

18. INSURANCE (REQUIRED)

The contractor shall provide and maintain insurance in the amounts outlined below with companies acceptable to the District:

MINIMUM INSURANCE REQUIREMENTS

General Liability	General Aggregate	$2,000,000
	Products-Comp/OP Agg	2,000,000
	Personal Injury	1,000,000
	Each Occurrence	1,000,000
	Fire Damage (Any one fire)	50,000
	Medical Exp. (Any one person)	5,000
Excess Liability	Each Occurrence	2,000,000
	Aggregate	2,000,000
Automobile Liability	Bodily Injury (each occ)	1,000,000
	Property Damage (each occ)	1,000,000
Worker's Compensation	Statutory Limits	
	Each Accident	500,000
	Disease-Policy Limit	500,000
	Disease-Each employee	500,000

All such insurance shall not be cancelable without thirty (30) days prior written notice being given to the District.

With respect to the insurance required herein, the contractor shall provide

such insurance naming the District, the Board of Education and its members individually, and its employees and agents as **additional named insured**. The contractor shall also purchase and maintain such insurance as will protect the District from and against all claims, damages, loss and expenses, including attorney's fees arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense, (1) is attributable to bodily injury to or destruction of tangible property (other than the work itself), including the loss of use resulting there from, and (2) is caused in whole or in part by a negligent act or omission of the contractor, subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts they may be liable, regardless of whether or not it is caused in part by a party to whom insurance is afforded pursuant to this paragraph.

It is MANDATORY within ten (10) days after the bid award, that the Certificate(s) of Insurance shall be submitted to the insurance agent for the District.

19. TOTAL PRICE FOR ALL ITEMS BID

A total bid dollar amount, regardless of whether or not the bidder is bidding all items, must be entered in the appropriate section of the bid form before signing and submitting the bid.

20. HOLD HARMLESS AND INDEMNIFICATION

The contractor shall assume all liability for, and shall protect, defend, indemnify and hold harmless, the Board of Education, its members individually, officers, employees, servants and agents, from and against all claims, actions suits, judgments, costs, losses, expenses and liabilities of whatsoever kind or nature including reasonable legal fees incurred by owner arising out of:

A. Any infringement (actual or claimed) of any patents, copyrights or trade names by reason of any work performed or to be performed by the contractor under this contract or by reason of anything to be supplied by the contractor pursuant to this contract.

B. Bodily injury, including death, to any person or persons (including contractor's officers, employees, agents and servants) or damage to or destruction of any property, including the loss of use thereof:

-Caused in whole or in part by an act, error or omissions by the contractor or any subcontractor or anyone directly or indirectly employed by any of them regardless of whether or not it is caused in part by a party to be indemnified hereunder.

-Arising directly or indirectly out of the presence of any person in or about any part of the project site or the streets, sidewalks and property adjacent thereto.

-Arising directly or indirectly out of the use, misuse or failure of any machinery or equipment used directly or indirectly in the performance of this contract.

21. DAMAGE TO PROPERTY

In the event the bidder damages the District's property, the bidder shall, at the bidder's sole cost, restore the property or any surrounding area. Such restoration shall be to a condition at least equivalent to the condition of the affected area immediately before the destruction or damage. If the bidder does not repair such damage within 14 days after receiving written notice from the District, or such lesser time if the District determines the damage creates an emergency situation, the District may repair the damage and the bidder shall reimburse the District for the costs the District incurs within 14 days after the District provides a written invoice to the bidder.

22. LATE BIDS

Bids received after the time specified in the Invitation to Bid will not be opened or considered. The method of transmittal of the bid is at the bidder's risk of untimely receipt by the Board of Education. The use of Board of Education equipment for transmission of bids is prohibited.

23. RECYCLED PRODUCTS

The District supports national and local efforts for recycling. Bidders are encouraged to offer recycled supplies and materials as bid alternatives. Notations are to be included as to the percentage of recycled products in each item.

24. PAYMENT

Payment to be made within 45 days after the project completion.

Does your company accept ACH payments? Yes
Does your company accept credit cards? Yes
Does your company allow discounts for early payments? NO

Discounts examples –
2% 10 days net 30
1% 20 days net 30

25. MANUALS

The successful bidder shall supply, at no cost to the District, a detailed service manual, parts list, and list of service locations.

26. COMPLETION OF WORK

Contract duration is through October 22, 2020.

27. PERSONNEL

If any person employed on the work site were, in the opinion of the District project manager, intemperate, disorderly, incompetent, willfully negligent or dishonest on the performance of his/her duties, he or she shall be directed by the contractor to cease work and vacate the job site immediately.

28. SEXUAL HARASSMENT

775 ILCS 5/2-105, Human Rights Act Requirement – Written Sexual Harassment Policies contained as follows: Bidder shall have written sexual harassment policies that shall include, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) the vendor's internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department and the Commission; (vi) directions on how to contact the Department and Commission; and (vii) protection against retaliation as provided by Section 6-101 of this Act. A copy of the policies shall be provided to the Department upon request.

29. QUALIFICATIONS

Vendor must be an authorized dealer and installer of products vendor is bidding on. Vendor must supply a list of references of like products and installations. Reference sheet is attached.

30. FINANCIAL STABILITY.

The District may require, upon request, evidence as to the financial stability of the contractor. Upon request, the contractor shall provide the following information to the District within 48 hours:

a. The name of any owner or co-owner, equity of each co-owner or corporate offices of the entity submitting the bid, and the name, address, and business telephone number of each such person.

b. The last financial statement and balance sheet of the bidder, including a specification in detail of all loans outstanding, or a copy of the last certified annual audit.

31. COMPLIANCE WITH LAWS.

Successful bidder shall at all times observe and comply with all laws, ordinances, regulations and codes of the federal, state, county and other local government agencies, which may in any manner affect the performance of the contract and in particular any such laws pertaining to safety.

32. GOVERNING LAW

The terms of this quote shall be governed and construed in accordance with the laws of the State of Illinois. If any provision hereof shall be held to contravene any applicable law, such provision shall be deemed reformed to the extent of conforming to said law, and in all other respects the terms hereof shall remain in full force and effect.

33. BID

The signing of the submittal form shall be construed as acceptance of all provisions contained herein. All bids shall be submitted with each space properly completed. Any explanation or statement which the bidder wishes to make must be placed in the same envelope with the bid. Unless the bidder so indicates, it is understood that the bidder has submitted the bid in strict accordance with the specification requirements. The Bidder acknowledges that any variation from the specifications will be grounds for the District to reject the quote, although the District may accept the quote with the verification if, in its sole discretion, it determines that such bid is in the District's best interest. All quotes shall be deemed final, conclusive and irrevocable. No claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidder find any discrepancies in, or omissions from any of the documents, or be in doubt as to their meanings, the bidder shall submit questions as provided in this document. Bidders must satisfy themselves upon examination of these specifications, as to the intent of the specifications. After the submission of the bid, no complaint or claim that there was any misunderstanding in regard to items listed for bidding will be entertained from a bidder.

34. BIDDER'S AGREEMENT

The bidder hereby declares understanding, agreement, and certification of compliance to provide the services, work, and/or products to the District, at the prices quoted, in accordance with all terms and conditions, requirements, and specifications contained in these documents, and any issued amendments. The contractor further agrees that the language of this document shall govern in the event of a conflict with (1) the bidder's bid or (2) any subsequent purchase order between the bidder and the District. The bidder should, as a matter of clarity and assurance, also sign and submit all amendment(s) issued by the District related to this work. The bidder further agrees that upon receipt of an authorized purchase order or when an authorized official of the District countersigns this document, a binding contract shall exist between the bidder and the District. This document combined with amendments, the bidder's bid, the required submittals, and the purchase order, if any, shall comprise the binding contract.

35. CANCELLATION – The District reserves the right to cancel this contract at any time for reasons of unsatisfactory services.

36. ADDITIONAL INFORMATION

Contact Diane C. White, Director of Purchasing, (847) 551-8460, between the hours of 8:00AM and 4:30PM, or by email – bids.purchasing@d300.org.

REFERENCES

LIST BELOW THE LAST THREE (3) BUSINESSES OR OTHER ORGANIZATIONS FOR WHICH YOU HAVE PROVIDED COMPARABLE SERVICES.

1. ORGANIZATION: Kenosha County

ADDRESS: 1010 56th Street

CITY, STATE, and ZIP CODE: Kenosha WI 53140

TELEPHONE NUMBER: 262-653-2600

CONTACT PERSON: Jim Kreuser, Kenosha Co Executive

DATE OF SERVICES: 20+ years

DOLLAR AMOUNT OF THE JOB: 500,000

2. ORGANIZATION: State of Wisconsin

ADDRESS: 101 E Wilson Street

CITY, STATE, and ZIP CODE: Madison WI 53703

TELEPHONE NUMBER: 608-266-1625

CONTACT PERSON: James Oleson

DATE OF SERVICES: 15+ years

DOLLAR AMOUNT OF THE JOB: 2 million

REFERENCES (CONT.)

3. ORGANIZATION: Racine Unified School District

ADDRESS: 3109 Mt. Pleasant St.

CITY, STATE, and ZIP CODE: Racine WI 53404

TELEPHONE NUMBER 262-865-4532

CONTACT PERSON: Andrew Tschumper

DATE OF SERVICES: 19+ years

DOLLAR AMOUNT OF THE JOB: 400,000

OFFEROR'S NAME: Marie Shellswick

SIGNATURE: M- Shellswick

DATE: 9/19/19

COMMENTS –

CERTIFICATE OF BIDDER ELIGIBILITY

720 ILCS 5/33E-11 requires that all contractors bidding for public agencies in the State of Illinois certify that they are not barred from bidding on public contracts for bid rigging or bid rotation.

The following certification must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

Kranz, as part of its bid for the Custodial Chemicals and Supplies work for Community Unit School District #300, Algonquin, Illinois , of Cook, DeKalb, Kane, and McHenry Counties, Illinois certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33-E4.

Firm: Kranz, A Division of Imperial Dade

By: M Shellswick
(Signature)

Marie Shellswick Bid Coordinator
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 19th day of September, 2019

Tracey A. Walczak
NOTARY PUBLIC

TRACEY A. WALCZAK
Notary Public
State of Wisconsin

CERTIFICATE REGARDING

EMPLOYMENT OF ILLINOIS WORKERS ON PUBLIC WORKS

Kranz agrees if at the time the Agreement is executed, or if during the term of the Agreement, there is excessive unemployment in Illinois as defined in the Employment of Illinois Workers on Public Works Act, 30 ILCS 570/0/01 et seq., as two consecutive months of unemployment exceeding 5%, then Kranz agrees to employ Illinois laborers in accordance with the Employment of Illinois Workers on Public Works Act. An "Illinois laborer" is defined as any person who has resided in Illinois for at least thirty (30) days and intends to become or remain an Illinois resident.

Firm: Kranz A Division of Imperial Dadp

By: M_SLLLK
(Signature)

Marie Shellswick
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 19th day of September, 2019

Tracey A. Walczak
NOTARY PUBLIC

TRACEY A. WALCZAK
Notary Public
State of Wisconsin

CERTIFICATE OF COMPLIANCE WITH ILLINOIS DRUG-FREE WORKPLACE ACT

Kranz, having 25 or more employees, does hereby certify pursuant to section 3 of the *Illinois Drug-Free Workplace Act* (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the *Illinois Drug-Free Workplace Act* and, further certifies that it is not ineligible for award of this contract by reason of debarment for a violation of the *Illinois Drug-Free Workplace Act.*

Firm: Kranz, A Division of Imperial Dade

By: M. Shellswick
(Signature)

Marie Shellswick
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 19th day of September, 2019

Tracey A. Walczak
NOTARY PUBLIC

TRACEY A. WALCZAK
Notary Public
State of Wisconsin

CERTIFICATE REGARDING
SEXUAL HARASSMENT POLICY

Kranz, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

Firm: Kranz A Division of Imperial Textile

By: M-SLLK
(Signature)

Marie Shellswick
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 19th day of September 2019

Tracey A. Walczak
NOTARY PUBLIC

TRACEY A. WALCZAK
Notary Public
State of Wisconsin

CERTIFICATE REGARDING
EQUAL EMPLOYMENT OPPORTUNITY

Kranz, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written equal employment opportunity policy that is in compliance with all terms and conditions of the Equal Employment Opportunity provisions of the Illinois Human Rights Act.

Firm: Kranz A Division of Imperial Dade

By: M Shellswick
(Signature)

Marie Shellswick
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 19th day of September 2019

Tracey A. Walczak
NOTARY PUBLIC

TRACEY A. WALCZAK
Notary Public
State of Wisconsin

NON-COLLUSION AFFIDAVIT

AFFIDAVIT: "I (we) hereby certify and affirm that my (our) Quote was prepared independently for this project and that it contains no fees or amounts other than that for the legitimate execution of this work as specified and that it includes no understanding or agreements in restraint of trade."

The following affidavit must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

Kranz, as part of its bid for the Custodial Chemicals and Supplies work for Community Unit School District #300, Algonquin, Illinois certifies that said Contractor is not barred from bidding on the aforementioned contract as a result of a violation of the above Non-Collusion Affidavit.

Firm: Kranz A Division of Imperial Dade

By: M-SL Hk
(Signature)

Marie Shellswick
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 19th day of September, 2019

Tracey A. Walczak
NOTARY PUBLIC

TRACEY A. WALCZAK
Notary Public
State of Wisconsin

CERTIFICATE REGARDING
COMMUNITY UNIT SCHOOL DISTRICT 300
VENDOR/CONTRACTOR CONFLICT OF INTEREST

Kranz, does hereby certify that they have read and fully understand the Vendor/Contractor Conflict of Interest Board Policy as stated below:

Vendor/Contractor Conflict of Interest
Any vendor or contractor doing $5,000 - $25,000 in business with the District within a fiscal year shall not contribute to any political campaign that directly affects the District while doing business for the District or for a period of two years after completion of business with the District. Further, the District will not enter into significant business with a vendor or contractor that has contributed to a political campaign that directly affects the District within two years prior to commencing business. Any vendor or contractor that participates and is awarded a contract through the competitive bidding process is exempt from this policy.

LEGAL REF.: 105 ILCS 5/10-20.19c, 5/10-20.21, 510-22.34c, and 5/19b-1 et seq.
820 ILCS 130/0.01 et seq.

CROSS REF: 2:100 (Board Member Conflict of Interest), 4:70 (Resource Conservation) 4:150 (Facility Management and Building Programs)

ADOPTED: February 10, 2003

Firm: Kranz A Division of Imperial Dade

By: M- Shellswick
(Signature)

Marie Shellswick
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 19th day of September, 2019

Tracey A. Walczak
NOTARY PUBLIC

TRACEY A. WALCZAK
Notary Public
State of Wisconsin

Scope of Work

Custodial Chemicals and Supplies

Custodial Supplies and Chemicals:

Community Unit School District 300 is obtaining a one (1) year contract with the possibility of two (2), one (1) year extensions for bid pricing of chemicals, custodial supplies & hardware. Unit pricing must include all shipping and handling costs. Palletized deliveries will require lift-gate service to complete delivery with the exemption of Dundee Crown High School and Hampshire High School. The vendor must bid on all items in one or multiple categories. It is the intention of the district to award this project to a single supplier, by category.

CATEGORIES

- Cleaning Products
- Custodial Supplies
- Custodial Hardware

QUALIFICATIONS

Vendor must be an authorized dealer of the supplies and cleaning chemicals the vendor is bidding on. ALL products offered must be as specified or equivalent in meeting or exceeding product specifications. Vendor is required to submit a list of references of previously supplied custodial supplies and/or equipment. Reference sheets are provided and attached to this bids Boiler Plate. Pricing is to include all charges for packing, transportation, unforeseen costs (tariffs), energy charges and delivery to the locations designated on the bid specification and installation if called for in the bid specifications. A current Certificate of Insurance along with notarized Certificates of Compliance (provided) must be included with vendor bid. All supplies and equipment bid must have product specification sheets enclosed with the bid response. All GREEN color coded line items are to be bid as "Green Seal Certified" complying with the State of Illinois Green Cleaning Schools Act.

Bids containing bid conditions may not be accepted.

PRODUCT PERFORMANCE

Chemical product not meeting manufacturer performance specifications, an alternate product will be substituted at the original bid price of the non-performing product. Before substitutions are made on any non-performing product, the supplier must work with District 300 personnel in order to determine the cause of the poor performance.

ORDER FULFILLMENT PERFORMANCE

Purchase orders are expected to be delivered within five to seven (5-7) business days after receipt of purchase order and acknowledgement. Suppliers who fall out of compliance with the districts expected delivery performance; the district's plan of action will include but not be limited to vendor performance meetings, vendor performance scoring and/or the possible removal of said products from the awarded contract.

Vendors are to inform the Purchasing Department of any and all backordered items listed on purchase orders and timeframe of when product is to be received.

DURATION

Bid award to cover a 1 year period with the possibility of two, one year extensions. Awarded contract begins October 23, 2019, and ends on October 22, 2020. District 300 will be using the Urban CPI (December) to determine any increases in pricing. For any increase above this CPI %, the successful vendor(s) will have to justify in detail any additional increases to this pricing. District 300 is to be notified within 60 days of any product price increases or decrease.

TRAINING

Awarded vendor(s) to provide a training plan for staff and provide this training on a **bi-annual** basis. Training plan will include the proper use of all chemical products and their application; including the dispensing of chemicals via command centers or other manifold dispensing systems.

Vendor WILL also provide this instruction and training in the use and handling of all supplied chemical products in dual language (English/Spanish) DVD's, or upon delivery.

ADDITIONAL REQUIREMENTS

- Vendor is to provide an SDS web link for all chemical line items where applicable.
- Bid pricing to be based on $200 minimum orders to the vendor.
- Replacement or start up chemical dispensing systems will be provided to the district upon request on a no charge basis.
- **Order Acknowledgements will be sent to the D300 Purchasing Office on all purchase orders sent to a vendor.**

ADDITIONAL INFORMATION

The districts fiscal year begins July 1st. The majority of orders fall between July 1st - August 31st.

District 300 will issue separate purchase orders for all delivery points from July 1, 2020 deliveries on or about the 3rd week of July, 2020.

Awarded vendors are to install and train on chemical dispensing systems. There are currently 45 cleaning chemical dispensing stations (command centers) currently in district use.

ESTIMATED PURCHASE TOTALS

Estimated purchase totals are reflected on Bid Response Form – Part B on each column listed as **Estimated Purchase Amount.** All figures are to be considered an estimate and not a promise to purchase.

ESTIMATED SPEND TOTALS

The estimated spend totals below were taken from fiscal year 2018-19.

- Custodial Supplies: $26,735.82
- Green Chemicals:$22,114.35
- Non-Green Chemicals: $42,994.05

PRE-BID MEETING

A non-mandatory pre-bid meeting will be held on Thursday, September 12, 2019 at 10:00AM located at:

D300 Buildings & Grounds Dept.
2605 Bunker Hill Dr.
Algonquin, IL 60102

District Delivery Points:

Algonquin Lakes Elementary 1401 Compton Drive - Algonquin, IL 60102	**Parkview Elementary** 122 Carpenter Blvd. - Carpentersville, IL 60110
Dundee Highlands Elementary 407 South Fifth Street - West Dundee, IL 60118	**Perry Elementary** 251 Amarillo Drive - Carpentersville, IL 60110
Eastview Elementary 540 Longwood Drive - Algonquin, IL 60102	**Sleepy Hollow Elementary** 898 Glen Oak Drive - Sleepy Hollow, IL 60118
Gilberts Elementary 729 Paperbark Lane - Gilberts, IL 60136	**Westfield Community School** 2100 Sleepy Hollow Road - Algonquin, IL 60102
Golfview Elementary 124 Golfview Lane - Carpentersville, IL 60110	**Wright Elementary** 1500 Ketchum Road - Hampshire, IL 60140
Hampshire Elementary 321 Terwilliger Avenue - Hampshire, IL 60140	**Algonquin Middle School** 520 Longwood Drive - Algonquin, IL 60102
Lake in the Hills Elementary 519 Willow Street - Lake in the Hills, IL 60156	**Carpentersville Middle School** 100 Cleveland Avenue - Carpentersville, IL 60110
Lakewood School 1651 Ravine Lane - Carpentersville, IL 60110	**Dundee Middle School** 4200 West Main St. - West Dundee, IL 60118
Liberty Elementary 6500 Miller Road - Carpentersville, IL 60110	**Hampshire Middle School** 560 South State Street - Hampshire, IL 60140
Lincoln Prairie Elementary 500 Harvest Gate - Lake in the Hills, IL 60156	**Dundee-Crown High School** 1 Charger Country Drive - Carpentersville, IL 60110
Meadowdale Elementary 14 Ash Street - Carpentersville, IL 60110	**Hampshire High School** 1600 East Big Timber Road - Hampshire, IL 60140
Neubert Elementary School 1100 Huntington Drive - Algonquin, IL 60102	**Jacobs High School** 2601 Bunker Hill Drive - Algonquin, IL 60102
D300 Buildings & Grounds 2605 Bunker Hill Dr., Algonquin, IL 60102	**Oak Ridge School** 300 Cleveland Ave., Carpentersville, IL 60110

Request for Information
Vendor e-Procurement capabilities

District 300 is requesting information regarding your online ordering capabilities. Currently, District 300 utilizes the Lawson Financial software e-procurement package (Punch-out) with several vendors. This is basically a secure link from our Requisition System through your firewall to your online ordering system. The items that are under contract will have our contract pricing based on the contract terms. If you would like to see demonstration of the current process please contact Bruce Batt at 847-551-8369 or via email at Bruce.Batt@d300.org to set up an appointment. Please include your e-procurement information with your sealed bid, including a link to your current system. If you do not have an e-procurement system in place, please state if you have any plans for future implementation.

Vendor e-Procurement information:

We have an e-procurement set up. We can set up District 300 on Punch out.

https://eshopdistributor.com/storefrontCommerce/login.do

If awarded bid items we can walk you through our process.

Sealed bids are due by 11:00AM, Friday, September 20, 2019***

BID RESPONSE FORM-Part A

Custodial Chemicals and Supplies

Bid response forms PART B must be included with your sealed bid.

- **Vendor must include unit pricing with this bid.**
- **Unit bid pricing is to include all charges for delivery and handling.**
- **A Bid Bond is NOT required for this project.**
- **Order Acknowledgements will be sent to the D300 Purchasing Office on all purchase orders sent to a vendor.**

Vendor has received Addendum #1 Yes X No _____
Addendum #2 Yes _____ No _____

COMMENTS AND ADDITIONAL INFORMATION

_____

_____

_____

The undersigned hereby certifies that she/he has read, understands and agrees that acceptance by the Board of Education of the bidder's offer by issuance of a purchase order(s) or other documents(s) will create a binding contract. Further, she/he agrees to fully comply with the specifications and other documentary forms and regulations made a part of this specific procurement of contract. The bidder must comply with all State and Federal Regulations including FEPC, the Illinois Laborer's Act and the Illinois Prevailing Wage Act, with preference to Public Act 86-799 which states "...not less than the prevailing rate of wages as found by the public body or Department of Labor or determined by the court on review shall be paid to all laborers, workers and mechanics performing work under the contract." The Illinois Department of Labor prevailing wages for the county where the project will be undertaken is posted online at https://www.illinois.gov/idol/Laws-Rules/CONMED/Pages/prevailing-wage-rates.aspx

Kranz A Division of Imperial Dade
Name of Company/Corporation

60 Days
Length of time bid is firm

2200 Dekoven Ave
Street Address

Bid Submitted by:

Racine WI 53403
City, State, Zip Code

Authorized Signature

262-638-2240
Telephone Number

Marie Shellswick
Please Type or Print Name

262-638-2202
Fax Number

4265-5773
Illinois License Number

Email address - mshellswick@imperialdade.com

Sealed bids are due by 11:00AM, Friday, September 20, 2019

COMMUNITY UNIT SCHOOL DISTRICT #300
PURCHASING DEPARTMENT
2605 BUNKER HILL DR
ALGONQUIN IL, 60102
Phone – 847-551-8460
Fax – 847-551-8463

September, 17 2019

Dear Vendor:

ADDENDUM 1

Custodial Chemicals and Supplies

Questions and Answers:

Question: Can you provide us more information on this product?
27-0016 CLEANER MULTI SURFACE ALKALINE, MILD ABR., 4X1GAL
Answer: It's currently a Diversey cleaner, "Surety"

Question: Can you provide us more information on this product?
27-0017 CLEANER CARPET EXTRACTION RTD, 2X1.5L
Answer: It's currently a Diversey rinsing carpet extraction cleaner, #3515042.

Question: Can you please provide more information on this cleaner? Normally cleaners of this nature that work well are not eligible for any kind of green designation.
27-0024 REMOVER, TAPE ,TAR, CRAYON 6X 32OZ BOTTLE
Answer: It's Mortsenbackers MTS40703. This looks to be a non-green chemical.

Question: Is the contract awarded by line or by category?
Answer: It is the intent that the district will award this project by category.

Question: Are the already extended contracts for paper goods, can liners, hand soap and floor was on the same timeline?
Answer: Yes, contracts have been extended for these categories per the previous bid.

Question: The bid notes that the District is a green district. Do bidders need to specify that products are green, such as Green Seal, Ecologo or Safer Choice?
Answer: Yes. All the above are acceptable.

Question: Do you require specific days as to lead time for product delivery?
Answer: The Bid Response form has a column to note lead times as well as an example.

Question: Is the district willing to sign on with any co-ops the vendor may be partnered with?
Answer: Not for this bid period. However, it would be in the best interest of bidders to disclose all co-ops you are members of in Bid Response Form A's Comments Section.

Question: On the Bid Response Form, D300 Item Number 27-0024 Remover, Tape, Tar, Crayon is not a green item. Will the District notify the bidders of any change?
Answer: yes. The current product that D300 is using is Mortsenbockers MTS40703.

Question: If the Bid Response Form lists a specific manufacturer in the item description, is the bidder required to bid that item from that manufacturer only?
Answer: Not necessarily. The manufacturers named are there to provide specifications. If the bidder supplies other comparable manufacturers, the bid item will be considered.

Question: Is there a way for the District to supply a list of supplies that are currently in use where the item description is limited?
Answer: Our current suppliers are Laport (chemicals) and HP Products (Custodial Supplies). We have no current suppliers for Custodial Hardware.

Question: Does the District have access to the vacuum model # or item # for vacuum bags? As an example, item 25-0102 Bag, vacuum Pro Team – Pro Team has several models of vacuums so this item number is non-specific.
Answer: There are very few if any Pro Team vacuums left in the district. If a bag requirement comes up in the next year, the bags will be bought off contract.

Question: Section 1, General, Item I. Are increases allowed during the initial first year?
Answer: No.

Question: Section 7, Compliance and Prevailing Wage. Does this apply if we are only providing supplies only?
Answer: No.

Question: Certificate regarding employment of Illinois workers on Public Works. We are only providing supplies so does this apply?
Answer: It applies; however, the Illinois unemployment currently does not exceed 5%.

Question: What is the Tough Guy Item# for the Lobby Broom?
Answer: 47131604

Question: (below)
Answers:

- Item 25-0049 – Description 1 is for a mop handle. Description 2 is for a broom handle. Which one do you want? **Broom**
- Item 25-0070 – The Rubbermaid 3546 Untouchable Round Container is only available in gray or beige colors. Is gray an acceptable color for CUSD 300? **Gray is acceptable.**
- When you say you will award by categories, what are the categories? Are those the tabs at the bottom of the spreadsheet? **Correct.**
- Item 25-0085 – What is the brand and model of the machine that requires these burnisher bags? **Advance**
- Item 25-0100 – What is the brand and model of the machine that requires these bags? **Advance xp10.**
- Item 25-0101 – What is the brand and model of the machine that requires these bags? **Advance GD2000.**
- Item 25-0126 – What is the brand and model of the machine that requires these bags? **Windsor Back Pack 68005**
- Item 25-0200 – Can you provide the Unger model number of this item currently used? **UNGPHH20**
- Item 25-0216 – What is the brand and model of the machine that requires this bag? **Windsor Back Pac 6 qt.**
- Item 25-0222 – What is the brand and model of the machine that requires this bag? **Advance Hip Vac UZ964**
- Item 25-0247 – What is the brand and model of the machine that requires this bag? **Advance GD 930**

- 25-0073- **Windsor Bags SRS15**
- 25-0102- **Pro team 104544- canister- 10 qt**
- 25-0218- **Windsor Versamatic 2003**
- 25-0219- **Advance upright -VU500**
- 25-0085- **Advolution burnisher bag**
- 25-0217- **Advance canister G12-G15**
- 25-0077- **Windsor Canister- Trek vac**
- 25-0216- **Windsor Back Pac 6 qt**
- 25-0074 **Windsor VP6**

Changes to Bid Documents

I. Change the following paragraph under Instructions to Bidders from:

1. i. Bid award to cover a 1 year period with the possibility of two, one year extensions. Awarded contract begins October 23, 2019, and ends on October 22, 2020. District 300 will be using the Urban CPI (December) to determine any increases in pricing. For any increase above this CPI %, the successful vendor(s) will have to justify in detail any additional increases to this pricing. District 300 is to be notified within 60 days of any product price increases or decrease.

TO:
1. i. Bid award to cover a 1 year period with the possibility of two, one year extensions. Awarded contract begins November 15, 2019, and ends on November 14, 2020. District 300 will be using the Urban CPI (December) to determine any increases in pricing. For any increase above this CPI %, the successful vendor(s) will have to justify in detail any additional increases to this pricing. District 300 is to be notified within 60 days of any product price increases or decrease.

II. Change the following paragraph under Instructions to Bidders from:

26. COMPLETION OF WORK
Contract duration is through October 22, 2020.

TO:
26. COMPLETION OF WORK
Contract duration is through November 14, 2020.

III. Change the following paragraph under Scope of Work from:

DURATION
Bid award to cover a 1 year period with the possibility of two, one year extensions. Awarded contract begins October 23, 2019, and ends on October 22, 2020. District 300 will be using the Urban CPI (December) to determine any increases in pricing. For any increase above this CPI %, the successful vendor(s) will have to justify in detail any additional increases to this pricing. District 300 is to be notified within 60 days of any product price increases or decrease.

TO:

DURATION
Bid award to cover a 1 year period with the possibility of two, one year extensions. Awarded contract begins November 15, 2019, and ends on November 14, 2020. District 300 will be using the Urban CPI (December) to determine any increases in pricing. For any increase above this CPI %, the successful vendor(s) will have to justify in detail any additional increases to this pricing. District 300 is to be notified within 60 days of any product price increases or decrease.

Additional Information:

The awarded vendor may be expected to provide on-site trainings to custodial staff or installation of products. Consequently, the District requires completion of two forms which have been included with this Addendum 1 as attachments. These are the Criminal Background Investigations and the Authorization for Criminal Background Investigation forms.

Please include a list of co-ops, if any, the vendor may be partnered with. This may be listed in the Comments and Additional Information section of Bid Response Form – Part A

Attachments

CRIMINAL BACKGROUND INVESTIGATIONS

AUTHORIZATION FOR CRIMINAL BACKGROUND INVESTIGATION

This Area was Left Intentionally Blank

CRIMINAL BACKGROUND INVESTIGATIONS

Contractor hereby represents, warrants, and certifies that no officer or director thereof has any knowledge that any employee thereof has been convicted of committing or attempting to commit "Criminal Code of 1961," 720 ILCS, Sections 5/11-6 (Indecent solicitation of a child), 5/11-9 (Public indecency), 5/11-14 (Prostitution), 5/11-15 (Soliciting for a prostitute), 5/11-15.1 (Soliciting for a juvenile prostitute), 5/11-19 (Pimping), 5/11-19.1 (Juvenile pimping), 5/11-19.2 (Exploitation of a child), 5/11-20 (Obscenity), 5/11-20.1 (Sexual assault), 5/12-14 (Aggravated criminal sexual assault), 5/12-15 (Criminal sexual abuse), and 5/12-16 (Aggravated criminal sexual abuse), and/or those offenses defined in the "Cannabis Control Act," 720 ILCS, 550/1 et seq. (except the "Illinois Controlled Substances Act, " 720 ILCS 570/100 et seq., any of the offenses that would subject a certificated employee to suspension or revocation pursuant to Section 21-23a of the School Code or anyone found to be the perpetrator of sexual or physical abuse of any minor under 18 years of age pursuant to proceedings under Article II of the Juvenile Court Act of 1987 and/or any offense committed or attempted in any other state or against the laws of the United States, which if committed or attempted in this State, would have been punishable as one or more of the foregoing offenses.

Contractor further agrees that it shall not employ any person who has or may have direct, daily contact with the pupils of any school in the district, and for whom a criminal background investigation has not been conducted pursuant hereto, and further represents and agrees that all applicants for any such employment shall furnish with their applications the attached written "Authorization for Criminal Background Information" form authorizing the School District to request a criminal background investigation of said applicant pursuant to Section 5/10-21.9 of the School Code of Illinois and to receive criminal history record information pursuant thereto to determine if the applicant has been convicted of committing or attempting to commit any of the criminal or drug offenses enumerated above. Contractor further agrees to submit with said authorization payment for any costs and expenses associated with the criminal background investigation.

Contractor further represents, warrants, and certifies that no applicant for employment with respect to whom the criminal investigation reveals any conviction for committing and/or attempting to commit any of the above-enumerated offenses shall be employed thereby in any position that involves or may involve contact with the students of the school district.

This certification is executed on the date hereinafter indicated by the designated contractor by its duly authorized officer.

By _____

Attest: _____

Dated: 9/19/2019

AUTHORIZATION FOR CRIMINAL BACKGROUND INVESTIGATION

The undersigned hereby authorizes the Board of Education of Community Unit School District 300, Carpentersville, Illinois to request a criminal background investigation from the Illinois State Police, pursuant to Section 5/10-21.9 of the School Code of Illinois, 105 ILCS 5/10-21.9 and to receive criminal history record information pursuant thereto.

Todd Vande Hei
(Printed or Typed Name of Applicant Employee)

X _____
Signature of Applicant or Employee

This Addendum is to be considered part of the original bid documents.

Please confirm receipt of this email or fax by a telephone call, email, or fax.

Telephone Number – 847-551-8460.

E-mail - bids.purchasing@d300.org

Fax Number – 847-551-8463

If you have any questions, please feel free to contact me at the numbers listed above.

Sincerely,

Diane C White

Diane C. White / Director of Purchasing

Kranz

COMMUNITY UNIT SCHOOL DISTRICT 300
SUPPLY BID – GUIDE TO FILLING OUT THE BID SPREADSHEET

Requirements: Microsoft Excel v 2010 (minimum)

The bid sheets are provided in a Microsoft Excel format. Much of the worksheet is informational. The following will provide instructions for entering your information as well as how to save and submit the spreadsheet with your bid. The pricing information is keyed by selecting the tab following the Bid Response Tab within the Excel workbook.

Entering Information into the Spreadsheet:

1) Once the spreadsheet is open fill in the Vendor Information Section at the top. All fields should be completed.
   The contact person indicated on the spreadsheet will be the person we contact in the event we have a problem with the file.
2) Columns meant as informational only are highlighted grey.
3) Columns meant for your input have been left white, and are the following:
   a. Manufacturer
   b. Manufacturer's Item Nbr
   c. Vendor Item Number
   d. Vendor Unit Price
   e. Case pack
   f. Package Price
   g. Individual Selling Price
   h. Price Per oz.
   i. oz. per gal Dulution
   j. In Use Cost of Product
   k. Unit Price (paper/liners category)
   l. Lead Time
   m. Vendor Comments
4) The In Use Cost of Product column has already been formatted for numeric entry.
   For example, when you enter a Price per oz. and an oz. per gal Dilution, the sheet will calculate the In Use Cost of Product.
5) If you are NOT bidding on an item we ask you type in the words NO BID (in capitals) under the column labeled Vendor Item Number for each item the NO BID pertains to.
6) Only write notes in the columns labeled Vendor Comments.
7) The spreadsheet has been formatted to print out on 8.5 x 14 paper in a landscape mode, when you are finished print out so the hard copy can be included with your bid submission.

Saving and Submitting the Spreadsheet:

1) Save the file with the following naming convention:
   xxxxxxxxxcustodialsupplies.xls

   "x" signifies the name of your company

2) The file must be saved to a Flash Drive.
3) Label the Flash Drive with your Vendor Name, Date, and the Bid Name.
4) **It is required you submit the Flash Drive with a paper copy.**

BID RESPONSE FORM - Part B

Custodial Chemicals and Supplies

Bids are as indicated on the attached sheets are hereby presented to the Board of Education of Community Unit School District #300. It is understood that:

1. Bidders must insure they have viewed all five (5) tabs in this spreadsheet.
2. The Board of Education reserves the right to reject any and all bids and to accept all or part of any bids submitted.
3. Separate purchase orders will be issued to the successful bidders for delivery to all District 300 locations.
4. Prices quoted shall include all charges for handling, transportation and delivery, unforseen costs (tariffs) , energy charges.
5. Prices will be based on a $200 minimum order.
6. All items bid are F.O.B. destination.
7. SDS Web links MUST be provided for all applicable products
8. Community Unit School District #300 is Tax Exempt.
Tax Exemption Number - E9996-0079-07.

Vendor has received Addendum (IF APPLICABLE)
#1 - _____ #2 - _____

NAME OF COMPANY /CORPORATION

Kranz A Division of Imperial Dade

STREET ADDRESS:

2200 DeKoven Ave

CITY:

Racine

STATE:

WI

ZIP:

53403

TELEPHONE NUMBER:

262-638-2240

FAX NUMBER:

262-638-2202

EMAIL ADDRESS:

mshellswick@imperialdade.com or jhuml@imperialdade.com

FEIN NUMBER

20-5963953

ILLINOIS LICENSE NUMBER

4265-5773

BID SUBMITTED BY:

SIGNATURE OF AUTHORIZED AGENT

Marie Shellswick

PLEASE TYPE OR PRINT NAME

9/19/2019

DATE

**** Sealed Bids are due by 11:00AM CT, Friday, September 20, 2019 ****

INSTRUCTIONS: Please fill in columns **A, B, C, I , J, K, L, M, and O.** Please use column **P** for vendor comments and column Q for SDS web link.

ALL bids must be completed in the Excel spreadsheet provided.
ALL bids must be submitted in hard copy along with an electronic version of the bid on CD.

Vendor Name:	Kranz, A Division of Imperial Dade
Complete Address:	2200 Dekoven Ave Racine WI 53403
Phone:	262-638-2240
Fax:	262-638-2202
E-Mail:	mshellswick@imperialdade.com
Contact Person:	Marie Shellswick

Cleaning Products

** Please see footnotes at the bottom of this sheet.

EXAMPLE FORMAT:

Manufacturer	Manufacturer's Item Nbr	Vendor Item Number	D300 Item Number	Estimated Purchase Amount	Description (1)	Description (2)	u/m	Case Pack	Package Price	Individual Selling Price	Price per oz.	oz. per gal. Dulution	In Use Cost of Product (per gallon)	Product will be delivered within 5-7 business days (Y/N)	Vendor Comments
XYZ Inc.	FW 2134	45695	27-0001	5	CLEANER, ALL PURPOSE	BUTYL , 5/GAL	PL	4 gal/cs	$40.00	$12.50/gal	$0.0782	0.50	$0.0391	7~10 days	
XYZ Inc.	ST 5555	60110	27-0003	5	CLEANER TUB AND TILE	MILD ACID, 4X1GAL	CA	1 gal	$30.00	$30/gal	$0.2343	0.50	$0.1172	7~10 days	

BID ITEMS:

Manufacturer	Manufacturer's Item Nbr	Vendor Item Number	D300 Item Number	Estimated Purchase Amount	Description (1)	Description (2)	u/m	Case Pack	Package Price	Individual Selling Price	Price per oz.	oz. per gal. Dulution	In Use Cost of Product (per gallon)	Product will be delivered within 5-7 business days (Y/N)	Vendor Comments	
Diversey	100870948	10558	27-0001	25	CLEANER, ALL PURPOSE	BUTYL , 5/GAL	PL	4 gal/cs	$45.78	$11.45	$0.0894	0.50	$0.0447	y	Hurricane Force Solvent-Based Cleaner/Degreaser, 1 gal, Manual, 4/CT (1:256)	https://sds.diversey.com/priv F%7E%7EMTR%7E%7EAN _option=d ^value&productI uage=d -1
Diversey	904693	10740	27-0002	29	CLEANER, FLOOR NEUTRAL	NON POUR FLOORS 5/GAL	PL	5 gal pl	$25.53	$25.53	$0.0399	4.00	$0.1596	y	Stride® Floral Neutral Cleaner, Green Seal Certified 5 gal, BIB, 1/CT (1:32)	https://sds.diversey.com/priv F%7E%7EMTR%7E%7EAN _option=d ^value&productI ge=d -1
Diversey	101100486	12538	27-0003	3	CLEANER TUB AND TILE	MILD ACID, 4X1GAL	CA	4 gal/cs	$50.56	$12.64	$0.0988	4.26	$0.4207	y	Crew® Shower, Tub & Tile Cleaner SC, 1 gal, Manual, 4/CT (1:30) **mild acid - cannot be green**	https://sds.diversey.com/priv F%7E%7EMTR%7E%7EAN _option=d ^value&productI uage=d -1
Diversey	95271310	10702	27-0004	10	CLEANER GLASS AND SURFACE	NON-AMMONIATED, 4X1GAL	CA	2/ 1.5 gal	$90.52	$45.26	$0.2357	3.20	$0.7542	y	Glance® NA Glass & Multi-Surface Cleaner Non-Ammoniated, EcoLogo, Green Seal Certified 1.5 gal, Command Center, 2/CT (1:40)	https://sds.diversey.com/priv F%7E%7EMTR%7E%7EAN _option=d ^value&productI uage=d -1
Diversey	94998841	10656	27-0005	4	CLEANER GENERAL PURPOSE	H. PEROXIDE, 4X1GAL	CA	4 gal/cs	$83.80	$20.95	$0.1637	0.50	$0.0818	y	PERdiem® General Purpose Cleaner with Hydrogen Peroxide, EcoLogo, Green Seal Certified 1 gal, Manual, 4/CT (1:256)	https://sds.diversey.com/priv F%7E%7EMTR%7E%7EAN _option=d ^value&productI uage=d -1
Diversey	93063390	10207	27-0006	3	CLEANER, FLOOR NEUTRAL	RTD, NON-ALKA, 5 LITER	CA	1/ 5 Liter	$45.38	$45.38	$0.2684	0.50	$0.1342	y	Stride® Citrus Neutral Cleaner, Green Seal, Greenguard Certified 5 L, RTD, 1/CT (1:256)	https://sds.diversey.com/priv F%7E%7EMTR%7E%7EAN _option=d ^value&productI uage=d -1
Diversey	93323981	10554	27-0007	89	CLEANER, FLOOR NEUTRAL	CMD CTR, FRAG FREE 2X1.5GAL	CA	2/ 1.5 gal	$99.44	$49.72	$0.2589	0.50	$0.1295	y	Raindance Low Foam Neutral Floor Cleaner #50, Green Seal, Greenguard Certified 1.5 gal, Command Center, 2/CT (1:256)	https://sds.diversey.com/priv F%7E%7EMTR%7E%7EAN _option=d ^value&productI uage=d -1
Diversey	95271230	5271230	27-0008	3	CLEANER BATHROOM	CMD CTR, FRAG FREE 2X1.5GAL	CA	2/ 1.5gal	$112.71	$56.35	$0.2935	7.11	$2.0868	y	Crew® Bathroom Cleaner & Scale Remover, EcoLogo, Green Seal Certified 1.5 gal, Command Center, 2/CT (1:18)	https://sds.diversey.com/priv F%7E%7EMTR%7E%7EAN _option=d ^value&productI uage=d -1
Diversey	93361936	10559	27-0009	3	CLEANER ALL PURP. AND GLASS	RTD 2X1.5L	CA	2/ 1.5 Liter	$35.23	$17.62	$0.3473	3.20	$1.1113	y	Glance® NA Glass & Multi-Surface Cleaner Non-Ammoniated, EcoLogo, Green Seal Certified 1.5 L, RTD, 2/CT (1:40)	https://sds.diversey.com/priv F%7E%7EMTR%7E%7EAN _option=d ^value&productI uage=d -1
Diversey	95271310	10702	27-0010	8	CLEANER ALL PURP. AND GLASS	CMD CTR, 2X1.5GAL	CA	2/ 1.5 gal	$90.52	$45.26	$0.2357	3.20	$0.7542	y	Glance® NA Glass & Multi-Surface Cleaner Non-Ammoniated, EcoLogo, Green Seal Certified 1.5 gal, Command Center, 2/CT (1:40)	https://sds.diversey.com/priv R~~ANGH~~EN~~~~&produ &productID option=d ~valu
Diversey	93145310	10645	27-0011	3	CLEANER WASHROOM	RTD, MILD ACID 2X1.5L	CA	2/ 1.5 Liter	$38.64	$19.32	$0.3809	7.11	$2.7082	y	Crew® Bathroom Cleaner & Scale Remover, EcoLogo, Green Seal Certified 1.5 L, RTD, 2/CT (1:18)	https://sds.diversey.com/priv F%7E%7EMTR%7E%7EAN _option=d ^value&productI uage=d -1
Diversey	95271230	5271230	27-0012	3	CLEANER WASHROOM	CMD CTR, MILD ACID 2X1.5GAL	CA	2/ 1.5 gal	$112.71	$56.37	$0.2935	7.11	$2.0869	y	Crew® Bathroom Cleaner & Scale Remover, EcoLogo, Green Seal Certified 1.5 gal, Command Center, 2/CT (1:18)	https://sds.diversey.com/priv F%7E%7EMTR%7E%7EAN _option=d ^value&productI uage=d -1
Diversey	94998832	220236	27-0014	5	CLEANER PEROXIDE MULTI PURP.	CMD CTR, 2X1.5GAL	CA	2/ 1.5 gal	$127.43	$63.72	$0.3318	0.50	$0.1659	y	PERdiem® General Purpose Cleaner with Hydrogen Peroxide, EcoLogo, Green Seal Certified 1.5 gal, Command Center, 2/CT (1:256)	https://sds.diversey.com/priv F%7E%7EMTR%7E%7EAN _option=d ^value&productI uage=d -1
Diversey	3350743	3350743	27-0015	3	CLEANER PEROXIDE MULTI PURP.	RTD, FRAG FREE 1X5L	CA	1/ 5 Liter	$56.08	$56.08	$0.3317	2.00	$0.6634	y	PERdiem General Purpose Cleaner with Hydrogen Peroxide, EcoLogo, Green Seal Certified 1.5 L, RTD Spray, 2/CT (1:64)	https://sds.diversey.com/priv F%7E%7EMTR%7E%7EAN _option=d ^value&productI uage=d -1

Diversey	904518	22200	27-0016	3	CLEANER MULTI SURFACE	ALKALINE, MILD ABR., 4X1GAL	CA	4 gal/cs	$36.53	$18.27	$0.0713	1.00	$0.0713	y	GP Forward General Purpose Cleaner, 1 gal, Manual, 4/CT (1:128)	https://sds.diversey.com/pri F%7E%7EMTR%7E%7EA _option=d ^value&produc ge=d -1
Diversey	93515042	11170	27-0017	23	CLEANER CARPET EXTRACTION	RTD, 2X1.5L	CA	2/ 1.5 Liter	$36.20	$18.10	$0.3568	0.24	$0.0846	y	Extraction Rinse SC, 1.5 L, RTD, 2/CT (1:540)	https://sds.diversey.com/pri R~~ANGH~~EN~~~~&pro &productID_option=d ~va
Diversey	93361936	10559	27-0018	3	CLEANER GLASS AND MULTI SURF.	RTD, 2X1.5L	CA	2/ 1.5 Liter	$35.23	$17.62	$0.3473	3.20	$1.1114	y	Glance® NA Glass & Multi-Surface Cleaner Non-Ammoniated, EcoLogo, Green Seal Certified 1.5 L, RTD, 2/CT (1:40)	https://sds.diversey.com/pri F%7E%7EMTR%7E%7EA _option=d ^value&produc uage=d -1
Diversey	95271310	10702	27-0019	3	CLEANER GLASS AND MULTI SURF.	CMD CTR, 2X1.5GAL 1-64 RATIO	CA	2/ 1.5 gal	$90.52	$45.26	$0.2357	3.20	$0.7542	y	Glance® NA Glass & Multi-Surface Cleaner Non-Ammoniated, EcoLogo, Green Seal Certified 1.5 gal, Command Center, 2/CT (1:40)	https://sds.diversey.com/pri R~~ANGH~~EN~~~~&pro &productID_option=d ~va
Diversey	D5055764	5055764	27-0023	2	DISPENSER, COMMAND CENTER	4 STATION	EA	NO CHARGE	No Charge	0			$0.0000	y	Command Center Dispensing System, 1 ea, Command Center, 1/CT	
Motsenbocker's	MOT40703	LFT40706	27-0024	1	REMOVER, TAPE ,TAR, CRAYON	6X 32OZ BOTTLE	CA	6/ 32oz/cs	$66.66	$11.11	$0.3472		$0.0000	y	Motsenbocker's Tape, Label & Adhesive Remover 6/32oz/cs	https://content.oppictures.c SDS.PDF
Diversey	94998832	220236	27-0025	3	CLEANER PEROXIDE MULTI PURP.	CMD CTR, 2X1.5GAL	CA	2/ 1.5 gal	$127.43	$63.72	$0.3318	0.50	$0.1659	y	PERdiem® General Purpose Cleaner with Hydrogen Peroxide, EcoLogo, Green Seal Certified 1.5 gal, Command Center, 2/CT (1:256)	https://sds.diversey.com/pri F%7E%7EMTR%7E%7EA _option=d ^value&produc uage=d -1
Diversey	95271310	10702	27-0026	3	CLEANER GLASS AND MULTI SURF.	CMD CTR, 2X1.5GAL	CA	2/ 1.5 gal	$90.52	$45.26	$0.2357	3.20	$0.7542	y	Glance® NA Glass & Multi-Surface Cleaner Non-Ammoniated, EcoLogo, Green Seal Certified 1.5 gal, Command Center, 2/CT (1:40)	https://sds.diversey.com/pri R~~ANGH~~EN~~~~&pro &productID_option=d ~va
Diversey	94998832	220236	27-0027	3	CLEANER, MULTI SURFACE ACIDIC	CMD CTR, 2X1.5GAL	CA	2/ 1.5 gal	$127.43	$63.72	$0.3318	0.50	$0.1659	y	PERdiem® General Purpose Cleaner with Hydrogen Peroxide, EcoLogo, Green Seal Certified 1.5 gal, Command Center, 2/CT (1:256)	https://sds.diversey.com/pri F%7E%7EMTR%7E%7EA _option=d ^value&produc uage=d -1
Diversey	5283046	5283046	29-0001	67	CLEANER DISINFECTANT CONC.	CMD CTR, 2X1.5GAL	CA	2/ 1.5 gal	$43.19	$21.60	$0.4258	2.00	$0.8515	y	Morning Mist® Neutral Disinfectant Cleaner, 1.5 gal, Command Center, 2/CT (1:64)	https://sds.diversey.com/pri F%7E%7EMTR%7E%7EA _option=d ^value&produc age=d -1

1. Chemical products will be supplied to the district as quarts, gallons, or metric units of measurement.
2. It is the bidders responsibility to convert Metric units of measure to British Standard units of measure.
3. GREEN color coded line items are to be bid as **"GREEN SEALED CERTIFIED"** products.
4. SDS web link **MUST be provided with bid**.
5. The **"oz per gallon Dulition"** column is defined as the chemicals dulution ratio.
6. **"In Use Cost"** is defined as price per gallon after mixing the product with water.
7. Price per oz to be based on vendors "Package Price" **not** the "Individual Selling Price".
8. Vendor WILL provide instruction and training in the use and handling of all supplied chemical products in dual language (English/Spanish) DVD's, or upon delivery.
9. **Chemical dispensing systems, manifolds, etc. must be provided to the district upon request at NO CHARGE.**

INSTRUCTIONS: Please fill in columns **A, B, C, I, J, and K** Please use column **L** for vendor comments and column **M** for SDS web link.

ALL bids must be completed in the Excel spreadsheet provided.
ALL bids must be submitted in hard copy along with an electronic version of the bid on CD.

Vendor Name:	Kranz, A Division of Imperial Dade
Complete Address:	2200 Dekoven Ave Racine WI 53403
Phone:	262-638-2240
Fax:	262-638-2202
E-Mail:	mshellswick@imperialdade.com
Contact Person:	Marie Shellswick

Custodial Supplies

Manufacturer	Manufacturer's Item Nbr	Vendor Item Number	D300 Item Number	Estimated Purchase Amount	Description (1)	Description (2)	D300 u/m	Pack Case	Vendor Unit Price	Product will be delivered within 5-7 business days (Y/N)	Vendor Comments
Midlab/Victoria Bay	095000-41dade	12371	21-0025	3	CLEANING - CARPET	DEFOAMER-C 4GL/CS	CA	4 gal/cs	24.04	y	Victoria Bay Defoamer 4 gal/cs
3M	MMM55433	333527	24-0047	3	MOP, FLOOR FINISH	3M EASY SHINE	KT	1 Kit	307.24	y	3M Easy Shine Applicator Kit
3M	MMM59175	59175	24-0048	3	DISPENSER, FLOOR FINISH	3M EASY SHINE	EA	1/ea	66.21	y	3M Easy Shine Fill Station 1/ea
Unger	CK047	12652	24-0049	4	CLEANER, KIT TABLE AND DESK	TABLE AND DESK - UNGER	KT	1 Kit	216.94	y	Unger Desk & Table Cleaning Kit 1/kit
Unger	MD400	52284	24-0050	19	MOP,MICRO 7.0	GREEN/WHITE	CA	5/pk	57.64	y	Unger Smart Color Micro Mops 7.0 green
Americo	405320	50217	25-0001	5	PAD, FLOOR 20 IN	ULTRA GRIZZLY 5/CS	CA	5/cs	13.92	y	Pad Floor Buckaroo Burnishing 20" Gree
Americo	400120	331201	25-0002	83	PAD, FLOOR 20 IN BLK	STRIPPING 5/CS	CA	5/cs	13.65	y	PAD, Floor Black Stripping 20" Green Seal
Americo	400118	331281	25-0003	4	PAD, FLOOR 18 IN BLK	STRIPPING 5/CS	CA	5/cs	11.79	y	PAD, Floor Black Stripping 18" Green Seal
Americo	400117	331222	25-0004	3	PAD, FLOOR 17 IN BLK	STRIPPING 5/CS	CA	5/cs	10.52	y	PAD, Floor Black Stripping 17" Green Seal
Americo	400116	331248	25-0005	3	PAD, FLOOR 16 IN BLK	STRIPPING 5/CS	CA	5/cs	9.78	y	PAD, Floor Black Stripping 16" Green Seal
Americo	400114	331227	25-0006	3	PAD, FLOOR 14 IN BLK	STRIPPING 5/CS	CA	5/cs	8.24	y	PAD, Floor Black Stripping 14" Green Seal
Americo	400113	331214	25-0007	3	PAD, FLOOR 13 IN BLK	STRIPPING 5/CS	CA	5/cs	7.17	y	PAD, Floor Black Stripping 13" Green Seal
Americo	404420	331208	25-0008	3	PAD, FLOOR 20 IN RED	POLISHING 5/CS	CA	5/cs	12.22	y	Pad Floor Red Buffing 20" Green Seal
Americo	404418	12003	25-0009	3	PAD, FLOOR 18 IN RED	POLISHING 5/CS	CA	5/cs	11.79	y	Pad Floor Red Buffing 18" Green Seal
Americo	404417	331218	25-0010	3	PAD, FLOOR 17 IN RED	POLISHING 5/CS	CA	5/cs	10.52	y	Pad Floor Red Buffing 17" Green Seal
Americo	404416	331219	25-0011	18	PAD, FLOOR 16 IN RED	POLISHING 5/CS	CA	5/cs	9.78	y	Pad Floor Red Buffing 16" Green Seal
Americo	404414	331221	25-0012	3	PAD, FLOOR 14 IN RED	POLISHING 5/CS	CA	5/cs	8.24	y	Pad Floor Red Buffing 14" Green Seal
Americo	404413	331206	25-0013	3	PAD, FLOOR 13 IN RED	POLISHING 5/CS	CA	5/cs	6.43	y	Pad Floor Red Buffing 13" Green Seal
Americo	404412	331232	25-0014	57	PAD, FLOOR 12 IN RED	POLISHING 5/CS	CA	5/cs	6.57	y	Pad Floor Red Buffing 12" Green Seal
Americo	400320	331228	25-0015	2	PAD, FLOOR 20 IN GREEN	STRIPPING 5/CS	CA	5/cs	13.65	y	Pad Floor Green Scrubbing 20" Green Seal
Americo	400317	331255	25-0016	3	PAD, FLOOR 18 IN GREEN	STRIPPING 5/CS	CA	5/cs	10.52	y	Pad Floor Green Scrubbing 17" ** not availab
Americo	400313	12607	25-0017	3	PAD, FLOOR 13 IN GREEN	STRIPPING 5/CS	CA	5/cs	7.17	y	Pad Floor Green Scrubbing 13" Green Seal
Americo	401220	331200	25-0018	5	PAD, FLOOR 20 IN WHITE	POLISHING 5/CS	CA	5/cs	13.65	y	Pad Floor White Polishing 20" Green Seal
Americo	401217	331230	25-0019	3	PAD, FLOOR 17 IN WHITE	POLISHING 5/CS	CA	5/cs	10.52	y	Pad Floor White Polishing 17" Green Seal
Americo	401216	331216	25-0020	3	PAD, FLOOR 16 IN WHITE	POLISHING 5/CS	CA	5/cs	9.78	y	Pad Floor White Polishing 16" Green Seal
Americo	401214	331217	25-0021	10	PAD, FLOOR 14 IN WHITE	POLISHING 5/CS	CA	5/cs	8.24	y	Pad Floor White Polishing 14" Green Seal
Americo	401212	331238	25-0022	3	PAD, FLOOR 12 IN WHITE	POLISHING 5/CS	CA	5/cs	6.57	y	Pad Floor White Polishing 12" Green Seal
Americo	400420	331213	25-0023	6	PAD, FLOOR 20 IN BLUE	STRIPPING 5/CS	CA	5/cs	13.65	y	Pad Floor Blue Cleaner 20" Green Seal
Americo	400417	331243	25-0024	3	PAD, FLOOR 17 IN BLUE	STRIPPING 5/CS	CA	5/cs	10.52	y	Pad Floor Blue Cleaner 17" Green Seal
Americo	400414	331234	25-0025	3	PAD, FLOOR 14 IN BLUE	STRIPPING 5/CS	CA	5/cs	8.24	y	Pad Floor Blue Cleaner 14" Green Seal
Americo	400413	331205	25-0026	3	PAD, FLOOR 13 IN BLUE	STRIPPING 5/CS	CA	5/cs	7.17	y	Pad Floor Blue Cleaner 13" Green Seal

Americo	400412	331240	25-0027	3	PAD, FLOOR 12 IN BLUE	STRIPPING 5/CS	CA	5/cs	6.57	y	Pad Floor Blue Cleaner 12" Green Seal
Americo	403417	50878	25-0028	3	PAD, FLOOR 17 IN	BURNISHING 5/CS	CA	5/cs	10.71	y	Pad Floor Pink UHS Burnishing 17" Gre
3M	23163	23163-6	25-0029	1	SPONGE, POWER SCRUB	3M	EA	20/cs	35.31	y	Power Sponge 20/cs
3M	8541	10244	25-0030	75	PAD, DOODLEBUG BROWN	STRIP N SCRUB 8541	EA	5/bx	8.63	y	Brown DoodleBug Pad 5/bx
3M	6473	52415	25-0031	9	KIT, DOODLEBUG PAD HOLDER	HANDBLOCK HOLDER 6473	EA	4/cs	109.72	y	DoodleBug Hand Block 4/cs
Impact	7180p	7180	25-0032	3	SPONGE, CELLULOSE COMM.	3M	EA	1/ea	3.15	y	Celluose Sponge 7.6x4.2x1.6 Lg 1/ea
Rubbermaid	FG131500bla	321106	25-0033	3	TRUCK, TILT 1C YARD	RUBBERMAID RCP 1315	EA	1/ea	878.88	y	RM Standard Tilt Truck 1 Cu Yard
Rubbermaid	FG450088beig	23103	25-0034	3	CART, UTILITY	RUBBERMAID BEIGE, 500LB CAP	EA	1/ea	117.63	y	Rm HD Ergo Utility Cart Sm Beige
Rubbermaid	FG443600BLA	321029	25-0035	2	TRUCK, UP 24X48	RUBBERMAID 4433	EA	1/ea	393.13	y	RM 24x48 platfoam truck
Rubbermaid	FG9t7200bla	321378	25-0036	6	CART, HC CLEANING	RUBBERMAID 9T72	EA	1/ea	168.85	y	Janitor Cleaning Cart - Hi Capacity
Rubbermaid	2040053	new	25-0037	27	BROOM, FINE SWEEP	18 IN	EA	1/ea	11.22	y	RM 18" Fine Push Broom
Impact	3105	3105	25-0038	70	DUSTER, LAMBSWOOL	TELESCOPIC	EA	1/ea	5.95	y	Impact Telescopic lambswool duster 30
RUBBERMAID	6389	11511	25-0039	46	BROOM, LG ANGLE W/HANDLE		EA	1/ea	4.67	y	RM Broom Angle 1/ea
RUBBERMAID	6373	6373	25-0040	56	BROOM, LOBBY	CORN BROOM, W/ HANDLE	EA	1/ea	3.77	y	RM Lobby Corn Broom 1/ea
Rubbermaid	FG611200YEL	22514	25-0041	3	SIGN, WET FLOOR	BILINGUAL - YELLOW	EA	1/ea	6.3	y	RM Floor Sign 26" Bilingual 1/ea
Rubbermaid	1835528	3342001	25-0042	12	KIT, MOPPING	RUBBERMAID RCP Q969, YELLOW	EA	1/ea	91.08	y	HYGEN™ PULSE™ Single-Sided Mop H
Rubbermaid	fg757788yel	321346	25-0043	12	MOPBUCKET, WITH WRINGER	RUBBERMAID 7577-88, YELLOW	EA	1/ea	70.39	y	RM Wavebrake 35 Qt Bucket with Down
Impact	LFK100	334684	25-0044	71	GLASS POLISHING CLOTH	MICROFIBER 16 X 16	EA	1/ea	1.16	y	Microfiber for Glass - Blue 16x16
Rubbermaid	FG611200YEL	22514	25-0045	3	SIGN, CAUTION FLOOR 25IN YEL	RUBBERMAID MULTI LINGUAL	EA	1/ea	6.3	y	RM Floor Sign 26" Bilingual 1/ea
Rubbermaid	fg9s1100yel	9s11	25-0046	3	BARRIER, MOBILE FLEXABLE	RUBBERMAID 9S11, YELLOW	EA	1/ea	311.32	y	Rm Mobile Barrier 13' Yellow
Rubbermaid	FG199300Gray	23187	25-0047	3	HOLDER, TOWEL CLOSET	RUBBERMAID 1993 34 IN	EA	1/ea	37.54	y	Closet Organizer Tool Holder 4/cs **full
Tolco	110508 + 120125	28000 + 337160	25-0048	54	BOTTLE, SPRAY W/TRIGGER	32 OZ	EA	1/ea	0.83	y	32 oz Bottle and Trigger
Rubbermaid	FG636400lac	6364	25-0049	7	HANDLE, MOP HARDWOOD	METAL THREAD TIP, 60 IN	EA	1/ea	3.14	y	60" Wooden Handle with metal treaded t
Tolco	280100	16384	25-0050	84	MOP, BOWL WHITE	ACID RESISTANT, 4-1/2 IN	EA	1/ea	0.5	y	Bowl Mop - Acid resistant 1/ea
Rubbermaid	FG253100bla	333200	25-0051	40	DUST PAN	UPRIGHT, BLACK	EA	1/ea	7.48	y	Lobby Dust Pan
Rubbermaid	FG200500char	2005	25-0052	7	DUST PAN, HD	CHARCOAL 12X18X2	EA	1/ea	1.4	y	Dust pan Heavy Duty Black 12"
Rubbermaid	FGD25306WH00	160-123	25-0053	3	WETMOP, STD. LOOPED END	4-PLY NATURAL, 5 IN	EA	1/ea	4.8	y	Super Stitch Mop Large White 5" Band
Rubbermaid	FGD21306wh00	156-119	25-0054	90	WETMOP, STD. LOOPED END	4-PLY NATURAL, LG 1 IN	EA	1/ea	4.66	y	Super Stitch Mop Large White 1" Band
Rubbermaid	FGD21206wh00	160-112	25-0055	99	WETMOP, STD. LOOPED END	4-PLY NATURAL, MED 1 IN	EA	1/ea	3.97	y	Super Stitch Mop Medium White 1" Banc
Rubbermaid	FGD21406wh00	d214	25-0056	115	WETMOP, STD. LOOPED END	4-PLY NATURAL, XLG 1 IN	EA	1/ea	5.7	y	Super Stitch Mop XLarge White 1" Band
Rubbermaid	FGD51306wh00	rud513lw	25-0057	62	MOP, HD FINISH	HB LOOPED END - 1 IN	EA	1/ea	5.22	y	Super Stitch Finish Mop Large 1" HB
Rubbermaid	FGH14600gr00	H146	25-0058	28	HANDLE, FIBERGLASS MOP	QUICK RELEASE, 60 IN	EA	1/ea	7.9	y	Finerglass Invader wet mop handle 60"
Rubbermaid	FGL15500WH00	RUL15536	25-0059	3	MOPHEAD, JUMBO	RED SYN. DISPOSABLE 36X5	EA	1/ea	4.95	y	Castaway 5x36" white cut end mop Disp
Rubbermaid	FGD21306BL00	RUD213LB	25-0060	31	WETMOP, HB	4-PLY BLEND, LG BLU LOOP 1IN	EA	1/ea	4.66	y	Super Stitch Mop Large blue 1" Band
Rubbermaid	FG9c3200bla	9c32	25-0061	15	SQUEEGEE, FLOOR	STRAIGHT 24 IN	EA	1/ea	8.97	y	24" Floor Squeegee straight
Tolco	280108	280108	25-0062	20	SCRAPER, FLOOR	48 IN LONG X 4 IN WIDE BLADE	EA	1/ea	16.3	y	Floor scraper 48" x4" Blade
Rubbermaid	FG634100BLA	6341	25-0063	3	BRUSH, COUNTER	PLASTIC, 8 IN	EA	1/ea	3.16	y	8" Counter Brush
Rubbermaid	FG9b29	9b2900	25-0064	3	BRUSH, SCRUB UTILITY	NYLON, 9 IN	EA	1/ea	2.2	y	8" Utility Brush yellow
Rubbermaid	FG263200GRAY	321342	25-0065	16	CONTAINER, ROUND	BRUTE, 32GAL	EA	1/ea	16.42	y	32 Gal Brute container gray
Rubbermaid	FG295600GRAY	RU295612	25-0066	39	WASTEBASKET, SOFTMOLDED	GRAY, 24QT	EA	1/ea	3.78	y	28qt Waste Basket Rectangle gray
Rubbermaid	FG356988GRAY	321478	25-0067	22	CONTAINER, UNTOUCHABLE	GRAY, 23GAL	EA	1/ea	29.9	y	Untouchable Container 23Gal Gray

Rubbermaid	FG268988GRAY	RU2689GR	25-0068	2	CONTAINER, UNTOUCHABLE	LIDS ONLY	EA	1/ea	15.16	y	LID for Untouchable Container 23Gal Gr
Rubbermaid	FG614000WHT	22573	25-0069	25	RECEPTACLE, SANITARY NAPKIN	WALL MOUNTED	EA	1/ea	17.75	y	Sani Nap receptacle - wall mount
RUBBERMAID	3546	22609	25-0070	3	WASTECAN, 22 GAL BLACK		EA	1/ea	26.5	y	Wastebasket round gray
Impact	3105	3105	25-0071	3	DUSTER, FEATHER	TELESCOPIC , LAMBSWOOL	EA	1/ea	5.95	y	Impact Telescopic lambswool duster 30-
Lambskin	350ex	tam350ex	25-0072	41	DUSTER, FEATHER	12 IN	EA	1/ea	4.55	y	350ex 12" head wool duster 30" to 44" e
			25-0073	205	VACUUM BAG, WINDSOR	FOR MODEL SRS15, 10/PK	PK			y	
			25-0074	3	VACUUM BAGS, BACK PACK	FOR MODEL VP6 10/PK	PK			y	
Hospeco	KL 260	260hs	25-0075	47	BAG, SANI WASTE	WAXED, GUSSETED, 500/CS	CA	500/cs	13.24	y	Waxed gusset bags 500/cs
Hospeco	T500	22944	25-0076	3	TAMPON	VEND TUBE, REGULAR, 500/CS	CA	500/cs	49.77	y	Tampon vending tube 500/cs
			25-0077	3	VACUUM BAG	10/PK CANISTER	PK			y	
Proctor & Gamble	PGC16449	16449	25-0078	57	PAD, CLEANING-MR. CLEAN	24/CASE	CA	30/cs	39.41	y	Mr Clean Magic Eraser Extra Power 30/c
Americo	400112	331252	25-0080	5	PAD, FLOOR 12 IN BLACK	5/CA	CA	5/cs	6.57	y	PAD, Floor Black Stripping 12" Green Seal
Americo	400312	12607	25-0081	3	PAD, FLOOR 12 IN GREEN	STRIPPING 5/CS	CA	5/cs	7.17	y	Pad Floor Green Scrubbing 13" Green Seal **
Americo	402427	new	25-0082	6	PAD, BURNISHER 27 IN PINK	5/CA	CA	2/cs	13.05	y	Pad Floor Pink UHS Burnishing 27" Gre
Rubbermaid	1791678	338346	25-0083	21	PAD, RUBBERMAID PULSE	12/CA	CA	1/ea	7.02	y	PULSE™ General Purpose Microfiber W
3M	MMM55434	55434	25-0084	10	PAD, WAX APPLICATOR 5 X 18 IN	2/PK 3M	PK	2Pk	18.53	y	55434 Easy Shine Applicator pad 5x18" per case - please order case qty**
			25-0085	1	BAG, BURNISHER	6/PK	PK				
Rubbermaid	FG264000black	321343	25-0087	33	DOLLY, BRUTE	RCP264000BK	CA	1/ea	22.2	y	Brute Dolly 1/ea
Rubbermaid	FG443600BLA	321029	25-0088	3	TRUCK, PLATFORM 24 X 48	700 LB CAP.	EA	1/ea	393.13	y	RM 24x48 platfoam truck
Impact	150	321541	25-0089	1	CADDY, TOILET BOWL MOP	12/CS	CA	12/cs	31.32	y	Bowl Caddy Value Plus White
RUBBERMAID	FG633700blue	6325-1	25-0090	2	BRUSH, FLOOR	DUAL SURFACE SCRUB	EA	1/ea	6.06	y	Brush - Floor Scrub Block
RUBBERMAID	FG636100lac	6361	25-0091	3	BRUSH, FLOOR HANDLE	60 INCH THREADED	EA	1/ea	2.45	y	Brush Floor Handle 60"
3M	#96N	332059	25-0092	106	PAD, HAND SCRUB ,GRN	10/CS	CA	20/cs	6.12	y	Niagara Hand Pad Green #96N
Tolco	120125	337160	25-0093	300	SPRAYER TRIGGER ONLY FOR 32 OZ	BOTTLE, 7/8 in TUBE	EA	1/ea	0.39	y	32oz trigger sprayer
Impact	LFK100	334684	25-0094	3	CLOTH, POLISHING MICROFIBER	FOR GLASS, 16X16, REN03698-IB	EA	1/ea	1.16	y	Microfiber for Glass - Blue 16x16
Tolco	280108	280108	25-0095	3	SCRAPPER, FLOOR	W 48 IN HANDLE, REN03881	EA	1/ea	16.3	y	Floor scraper 48" x4" Blade
Rubbermaid	FG9b29	9b2900	25-0096	3	BRUSH, SCRUB UTILITY	NYLON, 9 IN, REN03969	EA	1/ea	2.2	y	8" Utility Brush yellow
Impact	3105	3105	25-0097	3	DUSTER, FEATHER	REN05145-IB	EA	1/ea	5.95	y	Impact Telescopic lambswool duster 30-
Hospeco	HS-6141	22574	25-0098	3	LINER, RECEPTACLE, SANITARY	10 X 3 1/4 X 9 IN	CA	250/cs	12.66	y	Liner Krafr 9x10x3.25 250/cs
Chicopee	CHI8507	145019	25-0099	3	WIPE, WET, PINK, CHIX	200/CASE	CA	200/cs	20.72	y	Chix Pink Wipes 11.5x24 200/cs
			25-0100	10	BAG, VACUUM, XP10	10/PK	PK				
			25-0101	20	BAG, VACUUM, GD2000	10/PK	PK				
			25-0102	20	BAG, VACUUM, PRO TEAM	10/PK	PK				
			25-0126	3	BAG, VACUUM, BACKPACK	10/PK - LARGE	PK				
Unger	PHH20	332086	25-0200	3	MOP HEAD, TABLE	UNGER	EA	5/cs	51.75	y	Unger PHH20 pad Holder 8" Aluminum qty only**
Unger	UNGMM400	334194	25-0201	54	MOP , MICROFIBER	UNGER	EA	5/cs	71	y	Unger mm400 Micromop Green 16" 5/c only**
Unger	UNGPHW20	336078	25-0203	3	POLE, TABLE MOP	UNGER	EA	5/cs	26.48	y	Unger PHW20 Pad Microfiber 8" washing qty only**
Unger	UNGCOMBG	51111	25-0204	8	BUCKET, TABLE MOP	UNGER	EA	1/ea	156.2	y	Unger Smart Color Dual Compartment M gray
3M	MMM55439	55439	25-0205	4	BACKPACK,	3M EASY SHINE	EA	1/ea	49.63	Y	3M Easy Shine canvas back pack 1/ea
3M	MMM55440	55440	25-0206	3	POUCH	3M EASY SHINE	EA	5/cs	58.52	y	3M Easy Shine Reusable pouches 5/cs only**
3M	MMM55438	33534	25-0208	4	DISPENSING TUBE	3M EASY SHINE	EA	5/cs	24.73	y	3M Easy Shine replacement dispensing t case only** 5/cs
3M	MMM55437	55437	25-0209	3	DISPENSING TUBE - MAIN	3M EASY SHINE	EA	1/ea	49.05	y	3M eaasy Shine 6' supply tubing w/quic
3M	MMM02498	511313	25-0210	9	PAD, SURFACE PREPARATION	3M 28x14	CA	10/cs	131.57	y	3M surface prep pad 28x14

3M	MMM02590	511310	25-0211	17	PAD, SURFACE PREPARATION	3M 20x14	CA	10/cs	123.7	y	3M surface prep pad 20x14
3M	MMM59061	331067	25-0212	6	PAD, STRIPPER	3M 28X14	CA	10/cs	64.19	y	3M Pad Floor Black 14x28
3M	4100 WHITE	new	25-0213	1	PAD, POLISHING 28 X 14 IN	3M 28 X 14 WHITE	CA	10/cs	58.67	y	3M Pad White 28x14 (59067)
3M	MMM59257	59257	25-0214	3	PAD, STRIPPER	3M 20X14	CA	10/cs	56.88	y	3M Pad Black 20x14
Rubbermaid	FG611200YEL	22514	25-0215	8	SIGN, CAUTION FLOOR POP UP	RUBBERMAID MULTI LINGUAL	EA	1/ea	6.3	y	RM Floor Sign 26" Bilingual 1/ea
Windor	68075	542060	25-0216	3	BAG, VACUUM, BACKPACK	10/PK - LARGE	PK	10/pk	25.75	y	Vac Bag 10pk for Windosr back pack 6qt
nilfisk	56330690	ad330690	25-0217	4	BAG, VACUUM, CANISTER	10/PK	PK	6/pk	31.97	y	Vac Bags 6pk for advance canister
Green Klean	GK-2003	wn2003	25-0218	3	VACUUM BAG, UPRIGHT	ORECK VAC BAGS 8/PK	PK	10/pk	6.93	y	vac bags windsor versamatic
nilfisk	107407587	107407587	25-0219	9	VACUUM BAG, VU500	10/PK	PK	10/pk	19.02	y	vac bag 10pk for WVU500
3M	08370	331089	25-0220	3	PAD, FLOOR, 7-3/4"	15/CA	CA	10/cs	17	y	72000 7.5" Black pad 10/cs
Rubbermaid	fg264360black	321448	25-0221	3	CONTAINER, ROUND	BRUTE, 44GAL	EA	1/ea	24.18	y	Brute Container Black 44gal
Green Klean	gk-uz964	11687	25-0222	3	BAG, VACUUM, HIP VAC	10/PK	PK	10/pk	8.26	y	Vaac bag 10 pk for Advance hip vac uz9
Unger	PHH20	332086	25-0230	1	MOP HEAD, TABLE	UNGER	EA	5/cs	51.75	y	Unger PHH20 pad Holder 8" Aluminum qty only**
3M	29592	29592	25-0240	6	PAD, FLOOR 20IN MAROON	SURFACE PREP 10/CA	CA	10/cs	86.9	y	Surface prep pad 20" Maroon 10/cs
3M	12686	59258	25-0241	16	PAD, FLOOR 20IN RED	20X14IN 10/CA	CA	10/cs	55.14	y	Red Pad 20x14 10/cs
3M	59065	331065	25-0242	18	PAD, FLOOR 28IN RED	28X14IN 10/CA	CA	10/cs	62.4	y	red Pad 28x14 10/cs
Rubbermaid	fg9b3400brn	333161	25-0245	3	BRUSH. DECK, SCRUB	POLYPRO, 10IN	EA	1/ea	3.79	y	10" Deck Brush
UPM	UPM12	pumstk01	25-0246	12	STICK, SCOURING, PUMICE	12/BX	BX	12/bx	23.85	y	Pumice stick 12/bx
nilfisk	107413584	107413584	25-0247	4	BAG, VACUUM, CANISTER - GD 930	5/PK	PK	10/pk	8.14	y	Vac Bags & Filter 10bags 2 filters for adv
Rubbermaid	FG130400Bla	321460	25-0248	3	TRUCK, TILT 1/2CU YARD	RUBBERMAID 1304BLA	EA	1/ea	402.96	y	RM 1304BlA tilt truck 1/2 cu yd
nilfisk	107407587	107407587	25-0249	3	BAG, VACUUM, VU500	10/PK	PK	10/pk	19.64	y	Vac bags for VU500 10pk
Hospeco	MT4	mt4	25-0252	7	NAPKIN, SANITARY	#4 MAXI-PAD, VEND 250/CA	CA	250/cs	27.38	y	Hospeco Maxi thin 250/cs
3M	MMM59175	59175	25-0254	2	FILL STATION	3M EASY SHINE	EA	1/ea	66.21	y	3M Easy Shine Fill Station 1/ea
Wesco	272155	338017	25-0255	3	MOVER, DESK	600 LB CAP., 22" WIDE	EA	1/ea	293.26	y	Wesco Desk mover 600# capacity #2721
Rubbermaid	FG443600BLA	321029	25-0256	3	TRUCK, PLASTIC PLATFORM STYLE B	1600 LB AKRO MILLS	EA	1/ea	393.13	y	RM 24x48 platfoam truck
global	t9f242086	new	25-0257	3	CART, UTILITY SERVICE - 3 SHELF	500 LB CAP., 5 IN CASTER	EA	1/ea	268.84	y	Plastic Utility Cart 500 lb capacity 5" Whe
global	t9f800299	new	25-0258	3	CART, UTILITY SERVICE - 2 TIER	500 LB CAP., 16 IN, 4 IN CASTER	EA	1/ea	124.98	y	Utilty Cart 2 shelf 500# 5" Wheel shelf wi
Tolco	120125	337160	25-0259	125	BOTTLE ONLY, SPRAY	32 OZ	EA	1/ea	0.41	y	32oz bottle
3M	MMM59063	50013	25-0260	4	PAD. FLOOR 28 IN, BLUE	3M 59063 BLUE	CA	10/cs	60.42	y	3M 5300 28X14 Blue pad 10/cs
UNGER	SM40G	334699	25-0261	1	HOLDER, MOP HEAD	UNGER SM40G 16 IN	EA	1/ea	41.35	y	Unger SM40G 16" Gray Microfiber mop h
3M	74N	332042	25-0262	8	SPONGE, GREEN SCRUBBING	3M 74N / 20per CA	CA	20/cs	13.28	y	3M #74N green scrub pads 20/cs
Unger	COBW0	334691	25-0263	7	BRUSH, COBWEB	BRIGHT GREEN / UNGER	EA	1/ea	5.82	y	Unger Gray Cobweb brush
Unger			25-0264	6	HANDLE, BRUSH, COBWEB	30 IN / UNGER	EA				
Unger			25-0265	15	POLE, TABLE MOP	UNGER	EA				
BUCKEYE	400158		25-0266	2	PAD, SCRUBING, BLACK		EA				
RUBBERMAID	264788	2647	25-0267	10	LID - DOME TOP		EA	1/ea	26.06	y	Rm 2647-88 Dome top gray for 44g
3m	59259	59259	25-0268	2	PAD, GROUT , SQUARE BLUE	14 X 20 IN	CA	10/CS	55.15	Y	3M 5300 20X14 Blue pad 10/cs
Midlab/Victoria Bay	030900-12dade	12350	29-0002	62	CLEANER TOILET BOWL	12/QTS	CA	12/cs	22.02	y	Victoria Bay bowl Cleaner 9% HCL Cling
WD-40	wdf10383	19218	29-0003	3	SOAP , BAR PUMICE 4OZ	48/CS	CA	48/cs	40.1	y	Lava Bar Soap 48/cs
~~Hospeco~~	~~1905~~	~~01905ki~~	29-0004	3	SCREEN ,URINAL	NON PARA BLOCK, 12/CS	CA	~~12/cs~~	~~13.57~~	y	~~Urinal Scree non para block citrus 12/cs~~
~~Hospeco~~	~~48249~~	~~51370~~	29-0005	3	BLOCK, TOSS PARA URINAL, 3OZ	12/CS	CA	~~6/cs~~	~~29.87~~	y	~~Par Blacok Cherry 6/cs~~
Champion	CH120	49978	29-0006	100	BLEACH	6X1GAL	CA	6gal/cs	9.63	y	Sun brite bleach 6gal/cs
Claire	CP841Victoria	12521	29-0007	21	CLEANER, STAINLESS STEEL	18 OZ, 12/CS	CA	12/cs	34.47	y	Stainless steel cleaner 12/15oz/cs
Kaivac	kblooey	228109	29-0008	13	CLEANER, RESTROOM	KAIBLOOEY	CA	4/cs	59.98	y	Kaiblooey 4 gal case
Impact	7353	7353	29-0009	5	KIT, BLOOD BORN PATH.	GALAXY	EA	1/ea	16.83	y	blood Born Path Kit 7353 1/ea
Voban	voban	19419	29-0010	24	CLEANER, VOMIT, VOBAN®	6/CS	CA	24/cs	42.48	y	Voban bags - 1LBS 24/cs
Claire	CP880Victoria	12518	29-0011	3	REMOVER, GRAFFITI	12/CS	CA	12/cs	43.65	y	Vandalism remover gel 12/15oz
Claire	CP813Victoria	12517	29-0012	13	REMOVER, GUM	12/CS	CA	12/cs	31.31	y	Gum Remover 12/6.5oz/cs
Midlab/Victoria Bay	123400-12dade	12360	29-0013	2	RESTORER, FLOOR LUSTER	12/CS QTS	CA	12/cs	25.94	y	Spray Buff RTU 12qts/cs
Midlab/Victoria Bay	18000-41dade	12386	29-0014	6	REMOVER, FLOOR SALT	4GAL/CASE	CA	4/cs	19.13	y	Neutral Damp Mop Floor Cleaner 4gal/cs
Simple Green	SMP13005ct	222036	29-0015	16	CLEANER, SIMPLE GREEN	6/1 GAL PER CASE	CA	6/cs	63.68	y	Simple green cleaner degreaser 6gal/cs
SPARTAN	722503	16410	29-0017	10	REMOVER, LIME	12/32 OZ BOTTLE PER CASE	CA	12/cs	25.7	y	Spartan MLD bowl cleaner remover 12qt
Diversey	4995498	13187	29-0018	5	POLISH, FURNITURE	4/1 GAL-CASE	CA	4/cs	70.78	y	Diversey Shine up 4gal/cs
SPARTAN	319703	16484	29-0019	22	DIGESTANT, BACTERIAL	12 QUART/CASE	CA	12/cs	32.44	y	Consume Enzyme Digerstor 12qts/cs
Nyco	NL929-g4	12309	29-0020	3	SOAP, LAUNDRY ALL BRAND	4GL/CA	CA	4/cs	40.72	y	Laundry Detergant 4gal
Diversey	100969925	11895	29-0021	51	CLEANER, GRIME GRAFFITI	CMD CTR, 2X1.5GAL	CA	2/cs	114.38	y	Spitfire Command Ctr 2/1.5gal/cs
Diversey	95891789	10147	29-0023	6	CLEANER, GRIME GRAFFITI	12/QTS	CA	12/cs	42.5	Y	Spitfire 12qts/cs
Midlab/Victoria Bay	090200-12dade	12378	29-0024	3	SPOTTER, CARPET	12/CS QT	CA	12/cs	25	y	Carpet Spot remover & Deorderizer 12qt
dial	dia00865	226111	29-0025	3	CLENSER, MILD ABRASIVE	SOFT SCRUB LEMON 9/26 OZ	CA	9/cs	32.63	y	Dsoft Scrub 9/26oz/cs
Midlab/Victoria Bay	030900-12dade	12350	29-0026	3	CLEANER, TOILET BOWL	12/CS QT. BLUE-GREEN	CA	12/cs	22.02	y	Victoria Bay bowl Cleaner 9% HCL Cling
Midlab/Victoria Bay	18000-41dade	12386	29-0027	3	CLEANER, RUBBER FLOOR	4/CS GAL	CA	4/cs	18.93	y	Neutral damp Mop 4gal/cs
Diversey	04329	jhn432902	29-0028	3	GERMACIDE, FOR KIVAC	2/CS 2.5L	CA	2/cs	50.41	y	Virex II 256 jfill 2/2.5L/cs
Midlab/Victoria Bay	221603	16114	29-0029	3	DEGREASER	6 QT/ CS	CA	12/cs	40	y	Orange Tough 15 Degreaser 12qts/cs
Midlab/Victoria Bay	L01211	52559	29-0031	3	CLEANER, TOILET, DESCALING 32OZ	20% HCL - 12/CS	CA	12/cs	22.52	y	20% HCL Disinfectant bowl Cleaner 12qt
Claire	CP875victoria	12519	29-0032	18	DUSTMOP TREATMENT, OIL, AEROSL	17 OZ CAN, 12 CANS/CASE	CA	12/cs	40.27	y	Dust Mop Treatment 12/14oz/cs
Hospeco	01905	01905ki	29-0034	106	SCREEN, URINAL, FLAT	NON PARA CITRUS (no cherry)	CA	12/cs	13.88	y	Urinal Screen Citrus w/non para block 12
Nilodor	128sbn oxy	new	29-0036	3	CLEANER, ENCAPSULANT PLUS	1 GAL	CA	4gal/cs	117.36	y	Encapsulating Encap Plus Oxy-Force 4/c
Midlab/Victoria Bay	066100-12dade	12408	29-0037	3	CLEANER, GRIME	32OZ BOTTLE - 12/CA	CA	12/cs	21.3	y	OxyOrange RTU All Pupose cleaner 12q
SPARTAN	718003	37059	29-0039	1	CLEANER, URINAL DRAIN	STATE A SALT	EA	12/cs	27.04	y	Waterless urinal cleaner 12qts/cs
Midlab/Victoria Bay	071200-12dade	12370	29-0040	3	CLEANER, BATHROOM STAIN	PRIMEZYME	EA	12qts/cs	39.39	y	Banner Liquid Enzymes Bio Cultures

SPARTAN	319703	16484	29-0041	3	TREATMENT, DRY DRAIN	SHUT YOUR TRAP	EA	12/cs	32.44	y	Consume Enzyme Digerstor 12qts/cs
Simple Green	50032	222031	29-0043	32	LIME REMOVER, SIMPLE GREEN	12/CS 32 OZ	CA	12qts/cs	60.12	y	Simple Green Lime Remover 12qts/cs
Carlisle	368200	368200	TBD	10	BROOM , LOBBY, BLACK	31 IN HANDLE, 4 IN TRIM	EA	1/ea	3.47	y	Lobby Corn Broom 1/ea

INSTRUCTIONS: Please fill in columns **A, B, C, I, J, and K** Please use column **L** for vendor comments and column **M** for SDS web link.

ALL bids must be completed in the Excel spreadsheet provided.
ALL bids must be submitted in hard copy along with an electronic version of the bid on CD.

Vendor Name:	Kranz, A Division of Imperial Dade
Complete Address:	2200 Dekoven Ave Racine WI 53403
Phone:	262-638-2240
Fax:	262-638-2202
E-Mail:	mshellswick@imperialdade.com
Contact Person:	Marie Shellswick

Custodial Hardware

Manufacturer	Manufacturer's Item Nbr	Vendor Item Number	D300 Item Number	Estimated Purchase Amount	Description (1)	Description (2)	D300 UOM	Pack Case	Vendor Unit Price	Product will be delivered within 5-7 business days (Y/N)	Vendor Comme
			25-0259	5	TAPE MEASURE - POWERLOCK	16 FT X 1 IN STANLEY	EA				
			25-0260	5	TAPE MEASURE - POWERLOCK	25 FT X 1 IN STANLEY	EA				
			25-0261	5	SHOVEL 24" PUSHER	GRAPHITE	EA				
			25-0262	5	SHOVEL 24" PUSHER	STEEL	EA				
			25-0263	5	OIL, CUTTING	16 OZ BOTTLE, WATER SOLUABLE	EA				
			25-0264	5	LUBRICANT, GEAR	1/QT, 75W-90 SYNTHETIC	EA				
Spartan	682000	16199	25-0265	5	SPRAY, WASP AND HORNET	14 OZ CAN AEROSOL	CA	12/16oz/cs	41.78	y	Wasp & Hornet Killer 16oz cans 12/cs
			25-0266	5	NON-AEROSOL ANT AND ROACH KILLER	40 OZ BOTTLE	EA				
			25-0267	5	BRUSH, 4-PIECE SET	POLYESTER - ALL PAINT	SET				
			25-0268	5	TAPE, GORILLA	1.88 IN X 12 YD.	EA				
			25-0269	5	PAN, PAINT	11 IN METAL	EA				
			25-0270	5	LINER, PAINT PAN	10/PK	PK				
			25-0271	5	ROLLER, PAINT	3/8 IN NAP	EA				
			25-0272	5	ROLLER, PAINT	3/4 IN NAP	EA				
			25-0273	5	FAN ,BOX	20 IN	EA				
			25-0274	5	FLASHLIGHT	DEFIANT 14 LED FLASHLIGHT	EA				
			25-0276	5	CORD, EXTENSION	EXTENSION CORD 12/3SJO YELLOW	EA				
			25-0277	5	SCREWDRIVER, CUSHION GRIP	5 PC SET	SET				
			25-0278	5	PRUNING SHEAR	FELCO #2 PRUNING SHEAR	EA				
			25-0279	5	LOPPER	FELCO #21	EA				
			25-0280	5	REACHER, PRO 32"	E-Z REACHER PRO 32"	EA				
			25-0281	5	RAKE, BOW	16" BOW RAKE	EA				
			25-0282	5	TOILET SEAT	BEMIS OPEN FRONT - WHITE	EA				
			25-0283	5	HOSE, FLEXOGEN	5/8" X 50'	EA				
			25-0284	5	HOSE, DISCHARGE	1 1/2 IDx50 FT	EA				
			25-0285	5	STICK, PUMICE SCOURING	6 X 1-1/4 X 3/4"	EA				
			25-0286	5	HANDLE, PAINT ROLLER	WOOD HANDLE	EA				
			25-0287	5	BRUSH , PAINT	2 IN. ALL PAINT	EA				
			25-0288	5	COVER, ROLLER	CONTRACTOR SERIES	EA				
			25-0289	5	KNIFE, PUTTY	1 IN STRAIGHT	EA				
			25-0290	5	KNIFE, PUTTY	1-1/2 IN STRAIGHT	EA				
			25-0291	5	KNIFE, PUTTY	2 IN STRAIGHT	EA				
			25-0292	5	KNIFE, PUTTY	2-1/2 IN STRAIGHT	EA				
			25-0293	5	KNIFE, PUTTY	3 IN STRAIGHT	EA				
			25-0294	5	KNIFE, PUTTY	4 IN STRAIGHT	EA				
			25-0295	5	TAPE MEASURE	300 FT	EA				
			25-0296	5	TAPE, DUCT	GRAY 2" X 50 YD	RL				
			25-0297	5	TAPE, DUCT	BLACK 2" X 50 YD	RL				
			25-0298	5	TAPE, DUCT	WHITE 2" X 50 YD	RL				
			25-0299	5	TAPE, DUCT	GREEN 2" X 50 YD	RL				
			25-0300	5	TAPE, DUCT	RED 2" X 50 YD	RL				
			25-0301	5	CAN, WASTE	OILY WASTE, 10 GA	EA				
			25-0302	5	PATCH, ROOF	1 GAL. ETERNABOND	GL				
Gojo	GOJ7255-04	7255	25-0303	5	SOAP, HAND, ORANGE	REFILL WALL STATION GOJO	EA	4/cs	59.4	y	Gojo Natural Orange Pumice Hand cle
			25-0304	5	WASHER, WINDOW	18 INCH	EA				
			25-0305	5	BUCKET, SQUEEGEE	18 IN., 6 GAL	EA				
			25-0306	5	POLE, TELESCOPIC, WINDOW SQUEEGEE	4-8FT ALUMINUM	EA				
			25-0307	5	SQUEEGEE, WINDOW	18 INCH	EA				

3M	MMM86	10224	25-0308	5	PAD, SCOURING HD	3M 86	EA	12/bx	15.45	y	3M #86 Scouring Pad 12/bx
3M	MMM96	10227	25-0309	5	PAD, SCOURING HD	3M96	EA	20/bx	10.32	y	3M #96 Scouring Pad 20/bx

Community Unit School District 300
2605 BUNKER HILL DRIVE
ALGONQUIN, IL 60102
Diane C. White, Director of Purchasing
PHONE: 847-551-8460 • FAX: 847-551-8463

October 7, 2020

Mr. Mick Kender
Ferguson Facilities Supply
4200 Saguaro Trail
Indianapolis, IN 46268

Dear Mr. Kender,

The Scope of Work for Custodial Supplies bid stated the possibility of two (2), one-year extensions of the 2018 BOE awarded contract. The District would like to extend the contract for custodial hardware through November 30, 2021.

The current executed contract is attached for your review.

If your firm does agree to hold your contract pricing, District 300 will recommend your contract extension the Board of Education review and award on Tuesday, November 10, 2020.

Please return your signed response by Wednesday, October 14, 2020.

Sincerely,

Diane C. White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks

Diane White, Director of Purchasing

Acceptance to hold current:

Mick Kender

Mick Kender
E24406111311171A6C697690F5E7BEF78 contractworks

Service Provider

10/09/2020

Date

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INDIANAPOLIS IN 46268

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847-551-8460
COMMUNITY UNIT SCH DIST NO. 300
2605 BUNKER HILL DRIVE
ALGONQUIN IL 60102-9780

IL 602 9-07

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Reference # 1: CUSTODIAL S JPPLIES BID

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FERGUSON
FACILITIES SUPPLY
4220 Saguaro Trail, Indianapolis, IN 46268
P 317 298 9957 F 317 216 3440

C'D D300 PURCHASING
9 SEP 20 AM7:52
BD

Community Unit School Dist. No. 300
Purchasing Dept. - CUSTODIAL SUPPLI
2605 Bunker Hill Drive
Algonquin, IL 60102

FERGUSON®
FACILITIES SUPPLY

TABULATIONS AND AWARD NOTIFICATION

THANK YOU FOR THE OPPORTUNITY TO PARTICIPATE IN YOUR BID REQUEST. PURSUANT TO THE FEDERAL FREEDOM OF INFORMATION ACT, FERGUSON WOULD LIKE DISCLOSURE OF BID TABULATIONS AND NOTIFICATION OF BID AWARD(S) FOR OUR RECORDS. FERGUSON WILL NOT BE RESPONSIBLE FOR THE COST/FEE TO PROVIDE THESE DOCUMENTS.

PLEASE ALLOW 2-10 DAYS FOR CONTRACTS TO BE SET UP BEFORE PLACING ORDERS. THE AWARD NOTIFICATION PRIOR TO ANY ORDERS BEING PLACED WILL ENSURE THAT PROPER PRICING IS APPLIED TO YOUR INVOICE.

SEND COPIES OF THE BID TABULATION AND AWARD NOTIFICATION TO THE FOLLOWING:

FERGUSON FACILITIES SUPPLY, HP PRODUCTS DIVISION
ATTN: BID DEPARTMENT
4220 SAGUARO TRAIL
INDIANAPOLIS, IN 46268

OR

EMAIL: bids@hpproducts.com

OR

FAX: 317-216-3440

FERGUSON FACILTIES SUPPLY LOOKS FORWARD TO WORKING WITH YOU. THE BID TABULATIONS WILL HELP US PROVIDE BETTER PRICING FROM THE MANUFACTURERS ON FUTURE REQUESTS.

Community Unit School District

COMMUNITY UNIT SCHOOL DISTRICT 300
PURCHASING DEPARTMENT
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8300
Fax: 847-551-8463

VENDOR APPLICATION FORM (SUBJECT TO LOCAL LAWS)	APPLICATION DATE
Fill in all spaces. Insert "NA" in blocks not applicable. Type all entries	REVISION DATE

DATE: 9/18/19

COMPANY	HOW LONG IN PRESENT BUSINESS?
HP Products Corporation	50+ years

ADDRESS	CITY	STATE	ZIP
7979 W. 183rd Street, Suite C	Tinley Park	Illinois	60477

CONTACT PERSON/REPRESENTATIVE	FAX NUMBER	PHONE AND EXTENSION
Barbara Wetzstein	(708) 291-9050	(708) 291-9100

TYPE OF ORGANIZATION (Check Applicable)
☐ INDIVIDUAL ☐ PARTNERSHIP ☑ CORPORATION

IF INCORPORATED INDICATE IN WHICH STATE: Virginia

YEARS ESTABLISHED: 1963

DO YOU ACCEPT PURCHASE ORDERS? YES ☑ NO ☐

DO YOU ACCEPT CREDIT CARDS? YES ☑ NO ☐

CATEGORY (Check below the category which applies to the applicant)

☐ (A) MANUFACTURER OR PRODUCER ☐ (C) RETAILER ☑ (E) DISTRIBUTOR
☐ (B) WHOLESALER ☐ (D) MANUFACTURER'S AGENT ☐ (F) SERVICE ESTABLISHMENT

NAMES OF OFFICERS, MEMBERS OR OWNERS OF CONCERN, PARTNERSHIP, ETC.

(A) PRESIDENT Kevin Murphy
(B) VICE PRESIDENT
(C) SECRETARY James Cooper
(D) TREASURER Brenda Crowder
(E) OWNERS, PARTNERS, OR STOCKHOLDERS

TAXPAYER'S I.D. NO.
FEIN 35-1116846
or
S.S. No. _____

INSURANCE INFORMATION (Check Applicable)
LIABILITY INSURANCE: $2,000,000 ☐ $2,500,000 ☐ $5,000,000 ☐ OTHER ☐
Workers' Compensation: State Minimum ☐ Greater than Minimum ☐
Required that CUSD be named as an Additional Insured ☑ INSURANCE CO. Willis

BONDING INFORMATION (Check each area in which you have been bonded and the latest date of bonding)
Perf. Bond ___/___ (Mo. / Year) ☐ Payment Bond (Labor and Materials) ___/___ (Mo. / Year) ☐ Builder's Risk ___/___ (Mo. / Year) ☐

PERSONS AUTHORIZED TO SIGN QUOTES, PROPOSALS, BIDS AND CONTRACTS:

NAME	OFFICIAL CAPACITY
Mick Kender	Sales Manager
David Harriger	General Manager
Shane Riggs	Senior Finance Manager

Average number of employees (including affiliates) for four preceding calendar quarters.	Average annual sales for preceding three fiscal years:	Floor Space (Square Feet)	
		Manufacturing	Warehouse
22,000	200,000,000	NA	500,000SF

MINORITY/WOMEN BUSINESS ENTERPRISE
(Check One) See Definitions Below

☐ MBE ☐ MBE/WBE ☐ WBE ☐ PBE

FOR USE BY CONTRACT COMPLIANCE ONLY:
BY:_____
DATE_____ ☐ C ☐ NC

MINORITY GROUP MEMBERSHIP (Check One) See Definitions Below

NOTE: DO NOT COMPLETE THIS SECTION UNLESS YOU HAVE CHECKED ONE OF THE BOXES IN THE MINORITY/WOMEN BUSINESS ENTERPRISE SECTION ABOVE.

☐ AFRICAN AMERICAN OR BLACK ☐ HISPANIC AMERICAN ☐ NATIVE AMERICAN ☐ ASIAN-PACIFIC AMERICAN

CERTIFICATION DATE ISSUED: _____ EXPIRATION: _____

MINORITY AND WOMEN OWNED BUSINESS ENTERPRISE DEFINITIONS

MINORITY BUSINESS ENTERPRISE ("MBE") means a certified participating business at least 51 percent (51%) of which is owned and controlled by one or more members or one or more minority groups, or in the case of a publicly held corporation, 51 percent (51%) of the stock is owned by one or more members of one or more minority groups and whose daily business operations are controlled by one or more such individuals.

WOMEN'S BUSINESS ENTERPRISE ("WBE") means a certified participating business at least 51 percent (51%) of which is owned by one or more women, or in the case of a publicly held corporation, 51 percent (51%) of the stock of which is owned by one or more women and whose daily operations are controlled by one or more such individuals. Determination of whether a business is at least 51 percent (51%) owned by a woman or women shall be made without regard to community property laws.

BUSINESS OWNED AND OPERATED BY A PERSON WITH A DISABILITY ("PBE") means a business concern of which at least 51 percent (51%) is owned by one or more persons with a disability, or in the case of the corporation, one in which at least 51 per centum of the stock is owned by one or more persons with a disability or by a not for profit agency for the disabled organized pursuant to Section 501 of the Internal Revenue Code 1954; and the management and daily business operations of which are controlled by one or more of the persons with a disability who own it.

MINORITY GROUP MEMBER is an individual who is one of the following:

AFRICAN AMERICAN OR BLACK (persons with origins in any of the Black racial groups of Africa):
HISPANIC AMERICAN (persons of Spanish culture with origins in Puerto Rico, Mexico, Cuba, South or Central America, Spain, Portugal or the Caribbean Islands regardless of race).
NATIVE AMERICAN (American Indian)
ASIAN-PACIFIC AMERICAN (persons with origins from Japan, China, the Philippines, Vietnam, Korea, Samoa, Guam, the U.S. Trust Territories of the Pacific, Northern Marianas, Laos, Cambodia, Taiwan, or the Indian subcontinent).

IF YOU HAVE EVER DONE BUSINESS WITH THE SCHOOL DISTRICT UNDER ANOTHER NAME, PLEASE INDICATE NAME OR NAMES.

Give names, complete addresses, buyer's names and phone numbers of four of your customers. (Please include Federal, State or City Governments).

	ORGANIZATION	ADDRESS, STATE, ZIP	BUYER	PHONE NUMBER
1.	Comm Unit Sch Dist 300	2605 Bunker Hill Drive Algonquin, IL 60102	Bruce Bart	847-551-8460
2.	High Sch Dist 214	2121 S. Goebbert Road Arlington Heights, IL 60005	Carol Walther	847-718-7616
3.	High Sch Dist 211	1750 S. Roselle Road Palatine, IL 60067	Bob Zimmerman	
4.	Downers Grove Sch Dist 99	6301 Springside Ave, Downers Grove, IL 60516	Chester Naleway	

Bank References

NAME OF BANK	ADDRESS, STATE, ZIP	CONTACT PERSON	PHONE NUMBER
Fifth Third	222 South Riverside Plaza Chicago, IL 60606	Miyuki Hill	312-704-7141

I certify that the information supplied herein (including all pages attached) is correct and that neither the applicant nor any person (or concern) in any connection with the applicant as a principal or officer, so far as is known, is not debarred or otherwise declared ineligible by any public agency from furnishing materials, supplies or services to any agency thereof.

Mick Kender

SIGNATURE OF PERSON AUTHORIZED TO SIGN THIS APPLICATION

Mick Kender Sales Manager

NAME AND TITLE OF PERSON SIGNING (Please type or print)

PERSONS OR BUSINESSES INTERESTED IN BEING ADDED TO THE BIDDER'S LIST MUST FILE THIS APPLICATION WITH THE PURCHASING DEPARTMENT.

AFTER PLACEMENT ON THE BIDDERS' LIST, A VENDOR'S FAILURE TO RESPOND TO INVITATIONS FOR BIDS WILL BE UNDERSTOOD BY THE SCHOOL DISTRICT TO INDICATE LACK OF INTEREST AND SHALL RESULT IN THE REMOVAL OF THE VENDOR'S NAME FROM THE BIDDERS' LIST FOR THE ITEMS CONCERNED.

NOTE: ANY CHANGES TO INFORMATION SUBMITTED (ADDRESSES, AUTHORIZED PERSONNEL, ETC.,) WILL REQUIRE A REVISED COPY OF THIS FORM. ADDITIONAL FORMS MAY BE OBTAINED BY CONTACTING THE PURCHASING DEPARTMENT AT THE ADDRESS SHOWN ON THE FRONT OF THIS FORM.

USE BY COMMUNITY UNIT SCHOOL DISTRICT 300 ONLY

VENDOR I.D. NUMBER	APPROVED BY	DATE	W9	COMM LIST

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give Form to the requester. Do not send to the IRS.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

HP Products Corporation, A Ferguson Enterprise

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☑ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

4220 Saguaro Trail

Requester's name and address (optional)

6 City, state, and ZIP code

Indianapolis, In 46268

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			–			–				

or

Employer identification number

3	5	–	1	1	1	6	8	4	6

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶ Joyce Hodges Date ▶ 1-2-19

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, *later.*

FERGUSON®
FACILITIES SUPPLY

EXCEPTIONS

Section 7 "Compliance with the Illinois Prevailing Wage Act" (page 5 of the bid as well as in the bid response form) is not applicable and is excepted from the bid.

Certificate Regarding Employment of Illinois Workers on Public Works, page 20. Not applicable as this is a material supply contract and is excepted from the bid.

Section 18 "Insurance (Required", page 9, second paragraph. Replace "arising out of or resulting from" with "caused in whole or in part by".

COMMUNITY UNIT SCHOOL DISTRICT #300
PURCHASING DEPARTMENT
2605 BUNKER HILL DR
ALGONQUIN IL, 60102
Phone – 847-551-8460
Fax – 847-551-8463

September, 17 2019

Dear Vendor:

ADDENDUM 1

Custodial Chemicals and Supplies

Questions and Answers:

Question: Can you provide us more information on this product?
27-0016 CLEANER MULTI SURFACE ALKALINE, MILD ABR., 4X1GAL
Answer: It's currently a Diversey cleaner, "Surety"

Question: Can you provide us more information on this product?
27-0017 CLEANER CARPET EXTRACTION RTD, 2X1.5L
Answer: It's currently a Diversey rinsing carpet extraction cleaner, #3515042.

Question: Can you please provide more information on this cleaner? Normally cleaners of this nature that work well are not eligible for any kind of green designation.
27-0024 REMOVER, TAPE ,TAR, CRAYON 6X 32OZ BOTTLE
Answer: It's Mortsenbackers MTS40703. This looks to be a non-green chemical.

Question: Is the contract awarded by line or by category?
Answer: It is the intent that the district will award this project by category.

Question: Are the already extended contracts for paper goods, can liners, hand soap and floor was on the same timeline?
Answer: Yes, contracts have been extended for these categories per the previous bid.

Question: The bid notes that the District is a green district. Do bidders need to specify that products are green, such as Green Seal, Ecologo or Safer Choice?
Answer: Yes. All the above are acceptable.

Question: Do you require specific days as to lead time for product delivery?
Answer: The Bid Response form has a column to note lead times as well as an example.

Question: Is the district willing to sign on with any co-ops the vendor may be partnered with?
Answer: Not for this bid period. However, it would be in the best interest of bidders to disclose all co-ops you are members of in Bid Response Form A's Comments Section.

Question: On the Bid Response Form, D300 Item Number 27-0024 Remover, Tape, Tar, Crayon is not a green item. Will the District notify the bidders of any change?
Answer: yes. The current product that D300 is using is Mortsenbockers MTS40703.

Question: If the Bid Response Form lists a specific manufacturer in the item description, is the bidder required to bid that item from that manufacturer only?
Answer: Not necessarily. The manufacturers named are there to provide specifications. If the bidder supplies other comparable manufacturers, the bid item will be considered.

Question: Is there a way for the District to supply a list of supplies that are currently in use where the item description is limited?
Answer: Our current suppliers are Laport (chemicals) and HP Products (Custodial Supplies). We have no current suppliers for Custodial Hardware.

Question: Does the District have access to the vacuum model # or item # for vacuum bags? As an example, item 25-0102 Bag, vacuum Pro Team – Pro Team has several models of vacuums so this item number is non-specific.
Answer: There are very few if any Pro Team vacuums left in the district. If a bag requirement comes up in the next year, the bags will be bought off contract.

Question: Section 1, General, Item I. Are increases allowed during the initial first year?
Answer: No.

Question: Section 7, Compliance and Prevailing Wage. Does this apply if we are only providing supplies only?
Answer: No.

Question: Certificate regarding employment of Illinois workers on Public Works. We are only providing supplies so does this apply?
Answer: It applies; however, the Illinois unemployment currently does not exceed 5%.

Question: What is the Tough Guy Item# for the Lobby Broom?
Answer: 47131604

Question: (below)
Answers:

- Item 25-0049 – Description 1 is for a mop handle. Description 2 is for a broom handle. Which one do you want? **Broom**
- Item 25-0070 – The Rubbermaid 3546 Untouchable Round Container is only available in gray or beige colors. Is gray an acceptable color for CUSD 300? **Gray is acceptable.**
- When you say you will award by categories, what are the categories? Are those the tabs at the bottom of the spreadsheet? **Correct.**
- Item 25-0085 – What is the brand and model of the machine that requires these burnisher bags? **Advance**
- Item 25-0100 – What is the brand and model of the machine that requires these bags? **Advance xp10.**
- Item 25-0101 – What is the brand and model of the machine that requires these bags? **Advance GD2000.**
- Item 25-0126 – What is the brand and model of the machine that requires these bags? **Windsor Back Pack 68005**
- Item 25-0200 – Can you provide the Unger model number of this item currently used? **UNGPHH20**
- Item 25-0216 – What is the brand and model of the machine that requires this bag? **Windsor Back Pac 6 qt.**
- Item 25-0222 – What is the brand and model of the machine that requires this bag? **Advance Hip Vac UZ964**
- Item 25-0247 – What is the brand and model of the machine that requires this bag? **Advance GD 930**

- 25-0073- **Windsor Bags SRS15**
- 25-0102- **Pro team 104544- canister- 10 qt**
- 25-0218- **Windsor Versamatic 2003**
- 25-0219- **Advance upright -VU500**
- 25-0085- **Advolution burnisher bag**
- 25-0217- **Advance canister G12-G15**
- 25-0077- **Windsor Canister- Trek vac**
- 25-0216- **Windsor Back Pac 6 qt**
- 25-0074 **Windsor VP6**

Changes to Bid Documents

I. Change the following paragraph under Instructions to Bidders from:

1. i. Bid award to cover a 1 year period with the possibility of two, one year extensions. Awarded contract begins October 23, 2019, and ends on October 22, 2020. District 300 will be using the Urban CPI (December) to determine any increases in pricing. For any increase above this CPI %, the successful vendor(s) will have to justify in detail any additional increases to this pricing. District 300 is to be notified within 60 days of any product price increases or decrease.

TO:
1. i. Bid award to cover a 1 year period with the possibility of two, one year extensions. Awarded contract begins November 15, 2019, and ends on November 14, 2020. District 300 will be using the Urban CPI (December) to determine any increases in pricing. For any increase above this CPI %, the successful vendor(s) will have to justify in detail any additional increases to this pricing. District 300 is to be notified within 60 days of any product price increases or decrease.

II. Change the following paragraph under Instructions to Bidders from:

26. COMPLETION OF WORK
Contract duration is through October 22, 2020.

TO:
26. COMPLETION OF WORK
Contract duration is through November 14, 2020.

III. Change the following paragraph under Scope of Work from:

DURATION
Bid award to cover a 1 year period with the possibility of two, one year extensions. Awarded contract begins October 23, 2019, and ends on October 22, 2020. District 300 will be using the Urban CPI (December) to determine any increases in pricing. For any increase above this CPI %, the successful vendor(s) will have to justify in detail any additional increases to this pricing. District 300 is to be notified within 60 days of any product price increases or decrease.

TO:

DURATION
Bid award to cover a 1 year period with the possibility of two, one year extensions. Awarded contract begins November 15, 2019, and ends on November 14, 2020. District 300 will be using the Urban CPI (December) to determine any increases in pricing. For any increase above this CPI %, the successful vendor(s) will have to justify in detail any additional increases to this pricing. District 300 is to be notified within 60 days of any product price increases or decrease.

Additional Information:

The awarded vendor may be expected to provide on-site trainings to custodial staff or installation of products. Consequently, the District requires completion of two forms which have been included with this Addendum 1 as attachments. These are the Criminal Background Investigations and the Authorization for Criminal Background Investigation forms.

Please include a list of co-ops, if any, the vendor may be partnered with. This may be listed in the Comments and Additional Information section of Bid Response Form – Part A

Attachments

CRIMINAL BACKGROUND INVESTIGATIONS

AUTHORIZATION FOR CRIMINAL BACKGROUND INVESTIGATION

This Area was Left Intentionally Blank

CRIMINAL BACKGROUND INVESTIGATIONS

Contractor hereby represents, warrants, and certifies that no officer or director thereof has any knowledge that any employee thereof has been convicted of committing or attempting to commit "Criminal Code of 1961," 720 ILCS, Sections 5/11-6 (Indecent solicitation of a child), 5/11-9 (Public indecency), 5/11-14 (Prostitution), 5/11-15 (Soliciting for a prostitute), 5/11-15.1 (Soliciting for a juvenile prostitute), 5/11-19 (Pimping), 5/11-19.1 (Juvenile pimping), 5/11-19.2 (Exploitation of a child), 5/11-20 (Obscenity), 5/11-20.1 (Sexual assault), 5/12-14 (Aggravated criminal sexual assault), 5/12-15 (Criminal sexual abuse), and 5/12-16 (Aggravated criminal sexual abuse), and/or those offenses defined in the "Cannabis Control Act," 720 ILCS, 550/1 et seq. (except the "Illinois Controlled Substances Act, " 720 ILCS 570/100 et seq., any of the offenses that would subject a certificated employee to suspension or revocation pursuant to Section 21-23a of the School Code or anyone found to be the perpetrator of sexual or physical abuse of any minor under 18 years of age pursuant to proceedings under Article II of the Juvenile Court Act of 1987 and/or any offense committed or attempted in any other state or against the laws of the United States, which if committed or attempted in this State, would have been punishable as one or more of the foregoing offenses.

Contractor further agrees that it shall not employ any person who has or may have direct, daily contact with the pupils of any school in the district, and for whom a criminal background investigation has not been conducted pursuant hereto, and further represents and agrees that all applicants for any such employment shall furnish with their applications the attached written "Authorization for Criminal Background Information" form authorizing the School District to request a criminal background investigation of said applicant pursuant to Section 5/10-21.9 of the School Code of Illinois and to receive criminal history record information pursuant thereto to determine if the applicant has been convicted of committing or attempting to commit any of the criminal or drug offenses enumerated above. Contractor further agrees to submit with said authorization payment for any costs and expenses associated with the criminal background investigation.

Contractor further represents, warrants, and certifies that no applicant for employment with respect to whom the criminal investigation reveals any conviction for committing and/or attempting to commit any of the above-enumerated offenses shall be employed thereby in any position that involves or may involve contact with the students of the school district.

This certification is executed on the date hereinafter indicated by the designated contractor by its duly authorized officer.

By _____ **Mick Kender**

Attest: _____

Dated: **9/19/19**

AUTHORIZATION FOR CRIMINAL BACKGROUND INVESTIGATION

The undersigned hereby authorizes the Board of Education of Community Unit School District 300, Carpentersville, Illinois to request a criminal background investigation from the Illinois State Police, pursuant to Section 5/10-21.9 of the School Code of Illinois, 105 ILCS 5/10-21.9 and to receive criminal history record information pursuant thereto.

Mick Kender

(Printed or Typed Name of Applicant Employee)



Signature of Applicant or Employee

This Addendum is to be considered part of the original bid documents.

Please confirm receipt of this email or fax by a telephone call, email, or fax.

Telephone Number – 847-551-8460.

E-mail - bids.purchasing@d300.org

Fax Number – 847-551-8463

If you have any questions, please feel free to contact me at the numbers listed above.

Sincerely,

Diane C White

Diane C. White / Director of Purchasing

BID RESPONSE FORM-Part A

Custodial Chemicals and Supplies

Bid response forms PART B must be included with your sealed bid.

- **Vendor must include unit pricing with this bid.**
- **Unit bid pricing is to include all charges for delivery and handling.**
- **A Bid Bond is NOT required for this project.**
- **Order Acknowledgements will be sent to the D300 Purchasing Office on all purchase orders sent to a vendor.**

Vendor has received Addendum #1 Yes X No _____
Addendum #2 Yes _____ No _____

COMMENTS AND ADDITIONAL INFORMATION

See attached exceptions.

The undersigned hereby certifies that she/he has read, understands and agrees that acceptance by the Board of Education of the bidder's offer by issuance of a purchase order(s) or other documents(s) will create a binding contract. Further, she/he agrees to fully comply with the specifications and other documentary forms and regulations made a part of this specific procurement of contract. The bidder must comply with all State and Federal Regulations including FEPC, the Illinois Laborer's Act and the Illinois Prevailing Wage Act, with preference to Public Act 86-799 which states "...not less than the prevailing rate of wages as found by the public body or Department of Labor or determined by the court on review shall be paid to all laborers, workers and mechanics performing work under the contract." The Illinois Department of Labor prevailing wages for the county where the project will be undertaken is posted online at https://www.illinois.gov/idol/Laws-Rules/CONMED/Pages/prevailing-wage-rates.aspx

HP Products Corporation
Name of Company/Corporation

7979 W. 183rd Street, Suite C
Street Address

Tinley Park, IL 60477
City, State, Zip Code

708-297-9100
Telephone Number

708-297-9050
Fax Number

60 Days
Length of time bid is firm

Bid Submitted by:

Mick Kender
Authorized Signature

Mick Kender
Please Type or Print Name

104070-00
Illinois License Number

Email address - **kebara@me.com**

*****Sealed bids are due by 11:00AM, Friday, September 20, 2019*****

Community Unit School District # 300
Purchasing Department
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8460 – PHONE

September 10, 2019

Dear Vendor,

The Board of Education of Community Unit School District No. 300 (the "District") invites you to submit a sealed bid for

Custodial Chemicals and Supplies

The enclosed bid form(s) **must** be used in submitting bid. Bid must be addressed as follows:

Community Unit School District No. 300
Purchasing Department – Custodial Supplies
2605 Bunker Hill Drive
Algonquin, IL 60102

Sealed bids will be received until **11:00 AM CST, Friday, September 20, 2019** at which time they will be publicly opened and read.

The required Contractor's Certification forms must be completed and returned with the bid.

It is the intention of the Board of Education to award the bid at the **October 22, 2019 regular meeting.** The Board of Education may make such investigations as deemed necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish to the District all such information for this purpose as the District may request. The District reserves the right to reject any or all bids if the evidence submitted by, or investigation of, such bidder(s) fails to satisfy the District that such bidder(s) is properly qualified to carry out the obligations of the contract and to complete work contemplated therein. District further reserves the right to waive any minor irregularities or minor defects in the bids, which do not affect the price nor constitute some type of substitution for a designated item, and to accept the bid, which is in the best interest of the District. Conditional bids will not be accepted. Strikeouts or addition of conditions or provisions or insertion of substitutes shall be reason for rejecting a bid without any specification of reason for the rejection. Any request for information shall be made to Diane C. White, Director of Purchasing, but the response may not be used as a condition to any bid being submitted.

Diane C White

Sincerely,
Diane C. White
Director of Purchasing / CUSD 300

PUBLIC NOTICE

NOTICE TO BIDDERS

The Board of Education of Community Unit School District No. 300 is accepting sealed bids for:

Custodial Chemicals and Supplies

Sealed bids will be accepted until 11:00AM CT, Friday, September 20, 2019 at the District 300 Purchasing Office:

District 300 Purchasing Office
2605 Bunker Hill Dr.
Algonquin, IL, 60102

at which time they will be publicly opened and read.

A non-mandatory pre-bid meeting is scheduled for 10:00AM, Thursday, September 12, 2019. Prospective bidders are to meet at the Bunker Hill Professional Development Center, 2605 Bunker Hill Drive, Algonquin, Il 60102. If you are unable to attend in person, please contact the Purchasing Department for access to the meeting online.

Any questions regarding this bid must be directed to:

Community Unit School District #300
Diane C. White
2605 Bunker Hill Dr.
Algonquin, IL, 60102
847-551-8460
Bids.purchasing@d300.org

Bid specifications will be available on Wednesday, September 4, 2019, after 3:00PM. To obtain bid specifications, please contact bids.purchasing @d300.org or phone 847-551-8460.

TIMELINE

Bid - Custodial Chemicals and Supplies			
ACTION	**DATE**	**TIME**	**LOCATION**
Timeline Established	8/29/2019		Purchasing Office
Specifications Review	8/29/2019		
Specifications Finalized	8/29/2019		
Legal Ad Published	9/5/2019		Daily Herald
Specifications Released to Vendors	9/4/2019	3:00PM	
Pre-Bid Meeting	9/12/2019	10:00AM	**BH PDC-Conf Rm**
Q&A Deadline – via email	9/17/2019	12:00 NOON	via email to Purchasing
Bid Opening	**9/20/2019**	**11:00AM**	**BH PDC-Conf Rm**
Evaluation Period	9/20/2019 - 9/27/2019		
CFO Packet	9/27/2019		Susan Harkin, CFO
Board Finance Committee	10/7/2019		
BOE Workshop	10/8/2019	6:30PM	Administration Building
BOE Approval	10/22/2019	6:30PM	Administration Building
Contract(s) Issued	11/15/2019		

Instructions to Bidders

1. **GENERAL**

a. Bids shall be signed and submitted in an envelope properly marked with the title of the bid, and date and time of opening. Unsigned bids will be rejected.

b. Seal and deliver bid to the purchasing office on or before the time scheduled for the opening. Late bids will not be opened nor considered.

c. All bids MUST be completed in the EXCEL spreadsheet provided in the Bid Response Form and. All bids must be submitted in hard copy along with an electronic version on a flash drive only.

d. The District is not subject to Federal Excise Tax or Illinois Sales or Retailers Occupational Tax. Bids should not include sales or excise tax.

e. Prices quoted shall include all charges for packing, transportation, unforeseen costs (tariffs), energy charges and delivery to the locations designated on the bid specification and installation if called for in the bid specifications.

f. Correspondence shall be addressed to the Director of Purchasing.

g. Bids are available for inspection in the purchasing office by appointment for 10 days after the date of the award of an order.

h. Oral, telephonic, telegraphic, facsimile or electronically transmitted bids will not be accepted.

i. Bid award to cover a 1 year period with the possibility of two, one year extensions. Awarded contract begins October 23, 2019, and ends on October 22, 2020. District 300 will be using the Urban CPI (December) to determine any increases in pricing. For any increase above this CPI %, the successful vendor(s) will have to justify in detail any additional increases to this pricing. District 300 is to be notified within 60 days of any product price increases or decrease.

2. **ERRORS AND OMISSIONS**

All bids shall be submitted with each space properly completed. The special attention of bidders is directed to the policy that no claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidders find any claimed discrepancies in, or omissions from, any of the documents, or be in doubt as to their meanings, bidder shall advise the purchasing official first orally, followed by written (FAX or letter) with specification of the claimed problems which must be received during regular working hours at least 10 days before the date set for bid opening so that a written notification can be prepared by any purchasing official, who will issue the necessary clarifications to all prospective bidders by means of addenda.

3. FIRM BID

All bids will be considered to be firm for a period of sixty (60) days from the date established for the opening of bids.

4. WITHDRAWAL OF BIDS

Bids may be withdrawn by letter, or telegram, or fax received by the district or in person prior to the time and date established for the opening of bids.

5. INVESTIGATION OF BIDDERS

a. The purchasing official will make such investigation as is necessary to determine the ability of the bidder to fulfill bid requirements. The bidder shall furnish such information as may be requested and shall be prepared to show completed installations of equipment, types of service or supplies similar to those included in the bid.

b. The Board of Education reserves the right to reject any bid if it is determined that the bidder is not properly qualified to carry out the obligations of the contract. The Board of Education reserves the right to reject any or all bids, to waive irregularities and to accept that bid which is considered to be in the best interest of the District. Any such decision shall be considered final. All items bid shall be new unless otherwise specified in the requirements.

6. VENDOR APPLICATION AND W-9 FORM

The District requires that a current Vendor Application and W-9 form be included with your sealed bid. These forms can be found on the District website – www.d300.org. Go to Departments-Finance-Purchasing to download the vendor application and W-9 form.

7. Compliance with the Illinois Prevailing Wage Act

It shall be mandatory upon the bidder and upon any subcontractor thereof to pay all laborers, workmen, and mechanics employed by them not less than the general prevailing rate of wages as found by the District or Department of Labor for each craft or type of worker or mechanic needed to execute the contract and the general prevailing rate for legal holiday and overtime work as ascertained by the Illinois Department of Labor. The prevailing wage rates are revised by the Department of Labor periodically and are available on its website. The bidder shall comply with all provisions of the Illinois Prevailing Wage Act, 820 ILCS 130/0.01 *et seq.*, applicable to the work. Payment of any bidder shall not be processed without receipt of certified employee records required by 820 ILCS 130/5.

8. SIGNATURE CONSTITUTES ACCEPTANCE

The signing of these bid forms shall be construed as acceptance of all provisions contained herein.

9. CONTRACTS

The successful bidder will be required to enter into a contract incorporating the terms and conditions of this bid.

10. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this Contract (whether or not federal funds are involved) the bidder agrees as follows:

a. The bidder will not unlawfully discriminate against any employee or applicant for employment because of age, race, creed, color, sex, religion, ancestry, marital status, handicap, military status, unfavorable discharge from military service or national origin, as those terms are contained in the Illinois Human Rights Act (775ILCS 5/1-10 et. seq., hereinafter "unlawful discrimination"). The bidder will take affirmative action to ensure the applicants are employed, and that employees are treated equally during employment, without unlawful discrimination. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The bidder agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

b. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the bidder, state that all qualified applicants will receive consideration for employment without unlawful discrimination.

11. COMPLETION DELIVERY TIME

If delivery time will exceed 5 to 7 business days after receipt of a purchase order, bidders are to state the delivery time by each respective item on the Bid Response Form. All prices must be quoted FOB. Destination. Shipments shall become property of consignee after delivery and acceptance. Regardless of statements to the contrary, payment terms will begin no sooner than the date of delivery of goods.

12. EVALUATIONS

The District reserves the right to reject any and all bids, to waive any technicalities in the bidding and to award each item to a different bidder or all items to a single bidder unless otherwise noted on bid request, and to determine whether in the opinion of the District: (1) an early delivery date is entitled to more consideration than price, (2) an earlier delivery date is to be disregarded because of the reputation of the bidder for not meeting delivery

dates, (3) a bidder is not a responsible bidder and should be disregarded. The District will authorize the release of purchase orders upon acceptance of bids. In the event of pricing errors, the unit count(s) listed will prevail and be considered accurate.

13. EXAMINATION OF DOCUMENTS AND SITE

Before submitting a bid for work on any project, each bidder shall carefully examine the project site and the contract documents, fully inform itself of existing conditions and limitations of the project sites, rely entirely upon their own judgment in making the bid, and include in its own bid all sums sufficient to provide all work required by the contract documents. After opening of bids, no additional allowance will be made for changes in project scope and/or price due to work which would have been apparent, by examination of the documents and sites. By submitting a bid, each bidder shall be held to represent that bidder has made the examination in complete detail and has determined beyond doubt that the documents and existing conditions are sufficient, adequate and satisfactory for completion of the work.

14. PERFORMANCE: LABOR AND MATERIAL PAYMENT BONDS IS NOT REQUIRED OF THIS PROJECT

Within ten days after the date of the Notice of Award, the successful contractor shall enter into a formal contract with the District and shall provide a Performance Bond and a Labor and Material Payment Bond, each in the full amount of the contract. Each bond shall be in accordance with AIA. Document A31 1. The contractor shall pay the cost of premiums for said bonds. The bonds shall be signed and sealed by an authorized representative of the bonding company and authorized officer or representative of the contractor, and a certificate of the authority of those signing the bonds, if not officers, shall be attached thereto.

The Performance Bond and the Labor and Material Payment Bond shall guarantee the performance of the duties placed on the contractor by the Prevailing Wage Act, as well as all other duties undertaken pursuant to the contract with the District, and shall indemnify the District from any liability or loss resulting to the District from any failure of the contractor fully to perform each or all of said duties. The Performance Bond and the Labor and Material Payment Bond herein provided shall be placed with a Surety company or companies having a policy holder's rating not lower than "A" and a financial rating not lower than "AAA" in Best's Insurance Guide (current edition).

15. BID SECURITY IS NOT REQUIRED OF THIS PROJECT

A Bid Bond or certified check made payable to the District in the amount of ten percent (10%) of the bid shall accompany each bid as a guarantee that the bidder, if awarded the contract, will furnish the required Performance Bond and Labor and Material Payment bonds, execute the contract and proceed with the work. Upon failure to do so, the bidder shall forfeit the check or the district shall be entitled to the principal amount of bid bonds as liquidated damages. No mistakes or errors on the part of the bidder shall excuse the bidder or entitle bidder to a return of the check or bid bond. No bidder may withdraw a bid for a period of 60 days after the date of opening thereof. The bid bonds or checks will, with the exception of those of the three lowest bidders, be returned within seven days after the opening of bids and the remaining checks or bid bonds will be returned when the contract is executed and all required bonds have been provided.

16. SERVICE POINTS

Algonquin Lakes Elementary 1401 Compton Drive - Algonquin, IL 60102	**Parkview Elementary** 122 Carpenter Blvd. - Carpentersville, IL 60110
Dundee Highlands Elementary 407 South Fifth Street - West Dundee, IL 60118	**Perry Elementary** 251 Amarillo Drive - Carpentersville, IL 60110
Eastview Elementary 540 Longwood Drive - Algonquin, IL 60102	**Sleepy Hollow Elementary** 898 Glen Oak Drive - Sleepy Hollow, IL 60118
Gilberts Elementary 729 Paperbark Lane - Gilberts, IL 60136	**Westfield Community School** 2100 Sleepy Hollow Road - Algonquin, IL 60102
Golfview Elementary 124 Golfview Lane - Carpentersville, IL 60110	**Wright Elementary** 1500 Ketchum Road - Hampshire, IL 60140
Hampshire Elementary 321 Terwilliger Avenue - Hampshire, IL 60140	**Algonquin Middle School** 520 Longwood Drive - Algonquin, IL 60102
Lake in the Hills Elementary 519 Willow Street - Lake in the Hills, IL 60156	**Carpentersville Middle School** 100 Cleveland Avenue - Carpentersville, IL 60110
Lakewood 1651 Ravine Lane - Carpentersville, IL 60110	**Dundee Middle School** 4200 West Main St. - West Dundee, IL 60118
Liberty Elementary 6500 Miller Road - Carpentersville, IL 60110	**Hampshire Middle School** 560 South State Street - Hampshire, IL 60140
Lincoln Prairie Elementary 500 Harvest Gate - Lake in the Hills, IL 60156	**Dundee-Crown High School** 1 Charger Country Drive - Carpentersville, IL 60110
Meadowdale Elementary 14 Ash Street - Carpentersville, IL 60110	**Hampshire High School** 1600 East Big Timber Road - Hampshire, IL 60140
Neubert Elementary School 1100 Huntington Drive - Algonquin, IL 60102	**Jacobs High School** 2601 Bunker Hill Drive - Algonquin, IL 60102
D300 Buildings & Grounds 2605 Bunker Hill Dr., Algonquin, IL 60102	**Oak Ridge School** 300 Cleveland Ave., Carpentersville, IL 60110

17. WARRANTY

The bidder shall warrant the work, services, and/or products to be free of defects in material and workmanship for a period of _1_ years. This warranty shall obligate the contractor to repair or replace the products at no additional charge to the District.

18. INSURANCE (REQUIRED)

The contractor shall provide and maintain insurance in the amounts outlined below with companies acceptable to the District:

MINIMUM INSURANCE REQUIREMENTS

General Liability	General Aggregate	$2,000,000
	Products-Comp/OP Agg	2,000,000
	Personal Injury	1,000,000
	Each Occurrence	1,000,000
	Fire Damage (Any one fire)	50,000
	Medical Exp. (Any one person)	5,000
Excess Liability	Each Occurrence	2,000,000
	Aggregate	2,000,000
Automobile Liability	Bodily Injury (each occ)	1,000,000
	Property Damage (each occ)	1,000,000
Worker's Compensation	Statutory Limits	
	Each Accident	500,000
	Disease-Policy Limit	500,000
	Disease-Each employee	500,000

All such insurance shall not be cancelable without thirty (30) days prior written notice being given to the District.

With respect to the insurance required herein, the contractor shall provide

such insurance naming the District, the Board of Education and its members individually, and its employees and agents as **additional named insured**. The contractor shall also purchase and maintain such insurance as will protect the District from and against all claims, damages, loss and expenses, including attorney's fees arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense, (1) is attributable to bodily injury to or destruction of tangible property (other than the work itself), including the loss of use resulting there from, and (2) is caused in whole or in part by a negligent act or omission of the contractor, subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts they may be liable, regardless of whether or not it is caused in part by a party to whom insurance is afforded pursuant to this paragraph.

It is MANDATORY within ten (10) days after the bid award, that the Certificate(s) of Insurance shall be submitted to the insurance agent for the District.

19. TOTAL PRICE FOR ALL ITEMS BID

A total bid dollar amount, regardless of whether or not the bidder is bidding all items, must be entered in the appropriate section of the bid form before signing and submitting the bid.

20. HOLD HARMLESS AND INDEMNIFICATION

The contractor shall assume all liability for, and shall protect, defend, indemnify and hold harmless, the Board of Education, its members individually, officers, employees, servants and agents, from and against all claims, actions suits, judgments, costs, losses, expenses and liabilities of whatsoever kind or nature including reasonable legal fees incurred by owner arising out of:

A. Any infringement (actual or claimed) of any patents, copyrights or trade names by reason of any work performed or to be performed by the contractor under this contract or by reason of anything to be supplied by the contractor pursuant to this contract.

B. Bodily injury, including death, to any person or persons (including contractor's officers, employees, agents and servants) or damage to or destruction of any property, including the loss of use thereof:

-Caused in whole or in part by an act, error or omissions by the contractor or any subcontractor or anyone directly or indirectly employed by any of them regardless of whether or not it is caused in part by a party to be indemnified hereunder.

-Arising directly or indirectly out of the presence of any person in or about any part of the project site or the streets, sidewalks and property adjacent thereto.

-Arising directly or indirectly out of the use, misuse or failure of any machinery or equipment used directly or indirectly in the performance of this contract.

21. DAMAGE TO PROPERTY

In the event the bidder damages the District's property, the bidder shall, at the bidder's sole cost, restore the property or any surrounding area. Such restoration shall be to a condition at least equivalent to the condition of the affected area immediately before the destruction or damage. If the bidder does not repair such damage within 14 days after receiving written notice from the District, or such lesser time if the District determines the damage creates an emergency situation, the District may repair the damage and the bidder shall reimburse the District for the costs the District incurs within 14 days after the District provides a written invoice to the bidder.

22. LATE BIDS

Bids received after the time specified in the Invitation to Bid will not be opened or considered. The method of transmittal of the bid is at the bidder's risk of untimely receipt by the Board of Education. The use of Board of Education equipment for transmission of bids is prohibited.

23. RECYCLED PRODUCTS

The District supports national and local efforts for recycling. Bidders are encouraged to offer recycled supplies and materials as bid alternatives. Notations are to be included as to the percentage of recycled products in each item.

24. PAYMENT

Payment to be made within 45 days after the project completion.

Does your company accept ACH payments?
Does your company accept credit cards?
Does your company allow discounts for early payments?

Discounts examples –
2% 10 days net 30
1% 20 days net 30

25. MANUALS

The successful bidder shall supply, at no cost to the District, a detailed service manual, parts list, and list of service locations.

26. COMPLETION OF WORK

Contract duration is through October 22, 2020.

27. PERSONNEL

If any person employed on the work site were, in the opinion of the District project manager, intemperate, disorderly, incompetent, willfully negligent or dishonest on the performance of his/her duties, he or she shall be directed by the contractor to cease work and vacate the job site immediately.

28. SEXUAL HARASSMENT

775 ILCS 5/2-105, Human Rights Act Requirement – Written Sexual Harassment Policies contained as follows: Bidder shall have written sexual harassment policies that shall include, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) the vendor's internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department and the Commission; (vi) directions on how to contact the Department and Commission; and (vii) protection against retaliation as provided by Section 6-101 of this Act. A copy of the policies shall be provided to the Department upon request.

29. QUALIFICATIONS

Vendor must be an authorized dealer and installer of products vendor is bidding on. Vendor must supply a list of references of like products and installations. Reference sheet is attached.

30. FINANCIAL STABILITY.

The District may require, upon request, evidence as to the financial stability of the contractor. Upon request, the contractor shall provide the following information to the District within 48 hours:

a. The name of any owner or co-owner, equity of each co-owner or corporate offices of the entity submitting the bid, and the name, address, and business telephone number of each such person.

b. The last financial statement and balance sheet of the bidder, including a specification in detail of all loans outstanding, or a copy of the last certified annual audit.

31. COMPLIANCE WITH LAWS.

Successful bidder shall at all times observe and comply with all laws, ordinances, regulations and codes of the federal, state, county and other local government agencies, which may in any manner affect the performance of the contract and in particular any such laws pertaining to safety.

32. GOVERNING LAW

The terms of this quote shall be governed and construed in accordance with the laws of the State of Illinois. If any provision hereof shall be held to contravene any applicable law, such provision shall be deemed reformed to the extent of conforming to said law, and in all other respects the terms hereof shall remain in full force and effect.

33. BID

The signing of the submittal form shall be construed as acceptance of all provisions contained herein. All bids shall be submitted with each space properly completed. Any explanation or statement which the bidder wishes to make must be placed in the same envelope with the bid. Unless the bidder so indicates, it is understood that the bidder has submitted the bid in strict accordance with the specification requirements. The Bidder acknowledges that any variation from the specifications will be grounds for the District to reject the quote, although the District may accept the quote with the verification if, in its sole discretion, it determines that such bid is in the District's best interest. All quotes shall be deemed final, conclusive and irrevocable. No claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidder find any discrepancies in, or omissions from any of the documents, or be in doubt as to their meanings, the bidder shall submit questions as provided in this document. Bidders must satisfy themselves upon examination of these specifications, as to the intent of the specifications. After the submission of the bid, no complaint or claim that there was any misunderstanding in regard to items listed for bidding will be entertained from a bidder.

34. BIDDER'S AGREEMENT

The bidder hereby declares understanding, agreement, and certification of compliance to provide the services, work and/or products to the District, at the prices quoted, in accordance with all terms and conditions, requirements, and specifications contained in these documents, and any issued amendments. The contractor further agrees that the language of this document shall govern in the event of a conflict with (1) the bidder's bid or (2) any subsequent purchase order between the bidder and the District. The bidder should, as a matter of clarity and assurance, also sign and submit all amendment(s) issued by the District related to this work. The bidder further agrees that upon receipt of an authorized purchase order or when an authorized official of the District countersigns this document, a binding contract shall exist between the bidder and the District. This document combined with amendments, the bidder's bid, the required submittals, and the purchase order, if any, shall comprise the binding contract.

35. CANCELLATION – The District reserves the right to cancel this contract at any time for reasons of unsatisfactory services.

36. ADDITIONAL INFORMATION

Contact Diane C. White, Director of Purchasing, (847) 551-8460, between the hours of 8:00AM and 4:30PM, or by email – bids.purchasing@d300.org.

REFERENCES

LIST BELOW THE LAST THREE (3) BUSINESSES OR OTHER ORGANIZATIONS FOR WHICH YOU HAVE PROVIDED COMPARABLE SERVICES.

1. ORGANIZATION:
Community Unit School Dist 300

ADDRESS:
2605 Bunker Hill Drive

CITY, STATE, and ZIP CODE:
Algonquin, IL 60102

TELEPHONE NUMBER:
847-551-8460

CONTACT PERSON:
Bruce Bart

DATE OF SERVICES:
2018-2019

DOLLAR AMOUNT OF THE JOB:
Current 12 month sales $89,940.00 approx.

2. ORGANIZATION:
High School District 211

ADDRESS:
1750 S. Roselle Road

CITY, STATE, and ZIP CODE:
Palatine, IL 60067

TELEPHONE NUMBER:

CONTACT PERSON:
Bob Zimmerman

DATE OF SERVICES:
2011-2019

DOLLAR AMOUNT OF THE JOB:
Current 12 months sales $56,978 approx.

REFERENCES (CONT.)

3. ORGANIZATION:
Downers Grove Sch Dist 99

ADDRESS:
6301 Springside Ave

CITY, STATE, and ZIP CODE:
Downers Grove, IL 60516

TELEPHONE NUMBER

CONTACT PERSON:
Chester Naleway

DATE OF SERVICES:
2017-2019

DOLLAR AMOUNT OF THE JOB:
$132,000

OFFEROR'S NAME: **HP Products Corporation**

SIGNATURE: Mick Kend **Mick Kender**

DATE: **9/19/19**

COMMENTS –

CERTIFICATE OF BIDDER ELIGIBILITY

720 ILCS 5/33E-11 requires that all contractors bidding for public agencies in the State of Illinois certify that they are not barred from bidding on public contracts for bid rigging or bid rotation.

The following certification must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

HP Products Corporation, as part of its bid for the **Custodial Chemicals and Supplies** work for Community Unit School District #300, Algonquin, Illinois , of Cook, DeKalb, Kane, and McHenry Counties, Illinois certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33-E4.

Firm: **HP Products Corporation**

By: Mick Kender
(Signature)

Mick Kender / Sales Manager
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This **19th** day of **September**, 2019

Joan E. Gorman
NOTARY PUBLIC **Joan E. Gorman**

JOAN E. GORMAN
NOTARY PUBLIC
SEAL
MARION COUNTY, STATE OF INDIANA
MY COMMISSION EXPIRES JULY 24, 2022
COMMISSION NO 654683

CERTIFICATE OF COMPLIANCE WITH ILLINOIS DRUG-FREE WORKPLACE ACT

HP Products Corporation, having 25 or more employees, does hereby certify pursuant to section 3 of the *Illinois Drug-Free Workplace Act* (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the *Illinois Drug-Free Workplace Act* and, further certifies that it is not ineligible for award of this contract by reason of debarment for a violation of the *Illinois Drug-Free Workplace Act.*

Firm: **HP Products Corporation**

By: Mick Kender
(Signature)

Mick Kender / Sales Manager
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This **19th** day of **September**, 2019

Joan E. Gorman
NOTARY PUBLIC **Joan E. Gorman**

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SEAL
MARION COUNTY, STATE OF INDIANA
MY COMMISSION EXPIRES JULY 24, 2022
COMMISSION NO 654683

CERTIFICATE REGARDING
SEXUAL HARASSMENT POLICY

HP Products Corporation, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

Firm: **HP Products Corporation**

By: Mick Kend
(Signature)

Mick Kender / Sales Manager
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This **19th** day of **September**, 2019

Joan E. Gorman
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MARION COUNTY, STATE OF INDIANA
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COMMISSION NO 654683

CERTIFICATE REGARDING
EQUAL EMPLOYMENT OPPORTUNITY

HP Products Corporation, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written equal employment opportunity policy that is in compliance with all terms and conditions of the Equal Employment Opportunity provisions of the Illinois Human Rights Act.

Firm: **HP Products Corporation**

By: _____
(Signature)

Mick Kender / Sales Manager
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This **19th** day of **September**, 2019

_____
NOTARY PUBLIC **Joan E. Gorman**

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SEAL
MARION COUNTY, STATE OF INDIANA
MY COMMISSION EXPIRES JULY 24, 2022
COMMISSION NO 654683

CERTIFICATE REGARDING

EMPLOYMENT OF ILLINOIS WORKERS ON PUBLIC WORKS

HP Products Corporation agrees if at the time the Agreement is executed, or if during the term of the Agreement, there is excessive unemployment in Illinois as defined in the Employment of Illinois Workers on Public Works Act, 30 ILCS 570/0/01 et seq., as two consecutive months of unemployment exceeding 5%, then _____ agrees to employ Illinois laborers in accordance with the Employment of Illinois Workers on Public Works Act. An "Illinois laborer" is defined as any person who has resided in Illinois for at least thirty (30) days and intends to become or remain an Illinois resident.

Firm:
HP Products Corporation

By: _____
(Signature)

Mick Kender
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This **19th** day of **September**, 2019

_____
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NON-COLLUSION AFFIDAVIT

AFFIDAVIT: "I (we) hereby certify and affirm that my (our) Quote was prepared independently for this project and that it contains no fees or amounts other than that for the legitimate execution of this work as specified and that it includes no understanding or agreements in restraint of trade."

The following affidavit must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

HP Products Corporation, as part of its bid for the **Custodial Chemicals and Supplies** for Community Unit School District #300, Algonquin, Illinois certifies that said Contractor is not barred from bidding on the aforementioned contract as a result of a violation of the above Non-Collusion Affidavit.

Firm: **HP Products Corporation**

By: Mick Kender
(Signature)

Mick Kender
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This **19th** day of **September**, 2019

Joan E. Gorman
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CERTIFICATE REGARDING
COMMUNITY UNIT SCHOOL DISTRICT 300
VENDOR/CONTRACTOR CONFLICT OF INTEREST

HP Products Corporation, does hereby certify that they have read and fully understand the Vendor/Contractor Conflict of Interest Board Policy as stated below:

Vendor/Contractor Conflict of Interest
Any vendor or contractor doing $5,000 - $25,000 in business with the District within a fiscal year shall not contribute to any political campaign that directly affects the District while doing business for the District or for a period of two years after completion of business with the District. Further, the District will not enter into significant business with a vendor or contractor that has contributed to a political campaign that directly affects the District within two years prior to commencing business. Any vendor or contractor that participates and is awarded a contract through the competitive bidding process is exempt from this policy.

LEGAL REF.: 105 ILCS 5/10-20.19c, 5/10-20.21, 510-22.34c, and 5/19b-1 et seq.
820 ILCS 130/0.01 et seq.

CROSS REF: 2:100 (Board Member Conflict of Interest), 4:70 (Resource Conservation) 4:150 (Facility Management and Building Programs)

ADOPTED: February 10, 2003

Firm: **HP Products Corporation**

By: Mick Kender
(Signature)

Mick Kender
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This **19th** day of **September**, 2019

Joan E. Gorman
NOTARY PUBLIC **Joan E. Gorman**

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BID RESPONSE FORM - Part B

Custodial Chemicals and Supplies

Bids are as indicated on the attached sheets are hereby presented to the Board of Education of Community Unit School District #300. It is understood that:

1. Bidders must insure they have viewed all five (5) tabs in this spreadsheet.
2. The Board of Education reserves the right to reject any and all bids and to accept all or part of any bids submitted.
3. Separate purchase orders will be issued to the successful bidders for delivery to all District 300 locations.
4. Prices quoted shall include all charges for handling, transportation and delivery, unforseen costs (tariffs) , energy charges.
5. Prices will be based on a $200 minimum order.
6. All items bid are F.O.B. destination.
7. SDS Web links MUST be provided for all applicable products
8. Community Unit School District #300 is Tax Exempt.
   Tax Exemption Number - E9996-0079-07.

Vendor has received Addendum (IF APPLICABLE)
#1 - _Yes - 9/17/19__ #2 - _____

NAME OF COMPANY /CORPORATION

HP Products Corporation

STREET ADDRESS:

7979 W. 183rd Street, Suite C

CITY:

Tinley Park

STATE:

Illinois

ZIP:

60647

TELEPHONE NUMBER:

708-297-9100

FAX NUMBER:

708-291-9050

EMAIL ADDRESS:

kebara@me.com

FEIN NUMBER

31116846

ILLINOIS LICENSE NUMBER

104070-00

BID SUBMITTED BY:

Mick Kender

SIGNATURE OF AUTHORIZED AGENT

Mick Kender

PLEASE TYPE OR PRINT NAME

9/19/2019

DATE

**** Sealed Bids are due by 11:00AM CT, Friday, September 20, 2019 ****

INSTRUCTIONS: Please fill in columns **A, B, C, I, J, and K** Please use column **L** for vendor comments and column **M** for SDS web link.

ALL bids must be completed in the Excel spreadsheet provided.
ALL bids must be submitted in hard copy along with an electronic version of the bid on CD.

Vendor Name:	HP Products Corporation
Complete Address:	7979 W. 183rd Street, Suite C Tinley Park, IL 60477
Phone:	708-297-9100
Fax:	708-297-9050
E-Mail:	kebara@me.com
Contact Person:	Barbara Wetzstein

Custodial Hardware

Manufacturer	Manufacturer's Item Nbr	Vendor Item Number	D300 Item Number	Estimated Purchase Amount	Description (1)	Description (2)	D300 UOM	Pack Case	Vendor Unit Price	Product will be delivered within 5-7 business days (Y/N)	Vendor Comments	SDS Web Link
Milwaulkee	48-22-0316	8206764	25-0293	5	TAPE MEASURE - POWERLOCK	16 FT X 1 IN STANLEY	EA	1	$21.06	Y	MILWAUKEE 16FT COMP MAG TAPE MEASURE	
Stanley	33-425	243144	25-0294	5	TAPE MEASURE - POWERLOCK	25 FT X 1 IN STANLEY	EA	1	$14.20	Y	STANLEY 1X25 POWERLOCK TAPE RULE 33-425	
Ames	1630400	4310328	25-0295	5	SHOVEL 24" PUSHER	GRAPHITE	EA	1	$17.99	Y	True temper 24 Poly Combo Snow Shvl *Arcbla	
Emsco	1214	7465585	25-0296	5	SHOVEL 24" PUSHER	STEEL	EA	1	$27.57	Y	EMSCO BIGFOOT ALUMINUM SNOW SHOVEL	
		NO BID	25-0297	5	OIL, CUTTING	16 OZ BOTTLE, WATER SOLUABLE	EA			Y		
		NO BID	25-0298	5	LUBRICANT, GEAR	1/QT, 75W-90 SYNTHETIC	EA			Y		
HP/Claire Mfg	CP005	5051288	25-0299	5	SPRAY, WASP AND HORNET	14 OZ CAN AEROSOL	CA	12	$54.60	Y	HP Wasp & Hornet Killer 12/20oz/cs	https://3eonline.com/ImageServer/ImageViewer.a
		NO BID	25-0300	5	NON-AEROSOL ANT AND ROACH KILLER	40 OZ BOTTLE	EA			Y		
		NO BID	25-0301	5	BRUSH, 4-PIECE SET	POLYESTER - ALL PAINT	SET			Y		
		NO BID	25-0302	5	TAPE, GORILLA	1.88 IN X 12 YD.	EA			Y		
		NO BID	25-0303	5	PAN, PAINT	11 IN METAL	EA			Y		
Wooster	R406-11	6156516	25-0304	5	LINER, PAINT PAN	10/PK	PK	10	$11.70	Y	WOOSTER PAINT TRAY LINER FOR 11 IN PAINT TR R406-11	
American Contractor	WR5629	4870145	25-0305	5	ROLLER, PAINT	3/8 IN NAP	EA	1	$2.59	Y	Am Contractor 9 In Rolr Cvr 3/8 Nap	
American Contractor	WR5649	4870154	25-0306	5	ROLLER, PAINT	3/4 IN NAP	EA	1	$3.19	Y	Am Contractor 9 In Rolr Cvr 3/4 Nap	
Air King	A9500	7064832	25-0307	5	FAN ,BOX	20 IN	EA	1	$74.48	Y	20 DELUX PIVOTING FAN	
Coast	20763	5115652	25-0308	5	FLASHLIGHT	DEFIANT 14 LED FLASHLIGHT	EA	1	$29.25	Y	Coast PolySteel 200 Focusing LED Flashlight CLAM PACK	
Raptor	RAP31202	3383514	25-0309	5	CORD, EXTENSION	EXTENSION CORD 12/3SJO YELLOW	EA	1	$71.05	Y	RAPTOR 12/3 50FT SJTW HD EXT CORD LGTD YE RAP31202	
Raptor	RAP16014	3383086	25-0310	5	SCREWDRIVER, CUSHION GRIP	5 PC SET	SET	1	$31.42	Y	RAPTOR PRO SD SET 6PC	
		NO BID	25-0311	5	PRUNING SHEAR	FELCO #2 PRUNING SHEAR	EA			Y		
		NO BID	25-0312	5	LOPPER	FELCO #21	EA			Y		
Ettore	49036	7465101	25-0313	5	REACHER, PRO 32"	E-Z REACHER PRO 32"	EA	1	$25.35	Y	Ettore 49036 Grip 'N Grab 32" 6/cs	
		NO BID	25-0314	5	RAKE, BOW	16" BOW RAKE	EA			Y		
ProFlo	PFTSCOF2000WH	3511858	25-0315	5	TOILET SEAT	BEMIS OPEN FRONT - WHITE	EA	1	$22.94	Y	PROFLO EB CLST SEAT COMM OFLC WHIT PFTSCOF2000WH	
		NO BID	25-0316	5	HOSE, FLEXOGEN	5/8" X 50'	EA			Y		
		NO BID	25-0317	5	HOSE, DISCHARGE	1 1/2 IDx50 FT	EA			Y		
USSCO/Nat'l Paper	PUM12	4478420	25-0318	5	STICK, PUMICE SCOURING	6 X 1-1/4 X 3/4"	EA	1	$2.93	Y	Pumie Pumice Scour Stick 12/PK ***MUST ORDER IN PACK QUANTITIES***	
Brushman	RF9	7434320	25-0319	5	HANDLE, PAINT ROLLER	WOOD HANDLE	EA	1	$1.58	Y	BRM RF3 Paint Roller Frame 3" 24ea/cs	
Brushman	PB31720	7435089	25-0320	5	BRUSH , PAINT	2 IN. ALL PAINT	EA	1	$1.04	Y	BRM PB31720 Synthetic Fill Paint Brush 2"x7/16" w/2"Trim 12/	***Only sold by case - 12/case. Must order in cas***
		NO BID	25-0321	5	COVER, ROLLER	CONTRACTOR SERIES	EA			Y		
Impact	3201	7461668	25-0322	5	KNIFE, PUTTY	1 IN STRAIGHT	EA	1	$5.56	Y	IMP 3201 Blue Putty Knife 8"L x 1-1/4"W 100/case	
Impact	3201	7461668	25-0323	5	KNIFE, PUTTY	1-1/2 IN STRAIGHT	EA	1	$5.56	Y	IMP 3201 Blue Putty Knife 8"L x 1-1/4"W 100/case	
		NO BID	25-0324	5	KNIFE, PUTTY	2 IN STRAIGHT	EA			Y		
		NO BID	25-0325	5	KNIFE, PUTTY	2-1/2 IN STRAIGHT	EA			Y		
Impact	3401	7236237	25-0326	5	KNIFE, PUTTY	3 IN STRAIGHT	EA	1	$7.40	Y	IMP 3401 3" Putty Knife 100/cs	
		NO BID	25-0327	5	KNIFE, PUTTY	4 IN STRAIGHT	EA			Y		
		NO BID	25-0328	5	TAPE MEASURE	300 FT	EA			Y		
Intertape	AC20	3690676	25-0329	5	TAPE, DUCT	GRAY 2" X 50 YD	RL	1	$7.77	Y	IT AC20 48MMx54.8M 9Mil Silver Duct Tape 24RL/CS 27CS/SK	
Intertape	AC36	7460796	25-0330	5	TAPE, DUCT	BLACK 2" X 50 YD	RL	1	$10.32	Y	IT AC36 48MMx54.8 11 MIL BLACK DUCT TAPE 24/cs	
3M	3900	5138544	25-0331	5	TAPE, DUCT	WHITE 2" X 50 YD	RL	1	$14.38	Y	3M 3900 48mm x 54.8m White Duct Tape 24/case	
		NO BID	25-0332	5	TAPE, DUCT	GREEN 2" X 50 YD	RL			Y		
Intertape	AC20	6214776	25-0333	5	TAPE, DUCT	RED 2" X 50 YD	RL	1	$10.18	Y	IT AC20 48mm x 54.8m 9MIL Red Duct Tape 24 roll/cs	
		NO BID	25-0334	5	CAN, WASTE	OILY WASTE, 10 GA	EA			Y		
		NO BID	25-0335	5	PATCH, ROOF	1 GAL. ETERNABOND	GL			Y		
Gojo	GOJ7255-04	7104463	25-0336	5	SOAP, HAND, ORANGE	REFILL WALL STATION GOJO	EA	1	$21.90	Y	GOJO 7255 PRO2000 Nat Orange Pumice Hand Cleaner 2000r	https://3eonline.com/ImageServer/ImageViewer.a
Ettore	71181	7465140	25-0337	5	WASHER, WINDOW	18 INCH	EA	1	$31.79	Y	Ettore 71181 SS BackFlip Squeegee/Washer 18" 6/cs	
Ettore	85000	7464877	25-0338	5	BUCKET, SQUEEGEE	18 IN., 6 GAL	EA	1	$26.37	Y	Ettore 85000 Super Bucket w/Handle 6/cs	
		NO BID	25-0339	5	POLE, TELESCOPIC, WINDOW SQUEEGEE	4-8FT ALUMINUM	EA			Y		
Ettore	1025	7464983	25-0340	5	SQUEEGEE, WINDOW	18 INCH	EA	1	$15.85	Y	Ettore 1025 Brass Squeegees Complete 18" 12/cs	
3M	MMM786	5051925	25-0341	5	PAD, SCOURING HD	3M 86	EA	1	$1.99	Y	3M Scotch Brite HD Scour Pad 6x9 #86 3/12/cs ***MUST ORDER IN MULTIPLES OF 12***	
3M	MMM96	5051913	25-0342	5	PAD, SCOURING HD	3M 96	EA	1	$0.75	Y	3M Scotch Brite GP Scour Pad 6x9 #96 3/20/cs ***MUST ORDER IN MULTIPLES OF 20***	

Community Unit School District 300
2605 BUNKER HILL DRIVE
ALGONQUIN, IL 60102
Diane C. White, Director of Purchasing
PHONE: 847-551-8460 • FAX: 847-551-8463

October 22, 2020

Mr. Zachary Hansen
North American Corporation
2101 Claire Ct.
Glenview, IL 60025

Dear Mr. Hansen,

The Scope of Work for the Custodial Supplies bid stated the possibility of two (2), one-year extensions of the 2018 BOE awarded contract. The District would like to extend the contract through November 30, 2021.

The current contract is included for your review. The sheets on pages 114 through 118 display your proposed supply increases for FY21. Prices on pages 114 through 118 will supersede any prior pricing proposal and/or agreements on former contracts between District 300 and North American. North American's submitted increases are well within the original bid guidelines regarding CPI.

If your firm can agree to hold your newly submitted pricing, District 300 will recommend your contract extension to the Board of Education for review and award on Tuesday, November 10, 2020.

Please return your signed response by Friday, October 23, 2020.

Sincerely,

Diane C. White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks

Diane White, Director of Purchasing

Acceptance to hold submitted pricing:

Zachary Hansen
AACCCA5C34435D9F587E27C0B0912F3D contractworks **Zach Hansen**

Service Provider

10/26/2020

Date

Community Unit School District 300
2605 BUNKER HILL DRIVE
ALGONQUIN, IL 60102
Diane C. White, Director of Purchasing
PHONE: 847-551-8460 • FAX: 847-551-8463

October 23, 2019

Mr. Zach Hansen
North American Corporation
2101 Claire Court
Glenview, IL 60025

Bid – Custodial Chemicals and Supplies

Dear Mr. Hansen,

Congratulations! District 300 has awarded contract pricing for the Custodial Supplies portion of the Custodial Chemicals and Supplies bid to North American Corporation of Illinois! The value of this contract is to be estimated at $58,464.60 for the purchases of custodial supplies from November 15, 2019 through November 14, 2020.

This signed letter along with the attached documents – original Bid specifications, and your final response combined serve as the contract for this project.

Please send this signed letter to:

Community Unit School District 300
Diane White, Director of Purchasing
2605 Bunker Hill Drive
Algonquin, IL. 60102

Purchase orders will be issued on an as needed basis. Please sign and return your award letter by November 14, 2019.
Please submit your Certificate of Insurance naming District 300 as additional insured no later than November 14, 2019.

This Agreement is entered into as of November 14, 2019.

Diane C White

OWNER *(Signature)*

CONTRACTOR *(Signature)*

Diane White, Director of Purchasing

Zach Hansen - Account Manager
(Printed name and title)

Please return your signed copy to purchasing.bids@d300.org
If you have any further questions regarding this contract, please feel free to contact me at (847) 551-8460.

Sincerely,

Diane C White

Diane White, Director of Purchasing

Scanned with CamScanner

CUSTODIAL CHEMICALS AND SUPPLIES 321

OPENING: SEPTEMBER 20, 2019 11:00AM

REC'D D300 PURCHASING
'19 SEP 20 AM10:09

NORTH AMERICAN CORPORATION

COMMUNITY UNIT SCHOOL DISTRICT 300
PURCHASING DEPARTMENT
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8300
Fax: 847-551-8463

VENDOR APPLICATION FORM (SUBJECT TO LOCAL LAWS)	APPLICATION DATE 9/20/19
Fill in all spaces. Insert "NA" in blocks not applicable. Type all entries	REVISION DATE

DATE: 9/20/19

COMPANY	HOW LONG IN PRESENT BUSINESS?
North American Corporation of Illinois	100 years

ADDRESS	CITY	STATE	ZIP
2101 Claire Court	Glenview	IL	60025

CONTACT PERSON/REPRESENTATIVE	FAX NUMBER	PHONE AND EXTENSION
Zach Hansen	847-832-4314	847-832-4000

TYPE OF ORGANIZATION (Check Applicable)
☐ INDIVIDUAL ☐ PARTNERSHIP ☑ CORPORATION

IF INCORPORATED INDICATE IN WHICH STATE: Delaware

YEARS ESTABLISHED:

DO YOU ACCEPT PURCHASE ORDERS? YES ☐ NO ☐

DO YOU ACCEPT CREDIT CARDS? YES ☑ NO ☐

CATEGORY (Check below the category which applies to the applicant)

☐ (A) MANUFACTURER OR PRODUCER ☐ (C) RETAILER ☑ (E) DISTRIBUTOR

☐ (B) WHOLESALER ☐ (D) MANUFACTURER'S AGENT ☐ (F) SERVICE ESTABLISHMENT

NAMES OF OFFICERS, MEMBERS OR OWNERS OF CONCERN, PARTNERSHIP, ETC.

(A) PRESIDENT John Miller (B) VICE PRESIDENT

(C) SECRETARY (D) TREASURER Matt Zimmerman

(E) OWNERS, PARTNERS, OR STOCKHOLDERS

TAXPAYER'S I.D. NO.

FEIN 36-4369474

or

S.S. No. _____

INSURANCE INFORMATION (Check Applicable)

LIABILITY INSURANCE: $2,000,000 ☐ $2,500,000 ☐ $5,000,000 ☐ OTHER ☐

Workers' Compensation : State Minimum ☐ Greater than Minimum ☐

Required that CUSD be named as an Additional Insured ☐ INSURANCE CO. Wirtz Insurance

BONDING INFORMATION (Check each area in which you have been bonded and the latest date of bonding)

Perf. Bond ___/___ (Mo. Year) ☐ Payment Bond (Labor and Materials) ___/___ (Mo. Year) ☐ Builder's Risk ___/___ (Mo. Year) ☐

PERSONS AUTHORIZED TO SIGN QUOTES, PROPOSALS, BIDS AND CONTRACTS:

NAME	OFFICIAL CAPACITY
Zach Hansen	Account Manager

Average number of employees (including affiliates) for four preceding calendar quarters.	Average annual sales for preceding three fiscal years:	Floor Space (Square Feet)	
		Manufacturing	Warehouse
	322		240,000

MINORITY/WOMEN BUSINESS ENTERPRISE (Check One) See Definitions Below	FOR USE BY CONTRACT COMPLIANCE ONLY: BY:_____ DATE_____ ☐ C ☐ NC
☐ MBE ☐ MBE/WBE ☐ WBE ☐ PBE	

MINORITY GROUP MEMBERSHIP (Check One) See Definitions Below

NOTE: DO NOT COMPLETE THIS SECTION UNLESS YOU HAVE CHECKED ONE OF THE BOXES IN THE MINORITY/WOMEN BUSINESS ENTERPRISE SECTION ABOVE.

☐ AFRICAN AMERICAN OR BLACK ☐ HISPANIC AMERICAN ☐ NATIVE AMERICAN ☐ ASIAN-PACIFIC AMERICAN

CERTIFICATION DATE ISSUED: _____ EXPIRATION: _____

MINORITY AND WOMEN OWNED BUSINESS ENTERPRISE DEFINITIONS

MINORITY BUSINESS ENTERPRISE ("MBE") means a certified participating business at least 51 percent (51%) of which is owned and controlled by one or more members or one or more minority groups, or in the case of a publicly held corporation, 51 percent (51%) of the stock is owned by one or more members of one or more minority groups and whose daily business operations are controlled by one or more such individuals.

WOMEN'S BUSINESS ENTERPRISE ("WBE") means a certified participating business at least 51 percent (51%) of which is owned by one or more women, or in the case of a publicly held corporation, 51 percent (51%) of the stock of which is owned by one or more women and whose daily operations are controlled by one or more such individuals. Determination of whether a business is at least 51 percent (51%) owned by a woman or women shall be made without regard to community property laws.

BUSINESS OWNED AND OPERATED BY A PERSON WITH A DISABILITY ("PBE")means a business concern of which at least 51 percent (51%) is owned by one or more persons with a disability, or in the case of the corporation, one in which at least 51 per centum of the stock is owned by one or more persons with a disability or by a not for profit agency for the disabled organized pursuant to Section 501 of the Internal Revenue Code 1954; and the management and daily business operations of which are controlled by one or more of the persons with a disability who own it.

MINORITY GROUP MEMBER is an individual who is one of the following:

AFRICAN AMERICAN OR BLACK (persons with origins in any of the Black racial groups of Africa):
HISPANIC AMERICAN (persons of Spanish culture with origins in Puerto Rico, Mexico, Cuba, South or Central America, Spain, Portugal or the Caribbean Islands regardless of race).
NATIVE AMERICAN (American Indian)
ASIAN-PACIFIC AMERICAN (persons with origins from Japan, China, the Philippines, Vietnam, Korea, Samoa, Guam, the U.S. Trust Territories of the Pacific, Northern Marianas, Laos, Cambodia, Taiwan, or the Indian subcontinent).

IF YOU HAVE EVER DONE BUSINESS WITH THE SCHOOL DISTRICT UNDER ANOTHER NAME, PLEASE INDICATE NAME OR NAMES.

_____

_____

Give names, complete addresses, buyer's names and phone numbers of four of your customers. (Please include Federal, State or City Governments).

ORGANIZATION	ADDRESS, STATE, ZIP	BUYER	PHONE NUMBER
1.			
2.			
3.			
4.			

Bank References

NAME OF BANK	ADDRESS, STATE, ZIP	CONTACT PERSON	PHONE NUMBER

I certify that the information supplied herein (including all pages attached) is correct and that neither the applicant nor any person (or concern) in any connection with the applicant as a principal or officer, so far as is known, is not debarred or otherwise declared ineligible by any public agency from furnishing materials, supplies or services to any agency thereof.

SIGNATURE OF PERSON AUTHORIZED TO SIGN THIS APPLICATION
NAME AND TITLE OF PERSON SIGNING (Please type or print)

PERSONS OR BUSINESSES INTERESTED IN BEING ADDED TO THE BIDDER'S LIST MUST FILE THIS APPLICATION WITH THE PURCHASING DEPARTMENT.

AFTER PLACEMENT ON THE BIDDERS' LIST, A VENDOR'S FAILURE TO RESPOND TO INVITATIONS FOR BIDS WILL BE UNDERSTOOD BY THE SCHOOL DISTRICT TO INDICATE LACK OF INTEREST AND SHALL RESULT IN THE REMOVAL OF THE VENDOR'S NAME FROM THE BIDDERS' LIST FOR THE ITEMS CONCERNED.

NOTE: ANY CHANGES TO INFORMATION SUBMITTED (ADDRESSES, AUTHORIZED PERSONNEL, ETC.,) WILL REQUIRE A REVISED COPY OF THIS FORM. ADDITIONAL FORMS MAY BE OBTAINED BY CONTACTING THE PURCHASING DEPARTMENT AT THE ADDRESS SHOWN ON THE FRONT OF THIS FORM.

USE BY COMMUNITY UNIT SCHOOL DISTRICT 300 ONLY

VENDOR I.D. NUMBER	APPROVED BY	DATE	W9	COMM LIST

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ **Go to *www.irs.gov/FormW9* for instructions and the latest information.**

Give Form to the requester. Do not send to the IRS.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

North American Corporation

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☑ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

2101 Claire Court

6 City, state, and ZIP code

Glenview, IL 60025

Requester's name and address (optional)

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			–			–				

or

Employer identification number

3	6	–	4	3	6	9	4	7	4

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶ Nadine Ulmer Date ▶ 4/17/19

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, *later.*

NORTHAME-1 JULIE

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 9/17/2019

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

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

PRODUCER	CONTACT NAME:	
Wirtz Insurance Agency, Inc. 680 N Lake Shore Drive Suite 1900 Chicago, IL 60611	PHONE (A/C, No, Ext): (312) 943-7000	FAX (A/C, No): (312) 337-7045
	E-MAIL ADDRESS: info@wirtzinsurance.com	

INSURED	INSURER(S) AFFORDING COVERAGE	NAIC #
North American Corp of Ill 2101 Claire Court Glenview, IL 60025	INSURER A : Depositors Insurance Company	42587
	INSURER B : Allied P & C Insurance	42579
	INSURER C : AMCO Insurance	19100
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY			ACPGLDO3008766694	6/14/2019	6/14/2020	EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
B	AUTOMOBILE LIABILITY			ACPBAPC3008766694	6/14/2019	6/14/2020	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
C	X UMBRELLA LIAB X OCCUR			CAA3008766694	6/14/2019	6/14/2020	EACH OCCURRENCE	$ 10,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$ 10,000,000
	DED X RETENTION $ 10,000							$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N			ACPWCD3008766694	6/14/2019	6/14/2020	X PER STATUTE OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) N / A						E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
A	Commercial Property			ACPGLDO3008766694	6/14/2019	6/14/2020	BPP	6,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Community Unit School District 300, the Board of Eduction and its members individually, and its employees and agents, are additional insureds per the attached CG 8041.

CERTIFICATE HOLDER

Community Unit School District 300
Diane White Director of Purchasing
2605 Bunker Hill Drive
Algonquin, IL 60102

CANCELLATION

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

AUTHORIZED REPRESENTATIVE

325 Scott H Siemsen CPCU

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

GENERAL LIABILITY ENHANCEMENT: WHOLESALERS/DISTRIBUTORS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

It is understood and agreed that the following extensions only apply in the event that no other specific coverage for the indicated loss exposure is provided under this policy. If such specific coverage applies, the terms, conditions, and limits of that coverage are the sole and exclusive coverage applicable under this policy, unless otherwise noted on this endorsement. The following is a summary of the Limits of Insurance and additional coverages provided by this endorsement. For complete details on specific coverages, consult the policy contract wording.

Coverage Applicable	Limit of Insurance	Page #
Additional Insured - Vendors	Included	4
Additional Insured - Grantor of Franchise or License	Included	5
Additional Insured - Managers or Lessors of Premises	Included	5
Additional Insured – Co-owner of Insured Premises	Included	5
Additional Insured - Controlling Interest	Included	5
Additional Insured – Lessor of Leased Equipment	Included	5
Additional Insured – Mortgagee, Assignee or Received	Included	5
Additional Insured – Owners or Other Interest From Whom Land has been leased.	Included	5
Additional Insured – State or Political subdivision	Included	5
Aggregate Limit Per Location	Included	6
Blanket Waiver of Subrogation	Included	6
Blanket Primary and Non-contributory	Included	6
Broadened definition of Bodily Injury	Includes mental anguish	6
Broad Form Named Insured	Included	4
Coverage for injury to Leased Workers	Included	3
Damage to Premises Rented to you	$1,000,000	3
Delivery Errors and Omissions	$25,000 Occ/$50,000 Agg	2
Duties in the event of Occurrence, Claim or Suit	Included	6
Incidental Medical Malpractice	Included	4
Liberalization	Included	6
Newly Formed or Acquired Organizations	180 days to report	4
Non-owned Watercraft	Less than 51 feet	3
Personal and Advertising Injury	Includes discrimination	7
Property of others in the Care, Custody or Control of the insured(Expanded Property Damage)	$25,000 Occ/$500 ded	3
Supplementary Payments – Bail Bonds/Loss of earnings	$2,500/$500	3
Supplementary Payments – Loss of Earnings	$500 per day	3
Unintentional Failure to Disclose a Hazard	Included	6

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CG 80 41 12 16

A. DELIVERY ERRORS AND OMISSIONS

The following is added to **SECTION I – COVERAGES:**

COVERAGE D – DELIVERY ERRORS AND OMISSIONS

1. Insuring Agreement

a. We will pay those sums that the insured becomes legally obligated to pay as damages because of a failure to deliver or a misdelivery of items you hold for sale by you or any of your "employees" or by a concessionaire trading under your name.

b. We will have the right and duty to defend the insured against any "suit" seeking those damages even if the allegations of such "suit" are groundless, false or fraudulent. However, we will have no duty to defend the insured against any "suit" seeking damages to which this insurance does not apply. We may, at our discretion, investigate any claim and settle any claim or "suit" that may result. But:

(1) The amount we will pay for damages is limited as described in the Limits of Insurance section as stated in paragraph **3.** below; and

(2) Our right and duty to defend ends when we have used up the applicable limit of insurance in the payment of judgments or settlements.

No other obligation or liability to pay sums or perform acts or services is covered unless explicitly provided for under Supplementary Payments.

c. This insurance applies only to errors in deliveries that take place or omissions of such deliveries that should have taken place in the "coverage territory" and during the policy period.

2. Exclusions

This insurance does not apply to:

a. Intentional error or intentional misdelivery or intentional failure to deliver.

b. "Bodily injury", "property damage" or "personal and advertising injury".

c. Discrimination based on a customer's race, color, national origin, religion, gender, marital status, age, sexual orientation or preference, physical or mental condition or residence location.

d. Fines or penalties imposed on any insured.

e. Liability for damages which the insured is obligated to pay by reason of the assumption of liability in a contract or agreement, whether or not such contract or agreement is an "insured contract". This exclusion does not apply to liability for damages that the insured would have had in the absence of the contract or agreement.

f. Non-pecuniary relief including but not limited to injunctive and other equitable relief.

3. Limits of Insurance

For the purposes of this Delivery Errors and Omissions coverage, the following is added to **SECTION III – LIMITS OF INSURANCE:**

a. The most we will pay under this Delivery Errors and Omissions coverage for the sum of all damages arising out of any one "occurrence" is $25,000 subject to a $50,000 annual aggregate limit. Subject to the any one "occurrence" limit set forth in this paragraph, the annual aggregate limit is the most we will pay for the sum of all damages under this Delivery Errors and Omissions coverage. The limits of insurance set forth in this paragraph are the most we will pay regardless of the number of "insureds", acts, errors or omissions resulting in covered damages, claims made or "suits" brought, or persons or organizations making claims or bringing "suits". For purposes of determining the limits of insurance, any loss based upon a series of related errors, omissions and negligent acts constitutes only one "occurrence" which will be deemed to have arisen when the first error, omission or negligent act of that series occurred.

b. The Limits of Insurance of Delivery Errors and Omissions coverage apply separately to each consecutive annual period and to any remaining period of less than 12 months, starting with the beginning of the policy period shown in the Declarations, unless the policy period is extended after issuance for an additional period of less than 12 months. In that case, the additional period will be deemed part of the last preceding period for purposes of determining the Annual Aggregate and in which event the Annual Aggregate will be increased in proportion to the period of extension.

c. Our obligation under the Delivery Errors and Omissions coverage to pay damages on your behalf applies only to the amount of damages in excess of $500 as a result of any one "occurrence", regardless of the number of persons or organizations who sustain damages because of that "occurrence". We may pay any part or all of this deductible amount to effect settlement

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of any claim or "suit" and, upon notification of the action taken, you shall promptly reimburse us for such part of the deductible amount as has been paid by us.

4. For the purposes of this Delivery Errors and Omissions coverage, the **Duties In The Event Of Occurrence, Offense, Claim Or Suit Condition** under **Section IV – Commercial General Liability Conditions** is replaced by the following:

   2. **Duties in The Event of a Delivery Error or Omission**

      a. You must see to it that we are notified as soon as practicable of an error or omission which may result in a claim. To the extent possible, notice should include:

         (1) How, when and where the error or omission took place; and

         (2) The names and addresses of the person(s) making claim against you.

      b. If a claim is made or "suit" is brought against any insured, you must:

         (1) Immediately record the specifics of the claim or "suit" and the date received; and

         (2) Notify us as soon as practicable.

         You must see to it that we receive written notice of the claim or "suit" as soon as practicable.

      c. You and any other involved insured must:

         (1) Immediately send us copies of pertinent correspondence received in connection with the claim or "suit";

         (2) Authorize us to obtain records and other information;

         (3) Cooperate with us in our investigation or settlement of the claim or defense against the "suit"; and

         (4) Assist us, upon our request, in the enforcement of any right against any person or organization which may be liable to the insured because of an error or omission to which this insurance may apply.

   5. **Supplementary Payments**

      The **Supplementary Payments** provisions applicable to **Coverages A** and **B** also apply to this Delivery Errors and Omissions.

B. **SECTION I – COVERAGES, COVERAGE A. BODILY INJURY AND PROPERTY DAMAGE LIABILITY, 2. Exclusions** is amended as follows:

   1. **g. Aircraft, Auto or Watercraft (2) (a)** is replaced with:

      (a) Less than 51 feet long; and

   2. Exclusion **j.** is amended as follows:

      (a) Exclusions **j.(3), j(5),** and **j.(6)** are deleted in their entirety.

      (b) Exclusion **j.(4)** is deleted in its entirety and replaced by the following:

         (4) Personal Property in the care, custody or control of the insured:

            (a) While being transported by any aircraft, "auto" or watercraft owned or operated by or rented or loaned to any insured.

      Limit of Insurance – The most we will pay for damages for "property damage" coverage provided by this coverage in any one "occurrence" is $25,000.

      Deductible – Our obligation to pay for a coverage loss applies only to the amount of loss in excess of $500. We will pay the deductible amount to effect settlement of any claim or "suit" and, upon notification of this action having been taken; you shall promptly reimburse us for the deductible as has been paid by us. This insurance is excess over any valid and collectible insurance.

   3. The last paragraph of **2. Exclusions** is replaced by the following:

      If **Damage to Premises Rented to You** is not otherwise excluded, exclusions c. through n. do not apply to damage by fire, lightning, explosion, smoke or sprinkler leakage to premises while rented to you or temporarily occupied by you with permission of the owner. A separate limit of insurance applies to this coverage as described in **Section III – Limits of insurance.**

   4. With respect to the Employer's Liability exclusion (**SECTION I**) only, the definition of "employee" in the **DEFINITIONS** Section is replaced by the following""Employee" does not include a "leased worker" or a "temporary worker".

C. **SECTION I – COVERAGES, SUPPLEMENTARY PAYMENTS – COVERAGES A AND B** is amended as follows:

   1. **1.b.** replaced with:

      b. Up to $2,500 for cost of bail bonds required because of accidents or traffic law violations arising out of the use of any vehicle to which the Bodily Injury Liability Coverage applies. We do not have to furnish these bonds.

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2. **1. d.** replaced with:

   d. All reasonable expenses incurred by the insured at our request to assist use in the "suit", including actual loss of earnings up to $500 a day because of time off from work.

D. ADDITIONAL INSUREDS SECTION II WHO IS AN INSURED is amended as follows:

1. **3.a.** is replaced with:

   a. Coverage under this provision is afforded only until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier;

2. The following is added to paragraph **2.:e.** Any organization which is a legally incorporated entity of which you own a majority interest of the voting stock on the effective date of this Coverage Form will be a Named Insured, provided there is no other available insurance to that organization.

3. **Incidental Medical Malpractice –Employed Physicians, Nurses, EMT's and Paramedics 2.a.(1)(d)** does not apply to a physician, nurse, emergency medical technician or paramedic employed by you if you are not engaged in the business or occupation of providing medical, paramedical, surgical, dental;, x-ray or nursing services.

4. The following is added:

   4. Additional Insured – Automatic Status When required in an Agreement with You

   Who is an insured includes person(s) or organization(s) described in Paragraph **a. – i.** below with whom you have agreed in writing in a contract or agreement that such person or organization be added as an additional insured on your policy.

   a. Vendors – but only with respect to "bodily injury" or "property damage" arising out of "your products" which are distributed or sold in the regular course of the vendor's business. The following additional exclusions:

      (1) The insurance afforded the vendor does not apply to:

         (a) "Bodily injury" or property damage" for which the vendor is obligated to pay damages by reason of the assumption of liability in a contract or agreement. This exclusion does not apply to liability for damages that the vendor would have in the absence of the contract or agreement;

         (b) Any express warranty unauthorized by you;

         (c) Any physical or chemical change in the product made intentionally by the vendor;

         (d) Repackaging, except when unpacked solely for purpose of inspection, demonstration, testing, or the substitution of parts under instructions from the manufacturer, and then repackaged in the original container;

         (e) Any failure to make such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products;

         (f) Demonstration, installation, servicing or repair operations, except such operations performed at the vendor's premises in connection with

         (g) Products which, after distribution or sale by you, have been labeled or relabeled or used as a container, part or ingredient of any other thing or substance by or for the vendor; or

         (h) "Bodily injury" or "property damage" arising out of the negligence of the vendor for its own acts or omissions or those of its employees or anyone else acting on its behalf and which was not caused in whole or in part by you or any person or organization acting on your behalf. However, this exclusion does not apply to:

            (i) The exceptions contained in Subparagraphs **d.** or **f.** above; or

            (ii) Such inspections, adjustments, tests or servicing as the vendor has agreed with you to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products.

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(2) This insurance does not apply to any insured person or organization, from whom you have acquired such products, or any ingredient, part or container entering into, accompanying or containing such products.'

However, this insurance afforded to such additional insureds described above:

(a) Only applies to the extent permitted by law and

(b) Will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

b. **Grantor of Franchise or License** with respect to their liability as grantor of a franchise or license to you. However, their status as additional insured under this policy ends:

(1) when their contract or agreement with you granting the franchise or license ends or expires.

(2) When your licenses is terminated or revoked prior to expiration of the license as stipulated by the contract or agreement.

c. **Managers or Lessors of Leased Premises** – with respect to liability arising out of the ownership, maintenance or use of that part of the premises leased to you.

(1) Any "occurrence" which takes place after you cease to be a tenant in that premises.

(2) Structural alterations, new construction or demolition operations performed by or on behalf of the person or organization.

However, their status as additional insured under this policy ends when you cease to be a tenant of such premises.

d. **Co-owners of Insured Premises** – with respect to their liability as co-owner of the premises.

However, their status as additional insured under this policy ends when you cease to be co-owner of such premises with that person or organization.

e. **Controlling Interest** – with respect to their liability arising out of their financial control of you; or premises they own, maintain or control while you lease or occupy these premises.

This insurance does not apply to structural alterations, new construction and demolition operations performed by or for that person or organization.

However, their status as additional insured under this policy ends when they cease to have such controlling interest.

f. **Lessors of Leased Equipment** – with respect to their liability for "bodily injury", "property damage" or "personal and advertising injury" caused in whole or in part by your maintenance, operation, or use of equipment leased to you by such person(s) or organization(s). This insurance does not apply to any "occurrence" which takes place after the equipment lease expires.

However, their status as additional insured under this policy ends when their lease, contract or agreement with you for such leased equipment ends.

g. **Mortgagee, Assignee, or Receiver** – as respect to their liability as mortgagee, assignee, or receiver, and arising out of the ownership, maintenance or use of the premises by you.

This insurance does not apply to structural alterations, new constructions and demolition operations performed by or for that person or organization.

However, their status as additional insured under this policy ends when their status as mortgagee, assignee or receiver ends.

h. **Owners or Other Interest from Whom Land has been Leased** – with respect to their liability arising out of the ownership, maintenance or use of that part of the land leased to you.

This insurance does not apply to:

(a) Any "occurrence" which takes place after you cease to lease the land.

(b) Structural alterations, new construction or demolition operations performed by or on behalf of the person or organization.

However, their status as additional insured under this policy ends when you cease to lease that land.

i. **State or Political Subdivisions – Permits Relating to Premises** - with respect to the following hazards for

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which the state or governmental agency or subdivision or political subdivision has issued a permit or authorization in connection with premises you own, rent or control and to which this insurance applies:

(a) The existence, maintenance, repair, construction, erection, or removal of advertising signs, awnings, canopies, cellar entrances, coal holes, driveways, manholes, marquees, hoist away openings, sidewalk vaults, street banners or decorations and similar exposures; or

(b) The ownership, maintenance or use of any elevators covered by this insurance.

This insurance does not apply to:

(a) "Bodily injury" or "property damage" included within the "products-completed operations hazard".

However, such state or political subdivisions status as additional insured under this policy ends when the permit ends.

However, this insurance afforded to such additional insureds **a. – i.** described above:

(a) Only applies to the extent permitted by law and

(b) Will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

E. SECTION III – LIMITS OF INSURANCE is amended as follows:

1. The following paragraph is added to paragraph **2:** The General Aggregate Limit under Section III Limits of Insurance applies separately to each of your "locations" owned by or rented to you or temporarily occupied by you with the permission of the owner.

2. Paragraph **6** is replaced with:

6. Subject to **5.** Above, the Damage To Premises Rented to You Limit is the most we will pay under Coverage **A** for damages because of "property damage" to any one premises, while rented to you or in the case of damage by fire, lightning, explosion, smoke or sprinkler leakage, while rented to or temporarily occupied by you with permission of the owner. The limit is increased to $1,000,000.

3. With respect to the insurance afforded any additional insureds, the following is added:

8. If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or

2. Available under the applicable Limits of Insurance shown in the Declarations; whichever is less.

F. SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS is amended as follows:

1. Knowledge of An Occurrence – The Following is added to **2. Duties in the Event of Occurrence, Offense, Claim or Suit condition:**

e. Knowledge of an "occurrence", offense, claim or "suit" by an agent or employee of an insured shall not in itself constitute knowledge of the insured unless you, a partner, if you are a partnership' or an executive officer or insurance manager, if you are a corporation received such notice of an "occurrence", offense, claim or "suit" from the agent or employee.

2. 6. Representations is amended to include:

d. Your failure to disclose all hazards or prior "occurrences" or offenses existing as of the inception date of the policy shall not prejudice the coverage afforded by this policy provided such failure to disclose all hazards or prior occurrences" or offenses is not intentional. This provision does not affect our right to collect additional premium or exercise our right of cancellation or nonrenewal

3. 8. Transfer of Rights of Recovery Against Others to Us is amended to include:

If required by written contract executed prior to loss, we waive any right of subrogation we may have against the contracting person or organization because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazards".

4. The following condition is added as follows:

10. Liberalization

If we revise this coverage form to provide more coverage without additional premium charge, your policy will automatically provide the additional coverage as of the day the revision is effective in your state.

5. The following condition is added to **4. Other Insurance Condition** and supersedes any provision to the contrary:

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

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(1) The additional insured is a Named Insured under such other insurance' and

(2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

G. SECTION V – DEFINITIONS is amended as follows:

1. 3. "Bodily Injury" is deleted and replaced with the following:

"Bodily Injury" means bodily injury, sickness, or disease sustained by a person, including mental anguish, mental injury, shock, fright or death resulting from any of these at any time.

2. 14. Personal and Advertising Injury paragraph **h.** is added as follows:

h. Discrimination because of race, color, creed, national origin, age, sex or physical disability, where insurance therefore is not prohibited by law, but only if such discrimination is:

(1) not done intentionally by or at the direction of:

(a) the insured; or

(b) any executive officer, director, stockholder, partner or member of the insured staff; and

(2) not directly or indirectly related to the employment, prospective employment or termination of employment of any person or persons by any insured.

All terms and conditions of this policy apply unless modified by this endorsement.

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Community Unit School District # 300
Purchasing Department
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8460 – PHONE

September 10, 2019

Dear Vendor,

The Board of Education of Community Unit School District No. 300 (the "District") invites you to submit a sealed bid for

Custodial Chemicals and Supplies

The enclosed bid form(s) **must** be used in submitting bid. Bid must be addressed as follows:

Community Unit School District No. 300
Purchasing Department – Custodial Supplies
2605 Bunker Hill Drive
Algonquin, IL 60102

Sealed bids will be received until **11:00 AM CST, Friday, September 20, 2019** at which time they will be publicly opened and read.

The required Contractor's Certification forms must be completed and returned with the bid.

It is the intention of the Board of Education to award the bid at the **October 22, 2019 regular meeting.** The Board of Education may make such investigations as deemed necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish to the District all such information for this purpose as the District may request. The District reserves the right to reject any or all bids if the evidence submitted by, or investigation of, such bidder(s) fails to satisfy the District that such bidder(s) is properly qualified to carry out the obligations of the contract and to complete work contemplated therein. District further reserves the right to waive any minor irregularities or minor defects in the bids, which do not affect the price nor constitute some type of substitution for a designated item, and to accept the bid, which is in the best interest of the District. Conditional bids will not be accepted. Strikeouts or addition of conditions or provisions or insertion of substitutes shall be reason for rejecting a bid without any specification of reason for the rejection. Any request for information shall be made to Diane C. White, Director of Purchasing, but the response may not be used as a condition to any bid being submitted.

Diane C White

Sincerely,
Diane C. White
Director of Purchasing / CUSD 300

PUBLIC NOTICE

NOTICE TO BIDDERS

The Board of Education of Community Unit School District No. 300 is accepting sealed bids for:

Custodial Chemicals and Supplies

Sealed bids will be accepted until 11:00AM CT, Friday, September 20, 2019 at the District 300 Purchasing Office:

District 300 Purchasing Office
2605 Bunker Hill Dr.
Algonquin, IL, 60102

at which time they will be publicly opened and read.

A non-mandatory pre-bid meeting is scheduled for 10:00AM, Thursday, September 12, 2019. Prospective bidders are to meet at the Bunker Hill Professional Development Center, 2605 Bunker Hill Drive, Algonquin, Il 60102. If you are unable to attend in person, please contact the Purchasing Department for access to the meeting online.

Any questions regarding this bid must be directed to:

Community Unit School District #300
Diane C. White
2605 Bunker Hill Dr.
Algonquin, IL, 60102
847-551-8460
Bids.purchasing@d300.org

Bid specifications will be available on Wednesday, September 4, 2019, after 3:00PM. To obtain bid specifications, please contact bids.purchasing @d300.org or phone 847-551-8460.

TIMELINE

Bid - Custodial Chemicals and Supplies			
ACTION	**DATE**	**TIME**	**LOCATION**
Timeline Established	8/29/2019		Purchasing Office
Specifications Review	8/29/2019		
Specifications Finalized	8/29/2019		
Legal Ad Published	9/5/2019		Daily Herald
Specifications Released to Vendors	9/4/2019	3:00PM	
Pre-Bid Meeting	9/12/2019	10:00AM	**BH PDC-Conf Rm**
Q&A Deadline – via email	9/17/2019	12:00 NOON	via email to Purchasing
Bid Opening	**9/20/2019**	**11:00AM**	**BH PDC-Conf Rm**
Evaluation Period	9/20/2019 - 9/27/2019		
CFO Packet	9/27/2019		Susan Harkin, CFO
Board Finance Committee	10/7/2019		
BOE Workshop	10/8/2019	6:30PM	Administration Building
BOE Approval	10/22/2019	6:30PM	Administration Building
Contract(s) Issued	11/15/2019		

Instructions to Bidders

1. GENERAL

a. Bids shall be signed and submitted in an envelope properly marked with the title of the bid, and date and time of opening. Unsigned bids will be rejected.

b. Seal and deliver bid to the purchasing office on or before the time scheduled for the opening. Late bids will not be opened nor considered.

c. All bids MUST be completed in the EXCEL spreadsheet provided in the Bid Response Form and. All bids must be submitted in hard copy along with an electronic version on a flash drive only.

d. The District is not subject to Federal Excise Tax or Illinois Sales or Retailers Occupational Tax. Bids should not include sales or excise tax.

e. Prices quoted shall include all charges for packing, transportation, unforeseen costs (tariffs), energy charges and delivery to the locations designated on the bid specification and installation if called for in the bid specifications.

f. Correspondence shall be addressed to the Director of Purchasing.

g. Bids are available for inspection in the purchasing office by appointment for 10 days after the date of the award of an order.

h. Oral, telephonic, telegraphic, facsimile or electronically transmitted bids will not be accepted.

i. Bid award to cover a 1 year period with the possibility of two, one year extensions. Awarded contract begins October 23, 2019, and ends on October 22, 2020. District 300 will be using the Urban CPI (December) to determine any increases in pricing. For any increase above this CPI %, the successful vendor(s) will have to justify in detail any additional increases to this pricing. District 300 is to be notified within 60 days of any product price increases or decrease.

2. ERRORS AND OMISSIONS

All bids shall be submitted with each space properly completed. The special attention of bidders is directed to the policy that no claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidders find any claimed discrepancies in, or omissions from, any of the documents, or be in doubt as to their meanings, bidder shall advise the purchasing official first orally, followed by written (FAX or letter) with specification of the claimed problems which must be received during regular working hours at least 10 days before the date set for bid opening so that a written notification can be prepared by any purchasing official, who will issue the necessary clarifications to all prospective bidders by means of addenda.

3. FIRM BID

All bids will be considered to be firm for a period of sixty (60) days from the date established for the opening of bids.

4. WITHDRAWAL OF BIDS

Bids may be withdrawn by letter, or telegram, or fax received by the district or in person prior to the time and date established for the opening of bids.

5. INVESTIGATION OF BIDDERS

a. The purchasing official will make such investigation as is necessary to determine the ability of the bidder to fulfill bid requirements. The bidder shall furnish such information as may be requested and shall be prepared to show completed installations of equipment, types of service or supplies similar to those included in the bid.

b. The Board of Education reserves the right to reject any bid if it is determined that the bidder is not properly qualified to carry out the obligations of the contract. The Board of Education reserves the right to reject any or all bids, to waive irregularities and to accept that bid which is considered to be in the best interest of the District. Any such decision shall be considered final. All items bid shall be new unless otherwise specified in the requirements.

6. VENDOR APPLICATION AND W-9 FORM

The District requires that a current Vendor Application and W-9 form be included with your sealed bid. These forms can be found on the District website – www.d300.org. Go to Departments-Finance-Purchasing to download the vendor application and W-9 form.

7. Compliance with the Illinois Prevailing Wage Act

It shall be mandatory upon the bidder and upon any subcontractor thereof to pay all laborers, workmen, and mechanics employed by them not less than the general prevailing rate of wages as found by the District or Department of Labor for each craft or type of worker or mechanic needed to execute the contract and the general prevailing rate for legal holiday and overtime work as ascertained by the Illinois Department of Labor. The prevailing wage rates are revised by the Department of Labor periodically and are available on its website. The bidder shall comply with all provisions of the Illinois Prevailing Wage Act, 820 ILCS 130/0.01 *et seq.*, applicable to the work. Payment of any bidder shall not be processed without receipt of certified employee records required by 820 ILCS 130/5.

8. SIGNATURE CONSTITUTES ACCEPTANCE

The signing of these bid forms shall be construed as acceptance of all provisions contained herein.

9. CONTRACTS

The successful bidder will be required to enter into a contract incorporating the terms and conditions of this bid.

10. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this Contract (whether or not federal funds are involved) the bidder agrees as follows:

a. The bidder will not unlawfully discriminate against any employee or applicant for employment because of age, race, creed, color, sex, religion, ancestry, marital status, handicap, military status, unfavorable discharge from military service or national origin, as those terms are contained in the Illinois Human Rights Act (775ILCS 5/1-10 et. seq., hereinafter "unlawful discrimination"). The bidder will take affirmative action to ensure the applicants are employed, and that employees are treated equally during employment, without unlawful discrimination. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The bidder agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

b. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the bidder, state that all qualified applicants will receive consideration for employment without unlawful discrimination.

11. COMPLETION DELIVERY TIME

If delivery time will exceed 5 to 7 business days after receipt of a purchase order, bidders are to state the delivery time by each respective item on the Bid Response Form. All prices must be quoted FOB. Destination. Shipments shall become property of consignee after delivery and acceptance. Regardless of statements to the contrary, payment terms will begin no sooner than the date of delivery of goods.

12. EVALUATIONS

The District reserves the right to reject any and all bids, to waive any technicalities in the bidding and to award each item to a different bidder or all items to a single bidder unless otherwise noted on bid request, and to determine whether in the opinion of the District: (1) an early delivery date is entitled to more consideration than price, (2) an earlier delivery date is to be disregarded because of the reputation of the bidder for not meeting delivery

dates, (3) a bidder is not a responsible bidder and should be disregarded. The District will authorize the release of purchase orders upon acceptance of bids. In the event of pricing errors, the unit count(s) listed will prevail and be considered accurate.

13. EXAMINATION OF DOCUMENTS AND SITE

Before submitting a bid for work on any project, each bidder shall carefully examine the project site and the contract documents, fully inform itself of existing conditions and limitations of the project sites, rely entirely upon their own judgment in making the bid, and include in its own bid all sums sufficient to provide all work required by the contract documents. After opening of bids, no additional allowance will be made for changes in project scope and/or price due to work, which would have been apparent, by examination of the documents and sites. By submitting a bid, each bidder shall be held to represent that bidder has made the examination in complete detail and has determined beyond doubt that the documents and existing conditions are sufficient, adequate and satisfactory for completion of the work.

14. PERFORMANCE: LABOR AND MATERIAL PAYMENT BONDS IS NOT REQUIRED OF THIS PROJECT

Within ten days after the date of the Notice of Award, the successful contractor shall enter into a formal contract with the District and shall provide a Performance Bond and a Labor and Material Payment Bond, each in the full amount of the contract. Each bond shall be in accordance with AIA. Document A31 1. The contractor shall pay the cost of premiums for said bonds. The bonds shall be signed and sealed by an authorized representative of the bonding company and authorized officer or representative of the contractor, and a certificate of the authority of those signing the bonds, if not officers, shall be attached thereto.

The Performance Bond and the Labor and Material Payment Bond shall guarantee the performance of the duties placed on the contractor by the Prevailing Wage Act, as well as all other duties undertaken pursuant to the contract with the District, and shall indemnify the District from any liability or loss resulting to the District from any failure of the contractor fully to perform each or all of said duties.The Performance Bond and the Labor and Material Payment Bond herein provided shall be placed with a Surety company or companies having a policy holder's rating not lower than "A" and a financial rating not lower than "AAA" in Best's Insurance Guide (current edition).

15. BID SECURITY IS NOT REQUIRED OF THIS PROJECT

A Bid Bond or certified check made payable to the District in the amount of ten percent (10%) of the bid shall accompany each bid as a guarantee that the bidder, if awarded the contract, will furnish the required Performance Bond and Labor and Material Payment bonds, execute the contract and proceed with the work. Upon failure to do so, the bidder shall forfeit the check or the district shall be entitled to the principal amount of bid bonds as liquidated damages. No mistakes or errors on the part of the bidder shall excuse the bidder or entitle bidder to a return of the check or bid bond. No bidder may withdraw a bid for a period of 60 days after the date of opening thereof.The bid bonds or checks will, with the exception of those of the three lowest bidders, be returned within seven days after the opening of bids and the remaining checks or bid bonds will be returned when the contract is executed and all required bonds have been provided.

16. SERVICE POINTS

Algonquin Lakes Elementary 1401 Compton Drive - Algonquin, IL 60102	**Parkview Elementary** 122 Carpenter Blvd. - Carpentersville, IL 60110
Dundee Highlands Elementary 407 South Fifth Street - West Dundee, IL 60118	**Perry Elementary** 251 Amarillo Drive - Carpentersville, IL 60110
Eastview Elementary 540 Longwood Drive - Algonquin, IL 60102	**Sleepy Hollow Elementary** 898 Glen Oak Drive - Sleepy Hollow, IL 60118
Gilberts Elementary 729 Paperbark Lane - Gilberts, IL 60136	**Westfield Community School** 2100 Sleepy Hollow Road - Algonquin, IL 60102
Golfview Elementary 124 Golfview Lane - Carpentersville, IL 60110	**Wright Elementary** 1500 Ketchum Road - Hampshire, IL 60140
Hampshire Elementary 321 Terwilliger Avenue - Hampshire, IL 60140	**Algonquin Middle School** 520 Longwood Drive - Algonquin, IL 60102
Lake in the Hills Elementary 519 Willow Street - Lake in the Hills, IL 60156	**Carpentersville Middle School** 100 Cleveland Avenue - Carpentersville, IL 60110
Lakewood 1651 Ravine Lane - Carpentersville, IL 60110	**Dundee Middle School** 4200 West Main St. - West Dundee, IL 60118
Liberty Elementary 6500 Miller Road - Carpentersville, IL 60110	**Hampshire Middle School** 560 South State Street - Hampshire, IL 60140
Lincoln Prairie Elementary 500 Harvest Gate - Lake in the Hills, IL 60156	**Dundee-Crown High School** 1 Charger Country Drive - Carpentersville, IL 60110
Meadowdale Elementary 14 Ash Street - Carpentersville, IL 60110	**Hampshire High School** 1600 East Big Timber Road - Hampshire, IL 60140
Neubert Elementary School 1100 Huntington Drive - Algonquin, IL 60102	**Jacobs High School** 2601 Bunker Hill Drive - Algonquin, IL 60102
D300 Buildings & Grounds 2605 Bunker Hill Dr., Algonquin, IL 60102	**Oak Ridge School** 300 Cleveland Ave., Carpentersville, IL 60110

17. WARRANTY

The bidder shall warrant the work services, and/or products to be free of defects in material and workmanship for a period of _1_ years. This warranty shall obligate the contractor to repair or replace the products at no additional charge to the District.

18. INSURANCE (REQUIRED)

The contractor shall provide and maintain insurance in the amounts outlined below with companies acceptable to the District:

MINIMUM INSURANCE REQUIREMENTS

General Liability	General Aggregate	$2,000,000
	Products-Comp/OP Agg	2,000,000
	Personal Injury	1,000,000
	Each Occurrence	1,000,000
	Fire Damage (Any one fire)	50,000
	Medical Exp. (Any one person)	5,000
Excess Liability	Each Occurrence	2,000,000
	Aggregate	2,000,000
Automobile Liability	Bodily Injury (each occ)	1,000,000
	Property Damage (each occ)	1,000,000
Worker's Compensation	Statutory Limits	
	Each Accident	500,000
	Disease-Policy Limit	500,000
	Disease-Each employee	500,000

All such insurance shall not be cancelable without thirty (30) days prior written notice being given to the District.

With respect to the insurance required herein, the contractor shall provide

such insurance naming the District, the Board of Education and its members individually, and its employees and agents as **additional named insured**. The contractor shall also purchase and maintain such insurance as will protect the District from and against all claims, damages, loss and expenses, including attorney's fees arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense, (1) is attributable to bodily injury to or destruction of tangible property (other than the work itself), including the loss of use resulting there from, and (2) is caused in whole or in part by a negligent act or omission of the contractor, subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts they may be liable, regardless of whether or not it is caused in part by a party to whom insurance is afforded pursuant to this paragraph.

It is MANDATORY within ten (10) days after the bid award, that the Certificate(s) of Insurance shall be submitted to the insurance agent for the District.

19. TOTAL PRICE FOR ALL ITEMS BID

A total bid dollar amount, regardless of whether or not the bidder is bidding all items, must be entered in the appropriate section of the bid form before signing and submitting the bid.

20. HOLD HARMLESS AND INDEMNIFICATION

The contractor shall assume all liability for, and shall protect, defend, indemnify and hold harmless, the Board of Education, its members individually, officers, employees, servants and agents, from and against all claims, actions suits, judgments, costs, losses, expenses and liabilities of whatsoever kind or nature including reasonable legal fees incurred by owner arising out of:

A. Any infringement (actual or claimed) of any patents, copyrights or trade names by reason of any work performed or to be performed by the contractor under this contract or by reason of anything to be supplied by the contractor pursuant to this contract.

B. Bodily injury, including death, to any person or persons (including contractor's officers, employees, agents and servants) or damage to or destruction of any property, including the loss of use thereof:

-Caused in whole or in part by an act, error or omissions by the contractor or any subcontractor or anyone directly or indirectly employed by any of them regardless of whether or not it is caused in part by a party to be indemnified hereunder.

-Arising directly or indirectly out of the presence of any person in or about any part of the project site or the streets, sidewalks and property adjacent thereto.

-Arising directly or indirectly out of the use, misuse or failure of any machinery or equipment used directly or indirectly in the performance of this contract.

21. DAMAGE TO PROPERTY

In the event the bidder damages the District's property, the bidder shall, at the bidder's sole cost, restore the property or any surrounding area. Such restoration shall be to a condition at least equivalent to the condition of the affected area immediately before the destruction or damage. If the bidder does not repair such damage within 14 days after receiving written notice from the District, or such lesser time if the District determines the damage creates an emergency situation, the District may repair the damage and the bidder shall reimburse the District for the costs the District incurs within 14 days after the District provides a written invoice to the bidder.

22. LATE BIDS

Bids received after the time specified in the Invitation to Bid will not be opened or considered. The method of transmittal of the bid is at the bidder's risk of untimely receipt by the Board of Education. The use of Board of Education equipment for transmission of bids is prohibited.

23. RECYCLED PRODUCTS

The District supports national and local efforts for recycling. Bidders are encouraged to offer recycled supplies and materials as bid alternatives. Notations are to be included as to the percentage of recycled products in each item.

24. PAYMENT

Payment to be made within 45 days after the project completion.

Does your company accept ACH payments?
Does your company accept credit cards?
Does your company allow discounts for early payments?

Discounts examples –
2% 10 days net 30
1% 20 days net 30

25. MANUALS

The successful bidder shall supply, at no cost to the District, a detailed service manual, parts list, and list of service locations.

26. COMPLETION OF WORK

Contract duration is through October 22, 2020.

27. PERSONNEL

If any person employed on the work site were, in the opinion of the District project manager, intemperate, disorderly, incompetent, willfully negligent or dishonest on the performance of his/her duties, he or she shall be directed by the contractor to cease work and vacate the job site immediately.

28. SEXUAL HARASSMENT

775 ILCS 5/2-105, Human Rights Act Requirement – Written Sexual Harassment Policies contained as follows: Bidder shall have written sexual harassment policies that shall include, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) the vendor's internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department and the Commission; (vi) directions on how to contact the Department and Commission; and (vii) protection against retaliation as provided by Section 6-101 of this Act. A copy of the policies shall be provided to the Department upon request.

29. QUALIFICATIONS

Vendor must be an authorized dealer and installer of products vendor is bidding on. Vendor must supply a list of references of like products and installations. Reference sheet is attached.

30. FINANCIAL STABILITY.

The District may require, upon request, evidence as to the financial stability of the contractor. Upon request, the contractor shall provide the following information to the District within 48 hours:

a. The name of any owner or co-owner, equity of each co-owner or corporate offices of the entity submitting the bid, and the name, address, and business telephone number of each such person.

b. The last financial statement and balance sheet of the bidder, including a specification in detail of all loans outstanding, or a copy of the last certified annual audit.

31. COMPLIANCE WITH LAWS.

Successful bidder shall at all times observe and comply with all laws, ordinances, regulations and codes of the federal, state, county and other local government agencies, which may in any manner affect the performance of the contract and in particular any such laws pertaining to safety.

32. GOVERNING LAW

The terms of this quote shall be governed and construed in accordance with the laws of the State of Illinois. If any provision hereof shall be held to contravene any applicable law, such provision shall be deemed reformed to the extent of conforming to said law, and in all other respects the terms hereof shall remain in full force and effect.

33. BID

The signing of the submittal form shall be construed as acceptance of all provisions contained herein. All bids shall be submitted with each space properly completed. Any explanation or statement which the bidder wishes to make must be placed in the same envelope with the bid. Unless the bidder so indicates, it is understood that the bidder has submitted the bid in strict accordance with the specification requirements. The Bidder acknowledges that any variation from the specifications will be grounds for the District to reject the quote, although the District may accept the quote with the verification if, in its sole discretion, it determines that such bid is in the District's best interest. All quotes shall be deemed final, conclusive and irrevocable. No claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidder find any discrepancies in, or omissions from any of the documents, or be in doubt as to their meanings, the bidder shall submit questions as provided in this document. Bidders must satisfy themselves upon examination of these specifications, as to the intent of the specifications. After the submission of the bid, no complaint or claim that there was any misunderstanding in regard to items listed for bidding will be entertained from a bidder.

34. BIDDER'S AGREEMENT

The bidder hereby declares understanding, agreement, and certification of compliance to provide the services, work, and/or products to the District, at the prices quoted, in accordance with all terms and conditions, requirements, and specifications contained in these documents, and any issued amendments. The contractor further agrees that the language of this document shall govern in the event of a conflict with (1) the bidder's bid or (2) any subsequent purchase order between the bidder and the District. The bidder should, as a matter of clarity and assurance, also sign and submit all amendment(s) issued by the District related to this work. The bidder further agrees that upon receipt of an authorized purchase order or when an authorized official of the District countersigns this document, a binding contract shall exist between the bidder and the District. This document combined with amendments, the bidder's bid, the required submittals, and the purchase order, if any, shall comprise the binding contract.

35. CANCELLATION – The District reserves the right to cancel this contract at any time for reasons of unsatisfactory services.

36. ADDITIONAL INFORMATION

Contact Diane C. White, Director of Purchasing, (847) 551-8460, between the hours of 8:00AM and 4:30PM, or by email – bids.purchasing@d300.org.

REFERENCES

LIST BELOW THE LAST THREE (3) BUSINESSES OR OTHER ORGANIZATIONS FOR WHICH YOU HAVE PROVIDED COMPARABLE SERVICES.

1. **ORGANIZATION:** _____

   ADDRESS: _____

   CITY, STATE, and ZIP CODE: _____

   TELEPHONE NUMBER: _____

   CONTACT PERSON: _____

   DATE OF SERVICES: _____

   DOLLAR AMOUNT OF THE JOB: _____

2. **ORGANIZATION:** _____

   ADDRESS: _____

   CITY, STATE, and ZIP CODE: _____

   TELEPHONE NUMBER: _____

   CONTACT PERSON: _____

   DATE OF SERVICES: _____

   DOLLAR AMOUNT OF THE JOB: _____

REFERENCES (CONT.)

3. ORGANIZATION: _____

ADDRESS: _____

CITY, STATE, and ZIP CODE: _____

TELEPHONE NUMBER _____

CONTACT PERSON: _____

DATE OF SERVICES: _____

DOLLAR AMOUNT OF THE JOB: _____

OFFEROR'S NAME: _____

SIGNATURE: _____

DATE: _____

COMMENTS –

_____

_____

_____

_____

_____

References for North American Corporation for District 300 Custodial Chemicals and Supplies Bid

McHenry School District 15
1011 N Green Street
McHenry, IL 60050
815-385-7210
Andrew Lund, Custodial Supervisor
Service since 2012
Approximately $130,000 annually

Northwestern University
2020 Ridge Avenue
Evanston, IL 60208
847-491-8125
Sheila Watkins, Procurement Administrator
Service since 2010
Over $1,000,000 annually

Huntley District 158
650 John Burkey Drive
Algonquin, IL 60102
847-659-6161
Doug Renkosik, Operations and Maintenance Director
Service since 2017
Approximately $80,000 annually

Community Unit School District 300
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8460
Bruce Batt, Assistant Purchasing Manager
Service since 2018
Approximately $10,000 annually

CERTIFICATE OF BIDDER ELIGIBILITY

720 ILCS 5/33E-11 requires that all contractors bidding for public agencies in the State of Illinois certify that they are not barred from bidding on public contracts for bid rigging or bid rotation.

The following certification must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

North American Corp., as part of its bid for the _____ work for Community Unit School District #300, Algonquin, Illinois , of Cook, DeKalb, Kane, and McHenry Counties, Illinois certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33-E4.

Firm: North American Corp. of IL.

PATRICIA A HOULIHAN
OFFICIAL SEAL
Notary Public, State of Illinois
My Commission Expires
January 29, 2021

By: _____
(Signature)

DAVID ALDRIDGE VP HR
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 19 day of Sept, 2019

_____
NOTARY PUBLIC

CERTIFICATE OF COMPLIANCE WITH ILLINOIS DRUG-FREE WORKPLACE ACT

North American, having 25 or more employees, does hereby certify pursuant to section 3 of the *Illinois Drug-Free Workplace Act* (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the *Illinois Drug-Free Workplace Act* and, further certifies that it is not ineligible for award of this contract by reason of debarment for a violation of the *Illinois Drug-Free Workplace Act.*

Firm: North American Corp. of IL.

PATRICIA A HOULIHAN
OFFICIAL SEAL
Notary Public, State of Illinois
My Commission Expires
January 29, 2021

By: _____
(Signature)

DAVID ALDRIDGE VP HR
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 19 day of Sept, 2019

_____
NOTARY PUBLIC

CERTIFICATE REGARDING SEXUAL HARASSMENT POLICY

North American, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

Firm: North American Corp. of IL.

PATRICIA A HOULIHAN
OFFICIAL SEAL
Notary Public, State of Illinois
My Commission Expires
January 29, 2021

By: _____
(Signature)

David Alarcon VP HR
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 19 day of Sept, 2019

_____
NOTARY PUBLIC

CERTIFICATE REGARDING
EQUAL EMPLOYMENT OPPORTUNITY

North American, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written equal employment opportunity policy that is in compliance with all terms and conditions of the Equal Employment Opportunity provisions of the Illinois Human Rights Act.

Firm: North American Corp. of IL

PATRICIA A HOULIHAN
OFFICIAL SEAL
Notary Public, State of Illinois
My Commission Expires
January 29, 2021

By: _____
(Signature)

David Albright VP HR
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 19 day of Sept, 2019

_____
NOTARY PUBLIC

CERTIFICATE REGARDING

EMPLOYMENT OF ILLINOIS WORKERS ON PUBLIC WORKS

North American agrees if at the time the Agreement is executed, or if during the term of the Agreement, there is excessive unemployment in Illinois as defined in the Employment of Illinois Workers on Public Works Act, 30 ILCS 570/0/01 et seq., as two consecutive months of unemployment exceeding 5%, then North America agrees to employ Illinois laborers in accordance with the Employment of Illinois Workers on Public Works Act. An "Illinois laborer" is defined as any person who has resided in Illinois for at least thirty (30) days and intends to become or remain an Illinois resident.

Firm: North American Corp. of IL.

PATRICIA A HOULIHAN
OFFICIAL SEAL
Notary Public, State of Illinois
My Commission Expires
January 29, 2021

By: _____
(Signature)

DAVID ALBRIGHT VP HR
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 19 day of Sept, 2019

_____
NOTARY PUBLIC

NON-COLLUSION AFFIDAVIT

AFFIDAVIT: "I (we) hereby certify and affirm that my (our) Quote was prepared independently for this project and that it contains no fees or amounts other than that for the legitimate execution of this work as specified and that it includes no understanding or agreements in restraint of trade."

The following affidavit must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

North American, as part of its bid for the _____ work for Community Unit School District #300, Algonquin, Illinois certifies that said Contractor is not barred from bidding on the aforementioned contract as a result of a violation of the above Non-Collusion Affidavit.

Firm: North American Corp. of IL

PATRICIA A HOULIHAN
OFFICIAL SEAL
Notary Public, State of Illinois
My Commission Expires
January 29, 2021

By: _____
(Signature)

DAVID ALCEDO VP HR
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 19 day of Sept, 2019

_____
NOTARY PUBLIC

CERTIFICATE REGARDING
COMMUNITY UNIT SCHOOL DISTRICT 300
VENDOR/CONTRACTOR CONFLICT OF INTEREST

North America, does hereby certify that they have read and fully understand the Vendor/Contractor Conflict of Interest Board Policy as stated below:

Vendor/Contractor Conflict of Interest
Any vendor or contractor doing $5,000 - $25,000 in business with the District within a fiscal year shall not contribute to any political campaign that directly affects the District while doing business for the District or for a period of two years after completion of business with the District. Further, the District will not enter into significant business with a vendor or contractor that has contributed to a political campaign that directly affects the District within two years prior to commencing business. Any vendor or contractor that participates and is awarded a contract through the competitive bidding process is exempt from this policy.

LEGAL REF.: 105 ILCS 5/10-20.19c, 5/10-20.21, 510-22.34c, and 5/19b-1 et seq.
820 ILCS 130/0.01 et seq.

CROSS REF: 2:100 (Board Member Conflict of Interest), 4:70 (Resource Conservation) 4:150 (Facility Management and Building Programs)

ADOPTED: February 10, 2003

Firm: North American Corp. of Ill.

PATRICIA A HOULIHAN
OFFICIAL SEAL
Notary Public, State of Illinois
My Commission Expires
January 29, 2021

By: _____
(Signature)

DAVID ALDRIDGE VP HR
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me
This 19 day of Sept, 2019

_____
NOTARY PUBLIC

Scope of Work

Custodial Chemicals and Supplies

Custodial Supplies and Chemicals:

Community Unit School District 300 is obtaining a one (1) year contract with the possibility of two (2), one (1) year extensions for bid pricing of chemicals, custodial supplies & hardware. Unit pricing must include all shipping and handling costs. Palletized deliveries will require lift-gate service to complete delivery with the exemption of Dundee Crown High School and Hampshire High School. The vendor must bid on all items in one or multiple categories. It is the intention of the district to award this project to a single supplier, by category.

CATEGORIES

- Cleaning Products
- Custodial Supplies
- Custodial Hardware

QUALIFICATIONS

Vendor must be an authorized dealer of the supplies and cleaning chemicals the vendor is bidding on. ALL products offered must be as specified or equivalent in meeting or exceeding product specifications. Vendor is required to submit a list of references of previously supplied custodial supplies and/or equipment. Reference sheets are provided and attached to this bids Boiler Plate. Pricing is to include all charges for packing, transportation, unforeseen costs (tariffs), energy charges and delivery to the locations designated on the bid specification and installation if called for in the bid specifications. A current Certificate of Insurance along with notarized Certificates of Compliance (provided) must be included with vendor bid. All supplies and equipment bid must have product specification sheets enclosed with the bid response. **All GREEN color coded line items are to be bid as "Green Seal Certified" complying with the State of Illinois Green Cleaning Schools Act.**

Bids containing bid conditions may not be accepted.

PRODUCT PERFORMANCE

Chemical product not meeting manufacturer performance specifications, an alternate product will be substituted at the original bid price of the non-performing product. Before substitutions are made on any non-performing product, the supplier must work with District 300 personnel in order to determine the cause of the poor performance.

ORDER FULFILLMENT PERFORMANCE

Purchase orders are expected to be delivered within five to seven (5-7) business days after receipt of purchase order and acknowledgement. Suppliers who fall out of compliance with the districts expected delivery performance; the district's plan of action will include but not be limited to vendor performance meetings, vendor performance scoring and/or the possible removal of said products from the awarded contract.

Vendors are to inform the Purchasing Department of any and all backordered items listed on purchase orders and timeframe of when product is to be received.

DURATION

Bid award to cover a 1 year period with the possibility of two, one year extensions. Awarded contract begins October 23, 2019, and ends on October 22, 2020. District 300 will be using the Urban CPI (December) to determine any increases in pricing. For any increase above this CPI %, the successful vendor(s) will have to justify in detail any additional increases to this pricing. District 300 is to be notified within 60 days of any product price increases or decrease.

TRAINING

Awarded vendor(s) to provide a training plan for staff and provide this training on a **bi-annual** basis. Training plan will include the proper use of all chemical products and their application; including the dispensing of chemicals via command centers or other manifold dispensing systems.

Vendor WILL also provide this instruction and training in the use and handling of all supplied chemical products in dual language (English/Spanish) DVD's, or upon delivery.

ADDITIONAL REQUIREMENTS

- Vendor is to provide an SDS web link for all chemical line items where applicable.
- Bid pricing to be based on $200 minimum orders to the vendor.
- Replacement or start up chemical dispensing systems will be provided to the district upon request on a no charge basis.
- **Order Acknowledgements will be sent to the D300 Purchasing Office on all purchase orders sent to a vendor.**

ADDITIONAL INFORMATION

The districts fiscal year begins July 1st. The majority of orders fall between July 1st - August 31st.

District 300 will issue separate purchase orders for all delivery points from July 1, 2020 deliveries on or about the 3rd week of July, 2020.

Awarded vendors are to install and train on chemical dispensing systems. There are currently 45 cleaning chemical dispensing stations (command centers) currently in district use.

ESTIMATED PURCHASE TOTALS

Estimated purchase totals are reflected on Bid Response Form – Part B on each column listed as **Estimated Purchase Amount.** All figures are to be considered an estimate and not a promise to purchase.

ESTIMATED SPEND TOTALS

The estimated spend totals below were taken from fiscal year 2018-19.

- Custodial Supplies: $26,735.82
- Green Chemicals:$22,114.35
- Non-Green Chemicals: $42,994.05

PRE-BID MEETING

A non-mandatory pre-bid meeting will be held on Thursday, September 12, 2019 at 10:00AM located at:

D300 Buildings & Grounds Dept.
2605 Bunker Hill Dr.
Algonquin, IL 60102

District Delivery Points:

Algonquin Lakes Elementary 1401 Compton Drive - Algonquin, IL 60102	**Parkview Elementary** 122 Carpenter Blvd. - Carpentersville, IL 60110
Dundee Highlands Elementary 407 South Fifth Street - West Dundee, IL 60118	**Perry Elementary** 251 Amarillo Drive - Carpentersville, IL 60110
Eastview Elementary 540 Longwood Drive - Algonquin, IL 60102	**Sleepy Hollow Elementary** 898 Glen Oak Drive - Sleepy Hollow, IL 60118
Gilberts Elementary 729 Paperbark Lane - Gilberts, IL 60136	**Westfield Community School** 2100 Sleepy Hollow Road - Algonquin, IL 60102
Golfview Elementary 124 Golfview Lane - Carpentersville, IL 60110	**Wright Elementary** 1500 Ketchum Road - Hampshire, IL 60140
Hampshire Elementary 321 Terwilliger Avenue - Hampshire, IL 60140	**Algonquin Middle School** 520 Longwood Drive - Algonquin, IL 60102
Lake in the Hills Elementary 519 Willow Street - Lake in the Hills, IL 60156	**Carpentersville Middle School** 100 Cleveland Avenue - Carpentersville, IL 60110
Lakewood School 1651 Ravine Lane - Carpentersville, IL 60110	**Dundee Middle School** 4200 West Main St. - West Dundee, IL 60118
Liberty Elementary 6500 Miller Road - Carpentersville, IL 60110	**Hampshire Middle School** 560 South State Street - Hampshire, IL 60140
Lincoln Prairie Elementary 500 Harvest Gate - Lake in the Hills, IL 60156	**Dundee-Crown High School** 1 Charger Country Drive - Carpentersville, IL 60110
Meadowdale Elementary 14 Ash Street - Carpentersville, IL 60110	**Hampshire High School** 1600 East Big Timber Road - Hampshire, IL 60140
Neubert Elementary School 1100 Huntington Drive - Algonquin, IL 60102	**Jacobs High School** 2601 Bunker Hill Drive - Algonquin, IL 60102
D300 Buildings & Grounds 2605 Bunker Hill Dr., Algonquin, IL 60102	**Oak Ridge School** 300 Cleveland Ave., Carpentersville, IL 60110

Request for Information
Vendor e-Procurement capabilities

District 300 is requesting information regarding your online ordering capabilities. Currently, District 300 utilizes the Lawson Financial software e-procurement package (Punch-out) with several vendors. This is basically a secure link from our Requisition System through your firewall to your online ordering system. The items that are under contract will have our contract pricing based on the contract terms. If you would like to see demonstration of the current process please contact Bruce Batt at 847-551-8369 or via email at Bruce.Batt@d300.org to set up an appointment. Please include your e-procurement information with your sealed bid, including a link to your current system. If you do not have an e-procurement system in place, please state if you have any plans for future implementation.

Vendor e-Procurement information:

Sealed bids are due by 11:00AM, Friday, September 20, 2019***

Request for Information – Vendor e-Procurement Capabilities

North American maintains a vast array of e-Procurement capabilities, including our own e-commerce site and a proven track record of integrating with the top Procure2Pay systems in our industry (Arriba, Yardi, PeopleSoft, Lawson, Birchstreet, GHX, GEP, etc).

North American can provide a live demonstration of our e-commerce system that will be configured with the items and prices solely from this bid; however, we do not allow non-customers access to this site without a secure password that is created at the time of customer set up. North American's IT/e-commerce team is on site in Glenview, IL and is committed to an in person meeting or conference call to scope District 300's needs to ordering, invoicing, and reporting to insure we fit within the current process and exceed expectations going forward.

The North American e-commerce platform, regardless of the vehicle used to order products, provides customers with a comprehensive reporting suite including:

- Usage by location (by product and total)
- Usage by month (by product and total)
- Green purchasing
- Budgeting information

COMMUNITY UNIT SCHOOL DISTRICT 300
SUPPLY BID – GUIDE TO FILLING OUT THE BID SPREADSHEET

Requirements: Microsoft Excel v 2010 (minimum)

The bid sheets are provided in a Microsoft Excel format. Much of the worksheet is informational. The following will provide instructions for entering your information as well as how to save and submit the spreadsheet with your bid. The pricing information is keyed by selecting the tab following the Bid Response Tab within the Excel workbook.

Entering Information into the Spreadsheet:

1) Once the spreadsheet is open fill in the Vendor Information Section at the top. All fields should be completed. The contact person indicated on the spreadsheet will be the person we contact in the event we have a problem with the file.
2) Columns meant as informational only are highlighted grey.
3) Columns meant for your input have been left white, and are the following:
   a. Manufacturer
   b. Manufacturer's Item Nbr
   c. Vendor Item Number
   d. Vendor Unit Price
   e. Case pack
   f. Package Price
   g. Individual Selling Price
   h. Price Per oz.
   i. oz. per gal Dulution
   j. In Use Cost of Product
   k. Unit Price (paper/liners category)
   l. Lead Time
   m. Vendor Comments
4) The In Use Cost of Product column has already been formatted for numeric entry. For example, when you enter a Price per oz. and an oz. per gal Dilution, the sheet will calculate the In Use Cost of Product.
5) If you are NOT bidding on an item we ask you type in the words NO BID (in capitals) under the column labeled Vendor Item Number for each item the NO BID pertains to.
6) Only write notes in the columns labeled Vendor Comments.
7) The spreadsheet has been formatted to print out on 8.5 x 14 paper in a landscape mode, when you are finished print out so the hard copy can be included with your bid submission.

Saving and Submitting the Spreadsheet:

1) Save the file with the following naming convention:
   xxxxxxxxxcustodialsupplies.xls

   "x" signifies the name of your company

2) The file must be saved to a Flash Drive.
3) Label the Flash Drive with your Vendor Name, Date, and the Bid Name.
4) **It is required you submit the Flash Drive with a paper copy.**

BID RESPONSE FORM-Part A

Custodial Chemicals and Supplies

Bid response forms PART B must be included with your sealed bid.

- **Vendor must include unit pricing with this bid.**
- **Unit bid pricing is to include all charges for delivery and handling.**
- **A Bid Bond is NOT required for this project.**
- **Order Acknowledgements will be sent to the D300 Purchasing Office on all purchase orders sent to a vendor.**

Vendor has received Addendum #1 Yes _____ No _____
Addendum #2 Yes _____ No_____

COMMENTS AND ADDITIONAL INFORMATION

_____

_____

_____

The undersigned hereby certifies that she/he has read, understands and agrees that acceptance by the Board of Education of the bidder's offer by issuance of a purchase order(s) or other documents(s) will create a binding contract. Further, she/he agrees to fully comply with the specifications and other documentary forms and regulations made a part of this specific procurement of contract. The bidder must comply with all State and Federal Regulations including FEPC, the Illinois Laborer's Act and the Illinois Prevailing Wage Act, with preference to Public Act 86-799 which states "...not less than the prevailing rate of wages as found by the public body or Department of Labor or determined by the court on review shall be paid to all laborers, workers and mechanics performing work under the contract." The Illinois Department of Labor prevailing wages for the county where the project will be undertaken is posted online at https://www.illinois.gov/idol/Laws-Rules/CONMED/Pages/prevailing-wage-rates.aspx

NORTH AMERICAN CORPORATION OF IL
Name of Company/Corporation

60 Days
Length of time bid is firm

2101 CLAIRE COURT
Street Address

Bid Submitted by:

GLENVIEW, IL 60025
City, State, Zip Code

Authorized Signature

847-832-4800
Telephone Number

ZACH HANSEN
Please Type or Print Name

847-832-4314
Fax Number

3653-8922
Illinois License Number

Email address - ZHANSEN@NA.COM

*****Sealed bids are due by 11:00AM, Friday, September 20, 2019*****

Core competencies/services of North American that can benefit District 300

1) Financial
    a. North American is family owned and debt free providing flexibility in investments regarding all aspects of our business, people, technology, inventory, logistics, and including investments in our customers
    b. North American welcomes ACH payments
    c. North American accepts credit cards
2) Category Management
    a. North American emphasizes a strong category team that plays many important roles with our customers and sales people:
        i. Manufacturer relationships, negotiations, and price support
        ii. Product selection
        iii. Innovation
        iv. Problem solving (product/process)
        v. New program launches
    b. The category management team is active in supporting industry associations such as USGBC/LEED, APPA, IASBO, and APIC to name a few
    c. The category management team is active in developing relationships with co-op's. In the education segment North American actively supports National IPA
3) Customer Service
    a. The majority of the North American customer service team is based in Glenview, Il. This team is responsible for:
        i. Order entry, order acknowledgement, order tracking, problem resolution
        ii. E-commerce platform, EDI ordering, and punch out system management
        iii. Product substitutions, product notifications
4) Distribution Center/logistics
    a. North American maintains two local distribution centers
        i. Glenview, IL is about 250,000 ft^2
        ii. Sturtevant, WI is about 150,000 ft^2
    b. North American logistics team utilizes advanced software for order routing with over 98% of deliveries occurring next day

Services specific to District 300 Custodial Supplies bid

1) Service/Dispensing Systems
    a. North American and our supplier partners will install all dispensing systems at no charge to the district
    b. North American and our supplier partners will service dispensing systems on a quarterly basis – check hoses/fittings, insure no hard water build-up, insure dilution accuracy
2) Training
    a. North American offers a menu of training that the district may take advantage of. Training curriculum includes:
        i. OSHA Right to Know
        ii. Process Training
            1. Floor care
            2. Carpet care
            3. Washroom cleaning
            4. Proper disinfection
            5. Classroom cleaning
        iii. Maintenance
            1. How to take care of equipment
3) Sustainability
    a. North American has taken a leadership position in helping customers create a more sustainable janitorial program. We have added several green certified products to the bid. We have collaborated with customers to implement:
        i. Comprehensive recycling programs
        ii. "Green Cleaning" programs
        iii. Green purchasing programs (paper, liners, janitorial supplies, equipment)
        iv. Sustainable alternatives
4) Standards
    a. North American will work with District 300 to help create two standards:
        i. Product standards – there is significant proliferation on the current bid, that we believe we can reduce by 30%
        ii. Process standards – we have worked with many customers to develop cleaning SOP's that customer can use as metrics to measure the quality of the cleaning at a facility

AUTHORIZATION FOR CRIMINAL BACKGROUND INVESTIGATION

The undersigned hereby authorizes the Board of Education of Community Unit School District 300, Carpentersville, Illinois to request a criminal background investigation from the Illinois State Police, pursuant to Section 5/10-21.9 of the School Code of Illinois, 105 ILCS 5/10-21.9 and to receive criminal history record information pursuant thereto.

ZACH HANSEN
(Printed or Typed Name of Applicant Employee)

Signature of Applicant or Employee

CRIMINAL BACKGROUND INVESTIGATIONS

Contractor hereby represents, warrants, and certifies that no officer or director thereof has any knowledge that any employee thereof has been convicted of committing or attempting to commit "Criminal Code of 1961," 720 ILCS, Sections 5/11-6 (Indecent solicitation of a child), 5/11-9 (Public indecency), 5/11-14 (Prostitution), 5/11-15 (Soliciting for a prostitute), 5/11-15.1 (Soliciting for a juvenile prostitute), 5/11-19 (Pimping), 5/11-19.1 (Juvenile pimping), 5/11-19.2 (Exploitation of a child), 5/11-20 (Obscenity), 5/11-20.1 (Sexual assault), 5/12-14 (Aggravated criminal sexual assault), 5/12-15 (Criminal sexual abuse), and 5/12-16 (Aggravated criminal sexual abuse), and/or those offenses defined in the "Cannabis Control Act," 720 ILCS, 550/1 et seq. (except the "Illinois Controlled Substances Act, " 720 ILCS 570/100 et seq., any of the offenses that would subject a certificated employee to suspension or revocation pursuant to Section 21-23a of the School Code or anyone found to be the perpetrator of sexual or physical abuse of any minor under 18 years of age pursuant to proceedings under Article II of the Juvenile Court Act of 1987 and/or any offense committed or attempted in any other state or against the laws of the United States, which if committed or attempted in this State, would have been punishable as one or more of the foregoing offenses.

Contractor further agrees that it shall not employ any person who has or may have direct, daily contact with the pupils of any school in the district, and for whom a criminal background investigation has not been conducted pursuant hereto, and further represents and agrees that all applicants for any such employment shall furnish with their applications the attached written "Authorization for Criminal Background Information" form authorizing the School District to request a criminal background investigation of said applicant pursuant to Section 5/10-21.9 of the School Code of Illinois and to receive criminal history record information pursuant thereto to determine if the applicant has been convicted of committing or attempting to commit any of the criminal or drug offenses enumerated above. Contractor further agrees to submit with said authorization payment for any costs and expenses associated with the criminal background investigation.

Contractor further represents, warrants, and certifies that no applicant for employment with respect to whom the criminal investigation reveals any conviction for committing and/or attempting to commit any of the above-enumerated offenses shall be employed thereby in any position that involves or may involve contact with the students of the school district.

This certification is executed on the date hereinafter indicated by the designated contractor by its duly authorized officer.

By _____ DAVID ALDRICH V.P. HR

Attest: _____

Dated: 9-19-19

PATRICIA A HOULIHAN
OFFICIAL SEAL
Notary Public, State of Illinois
My Commission Expires
January 29, 2021

This Addendum is to be considered part of the original bid documents.

Please confirm receipt of this email or fax by a telephone call, email, or fax.

Telephone Number – 847-551-8460.

E-mail - bids.purchasing@d300.org

Fax Number – 847-551-8463

If you have any questions, please feel free to contact me at the numbers listed above.

Sincerely,

Diane C White

Diane C. White / Director of Purchasing

BID RESPONSE FORM - Part B

Custodial Chemicals and Supplies

Bids are as indicated on the attached sheets are hereby presented to the Board of Education of Community Unit School District #300. It is understood that:

1. Bidders must insure they have viewed all five (5) tabs in this spreadsheet.
2. The Board of Education reserves the right to reject any and all bids and to accept all or part of any bids submitted.
3. Separate purchase orders will be issued to the successful bidders for delivery to all District 300 locations.
4. Prices quoted shall include all charges for handling, transportation and delivery, unforseen costs (tariffs) , energy charges.
5. Prices will be based on a $200 minimum order.
6. All items bid are F.O.B. destination.
7. SDS Web links MUST be provided for all applicable products
8. Community Unit School District #300 is Tax Exempt.
Tax Exemption Number - E9996-0079-07.

Vendor has received Addendum (IF APPLICABLE)
#1 - __Yes_____ #2 - _____

NAME OF COMPANY /CORPORATION

North American Corporation of Illinois

STREET ADDRESS:

2101 Claire Court

CITY:
Glenview

STATE:
IL

ZIP:
60025

TELEPHONE NUMBER:
847-832-4058

FAX NUMBER:
847-832-4314

EMAIL ADDRESS:
zhansen@na.com

FEIN NUMBER
36-4369474

ILLINOIS LICENSE NUMBER
3653-8922

BID SUBMITTED BY:

SIGNATURE OF AUTHORIZED AGENT

Zach Hansen
PLEASE TYPE OR PRINT NAME

9/20/2019
DATE

****** Sealed Bids are due by 11:00AM CT, Friday, September 20, 2019 ******

INSTRUCTIONS: Please fill in columns A, B, C, I , J, K, L, M, and O. Please use column P for vendor comments and column Q for SDS web link.

ALL bids must be completed in the Excel spreadsheet provided.
ALL bids must be submitted in hard copy along with an electronic version of the bid on CD.

Vendor Name:	North American
Complete Address:	2101 Claire Court Glenview, IL 60025
Phone:	847-832-4000
Fax:	847-832-4314
E-Mail:	zhansen@na.com
Contact Person:	Zach Hansen

Cleaning Products

** Please see footnotes at the bottom of this sheet.

EXAMPLE FORMAT:

Manufacturer	Manufacturer's Item Nbr	Vendor Item Number	D300 Item Number	Estimated Purchase Amount	Description (1)	Description (2)		Case Pack	Package Price	Individual Selling Price	Price per oz.	oz. per gal. Dulution	In Use Cost of Product (per gallon)	Product will be delivered within 5-7 business days (Y/N)	Vendor Comments
XYZ Inc.	FW 2134	45695	27-0001	5	CLEANER, ALL PURPOSE	BUTYL , 5/GAL	PL	4 gal/cs	$40.00	$12.50/gal	$0.0782	0.50	$0.0391	7~10 days	
XYZ Inc.	ST 5555	60110	27-0003	5	CLEANER TUB AND TILE	MILD ACID, 4X1GAL	CA	1 gal	$30.00	$30/gal	$0.2343	0.50	$0.1172	7~10 days	

BID ITEMS:

Manufacturer	Manufacturer's Item Nbr	Vendor Item Number	D300 Item Number	Estimated Purchase Amount	Description (1)	Description (2)	u/m	Case Pack	Package Price	Individual Selling Price	Price per oz.	oz. per gal. Dulution	In Use Cost of Product (per gallon)	Product will be delivered within 5-7 business days (Y/N)	Vendor Comments
North American	114667	114667	27-0001	25	CLEANER, ALL PURPOSE	BUTYL , 5/GAL	PL	2/2.5 gal	$34.46	$17.23	$0.0538	2.00	$0.1077	Y	Safer Choice certified
North American	266274	266274	27-0002	29	CLEANER, FLOOR NEUTRAL	NON POUR, FLOORS 5/GAL	PL	5 gal	$31.59	$31.59	$0.0494	2.00	$0.0987	Y	Ecologo certified
Midlab	902100-41		27-0003	3	CLEANER TUB AND TILE	MILD ACID, 4X1GAL	CA	4/1 gal	$43.90	$10.98	$0.0857	8.00	$0.6859	Y	Ecologo and Green Seal certified
North American	958823	958823	27-0004	10	CLEANER GLASS AND SURFACE	NON-AMMONIATED, 4X1GAL	CA	4/1 gal	$21.11	$5.28	$0.0412	128.00	$5.2775	Y	Ecologo Certified
Ecolab	6100608	477822	27-0005	4	CLEANER GENERAL PURPOSE	H. PEROXIDE, 4X1GAL	CA	2/1.3 L	$24.29	$12.15	$0.2760	1.00	$0.2760	Y	Green Seal certified and USDA Certified Biobased Product
SC Johnson	684502	968939	27-0006	3	CLEANER, FLOOR NEUTRAL	RTD, NON-ALKA, 5 LITER	CA	2/2 L	$84.11	$42.06	$0.6185	0.25	$0.1546	Y	Green Seal certified
Ecolab	6100081	477827	27-0007	89	CLEANER, FLOOR NEUTRAL	CM,D CTR, FRAG,FREE 2X1.5GAL	CA	2/1.3 L	$48.49	$24.25	$0.5510	0.25	$0.1378	Y	Green Seal certified
Ecolab	6100274	477824	27-0008	3	CLEANER BATHROOM	CM,D CTR, FRAG,FREE 2X1.5GAL	CA	2/1.3 L	$64.22	$32.11	$0.7298	1.00	$0.7298	Y	Green Seal certified and USDA Certified Biobased Product
Ecolab	6100608	477822	27-0009	3	CLEANER ALL PURP. AND GLASS	RTD,2X1.5L	CA	2/1.3 L	$24.29	$12.15	$0.2760	1.00	$0.2760	Y	Green Seal certified and USDA Certified Biobased Product
Ecolab	6100608	477822	27-0010	8	CLEANER ALL PURP. AND GLASS	CM,D CTR, 2X1.5GAL	CA	2/1.3 L	$24.29	$12.15	$0.2760	1.00	$0.2760	Y	Green Seal certified and USDA Certified Biobased Product
Ecolab	6100300	477823	27-0011	3	CLEANER WASHROOM	RTD, MILD ACID 2X1.5L	CA	2/1.3 L	$52.93	$26.47	$0.6015	2.00	$1.2030	Y	Green Seal certified and USDA Certified Biobased Product
Ecolab	6100608	477823	27-0012	3	CLEANER WASHROOM	CM,D CTR, MILD ACID 2X1.5GAL	CA	2/1.3 L	$52.93	$26.47	$0.6015	2.00	$1.2030	Y	Green Seal certified and USDA Certified Biobased Product
Ecolab	6100608	477822	27-0014	5	CLEANER PEROXIDE MULTI PURP.	CM,D CTR, 2X1.5GAL	CA	2/1.3 L	$24.29	$12.15	$0.2760	1.00	$0.2760	Y	Green Seal certified and USDA Certified Biobased Product
Ecolab	6100608	477822	27-0015	3	CLEANER PEROXIDE MULTI PURP.	RTD, FRAG. FREE 1X5L	CA	2/1.3 L	$24.29	$12.15	$0.2760	1.00	$0.2760	Y	Green Seal certified and USDA Certified Biobased Product
Ecolab	6100608	477822	27-0016	3	CLEANER MULTI SURFACE	ALKALINE, MILD ABR., 4X1GAL	CA	2/1.3 L	$24.29	$12.15	$0.2760	1.00	$0.2760	Y	Green Seal certified and USDA Certified Biobased Product
Midlab	09400-41	147330	27-0017	23	CLEANER CARPET EXTRACTION	RTD, 2X1.5L	CA	4/1 gal	$47.48	$11.87	$0.0927	1.00	$0.0927	Y	This product is not green certified, the incumbent product is not green certified
Ecolab	6100608	477822	27-0018	3	CLEANER GLASS AND MULTI SURF.	RTD, 2X1.5L	CA	2/1.3 L	$24.29	$12.15	$0.2760	1.00	$0.2760	Y	Green Seal certified and USDA Certified Biobased Product
Ecolab	6100608	477822	27-0019	3	CLEANER GLASS AND MULTI SURF.	CM,D CTR, 2X1.5GAL 1:64 RATIO	CA	2/1.3 L	$24.29	$12.15	$0.2760	1.00	$0.2760	Y	Green Seal certified and USDA Certified Biobased Product
Ecolab			27-0023	2	DISPENSER, COMMAND CENTER	4 STATION	EA	NO CHARGE					$0.0000		We would install and servcie Ecolab Quick Click Dispensers at No Charge
Motsenbocker	40703	109311	27-0024	1	REMOVER, TAPE ,TAR, CRAYON	6X 32OZ BOTTLE	CA	6/32 oz	$59.66	$9.94	$0.3107		$0.0000	Y	
Ecolab	6100608	477822	27-0025	3	CLEANER PEROXIDE MULTI PURP.	CM,D CTR, 2X1.5GAL	CA	2/1.3 L	$24.29	$12.15	$0.2760	1.00	$0.2760	Y	Green Seal certified and USDA Certified Biobased Product
Ecolab	6100608	477822	27-0026	3	CLEANER GLASS AND MULTI SURF.	CM,D CTR, 2X1.5GAL	CA	2/1.3 L	$24.29	$12.15	$0.2760	1.00	$0.2760	Y	Green Seal certified and USDA Certified Biobased Product
Ecolab	6100608	477822	27-0027	3	CLEANER, MULTI SURFACE ACIDIC	CM,D CTR, 2X1.5GAL	CA	2/1.3 L	$24.29	$12.15	$0.2760	1.00	$0.2760	Y	Green Seal certified and USDA Certified Biobased Product
Ecolab	6100262	477825	29-0001	67	CLEANER DISINFECTANT CONC.	CMD CTR, 2X1.5GAL	CA	2/1.3 L	$28.16	$14.08	$0.3200	0.50	$0.1600	Y	

1. Chemical products will be supplied to the district as quarts, gallons, or metric units of measurement.
2. It is the bidders responsibility to convert Metric units of measure to British Standard units of measure.
3. GREEN color coded line items are to be bid as "GREEN SEALED CERTIFIED" products.
4. SDS web link **MUST be provided with bid.**
5. The **"oz per gallon Dulition"** column is defined as the chemicals dulution ratio.
6. **"In Use Cost"** is defined as price per gallon after mixing the product with water.
7. Price per oz to be based on vendors "Package Price" **not** the "Individual Selling Price".
8. Vendor WILL provide instruction and training in the use and handling of all supplied chemical products in dual language (English/Spanish) DVD's, or upon delivery.
9. **Chemical dispensing systems, manifolds, etc. must be provided to the district upon request at NO CHARGE.**

SDS Web Link
file:///C:/Users/jtinkham/Downloads/North%20American%20Corporation%20of%
file:///C:/Users/jtinkham/Downloads/North%20American%20Corporation%20of%
file:///C:/Users/jtinkham/Downloads/Midlab%20Incorporated_Nattura%20Non-Co
file:///C:/Users/jtinkham/Downloads/North%20American%20Corporation%20of%
file:///C:/Users/jtinkham/Downloads/Ecolab%20Incorporated_Facilipro%20Perox
file:///C:/Users/jtinkham/Downloads/SC%20Johnson%20and%20Son%20Incorp
file:///C:/Users/jtinkham/Downloads/Ecolab%20Incorporated%20Institutional%20
file:///C:/Users/jtinkham/Downloads/Ecolab%20Incorporated_FaciliPro%20Conc
file:///C:/Users/jtinkham/Downloads/Ecolab%20Incorporated_Facilipro%20Perox
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file:///C:/Users/jtinkham/Downloads/Midlab%20Incorporated_Maxim%20Carpet%
file:///C:/Users/jtinkham/Downloads/Ecolab%20Incorporated_Facilipro%20Perox
file:///C:/Users/jtinkham/Downloads/Ecolab%20Incorporated_Facilipro%20Perox
file:///C:/Users/jtinkham/Downloads/Motsenbockers%20Lift%20Off%20Incorpora
file:///C:/Users/jtinkham/Downloads/Ecolab%20Incorporated_Facilipro%20Perox
file:///C:/Users/jtinkham/Downloads/Ecolab%20Incorporated_Facilipro%20Perox
file:///C:/Users/jtinkham/Downloads/Ecolab%20Incorporated_Facilipro%20Perox
file:///C:/Users/jtinkham/Downloads/Ecolab%20Incorporated_A-456%20II%20Dis

EcoSelect	TBD	TBD	25-0027	3	PAD, FLOOR 12 IN BLUE	STRIPPING 5/CS	CA	5/cs	$	6.34	Y	This is a green certified product
EcoSelect	106460	106460	25-0028	3	PAD, FLOOR 17 IN	BURNISHING 5/CS	CA	5/cs	$	10.36		This is a green certified product
EcoSelect	415470	415470	25-0029	1	SPONGE, POWER SCRUB	3M	EA	5/pk	$	3.40	Y	This is a green certified product
EcoSelect	417701	417701	25-0030	75	PAD, DOODLEBUG BROWN	STRIP N SCRUB 8541	EA	5/pk	$	2.74	Y	This is a green certified product
3M	6473	101022	25-0031	9	KIT, DOODLEBUG PAD HOLDER	HANDBLOCK HOLDER 6473	EA	4/cs	$	91.40	Y	
Boardwalk	BWKCS3	412609	25-0032	3	SPONGE, CELLULOSE COMM.	3M	EA	EA	$	1.26	Y	Sold in case of 24 for $30.24
Rubbermaid	FG131500BLA	105580	25-0033	3	TRUCK, TILT 1C YARD	RUBBERMAID RCP 1315	EA	EA	$	909.98	Y	
Rubbermaid	FG452088BEIG	139821	25-0034	3	CART, UTILITY	RUBBERMAID BEIGE, 500LB CAP	EA	EA	$	138.31	Y	
Rubbermaid	FG443600BLA	158922	25-0035	2	TRUCK, UP 24X48	RUBBERMAID 4433	EA	EA	$	406.89	Y	
Rubbermaid	FG9T7200BLA	101873	25-0036	6	CART, HC CLEANING	RUBBERMAID 9T72	EA	EA	$	174.75	Y	
Malish	013018	444026	25-0037	27	BROOM, FINE SWEEP	18 IN	EA	EA	$	9.55	Y	
Impact	3105	412809	25-0038	70	DUSTER, LAMBSWOOL	TELESCOPIC	EA	EA	$	5.35	Y	
Malish	055906	963307	25-0039	46	BROOM, LG ANGLE W/HANDLE		EA	EA	$	4.84	Y	
Malish	055901	406313	25-0040	56	BROOM, LOBBY	CORN BROOM, W/ HANDLE	EA	EA	$	3.17	Y	
Rubbermaid	FG611277YEL	265199	25-0041	3	SIGN, WET FLOOR	BILINGUAL - YELLOW	EA	EA	$	6.62	Y	
Rubbermaid	1835528	179175	25-0042	12	KIT, MOPPING	RUBBERMAID RCP Q969, YELLOW	EA	EA	$	94.26	Y	
Rubbermaid	FG757788YEL	265194	25-0043	12	MOPBUCKET, WITH WRINGER	RUBBERMAID 7577-88, YELLOW	EA	EA	$	72.86	Y	
Impact	LFK100	265081	25-0044	71	GLASS POLISHING CLOTH	MICROFIBER 16 X 16	EA	EA	$	0.67	Y	Sold in pack of 12 for $8.00
Rubbermaid	FG611200YEL	500313	25-0045	3	SIGN, CAUTION FLOOR 25IN YEL	RUBBERMAID MULTI LINGUAL	EA	EA	$	6.62	Y	
Rubbermaid	FG9S1100YEL	138874	25-0046	3	BARRIER, MOBILE FLEXABLE	RUBBERMAID 9S11, YELLOW	EA	EA	$	322.22	Y	
Rubbermaid	FG199300GRAY	265312	25-0047	3	HOLDER, TOWEL CLOSET	RUBBERMAID 1993 34 IN	EA	EA	$	38.85	Y	
Impact	5032WG, 5900	952904, 265065	25-0048	54	BOTTLE, SPRAY W/TRIGGER	32 OZ	EA	EA	$	0.99	Y	
Malish	660060	416026	25-0049	7	HANDLE, MOP HARDWOOD	METAL THREAD TIP, 60 IN	EA	EA	$	3.71	Y	
Impact	3600	963589	25-0050	84	MOP, BOWL WHITE	ACID RESISTANT, 4-1/2 IN	EA	EA	$	1.20	Y	
Impact	2600	417108	25-0051	40	DUST PAN	UPRIGHT, BLACK	EA	EA	$	8.44	Y	
Impact	4212	412909	25-0052	7	DUST PAN, HD	CHARCOAL 12X18X2	EA	EA	$	2.06	Y	
EcoSelect	205865	205865	25-0053	3	WETMOP, STD. LOOPED END	4-PLY NATURAL, 5 IN	EA	EA	$	4.59	Y	Sold in 2/pk for $9.18
EcoSelect	205861	205861	25-0054	90	WETMOP, STD. LOOPED END	4-PLY NATURAL, LG 1 IN	EA	EA	$	6.81	Y	Sold in 2/pk for $13.62
EcoSelect	205860	205860	25-0055	99	WETMOP, STD. LOOPED END	4-PLY NATURAL, MED 1 IN	EA	EA	$	3.40	Y	Sold in 2/pk for $6.80
EcoSelect	265076	265076	25-0056	115	WETMOP, STD. LOOPED END	4-PLY NATURAL, XLG 1 IN	EA	EA	$	4.58	Y	Sold in case of 12 for $54.98
EcoSelect	205850	205850	25-0057	62	MOP, HD FINISH	HB LOOPED END - 1 IN	EA	EA	$	6.35	Y	Sold in 2/pk for $12.70
EcoSelect	982407	982407	25-0058	28	HANDLE, FIBERGLASS MOP	QUICK RELEASE, 60 IN	EA	EA	$	8.15	Y	
EcoSelect	142703	142703	25-0059	3	MOPHEAD, JUMBO	RED SYN. DISPOSABLE 36X5	EA	EA	$	4.03	Y	Sold in case of 6 for $24.18
EcoSelect	205861	205861	25-0060	31	WETMOP, HB	4-PLY BLEND, LG BLU LOOP 1IN	EA	EA	$	6.81	Y	Sold in 2/pk for $13.62
Rubbermaid	FG9C3200BLA	TBD	25-0061	15	SQUEEGEE, FLOOR	STRAIGHT 24 IN	EA	EA	$	9.29	Y	
Impact	3449	415370	25-0062	20	SCRAPER, FLOOR	48 IN LONG X 4 IN WIDE BLADE	EA	EA	$	16.57	Y	
Boardwalk	BWK5208	019174	25-0063	3	BRUSH, COUNTER	PLASTIC, 8 IN	EA	EA	$	4.90	Y	
Malish	172508	415626	25-0064	3	BRUSH, SCRUB UTILITY	NYLON, 9 IN	EA	EA	$	2.40	Y	
Rubbermaid	FG263200GRAY	163863	25-0065	16	CONTAINER, ROUND	BRUTE, 32GAL	EA	EA	$	17.00	Y	
Rubbermaid	FGWB26GR	TBD	25-0066	39	WASTEBASKET, SOFTMOLDED	GRAY, 24QT	EA	EA	$	16.86	Y	
Rubbermaid	FG356988GRAY	118163	25-0067	22	CONTAINER, UNTOUCHABLE	GRAY, 23GAL	EA	EA	$	30.95	Y	

INSTRUCTIONS: Please fill in columns **A, B, C, I, J, and K** Please use column **L** for vendor comments and column **M** for SDS web link.

ALL bids must be completed in the Excel spreadsheet provided.
ALL bids must be submitted in hard copy along with an electronic version of the bid on CD.

Vendor Name:	North American
Complete Address:	2101 Claire Court Glenview, IL 60025
Phone:	847-832-4000
Fax:	847-832-4314
E-Mail:	zhansen@na.com
Contact Person:	Zach Hansen

Custodial Supplies

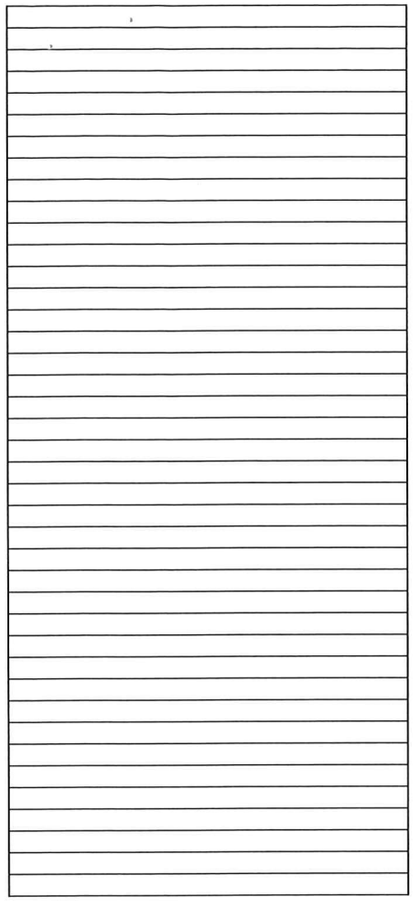
Manufacturer	Manufacturer's Item Nbr	Vendor Item Number	D300 Item Number	Estimated Purchase Amount	Description (1)	Description (2)	D300 u/m	Pack Case	Vendor Unit Price	Product will be delivered within 5-7 business days (Y/N)	Vendor Comments
Midlab	095000-41	263202	21-0025	3	CLEANING - CARPET	DEFOAMER-C 4GL/CS	CA	4/1 gal	$ 40.30	Y	
3M	55433	257116	24-0047	3	MOP, FLOOR FINISH	3M EASY SHINE	KT	Kit	$ 182.85	Y	
3M	59175	106813	24-0048	3	DISPENSER, FLOOR FINISH	3M EASY SHINE	EA	EA	$ 44.83	Y	
Unger	CK047	TBD	24-0049	4	CLEANER, KIT TABLE AND DESK	TABLE AND DESK - UNGER	KT	Kit	$ 219.84	Y	
Unger	MD400	189380	24-0050	19	MOP,MICRO 7.0	GREEN/WHITE	CA	5/cs	$ 9.96	Y	
EcoSelect	428614	428614	25-0001	5	PAD, FLOOR 20 IN	ULTRA GRIZZLY 5/CS	CA	5/cs	$ 13.45	Y	This is a green certified product
EcoSelect	421414	421414	25-0002	83	PAD, FLOOR 20 IN BLK	STRIPPING 5/CS	CA	5/cs	$ 13.19	Y	This is a green certified product
EcoSelect	420914	420914	25-0003	4	PAD, FLOOR 18 IN BLK	STRIPPING 5/CS	CA	5/cs	$ 12.20	Y	This is a green certified product
EcoSelect	420114	420114	25-0004	3	PAD, FLOOR 17 IN BLK	STRIPPING 5/CS	CA	5/cs	$ 10.15	Y	This is a green certified product
EcoSelect	265404	265404	25-0005	3	PAD, FLOOR 16 IN BLK	STRIPPING 5/CS	CA	5/cs	$ 9.39	Y	This is a green certified product
EcoSelect	425414	425414	25-0006	3	PAD, FLOOR 14 IN BLK	STRIPPING 5/CS	CA	5/cs	$ 7.96	Y	This is a green certified product
EcoSelect	424214	424214	25-0007	3	PAD, FLOOR 13 IN BLK	STRIPPING 5/CS	CA	5/cs	$ 6.93	Y	This is a green certified product
EcoSelect	422114	422114	25-0008	3	PAD, FLOOR 20 IN RED	POLISHING 5/CS	CA	5/cs	$ 13.19	Y	This is a green certified product
EcoSelect	117454	117454	25-0009	3	PAD, FLOOR 18 IN RED	POLISHING 5/CS	CA	5/cs	$ 12.20	Y	This is a green certified product
EcoSelect	420414	420414	25-0010	3	PAD, FLOOR 17 IN RED	POLISHING 5/CS	CA	5/cs	$ 10.15	Y	This is a green certified product
EcoSelect	428114	428114	25-0011	18	PAD, FLOOR 16 IN RED	POLISHING 5/CS	CA	5/cs	$ 9.39	Y	This is a green certified product
EcoSelect	425714	425714	25-0012	3	PAD, FLOOR 14 IN RED	POLISHING 5/CS	CA	5/cs	$ 7.96	Y	This is a green certified product
EcoSelect	424514	424514	25-0013	3	PAD, FLOOR 13 IN RED	POLISHING 5/CS	CA	5/cs	$ 6.93	Y	This is a green certified product
EcoSelect	101969	101969	25-0014	57	PAD, FLOOR 12 IN RED	POLISHING 5/CS	CA	5/cs	$ 6.34	Y	This is a green certified product
EcoSelect	422014	422014	25-0015	2	PAD, FLOOR 20 IN GREEN	STRIPPING 5/CS	CA	5/cs	$ 13.19	Y	This is a green certified product
EcoSelect	165852	165852	25-0016	3	PAD, FLOOR 18 IN GREEN	STRIPPING 5/CS	CA	5/cs	$ 12.20	Y	This is a green certified product
EcoSelect	424314	424314	25-0017	3	PAD, FLOOR 13 IN GREEN	STRIPPING 5/CS	CA	5/cs	$ 6.93	Y	This is a green certified product
EcoSelect	422214	422214	25-0018	5	PAD, FLOOR 20 IN WHITE	POLISHING 5/CS	CA	5/cs	$ 13.19	Y	This is a green certified product
EcoSelect	420514	420514	25-0019	3	PAD, FLOOR 17 IN WHITE	POLISHING 5/CS	CA	5/cs	$ 10.15	Y	This is a green certified product
EcoSelect	TBD	TBD	25-0020	3	PAD, FLOOR 16 IN WHITE	POLISHING 5/CS	CA	5/cs	$ 9.39	Y	This is a green certified product
EcoSelect	900316	900316	25-0021	10	PAD, FLOOR 14 IN WHITE	POLISHING 5/CS	CA	5/cs	$ 7.96	Y	This is a green certified product
EcoSelect	423414	423414	25-0022	3	PAD, FLOOR 12 IN WHITE	POLISHING 5/CS	CA	5/cs	$ 6.34	Y	This is a green certified product
EcoSelect	421814	421814	25-0023	6	PAD, FLOOR 20 IN BLUE	STRIPPING 5/CS	CA	5/cs	$ 13.19	Y	This is a green certified product
EcoSelect	420314	420314	25-0024	3	PAD, FLOOR 17 IN BLUE	STRIPPING 5/CS	CA	5/cs	$ 10.15	Y	This is a green certified product
EcoSelect	425614	425614	25-0025	3	PAD, FLOOR 14 IN BLUE	STRIPPING 5/CS	CA	5/cs	$ 7.96	Y	This is a green certified product
EcoSelect	424414	424414	25-0026	3	PAD, FLOOR 13 IN BLUE	STRIPPING 5/CS	CA	5/cs	$ 6.93	Y	This is a green certified product

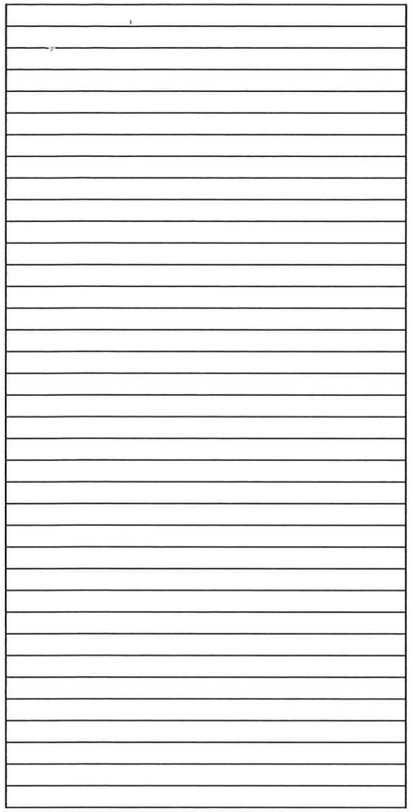
Rubbermaid	FG268988GRAY	100039	25-0068	2	CONTAINER, UNTOUCHABLE	LIDS ONLY	EA	EA	$	3.92	Y	
Impact	25125200	138418	25-0069	25	RECEPTACLE, SANITARY NAPKIN	WALL MOUNTED	EA	EA	$	16.05	Y	
Rubbermaid	FG356988BLA	129714	25-0070	3	WASTECAN, 22 GAL BLACK		EA	EA	$	30.95	Y	
Impact	3105	412809	25-0071	3	DUSTER, FEATHER	TELESCOPIC , LAMBSWOOL	EA	EA	$	5.28	Y	
Impact	3103	412709	25-0072	41	DUSTER, FEATHER	12 IN	EA	EA	$	3.95	Y	
Windsor	5300	265402	25-0073	205	VACUUM BAG, WINDSOR	FOR MODEL SRS15, 10/PK	PK	10/pk	$	9.89	Y	
Windsor	8.619-891.0	WIN550	25-0074	3	VACUUM BAGS, BACK PACK	FOR MODEL VP6 10/PK	PK	10/pk	$	25.66	Y	
Impact	25025088	920318	25-0075	47	BAG, SANI WASTE	WAXED, GUSSETED, 500/CS	CA	500/cs	$	15.21	Y	
Impact	25176488	890019	25-0076	3	TAMPON	VEND TUBE, REGULAR, 500/CS	CA	500/cs	$	63.47	Y	
Windsor	6.904-333.0	TBD	25-0077	3	VACUUM BAG	10/PK CANISTER	PK	10/pk	$	18.70	Y	
P&G	82027	266715	25-0078	57	PAD, CLEANING-MR. CLEAN	24/CASE	CA	36/cs	$	28.08	Y	Please note supplier has changed case pack
EcoSelect	TBD	TBD	25-0080	5	PAD, FLOOR 12 IN BLACK	5/CA	CA	5/cs	$	6.34	Y	This is a green certified product
EcoSelect	TBD	TBD	25-0081	3	PAD, FLOOR 12 IN GREEN	STRIPPING 5/CS	CA	5/cs	$	6.34	Y	This is a green certified product
EcoSelect	100073	100073	25-0082	6	PAD, BURNISHER 27 IN PINK	5/CA	CA	5/cs	$	29.80	Y	This is a green certified product
Rubbermaid	1863895	TBD	25-0083	21	PAD, RUBBERMAID PULSE	12/CA	CA	EA	$	7.08	Y	
3M	55434	257117	25-0084	10	PAD, WAX APPLICATOR 5 X 18 IN	2/PK 3M	PK	10/cs	$	53.91	Y	
Advance	54195A	ADV531	25-0085	1	BAG, BURNISHER	6/PK	PK	10/pk	$	11.34	Y	
Rubbermaid	FG264000BLA	265189	25-0087	33	DOLLY, BRUTE	RCP264000BK	CA	EA	$	23.00	Y	
Rubbermaid	FG443600BLA	158922	25-0088	3	TRUCK, PLATFORM 24 X 48	700 LB CAP.	EA	EA	$	406.89	Y	
Impact	150	250204	25-0089	1	CADDY, TOILET BOWL MOP	12/CS	CA	EA	$	2.35	Y	
Rubbermaid	FG633700BLUE	163212	25-0090	2	BRUSH, FLOOR	DUAL SURFACE SCRUB	EA	EA	$	6.35	Y	
Malish	50360	410126	25-0091	3	BRUSH, FLOOR HANDLE	60 INCH THREADED	EA	EA	$	3.07	Y	
EcoSelect	415170	415170	25-0092	106	PAD, HAND SCRUB ,GRN	10/CS	CA	10/pk	$	2.68	Y	
Impact	5900	265065	25-0093	300	SPRAYER TRIGGER ONLY FOR 32 OZ	BOTTLE, 7/8 in TUBE	EA	EA	$	0.49	Y	
Impact	LFK100	265081	25-0094	3	CLOTH, POLISHING MICROFIBER	FOR GLASS, 16X16, REN03698-IB	EA	EA	$	0.67	Y	Sold in pack of 12 for $8.00
Impact	3449	415370	25-0095	3	SCRAPPER, FLOOR	W 48 IN HANDLE, REN03881	EA	EA	$	16.57	Y	
Malish	172508	415626	25-0096	3	BRUSH, SCRUB UTILITY	NYLON, 9 IN, REN03969	EA	EA	$	2.40	Y	
Impact	3103	412709	25-0097	3	DUSTER, FEATHER	REN05145-IB	EA	EA	$	3.95	Y	
Impact	25121298	920418	25-0098	3	LINER, RECEPTACLE, SANITARY	10 X 3 1/4 X 9 IN	CA	250/cs	$	12.83	Y	
Chicopee	CHI8507	TBD	25-0099	3	WIPE, WET, PINK, CHIX	200/CASE	CA	200/cs	$	23.78	Y	
Advance	1471097500	262960	25-0100	10	BAG, VACUUM, XP10	10/PK	PK	10/pk	$	14.45	Y	
Advance	82367810	ADV213	25-0101	20	BAG, VACUUM, GD2000	10/PK	PK	10/pk	$	19.20	Y	
ProTeam	104544	154508	25-0102	20	BAG, VACUUM, PRO TEAM	10/PK	PK	10/pk	$	14.56	Y	
Windsor	8.619-885.0	TBD	25-0126	3	BAG, VACUUM, BACKPACK	10/PK - LARGE	PK	10/pk	$	26.91	Y	
Unger	MM40R	185722	25-0200	3	MOP HEAD, TABLE	UNGER	EA	EA	$	16.66	Y	
Unger	MM400	TBD	25-0201	54	MOP , MICROFIBER	UNGER	EA	EA	$	15.07	Y	Sold in cases of 5 for $75.35
Unger	PHW20	142161	25-0203	3	POLE, TABLE MOP	UNGER	EA	EA	$	6.12	Y	
Unger	COMBG	039938	25-0204	8	BUCKET, TABLE MOP	UNGER	EA	EA	$	170.00	Y	
3M	55439	143273	25-0205	4	BACKPACK,	3M EASY SHINE	EA	EA	$	41.07	Y	
3M	55440	178851	25-0206	3	POUCH	3M EASY SHINE	EA	5/cs	$	47.60	Y	Please note case pack of 5
3M	55438	129719	25-0208	4	DISPENSING TUBE	3M EASY SHINE	EA	5/pk	$	20.11	Y	Please note case pack of 5
3M	55437	104343	25-0209	3	DISPENSING TUBE - MAIN	3M EASY SHINE	EA	EA	$	34.27	Y	
EcoSelect	107671	107671	25-0210	9	PAD, SURFACE PREPARATION	3M 28x14	CA	10/cs	$	84.90	Y	

EcoSelect	142853	142853	25-0211	17	PAD, SURFACE PREPARATION	3M 20x14	CA	10/cs	$ 60.09	Y	
EcoSelect	444380	444380	25-0212	6	PAD, STRIPPER	3M 28X14	CA	5/cs	$ 22.81	Y	
3M	31252	188049	25-0213	1	PAD, POLISHING 28 X 14 IN	3M 28 X 14 WHITE	CA	10/cs	$ 63.79	Y	
3M	59257	172526	25-0214	3	PAD, STRIPPER	3M 20X14	CA	10/cs	$ 57.88	Y	
Rubbermaid	FG9S0000YEL	174915	25-0215	8	SIGN, CAUTION FLOOR POP UP	RUBBERMAID MULTI LINGUAL	EA	EA	$ 9.83	Y	
Windsor	8.619-891.0	WIN550	25-0216	3	BAG, VACUUM, BACKPACK	10/PK - LARGE	PK	10/pk	$ 25.66	Y	
Advance	82367810	ADV213	25-0217	4	BAG, VACUUM, CANISTER	10/PK	PK	10/pk	$ 19.20	Y	
GK	GK-EURST	SOU048	25-0218	3	VACUUM BAG, UPRIGHT	ORECK VAC BAGS 8/PK	PK	3/pk	$ 3.43	Y	
Advance	GK-VU500	SOU043	25-0219	9	VACUUM BAG, VU500	10/PK	PK	10/pk	$ 8.01	Y	
EcoSelect	107784	107784	25-0220	3	PAD, FLOOR, 7-3/4"	15/CA	CA	5/cs	$ 4.72	Y	
Rubbermaid	FG264360GRAY	265307	25-0221	3	CONTAINER, ROUND	BRUTE, 44GAL	EA	EA	$ 25.59	Y	
Advance	1406554010	ADV798	25-0222	3	BAG, VACUUM, HIP VAC	10/PK	PK	5/pk	$ 9.08	Y	
Unger	PHH20	TBD	25-0230	1	MOP HEAD, TABLE	UNGER	EA	5/cs	$ 51.63	Y	
3M	SPP20	415993	25-0240	6	PAD, FLOOR 20IN MAROON	SURFACE PREP 10/CA	CA	10/cs	$ 85.33	Y	
EcoSelect	444200	444200	25-0241	16	PAD, FLOOR 20IN RED	20X14IN 10/CA	CA	5/cs	$ 17.71	Y	
EcoSelect	444280	444280	25-0242	18	PAD, FLOOR 28IN RED	28X14IN 10/CA	CA	5/cs	$ 22.30	Y	
Rubbermaid	FG9B3400BRN	TBD	25-0245	3	BRUSH. DECK, SCRUB	POLYPRO, 10IN	EA	EA	$ 3.92	Y	
US Pumice	UPM12	265201	25-0246	12	STICK, SCOURING, PUMICE	12/BX	BX	12/box	$ 24.80	Y	
Advance	82367810	ADV213	25-0247	4	BAG, VACUUM, CANISTER - GD 930	5/PK	PK	10/pk	$ 19.20	Y	
Rubbermaid	FG130400BLA	121412	25-0248	3	TRUCK, TILT 1/2CU YARD	RUBBERMAID 1304BLA	EA	EA	$ 417.06	Y	
Advance	GK-VU500	SOU043	25-0249	3	BAG, VACUUM, VU500	10/PK	PK	10/pk	$ 8.01	Y	
Impact	251312764	889620	25-0252	7	NAPKIN, SANITARY	#4 MAXI-PAD, VEND 250/CA	CA	250/cs	$ 31.57	Y	
3M	59175	106813	25-0254	2	FILL STATION	3M EASY SHINE	EA	EA	$ 44.83	Y	
Rubbermaid	FG446600BLA	998909	25-0255	3	MOVER, DESK	600 LB CAP., 22" WIDE	EA	EA	$ 468.40	Y	
Rubbermaid	FG446600BLA	998909	25-0256	3	TRUCK, PLASTIC PLATFORM STYLE B	1600 LB AKRO MILLS	EA	EA	$ 468.40	Y	
Rubbermaid	FG9T6800BLA	154243	25-0257	3	CART, UTILITY SERVICE - 3 SHELF	500 LB CAP., 5 IN CASTER	EA	EA	$ 186.29	Y	
Rubbermaid	FG45088BEIG	139821	25-0258	3	CART, UTILITY SERVICE - 2 TIER	500 LB CAP., 16 IN, 4 IN CASTER	EA	EA	$ 121.75	Y	
Impact	5032WG	952904	25-0259	125	BOTTLE ONLY, SPRAY	32 OZ	EA	EA	$ 0.50	Y	
Square Scrub	P1428BLU	199817	25-0260	4	PAD. FLOOR 28 IN, BLUE	3M 59063 BLUE	CA	5/cs	$ 27.68	Y	
Unger	SM40G	165118	25-0261	1	HOLDER, MOP HEAD	UNGER SM40G 16 IN	EA	EA	$ 41.00	Y	
EcoSelect	415470	415470	25-0262	8	SPONGE, GREEN SCRUBBING	3M 74N / 20per CA	CA	5/pk	$ 3.39	Y	
Unger	COBW0	172455	25-0263	7	BRUSH, COBWEB	BRIGHT GREEN / UNGER	EA	EA	$ 7.31	Y	
Unger	EZ400	019330	25-0264	6	HANDLE, BRUSH, COBWEB	30 IN / UNGER	EA	EA	$ 42.06	Y	
Unger	PHW20	142161	25-0265	15	POLE, TABLE MOP	UNGER	EA	EA	$ 6.13	Y	
EcoSelect	420114	420114	25-0266	2	PAD, SCRUBING, BLACK		EA	5/cs	$ 10.15	Y	This is a green certified product
Rubbermaid	FG264788GRAY	111567	25-0267	10	LID - DOME TOP		EA	EA	$ 26.97	Y	
Square Scrub	P1420TGB	137750	25-0268	2	PAD, GROUT , SQUARE BLUE	14 X 20 IN		EA	$ 79.75	Y	
North American	965923	965923	29-0002	62	CLEANER TOILET BOWL	12/QTS	CA	12/32 oz	$ 18.45	Y	
Lava	10383	410816	29-0003	3	SOAP , BAR PUMICE 4OZ	48/CS	CA	48/4 oz	$ 42.40	Y	
Impact	9400C	963610	29-0004	3	SCREEN ,URINAL	NON PARA BLOCK, 12/CS	CA	12/pk	$ 11.11	Y	
Fresh	4PB	959730	29-0005	3	BLOCK, TOSS PARA URINAL, 3OZ	12/CS	CA	12/box	$ 5.75	Y	
KIK	KIKBLEACH6	166653	29-0006	100	BLEACH	6X1GAL	CA	6/1 gal	$ 16.48	Y	
North American	967901	967901	29-0007	21	CLEANER, STAINLESS STEEL	18 OZ, 12/CS	CA	12/16 oz	$ 42.09	Y	
Kaivac	KAIBLOOEY	138853	29-0008	13	CLEANER, RESTROOM	KAIBLOOEY	CA	4/1 gal	$ 50.82	Y	
Impact	7354	265357	29-0009	5	KIT, BLOOD BORN PATH.	GALAXY	EA	EA	$ 11.01	Y	Sold in case of 6 for $66.06
Supersorb	F0061024M22	863486	29-0010	24	CLEANER, VOMIT, VOBAN®	6/CS	CA	6/cs	$ 37.93	Y	
North American	266825	266825	29-0011	3	REMOVER, GRAFFITI	12/CS	CA	12/32 oz	$ 26.26	Y	
North American	968501	968501	29-0012	13	REMOVER, GUM	12/CS	CA	12/7 oz	$ 36.64	Y	
Midlab	123400-12	951115	29-0013	2	RESTORER, FLOOR LUSTER	12/CS QTS	CA	12/32 oz	$ 28.30	Y	
Stearns	2308589	185631	29-0014	6	REMOVER, FLOOR SALT	4GAL/CASE	CA	36/5 oz	$ 24.30	Y	
North American	114667	114667	29-0015	16	CLEANER, SIMPLE GREEN	6/1 GAL PER CASE	CA	2/2.5 gal	$ 34.46	Y	This is a green certified product
North American	951013	951013	29-0017	10	REMOVER, LIME	12/32 OZ BOTTLE PER CASE	CA	12/32 oz	$ 27.92	Y	The item is Ecologo and Green Seal certified
Midlab	073000-12	266519	29-0018	5	POLISH, FURNITURE	4/1 GAL-CASE	CA	12/32 oz	$ 54.38	Y	
North American	977902	977902	29-0019	22	DIGESTANT, BACTERIAL	12 QUART/CASE	CA	12/32 oz	$ 24.44	Y	
Phoenix	AJAXX42		29-0020	3	SOAP, LAUNDRY ALL BRAND	4GL/CA	CA	4/134 oz	$ 35.19	Y	
Midlab	952300	951113	29-0021	51	CLEANER, GRIME GRAFFITI	CMD CTR, 2X1.5GAL	CA	2/3 L	$ 66.88	Y	This is in dilution system similar to RTD = 1 oz/gallon = .33/gal
North American	266825	266825	29-0023	6	CLEANER, GRIME GRAFFITI	12/QTS	CA	12/32 oz	$ 26.26	Y	
North American	195521	195521	29-0024	3	SPOTTER, CARPET	12/CS QT	CA	6/32 oz	$ 22.69	Y	
North American	267804	267804	29-0025	3	CLENSER, MILD ABRASIVE	SOFT SCRUB LEMON 9/26 OZ	CA	12/32 oz	$ 34.94	Y	
North American	965923	965923	29-0026	3	CLEANER, TOILET BOWL	12/CS QT. BLUE-GREEN	CA	12/32 oz	$ 18.45	Y	
Diversey	94512759	730011	29-0027	3	CLEANER, RUBBER FLOOR	4/CS GAL	CA	4/1 gal	$ 65.54	Y	
Kaivac	KBOSH	109709	29-0028	3	GERMACIDE, FOR KIVAC	2/CS 2.5L	CA	4/1 gal	$ 57.80	Y	
North American	266825	266825	29-0029	3	DEGREASER	6 QT/ CS	CA	12/32 oz	$ 26.26	Y	
North American	987402	987402	29-0031	3	CLEANER, TOILET, DESCALING 32OZ	20% HCL - 12/CS	CA	12/32 oz	$ 28.23	Y	
North American	968301	968301	29-0032	18	DUSTMOP TREATMENT, OIL, AEROSL	17 OZ CAN, 12 CANS/CASE	CA	12/14 oz	$ 49.07	Y	

North American	998486	998486	29-0034	106	SCREEN, URINAL, FLAT	NON PARA CITRUS (no cherry)	CA	12/pk	$	16.43	Y	
Ecolab	6110428	477819	29-0036	3	CLEANER, ENCAPSULANT PLUS	1 GAL	CA	4/1 gal	$	95.00	Y	
North American	266825	266825	29-0037	3	CLEANER, GRIME	32OZ BOTTLE - 12/CA	CA	12/32 oz	$	26.26	Y	
North American	977902	977902	29-0039	1	CLEANER, URINAL DRAIN	STATE A SALT	EA	12/32 oz	$	24.44	Y	
Midlab	963200-12	951110	29-0040	3	CLEANER, BATHROOM STAIN	PRIMEZYME	EA	12/32 oz	$	47.24	Y	
North American	977902	977902	29-0041	3	TREATMENT, DRY DRAIN	SHUT YOUR TRAP	EA	12/32 oz	$	24.44	Y	

SDS Web Link
file:///C:/Users/jtinkham/Downloads/Midlab%20Incorporated_S





file:///C:/Users/jtinkham/Downloads/North%20American%20C
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COMMUNITY UNIT SCHOOL DISTRICT #300
PURCHASING DEPARTMENT
2605 BUNKER HILL DR
ALGONQUIN IL, 60102
Phone – 847-551-8460
Fax – 847-551-8463

September, 17 2019

Dear Vendor:

ADDENDUM 1

Custodial Chemicals and Supplies

Questions and Answers:

Question: Can you provide us more information on this product?
27-0016 CLEANER MULTI SURFACE ALKALINE, MILD ABR., 4X1GAL
Answer: It's currently a Diversey cleaner, "Surety"

Question: Can you provide us more information on this product?
27-0017 CLEANER CARPET EXTRACTION RTD, 2X1.5L
Answer: It's currently a Diversey rinsing carpet extraction cleaner, #3515042.

Question: Can you please provide more information on this cleaner? Normally cleaners of this nature that work well are not eligible for any kind of green designation.
27-0024 REMOVER, TAPE ,TAR, CRAYON 6X 32OZ BOTTLE
Answer: It's Mortsenbackers MTS40703. This looks to be a non-green chemical.

Question: Is the contract awarded by line or by category?
Answer: It is the intent that the district will award this project by category.

Question: Are the already extended contracts for paper goods, can liners, hand soap and floor was on the same timeline?
Answer: Yes, contracts have been extended for these categories per the previous bid.

Question: The bid notes that the District is a green district. Do bidders need to specify that products are green, such as Green Seal, Ecologo or Safer Choice?
Answer: Yes. All the above are acceptable.

Question: Do you require specific days as to lead time for product delivery?
Answer: The Bid Response form has a column to note lead times as well as an example.

Question: Is the district willing to sign on with any co-ops the vendor may be partnered with?
Answer: Not for this bid period. However, it would be in the best interest of bidders to disclose all co-ops you are members of in Bid Response Form A's Comments Section.

Question: On the Bid Response Form, D300 Item Number 27-0024 Remover, Tape, Tar, Crayon is not a green item. Will the District notify the bidders of any change?
Answer: yes. The current product that D300 is using is Mortsenbockers MTS40703.

Question: If the Bid Response Form lists a specific manufacturer in the item description, is the bidder required to bid that item from that manufacturer only?
Answer: Not necessarily. The manufacturers named are there to provide specifications. If the bidder supplies other comparable manufacturers, the bid item will be considered.

Question: Is there a way for the District to supply a list of supplies that are currently in use where the item description is limited?
Answer: Our current suppliers are Laport (chemicals) and HP Products (Custodial Supplies). We have no current suppliers for Custodial Hardware.

Question: Does the District have access to the vacuum model # or item # for vacuum bags? As an example, item 25-0102 Bag, vacuum Pro Team – Pro Team has several models of vacuums so this item number is non-specific.
Answer: There are very few if any Pro Team vacuums left in the district. If a bag requirement comes up in the next year, the bags will be bought off contract.

Question: Section 1, General, Item I. Are increases allowed during the initial first year?
Answer: No.

Question: Section 7, Compliance and Prevailing Wage. Does this apply if we are only providing supplies only?
Answer: No.

Question: Certificate regarding employment of Illinois workers on Public Works. We are only providing supplies so does this apply?
Answer: It applies; however, the Illinois unemployment currently does not exceed 5%.

Question: What is the Tough Guy Item# for the Lobby Broom?
Answer: 47131604

Question: (below)
Answers:

- Item 25-0049 – Description 1 is for a mop handle. Description 2 is for a broom handle. Which one do you want? **Broom**
- Item 25-0070 – The Rubbermaid 3546 Untouchable Round Container is only available in gray or beige colors. Is gray an acceptable color for CUSD 300? **Gray is acceptable.**
- When you say you will award by categories, what are the categories? Are those the tabs at the bottom of the spreadsheet? **Correct.**
- Item 25-0085 – What is the brand and model of the machine that requires these burnisher bags? **Advance**
- Item 25-0100 – What is the brand and model of the machine that requires these bags? **Advance xp10.**
- Item 25-0101 – What is the brand and model of the machine that requires these bags? **Advance GD2000.**
- Item 25-0126 – What is the brand and model of the machine that requires these bags? **Windsor Back Pack 68005**
- Item 25-0200 – Can you provide the Unger model number of this item currently used? **UNGPHH20**
- Item 25-0216 – What is the brand and model of the machine that requires this bag? **Windsor Back Pac 6 qt.**
- Item 25-0222 – What is the brand and model of the machine that requires this bag? **Advance Hip Vac UZ964**
- Item 25-0247 – What is the brand and model of the machine that requires this bag? **Advance GD 930**

- 25-0073- **Windsor Bags SRS15**
- 25-0102- **Pro team 104544- canister- 10 qt**
- 25-0218- **Windsor Versamatic 2003**
- 25-0219- **Advance upright -VU500**
- 25-0085- **Advolution burnisher bag**
- 25-0217- **Advance canister G12-G15**
- 25-0077- **Windsor Canister- Trek vac**
- 25-0216- **Windsor Back Pac 6 qt**
- 25-0074 **Windsor VP6**

Changes to Bid Documents

I. Change the following paragraph under Instructions to Bidders from:

1. i. Bid award to cover a 1 year period with the possibility of two, one year extensions. Awarded contract begins October 23, 2019, and ends on October 22, 2020. District 300 will be using the Urban CPI (December) to determine any increases in pricing. For any increase above this CPI %, the successful vendor(s) will have to justify in detail any additional increases to this pricing. District 300 is to be notified within 60 days of any product price increases or decrease.

TO:
1. i. Bid award to cover a 1 year period with the possibility of two, one year extensions. Awarded contract begins November 15, 2019, and ends on November 14, 2020. District 300 will be using the Urban CPI (December) to determine any increases in pricing. For any increase above this CPI %, the successful vendor(s) will have to justify in detail any additional increases to this pricing. District 300 is to be notified within 60 days of any product price increases or decrease.

II. Change the following paragraph under Instructions to Bidders from:

26. COMPLETION OF WORK
Contract duration is through October 22, 2020.

TO:
26. COMPLETION OF WORK
Contract duration is through November 14, 2020.

III. Change the following paragraph under Scope of Work from:

DURATION
Bid award to cover a 1 year period with the possibility of two, one year extensions. Awarded contract begins October 23, 2019, and ends on October 22, 2020. District 300 will be using the Urban CPI (December) to determine any increases in pricing. For any increase above this CPI %, the successful vendor(s) will have to justify in detail any additional increases to this pricing. District 300 is to be notified within 60 days of any product price increases or decrease.

TO:

DURATION
Bid award to cover a 1 year period with the possibility of two, one year extensions. Awarded contract begins November 15, 2019, and ends on November 14, 2020. District 300 will be using the Urban CPI (December) to determine any increases in pricing. For any increase above this CPI %, the successful vendor(s) will have to justify in detail any additional increases to this pricing. District 300 is to be notified within 60 days of any product price increases or decrease.

Additional Information:

The awarded vendor may be expected to provide on-site trainings to custodial staff or installation of products. Consequently, the District requires completion of two forms which have been included with this Addendum 1 as attachments. These are the Criminal Background Investigations and the Authorization for Criminal Background Investigation forms.

Please include a list of co-ops, if any, the vendor may be partnered with. This may be listed in the Comments and Additional Information section of Bid Response Form – Part A

Attachments

CRIMINAL BACKGROUND INVESTIGATIONS

AUTHORIZATION FOR CRIMINAL BACKGROUND INVESTIGATION

This Area was Left Intentionally Blank

CRIMINAL BACKGROUND INVESTIGATIONS

Contractor hereby represents, warrants, and certifies that no officer or director thereof has any knowledge that any employee thereof has been convicted of committing or attempting to commit "Criminal Code of 1961," 720 ILCS, Sections 5/11-6 (Indecent solicitation of a child), 5/11-9 (Public indecency), 5/11-14 (Prostitution), 5/11-15 (Soliciting for a prostitute), 5/11-15.1 (Soliciting for a juvenile prostitute), 5/11-19 (Pimping), 5/11-19.1 (Juvenile pimping), 5/11-19.2 (Exploitation of a child), 5/11-20 (Obscenity), 5/11-20.1 (Sexual assault), 5/12-14 (Aggravated criminal sexual assault), 5/12-15 (Criminal sexual abuse), and 5/12-16 (Aggravated criminal sexual abuse), and/or those offenses defined in the "Cannabis Control Act," 720 ILCS, 550/1 et seq. (except the "Illinois Controlled Substances Act, " 720 ILCS 570/100 et seq., any of the offenses that would subject a certificated employee to suspension or revocation pursuant to Section 21-23a of the School Code or anyone found to be the perpetrator of sexual or physical abuse of any minor under 18 years of age pursuant to proceedings under Article II of the Juvenile Court Act of 1987 and/or any offense committed or attempted in any other state or against the laws of the United States, which if committed or attempted in this State, would have been punishable as one or more of the foregoing offenses.

Contractor further agrees that it shall not employ any person who has or may have direct, daily contact with the pupils of any school in the district, and for whom a criminal background investigation has not been conducted pursuant hereto, and further represents and agrees that all applicants for any such employment shall furnish with their applications the attached written "Authorization for Criminal Background Information" form authorizing the School District to request a criminal background investigation of said applicant pursuant to Section 5/10-21.9 of the School Code of Illinois and to receive criminal history record information pursuant thereto to determine if the applicant has been convicted of committing or attempting to commit any of the criminal or drug offenses enumerated above. Contractor further agrees to submit with said authorization payment for any costs and expenses associated with the criminal background investigation.

Contractor further represents, warrants, and certifies that no applicant for employment with respect to whom the criminal investigation reveals any conviction for committing and/or attempting to commit any of the above-enumerated offenses shall be employed thereby in any position that involves or may involve contact with the students of the school district.

This certification is executed on the date hereinafter indicated by the designated contractor by its duly authorized officer.

By _____

Attest**:** _____

Dated: _____

AUTHORIZATION FOR CRIMINAL BACKGROUND INVESTIGATION

The undersigned hereby authorizes the Board of Education of Community Unit School District 300, Carpentersville, Illinois to request a criminal background investigation from the Illinois State Police, pursuant to Section 5/10-21.9 of the School Code of Illinois, 105 ILCS 5/10-21.9 and to receive criminal history record information pursuant thereto.

_____
(Printed or Typed Name of Applicant Employee)

_____
Signature of Applicant or Employee

This Addendum is to be considered part of the original bid documents.

Please confirm receipt of this email or fax by a telephone call, email, or fax.

Telephone Number – 847-551-8460.

E-mail - bids.purchasing@d300.org

Fax Number – 847-551-8463

If you have any questions, please feel free to contact me at the numbers listed above.

Sincerely,



Diane C. White / Director of Purchasing

Community Unit School District # 300
Purchasing Department
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8460 – PHONE

September 10, 2019

Dear Vendor,

The Board of Education of Community Unit School District No. 300 (the "District") invites you to submit a sealed bid for

Custodial Chemicals and Supplies

The enclosed bid form(s) **must** be used in submitting bid. Bid must be addressed as follows:

Community Unit School District No. 300
Purchasing Department – Custodial Supplies
2605 Bunker Hill Drive
Algonquin, IL 60102

Sealed bids will be received until **11:00 AM CST, Friday, September 20, 2019** at which time they will be publicly opened and read.

The required Contractor's Certification forms must be completed and returned with the bid.

It is the intention of the Board of Education to award the bid at the **October 22, 2019 regular meeting.** The Board of Education may make such investigations as deemed necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish to the District all such information for this purpose as the District may request. The District reserves the right to reject any or all bids if the evidence submitted by, or investigation of, such bidder(s) fails to satisfy the District that such bidder(s) is properly qualified to carry out the obligations of the contract and to complete work contemplated therein. District further reserves the right to waive any minor irregularities or minor defects in the bids, which do not affect the price nor constitute some type of substitution for a designated item, and to accept the bid, which is in the best interest of the District. Conditional bids will not be accepted. Strikeouts or addition of conditions or provisions or insertion of substitutes shall be reason for rejecting a bid without any specification of reason for the rejection. Any request for information shall be made to Diane C. White, Director of Purchasing, but the response may not be used as a condition to any bid being submitted.

Diane C White

Sincerely,
Diane C. White
Director of Purchasing / CUSD 300

PUBLIC NOTICE

NOTICE TO BIDDERS

The Board of Education of Community Unit School District No. 300 is accepting sealed bids for:

Custodial Chemicals and Supplies

Sealed bids will be accepted until 11:00AM CT, Friday, September 20, 2019 at the District 300 Purchasing Office:

District 300 Purchasing Office
2605 Bunker Hill Dr.
Algonquin, IL, 60102

at which time they will be publicly opened and read.

A non-mandatory pre-bid meeting is scheduled for 10:00AM, Thursday, September 12, 2019. Prospective bidders are to meet at the Bunker Hill Professional Development Center, 2605 Bunker Hill Drive, Algonquin, Il 60102. If you are unable to attend in person, please contact the Purchasing Department for access to the meeting online.

Any questions regarding this bid must be directed to:

Community Unit School District #300
Diane C. White
2605 Bunker Hill Dr.
Algonquin, IL, 60102
847-551-8460
Bids.purchasing@d300.org

Bid specifications will be available on Wednesday, September 4, 2019, after 3:00PM. To obtain bid specifications, please contact bids.purchasing @d300.org or phone 847-551-8460.

TIMELINE

Bid - Custodial Chemicals and Supplies			
ACTION	**DATE**	**TIME**	**LOCATION**
Timeline Established	8/29/2019		Purchasing Office
Specifications Review	8/29/2019		
Specifications Finalized	8/29/2019		
Legal Ad Published	9/5/2019		Daily Herald
Specifications Released to Vendors	9/4/2019	3:00PM	
Pre-Bid Meeting	9/12/2019	10:00AM	**BH PDC-Conf Rm**
Q&A Deadline – via email	9/17/2019	12:00 NOON	via email to Purchasing
Bid Opening	**9/20/2019**	**11:00AM**	**BH PDC-Conf Rm**
Evaluation Period	9/20/2019 - 9/27/2019		
CFO Packet	9/27/2019		Susan Harkin, CFO
Board Finance Committee	10/7/2019		
BOE Workshop	10/8/2019	6:30PM	Administration Building
BOE Approval	10/22/2019	6:30PM	Administration Building
Contract(s) Issued	11/15/2019		

Instructions to Bidders

1. GENERAL

a. Bids shall be signed and submitted in an envelope properly marked with the title of the bid, and date and time of opening. Unsigned bids will be rejected.

b. Seal and deliver bid to the purchasing office on or before the time scheduled for the opening. Late bids will not be opened nor considered.

c. All bids MUST be completed in the EXCEL spreadsheet provided in the Bid Response Form and. All bids must be submitted in hard copy along with an electronic version on a flash drive only.

d. The District is not subject to Federal Excise Tax or Illinois Sales or Retailers Occupational Tax. Bids should not include sales or excise tax.

e. Prices quoted shall include all charges for packing, transportation, unforeseen costs (tariffs), energy charges and delivery to the locations designated on the bid specification and installation if called for in the bid specifications.

f. Correspondence shall be addressed to the Director of Purchasing.

g. Bids are available for inspection in the purchasing office by appointment for 10 days after the date of the award of an order.

h. Oral, telephonic, telegraphic, facsimile or electronically transmitted bids will not be accepted.

i. Bid award to cover a 1 year period with the possibility of two, one year extensions. Awarded contract begins October 23, 2019, and ends on October 22, 2020. District 300 will be using the Urban CPI (December) to determine any increases in pricing. For any increase above this CPI %, the successful vendor(s) will have to justify in detail any additional increases to this pricing. District 300 is to be notified within 60 days of any product price increases or decrease.

2. ERRORS AND OMISSIONS

All bids shall be submitted with each space properly completed. The special attention of bidders is directed to the policy that no claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidders find any claimed discrepancies in, or omissions from, any of the documents, or be in doubt as to their meanings, bidder shall advise the purchasing official first orally, followed by written (FAX or letter) with specification of the claimed problems which must be received during regular working hours at least 10 days before the date set for bid opening so that a written notification can be prepared by any purchasing official, who will issue the necessary clarifications to all prospective bidders by means of addenda.

3. FIRM BID

All bids will be considered to be firm for a period of sixty (60) days from the date established for the opening of bids.

4. WITHDRAWAL OF BIDS

Bids may be withdrawn by letter, or telegram, or fax received by the district or in person prior to the time and date established for the opening of bids.

5. INVESTIGATION OF BIDDERS

a. The purchasing official will make such investigation as is necessary to determine the ability of the bidder to fulfill bid requirements. The bidder shall furnish such information as may be requested and shall be prepared to show completed installations of equipment, types of service or supplies similar to those included in the bid.

b. The Board of Education reserves the right to reject any bid if it is determined that the bidder is not properly qualified to carry out the obligations of the contract. The Board of Education reserves the right to reject any or all bids, to waive irregularities and to accept that bid which is considered to be in the best interest of the District. Any such decision shall be considered final. All items bid shall be new unless otherwise specified in the requirements.

6. VENDOR APPLICATION AND W-9 FORM

The District requires that a current Vendor Application and W-9 form be included with your sealed bid. These forms can be found on the District website – www.d300.org. Go to Departments-Finance-Purchasing to download the vendor application and W-9 form.

7. Compliance with the Illinois Prevailing Wage Act

It shall be mandatory upon the bidder and upon any subcontractor thereof to pay all laborers, workmen, and mechanics employed by them not less than the general prevailing rate of wages as found by the District or Department of Labor for each craft or type of worker or mechanic needed to execute the contract and the general prevailing rate for legal holiday and overtime work as ascertained by the Illinois Department of Labor. The prevailing wage rates are revised by the Department of Labor periodically and are available on its website. The bidder shall comply with all provisions of the Illinois Prevailing Wage Act, 820 ILCS 130/0.01 *et seq.*, applicable to the work. Payment of any bidder shall not be processed without receipt of certified employee records required by 820 ILCS 130/5.

8. SIGNATURE CONSTITUTES ACCEPTANCE

The signing of these bid forms shall be construed as acceptance of all provisions contained herein.

9. CONTRACTS

The successful bidder will be required to enter into a contract incorporating the terms and conditions of this bid.

10. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this Contract (whether or not federal funds are involved) the bidder agrees as follows:

a. The bidder will not unlawfully discriminate against any employee or applicant for employment because of age, race, creed, color, sex, religion, ancestry, marital status, handicap, military status, unfavorable discharge from military service or national origin, as those terms are contained in the Illinois Human Rights Act (775ILCS 5/1-10 et. seq., hereinafter "unlawful discrimination"). The bidder will take affirmative action to ensure the applicants are employed, and that employees are treated equally during employment, without unlawful discrimination. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The bidder agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

b. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the bidder, state that all qualified applicants will receive consideration for employment without unlawful discrimination.

11. COMPLETION DELIVERY TIME

If delivery time will exceed 5 to 7 business days after receipt of a purchase order, bidders are to state the delivery time by each respective item on the Bid Response Form. All prices must be quoted FOB. Destination. Shipments shall become property of consignee after delivery and acceptance. Regardless of statements to the contrary, payment terms will begin no sooner than the date of delivery of goods.

12. EVALUATIONS

The District reserves the right to reject any and all bids, to waive any technicalities in the bidding and to award each item to a different bidder or all items to a single bidder unless otherwise noted on bid request, and to determine whether in the opinion of the District: (1) an early delivery date is entitled to more consideration than price, (2) an earlier delivery date is to be disregarded because of the reputation of the bidder for not meeting delivery

dates, (3) a bidder is not a responsible bidder and should be disregarded. The District will authorize the release of purchase orders upon acceptance of bids. In the event of pricing errors, the unit count(s) listed will prevail and be considered accurate.

13. EXAMINATION OF DOCUMENTS AND SITE

Before submitting a bid for work on any project, each bidder shall carefully examine the project site and the contract documents, fully inform itself of existing conditions and limitations of the project sites, rely entirely upon their own judgment in making the bid, and include in its own bid all sums sufficient to provide all work required by the contract documents. After opening of bids, no additional allowance will be made for changes in project scope and/or price due to work, which would have been apparent, by examination of the documents and sites. By submitting a bid, each bidder shall be held to represent that bidder has made the examination in complete detail and has determined beyond doubt that the documents and existing conditions are sufficient, adequate and satisfactory for completion of the work.

14. PERFORMANCE: LABOR AND MATERIAL PAYMENT BONDS IS NOT REQUIRED OF THIS PROJECT

Within ten days after the date of the Notice of Award, the successful contractor shall enter into a formal contract with the District and shall provide a Performance Bond and a Labor and Material Payment Bond, each in the full amount of the contract. Each bond shall be in accordance with AIA. Document A31 1. The contractor shall pay the cost of premiums for said bonds. The bonds shall be signed and sealed by an authorized representative of the bonding company and authorized officer or representative of the contractor, and a certificate of the authority of those signing the bonds, if not officers, shall be attached thereto.

The Performance Bond and the Labor and Material Payment Bond shall guarantee the performance of the duties placed on the contractor by the Prevailing Wage Act, as well as all other duties undertaken pursuant to the contract with the District, and shall indemnify the District from any liability or loss resulting to the District from any failure of the contractor fully to perform each or all of said duties.The Performance Bond and the Labor and Material Payment Bond herein provided shall be placed with a Surety company or companies having a policy holder’s rating not lower than “A” and a financial rating not lower than “AAA” in Best’s Insurance Guide (current edition).

15. BID SECURITY IS NOT REQUIRED OF THIS PROJECT

A Bid Bond or certified check made payable to the District in the amount of ten percent (10%) of the bid shall accompany each bid as a guarantee that the bidder, if awarded the contract, will furnish the required Performance Bond and Labor and Material Payment bonds, execute the contract and proceed with the work. Upon failure to do so, the bidder shall forfeit the check or the district shall be entitled to the principal amount of bid bonds as liquidated damages. No mistakes or errors on the part of the bidder shall excuse the bidder or entitle bidder to a return of the check or bid bond. No bidder may withdraw a bid for a period of 60 days after the date of opening thereof.The bid bonds or checks will, with the exception of those of the three lowest bidders, be returned within seven days after the opening of bids and the remaining checks or bid bonds will be returned when the contract is executed and all required bonds have been provided.

16. SERVICE POINTS

Algonquin Lakes Elementary 1401 Compton Drive - Algonquin, IL 60102	**Parkview Elementary** 122 Carpenter Blvd. - Carpentersville, IL 60110
Dundee Highlands Elementary 407 South Fifth Street - West Dundee, IL 60118	**Perry Elementary** 251 Amarillo Drive - Carpentersville, IL 60110
Eastview Elementary 540 Longwood Drive - Algonquin, IL 60102	**Sleepy Hollow Elementary** 898 Glen Oak Drive - Sleepy Hollow, IL 60118
Gilberts Elementary 729 Paperbark Lane - Gilberts, IL 60136	**Westfield Community School** 2100 Sleepy Hollow Road - Algonquin, IL 60102
Golfview Elementary 124 Golfview Lane - Carpentersville, IL 60110	**Wright Elementary** 1500 Ketchum Road - Hampshire, IL 60140
Hampshire Elementary 321 Terwilliger Avenue - Hampshire, IL 60140	**Algonquin Middle School** 520 Longwood Drive - Algonquin, IL 60102
Lake in the Hills Elementary 519 Willow Street - Lake in the Hills, IL 60156	**Carpentersville Middle School** 100 Cleveland Avenue - Carpentersville, IL 60110
Lakewood 1651 Ravine Lane - Carpentersville, IL 60110	**Dundee Middle School** 4200 West Main St. - West Dundee, IL 60118
Liberty Elementary 6500 Miller Road - Carpentersville, IL 60110	**Hampshire Middle School** 560 South State Street - Hampshire, IL 60140
Lincoln Prairie Elementary 500 Harvest Gate - Lake in the Hills, IL 60156	**Dundee-Crown High School** 1 Charger Country Drive - Carpentersville, IL 60110
Meadowdale Elementary 14 Ash Street - Carpentersville, IL 60110	**Hampshire High School** 1600 East Big Timber Road - Hampshire, IL 60140
Neubert Elementary School 1100 Huntington Drive - Algonquin, IL 60102	**Jacobs High School** 2601 Bunker Hill Drive - Algonquin, IL 60102
D300 Buildings & Grounds 2605 Bunker Hill Dr., Algonquin, IL 60102	**Oak Ridge School** 300 Cleveland Ave., Carpentersville, IL 60110

17. WARRANTY

The bidder shall warrant the work services, and/or products to be free of defects in material and workmanship for a period of _1_ years. This warranty shall obligate the contractor to repair or replace the products at no additional charge to the District.

18. INSURANCE (REQUIRED)

The contractor shall provide and maintain insurance in the amounts outlined below with companies acceptable to the District:

MINIMUM INSURANCE REQUIREMENTS

General Liability	General Aggregate	$2,000,000
	Products-Comp/OP Agg	2,000,000
	Personal Injury	1,000,000
	Each Occurrence	1,000,000
	Fire Damage (Any one fire)	50,000
	Medical Exp. (Any one person)	5,000
Excess Liability	Each Occurrence	2,000,000
	Aggregate	2,000,000
Automobile Liability	Bodily Injury (each occ)	1,000,000
	Property Damage (each occ)	1,000,000
Worker's Compensation	Statutory Limits	
	Each Accident	500,000
	Disease-Policy Limit	500,000
	Disease-Each employee	500,000

All such insurance shall not be cancelable without thirty (30) days prior written notice being given to the District.

With respect to the insurance required herein, the contractor shall provide

such insurance naming the District, the Board of Education and its members individually, and its employees and agents as **additional named insured**. The contractor shall also purchase and maintain such insurance as will protect the District from and against all claims, damages, loss and expenses, including attorney's fees arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense, (1) is attributable to bodily injury to or destruction of tangible property (other than the work itself), including the loss of use resulting there from, and (2) is caused in whole or in part by a negligent act or omission of the contractor, subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts they may be liable, regardless of whether or not it is caused in part by a party to whom insurance is afforded pursuant to this paragraph.

It is MANDATORY within ten (10) days after the bid award, that the Certificate(s) of Insurance shall be submitted to the insurance agent for the District.

19. TOTAL PRICE FOR ALL ITEMS BID

A total bid dollar amount, regardless of whether or not the bidder is bidding all items, must be entered in the appropriate section of the bid form before signing and submitting the bid.

20. HOLD HARMLESS AND INDEMNIFICATION

The contractor shall assume all liability for, and shall protect, defend, indemnify and hold harmless, the Board of Education, its members individually, officers, employees, servants and agents, from and against all claims, actions suits, judgments, costs, losses, expenses and liabilities of whatsoever kind or nature including reasonable legal fees incurred by owner arising out of:

A. Any infringement (actual or claimed) of any patents, copyrights or trade names by reason of any work performed or to be performed by the contractor under this contract or by reason of anything to be supplied by the contractor pursuant to this contract.

B. Bodily injury, including death, to any person or persons (including contractor's officers, employees, agents and servants) or damage to or destruction of any property, including the loss of use thereof:

-Caused in whole or in part by an act, error or omissions by the contractor or any subcontractor or anyone directly or indirectly employed by any of them regardless of whether or not it is caused in part by a party to be indemnified hereunder.

-Arising directly or indirectly out of the presence of any person in or about any part of the project site or the streets, sidewalks and property adjacent thereto.

-Arising directly or indirectly out of the use, misuse or failure of any machinery or equipment used directly or indirectly in the performance of this contract.

21. DAMAGE TO PROPERTY

In the event the bidder damages the District’s property, the bidder shall, at the bidder’s sole cost, restore the property or any surrounding area. Such restoration shall be to a condition at least equivalent to the condition of the affected area immediately before the destruction or damage. If the bidder does not repair such damage within 14 days after receiving written notice from the District, or such lesser time if the District determines the damage creates an emergency situation, the District may repair the damage and the bidder shall reimburse the District for the costs the District incurs within 14 days after the District provides a written invoice to the bidder.

22. LATE BIDS

Bids received after the time specified in the Invitation to Bid will not be opened or considered. The method of transmittal of the bid is at the bidder's risk of untimely receipt by the Board of Education. The use of Board of Education equipment for transmission of bids is prohibited.

23. RECYCLED PRODUCTS

The District supports national and local efforts for recycling. Bidders are encouraged to offer recycled supplies and materials as bid alternatives. Notations are to be included as to the percentage of recycled products in each item.

24. PAYMENT

Payment to be made within 45 days after the project completion.

Does your company accept ACH payments?
Does your company accept credit cards?
Does your company allow discounts for early payments?

Discounts examples –
2% 10 days net 30
1% 20 days net 30

25. MANUALS

The successful bidder shall supply, at no cost to the District, a detailed service manual, parts list, and list of service locations.

26. COMPLETION OF WORK

Contract duration is through October 22, 2020.

27. PERSONNEL

If any person employed on the work site were, in the opinion of the District project manager, intemperate, disorderly, incompetent, willfully negligent or dishonest on the performance of his/her duties, he or she shall be directed by the contractor to cease work and vacate the job site immediately.

28. SEXUAL HARASSMENT

775 ILCS 5/2-105, Human Rights Act Requirement – Written Sexual Harassment Policies contained as follows: Bidder shall have written sexual harassment policies that shall include, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) the vendor's internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department and the Commission; (vi) directions on how to contact the Department and Commission; and (vii) protection against retaliation as provided by Section 6-101 of this Act. A copy of the policies shall be provided to the Department upon request.

29. QUALIFICATIONS

Vendor must be an authorized dealer and installer of products vendor is bidding on. Vendor must supply a list of references of like products and installations. Reference sheet is attached.

30. FINANCIAL STABILITY.

The District may require, upon request, evidence as to the financial stability of the contractor. Upon request, the contractor shall provide the following information to the District within 48 hours:

a. The name of any owner or co-owner, equity of each co-owner or corporate offices of the entity submitting the bid, and the name, address, and business telephone number of each such person.

b. The last financial statement and balance sheet of the bidder, including a specification in detail of all loans outstanding, or a copy of the last certified annual audit.

31. COMPLIANCE WITH LAWS.

Successful bidder shall at all times observe and comply with all laws, ordinances, regulations and codes of the federal, state, county and other local government agencies, which may in any manner affect the performance of the contract and in particular any such laws pertaining to safety.

32. GOVERNING LAW

The terms of this quote shall be governed and construed in accordance with the laws of the State of Illinois. If any provision hereof shall be held to contravene any applicable law, such provision shall be deemed reformed to the extent of conforming to said law, and in all other respects the terms hereof shall remain in full force and effect.

33. BID

The signing of the submittal form shall be construed as acceptance of all provisions contained herein. All bids shall be submitted with each space properly completed. Any explanation or statement which the bidder wishes to make must be placed in the same envelope with the bid. Unless the bidder so indicates, it is understood that the bidder has submitted the bid in strict accordance with the specification requirements. The Bidder acknowledges that any variation from the specifications will be grounds for the District to reject the quote, although the District may accept the quote with the verification if, in its sole discretion, it determines that such bid is in the District's best interest. All quotes shall be deemed final, conclusive and irrevocable. No claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidder find any discrepancies in, or omissions from any of the documents, or be in doubt as to their meanings, the bidder shall submit questions as provided in this document. Bidders must satisfy themselves upon examination of these specifications, as to the intent of the specifications. After the submission of the bid, no complaint or claim that there was any misunderstanding in regard to items listed for bidding will be entertained from a bidder.

34. BIDDER'S AGREEMENT

The bidder hereby declares understanding, agreement, and certification of compliance to provide the services, work, and/or products to the District, at the prices quoted, in accordance with all terms and conditions, requirements, and specifications contained in these documents, and any issued amendments. The contractor further agrees that the language of this document shall govern in the event of a conflict with (1) the bidder's bid or (2) any subsequent purchase order between the bidder and the District. The bidder should, as a matter of clarity and assurance, also sign and submit all amendment(s) issued by the District related to this work. The bidder further agrees that upon receipt of an authorized purchase order or when an authorized official of the District countersigns this document, a binding contract shall exist between the bidder and the District. This document combined with amendments, the bidder's bid, the required submittals, and the purchase order, if any, shall comprise the binding contract.

35. CANCELLATION – The District reserves the right to cancel this contract at any time for reasons of unsatisfactory services.

36. ADDITIONAL INFORMATION

Contact Diane C. White, Director of Purchasing, (847) 551-8460, between the hours of 8:00AM and 4:30PM, or by email – bids.purchasing@d300.org.

REFERENCES

LIST BELOW THE LAST THREE (3) BUSINESSES OR OTHER ORGANIZATIONS FOR WHICH YOU HAVE PROVIDED COMPARABLE SERVICES.

1. **ORGANIZATION:**
_____

ADDRESS:
_____

CITY, STATE, and ZIP CODE:
_____

TELEPHONE NUMBER:
_____

CONTACT PERSON:
_____

DATE OF SERVICES:
_____

DOLLAR AMOUNT OF THE JOB:
_____

2. **ORGANIZATION:**
_____

ADDRESS:
_____

CITY, STATE, and ZIP CODE:
_____

TELEPHONE NUMBER:
_____

CONTACT PERSON:
_____

DATE OF SERVICES:
_____

DOLLAR AMOUNT OF THE JOB:
_____

REFERENCES (CONT.)

3. **ORGANIZATION:**
_____

ADDRESS:
_____

CITY, STATE, and ZIP CODE:
_____

TELEPHONE NUMBER
_____

CONTACT PERSON:
_____

DATE OF SERVICES:
_____

DOLLAR AMOUNT OF THE JOB:
_____

OFFEROR'S NAME: _____

SIGNATURE: _____

DATE: _____

COMMENTS –

CERTIFICATE OF BIDDER ELIGIBILITY

720 ILCS 5/33E-11 requires that all contractors bidding for public agencies in the State of Illinois certify that they are not barred from bidding on public contracts for bid rigging or bid rotation.

The following certification must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

_____, as part of its bid for the _____ work for Community Unit School District #300, Algonquin, Illinois , of Cook, DeKalb, Kane, and McHenry Counties, Illinois certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33-E4.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2019

_____
NOTARY PUBLIC

CERTIFICATE OF COMPLIANCE WITH ILLINOIS DRUG-FREE WORKPLACE ACT

_____, having 25 or more employees, does hereby certify pursuant to section 3 of the *Illinois Drug-Free Workplace Act* (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the *Illinois Drug-Free Workplace Act* and, further certifies that it is not ineligible for award of this contract by reason of debarment for a violation of the *Illinois Drug-Free Workplace Act.*

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2019

_____

NOTARY PUBLIC

CERTIFICATE REGARDING
SEXUAL HARASSMENT POLICY

_____, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2019

_____

NOTARY PUBLIC

CERTIFICATE REGARDING
EQUAL EMPLOYMENT OPPORTUNITY

_____, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written equal employment opportunity policy that is in compliance with all terms and conditions of the Equal Employment Opportunity provisions of the Illinois Human Rights Act.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2019

_____
NOTARY PUBLIC

CERTIFICATE REGARDING

EMPLOYMENT OF ILLINOIS WORKERS ON PUBLIC WORKS

_____ agrees if at the time the Agreement is executed, or if during the term of the Agreement, there is excessive unemployment in Illinois as defined in the Employment of Illinois Workers on Public Works Act, 30 ILCS 570/0/01 et seq., as two consecutive months of unemployment exceeding 5%, then _____ agrees to employ Illinois laborers in accordance with the Employment of Illinois Workers on Public Works Act. An "Illinois laborer" is defined as any person who has resided in Illinois for at least thirty (30) days and intends to become or remain an Illinois resident.

Firm:
_____

By:
_____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2019

_____
NOTARY PUBLIC

NON-COLLUSION AFFIDAVIT

AFFIDAVIT: "I (we) hereby certify and affirm that my (our) Quote was prepared independently for this project and that it contains no fees or amounts other than that for the legitimate execution of this work as specified and that it includes no understanding or agreements in restraint of trade."

The following affidavit must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

_____, as part of its bid for the _____ work for Community Unit School District #300, Algonquin, Illinois certifies that said Contractor is not barred from bidding on the aforementioned contract as a result of a violation of the above Non-Collusion Affidavit.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2019

_____
NOTARY PUBLIC

CERTIFICATE REGARDING
COMMUNITY UNIT SCHOOL DISTRICT 300
VENDOR/CONTRACTOR CONFLICT OF INTEREST

_____, does hereby certify that they have read and fully understand the Vendor/Contractor Conflict of Interest Board Policy as stated below:

Vendor/Contractor Conflict of Interest
Any vendor or contractor doing $5,000 - $25,000 in business with the District within a fiscal year shall not contribute to any political campaign that directly affects the District while doing business for the District or for a period of two years after completion of business with the District. Further, the District will not enter into significant business with a vendor or contractor that has contributed to a political campaign that directly affects the District within two years prior to commencing business. Any vendor or contractor that participates and is awarded a contract through the competitive bidding process is exempt from this policy.

LEGAL REF.: 105 ILCS 5/10-20.19c, 5/10-20.21, 510-22.34c, and 5/19b-1 et seq.
820 ILCS 130/0.01 et seq.

CROSS REF: 2:100 (Board Member Conflict of Interest), 4:70 (Resource Conservation) 4:150 (Facility Management and Building Programs)

ADOPTED: February 10, 2003

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2019

_____
NOTARY PUBLIC

Scope of Work

Custodial Chemicals and Supplies

Custodial Supplies and Chemicals:

Community Unit School District 300 is obtaining a one (1) year contract with the possibility of two (2), one (1) year extensions for bid pricing of chemicals, custodial supplies & hardware. Unit pricing must include all shipping and handling costs. Palletized deliveries will require lift-gate service to complete delivery with the exemption of Dundee Crown High School and Hampshire High School. The vendor must bid on all items in one or multiple categories. It is the intention of the district to award this project to a single supplier, by category.

CATEGORIES

- Cleaning Products
- Custodial Supplies
- Custodial Hardware

QUALIFICATIONS

Vendor must be an authorized dealer of the supplies and cleaning chemicals the vendor is bidding on. ALL products offered must be as specified or equivalent in meeting or exceeding product specifications. Vendor is required to submit a list of references of previously supplied custodial supplies and/or equipment. Reference sheets are provided and attached to this bids Boiler Plate. Pricing is to include all charges for packing, transportation, unforeseen costs (tariffs), energy charges and delivery to the locations designated on the bid specification and installation if called for in the bid specifications. A current Certificate of Insurance along with notarized Certificates of Compliance (provided) must be included with vendor bid. All supplies and equipment bid must have product specification sheets enclosed with the bid response. **All GREEN color coded line items are to be bid as "Green Seal Certified" complying with the State of Illinois Green Cleaning Schools Act.**

Bids containing bid conditions may not be accepted.

PRODUCT PERFORMANCE

Chemical product not meeting manufacturer performance specifications, an alternate product will be substituted at the original bid price of the non-performing product. Before substitutions are made on any non-performing product, the supplier must work with District 300 personnel in order to determine the cause of the poor performance.

ORDER FULFILLMENT PERFORMANCE

Purchase orders are expected to be delivered within five to seven (5-7) business days after receipt of purchase order and acknowledgement. Suppliers who fall out of compliance with the districts expected delivery performance; the district's plan of action will include but not be limited to vendor performance meetings, vendor performance scoring and/or the possible removal of said products from the awarded contract.

Vendors are to inform the Purchasing Department of any and all backordered items listed on purchase orders and timeframe of when product is to be received.

DURATION

Bid award to cover a 1 year period with the possibility of two, one year extensions. Awarded contract begins October 23, 2019, and ends on October 22, 2020. District 300 will be using the Urban CPI (December) to determine any increases in pricing. For any increase above this CPI %, the successful vendor(s) will have to justify in detail any additional increases to this pricing. District 300 is to be notified within 60 days of any product price increases or decrease.

TRAINING

Awarded vendor(s) to provide a training plan for staff and provide this training on a **bi-annual** basis. Training plan will include the proper use of all chemical products and their application; including the dispensing of chemicals via command centers or other manifold dispensing systems.

Vendor WILL also provide this instruction and training in the use and handling of all supplied chemical products in dual language (English/Spanish) DVD's, or upon delivery.

ADDITIONAL REQUIREMENTS

- Vendor is to provide an SDS web link for all chemical line items where applicable.
- Bid pricing to be based on $200 minimum orders to the vendor.
- Replacement or start up chemical dispensing systems will be provided to the district upon request on a no charge basis.
- **Order Acknowledgements will be sent to the D300 Purchasing Office on all purchase orders sent to a vendor.**

ADDITIONAL INFORMATION

The districts fiscal year begins July 1st. The majority of orders fall between July 1st - August 31st.

District 300 will issue separate purchase orders for all delivery points from July 1, 2020 deliveries on or about the 3rd week of July, 2020.

Awarded vendors are to install and train on chemical dispensing systems. There are currently 45 cleaning chemical dispensing stations (command centers) currently in district use.

ESTIMATED PURCHASE TOTALS

Estimated purchase totals are reflected on Bid Response Form – Part B on each column listed as **Estimated Purchase Amount.** All figures are to be considered an estimate and not a promise to purchase.

ESTIMATED SPEND TOTALS

The estimated spend totals below were taken from fiscal year 2018-19.

- Custodial Supplies: $26,735.82
- Green Chemicals:$22,114.35
- Non-Green Chemicals: $42,994.05

PRE-BID MEETING

A non-mandatory pre-bid meeting will be held on Thursday, September 12, 2019 at 10:00AM located at:

D300 Buildings & Grounds Dept.
2605 Bunker Hill Dr.
Algonquin, IL 60102

District Delivery Points:

Algonquin Lakes Elementary 1401 Compton Drive - Algonquin, IL 60102	**Parkview Elementary** 122 Carpenter Blvd. - Carpentersville, IL 60110
Dundee Highlands Elementary 407 South Fifth Street - West Dundee, IL 60118	**Perry Elementary** 251 Amarillo Drive - Carpentersville, IL 60110
Eastview Elementary 540 Longwood Drive - Algonquin, IL 60102	**Sleepy Hollow Elementary** 898 Glen Oak Drive - Sleepy Hollow, IL 60118
Gilberts Elementary 729 Paperbark Lane - Gilberts, IL 60136	**Westfield Community School** 2100 Sleepy Hollow Road - Algonquin, IL 60102
Golfview Elementary 124 Golfview Lane - Carpentersville, IL 60110	**Wright Elementary** 1500 Ketchum Road - Hampshire, IL 60140
Hampshire Elementary 321 Terwilliger Avenue - Hampshire, IL 60140	**Algonquin Middle School** 520 Longwood Drive - Algonquin, IL 60102
Lake in the Hills Elementary 519 Willow Street - Lake in the Hills, IL 60156	**Carpentersville Middle School** 100 Cleveland Avenue - Carpentersville, IL 60110
Lakewood School 1651 Ravine Lane - Carpentersville, IL 60110	**Dundee Middle School** 4200 West Main St. - West Dundee, IL 60118
Liberty Elementary 6500 Miller Road - Carpentersville, IL 60110	**Hampshire Middle School** 560 South State Street - Hampshire, IL 60140
Lincoln Prairie Elementary 500 Harvest Gate - Lake in the Hills, IL 60156	**Dundee-Crown High School** 1 Charger Country Drive - Carpentersville, IL 60110
Meadowdale Elementary 14 Ash Street - Carpentersville, IL 60110	**Hampshire High School** 1600 East Big Timber Road - Hampshire, IL 60140
Neubert Elementary School 1100 Huntington Drive - Algonquin, IL 60102	**Jacobs High School** 2601 Bunker Hill Drive - Algonquin, IL 60102
D300 Buildings & Grounds 2605 Bunker Hill Dr., Algonquin, IL 60102	**Oak Ridge School** 300 Cleveland Ave., Carpentersville, IL 60110

Request for Information
Vendor e-Procurement capabilities

District 300 is requesting information regarding your online ordering capabilities. Currently, District 300 utilizes the Lawson Financial software e-procurement package (Punch-out) with several vendors. This is basically a secure link from our Requisition System through your firewall to your online ordering system. The items that are under contract will have our contract pricing based on the contract terms. If you would like to see demonstration of the current process please contact Bruce Batt at 847-551-8369 or via email at Bruce.Batt@d300.org to set up an appointment. Please include your e-procurement information with your sealed bid, including a link to your current system. If you do not have an e-procurement system in place, please state if you have any plans for future implementation.

Vendor e-Procurement information:

Sealed bids are due by 11:00AM, Friday, September 20, 2019***

BID RESPONSE FORM-Part A

Custodial Chemicals and Supplies

Bid response forms PART B must be included with your sealed bid.

- **Vendor must include unit pricing with this bid.**
- **Unit bid pricing is to include all charges for delivery and handling.**
- **A Bid Bond is NOT required for this project.**
- **Order Acknowledgements will be sent to the D300 Purchasing Office on all purchase orders sent to a vendor.**

Vendor has received Addendum #1 Yes _____ No _____
Addendum #2 Yes _____ No_____

COMMENTS AND ADDITIONAL INFORMATION

_____

_____

_____

The undersigned hereby certifies that she/he has read, understands and agrees that acceptance by the Board of Education of the bidder's offer by issuance of a purchase order(s) or other documents(s) will create a binding contract. Further, she/he agrees to fully comply with the specifications and other documentary forms and regulations made a part of this specific procurement of contract. The bidder must comply with all State and Federal Regulations including FEPC, the Illinois Laborer's Act and the Illinois Prevailing Wage Act, with preference to Public Act 86-799 which states "…not less than the prevailing rate of wages as found by the public body or Department of Labor or determined by the court on review shall be paid to all laborers, workers and mechanics performing work under the contract." The Illinois Department of Labor prevailing wages for the county where the project will be undertaken is posted online at https://www.illinois.gov/idol/Laws-Rules/CONMED/Pages/prevailing-wage-rates.aspx

_____ 60 Days _____
Name of Company/Corporation Length of time bid is firm

_____
Street Address Bid Submitted by:

_____ _____
City, State, Zip Code Authorized Signature

_____ _____
Telephone Number Please Type or Print Name

_____ _____
Fax Number Illinois License Number

Email address - _____

*****Sealed bids are due by 11:00AM, Friday, September 20, 2019*****

COMMUNITY UNIT SCHOOL DISTRICT 300
SUPPLY BID – GUIDE TO FILLING OUT THE BID SPREADSHEET

Requirements: Microsoft Excel v 2010 (minimum)

The bid sheets are provided in a Microsoft Excel format. Much of the worksheet is informational. The following will provide instructions for entering your information as well as how to save and submit the spreadsheet with your bid. The pricing information is keyed by selecting the tab following the Bid Response Tab within the Excel workbook.

Entering Information into the Spreadsheet:

1) Once the spreadsheet is open fill in the Vendor Information Section at the top. All fields should be completed.
   The contact person indicated on the spreadsheet will be the person we contact in the event we have a problem with the file.
2) Columns meant as informational only are highlighted grey.
3) Columns meant for your input have been left white, and are the following:
   a. Manufacturer
   b. Manufacturer's Item Nbr
   c. Vendor Item Number
   d. Vendor Unit Price
   e. Case pack
   f. Package Price
   g. Individual Selling Price
   h. Price Per oz.
   i. oz. per gal Dulution
   j. In Use Cost of Product
   k. Unit Price (paper/liners category)
   l. Lead Time
   m. Vendor Comments
4) The In Use Cost of Product column has already been formatted for numeric entry.
   For example, when you enter a Price per oz. and an oz. per gal Dilution, the sheet will calculate the In Use Cost of Product.
5) If you are NOT bidding on an item we ask you type in the words NO BID (in capitals) under the column labeled Vendor Item Number for each item the NO BID pertains to.
6) Only write notes in the columns labeled Vendor Comments.
7) The spreadsheet has been formatted to print out on 8.5 x 14 paper in a landscape mode, when you are finished print out so the hard copy can be included with your bid submission.

Saving and Submitting the Spreadsheet:

1) Save the file with the following naming convention:
   xxxxxxxxxcustodialsupplies.xls

   "x" signifies the name of your company

2) The file must be saved to a Flash Drive.
3) Label the Flash Drive with your Vendor Name, Date, and the Bid Name.
4) **It is required you submit the Flash Drive with a paper copy.**

BID RESPONSE FORM - Part B

Custodial Chemicals and Supplies

Bids are as indicated on the attached sheets are hereby presented to the Board of Education of Community Unit School District #300. It is understood that:

1. Bidders must insure they have viewed all five (5) tabs in this spreadsheet.
2. The Board of Education reserves the right to reject any and all bids and to accept all or part of any bids submitted.
3. Separate purchase orders will be issued to the successful bidders for delivery to all District 300 locations.
4. Prices quoted shall include all charges for handling, transportation and delivery, unforseen costs (tariffs) , energy charges.
5. Prices will be based on a $200 minimum order.
6. All items bid are F.O.B. destination.
7. SDS Web links MUST be provided for all applicable products
8. Community Unit School District #300 is Tax Exempt.
   Tax Exemption Number - E9996-0079-07.

Vendor has received Addendum (IF APPLICABLE)
#1 - _____ #2 - _____

NAME OF COMPANY /CORPORATION

STREET ADDRESS:

CITY:

STATE:

ZIP:

TELEPHONE NUMBER:

FAX NUMBER:

EMAIL ADDRESS:

FEIN NUMBER

ILLINOIS LICENSE NUMBER

BID SUBMITTED BY:

SIGNATURE OF AUTHORIZED AGENT

PLEASE TYPE OR PRINT NAME

DATE

****** Sealed Bids are due by 11:00AM CT, Friday, September 20, 2019 ******

INSTRUCTIONS: Please fill in columns **A, B, C, I , J, K, L, M, and O**. Please use column **P** for vendor comments and column Q for SDS web link.

ALL bids must be completed in the Excel spreadsheet provided.
ALL bids must be submitted in hard copy along with an electronic version of the bid on CD.

Vendor Name:	
Complete Address:	
Phone:	
Fax:	
E-Mail:	
Contact Person:	

Cleaning Products

**** Please see footnotes at the bottom of this sheet.**

EXAMPLE FORMAT:

Manufacturer	Manufacturer's Item Nbr	Vendor Item Number	D300 Item Number	Estimated Purchase Amount	Description (1)	Description (2)		Case Pack	Package Price	Individual Selling Price	Price per oz.	oz. per gal. Dulution	In Use Cost of Product (per gallon)	Product will be delivered within 5-7 business days (Y/N)	Vendor Comments	SDS Web Link
XYZ Inc.	FW 2134	45695	27-0001	5	CLEANER, ALL PURPOSE	BUTYL , 5/GAL	PL	4 gal/cs	$40.00	$12.50/gal	$0.0782	0.50	$0.0391	7~10 days		
XYZ Inc.	ST 5555	60110	27-0003	5	CLEANER TUB AND TILE	MILD ACID, 4X1GAL	CA	1 gal	$30.00	$30/gal	$0.2343	0.50	$0.1172	7~10 days		

BID ITEMS:

Manufacturer	Manufacturer's Item Nbr	Vendor Item Number	D300 Item Number	Estimated Purchase Amount	Description (1)	Description (2)	u/m	Case Pack	Package Price	Individual Selling Price	Price per oz.	oz. per gal. Dulution	In Use Cost of Product (per gallon)	Product will be delivered within 5-7 business days (Y/N)	Vendor Comments	SDS Web Link
			27-0001	25	CLEANER, ALL PURPOSE	BUTYL , 5/GAL	PL						$0.0000			
			27-0002	29	CLEANER, FLOOR NEUTRAL	NON POUR. FLOORS 5/GAL	PL						$0.0000			
			27-0003	3	CLEANER TUB AND TILE	MILD ACID, 4X1GAL	CA						$0.0000			
			27-0004	10	CLEANER GLASS AND SURFACE	NON-AMMONIATED. 4X1GAL	CA						$0.0000			
			27-0005	4	CLEANER GENERAL PURPOSE	H. PEROXIDE, 4X1GAL	CA						$0.0000			
			27-0006	3	CLEANER, FLOOR NEUTRAL	RTD, NON-ALKA, 5 LITER	CA						$0.0000			
			27-0007	89	CLEANER, FLOOR NEUTRAL	CMD CTR, FRAG.FREE 2X1.5GAL	CA						$0.0000			
			27-0008	3	CLEANER BATHROOM	CMD CTR, FRAG.FREE 2X1.5GAL	CA						$0.0000			
			27-0009	3	CLEANER ALL PURP. AND GLASS	RTD 2X1.5L	CA						$0.0000			
			27-0010	8	CLEANER ALL PURP. AND GLASS	CMD CTR, 2X1.5GAL	CA						$0.0000			
			27-0011	3	CLEANER WASHROOM	RTD, MILD ACID 2X1.5L	CA						$0.0000			
			27-0012	3	CLEANER WASHROOM	CMD CTR, MILD ACID 2X1.5GAL	CA						$0.0000			
			27-0014	5	CLEANER PEROXIDE MULTI PURP.	CMD CTR, 2X1.5GAL	CA						$0.0000			
			27-0015	3	CLEANER PEROXIDE MULTI PURP.	RTD, FRAG. FREE 1X5L	CA						$0.0000			
			27-0016	3	CLEANER MULTI SURFACE	ALKALINE, MILD ABR., 4X1GAL	CA						$0.0000			
			27-0017	23	CLEANER CARPET EXTRACTION	RTD, 2X1.5L	CA						$0.0000			
			27-0018	3	CLEANER GLASS AND MULTI SURF.	RTD, 2X1.5L	CA						$0.0000			
			27-0019	3	CLEANER GLASS AND MULTI SURF.	CMD CTR, 2X1.5GAL 1-64 RATIO	CA						$0.0000			
			27-0023	2	DISPENSER, COMMAND CENTER	4 STATION	EA	NO CHARGE					$0.0000			
			27-0024	1	REMOVER, TAPE ,TAR, CRAYON	6X 32OZ BOTTLE	CA						$0.0000			
			27-0025	3	CLEANER PEROXIDE MULTI PURP.	CMD CTR, 2X1.5GAL	CA						$0.0000			
			27-0026	3	CLEANER GLASS AND MULTI SURF.	CMD CTR, 2X1.5GAL	CA						$0.0000			
			27-0027	3	CLEANER, MULTI SURFACE ACIDIC	CMD CTR, 2X1.5GAL	CA						$0.0000			
			29-0001	67	CLEANER DISINFECTANT CONC.	CMD CTR, 2X1.5GAL	CA						$0.0000			

1. Chemical products will be supplied to the district as quarts, gallons, or metric units of measurement.
2. It is the bidders responsibility to convert Metric units of measure to British Standard units of measure.
3. **GREEN** color coded line items are to be bid as **"GREEN SEALED CERTIFIED"** products.
4. SDS web link **MUST be provided with bid**.
5. The **"oz per gallon Dulition"** column is defined as the chemicals dulution ratio.
6. **"In Use Cost"** is defined as price per gallon after mixing the product with water.
7. Price per oz to be based on vendors "Package Price" **not** the "Individual Selling Price".
8. Vendor WILL provide instruction and training in the use and handling of all supplied chemical products in dual language (English/Spanish) DVD's, or upon delivery.
9. **Chemical dispensing systems, manifolds, etc. must be provided to the district upon request at NO CHARGE.**

INSTRUCTIONS: Please fill in columns **A, B, C, I, J, and K** Please use column **L** for vendor comments and column **M** for SDS web link.

ALL bids must be completed in the Excel spreadsheet provided.
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Vendor Name:	
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Custodial Supplies

Manufacturer	Manufacturer's Item Nbr	Vendor Item Number	D300 Item Number	Estimated Purchase Amount	Description (1)	Description (2)	D300 u/m	Pack Case	Vendor Unit Price	Product will be delivered within 5-7 business days (Y/N)	Vendor Comments	SDS Web Link
			21-0025	3	CLEANING - CARPET	DEFOAMER-C 4GL/CS	CA					
	MMM55433		24-0047	3	MOP, FLOOR FINISH	3M EASY SHINE	KT					
	MMM59175		24-0048	3	DISPENSER, FLOOR FINISH	3M EASY SHINE	EA					
			24-0049	4	CLEANER, KIT TABLE AND DESK	TABLE AND DESK - UNGER	KT					
			24-0050	19	MOP,MICRO 7.0	GREEN/WHITE	CA					
			25-0001	5	PAD, FLOOR 20 IN	ULTRA GRIZZLY 5/CS	CA					
			25-0002	83	PAD, FLOOR 20 IN BLK	STRIPPING 5/CS	CA					
			25-0003	4	PAD, FLOOR 18 IN BLK	STRIPPING 5/CS	CA					
			25-0004	3	PAD, FLOOR 17 IN BLK	STRIPPING 5/CS	CA					
			25-0005	3	PAD, FLOOR 16 IN BLK	STRIPPING 5/CS	CA					
			25-0006	3	PAD, FLOOR 14 IN BLK	STRIPPING 5/CS	CA					
			25-0007	3	PAD, FLOOR 13 IN BLK	STRIPPING 5/CS	CA					
			25-0008	3	PAD, FLOOR 20 IN RED	POLISHING 5/CS	CA					
			25-0009	3	PAD, FLOOR 18 IN RED	POLISHING 5/CS	CA					
			25-0010	3	PAD, FLOOR 17 IN RED	POLISHING 5/CS	CA					
			25-0011	18	PAD, FLOOR 16 IN RED	POLISHING 5/CS	CA					
			25-0012	3	PAD, FLOOR 14 IN RED	POLISHING 5/CS	CA					
			25-0013	3	PAD, FLOOR 13 IN RED	POLISHING 5/CS	CA					
			25-0014	57	PAD, FLOOR 12 IN RED	POLISHING 5/CS	CA					
			25-0015	2	PAD, FLOOR 20 IN GREEN	STRIPPING 5/CS	CA					
			25-0016	3	PAD, FLOOR 18 IN GREEN	STRIPPING 5/CS	CA					
			25-0017	3	PAD, FLOOR 13 IN GREEN	STRIPPING 5/CS	CA					
			25-0018	5	PAD, FLOOR 20 IN WHITE	POLISHING 5/CS	CA					
			25-0019	3	PAD, FLOOR 17 IN WHITE	POLISHING 5/CS	CA					
			25-0020	3	PAD, FLOOR 16 IN WHITE	POLISHING 5/CS	CA					
			25-0021	10	PAD, FLOOR 14 IN WHITE	POLISHING 5/CS	CA					
			25-0022	3	PAD, FLOOR 12 IN WHITE	POLISHING 5/CS	CA					
			25-0023	6	PAD, FLOOR 20 IN BLUE	STRIPPING 5/CS	CA					
			25-0024	3	PAD, FLOOR 17 IN BLUE	STRIPPING 5/CS	CA					
			25-0025	3	PAD, FLOOR 14 IN BLUE	STRIPPING 5/CS	CA					
			25-0026	3	PAD, FLOOR 13 IN BLUE	STRIPPING 5/CS	CA					

			25-0027	3	PAD, FLOOR 12 IN BLUE	STRIPPING 5/CS	CA					
			25-0028	3	PAD, FLOOR 17 IN	BURNISHING 5/CS	CA					
			25-0029	1	SPONGE, POWER SCRUB	3M	EA					
			25-0030	75	PAD, DOODLEBUG BROWN	STRIP N SCRUB 8541	EA					
			25-0031	9	KIT, DOODLEBUG PAD HOLDER	HANDBLOCK HOLDER 6473	EA					
			25-0032	3	SPONGE, CELLULOSE COMM.	3M	EA					
			25-0033	3	TRUCK, TILT 1C YARD	RUBBERMAID RCP 1315	EA					
			25-0034	3	CART, UTILITY	RUBBERMAID BEIGE, 500LB CAP	EA					
			25-0035	2	TRUCK, UP 24X48	RUBBERMAID 4433	EA					
			25-0036	6	CART, HC CLEANING	RUBBERMAID 9T72	EA					
			25-0037	27	BROOM, FINE SWEEP	18 IN	EA					
			25-0038	70	DUSTER, LAMBSWOOL	TELESCOPIC	EA					
RUBBERMAID	6389		25-0039	46	BROOM, LG ANGLE W/HANDLE		EA					
RUBBERMAID	6373		25-0040	56	BROOM, LOBBY	CORN BROOM, W/ HANDLE	EA					
			25-0041	3	SIGN, WET FLOOR	BILINGUAL - YELLOW	EA					
			25-0042	12	KIT, MOPPING	RUBBERMAID RCP Q969, YELLOW	EA					
			25-0043	12	MOPBUCKET, WITH WRINGER	RUBBERMAID 7577-88, YELLOW	EA					
			25-0044	71	GLASS POLISHING CLOTH	MICROFIBER 16 X 16	EA					
			25-0045	3	SIGN, CAUTION FLOOR 25IN YEL	RUBBERMAID MULTI LINGUAL	EA					
			25-0046	3	BARRIER, MOBILE FLEXABLE	RUBBERMAID 9S11, YELLOW	EA					
			25-0047	3	HOLDER, TOWEL CLOSET	RUBBERMAID 1993 34 IN	EA					
			25-0048	54	BOTTLE, SPRAY W/TRIGGER	32 OZ	EA					
			25-0049	7	HANDLE, MOP HARDWOOD	METAL THREAD TIP, 60 IN	EA					
			25-0050	84	MOP, BOWL WHITE	ACID RESISTANT, 4-1/2 IN	EA					
			25-0051	40	DUST PAN	UPRIGHT, BLACK	EA					
			25-0052	7	DUST PAN, HD	CHARCOAL 12X18X2	EA					
			25-0053	3	WETMOP, STD. LOOPED END	4-PLY NATURAL, 5 IN	EA					
			25-0054	90	WETMOP, STD. LOOPED END	4-PLY NATURAL, LG 1 IN	EA					
			25-0055	99	WETMOP, STD. LOOPED END	4-PLY NATURAL, MED 1 IN	EA					
			25-0056	115	WETMOP, STD. LOOPED END	4-PLY NATURAL, XLG 1 IN	EA					
			25-0057	62	MOP, HD FINISH	HB LOOPED END - 1 IN	EA					
			25-0058	28	HANDLE, FIBERGLASS MOP	QUICK RELEASE, 60 IN	EA					
			25-0059	3	MOPHEAD, JUMBO	RED SYN. DISPOSABLE 36X5	EA					
			25-0060	31	WETMOP, HB	4-PLY BLEND, LG BLU LOOP 1IN	EA					
			25-0061	15	SQUEEGEE, FLOOR	STRAIGHT 24 IN	EA					
			25-0062	20	SCRAPER, FLOOR	48 IN LONG X 4 IN WIDE BLADE	EA					
			25-0063	3	BRUSH, COUNTER	PLASTIC, 8 IN	EA					
			25-0064	3	BRUSH, SCRUB UTILITY	NYLON, 9 IN	EA					
			25-0065	16	CONTAINER, ROUND	BRUTE, 32GAL	EA					
			25-0066	39	WASTEBASKET, SOFTMOLDED	GRAY, 24QT	EA					
			25-0067	22	CONTAINER, UNTOUCHABLE	GRAY, 23GAL	EA					

			25-0068	2	CONTAINER, UNTOUCHABLE	LIDS ONLY	EA					
			25-0069	25	RECEPTACLE, SANITARY NAPKIN	WALL MOUNTED	EA					
RUBBERMAID	3546		25-0070	3	WASTECAN, 22 GAL BLACK		EA					
			25-0071	3	DUSTER, FEATHER	TELESCOPIC , LAMBSWOOL	EA					
			25-0072	41	DUSTER, FEATHER	12 IN	EA					
			25-0073	205	VACUUM BAG, WINDSOR	FOR MODEL SRS15, 10/PK	PK					
			25-0074	3	VACUUM BAGS, BACK PACK	FOR MODEL VP6 10/PK	PK					
			25-0075	47	BAG, SANI WASTE	WAXED, GUSSETED, 500/CS	CA					
			25-0076	3	TAMPON	VEND TUBE, REGULAR, 500/CS	CA					
			25-0077	3	VACUUM BAG	10/PK CANISTER	PK					
			25-0078	57	PAD, CLEANING-MR. CLEAN	24/CASE	CA					
			25-0080	5	PAD, FLOOR 12 IN BLACK	5/CA	CA					
			25-0081	3	PAD, FLOOR 12 IN GREEN	STRIPPING 5/CS	CA					
			25-0082	6	PAD, BURNISHER 27 IN PINK	5/CA	CA					
			25-0083	21	PAD, RUBBERMAID PULSE	12/CA	CA					
	MMM55434		25-0084	10	PAD, WAX APPLICATOR 5 X 18 IN	2/PK 3M	PK					
			25-0085	1	BAG, BURNISHER	6/PK	PK					
			25-0087	33	DOLLY, BRUTE	RCP264000BK	CA					
			25-0088	3	TRUCK, PLATFORM 24 X 48	700 LB CAP.	EA					
			25-0089	1	CADDY, TOILET BOWL MOP	12/CS	CA					
			25-0090	2	BRUSH, FLOOR	DUAL SURFACE SCRUB	EA					
			25-0091	3	BRUSH, FLOOR HANDLE	60 INCH THREADED	EA					
			25-0092	106	PAD, HAND SCRUB ,GRN	10/CS	CA					
			25-0093	300	SPRAYER TRIGGER ONLY FOR 32 OZ	BOTTLE, 7/8 in TUBE	EA					
			25-0094	3	CLOTH, POLISHING MICROFIBER	FOR GLASS, 16X16, REN03698-IB	EA					
			25-0095	3	SCRAPPER, FLOOR	W 48 IN HANDLE, REN03881	EA					
			25-0096	3	BRUSH, SCRUB UTILITY	NYLON, 9 IN, REN03969	EA					
			25-0097	3	DUSTER, FEATHER	REN05145-IB	EA					
			25-0098	3	LINER, RECEPTACLE, SANITARY	10 X 3 1/4 X 9 IN	CA					
			25-0099	3	WIPE, WET, PINK, CHIX	200/CASE	CA					
			25-0100	10	BAG, VACUUM, XP10	10/PK	PK					
			25-0101	20	BAG, VACUUM, GD2000	10/PK	PK					
			25-0102	20	BAG, VACUUM, PRO TEAM	10/PK	PK					
			25-0126	3	BAG, VACUUM, BACKPACK	10/PK - LARGE	PK					
			25-0200	3	MOP HEAD, TABLE	UNGER	EA					
	UNGMM400		25-0201	54	MOP , MICROFIBER	UNGER	EA					
	UNGPHW20		25-0203	3	POLE, TABLE MOP	UNGER	EA					
	UNGCOMBG		25-0204	8	BUCKET, TABLE MOP	UNGER	EA					
	MMM55439		25-0205	4	BACKPACK,	3M EASY SHINE	EA					
	MMM55440		25-0206	3	POUCH	3M EASY SHINE	EA					
	MMM55438		25-0208	4	DISPENSING TUBE	3M EASY SHINE	EA					
	MMM55437		25-0209	3	DISPENSING TUBE - MAIN	3M EASY SHINE	EA					
	MMM02498		25-0210	9	PAD, SURFACE PREPARATION	3M 28x14	CA					

	MMM02590		25-0211	17	PAD, SURFACE PREPARATION	3M 20x14	CA					
	MMM59061		25-0212	6	PAD, STRIPPER	3M 28X14	CA					
	4100 WHITE		25-0213	1	PAD, POLISHING 28 X 14 IN	3M 28 X 14 WHITE	CA					
	MMM59257		25-0214	3	PAD, STRIPPER	3M 20X14	CA					
			25-0215	8	SIGN, CAUTION FLOOR POP UP	RUBBERMAID MULTI LINGUAL	EA					
			25-0216	3	BAG, VACUUM, BACKPACK	10/PK - LARGE	PK					
			25-0217	4	BAG, VACUUM, CANISTER	10/PK	PK					
			25-0218	3	VACUUM BAG, UPRIGHT	ORECK VAC BAGS 8/PK	PK					
			25-0219	9	VACUUM BAG, VU500	10/PK	PK					
			25-0220	3	PAD, FLOOR, 7-3/4"	15/CA	CA					
			25-0221	3	CONTAINER, ROUND	BRUTE, 44GAL	EA					
			25-0222	3	BAG, VACUUM, HIP VAC	10/PK	PK					
	UNGPHH20		25-0230	1	MOP HEAD, TABLE	UNGER	EA					
			25-0240	6	PAD, FLOOR 20IN MAROON	SURFACE PREP 10/CA	CA					
			25-0241	16	PAD, FLOOR 20IN RED	20X14IN 10/CA	CA					
			25-0242	18	PAD, FLOOR 28IN RED	28X14IN 10/CA	CA					
			25-0245	3	BRUSH. DECK, SCRUB	POLYPRO, 10IN	EA					
			25-0246	12	STICK, SCOURING, PUMICE	12/BX	BX					
			25-0247	4	BAG, VACUUM, CANISTER - GD 930	5/PK	PK					
			25-0248	3	TRUCK, TILT 1/2CU YARD	RUBBERMAID 1304BLA	EA					
			25-0249	3	BAG, VACUUM, VU500	10/PK	PK					
			25-0252	7	NAPKIN, SANITARY	#4 MAXI-PAD, VEND 250/CA	CA					
	MMM59175		25-0254	2	FILL STATION	3M EASY SHINE	EA					
			25-0255	3	MOVER, DESK	600 LB CAP., 22" WIDE	EA					
			25-0256	3	TRUCK, PLASTIC PLATFORM STYLE B	1600 LB AKRO MILLS	EA					
			25-0257	3	CART, UTILITY SERVICE - 3 SHELF	500 LB CAP., 5 IN CASTER	EA					
			25-0258	3	CART, UTILITY SERVICE - 2 TIER	500 LB CAP., 16 IN, 4 IN CASTER	EA					
			25-0259	125	BOTTLE ONLY, SPRAY	32 OZ	EA					
3M	MMM59063		25-0260	4	PAD. FLOOR 28 IN, BLUE	3M 59063 BLUE	CA					
UNGER	SM40G		25-0261	1	HOLDER, MOP HEAD	UNGER SM40G 16 IN	EA					
3M	74N		25-0262	8	SPONGE, GREEN SCRUBBING	3M 74N / 20per CA	CA					
			25-0263	7	BRUSH, COBWEB	BRIGHT GREEN / UNGER	EA					
			25-0264	6	HANDLE, BRUSH, COBWEB	30 IN / UNGER	EA					
			25-0265	15	POLE, TABLE MOP	UNGER	EA					
BUCKEYE	400158		25-0266	2	PAD, SCRUBING, BLACK		EA					
RUBBERMAID	264788		25-0267	10	LID - DOME TOP		EA					
			25-0268	2	PAD, GROUT , SQUARE BLUE	14 X 20 IN						
			29-0002	62	CLEANER TOILET BOWL	12/QTS	CA					
			29-0003	3	SOAP , BAR PUMICE 4OZ	48/CS	CA					
			29-0004	3	SCREEN ,URINAL	NON PARA BLOCK, 12/CS	CA					
			29-0005	3	BLOCK, TOSS PARA URINAL, 3OZ	12/CS	CA					
			29-0006	100	BLEACH	6X1GAL	CA					
			29-0007	21	CLEANER, STAINLESS STEEL	18 OZ, 12/CS	CA					
			29-0008	13	CLEANER, RESTROOM	KAIBLOOEY	CA					
			29-0009	5	KIT, BLOOD BORN PATH.	GALAXY	EA					
			29-0010	24	CLEANER, VOMIT, VOBAN*	6/CS	CA					
			29-0011	3	REMOVER, GRAFFITI	12/CS	CA					
			29-0012	13	REMOVER, GUM	12/CS	CA					
			29-0013	2	RESTORER, FLOOR LUSTER	12/CS QTS	CA					
			29-0014	6	REMOVER, FLOOR SALT	4GAL/CASE	CA					
			29-0015	16	CLEANER, SIMPLE GREEN	6/1 GAL PER CASE	CA					
SPARTAN			29-0017	10	REMOVER, LIME	12/32 OZ BOTTLE PER CASE	CA					
			29-0018	5	POLISH, FURNITURE	4/1 GAL-CASE	CA					
			29-0019	22	DIGESTANT, BACTERIAL	12 QUART/CASE	CA					
			29-0020	3	SOAP, LAUNDRY ALL BRAND	4GL/CA	CA					
			29-0021	51	CLEANER, GRIME GRAFFITI	CMD CTR, 2X1.5GAL	CA					
			29-0023	6	CLEANER, GRIME GRAFFITI	12/QTS	CA					
			29-0024	3	SPOTTER, CARPET	12/CS QT	CA					
			29-0025	3	CLENSER, MILD ABRASIVE	SOFT SCRUB LEMON 9/26 OZ	CA					
			29-0026	3	CLEANER, TOILET BOWL	12/CS QT. BLUE-GREEN	CA					
			29-0027	3	CLEANER, RUBBER FLOOR	4/CS GAL	CA					
			29-0028	3	GERMACIDE, FOR KIVAC	2/CS 2.5L	CA					
			29-0029	3	DEGREASER	6 QT/ CS	CA					
			29-0031	3	CLEANER, TOILET, DESCALING 32OZ	20% HCL - 12/CS	CA					
			29-0032	18	DUSTMOP TREATMENT, OIL, AEROSL	17 OZ CAN, 12 CANS/CASE	CA					
			29-0034	106	SCREEN, URINAL, FLAT	NON PARA CITRUS (no cherry)	CA					
			29-0036	3	CLEANER, ENCAPSULANT PLUS	1 GAL	CA					
			29-0037	3	CLEANER, GRIME	32OZ BOTTLE - 12/CA	CA					
			29-0039	1	CLEANER, URINAL DRAIN	STATE A SALT	EA					
			29-0040	3	CLEANER, BATHROOM STAIN	PRIMEZYME	EA					
			29-0041	3	TREATMENT, DRY DRAIN	SHUT YOUR TRAP	EA					

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Complete Address:	
Phone:	
Fax:	
E-Mail:	
Contact Person:	

Custodial Hardware

Manufacturer	Manufacturer's Item Nbr	Vendor Item Number	D300 Item Number	Estimated Purchase Amount	Description (1)	Description (2)	D300 UOM	Pack Case	Vendor Unit Price	Product will be delivered within 5-7 business days (Y/N)	Vendor Comments	SDS Web Link
			25-0259	5	TAPE MEASURE - POWERLOCK	16 FT X 1 IN STANLEY	EA					
			25-0260	5	TAPE MEASURE - POWERLOCK	25 FT X 1 IN STANLEY	EA					
			25-0261	5	SHOVEL 24" PUSHER	GRAPHITE	EA					
			25-0262	5	SHOVEL 24" PUSHER	STEEL	EA					
			25-0263	5	OIL, CUTTING	16 OZ BOTTLE, WATER SOLUABLE	EA					
			25-0264	5	LUBRICANT, GEAR	1/QT, 75W-90 SYNTHETIC	EA					
			25-0265	5	SPRAY, WASP AND HORNET	14 OZ CAN AEROSOL	CA					
			25-0266	5	NON-AEROSOL ANT AND ROACH KILLER	40 OZ BOTTLE	EA					
			25-0267	5	BRUSH, 4-PIECE SET	POLYESTER - ALL PAINT	SET					
			25-0268	5	TAPE, GORILLA	1.88 IN X 12 YD.	EA					
			25-0269	5	PAN, PAINT	11 IN METAL	EA					
			25-0270	5	LINER, PAINT PAN	10/PK	PK					
			25-0271	5	ROLLER, PAINT	3/8 IN NAP	EA					
			25-0272	5	ROLLER, PAINT	3/4 IN NAP	EA					
			25-0273	5	FAN ,BOX	20 IN	EA					
			25-0274	5	FLASHLIGHT	DEFIANT 14 LED FLASHLIGHT	EA					
			25-0276	5	CORD, EXTENSION	EXTENSION CORD 12/3SJO YELLOW	EA					
			25-0277	5	SCREWDRIVER, CUSHION GRIP	5 PC SET	SET					
			25-0278	5	PRUNING SHEAR	FELCO #2 PRUNING SHEAR	EA					
			25-0279	5	LOPPER	FELCO #21	EA					
			25-0280	5	REACHER, PRO 32"	E-Z REACHER PRO 32"	EA					
			25-0281	5	RAKE, BOW	16" BOW RAKE	EA					
			25-0282	5	TOILET SEAT	BEMIS OPEN FRONT - WHITE	EA					
			25-0283	5	HOSE, FLEXOGEN	5/8" X 50'	EA					
			25-0284	5	HOSE, DISCHARGE	1 1/2 IDx50 FT	EA					
			25-0285	5	STICK, PUMICE SCOURING	6 X 1-1/4 X 3/4"	EA					
			25-0286	5	HANDLE, PAINT ROLLER	WOOD HANDLE	EA					
			25-0287	5	BRUSH , PAINT	2 IN. ALL PAINT	EA					
			25-0288	5	COVER, ROLLER	CONTRACTOR SERIES	EA					
			25-0289	5	KNIFE, PUTTY	1 IN STRAIGHT	EA					
			25-0290	5	KNIFE, PUTTY	1-1/2 IN STRAIGHT	EA					
			25-0291	5	KNIFE, PUTTY	2 IN STRAIGHT	EA					
			25-0292	5	KNIFE, PUTTY	2-1/2 IN STRAIGHT	EA					
			25-0293	5	KNIFE, PUTTY	3 IN STRAIGHT	EA					
			25-0294	5	KNIFE, PUTTY	4 IN STRAIGHT	EA					
			25-0295	5	TAPE MEASURE	300 FT	EA					
			25-0296	5	TAPE, DUCT	GRAY 2" X 50 YD	RL					
			25-0297	5	TAPE, DUCT	BLACK 2" X 50 YD	RL					
			25-0298	5	TAPE, DUCT	WHITE 2" X 50 YD	RL					
			25-0299	5	TAPE, DUCT	GREEN 2" X 50 YD	RL					
			25-0300	5	TAPE, DUCT	RED 2" X 50 YD	RL					
			25-0301	5	CAN, WASTE	OILY WASTE, 10 GA	EA					
			25-0302	5	PATCH, ROOF	1 GAL. ETERNABOND	GL					
	GOJ7255-04		25-0303	5	SOAP, HAND, ORANGE	REFILL WALL STATION GOJO	EA					
			25-0304	5	WASHER, WINDOW	18 INCH	EA					
			25-0305	5	BUCKET, SQUEEGEE	18 IN., 6 GAL	EA					
			25-0306	5	POLE, TELESCOPIC, WINDOW SQUEEGEE	4-8FT ALUMINUM	EA					
			25-0307	5	SQUEEGEE, WINDOW	18 INCH	EA					
	MMM786		25-0308	5	PAD, SCOURING HD	3M 86	EA					
	MMM96		25-0309	5	PAD, SCOURING HD	3M 96	EA					

PRINT RESET



COMMUNITY UNIT SCHOOL DISTRICT 300
PURCHASING DEPARTMENT
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8300
Fax: 847-551-8463

VENDOR APPLICATION FORM (SUBJECT TO LOCAL LAWS)	**APPLICATION DATE**
Fill in all spaces. Insert "NA" in blocks not applicable. Type all entries	**REVISION DATE**

DATE: _____

COMPANY	HOW LONG IN PRESENT BUSINESS?
ADDRESS CITY STATE ZIP	
CONTACT PERSON/REPRESENTATIVE	FAX NUMBER ( ) / PHONE AND EXTENSION ( )

TYPE OF ORGANIZATION (Check Applicable)

☐ INDIVIDUAL ☐ PARTNERSHIP ☐ CORPORATION

IF INCORPORATED INDICATE IN WHICH STATE

YEARS ESTABLISHED:

DO YOU ACCEPT PURCHASE ORDERS? YES ☐ NO ☐

DO YOU ACCEPT CREDIT CARDS? YES ☐ NO ☐

CATEGORY **(Check below the category which applies to the applicant)**

☐ (A) MANUFACTURER OR PRODUCER ☐ (C) RETAILER ☐ (E) DISTRIBUTOR

☐ (B) WHOLESALER ☐ (D) MANUFACTURER'S AGENT ☐ (F) SERVICE ESTABLISHMENT

NAMES OF OFFICERS, MEMBERS OR OWNERS OF CONCERN, PARTNERSHIP, ETC.

(A) PRESIDENT (B) VICE PRESIDENT

(C) SECRETARY (D) TREASURER

(E) OWNERS, PARTNERS, OR STOCKHOLDERS

TAXPAYER'S I.D. NO.

FEIN _____

or

S.S. No. _____

INSURANCE INFORMATION (Check Applicable)

LIABILITY INSURANCE: $2,000,000 ☐ $2,500,000 ☐ $5,000,000 ☐ OTHER ☐

Workers' Compensation : State Minimum ☐ Greater than Minimum ☐

Required that CUSD be named as an Additional Insured ☐ INSURANCE CO. _____

BONDING INFORMATION **(Check each area in which you have been bonded and the latest date of bonding)**

Perf. Bond ____/____ (Mo. Year) ☐ Payment Bond (Labor and Materials) ____/____ (Mo. Year) ☐ Builder's Risk ____/____ (Mo. Year) ☐

PERSONS AUTHORIZED TO SIGN QUOTES, PROPOSALS, BIDS AND CONTRACTS:

NAME	OFFICIAL CAPACITY

Average number of employees (including affiliates) for four preceding calendar quarters.	Average annual sales for preceding three fiscal years:	Floor Space (Square Feet)	
	422	Manufacturing	Warehouse

MINORITY/WOMEN BUSINESS ENTERPRISE
(Check One) See Definitions Below

☐ MBE ☐ MBE/WBE ☐ WBE ☐ PBE

FOR USE BY CONTRACT COMPLIANCE ONLY:
BY:_____

DATE_____ ☐ C ☐ NC

MINORITY GROUP MEMBERSHIP (Check One) See Definitions Below

NOTE: DO NOT COMPLETE THIS SECTION UNLESS YOU HAVE CHECKED ONE OF THE BOXES IN THE MINORITY/WOMEN BUSINESS ENTERPRISE SECTION ABOVE.

☐ AFRICAN AMERICAN OR BLACK ☐ HISPANIC AMERICAN ☐ NATIVE AMERICAN ☐ ASIAN-PACIFIC AMERICAN

CERTIFICATION DATE ISSUED: _____ EXPIRATION: _____

MINORITY AND WOMEN OWNED BUSINESS ENTERPRISE DEFINITIONS

MINORITY BUSINESS ENTERPRISE ("MBE") means a certified participating business at least 51 percent (51%) of which is owned and controlled by one or more members or one or more minority groups, or in the case of a publicly held corporation, 51 percent (51%) of the stock is owned by one or more members of one or more minority groups and whose daily business operations are controlled by one or more such individuals.

WOMEN'S BUSINESS ENTERPRISE ("WBE") means a certified participating business at least 51 percent (51%) of which is owned by one or more women, or in the case of a publicly held corporation, 51 percent (51%) of the stock of which is owned by one or more women and whose daily operations are controlled by one or more such individuals. Determination of whether a business is at least 51 percent (51%) owned by a woman or women shall be made without regard to community property laws.

BUSINESS OWNED AND OPERATED BY A PERSON WITH A DISABILITY ("PBE") means a business concern of which at least 51 percent (51%) is owned by one or more persons with a disability, or in the case of the corporation, one in which at least 51 per centum of the stock is owned by one or more persons with a disability or by a not for profit agency for the disabled organized pursuant to Section 501 of the Internal Revenue Code 1954; and the management and daily business operations of which are controlled by one or more of the persons with a disability who own it.

MINORITY GROUP MEMBER is an individual who is one of the following:

AFRICAN AMERICAN OR BLACK (persons with origins in any of the Black racial groups of Africa):
HISPANIC AMERICAN (persons of Spanish culture with origins in Puerto Rico, Mexico, Cuba, South or Central America, Spain, Portugal or the Caribbean Islands regardless of race).
NATIVE AMERICAN (American Indian)
ASIAN-PACIFIC AMERICAN (persons with origins from Japan, China, the Philippines, Vietnam, Korea, Samoa, Guam, the U.S. Trust Territories of the Pacific, Northern Marianas, Laos, Cambodia, Taiwan, or the Indian subcontinent).

IF YOU HAVE EVER DONE BUSINESS WITH THE SCHOOL DISTRICT UNDER ANOTHER NAME, PLEASE INDICATE NAME OR NAMES.

Give names, complete addresses, buyer's names and phone numbers of four of your customers. (Please include Federal, State or City Governments).

ORGANIZATION	ADDRESS, STATE, ZIP	BUYER	PHONE NUMBER
1.			
2.			
3.			
4.			

Bank References

NAME OF BANK	ADDRESS, STATE, ZIP	CONTACT PERSON	PHONE NUMBER

I certify that the information supplied herein (including all pages attached) is correct and that neither the applicant nor any person (or concern) in any connection with the applicant as a principal or officer, so far as is known, is not debarred or otherwise declared ineligible by any public agency from furnishing materials, supplies or services to any agency thereof.

SIGNATURE OF PERSON AUTHORIZED TO SIGN THIS APPLICATION
NAME AND TITLE OF PERSON SIGNING (Please type or print)

PERSONS OR BUSINESSES INTERESTED IN BEING ADDED TO THE BIDDER'S LIST MUST FILE THIS APPLICATION WITH THE PURCHASING DEPARTMENT.

AFTER PLACEMENT ON THE BIDDERS' LIST, A VENDOR'S FAILURE TO RESPOND TO INVITATIONS FOR BIDS WILL BE UNDERSTOOD BY THE SCHOOL DISTRICT TO INDICATE LACK OF INTEREST AND SHALL RESULT IN THE REMOVAL OF THE VENDOR'S NAME FROM THE BIDDERS' LIST FOR THE ITEMS CONCERNED.

NOTE: ANY CHANGES TO INFORMATION SUBMITTED (ADDRESSES, AUTHORIZED PERSONNEL, ETC.,) WILL REQUIRE A REVISED COPY OF THIS FORM. ADDITIONAL FORMS MAY BE OBTAINED BY CONTACTING THE PURCHASING DEPARTMENT AT THE ADDRESS SHOWN ON THE FRONT OF THIS FORM.

USE BY COMMUNITY UNIT SCHOOL DISTRICT 300 ONLY

VENDOR I.D. NUMBER	APPROVED BY	DATE	W9	COMM LIST
		105		

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ **Go to *www.irs.gov/FormW9* for instructions and the latest information.**

Give Form to the requester. Do not send to the IRS.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

6 City, state, and ZIP code

Requester's name and address (optional)

COMMUNITY UNIT SCHOOL DISTRICT 300
2550 HARNISH DRIVE
ALGONQUIN, IL 60102

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN,* later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			–			–				

or

Employer identification number

		–							

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here | **Signature of U.S. person** ▶ | **Date** ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9.*

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, *later.*

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),

2. Certify that you are not subject to backup withholding, or

3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and

4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting,* later, for further information.

Note: If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.

2. The treaty article addressing the income.

3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.

4. The type and amount of income that qualifies for the exemption from tax.

5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 24% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,

2. You do not certify your TIN when required (see the instructions for Part II for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code,* later, and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships,* earlier.

What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code,* later, and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of $50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a $500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note: ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C corporation, or S corporation.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box on line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3.

IF the entity/person on line 1 is a(n) . . .	THEN check the box for . . .
• Corporation	Corporation
• Individual • Sole proprietorship, or • Single-member limited liability company (LLC) owned by an individual and disregarded for U.S. federal tax purposes.	Individual/sole proprietor or single-member LLC
• LLC treated as a partnership for U.S. federal tax purposes, • LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or • LLC that is disregarded as an entity separate from its owner but the owner is another LLC that is not disregarded for U.S. federal tax purposes.	Limited liability company and enter the appropriate tax classification. (P= Partnership; C= C corporation; or S= S corporation)
• Partnership	Partnership
• Trust/estate	Trust/estate

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)

2—The United States or any of its agencies or instrumentalities

3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

4—A foreign government or any of its political subdivisions, agencies, or instrumentalities

5—A corporation

6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession

7—A futures commission merchant registered with the Commodity Futures Trading Commission

8—A real estate investment trust

9—An entity registered at all times during the tax year under the Investment Company Act of 1940

10—A common trust fund operated by a bank under section 584(a)

11—A financial institution

12—A middleman known in the investment community as a nominee or custodian

13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over $600 required to be reported and direct sales over $5,000[1]	Generally, exempt payees 1 through 5[2]
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

[1] See Form 1099-MISC, Miscellaneous Income, and its instructions.

[2] However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note: You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, write NEW at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note: See *What Name and Number To Give the Requester,* later, for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at *www.SSA.gov*. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at *www.irs.gov/Businesses* and clicking on Employer Identification Number (EIN) under Starting a Business. Go to *www.irs.gov/Forms* to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to *www.irs.gov/OrderForms* to place an order and have Form W-7 and/or SS-4 mailed to you within 10 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note: Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code,* earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABLE accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account) other than an account maintained by an FFI	The actual owner of the account or, if combined funds, the first individual on the account[1]
3. Two or more U.S. persons (joint account maintained by an FFI)	Each holder of the account
4. Custodial account of a minor (Uniform Gift to Minors Act)	The minor[2]
5. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee[1]
b. So-called trust account that is not a legal or valid trust under state law	The actual owner[1]
6. Sole proprietorship or disregarded entity owned by an individual	The owner[3]
7. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor*
For this type of account:	**Give name and EIN of:**
8. Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity[4]
10. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
11. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
12. Partnership or multi-member LLC	The partnership
13. A broker or registered nominee	The broker or nominee
14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
15. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

[1] List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

[2] Circle the minor's name and furnish the minor's SSN.

[3] You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

[4] List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships,* earlier.

***Note:** The grantor also must provide a Form W-9 to trustee of trust.

Note: If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records From Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to *phishing@irs.gov*. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at *spam@uce.gov* or report them at *www.ftc.gov/complaint*. You can contact the FTC at *www.ftc.gov/idtheft* or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see *www.IdentityTheft.gov* and Pub. 5027.

Visit *www.irs.gov/IdentityTheft* to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

COMMUNITY UNIT SCHOOL DISTRICT 300
SUPPLY BID – GUIDE TO FILLING OUT THE BID SPREADSHEET

Requirements: Microsoft Excel v 2010 (minimum)

The bid sheets are provided in a Microsoft Excel format. Much of the worksheet is informational. The following will provide instructions for entering your information as well as how to save and submit the spreadsheet with your bid. The pricing information is keyed by selecting the tab following the Bid Response Tab within the Excel workbook.

Entering Information into the Spreadsheet:

1) Once the spreadsheet is open fill in the Vendor Information Section at the top. All fields should be completed.
   The contact person indicated on the spreadsheet will be the person we contact in the event we have a problem with the file.
2) Columns meant as informational only are highlighted grey.
3) Columns meant for your input have been left white, and are the following:
   a. Manufacturer
   b. Manufacturer's Item Nbr
   c. Vendor Item Number
   d. Vendor Unit Price
   e. Case pack
   f. Package Price
   g. Individual Selling Price
   h. Price Per oz.
   i. oz. per gal Dulution
   j. In Use Cost of Product
   k. Unit Price (paper/liners category)
   l. Lead Time
   m. Vendor Comments
4) The In Use Cost of Product column has already been formatted for numeric entry.
   For example, when you enter a Price per oz. and an oz. per gal Dilution, the sheet will calculate the In Use Cost of Product.
5) If you are NOT bidding on an item we ask you type in the words NO BID (in capitals) under the column labeled Vendor Item Number for each item the NO BID pertains to.
6) Only write notes in the columns labeled Vendor Comments.
7) The spreadsheet has been formatted to print out on 8.5 x 14 paper in a landscape mode, when you are finished print out so the hard copy can be included with your bid submission.

Saving and Submitting the Spreadsheet:

1) Save the file with the following naming convention:
   xxxxxxxxxcustodialsupplies.xls

   "x" signifies the name of your company

2) The file must be saved to a Flash Drive.
3) Label the Flash Drive with your Vendor Name, Date, and the Bid Name.
4) **It is required you submit the Flash Drive with a paper copy.**

BID RESPONSE FORM - Part B

Custodial Chemicals and Supplies

Bids are as indicated on the attached sheets are hereby presented to the Board of Education of Community Unit School District #300. It is understood that:

1. Bidders must insure they have viewed all five (5) tabs in this spreadsheet.
2. The Board of Education reserves the right to reject any and all bids and to accept all or part of any bids submitted.
3. Separate purchase orders will be issued to the successful bidders for delivery to all District 300 locations.
4. Prices quoted shall include all charges for handling, transportation and delivery, unforseen costs (tariffs) , energy charges.
5. Prices will be based on a $200 minimum order.
6. All items bid are F.O.B. destination.
7. SDS Web links MUST be provided for all applicable products
8. Community Unit School District #300 is Tax Exempt.
Tax Exemption Number - E9996-0079-07.

Vendor has received Addendum (IF APPLICABLE)
#1 - __Yes_____ #2 - _____

NAME OF COMPANY /CORPORATION

North American Corporation of Illinois

STREET ADDRESS:

2101 Claire Court

CITY:
Glenview

STATE:
IL

ZIP:
60025

TELEPHONE NUMBER:
847-832-4058

FAX NUMBER:
847-832-4314

EMAIL ADDRESS:
zhansen@na.com

FEIN NUMBER
36-4369474

ILLINOIS LICENSE NUMBER
3653-8922

BID SUBMITTED BY:

SIGNATURE OF AUTHORIZED AGENT

Zach Hansen
PLEASE TYPE OR PRINT NAME

9/20/2019
DATE

****** Sealed Bids are due by 11:00AM CT, Friday, September 20, 2019 ******

INSTRUCTIONS: Please fill in columns **A, B, C, I, J, and K** Please use column **L** for vendor comments and column **M** for SDS web link.

ALL bids must be completed in the Excel spreadsheet provided.
ALL bids must be submitted in hard copy along with an electronic version of the bid on CD.

Vendor Name:	North American
Complete Address:	2101 Claire Court Glenview, IL 60025
Phone:	847-832-4000
Fax:	847-832-4314
E-Mail:	zhansen@na.com
Contact Person:	Zach Hansen

Custodial Supplies

Manufacturer	Manufacturer's Item Nbr	Vendor Item Number	D300 Item Number	Estimated Purchase Amount	Description (1)	Description (2)	D300 u/m	Pack Case	Proposed FY21	Estimated FY21 Extension	Prior Year FY20	Prior Year FY20 Extension	Product will be delivered within 5-7 business days (Y/N)
Midlab	095000-41	263202	21-0025	3	CLEANING - CARPET	DEFOAMER-C 4GL/CS	CA	4/1 gal	$ 40.90	$ 122.70	$ 40.30	$ 120.90	Y
3M	55433	257116	24-0047	3	MOP, FLOOR FINISH	3M EASY SHINE	KT	Kit	$ 185.96	$ 557.88	$ 182.85	$ 548.55	Y
3M	59175	106813	24-0048	3	DISPENSER, FLOOR FINISH	3M EASY SHINE	EA	EA	$ 45.59	$ 136.77	$ 44.83	$ 134.49	Y
Unger	CK047	TBD	24-0049	4	CLEANER, KIT TABLE AND DESK	TABLE AND DESK - UNGER	KT	Kit	$ 223.58	$ 894.32	$ 219.84	$ 879.36	Y
Unger	MD400	189380	24-0050	19	MOP,MICRO 7.0	GREEN/WHITE	CA	5/cs	$ 50.64	$ 962.16	$ 49.80	$ 946.20	Y
EcoSelect	428614	428614	25-0001	5	PAD, FLOOR 20 IN	ULTRA GRIZZLY 5/CS	CA	5/cs	$ 13.68	$ 68.40	$ 13.45	$ 67.25	Y
EcoSelect	421414	421414	25-0002	83	PAD, FLOOR 20 IN BLK	STRIPPING 5/CS	CA	5/cs	$ 13.50	$ 1,120.50	$ 13.19	$ 1,094.77	Y
EcoSelect	420914	420914	25-0003	4	PAD, FLOOR 18 IN BLK	STRIPPING 5/CS	CA	5/cs	$ 12.41	$ 49.64	$ 12.20	$ 48.80	Y
EcoSelect	420114	420114	25-0004	3	PAD, FLOOR 17 IN BLK	STRIPPING 5/CS	CA	5/cs	$ 10.32	$ 30.96	$ 10.15	$ 30.45	Y
EcoSelect	265404	265404	25-0005	3	PAD, FLOOR 16 IN BLK	STRIPPING 5/CS	CA	5/cs	$ 9.55	$ 28.65	$ 9.39	$ 28.17	Y
EcoSelect	425414	425414	25-0006	3	PAD, FLOOR 14 IN BLK	STRIPPING 5/CS	CA	5/cs	$ 8.10	$ 24.30	$ 7.96	$ 23.88	Y
EcoSelect	424214	424214	25-0007	3	PAD, FLOOR 13 IN BLK	STRIPPING 5/CS	CA	5/cs	$ 7.05	$ 21.15	$ 6.93	$ 20.79	Y
EcoSelect	422114	422114	25-0008	3	PAD, FLOOR 20 IN RED	POLISHING 5/CS	CA	5/cs	$ 13.41	$ 40.23	$ 13.19	$ 39.57	Y
EcoSelect	117454	117454	25-0009	3	PAD, FLOOR 18 IN RED	POLISHING 5/CS	CA	5/cs	$ 12.41	$ 37.23	$ 12.20	$ 36.60	Y
EcoSelect	420414	420414	25-0010	3	PAD, FLOOR 17 IN RED	POLISHING 5/CS	CA	5/cs	$ 10.32	$ 30.96	$ 10.15	$ 30.45	Y
EcoSelect	428114	428114	25-0011	18	PAD, FLOOR 16 IN RED	POLISHING 5/CS	CA	5/cs	$ 9.55	$ 171.90	$ 9.39	$ 169.02	Y
EcoSelect	425714	425714	25-0012	3	PAD, FLOOR 14 IN RED	POLISHING 5/CS	CA	5/cs	$ 8.10	$ 24.30	$ 7.96	$ 23.88	Y
EcoSelect	424514	424514	25-0013	3	PAD, FLOOR 13 IN RED	POLISHING 5/CS	CA	5/cs	$ 7.05	$ 21.15	$ 6.93	$ 20.79	Y
EcoSelect	101969	101969	25-0014	57	PAD, FLOOR 12 IN RED	POLISHING 5/CS	CA	5/cs	$ 6.45	$ 367.65	$ 6.34	$ 361.38	Y
EcoSelect	422014	422014	25-0015	2	PAD, FLOOR 20 IN GREEN	STRIPPING 5/CS	CA	5/cs	$ 13.41	$ 26.82	$ 13.19	$ 26.38	Y
EcoSelect	165852	165852	25-0016	3	PAD, FLOOR 18 IN GREEN	STRIPPING 5/CS	CA	5/cs	$ 12.41	$ 37.23	$ 12.20	$ 36.60	Y
EcoSelect	424314	424314	25-0017	3	PAD, FLOOR 13 IN GREEN	STRIPPING 5/CS	CA	5/cs	$ 7.08	$ 21.24	$ 6.93	$ 20.79	Y
EcoSelect	422214	422214	25-0018	5	PAD, FLOOR 20 IN WHITE	POLISHING 5/CS	CA	5/cs	$ 13.41	$ 67.05	$ 13.19	$ 65.95	Y
EcoSelect	420514	420514	25-0019	3	PAD, FLOOR 17 IN WHITE	POLISHING 5/CS	CA	5/cs	$ 10.32	$ 30.96	$ 10.15	$ 30.45	Y
EcoSelect	TBD	TBD	25-0020	3	PAD, FLOOR 16 IN WHITE	POLISHING 5/CS	CA	5/cs	$ 9.55	$ 28.65	$ 9.39	$ 28.17	Y
EcoSelect	900316	900316	25-0021	10	PAD, FLOOR 14 IN WHITE	POLISHING 5/CS	CA	5/cs	$ 8.10	$ 81.00	$ 7.96	$ 79.60	Y
EcoSelect	423414	423414	25-0022	3	PAD, FLOOR 12 IN WHITE	POLISHING 5/CS	CA	5/cs	$ 6.45	$ 19.35	$ 6.34	$ 19.02	Y
EcoSelect	421814	421814	25-0023	6	PAD, FLOOR 20 IN BLUE	STRIPPING 5/CS	CA	5/cs	$ 13.41	$ 80.46	$ 13.19	$ 79.14	Y
EcoSelect	420314	420314	25-0024	3	PAD, FLOOR 17 IN BLUE	STRIPPING 5/CS	CA	5/cs	$ 10.32	$ 30.96	$ 10.15	$ 30.45	Y
EcoSelect	425614	425614	25-0025	3	PAD, FLOOR 14 IN BLUE	STRIPPING 5/CS	CA	5/cs	$ 8.10	$ 24.30	$ 7.96	$ 23.88	Y
EcoSelect	424414	424414	25-0026	3	PAD, FLOOR 13 IN BLUE	STRIPPING 5/CS	CA	5/cs	$ 7.05	$ 21.15	$ 6.93	$ 20.79	Y

EcoSelect	TBD	TBD	25-0027	3	PAD, FLOOR 12 IN BLUE	STRIPPING 5/CS	CA	5/cs	$ 6.45	$ 19.35	$ 6.34	$ 19.02	Y
EcoSelect	106460	106460	25-0028	3	PAD, FLOOR 17 IN	BURNISHING 5/CS	CA	5/cs	$ 10.55	$ 31.65	$ 10.36	$ 31.08	
EcoSelect	415470	415470	25-0029	1	SPONGE, POWER SCRUB	3M	EA	5/pk	$ 3.46	$ 3.46	$ 3.40	$ 3.40	Y
EcoSelect	417701	417701	25-0030	75	PAD, DOODLEBUG BROWN	STRIP N SCRUB 8541	EA	5/pk	$ 2.79	$ 209.25	$ 2.74	$ 205.50	Y
3M	6473	101022	25-0031	9	KIT, DOODLEBUG PAD HOLDER	HANDBLOCK HOLDER 6473	EA	4/cs	$ 92.95	$ 836.55	$ 91.40	$ 822.60	Y
Boardwalk	BWKCS3	412609	25-0032	3	SPONGE, CELLULOSE COMM.	3M	EA	EA	$ 1.28	$ 3.84	$ 1.26	$ 3.78	Y
Rubbermaid	FG131500BLA	105580	25-0033	3	TRUCK, TILT 1C YARD	RUBBERMAID RCP 1315	EA	EA	$ 925.45	$ 2,776.35	$ 909.98	$ 2,729.94	Y
Rubbermaid	FG452088BEIG	139821	25-0034	3	CART, UTILITY	RUBBERMAID BEIGE, 500LB CAP	EA	EA	$ 140.66	$ 421.98	$ 138.31	$ 414.93	Y
Rubbermaid	FG443600BLA	158922	25-0035	2	TRUCK, UP 24X48	RUBBERMAID 4433	EA	EA	$ 413.81	$ 827.62	$ 406.89	$ 813.78	Y
Rubbermaid	FG9T7200BLA	101873	25-0036	6	CART, HC CLEANING	RUBBERMAID 9T72	EA	EA	$ 177.72	$ 1,066.32	$ 174.75	$ 1,048.50	Y
Malish	013018	444026	25-0037	27	BROOM, FINE SWEEP	18 IN	EA	EA	$ 9.71	$ 262.17	$ 9.55	$ 257.85	Y
Impact	3105	412809	25-0038	70	DUSTER, LAMBSWOOL	TELESCOPIC	EA	EA	$ 5.44	$ 380.80	$ 5.35	$ 374.50	Y
Malish	055906	963307	25-0039	46	BROOM, LG ANGLE W/HANDLE		EA	EA	$ 4.92	$ 226.32	$ 4.84	$ 222.64	Y
Malish	055901	406313	25-0040	56	BROOM, LOBBY	CORN BROOM, W/ HANDLE	EA	EA	$ 3.22	$ 180.32	$ 3.17	$ 177.52	Y
Rubbermaid	FG611277YEL	265199	25-0041	3	SIGN, WET FLOOR	BILINGUAL - YELLOW	EA	EA	$ 6.73	$ 20.19	$ 6.62	$ 19.86	Y
Rubbermaid	1835528	179175	25-0042	12	KIT, MOPPING	RUBBERMAID RCP Q969, YELLOW	EA	EA	$ 95.86	$ 1,150.32	$ 94.26	$ 1,131.12	Y
Rubbermaid	FG757788YEL	265194	25-0043	12	MOPBUCKET, WITH WRINGER	RUBBERMAID 7577-88, YELLOW	EA	EA	$ 74.09	$ 889.08	$ 72.86	$ 874.32	Y
Impact	LFK100	265081	25-0044	71	GLASS POLISHING CLOTH	MICROFIBER 16 X 16	EA	EA	$ 0.68	$ 48.28	$ 0.67	$ 47.29	Y
Rubbermaid	FG611200YEL	500313	25-0045	3	SIGN, CAUTION FLOOR 25IN YEL	RUBBERMAID MULTI LINGUAL	EA	EA	$ 6.73	$ 20.19	$ 6.62	$ 19.86	Y
Rubbermaid	FG9S1100YEL	138874	25-0046	3	BARRIER, MOBILE FLEXABLE	RUBBERMAID 9S11, YELLOW	EA	EA	$ 327.70	$ 983.10	$ 322.22	$ 966.66	Y
Rubbermaid	FG199300GRAY	265312	25-0047	3	HOLDER, TOWEL CLOSET	RUBBERMAID 1993 34 IN	EA	EA	$ 39.51	$ 118.53	$ 38.85	$ 116.55	Y
Impact	5032WG, 5900	952904, 265065	25-0048	54	BOTTLE, SPRAY W/TRIGGER	32 OZ	EA	EA	$ 1.01	$ 54.54	$ 0.99	$ 53.46	Y
Malish	660060	416026	25-0049	7	HANDLE, MOP HARDWOOD	METAL THREAD TIP, 60 IN	EA	EA	$ 3.77	$ 26.39	$ 3.71	$ 25.97	Y
Impact	3600	963589	25-0050	84	MOP, BOWL WHITE	ACID RESISTANT, 4-1/2 IN	EA	EA	$ 1.22	$ 102.48	$ 1.20	$ 100.80	Y
Impact	2600	417108	25-0051	40	DUST PAN	UPRIGHT, BLACK	EA	EA	$ 8.59	$ 343.60	$ 8.44	$ 337.60	Y
Impact	4212	412909	25-0052	7	DUST PAN, HD	CHARCOAL 12X18X2	EA	EA	$ 2.10	$ 14.70	$ 2.06	$ 14.42	Y
EcoSelect	205865	205865	25-0053	3	WETMOP, STD. LOOPED END	4-PLY NATURAL, 5 IN	EA	EA	$ 4.67	$ 14.01	$ 4.59	$ 13.77	Y
EcoSelect	205861	205861	25-0054	90	WETMOP, STD. LOOPED END	4-PLY NATURAL, LG 1 IN	EA	EA	$ 6.93	$ 623.70	$ 6.81	$ 612.90	Y
EcoSelect	205860	205860	25-0055	99	WETMOP, STD. LOOPED END	4-PLY NATURAL, MED 1 IN	EA	EA	$ 3.46	$ 342.54	$ 3.40	$ 336.60	Y
EcoSelect	265076	265076	25-0056	115	WETMOP, STD. LOOPED END	4-PLY NATURAL, XLG 1 IN	EA	EA	$ 4.66	$ 535.90	$ 4.58	$ 526.70	Y
EcoSelect	205850	205850	25-0057	62	MOP, HD FINISH	HB LOOPED END - 1 IN	EA	EA	$ 6.46	$ 400.52	$ 6.35	$ 393.70	Y
EcoSelect	982407	982407	25-0058	28	HANDLE, FIBERGLASS MOP	QUICK RELEASE, 60 IN	EA	EA	$ 8.29	$ 232.12	$ 8.15	$ 228.20	Y
EcoSelect	142703	142703	25-0059	3	MOPHEAD, JUMBO	RED SYN. DISPOSABLE 36X5	EA	EA	$ 4.10	$ 12.30	$ 4.03	$ 12.09	Y
EcoSelect	205861	205861	25-0060	31	WETMOP, HB	4-PLY BLEND, LG BLU LOOP 1IN	EA	EA	$ 6.93	$ 214.83	$ 6.81	$ 211.11	Y
Rubbermaid	FG9C3200BLA	TBD	25-0061	15	SQUEEGEE, FLOOR	STRAIGHT 24 IN	EA	EA	$ 9.45	$ 141.75	$ 9.29	$ 139.35	Y
Impact	3449	415370	25-0062	20	SCRAPER, FLOOR	48 IN LONG X 4 IN WIDE BLADE	EA	EA	$ 16.85	$ 337.00	$ 16.57	$ 331.40	Y
Boardwalk	BWK5208	019174	25-0063	3	BRUSH, COUNTER	PLASTIC, 8 IN	EA	EA	$ 4.99	$ 14.97	$ 4.90	$ 14.70	Y
Malish	172508	415626	25-0064	3	BRUSH, SCRUB UTILITY	NYLON, 9 IN	EA	EA	$ 2.44	$ 7.32	$ 2.40	$ 7.20	Y
Rubbermaid	FG263200GRAY	163863	25-0065	16	CONTAINER, ROUND	BRUTE, 32GAL	EA	EA	$ 17.29	$ 276.64	$ 17.00	$ 272.00	Y
Rubbermaid	FGWB26GR	TBD	25-0066	39	WASTEBASKET, SOFTMOLDED	GRAY, 24QT	EA	EA	$ 17.15	$ 668.85	$ 16.86	$ 657.54	Y
Rubbermaid	FG356988GRAY	118163	25-0067	22	CONTAINER, UNTOUCHABLE	GRAY, 23GAL	EA	EA	$ 31.47	$ 692.34	$ 30.95	$ 680.90	Y

Rubbermaid	FG268988GRAY	100039	25-0068	2	CONTAINER, UNTOUCHABLE	LIDS ONLY	EA	EA	$ 3.98	$ 7.96	$ 3.92	$ 7.84	Y
Impact	25125200	138418	25-0069	25	RECEPTACLE, SANITARY NAPKIN	WALL MOUNTED	EA	EA	$ 16.32	$ 408.00	$ 16.05	$ 401.25	Y
Rubbermaid	FG356988BLA	129714	25-0070	3	WASTECAN, 22 GAL BLACK		EA	EA	$ 31.48	$ 94.44	$ 30.95	$ 92.85	Y
Impact	3105	412809	25-0071	3	DUSTER, FEATHER	TELESCOPIC , LAMBSWOOL	EA	EA	$ 5.37	$ 16.11	$ 5.28	$ 15.84	Y
Impact	3103	412709	25-0072	41	DUSTER, FEATHER	12 IN	EA	EA	$ 4.02	$ 164.82	$ 3.95	$ 161.95	Y
Windsor	5300	265402	25-0073	205	VACUUM BAG, WINDSOR	FOR MODEL SRS15, 10/PK	PK	10/pk	$ 10.06	$ 2,062.30	$ 9.89	$ 2,027.45	Y
Windsor	8.619-891.0	WIN550	25-0074	3	VACUUM BAGS, BACK PACK	FOR MODEL VP6 10/PK	PK	10/pk	$ 26.10	$ 78.30	$ 25.66	$ 76.98	Y
Impact	25025088	920318	25-0075	47	BAG, SANI WASTE	WAXED, GUSSETED, 500/CS	CA	500/cs	$ 15.47	$ 727.09	$ 15.21	$ 714.87	Y
Impact	25176488	890019	25-0076	3	TAMPON	VEND TUBE, REGULAR, 500/CS	CA	500/cs	$ 64.55	$ 193.65	$ 63.47	$ 190.41	Y
Windsor	6.904-333.0	TBD	25-0077	3	VACUUM BAG	10/PK CANISTER	PK	10/pk	$ 19.02	$ 57.06	$ 18.70	$ 56.10	Y
P&G	82027	266715	25-0078	57	PAD, CLEANING-MR. CLEAN	24/CASE	CA	36/cs	$ 28.56	$ 1,627.92	$ 28.08	$ 1,600.56	Y
EcoSelect	TBD	TBD	25-0080	5	PAD, FLOOR 12 IN BLACK	5/CA	CA	5/cs	$ 6.45	$ 32.25	$ 6.34	$ 31.70	Y
EcoSelect	TBD	TBD	25-0081	3	PAD, FLOOR 12 IN GREEN	STRIPPING 5/CS	CA	5/cs	$ 6.45	$ 19.35	$ 6.34	$ 19.02	Y
EcoSelect	100073	100073	25-0082	6	PAD, BURNISHER 27 IN PINK	5/CA	CA	5/cs	$ 30.30	$ 181.80	$ 29.80	$ 178.80	Y
Rubbermaid	1863895	TBD	25-0083	21	PAD, RUBBERMAID PULSE	12/CA	CA	EA	$ 7.20	$ 151.20	$ 7.08	$ 148.68	Y
3M	55434	257117	25-0084	10	PAD, WAX APPLICATOR 5 X 18 IN	2/PK 3M	PK	10/cs	$ 54.83	$ 548.30	$ 53.91	$ 539.10	Y
Advance	54195A	ADV531	25-0085	1	BAG, BURNISHER	6/PK	PK	10/pk	$ 11.22	$ 11.22	$ 11.34	$ 11.34	Y
Rubbermaid	FG264000BLA	265189	25-0087	33	DOLLY, BRUTE	RCP264000BK	CA	EA	$ 23.39	$ 771.87	$ 23.00	$ 759.00	Y
Rubbermaid	FG443600BLA	158922	25-0088	3	TRUCK, PLATFORM 24 X 48	700 LB CAP.	EA	EA	$ 413.81	$ 1,241.43	$ 406.89	$ 1,220.67	Y
Impact	150	250204	25-0089	1	CADDY, TOILET BOWL MOP	12/CS	CA	EA	$ 2.39	$ 2.39	$ 2.35	$ 2.35	Y
Rubbermaid	FG633700BLUE	163212	25-0090	2	BRUSH, FLOOR	DUAL SURFACE SCRUB	EA	EA	$ 6.46	$ 12.92	$ 6.35	$ 12.70	Y
Malish	50360	410126	25-0091	3	BRUSH, FLOOR HANDLE	60 INCH THREADED	EA	EA	$ 3.12	$ 9.36	$ 3.07	$ 9.21	Y
EcoSelect	415170	415170	25-0092	106	PAD, HAND SCRUB ,GRN	10/CS	CA	10/pk	$ 2.73	$ 289.38	$ 2.68	$ 284.08	Y
Impact	5900	265065	25-0093	300	SPRAYER TRIGGER ONLY FOR 32 OZ	BOTTLE, 7/8 in TUBE	EA	EA	$ 0.50	$ 150.00	$ 0.49	$ 147.00	Y
Impact	LFK100	265081	25-0094	3	CLOTH, POLISHING MICROFIBER	FOR GLASS, 16X16, REN03698-IB	EA	EA	$ 0.68	$ 2.04	$ 0.67	$ 2.00	Y
Impact	3449	415370	25-0095	3	SCRAPPER, FLOOR	W 48 IN HANDLE, REN03881	EA	EA	$ 16.85	$ 50.55	$ 16.57	$ 49.71	Y
Malish	172508	415626	25-0096	3	BRUSH, SCRUB UTILITY	NYLON, 9 IN, REN03969	EA	EA	$ 2.44	$ 7.32	$ 2.40	$ 7.20	Y
Impact	3103	412709	25-0097	3	DUSTER, FEATHER	REN05145-IB	EA	EA	$ 4.02	$ 12.06	$ 3.95	$ 11.85	Y
Impact	25121298	920418	25-0098	3	LINER, RECEPTACLE, SANITARY	10 X 3 1/4 X 9 IN	CA	250/cs	$ 13.05	$ 39.15	$ 12.83	$ 38.49	Y
Chicopee	CHI8507	TBD	25-0099	3	WIPE, WET, PINK, CHIX	200/CASE	CA	200/cs	$ 24.19	$ 72.57	$ 23.78	$ 71.34	Y
Advance	1471097500	262960	25-0100	10	BAG, VACUUM, XP10	10/PK	PK	10/pk	$ 14.70	$ 147.00	$ 14.45	$ 144.50	Y
Advance	82367810	ADV213	25-0101	20	BAG, VACUUM, GD2000	10/PK	PK	10/pk	$ 19.53	$ 390.60	$ 19.20	$ 384.00	Y
ProTeam	104544	154508	25-0102	20	BAG, VACUUM, PRO TEAM	10/PK	PK	10/pk	$ 15.57	$ 311.40	$ 14.56	$ 291.20	Y
Windsor	8.619-885.0	TBD	25-0126	3	BAG, VACUUM, BACKPACK	10/PK - LARGE	PK	10/pk	$ 27.37	$ 82.11	$ 26.91	$ 80.73	Y
Unger	MM40R	185722	25-0200	3	MOP HEAD, TABLE	UNGER	EA	EA	$ 16.94	$ 50.82	$ 16.66	$ 49.98	Y
Unger	MM400	TBD	25-0201	54	MOP , MICROFIBER	UNGER	EA	EA	$ 15.33	$ 827.82	$ 15.07	$ 813.78	Y
Unger	PHW20	142161	25-0203	3	POLE, TABLE MOP	UNGER	EA	EA	$ 6.22	$ 18.66	$ 6.12	$ 18.36	Y
Unger	COMBG	039938	25-0204	8	BUCKET, TABLE MOP	UNGER	EA	EA	$ 172.89	$ 1,383.12	$ 170.00	$ 1,360.00	Y
3M	55439	143273	25-0205	4	BACKPACK,	3M EASY SHINE	EA	EA	$ 41.77	$ 167.08	$ 41.07	$ 164.28	Y
3M	55440	178851	25-0206	3	POUCH	3M EASY SHINE	EA	5/cs	$ 48.41	$ 145.23	$ 47.60	$ 142.80	Y
3M	55438	129719	25-0208	4	DISPENSING TUBE	3M EASY SHINE	EA	5/pk	$ 20.45	$ 81.80	$ 20.11	$ 80.44	Y
3M	55437	104343	25-0209	3	DISPENSING TUBE - MAIN	3M EASY SHINE	EA	EA	$ 34.85	$ 104.55	$ 34.27	$ 102.81	Y
EcoSelect	107671	107671	25-0210	9	PAD, SURFACE PREPARATION	3M 28x14	CA	10/cs	$ 86.34	$ 777.06	$ 84.90	$ 764.10	Y

EcoSelect	142853	142853	25-0211	17	PAD, SURFACE PREPARATION	3M 20x14	CA	10/cs	$ 61.11	$ 1,038.87	$ 60.09	$ 1,021.53	Y
EcoSelect	444380	444380	25-0212	6	PAD, STRIPPER	3M 28X14	CA	5/cs	$ 23.20	$ 139.20	$ 22.81	$ 136.86	Y
3M	31252	188049	25-0213	1	PAD, POLISHING 28 X 14 IN	3M 28 X 14 WHITE	CA	10/cs	$ 64.87	$ 64.87	$ 63.79	$ 63.79	Y
3M	59257	172526	25-0214	3	PAD, STRIPPER	3M 20X14	CA	10/cs	$ 58.87	$ 176.61	$ 57.88	$ 173.64	Y
Rubbermaid	FG9S0000YEL	174915	25-0215	8	SIGN, CAUTION FLOOR POP UP	RUBBERMAID MULTI LINGUAL	EA	EA	$ 10.00	$ 80.00	$ 9.83	$ 78.64	Y
Windsor	8.619-891.0	WIN550	25-0216	3	BAG, VACUUM, BACKPACK	10/PK - LARGE	PK	10/pk	$ 26.10	$ 78.30	$ 25.66	$ 76.98	Y
Advance	82367810	ADV213	25-0217	4	BAG, VACUUM, CANISTER	10/PK	PK	10/pk	$ 19.52	$ 78.08	$ 19.20	$ 76.80	Y
GK	GK-EURST	SOU048	25-0218	3	VACUUM BAG, UPRIGHT	ORECK VAC BAGS 8/PK	PK	3/pk	$ 3.49	$ 10.47	$ 3.43	$ 10.29	Y
Advance	GK-VU500	SOU043	25-0219	9	VACUUM BAG, VU500	10/PK	PK	10/pk	$ 8.15	$ 73.35	$ 8.01	$ 72.09	Y
EcoSelect	107784	107784	25-0220	3	PAD, FLOOR, 7-3/4"	15/CA	CA	5/cs	$ 4.80	$ 14.40	$ 4.72	$ 14.16	Y
Rubbermaid	FG264360GRAY	265307	25-0221	3	CONTAINER, ROUND	BRUTE, 44GAL	EA	EA	$ 26.03	$ 78.09	$ 25.59	$ 76.77	Y
Advance	1406554010	ADV798	25-0222	3	BAG, VACUUM, HIP VAC	10/PK	PK	5/pk	$ 9.23	$ 27.69	$ 9.08	$ 27.24	Y
Unger	PHH20	TBD	25-0230	1	MOP HEAD, TABLE	UNGER	EA	5/cs	$ 52.51	$ 52.51	$ 51.63	$ 51.63	Y
3M	SPP20	415993	25-0240	6	PAD, FLOOR 20IN MAROON	SURFACE PREP 10/CA	CA	10/cs	$ 86.78	$ 520.68	$ 85.33	$ 511.98	Y
EcoSelect	444200	444200	25-0241	16	PAD, FLOOR 20IN RED	20X14IN 10/CA	CA	5/cs	$ 18.01	$ 288.16	$ 17.71	$ 283.36	Y
EcoSelect	444280	444280	25-0242	18	PAD, FLOOR 28IN RED	28X14IN 10/CA	CA	5/cs	$ 22.68	$ 408.24	$ 22.30	$ 401.40	Y
Rubbermaid	FG9B3400BRN	TBD	25-0245	3	BRUSH. DECK, SCRUB	POLYPRO, 10IN	EA	EA	$ 3.99	$ 11.97	$ 3.92	$ 11.76	Y
US Pumice	UPM12	265201	25-0246	12	STICK, SCOURING, PUMICE	12/BX	BX	12/box	$ 25.22	$ 302.64	$ 24.80	$ 297.60	Y
Advance	82367810	ADV213	25-0247	4	BAG, VACUUM, CANISTER - GD 930	5/PK	PK	10/pk	$ 19.53	$ 78.12	$ 19.20	$ 76.80	Y
Rubbermaid	FG130400BLA	121412	25-0248	3	TRUCK, TILT 1/2CU YARD	RUBBERMAID 1304BLA	EA	EA	$ 424.15	$ 1,272.45	$ 417.06	$ 1,251.18	Y
Advance	GK-VU500	SOU043	25-0249	3	BAG, VACUUM, VU500	10/PK	PK	10/pk	$ 8.15	$ 24.45	$ 8.01	$ 24.03	Y
Impact	251312764	889620	25-0252	7	NAPKIN, SANITARY	#4 MAXI-PAD, VEND 250/CA	CA	250/cs	$ 32.11	$ 224.77	$ 31.57	$ 220.99	Y
3M	59175	106813	25-0254	2	FILL STATION	3M EASY SHINE	EA	EA	$ 45.60	$ 91.20	$ 44.83	$ 89.66	Y
Rubbermaid	FG446600BLA	998909	25-0255	3	MOVER, DESK	600 LB CAP., 22" WIDE	EA	EA	$ 476.36	$ 1,429.08	$ 468.40	$ 1,405.20	Y
Rubbermaid	FG446600BLA	998909	25-0256	3	TRUCK, PLASTIC PLATFORM STYLE B	1600 LB AKRO MILLS	EA	EA	$ 476.36	$ 1,429.08	$ 468.40	$ 1,405.20	Y
Rubbermaid	FG9T6800BLA	154243	25-0257	3	CART, UTILITY SERVICE - 3 SHELF	500 LB CAP., 5 IN CASTER	EA	EA	$ 189.46	$ 568.38	$ 186.29	$ 558.87	Y
Rubbermaid	FG45088BEIG	139821	25-0258	3	CART, UTILITY SERVICE - 2 TIER	500 LB CAP., 16 IN, 4 IN CASTER	EA	EA	$ 123.82	$ 371.46	$ 121.75	$ 365.25	Y
Impact	5032WG	952904	25-0259	125	BOTTLE ONLY, SPRAY	32 OZ	EA	EA	$ 0.51	$ 63.75	$ 0.50	$ 62.50	Y
Square Scrub	P1428BLU	199817	25-0260	4	PAD. FLOOR 28 IN, BLUE	3M 59063 BLUE	CA	5/cs	$ 28.15	$ 112.60	$ 27.68	$ 110.72	Y
Unger	SM40G	165118	25-0261	1	HOLDER, MOP HEAD	UNGER SM40G 16 IN	EA	EA	$ 41.70	$ 41.70	$ 41.00	$ 41.00	Y
EcoSelect	415470	415470	25-0262	8	SPONGE, GREEN SCRUBBING	3M 74N / 20per CA	CA	5/pk	$ 3.45	$ 27.60	$ 3.39	$ 27.12	Y
Unger	COBW0	172455	25-0263	7	BRUSH, COBWEB	BRIGHT GREEN / UNGER	EA	EA	$ 7.43	$ 52.01	$ 7.31	$ 51.17	Y
Unger	EZ400	019330	25-0264	6	HANDLE, BRUSH, COBWEB	30 IN / UNGER	EA	EA	$ 42.78	$ 256.68	$ 42.06	$ 252.36	Y
Unger	PHW20	142161	25-0265	15	POLE, TABLE MOP	UNGER	EA	EA	$ 6.23	$ 93.45	$ 6.13	$ 91.95	Y
EcoSelect	420114	420114	25-0266	2	PAD, SCRUBING, BLACK		EA	5/cs	$ 10.32	$ 20.64	$ 10.15	$ 20.30	Y
Rubbermaid	FG264788GRAY	111567	25-0267	10	LID - DOME TOP		EA	EA	$ 27.43	$ 274.30	$ 26.97	$ 269.70	Y
Square Scrub	P1420TGB	137750	25-0268	2	PAD, GROUT , SQUARE BLUE	14 X 20 IN		EA	$ 81.11	$ 162.22	$ 79.75	$ 159.50	Y
North American	965923	965923	29-0002	62	CLEANER TOILET BOWL	12/QTS	CA	12/32 oz	$ 18.76	$ 1,163.12	$ 18.45	$ 1,143.90	Y
Lava	10383	410816	29-0003	3	SOAP , BAR PUMICE 4OZ	48/CS	CA	48/4 oz	$ 43.12	$ 129.36	$ 42.40	$ 127.20	Y
Impact	9400C	963610	29-0004	3	SCREEN ,URINAL	NON PARA BLOCK, 12/CS	CA	12/pk	$ 11.30	$ 33.90	$ 11.11	$ 33.33	Y
Fresh	4PB	959730	29-0005	3	BLOCK, TOSS PARA URINAL, 3OZ	12/CS	CA	12/box	$ 5.85	$ 17.55	$ 5.75	$ 17.25	Y
KIK	KIKBLEACH6	166653	29-0006	100	BLEACH	6X1GAL	CA	6/1 gal	$ 16.76	$ 1,676.00	$ 16.48	$ 1,648.00	Y
North American	967901	967901	29-0007	21	CLEANER, STAINLESS STEEL	18 OZ, 12/CS	CA	12/16 oz	$ 42.80	$ 898.80	$ 42.09	$ 883.89	Y
Kaivac	KAIBLOOEY	138853	29-0008	13	CLEANER, RESTROOM	KAIBLOOEY	CA	4/1 gal	$ 51.68	$ 671.84	$ 50.82	$ 660.66	Y
Impact	7354	265357	29-0009	5	KIT, BLOOD BORN PATH.	GALAXY	EA	EA	$ 11.20	$ 56.00	$ 11.01	$ 55.05	Y
Supersorb	F0061024M22	863486	29-0010	24	CLEANER, VOMIT, VOBAN®	6/CS	CA	6/cs	$ 38.57	$ 925.68	$ 37.93	$ 910.32	Y
North American	266825	266825	29-0011	3	REMOVER, GRAFFITI	12/CS	CA	12/32 oz	$ 27.60	$ 82.80	$ 26.26	$ 78.78	Y
North American	968501	968501	29-0012	13	REMOVER, GUM	12/CS	CA	12/7 oz	$ 37.26	$ 484.38	$ 36.64	$ 476.32	Y
Midlab	123400-12	951115	29-0013	2	RESTORER, FLOOR LUSTER	12/CS QTS	CA	12/32 oz	$ 28.78	$ 57.56	$ 28.30	$ 56.60	Y
Stearns	2308589	185631	29-0014	6	REMOVER, FLOOR SALT	4GAL/CASE	CA	36/5 oz	$ 24.71	$ 148.26	$ 24.30	$ 145.80	Y
North American	114667	114667	29-0015	16	CLEANER, SIMPLE GREEN	6/1 GAL PER CASE	CA	2/2.5 gal	$ 35.05	$ 560.80	$ 34.46	$ 551.36	Y
North American	951013	951013	29-0017	10	REMOVER, LIME	12/32 OZ BOTTLE PER CASE	CA	12/32 oz	$ 28.39	$ 283.90	$ 27.92	$ 279.20	Y
Midlab	073000-12	266519	29-0018	5	POLISH, FURNITURE	4/1 GAL-CASE	CA	12/32 oz	$ 55.30	$ 276.50	$ 54.38	$ 271.90	Y
North American	977902	977902	29-0019	22	DIGESTANT, BACTERIAL	12 QUART/CASE	CA	12/32 oz	$ 24.78	$ 545.16	$ 24.44	$ 537.68	Y
Phoenix	AJAXX42		29-0020	3	SOAP, LAUNDRY ALL BRAND	4GL/CA	CA	4/134 oz	$ 35.79	$ 107.37	$ 35.19	$ 105.57	Y
Midlab	952300	951113	29-0021	51	CLEANER, GRIME GRAFFITI	CMD CTR, 2X1.5GAL	CA	2/3 L	$ 68.02	$ 3,469.02	$ 66.88	$ 3,410.88	Y
North American	266825	266825	29-0023	6	CLEANER, GRIME GRAFFITI	12/QTS	CA	12/32 oz	$ 26.71	$ 160.26	$ 26.26	$ 157.56	Y
North American	195521	195521	29-0024	3	SPOTTER, CARPET	12/CS QT	CA	6/32 oz	$ 23.08	$ 69.24	$ 22.69	$ 68.07	Y
North American	267804	267804	29-0025	3	CLENSER, MILD ABRASIVE	SOFT SCRUB LEMON 9/26 OZ	CA	12/32 oz	$ 35.53	$ 106.59	$ 34.94	$ 104.82	Y
North American	965923	965923	29-0026	3	CLEANER, TOILET BOWL	12/CS QT. BLUE-GREEN	CA	12/32 oz	$ 18.45	$ 55.35	$ 18.45	$ 55.35	Y
Diversey	94512759	730011	29-0027	3	CLEANER, RUBBER FLOOR	4/CS GAL	CA	4/1 gal	$ 66.65	$ 199.95	$ 65.54	$ 196.62	Y
Kaivac	KBOSH	109709	29-0028	3	GERMACIDE, FOR KIVAC	2/CS 2.5L	CA	4/1 gal	$ 58.78	$ 176.34	$ 57.80	$ 173.40	Y
North American	266825	266825	29-0029	3	DEGREASER	6 QT/ CS	CA	12/32 oz	$ 26.71	$ 80.13	$ 26.26	$ 78.78	Y
North American	987402	987402	29-0031	3	CLEANER, TOILET, DESCALING 32OZ	20% HCL - 12/CS	CA	12/32 oz	$ 28.71	$ 86.13	$ 28.23	$ 84.69	Y
North American	968301	968301	29-0032	18	DUSTMOP TREATMENT, OIL, AEROSL	17 OZ CAN, 12 CANS/CASE	CA	12/14 oz	$ 49.90	$ 898.20	$ 49.07	$ 883.26	Y
North American	998486	998486	29-0034	106	SCREEN, URINAL, FLAT	NON PARA CITRUS (no cherry)	CA	12/pk	$ 16.71	$ 1,771.26	$ 16.43	$ 1,741.58	Y

Ecolab	6110428	477819	29-0036	3	CLEANER, ENCAPSULANT PLUS	1 GAL	CA	4/1 gal	$ 96.62	$ 289.86	$ 95.00	$ 285.00	Y
North American	266825	266825	29-0037	3	CLEANER, GRIME	32OZ BOTTLE - 12/CA	CA	12/32 oz	$ 26.65	$ 79.95	$ 26.26	$ 78.78	Y
North American	977902	977902	29-0039	1	CLEANER, URINAL DRAIN	STATE A SALT	EA	12/32 oz	$ 24.86	$ 24.86	$ 24.44	$ 24.44	Y
Midlab	963200-12	951110	29-0040	3	CLEANER, BATHROOM STAIN	PRIMEZYME	EA	12/32 oz	$ 48.05	$ 144.15	$ 47.24	$ 141.72	Y
North American	977902	977902	29-0041	3	TREATMENT, DRY DRAIN	SHUT YOUR TRAP	EA	12/32 oz	$ 24.86	$ 74.58	$ 24.44	$ 73.32	Y

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: December 1, 2020

TO: Fred Heid, Superintendent
Board of Education

FROM: Susan Harkin
Chief Operating Officer

RE: FY20 Comprehensive Annual Financial Report

	Presented at the following Board Meetings:	On:
	Construction/Facility	
X	**Finance**	12/01/2020
	Policy/Legislative	
	School Utilization	
X	**BOE 1st Reading**	12/08/2020
X	**BOE 2nd Reading**	12/08/2020

Background

Attached for your review is a copy of the annual financial report for FY 2019-20. Once again, the District received an unmodified opinion from our auditors which provides the assurance that the comprehensive annual financial report presented is free from material misstatements and is represented fairly in accordance with the Generally Accepted Accounting Principles (GAAP). This means that the District's financial condition, position, and operations are fairly presented in the financial statements. Annually, the Board is to review and accept the annual financial report and administration is to file the report by December 15. The attached report is the final version of the report.

As part of the State Annual Financial Report (AFR) and pursuant to the authority provided by Section 1A-8 of the School Code, the Illinois State Board of Education (ISBE) analyzes the District's financial health through the "School District Financial Profile". This tool is used to help monitor the finances of school districts and identify which are in or are moving toward financial difficulty. As highlighted on page 6 of the AFR, the District received a score of 3.7 out of 4.0 and was rated at the highest category Recognition". This was consistent with FY 2018-2019.

All Funds Analysis

Overall, the District ended the year with revenues exceeding expenditures by $10.0 million more than FY2018-2019 and $7.2 million more than budgeted.

Operating Fund Analysis

Overall, the Operating fund balances ended $12.5 million more than FY 2018-2019 fund balance and $11.5 million more than budgeted. Revenues exceeded expenditures by $17.0 million and as approved at the October board meeting, $4.5 million of this surplus was transferred to the capital projects funds for future capital projects.

The District's operating fund balance was $119.0 million which was 46% of operating expenditures. Our fund balance policy recommends that our operating fund balance is at 25% of operating expenditures with a goal of 30% of operating expenditures. Therefore, we ended the year in compliance with our fund balance policy.

Overall, actual revenues were under budget by $4.6 million as follows:

- Other Sources- $4.4 million under budget due to the chrome book refresh pushed to FY21
- Federal- $3.1 million under budget due to COVID-19 restrictions and how they affected the National School Lunch Reimbursement programs and Medicaid Fee for Service reimbursements
- State- $2.5 million more than budgeted as follows:
    - Evidence Based Funding
    - Special Education Reimbursements;
    - Early Childhood Block Grant;
    - ALOP Funding
- Other Income - $0.4 million more than budgeted in local revenues including property taxes

Overall, actual expenditures were under budget by $18.0 million as follows:

- Salaries - $2.8 million under budget due to unfilled positions and extra pay that did not happen due to COVID-19 restrictions

- Insurance - $6.8 million under budget due to a $1.5 million prior year adjustment and reduced claim experience which can be attributed to COVID-19 restrictions;
- Benefits - $0.5 million under budget due to unfilled positions that will be rollover for FY 2020-2021
- Purchased Services - $2.4 million under budget due to COVID-19 restrictions (Food Service, Operations and Transportation)
- Supplies - $2.7 million under budget due to underspending in relation to COVID-19 restrictions;
- Capital Outlay - $3.2 million under budget due to the chrome book refresh pushed to FY21;
- Outplaced Tuition - $0.2 million over budget;
- Charter School Payment - $0.05 million over budget due to higher than anticipated per pupil amount

Debt Service Fund Analysis

Overall, fund balances ended $0.3 million more than FY 2018-2019 actuals and $0.1 million more than the FY 2019-2020 budget. This was due to the $0.4 million surplus fund balance that was used to pay down debt principal as part of the last debt restructuring.

Capital Projects Fund Analysis

Overall, fund balances ended $2.8 million less than FY 2018-2019 actuals and $1.2 million more than FY 2019-2020 budget. This decrease in fund balance is due to the $13.4 million spent in capital projects and the timing of these projects. The increase of fund balance over the budget is due to $4.5 million of surplus that was transfer from Operating to the Capital Projects Fund.

Recommendation

Administration recommends accepting the Comprehensive Audited Financial Report for FY 2019-2020 as presented. The over budget and under budget items identified above will be monitored as we develop the FY 2021-2022 budget. As we are in unprecedented times due to COVID-19, we continue to monitor the District's finances closely and the State's as we determine appropriate allocation amounts for FY 2021-2022.

With the ongoing discussions regarding property tax freeze, state finances, pension concerns, and our capital needs, the increase to the fund balance will allow us to weather the impact of these items and make adjustments to our spending over time. If we do not receive matching funding from the capital bill, we may look to utilize fund balances to assist us with our capital needs. These items will be discussed with the Board and Finance Committee as the year progresses, and more information is available.

Comprehensive Annual Financial Report (CAFR)

As of,
and for the year
ended, June 30, 2020



Community Unit School District 300
2550 Harnish Drive, Algonquin, IL 60102
847.551.8300 ph / 847.551.8413 fx
www.d300.org

Comprehensive Annual Financial Report

of

Community Unit School District 300

Algonquin, Illinois

For the Fiscal Year Ended June 30, 2020

Official Issuing Report

Susan Harkin, Chief Financial Officer
Jennifer Porter, Director of Finance

Department Issuing Report

Finance

Community Unit School District 300

COMPREHENSIVE ANNUAL FINANCIAL REPORT

For the Year Ended June 30, 2020

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Community Unit School District 300

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Community Unit School District 300

COMPREHENSIVE ANNUAL FINANCIAL REPORT

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Community Unit School District 300

COMPREHENSIVE ANNUAL FINANCIAL REPORT

For the Year Ended June 30, 2020

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INTRODUCTORY SECTION

Community Unit School District 300
2550 Harnish Drive
Algonquin, IL 60102
847-551-8451 www.d300.org

December 4, 2020

President and Members of the Board of Education for,
Citizens and Community Members of
Community Unit School District 300,
Algonquin, Illinois

We are pleased to submit the Comprehensive Annual Financial Report (CAFR) of Community Unit School District 300, Carpentersville, Illinois (District) as of and for the year ended June 30, 2020. The audit was completed, and the Independent Auditors' Report was issued on December 4, 2020. Responsibility for the accuracy of the presented data and the completeness and fairness of the presentation, including all disclosures, rests with the District. We believe the data, as presented, is accurate in all material aspects; that it is presented in a manner designed to fairly set forth the financial position and results of operations of the District as shown by the disclosure of all financial activity of its various funds; and that all disclosures necessary for public understanding of the District's financial status have been incorporated within this report.

Accounting Principles Generally Accepted in the United States of America (GAAP) requires that management provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it. The MD&A can be found immediately following the report of the independent auditors.

Executive Summary

Reporting Entity and Its Services

The District is a unit district, grades preschool through 12, and comprises an area of 118 square miles in northern Illinois. The District includes Algonquin, Carpentersville, East Dundee, Gilberts, Hampshire, Lake in the Hills, Pingree Grove, Sleepy Hollow and West Dundee. A small portion of the City of Elgin, an annexed part of the Village of Hoffman Estates along with portions of Barrington Hills, Cary and Fox River Grove are also within the District. The District exercises no financial oversight responsibility to these entities, and they are therefore not included in the District's financial statements.

The District operates three high schools, five middle schools, sixteen elementary schools, one early childhood center, one alternative school, and three administration buildings. For the 2019-20 school year, the District's 2,596 employees (1,617 teachers, 855 non-certified staff, and 124 administrators) served approximately 20,850 students with expenditures totaling nearly $358.0 million, of which capital projects and bond and interest payments totaled roughly $43.5million. There is also a charter school within the District boundaries that serviced 827 students in 2019-20, which are included in the total students served count. The charter school has its board that governs their operations. The District provides funding to the charter school based on the charter's average daily attendance multiplied by the District's operating expense per pupil.

The governing body consists of a seven-member Board of Education (Board) elected from within the District's boundaries for four-year overlapping terms and a full-time administrative staff. The Superintendent and staff administer day-to-day operations.

Board of Education

OFFICIAL	POSITION	TERM EXPIRES
Anne Miller	President	April 2021
Steve Fiorentino	Vice President	April 2023
Dr. David Scarpino	Secretary	April 2021
Leslie LaMarca	Member	April 2023
Mary McNicholas	Member	April 2021
Joseph Stevens	Member	April 2023
Nancy Zettler	Member	April 2023

Based on the legislative authority codified in the Illinois School Code, the Board of Education has the following power to:

- Sue and be sued in all courts,
- Levy and collect taxes and to issue bonds, and
- Contract for appointed administrators, teachers, and other personnel as well as for goods and services.

District Administration

Mr. Fred Heid, Superintendent. Mr. Heid was selected by the Board of Education in May of 2014 to succeed Dr. Bregy, who had held this position since 2011. Mr. Heid is working towards a Doctorate of Education in Educational Leadership and Administration from Aurora University and has a Master of Education in Educational Leadership and Administration from the University of South Florida.

Ms. Susan L. Harkin, Chief Operating Officer (COO). Mrs. Harkin joined D300 on July 1, 2012. She replaced Dr. Crates, who retired on June 30, 2012. Dr. Crates held this position since 2004. Ms. Harkin previously held the Chief Financial Officer position at Crystal Lake School District 47. Ms. Harkin has a Bachelor of Science in Accountancy and a Masters of Science in Education School Business Administration from Northern Illinois University. She is working towards a Doctorate in Educational Leadership from Concordia University. Ms. Harkin has earned her Chief School Business Official and Superintendent's endorsement from the State of Illinois. She is a Certified Administrator of School Finance and Operations (SFO) as conferred by the Association of School Business Officials International (ASBO International). Ms. Harkin currently serves on the ASBO International Board of Directors and is a Past President for the Illinois Association of School Business Officials Board (IASBO) of Directors. She also serves as the Vice-Chair on the Illinois State Board of Education Professional Review Panel

Mission and Strategic Goals

Community Unit School District 300's mission is to ensure all students are college or career ready upon graduation. The vision of the District is to provide an exemplary education in a safe and rewarding environment. As part of the District's 2015-2020 Strategic Plan, the Board adopted the following goals:

1. Develop great teachers and leaders;
2. Engage family and community;
3. Equitable and efficient use of resources; and
4. Develop the whole child.

The mission statement is the foundation from which the District has created its vision, belief statements, and strategic plan. On an annual basis, the Board reviews its goals and updates them for any significant directives the District needs to address. The Board goals are incorporated into the District/School improvement plans and used to develop funding priorities when allocating budget resources and identifying programs that need to be implemented.

Financial Management and Oversight

In 2019-2020, D300 received several prestigious honors for its financial management, including:

1. Meritorious Budget Award (FY20 budget) from ASBO International;
2. Certificate of Excellence in Financial Reporting (FY19 CAFR) from ASBO International; and
3. Achievement for Excellence in Financial Reporting (FY19 CAFR) from GFOA.

The Board of Education has adopted policy related to budgeting, investing, borrowing, and fund balances. The Board Finance Committee consists of two Board members, the COO, and Director of Finance. The committee meets monthly to review compliance with Board policy and the Illinois School Code.

Management of the District is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the District are protected from loss, theft, or misuse and, that adequate accounting data are compiled to allow for the preparation of financial statements in conformity with generally accepted accounting principles. The internal control structure is designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that: (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

Also, the District maintains budgetary controls. The objective of these budgetary controls is to ensure compliance with legal provisions embodied in the annual appropriated budget approved by the Board of Education. Activities of the General Fund, Special Revenue Funds, Debt Service Fund, Capital Projects Fund and Working Cash Fund are included in the annual budget. The level of budgetary control (that is, the level at which expenditures cannot legally exceed the appropriated amount) is established by function and activity within an individual fund. The District also maintains an encumbrance accounting system as one technique of accomplishing budgetary control. All outstanding encumbered amounts are cancelled at year-end.

As demonstrated by the statements and schedules included in the financial section of this report, the District continues to meet its responsibility for sound financial management.

2019-20 Accomplishments

For the 2019-20 school year, the District is proud of its many goals and accomplishments aligned to its Strategic Plan. Specific program enhancements included the addition of:

- Social workers and other support staff to support the DREAM academy and all schools to address the social and emotional needs of students;
- Resources to fund the District master facility plan with approved improvements of $11.2 million for summer 2019;
- Teachers to maintain current class sizes;
- High school resource officers to promote student safety; and
- Instructional coaches to support teacher efficacy.

These programs were added as education research has shown these to be high-yield strategies for improving student achievement along with ensuring the District's most significant assets were being maintained cost-effectively. In addition to these program enhancements and despite the impact of COVID-19 on the District's operations, the following specific strategic plan action items were completed during the 2019-20 school year:

- Create pre-assessments by unit that specifically identify if students have mastered the skills for each unit. (K-8).
- Explore and facilitate math instructional material adoption for K-8.
- Develop a curriculum framework for grades K-12 in Visual Arts, Flex PE 5 and 6, level III and beyond Foreign Language classes, Web Design Pathways courses, Instructional Technology Pathways courses, high school social studies AP courses .
- Develop parent-friendly curriculum documents in all core areas 6-8.
- Explore the appropriateness of the Pre-K PCI/Equals curriculum for low incidence (alignment of Pre-K programs).
- Align High School Child Development Curriculum to Career and College Readiness.
- Develop and implement consistent literacy instruction for Pre-K programs.
- Implement research focus for utilization in all curriculum areas 9-12 vertically aligned to 1-8 research practices.
- Develop Early Childhood Curriculum and Resource page in Haiku to streamline access to materials, resources, and program wide expectations.
- Revise the K-5 social studies curriculum frameworks/pacing guides following implementation of new instructional materials..
- Review and revise K-12 PE/Health/DrEd curriculum frameworks.
- Facilitate and monitor implementation of new math plus more program for K-8 .
- Develop a D300 DRIVE professional development and resource class within Haiku to support the 5 year implementation plan.
- Develop a three-year instructional materials adoption cycle.
- Develop a system to provide in-person and small group ongoing support to building administration and teaching staff to ensure Social Studies and AVID instructional needs are met and addressed in a timely manner.
- Provide in-person, on-going support for building administration on the SAMR model
- Expand Instructional Rounding to school level where teachers can observe instruction, reflect, and collaborate.
- Provide in-person and small group ongoing support to building principals to monitor coaching effectiveness and to ensure ELA and Math instructional needs are met and addressed in a timely manner.
- Develop Dual Credit Resource Hub for counselors and administrators to provide access to all documents and policies related to dual credit.
- Develop and implement common summative assessments for grades 6-12 in Career and Technical Education (CTE).
- Explore the development of a comprehensive student portal that reflects student learning goals, and other student related data points in order to increase student goal setting.
- Develop common High School Grading practices - year 1.
- Develop and implement process for blended report cards K-5.
- Update assessment handbook inclusive of grading practices.
- Develop a balanced K-12 assessment system inclusive of benchmarking, progress monitoring, and common summative assessments.
- Provide teachers with targeted professional development and support to implement the curriculum and assessments within a grade level or content area team.
- Examine the relationships among each of the different assessments, in order to inform streamlining testing.
- Through instructional coaching, provide teachers with professional development and support to implement common formative assessments within a grade level team.
- Create proficiency rubrics for priority standards to identify common formative assessments K-12 ELA for teachers. Implement common writing assessments K-12.

- Monitor the use and analysis of iStation assessment data to drive instructional decisions for identifying the appropriate use of the iStation instructional path and/or identifying students for ENIL TOOLKIT.
- Develop and implement a plan to support improved implementation of Reflective Coaching Visits.
- Revise COO staff evaluation performance process.
- Develop critical attributes for any certified staff specialized observation rubrics that do not have them.
- Develop recognition plan for central office and sub groups.
- Develop a multi-year plan to forecast anticipated vacancies in order to proactively fulfill.
- Coordinate recruitment for middle school dual language expansion.
- Develop a system to identify and retain AVID elective teachers 6-12.
- Review and revise middle school coaching evaluation process and tool.
- Evaluate options to address vacancies, e.g., paraprofessionals, hard to fill positions.
- Develop a list of essential competencies in the use of technology for all employee work groups.
- Provide coaching and support for building-level administration aligned to student discipline.
- Provide coaching and support for building-level administration aligned to IEP student performance needs.
- Revise the process to provide AVID Path Training in district.
- Facilitate meetings with department representatives and administrators to support CTE implementation.
- Implement a Year 3 coaching process for school principal leadership development, inclusive of the SIP process, Drive 300 and instructional coaching.
- Provide professional development for Voicethread for high school foreign language and middle school language acceleration class.
- Develop and implement differentiation professional development in support of the Drive 300 High Impact Instructional Strategies 5 year plan.
- Provide professional development to support elementary ELA WIN implementation and CMS ELA Tier2.
- Provide professional development to support elementary Math WIN implementation.
- Provide coaching and support for building-level administration aligned to 504 student performance needs.
- Implement a comprehensive wellness program.
- Evaluate the implementation of Orange Frog or other employee social emotional programs.
- Develop "Life After Student Teaching" recruitment meeting at the conclusion of each semester.
- Refine recruitment and hiring processes to ensure appropriate staffing for summer programming.
- Work with Durham to develop appreciation events for transportation staff.
- Explore ways to expand recruitment initiatives for the areas of a bilingual support staff.
- Revise high school course guide to be inclusive of all special education courses.
- Create a written overview professional development document.
- Align district professional development plan to the district curriculum overview plan.
- Monitor the implementation of the Drive 300 High Impact Instructional Strategies professional development.
- Provide professional development for Competency Based Education, new math materials K-8, Web Design, Engineering and Instructional Technology Pathways courses.
- Develop systems for Professional Development Advisory Group.
- Implement a vocabulary coaching plan to support Drive300 Academic Vocabulary.
- Develop a multi-year professional development plan for guidance counselors to support SEL, PaCE Framework and district innovative programming.
- Facilitate professional development for the Charter school in the areas of IEP/504, student discipline and crisis recovery process.
- Explore and facilitate professional development options for related services and paraprofessionals.

Goal 2 – Engage Families and Communities

- Develop a marketing plan to recruit and retain AVID tutors.
- Establish CTE advisory committees in order to monitor, refine, and expand course offerings and areas of focus.
- Explore a survey vetting process to include random sampling of individuals, validation of survey questions, and tracking how many surveys people are asked to complete.
- Establish CTE advisory committees.
- Hold Pathways Open Houses at each high school for industry and families.
- Implement the new 211 system for social services.
- Develop a process to notify parents of route changes in a comprehensive and effective manner.
- Review, update and document bus stop change request process.
- Standardize District translation services expectations.
- Develop targeted marketing materials for Birth to 3 and PreK programming to assist with recruiting efforts.
- Establish Parent Universities to focus on topics relevant to adolescents (e.g., bullying, substance abuse, physical abuse/neglect, suicide, IEP/504, etc.).
- Develop and implement a plan for Title grant compliance with federal parent involvement policies.

Goal 3 – Ensure the Equitable and Efficient Use of Resources

- Develop a District link and parent portal that shares key financial timelines/approvals.
- Review parts purchasing process and items paid for by District to make sure we are not providing more than what is stated in the contract.
- Facilitate DESA negotiations.
- Evaluate the possibility of outsourcing substitutes.
- Develop and implement strategies to expend 95-100% of federal grant dollars annually.
- Negotiate a financially responsible and fair DESA contract.
- Complete a quarterly detailed audit of transportation billing to ensure accurate billing practices.
- Use LEAN process to review and update payroll processing.
- Develop a long-term recommendation to address enrollment growth on west side of the District.
- Oversee the student information system recommendation.
- Oversee District west side boundary work.
- Implement a district-wide warehouse for instructional materials and furniture.
- Implement Six Sigma Lean Process for service agreements.
- Formalize District textbooks and instructional materials RFP process.
- Formalize and streamline Operations Department oversight of summer transfers.
- Monitor key transportation performance indicators on a weekly basis: On Time Performance, Fleet Out of Service and Staffing.
- Develop and document a yearly review of routes and student counts to ensure efficient routing is in place.
- Develop a monthly process to monitor student counts per route to maximize efficiencies.
- Create a process to add and remove athletic coaching stipends at the secondary level.
- Develop a tracking system for 9-12 clubs and voluntary clubs.
- Explore options of medicaid claiming for paraeducators on devices.
- Develop a spreadsheet and track all rebates back to the district from B & G.
- Develop cooperative and inter-departmental plans to maximize spending of federal dollars in a timely manner.
- Deploy information technology that supports all academic needs inclusive of assistive technology. Explore and implement online AP curriculum.
- Explore utilization of video at the MS level for students.
- Provide Book Creator and Playposit opportunities for teacher utilization in classrooms.

Goal 3 – Ensure the Equitable and Efficient Use of Resources (Continued)

- Develop a comprehensive District cyber security plan.
- Oversee student 1:1 device refresh.
- Facilitate financing of student 1:1 device refresh.
- Oversee networking equipment refresh.
- Oversee projector replacement plan.
- Oversee plan to reduce 1:1 device damage.
- Oversee Print Management System upgrade – EquiTrac
- Investigate device replacement for PreK/K iPads.
- Investigate 1:1 device management solution - single pane of glass solution.
- Continue with formalizing facility rentals for all outside user groups.
- Implement positive pay for District student activity accounts.
- Develop a framework to implement enterprise risk management.
- Review and enhance the unclaimed property process.
- Review and implement GASB 84-Fiduciary Activities for FY21 Audit.
- Develop and implement a plan for documentation and follow through of Federal Grant budgeting and expenditures by building and department.
- Develop an employee FMLA handbook.
- Develop and implement school calendars.
- Review and revise procedures for winter operations and extreme low temps to prevent mechanical issues.

Goal 4 – Develop the Whole Child

- Refine the K-5 math intervention process to provide scaffolded instruction aligned to the core instruction.
- Provide support for elementary non-Title schools implementation of PLC implementation plan.
- Revise and update Social Emotional Learning MTSS process (PreK-5).
- Continue implementation and monitoring of Pyramid Model module I (new state required Social Emotional Development model on environment and relationships) for all PreK staff, and begin the implementation of Pyramid Model module II, including common expectations and rules across all classrooms with embedded peer coaching utilizing the Pyramid Observation Tool.
- Monitor student attendance and truancy including a focus on the development of interventions
- Revise and update Social Emotional Learning MTSS Process (6-12).
- Evaluate fidelity of implementation and effectiveness of K-12 literacy instruction and interventions.
- Monitor the implementation of SIP Template for 6-12 Schools for 19-20.
- Monitor the implementation of SIP Template for Title I Schools.
- Monitor the implementation of SIP Template for elementary non-Title schools.
- Evaluate the effectiveness of all literacy interventions.
- Develop a Professional Learning Communities (PLC) vision, implementation & professional development plan.
- Refine and implement a year 2 anti-vaping campaign.
- Provide opportunities for creating a culture of acceptance and mental health awareness.
- Ensure that school schedules promote a balanced educational environment for students.
- Review the allocation of Security Monitors at each District school.
- Review and evaluate potential safety staffing alternatives as part of a comprehensive review.
- Conduct Tactical Surveys on all 26 schools to ensure buildings are adopting best practices on school safety.
- Identify any safety or security need that would assist in campus safety.
- Provide school-wide instruction emphasizing lessons learned from recent incidents on bystanders training.

- Standardize and implement district-wide fob system.
- Implement security recommendations from TSA evaluation.
- Review Transportation Contractor's emergency plans to ensure they align with District procedure.
- Develop a district-wide Positive Behavioral Interventions and Supports (PBIS) program.
- Develop standardized District specific PBIS/CPI training language to in-service transportation staff.
- Provide CPI training materials and in-services Transportation staff.
- Facilitate and align Rosecrance program to meet needs of students with substance abuse concerns.
- Develop K-5 content based challenges/activities to showcase students talents in all curricular areas.
- Create a plan to expand dual language opportunities for all incoming kindergarten students.
- Develop 6-12 content based challenges/activities to showcase students talents in all curricular areas.
- Seek possible partners in aligned industries to support automotive, carpentry, and food service. Programs.
- Review and expand opportunities for high school students in the D300 Internship Program.
- Review and expand opportunities for high school students in the D300 Cooperative Work program.
- Review the high school schedule for possible improvements for student learning.
- Explore Network Technologies and Drone Pathways.
- Research options for accelerated middle school courses in social studies.
- Implement a competency based learning pilot 9-12 at all three high schools.
- Facilitate a Competency Leadership Team and Competency Advisory Team.
- Seek partners in aligned industries for automotive, carpentry, and food service programs.
- Develop a scope and sequence of targeted Industry Certifications by College and Career Pathway.
- Plan and implement new industry experiences/field trips for students.
- Implement feeder high school elective visits for all 8th grade students.
- Investigate possibility of military JROTC for high school.
- Expand on Regional Pathways offerings.
- Explore and review new Construction Pathways.
- Explore opportunities for Blended Instruction during the summer.
- Explore Marketing of Blended and Competency Based Education programs.
- Provide support and direction to high school building leadership for managing Blended classes.
- Define and monitor learner competencies to identify content area(s) of the Competency Based Learning Pilot.
- Research options for accelerated middle school courses in science.
- Explore the addition of art fundamentals as a yearlong elective 8th grade course.
- Facilitate and align effective wrap-around services for students based on needs.
- Explore possible IESA participating for Middle School Sports.
- Review and revise K-8 acceleration program.
- Implement, support and monitor enrichment activities in K-5 ELA for each instructional unit of study.
- Implement enrichment opportunities for K-5 that align to priority standards and stretch student learning.
- Explore additional extra curricular fine arts opportunities.
- Explore the feasibility of implementing a mariachi program in D300.
- Facilitate and align effective wrap-around services for students based on needs.
- Refine and expand existing summer school programs and offerings to provide a comprehensive summer school program from K-12 students.
- Implement strategies to measure and maximize the alignment of standards, assessments and instructional practices within D300.
- Implement the Vocabulary Framework plan across all content areas K-12.
- Provide support for secondary schools implementation of PLC implementation plan.
- Provide support for Title schools implementation of PLC implementation plan.

- Monitor and support the implementation of DREAM programming.
- Develop process and timeline for Translation of Core Curriculum Materials.
- Develop an At-Risk Prediction Model and Tool to better inform folks of students that are off-track.
- Implement Quantitative Literacy and STEM as transitional math courses that provide high quality instruction aligned to student's future careers.
- Implement exit athletic interview surveys for students.
- Monitor DREAM implementation and future needs for program expansion/refinement.
- Align Video Game club operations to prepare for possible e-sport adoption.

Student Achievement

Overall Student Performance

For the 2019-20 school year, the State of Illinois provided a summative designation for all schools. The summative designations ranged as follows, starting from highest to lowest:

- Exemplary
- Commendable
- Targeted
- Comprehensive

The designations for all D300 schools were summarized as follows:

Figure 1 D300 Summative Designations 2019-2020

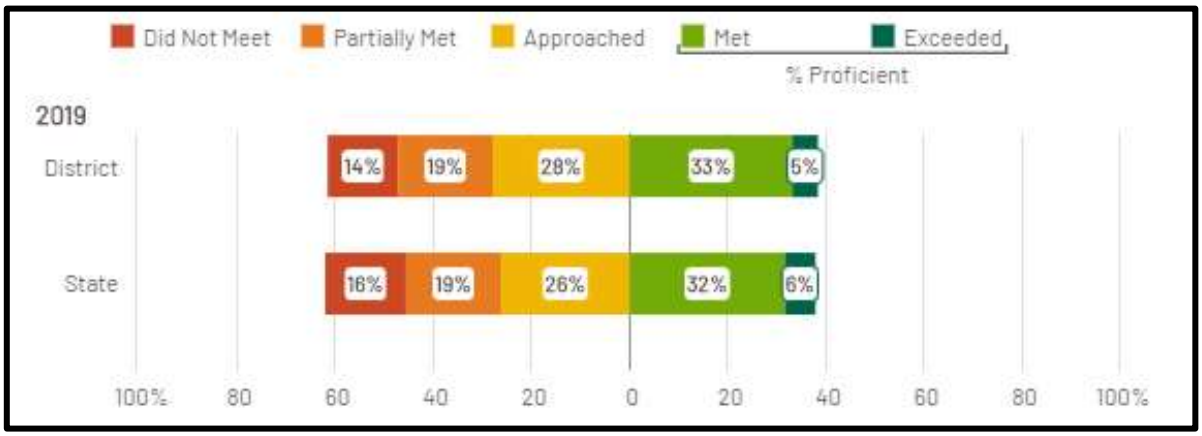


Overall, none of the D300 schools were considered targeted or comprehensive.

Illinois Assessment of Readiness (IAR)

In 2018-19, Illinois began utilizing PARCC to assess students on the New Illinois Learning Standards Incorporating the Common Core in English Language Arts and Mathematics. The assessment is an annual year-end test in English language arts/literacy (ELA) and mathematics in grades 3-8. The chart below illustrates the percentage of D300 students that scored proficient on the ELA IAR assessment in comparison to the State average for the 2018-2019 school year. This data has not been updated for the 2019-2020 school year due to COVID 19.

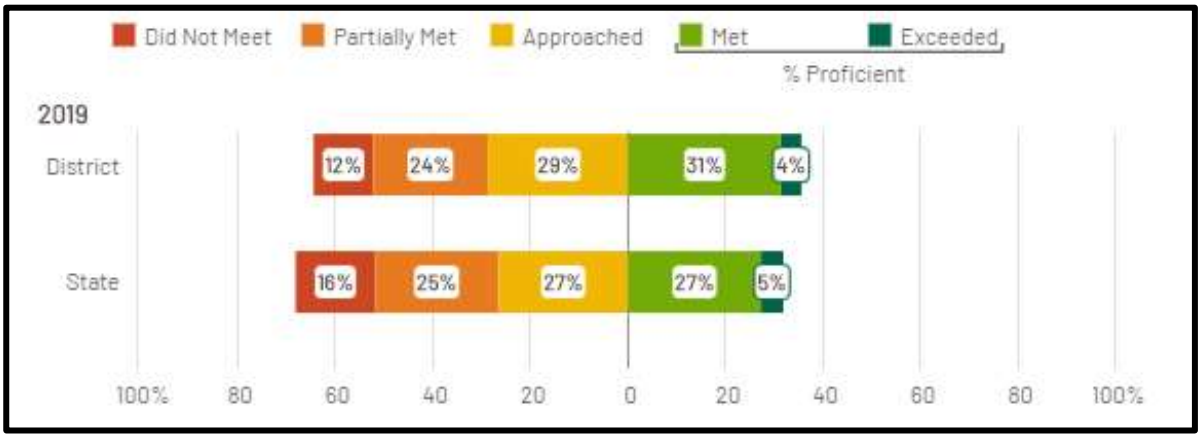
Figure 2 IAR ELA Results for 2018-2019 Grades 3-8



The District had 38% of students meeting or exceeding ELA expectations in comparison to the State average of 38%.

The chart below illustrates the percentage of D300 students that score proficiently on the math IAR assessment in comparison to the State average for the 2018-2019 school year. This data has not been updated for the 2019-2020 school year due to COVID 19.

Figure 3 IAR Math Results for 2018-2019 Grades 3-8



The District had 35% of students meeting or exceeding ELA expectations in comparison to the State average of 32%.

In the 2018-2019 school year, the District hired instructional coaches to work with teachers to increase the ELA and math rigor in our classrooms. The District believes these resources have provided students the tools to bolster their mastery in their ELA and math core competencies.

SAT

For 2016-17, the State required all grade 11 students to be assessed using SAT. For the 2018-2019 school year, the percentage of students meeting or exceeding standard for grade 11 for ELA on SAT for the District and the State is as follows:

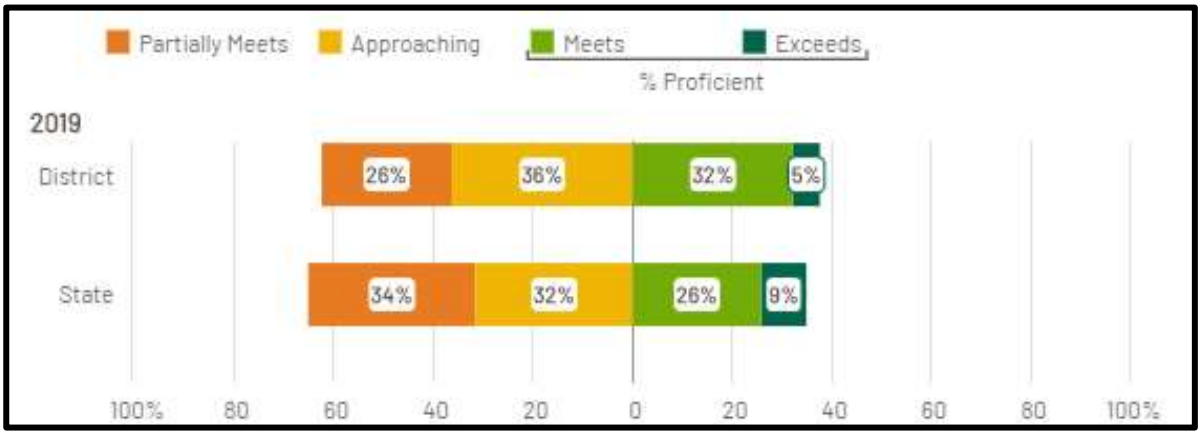
Figure 4 SAT ELA Results for 2018-2019 Grade 11



The District had 36% of students meeting or exceeding ELA expectations in comparison to the State average of 37%.

For the 2018-2019 school year, the percentage of students meeting or exceeding standard for grade 11 for Math on SAT for the District and the State is as follows:

Figure 5 SAT Math Results 2018-2019 Grade 11

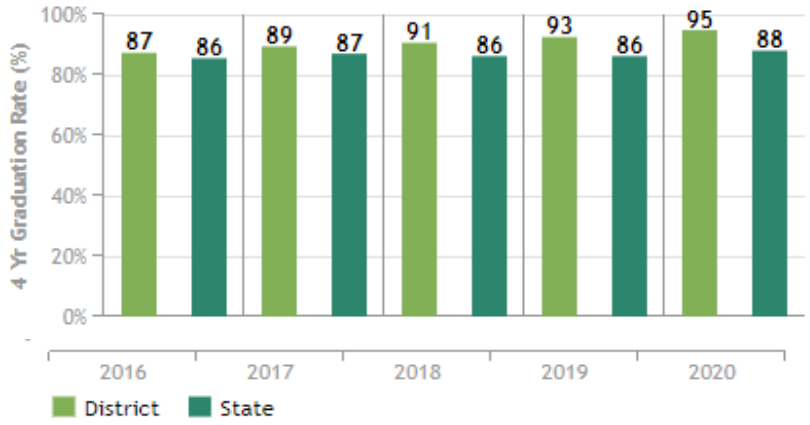


The District had 37% of students meeting or exceeding math expectations in comparison to the State average of 35%. As indicated above, the District is trending at or near the State average in all areas of the SAT. SAT data has not been updated for the 2019-2020 school year due to COVID 19.

Graduation Rate

A high school diploma is vital both for students who plan to enter college and students who plan to enter the workforce. The chart below compares the District 4-year graduation rate to the State average.

Figure 6 4-Year Graduation Rate 2019-2020



The District had a 4-year graduation rate of 95% in comparison to the State average of 88%.

Early College Coursework

D300 offers dual credit and advanced placement opportunities to its high students, which allows our students to obtain college credit during their high school career. For dual credit opportunities, the District works with Elgin Community College (ECC). Students who pass their college-level class receive college coursework credit. For the 2019-2020 school year, the District had 293 students enrolled in our dual credit program. For the 2019-2020 school, the District had 21 students graduate in their Accelerate College Program earning their high school diploma and Associate Degree from ECC.

Figure 7 Early College Coursework Statistics 2019-2020

	Grade 9	Grade 10	Grade 11	Grade 12	Total
Total Students Taking Early College Courses	145	390	644	803	1,982
% Students Taking Early College Courses	7.9%	24.1%	42.6%	55.6%	30.9%
Advanced Placement					
Students Taking One or More AP Courses	145	389	622	728	
International Baccalaureate					
Students Taking One or More IB Courses	n/a	n/a	n/a	n/a	
Dual Credit					
Students Taking One or More DC Courses	n/a	n/a	68	225	

Advanced Placement (AP) Exam Opportunities

For advanced placement opportunities, D300 high students can sign up for advanced placement courses and exams. An exam score of 3 or higher—on a 5 point scale—is considered 'passing' and can be accepted by many colleges and universities in place of taking a comparable class in the first year of college, saving students time and money. Student participation in these programs for 2019-20 are as follows:

Figure 8 Advanced Placement Statistics 2019-2020

	Grade 9	Grade 10	Grade 11	Grade 12
Advanced Placement College Credit				
Students Taking One or More AP Exams	120	334	461	410
Students Earning College Credit For One or More AP Exams	85	244	365	329
Total AP Exams Taken	132	619	1,607	2,451
Total AP Exams Resulting in College Credit	95	445	1,209	1,674

Financial Outlook

Economic Condition and Outlook

The economic outlook for District 300 communities indicates continued modest growth. The District has a mixed tax base that includes substantial residential and commercial development. The mix of financial, commercial, and industrial enterprises represents diversity to the tax base, which should withstand difficulties in any one area of the economy. The District communities have shown a commitment to long term planning, showing promise to provide a smooth and effective transition into the future.

The District has continued to see an increase in commercial development in the Randall Corridor and the intersection of 59 and 72, housing developments throughout the District, and investment in public works/roadways, which support attraction to the District 300 communities as an excellent place to live and raise a family. For the 2019 levy year, the District tax base grew by nearly $130 million for new property. For the 2015 levy, Weber-Stephens LLC began construction of a 1.2 million-square-foot global distribution center, which will ultimately bring $1.0 million of additional property tax revenue and 500 new jobs to the District communities.

The villages of Algonquin, Carpentersville, East Dundee, Lake in the Hills, and West Dundee have all developed existing parcels of property within the District's boundaries as well, including extensive retail, commercial and residential development of the Randall Road Corridor which runs from south Kane County through McHenry County. Transform Holdco LLC, which acquired Sears Holding, remains located in the far east corner of the District in Prairie Stone Park. Eighty percent of the Transformco Headquarters, which employs nearly 3,200 people, is contained within the District. Advocate Sherman Hospital which is located on Randall Road employs 2,200 employees. The District also has large agricultural areas remaining within its borders.

Historical and Projected Enrollment

The District's enrollment decreased slightly for the 2019-20 school year. Geographically, the District is seeing a decline in the eastern and central parts of the district due to aging neighborhoods and low housing turnovers. However, the District continues to see growth in the western region of its boundaries. The District is also seeing new subdivisions being built in the central part and expects the decline in enrollment to only be a temporary decrease. Annually, the District updates its enrollment projections and verifies its enrollment with a demographer every 5 years. The District last engaged with a demographer to update the District enrollment projections 2017. Please reference Operating Indicators by Function in the Statistical Section for further detail.

Assessed Property Value

The assessed value of the District property has increased for the fifth year in a row at about the same rate as the nation from a high of $3.5 billion in 2010 to $3.7 billion in 2019. Please see the Assessed Valuation and Estimated Actual Value of Taxable Property in the Statistical Section of this report for further details.

As a result of the Property Tax Extension Limitation Law (PTELL), which governs the extension of property taxes in the state of Illinois, the District's tax rate had been increasing since 2008 as the assessed value has been decreasing. The 2019 levy year was the fifth time since 2009 that the District tax rate dropped. Per PTELL, the

District can increase its total levy amount by the lesser of CPI or 5%. This total levy amount is then divided by the overall equalized assessed valuation to calculate the District tax rate as approved by the Board. The District's tax rate has increased from $4.47 in 2010 to $5.48 in 2019 but dropped from $6.72 in 2014, which was the highest tax rate for the District.

Transportation

The District and the surrounding communities have several transportation choices, including three Metra line rail commuter stations in Crystal Lake, Barrington, and Elgin, and local bus transportation. Surrounding roadways include Interstate 90, Illinois State Routes 31, 62, 72, 20, and 25. Randall Road has developed into a significant north-south roadway for Kane and McHenry Counties and is considered essential to the growth and economic development of both counties. O'Hare International Airport is approximately 30 minutes east of the District.

Employment

The average rate of unemployment increased from 4.13% to 11.30% and is the highest it has been since 2011 due to the COVID pandemic. Please see Demographic and Economic Statistics in the Statistical Section for further detail.

Rating

In March 2018, the District retained its long-term credit rating of AA from Standard and Poor's. A long-term credit rating of AA indicates that the District is a quality borrower and has a very strong capacity to meet its obligations. The rating reflects the District's recent history of improved financial operations, sound financial management, which uses advanced budgeting and planning practices, maintenance of a sizable working cash fund balance, moderate debt burden, deep and diverse Chicago metropolitan area economy, and strong wealth and income levels.

Assets

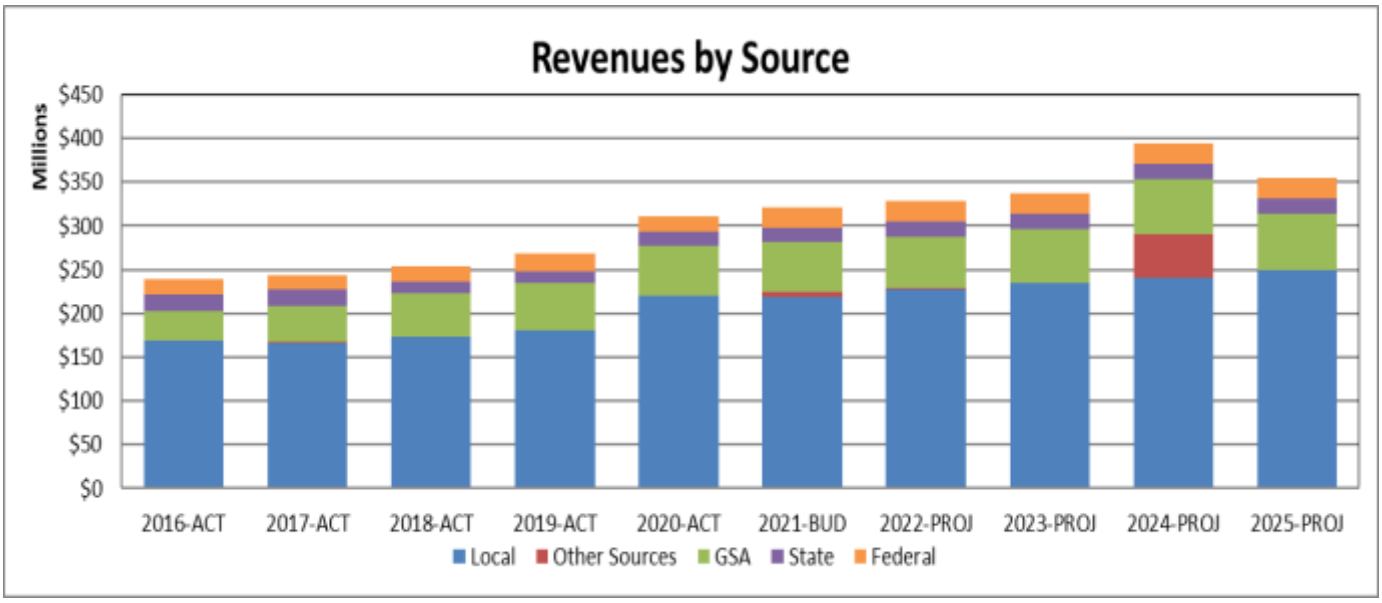
The most significant asset of the District is its buildings and land. The District's buildings range in age from 68 years old to 10 years of age. In 2005, the District passed a $185 million referendum to build three new buildings and make significant additions and upgrades to the majority of the District's buildings.

Beginning in 2013, the District issued low or no interest debt certificates to complete projects identified in the capital projects plan in the areas of parking lots, HVAC, classroom additions, and other building improvements throughout the District. For 2016, the District issued $7.5 million in debt certificate to complete roof maintenance at four schools and the addition of sixteen new classrooms to accommodate increasing enrollment and was available at the start of the 2017-18 school year.

In 2017-2018, the District developed a comprehensive master facility plan to continue its commitment to ensuring the District's assets are adequately maintained, and capacity needs are met. The master facility plan will be reviewed and updated annually by the Board Construction and Facility Oversight Committee to maintain this commitment. The Specific details about the age and size of the buildings are available in the statistical portion of this report.

Financial Information for General Government Functions

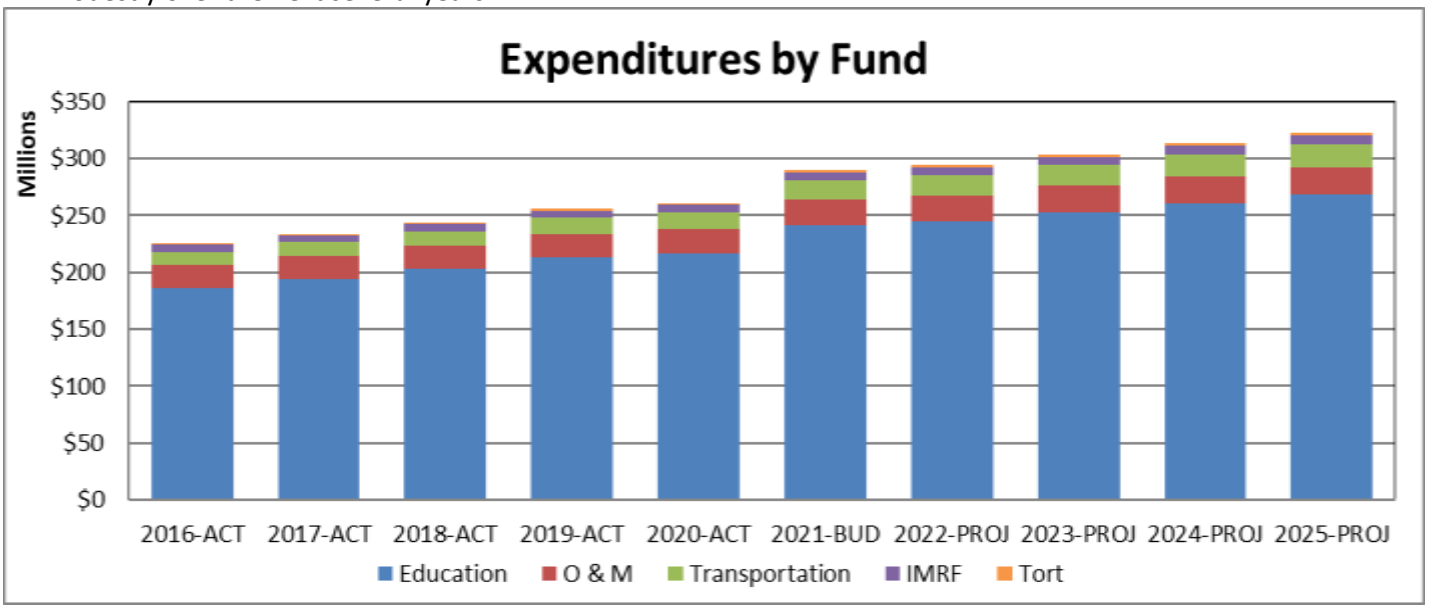
The following schedules present a summary of analytics for all Governmental Operating Fund Types for the fiscal years ending June 30, 2016 and projected through June 30, 2025. Governmental Operating Funds include the Educational, Operations & Maintenance, Transportation, Illinois Municipal Retirement/Social Security, Tort, and Working Cash funds. For purposes of this analysis, the "On behalf revenue/payments to TRS and THIS from the state" is not included in since this is just a flow-through accounting entry from the State.



Does not include "On behalf payment to TRS from the State" revenue

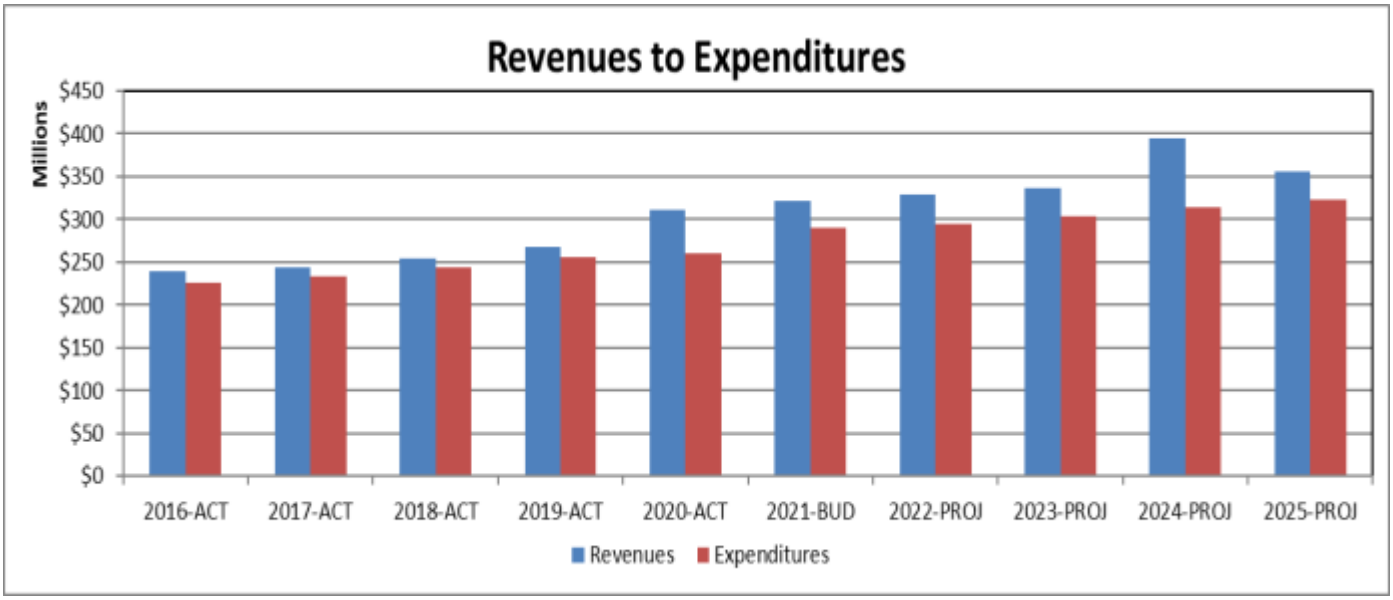
Local revenue continues to represent the largest source of revenue for the District. The largest portion of local revenue consists of local property taxes and Illinois Commercial Personal Property Replacement Taxes. The local property taxes received by the District is affected by the following three factors: state multiplier set by the Illinois Department of Revenue used to equalize property throughout the state; tax levy by account adopted by the District Board of Education; and the maximum tax rate set by the residents of the District as represented by the District Board of Education. Tax collections in the District generally occur in May and September, causing the District to receive the tax revenue from the tax levy in two separate fiscal years.

Since 2015, the District General State Aid revenue has increased by nearly $32.0 million due to a decline in District EAV. In 2017, the State of Illinois passed an evidence-based funding model for school districts and an increase in their income tax rate. With these changes, we expect the District's general state aid to increase modestly over the next several years.



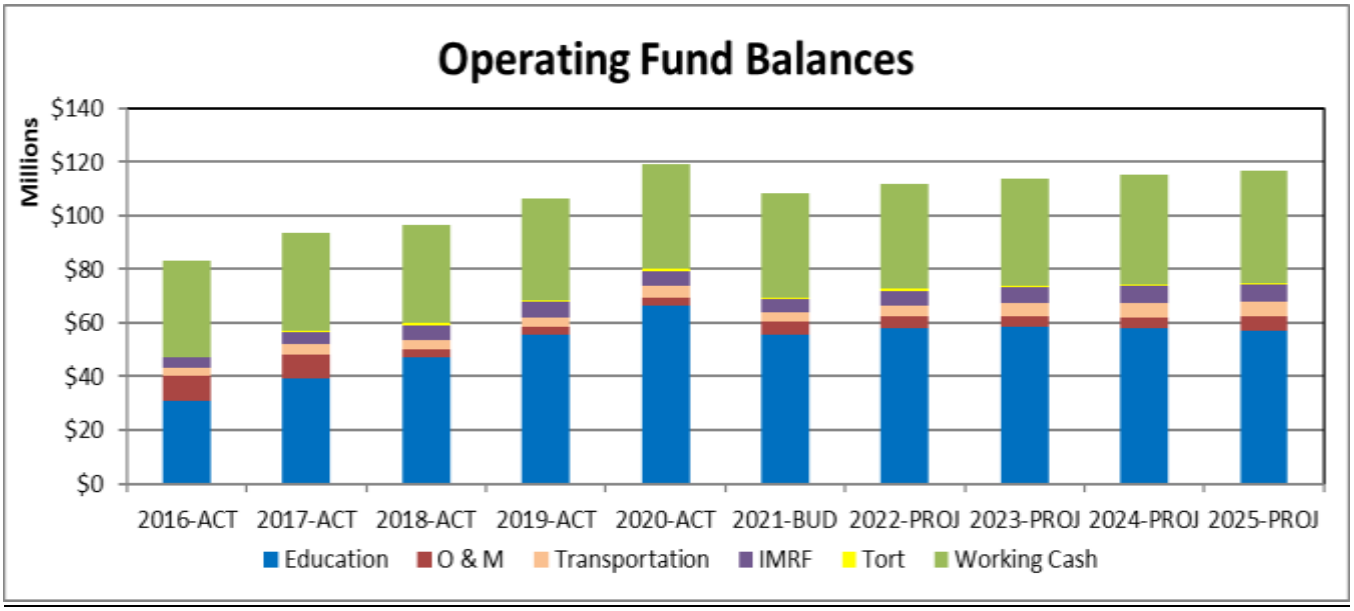
Does not include "On behalf payment to TRS from the State" expenditure

As would be expected, the District's largest expenses are for educating our students, followed by the operations and maintenance of our facilities. Because the District is 118 square miles, our next most significant operational expense is for student transportation followed by our employee retirement benefits payments.



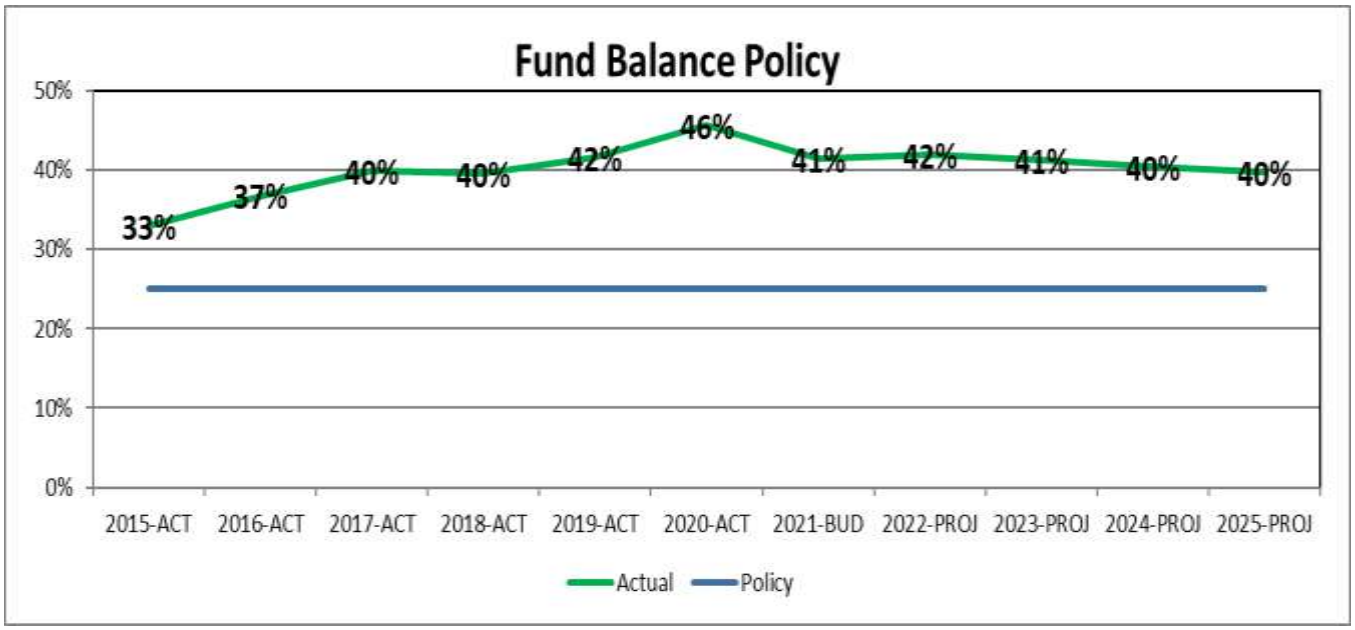
Does not include "On behalf payment to TRS from the State" revenue or expenditure

As shown in the graph above, the District strives to match revenue to expense to help maintain a healthy fund balance. The School Board has adopted policy indicating their desire to continue the practice of approving a balanced budget and maintaining a fund balance of 90 days cash on hand. With the projected stability in state funding, the District projects to continue this trend.



The District ended 2019-20 with a positive fund balance in all operating funds, including Working Cash, of $119.0 million.

The chart below provides a comparison of the District's governmental operating fund balance to the Board fund balance policy from June 30, 2016, projected through June 30, 2025. Operating fund balance as a percent of expenditure has been a significant focus for the Board of Education and Board Finance Committee.



For future fiscal years, the District projections include a modest increase to its fund balance through 2025. Future projections include flat funding for our state and federal revenue but would expect to receive additional state funding through the evidence-based funding model. Overall, we do not project our fund balance dropping below the District fund balance policy and are committed to maintaining our strong financial position.

Debt Administration

As of June 30, 2020, the District's long-term debt, less exempted debt, was $281,020,000. The District is subject to Illinois School Code, which limits the amount of certain indebtedness to 13.8% of the total equalized valuation of the District. As of June 30, 2020, the statutory debt limit for the District was $515,559,754, providing a debt margin of $234,539,754.

Independent Audit

The School Code of Illinois and the District's adopted policy require an annual audit by independent certified public accountants. The accounting firm of Miller, Cooper & Co., Ltd. was selected by the Board of Education. In addition to meeting the requirements set forth in state statutes, the audit was designed to meet the requirements of *Government Auditing Standards*, issued by the Comptroller General of the United States, and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). The single audit report is not included in the Comprehensive Annual Financial Report. The auditors' report on the basic financial statements is included in the financial section of this report.

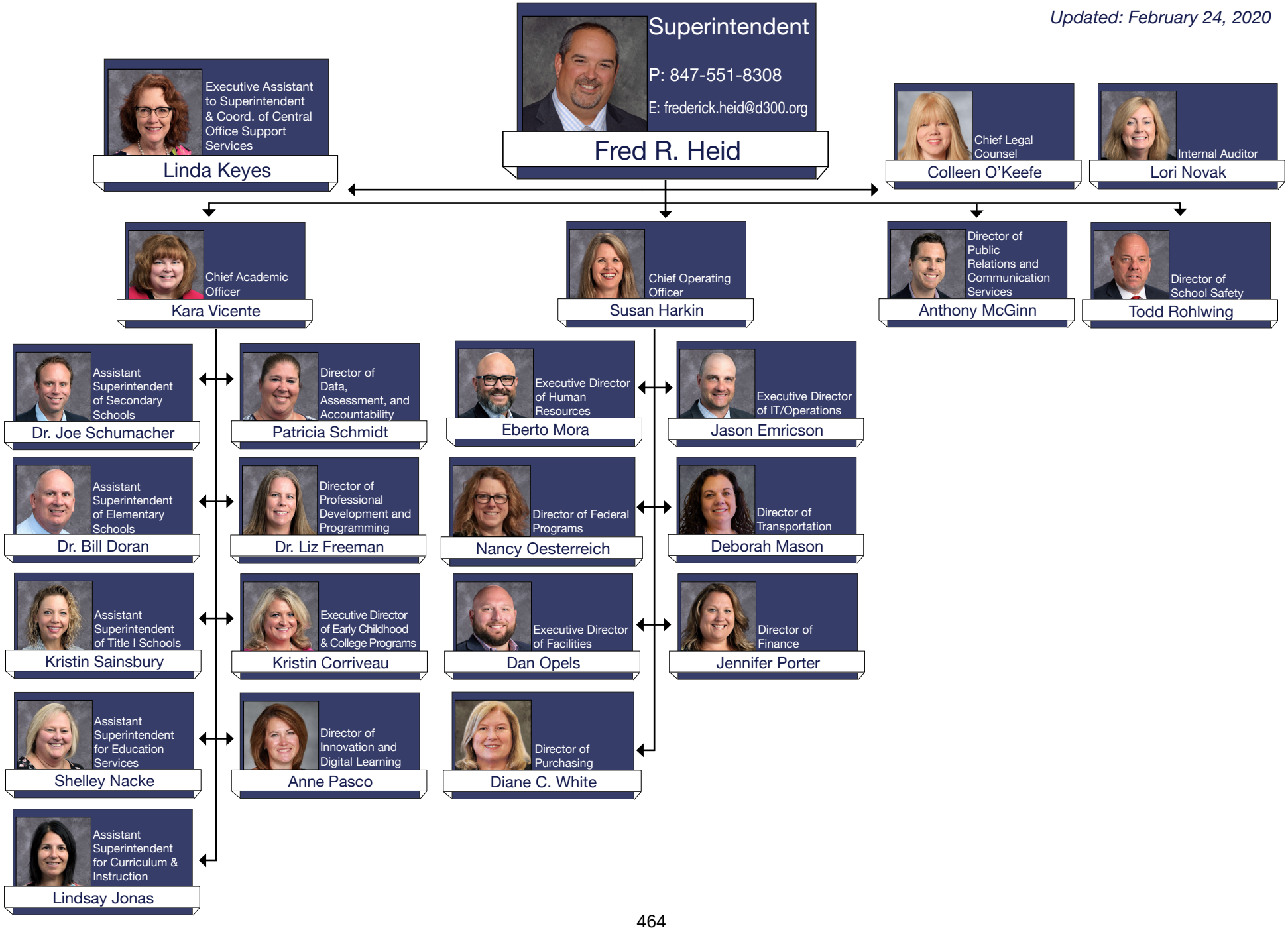
Respectfully submitted,

Susan L. Harkin, SFO
Chief Financial Officer

Jennifer Porter
Director of Finance

Office of the Superintendent

Updated: February 24, 2020



Community Unit School District 300

OFFICERS AND OFFICIALS

For the Year Ended June 30, 2020

Board of Education

Anne B. Miller, Board President
Steve Fiorentino, Board Vice President
Dr. David Scarpino, Secretary
Leslie LaMarca
Mary McNicholas
Joseph Stevens
Nancy Zettler

District Administration

Superintendent	Mr. Fred R. Heid
Chief Academic Officer	Kara Vicente
Chief Legal Counsel	Colleen O'Keefe
Chief Operating Officer/CSBO	Susan Harkin
Accounting Supervisor	Flor Enriquez
Accounting Coordinator	Michelle Kovar
Archives Manager	Everlean Dodson
Director of Assessment & Accountability	Patricia Schmidt
Assistant Director of Technology/System Manager	Jayce Bolhous
Assistant Purchasing Manager	Bruce Batt
Assistant Superintendent, Curriculum	Lindsay Jonas
Assistant Superintendent, Education Services	Shelley Nacke
Assistant Superintendent, Elementary Schools	Dr. Bill Doran
Assistant Superintendent, Secondary Schools	Dr. Joe Schumacher
Assistant Superintendent, Title I Schools	Kristin Sainsbury
Coordinator of Assessment	Joseph Ehrmann
Coordinator of Desktop Servers	Wade London
Coordinator of Fine & Performing Arts	Sheila Crotty-Kagan
Coordinator of Mathematics	Jacquie Duginske
Coordinator of Human Resources	Lora Garrison
Coordinator for PE/Health/Driver's ED	Thomas Parisi
Coordinator of Science	Ami Engel
Coordinator of Student Services	Daniel Palombit
Coordinator of Title I & ELL & World Language	Joshua Perdomo
Database Systems Manager	Linda Kent
Desktop Operations Manager	Gary Krause
Director of Digital Literacy & Innovation	Anne Pasco
Director of Early Childhood Education	Kristen Corriveau
Director of Educational Services	Ron Chilcutt
Director of Finance	Jennifer Porter

Community Unit School District 300

OFFICERS AND OFFICIALS

For the Year Ended June 30, 2020

District Administration (Continued)

Director of Grant Management	Nancy Oesterreich
Director of IT	Jayce Bolhous
Director of Literacy	Jacqueline Johnson
Director of Public Relations & Communication Services	Anthony McGinn
Director of Purchasing	Diane White
Director of Professional Development	Elizabeth Freeman
Director of School Safety	Todd Rohlwing
Director of Transportation	Deborah Mason
Executive Director of Human Resources	Eberto Mora
Executive Director of Facilities	Dan Opels
Executive Director of Technology & Operations	Jason Emricson
Grant Manager	Wendy Gorog
Multimedia Communications Manager	Casey DeFauw
School Health Services Coordinator	Sherrie Schmidt

Principals

Algonquin Lakes Elementary School	Chris Columbaro
Algonquin Middle School	Jason Lentz
Carpentersville Middle School	Dr. Martina Smith
deLacey Early Education Center	Kelly Burke
Dundee-Crown High School	Katie Wishowski-Wetzel
Dundee Highlands Elementary School	Karen Cumpata
Dundee Middle School	Jeff Herb
Eastview Elementary School	Jim Zursin
Gary D. Wright Elementary School	Melanie Gravel
Gilberts Elementary School	Craig Zieleniewski
Golfview Elementary School	Pamela Carlos
Hampshire Elementary School	Lisa van Wageningen
Hampshire Middle School	Jim Szymczak
Hampshire High School	Dr. Brent Bending
Jacobs High School	Barbara Valle
Lake in the Hills Elementary School	Michelle Smith
Lakewood Elementary School	Brittany Porsche
Liberty Elementary School	Robert Chleboun
Lincoln Prairie Elementary School	Nikki Burkey
Meadowdale Elementary School	Jorge Almodovar
Neubert Elementary School	Jennifer Breeze
Oak Ridge Alternative School	Stacy Wilkinson
Parkview Elementary School	Nancy Regul
Perry Elementary School	Susan Rohlwing
Sleepy Hollow Elementary School	Dr. Angela Reincke
Westfield Community School	Thomas Ruzinok

ASSOCIATION OF SCHOOL BUSINESS OFFICIALS INTERNATIONAL

The Certificate of Excellence in Financial Reporting is presented to

Community Unit School District 300

for its Comprehensive Annual Financial Report (CAFR) for the Fiscal Year Ended June 30, 2019.

The CAFR meets the criteria established for ASBO International's Certificate of Excellence.

CERTIFICATE OF EXCELLENCE IN FINANCIAL REPORTING

Claire Hertz

Claire Hertz, SFO
President

David J. Lewis
Executive Director

Government Finance Officers Association

Certificate of Achievement for Excellence in Financial Reporting

Presented to

Community Unit School District 300
Illinois

For its Comprehensive Annual
Financial Report
For the Fiscal Year Ended

June 30, 2019

Christopher P. Morrill

Executive Director/CEO

FINANCIAL SECTION

MILLER COOPER & Co., Ltd

ACCOUNTANTS AND CONSULTANTS

INDEPENDENT AUDITORS' REPORT

The Members of the Board of Education
Community Unit School District 300
Algonquin, Illinois

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Community Unit School District 300 (the District), as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

The District's Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

(Continued)

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847.205.5000 ■ Fax 847.205.1400 ■ www.millercooper.com

Independent Member of Nexia International

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the District, as of June 30, 2020, and the respective changes in financial position, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 5 through 12, the Illinois Municipal Retirement Fund and Teachers' Retirement System of the State of Illinois Pension data on pages 81 through 87, the other postemployment benefits data on pages 88 through 90, and the budgetary comparison schedules and notes to the required supplementary information on pages 91 through 120, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit for the year ended June 30, 2020 was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The other schedules listed in the table of contents in the introductory section, the other supplementary financial information and statistical section are presented for purposes of additional analysis and are not a required part of the basic financial statements.

(Continued)

Other Information (Continued)

The other supplementary financial information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information for the year ended June 30, 2020 has been subjected to the auditing procedures applied in the audit of the basic financial statements for the year ended June 30, 2020 and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the other supplementary financial information for the year ended June 30, 2020 is fairly stated in all material respects in relation to the basic financial statements as a whole for the year ended June 30, 2020.

The District's basic financial statements for the year ended June 30, 2019 (not presented herein), were audited by other auditors whose report thereon dated October 31, 2019, contained unmodified opinions on the respective financial statements of the governmental activities, each major fund, and the aggregate remaining fund information. The report of the other auditors dated October 31, 2019, stated that the Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual for the Capital Projects Fund and Debt Service Fund for the year ended June 30, 2019 were subjected to the auditing procedures applied in the audit of the 2019 basic financial statements and certain additional auditing procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare those basic financial statements or the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and, in their opinion, were fairly stated in all material respects in relation to the basic financial statements as a whole for the year ended June 30, 2019.

The introductory and statistical sections, as listed in the table of contents, have not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on them.

(Continued)

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 4, 2020, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

MILLER, COOPER & CO., LTD.

Miller, Cooper & Co., Ltd.

Certified Public Accountants

Deerfield, Illinois
December 4, 2020

The discussion and analysis of Community Unit School District No. 300's (the "District") financial performance provides an overall review of the District's financial activities as of and for the year ended June 30, 2020. The management of the District encourages readers to consider the information presented herein in conjunction with the transmittal letter found in the introductory section and the basic financial statements to enhance their understanding of the District's financial performance. All amounts, unless otherwise indicated, are expressed in millions of dollars. Certain comparative information between the current year and the prior is required to be presented in the Management's Discussion and Analysis (the "MD&A").

Financial Highlights

- In total, net position increased by $30.7. This represents a 143% increase from 2019. This increase was primarily the result of actual expenses were lower than expected and actual revenues were higher than expected. Although the State of Illinois have implemented the Evidence –Based Funding for Student Success Act, uncertainty with additional education funding remains, the District continues to budget conservatively to ensure that it has sufficient fund balances in order to weather any potential financial impact from the state financial issues.
- General revenues accounted for $271.9 in revenue or 65% of all revenues. Program specific revenues in the form of charges for services and fees and grants accounted for $146.0 or 35% of total revenues of $417.9.
- The District had $387.2 in expenses related to government activities. However, only $146.0 of these expenses were offset by program specific charges and grants.
- The District expenses related to government activities was offset by $203.1 in real estate taxes and corporate personal property replacement taxes and $57.6 in evidence based funding.
- The ending Governmental Funds balance of $149.4 represents 48% of operating expenditures.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the District's basic financial statements. The basic financial statements are comprised of three components:

- Government-wide financial statements,
- Fund financial statements, and
- Notes to basic financial statements.

This report also contains other supplementary information in addition to the basic financial statements.

Government-wide financial statements

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all of the District's assets/deferred outflows of resources and liabilities/deferred inflows of resources, with the difference between them reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The statement of activities presents information showing how the government's net position changed during the fiscal year being reported. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

The government-wide financial statements present the functions of the District that are principally supported by taxes and intergovernmental revenues (governmental activities). The District has no business-type activities; that is, functions that are intended to recover all or a significant portion of their costs through user fees and charges. The District's governmental activities include instructional services (regular education, special education and other), supporting services, operation and maintenance of facilities and transportation services.

Fund financial statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the District can be divided into two categories: governmental funds and fiduciary funds (the District maintains no proprietary funds).

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a school district's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental funds balance sheet and the governmental funds statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The District maintains six individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures and changes in fund balances for the General Fund (includes Educational, Tort Immunity and Judgment and Working Cash accounts), Operations and Maintenance Fund, Transportation Fund, IMRF/Social Security Fund, Debt Service Fund, and Capital Projects Fund, all of which are considered to be major funds.

The District adopts an annual budget for each of the funds listed above. A budgetary comparison schedule has been provided for each fund to demonstrate compliance with this budget.

Fiduciary funds are used to account for resources held for the benefit of parties outside the School District. Fiduciary funds are not reflected in the government-wide financial statement because the resources of those funds are not available to support the District's own programs. The accounting used for fiduciary funds is much like that for the government-wide financial statements.

Notes to basic financial statements

The notes to the financial statements provide additional information that is essential to a better understanding of the data provided in the government-wide and fund financial statements.

Other information

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information including fund budgetary data, as well as the District's pension data related to the Illinois Municipal Retirement Fund (IMRF) and Teachers' Retirement System (TRS), and data for the other postemployment benefits.

Government-Wide Financial Analysis

The District's combined net position was higher on June 30, 2020, than it was the year before, increasing to $9.2.

Table 1
Condensed Statements of Net Position
(in millions of dollars)

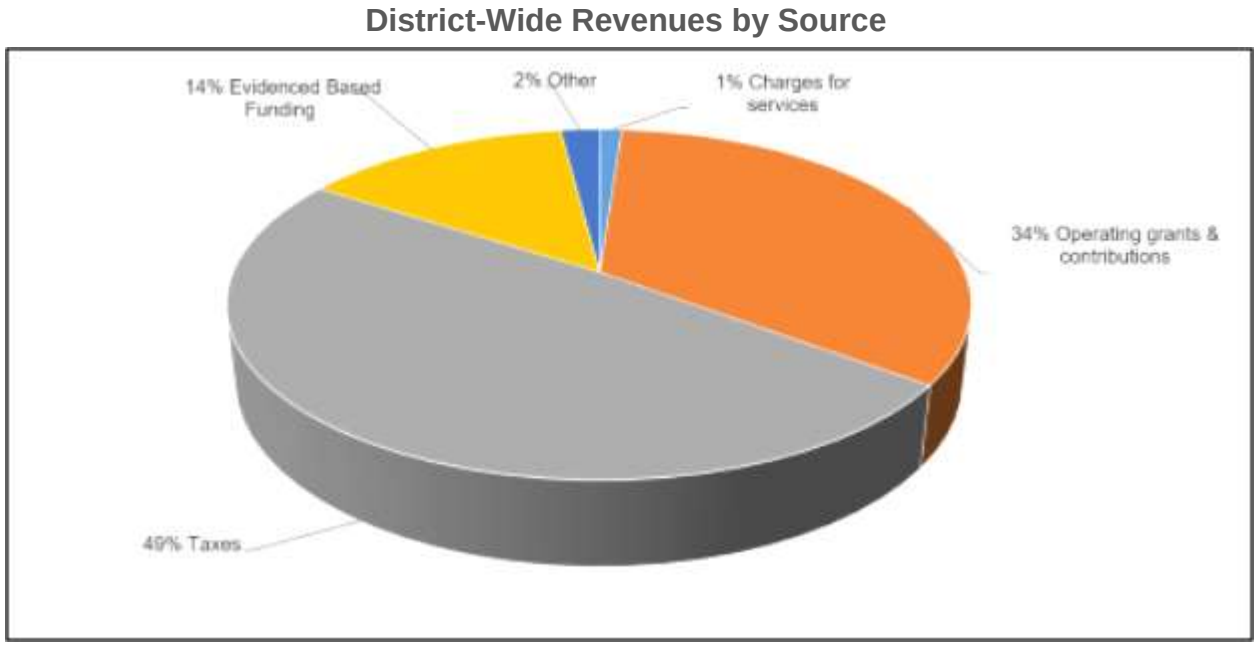
	2019	2020
Assets:		
Current and other assets	$ 260.3	$ 276.7
Capital assets	320.9	329.1
Total assets	581.2	605.8
Total deferred outflows of resources	30.2	30.0
Liabilities:		
Current liabilities	23.0	26.2
Long-term liabilities outstanding	472.1	452.4
Total liabilities	495.1	478.6
Total deferred inflows of resources	137.8	148.0
Net position:		
Net investment in capital assets	83.2	86.9
Restricted	39.9	44.4
Unrestricted	(144.6)	(122.1)
Total net position	$ (21.5)	$ 9.2

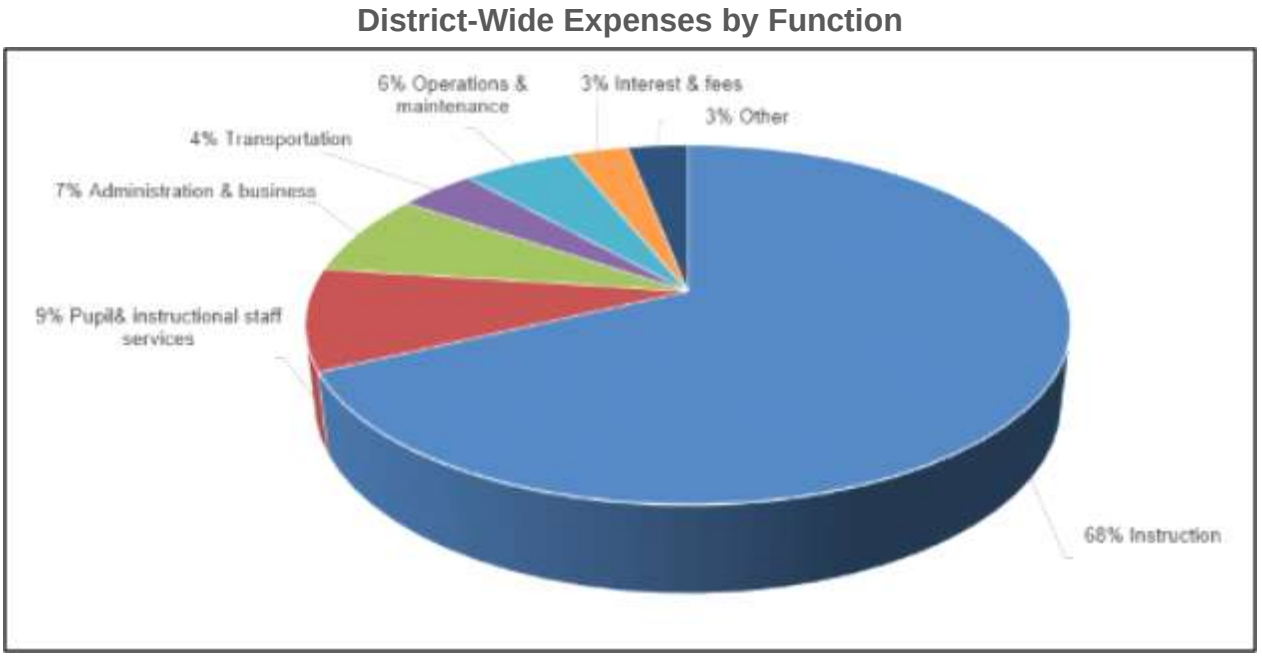
Revenues in the governmental activities of the District of $417.9 exceeded expenditures by $30.7. This was attributable to increases in the state operating grants, in property taxes collections and Evidence Based Funding formula.

Table 2
Changes in Net Position
(in millions of dollars)

	2019	2020
Revenues:		
Program revenues:		
Charges for services	$ 8.1	$ 4.8
Operating and capital grants & contributions	123.0	141.2
General revenues:		
Taxes	197.1	203.1
Evidenced based funding	54.3	57.6
Other	10.1	11.2
Total revenues	392.6	417.9
Expenses:		
Instruction	242.7	263.0
Pupil & instructional staff services	35.1	35.5
Administration & business	28.8	28.6
Transportation	14.4	15.1
Operations & maintenance	18.8	21.5
Interest & fees	13.6	11.7
Other	11.1	11.8
Total expenses	364.5	387.2
Increase in net position	28.1	30.7
Net position, beginning of year	(49.6)	(21.5)
Net position, end of year	$ (21.5)	$ 9.2

Property taxes and corporate personal property replacement taxes accounted for the largest portion of the District's revenues, contributing 49%. The remainder of revenues came from state, federal grants and other sources. The total cost of all the District's programs was $387.2, mainly related to instructing and caring for the students and student transportation at 81%.





Financial Analysis of the District's Funds

The District's Governmental Funds balance increased from $139.4 to $149.4.

The General Fund balance increased by $11.8 million largely due to higher than expected revenues (Operating Grants, property tax collections, and Evidenced Based Funding formula) and lower expenses due to the COVID-19 pandemic.

The Operations and Maintenance Fund balance decreased by $0.1 million after a $4.5 million permanent transfer to the Capital Projects fund for capital projects that are outlined in the Master Facility Plan.

The Municipal Retirement and Social Security Fund balance increased by $.05 million, however the District plans to intentionally spend down the excess accumulation starting in 2020-2021.

The Debt Service Fund Balance increased by $0.3 due to debt restructuring.

The Capital Projects Fund Balance decreased by $2.8 due to the $13.4 spent in capital projects.

The ending Governmental Funds balance of $149.4 represents 48% of operating expenditures. The District is concerned about the future financial impacts that could be imposed by the State in addition to the continued effects of the COVID-19 pandemic and is taking a conservative approach on how they are using additional revenue. Until the State financial issues are resolved, the District will maintain its conservative fiscal management of the District resources.

General Fund Budgetary Highlights

The District's General Fund budget anticipated that revenues would exceed expenditures and net other financing sources/uses by $1.1. The actual results for the year show and an excess of revenues and net other sources/uses over expenditures of $11.8.

Actual revenues were lower than budgeted figures by $4.4, primarily associated with less than expected federal revenue due to coronavirus pandemic and closing schools in March 2020, as these were budgeted reimbursed revenues related to operational grants.

Actual expenditures were $19.5 less than anticipated due to the coronavirus pandemic and closing schools in March 2020 and the District's chrome book refresh being pushed to FY2021. Salary expenditures were lower due to unfilled positions and extra pay that did not occur; employee benefits were lower due to reduced claim experience related to the pandemic restrictions; purchased services and supplies were lower because students and staff were remote starting in March 2020.

At year-end, the General Fund's fund balance increased by $11.8. This is a direct result of the coronavirus pandemic and closing schools in March 2020.

Capital Assets and Debt Administration

Capital assets

By the end of 2020, the District had compiled a total investment of $437.0 ($329.1 net of accumulated depreciation) in a broad range of capital assets including land, construction in progress, buildings, land improvements and equipment. Total depreciation expense for the year was $7.7. More detailed information about capital assets can be found in Note D of the basic financial statements.

Table 3
Capital Assets (net of depreciation)
(in millions of dollars)

	2019	2020
Land	$ 11.1	$ 11.1
Construction in progress	2.6	5.1
Buildings	294.2	298.3
Equipment	1.4	2.7
Vehicles	0.3	.2
Land improvements	11.3	11.7
Total	$ 320.9	$ 329.1

Long-term liabilities

The District retired $32.9 in bonds, issued $16.1 in refunding bonds, and the outstanding capital appreciation bonds accreted in value of $2.4 in 2020. At the end of fiscal 2020, the District had a debt margin of $234.5. More detailed information on long-term debt can be found in Note E of the basic financial statements.

Table 4
Outstanding Long-Term Debt
(in millions of dollars)

	2019	2020
General obligation bonds and debt certificates	$ 310.6	$ 292.5
Capital leases and other	161.5	159.9
Total	$ 472.1	$ 452.4

Factors Bearing on the District's Future

At the time these financial statements were prepared and audited, the District was aware of the following circumstances that will significantly affect financial operations in the future:

The District adopted a balanced budget for the 2020-2021 school year. Beginning with the 2011-2012 school year, the District has been able to comply with its Board fund balance policy of 25% of operating expenditures with a goal of 30% of operating expenditures. Based upon current five year financial projections, we believe the District will continue to be in compliance with its fund balance policy. For the 2019- 2020, the District fund balance was 46%.

Overall, the District revenues have increased and are projected to increase modestly. While federal funding has been fairly stable, state and local revenue is expected to increase. Per the Property Tax Extension Limitation Law (PTELL), Illinois taxing bodies are allowed to annually increase property taxes extended by the lesser of CPI or 5% while not exceeding established maximum tax rates by fund.

Prior to the 2015 levy year, the District had seen a significant decline in its equalized assessed valuation (EAV) used in the property tax collection calculation. In the 2019 levy, the District EAV increased by 6.73%. Due to the recent increase in EAV and projected increase in the 2020 levy, the District is confident that it will not exceed its statutory maximum tax rates. From a state revenue perspective, the Evidence Based Funding formula is to ensure that every district in the state will be receiving funding that is closer to adequacy, and will provide many schools the support it has needed over the last several years. In Fiscal Year 2020, under this formula, the District was 66% of adequacy and considered a Tier I district in terms of eligibility for additional funding, which for Fiscal Year 2020 was $3.3. In addition to the annual Evidence Based Funding formula that the District receives, the District is expected to receive additional State funding in the coming years, however the additional funding is dependent on the State Budget and how much is allocated to fund districts based upon their tiers.

The District's enrollment decreased slightly for the 2019-2020 school year. The District passed a $185 building referendum in 2006. With these dollars, the District built many additional classrooms and is positioned to absorb increases in projected future enrollment. In 2017-2018, because of increasing enrollment in the western portion of the District, the District completed additions at two of its west side elementary schools which were funded from debt certificate proceeds and the related debt service payment will be paid for out of the District Operating Funds. The District is also seeing new subdivisions being built in the central part and expects the decline in enrollment to only be a temporary decrease. The District continues to work with a demographer to update the District enrollment projections and the District is reviewing boundaries to distribute students effectively throughout the district.

The District entered into a four year contract with LEAD (teaching staff) that will expire on June 30, 2022. The current contract provides for a 3.75% average salary increase for year one and two, 3.5% for year and 4% for year four. The District will begin negotiating in the Spring of 2021 with DESA (District paraprofessionals) and the DESPA (District secretarial/custodial staff) that will expire on June 30, 2021.

The District boundaries include the Sears Complex, which is currently subject to an Economic Development Area (EDA) agreement with the State of Illinois. The EDA was scheduled to expire in 2013 but has been extended through recent legislation. Through the collective effort of the Board of Education, D300 staff and community members, the District was successful in negotiating an additional $3.0 in revenue as part of the extension agreement beginning with the 2014-2015 school year. Of the incremental taxes generated in the EDA, the District received over $5.5 million as the District's portion of the EDA statue in FY19. While the District is disappointed with the extension, the additional revenue provides funding to the District to maintain its strong financial position. On a separate note, Sears had filed a property valuation objection that had the potential to impact the increase in revenue; however, the District settled the case in December 2015 with no loss in revenue to the District. The District continues to watch the financial status of Sears as the loss of the funding from the EDA would be significant to the District.

Requests for Information

This financial report is designed to provide the District's citizens, taxpayers, and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the money it receives. If you have questions about this report, or need additional financial information, contact the Business Office:

Susan Harkin, COO, SFO
Community Unit School District No. 300
2550 Harnish Drive
Algonquin, Illinois 60102

BASIC FINANCIAL STATEMENTS

Community Unit School District 300

STATEMENT OF NET POSITION - GOVERNMENTAL ACTIVITIES

June 30, 2020

ASSETS		
Cash and investments	$	155,909,497
Receivables (net of allowance for uncollectibles)		
Interest		121,312
Property taxes		114,511,353
Replacement taxes		257,148
Intergovernmental		5,200,014
Prepaid items		659,202
Capital assets:		
Land		11,074,700
Construction in progress		5,060,915
Capital assets being depreciated, net of accumulated depreciation		312,980,785
Total assets		605,774,926
DEFERRED OUTFLOW OF RESOURCES		
Deferred charges on refunding		2,244,729
Deferred outflows related to pensions		17,736,676
Deferred outflows related to other postemployment benefits		10,065,695
Total deferred outflows		30,047,100
LIABILITIES		
Accounts payable		5,105,606
Salaries and wages payable		15,433,397
Payroll deductions payable		1,257,398
Retainage payable		388,485
Claims payable		3,906,601
Unearned revenue		121,909
Long-term liabilities:		
Due within one year		18,586,482
Due after one year		433,803,936
Total liabilities		478,603,814
DEFERRED INFLOW OF RESOURCES		
Deferred inflows related to pensions		28,899,290
Deferred inflows related to other postemployment benefits		18,219,582
Property taxes levied for a future period		100,915,229
Total deferred inflows		148,034,101
NET POSITION		
Net investment in capital assets		86,944,993
Restricted for:		
Tort immunity		773,871
Operations and maintenance		3,101,560
Debt service		9,363,178
Retirement benefits		5,764,828
Student transportation		4,216,774
Capital projects		21,118,785
Unrestricted		(122,099,878)
Total net position	$	9,184,111

The accompanying notes are an integral part of this statement.

Community Unit School District 300

STATEMENT OF ACTIVITIES

For the Year Ended June 30, 2020

Functions / Programs	Expenses	PROGRAM REVENUES: Charges for Services	PROGRAM REVENUES: Operating Grants and Contributions	PROGRAM REVENUES: Capital Grants and Contributions	Net (Expenses) Revenue and Changes in Net Position
Governmental activities					
Instruction:					
Regular programs	$ 88,369,792	$ 2,815,709	$ 3,309,531	$ -	$ (82,244,552)
Special programs	45,714,631	-	10,812,638	-	(34,901,993)
Other instructional programs	21,749,313	616	3,772,204	-	(17,976,493)
State retirement contributions	107,122,579	-	107,122,579	-	-
Support services:					
Pupils	25,427,197	-	155,862	-	(25,271,335)
Instructional staff	10,120,411	-	2,443,368	-	(7,677,043)
General administration	2,671,575	-	-	-	(2,671,575)
School administration	16,919,119	-	-	-	(16,919,119)
Business	9,037,042	1,947,780	5,746,837	50,000	(1,292,425)
Transportation	15,088,017	-	7,756,644	-	(7,331,373)
Operations and maintenance	21,514,778	69,544	-	-	(21,445,234)
Central	9,072,232	-	-	-	(9,072,232)
Other supporting services	43,123	-	-	-	(43,123)
Community services	1,250,661	-	-	-	(1,250,661)
Nonprogrammed charges	1,386,696	-	-	-	(1,386,696)
Interest and fees	11,671,818	-	-	-	(11,671,818)
Total governmental activities	$ 387,158,984	$ 4,833,649	$141,119,663	$ 50,000	(241,155,672)
General revenues:					
Taxes:					
Real estate taxes, levied for general purposes					136,184,621
Real estate taxes, levied for specific purposes					38,014,881
Real estate taxes, levied for debt service					27,070,948
Personal property replacement taxes					1,803,429
State aid-formula grants					57,565,199
Investment earnings					2,941,776
Miscellaneous					8,290,786
Total general revenues					271,871,640
Change in net position (deficit)					30,715,968
Net deficit, beginning of year					(21,531,857)
Net position, end of year					$ 9,184,111

The accompanying notes are an integral part of this statement.

Community Unit School District 300

Governmental Funds
BALANCE SHEET
June 30, 2020

	General	Operations and Maintenance	Transportation	Municipal Retirement / Soc. Sec.
ASSETS				
Cash and investments	$ 115,929,764	$ 2,561,806	$ 1,910,233	$ 5,618,720
Receivables (net of allowance for uncollectibles):				
Interest	90,204	5,495	1,486	4,372
Property taxes	77,798,032	13,929,100	4,571,905	3,097,793
Replacement taxes	-	257,148	-	-
Intergovernmental	3,220,548	-	1,979,466	-
Prepaid items	659,202	-	-	-
Total assets	$ 197,697,750	$ 16,753,549	$ 8,463,090	$ 8,720,885
LIABILITIES, DEFERRED INFLOWS, AND FUND BALANCES				
LIABILITIES				
Accounts payable	$ 2,958,300	$ 953,806	$ 217,053	$ -
Salaries and wages payable	15,148,392	283,495	1,510	-
Payroll deductions payable	1,027,921	1,338	-	228,139
Retainage payable	-	141,678	-	-
Claims payable	3,906,601	-	-	-
Unearned revenue	121,909	-	-	-
Total liabilities	23,163,123	1,380,317	218,563	228,139
DEFERRED INFLOWS				
Interest revenue collected in a future period	82,393	5,019	1,358	3,993
Property taxes levied for a future period	68,569,851	12,271,672	4,027,753	2,727,918
Total deferred inflows	68,652,244	12,276,691	4,029,111	2,731,911
FUND BALANCES				
Nonspendable	659,202	-	-	-
Restricted	773,409	3,096,541	4,215,416	5,760,835
Unassigned	104,449,772	-	-	-
Total fund balances	105,882,383	3,096,541	4,215,416	5,760,835
Total liabilities, deferred inflows, and fund balances	$ 197,697,750	$ 16,753,549	$ 8,463,090	$ 8,720,885

The accompanying notes are an integral part of this statement.

Debt Service	Capital Projects	Total
$ 7,560,807	$ 22,328,167	$ 155,909,497
5,883	13,872	121,312
15,114,523	-	114,511,353
-	-	257,148
-	-	5,200,014
-	-	659,202
$ 22,681,213	$ 22,342,039	$ 276,658,526
$ -	$ 976,447	$ 5,105,606
-	-	15,433,397
-	-	1,257,398
-	246,807	388,485
-	-	3,906,601
-	-	121,909
-	1,223,254	26,213,396
5,374	12,671	110,808
13,318,035	-	100,915,229
13,323,409	12,671	101,026,037
-	-	659,202
9,357,804	21,106,114	44,310,119
-	-	104,449,772
9,357,804	21,106,114	149,419,093
$ 22,681,213	$ 22,342,039	$ 276,658,526

Community Unit School District 300

RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS TO THE STATEMENT OF NET POSITION

June 30, 2020

Total fund balances - total governmental funds		$ 149,419,093
Amounts reported for governmental activities in the statement of net position are different because:		
Net capital assets used in governmental activities and included in the statement of net position do not require the expenditure of financial resources and, therefore, are not reported in the governmental funds.		329,116,400
Certain revenues receivable (interest) by the District and recognized in the statement of net position do not provide current financial resources and are reported as deferred inflows of resources in the governmental funds.		110,808
Deferred outflows and inflows of resources related to pensions are applicable to future periods and, therefore, are not reported in the governmental funds:		
Deferred outflows of resources related to pensions	$ 17,736,676	
Deferred inflows of resources related to pensions	(28,899,290)	(11,162,614)
Deferred outflows and inflows of resources related to other postemployment benefits (OPEB) are applicable to future periods and, therefore, are not reported in the governmental funds:		
Deferred outflows of resources related to OPEB	$ 10,065,695	
Deferred inflows of resources related to OPEB	(18,219,582)	(8,153,887)
Deferred charges included in the statement of net position are not available to pay for current period expenditures and, accordingly, are not included in the governmental funds balance sheet.		2,244,729

The accompanying notes are an integral part of this statement.

Community Unit School District 300

RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS TO THE STATEMENT OF NET POSITION (Continued)

June 30, 2020

Long-term liabilities included in the statement of net position are not due and payable in the current period and, accordingly, are not reported in the governmental funds:

General obligation bonds	$ (233,525,000)	
Capital appreciation bonds	(25,471,332)	
Qualified Zone Academy Bonds	(5,970,000)	
Debt certificates	(13,695,000)	
Unamortized bond and debt certificate premiums	(13,815,866)	
Compensated absences	(2,832,747)	
IMRF net pension liability	(5,720,994)	
TRS net pension liability	(12,599,507)	
RHP total other postemployment benefit liability	(2,930,458)	
THIS net other postemployment benefit liability	(135,829,514)	$ (452,390,418)
Net position of governmental activities		$ 9,184,111

(Concluded)

The accompanying notes are an integral part of this statement.

Community Unit School District 300

Governmental Funds

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES

For the Year Ended June 30, 2020

	General	Operations and Maintenance	Transportation	Municipal Retirement / Soc. Sec.
Revenues				
Property taxes	$ 138,045,889	$ 23,150,855	$ 7,592,444	$ 5,410,314
Replacement taxes	-	1,303,429	-	500,000
State aid	122,778,649	-	7,756,644	-
Federal aid	18,089,003	-	-	-
Interest	2,369,513	109,199	29,021	109,943
Other	5,891,871	1,391,381	186,295	-
Total revenues	287,174,925	25,954,864	15,564,404	6,020,257
Expenditures				
Current:				
Instruction:				
Regular programs	81,162,636	-	-	797,831
Special programs	39,235,562	-	-	1,305,760
Other instructional programs	20,374,973	-	-	349,279
State retirement contributions	57,062,013	-	-	-
Support services:				
Pupils	24,104,965	-	-	474,049
Instructional staff	9,212,527	-	-	235,737
General administration	2,549,842	-	-	19,665
School administration	15,440,800	-	-	716,679
Business	8,367,075	-	-	180,628
Transportation	70,525	-	14,792,016	27,975
Operations and maintenance	1,056,286	17,950,610	-	1,274,669
Central	8,526,783	-	-	504,985
Other supporting services	42,571	-	-	552
Community services	1,157,728	-	-	79,357
Nonprogrammed charges	4,961,356	-	-	-
Debt service:				
Principal	-	-	-	-
Interest and other	-	-	-	-
Capital outlay	972,803	1,496,236	55,576	-
Total expenditures	274,298,445	19,446,846	14,847,592	5,967,166
Excess (deficiency) of revenues over expenditures	12,876,480	6,508,018	716,812	53,091
Other financing sources (uses)				
Transfers in	-	-	-	-
Transfers (out)	(1,038,253)	(6,634,660)	-	-
Debt issuance	-	-	-	-
Transfer to refunded bond escrow	-	-	-	-
Total other financing sources (uses)	(1,038,253)	(6,634,660)	-	-
Net change in fund balance	11,838,227	(126,642)	716,812	53,091
Fund balance, beginning of year	94,044,156	3,223,183	3,498,604	5,707,744
Fund balance, end of year	$ 105,882,383	$ 3,096,541	$ 4,215,416	$ 5,760,835

The accompanying notes are an integral part of this statement.

Debt Service	Capital Projects	Total
$ 27,070,948	$ -	$ 201,270,450
-	-	1,803,429
-	50,000	130,585,293
-	-	18,089,003
167,260	419,867	3,204,803
-	5,654,888	13,124,435
27,238,208	6,124,755	368,077,413
-	-	81,960,467
-	-	40,541,322
-	-	20,724,252
-	-	57,062,013
-	-	24,579,014
-	-	9,448,264
-	-	2,569,507
-	-	16,157,479
-	-	8,547,703
-	-	14,890,516
-	-	20,281,565
-	-	9,031,768
-	-	43,123
-	-	1,237,085
-	-	4,961,356
18,574,538	-	18,574,538
11,518,442	-	11,518,442
-	13,424,773	15,949,388
30,092,980	13,424,773	358,077,802
(2,854,772)	(7,300,018)	9,999,611
3,172,913	4,500,000	7,672,913
-	-	(7,672,913)
16,090,000	-	16,090,000
(16,119,654)	-	(16,119,654)
3,143,259	4,500,000	(29,654)
288,487	(2,800,018)	9,969,957
9,069,317	23,906,132	139,449,136
$ 9,357,804	$ 21,106,114	$ 149,419,093

Community Unit School District 300

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

For the Year Ended June 30, 2020

Net change in fund balances - total governmental funds.		$ 9,969,957
Amounts reported for governmental activities in the statement of activities are different because:		
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlay exceeded depreciation expense and disposals in the current period.		
Capital outlay	$ 15,891,949	
Depreciation expense	(7,660,733)	
Gain (loss) on disposal	(2,853)	8,228,363
Certain revenues receivable (interest) by the District and recognized in the statement of activities do not provide current financial resources and are included as deferred inflows of resources in the governmental funds.		(263,027)
Changes in deferred outflows and inflows of resources related to pensions and other postemployment benefits (OPEB) are reported only in the statement of activities:		
Deferred outflows and inflows of resources related to IMRF pension	$ (10,600,744)	
Deferred outflows and inflows of resources related to TRS pension	1,242,120	
Deferred outflows and inflows of resources related to RHP	199,708	
Deferred outflows and inflows of resources related to THIS	2,869,649	(6,289,267)
Governmental funds report the effects of the loss on refunding when the debt is issued. However, these amounts are deferred and amortized in the statement of activities. This is the amount of the current year net effect of these differences.		(663,012)
Governmental funds report the effect of premiums and discounts when the debt is issued. However, these amounts are deferred and amortized in the statement of activities. This is the amount of the current year, net effect of these differences.		2,996,355

The accompanying notes are an integral part of this statement.

Community Unit School District 300

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES (Continued)

For the Year Ended June 30, 2020

The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds.

Issuance of general obligation bonds	$ (16,090,000)	
Principal repayments		
General obligation bonds	5,465,000	
Qualified Zone Academy Bonds	1,020,000	
Capital appreciation bonds	10,375,000	
Debt certificates	685,000	
Capital leases	865,225	
ISBE technology loan	164,313	
Payment to escrow for refunded debt	16,030,000	
Accreted interest	(2,397,065)	
IMRF pension liability, net	10,410,700	
TRS pension liability, net	(262,963)	
RHP other postemployment benefit liability, net	(368,418)	
THIS other postemployment benefit liability, net	(9,412,057)	
Compensated absences, net	251,864	$ 16,736,599
Change in net position of governmental activities.		$ 30,715,968

(Concluded)

The accompanying notes are an integral part of this statement.

Community Unit School District 300

Fiduciary Funds

STATEMENT OF FIDUCIARY NET POSITION

June 30, 2020

	Student Activity Fund
ASSETS	
Cash and investments	$ 989,205
LIABILITIES	
Due to faculty and student groups	$ 989,205

The accompanying notes are an integral part of this statement.

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of Community Unit School District 300 (the District) have been prepared in conformity with accounting principles generally accepted in the United States of America, as applied to government units (hereinafter referred to as Generally Accepted Accounting Principles (GAAP)). The Governmental Accounting Standards Board (GASB) is the standard-setting body for establishing governmental accounting and financial reporting principles.

The more significant of the District's accounting policies are described below.

1. Reporting Entity

   The District is located in Cook, DeKalb, Kane and McHenry counties in Illinois. The District is governed by an elected Board of Education. The Board of Education maintains final responsibility for all personnel, budgetary, taxing, and debt matters.

   The District includes all funds of its operations that are controlled by or dependent upon the District, as determined on a basis of financial accountability. Financial accountability includes appointment of the organization's governing body, imposition of will, and fiscal dependency. The accompanying financial statements include only those funds of the District, as there are no organizations for which it has financial accountability.

   Also, the District is not included as a component unit in any other governmental reporting entity, as defined by GASB pronouncements.

2. Fund Accounting

   The accounts of the District are organized on the basis of funds. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements.

   Funds are classified into the following categories: governmental and fiduciary.

   Governmental funds are used to account for all or most of the District's general activities, including the collection and disbursement of earmarked monies (special revenue funds), the servicing of general long-term debt (debt service funds), and the acquisition or construction of major capital facilities (capital projects funds). The General Fund is used to account for all activities of the general government not accounted for in some other fund. The District considers all governmental funds to be major.

   Fiduciary funds are used to account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the District.

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

3. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all the nonfiduciary activities of the District. The effect of interfund activity has been eliminated from these statements. Governmental activities normally are supported by taxes, intergovernmental revenues, and local fees.

The statement of activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include (1) amounts paid by recipient of goods or services offered by the program and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes and other items not properly included among program revenues are reported as general revenues.

Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements.

The District has a formal minimum fund balance policy. The policy states that the District shall strive to maintain a cumulative fund balance equal to three months of working/operating expenditures in its operating funds to meet all financial obligations of the District on a timely basis. Operating funds for this purpose include: General, Transportation, Operations & Maintenance, and IMRF/Social Security Funds. However, the final authority and decision maker in determining how any excess revenue is to be spent rests solely with the Board of Education. The District met this requirement as of June 30, 2020.

a. General Fund

The *General Fund* includes the Educational Account, Tort Immunity and Judgment Account and the Working Cash Account. The Educational Account is the District's primary operating account. It accounts for all financial resources of the general government, except those required to be accounted for in another fund. The Working Cash Account is for the financial resources held by the District to be used as temporary interfund loans for working capital requirements. Money loaned by the Working Cash Account to other funds must be repaid upon collection of property taxes in the fund(s) loaned to. As allowed by the School Code of Illinois, this Fund may be permanently abolished and become part of the Educational Account or it may be partially abated to any fund in need as long as the District maintains a balance in the Working Cash Account of at least .05% of the District's current equalized assessed valuation. The Tort Immunity and Judgment Account is used to account for revenues derived from a specific property tax levy and expenditures of these monies is for risk management activities.

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

3. Government-Wide and Fund Financial Statements (Continued)

b. Special Revenue Funds

The special revenue funds are used to account for and report the proceeds of specific revenue sources (other than those accounted for in the Debt Service Fund, Capital Projects Fund, or fiduciary funds) that are legally restricted to expenditures for specified purposes.

Each of the District's special revenue funds has been established as a separate fund in accordance with the fund structure required by the state of Illinois for local educational agencies. These funds account for local property taxes restricted to specific purposes. A brief description of the District's special revenue funds is as follows:

Operations and Maintenance Fund - accounts for all revenues and expenditures made for operations, repair, and maintenance of the District's buildings and land. Revenues consist primarily of local property taxes and personal property replacement taxes.

Transportation Fund - accounts for all revenue and expenditures made for student transportation. Revenues are derived primarily from local property taxes and state reimbursement grants.

Municipal Retirement/Social Security Fund - accounts for the District's portion of pension contributions to the Illinois Municipal Retirement Fund, payments to Medicare, and payments to the Social Security System for noncertified employees. Revenues to finance contributions are derived primarily from local property taxes and personal property replacement taxes.

c. Debt Service Fund

Debt Service Fund - accounts for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs. The primary revenue sources are local property taxes levied specifically for debt service and transfers from other funds.

d. Capital Projects Fund

Capital Projects Fund - accounts for financial resources to be used for the acquisition or construction of major capital facilities. Revenues are derived from bond proceeds, impact fees, transfers from other funds and TIF surplus funds.

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

3. Government-Wide and Fund Financial Statements (Continued)

e. Fiduciary Funds

The Fiduciary Funds account for assets held by the District in a trustee capacity or as an agent for individuals, private organizations, other governments, or other funds.

Agency Fund - includes Student Activity Funds. These funds are custodial in nature (assets equal liabilities) and do not involve the measurement of results of operations. Although the Board of Education has the ultimate responsibility for activity funds, they are not local education agency funds. Student Activity Funds account for assets held by the District which are owned, operated, and managed generally by the student body, under the guidance and direction of adults or a staff member, for educational, recreational, or cultural purposes. They account for activities such as student yearbook, student clubs, and student council.

4. Measurement Focus, Basis of Accounting, and Basis of Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues and additions are recorded when earned, and expenses and deductions are recorded when a liability is incurred. Property taxes are recognized as revenues in the year for which they are levied (i.e. intended to finance). Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual, i.e., when they are both "measurable and available". "Measurable" means that the amount of the transaction can be determined, and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The District considers most revenues available if they are collected within 60 days after year-end. Revenues that are paid to the District by the Illinois State Board of Education are considered available if they are vouchered by year-end. Expenditures generally are recorded when a fund liability is incurred. However, debt service expenditures are recorded only when payment is due. Compensated absences, claims and judgments are recognized when the obligations are expected to be liquidated with expendable available financial resources.

Property taxes, personal property replacement taxes, interest, and intergovernmental grant revenues associated with the current fiscal period are all considered to be susceptible to accrual and are recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the District.

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

4. Measurement Focus, Basis of Accounting, and Basis of Presentation (Continued)

The District reports unearned and unavailable revenue on its financial statements. Unearned and unavailable revenue arises when a potential revenue does not meet both the "measurable" and "available" criteria for recognition in the current period. In subsequent periods, when both revenue recognition criteria are met, or when the District has a legal claim to the resources, the liability or deferred inflow of resources for unearned or unavailable revenue is removed from the balance sheet and revenue is recognized. Governmental Funds also defer revenue recognition in connection with resources received, but not yet earned.

The fiduciary fund statements are reported using the accrual basis of accounting.

5. Deferred Outflows / Deferred Inflows

In addition to assets, the statement of net position and the governmental funds balance sheet may report deferred outflows of resources. Deferred outflows of resources represent a consumption of net position / fund balance that applies to a future period. At June 30, 2020, the District has deferred outflows of resources related to pensions, other postemployment benefits and deferred charges on refunding. In addition to liabilities, the District may report deferred inflows of resources. Deferred inflows of resources represent the acquisition of resources that is applicable to a future reporting period. At June 30, 2020, the District reported deferred inflows of resources related to pensions, other postemployment benefits, interest revenue collected in a future period and property taxes levied for a future period.

6. Deposits and Investments

Investments are stated at fair value. Changes in fair value are included in investment income.

7. Prepaid Items

Certain payments to vendors that reflect costs applicable to future accounting periods are recorded as prepaid items in both the government-wide and fund financial statements. The cost of prepaid items is recorded as expenditures/expenses when consumed rather than when purchased.

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

8. Capital Assets

Capital assets, which include land, land improvements, buildings, equipment, vehicles, and construction in progress, are reported in the government-wide financial statements. Capital assets are defined by the District as assets with an initial individual or group cost of more than $5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

Construction in progress is stated at cost and includes engineering, design, material, and labor costs incurred for planned construction. No provision for depreciation is made on construction in progress, until the asset is completed and placed in service.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

Depreciation of capital assets is provided over the estimated useful lives using the straight-line method. The estimated useful lives are as follows:

Assets	Years
Land improvements	20 - 50
Buildings	100
Equipment	5-20
Vehicles	5-15

9. Accumulated Unpaid Vacation and Sick Pay

Only employees that retire from the District are eligible to be compensated for sick days. Certified staff must give notice four years prior of their intention to retire.

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

9. Accumulated Unpaid Vacation and Sick Pay (Continued)

Each early retiree shall be paid for unused sick leave that is not reported to the Teachers' Retirement System for service credit up to a maximum of 40 days. Such payment shall be made in the form of a one-time lump-sum retirement incentive payment to an HRA account for the retiree. The lump-sum retirement incentive payment will be made after the individual's retirement with the District, and within 30 days after the individual's final pay check for regular earnings. The amount of the HRA contribution shall be the highest rate paid to substitute teachers for short term substitution in effect during the teacher's final year before retirement. In the event a member of the bargaining unit elects not to and/or does not receive reimbursement for any such days under this Section, the District shall transfer such unused days to the Sick Leave Banks.

Non-union exempt support staff and members of District 300 Educational Services Personnel Association (DESPA) who retire from the District through IMRF after completing at least 10 years of continuous service, shall receive separation pay equal to the per diem rate of the member for unused sick leave up to eighty (80) days. The employee may divide or distribute these days however they choose between IMRF usage and separation pay.

Members of District 300 Education Support Association (DESA) who retire from the District through IMRF after completion at least 10 years of service shall be paid their current hourly rate for unused sick leave hours that are not reported to IMRF for service credit, up to the equivalent of sixty (60) days.

A liability for the sick days occurring from the above policies have been calculated and reported within long term liabilities for certified staff that have given notice of retirement as of June 30, 2013 and other employees with 10 years of service.

All employees that leave the District are eligible to be compensated for unused earned vacation days. 12 Month Administrators shall receive twenty-five (25) vacation days each year. Thirteen (13) of those days will be received on July 1 and the remaining twelve (12) will be received via a one day accrual each month during the year. These days are non cumulative. However, Administrators may carry over a maximum of ten (10) days to the following year.

For full time 12-month employees, vacation time will be accrued, not awarded on a bi-weekly basis. The maximum amount of vacation time a member can accrue in their vacation bank shall be limited to fifteen (15) days more than their annual vacation accrual rate.

A liability for the sick days occurring from the above policy has been calculated and reported within long-term liabilities for employees that have given notice of retirement as of year-end. Compensated absences are reported on the governmental funds only if they matured.

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

9. Accumulated Unpaid Vacation and Sick Pay (Continued)

The liability for accrued vacation, at June 30, 2020, was $2,832,747 and is recorded as a long-term liability in the Statement of Net Position.

10. Pensions and Other Postemployment Benefits

For purposes of measuring the net pension and other postemployment benefits (OPEB) liabilities, deferred outflows of resources and deferred inflows of resources related to pensions and OPEB, and pension/OPEB expense, information about the fiduciary net position of the pension/OPEB plan and additions to/deductions from the pension/OPEB plan's fiduciary net position have been determined on the same basis as they are reported by the pension/OPEB plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are stated at fair value.

11. Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the statement of net position. Bond premiums and discounts, and losses on refunding of bonds, are deferred and amortized over the life of the bonds using the straight-line method. Bonds payable are reported net of the applicable bond premium or discount or loss on refunding. Bond issuance costs are expensed as they are incurred.

In the fund financial statements, governmental funds recognize bond premiums and discounts, losses on refunding, and bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources, while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

12. Personal Property Replacement Taxes

Personal property replacement tax revenues for the calendar year are first allocated to the Municipal Retirement/Social Security Fund with the balance allocated at the discretion of the District.

13. Budgetary Data

Budgets are adopted on a basis consistent with GAAP. Annual budgets are adopted at the fund level for the governmental funds. The annual budget is legally enacted and provides for a legal level of control at the fund level. All annual budgets lapse at fiscal year-end.

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

14. Restricted Net Position

For the government-wide financial statements, net position is reported as restricted when constraints placed on net position are either: (1) externally imposed by creditors (such as debt covenants), grantors, contributors, or laws or regulations of other governments, (2) imposed by law through constitutional provisions, or (3) imposed by enabling legislation. All of the District's restricted net position was restricted as a result of enabling legislation.

When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, and then unrestricted resources, as they are needed.

15. Fund Balance

In the fund financial statements, governmental funds report five components of fund balance: nonspendable, restricted, committed, assigned, and unassigned.

a. *Nonspendable* - includes amounts that cannot be spent because they are either not in spendable form or legally or contractually required to be maintained intact. The nonspendable in form criteria includes items that are not expected to be converted to cash such as prepaid items or inventories. As of June 30, 2020, the District nonspendable fund balance in the General Fund is compromised of $659,202 for prepaid items.

b. *Restricted* - refers to amounts that are subject to outside restrictions such as creditors, grantors, contributors, laws and regulations of other governments, or imposed by law through enabling legislation. Special revenue funds, as well as the Debt Service and Capital Projects funds are by definition restricted for those specified purposes.

c. Committed - refers to amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the District's highest level of decision making authority (the Board of Education). The Board of Education commits fund balances by passing a resolution. Amounts committed cannot be used for any purpose unless the District removes or changes the specific use by taking the same type of formal action it employed to previously commit those funds. As of June 30, 2020, the District had no committed fund balances.

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

15. Fund Balance (Continued)

d. *Assigned* - refers to amounts that are constrained by the District's intent to be used for a specific purpose, but are neither restricted or committed. Intent may be expressed by the Board of Education or the individual the Board of Education delegates the authority to assign amounts to be used for specific purposes. The Board of Education has designated the Chief Operating Officer/CSBO with the ability to assign fund balances. As of June 30, 2020, the District had no assigned fund balances.

e. *Unassigned* - refers to all spendable amounts not contained in the other four classifications described above. In funds other than the general fund, the unassigned classification is used only to report a deficit balance resulting from overspending for specific purposes for which amounts had been restricted, committed, or assigned.

Unless specifically identified, expenditures act to reduce restricted balances first, then committed balances, next assigned balances, and finally they act to reduce unassigned balances. Expenditures for a specifically identified purpose will act to reduce the specific classification of fund balance that is identified.

The restricted fund balances are for the purpose of the restricted funds as described in Note A-3.

16. Use of Estimates

In preparing financial statements, management is required to make estimates and assumptions that affect the reported amounts of assets, deferred outflows of resources, liabilities and deferred inflows of resources and disclosure of contingent assets, deferred outflows of resources, liabilities, and deferred inflows of resources at the date of the financial statements, and the reported amounts of revenues and expenses/expenditures during the reporting period. Actual results could differ from those estimates.

NOTE B - DEPOSITS AND INVESTMENTS

The District's investment policy is in line with State Statutes. The investments that the District may purchase are limited by Illinois law to the following: (1) securities that are fully guaranteed by the U.S. government as to principal and interest; (2) certain U.S. government agency securities; (3) interest-bearing savings accounts, interest-bearing certificates of deposit or time deposits or any other investments constituting direct obligations of any bank as defined by the Illinois Banking Act; (4) short-term discount obligations of corporations organized in the United States with assets exceeding $500,000,000; (5) interest-bearing bonds of any county, township, city, village, incorporated town, municipal corporation or school district; (6) fully collateralized repurchase agreements; (7) the State Treasurer's Illinois and Prime Funds; and (8) money market mutual funds and certain other instruments.

At June 30, 2020, the District's cash and investments consisted of the following:

	Governmental	Fiduciary	Total
Cash and investments	$ 155,909,497	$ 989,205	$ 156,898,702

For disclosure purposes, this amount is segregated as follows:

	Total
Deposits with financial institutions *	$ 56,238,186
Illinois School District Liquid Asset Fund (ISDLAF+)	90,824,464
First American Treasury Obligation Fund	4,850,320
Other investments	4,985,732
	$ 156,898,702

* Includes accounts held in demand accounts and savings accounts, as well as non-negotiable certificates of deposit, which are valued at cost.

The District categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. Valuation techniques used should maximize the use of observable inputs and minimize the use of unobservable inputs. The District’s investments detailed in the interest rate risk table below are measured using the market valuation method and level 2 valuation inputs.

NOTE B - DEPOSITS AND INVESTMENTS (Continued)

1. Interest Rate Risk

Interest rate risk is the risk that changes in interest rates will adversely affect the value of an investment. The District's investment policy seeks to ensure preservation of capital in the District's overall portfolio. Return on investment is of secondary importance to safety of principal and liquidity. The policy does not limit investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. However, the policy requires the District investment portfolio to be sufficiently liquid to enable the District to meet all operating requirements as the requirements come due. A portion of the portfolio is required to be invested in readily available funds to ensure appropriate liquidity.

Maturity information on other investments is shown in the table below:

		Investment Maturity (In Years)			
	Fair Value	Less than one	1-5	6-10	More than 10
Negotiable Certificates of Deposit	$ 1,236,864	$ -	$ 1,236,864	$ -	$ -
U.S. Treasuries	3,748,868	3,748,868	-	-	-
Total	$ 4,985,732	$ 3,748,868	$ 1,236,864	$ -	$ -

The following investments are measured at net asset value (NAV):

Investment Type		Unfunded Commitments	Redemption Frequency	Redemption Notice Period
ISDLAF+	$ 90,824,464	n/a	Daily	1 day

NOTE B - DEPOSITS AND INVESTMENTS (Continued)

2. Credit Risk

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. State law limits investments in commercial paper, corporate bonds and mutual funds to the top two ratings issued by nationally recognized statistical rating organizations (NRSROs).

The District also invests in the First American Treasury Obligation Fund. The fund portfolio holds U.S. Treasury Debt and U.S. Treasury Repurchase Agreements. Investments are rated at AAAm and are valued at share price, which is the price for which the investment could be sold.

The Illinois School District Liquid Asset Fund Plus (ISDLAF+) is a not-for-profit pooled investment trust formed pursuant to the Illinois Municipal Code and managed by a Board of Trustees, elected from participating members. The trust is not registered with the SEC as an investment company. Investments are rated AAAm and are valued at share price, which is the price for which the investment could be sold.

3. Concentration of Credit Risk

The District's investment policy requires diversification of the investment portfolio to minimize the risk of loss resulting from overconcentration in a particular type of security, risk factor, issuer, or maturity. The policy requires diversification strategies to be determined and revised periodically by the District's Investment Officer to meet the District's ongoing need for safety, liquidity, and rate of return.

4. Custodial Credit Risk

With respect to deposits, custodial credit risk is the risk that, in the event of a bank failure, the District's deposits may not be returned to it. The District's investment policy limits the exposure to deposit custodial credit risk by providing that all deposits in excess of FDIC insurable limits may be secured by collateral to protect against an event of default or failure of the financial institution holding the funds. At June 30, 2020, the bank balances of the District's deposits with financial institutions totaling $56,238,186 were fully insured or collateralized. The District's investment instruments are either held by the District or by the District's agent.

NOTE B - DEPOSITS AND INVESTMENTS (Continued)

4. Custodial Credit Risk (Continued)

With respect to investments, custodial credit risk is the risk that, in the event of the failure of the counterparty, the District will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The District's investment policy limits the exposure to investment custodial credit risk by requiring that all investments be in high-quality investment pools and/or secured by private insurance or collateral.

NOTE C - PROPERTY TAXES RECEIVABLE

The District must file its tax levy resolution by the last Tuesday in December of each year. The District's 2019 tax levy resolution was approved by the Board on November 12, 2019. The District's property tax is levied each year on all taxable real property located in the District and it becomes a lien on the property on January 1 of that year. The owner of real property on January 1 (the lien date) in any year is liable for taxes of that year.

Tax rate ceilings are applied at the fund level. These ceilings are established by state law subject to change only by the approval of the voters of the District.

The District's annual property tax levy is subject to Property Tax Extension Limitation Act (PTELA), which is applied in the aggregate to the total levy (excluding certain levies for the repayment of debt). PTELA limits the increase in total taxes billed to the lesser of 5% or the percentage increase in the Consumer Price Index (CPI) for the preceding year. The amount can be exceeded to the extent there is "new growth" in the District's tax base. The new growth consists of new construction, annexations, and tax increment finance district property becoming eligible for taxation.

Property taxes are collected by the Counties Collector/Treasurer, who remits to the District its share of collections. Taxes levied in one year become due and payable in two installments for each county as follows:

County	Due Dates
Cook	March 1 and August 1
DeKalb	June 1 and September 1
Kane	June 1 and September 1
McHenry	June 15 and September 15

Property taxes are normally collected by the District within 60 days of the respective installment dates.

NOTE C - PROPERTY TAXES RECEIVABLE (Continued)

The 2019 property tax levy is recognized as a receivable in fiscal 2020, net of estimated uncollectible amounts approximating 1% and less amounts already received. The District considers that the first installment of the 2019 levy is to be used to finance operations in fiscal 2020. The District has determined that the second installment of the 2019 levy is to be used to finance operations in fiscal 2021 and has included the corresponding receivable as a deferred inflow of resources.

NOTE D - CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2020 was as follows:

	Balance July 1, 2019	Additions/ Transfers	Deletions/ Transfers	Balance June 30, 2020
Capital assets, not being depreciated				
Land	$ 11,074,700	$ -	$ -	$ 11,074,700
Construction in progress	2,574,648	12,364,309	9,878,042	5,060,915
Total capital assets not being depreciated	13,649,348	12,364,309	9,878,042	16,135,615
Capital assets, being depreciated				
Land improvements	24,434,340	1,564,450	55,002	25,943,788
Buildings	360,372,086	9,878,042	1,345,870	368,904,258
Equipment	20,480,718	1,945,516	166,162	22,260,072
Vehicles	3,772,265	17,674	-	3,789,939
Total capital assets being depreciated	409,059,409	13,405,682	1,567,034	420,898,057
Less accumulated depreciation for:				
Land improvements	13,148,357	1,092,019	55,002	14,185,374
Buildings	66,166,675	5,784,461	1,345,870	70,605,266
Equipment	19,076,491	634,806	163,309	19,547,988
Vehicles	3,429,197	149,447	-	3,578,644
Total accumulated depreciation	101,820,720	7,660,733	1,564,181	107,917,272

NOTE D - CAPITAL ASSETS (Continued)

	Balance July 1, 2019	Additions/ Transfers	Deletions/ Transfers	Balance June 30, 2020
Total capital assets being depreciated, net	$ 307,238,689	$ 5,744,949	$ 2,853	$ 312,980,785
Governmental activities capital assets, net	$ 320,888,037	$ 18,109,258	$ 9,880,895	$ 329,116,400

Depreciation expense was charged to functions/programs of the primary government as follows:

Regular programs	$ 4,090,136
Special programs	497,320
Other instructional programs	564,373
Pupils	158,820
Instructional staff	478,226
General administration	77,796
School administration	266,554
Business	383,894
Transportation	188,210
Operations and maintenance	926,290
Central	29,114
Total depreciation expense - governmental activities	$ 7,660,733

NOTE E - LONG-TERM LIABILITIES

1. Changes in General Long-Term Liabilities

During the year ended June 30, 2020, the following is the long-term liability activity for the District:

	Balance July 1, 2019	Accretion / Additions	Reductions / Refunded	Balance June 30, 2020
Bonds payable:				
General obligation bonds	$ 238,930,000	$ 16,090,000	$ 21,495,000	$ 233,525,000
Capital appreciation bonds	33,449,267	2,397,065	10,375,000	25,471,332
Qualified Zone Academy Bonds	6,990,000	-	1,020,000	5,970,000
Debt certificates	14,380,000	-	685,000	13,695,000
Add unamortized premium	16,812,221	-	2,996,355	13,815,866
ISBE technology revolving loan	164,313	-	164,313	-
Capital leases	865,225	-	865,225	-
IMRF net pension liability	16,131,694	13,014,647	23,425,347	5,720,994
TRS net pension liability	12,336,544	4,450,621	4,187,658	12,599,507
RHP total other postemployment benefit liability	2,562,040	741,576	373,158	2,930,458
THIS net other postemployment benefit liability	126,417,457	12,322,725	2,910,668	135,829,514
Compensated absences	3,084,611	842,350	1,094,214	2,832,747
Total long-term liabilities - governmental activities	$ 472,123,372	$ 49,858,984	$ 69,591,938	$ 452,390,418

	Due Within One Year
General obligation bonds	$ 4,820,000
Capital appreciation bonds	11,290,000
Debt certificates	455,000
Qualified Zone Academy Bonds	1,270,000
Compensated absences	751,482
	$ 18,586,482

NOTE E - LONG-TERM LIABILITIES (Continued)

1. Changes in General Long-Term Liabilities (Continued)

The IMRF portion of the net pension liability will be repaid from the Municipal Retirement/Social Security Fund. The TRS portion of the net pension liability and the THIS portion of the net OPEB liability will be repaid from the General Fund. Compensated absences, if unused and require payment upon termination, and the portion of the total OPEB liability related to the District's standalone plan will be paid from the appropriate operating fund (General, Operations and Maintenance, Transportation) as they are incurred based on the fund used to pay the employee's regular salary.

2. General Obligation Bonds and Capital Appreciation Bonds

During the fiscal year ended June 30, 2020, the District issued $16,090,000 of General Obligation Refunding School Bonds, Series 2019. These bonds payable were used to refund the remaining portion of principal and interest maturities on the District's 2007 General Obligation Building Bonds and to restructure the District's debt. This transaction resulted in a theoretical economic gain (difference between the present value of the debt service payments on the old and new debt) of $880,519.

In the current year and prior years, the District defeased certain general obligation bonds by placing the proceeds of new bonds in an irrevocable trust to provide for future debt service payments on the old bonds. Accordingly, the trust account assets and the liability for the defeased debt are not included in the District's financial statements. At June 30, 2020, $122,445,000 of bond principal outstanding are considered defeased.

General obligation bonds are direct obligations, and pledge the full faith and credit of the District. The amount of the bonds payable at June 30, 2020 is as follows:

Issuance, Purpose, and Maturity	Interest Rates	Original Issue	Face Amount	Carrying Amount
General Obligation Bonds - 2010 Refunding bonds - Matures January 2023	2.00% - 4.25%	$ 16,750,000	$ 5,075,000	$ 5,075,000
General Obligation Bonds - 2012 Refunding bonds - Matures January 2023	2.00% - 3.00%	9,725,000	6,710,000	6,710,000

NOTE E - LONG-TERM LIABILITIES (Continued)

2. General Obligation Bonds and Capital Appreciation Bonds (Continued)

Issuance, Purpose, and Maturity	Interest Rates	Original Issue	Face Amount	Carrying Amount
General Obligation Bonds - 2013 Refunding bonds - Matures January 2033	5.00% - 5.25%	$ 59,815,000	$ 59,815,000	$ 59,815,000
General Obligation Bonds - 2014 Refunding bonds - Matures January 2027	3.55%	5,000,000	5,000,000	5,000,000
General Obligation Bonds - 2015 Refunding bonds - Matures January 2028	4.00% - 5.00%	89,655,000	73,865,000	73,865,000
General Obligation Bonds - 2017 Refunding bonds - Matures January 2028	4.50% - 5.25%	40,600,000	40,600,000	40,600,000
General Obligation Bonds - 2018A Refunding bonds - Matures January 2028	4.00% - 5.00%	18,635,000	18,635,000	18,635,000
General Obligation Bonds - 2018B Refunding bonds - Matures January 2028	4.50% - 5.25%	8,865,000	7,735,000	7,735,000
General Obligation Bonds - 2019 Refunding bonds - Matures January 2025	2.00%	16,090,000	16,090,000	16,090,000
Subtotal - General Obligation Bonds		$ 265,135,000	$ 233,525,000	$ 233,525,000

NOTE E - LONG-TERM LIABILITIES (Continued)

2. General Obligation Bonds and Capital Appreciation Bonds (Continued)

Issuance, Purpose, and Maturity	Interest Rates	Original Issue	Face Amount	Carrying Amount
Capital Appreciation Bonds - 2001 School Building bonds - Matures December 2021	zero coupon	$ 21,770,265	$ 17,480,000	$ 15,862,584
Capital Appreciation Bonds - 2002 General Obligation Working Cash bond - Matures December 2021	zero coupon	11,219,774	10,350,000	9,608,748
		$ 298,125,039	$ 261,355,000	$ 258,996,332

At June 30, 2020, the District's future cash flow requirements for retirement of bond principal and interest were as follows:

Year Ending June 30	Principal	Interest	Total
2021	$ 16,110,000	$ 10,859,113	$ 26,969,113
2022	16,640,000	10,621,376	27,261,376
2023	16,475,000	10,618,376	27,093,376
2024	17,210,000	9,962,326	27,172,326
2025	18,200,000	9,101,826	27,301,826
2026-2030	102,270,000	34,360,585	136,630,585
2031-2033	74,450,000	7,823,170	82,273,170
Total	$ 261,355,000	$ 93,346,772	$ 354,701,772

These payments will be made from amounts budgeted from the debt service tax levies in future periods. There is $9,357,804 in the Debt Service Fund to service the outstanding bonds payable.

The District is subject to the Illinois School Code, which limits the indebtedness to 13.8% of the most recent available equalized assessed valuation of the District. As of June 30, 2020, the statutory debt limit for the District was $515,559,754 of which $234,539,754 is fully available. There are numerous covenants with which the District must comply in regard to these bond issues. As of June 30, 2020, the District was in compliance with all significant bond covenants, including federal arbitrage regulations.

NOTE E - LONG-TERM LIABILITIES (Continued)

3. Debt Certificates

The amount of debt certificates outstanding at June 30, 2020 is as follows:

Issuance, Purpose, and Maturity	Interest Rates	Original Issue	Carrying Amount
Debt Certificate - 2014 Matures January 2029	3.13% - 3.68%	$ 5,000,000	$ 5,000,000
Debt Certificate - 2016 Matures January 2026	1.25% - 2.50%	2,530,000	1,730,000
Debt Certificate - 2016A Matures January 2031	1.25% - 3.15%	7,450,000	6,965,000
		$ 14,980,000	$ 13,695,000

At June 30, 2020, annual debt service requirements to maturity for debt certificates principal and interest are as follows:

Year Ending June 30,	Principal	Interest	Total
2021	$ 455,000	$ 405,908	$ 860,908
2022	465,000	397,945	862,945
2023	470,000	389,110	859,110
2024	480,000	379,475	859,475
2025	1,540,000	368,820	1,908,820
2026-2030	8,435,000	1,106,350	9,541,350
2031	1,850,000	58,275	1,908,275
Total	$ 13,695,000	$ 3,105,883	$ 16,800,883

The obligations for the debt certificates will be repaid from the Debt Service Fund with funds provided by the Operations and Maintenance Fund.

NOTE E - LONG-TERM LIABILITIES (Continued)

4. Qualified Zone Academy Bonds (QZAB)

School districts that qualify for QZAB bonds must be located in an empowerment zone or an enterprise community expected to have at least 35% or more of their students eligible for free or reduced lunch under the National School Lunch Act. At least 95% of the proceeds from QZAB bonds must be used to fund qualifying projects that rehabilitate or repair public school buildings, provide equipment for public school use, develop course materials, or train teachers and other school personnel. QZAB bonds currently outstanding are as follows:

Issuance, Purpose, and Maturity	Interest Rates	Original Issue	Carrying Amount
Qualified Zone Academy Bonds Series 2013 - Matures January 2024	N/A	$ 5,000,000	$ 4,200,000
QZAB Debt Certificate Series 2017A - Matures January 2028	0.50%	1,100,000	885,000
QZAB Debt Certificate Series 2017B - Matures January 2028	0.50%	1,100,000	885,000
		$ 7,200,000	$ 5,970,000

At June 30, 2020, annual debt service requirements to maturity for QZAB bonds principal and interest are as follows:

Year Ending June 30,	Principal	Interest	Total
2021	$ 1,270,000	$ 8,850	$ 1,278,850
2022	1,270,000	7,750	1,277,750
2023	1,270,000	6,650	1,276,650
2024	1,270,000	5,550	1,275,550
2025	220,000	4,450	224,450
2026-2028	670,000	6,750	676,750
Total	$ 5,970,000	$ 40,000	$ 6,010,000

NOTE E - LONG-TERM LIABILITIES (Continued)

4. Qualified Zone Academy Bonds (QZAB) (Continued)

The obligations for the QZAB bonds will be repaid from the Debt Service Fund with funds provided by the Operations and Maintenance Fund.

5. Certificates of Participation

In 2012, the District entered into a revolving loan with the Illinois State Board of Education for the purchase of technology equipment. The final payment on this loan was made in 2015. The loan was renewed for an additional $637,475 and $964,600 in 2015 and 2017, respectively, which again was for the purchase of technology equipment. The loan carried a 2.00% interest rate throughout its life and payments were made semi-annually on June 1st and December 1st. The loan was paid in full during fiscal year 2020.

6. Capital Leases

The District has entered into a lease agreement as lessee for financing the acquisition of technology equipment. The lease agreement qualifies as a capital lease for accounting purposes, and therefore, the obligation has been recorded at the present value of the future minimum lease payments as of the inception date. The obligations were paid from the Debt Service Fund, funded through annual transfers from the General Fund and Operations and Maintenance Fund. The capital lease was paid in full during fiscal year 2020.

NOTE F - INTERFUND TRANSFERS

The District transferred $1,020,000 and $420,260 to the Debt Service Fund from the Operations and Maintenance Fund for principal and interest payments on debt certificates.

The District transferred $685,000 and $9,400 to the Debt Service Fund from the Operations and Maintenance Fund for principal and interest payments on QZAB bonds.

The District transferred $864,978 and $7,318 to the Debt Service Fund from the General (Educational Account) Fund for principal and interest payments on capital leases.

The District transferred $164,313 and $1,644 to the Debt Service Fund from the General (Educational Account) Fund for principal and interest payments on the ISBE technology revolving loan.

The District transferred $4,500,000 to the Capital Projects Fund from the Operations and Maintenance Fund to be used for future capital projects.

NOTE G - RISK MANAGEMENT

The District is exposed to various risks of loss related to employee health benefits; workers' compensation claims; theft of, damage to, and destruction of assets; and natural disasters. To protect from risks related to workers' compensation and the theft of, damage to, and destruction of assets; and natural disasters, the District participates in the Collective Liability Insurance Cooperative (CLIC). The District pays annual premiums to the pool for insurance coverage. The arrangements with the pool provides that it will be self-sustaining through member premiums and will reinsure through commercial companies for claims in excess of certain levels established by the pool. There have been no significant reductions in insurance coverage in any of the past three fiscal years. There have been no amounts of settlements that exceeded insurance coverage in each of the past three fiscal years.

Complete financial statements for CLIC can be obtained from its Treasurer at 634 Kenilworth, Grayslake, Illinois

The District is self-insured for medical, dental and vision coverage that is provided to District personnel. A third party administrator administers claims for a monthly fee per participant. Expenditures are recorded as incurred in the form of direct contributions from the District to the third party administrator for payment of employee health, dental, vision, and administration fees. The District's liability will not exceed $200,000 per employee, as provided by stop-loss provisions incorporated in the medical plan.

At June 30, 2020, total unpaid claims, including an estimate of claims that have been incurred but not reported to the administrative agent for medical, totaled $3,906,601. Total disclosure includes both IBNR and fund level claims payable. The fund level claims payable portion as of June 30, 2020 is $3,906,601. The estimates are developed based on a claims incurred and claims paid lag study prepared by the District's health care, dental and vision providers.

For the two years ended June 30, 2020 and 2019, changes in the liability for unpaid claims are as follows:

	June 30, 2020	June 30, 2019
Unpaid claims, beginning of fiscal year	$ 2,582,080	$ 3,898,594
Incurred claims (including those claims incurred but not reported)	23,554,715	22,763,496
Claim payments	(22,230,194)	(24,080,010)
Unpaid claims, end of fiscal year	$ 3,906,601	$ 2,582,080

NOTE H - PENSION LIABILITIES

1. Teachers' Retirement System of the State of Illinois

General Information about the Pension Plan

Plan Description
The District participates in the Teachers' Retirement System of the State of Illinois (TRS). TRS is a cost-sharing multiple-employer defined benefit pension plan that was created by the Illinois legislature for the benefit of Illinois public school teachers employed outside the city of Chicago. TRS members include all active nonannuitants who are employed by a TRS-covered employer to provide services for which teacher licensure is required. The Illinois Pension Code outlines the benefit provisions of TRS, and amendments to the plan can be made only by legislative action with the Governor's approval. The TRS Board of Trustees is responsible for the System's administration.

TRS issues a publicly available financial report that can be obtained at www.trsil.org/financial/cafrs/fy2019; by writing to TRS at 2815 W. Washington, PO Box 19253, Springfield, IL 62794; or by calling (888) 678-3675, option 2.

Benefits Provided
TRS provides retirement, disability, and death benefits. Tier I members have TRS or reciprocal system service prior to January 1, 2011. Tier I members qualify for retirement benefits at age 62 with five years of service, at age 60 with 10 years, or age 55 with 20 years. The benefit is determined by the average of the four highest consecutive years of creditable earnings within the last 10 years of creditable service and the percentage of average salary to which the member is entitled. Most members retire under a formula that provides 2.2 percent of final average salary up to a maximum of 75 percent with 34 years of service. Disability and death benefits are also provided.

NOTE H - PENSION LIABILITIES (Continued)

1. Teachers' Retirement System of the State of Illinois (Continued)

General Information about the Pension Plan (Continued)

Benefits Provided (Continued)
Tier II members qualify for retirement benefits at age 67 with 10 years of service, or a discounted annuity can be paid at age 62 with 10 years of service. Creditable earnings for retirement purposes are capped and the final average salary is based on the highest consecutive eight years of creditable service rather than the highest four. Disability provisions for Tier II are identical to those of Tier I. Death benefits are payable under a formula that is different from Tier I.

Essentially all Tier I retirees receive an annual 3 percent increase in the current retirement benefit beginning January 1 following the attainment of age 61 or on January 1 following the member's first anniversary in retirement, whichever is later. Tier II annual increases will be the lesser of three percent of the original benefit or one-half percent of the rate of inflation beginning January 1 following attainment of age 67 or on January 1 following the member's first anniversary in retirement, whichever is later.

Public Act 100-0023, enacted in 2017, creates an optional Tier III hybrid retirement plan, but it has not yet gone into effect. Public Act 100-0587, enacted in 2018, requires TRS to offer two temporary benefit buyout programs that expire on June 30, 2021. One program allows retiring Tier I members to receive a partial lump-sum payment in exchange for accepting a lower, delayed annual increase. The other allows inactive vested Tier I and II members to receive a partial lump-sum payment in lieu of a retirement annuity. Both programs began in 2019 and are funded by bonds issued by the state of Illinois.

Contributions
The state of Illinois maintains the primary responsibility for funding TRS. The Illinois Pension Code, as amended by Public Act 88-0593 and subsequent acts, provides that for years 2010 through 2045, the minimum contribution to the System for each fiscal year shall be an amount determined to be sufficient to bring the total assets of the System up to 90 percent of the total actuarial liabilities of the System by the end of fiscal year 2045.

Contributions from active members and TRS contributing employers are also required by the Illinois Pension Code. The contribution rates are specified in the pension code. The active member contribution rate for the year ended June 30, 2019, was 9.0 percent of creditable earnings. The member contribution, which may be paid on behalf of employees by the employer, is submitted to TRS by the employer.

NOTE H - PENSION LIABILITIES (Continued)

1. Teachers' Retirement System of the State of Illinois (Continued)

General Information about the Pension Plan (Continued)

Contributions (Continued)

On-behalf Contributions to TRS

The State of Illinois makes employer pension contributions on behalf of the employer. For the year ended June 30, 2020, State of Illinois contributions recognized by the District were based on the state's proportionate share of the collective net pension liability associated with the District, and the District recognized revenue and expenses of $97,358,520 in the governmental activities based on the economic resources measurement basis and revenues and expenditures in the amount of $55,522,460 in the General Fund based on the current financial resources measurement basis.

2.2 Formula Contributions

Employers contribute 0.58 percent of total creditable earnings for the 2.2 formula change. The contribution rate is specified by statute. Contributions for the year ended June 30, 2020, were $720,114, and are deferred because they were paid after the June 30, 2019 measurement date.

Federal and Special Trust Fund Contributions

When TRS members are paid from federal and special trust funds administered by the employer, there is a statutory requirement for the employer to pay an employer pension contribution from those funds. Under Public Act 100-0340, the federal and special trust fund contribution rate is the total employer normal cost beginning with the year ended June 30, 2018.

Previously, employer contributions for employees paid from federal and special trust funds were at the same rate as the state contribution rate to TRS and were much higher.

For the year ended June 30, 2020, the employer pension contribution was 10.66 percent of salaries paid from federal and special trust funds. For the year ended June 30, 2020, salaries totaling $2,072,759 were paid from federal and special trust funds that required employer contributions of $220,956.

NOTE H - PENSION LIABILITIES (Continued)

1. Teachers' Retirement System of the State of Illinois (Continued)

General Information about the Pension Plan (Continued)

Contributions (Continued)

Early Retirement Cost Contributions

Under GASB Statement No. 68, contributions that an employer is required to pay because of a TRS member retiring are categorized as specific liability payments. The District is required to make a one-time contribution to TRS for members granted salary increases over 6 percent if those salaries are used to calculate a retiree's final average salary.

A one-time contribution is also required for members granted sick leave days in excess of the normal annual allotment if those days are used as TRS service credit. For the year ended June 30, 2020, the District paid $16,128 to TRS for employer contributions due on salary increases in excess of 6 percent and $0 for sick leave days granted in excess of the normal annual allotment.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At June 30, 2020, the District reported a liability for its proportionate share of the net pension liability (first amount shown below) that reflected a reduction for state pension support provided to the District. The state's support and total are for disclosure purposes only. The amount recognized by the District as its proportionate share of the net pension liability, the related state support, and the total portion of the net pension liability that was associated with the District were as follows:

District's proportionate share of the net pension liability	$	12,599,507
State's proportionate share of the net pension liability associated with the District		896,693,182
Total	$	909,292,689

NOTE H - PENSION LIABILITIES (Continued)

1. Teachers' Retirement System of the State of Illinois (Continued)

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (Continued)

The net pension liability was measured as of June 30, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2018, and rolled forward to June 30, 2019. The District's proportion of the net pension liability was based on the District's share of contributions to TRS for the measurement year ended June 30, 2019, relative to the contributions of all participating TRS employers and the state during that period. At June 30, 2019, the District's proportion was 0.0155342033 percent, which was a decrease of 0.0002930722 percent from its proportion measured as of June 30, 2018.

For the year ended June 30, 2020, the District recognized the following pension expense/expenditures and revenue pertaining to the District's employees:

	Governmental Activities	General Fund
State on-behalf contributions - revenue and expense/expenditure	$ 97,358,520	$ 55,522,460
District TRS pension expense (benefit)	(487,270)	720,114
Total TRS expense/expenditure	$ 96,871,250	$ 56,242,574

NOTE H - PENSION LIABILITIES (Continued)

1. Teachers' Retirement System of the State of Illinois (Continued)

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (Continued)

At June 30, 2020, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	$ 206,598	$ -
Changes of assumptions	282,315	241,846
Net difference between projected and actual earnings on pension plan investments	19,959	-
Changes in proportion and differences between District contributions and proportionate share of contributions	3,936,738	14,550,049
Total deferred amounts to be recognized in pension expense in future periods	4,445,610	14,791,895
District contributions subsequent to the measurement date	720,114	-
	$ 5,165,724	$ 14,791,895

The District reported $720,114 as deferred outflows of resources related to pensions resulting from District contributions subsequent to the measurement date, which will be recognized as a reduction of the net pension liability in the reporting year ended June 30, 2021. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

NOTE H - PENSION LIABILITIES (Continued)

1. Teachers' Retirement System of the State of Illinois (Continued)

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (Continued)

Year ended June 30:		Net Deferred Inflows of Resources
2021	$	2,328,326
2022		2,362,667
2023		3,792,166
2024		1,849,755
2025		13,371
Thereafter		-
	$	10,346,285

Actuarial Assumptions

The total pension liability in the June 30, 2019 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.50 percent
Salary increases	varies by amount of service credit
Investment rate of return	7.00 percent, net of pension plan investment expense, including inflation

In the June 30, 2019 actuarial valuation, mortality rates were based on the RP-2014 White Collar Table with appropriate adjustments for TRS experience. The rates are based on a fully-generational basis using projection table MP-2017. In the June 30, 2018 actuarial valuation, mortality rates were also based on the RP-2014 White Collar Table with appropriate adjustments for TRS experience. The rates were used on a fully-generational basis using projection table MP-2014.

The long-term (20-year) expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class that were used by the actuary are summarized in the following table:

NOTE H - PENSION LIABILITIES (Continued)

1. Teachers' Retirement System of the State of Illinois (Continued)

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (Continued)

Actuarial Assumptions (Continued)

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
U.S. equities large cap	15.0 %	6.3 %
U.S. equities small/mid cap	2.0	7.7
International equities developed	13.6	7.0
Emerging market equities	3.4	9.5
U.S. bonds core	8.0	2.2
U.S. bonds high yield	4.2	4.0
International debt developed	2.2	1.1
Emerging international debt	2.6	4.4
Real estate	16.0	5.2
Real return	4.0	1.8
Absolute return	14.0	4.1
Private equity	15.0	9.7
Total	100.0 %	

Discount Rate

At June 30, 2019, the discount rate used to measure the total pension liability was 7.00 percent, which was the same as the June 30, 2018 rate. The projection of cash flows used to determine the discount rate assumed that employee contributions, employer contributions, and state contributions will be made at the current statutorily-required rates.

NOTE H - PENSION LIABILITIES (Continued)

1. Teachers' Retirement System of the State of Illinois (Continued)

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (Continued)

Discount Rate (Continued)

Based on those assumptions, TRS's fiduciary net position at June 30, 2019 was projected to be available to make all projected future benefit payments of current active and inactive members and all benefit recipients. Tier I's liability is partially funded by Tier II members, as the Tier II member contribution is higher than the cost of Tier II benefits. Due to this subsidy, contributions from future members in excess of the service cost are also included in the determination of the discount rate. All projected future payments were covered, so the long-term expected rate of return on TRS investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the District's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the District's proportionate share of the net pension liability calculated using the discount rate of 7.00 percent, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.00 percent) or 1-percentage-point higher (8.00 percent) than the current rate:

	1% Decrease 6.00%	Current Discount Rate 7.00%	1% Increase 8.00%
District's proportionate share of the net pension liability	$ 15,389,195	$ 12,599,507	$ 10,305,830

TRS Fiduciary Net Position

Detailed information about the TRS's fiduciary net position as of June 30, 2019 is available in the separately issued TRS *Comprehensive Annual Financial Report.*

NOTE H - PENSION LIABILITIES (Continued)

2. Illinois Municipal Retirement Fund

Plan Description

The District's defined benefit pension plan for regular employees provides retirement and disability benefits, postretirement increases, and death benefits to plan members and beneficiaries. The District's plan is managed with the Illinois Municipal Retirement Fund (IMRF), the administrator of an agent multi-employer public pension fund. A summary of IMRF's pension benefits is provided in the Benefits Provided section below. Details of all benefits are available from IMRF. Benefit provisions are established by statute and may only be changed by the General Assembly of the State of Illinois. IMRF issues a publicly available Comprehensive Annual Financial Report that includes financial statements, detailed information about the pension plan's fiduciary net position, and required supplementary information. That report is available for download at www.imrf.org.

Benefits Provided

IMRF has three benefit plans. The vast majority of IMRF members participate in the Regular Plan (RP).

All three IMRF benefit plans have two tiers. Employees hired before January 1, 2011, are eligible for Tier 1 benefits. Tier 1 employees are vested for pension benefits when they have at least eight years of qualifying service credit. Tier 1 employees who retire at age 55 (at reduced benefits) or after age 60 (at full benefits) with eight years of service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1-2/3% of the final rate of earnings for the first 15 years of service credit, plus 2% for each year of service credit after 15 years to a maximum of 75% of their final rate of earnings. Final rate of earnings is the highest total earnings during any consecutive 48 months within the last 10 years of service, divided by 48. Under Tier 1, the pension is increased by 3% of the original amount on January 1 every year after retirement.

Employees hired on or after January 1, 2011, are eligible for Tier 2 benefits. For Tier 2 employees, pension benefits vest after ten years of service. Participating employees who retire at age 62 (at reduced benefits) or after age 67 (at full benefits) with ten years of service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1-2/3% of the final rate of earnings for the first 15 years of service credit, plus 2% for each year of service credit after 15 years to a maximum of 75% of their final rate of earnings. Final rate of earnings is the highest total earnings during any 96 consecutive months within the last 10 years of service, divided by 96. Under Tier 2, the pension is increased on January 1 every year after retirement, upon reaching age 67, by the lesser of 3% of the original pension amount, or 1/2 of the increase in the Consumer Price Index of the original pension amount.

NOTE H - PENSION LIABILITIES (Continued)

2. Illinois Municipal Retirement Fund (Continued)

Employees Covered by Benefit Terms

As of December 31, 2019, the following employees were covered by the benefit terms:

Retirees and beneficiaries currently receiving benefits	630
Inactive plan members entitled to but not yet receiving benefits	876
Active plan members	790
Total	2,296

Contributions

As set by statute, the District's Regular Plan Members are required to contribute 4.5% of their annual covered salary. The statute requires employers to contribute the amount necessary, in addition to member contributions, to finance the retirement coverage of its own employees. The District's annual contribution rate for calendar year 2019 was 8.02%. For the fiscal year ended June 30, 2020 the District contributed $2,503,426 to the plan. The District also contributes for disability benefits, death benefits, and supplemental retirement benefits, all of which are pooled at the IMRF level. Contribution rates for disability and death benefits are set by IMRF's Board of Trustees, while the supplemental retirement benefits rate is set by statute.

Net Pension Liability

The District's net pension liability was measured as of December 31, 2019. The total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date.

Actuarial Assumptions

The following are the methods and assumptions used to determine total pension liability at December 31, 2019:

Actuarial Cost Method	Entry Age Normal
Asset Valuation Method	Market Value of Assets
Inflation Rate	2.50%
Salary Increases	3.35% to 14.25%
Investment Rate of Return	7.25%

NOTE H - PENSION LIABILITIES (Continued)

2. Illinois Municipal Retirement Fund (Continued)

Actuarial Assumptions (Continued)

Retirement Age	Experience-based table of rates, specific to the type of eligibility condition. Last updated for the 2017 valuation pursuant to an experience study of the period 2014-2016.
Mortality	For non-disabled retirees, the IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). The IMRF specific rates were developed from the RP-2014 Blue Collar Health Annuitant Mortality Table with adjustments to match current IMRF experience. For disabled retirees, an IMRF specific mortality table was used with fully generational projections scale MP-2017 (base year 2015). The IMRF specific rates were developed from the RP-2014 Disabled Retirees Mortality Table, applying the same adjustment that were applied for non-disabled lives. For active members, an IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). The IMRF specific rates were developed from the RP-2014 Employee Mortality Table with adjustments to match current IMRF experience.
Long-term Expected Rate of Return	The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense, and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return to the target asset allocation percentage and adding expected inflation. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

NOTE H - PENSION LIABILITIES (Continued)

2. Illinois Municipal Retirement Fund (Continued)

Actuarial Assumptions (Continued)

Long-term Expected Rate of Return (Continued)

Asset Class	Portfolio Target Percentage	Long-Term Expected Real Rate of Return
Domestic equity	37%	5.75%
International equity	18%	6.50%
Fixed income	28%	3.25%
Real estate	9%	5.20%
Alternative investments	7%	3.60% - 7.60%
Cash equivalents	1%	1.85%
Total	100%	

Single Discount Rate

A Single Discount Rate of 7.25% was used to measure the total pension liability. The projection of cash flow used to determine this Single Discount Rate assumed that the plan members' contributions will be made at the current contribution rate, and that employer contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. The Single Discount Rate reflects:

a. The long-term expected rate of return on pension plan investments (during the period in which the fiduciary net position is projected to be sufficient to pay benefits), and

b. The tax-exempt municipal bond rate based on an index of 20-year general obligation bonds with an average AA credit rating (which is published by the Federal Reserve) as of the measurement date (to the extent that the contributions for use with the long-term expected rate of return are not met).

For the purpose of the most recent valuation, the expected rate of return on pension plan investments is 7.25%, the municipal bond rate is 2.75% (based on the daily rate closest to but not later than the measurement date of the "20-Year Municipal GO AA index"), and the resulting single discount rate is 7.25%.

NOTE H - PENSION LIABILITIES (Continued)

2. Illinois Municipal Retirement Fund (Continued)

Changes in Net Pension Liability

The following table shows the components of the change in the District's net pension liability for the calendar year ended December 31, 2019:

	Total Pension Liability (A)	Plan Fiduciary Net Position (B)	Net Pension Liability (A) - (B)
Balances at December 31, 2018	$ 122,238,896	$ 106,107,202	$ 16,131,694
Changes for the year:			
Service cost	2,967,765	-	2,967,765
Interest on the total pension liability	8,776,086	-	8,776,086
Difference between expected and actual experience of the total pension liability	1,270,796	-	1,270,796
Changes of assumptions	-	-	-
Contributions - employer	-	2,280,124	(2,280,124)
Contributions - employees	-	1,300,743	(1,300,743)
Net investment income	-	19,540,927	(19,540,927)
Benefit payments, including refunds of employee contributions	(5,346,625)	(5,346,625)	-
Other (net transfer)	-	303,553	(303,553)
Net changes	7,668,022	18,078,722	(10,410,700)
Balances at December 31, 2019	$ 129,906,918	$ 124,185,924	$ 5,720,994

Sensitivity of the Net Pension Liability (Asset) to Changes in the Discount Rate

The following presents the plan's net pension liability (asset), calculated using a Single Discount Rate of 7.25%, as well as what the plan's net pension liability (asset) would be if it were calculated using a Single Discount Rate that is 1% lower or 1% higher than the current rate:

	1% Lower (6.25%)	Current Discount Rate (7.25%)	1% Higher (8.25%)
Net pension liability (asset)	$ 22,262,629	$ 5,720,994	$ (7,880,394)

NOTE H - PENSION LIABILITIES (Continued)

2. Illinois Municipal Retirement Fund (Continued)

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the year ended June 30, 2020 the District recognized pension expense of $2,604,242. At June 30, 2020, the District reported, deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Deferred amounts to be recognized in pension Expense in future periods		
Differences between expected and actual experience	$ 1,133,542	$ 109,833
Change of assumptions	1,496,521	604,110
Net difference between projected and actual earnings on pension plan investments	8,534,283	13,393,452
Total deferred amounts to be recognized in pension expense in the future periods	11,164,346	14,107,395
Pension contributions made subsequent to the measurement date	1,406,606	-
Total deferred amounts related to pensions	$ 12,570,952	$ 14,107,395

NOTE H - PENSION LIABILITIES (Continued)

2. Illinois Municipal Retirement Fund (Continued)

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (Continued)

The District reported $1,406,606 as deferred outflows of resources related to pensions resulting from District contributions subsequent to the measurement date that will be recognized as a reduction of the net pension liability in the reporting year ended June 30, 2021.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ended June 30,		Net Deferred (Outflows) Inflows of Resources
2020	$	(589,132)
2021		(552,083)
2022		578,398
2023		(2,380,232)
2024		-
Thereafter		-
Total	$	(2,943,049)

NOTE H - PENSION LIABILITIES (Continued)

3. Summary of Pension Items

Below is a summary of the various pension items:

	TRS	IMRF	Total
Deferred outflows of resources:			
Employer contributions	$ 720,114	$ 1,406,606	$ 2,126,720
Experience	206,598	1,133,542	1,340,140
Assumptions	282,315	1,496,521	1,778,836
Proportionate share	3,936,738	-	3,936,738
Investments	19,959	8,534,283	8,554,242
	$ 5,165,724	$ 12,570,952	$ 17,736,676
Net pension liability	$ 12,599,507	$ 5,720,994	$ 18,320,501
Pension expense	$ 96,871,250	$ 2,604,242	$ 99,475,492
Deferred inflows of resources:			
Assumptions	$ 241,846	$ 604,110	$ 845,956
Experience	-	109,833	109,833
Investments	-	13,393,452	13,393,452
Proportionate share	14,550,049	-	14,550,049
	$ 14,791,895	$ 14,107,395	$ 28,899,290

4. Social Security/Medicare

Employees not qualifying for coverage under the Illinois Teachers' Retirement System or the Illinois Municipal Retirement Fund are considered "nonparticipating employees". These employees and those qualifying for coverage under the Illinois Municipal Retirement Fund are covered under Social Security/Medicare. The District paid the total required contribution for the current fiscal year.

NOTE I - OTHER POSTEMPLOYMENT BENEFITS

1. Teachers' Health Insurance Security (THIS)

General Information about the Other Postemployment Plan

Plan Description
The District participates in the Teacher Health Insurance Security Fund (THIS), a cost-sharing, multiple-employer defined benefit post-employment healthcare plan that was established by the Illinois legislature for the benefit of retired Illinois public school teachers employed outside the city of Chicago.

The State Employees Group Insurance Act of 1971 (5 ILCS 375) outlines the benefit provisions of the THIS Fund and amendments to the plan can be made only by legislative action with the Governor's approval. The plan is administered by the Illinois Department of Central Management Services (CMS) with the cooperation of TRS. Section 6.6 of the State Employees Group Insurance Act of 1971 requires all active contributors to TRS who are not employees of the state to make a contribution to the THIS Fund.

The publicly available financial report of the THIS Fund may be found on the website of the Illinois Auditor General: http://www.auditor.illinois.gov/Audit-Reports/ABC-List.asp. The current reports are listed under "Central Management Services" (http://www.auditor.illinois.gov/Audit-Reports/CMS-THISF.asp). Prior reports are available under "Healthcare and Family Services" (http://www.auditor.illinois.gov/Audit-Reports/HEALTHCARE-FAMILY-SERVICES-Teacher-Health-Ins-Sec-Fund.asp).

Benefits Provided
The THIS Fund provides medical, prescription, and behavioral health benefits, but it does not provide vision, dental, or life insurance benefits to annuitants of the Teachers' Retirement System (TRS). Annuitants not enrolled in Medicare may participate in the state-administered participating provider option plan or choose from several managed care options. Annuitants who are enrolled in Medicare Parts A and B may be eligible to enroll in a Medicare Advantage plan.

NOTE I - OTHER POSTEMPLOYMENT BENEFITS (Continued)

1. Teachers' Health Insurance Security (THIS) (Continued)

General Information about the Other Postemployment Plan (Continued)

Contributions

On behalf contributions to the THIS Fund

The State of Illinois makes employer retiree health insurance contributions on behalf of the District. In the fund financial statements, the State contributions are intended to match contributions to the THIS Fund from active members, which were 1.24 percent of pay during the year ended June 30, 2020. In the government-wide financial statements, State of Illinois contributions also include a proportional allocation of the State's OPEB expense (based on the portion of the District's share of the expense compared to all School Districts in aggregate). For the year ended June 30, 2020, the District recognized revenue and expenses of $9,764,059 in the governmental activities based on the economic resources measurement basis and revenues and expenditures in the amount of $1,539,553 in the General Fund based on the current financial resources measurement basis for State of Illinois contributions on behalf of the District's employees.

District contributions to the THIS Fund

The District also makes contributions to the THIS Fund. The District THIS Fund contribution was 0.92 percent during the year ended June 30, 2020. For the year ended June 30, 2020, the District paid $1,142,249 to the THIS Fund, which was 100 percent of the required contribution. These amounts are deferred because they were paid after the June 30, 2019 measurement date.

The percentage of employer required contributions in the future will not exceed 105 percent of the percentage of salary actually required to be paid in the previous fiscal year.

NOTE I - OTHER POSTEMPLOYMENT BENEFITS (Continued)

1. Teachers' Health Insurance Security (THIS) (Continued)

Other Postemployment Benefit (OPEB) Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

At June 30, 2020, the District reported a liability for its proportionate share of the net OPEB liability (first amount shown below) that reflected a reduction for state OPEB support provided to the District. The state's support and total are for disclosure purposes only. The amount recognized by the District as its proportionate share of the net OPEB liability, the related state support, and the total portion of the net OPEB liability that was associated with the District were as follows:

District's proportionate share of the net OPEB liability	$	135,829,514
State's estimated proportionate share of the net OPEB liability associated with the District*		183,930,492
Total	$	319,760,006

* The State's proportionate share of the net OPEB liability (NOL) associated with the District is not available in the actuarial report and therefore the amount reported above is an estimate based allocating the State's total NOL for the entire plan (per the actuary) based on the District's proportionate share of the NOL to all the school districts participating in the Plan. Additionally, the amounts included below related to sensitivity of the healthcare rate, discount rate and amortization of deferred inflows and outflows are based on a similar allocation methodology.

The net OPEB liability was measured as of June 30, 2019, and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of June 30, 2018, and rolled forward to June 30, 2019. The District's proportion of the net OPEB liability was based on the District's share of contributions to THIS for the measurement year ended June 30, 2019, relative to the projected contributions of all participating THIS employers and the state during that period. At June 30, 2019, the District's proportion was 0.490759 percent, which was an increase of 0.010921 percent from its proportion measured as of June 30, 2018.

NOTE I - OTHER POSTEMPLOYMENT BENEFITS (Continued)

1. Teachers' Health Insurance Security (THIS) (Continued)

Other Postemployment Benefit (OPEB) Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB (Continued)

For the year ended June 30, 2020, the District recognized the following for OPEB expense/expenditure and revenue pertaining to the District's employees:

	Governmental Activities	General Fund
State on-behalf contributions - OPEB revenue and expense/expenditure	$ 9,764,059	$ 1,539,553
District OPEB pension expense	7,687,774	1,142,249
Total OPEB expense/expenditure	$ 17,451,833	$ 2,681,802

At June 30, 2020, the District reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	$ -	$ 2,253,983
Change of assumptions	51,494	15,570,486
Net difference between projected and actual earnings on OPEB plan investments	-	4,447
Changes in proportion and differences between District contributions and proportionate share of contributions	8,204,343	49,630
Total deferred amounts to be recognized in OPEB expense in future periods	8,255,837	17,878,546
District contributions subsequent to the measurement date	1,142,249	-
Total deferred amounts related to OPEB	$ 9,398,086	$ 17,878,546

NOTE I - OTHER POSTEMPLOYMENT BENEFITS (Continued)

1. Teachers' Health Insurance Security (THIS) (Continued)

Other Postemployment Benefit (OPEB) Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB (Continued)

The District reported $1,142,249 as deferred outflows of resources related to OPEB resulting from District contributions subsequent to the measurement date that will be recognized as a reduction of the net OPEB liability in the reporting year ended June 30, 2020. Other amounts reported as deferred inflows of resources and deferred outflows of resources related to OPEB will be recognized in OPEB expense as follows:

Year ending June 30:	Net Deferred Inflows of Resources
2020	$ 2,019,150
2021	2,019,150
2022	2,018,800
2023	2,018,070
2024	1,438,355
Thereafter	109,184
Total	$ 9,622,709

Actuarial Assumptions

The total OPEB liability in the June 30, 2019 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Actuarial Cost Method	Entry Age Normal, used to measure the Total OPEB Liability
Contribution Policy	Benefits are financed on a pay-as-you basis. Contribution rates are defined by statute. For fiscal year end June 30, 2019, contribution rates are 1.24% of pay for active members, 0.92% of pay for school districts, and 1.24% of pay for the State. Retired members contribute a percentage of premium rates. The goal of the policy is to finance current year costs plus a margin for incurred but not paid plan costs.

NOTE I - OTHER POSTEMPLOYMENT BENEFITS (Continued)

1. Teachers' Health Insurance Security (THIS) (Continued)

Other Postemployment Benefit (OPEB) Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB (Continued)

Actuarial Assumptions (Continued)

Asset Valuation Method	Market value
Investment rate of return	0.00%, net of OPEB plan investment expense, including inflation, for all plan years.
Inflation	2.50%
Salary increases	Depends on service and ranges from 9.50% at 1 year of service to 4.00% at 20 or more years of service. Salary increase includes a 3.25% wage inflation assumption.
Retirement Age	Experience-based table of rates that are specific to the type of eligibility condition. Last updated for the June 30, 2018, actuarial valuation.
Mortality	Retirement and Beneficiary Annuitants: RP-2014 White Collar Annuitant Mortality Table, adjusted for TRS experience. Disabled Annuitants: RP-2014 Disabled Annuitant Table. Pre-Retirement: RP-2014 White Collar Table. All tables reflect future mortality improvements using Projection Scale MP-2017.
Healthcare Trend Rate	Actual trend used for fiscal year 2019. For fiscal years on and after 2020, trend starts at 8.00% and 9.00% for non-Medicare cost and Medicare costs, respectively, and gradually decreases to an ultimate trend of 4.50%. Additional trend rate of 0.31% is added to non-Medicare cost on and after 2022 to account for the Excise Tax.
Aging Factors	Based on the 2013 SOA Study "Health Care Costs - From Birth to Death".
Expenses	Health administrative expenses are included in the development of the per capita claims costs. Operating expenses are included as a component of the Annual OPEB Expense.

NOTE I - OTHER POSTEMPLOYMENT BENEFITS (Continued)

1. Teachers' Health Insurance Security (THIS) (Continued)

Other Postemployment Benefit (OPEB) Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB (Continued)

Discount Rate

The State, the District and active members contribute 1.24 percent, 0.92 percent, 1.24 percent of pay, respectively for fiscal year 2019. Retirees contribute a percentage of the premium rate. The State also contributes an additional amount to cover plan costs in excess of contributions and investment income. Because plan benefits are financed on a pay-as-you-go basis, the single discount rate is based on a tax-exempt municipal bond rate index of 20-year general obligation bonds with an average AA credit rating as of the measurement date. A single discount rate of 3.62 percent at June 30, 2018, and 3.13 percent at June 30, 2019, was used to measure the total OPEB liability. The decrease in the single discount rate, from 3.62 percent to 3.13 percent, caused the total OPEB liability for the entire plan to increase by approximately $2,296 million as of June 30, 2019.

Investment Return

During plan year end June 30, 2019, the trust earned $397,000 in interest, and the market value of assets at June 30, 2019, is $68 million. Given the low asset value and pay-as-you-go funding policy, the investment return assumption was set to zero.

Money-Weighted Rate of Return

The annual money-weighted rate of return was estimated based on monthly investment performance, net of investment expenses, adjusted for changing amounts actually invested. The annual money-weighted rate of return was 2.038% for plan year end June 30, 2019, and 1.301% for plan year end June 30, 2018.

Sensitivity of the District's Proportionate Share of the Net OPEB Liability to Changes in the Discount Rate

The following presents the District's proportionate share of the net OPEB liability calculated using the discount rate of 3.13 percent, as well as what the District's proportionate share of the net OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (2.13 percent) or 1-percentage-point higher (4.13 percent) than the current rate:

	1% Decrease (2.13%)	Current Discount Rate (3.13%)	1% Increase (4.13%)
District's proportionate share of the net OPEB liability	$ 163,316,372	$ 135,829,514	$ 114,120,790

NOTE I - OTHER POSTEMPLOYMENT BENEFITS (Continued)

1. Teachers' Health Insurance Security (THIS) (Continued)

Other Postemployment Benefit (OPEB) Liabilities, OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB (Continued)

Sensitivity of the District's Proportionate Share of the Net OPEB Liability to Changes in the Healthcare Trend Rate

The following table shows the District's net OPEB liability as of June 30, 2019, using current trend rates and sensitivity trend rates that are either one percentage point higher or lower. The key trend rates are 8.00% in 2020 decreasing to an ultimate trend rate of 4.81% in 2027, for non-Medicare coverage, and 9.00% in 2020 decreasing to an ultimate trend rate of 4.50% in 2027 for Medicare coverage.

	1% Decrease*	Current Healthcare Trend Rate	1% Increase **
District's proportionate share of the net OPEB liability	$ 109,739,167	$ 135,829,514	$ 171,067,820

* One percentage point decrease in healthcare trend rates are 7.00% in 2020 decreasing to an ultimate trend rate of 3.81% in 2027, for non-Medicare coverage, and 8.00% in 2020 decreasing to an ultimate trend rate of 3.50% in 2027 for Medicare coverage.

** One percentage point increase in healthcare trend rates are 9.00% in 2020 decreasing to an ultimate trend rate of 5.81% in 2027, for non-Medicare coverage, and 10.00% in 2020 decreasing to an ultimate trend rate of 5.50% in 2027 for Medicare coverage.

2. Retiree Health Plan

Plan Description

The District administers a single-employer defined benefit healthcare plan ("the Retiree Health Plan"). The benefits, benefit levels, employee contributions and employer contributions are governed by the District and may be amended by the District through its employment contracts. The plan does not issue a separate financial report.

NOTE I - OTHER POSTEMPLOYMENT BENEFITS (Continued)

2. Retiree Health Plan (Continued)

Benefits Provided

Contribution requirements are established through contractual agreements. IMRF employees may continue health care into retirement on the District plan on a retiree-pay-all basis. Coverage can also be elected for spouses and eligible dependents. Coverage continues until premium payment ceases. The District does not pay any portion of the cost of coverage for retirees.

Employees Covered by Benefit Terms

As of June 30, 2020, the following employees were covered by the benefit terms:

Active employees	546
Inactive employees entitled to but not yet receiving benefits	-
Inactive employees currently receiving benefits	8
Total	554

NOTE I - OTHER POSTEMPLOYMENT BENEFITS (Continued)

2. Retiree Health Plan (Continued)

Total OPEB Liability

The total OPEB liability was determined by an actuarial valuation performed as of July 1, 2019 using the following actuarial methods and assumptions:

Actuarial valuation date	July 1, 2019
Measurement date	June 30, 2020
Actuarial cost method	Entry Age Normal
Actuarial assumptions:	
Inflation	3.00%
Discount rate	2.66%
Salary rate increase	4.00%
Healthcare inflation rate	5.50 - 6.50% initial 4.50% ultimate (reached in fiscal year 2036)
Mortality rates	IMRF employees and retirees rates are from the December 31, 2019 IMRF Actuarial Valuation Report. Active Employees: RP-2014 Employee Mortality Table for both males and females with 2-dimensional, fully generational improvements using the MP-2017 Mortality Improvement Scale. Retirees: IMRF-specific mortality rates with 2-dimensional, fully generational improvements using the MP-2017 Mortality Improvement Scale projected from 2015. The rates were developed from the RP-2014 Blue Collar Mortality Table with adjustments to match current IMRF experience.

NOTE I - OTHER POSTEMPLOYMENT BENEFITS (Continued)

2. Retiree Health Plan (Continued)

Total OPEB Liability (Continued)

Election at retirement	20% of active employees will elect coverage continuation of the District medical plan at retirement.
Marital status	40% of employees electing coverage are assumed to be married and to elect spousal coverage with males three years older than females. Actual spouse data was used for current retirees.

Discount Rate

The District does not have a dedicated Trust to pay retiree healthcare benefits. Per GASB 75, the discount rate should be a yield or index rate for 20-year, tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher (or equivalent quality on another rating scale). A rate of 2.66% is used, which is the S&P Municipal Bond 20-Year High-Grade Rate Index as of June 30, 2020.

NOTE I - OTHER POSTEMPLOYMENT BENEFITS (Continued)

2. Retiree Health Plan (Continued)

Changes in the Total OPEB Liability

	Total OPEB Liability (A)	Plan Fiduciary Net Position (B)	Net OPEB Liability (A) - (B)
Balances at July 1, 2019	$ 2,562,040	$ -	$ 2,562,040
Changes for the year:			
Service cost	196,150	-	196,150
Interest on the total OPEB liability	69,419	-	69,419
Changes of benefit terms	-	-	-
Difference between expected and actual experience of the total OPEB liability	(225,364)	-	(225,364)
Changes of assumptions	455,609	-	455,609
Contributions - employer	-	-	-
Contributions - employees	-	-	-
Net investment income	-	-	-
Benefit payments, including refunds of employee contributions	(147,794)	-	(147,794)
Other (net transfer)	20,398	-	20,398
Net changes	368,418	-	368,418
Balances at June 30, 2020	$ 2,930,458	$ -	$ 2,930,458

Sensitivity of the Total OPEB Liability to Changes in the Discount Rate

The following presents the plan's total OPEB liability, calculated using a Single Discount Rate of 2.66%, as well as what the plan's total OPEB liability would be if it were calculated using a Single Discount Rate that is 1% lower or 1% higher than the current rate:

	1% Lower (1.66%)	Current Discount Rate (2.66%)	1% Higher (3.66%)
Total OPEB liability	$ 3,096,787	$ 2,930,458	$ 2,772,405

NOTE I - OTHER POSTEMPLOYMENT BENEFITS (Continued)

2. Retiree Health Plan (Continued)

Sensitivity of the Total OPEB Liability to Changes in the Healthcare Trend Rate

The following presents the plan's net OPEB 1iability, calculated using a Healthcare Trend Rate range of 4.50%-6.00%, as well as what the plan's net OPEB liability would be if it were calculated using a Healthcare Trend Rate range that is 1% lower or 1% higher than the current range:

	1% Lower (4.50%-5.50%)	Current Healthcare Rate (5.50%-6.50%)	1% Higher (6.50%-7.50%)
Total OPEB liability	$ 2,696,857	$ 2,930,458	$ 3,197,416

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended June 30, 2020 the District recognized OPEB expense of $316,503. At June 30, 2020, the District reported deferred inflows and outflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Deferred Amounts to be Recognized in OPEB Expense in Future Periods		
Differences between expected and actual experience	$ -	$ 269,963
Change of assumptions	667,609	71,073
Total deferred amounts to be recognized in OPEB expense in the future periods	$ 667,609	$ 341,036

NOTE I - OTHER POSTEMPLOYMENT BENEFITS (Continued)

2. Retiree Health Plan (Continued)

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB (Continued)

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Year Ended June 30,	Net Deferred Outflows of Resources
2020	$ 50,935
2021	50,935
2022	50,935
2023	50,935
2024	50,935
Thereafter	71,898
Total	$ 326,573

3. Summary of OPEB Items

Below is a summary of the various OPEB items at June 30, 2020:

	THIS	RHP	Total
Deferred outflows of resources:			
Employer contributions	$ 1,142,249	$ -	$ 1,142,249
Assumptions	51,494	667,609	719,103
Proportionate share	8,204,343	-	8,204,343
	$ 9,398,086	$ 667,609	$ 10,065,695
OPEB liability	$ 135,829,514	$ 2,930,458	$ 138,759,972
OPEB expense	$ 17,451,833	$ 316,503	$ 17,768,336

NOTE I - OTHER POSTEMPLOYMENT BENEFITS (Continued)

3. Summary of OPEB Items (Continued)

	THIS	RHP	Total
Deferred inflows of resources:			
Assumptions	$ 15,570,486	$ 71,073	$ 15,641,559
Experience	2,253,983	269,963	2,523,946
Investments	4,447	-	4,447
Proportionate share	49,630	-	49,630
	$ 17,878,546	$ 341,036	$ 18,219,582

NOTE J - CONSTRUCTION COMMITMENTS

As of June 30, 2020, the District is committed to approximately $4,978,000 in the upcoming years, for various construction projects. These amounts will be paid from available fund balances.

NOTE K - CONTINGENCIES

1. Litigation

The District is a defendant a number of tax appeal lawsuits and other litigation. Although the outcome of these lawsuits and other litigation is not presently determinable, it is possible that any settlements or judgements could be significant, however, the District does have insurance coverage for some of the lawsuits, which could mitigate some or all of the financial effects of potential settlements or judgements. In the event that future settlements or judgements, if any, exceed insurance coverages, the District would be required to fund the difference through existing funds. No provision has been made in the accompanying financial statements for any potential settlement or judgement costs.

2. Grants

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time, although the District expects such amounts, if any, to be immaterial.

NOTE K - CONTINGENCIES (Continued)

3. COVID 19

The direct and indirect impacts of the COVID-19 pandemic on the District's enrollment, vendors, operations, and financing arrangements are currently unknown, other than those mentioned below, as is the duration and severity of any impacts that the District may experience. Additionally, certain counties has elected to waive late fees and interest for taxpayers that can demonstrate financial hardship due to the COVID-19 crisis, which will affect the timing of the District receiving those property taxes. While the District's evaluation is ongoing, management is currently unable to quantify the full effects that the pandemic will have on its operations, cash flows, and financial position; however, they may be significant. No adjustments have been made to these financial statements as a result of this uncertainty.

NOTE L - SUBSEQUENT EVENTS

Management has evaluated subsequent events through December 4, 2020, the date that these financial statements were available to be issued. Management has determined that no events or transactions, other than as described below, have occurred subsequent to the statement of net position date that require disclosure in the financial statements.

1. Bond Issuances

In October 2020, the Board of Education approved a resolution authorizing and providing for the issuance of not to exceed $15,000,000 General Obligation Debt Certificates for the purpose of building and equipping a new school building. The Board of Education also approved a resolution providing for the issuance of not to exceed $5,200,000 General Obligation Refunding School Bonds for the purpose of refunding certain outstanding bonds of the District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds.

2. Operating Lease

The District entered into an operating lease agreement for computer equipment. The terms of the agreement call for four annual payments of $1,390,801 commencing in August 2020.

REQUIRED SUPPLEMENTARY INFORMATION
(Unaudited)

Community Unit School District 300

MULTIYEAR SCHEDULES OF CHANGES IN NET PENSION LIABILITY AND RELATED RATIOS
MOST RECENT CALENDAR YEARS
Illinois Municipal Retirement Fund
Six Most Recent Fiscal Years

	2020	2019	2018
Total pension liability			
Service cost	$ 2,967,765	$ 2,843,440	$ 2,991,106
Interest on the total pension liability	8,776,086	8,322,635	8,150,594
Difference between expected and actual experience of the total pension liability	1,270,796	546,808	(600,162)
Assumption changes	-	3,476,699	(3,301,035)
Benefit payments and refunds	(5,346,625)	(4,994,857)	(4,750,741)
Net change in total pension liability	7,668,022	10,194,725	2,489,762
Total pension liability, beginning	122,238,896	112,044,171	109,554,409
Total pension liability, ending	$ 129,906,918	$ 122,238,896	$ 112,044,171
Plan fiduciary net position			
Contributions, employer	$ 2,280,124	$ 2,811,360	$ 2,803,851
Contributions, employee	1,300,743	1,259,537	1,235,769
Net investment income	19,540,927	(5,664,770)	16,864,497
Benefit payments, including refunds of employee contributions	(5,346,625)	(4,994,857)	(4,750,741)
Other (net transfer)	303,553	1,434,402	(2,046,547)
Net change in plan fiduciary net position	18,078,722	(5,154,328)	14,106,829
Plan fiduciary net position, beginning	106,107,202	111,261,530	97,154,701
Plan fiduciary net position, ending	$ 124,185,924	$ 106,107,202	$ 111,261,530
Net pension liability	$ 5,720,994	$ 16,131,694	$ 782,641
Plan fiduciary net position as a percentage of the total pension liability	95.60 %	86.80 %	99.30 %
Covered Valuation Payroll	$ 28,430,478	$ 27,934,886	$ 27,004,746
Net pension liability as a percentage of covered valuation payroll	20.12 %	57.75 %	2.90 %

Note: The District implemented GASB 68 beginning with its fiscal year ended June 30, 2015 therefore 10 years of information is not available.

Note: Actuary valuations are as of December 31, which is six months prior to the end of the fiscal year.

2017	2016	2015
$ 2,986,080	$ 2,975,060	$ 3,097,458
7,781,871	7,316,135	6,600,362
(1,315,253)	154,310	(233,393)
(272,113)	263,008	3,878,569
(4,337,679)	(4,115,905)	(3,360,396)
4,842,906	6,592,608	9,982,600
104,711,503	98,118,895	88,136,295
$ 109,554,409	$ 104,711,503	$ 98,118,895
$ 2,763,870	$ 2,715,497	$ 2,650,650
1,194,435	1,174,955	1,164,438
6,246,836	459,651	5,262,993
(4,337,679)	(4,115,905)	(3,360,396)
(9,237)	(980,613)	273,974
5,858,225	(746,415)	5,991,659
91,296,476	92,042,891	86,051,232
$ 97,154,701	$ 91,296,476	$ 92,042,891
$ 12,399,708	$ 13,415,027	$ 6,076,004
88.68 %	87.19 %	% 93.81 %
$ 26,395,330	$ 25,810,999	$ 25,499,592
46.98 %	51.97 %	% 23.83 %

Community Unit School District 300

MULTIYEAR SCHEDULE OF CONTRIBUTIONS

Illinois Municipal Retirement Fund

Six Most Recent Fiscal Years

Year	Actuarially Determined Contribution	Actual Contribution	Contribution Deficiency (Excess)	Covered Valuation Payroll	Actual Contribution as a % of Covered Valuation Payroll
2020	$ 2,280,124 *	$ 2,280,124	$ -	$ 28,430,478	8.02 %
2019	2,779,521	2,811,360	(31,839)	27,934,886	10.06
2018	2,770,687	2,803,851	(33,164)	27,004,746	10.38
2017	2,763,591	2,763,870	(279)	26,395,330	10.47
2016	2,715,317	2,715,497	(180)	25,810,999	10.52
2015	2,646,858	2,650,650	(3,792)	25,499,592	10.39

* Estimated based on contribution rate of 8.02% and covered valuation payroll of $28,430,478 (most recent information available).

Note: The District implemented GASB 68 beginning with its fiscal year ended June 30, 2015 therefore 10 years of information is not available.

Community Unit School District 300

MULTIYEAR SCHEDULE OF THE DISTRICT'S PROPORTIONATE
SHARE OF THE NET PENSION LIABILITY
Teachers' Retirement System of the State of Illinois
Six Most Recent Fiscal Years

	2020	2019	2018
District's proportion of the net pension liability	0.0155342033 %	0.0001582730 %	0.0004614810 %
District's proportionate share of the net pension liability	$ 12,599,507	$ 12,336,544	$ 35,256,314
State's proportionate share of the net pension liability associated with the District	896,693,182	845,104,979	816,008,421
Total	$ 909,292,689	$ 857,441,523	$ 851,264,735
District's covered-employee payroll	$ 120,281,443	$ 113,552,803	$ 109,927,334
District's proportionate share of the net pension liability as a percentage of its covered-employee payroll	10.48 %	10.86 %	32.07 %
Plan fiduciary net position as a percentage of the total pension liability	39.6 %	40.0 %	39.3 %

Note 1: Actuarial valuations are as of June 30 of the fiscal year prior to the fiscal year in which the net pension liability is reported.

Note 2: The District implemented GASB 68 beginning with its fiscal year ended June 30, 2015 therefore 10 years of information is not available.

2017	2016	2015
0.0003252270 %	0.0003521830 %	0.0002810560 %
$ 25,672,167	$ 23,071,563	17,104,573
827,283,568	650,965,242	591,384,372
$ 852,955,735	$ 674,036,805	608,488,945
$ 104,138,642	$ 97,492,265	95,604,060
24.65 %	23.67 %	17.89 %
39.8 %	41.5 %	43.0 %

Community Unit School District 300

MULTIYEAR SCHEDULE OF DISTRICT CONTRIBUTIONS

Teachers' Retirement System of the State of Illinois

Six Most Recent Fiscal Years

	2020	2019	2018
Contractually required contribution	$ 697,632	$ 665,013	$ 877,449
Contributions in relation to the contractually required contribution	703,509	657,608	984,545
Contribution deficiency (excess)	$ (5,877)	$ 7,405	$ (107,096)
District's covered-employee payroll	$ 124,157,521	$ 120,281,443	$ 113,552,803
Contributions as a percentage of covered-employee payroll	0.57 %	0.55 %	0.87 %

Note 1: Actuarial valuations are as of June 30 of the fiscal year prior to the fiscal year in which the net pension

Note 2: The District implemented GASB 68 beginning with its fiscal year ended June 30, 2015 therefore 10 years of information is not available.

2017	2016	2015
$ 1,568,795	$ 1,660,097	$ 760,858
1,575,251	1,660,097	1,170,790
$ (6,456)	$ -	$ (409,932)
$ 109,927,334	$ 104,138,641	$ 97,492,265
1.43 %	1.59 %	1.20 %

Community Unit School District 300

MULTIYEAR SCHEDULE OF CHANGES IN TOTAL OTHER POSTRETIREMENT BENEFITS (OPEB) LIABILITY AND RELATED RATIOS

Retiree Health Plan

Three Most Recent Fiscal Years

	2020	2019	2018
Total OPEB liability			
Service cost	$ 196,150	$ 127,672	$ 140,657
Interest on the total OPEB liability	69,419	71,955	69,237
Change in benefit terms	-	-	-
Difference between expected and actual experience of the total OPEB liability	(225,364)	-	(113,401)
Assumption changes	455,609	27,312	115,787
Benefit payments and refunds	(147,794)	(147,717)	(28,468)
Other changes	20,398	-	-
Net change in total OPEB liability	368,418	79,222	183,812
Total OPEB liability, beginning	2,562,040	2,482,818	2,299,006
Total OPEB liability, ending	$ 2,930,458	$ 2,562,040	$ 2,482,818
Plan fiduciary net position			
Contributions, employer	$ -	$ -	$ -
Contributions, employee	-	-	-
Net investment income	-	-	-
Benefit payments, including refunds of employee contributions	-	-	-
Other (net transfer)	-	-	-
Net change in plan fiduciary net position	-	-	-
Plan fiduciary net position, beginning	-	-	-
Plan fiduciary net position, ending	$ -	$ -	$ -
Net OPEB liability	$ 2,930,458	$ 2,562,040	$ 2,482,818
Plan fiduciary net position as a percentage of the total OPEB liability	0.00 %	0.00 %	0.00 %
Covered valuation payroll	$ 21,601,134	$ 19,701,244	$ 19,701,244
Net OPEB liability as a percentage of covered valuation payroll	13.57 %	13.00 %	12.60 %

Note: The District implemented GASB 75 beginning with its fiscal year ended June 30, 2018 therefore 10 years of information is not available.

Community Unit School District 300

MULTIYEAR SCHEDULE OF THE DISTRICT'S PROPORTIONATE
SHARE OF THE NET OTHER POSTEMPLOYMENT BENEFIT (OPEB) LIABILITY
Teachers' Health Insurance Security Fund
Three Most Recent Fiscal Years

	2020	2019	2018
District's proportion of the net OPEB liability	0.0049076 %	0.0047984 %	0.0047972 %
District's proportionate share of the net OPEB liability	$ 135,829,514	$ 126,417,457	$ 124,485,967
State's proportionate share of the net OPEB liability associated with the District	183,930,492	169,751,382	163,481,007
Total	$ 319,760,006	$ 296,168,839	$ 287,966,974
District's covered-employee payroll	$ 120,281,443	$ 113,552,802	$ 109,927,334
District's proportionate share of the net OPEB liability as a percentage of its covered-employee payroll	112.93%	111.33%	113.24%
Plan fiduciary net position as a percentage of the total OPEB liability	-0.07%	-0.07%	-0.17%

Note 1: Actuary valuations all as of June 30 of the fiscal year prior to the fiscal year in which the net OPEB liability is reported.

Note 2: The District implemented GASB 75 beginning with its fiscal year ended June 30, 2018 therefore 10 years of information is not available.

Community Unit School District 300

MULTIYEAR SCHEDULE OF DISTRICT CONTRIBUTIONS

Teachers' Health Insurance Security Fund

Three Most Recent Fiscal Years

	2020	2019	2018
Contractually required contribution	$ 1,106,589	$ 1,106,589	$ 999,265
Contributions in relation to the contractually required contribution	1,109,705	1,000,996	999,265
Contribution excess	$ 3,116	$ (105,593)	$ -
District's covered-employee payroll	$ 124,157,521	$ 120,281,443	$ 113,552,802
Contributions as a percentage of covered-employee payroll	0.89%	0.83%	0.88%

Note 1: Actuarial valuations are as of June 30th of the fiscal year prior to the fiscal year in which the net OPEB liability is reported.

Note 2: The District implemented GASB 75 beginning with its fiscal year ended June 30, 2018 therefore 10 years of information is not available.

Community Unit School District 300

General Fund

SCHEDULE OF REVENUES, EXPENDITURES,

AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL

For the Year Ended June 30, 2020

With Comparative Actual Amounts for the Year Ended June 30, 2019

	2020			
	Original and Final Budget	Actual	Variance From Final Budget	2019 Actual
Revenues				
Local sources				
General levy	$ 111,160,979	$ 109,688,214	$ (1,472,765)	$ 107,925,943
Special education levy	27,566,845	28,357,675	790,830	26,584,473
Regular tuition from pupils or parents	20,000	270	(19,730)	19,620
Summer school tuition from pupils or parents	10,000	616	(9,384)	10,369
Special education tuition from other districts	75,000	-	(75,000)	74,766
Interest on investments	1,899,000	2,369,513	470,513	2,180,912
Sales to pupils - lunch	1,470,000	1,206,213	(263,787)	1,469,695
Sales to pupils - breakfast	139,000	111,895	(27,105)	138,307
Sales to pupils - a la carte	725,000	586,444	(138,556)	724,873
Sales to adults	54,000	43,228	(10,772)	53,432
Fees	486,100	326,677	(159,423)	485,911
Other district/school activity revenue	32,200	4,860	(27,340)	32,153
Rentals - regular textbook	2,584,000	2,054,772	(529,228)	2,214,970
Rentals - summer school textbook	42,300	68,923	26,623	82,440
Rentals - other	10,500	9,825	(675)	-
Other - textbooks	3,200	2,934	(266)	3,140
Rentals	-	300	300	125
Contributions and donations from private sources	30,000	97,056	67,056	53,124
Refund of prior years' expenditures	208,300	272,285	63,985	208,197
Payment from other districts	206,500	189,690	(16,810)	206,419
Other	228,600	915,883	687,283	783,303
Total local sources	146,951,524	146,307,273	(644,251)	143,252,172

(Continued)

Community Unit School District 300

General Fund

SCHEDULE OF REVENUES, EXPENDITURES,

AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL

For the Year Ended June 30, 2020

With Comparative Actual Amounts for the Year Ended June 30, 2019

	2020			
	Original and Final Budget	Actual	Variance From Final Budget	2019 Actual
State sources				
Evidence Based Funding Formula	$ 57,507,752	$ 57,565,199	$ 57,447	$ 54,251,683
Special Education - Private Facility Tuition	2,853,825	3,235,518	381,693	2,853,824
Special Education - Orphanage - Individual	75,000	139,907	64,907	444,147
Special Education - Orphanage - Summer Individual	15,000	13,083	(1,917)	13,436
CTE - Secondary Program Improvement (CTEI)	222,383	319,466	97,083	113,894
CTE - Other	-	14,320	14,320	7,588
State Free Lunch & Breakfast	110,000	48,205	(61,795)	73,150
Driver Education	115,200	96,728	(18,472)	112,975
Early Childhood - Block Grant	1,892,349	2,406,615	514,266	1,863,673
School Safety and Educational Improvement Block Grant	-	41,426	41,426	-
Other restricted revenue from state sources	714,447	1,836,169	1,121,722	806,677
On-Behalf Payments to TRS from the State	60,000,000	57,062,013	(2,937,987)	53,077,835
Total state sources	123,505,956	122,778,649	(727,307)	113,618,882
Federal sources				
National School Lunch Program	4,450,900	3,186,155	(1,264,745)	4,018,084
School Breakfast Program	1,343,400	924,188	(419,212)	1,202,231
Summer Food Service Program	96,000	1,163,409	1,067,409	94,980
Child and Adult Care Food Program	409,400	356,098	(53,302)	375,023
Fresh Fruit and Vegetables	52,200	27,356	(24,844)	16,117
Food Service - Other	-	-	-	6,273
Title I - Low Income	2,576,200	3,160,945	584,745	3,326,751
Title I - School Improvement Accountability	-	27,086	27,086	61,983

(Continued)

Community Unit School District 300

General Fund

SCHEDULE OF REVENUES, EXPENDITURES,

AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL

For the Year Ended June 30, 2020

With Comparative Actual Amounts for the Year Ended June 30, 2019

	2020			
	Original and Final Budget	Actual	Variance From Final Budget	2019 Actual
Federal sources (Continued)				
Title IV-A - Student Support & Academic Enrichment Grant	$ 161,935	$ 155,862	$ (6,073)	$ 111,436
Federal Special Education - Preschool Flow-Through	97,298	26,157	(71,141)	72,763
Federal Special Education - IDEA Flow Through	4,252,832	4,429,935	177,103	4,333,956
Federal Special Education - IDEA Room & Board	586,000	938,678	352,678	637,868
Federal Special Education - CTE - Other	147,129	187,185	40,056	176,605
Race to the Top - Preschool Expansion Grant	-	387,027	387,027	-
Title III - English Language Acquistion	-	24,303	24,303	11,547
Title III - Instruction for English Learners & Immigrant Students	352,400	405,761	53,361	350,607
Title II - Teacher Quality	484,059	607,199	123,140	450,626
Medicaid Matching Funds - Administrative Outreach	602,600	667,264	64,664	617,686
Medicaid Matching Funds - Fee-For-Service Program	2,677,100	1,362,096	(1,315,004)	2,967,798
Other Restricted Grants Received from Federal Government through the State	2,852,588	52,299	(2,800,289)	1,358,650
Total federal sources	21,142,041	18,089,003	(3,053,038)	20,190,984
Total revenues	291,599,521	287,174,925	(4,424,596)	277,062,038

(Continued)

Community Unit School District 300

General Fund

SCHEDULE OF REVENUES, EXPENDITURES,

AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL

For the Year Ended June 30, 2020

With Comparative Actual Amounts for the Year Ended June 30, 2019

	2020			
	Original and Final Budget	Actual	Variance From Final Budget	2019 Actual
Expenditures				
Instruction				
Regular programs				
Salaries	$ 62,198,670	$ 58,635,729	$ 3,562,941	$ 57,421,848
Employee benefits	13,342,968	8,767,767	4,575,201	11,102,393
On-Behalf Payments to TRS from the State	60,000,000	57,062,013	2,937,987	53,077,835
Purchased services	643,633	761,759	(118,126)	464,995
Supplies and materials	5,637,962	3,358,477	2,279,485	2,913,387
Capital outlay	176,710	224,875	(48,165)	364,121
Other objects	3,975	18,353	(14,378)	16,068
Non-capitalized equipment	442,456	472,239	(29,783)	743,509
Total	142,446,374	129,301,212	13,145,162	126,104,156
Tuition payment to charter schools	9,100,000	9,148,312	(48,312)	9,081,053
Pre-K programs				
Salaries	125,512	155,520	(30,008)	133,442
Employee benefits	48,551	34,844	13,707	18,409
Purchased services	-	1,354	(1,354)	16,775
Supplies and materials	-	31,773	(31,773)	38,478
Capital outlay	-	-	-	1,296
Non-capitalized equipment	-	-	-	446
Total	174,063	223,491	(49,428)	208,846

(Continued)

Community Unit School District 300

General Fund

SCHEDULE OF REVENUES, EXPENDITURES,

AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL

For the Year Ended June 30, 2020

With Comparative Actual Amounts for the Year Ended June 30, 2019

	2020			
	Original and Final Budget	Actual	Variance From Final Budget	2019 Actual
Special education programs				
Salaries	$ 22,357,729	$ 19,438,289	$ 2,919,440	$ 19,462,419
Employee benefits	6,080,206	5,034,905	1,045,301	4,512,146
Purchased services	492,833	288,903	203,930	479,746
Supplies and materials	242,991	431,380	(188,389)	172,590
Capital outlay	-	40,491	(40,491)	11,760
Other objects	467,000	546,014	(79,014)	668,708
Non-capitalized equipment	59,775	33,443	26,332	37,225
Total	29,700,534	25,813,425	3,887,109	25,344,594
Special education programs pre-K				
Salaries	1,016,056	1,000,945	15,111	886,054
Employee benefits	337,483	294,241	43,242	227,448
Supplies and materials	505	-	505	387
Total	1,354,044	1,295,186	58,858	1,113,889
Remedial and Supplemental programs K-12				
Salaries	1,990,031	3,209,596	(1,219,565)	3,480,148
Employee benefits	1,459,146	798,283	660,863	782,088
Purchased services	116,043	74,805	41,238	142,669
Supplies and materials	464,895	218,989	245,906	318,437
Non-capitalized equipment	-	20,721	(20,721)	-
Total	4,030,115	4,322,394	(292,279)	4,723,342
Remedial and Support programs pre-K				
Salaries	1,362,853	1,523,546	(160,693)	1,755,810
Employee benefits	342,546	361,594	(19,048)	392,972
Purchased services	80,317	66,791	13,526	73,177
Supplies and materials	-	3,533	(3,533)	-
Total	1,785,716	1,955,464	(169,748)	2,221,959

(Continued)

Community Unit School District 300

General Fund

SCHEDULE OF REVENUES, EXPENDITURES,

AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL

For the Year Ended June 30, 2020

With Comparative Actual Amounts for the Year Ended June 30, 2019

	2020			
	Original and Final Budget	Actual	Variance From Final Budget	2019 Actual
CTE programs				
Salaries	$ 311,718	$ 258,551	53,167	$ 313,272
Employee benefits	53,284	37,107	16,177	41,029
Purchased services	58,029	19,182	38,847	189,111
Supplies and materials	115,429	98,022	17,407	125,582
Capital outlay	73,054	82,617	(9,563)	123,086
Other objects	12,000	598	11,402	12,068
Non-capitalized equipment	40,279	177,539	(137,260)	45,455
Total	663,793	673,616	(9,823)	849,603
Interscholastic programs				
Salaries	2,156,761	2,983,088	(826,327)	2,696,931
Employee benefits	25,345	122,748	(97,403)	90,321
Purchased services	280,600	521,826	(241,226)	609,837
Supplies and materials	97,050	478,993	(381,943)	482,677
Capital outlay	-	30,529	(30,529)	219,064
Other objects	1,600	140,430	(138,830)	118,460
Non-capitalized equipment	2,500	120,164	(117,664)	77,882
Total	2,563,856	4,397,778	(1,833,922)	4,295,172
Summer school programs				
Salaries	792,365	673,220	119,145	676,594
Employee benefits	55,272	62,040	(6,768)	4,518
Supplies and materials	18,767	1,027	17,740	17,117
Total	866,404	736,287	130,117	698,229
Gifted programs				
Salaries	1,000	-	1,000	-
Employee benefits	16	-	16	-
Total	1,016	-	1,016	-

(Continued)

Community Unit School District 300

General Fund

SCHEDULE OF REVENUES, EXPENDITURES,

AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL

For the Year Ended June 30, 2020

With Comparative Actual Amounts for the Year Ended June 30, 2019

	2020			
	Original and Final Budget	Actual	Variance From Final Budget	2019 Actual
Drivers education programs				
Salaries	$ 161,933	$ 238,787	$ (76,854)	$ 258,345
Employee benefits	24,827	25,744	(917)	19,865
Purchased services	40,500	30,662	9,838	29,052
Supplies and materials	8,500	6,566	1,934	7,244
Capital outlay	9,300	-	9,300	-
Total	245,060	301,759	(56,699)	314,506
Bilingual programs				
Salaries	8,740,285	8,590,158	150,127	8,091,151
Employee benefits	1,896,898	1,915,397	(18,499)	1,503,846
Purchased services	69,560	73,644	(4,084)	62,714
Supplies and materials	10,529	10,437	92	13,869
Other objects	-	505	(505)	-
Total	10,717,272	10,590,141	127,131	9,671,580
Truant's alternative and optional programs				
Salaries	1,020,664	1,132,512	(111,848)	1,197,025
Employee benefits	272,509	246,841	25,668	216,285
Purchased services	93,350	92,500	850	84,850
Supplies and materials	14,646	5,408	9,238	5,205
Other objects	36,000	49,200	(13,200)	48,500
Non-capitalized equipment	-	505	(505)	-
Total	1,437,169	1,526,966	(89,797)	1,551,865
Special Education K-12 Programs				
Private Tuition	7,689,485	7,845,048	(155,563)	7,479,562
Total instruction	212,774,901	198,131,079	14,643,822	193,658,356

(Continued)

Community Unit School District 300

General Fund

SCHEDULE OF REVENUES, EXPENDITURES,

AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL

For the Year Ended June 30, 2020

With Comparative Actual Amounts for the Year Ended June 30, 2019

	2020			
	Original and Final Budget	Actual	Variance From Final Budget	2019 Actual
Support services				
Pupils				
Attendance and social work services				
Salaries	$ 4,168,471	$ 4,478,028	$ (309,557)	$ 4,194,329
Employee benefits	921,829	927,355	(5,526)	795,692
Purchased services	341,316	227,058	114,258	167,337
Supplies and materials	37,884	96,551	(58,667)	43,768
Other objects	42,000	30,902	11,098	37,192
Non-capitalized equipment	-	1,514	(1,514)	-
Total	5,511,500	5,761,408	(249,908)	5,238,318
Guidance services				
Salaries	2,962,818	3,096,325	(133,507)	2,570,102
Employee benefits	782,387	621,944	160,443	541,078
Purchased services	125,117	136,623	(11,506)	1,091
Supplies and materials	300	2,774	(2,474)	5,569
Non-capitalized equipment	-	481	(481)	-
Total	3,870,622	3,858,147	12,475	3,117,840
Health services				
Salaries	1,790,242	1,891,503	(101,261)	1,767,248
Employee benefits	459,518	369,364	90,154	325,942
Purchased services	93,412	51,008	42,404	81,206
Supplies and materials	18,514	22,866	(4,352)	24,887
Other objects	250	696	(446)	250
Non-capitalized equipment	7,675	50,025	(42,350)	7,674
Total	2,369,611	2,385,462	(15,851)	2,207,207

(Continued)

Community Unit School District 300

General Fund

SCHEDULE OF REVENUES, EXPENDITURES,

AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL

For the Year Ended June 30, 2020

With Comparative Actual Amounts for the Year Ended June 30, 2019

	2020			
	Original and Final Budget	Actual	Variance From Final Budget	2019 Actual
Psychological services				
Salaries	$ 2,467,920	$ 2,458,702	$ 9,218	$ 2,392,825
Employee benefits	534,913	533,537	1,376	445,337
Purchased services	46,434	85,654	(39,220)	46,434
Supplies and materials	50,587	1,675	48,912	13,868
Total	3,099,854	3,079,568	20,286	2,898,464
Speech pathology and audiology services				
Salaries	3,788,180	3,899,471	(111,291)	3,717,478
Employee benefits	865,836	866,840	(1,004)	721,750
Purchased services	106,500	-	106,500	-
Supplies and materials	8,329	5,231	3,098	5,838
Non-capitalized equipment	-	7,375	(7,375)	-
Total	4,768,845	4,778,917	(10,072)	4,445,066
Other support services - pupils				
Salaries	2,451,716	2,599,333	(147,617)	2,375,525
Employee benefits	676,881	708,893	(32,012)	586,466
Purchased services	1,000	932,196	(931,196)	762
Supplies and materials	500	1,041	(541)	23,302
Other objects	-	-	-	117
Total	3,130,097	4,241,463	(1,111,366)	2,986,172
Total pupils	22,750,529	24,104,965	(1,354,436)	20,893,067

(Continued)

Community Unit School District 300

General Fund

SCHEDULE OF REVENUES, EXPENDITURES,

AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL

For the Year Ended June 30, 2020

With Comparative Actual Amounts for the Year Ended June 30, 2019

	2020			
	Original and Final Budget	Actual	Variance From Final Budget	2019 Actual
Instructional staff				
Improvement of instruction services				
Salaries	$ 3,166,278	$ 2,891,821	$ 274,457	$ 2,857,343
Employee benefits	538,821	770,488	(231,667)	542,064
Purchased services	1,474,790	477,947	996,843	1,316,879
Supplies and materials	131,862	56,907	74,955	91,246
Capital outlay	-	1,630	(1,630)	8,261
Other objects	133,534	34,862	98,672	39,922
Non-capitalized equipment	80,300	21,546	58,754	89,178
Total	5,525,585	4,255,201	1,270,384	4,944,893
Educational media services				
Salaries	2,372,977	2,421,675	(48,698)	2,336,886
Employee benefits	899,645	757,936	141,709	652,952
Purchased services	157,250	130,437	26,813	107,793
Supplies and materials	171,000	153,949	17,051	140,818
Other objects	-	65	(65)	137
Non-capitalized equipment	-	109,697	(109,697)	21,386
Total	3,600,872	3,573,759	27,113	3,259,972
Assessment and testing				
Salaries	359,854	754,358	(394,504)	356,773
Employee benefits	92,452	202,545	(110,093)	83,296
Purchased services	546,342	421,561	124,781	900,629
Supplies and materials	69,700	4,421	65,279	3,416
Non-capitalized equipment	62,244	2,312	59,932	56,944
Total	1,130,592	1,385,197	(254,605)	1,401,058
Total instructional staff	10,257,049	9,214,157	1,042,892	9,605,923

(Continued)

Community Unit School District 300

General Fund

SCHEDULE OF REVENUES, EXPENDITURES,

AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL

For the Year Ended June 30, 2020

With Comparative Actual Amounts for the Year Ended June 30, 2019

	2020			
	Original and Final Budget	Actual	Variance From Final Budget	2019 Actual
General administration				
Board of education services				
Salaries	$ 60,782	$ 65,818	$ (5,036)	$ 58,421
Employee benefits	63,354	38,576	24,778	20,448
Purchased services	581,500	631,357	(49,857)	823,158
Supplies and materials	5,500	1,973	3,527	1,341
Other objects	40,000	38,050	1,950	41,693
Non-capitalized equipment	5,000	-	5,000	-
Total	756,136	775,774	(19,638)	945,061
Executive administration services				
Salaries	558,824	517,599	41,225	538,447
Employee benefits	101,739	100,077	1,662	77,926
Purchased services	74,550	89,852	(15,302)	57,545
Supplies and materials	9,200	53,889	(44,689)	10,371
Capital outlay	-	-	-	16,695
Other objects	11,850	10,551	1,299	6,750
Non-capitalized equipment	3,500	-	3,500	-
Total	759,663	771,968	(12,305)	707,734
Special area administrative services				
Purchased services	-	-	-	4,042
Supplies and materials	-	-	-	6,540
Other objects	-	-	-	175
Total	-	-	-	10,757
Tort immunity services				
Purchased services	1,761,783	1,761,783	-	1,719,394
Total general administration	3,277,582	3,309,525	(31,943)	3,382,946

(Continued)

Community Unit School District 300

General Fund

SCHEDULE OF REVENUES, EXPENDITURES,

AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL

For the Year Ended June 30, 2020

With Comparative Actual Amounts for the Year Ended June 30, 2019

	2020			
	Original and Final Budget	Actual	Variance From Final Budget	2019 Actual
School administration				
Office of the principal services				
Salaries	$ 12,014,556	$ 12,423,890	$ (409,334)	$ 11,639,483
Employee benefits	2,806,708	2,913,392	(106,684)	2,459,119
Purchased services	39,950	47,309	(7,359)	33,426
Supplies and materials	20,150	54,018	(33,868)	100,931
Other objects	900	330	570	2,040
Non-capitalized equipment	-	1,078	(1,078)	-
Total	14,882,264	15,440,017	(557,753)	14,234,999
Other support services - school administration				
Purchased services	-	151	(151)	27
Supplies and materials	-	632	(632)	130
Total	-	783	(783)	157
Total school administration	14,882,264	15,440,800	(558,536)	14,235,156
Business				
Direction of business support services				
Salaries	276,535	289,400	(12,865)	278,005
Employee benefits	55,793	59,130	(3,337)	53,820
Purchased services	35,000	26,897	8,103	16,391
Supplies and materials	500	317	183	2,902
Other objects	300	-	300	230
Non-capitalized equipment	-	446	(446)	-
Total	368,128	376,190	(8,062)	351,348

(Continued)

Community Unit School District 300

General Fund

SCHEDULE OF REVENUES, EXPENDITURES,

AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL

For the Year Ended June 30, 2020

With Comparative Actual Amounts for the Year Ended June 30, 2019

	2020			
	Original and Final Budget	Actual	Variance From Final Budget	2019 Actual
Fiscal services				
Salaries	$ 832,829	$ 832,373	$ 456	$ 711,867
Employee benefits	202,226	212,698	(10,472)	165,624
Purchased services	337,992	192,356	145,636	213,628
Supplies and materials	39,500	10,140	29,360	18,305
Other objects	8,000	8,863	(863)	13,195
Non-capitalized equipment	6,000	4,850	1,150	5,686
Total	1,426,547	1,261,280	165,267	1,128,305
Operation and maintenance of plant services				
Purchased services	-	-	-	34,795
Supplies and materials	-	296,603	(296,603)	-
Total	-	296,603	(296,603)	34,795
Pupil transportation services				
Purchased services	-	40,668	(40,668)	-
Supplies and materials	-	657	(657)	-
Non-capitalized equipment	-	29,200	(29,200)	-
Total	-	70,525	(70,525)	-
Food services				
Salaries	192,000	159,874	32,126	142,563
Employee benefits	2,450	2,387	63	(12,896)
Purchased services	6,753,800	5,925,652	828,148	6,514,168
Supplies and materials	209,500	22,234	187,266	747,092
Capital outlay	40,000	56,696	(16,696)	41,606
Non-capitalized equipment	91,000	192,615	(101,615)	49,804
Total	7,288,750	6,359,458	929,292	7,482,337

(Continued)

Community Unit School District 300

General Fund

SCHEDULE OF REVENUES, EXPENDITURES,

AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL

For the Year Ended June 30, 2020

With Comparative Actual Amounts for the Year Ended June 30, 2019

	2020			
	Original and Final Budget	Actual	Variance From Final Budget	2019 Actual
Internal services				
Salaries	$ 290,450	$ 337,807	$ (47,357)	$ 305,179
Employee benefits	29,789	30,680	(891)	38,050
Purchased services	38,500	42,738	(4,238)	69,252
Supplies and materials	20,000	11,271	8,729	28,157
Other objects	1,500	1,494	6	1,417
Non-capitalized equipment	1,000	2,853	(1,853)	360
Total	381,239	426,843	(45,604)	442,415
Total business	9,464,664	8,790,899	673,765	9,439,200
Central				
Information services				
Salaries	381,490	336,288	45,202	323,951
Employee benefits	66,513	64,323	2,190	46,257
Purchased services	82,600	66,321	16,279	73,402
Supplies and materials	5,200	8,546	(3,346)	7,897
Other objects	1,500	946	554	1,291
Non-capitalized equipment	7,000	175	6,825	13,880
Total	544,303	476,599	67,704	466,678
Staff services				
Salaries	912,051	931,413	(19,362)	846,358
Employee benefits	836,813	160,467	676,346	802,585
Purchased services	200,000	210,654	(10,654)	130,862
Supplies and materials	3,200	1,546	1,654	5,210
Capital outlay	-	965	(965)	-
Other objects	10,000	639	9,361	5,640
Non-capitalized equipment	1,500	1,081	419	133
Total	1,963,564	1,306,765	656,799	1,790,788

(Continued)

Community Unit School District 300

General Fund

SCHEDULE OF REVENUES, EXPENDITURES,

AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL

For the Year Ended June 30, 2020

With Comparative Actual Amounts for the Year Ended June 30, 2019

	2020			
	Original and Final Budget	Actual	Variance From Final Budget	2019 Actual
Data processing services				
Salaries	$ 2,020,136	$ 2,042,410	$ (22,274)	$ 1,988,828
Employee benefits	360,167	361,992	(1,825)	338,397
Purchased services	3,096,950	2,976,726	120,224	2,789,555
Supplies and materials	148,000	131,774	16,226	219,911
Capital outlay	140,000	618,582	(478,582)	829,102
Other objects	4,000	800	3,200	2,564
Non-capitalized equipment	6,203,403	1,229,717	4,973,686	988,679
Total	11,972,656	7,362,001	4,610,655	7,157,036
Total central	14,480,523	9,145,365	5,335,158	9,414,502
Other supporting services				
Salaries	20,655	37,687	(17,032)	-
Employee benefits	15,000	2,565	12,435	-
Supplies and materials	77	2,319	(2,242)	76
Total	35,732	42,571	(6,839)	76
Total support services	75,148,343	70,048,282	5,100,061	66,970,870
Community services				
Salaries	662,665	867,326	(204,661)	816,082
Employee benefits	131,602	195,957	(64,355)	125,012
Purchased services	43,979	58,030	(14,051)	66,680
Supplies and materials	7,991	36,415	(28,424)	14,991
Capital outlay	-	-	-	549
Other objects	-	-	-	100
Non-capitalized equipment	4,687	-	4,687	19,203
Total	850,924	1,157,728	(306,804)	1,042,617

(Continued)

Community Unit School District 300

General Fund

SCHEDULE OF REVENUES, EXPENDITURES,

AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL

For the Year Ended June 30, 2020

With Comparative Actual Amounts for the Year Ended June 30, 2019

	2020			
	Original and Final Budget	Actual	Variance From Final Budget	2019 Actual
Payments to other districts and government units				
Payments for regular programs				
Purchased services	$ -	$ -	$ -	$ 217
Payments for special education programs				
Purchased services	3,610,859	3,562,660	48,199	3,471,424
Payments for CTE education programs				
Other objects	-	12,000	(12,000)	-
Payments for community college programs				
Other objects	625,500	499,386	126,114	620,016
Other payments to in-state governmental units				
Purchased services	11,285	29,360	(18,075)	25,230
Other objects	-	100	(100)	-
Total	11,285	29,460	(18,175)	25,230
Payments for special education programs - tuition				
Other objects	786,450	857,850	(71,400)	737,900
Total payments to other districts and other government units	5,034,094	4,961,356	72,738	4,854,787
Total expenditures	293,808,262	274,298,445	19,509,817	266,526,630
Excess of revenues over expenditures	(2,208,741)	12,876,480	15,085,221	10,535,408

(Continued)

Community Unit School District 300

General Fund

SCHEDULE OF REVENUES, EXPENDITURES,

AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL

For the Year Ended June 30, 2020

With Comparative Actual Amounts for the Year Ended June 30, 2019

	2020			
	Original and Final Budget	Actual	Variance From Final Budget	2019 Actual
Other financing sources (uses)				
Other sources not classified elsewhere	$ 4,400,000	$ -	$ (4,400,000)	$ -
Transfer to debt service fund for principal on long-term liabilities	(1,036,611)	(1,029,291)	7,320	(1,181,975)
Transfer to debt service fund for interest on long-term liabilities	(8,963)	(8,962)	1	(22,235)
Total other financing sources (uses)	3,354,426	(1,038,253)	(4,392,679)	(1,204,210)
Net change to fund balance	$ 1,145,685	11,838,227	$ 10,692,542	9,331,198
Fund balance, beginning of year		94,044,156		84,712,958
Fund balance, end of year		$ 105,882,383		$ 94,044,156

(Concluded)

Community Unit School District 300

Operations and Maintenance Fund
SCHEDULE OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
For the Year Ended June 30, 2020
With Comparative Actual Amounts for the Year Ended June 30, 2019

	2020			
	Original and Final Budget	Actual	Variance From Final Budget	2019 Actual
Revenues				
Local sources				
General levy	$ 21,801,614	$ 23,150,855	$ 1,349,241	$ 21,141,896
Corporate personal property replacement taxes	1,100,000	1,303,429	203,429	1,167,855
Other payments in lieu of taxes	200,000	-	(200,000)	-
Interest on investments	587,000	109,199	(477,801)	79,677
Other district/school activity revenue	165,000	162,155	(2,845)	165,606
Rentals	195,500	69,244	(126,256)	195,667
Refund of prior years' expenditures	12,100	1,612	(10,488)	12,036
Other	71,100	1,158,370	1,087,270	1,086,361
Total revenues	24,132,314	25,954,864	1,822,550	23,849,098
Expenditures				
Facilities acquisition and construction services				
Purchased services	200,000	-	200,000	3,086
Capital outlay	300,000	788,377	(488,377)	25,311
Total	500,000	788,377	(288,377)	28,397
Operation and maintenance of plant services				
Salaries	8,097,384	8,063,828	33,556	7,986,636
Employee benefits	1,464,600	1,502,991	(38,391)	1,397,251
Purchased services	3,456,342	3,010,979	445,363	3,156,592
Supplies and materials	5,186,186	5,150,137	36,049	4,952,185
Capital outlay	590,000	707,859	(117,859)	897,963
Other objects	9,000	2,995	6,005	5,719
Non-capitalized equipment	118,500	219,680	(101,180)	98,969
Total	18,922,012	18,658,469	263,543	18,495,315

(Continued)

Community Unit School District 300

Operations and Maintenance Fund
SCHEDULE OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
For the Year Ended June 30, 2020
With Comparative Actual Amounts for the Year Ended June 30, 2019

	2020			
	Original and Final Budget	Actual	Variance From Final Budget	2019 Actual
Total expenditures	$ 19,422,012	$ 19,446,846	$ (24,834)	$ 18,523,712
Excess of revenues over expenditures	4,710,302	6,508,018	1,797,716	5,325,386
Other financing uses				
Transfer to debt service fund for principal on long-term liabilities	(1,705,000)	(1,705,000)	-	(1,665,000)
Transfer to debt service fund for interest on long-term liabilities	(422,209)	(429,660)	(7,451)	(446,366)
Transfer to capital projects fund	(2,500,000)	(4,500,000)	(2,000,000)	(2,900,000)
Total other financing uses	(4,627,209)	(6,634,660)	(2,007,451)	(5,011,366)
Net change in fund balance	$ 83,093	(126,642)	$ (209,735)	314,020
Fund balance, beginning of year		3,223,183		2,909,163
Fund balance, end of year		$ 3,096,541		$ 3,223,183

(Concluded)

Community Unit School District 300

Transportation Fund

SCHEDULE OF REVENUES, EXPENDITURES,

AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL

For the Year Ended June 30, 2020

With Comparative Actual Amounts for the Year Ended June 30, 2019

	2020			
	Original and Final Budget	Actual	Variance From Final Budget	2019 Actual
Revenues				
Local sources				
General levy	$ 8,079,516	$ 7,592,444	$ (487,072)	$ 6,490,113
Interest on investments	21,000	29,021	8,021	26,774
Refund of prior years' expenditures	-	55	55	-
Other local fees	209,600	185,293	(24,307)	230,076
Other	-	947	947	5,985
Total local sources	8,310,116	7,807,760	(502,356)	6,752,948
State sources				
Transportation - Regular and Vocational	3,000,000	2,732,614	(267,386)	2,808,936
Transportation - Special Education	4,500,000	5,024,030	524,030	4,451,855
Total state sources	7,500,000	7,756,644	256,644	7,260,791
Total revenues	15,810,116	15,564,404	(245,712)	14,013,739
Expenditures				
Business				
Pupil transportation services				
Salaries	453,500	526,350	(72,850)	465,987
Employee benefits	24,111	13,367	10,744	15,983
Purchased services	14,122,175	13,654,423	467,752	12,591,565
Supplies and materials	1,196,535	508,622	687,913	1,113,888
Capital outlay	10,000	55,576	(45,576)	-
Non-capitalized equipment	3,000	89,254	(86,254)	891
Total	15,809,321	14,847,592	961,729	14,188,314
Total support services	15,809,321	14,847,592	961,729	14,188,314
Total expenditures	15,809,321	14,847,592	961,729	14,188,314

(Continued)

Community Unit School District 300

Transportation Fund

SCHEDULE OF REVENUES, EXPENDITURES,

AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL

For the Year Ended June 30, 2020

With Comparative Actual Amounts for the Year Ended June 30, 2019

	2020			
	Original and Final Budget	Actual	Variance From Final Budget	2019 Actual
Excess (deficiency) of revenues over expenditures	$ 795	716,812	$ 716,017	(174,575)
Fund balance, beginning of year		3,498,604		3,673,179
Fund balance, end of year		$ 4,215,416		$ 3,498,604

(Concluded)

Community Unit School District 300

Municipal Retirement / Social Security Fund
SCHEDULE OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
For the Year Ended June 30, 2020
With Comparative Actual Amounts for the Year Ended June 30, 2019

	2020			
	Original and Final Budget	Actual	Variance From Final Budget	2019 Actual
Revenues				
Local sources				
General levy	$ 2,571,730	$ 2,536,160	$ (35,570)	$ 2,828,569
Social security/Medicare only levy	2,837,987	2,874,154	36,167	2,969,528
Corporate personal property replacement taxes	500,000	500,000	-	500,000
Interest on investments	364,000	109,943	(254,057)	128,998
Total local sources	6,273,717	6,020,257	(253,460)	6,427,095
Total revenues	6,273,717	6,020,257	(253,460)	6,427,095
Expenditures				
Instruction				
Regular programs	1,179,232	797,831	381,401	787,354
Pre-K programs	12,044	16,556	(4,512)	8,252
Special education programs	1,282,070	1,157,621	124,449	1,222,249
Special education programs pre-K	102,114	96,734	5,380	91,719
Remedial and supplemental programs K-12	36,917	51,405	(14,488)	56,721
Remedial and supplemental programs pre-K	55,444	32,567	22,877	48,368
Vocational educational programs	4,511	7,885	(3,374)	8,586
Interscholastic programs	31,604	55,713	(24,109)	50,622
Summer school programs	51,482	377	51,105	7,886
Gifted programs	15	-	15	-
Drivers education programs	2,349	3,393	(1,044)	3,666
Bilingual programs	234,614	206,196	28,418	243,165
Truant's alternative and optional programs	32,914	26,592	6,322	35,480
Total instruction	3,025,310	2,452,870	572,440	2,564,068

(Continued)

Community Unit School District 300

Municipal Retirement / Social Security Fund
SCHEDULE OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
For the Year Ended June 30, 2020
With Comparative Actual Amounts for the Year Ended June 30, 2019

	2020			
	Original and Final Budget	Actual	Variance From Final Budget	2019 Actual
Support services				
Pupils				
Attendance and social work services	$ 60,538	$ 74,413	$ (13,875)	$ 66,184
Guidance services	43,225	42,441	784	34,882
Health services	26,573	185,199	(158,626)	184,433
Psychological services	35,798	31,600	4,198	30,949
Speech pathology and audiology services	54,943	52,783	2,160	56,583
Other support services -pupils	148,136	87,613	60,523	133,291
Total pupils	369,213	474,049	(104,836)	506,322
Instructional staff				
Improvement of instruction services	81,087	45,469	35,618	77,035
Educational media services	155,033	140,318	14,715	140,553
Assessment and testing	23,268	49,950	(26,682)	21,512
Total instructional staff	259,388	235,737	23,651	239,100
General administration				
Board of education services	882	926	(44)	8,100
Executive administration services	20,769	18,739	2,030	20,615
Total general administration	21,651	19,665	1,986	28,715
School administration				
Office of principal services	785,828	716,679	69,149	741,064
Other support services - school administration	-	-	-	24
Total school administration	785,828	716,679	69,149	741,088

(Continued)

Community Unit School District 300

Municipal Retirement / Social Security Fund
SCHEDULE OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
For the Year Ended June 30, 2020
With Comparative Actual Amounts for the Year Ended June 30, 2019

	2020			
	Original and Final Budget	Actual	Variance From Final Budget	2019 Actual
Business				
Direction of business support services	$ 14,106	$ 13,736	$ 370	$ 13,428
Fiscal services	118,877	109,041	9,836	94,497
Operation and maintenance of plant services	1,301,526	1,274,669	26,857	1,281,813
Pupil transportation services	27,162	27,975	(813)	30,135
Food services	2,785	2,548	237	2,081
Internal services	47,440	55,303	(7,863)	49,220
Total business	1,511,896	1,483,272	28,624	1,471,174
Central				
Information services	62,589	52,762	9,827	52,241
Staff services	129,065	123,378	5,687	111,005
Data processing services	243,494	328,845	(85,351)	320,933
Total central	435,148	504,985	(69,837)	484,179
Other support services	300	552	(252)	-
Total support services	3,383,424	3,434,939	(51,515)	3,470,578
Community services	91,266	79,357	11,909	71,306
Total expenditures	6,500,000	5,967,166	532,834	6,105,952
Excess (deficiency) of revenues over expenditures	$ (226,283)	53,091	$ 279,374	321,143
Fund balance, beginning of year		5,707,744		5,386,601
Fund balance, end of year		$ 5,760,835		$ 5,707,744

(Concluded)

1. LEGAL COMPLIANCE AND ACCOUNTABILITY - BUDGETS

Budgets are adopted on a basis consistent with generally accepted accounting principles. Annual budgets are adopted at the fund level for the governmental funds. The annual budget is legally enacted and provides for a legal level of control at the fund level. The Board of Education follows these procedures in establishing the budgetary data reflected in the financial statements:

a) The Administration submits to the Board of Education a proposed operating budget for the fiscal year commencing July 1. The operating budget includes proposed expenditures and the means of financing them.

b) Public hearings are conducted and the proposed budget is available for inspection to obtain comments.

c) By September 30, the budget is legally adopted through passage of a resolution. By the last Tuesday in December of each year, a tax levy resolution is filed with the County Clerk to obtain tax revenues.

d) Formal budgetary integration is employed as a management control device during the year for the governmental funds.

e) Management is authorized to transfer budget amounts, provided funds are transferred between the same function and object codes. The Board of Education is authorized to transfer up to a legal level of 10% of the total budget between functions within a fund; however, any revisions that alter the total expenditures of any fund must be approved by the Board of Education after the public hearing process mandated by law.

f) The budget amounts shown in the financial statements were originally adopted by the Board of Education on September 24, 2019.

g) All budget appropriations lapse at the end of the fiscal year.

2. EXPENDITURES IN EXCESS OF BUDGETS

The following funds had expenditures in excess of budgets at June 30, 2020:

Funds		Variance
Operations and Maintenance	$	24,834
Capital Projects		2,307,713

3. CHANGES OF ASSUMPTIONS - TEACHERS' RETIREMENT SYSTEM OF THE STATE OF ILLINOIS

For the 2019, 2018, 2017, and 2016 measurement years, the assumed investment rate of return was 7.00 percent, including an inflation rate of 2.50 percent and a real return of 4.50%. Salary increases were assumed to vary by service credit, but the rates of increase in the 2018 measurement year were slightly higher.

For the 2015 and 2014 measurement years, the assumed investment rate of return was 7.50 percent, including an inflation rate of 3.00 percent and real return of 4.50 percent. Salary increases were assumed to vary by service credit. Various other changes in assumptions were adopted based on the experience analysis for the three-year period ending June 30, 2014.

4. SUMMARY OF ACTUARIAL METHODS AND ASSUMPTIONS USED IN THE CALCULATION OF THE 2019 IMRF CONTRIBUTION RATE*

Valuation Date:

Notes	Actuarially determined contribution rates are calculated as of December 31 each year, which are 12 months prior to the beginning of the fiscal year in which contributions are reported.

Methods and Assumptions Used to Determine the 2019 Contribution Rate:

Actuarial Cost Method	Aggregate Entry Age Normal
Amortization Method	Level Percentage of Payroll, Closed
Remaining Amortization Period	Non-Taxing bodies: 10-year rolling period. Taxing bodies (Regular, SLEP, and ECO groups): 24-year closed period. Early Retirement Incentive Plan liabilities: a period up to 10 years selected by the Employer upon adoption of ERI. SLEP supplemental liabilities attributable to Public Act 94-712 were financed over 19 years for most employers (three employers were financed over 28 years and four others were financed over 29 years).
Asset Valuation Method	5-year smoothed market; 20% corridor
Wage Growth	3.25%
Price Inflation	2.50%
Salary Increases	3.35% to 14.25%, including inflation
Investment Rate of Return	7.50%
Retirement Age	Experience-based table of rates that are specific to the type of eligibility condition. Last updated for the 2017 valuation pursuant to an experience study of the period 2014-2016.

4. SUMMARY OF ACTUARIAL METHODS AND ASSUMPTIONS USED IN THE CALCULATION OF THE 2019 IMRF CONTRIBUTION RATE* (Continued)

Mortality	For non-disabled retirees, an IMRF specific mortality table was used with fully generational projections scale MP-2017 (base year 2015). The IMRF specific rates were developed from the RP-2014 Blue Collar Health Annuitant Mortality Table with adjustments to match current IMRF experience. For disabled retirees, an IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). The IMRF specific rates were developed from the RP-2014 Disabled Retirees Mortality Table applying the same adjustments that were applied for non-disabled lives. For active members, an IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). The IMRF specific rates were developed from the RP-2014 Employee Mortality Table with adjustments to match current IMRF experience.

Other Information:

Notes	There were no benefit changes during the year.

* Based on Valuation Assumptions used in the December 31, 2017 actuarial valuation.

Change in Assumptions:

For the 2019 and 2018 measurement years, the assumed investment rate of return was 7.25 percent, including an inflation rate of 2.50 percent and a real return of 4.75%.

For the 2017, 2016, 2015 and 2014 measurement years, the assumed investment rate of return was 7.50 percent, including an inflation rate of 2.50 percent and a real return of 5.00%.

5. SUMMARY OF ACTUARIAL METHODS AND ASSUMPTIONS USED IN THE CALCULATION OF THE 2019 THIS CONTRIBUTION RATE

Valuation Date:

Notes	Actuarially determined contribution rates are calculated as of June 30 each year, 12 months prior to the fiscal year in which contributions are reported.
Valuation Date	June 20, 2018
Measurement Date	June 30, 2019
Fiscal Year End	June 30, 2020

5. SUMMARY OF ACTUARIAL METHODS AND ASSUMPTIONS USED IN THE CALCULATION OF THE 2019 THIS CONTRIBUTION RATE (Continued)

Methods and Assumptions Used to Determine the 2019 Contribution Rate:

Actuarial Cost Method	Aggregate Entry Age Normal
Asset Valuation Method	Market value
Investment Rate of Return	0%, net of OPEB plan investment expense, including inflation, for all plan years.
Single equivalent discount rate	3.13%
Price Inflation	2.50%
Salary Increases	Depends on service and ranges from 9.50% at 1 year of service to 4.00% at 20 or more years of service. Salary increase includes a 3.25% wage inflation assumption.
Retirement Age	Experience-based table of rates that are specific to the type of eligibility condition. Last updated for the June 30, 2018, actuarial valuation.
Mortality	Retirement and Beneficiary Annuitants: RP-2014 White Collar Annuitant Mortality Table, adjusted for TRS experience. Disabled Annuitants: RP-2014 Disabled Annuitant Table. Pre-Retirement: RP-2014 White Collar Table. All tables reflect future mortality improvements using Projection Scale MP-2017.
Healthcare Cost Trend Rates	Actual trend used for fiscal year 2019. For fiscal years on and after 2020, trend starts at 8.00% and 9.00% for non-Medicare cost and Medicare costs, respectively, and gradually decreases to an ultimate trend of 4.50%. Additional trend rate of 0.31% is added to non-Medicare cost on and after 2022 to account for the Excise Tax.
Aging Factors	Based on the 2013 SOA Study "Health Care Costs - From Birth to Death"
Expenses	Health administrative expenses are included in the development of the per capita claims costs. Operating expenses are included as a component of the Annual OPEB Expense.

Change in Assumptions:

The discount rate was changed from 3.56% used in the fiscal year 2018 valuation to 3.62% for fiscal year 2019, and from 3.62% used in the fiscal year 2019 valuation to 3.13% in fiscal year 2020, which is the Fixed-income municipal bonds with 20 years to maturity that include only federally tax-exempt municipal bonds as reported in Fidelity Index's"20-Year Municipal GO AA Index".

6. SUMMARY OF ACTUARIAL METHODS AND ASSUMPTIONS USED IN THE CALCULATION OF THE 2020 RHP CONTRIBUTION RATE

Valuation Date:

Valuation Date	July 1, 2019
Measurement Date	June 30, 2020
Fiscal Year End	June 30, 2020

Methods and Assumptions Used to Determine the 2020 Contribution Rate:

Actuarial Cost Method	Entry Age Normal
Municipal Bond Index	S&P Municipal Bond 20-Year High-Grade Rate Index
Price Inflation	3.00%
Salary Increases	4.00%
Mortality	IMRF employees and retirees rates are from the December 31, 2019 IMRF Actuarial Valuation Report. Active Employees: RP-2014 Employee Mortality Table for both males and females with 2-dimensional, fully generational improvements using the MP-2017 Mortality Improvement Scale. Retirees: IMRF-specific mortality rates with 2-dimensional, fully generational improvements using the MP-2017 Mortality Improvement Scale projected from 2015. The rates were developed from the RP-2014 Blue Collar Mortality Table with adjustments to match current IMRF
Healthcare Cost Trend Rates	5.50% - 6.50%, initial 4.50% , ultimate

Change in Assumptions:

The discount rate was changed from 2.98% used in the fiscal year 2018 valuation to 2.79% for fiscal year 2019, and from 2.79% used in the fiscal year 2019 valuation to 2.66% in fiscal year 2020, which is the S&P Municipal Bond 20-Year High-Grade Rate Index as of June 30, 2020.

SUPPLEMENTARY FINANCIAL INFORMATION

Community Unit School District 300

General Fund

COMBINING BALANCE SHEET

June 30, 2020

	Educational Account	Tort Immunity and Judgment	Working Cash Account	Total
ASSETS				
Cash and investments	$ 76,409,444	$ 649,538	$ 38,870,782	$ 115,929,764
Receivables (net of allowance for uncollectibles):				
Interest	59,454	505	30,245	90,204
Property taxes	76,752,034	1,042,421	3,577	77,798,032
Intergovernmental	3,220,548	-	-	3,220,548
Prepaid Items	659,202	-	-	659,202
Total assets	$ 157,100,682	$ 1,692,464	$ 38,904,604	$ 197,697,750
LIABILITIES, DEFERRED INFLOWS, AND FUND BALANCES				
LIABILITIES				
Accounts payable	$ 2,958,300	$ -	$ -	$ 2,958,300
Salaries and wages payable	15,148,392	-	-	15,148,392
Payroll deductions payable	1,027,921	-	-	1,027,921
Claims payable	3,906,601	-	-	3,906,601
Deferred revenue	121,909	-	-	121,909
Total liabilities	23,163,123	-	-	23,163,123
DEFERRED INFLOWS				
Interest revenue collected in a future period	54,305	462	27,626	82,393
Property taxes levied for a future period	67,648,009	918,593	3,249	68,569,851
Total deferred inflows	67,702,314	919,055	30,875	68,652,244
FUND BALANCES				
Nonspendable	659,202	-	-	659,202
Restricted	-	773,409	-	773,409
Unassigned	65,576,043	-	38,873,729	104,449,772
Total fund balance	66,235,245	773,409	38,873,729	105,882,383
Total liabilities, deferred inflows, and fund balance	$ 157,100,682	$ 1,692,464	$ 38,904,604	$ 197,697,750

Community Unit School District 300

General Fund

COMBINING SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES

For the Year Ended June 30, 2020

	Educational Account	Tort Immunity and Judgment	Working Cash Account	Total
Revenues				
Property taxes	$ 136,124,879	$ 1,861,268	$ 59,742	$ 138,045,889
State aid	122,778,649	-	-	122,778,649
Federal aid	18,089,003	-	-	18,089,003
Interest	1,484,011	5,289	880,213	2,369,513
Other	5,891,871	-	-	5,891,871
Total revenues	284,368,413	1,866,557	939,955	287,174,925
Expenditures				
Current:				
Instruction:				
Regular programs	81,162,636	-	-	81,162,636
Special programs	39,235,562	-	-	39,235,562
Other instructional programs	20,374,973	-	-	20,374,973
State retirement contributions	57,062,013	-	-	57,062,013
Support services:				
Pupils	24,104,965	-	-	24,104,965
Instructional staff	9,212,527	-	-	9,212,527
General administration	1,547,742	1,002,100	-	2,549,842
School administration	15,440,800	-	-	15,440,800
Business	8,367,075	-	-	8,367,075
Transportation	70,525	-	-	70,525
Operations and maintenance	296,603	759,683	-	1,056,286
Central	8,526,783	-	-	8,526,783
Other supporting services	42,571	-	-	42,571
Community services	1,157,728	-	-	1,157,728
Nonprogrammed charges	4,961,356	-	-	4,961,356
Capital outlay	972,803	-	-	972,803
Total expenditures	272,536,662	1,761,783	-	274,298,445
Excess of revenues over expenditures	11,831,751	104,774	939,955	12,876,480
Other financing uses				
Transfers (out)	(1,038,253)	-	-	(1,038,253)
Total other financing uses	(1,038,253)	-	-	(1,038,253)
Net change in fund balance	10,793,498	104,774	939,955	11,838,227
Fund balance, beginning of year	55,441,747	668,635	37,933,774	94,044,156
Fund balance, end of year	$ 66,235,245	$ 773,409	$ 38,873,729	$ 105,882,383

Community Unit School District 300

Debt Service Fund

SCHEDULE OF REVENUES, EXPENDITURES,

AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL

For the Year Ended June 30, 2020

With Comparative Actual Amounts for the Year Ended June 30, 2019

	2020			
	Original and Final Budget	Actual	Variance From Final Budget	2019 Actual
Revenues				
Local sources				
General levy	$ 27,221,900	$ 27,070,948	$ (150,952)	$ 27,457,451
Interest on investments	18,000	167,260	149,260	184,033
Total local sources	27,239,900	27,238,208	(1,692)	27,641,484
Total revenues	27,239,900	27,238,208	(1,692)	27,641,484
Expenditures				
Debt service				
Debt services - interest				
Bonds and other - interest	19,516,324	11,411,200	8,105,124	12,221,191
Total debt service - interest	19,516,324	11,411,200	8,105,124	12,221,191
Principal payments on long-term debt	10,724,302	18,574,538	7,850,236	19,151,975
Other debt service				
Purchased services	12,500	107,242	(94,742)	11,075
Total	12,500	107,242	(94,742)	11,075
Total debt service	30,253,126	30,092,980	160,146	31,384,241
Total expenditures	30,253,126	30,092,980	160,146	31,384,241
Deficiency of revenues over expenditures	(3,013,226)	(2,854,772)	158,454	(3,742,757)

(Continued)

Community Unit School District 300

Debt Service Fund

SCHEDULE OF REVENUES, EXPENDITURES,

AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL

For the Year Ended June 30, 2020

With Comparative Actual Amounts for the Year Ended June 30, 2019

	2020			
	Original and Final Budget	Actual	Variance From Final Budget	2019 Actual
Other financing sources (uses)				
Debt issuance	$ -	$ 16,090,000	$ 16,090,000	$ -
Transfer to pay principal on other long-term liabilities	2,741,611	2,734,291	(7,320)	2,846,975
Transfer to pay interest on other long-term liabilities	431,172	438,622	7,450	468,601
Other uses not classified elsewhere	-	(16,119,654)	(16,119,654)	-
Total other financing sources (uses)	3,172,783	3,143,259	(29,524)	3,315,576
Net change in fund balance	$ 159,557	288,487	$ 128,930	(427,181)
Fund balance, beginning of year		9,069,317		9,496,498
Fund balance, end of year		$ 9,357,804		$ 9,069,317

(Concluded)

Community Unit School District 300

Capital Projects Fund

SCHEDULE OF REVENUES, EXPENDITURES,

AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL

For the Year Ended June 30, 2020

With Comparative Actual Amounts for the Year Ended June 30, 2019

	2020			
	Original and Final Budget	Actual	Variance From Final Budget	2019 Actual
Revenues				
Local sources				
Interest on investments	$ 114,000	$ 419,867	$ 305,867	$ 443,191
Impact fees from municipal or county governments	639,000	62,770	(576,230)	638,796
Payments of surplus moneys from TIF districts	3,900,000	5,490,683	1,590,683	5,796,833
Other	-	101,435	101,435	147,721
Total local sources	4,653,000	6,074,755	1,421,755	7,026,541
State sources				
School Infrastructure - Maintenance Projects	-	50,000	50,000	-
Total state sources	-	50,000	50,000	-
Total revenues	4,653,000	6,124,755	1,471,755	7,026,541
Expenditures				
Support services				
Facilities acquisition and construction services				
Capital outlay	11,117,060	13,424,773	(2,307,713)	7,222,688
Total	11,117,060	13,424,773	(2,307,713)	7,222,688
Total support services	11,117,060	13,424,773	(2,307,713)	7,222,688
Total expenditures	11,117,060	13,424,773	(2,307,713)	7,222,688
Deficiency of revenues over expenditures	(6,464,060)	(7,300,018)	(835,958)	(196,147)

(Continued)

Community Unit School District 300

Capital Projects Fund

SCHEDULE OF REVENUES, EXPENDITURES,

AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL

For the Year Ended June 30, 2020

With Comparative Actual Amounts for the Year Ended June 30, 2019

	2020			
	Original and Final Budget	Actual	Variance From Final Budget	2019 Actual
Other financing sources				
Permanent transfer from Operations and Maintenance Fund	$ 2,500,000	$ 4,500,000	$ 2,000,000	$ 2,900,000
Total other financing sources	2,500,000	4,500,000	2,000,000	2,900,000
Net change in fund balance	$ (3,964,060)	(2,800,018)	$ 1,164,042	2,703,853
Fund balance, beginning of year		23,906,132		21,202,279
Fund balance, end of year		$ 21,106,114		$ 23,906,132

(Concluded)

Community Unit School District 300

STATEMENT OF CHANGES IN ASSETS AND LIABILITIES
AGENCY FUND - STUDENT ACTIVITY FUNDS
Year Ended June 30, 2020

	Balance July 1, 2019	Additions	Deletions	Balance June 30, 2020
Assets				
Cash and investments	$ 903,668	$ 1,358,640	$ 1,273,103	$ 989,205
Liabilities				
Due to student groups				
Algonquin Lakes	$ 3,492	$ 19,676	$ 19,414	$ 3,754
Algonquin M.S.	23,571	60,201	70,229	13,543
Carpentersville M.S.	18,381	29,155	22,409	25,127
DeLacey	2,953	5,562	5,424	3,091
Dundee-Crown H.S.	237,840	311,486	309,564	239,762
Dundee Highlands	3,154	2,939	3,191	2,902
Dundee M.S.	127,255	156,711	130,754	153,212
Eastview	1,399	4,041	3,842	1,598
Gary D Wright	8,602	36,161	33,244	11,519
Gilberts	5,498	12,577	6,951	11,124
Golfview	7,594	3,125	6,005	4,714
Hampshire Elem	9,962	32,543	22,104	20,401
Hampshire H.S.	177,389	234,237	240,203	171,423
Hampshire M.S.	47,327	84,646	71,384	60,589
H.D. Jacobs H.S.	152,132	204,549	184,893	171,788
Lake In The Hills	3,987	16,052	13,663	6,376
Lakewood	15,690	16,898	12,071	20,517
Liberty	3,416	3,397	3,911	2,902
Lincoln Prairie	4,132	4,685	5,002	3,815
Meadowdale	2,324	7,385	5,867	3,842
Neubert	3,471	9,834	10,337	2,968
Parkview	1,781	2,493	1,418	2,856
Perry	4,596	4,720	2,473	6,843
Sleepy Hollow	2,718	4,201	5,410	1,509
Westfield	35,004	91,366	83,340	43,030
Total liabilities	$ 903,668	$ 1,358,640	$ 1,273,103	$ 989,205

Community Unit School District 300

OPERATING COSTS AND TUITION CHARGE

June 30, 2020 and 2019

	2020	2019
Operating costs per pupil		
Average Daily Attendance (ADA):	19,534.00	19,375.00
Operating costs:		
Educational	$ 215,464,256	$ 211,729,401
Operations and Maintenance	19,446,846	18,523,712
Debt Service	30,092,980	31,384,241
Transportation	14,847,592	14,188,314
Municipal Retirement/Social Security	5,967,166	6,105,952
Tort	1,761,783	1,719,394
Subtotal	287,580,623	283,651,014
Less Revenues/Expenditures of Nonregular Programs:		
Tuition	7,845,048	7,479,562
Pre-K programs	3,619,998	3,691,291
Summer School	736,664	706,115
Capital outlay	2,608,197	2,538,814
Non-capitalized equipment	2,788,510	2,257,304
Debt principal retired	18,574,538	19,151,975
Community services	1,237,085	1,094,171
Payments to other districts & governmental units	4,961,356	4,854,787
Subtotal	42,371,396	41,774,019
Operating costs	$ 245,209,227	$ 241,876,995
Operating costs per pupil - based on ADA	$ 12,553	$ 12,484
Tuition Charge		
Operating costs	$ 245,209,227	$ 241,876,995
Less - revenues from specific programs, such as special education or lunch programs	45,131,625	45,906,636
Net operating costs	200,077,602	195,970,359
Depreciation allowance	7,939,584	10,391,848
Allowance tuition costs	$ 208,017,186	$ 206,362,207
Tuition charge per pupil - based on ADA	$ 10,649	$ 10,651

Community Unit School District 300

SCHEDULE OF BONDS OUTSTANDING
ISSUE DATED DECEMBER 21, 2010
June 30, 2020

GENERAL OBLIGATION SCHOOL REFUNDING BONDS, SERIES 2010

YEAR ENDED JUNE 30,	BONDS OUTSTANDING	INTEREST PAYABLE	TOTAL DEBT SERVICE
2021	$ 75,000	$ 215,688	$ 290,688
2022	-	212,500	212,500
2023	5,000,000	212,500	5,212,500
Total	$ 5,075,000	$ 640,688	$ 5,715,688

Paying Agent:	Bank of America
Principal payment date:	January 1
Interest payment dates:	January 1 and July 1
Interest rates:	2.0% to 4.25%

Community Unit School District 300

SCHEDULE OF BONDS OUTSTANDING
ISSUE DATED JANUARY 26, 2012
June 30, 2020

GENERAL OBLIGATION SCHOOL REFUNDING BONDS, SERIES 2012

YEAR ENDED JUNE 30,	BONDS OUTSTANDING	INTEREST PAYABLE	TOTAL DEBT SERVICE
2021	$ 100,000	$ 200,600	$ 300,600
2022	100,000	198,300	298,300
2023	6,510,000	195,300	6,705,300
Total	$ 6,710,000	$ 594,200	$ 7,304,200

Paying Agent:	U.S. Bank National Association
Principal payment date:	January 1
Interest payment dates:	January 1 and July 1
Interest rates:	2.0% to 3.0%

Community Unit School District 300

SCHEDULE OF BONDS OUTSTANDING
ISSUE DATED NOVEMBER 5, 2013
June 30, 2020

GENERAL OBLIGATION SCHOOL REFUNDING BONDS, SERIES 2013

YEAR ENDED JUNE 30,	BONDS OUTSTANDING	INTEREST PAYABLE	TOTAL DEBT SERVICE
2021	$ -	$ 3,129,575	$ 3,129,575
2022	-	3,129,575	3,129,575
2023	-	3,129,575	3,129,575
2024	-	3,129,575	3,129,575
2025	-	3,129,575	3,129,575
2026	-	3,129,575	3,129,575
2027	-	3,129,575	3,129,575
2028	-	3,129,575	3,129,575
2029	-	3,129,575	3,129,575
2030	6,250,000	3,129,575	9,379,575
2031	8,135,000	2,801,450	10,936,450
2032	19,700,000	2,374,363	22,074,363
2033	25,730,000	1,340,113	27,070,113
Total	$ 59,815,000	$ 37,811,676	$ 97,626,676

Paying Agent:	Amalgamated Bank of Chicago
Principal payment date:	January 1
Interest payment dates:	January 1 and July 1
Interest rates:	5.0% to 5.25%

Community Unit School District 300

SCHEDULE OF BONDS OUTSTANDING
ISSUE DATED JANUARY 30, 2014
June 30, 2020

GENERAL OBLIGATION SCHOOL REFUNDING BONDS, SERIES 2014

YEAR ENDED JUNE 30,	BONDS OUTSTANDING	INTEREST PAYABLE	TOTAL DEBT SERVICE
2021	$ -	$ 177,500	$ 177,500
2022	-	177,500	177,500
2023	-	177,500	177,500
2024	-	177,500	177,500
2025	-	177,500	177,500
2026	-	177,500	177,500
2027	5,000,000	177,500	5,177,500
Total	$ 5,000,000	$ 1,242,500	$ 6,242,500

Paying Agent:	Amalgamated Bank of Chicago
Principal payment date:	January 1
Interest payment dates:	January 1 and July 1
Interest rates:	3.55%

Community Unit School District 300

SCHEDULE OF BONDS OUTSTANDING
ISSUE DATED OCTOBER 29, 2015
June 30, 2020

GENERAL OBLIGATION SCHOOL REFUNDING BONDS, SERIES 2015

YEAR ENDED JUNE 30,	BONDS OUTSTANDING	INTEREST PAYABLE	TOTAL DEBT SERVICE
2021	$ 4,645,000	$ 3,577,150	$ 8,222,150
2022	-	3,344,900	3,344,900
2023	4,965,000	3,344,900	8,309,900
2024	17,210,000	3,096,650	20,306,650
2025	2,110,000	2,236,150	4,346,150
2026	18,825,000	2,151,750	20,976,750
2027	14,750,000	1,210,500	15,960,500
2028	11,360,000	568,000	11,928,000
Total	$ 73,865,000	$ 19,530,000	$ 93,395,000

Paying Agent:	Amalgamated Bank of Chicago
Principal payment date:	January 1
Interest payment dates:	January 1 and July 1
Interest rates:	4.0% - 5.0%

Community Unit School District 300

SCHEDULE OF BONDS OUTSTANDING
ISSUE DATED APRIL 25, 2017
June 30, 2020

GENERAL OBLIGATION SCHOOL REFUNDING BONDS, SERIES 2017

YEAR ENDED JUNE 30,	BONDS OUTSTANDING	INTEREST PAYABLE	TOTAL DEBT SERVICE
2021	$ -	$ 2,030,000	$ 2,030,000
2022	-	2,030,000	2,030,000
2023	-	2,030,000	2,030,000
2024	-	2,030,000	2,030,000
2025	-	2,030,000	2,030,000
2026	-	2,030,000	2,030,000
2027	-	2,030,000	2,030,000
2028	5,000,000	2,030,000	7,030,000
2029	17,000,000	1,780,000	18,780,000
2030	10,000,000	930,000	10,930,000
2031	8,600,000	430,000	9,030,000
Total	$ 40,600,000	$ 19,380,000	$ 59,980,000

Paying Agent:	Amalgamated Bank of Chicago
Principal payment date:	January 1
Interest payment dates:	January 1 and July 1
Interest rates:	4.5% to 5.25%

Community Unit School District 300

SCHEDULE OF BONDS OUTSTANDING
ISSUE DATED APRIL 19, 2018
June 30, 2020

GENERAL OBLIGATION SCHOOL REFUNDING BONDS, SERIES 2018A

YEAR ENDED JUNE 30,	BONDS OUTSTANDING	INTEREST PAYABLE	TOTAL DEBT SERVICE
2021	$ -	$ 931,750	$ 931,750
2022	-	931,750	931,750
2023	-	931,750	931,750
2024	-	931,750	931,750
2025	-	931,750	931,750
2026	-	931,750	931,750
2027	-	931,750	931,750
2028	-	931,750	931,750
2029	-	931,750	931,750
2030	6,350,000	931,750	7,281,750
2031	7,025,000	614,250	7,639,250
2032	5,260,000	263,000	5,523,000
Total	$ 18,635,000	$ 10,194,750	$ 28,829,750

Paying Agent:	Amalgamated Bank of Chicago
Principal payment date:	January 1
Interest payment dates:	January 1 and July 1
Interest rates:	4.00%

Community Unit School District 300

SCHEDULE OF BONDS OUTSTANDING
ISSUE DATED APRIL 19, 2018
June 30, 2020

GENERAL OBLIGATION SCHOOL REFUNDING BONDS, SERIES 2018B

YEAR ENDED JUNE 30,	BONDS OUTSTANDING	INTEREST PAYABLE	TOTAL DEBT SERVICE
2021	$ -	$ 275,050	$ 275,050
2022	-	275,050	275,050
2023	-	275,050	275,050
2024	-	275,050	275,050
2025	-	275,050	275,050
2026	-	275,050	275,050
2027	-	275,050	275,050
2028	3,725,000	275,050	4,000,050
2029	4,010,000	143,558	4,153,558
2030	-	-	-
2031	-	-	-
Total	$ 7,735,000	$ 2,343,958	$ 10,078,958

Paying Agent:	Amalgamated Bank of Chicago
Principal payment date:	January 1
Interest payment dates:	January 1 and July 1
Interest rates:	4.50% to 5.25%

Community Unit School District 300

SCHEDULE OF BONDS OUTSTANDING
ISSUE DATED August 1, 2019
June 30, 2020

GENERAL OBLIGATION SCHOOL REFUNDING BONDS, SERIES 2019

YEAR ENDED JUNE 30,	BONDS OUTSTANDING	INTEREST PAYABLE	TOTAL DEBT SERVICE
2021	$ -	$ 321,800	$ 321,800
2022	-	321,800	321,800
2023	-	321,800	321,800
2024	-	321,800	321,800
2025	16,090,000	321,800	16,411,800
Total	$ 16,090,000	$ 1,609,000	$ 17,699,000

Paying Agent:	Amalgamated Bank of Chicago
Principal payment date:	January 1
Interest payment dates:	January 1 and July 1
Interest rates:	2.00%

Community Unit School District 300

SCHEDULE OF BONDS OUTSTANDING
ISSUE DATED DECEMBER 1, 2001
June 30, 2020

GENERAL OBLIGATION CAPITAL APPRECIATION SCHOOL BUILDING BONDS, SERIES 2001

Year Ended June 30,	Original Principal	Accretion to Date	Currently Payable	Future Accretion	Total
2021	$ 1,233,988	$ 3,372,384	$ 4,606,372	$ 1,608,628	$ 6,215,000
2022	2,053,158	5,611,322	7,664,480	3,600,520	11,265,000
Total	$ 3,287,146	$ 8,983,706	$ 12,270,852	$ 5,209,148	$ 17,480,000

Paying Agent:	Bank of America
Principal payment date:	December 1
Interest payment dates:	June 1 and December 1
Interest rates:	None - Capital Appreciation Bonds

Community Unit School District 300

SCHEDULE OF BONDS OUTSTANDING
ISSUE DATED MAY 1, 2002
June 30, 2020

GENERAL OBLIGATION WORKING CASH CAPITAL APPRECIATION BONDS, SERIES 2002

Year Ended June 30,	Original Principal	Accretion to Date	Currently Payable	Future Accretion	Total
2021	$ 1,283,569	$ 2,629,530	$ 3,913,099	$ 1,161,901	$ 5,075,000
2022	1,238,623	2,537,496	3,776,119	1,498,881	5,275,000
Total	$ 2,522,192	$ 5,167,026	$ 7,689,218	$ 2,660,782	$ 10,350,000

Paying Agent:	Bank of America
Principal payment date:	December 1
Interest payment dates:	June 1 and December 1
Interest rates:	None - Capital Appreciation Bonds

Community Unit School District 300

SCHEDULE OF BONDS OUTSTANDING
ISSUE DATED JANUARY 30, 2014
June 30, 2020

GENERAL OBLIGATION SCHOOL DEBT CERTIFICATES, SERIES 2014

YEAR ENDED JUNE 30,	BONDS OUTSTANDING	INTEREST PAYABLE	TOTAL DEBT SERVICE
2021	$ -	$ 168,722	$ 168,722
2022	-	168,722	168,722
2023	-	168,722	168,722
2024	-	168,722	168,722
2025	1,055,000	168,722	1,223,722
2026	1,090,000	135,702	1,225,702
2027	1,125,000	99,950	1,224,950
2028	1,160,000	61,924	1,221,924
2029	570,000	20,974	590,974
Total	$ 5,000,000	$ 1,162,160	$ 6,162,160

Paying Agent:	Amalgamated Bank of Chicago
Principal payment date:	January 1
Interest payment dates:	January 1 and July 1
Interest rates:	3.13%-3.68%

Community Unit School District 300

SCHEDULE OF BONDS OUTSTANDING
ISSUE DATED JUNE 29, 2016
June 30, 2020

GENERAL OBLIGATION SCHOOL DEBT CERTIFICATES, SERIES 2016

YEAR ENDED JUNE 30,	BONDS OUTSTANDING	INTEREST PAYABLE	TOTAL DEBT SERVICE
2021	$ 275,000	$ 36,912	$ 311,912
2022	280,000	32,100	312,100
2023	285,000	26,780	311,780
2024	290,000	20,938	310,938
2025	295,000	14,558	309,558
2026	305,000	7,625	312,625
Total	$ 1,730,000	$ 138,913	$ 1,868,913

Paying Agent: Amalgamated Bank of Chicago
Principal payment date: January 1
Interest payment dates: January 1 and July 1
Interest rates: 1.25%-2.50%

Community Unit School District 300

SCHEDULE OF BONDS OUTSTANDING
ISSUE DATED DECEMBER 1, 2016
June 30, 2020

GENERAL OBLIGATION SCHOOL DEBT CERTIFICATES, SERIES 2016A

YEAR ENDED JUNE 30,	BONDS OUTSTANDING	INTEREST PAYABLE	TOTAL DEBT SERVICE
2021	$ 180,000	$ 200,273	$ 380,273
2022	185,000	197,123	382,123
2023	185,000	193,608	378,608
2024	190,000	189,815	379,815
2025	190,000	185,540	375,540
2026	190,000	180,980	370,980
2027	505,000	176,135	681,135
2028	525,000	162,500	687,500
2029	1,170,000	147,538	1,317,538
2030	1,795,000	113,023	1,908,023
2031	1,850,000	58,275	1,908,275
Total	$ 6,965,000	$ 1,804,810	$ 8,769,810

Paying Agent:	Amalgamated Bank of Chicago
Principal payment date:	January 1
Interest payment dates:	January 1 and July 1
Interest rates:	1.25%-3.15%

Community Unit School District 300

SCHEDULE OF BONDS OUTSTANDING
ISSUE DATED SEPTEMBER 5, 2013
June 30, 2020

QUALIFIED ZONE ACADEMY BONDS, SERIES 2013B

YEAR ENDED JUNE 30,	BONDS OUTSTANDING	INTEREST PAYABLE	TOTAL DEBT SERVICE
2021	$ 1,050,000	$ -	$ 1,050,000
2022	1,050,000	-	1,050,000
2023	1,050,000	-	1,050,000
2024	1,050,000	-	1,050,000
Total	$ 4,200,000	$ -	$ 4,200,000

Paying Agent:	Amalgamated Bank of Chicago
Principal payment date:	January 1
Interest payment dates:	January 1 and July 1
Interest rates:	N/A

Community Unit School District 300

SCHEDULE OF BONDS OUTSTANDING
ISSUE DATED DECEMBER 12, 2017
June 30, 2020

QUALIFIED ZONE ACADEMY BONDS, SERIES 2017A

YEAR ENDED JUNE 30,	BONDS OUTSTANDING	INTEREST PAYABLE	TOTAL DEBT SERVICE
2021	$ 110,000	$ 4,425	$ 114,425
2022	110,000	3,875	113,875
2023	110,000	3,325	113,325
2024	110,000	2,775	112,775
2025	110,000	2,225	112,225
2026	110,000	1,675	111,675
2027	110,000	1,125	111,125
2028	115,000	575	115,575
Total	$ 885,000	$ 20,000	$ 905,000

Paying Agent:	Crystal Lake Bank
Principal payment date:	January 1
Interest payment dates:	January 1 and July 1
Interest rates:	0.50%

Community Unit School District 300

SCHEDULE OF BONDS OUTSTANDING
ISSUE DATED DECEMBER 12, 2017
June 30, 2020

QUALIFIED ZONE ACADEMY BONDS, SERIES 2017B

YEAR ENDED JUNE 30,	BONDS OUTSTANDING	INTEREST PAYABLE	TOTAL DEBT SERVICE
2021	$ 110,000	$ 4,425	$ 114,425
2022	110,000	3,875	113,875
2023	110,000	3,325	113,325
2024	110,000	2,775	112,775
2025	110,000	2,225	112,225
2026	110,000	1,675	111,675
2027	110,000	1,125	111,125
2028	115,000	575	115,575
Total	$ 885,000	$ 20,000	$ 905,000

Paying Agent:	Barrington Bank
Principal payment date:	January 1
Interest payment dates:	January 1 and July 1
Interest rates:	0.50%

STATISTICAL SECTION
(Unaudited)

Statistical Section

This part of the District's comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the District's overall financial health.

Contents		Page
Financial Trends		
	These schedules contain trend information to help the reader understand how the District's financial performance and well-being have changed over time.	147 - 158
Revenue Capacity		
	These schedules contain information to help the reader assess the District's most significant local revenue source, the property tax.	159 - 162
Debt Capacity		
	These schedules present information to help the reader assess the affordability of the District's current levels of outstanding debt and the District's ability to issue additional debt in the future.	163 - 168
Demographic and Economic Information		
	These schedules offer demographic and economic indicators to help the reader understand the environment within the District's financial activities take place.	169 - 172
Operating Information		
	These schedules contain information about the District's service and resources to help the reader understand how the District's financial information relates to the services the District provides and the activities it performs.	173 - 178

Sources: Unless otherwise noted, the information in these schedules is derived from the comprehensive annual financial reports for the relevant year.

Community Unit School District 300

NET POSITION (DEFICIT) - LAST TEN FISCAL YEARS

LAST TEN FISCAL YEARS

	2020	2019	2018	2017
Governmental activities				
Net investment in capital assets	$ 86,944,993	$ 83,193,803	$ 69,828,985	$ 58,424,710
Restricted	44,338,996	39,689,616	33,871,251	26,574,594
Unrestricted	(122,099,878)	(144,415,276)	(153,312,835)	(24,211,018)
Total governmental activities net position (deficit)	$ 9,184,111	$ (21,531,857)	$ (49,612,599)	$ 60,788,286

Note: The District adopted GASB 68 in 2015 and restated net position for 2014. Amounts prior to 2014 have not been restated. The District adopted GASB 75 in 2018 and net position classification prior to 2018 have not been restated.

2016	2015	2014	2013	2012	2011
$ 53,287,737	$ 47,588,503	$ 43,826,252	$ 47,466,450	$ 49,706,021	$ 54,058,558
21,690,115	26,153,103	32,620,392	26,490,649	19,838,041	15,579,051
(38,581,557)	(47,959,369)	(64,749,466)	(41,907,672)	(40,321,680)	(39,991,416)
$ 36,396,295	$ 25,782,237	$ 11,697,178	$ 32,049,427	$ 29,222,382	$ 29,646,193

Community Unit School District 300

CHANGES IN NET POSITION (DEFICIT) - LAST TWN FISCAL YEARS

LAST TEN FISCAL YEARS

	2020	2019	2018	2017
Expenses				
Instruction:				
Regular programs	$ 88,369,792	$ 85,832,453	$ 92,737,139	$ 80,516,973
Special programs	45,714,631	49,076,799	46,684,360	44,483,577
Other instructional programs	21,749,313	18,489,555	19,376,483	16,649,615
State retirement contributions	107,122,579	89,260,737	81,647,562	82,475,474
Support services:				
Pupils	25,427,197	23,879,281	22,254,584	19,292,961
Instructional staff	10,120,411	11,242,211	8,548,897	7,771,107
General administration	2,671,575	3,473,228	2,936,853	2,873,072
School administration	16,919,119	15,259,851	16,945,021	14,952,981
Business	9,037,042	10,035,859	10,038,706	8,878,433
Transportation	15,088,017	14,367,510	13,374,804	12,348,191
Operations and maintenance	21,514,778	18,803,094	19,257,938	17,884,515
Central	9,072,232	9,404,037	8,146,036	11,057,741
Other supporting services	43,123	76	441	101
Community services	1,250,661	1,154,465	3,541	-
Nonprogrammed charges	1,386,696	645,463	226,556	-
Interest and fees	11,671,818	13,571,371	14,673,068	16,787,424
Total expenses	$ 387,158,984	$ 364,495,990	$ 356,851,989	$ 335,972,165
Program Revenues				
Charges for services				
Instruction:				
Regular programs	2,815,709	$ 5,171,706	$ 4,678,104	$ 4,287,383
Special programs	-	74,766	95,662	104,962
Other instructional programs	616	299,228	319,279	204,741
Support services:				
Business	1,947,780	2,386,307	2,313,850	2,157,927
Transportation	-			
Operations and maintenance	69,544	195,792	93,346	145,426
Interest and fees	-	-	-	-
Operating grants and contributions	141,119,663	123,001,876	112,492,817	117,786,218
Capital grants and contributions	50,000	-	-	168,147
Total program revenues	146,003,312	$ 131,129,675	$ 119,993,058	$ 124,854,804
Net (expense)/revenue	(241,155,672)	(233,366,315)	$ (236,858,931)	$ (211,117,361)
General revenues				
Taxes:				
Real estate taxes, levied for general purposes	136,184,621	$ 132,748,507	$ 128,372,979	$ 123,746,272
Real estate taxes, levied for specific purposes	38,014,881	35,192,015	34,746,283	33,588,363
Real estate taxes, levied for debt service	27,070,948	27,457,451	27,740,172	27,035,893
Personal property replacement taxes	1,803,429	1,667,855	1,498,794	2,030,397
State aid-formula grants	57,565,199	54,251,683	50,782,463	41,684,989
Investment earnings	2,941,776	3,417,420	1,158,378	510,261
Miscellaneous	8,290,786	6,712,126	5,888,453	6,913,177
Total general revenues	271,871,640	$ 261,447,057	$ 250,187,522	$ 235,509,352
Change in net position	$ 30,715,968	$ 28,080,742	$ 13,328,591	$ 24,391,991

Note: The District adopted GASB 68 in 2015 and restated net position for 2014. Amounts prior to 2014 have not been restated. The District adopted GASB 75 in 2018 and restated net position for 2017. Amounts prior to 2017 have not been restated.

2016	2015	2014	2013	2012	2011
$ 81,854,983	$ 73,406,104	$ 75,732,073	$ 71,434,929	$ 68,833,112	$ 65,444,624
42,685,736	42,575,523	38,145,514	36,563,573	34,376,955	35,086,941
14,511,760	13,491,099	13,333,366	12,604,708	12,844,331	14,520,652
54,446,846	48,607,141	34,289,693	25,943,537	22,316,577	20,958,982
17,963,917	16,357,377	16,051,844	14,714,133	13,958,652	14,532,924
7,796,394	6,848,099	4,989,372	5,458,267	5,601,376	5,337,414
3,638,939	3,452,099	1,939,817	2,084,396	2,472,389	2,238,087
15,173,436	13,880,772	14,308,452	13,653,530	13,747,309	13,689,474
9,364,085	9,298,301	8,654,042	8,676,559	8,666,952	8,267,019
12,028,381	11,811,619	11,933,236	11,188,372	12,085,755	12,433,865
19,059,017	15,671,431	19,626,808	17,451,903	19,086,103	18,549,689
10,521,033	8,272,027	7,231,703	7,131,671	6,224,223	7,717,792
30,565	8,906	160,835	54,730	11,538	149,650
-	-	-	-	-	-
1,121	1,451	-	-	-	-
21,045,905	22,883,868	19,600,675	18,776,155	19,573,112	18,786,968
$ 310,122,118	$ 286,565,817	$ 265,997,430	$ 245,736,463	$ 239,798,384	$ 237,714,081
$ 3,905,604	$ 4,981,352	$ 5,603,421	$ 5,598,612	$ 5,213,141	$ 5,237,875
-	18,845	26,743	174,159	112,235	1,529
229,644	83,303	79,102	84,906	141,031	163,055
2,139,867	1,892,064	1,957,176	1,909,117	2,115,936	2,177,014
-	-	-	23,452	-	-
141,471	102,994	87,397	83,539	128,860	100,315
-	-	-	-	-	-
91,345,798	84,204,859	66,389,659	58,535,435	56,245,852	55,429,303
-	-	100,000	-	-	-
$ 97,762,384	$ 91,283,417	$ 74,243,498	$ 66,409,220	$ 63,957,055	$ 63,109,091
$ (212,359,734)	$ (195,282,400)	$ (191,753,932)	$ (179,327,243)	$ (175,841,329)	$ (174,604,990)
$ 122,945,055	$ 122,894,771	$ 113,482,333	$ 113,133,299	$ 110,339,190	$ 108,690,776
30,503,168	26,242,622	29,611,204	28,242,339	27,483,366	25,942,257
26,428,716	25,805,730	27,058,948	23,750,481	21,221,093	20,284,380
1,442,196	1,800,658	1,674,321	1,655,087	1,619,866	1,760,860
34,166,479	25,587,022	16,089,549	11,686,484	11,352,330	11,580,615
86,969	45,844	68,856	29,936	11,212	42,650
7,401,209	6,990,812	3,932,100	3,656,662	3,390,461	3,743,070
$ 222,973,792	$ 209,367,459	$ 191,917,311	$ 182,154,288	$ 175,417,518	$ 172,044,608
$ 10,614,058	$ 14,085,059	$ 163,379	$ 2,827,045	$ (423,811)	$ (2,560,382)

Community Unit School District 300

FUND BALANCES OF GOVERNMENTAL FUNDS

LAST TEN FISCAL YEARS

	2020	2019	2018	2017
General Fund				
Nonspendable	$ 659,202	$ 527,052	$ 348,988	$ 374,904
Restricted	773,409	668,635	712,572	389,497
Unassigned	104,449,772	92,848,469	83,651,398	75,214,113
Total general fund	$ 105,882,383	$ 94,044,156	$ 84,712,958	$ 75,978,514
All other governmental funds				
Nonspendable	$ -	$ -	$ -	$ -
Assigned	-	676,255	1,954,389	1,944,729
Restricted	43,536,710	44,728,725	40,713,331	37,991,965
Total all other governmental funds	43,536,710	$ 45,404,980	$ 42,667,720	$ 39,936,694

**GASB 54 implemented in 2011.

2016	2015	2014	2013	2012	2011**
$ 258,354	$ 340,961	$ 651,382	$ 69,184	$ -	$ -
-	2,566	-	-	612,514	577,785
66,883,743	56,809,523	42,600,243	39,313,719	43,082,118	44,389,214
$ 67,142,097	$ 57,153,050	$ 43,251,625	$ 39,382,903	$ 43,694,632	$ 44,966,999
$ -	$ -	$ -	$ 4,350,770	$ -	$ -
-	-	-	-	-	-
27,213,558	33,537,901	41,196,585	27,814,338	26,767,960	22,577,832
$ 27,213,558	$ 33,537,901	$ 41,196,585	$ 32,165,108	$ 26,767,960	$ 22,577,832

Community Unit School District 300

GOVERNMENTAL FUNDS REVENUES

LAST TEN FISCAL YEARS

	2020	2019	2018	2017
Local Sources				
Property taxes	$ 201,270,450	$ 195,397,973	$ 190,859,434	$ 184,370,528
Replacement taxes	1,803,429	1,667,855	1,498,794	2,030,397
Tuition	886	104,755	188,559	240,100
Earnings on investments	3,204,803	3,043,585	1,158,378	510,261
Other local sources	13,123,549	14,735,170	13,200,135	13,573,516
Total local sources	219,403,117	214,949,338	206,905,300	200,724,802
State sources				
Evidence-based funding	57,565,199	54,251,683	50,782,463	41,684,989
Other state aid	73,020,094	66,627,990	94,469,337	101,236,088
Total state sources	130,585,293	120,879,673	145,251,800	142,921,077
Federal sources	18,089,003	20,190,984	18,191,627	16,550,130
Total	$ 368,077,413	$ 356,019,995	$ 370,348,727	$ 360,196,009

2016	2015	2014	2013	2012	2011
$179,876,939	$174,943,123	$170,152,485	$165,126,119	$159,043,649	$154,917,413
1,442,196	1,800,658	1,674,321	1,655,087	1,619,866	1,760,860
236,913	1,074,181	1,178,643	1,450,625	1,335,501	656,522
86,969	45,844	68,856	29,936	11,212	42,650
13,580,882	12,995,189	10,507,296	10,079,822	9,766,163	10,766,336
195,223,899	190,858,995	183,581,601	178,341,589	171,776,391	168,143,781
34,166,479	25,587,022	16,089,549	11,686,484	11,352,330	11,580,615
73,116,295	66,515,986	51,420,689	44,092,829	41,146,817	40,545,846
107,282,774	92,103,008	67,510,238	55,779,313	52,499,147	52,126,461
18,229,503	17,688,873	15,068,970	14,442,606	15,099,035	15,377,031
$320,736,176	$300,650,876	$266,160,809	$248,563,508	$239,374,573	$235,647,273

Community Unit School District 300

GOVERNMENTAL FUNDS EXPENDITURES AND DEBT SERVICE RATIO
LAST TEN FISCAL YEARS

	2020	2019	2018	2017
Current:				
Instruction				
Regular programs	$ 81,960,467	$ 82,530,607	$ 80,211,003	$ 68,955,060
Special programs	40,541,322	40,020,316	38,161,650	33,599,493
Other instructional programs	20,724,252	19,874,339	19,404,970	18,243,442
State retirement contributions	57,062,013	53,077,835	81,647,562	82,475,474
Total instruction	200,288,054	195,503,097	219,425,185	203,273,469
Supporting Services				
Pupils	24,579,014	21,399,389	19,995,342	19,017,159
Instructional staff	9,448,264	9,836,762	7,357,283	7,293,264
General administration	2,569,507	3,394,966	2,778,478	2,742,638
School administration	16,157,479	14,976,244	15,141,502	14,547,770
Business	8,547,703	9,522,025	9,238,963	8,387,995
Transportation	14,890,516	14,218,449	13,005,152	11,723,907
Operations and maintenance	20,281,565	18,917,046	18,837,961	17,811,694
Central	9,031,768	9,069,579	7,543,209	8,044,579
Other supporting services	43,123	76	441	101
Total supporting services	105,548,939	101,334,536	93,898,331	89,569,107
Community services	1,237,085	1,113,374	1,715	-
Nonprogrammed charges	4,961,356	4,854,787	4,127,144	14,996,433
Total current	312,035,434	302,805,794	317,452,375	307,839,009
Other:				
Debt service:				
Principal	18,574,538	19,151,975	41,007,047	15,404,530
Interest and other	11,518,442	12,232,266	12,978,427	12,321,596
Payments to refunded bond escrow agent	-	-	-	-
Capital outlay	15,949,388	9,761,502	10,923,262	11,061,208
Total Other	46,042,368	41,145,743	64,908,736	38,787,334
Total	$ 358,077,802	$ 343,951,537	$ 382,361,111	$ 346,626,343
Debt service as a percentage of noncapital expenditures	8.79%	9.37%	14.53%	8.26%

2016	2015	2014	2013	2012	2011
$ 67,053,976	$ 65,115,640	$ 64,370,910	$ 60,926,873	$ 58,697,189	$ 57,361,718
30,632,554	28,033,708	27,629,886	26,453,263	24,666,962	25,133,286
15,640,369	13,988,092	13,816,775	13,406,175	13,158,736	15,263,802
54,446,846	48,607,141	34,289,693	25,943,537	22,316,577	20,958,982
167,773,745	155,744,581	140,107,264	126,729,848	118,839,464	118,717,788
17,450,475	16,212,581	15,916,387	14,575,109	13,714,005	14,335,177
7,027,423	6,513,710	4,623,626	5,054,923	5,087,369	4,889,261
3,519,371	3,375,319	1,871,747	1,990,522	2,140,195	2,182,834
14,399,172	13,582,698	14,099,368	13,414,275	13,234,666	13,106,096
8,672,454	8,938,982	8,573,710	8,281,232	8,275,542	7,928,079
11,421,281	11,241,493	11,233,298	10,356,692	10,912,720	11,411,772
17,126,243	16,257,806	18,404,414	15,472,660	16,826,747	16,853,015
7,856,314	6,651,797	5,578,775	6,303,138	6,155,336	6,927,108
-	53,287	116,460	55,574	11,819	148,526
87,472,733	82,827,673	80,417,785	75,504,125	76,358,399	77,781,868
-	-	-	-	-	-
16,627,097	16,384,198	16,391,100	14,920,217	14,056,133	12,871,520
271,873,575	254,956,452	236,916,149	217,154,190	209,253,996	209,371,176
96,175,205	18,522,576	7,181,347	10,773,823	8,795,440	7,578,761
19,970,387	14,695,559	10,043,755	14,085,403	14,727,004	14,767,044
-	-	-	-	9,836,011	-
12,406,593	11,871,023	10,009,705	5,870,118	4,059,474	4,106,705
128,552,185	45,089,158	27,234,807	30,729,344	37,417,929	26,452,510
$ 400,425,760	$ 300,045,610	$ 264,150,956	$ 247,883,534	$ 246,671,925	$ 235,823,686
29.93%	11.53%	6.71%	10.12%	13.64%	9.55%

Community Unit School District 300

OTHER FINANCING SOURCES AND USES AND NET CHANGE IN FUND BALANCES

LAST TEN FISCAL YEARS

	2020	2019	2018	2017
Excess of revenues over (under) expenditures	$ 9,999,611	$ 12,068,458	$ (12,012,384)	$ 13,569,666
Other financing sources (uses)				
Debt issuance	16,090,000	-	29,700,000	48,050,000
Premium on bonds sold	-	-	2,519,047	6,505,870
Discount on bonds sold	-	-	-	-
Payments to escrow agent	(16,119,654)	-	(8,741,193)	(47,530,583)
Sale of capital assets	-	-	-	-
Other debt proceeds	-	-	-	964,600
Transfers in	7,672,913	6,215,576	10,328,375	2,640,050
Transfers out	(7,672,913)	(6,215,576)	(10,328,375)	(2,640,050)
Total	(29,654)	-	23,477,854	7,989,887
Net change in fund balances	$ 9,969,957	$ 12,068,458	$ 11,465,470	$ 21,559,553

2016	2015	2014	2013	2012	2011
$ (79,689,584)	$ 605,266	$ 2,009,853	$ 679,974	$ (7,297,352)	$ (176,413)
92,185,000	5,000,000	74,950,000	-	9,725,000	16,750,000
11,682,013	-	751,521	-	-	-
-	-	-	-	268,413	(313,804)
(23,934,205)	-	(64,825,015)	-	-	(16,590,974)
-	-	13,840	-	-	-
3,421,480	637,475	-	405,445	221,700	943,599
2,341,051	1,849,564	9,004,614	1,021,989	827,667	1,449,457
(2,341,051)	(1,849,564)	(9,004,614)	(1,021,989)	(827,667)	(1,449,457)
83,354,288	5,637,475	10,890,346	405,445	10,215,113	788,821
$ 3,664,704	$ 6,242,741	$ 12,900,199	$ 1,085,419	$ 2,917,761	$ 612,408

Community Unit School District 300

EQUALIZED ASSESSED VALUATION AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY
LAST TEN TAX LEVY YEARS

LEVY YEAR	ASSESSED VALUATION					TOTAL ASSESSED VALUE	TOTAL DIRECT RATE*	ESTIMATED ACTUAL VALUE
	RESIDENTIAL	FARMS	COMMERCIAL	INDUSTRIAL	RAILROAD			
2019	$ 2,767,138,445	$ 45,091,327	$ 489,019,147	$ 432,879,486	$ 1,811,838	$ 3,735,940,243	$ 5.478	$ 11,207,820,729
2018	2,600,148,908	43,311,223	472,312,895	383,161,971	1,689,709	3,500,624,706	5.696	10,501,874,118
2017	2,358,075,537	42,763,984	530,762,607	368,555,013	1,777,475	3,301,934,616	5.876	9,905,803,848
2016	2,185,436,099	38,955,966	491,043,108	338,988,936	1,765,274	3,056,189,383	6.139	9,168,568,149
2015	1,985,630,566	36,568,253	467,016,839	303,708,701	1,563,869	2,794,488,228	6.544	8,383,464,684
2014	1,957,754,323	34,753,265	403,441,227	257,444,471	1,577,034	2,654,970,320	6.720	7,964,910,960
2013	1,959,928,339	35,514,430	756,555,021	253,140,854	1,265,212	3,006,403,856	6.348	9,019,211,568
2012	2,166,977,438	37,595,440	539,589,963	271,163,760	1,184,676	3,016,511,277	5.627	9,049,533,831
2011	2,494,338,512	40,034,170	518,586,005	282,777,971	1,262,414	3,336,999,072	4.799	10,010,997,216
2010	2,699,055,714	41,401,423	519,911,869	232,015,042	1,059,433	3,493,443,481	4.471	10,480,330,443

Source: Cook, Kane, McHenry and DeKalb County Clerk's office.

*Represents a blended rate of Kane, McHenry, Cook and DeKalb counties.

Note: The County assesses property at approximately 33.3% of actual value for all types of real property. Estimated actual value is calculated by dividing assessed value by that percentage. Tax rates are per $100 of assessed value. Information is presented for latest year available.

Community Unit School District 300

PROPERTY TAX RATES - ALL DIRECT AND OVERLAPPING GOVERNMENTS

LAST TEN TAX LEVY YEARS

	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010
District direct rates*										
Educational	$ 2.8723	$ 3.1172	$ 3.1891	$ 3.3139	$ 3.5949	$ 3.8667	$ 3.4346	$ 3.7935	$ 3.2799	$ 3.0531
Tort immunity	0.0500	0.0485	0.0496	0.0604	0.0700	0.0657	0.0501	0.0024	-	-
Operations and maintenance	0.6700	0.6182	0.6327	0.6599	0.7000	0.5420	0.7482	0.4308	0.4352	0.4024
Special education	0.8000	0.7804	0.7987	0.7987	0.8000	0.8000	0.7981	0.2673	0.0419	0.0387
Bond and interest	0.7255	0.7835	0.8454	0.9000	0.9615	0.9890	0.9385	0.8372	0.6905	0.6049
Transportation	0.2200	0.2019	0.1811	0.1830	0.2000	0.2264	0.1605	0.1320	0.2107	0.1941
Illinois municipal retirement	0.0700	0.0742	0.0964	0.1111	0.1093	0.1120	0.1187	0.0757	0.0932	0.0862
Social Security	0.0800	0.0792	0.0964	0.1111	0.1088	0.1114	0.0984	0.0871	0.1049	0.0862
Working cash	0.0001	0.0026	0.0027	0.0015	0.0020	0.0016	0.0014	0.0006	0.0006	0.0005
Prev. year adjustment	(0.0100)	(0.0092)	(0.0160)	(0.0011)	(0.0027)	0.0052	(0.0191)	0.0315	(0.0581)	0.0046
Total direct rate	5.4778	5.6964	5.8760	6.1385	6.5437	6.7200	6.3293	5.6581	4.7987	4.4707
Overlapping rates										
Kane County	$ 0.3739	$ 0.3877	$ 0.4025	$ 0.4201	$ 0.4479	$ 0.4684	$ 0.4623	$ 0.4336	$ 0.3730	$ 0.3336
Kane County Forest Preserve	0.1549	0.1607	0.1658	0.2253	0.2944	0.3126	0.3039	0.2710	0.2201	0.1932
Dundee Township	0.0728	0.0754	0.0783	0.1973	0.2149	0.2266	0.2166	0.2143	0.1688	0.1415
Dundee Township Library District - Fox Valley	0.1737	0.1798	0.1864	0.1941	0.2095	0.2171	0.2061	0.1811	0.1456	0.1273
Dundee Township Park District	0.5178	0.5445	0.5643	0.5874	0.6332	0.6600	0.6269	0.6068	0.4251	0.3648
Dundee Township Road District	0.0917	0.0950	0.0986	0.1028	0.1112	0.1159	0.1095	0.0958	0.0774	0.0673
Village of Carpentersville	2.1124	2.2772	2.3852	2.6052	2.9299	2.9455	2.6707	2.2993	1.6930	1.3316
Village of East Dundee	0.6148	0.6351	0.6593	0.6072	0.6540	0.7080	0.6528	0.5855	0.4308	0.4308
Community College #509 - Elgin	0.4865	0.5075	0.4992	0.5296	0.5609	0.6076	0.5707	0.5801	0.4407	0.3953
Total direct and overlapping rate	$ 10.0762	$ 10.5592	$ 10.9156	$11.6075	$12.5996	$12.9816	$12.1489	$10.9258	$ 8.7733	$ 7.8561

*Represents only Kane County. District's total direct rate is a blended rate of Kane, McHenry, Cook and DeKalb counties.

Note: Public Act 94-0976m effective June 30, 2006 provides that the only ceiling on a particular tax rate is the ceiling set by statute above which the rate is not permitted to be further increased by referendum or otherwise.

Note: A total tax rate of $10.0762 results in a tax bill of $1,007.62 per $10,000 of equalized assessed valuation.

Source: Kane, McHenry, Cook and DeKalb County Clerks' Offices.

Community Unit School District 300

PRINCIPAL TAXPAYERS IN THE DISTRICT
CURRENT YEAR AND NINE YEARS AGO

Taxpayer	2019 EQUALIZED ASSESSED VALUATION	PERCENTAGE OF TOTAL 2019 EQUALIZED ASSESSED VALUATION
Sears D 768 B2 109A	$ 36,686,356	0.98%
Arboretum Mall LLC	21,570,136	0.58%
John B. Sanfilippo & Sons, Inc.	19,914,675	0.53%
HMC Pt. Poplar Creek Center	19,273,200	0.52%
Canterfield Apartment	17,070,293	0.46%
Cabelas Tax Dept.	14,909,555	0.40%
Wells Fargo Bank	13,841,389	0.37%
Adessa Illinois LLC	11,664,001	0.31%
Duke Realty Limited Partnership	11,398,000	0.31%
Tango IL LLC	11,353,376	0.30%
Total	$ 177,680,981	4.76%

Taxpayer	2010 EQUALIZED ASSESSED VALUATION	PERCENTAGE OF TOTAL 2010 EQUALIZED ASSESSED VALUATION
Sears D 768 B2 109A	$ 207,423,279	5.81%
Attn: Terry Kemp	32,546,562	0.91%
In Retail Fund Algonquin Commons LLC	29,160,373	0.83%
Spring Hill Mall Partners	26,896,121	0.75%
Thompson Property Tax	21,109,474	0.59%
South Barrington Arboretum	18,808,282	0.53%
Cabelas Inc.	18,052,497	0.51%
John B. Sanfilippo & Sons, Inc.	17,169,353	0.50%
Transamerica Comm Fin	16,323,329	0.46%
Sherman Hospital	11,407,339	0.32%
Total	$ 398,896,609	11.21%

Source: Offices of the County Clerks and Assessors, Kane, McHenry and Cook Counties, Illinois.

Community Unit School District 300

PROPERTY TAX LEVIES AND COLLECTIONS
LAST TEN TAX LEVY YEARS

LEVY YEAR	TAXES LEVIED FOR THE LEVY YEAR	COLLECTED WITHIN THE FISCAL YEAR OF THE LEVY		COLLECTIONS IN SUBSEQUENT YEARS	TOTAL COLLECTIONS TO DATE	
		AMOUNT	PERCENTAGE OF LEVY		AMOUNT	PERCENTAGE OF LEVY
2019	$ 204,674,228	$ 89,006,195	43.5%	$ -	$ 89,006,195	43.5%
2018	199,342,657	89,529,849	44.9%	109,153,467	198,683,316	99.7%
2017	194,020,062	96,662,246	49.8%	96,975,146	193,637,392	99.8%
2016	187,604,498	92,480,800	49.3%	94,341,947	186,822,747	99.6%
2015	182,802,407	91,065,933	49.8%	90,854,679	181,920,612	99.5%
2014	178,414,466	88,484,602	49.6%	88,811,006	177,295,608	99.4%
2013	172,820,708	86,164,843	49.9%	86,185,567	172,350,410	99.7%
2012	170,564,313	84,134,796	49.3%	83,823,136	167,957,932	98.5%
2011	160,609,689	78,427,739	48.8%	82,181,950	160,609,689	100.0%
2010	159,003,797	68,102,003	42.8%	90,901,794	159,003,797	100.0%

Source: Cook, Kane, McHenry and DeKalb County Clerk's office.

Community Unit School District 300

RATIO OF OUTSTANDING DEBT BY TYPE

LAST TEN FISCAL YEARS

YEAR	GENERAL OBLIGATION BONDS*	DEBT CERTIFICATES	QUALIFIED ZONE ACADEMY BONDS	ISBE TECHNOLOGY LOANS	LEASES & INSTALLMENT AGREEMENTS	TOTAL	PERCENTAGE OF PERSONAL INCOME	OUTSTANDING DEBT PER CAPITA
2020	$ 272,812,198	$ 13,695,000	$ 5,970,000	$ -	$ -	$ 292,477,198	5.76%	$ 2,151
2019	289,191,488	14,380,000	6,990,000	164,313	865,225	311,591,026	6.38%	2,299
2018	304,820,395	15,835,000	7,200,000	488,076	1,723,437	330,066,908	7.03%	2,453
2017	301,119,027	17,250,000	5,000,000	913,868	2,574,693	326,857,588	7.36%	2,452
2016	314,609,869	10,780,000	5,000,000	322,011	3,489,184	334,201,064	7.70%	2,523
2015	337,324,354	9,215,000	5,000,000	531,407	735,809	352,806,570	8.47%	2,719
2014	349,493,022	5,135,000	5,000,000	37,708	1,324,609	360,990,339	8.32%	2,782
2013	335,692,521	-	-	112,007	2,166,657	337,971,185	7.62%	2,658
2012	339,546,051	-	-	184,842	3,427,200	343,158,093	7.74%	2,698
2011	340,786,432	-	-	-	5,322,482	346,108,914	7.80%	2,722

Note: See Demographic and Economic Statistics table for personal and population data.

* Includes outstanding principal and unamortized premiums and discounts

Community Unit School District 300

RATIOS OF GENERAL BONDED DEBT OUTSTANDING
LAST TEN FISCAL YEARS

FISCAL YEAR	GENERAL BONDED DEBT	LESS: AMOUNTS AVAILABLE TO REPAY PRINCIPAL	NET GENERAL BONDED DEBT	PERCENTAGE OF NET GENERAL BONDED DEBT TO ESTIMATED ACTUAL VALUATION	NET GENERAL BONDED DEBT PER CAPITA
2020	$ 272,812,198	$ 9,357,804	$ 263,454,394	2.35%	1,938
2019	289,191,488	9,069,317	280,122,171	2.67%	2,066
2018	304,820,395	9,496,498	295,323,897	2.98%	2,195
2017	301,119,027	11,142,836	289,976,191	3.16%	2,175
2016	314,609,869	9,578,175	305,031,694	3.64%	2,303
2015	337,324,354	13,610,069	323,714,285	4.06%	2,495
2014	349,493,022	20,826,692	328,666,330	3.64%	2,533
2013	335,692,521	7,920,096	327,772,425	3.62%	2,577
2012	339,546,051	7,431,718	332,114,333	3.32%	2,612
2011	340,786,432	7,520,046	333,266,386	3.18%	2,621
2010	340,200,460	14,579,061	325,621,399	2.87%	2,561

Note: See Demographic and Economic Statistics table for personal and population data.

Community Unit School District 300

DIRECT AND OVERLAPPING GENERAL OBLIGATION BONDED DEBT

AS OF JUNE 30, 2020

GOVERNMENTAL JURISDICTION	DEBT OUTSTANDING*	OVERLAPPING PERCENT **	NET DIRECT AND OVERLAPPING DEBT
Overlapping debt:			
County			
Cook County	$ 2,803,851,750	0.05%	$ 1,493,416
Cook County Forest Preserve	86,265,000	0.05%	45,947
DeKalb County	-	0.00%	-
Kane County Forest Preserve District	128,900,000	18.11%	23,340,373
McHenry County Conservation District	75,985,000	10.54%	8,009,255
School Districts			
Community College District No. 509	149,495,000	28.73%	42,948,221
Park Districts			
Crystal Lake	575,000	0.43%	2,467
Dundee Township	2,002,135	96.05%	1,922,963
Genoa Township Park District	281,020	0.16%	450
Hampshire	-	94.16%	-
Hoffman Estates	7,725,000	3.35%	258,435
Huntley	-	2.17%	-
Municipalities			
Algonquin	3,885,000	86.14%	3,346,461
Barrington Hills	-	3.78%	-
Carpentersville	35,731,550	91.62%	32,735,552
Cary	2,005,000	3.54%	70,993
Crystal Lake	30,720,000	0.03%	9,726
East Dundee	11,595,000	99.44%	11,530,404
Elgin	69,245,000	14.07%	9,741,650
Hoffman Estates	110,565,000	3.53%	3,901,795
Lake in the Hills	445,000	33.40%	148,652
South Barrington	4,600,000	0.46%	21,089
West Dundee	6,655,000	100.00%	6,655,000
Special Service Areas			
South Barrington SSA #3	5,865,000	79.88%	4,684,750
Library Districts			
Algonquin	12,245,000	72.85%	8,921,078
Gail Borden	4,990,000	2.72%	135,836
Poplar Creek Library District	13,370,000	2.17%	290,598

Community Unit School District 300

DIRECT AND OVERLAPPING GENERAL OBLIGATION BONDED DEBT

AS OF JUNE 30, 2020

GOVERNMENTAL JURISDICTION	DEBT OUTSTANDING*	OVERLAPPING PERCENT **	NET DIRECT AND OVERLAPPING DEBT
Miscellaneous			
Metropolitan Sanitary District of Greater Chicago**	$ 2,704,577,000	0.05%	$ 1,465,679
Total overlapping debt			161,680,790
Direct debt:			
Community Unit School District 300	258,996,332	100.00%	258,996,332
Total Direct and Overlapping Debt			$ 420,677,122

Sources: Offices of the County Clerk of Kane, McHenry, Cook and DeKalb Counties and the finance officers of various taxing districts

* Contains alternate revenue bonded debt.

** Includes IEPA Revolving Loan Funds.

*** Based on proportional geographical overlap

Community Unit School District 300

LEGAL DEBT MARGIN INFORMATION
LAST TEN FISCAL YEARS

Legal Debt Margin Calculation for Fiscal Year 2020

2019 Assessed Valuation *	$ 3,735,940,243	
Debt Limit - 13.8% of Assessed Valuation		$ 515,559,754
Total Debt Outstanding	$ 452,390,418	
Less: Exempted Debt	(171,370,418)	
Net Subject to 13.8% Limit		$ 281,020,000
Total Debt Margin		$ 234,539,754

	Fiscal Year			
	2020	2019	2018	2017
Debt Limit	$ 515,559,754	$ 525,471,050	$ 496,167,473	$ 458,536,693
Total Net Debt Applicable to Limit	281,020,000	269,656,568	281,165,017	293,337,649
Legal Debt Margin	$ 234,539,754	$ 255,814,482	$ 215,002,456	$ 165,199,044
Total Net Debt Applicable to the Limit as a Percentage of Debt Limit	55%	51%	57%	64%

* Includes Kane County TIF, McHenry County TIF, SEARS EDS-10071 and SEARS EDA- 10078

	Fiscal Year					
	2016	2015	2014	2013	2012	2011
	$ 426,226,193	$ 406,012,283	$ 414,883,732	$ 416,278,556	$ 460,505,782	$ 482,095,200
	299,932,460	316,189,626	323,052,915	299,723,094	306,252,787	312,642,181
	$ 126,293,733	$ 91,830,817	$ 91,830,817	$ 116,555,462	$ 154,252,995	$ 169,453,019
	70%	78%	78%	72%	67%	65%

Community Unit School District 300

DEMOGRAPHIC AND ECONOMIC STATISTICS

LAST TEN YEARS

Year	(a) District Population	(b) Per Capita Income	(a) x (b) Personal Income	Unemployment Rate
2020	135,963	37,371	$ 5,081,073,273	11.30%
2019	135,560	36,020	4,882,871,200	4.13%
2018	134,557	34,903	4,696,383,766	3.83%
2017	133,302	33,299	4,438,823,298	4.63%
2016	132,464	32,785	4,342,832,240	5.17%
2015	129,769	32,091	4,164,416,979	6.45%
2014	129,769	33,430	4,338,141,180	5.43%
2013	127,171	34,870	4,434,462,593	9.03%
2012	127,171	34,870	4,434,462,593	9.13%
2011	127,171	34,870	4,434,462,593	10.17%

Source of information: U.S. Census Bureau, IES National Center for Educational Statistics
Bureau of Economic Analysis: Regional Economic Accounts
Illinois Dept. of Commerce and Economic Opportunity

The following information was based on data from: Algonquin, Carpentersville, East Dundee, Gilberts, Hampshire, Lake in the Hills, Pingree Grove, Sleepy Hollow and West Dundee.

Community Unit School District 300

PRINCIPAL EMPLOYERS

CURRENT YEAR AND NINE YEARS AGO

2020

EMPLOYER	EMPLOYEES	PERCENTAGE OF TOTAL EMPLOYMENT
Transform Holdco, LLC	3,200	3.1%
Community Unit School District 300	2,596	2.5%
Advocate Sherman Hospital	2,200	2.1%
St. Alexius Medical Center	2,045	2.0%
Amita Health St. Joseph Hospital	1,300	1.2%
Sanfilippo & Son, Inc., John B	1,200	1.2%
Peoplelink, LLC	800	0.8%
LSI	700	0.7%
American NTN Bearing Mfg. Corp	675	0.6%
Capsonic Automotive, Inc.	600	0.6%
CDK Global	600	0.6%
	15,916	15.4%

2011

EMPLOYER	EMPLOYEES	PERCENTAGE OF TOTAL EMPLOYMENT
Sears Roebuck & Company	6,000	5.6%
AT&T	4,000	3.7%
Sherman Hospital	2,200	2.1%
Community Unit School District 300	1,913	1.8%
Provena St. Joseph	1,330	1.2%
St. Alexius Medical Center	1,225	1.1%
Siemans Medical Systems	950	0.9%
GE Financial	800	0.7%
Automatic Data Processing	500	0.5%
Jewel-Osco	410	0.4%
	19,328	18.0%

Source: 2020 Illinois Manufacturers Directory and 2020 Illinois Services Directory, except for District employee information which was provided by the District.

Source: 2011 Illinois Manufacturers Directory and 2011 Illinois Services Directory. Estimate of 2012, as 2012 information not available.

Community Unit School District 300

NUMBER OF EMPLOYEES BY TYPE
LAST TEN FISCAL YEARS

	2019-2020	2018 - 2019	2017 - 2018	2016 - 2017	2015 - 2016
Administration:					
District Administrators	24	22	24	24	20
Elementary Principals	17	17	17	17	16
Secondary Principals	9	9	9	9	10
Assistant Principals	41	39	39	39	36
Department Heads	33	33	30	28	22
Total administration	124	120	119	117	104
Teachers:					
Elementary Classroom Teachers	466	469	474	467	446
Secondary Classroom Teachers	590	590	579	580	561
Support Staff	301	294	264	246	192
Special Ed Classroom Teachers	226	225	220	218	215
Long Term Certified Substitutes	34	34	-	-	-
Teach Coordinators	-	-	-	-	-
Total teachers	1,617	1,612	1,537	1,511	1,414
Other supporting staff:					
Administrators*	11	11	10	10	8
Support Staff - Non Union	158	160	155	154	154
Secretaries	91	91	90	90	90
Custodians	169	166	165	163	156
Aides	379	389	393	387	378
Transportation	-	-	-	-	-
Hourly	47	47	44	50	35
Total support staff	855	864	857	854	821
Total staff	2,596	2,596	2,513	2,482	2,339

Source of Information: District Personnel Records

2014 - 2015	2013 - 2014	2012 - 2013	2011 - 2012	2010 - 2011
17	17	17	16	16
15	16	16	16	16
10	10	10	10	10
29	28	26	27	29
32	33	33	30	18
103	104	102	99	89
422	407	375	394	378
547	540	505	479	488
168	181	151	146	165
214	222	222	215	218
-	-	-	-	-
-	-	-	-	-
1,351	1,350	1,253	1,234	1,249
8	8	9	9	8
150	128	135	127	128
88	112	111	110	91
151	153	143	147	147
362	354	330	351	378
-	-	-	-	-
38	37	27	38	44
797	792	755	782	796
2,251	2,246	2,110	2,115	2,134

Community Unit School District 300

OPERATING INDICATORS BY FUNCTION
LAST TEN FISCAL YEARS

FISCAL YEAR	ENROLLMENT	OPERATING EXPENDITURES*	COST PER PUPIL	PERCENTAGE CHANGE	EXPENSES	COST PER PUPIL	PERCENTAGE CHANGE	TEACHING STAFF	PUPIL - TEACHER RATIO
2020	20,023	314,560,049	$ 15,710	3.99%	$ 387,158,984	$ 19,336	7.22%	1,617	12.4
2019	20,212	305,344,608	15,107	-5.81%	364,495,990	18,034	1.59%	1,612	12.5
2018	20,102	322,409,489	16,039	7.30%	356,851,989	17,752	10.91%	1,537	13.1
2017	20,031	313,768,399	14,948	11.41%	335,972,165	16,006	8.21%	1,511	13.9
2016	19,963	281,294,888	13,417	13.76%	310,122,118	14,792	7.63%	1,414	14.8
2015	19,827	245,895,441	11,794	2.92%	286,565,817	13,744	7.77%	1,351	15.4
2014	19,953	239,003,181	11,459	8.04%	265,997,430	12,753	8.49%	1,350	15.5
2013	19,978	221,704,550	10,606	3.01%	245,736,463	11,755	1.56%	1,253	16.7
2012	19,959	213,302,198	10,296	-1.01%	239,798,384	11,575	0.03%	1,234	16.8
2011	19,694	213,684,495	10,401	-5.97%	237,714,081	11,571	-3.13%	1,249	16.4

Source: District records

*Represents expenditures within the operating funds: General, Operations and Maintenance, Transportation, and Municipal Retirement/Social Security Funds.

Community Unit School District 300

SCHOOL BUILDING INFORMATION

LAST TEN FISCAL YEARS

	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
Dundee-Crown High School										
Square Feet	317,139	317,139	317,139	318,054	318,054	318,054	318,054	318,054	318,054	318,054
Capacity (Students)	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
Enrollment	2,637	2,611	2,474	2,528	2,460	2,467	2,535	2,511	2,511	2,517
Jacobs High School										
Square Feet	318,175	318,175	318,175	316,452	316,452	316,452	316,452	316,452	316,452	316,452
Capacity (Students)	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
Enrollment	2,040	2,086	2,163	2,123	2,191	2,187	2,213	2,239	2,239	2,272
Hampshire High School										
Square Feet	378,584	378,584	378,584	392,000	392,000	392,000	392,000	392,000	392,000	392,000
Capacity (Students)	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
Enrollment	1,757	1,737	1,621	1,592	1,491	1,376	1,270	1,134	1,134	1,062
Hampshire Middle School										
Square Feet	121,600	121,600	121,600	121,600	121,600	121,600	121,600	121,600	121,600	121,600
Capacity (Students)	1,148	1,148	1,148	1,176	1,176	1,176	1,176	1,176	1,176	1,176
Enrollment	819	1,038	1,031	957	928	880	850	736	736	713
Algonquin Middle School										
Square Feet	78,408	78,408	78,408	78,652	78,652	78,652	78,652	78,652	78,652	78,652
Capacity (Students)	672	672	672	756	756	756	756	756	756	756
Enrollment	477	459	455	471	501	488	473	519	519	562
Carpentersville Middle School										
Square Feet	154,943	154,943	154,943	106,953	106,953	106,953	106,953	106,953	106,953	106,953
Capacity (Students)	1,540	1,540	1,540	1,702	1,372	1,372	1,372	1,372	1,372	1,372
Enrollment	1,233	1,251	1,287	1,257	823	842	786	708	708	661

Community Unit School District 300

SCHOOL BUILDING INFORMATION

LAST TEN FISCAL YEARS

	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
Dundee Middle School										
Square Feet	126,019	126,019	126,019	125,092	125,092	125,092	125,092	125,092	125,092	125,092
Capacity (Students)	1,372	1,372	1,372	1,148	1,148	1,148	1,148	1,148	1,148	1,148
Enrollment	1,116	873	878	873	899	933	982	940	940	957
Lakewood School										
Square Feet	74,620	74,620	74,620	74,620	74,620	74,620	74,620	74,620	74,620	74,620
Capacity (Students)	910	910	910	980	980	980	980	980	980	980
Enrollment	694	634	601	583	866	798	822	768	768	763
Westfield Community School										
Square Feet	199,405	199,405	199,405	203,094	203,094	203,094	203,094	203,094	203,094	203,094
Capacity (Students)	1,772	1,772	1,772	1,764	1,764	1,764	1,764	1,764	1,764	1,764
Enrollment	1,345	1,376	1,279	1,338	1,326	1,382	1,393	1,575	1,575	1,648
Algonquin Lakes Elementary										
Square Feet	65,113	65,113	65,113	65,113	65,113	65,113	65,113	65,113	65,113	65,113
Capacity (Students)	676	676	676	756	756	756	756	756	756	756
Enrollment	407	424	456	509	543	537	583	599	599	589
Dundee Highlands Elementary										
Square Feet	40,900	40,900	40,900	40,900	40,900	40,900	40,900	40,900	40,900	40,900
Capacity (Students)	520	520	520	560	560	560	560	560	560	560
Enrollment	346	349	348	355	370	373	389	445	445	420
Eastview Elementary										
Square Feet	62,018	62,018	62,018	62,018	62,018	62,018	62,018	62,018	62,018	62,018
Capacity (Students)	676	676	676	728	728	728	728	728	728	728
Enrollment	431	462	485	459	468	465	443	450	450	422

Community Unit School District 300

SCHOOL BUILDING INFORMATION

LAST TEN FISCAL YEARS

	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
Gilberts Elementary										
Square Feet	74,573	74,573	74,573	68,134	68,134	68,134	68,134	68,134	68,134	68,134
Capacity (Students)	988	988	988	750	750	750	750	750	750	750
Enrollment	761	773	788	717	714	702	699	833	833	791
Golfview Elementary										
Square Feet	52,962	52,962	52,962	52,455	52,455	52,455	52,455	52,455	52,455	52,455
Capacity (Students)	780	780	780	672	672	672	672	672	672	672
Enrollment	542	552	591	668	669	750	695	721	721	687
Hampshire Elementary										
Square Feet	43,937	43,937	43,937	43,937	43,937	43,937	43,937	43,937	43,937	43,937
Capacity (Students)	624	624	624	672	672	672	672	672	672	672
Enrollment	466	434	404	457	351	349	354	368	368	375
Lake in the Hills Elementary										
Square Feet	50,200	50,200	50,200	50,200	50,200	50,200	50,200	50,200	50,200	50,200
Capacity (Students)	676	676	676	728	728	728	728	728	728	728
Enrollment	482	554	533	521	499	499	524	542	484	484
Liberty Elementary										
Square Feet	79,810	79,810	79,810	79,810	79,810	79,810	79,810	79,810	79,810	79,810
Capacity (Students)	884	884	884	980	980	980	980	980	980	980
Enrollment	767	756	775	767	780	785	803	864	864	827
Lincoln Prairie Elementary										
Square Feet	62,634	62,634	62,634	62,634	62,634	62,634	62,634	62,634	62,634	62,634
Capacity (Students)	676	676	676	728	728	728	728	728	728	728
Enrollment	475	431	456	455	480	496	484	554	554	501

Community Unit School District 300

SCHOOL BUILDING INFORMATION

LAST TEN FISCAL YEARS

	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
Meadowdale Elementary										
Square Feet	40,927	40,927	40,927	40,927	40,927	40,927	40,927	40,927	40,927	40,927
Capacity (Students)	598	598	598	644	644	644	644	644	644	644
Enrollment	423	401	410	399	441	494	457	417	417	432
Neubert Elementary										
Square Feet	62,010	62,010	62,010	62,010	62,010	62,010	62,010	62,010	62,010	62,010
Capacity (Students)	832	832	832	896	896	896	896	896	896	896
Enrollment	488	450	438	430	424	392	408	483	483	516
Parkview Elementary										
Square Feet	46,734	46,734	46,734	46,800	46,800	46,800	46,800	46,800	46,800	46,800
Capacity (Students)	650	650	650	532	532	532	532	532	532	532
Enrollment	416	427	465	497	521	553	521	528	528	517
Perry Elementary										
Square Feet	76,262	76,262	76,262	76,262	76,262	76,262	76,262	76,262	76,262	76,262
Capacity (Students)	936	936	936	980	980	980	980	980	980	980
Enrollment	374	575	600	550	621	636	677	737	737	782
Sleepy Hollow Elementary										
Square Feet	45,997	45,997	45,997	45,997	45,997	45,997	45,997	45,997	45,997	45,997
Capacity (Students)	598	598	598	644	644	644	644	644	644	644
Enrollment	308	319	350	374	404	439	465	546	546	541
Wright Elementary										
Square Feet	84,325	84,325	84,325	74,445	74,445	74,445	74,445	74,445	74,445	74,445
Capacity (Students)	988	988	988	750	750	750	750	750	750	750
Enrollment	810	787	768	743	722	642	559	524	524	496

Community Unit School District 300

SCHOOL BUILDING INFORMATION

LAST TEN FISCAL YEARS

	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
deLacey Family Education Center										
Square Feet	47,125	47,125	47,125	38,644	38,644	38,644	38,644	38,644	38,644	38,644
Capacity (Students)	800	800	800	780	780	780	780	780	780	780
Enrollment	323	383	363	364	447	334	352	240	240	373
Oak Ridge School										
Square Feet	14,840	14,840	14,840	14,000	14,000	14,000	9,350	9,350	9,350	9,350
Capacity (Students)	100	100	100	130	130	130	72	72	72	72
Enrollment	86	70	83	44	24	28	38	55	55	59
TOTALS										
Square Feet	2,719,260	2,719,260	2,719,260	2,660,803	2,660,803	2,656,153	2,656,153	2,656,153	2,656,153	2,656,153
Capacity (Students)	26,916	26,916	26,916	26,956	26,626	26,568	26,568	26,568	26,568	26,568
Enrollment	20,023	20,212	20,102	20,031	19,963	19,827	19,953	19,978	19,959	19,694

Source: District records.

Due to ROE on	Thursday, October 15, 2020
Due to ISBE on	Monday, November 16, 2020
SD/JA20	

[X] School District
[ ] Joint Agreement

ILLINOIS STATE BOARD OF EDUCATION
School Business Services Department
100 North First Street, Springfield, Illinois 62777-0001
217/785-8779

Illinois School District/Joint Agreement
Annual Financial Report *
June 30, 2020

School District/Joint Agreement Information

(See instructions on inside of this page.)

School District/Joint Agreement Number: **31-045-3000-26**

County Name: **Kane**

Name of School District/Joint Agreement: **Community Unit School District No. 300**

Address: **2550 Harnish Drive**

City: **Algonquin**

Email Address: Susan.Harkin@d300.org

Zip Code: **60102**

Accounting Basis:

[ ] CASH
[X] ACCRUAL

Filing Status:

Submit electronic AFR directly to ISBE

Click on the Link to Submit:

Send ISBE a File

0

Certified Public Accountant Information

Name of Auditing Firm: **Miller, Cooper & Co., Ltd.**

Name of Audit Manager: **Betsy Allen**

Address: **1751 Lake Cook Road**

City:	State:	Zip Code:
Deerfield	**IL**	**60015**

Phone Number:	Fax Number:
847-205-5000	**847-205-1400**

IL License Number (9 digit):	Expiration Date:
066-004995	**09/30/2021**

Email Address: ballen@millercooper.com

Annual Financial Report

Type of Auditor's Report Issued:

[ ] Qualified [X] Unqualified
[ ] Adverse
[ ] Disclaimer

Single Audit Status:

[X]	YES	[ ]	NO	Are Federal expenditures greater than $750,000?
[X]	YES	[ ]	NO	Is all Single Audit Information completed and attached?
[ ]	YES	[X]	NO	Were any financial statement or federal award findings issued?

ISBE Use Only

[ ] Reviewed by District Superintendent/Administrator

District Superintendent/Administrator Name (Type or Print): **Mr. Fred Heid**

Email Address: fred.heid@d300.com

Telephone:	Fax Number:
(847) 551-8308	

Signature & Date:

[ ] Reviewed by Township Treasurer (Cook County only)

Name of Township:

Township Treasurer Name (type or print)

Email Address:

Telephone:	Fax Number:

Signature & Date:

[ ] Reviewed by Regional Superintendent/Cook ISC

RegionalSuperintendent/Cook ISC Name (Type or Print):

Email Address:

Telephone:	Fax Number:

Signature & Date:

* This form is based on 23 Illinois Administrative Code 100, Subtitle A, Chapter I, Subchapter C (Part 100).

ISBE Form SD50-35/JA50-60 (05/20-version1)

This form is based on 23 Illinois Administrative Code, Subtitle A, Chapter I, Subchapter C, Part 100.
In some instances, use of open account codes (cells) may not be authorized by statute or administrative rule.
Each school district or joint agreement is responsible for obtaining the concurring legal opinion and/or other supporting authorization/documentation, as necessary, to use the applicable account code (cell).

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INSTRUCTIONS/REQUIREMENTS: For School Districts/Joint Agreements

All School Districts/Joint Agreements must complete this form (Note: joint agreement supplementary/statistical schedules may not be applicable)
This form complies with Part 100 (Requirements for Accounting, Budgeting, Financial Reporting, and Auditing).
23, Illinois Administrative Code 100, Subtitle A, Chapter I, Subchapter C (Part 100)

1. **Round all amounts to the nearest dollar.** Do not enter cents. (Exception: 9 Month ADA on page 27, line 78)

2. Any errors left unresolved by the Audit Checklist/Balancing Schedule must be explained in the itemization page.

3. Before submitting AFR - **be sure to break all links in AFR** before submitting to ISBE. If links are not broken, amounts entered have changed when opening the AFR.

4. **Submit AFR Electronically**
   - The Annual Financial Reports (AFR) must be submitted directly through the Attachment Manager to the AFR Group by the Auditor (not from the school district) on before November 15 with the exception of Extension Approvals (Please see AFR Instructions for complete submission procedures). **Note: CD/Disk no longer accepted.**

     Attachment Manager Link

   - AFR supporting documentation must be embedded as Microsoft Word (.doc), Word Perfect (*.wpd) or Adobe (*.pdf) and inserted within tab "Opinions & Notes". These documents include: The Audit, Management letter, Opinion letters, Compliance letters, Financial notes etc.... For embedding instructions see "Opinions & Notes" tab of this form.

   Note: In Windows 7 and above, files can be saved in Adobe Acrobat (.pdf) and embedded even if you do not have the software. If you have problems embedding the files you may attach them as separate (.docx) in the Attachment Manager and ISBE will embedded them for you.*

5. **Submit Paper Copy of AFR with Signatures**
   a) The auditor must send three paper copies of the AFR form (cover through page 8 at minimum) to the School District with the auditor signature.
   Note: School Districts and Regional Superintendents may prefer a complete paper copy in lieu of an electronic file. Please comply with their requests as neccessary.
   b) Upon receipt, the School District retains one copy for their records, signs, and forwards the remaining two copies to the Regional Superintendent's office no later than October 15, annually.
   c) Upon receipt, the Regional Superintendent's office retains one copy for their records, signs, and forwards the remaining paper copy to ISBE no later than November 15, annually.
      - If the 15th falls on a Saturday, the due date is the Friday before. If the 15th falls on a Sunday, the due date is the Monday after.
      - Yellow Book, CPE, and Peer Review requirements must be met if the Auditor issues an opinion stating "Governmental Auditing Standards" were utilized.

        Federal Single Audit 2 CFR 200.500

6. **Requesting an Extension of Time** must be submitted in writing via email or letter to the Regional Office of Education (at the descretion of the ROE). Approval may be provided up to and no later than December 15 annually. After December 15, audits are considered late and out of compliance per Illinois School Code.

7. **Qualifications of Auditing Firm**
   - School District/Joint Agreement entities must verify the qualifications of the auditing firm by requesting the most current peer review report and the corresponding acceptance letter from the approved peer review program, for the current peer review period.
   - A school district/joint agreement who engages with an auditing firm who is not licensed and qualified will be required to complete a new audit by a qualified auditing firm at the school district's/joint agreement's expense.

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AUDITOR'S QUESTIONNAIRE

INSTRUCTIONS: If your review and testing of State, Local, and Federal Programs revealed any of the following statements to be true, then check the box on the left and attach the appropriate findings/comments.

PART A - FINDINGS

- [X] **1.** One or more school board members, administrators, certified school business officials, or other qualifying district employees failed to file economic interested statements pursuant to the *Illinois Government Ethics Act. [5 ILCS 420/4A-101]*
- [ ] **2.** One or more custodians of funds failed to comply with the bonding requirements pursuant to *Illinois School Code [105 ILCS 5/8-2;10-20.19;19-6].*
- [ ] **3.** One or more contracts were executed or purchases made contrary to the provisions *of the Illinois School Code [105 ILCS 5/10-20.21].*
- [ ] **4.** One or more violations of the Public Funds Deposit Act or the Public Funds Investment Act were noted *[30 ILCS 225/1 et. seq. and 30 ILCS 235/1 et. seq.].*
- [ ] **5.** Restricted funds were commingled in the accounting records or used for other than the purpose for which they were restricted.
- [ ] **6.** One or more short-term loans or short-term debt instruments were executed in non-conformity with the applicable authorizing statute or without statutory Authority.
- [ ] **7.** One or more long-term loans or long-term debt instruments were executed in non-conformity with the applicable authorizing statute or without statutory Authority.
- [ ] **8.** Corporate Personal Property Replacement Tax monies were deposited and/or used without first satisfying the lien imposed pursuant to the *Illinois State Revenue Sharing Act [30 ILCS 115/12].*
- [ ] **9.** One or more interfund loans were made in non-conformity with the applicable authorizing statute or without statutory authorization per *Illinois School Code [105 ILCS* 5/10-22.33, 20-4 and 20-5].
- [ ] **10.** One or more interfund loans were outstanding beyond the term provided by statute *Illinois School Code [105 ILCS 5/10-22.33, 20-4, 20-5].*
- [ ] **11.** One or more permanent transfers were made in non-conformity with the applicable authorizing statute/regulation or without statutory/regulatory authorization per *Illinois* School Code [105 ILCS 5/17-2A].
- [ ] **12.** Substantial, or systematic misclassification of budgetary items such as, but not limited to, revenues, receipts, expenditures, disbursements or expenses were observed.
- [ ] **13.** The Chart of Accounts used to define and control budget and accounting records does not conform to the minimum requirements imposed by ISBE rules pursuant to Illinois School Code *[105 ILCS 5/2-3.27; 2-3.28].*
- [ ] **14.** At least one of the following forms was filed with ISBE late: The FY19 AFR (ISBE FORM 50-35), FY19 Annual Statement of Affairs (ISBE Form 50-37) and FY20 Budget (ISBE FORM 50-36). Explain in the comments box below in persuant to *Illinois School Code [105 ILCS 5/3-15.1; 5/10-17; 5/17-1]* .

PART B - FINANCIAL DIFFICULTIES/CERTIFICATION Criteria pursuant to the *Illinois School Code [105 ILCS 5/1A-8]* .

- [ ] **15.** The district has issued tax anticipation warrants or tax anticipation notes in anticipation of a second year's taxes when warrants or notes in anticipation of current year taxes are still outstanding, as authorized by Illinois School Code *[105 ILCS 5/17-16 or 34-23 through 34-27].*
- [ ] **16.** The district has issued short-term debt against two future revenue sources, such as, but not limited to, tax anticipation warrants and General State Aid certificates or tax anticipation warrants and revenue anticipation notes.
- [ ] **17.** The district has issued school or teacher orders for wages as permitted in Illinois School Code *[105 ILCS 5/8-16, 32-7.2 and 34-76]* or issued funding bonds for this purpose pursuant to Illinois *School Code [105 ILCS 5/8-6; 32-7.2; 34-76; and 19-8].*
- [ ] **18.** The district has for two consecutive years shown an excess of expenditures/other uses over revenues/other sources and beginning fund balances on its annual financial report for the aggregate totals of the Educational, Operations & Maintenance, Transportation, and Working Cash Funds.

PART C - OTHER ISSUES

- [ ] **19.** Student Activity Funds, Imprest Funds, or other funds maintained by the district were excluded from the audit.
- [ ] **20.** Findings, other than those listed in Part A (above), were reported (e.g. student activity findings). These findings may be described extensively in the financial notes.
- [ ] **21.** Federal Stimulus Funds were not maintained and expended in accordance with the American Recovery and Reinvestment Act (ARRA) of 2009. If checked, an explanation must be provided.
- [X] **22.** Check this box if the district is subject to the Property Tax Extension Limitation Law. Effective Date: **10/01/1991** (Ex: 00/00/0000)
- [ ] **23.** If the type of Auditor Report designated on the cover page is other than an unqualified opinion and is due to reason(s) other than solely Cash Basis Accounting, please check and explain the reason(s) in the box below.

PART D - EXPLANATION OF ACCOUNTING PRACTICES FOR LATE MANDATED CATEGORICAL PAYMENTS

(For School Districts who report on an Accrual/Modified Accrual Accounting Basis only)

School districts that report on the accrual/modified accrual basis of accounting must identify where late mandated categorical payments (Acct Codes 3100, 3120, 3500, 3510, 3950) are recorded. Depending on the accounting procedure these amounts will be used to adjust the Direct Receipts/Revenues in calculation 1 and 2 of the Financial Profile Score.
In FY2020, identify those late payments recorded as Intergovermental Receivables, Other Recievables, or Deferred Revenue & Other Current Liabilities or Direct Receipts/Revenue. Payments should only be listed once.

24. Enter the date that the district used to accrue mandated categorical payments — Date 12/31/2020

25. For the listed mandated categorical (Revenue Code (3100, 3120, 3500, 3510, 3950) that were vouchered prior to June 30th, but not released until after year end as reported in ISBE FRIS system, enter the amounts that were accrued in the chart below.

Account Name	3100	3120	3500	3510	3950	Total
Deferred Revenues (490)						
Mandated Categoricals Payments (3100, 3120, 3500, 3510, 3950)	-	-	-	-		$-
Direct Receipts/Revenue						
Mandated Categoricals Payments (3100, 3120, 3500, 3510, 3950)	806,692	-	718,240	1,261,226		$2,786,158
Total						$2,786,158

- Revenue Code (3100-Sp Ed Private Facilities, 3120-Sp Ed Regular Orphanage Individual, 3500-Regular/Vocational Transportation, 3510-Sp Ed Transportation, 3950-Regular Orphans & Foster Children)

PART E - QUALIFICATIONS OF AUDITING FIRM

- School District/Joint Agreement entities must verify the qualifications of the auditing firm by requesting the most current peer review report and the corresponding acceptance letter from the approved peer review program for the current peer review.
- A school district/joint agreement who engages with an auditing firm who is not licensed and qualified will be required to complete a new audit by a qualified auditing firm at the school district's/joint agreement's expense.

Comments Applicable to the Auditor's Questionnaire:

Part A - #1: Due to COVID-19, Kane County has delayed the required filing deadline related to the statement of economic interests. The County had not required the filing to be submitted, nor has the County published the filings through their public portal prior to the issuance of the AFR.

Miller, Cooper & Co., Ltd.
Name of Audit Firm (print)

The undersigned affirms that this audit was conducted by a qualified auditing firm and in accordance with the applicable standards [23 Illinois Administrative Code Part 100] and the scope of the audit conformed to the requirements of subsection (a) or (b) of 23 Illinois Administrative Code Part 100 Section 110, as applicable.

Miller, Cooper & Co., Ltd.
Signature

12/04/2020
mm/dd/yyyy

Note: A PDF with signature is acceptable for this page. Enter the location on signature line e.g. PDF in Opinion Page with signature

Page 3

FINANCIAL PROFILE INFORMATION

Required to be completed for School Districts only.

A. Tax Rates (Enter the tax rate - ex: .0150 for $1.50)

Tax Year 2019 Equalized Assessed Valuation (EAV): 3,735,940,243

	Educational		Operations & Maintenance		Transportation		Combined Total	Working Cash
Rate(s):	0.028723	+	0.006700	+	0.002200	=	0.037620	0.000001

B. Results of Operations *

Receipts/Revenues	Disbursements/ Expenditures	Excess/ (Deficiency)	Fund Balance
269,765,623	249,769,087	19,996,536	112,420,931

* The numbers shown are the sum of entries on Pages 7 & 8, lines 8, 17, 20, and 81 for the Educational, Operations & Maintenance, Transportation and Working Cash Funds.

C. Short-Term Debt **

CPPRT Notes		TAWs		TANs		TO/EMP. Orders		EBF/GSA Certificates		Other		Total
0	+	0	+	0	+	0	+	0	+	0	=	0

** The numbers shown are the sum of entries on page 24.

D. Long-Term Debt

Check the applicable box for long-term debt allowance by type of district.

	a. 6.9% for elementary and high school districts,	515,559,754
X	b. 13.8% for unit districts.	

Long-Term Debt Outstanding:

	Acct	
c. Long-Term Debt (Principal only) Outstanding:.....	511	278,661,332

E. Material Impact on Financial Position

If applicable, check any of the following items that may have a material impact on the entity's financial position during future reporting periods. Attach sheets as needed explaining each item checked.

- [ ] Pending Litigation
- [ ] Material Decrease in EAV
- [ ] Material Increase/Decrease in Enrollment
- [ ] Adverse Arbitration Ruling
- [ ] Passage of Referendum
- [ ] Taxes Filed Under Protest
- [ ] Decisions By Local Board of Review or Illinois Property Tax Appeal Board (PTAB)
- [ ] Other Ongoing Concerns (Describe & Itemize)

Comments:

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ESTIMATED FINANCIAL PROFILE SUMMARY

(Go to the following website for reference to the Financial Profile)

https://www.isbe.net/Pages/School-District-Financial-Profile.aspx

District Name: Community Unit School District No. 300
District Code: 31-045-3000-26
County Name: Kane

1. Fund Balance to Revenue Ratio:		**Total**	**Ratio**	**Score**	4
Total Sum of Fund Balance (P8, Cells C81, D81, F81 & I81)	Funds 10, 20, 40, 70 + (50 & 80 if negative)	112,420,931.00	0.418	**Weight**	0.35
Total Sum of Direct Revenues (P7, Cell C8, D8, F8 & I8)	Funds 10, 20, 40, & 70,	268,893,327.00		**Value**	1.40
Less: Operating Debt Pledged to Other Funds (P8, Cell C54 thru D74)	Minus Funds 10 & 20	(872,296.00)			
(Excluding C:D57, C:D61, C:D65, C:D69 and C:D73)					
2. Expenditures to Revenue Ratio:		**Total**	**Ratio**	**Score**	4
Total Sum of Direct Expenditures (P7, Cell C17, D17, F17, I17)	Funds 10, 20 & 40	249,769,087.00	0.929	**Adjustment**	0
Total Sum of Direct Revenues (P7, Cell C8, D8, F8, & I8)	Funds 10, 20, 40 & 70,	268,893,327.00		**Weight**	0.35
Less: Operating Debt Pledged to Other Funds (P8, Cell C54 thru D74)	Minus Funds 10 & 20	(872,296.00)			
(Excluding C:D57, C:D61, C:D65, C:D69 and C:D73)			0	**Value**	1.40
Possible Adjustment:					
3. Days Cash on Hand:		**Total**	**Days**	**Score**	3
Total Sum of Cash & Investments (P5, Cell C4, D4, F4, I4 & C5, D5, F5 & I5)	Funds 10, 20 40 & 70	119,752,265.00	172.60	**Weight**	0.10
Total Sum of Direct Expenditures (P7, Cell C17, D17, F17 & I17)	Funds 10, 20, 40 divided by 360	693,803.02		**Value**	0.30
4. Percent of Short-Term Borrowing Maximum Remaining:		**Total**	**Percent**	**Score**	4
Tax Anticipation Warrants Borrowed (P24, Cell F6-7 & F11)	Funds 10, 20 & 40	0.00	100.00	**Weight**	0.10
EAV x 85% x Combined Tax Rates (P3, Cell J7 and J10)	(.85 x EAV) x Sum of Combined Tax Rates	119,464,161.15		**Value**	0.40
5. Percent of Long-Term Debt Margin Remaining:		**Total**	**Percent**	**Score**	2
Long-Term Debt Outstanding (P3, Cell H37)		278,661,332.00	45.94	**Weight**	0.10
Total Long-Term Debt Allowed (P3, Cell H31)		515,559,753.53		**Value**	0.20

Total Profile Score: **3.70** *

Estimated 2021 Financial Profile Designation: **RECOGNITION**

* Total Profile Score may change based on data provided on the Financial Profile Information, page 3 and by the timing of mandated categorical payments. Final score will be calculated by ISBE.

BASIC FINANCIAL STATEMENTS
STATEMENT OF ASSETS AND LIABILITIES ARISING FROM CASH TRANSACTIONS
STATEMENT OF POSITION AS OF JUNE 30, 2020

Page 5

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	**ASSETS (Enter Whole Dollars)**	**Acct. #**	**Educational**	**Operations & Maintenance**	**Debt Services**	**Transportation**	**Municipal Retirement/Social Security**	**Capital Projects**	**Working Cash**	**Tort**	**Fire Prevention & Safety**
3	**CURRENT ASSETS (100)**										
4	Cash (Accounts 111 through 115) [1]		76,409,444	2,561,806	7,560,807	1,910,233	5,618,720	22,328,167	38,870,782	649,538	0
5	Investments	120	0	0	0	0	0	0	0	0	0
6	Taxes Receivable	130	76,752,034	14,186,248	15,114,523	4,571,905	3,097,793	0	3,577	1,042,421	0
7	Interfund Receivables	140	0	0	0	0	0	0	0	0	0
8	Intergovernmental Accounts Receivable	150	3,220,548	0	0	1,979,466	0	0	0	0	0
9	Other Receivables	160	59,454	5,495	5,883	1,486	4,372	13,872	30,245	505	0
10	Inventory	170	0	0	0	0	0	0	0	0	0
11	Prepaid Items	180	659,202	0	0	0	0	0	0	0	0
12	Other Current Assets (Describe & Itemize)	190	0	0	0	0	0	0	0	0	0
13	**Total Current Assets**		157,100,682	16,753,549	22,681,213	8,463,090	8,720,885	22,342,039	38,904,604	1,692,464	0
14	**CAPITAL ASSETS (200)**										
15	Works of Art & Historical Treasures	210									
16	Land	220									
17	Building & Building Improvements	230									
18	Site Improvements & Infrastructure	240									
19	Capitalized Equipment	250									
20	Construction in Progress	260									
21	Amount Available in Debt Service Funds	340									
22	Amount to be Provided for Payment on Long-Term Debt	350									
23	**Total Capital Assets**										
24	**CURRENT LIABILITIES (400)**										
25	Interfund Payables	410	0	0	0	0	0	0		0	0
26	Intergovernmental Accounts Payable	420	0	0	0	0	0	0	0	0	0
27	Other Payables	430	6,864,901	1,095,484	0	217,053	0	1,223,254	0	0	0
28	Contracts Payable	440	0	0	0	0	0	0	0	0	0
29	Loans Payable	460	0	0	0	0	0	0	0	0	0
30	Salaries & Benefits Payable	470	15,148,392	283,495	0	1,510	0	0	0	0	0
31	Payroll Deductions & Withholdings	480	1,027,921	1,338	0	0	228,139	0	0	0	0
32	Deferred Revenues & Other Current Liabilities	490	67,824,223	12,276,691	13,323,409	4,029,111	2,731,911	12,671	30,875	919,055	0
33	Due to Activity Fund Organizations	493	0	0	0	0	0	0	0	0	0
34	**Total Current Liabilities**		90,865,437	13,657,008	13,323,409	4,247,674	2,960,050	1,235,925	30,875	919,055	0
35	**LONG-TERM LIABILITIES (500)**										
36	Long-Term Debt Payable (General Obligation, Revenue, Other)	511									
37	**Total Long-Term Liabilities**										
38	Reserved Fund Balance	714	659,202	0	0	0	0	0	0	0	0
39	Unreserved Fund Balance	730	65,576,043	3,096,541	9,357,804	4,215,416	5,760,835	21,106,114	38,873,729	773,409	0
40	Investment in General Fixed Assets										
41	**Total Liabilities and Fund Balance**		157,100,682	16,753,549	22,681,213	8,463,090	8,720,885	22,342,039	38,904,604	1,692,464	0

BASIC FINANCIAL STATEMENTS
STATEMENT OF ASSETS AND LIABILITIES ARISING FROM CASH TRANSACTIONS
STATEMENT OF POSITION AS OF JUNE 30, 2020

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	A	B	L	M	N
1				Account Groups	
2	**ASSETS (Enter Whole Dollars)**	**Acct. #**	**Agency Fund**	**General Fixed Assets**	**General Long-Term Debt**
3	**CURRENT ASSETS (100)**				
4	Cash (Accounts 111 through 115) [1]		989,205		
5	Investments	120	0		
6	Taxes Receivable	130			
7	Interfund Receivables	140			
8	Intergovernmental Accounts Receivable	150			
9	Other Receivables	160	0		
10	Inventory	170	0		
11	Prepaid Items	180	0		
12	Other Current Assets (Describe & Itemize)	190	0		
13	**Total Current Assets**		989,205		
14	**CAPITAL ASSETS (200)**				
15	Works of Art & Historical Treasures	210		0	
16	Land	220		11,074,700	
17	Building & Building Improvements	230		368,904,258	
18	Site Improvements & Infrastructure	240		25,943,788	
19	Capitalized Equipment	250		26,050,011	
20	Construction in Progress	260		5,060,915	
21	Amount Available in Debt Service Funds	340			9,357,804
22	Amount to be Provided for Payment on Long-Term Debt	350			269,303,528
23	**Total Capital Assets**			437,033,672	278,661,332
24	**CURRENT LIABILITIES (400)**				
25	Interfund Payables	410			
26	Intergovernmental Accounts Payable	420			
27	Other Payables	430			
28	Contracts Payable	440			
29	Loans Payable	460			
30	Salaries & Benefits Payable	470			
31	Payroll Deductions & Withholdings	480			
32	Deferred Revenues & Other Current Liabilities	490			
33	Due to Activity Fund Organizations	493	989,205		
34	**Total Current Liabilities**		989,205		
35	**LONG-TERM LIABILITIES (500)**				
36	Long-Term Debt Payable (General Obligation, Revenue, Other)	511			278,661,332
37	**Total Long-Term Liabilities**				278,661,332
38	Reserved Fund Balance	714	0		
39	Unreserved Fund Balance	730	0		
40	Investment in General Fixed Assets			437,033,672	
41	**Total Liabilities and Fund Balance**		989,205	437,033,672	278,661,332

BASIC FINANCIAL STATEMENT
STATEMENT OF REVENUES RECEIVED/REVENUES, EXPENDITURES/DISBURSED/EXPENDITURES, OTHER SOURCES (USES) AND CHANGES IN FUND BALANCE
ALL FUNDS - FOR THE YEAR ENDING JUNE 30, 2020

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	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	Description (Enter Whole Dollars)	Acct #	Educational	Operations & Maintenance	Debt Services	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
3	**RECEIPTS/REVENUES**										
4	**LOCAL SOURCES**	1000	143,500,761	25,954,864	27,238,208	7,807,760	6,020,257	6,074,755	939,955	1,866,557	0
5	**FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT**	2000	0	0		0	0				
6	**STATE SOURCES**	3000	65,716,636	0	0	7,756,644	0	50,000	0	0	0
7	**FEDERAL SOURCES**	4000	18,089,003	0	0	0	0	0	0	0	0
8	**Total Direct Receipts/Revenues**		227,306,400	25,954,864	27,238,208	15,564,404	6,020,257	6,124,755	939,955	1,866,557	0
9	*Receipts/Revenues for "On Behalf" Payments* [2]	3998	57,062,013	0	0	0	0	0		0	0
10	**Total Receipts/Revenues**		284,368,413	25,954,864	27,238,208	15,564,404	6,020,257	6,124,755	939,955	1,866,557	0
11	**DISBURSEMENTS/EXPENDITURES**										
12	**Instruction**	1000	141,069,066				2,452,870				
13	**Support Services**	2000	68,286,499	19,446,846		14,847,592	3,434,939	13,424,773		1,761,783	0
14	**Community Services**	3000	1,157,728	0		0	79,357				
15	**Payments to Other Districts & Govermental Units**	4000	4,961,356	0	0	0	0	0		0	0
16	**Debt Service**	5000	0	0	30,092,980	0	0			0	0
17	**Total Direct Disbursements/Expenditures**		215,474,649	19,446,846	30,092,980	14,847,592	5,967,166	13,424,773		1,761,783	0
18	*Disbursements/Expenditures for "On Behalf" Payments* [2]	4180	57,062,013	0	0	0	0	0		0	0
19	**Total Disbursements/Expenditures**		272,536,662	19,446,846	30,092,980	14,847,592	5,967,166	13,424,773		1,761,783	0
20	**Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures** [3]		11,831,751	6,508,018	(2,854,772)	716,812	53,091	(7,300,018)	939,955	104,774	0
21	**OTHER SOURCES/USES OF FUNDS**										
22	**OTHER SOURCES OF FUNDS (7000)**										
23	**PERMANENT TRANSFER FROM VARIOUS FUNDS**										
24	Abolishment of the Working Cash Fund [12]	7110	0								
25	Abatement of the Working Cash Fund [12]	7110	0	0	0	0	0	0		0	0
26	Transfer of Working Cash Fund Interest	7120	0	0	0	0	0	0		0	0
27	Transfer Among Funds	7130	0	0		0					
28	Transfer of Interest	7140	0	0	0	0	0	0	0	0	0
29	Transfer from Capital Project Fund to O&M Fund	7150		0							
30	Transfer of Excess Fire Prevention & Safety Tax and Interest Proceeds to O&M Fund [4]	7160		0							
31	Transfer to Excess Fire Prevention & Safety Bond and Interest Proceeds to Debt Service Fund [5]	7170			0						
32	**SALE OF BONDS (7200)**										
33	Principal on Bonds Sold	7210	0	0	16,090,000	0		0	0	0	0
34	Premium on Bonds Sold	7220	0	0	0	0		0	0	0	0
35	Accrued Interest on Bonds Sold	7230	0	0	0	0		0	0	0	0
36	Sale or Compensation for Fixed Assets [6]	7300	0	0	0	0	0	0		0	0
37	Transfer to Debt Service to Pay Principal on Capital Leases	7400			864,978						
38	Transfer to Debt Service to Pay Interest on Capital Leases	7500			7,318						
39	Transfer to Debt Service to Pay Principal on Revenue Bonds	7600			0						
40	Transfer to Debt Service Fund to Pay Interest on Revenue Bonds	7700			0						
41	Transfer to Capital Projects Fund	7800						4,500,000			
42	ISBE Loan Proceeds	7900	0	0	0	0	0	0			0
43	Other Sources Not Classified Elsewhere	7990	0	0	2,300,617	0	0	0	0	0	0
44	**Total Other Sources of Funds**		0	0	19,262,913	0	0	4,500,000	0	0	0
45	**OTHER USES OF FUNDS (8000)**										

BASIC FINANCIAL STATEMENT
STATEMENT OF REVENUES RECEIVED/REVENUES, EXPENDITURES/DISBURSED/EXPENDITURES, OTHER SOURCES (USES) AND CHANGES IN FUND BALANCE
ALL FUNDS - FOR THE YEAR ENDING JUNE 30, 2020

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	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	**Description (Enter Whole Dollars)**	**Acct #**	**Educational**	**Operations & Maintenance**	**Debt Services**	**Transportation**	**Municipal Retirement/ Social Security**	**Capital Projects**	**Working Cash**	**Tort**	**Fire Prevention & Safety**
46	**PERMANENT TRANSFER TO VARIOUS OTHER FUNDS (8100)**										
47	Abolishment or Abatement of the Working Cash Fund [12]	8110							0		
48	Transfer of Working Cash Fund Interest [12]	8120							0		
49	Transfer Among Funds	8130	0	0		0					
50	Transfer of Interest	8140	0	0	0	0	0	0		0	
51	Transfer from Capital Project Fund to O&M Fund	8150						0			
52	Transfer of Excess Fire Prevention & Safety Tax & Interest Proceeds to O&M Fund [4]	8160									0
53	Transfer of Excess Fire Prevention & Safety Bond and Interest Proceeds to Debt Service Fund [5]	8170									0
54	Taxes Pledged to Pay Principal on Capital Leases	8410	0	0				0			
55	Grants/Reimbursements Pledged to Pay Principal on Capital Leases	8420	0	0				0			
56	Other Revenues Pledged to Pay Principal on Capital Leases	8430	864,978	0				0			
57	Fund Balance Transfers Pledged to Pay Principal on Capital Leases	8440	0	0				0			
58	Taxes Pledged to Pay Interest on Capital Leases	8510	0	0				0			
59	Grants/Reimbursements Pledged to Pay Interest on Capital Leases	8520	0	0				0			
60	Other Revenues Pledged to Pay Interest on Capital Leases	8530	7,318	0				0			
61	Fund Balance Transfers Pledged to Pay Interest on Capital Leases	8540	0	0				0			
62	Taxes Pledged to Pay Principal on Revenue Bonds	8610	0	0							
63	Grants/Reimbursements Pledged to Pay Principal on Revenue Bonds	8620	0	0							
64	Other Revenues Pledged to Pay Principal on Revenue Bonds	8630	0	0							
65	Fund Balance Transfers Pledged to Pay Principal on Revenue Bonds	8640	0	0							
66	Taxes Pledged to Pay Interest on Revenue Bonds	8710	0	0							
67	Grants/Reimbursements Pledged to Pay Interest on Revenue Bonds	8720	0	0							
68	Other Revenues Pledged to Pay Interest on Revenue Bonds	8730	0	0							
69	Fund Balance Transfers Pledged to Pay Interest on Revenue Bonds	8740	0	0							
70	Taxes Transferred to Pay for Capital Projects	8810	0	0							
71	Grants/Reimbursements Pledged to Pay for Capital Projects	8820	0	0							
72	Other Revenues Pledged to Pay for Capital Projects	8830	0	0							
73	Fund Balance Transfers Pledged to Pay for Capital Projects	8840	0	4,500,000							
74	Transfer to Debt Service Fund to Pay Principal on ISBE Loans	8910	0	0		0	0	0			0
75	Other Uses Not Classified Elsewhere	8990	165,957	2,134,660	16,119,654	0	0	0	0	0	0
76	**Total Other Uses of Funds**		1,038,253	6,634,660	16,119,654	0	0	0	0	0	0
77	**Total Other Sources/Uses of Funds**		(1,038,253)	(6,634,660)	3,143,259	0	0	4,500,000	0	0	0
78	Excess of Receipts/Revenues and Other Sources of Funds (Over/Under) Expenditures/Disbursements and Other Uses of Funds		10,793,498	(126,642)	288,487	716,812	53,091	(2,800,018)	939,955	104,774	0
79	**Fund Balances - July 1, 2019**		55,441,747	3,223,183	9,069,317	3,498,604	5,707,744	23,906,132	37,933,774	668,635	0
80	Other Changes in Fund Balances - Increases (Decreases) (Describe & Itemize)		0	0	0	0	0	0	0	0	0
81	**Fund Balances - June 30, 2020**		66,235,245	3,096,541	9,357,804	4,215,416	5,760,835	21,106,114	38,873,729	773,409	0

STATEMENT OF REVENUES RECEIVED/REVENUES
FOR THE YEAR ENDING JUNE 30, 2020

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	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	**Description** (Enter Whole Dollars)	Acct #	Educational	Operations & Maintenance	Debt Services	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
3	**RECEIPTS/REVENUES FROM LOCAL SOURCES (1000)**										
4	**AD VALOREM TAXES LEVIED BY LOCAL EDUCATION AGENCY**	**1100**									
5	Designated Purposes Levies (1110-1120) [7]		107,767,204	23,150,855	27,070,948	7,592,444	2,536,160	0	59,742	1,861,268	0
6	Leasing Purposes Levy [8]	1130	0	0							
7	Special Education Purposes Levy	1140	28,357,675	0		0	0	0			
8	FICA/Medicare Only Purposes Levies	1150					2,874,154				
9	Area Vocational Construction Purposes Levy	1160		0	0			0			
10	Summer School Purposes Levy	1170	0								
11	Other Tax Levies (Describe & Itemize)	1190	0	0	0	0	0	0	0	0	0
12	**Total Ad Valorem Taxes Levied By District**		136,124,879	23,150,855	27,070,948	7,592,444	5,410,314	0	59,742	1,861,268	0
13	**PAYMENTS IN LIEU OF TAXES**	**1200**									
14	Mobile Home Privilege Tax	1210	0	0	0	0	0	0	0	0	0
15	Payments from Local Housing Authorities	1220	0	0	0	0	0	0	0	0	0
16	Corporate Personal Property Replacement Taxes [9]	1230	0	1,303,429	0	0	500,000	0	0	0	0
17	Other Payments in Lieu of Taxes (Describe & Itemize)	1290	0	0	0	0	0	0	0	0	0
18	**Total Payments in Lieu of Taxes**		0	1,303,429	0	0	500,000	0	0	0	0
19	**TUITION**	**1300**									
20	Regular - Tuition from Pupils or Parents (In State)	1311	270								
21	Regular - Tuition from Other Districts (In State)	1312	0								
22	Regular - Tuition from Other Sources (In State)	1313	0								
23	Regular - Tuition from Other Sources (Out of State)	1314	0								
24	Summer Sch - Tuition from Pupils or Parents (In State)	1321	616								
25	Summer Sch - Tuition from Other Districts (In State)	1322	0								
26	Summer Sch - Tuition from Other Sources (In State)	1323	0								
27	Summer Sch - Tuition from Other Sources (Out of State)	1324	0								
28	CTE - Tuition from Pupils or Parents (In State)	1331	0								
29	CTE - Tuition from Other Districts (In State)	1332	0								
30	CTE - Tuition from Other Sources (In State)	1333	0								
31	CTE - Tuition from Other Sources (Out of State)	1334	0								
32	Special Ed - Tuition from Pupils or Parents (In State)	1341	0								
33	Special Ed - Tuition from Other Districts (In State)	1342	0								
34	Special Ed - Tuition from Other Sources (In State)	1343	0								
35	Special Ed - Tuition from Other Sources (Out of State)	1344	0								
36	Adult - Tuition from Pupils or Parents (In State)	1351	0								
37	Adult - Tuition from Other Districts (In State)	1352	0								
38	Adult - Tuition from Other Sources (In State)	1353	0								
39	Adult - Tuition from Other Sources (Out of State)	1354	0								
40	**Total Tuition**		886								
41	**TRANSPORTATION FEES**	**1400**									
42	Regular -Transp Fees from Pupils or Parents (In State)	1411				0					
43	Regular - Transp Fees from Other Districts (In State)	1412				0					
44	Regular - Transp Fees from Other Sources (In State)	1413				0					
45	Regular - Transp Fees from Co-curricular Activities (In State)	1415				0					
46	Regular Transp Fees from Other Sources (Out of State)	1416				0					
47	Summer Sch - Transp. Fees from Pupils or Parents (In State)	1421				0					
48	Summer Sch - Transp. Fees from Other Districts (In State)	1422				0					
49	Summer Sch - Transp. Fees from Other Sources (In State)	1423				0					
50	Summer Sch - Transp. Fees from Other Sources (Out of State)	1424				0					
51	CTE - Transp Fees from Pupils or Parents (In State)	1431				0					
52	CTE - Transp Fees from Other Districts (In State)	1432				0					
53	CTE - Transp Fees from Other Sources (In State)	1433				0					
54	CTE - Transp Fees from Other Sources (Out of State)	1434				0					
55	Special Ed - Transp Fees from Pupils or Parents (In State)	1441				0					
56	Special Ed - Transp Fees from Other Districts (In State)	1442				0					
57	Special Ed - Transp Fees from Other Sources (In State)	1443				0					
58	Special Ed - Transp Fees from Other Sources (Out of State)	1444				0					
59	Adult - Transp Fees from Pupils or Parents (In State)	1451				0					
60	Adult - Transp Fees from Other Districts (In State)	1452				0					
61	Adult - Transp Fees from Other Sources (In State)	1453				0					
62	Adult - Transp Fees from Other Sources (Out of State)	1454				0					
63	**Total Transportation Fees**					0					
64	**EARNINGS ON INVESTMENTS**	**1500**									
65	Interest on Investments	1510	1,484,011	109,199	167,260	29,021	109,943	419,867	880,213	5,289	0
66	Gain or Loss on Sale of Investments	1520	0	0	0	0	0	0	0	0	0
67	**Total Earnings on Investments**		1,484,011	109,199	167,260	29,021	109,943	419,867	880,213	5,289	0
68	**FOOD SERVICE**	**1600**					662				
69	Sales to Pupils - Lunch	1611	1,206,213								
70	Sales to Pupils - Breakfast	1612	111,895								
71	Sales to Pupils - A la Carte	1613	586,444								

STATEMENT OF REVENUES RECEIVED/REVENUES
FOR THE YEAR ENDING JUNE 30, 2020

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	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	**Description** (Enter Whole Dollars)	Acct #	Educational	Operations & Maintenance	Debt Services	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
72	Sales to Pupils - Other (Describe & Itemize)	1614	0								
73	Sales to Adults	1620	43,228								
74	Other Food Service (Describe & Itemize)	1690	0								
75	**Total Food Service**		1,947,780								
76	**DISTRICT/SCHOOL ACTIVITY INCOME**	**1700**									
77	Admissions - Athletic	1711	0	0							
78	Admissions - Other (Describe & Itemize)	1719	0	0							
79	Fees	1720	326,677	0							
80	Book Store Sales	1730	0	0							
81	Other District/School Activity Revenue (Describe & Itemize)	1790	4,860	162,155							
82	**Total District/School Activity Income**		331,537	162,155							
83	**TEXTBOOK INCOME**	**1800**									
84	Rentals - Regular Textbooks	1811	2,054,772								
85	Rentals - Summer School Textbooks	1812	68,923								
86	Rentals - Adult/Continuing Education Textbooks	1813	0								
87	Rentals - Other (Describe & Itemize)	1819	9,825								
88	Sales - Regular Textbooks	1821	0								
89	Sales - Summer School Textbooks	1822	0								
90	Sales - Adult/Continuing Education Textbooks	1823	0								
91	Sales - Other (Describe & Itemize)	1829	0								
92	Other (Describe & Itemize)	1890	2,934								
93	**Total Textbook Income**		2,136,454								
94	**OTHER REVENUE FROM LOCAL SOURCES**	**1900**									
95	Rentals	1910	300	69,244							
96	Contributions and Donations from Private Sources	1920	97,056	0	0	0	0	0	0	0	0
97	Impact Fees from Municipal or County Governments	1930	0	0	0	0	0	62,770	0	0	0
98	Services Provided Other Districts	1940	0	0							
99	Refund of Prior Years' Expenditures	1950	272,285	1,612	0	55	0	0		0	0
100	Payments of Surplus Moneys from TIF Districts	1960	0	0	0	0	0	5,490,683	0	0	0
101	Drivers' Education Fees	1970	0								
102	Proceeds from Vendors' Contracts	1980	0	0	0	0	0	0	0	0	0
103	School Facility Occupation Tax Proceeds	1983						0			
104	Payment from Other Districts	1991	189,690	0	0	0	0	0			
105	Sale of Vocational Projects	1992									
106	Other Local Fees (Describe & Itemize)	1993	0	0	0	185,293	0	0		0	0
107	Other Local Revenues (Describe & Itemize)	1999	915,883	1,158,370	0	947	0	101,435	0	0	0
108	**Total Other Revenue from Local Sources**		1,475,214	1,229,226	0	186,295	0	5,654,888	0	0	0
109	**Total Receipts/Revenues from Local Sources**	**1000**	143,500,761	25,954,864	27,238,208	7,807,760	6,020,257	6,074,755	939,955	1,866,557	0
110	**FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT (2000)**										
111	Flow-through Revenue from State Sources	2100	0	0		0	0				
112	Flow-through Revenue from Federal Sources	2200	0	0		0	0				
113	Other Flow-Through (Describe & Itemize)	2300	0	0		0	0				
114	**Total Flow-Through Receipts/Revenues from One District to Another District**	**2000**	0	0		0	0				
115	**RECEIPTS/REVENUES FROM STATE SOURCES (3000)**										
116	**UNRESTRICTED GRANTS-IN-AID (3001-3099)**										
117	Evidence Based Funding Formula (Section 18-8.15)	3001	57,565,199	0	0	0	0	0		0	0
118	General State Aid - Hold Harmless/Supplemental	3002	0	0	0	0	0	0		0	0
119	Reorganization Incentives (Accounts 3005-3021)	3005	0	0	0	0	0	0		0	0
120	General State Aid - Fast Growth District Grant	3030	0	0	0	0	0	0		0	0
121	Other Unrestricted Grants-In-Aid from State Sources (Describe & Itemize)	3099	0	0	0	0	0	0		0	0
122	**Total Unrestricted Grants-In-Aid**		57,565,199	0	0	0	0	0		0	0
123	**RESTRICTED GRANTS-IN-AID (3100 - 3900)**										
124	**SPECIAL EDUCATION**										
125	Special Education - Private Facility Tuition	3100	3,235,518			0					
126	Special Education - Funding for Children Requiring Sp ED Services	3105	0			0					
127	Special Education - Personnel	3110	0	0		0					
128	Special Education - Orphanage - Individual	3120	139,907			0					
129	Special Education - Orphanage - Summer Individual	3130	13,083			0					
130	Special Education - Summer School	3145	0			0					
131	Special Education - Other (Describe & Itemize)	3199	0	0		0					
132	**Total Special Education**		3,388,508	0		0					
133	**CAREER AND TECHNICAL EDUCATION (CTE)**										
134	CTE - Technical Education - Tech Prep	3200	0	0			0				
135	CTE - Secondary Program Improvement (CTEI)	3220	319,466	0			0				
136	CTE - WECEP	3225	0	0			0				
137	CTE - Agriculture Education	3235	0	0			0				
138	CTE - Instructor Practicum	3240	0	0			0				

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STATEMENT OF REVENUES RECEIVED/REVENUES
FOR THE YEAR ENDING JUNE 30, 2020

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	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	**Description** (Enter Whole Dollars)	Acct #	Educational	Operations & Maintenance	Debt Services	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
139	CTE - Student Organizations	3270	14,320	0			0				
140	CTE - Other (Describe & Itemize)	3299	0	0			0				
141	**Total Career and Technical Education**		333,786	0			0				
142	**BILINGUAL EDUCATION**										
143	Bilingual Ed - Downstate - TPI and TBE	3305	0				0				
144	Bilingual Education Downstate - Transitional Bilingual Education	3310	0				0				
145	**Total Bilingual Ed**		0				0				
146	State Free Lunch & Breakfast	3360	48,205								
147	School Breakfast Initiative	3365	0	0							
148	Driver Education	3370	96,728	0							
149	Adult Ed (from ICCB)	3410	0	0	0	0	0	0	0	0	0
150	Adult Ed - Other (Describe & Itemize)	3499	0	0	0	0	0	0	0	0	0
151	**TRANSPORTATION**										
152	Transportation - Regular and Vocational	3500	0	0		2,732,614	0				
153	Transportation - Special Education	3510	0	0		5,024,030	0				
154	Transportation - Other (Describe & Itemize)	3599	0	0		0	0				
155	**Total Transportation**		0	0		7,756,644	0				
156	Learning Improvement - Change Grants	3610	0								
157	Scientific Literacy	3660	0	0		0	0				
158	Truant Alternative/Optional Education	3695	0			0	0				
159	Early Childhood - Block Grant	3705	2,406,615	0		0	0				
160	Chicago General Education Block Grant	3766	0	0		0	0				
161	Chicago Educational Services Block Grant	3767	0	0		0	0				
162	School Safety & Educational Improvement Block Grant	3775	41,426	0	0	0	0	0			0
163	Technology - Technology for Success	3780	0	0	0	0	0	0			0
164	State Charter Schools	3815	0			0					
165	Extended Learning Opportunities - Summer Bridges	3825	0			0					
166	Infrastructure Improvements - Planning/Construction	3920		0				0			
167	School Infrastructure - Maintenance Projects	3925		0				50,000			0
168	Other Restricted Revenue from State Sources (Describe & Itemize)	3999	1,836,169	0	0	0	0	0	0	0	0
169	**Total Restricted Grants-In-Aid**		8,151,437	0	0	7,756,644	0	50,000	0	0	0
170	**Total Receipts from State Sources**	**3000**	65,716,636	0	0	7,756,644	0	50,000	0	0	0
171	**RECEIPTS/REVENUES FROM FEDERAL SOURCES (4000)**										
172	**UNRESTRICTED GRANTS-IN-AID RECEIVED DIRECTLY FROM FEDERAL GOVT (4001-4009)**										
173	Federal Impact Aid	4001	0	0	0	0	0	0	0	0	0
174	Other Unrestricted Grants-In-Aid Received Directly from the Fed Govt (Describe & Itemize)	4009	0	0	0	0	0	0	0	0	0
175	**Total Unrestricted Grants-In-Aid Received Directly from the Federal Govt**		0	0	0	0	0	0	0	0	0
176	**RESTRICTED GRANTS-IN-AID RECEIVED DIRECTLY FROM FEDERAL GOVT (4045-4090)**										
177	Head Start	4045	0								
178	Construction (Impact Aid)	4050	0	0				0			
179	MAGNET	4060	0	0		0	0	0			
180	Other Restricted Grants-In-Aid Received Directly from the Federal Govt (Describe & Itemize)	4090	0	0		0	0	0			0
181	**Total Restricted Grants-In-Aid Received Directly from Federal Govt**		0	0		0	0	0			0
182	**RESTRICTED GRANTS-IN-AID RECEIVED FROM FEDERAL GOVT THRU THE STATE (4100-4999)**										
183	**TITLE V**										
184	Title V - Innovation and Flexibility Formula	4100	0	0		0	0				
185	Title V - District Projects	4105	0	0		0	0				
186	Title V - Rural Education Initiative (REI)	4107	0	0		0	0				
187	Title V - Other (Describe & Itemize)	4199	0	0		0	0				
188	**Total Title V**		0	0		0	0				
189	**FOOD SERVICE**										
190	Breakfast Start-Up Expansion	4200	0				0				
191	National School Lunch Program	4210	3,186,155				0				
192	Special Milk Program	4215	0				0				
193	School Breakfast Program	4220	924,188				0				
194	Summer Food Service Program	4225	1,163,409				0				
195	Child Adult Care Food Program	4226	356,098				0				
196	Fresh Fruits & Vegetables	4240	27,356								
197	Food Service - Other (Describe & Itemize)	4299	0				0				
198	**Total Food Service**		5,657,206				0				
199	**TITLE I**										
200	Title I - Low Income	4300	3,160,945	0		0	0				
201	Title I - Low Income - Neglected, Private	4305	0	0		0	0				
202	Title I - Migrant Education	4340	0	0		0	0				
203	Title I - Other (Describe & Itemize)	4399	27,086	0		0	0				
204	**Total Title I**		3,188,031	0		0	0				

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1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	**Description** (Enter Whole Dollars)	**Acct #**	**Educational**	**Operations & Maintenance**	**Debt Services**	**Transportation**	**Municipal Retirement/ Social Security**	**Capital Projects**	**Working Cash**	**Tort**	**Fire Prevention & Safety**
205	**TITLE IV**										
206	Title IV - Safe & Drug Free Schools - Formula	4400	155,862	0		0	0				
207	Title IV - 21st Century Comm Learning Centers	4421	0	0		0	0				
208	Title IV - Other (Describe & Itemize)	4499	0	0		0	0				
209	**Total Title IV**		155,862	0		0	0				
210	**FEDERAL - SPECIAL EDUCATION**										
211	Fed - Spec Education - Preschool Flow-Through	4600	26,157	0		0	0				
212	Fed - Spec Education - Preschool Discretionary	4605	0	0		0	0				
213	Fed - Spec Education - IDEA - Flow Through	4620	4,429,935	0		0	0				
214	Fed - Spec Education - IDEA - Room & Board	4625	938,678	0		0	0				
215	Fed - Spec Education - IDEA - Discretionary	4630	0	0		0	0				
216	Fed - Spec Education - IDEA - Other (Describe & Itemize)	4699	0	0		0	0				
217	**Total Federal - Special Education**		5,394,770	0		0	0				
218	**CTE - PERKINS**										
219	CTE - Perkins - Title IIIE - Tech Prep	4770	187,185	0			0				
220	CTE - Other (Describe & Itemize)	4799	0	0			0				
221	**Total CTE - Perkins**		187,185	0			0				
222	Federal - Adult Education	4810	0	0			0				
223	ARRA - General State Aid - Education Stabilization	4850	0	0	0	0	0	0		0	0
224	ARRA - Title I - Low Income	4851	0	0		0	0				
225	ARRA - Title I - Neglected, Private	4852	0	0	0	0	0	0		0	0
226	ARRA - Title I - Delinquent, Private	4853	0	0	0	0	0	0		0	0
227	ARRA - Title I - School Improvement (Part A)	4854	0	0	0	0	0	0		0	0
228	ARRA - Title I - School Improvement (Section 1003g)	4855	0	0	0	0	0	0		0	0
229	ARRA - IDEA - Part B - Preschool	4856	0	0	0	0	0	0		0	0
230	ARRA - IDEA - Part B - Flow-Through	4857	0	0	0	0	0	0		0	0
231	ARRA - Title IID - Technology-Formula	4860	0	0	0	0	0	0		0	0
232	ARRA - Title IID - Technology-Competitive	4861	0	0	0	0	0	0		0	0
233	ARRA - McKinney - Vento Homeless Education	4862	0	0		0	0				
234	ARRA - Child Nutrition Equipment Assistance	4863	0	0							
235	Impact Aid Formula Grants	4864	0	0	0	0	0	0		0	0
236	Impact Aid Competitive Grants	4865	0	0	0	0	0	0		0	0
237	Qualified Zone Academy Bond Tax Credits	4866	0	0	0	0	0	0		0	0
238	Qualified School Construction Bond Credits	4867	0	0	0	0	0	0		0	0
239	Build America Bond Tax Credits	4868	0	0	0	0	0	0		0	0
240	Build America Bond Interest Reimbursement	4869	0	0	0	0	0	0		0	0
241	ARRA - General State Aid - Other Govt Services Stabilization	4870	0	0	0	0	0	0		0	0
242	Other ARRA Funds - II	4871	0	0	0	0	0	0		0	0
243	Other ARRA Funds - III	4872	0	0	0	0	0	0		0	0
244	Other ARRA Funds - IV	4873	0	0	0	0	0	0		0	0
245	Other ARRA Funds - V	4874	0	0	0	0	0	0		0	0
246	ARRA - Early Childhood	4875	0	0	0	0	0	0		0	0
247	Other ARRA Funds VII	4876	0	0	0	0	0	0		0	0
248	Other ARRA Funds VIII	4877	0	0	0	0	0	0		0	0
249	Other ARRA Funds IX	4878	0	0	0	0	0	0		0	0
250	Other ARRA Funds X	4879	0	0	0	0	0	0		0	0
251	Other ARRA Funds Ed Job Fund Program	4880	0	0	0	0	0	0		0	0
252	**Total Stimulus Programs**		0	0	0	0	0	0		0	0
253	Race to the Top Program	4901	0								
254	Race to the Top - Preschool Expansion Grant	4902	387,027	0		0	0				
255	Title III - Immigrant Education Program (IEP)	4905	24,303			0	0				
256	Title III - Language Inst Program - Limited Eng (LIPLEP)	4909	405,761			0	0				
257	McKinney Education for Homeless Children	4920	0	0		0	0				
258	Title II - Eisenhower Professional Development Formula	4930	0	0		0	0				
259	Title II - Teacher Quality	4932	607,199	0		0	0				
260	Federal Charter Schools	4960	0	0		0	0				
261	State Assessment Grants	4981	0	0		0	0				
262	Grant for State Assessments and Related Activities	4982	0	0		0	0				
263	Medicaid Matching Funds - Administrative Outreach	4991	667,264	0		0	0				
264	Medicaid Matching Funds - Fee-for-Service Program	4992	1,362,096	0		0	0				
265	Other Restricted Revenue from Federal Sources (Describe & Itemize)	4998	52,299	0		0	0	0			0
266	**Total Restricted Grants-In-Aid Received from the Federal Govt Thru the State**		18,089,003	0	0	0	0	0		0	0
267	**Total Receipts/Revenues from Federal Sources**	**4000**	18,089,003	0	0	0	0	0	0	0	0
268	**Total Direct Receipts/Revenues**		227,306,400	25,954,864	27,238,208	15,564,404	6,020,257	6,124,755	939,955	1,866,557	0

STATEMENT OF EXPENDITURES DISBURSED/EXPENDITURES, BUDGET TO ACTUAL
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1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)	
2	**Description** (Enter Whole Dollars)	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total	Budget
3	**10 - EDUCATIONAL FUND (ED)**											
4	**INSTRUCTION (ED)**	**1000**										
5	Regular Programs	1100	58,635,729	8,767,767	761,759	3,358,477	224,875	18,353	472,239	0	72,239,199	82,446,374
6	Tuition Payment to Charter Schools	1115			9,148,312						9,148,312	9,100,000
7	Pre-K Programs	1125	155,520	34,844	1,354	31,773	0	0	0	0	223,491	174,063
8	Special Education Programs (Functions 1200-1220)	1200	19,438,289	5,034,905	288,903	431,380	40,491	546,014	33,443	0	25,813,425	37,390,019
9	Special Education Programs Pre-K	1225	1,000,945	294,241	0	0	0	0	0	0	1,295,186	1,354,044
10	Remedial and Supplemental Programs K-12	1250	3,209,596	798,283	74,805	218,989	0	0	20,721	0	4,322,394	4,030,115
11	Remedial and Supplemental Programs Pre-K	1275	1,523,546	361,594	66,791	3,533	0	0	0	0	1,955,464	1,785,716
12	Adult/Continuing Education Programs	1300	0	0	0	0	0	0	0	0	0	0
13	CTE Programs	1400	258,551	37,107	19,182	98,022	82,617	598	177,539	0	673,616	663,793
14	Interscholastic Programs	1500	2,983,088	122,748	521,826	478,993	30,529	140,430	120,164	0	4,397,778	2,563,856
15	Summer School Programs	1600	673,220	62,040	0	1,027	0	0	0	0	736,287	866,404
16	Gifted Programs	1650	0	0	0	0	0	0	0	0	0	1,016
17	Driver's Education Programs	1700	238,787	25,744	30,662	6,566	0	0	0	0	301,759	245,060
18	Bilingual Programs	1800	8,590,158	1,915,397	73,644	10,437	0	505	0	0	10,590,141	10,717,272
19	Truant Alternative & Optional Programs	1900	1,132,512	246,841	92,500	5,408	0	49,200	505	0	1,526,966	1,437,169
20	Pre-K Programs - Private Tuition	1910						0			0	0
21	Regular K-12 Programs - Private Tuition	1911						0			0	0
22	Special Education Programs K-12 - Private Tuition	1912						7,845,048			7,845,048	0
23	Special Education Programs Pre-K - Tuition	1913						0			0	0
24	Remedial/Supplemental Programs K-12 - Private Tuition	1914						0			0	0
25	Remedial/Supplemental Programs Pre-K - Private Tuition	1915						0			0	0
26	Adult/Continuing Education Programs - Private Tuition	1916						0			0	0
27	CTE Programs - Private Tuition	1917						0			0	0
28	Interscholastic Programs - Private Tuition	1918						0			0	0
29	Summer School Programs - Private Tuition	1919						0			0	0
30	Gifted Programs - Private Tuition	1920						0			0	0
31	Bilingual Programs - Private Tuition	1921						0			0	0
32	Truants Alternative/Optional Ed Progms - Private Tuition	1922						0			0	0
33	**Total Instruction** [10]	**1000**	97,839,941	17,701,511	11,079,738	4,644,605	378,512	8,600,148	824,611	0	141,069,066	152,774,901
34	**SUPPORT SERVICES (ED)**	**2000**										
35	**SUPPORT SERVICES - PUPILS**											
36	Attendance & Social Work Services	2110	4,478,028	927,355	227,058	96,551	0	30,902	1,514	0	5,761,408	5,511,500
37	Guidance Services	2120	3,096,325	621,944	136,623	2,774	0	0	481	0	3,858,147	3,870,622
38	Health Services	2130	1,891,503	369,364	51,008	22,866	0	696	50,025	0	2,385,462	2,369,611
39	Psychological Services	2140	2,458,702	533,537	85,654	1,675	0	0	0	0	3,079,568	3,099,854
40	Speech Pathology & Audiology Services	2150	3,899,471	866,840	0	5,231	0	0	7,375	0	4,778,917	4,768,845
41	Other Support Services - Pupils *(Describe & Itemize)*	2190	2,599,333	708,893	932,196	1,041	0	0	0	0	4,241,463	3,130,097
42	**Total Support Services - Pupils**	**2100**	18,423,362	4,027,933	1,432,539	130,138	0	31,598	59,395	0	24,104,965	22,750,529
43	**SUPPORT SERVICES - INSTRUCTIONAL STAFF**											
44	Improvement of Instruction Services	2210	2,891,821	770,488	477,947	56,907	1,630	34,862	21,546	0	4,255,201	5,525,585
45	Educational Media Services	2220	2,421,675	757,936	130,437	153,949	0	65	109,697	0	3,573,759	3,600,872
46	Assessment & Testing	2230	754,358	202,545	421,561	4,421	0	0	2,312	0	1,385,197	1,130,592
47	**Total Support Services - Instructional Staff**	**2200**	6,067,854	1,730,969	1,029,945	215,277	1,630	34,927	133,555	0	9,214,157	10,257,049
48	**SUPPORT SERVICES - GENERAL ADMINISTRATION**											
49	Board of Education Services	2310	65,818	38,576	631,357	1,973	0	38,050	0	0	775,774	756,136
50	Executive Administration Services	2320	517,599	100,077	89,852	53,889	0	10,551	0	0	771,968	759,663
51	Special Area Administration Services	2330	0	0	0	0	0	0	0	0	0	0
52	Tort Immunity Services	2360 - 2370	0	0	0	0	0	0	0	0	0	0
53	**Total Support Services - General Administration**	**2300**	583,417	138,653	721,209	55,862	0	48,601	0	0	1,547,742	1,515,799

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1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)	
2	**Description** (Enter Whole Dollars)	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total	Budget
54	**SUPPORT SERVICES - SCHOOL ADMINISTRATION**											
55	Office of the Principal Services	2410	12,423,890	2,913,392	47,309	54,018	0	330	1,078	0	15,440,017	14,882,264
56	Other Support Services - School Admin (Describe & Itemize)	2490	0	0	151	632	0	0	0	0	783	0
57	**Total Support Services - School Administration**	**2400**	12,423,890	2,913,392	47,460	54,650	0	330	1,078	0	15,440,800	14,882,264
58	**SUPPORT SERVICES - BUSINESS**											
59	Direction of Business Support Services	2510	289,400	59,130	26,897	317	0	0	446	0	376,190	368,128
60	Fiscal Services	2520	832,373	212,698	192,356	10,140	0	8,863	4,850	0	1,261,280	1,426,547
61	Operation & Maintenance of Plant Services	2540	0	0	0	296,603	0	0	0	0	296,603	0
62	Pupil Transportation Services	2550	0	0	40,668	657	0	0	29,200	0	70,525	0
63	Food Services	2560	159,874	2,387	5,925,652	22,234	56,696	0	192,615	0	6,359,458	7,288,750
64	Internal Services	2570	337,807	30,680	42,738	11,271	0	1,494	2,853	0	426,843	381,239
65	**Total Support Services - Business**	**2500**	1,619,454	304,895	6,228,311	341,222	56,696	10,357	229,964	0	8,790,899	9,464,664
66	**SUPPORT SERVICES - CENTRAL**											
67	Direction of Central Support Services	2610	0	0	0	0	0	0	0	0	0	0
68	Planning, Research, Development, & Evaluation Services	2620	0	0	0	0	0	0	0	0	0	0
69	Information Services	2630	336,288	64,323	66,321	8,546	0	946	175	0	476,599	544,303
70	Staff Services	2640	931,413	160,467	210,654	1,546	965	639	1,081	0	1,306,765	1,963,564
71	Data Processing Services	2660	2,042,410	361,992	2,976,726	131,774	618,582	800	1,229,717	0	7,362,001	11,972,656
72	**Total Support Services - Central**	**2600**	3,310,111	586,782	3,253,701	141,866	619,547	2,385	1,230,973	0	9,145,365	14,480,523
73	Other Support Services (Describe & Itemize)	2900	37,687	2,565	0	2,319	0	0	0	0	42,571	35,732
74	**Total Support Services**	**2000**	42,465,775	9,705,189	12,713,165	941,334	677,873	128,198	1,654,965	0	68,286,499	73,386,560
75	**COMMUNITY SERVICES (ED)**	**3000**	867,326	195,957	58,030	36,415	0	0	0	0	1,157,728	850,924
76	**PAYMENTS TO OTHER DISTRICTS & GOVT UNITS (ED)**	**4000**										
77	**PAYMENTS TO OTHER GOVT UNITS (IN-STATE)**											
78	Payments for Regular Programs	4110			0			0			0	0
79	Payments for Special Education Programs	4120			3,562,660			0			3,562,660	3,610,859
80	Payments for Adult/Continuing Education Programs	4130			0			0			0	0
81	Payments for CTE Programs	4140			0			12,000			12,000	0
82	Payments for Community College Programs	4170			0			499,386			499,386	625,500
83	Other Payments to In-State Govt. Units (Describe & Itemize)	4190			29,360			100			29,460	11,285
84	**Total Payments to Other Govt Units (In-State)**	**4100**			3,592,020			511,486			4,103,506	4,247,644
85	Payments for Regular Programs - Tuition	4210						0			0	0
86	Payments for Special Education Programs - Tuition	4220						857,850			857,850	786,450
87	Payments for Adult/Continuing Education Programs - Tuition	4230						0			0	0
88	Payments for CTE Programs - Tuition	4240						0			0	0
89	Payments for Community College Programs - Tuition	4270						0			0	0
90	Payments for Other Programs - Tuition	4280						0			0	0
91	Other Payments to In-State Govt Units	4290						0			0	0
92	**Total Payments to Other Govt Units -Tuition (In State)**	**4200**						857,850			857,850	786,450
93	Payments for Regular Programs - Transfers	4310						0			0	0
94	Payments for Special Education Programs - Transfers	4320						0			0	0
95	Payments for Adult/Continuing Ed Programs-Transfers	4330						0			0	0
96	Payments for CTE Programs - Transfers	4340						0			0	0
97	Payments for Community College Program - Transfers	4370						0			0	0
98	Payments for Other Programs - Transfers	4380						0			0	0
99	Other Payments to In-State Govt Units - Transfers	4390						0			0	0
100	**Total Payments to Other Govt Units -Transfers (In-State)**	**4300**			0			0			0	0
101	Payments to Other Govt Units (Out-of-State)	4400						0			0	0
102	**Total Payments to Other Govt Units**	**4000**			3,592,020			1,369,336			4,961,356	5,034,094
103	**DEBT SERVICES (ED)**	**5000**										
104	**DEBT SERVICES - INTEREST ON SHORT-TERM DEBT**											
105	Tax Anticipation Warrants	5110						0			0	0

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1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)	
2	**Description** (Enter Whole Dollars)	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total	Budget
106	Tax Anticipation Notes	5120						0			0	0
107	Corporate Personal Prop. Repl. Tax Anticipation Notes	5130						0			0	0
108	State Aid Anticipation Certificates	5140						0			0	0
109	Other Interest on Short-Term Debt	5150						0			0	0
110	**Total Interest on Short-Term Debt**	**5100**						0			0	0
111	**Debt Services - Interest on Long-Term Debt**	**5200**						0			0	0
112	**Total Debt Services**	**5000**						0			0	0
113	**PROVISIONS FOR CONTINGENCIES (ED)**	**6000**										0
114	**Total Direct Disbursements/Expenditures**		141,173,042	27,602,657	27,442,953	5,622,354	1,056,385	10,097,682	2,479,576	0	215,474,649	232,046,479
115	**Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures**										11,831,751	
116												
117	**20 - OPERATIONS & MAINTENANCE FUND (O&M)**											
118	**SUPPORT SERVICES (O&M)**	**2000**										
119	**SUPPORT SERVICES - PUPILS**											
120	Other Support Services - Pupils (Func. 2190 Describe & Itemize)	2100	0	0	0	0	0	0	0	0	0	0
121	**SUPPORT SERVICES - BUSINESS**											
122	Direction of Business Support Services	2510	0	0	0	0	0	0	0	0	0	0
123	Facilities Acquisition & Construction Services	2530	0	0	0	0	788,377	0	0	0	788,377	500,000
124	Operation & Maintenance of Plant Services	2540	8,063,828	1,502,991	3,010,979	5,150,137	707,859	2,995	219,680	0	18,658,469	18,922,012
125	Pupil Transportation Services	2550	0	0	0	0	0	0	0	0	0	0
126	Food Services	2560					0		0		0	0
127	**Total Support Services - Business**	**2500**	8,063,828	1,502,991	3,010,979	5,150,137	1,496,236	2,995	219,680	0	19,446,846	19,422,012
128	Other Support Services (Describe & Itemize)	2900	0	0	0	0	0	0	0	0	0	0
129	**Total Support Services**	**2000**	8,063,828	1,502,991	3,010,979	5,150,137	1,496,236	2,995	219,680	0	19,446,846	19,422,012
130	**COMMUNITY SERVICES (O&M)**	**3000**	0	0	0	0	0	0	0	0	0	0
131	**PAYMENTS TO OTHER DIST & GOVT UNITS (O&M)**	**4000**										
132	**PAYMENTS TO OTHER GOVT UNITS (IN-STATE)**											
133	Payments for Regular Programs	4110			0			0			0	0
134	Payments for Special Education Programs	4120			0			0			0	0
135	Payments for CTE Programs	4140			0			0			0	0
136	Other Payments to In-State Govt. Units (Describe & Itemize)	4190			0			0			0	0
137	**Total Payments to Other Govt. Units (In-State)**	**4100**			0			0			0	0
138	Payments to Other Govt. Units (Out of State)	4400			0			0			0	0
139	**Total Payments to Other Govt Units**	**4000**			0			0			0	0
140	**DEBT SERVICES (O&M)**	**5000**										
141	**DEBT SERVICES - INTEREST ON SHORT-TERM DEBT**											
142	Tax Anticipation Warrants	5110						0			0	0
143	Tax Anticipation Notes	5120						0			0	0
144	Corporate Personal Prop. Repl. Tax Anticipation Notes	5130						0			0	0
145	State Aid Anticipation Certificates	5140						0			0	0
146	Other Interest on Short-Term Debt (Describe & Itemize)	5150						0			0	0
147	**Total Debt Service - Interest on Short-Term Debt**	**5100**						0			0	0
148	**DEBT SERVICE - INTERST ON LONG-TERM DEBT**	**5200**						0			0	0
149	**Total Debt Services**	**5000**						0			0	0
150	**PROVISIONS FOR CONTINGENCIES (O&M)**	**6000**										0
151	**Total Direct Disbursements/Expenditures**		8,063,828	1,502,991	3,010,979	5,150,137	1,496,236	2,995	219,680	0	19,446,846	19,422,012
152	**Excess (Deficiency) of Receipts/Revenues/Over Disbursements/ Expenditures**										6,508,018	
153												

STATEMENT OF EXPENDITURES DISBURSED/EXPENDITURES, BUDGET TO ACTUAL
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	A	B	C	D	E	F	G	H	I	J	K	L
1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)	
2	**Description** (Enter Whole Dollars)	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total	Budget
154	**30 - DEBT SERVICES (DS)**											
155	**PAYMENTS TO OTHER DIST & GOVT UNITS (DS)**	**4000**										
156	**PAYMENTS TO OTHER DIST & GOVT UNITS (In-State)**											
157	**Payments for Regular Programs**	**4110**						0			0	0
158	**Payments for Special Education Programs**	**4120**						0			0	0
159	**Other Payments to In-State Govt Units (Describe & Itemize)**	**4190**						0			0	0
160	**Total Payments to Other Districts & Govt Units (In-State)**	**4000**						0			0	0
161	**DEBT SERVICES (DS)**	**5000**										
162	**DEBT SERVICES - INTEREST ON SHORT-TERM DEBT**											
163	Tax Anticipation Warrants	5110						0			0	0
164	Tax Anticipation Notes	5120						0			0	0
165	Corporate Personal Prop. Repl. Tax Anticipation Notes	5130						0			0	0
166	State Aid Anticipation Certificates	5140						0			0	0
167	Other Interest on Short-Term Debt (Describe & Itemize)	5150						0			0	0
168	**Total Debt Services - Interest On Short-Term Debt**	**5100**						0			0	0
169	**DEBT SERVICES - INTEREST ON LONG-TERM DEBT**	**5200**						11,411,200			11,411,200	19,516,324
170	**DEBT SERVICES - PAYMENTS OF PRINCIPAL ON LONG-TERM DEBT (Lease/Purchase Principal Retired)** [11]	**5300**						18,574,538			18,574,538	10,724,302
171	**DEBT SERVICES - OTHER (Describe & Itemize)**	**5400**			107,242			0			107,242	12,500
172	**Total Debt Services**	**5000**			107,242			29,985,738			30,092,980	30,253,126
173	**PROVISION FOR CONTINGENCIES (DS)**	**6000**										0
174	**Total Disbursements/ Expenditures**				107,242			29,985,738			30,092,980	30,253,126
175	**Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures**										(2,854,772)	
176												
177	**40 - TRANSPORTATION FUND (TR)**											
178	**SUPPORT SERVICES (TR)**											
179	**SUPPORT SERVICES - PUPILS**											
180	Other Support Services - Pupils (Func. 2190 Describe & Itemize)	2100	0	0	0	0	0	0	0	0	0	0
181	**SUPPORT SERVICES - BUSINESS**											
182	Pupil Transportation Services	2550	526,350	13,367	13,654,423	508,622	55,576	0	89,254	0	14,847,592	15,809,321
183	Other Support Services (Describe & Itemize)	2900	0	0	0	0	0	0	0	0	0	0
184	**Total Support Services**	**2000**	526,350	13,367	13,654,423	508,622	55,576	0	89,254	0	14,847,592	15,809,321
185	**COMMUNITY SERVICES (TR)**	**3000**	0	0	0	0	0	0	0	0	0	0
186	**PAYMENTS TO OTHER DIST & GOVT UNITS (TR)**	**4000**										
187	**PAYMENTS TO OTHER GOVT UNITS (IN-STATE)**											
188	Payments for Regular Programs	4110			0			0			0	0
189	Payments for Special Education Programs	4120			0			0			0	0
190	Payments for Adult/Continuing Education Programs	4130			0			0			0	0
191	Payments for CTE Programs	4140			0			0			0	0
192	Payments for Community College Programs	4170			0			0			0	0
193	Other Payments to In-State Govt. Units (Describe & Itemize)	4190			0			0			0	0
194	**Total Payments to Other Govt. Units (In-State)**	**4100**			0			0			0	0
195	**PAYMENTS TO OTHER GOVT UNITS (OUT-OF-STATE)**	**4400**			0			0			0	0
196	**Total Payments to Other Govt Units**	**4000**			0			0			0	0

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FOR THE YEAR ENDING JUNE 30, 2020

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	A	B	C	D	E	F	G	H	I	J	K	L
1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)	
2	**Description** (Enter Whole Dollars)	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total	Budget
197	**DEBT SERVICES (TR)**	**5000**										
198	**DEBT SERVICE - INTEREST ON SHORT-TERM DEBT**											
199	Tax Anticipation Warrants	5110						0			0	0
200	Tax Anticipation Notes	5120						0			0	0
201	Corporate Personal Prop. Repl. Tax Anticipation Notes	5130						0			0	0
202	State Aid Anticipation Certificates	5140						0			0	0
203	Other Interest on Short-Term Debt (Describe & Itemize)	5150						0			0	0
204	**Total Debt Services - Interest On Short-Term Debt**	**5100**						0			0	0
205	**DEBT SERVICES - INTEREST ON LONG-TERM DEBT**	**5200**						0			0	0
206	**DEBT SERVICE - PAYMENTS OF PRINCIPAL ON LONG-TERM DEBT (Lease/Purchase Principal Retired)** [11]	**5300**						0			0	0
207	**DEBT SERVICES - OTHER (Describe & Itemize)**	**5400**						0			0	0
208	**Total Debt Services**	**5000**						0			0	0
209	**PROVISION FOR CONTINGENCIES (TR)**	**6000**										0
210	**Total Disbursements/ Expenditures**		526,350	13,367	13,654,423	508,622	55,576	0	89,254	0	14,847,592	15,809,321
211	**Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures**										716,812	
212												
213	**50 - MUNICIPAL RETIREMENT/SOCIAL SECURITY FUND (MR/SS)**											
214	**INSTRUCTION (MR/SS)**	**1000**										
215	Regular Programs	1100		797,831							797,831	1,179,232
216	Pre-K Programs	1125		16,556							16,556	12,044
217	Special Education Programs (Functions 1200-1220)	1200		1,157,621							1,157,621	1,282,070
218	Special Education Programs - Pre-K	1225		96,734							96,734	102,114
219	Remedial and Supplemental Programs - K-12	1250		51,405							51,405	36,917
220	Remedial and Supplemental Programs - Pre-K	1275		32,567							32,567	55,444
221	Adult/Continuing Education Programs	1300		0							0	0
222	CTE Programs	1400		7,885							7,885	4,511
223	Interscholastic Programs	1500		55,713							55,713	31,604
224	Summer School Programs	1600		377							377	51,482
225	Gifted Programs	1650		0							0	15
226	Driver's Education Programs	1700		3,393							3,393	2,349
227	Bilingual Programs	1800		206,196							206,196	234,614
228	Truants' Alternative & Optional Programs	1900		26,592							26,592	32,914
229	**Total Instruction**	**1000**		2,452,870							2,452,870	3,025,310
230	**SUPPORT SERVICES (MR/SS)**	**2000**										
231	**SUPPORT SERVICES - PUPILS**											
232	Attendance & Social Work Services	2110		74,413							74,413	60,538
233	Guidance Services	2120		42,441							42,441	43,225
234	Health Services	2130		185,199							185,199	26,573
235	Psychological Services	2140		31,600							31,600	35,798
236	Speech Pathology & Audiology Services	2150		52,783							52,783	54,943
237	Other Support Services - Pupils (Describe & Itemize)	2190		87,613							87,613	148,136
238	**Total Support Services - Pupils**	**2100**		474,049							474,049	369,213
239	**SUPPORT SERVICES - INSTRUCTIONAL STAFF**											
240	Improvement of Instruction Services	2210		45,469							45,469	81,087
241	Educational Media Services	2220		140,318							140,318	155,033
242	Assessment & Testing	2230		49,950							49,950	23,268
243	**Total Support Services - Instructional Staff**	**2200**		235,737							235,737	259,388
244	**SUPPORT SERVICES - GENERAL ADMINISTRATION**											
245	Board of Education Services	2310		926							926	882
246	Executive Administration Services	2320		18,739							18,739	20,769

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	A	B	C	D	E	F	G	H	I	J	K	L
1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)	
2	**Description** (Enter Whole Dollars)	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total	Budget
247	Service Area Administrative Services	2330		0							0	0
248	Claims Paid from Self Insurance Fund	2361		0							0	0
249	Workers' Compensation or Workers' Occupation Disease Acts Pymts	2362		0							0	0
250	Unemployment Insurance Pymts	2363		0							0	0
251	Insurance Payments (Regular or Self-Insurance)	2364		0							0	0
252	Risk Management and Claims Services Payments	2365		0							0	0
253	Judgment and Settlements	2366		0							0	0
254	Educational, Inspectional, Supervisory Services Related to Loss Prevention or Reduction	2367		0							0	0
255	Reciprocal Insurance Payments	2368		0							0	0
256	Legal Services	2369		0							0	0
257	**Total Support Services - General Administration**	**2300**		19,665							19,665	21,651
258	**SUPPORT SERVICES - SCHOOL ADMINISTRATION**											
259	Office of the Principal Services	2410		716,679							716,679	785,828
260	Other Support Services - School Administration (Describe & Itemize)	2490		0							0	0
261	**Total Support Services - School Administration**	**2400**		716,679							716,679	785,828
262	**SUPPORT SERVICES - BUSINESS**											
263	Direction of Business Support Services	2510		13,736							13,736	14,106
264	Fiscal Services	2520		109,041							109,041	118,877
265	Facilities Acquisition & Construction Services	2530		0							0	0
266	Operation & Maintenance of Plant Services	2540		1,274,669							1,274,669	1,301,526
267	Pupil Transportation Services	2550		27,975							27,975	27,162
268	Food Services	2560		2,548							2,548	2,785
269	Internal Services	2570		55,303							55,303	47,440
270	**Total Support Services - Business**	**2500**		1,483,272							1,483,272	1,511,896
271	**SUPPORT SERVICES - CENTRAL**											
272	Direction of Central Support Services	2610		0							0	0
273	Planning, Research, Development, & Evaluation Services	2620		0							0	0
274	Information Services	2630		52,762							52,762	62,589
275	Staff Services	2640		123,378							123,378	129,065
276	Data Processing Services	2660		328,845							328,845	243,494
277	**Total Support Services - Central**	**2600**		504,985							504,985	435,148
278	Other Support Services (Describe & Itemize)	2900		552							552	300
279	**Total Support Services**	**2000**		3,434,939							3,434,939	3,383,424
280	**COMMUNITY SERVICES (MR/SS)**	**3000**		79,357							79,357	91,266
281	**PAYMENTS TO OTHER DIST & GOVT UNITS (MR/SS)**	**4000**										
282	Payments for Regular Programs	4110		0							0	0
283	Payments for Special Education Programs	4120		0							0	0
284	Payments for CTE Programs	4140		0							0	0
285	**Total Payments to Other Govt Units**	**4000**		0							0	0
286	**DEBT SERVICES (MR/SS)**	**5000**										
287	**DEBT SERVICE - INTEREST ON SHORT-TERM DEBT**											
288	Tax Anticipation Warrants	5110						0			0	0
289	Tax Anticipation Notes	5120						0			0	0
290	Corporate Personal Prop. Repl. Tax Anticipation Notes	5130						0			0	0
291	State Aid Anticipation Certificates	5140						0			0	0
292	Other (Describe & Itemize)	5150						0			0	0
293	**Total Debt Services - Interest**	**5000**						0			0	0
294	**PROVISION FOR CONTINGENCIES (MR/SS)**	**6000**										0
295	**Total Disbursements/Expenditures**			5,967,166				0			5,967,166	6,500,000
296	**Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures**										53,091	
297												

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1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)	
2	**Description** (Enter Whole Dollars)	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total	Budget
298	**60 - CAPITAL PROJECTS (CP)**											
299	**SUPPORT SERVICES (CP)**	**2000**										
300	**SUPPORT SERVICES - BUSINESS**											
301	Facilities Acquisition and Construction Services	2530	0	0	0	0	13,424,773	0	0	0	13,424,773	11,117,060
302	Other Support Services (Describe & Itemize)	2900	0	0	0	0	0	0	0	0	0	0
303	**Total Support Services**	**2000**	0	0	0	0	13,424,773	0	0	0	13,424,773	11,117,060
304	**PAYMENTS TO OTHER DIST & GOVT UNITS (CP)**	**4000**										
305	**PAYMENTS TO OTHER GOVT UNITS (In-State)**											
306	Payments to Regular Programs (In-State)	4110			0			0			0	0
307	Payments for Special Education Programs	4120			0			0			0	0
308	Payments for CTE Programs	4140			0			0			0	0
309	Other Payments to In-State Govt. Units (Describe & Itemize)	4190			0			0			0	0
310	**Total Payments to Other Govt Units**	**4000**			0			0			0	0
311	**PROVISION FOR CONTINGENCIES (S&C/CI)**	**6000**										0
312	**Total Disbursements/ Expenditures**		0	0	0	0	13,424,773	0	0	0	13,424,773	11,117,060
313	**Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures**										(7,300,018)	
314												
315	**70 - WORKING CASH (WC)**											
316												
317	**80 - TORT FUND (TF)**											
318	**SUPPORT SERVICES - GENERAL ADMINISTRATION**											
319	Claims Paid from Self Insurance Fund	2361	0	0	0	0	0	0	0	0	0	0
320	Workers' Compensation or Workers' Occupation Disease Acts Pymts	2362	0	0	983,350	0	0	0	0	0	983,350	983,350
321	Unemployment Insurance Payments	2363	0	0	0	0	0	0	0	0	0	0
322	Insurance Payments (Regular or Self-Insurance)	2364	0	0	0	0	0	0	0	0	0	0
323	Risk Management and Claims Services Payments	2365	0	0	18,750	0	0	0	0	0	18,750	18,750
324	Judgment and Settlements	2366	0	0	0	0	0	0	0	0	0	0
325	Educational, Inspectional, Supervisory Services Related to Loss Prevention or Reduction	2367	0	0	0	0	0	0	0	0	0	0
326	Reciprocal Insurance Payments	2368	0	0	0	0	0	0	0	0	0	0
327	Legal Services	2369	0	0	0	0	0	0	0	0	0	0
328	Property Insurance (Buildings & Grounds)	2371	0	0	759,683	0	0	0	0	0	759,683	759,683
329	Vehicle Insurance (Transporation)	2372	0	0	0	0	0	0	0	0	0	0
330	**Total Support Services - General Administration**	**2000**	0	0	1,761,783	0	0	0	0	0	1,761,783	1,761,783
331	**PAYMENTS TO OTHER DIST & GOVT UNITS (TF)**	**4000**										
332	**Payments for Regular Programs**	**4110**						0			0	0
333	**Payments for Special Education Programs**	**4120**						0			0	0
334	**Total Payments to Other Dist & Govt Units**	**4000**						0			0	0
335	**DEBT SERVICES (TF)**	**5000**										
336	**DEBT SERVICES - INTEREST ON SHORT-TERM DEBT**											
337	Tax Anticipation Warrants	5110						0			0	0
338	Corporate Personal Prop. Repl. Tax Anticipation Notes	5130						0			0	0
339	Other Interest or Short-Term Debt	5150						0			0	0
340	**Total Debt Services - Interest on Short-Term Debt**	**5000**						0			0	0
341	**PROVISIONS FOR CONTINGENCIES (TF)**	**6000**										0
342	**Total Disbursements/Expenditures**		0	0	1,761,783	0	0	0	0	0	1,761,783	1,761,783
343	**Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures**										104,774	
344												

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1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)	
2	**Description** (Enter Whole Dollars)	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total	Budget
345	**90 - FIRE PREVENTION & SAFETY FUND (FP&S)**											
346	**SUPPORT SERVICES (FP&S)**	**2000**										
347	**SUPPORT SERVICES - BUSINESS**											
348	Facilities Acquisition & Construction Services	2530	0	0	0	0	0	0	0	0	0	0
349	Operation & Maintenance of Plant Services	2540	0	0	0	0	0	0	0	0	0	0
350	**Total Support Services - Business**	**2500**	0	0	0	0	0	0	0	0	0	0
351	Other Support Services (Describe & Itemize)	2900	0	0	0	0	0	0	0	0	0	0
352	**Total Support Services**	**2000**	0	0	0	0	0	0	0	0	0	0
353	**PAYMENTS TO OTHER DIST & GOVT UNITS (FP&S)**	**4000**										
354	Payments to Regular Programs	4110						0			0	0
355	Payments to Special Education Programs	4120						0			0	0
356	Other Payments to In-State Govt. Units (Describe & Itemize)	4190						0			0	0
357	**Total Payments to Other Govt Units**	**4000**						0			0	0
358	**DEBT SERVICES (FP&S)**	**5000**										
359	**DEBT SERVICES- INTEREST ON SHORT-TERM DEBT**											
360	Tax Anticipation Warrants	5110						0			0	0
361	Other Interest on Short-Term Debt (Describe & Itemize)	5150						0			0	0
362	**Total Debt Service - Interest on Short-Term Debt**	**5100**						0			0	0
363	**DEBT SERVICES - INTEREST ON LONG-TERM DEBT**	**5200**						0			0	0
364	**Debt Service - Payments of Principal on Long-Term Debt [15] (Lease/Purchase Principal Retired)**	**5300**						0			0	0
365	**Total Debt Service**	**5000**						0			0	0
366	**PROVISION FOR CONTINGENCIES (FP&S)**	**6000**										0
367	**Total Disbursements/Expenditures**		0	0	0	0	0	0	0	0	0	0
368	**Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures**										0	

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	A	B	C	D	E	F
1	**SCHEDULE OF AD VALOREM TAX RECEIPTS**					
2	**Description** (Enter Whole Dollars)	**Taxes Received 7-1-19 thru 6-30-20 (from 2018 Levy & Prior Levies) ***	**Taxes Received (from the 2019 Levy)**	**Taxes Received (from 2018 & Prior Levies)**	**Total Estimated Taxes (from the 2019 Levy)**	**Estimated Taxes Due (from the 2019 Levy)**
3				**(Column B - C)**		**(Column E - C)**
4	Educational	107,767,204	46,742,007	61,025,197	107,448,221	60,706,214
5	Operations & Maintenance	23,150,855	10,817,819	12,333,036	24,887,617	14,069,798
6	Debt Services **	27,070,948	11,744,957	15,325,991	27,012,152	15,267,195
7	Transportation	7,592,444	3,550,416	4,042,028	8,168,502	4,618,086
8	Municipal Retirement	2,536,160	1,104,692	1,431,468	2,548,105	1,443,413
9	Capital Improvements	0		0		0
10	Working Cash	59,742	3,063	56,679	6,676	3,613
11	Tort Immunity	1,861,268	810,072	1,051,196	1,863,023	1,052,951
12	Fire Prevention & Safety	0		0		0
13	Leasing Levy	0		0		0
14	Special Education	28,357,675	12,936,145	15,421,530	29,757,237	16,821,092
15	Area Vocational Construction	0		0		0
16	Social Security/Medicare Only	2,874,154	1,297,024	1,577,130	2,982,695	1,685,671
17	Summer School	0		0		0
18	Other (Describe & Itemize)	0		0		0
19	**Totals**	201,270,450	89,006,195	112,264,255	204,674,228	115,668,033
20						
21	** The formulas in column B are unprotected to be overidden when reporting on a ACCRUAL basis.*					
22	*** All tax receipts for debt service payments on bonds must be recorded on line 6 (Debt Services).*					

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SCHEDULE OF SHORT-TERM DEBT

Description (Enter Whole Dollars)	Outstanding Beginning July 1, 2019	Issued July 1, 2019 thru June 30, 2020	Retired July 1, 2019 thru June 30, 2020	Outstanding Ending June 30, 2020
CORPORATE PERSONAL PROPERTY REPLACEMENT TAX ANTICIPATION NOTES (CPPRT)				
Total CPPRT Notes				0
TAX ANTICIPATION WARRANTS (TAW)				
Educational Fund				0
Operations & Maintenance Fund				0
Debt Services - Construction				0
Debt Services - Working Cash				0
Debt Services - Refunding Bonds				0
Transportation Fund				0
Municipal Retirement/Social Security Fund				0
Fire Prevention & Safety Fund				0
Other - (Describe & Itemize)				0
Total TAWs	0	0	0	0
TAX ANTICIPATION NOTES (TAN)				
Educational Fund				0
Operations & Maintenance Fund				0
Fire Prevention & Safety Fund				0
Other - (Describe & Itemize)				0
Total TANs	0	0	0	0
TEACHERS'/EMPLOYEES' ORDERS (T/EO)				
Total T/EOs (Educational, Operations & Maintenance, & Transportation Funds)				0
General State Aid/Evidence-Based Funding Anticipation Certificates				
Total (All Funds)				0
OTHER SHORT-TERM BORROWING				
Total Other Short-Term Borrowing (Describe & Itemize)				0

SCHEDULE OF LONG-TERM DEBT

Identification or Name of Issue	Date of Issue (mm/dd/yy)	Amount of Original Issue	Type of Issue *	Outstanding Beginning July 1, 2019	Issued July 1, 2019 thru June 30, 2020	Any differences (Described and Itemize)	Retired July 1, 2019 thru June 30, 2020	Outstanding Ending June 30, 2020	Amount to be Provided for Payment on Long-Term Debt
2001 Building Bonds (CAB)	12/10/01	24,999,615	6	19,831,177		1,531,407	5,500,000	15,862,584	15,329,898
2002 Working Cash Bonds (CAB)	05/01/02	35,000,000	1	13,618,090		865,658	4,875,000	9,608,748	9,286,074
2007 Building Bonds	02/26/07	104,680,000	6	19,480,000		(16,030,000)	3,450,000	0	0
2010 Refunding Bonds	01/26/12	16,750,000	3	5,150,000			75,000	5,075,000	4,904,575
2012 Refunding Bonds	11/01/13	9,725,000	3	6,810,000			100,000	6,710,000	6,484,670
2013 Refunding Bonds	09/04/13	59,815,000	3	59,815,000				59,815,000	57,806,336
2013A Debt Certificates & 2013B QZAB Bonds	9/4/2013 & 1/27/14	10,135,000	9,3	5,245,000			1,045,000	4,200,000	4,058,959
2014 Refunding Bonds	12/19/14	5,000,000	3	5,000,000				5,000,000	4,832,094
2014 Debt Certificates	10/29/15	5,000,000	9	5,000,000				5,000,000	4,832,094
2015 G.O. Refunding Bonds	06/29/16	89,655,000	3	75,195,000			1,330,000	73,865,000	71,384,519
2016 Debt Certificates	11/28/16	2,530,000	9	2,000,000			270,000	1,730,000	1,671,904
2016 Debt Certificates	04/25/17	7,450,000	9	7,135,000			170,000	6,965,000	6,731,106
2017 Refunding Bonds	04/25/17	40,600,000	3	40,600,000				40,600,000	39,236,600
2017A & B QZAB Bonds	12/12/17	2,200,000	9	1,990,000			220,000	1,770,000	1,710,561
2018A & B G.O. Refunding Bonds	04/19/18	27,500,000	3	26,880,000			510,000	26,370,000	25,484,462
ISBE Technology Revolving Loan	2/21/12 & 1/3/17	1,186,300	8	164,313			164,313	0	0
2016 Chromebook Capital Lease	04/05/16	3,489,184	7	865,225			865,225	0	0
2019 G.O Refunding Bonds	08/12/19	16,090,000	3		16,090,000			16,090,000	15,549,677
		461,805,099		294,778,805	16,090,000	(13,632,935)	18,574,538	278,661,332	269,303,528

• Each type of debt issued must be identified separately with the amount:

1. Working Cash Fund Bonds
2. Funding Bonds
3. Refunding Bonds
4. Fire Prevent, Safety, Environmental and Energy Bonds
5. Tort Judgment Bonds
6. Building Bonds

675

7. Other Capital Lease
8. Other Revolving Loan
9. Other QZAB or Debt Certificate

Schedule of Restricted Local Tax Levies and Selected Revenues Sources
Schedule of Tort Immunity Expenditures

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	A	B	C	D	E	F	G	H	I	J	K
1	**SCHEDULE OF RESTRICTED LOCAL TAX LEVIES AND SELECTED REVENUE SOURCES**										
2	**Description** (Enter Whole Dollars)					**Account No**	**Tort Immunity** [a]	**Special Education**	**Area Vocational Construction**	**School Facility Occupation Taxes** [b]	**Driver Education**
3	**Cash Basis Fund Balance as of July 1, 2019**										
4	**RECEIPTS:**										
5	Ad Valorem Taxes Received by District					10, 20, 40 or 50-1100		28,357,675			
6	Earnings on Investments					10, 20, 40, 50 or 60-1500					
7	Drivers' Education Fees					10-1970					0
8	School Facility Occupation Tax Proceeds					30 or 60-1983					
9	Driver Education					10 or 20-3370					96,728
10	Other Receipts (Describe & Itemize)					--					
11	Sale of Bonds					10, 20, 40 or 60-7200					
12	**Total Receipts**						0	28,357,675	0	0	96,728
13	**DISBURSEMENTS:**										
14	Instruction					10 or 50-1000		28,357,675			96,728
15	Facilities Acquisition & Construction Services					20 or 60-2530					
16	Tort Immunity Services					10, 20, 40-2360-2370					
17	**DEBT SERVICE**										
18	Debt Services - Interest on Long-Term Debt					30-5200					
19	Debt Services - Principal Payments on Long-Term Debt (Lease/Purchase Principal Retired)					30-5300					
20	Debt Services Other (Describe & Itemize)					30-5400					
21	**Total Debt Services**									0	
22	Other Disbursements (Describe & Itemize)					--					
23	**Total Disbursements**						0	28,357,675	0	0	96,728
24	**Ending Cash Basis Fund Balance as of June 30, 2020**						0	0	0	0	0
25	**Reserved Fund Balance**					714					
26	**Unreserved Fund Balance**					730	0	0	0	0	0

SCHEDULE OF TORT IMMUNITY EXPENDITURES [a]

Yes [ ] **No** [X] Has the entity established an insurance reserve pursuant to 745 ILCS 10/9-103?

If yes, list in the aggregate the following:

Total Claims Payments:	
Total Reserve Remaining:	

In the following categories, list all other Tort Immunity expenditures not included in line 30 above. Enter total dollar amount for each category.

Expenditures:	
Workers' Compensation Act and/or Workers' Occupational Disease Act	
Unemployment Insurance Act	
Insurance (Regular or Self-Insurance)	
Risk Management and Claims Service	
Judgments/Settlements	
Educational, Inspectional, Supervisory Services Related to Loss Prevention and/or Reduction	
Reciprocal Insurance Payments (Insurance Code 72, 76, and 81)	
Legal Services	
Principal and Interest on Tort Bonds	

[a] Schedules for Tort Immunity are to be completed **only if** expenditures have been reported in any fund other than the Tort Immunity Fund (80) during the fiscal year as a result of existing (restricted) fund balances in those other funds that are being spent down. Cell G6 above should include interest earnings only from these restricted tort immunity monies and only if reported in a fund **other** than Tort Immunity Fund (80).

[b] 55 ILCS 5/5-1006.7

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	A	B	C	D	E	F	G	H	I	J	K	L
1	**SCHEDULE OF CAPITAL OUTLAY AND DEPRECIATION**											
2	**Description of Assets** (Enter Whole Dollars)	**Acct #**	**Cost Beginning July 1, 2019**	**Add: Additions July 1, 2019 thru June 30, 2020**	**Less: Deletions July 1, 2019 thru June 30, 2020**	**Cost Ending June 30, 2020**	**Life In Years**	**Accumlated Depreciation Beginning July 1, 2019**	**Add: Depreciation Allowable July 1, 2019 thru June 30, 2020**	**Less: Depreciation Deletions July 1, 2019 thru June 30, 2020**	**Accumulated Depreciation Ending June 30, 2020**	**Ending Balance Undepreciated June 30, 2020**
3	**Works of Art & Historical Treasures**	**210**	0	0	0	0		0	0	0	0	0
4	**Land**	**220**										
5	Non-Depreciable Land	221	11,074,700	0	0	11,074,700						11,074,700
6	Depreciable Land	222	0	0	0	0	**50**	0	0	0	0	0
7	**Buildings**	**230**										
8	Permanent Buildings	231	360,372,086	9,878,042	1,345,870	368,904,258	**50**	66,166,675	5,784,461	1,345,870	70,605,266	298,298,992
9	Temporary Buildings	232	0	0	0	0	**20**	0	0	0	0	0
10	Improvements Other than Buildings (Infrastructure)	240	24,434,340	1,564,450	55,002	25,943,788	**20**	13,148,357	1,092,019	55,002	14,185,374	11,758,414
11	**Capitalized Equipment**	**250**										
12	10 Yr Schedule	251	20,480,718	1,945,516	166,162	22,260,072	**10**	19,076,491	634,806	163,309	19,547,988	2,712,084
13	5 Yr Schedule	252	3,772,265	17,674	0	3,789,939	**5**	3,429,197	149,447	0	3,578,644	211,295
14	3 Yr Schedule	253	0	0	0	0	**3**	0	0	0	0	0
15	**Construction in Progress**	**260**	2,574,648	12,364,309	9,878,042	5,060,915	**--**					5,060,915
16	**Total Capital Assets**	**200**	422,708,757	25,769,991	11,445,076	437,033,672		101,820,720	7,660,733	1,564,181	107,917,272	329,116,400
17	**Non-Capitalized Equipment**	**700**				2,788,510	**10**		278,851			
18	**Allowable Depreciation**								7,939,584			

Illinois State Board of Education
School Business Services Department

Current Year Payment on Contracts For Indirect Cost Rate Computation

Instructions:

This schedule is to calculate the amount allowed on contracts obligated by the school district for the Indirect Cost Rate calculation. The greatest amount allowed in the indirect cost calculation is $25,000 for each contract. The contracts should be only for purchase services and not for salary contracts. ***Please refer to the embedded attachment "Indirect Cost Plan" that explains which contracts should be entered on this schedule. Found under "Sub-agreement for Services" starting on page 12.***

Please only include applicable contracts with Fund-Function-Objects found on the embedded attachment - "Fund-Function-Object Chart."

Indirect Cost Plan (double click to view)

Fund-Function-Object Chart (double click)

**Do not include contracts for Capital Outlay (500) or Non-Capitalized Equipment (700) on this form, they are excluded from the Indirect Cost Rate calucation.*

1. *In column (A) enter the* ***name*** *of the* **Fund-Function-Object** of the account *where the payment was made on each contract in the current year.*
2. *In column (B) enter the* ***number*** *of the* **Fund-Functon-Object** *of the account where the payment was made on each contract for the current year. Do not enter hyphens. Ex) Enter as 101000600*
3. *In Column (C) enter the* ***name of the Company*** *that is listed on the contract.*
4. *In column (D) enter the* ***total amount*** **paid** *in the AFR for the contract. The amount must be less than or equal to the amount reported in the AFR's "Expenditures 15-22" tab.*
5. *Column (E) and (F) are calculated automatically based on the information provided in Columns (A through D).*
6. *The amount in column (E) is the amount allowed on each contract in the Indirect Cost Rate calcualation. The amount in column (F) is the amount that will be deducted from the base in the indirect cost rate (page 30) for Program Year 2022.*

Fund-Function-Object Name Where the Expenditure was Recorded (Column A)	Fund- Function-Object Number (Column B)	Contracted Company Name (Column C)	Current Year Amount Paid on Contract (Column D)	Contract Amount Applied to the Indirect Cost Rate Base (Column E)	Contract Amount deducted from the Indirect Cost Rate Base (Column F)
Enter as shown here: ED-Instruction-Other	*10-1000-600*	*Company Name*	*500,000*	*25,000*	*475,000*
ED-Instruction-Purchased Services	101000300	ENTERPRISE FM TRUST	25,446	25,000	446
ED-Instruction-Purchased Services	101000300	ATI HOLDINGS LLC	106,667	25,000	81,667
ED-Instruction-Purchased Services	101000300	BRAIN POP	46,605	25,000	21,605
ED-Instruction-Purchased Services	101000300	BSN SPORTS	130,966	25,000	105,966
ED-Instruction-Purchased Services	101000300	BOYS & GIRLS CLUB OF DUNDEE	29,055	25,000	4,055
ED-Instruction-Purchased Services	101000300	CURRICULUM ASSOCIATES INC	216,354	25,000	191,354
ED-Instruction-Purchased Services	101000300	NORTHWESTERN ILLINOIS ASSOC	1,806,012	25,000	1,781,012
ED-Instruction-Purchased Services	101000300	FOLLETT SCHOOL SOLUTIONS IN	157,519	25,000	132,519
ED-Instruction-Purchased Services	101000300	GLYNLYON INC	89,500	25,000	64,500
ED-Instruction-Purchased Services	101000300	UNCHARTED LEARNING NFP	28,400	25,000	3,400
ED-Instruction-Purchased Services	101000300	HAWTHORN ASSOCIATED OF LAKE	40,172	25,000	15,172
ED-Instruction-Purchased Services	101000300	NAVIANCE INC	61,382	25,000	36,382
ED-Instruction-Purchased Services	101000300	NORTHERN KANE EDUCATIONAL C	9,148,312	25,000	9,123,312
ED-Instruction-Purchased Services	101000300	NORTHWESTERN MEDICINE OCC H	263,022	25,000	238,022
ED-Instruction-Purchased Services	101000300	PSAT / NMSQT	65,226	25,000	40,226
ED-Instruction-Purchased Services	101000300	SEARS CENTRE ARENA	94,779	25,000	69,779
ED-Support Services- Pupils-Purchased Services	102100300	CENTER FOR PSYCHOLOGICAL SV	43,293	25,000	18,293
ED-Support Services- Pupils-Purchased Services	102100300	CENTER FOR PSYCHOLOGICAL SV	42,037	25,000	17,037
ED-Support Services- Pupils-Purchased Services	102100300	INVO HEALTHCARE ASSOCIATES	931,701	25,000	906,701

Fund-Function-Object Name Where the Expenditure was Recorded (Column A)	Fund- Function-Object Number (Column B)	Contracted Company Name (Column C)	Current Year Amount Paid on Contract (Column D)	Contract Amount Applied to the Indirect Cost Rate Base (Column E)	Contract Amount deducted from the Indirect Cost Rate Base (Column F)
ED-Support Services-Instructional Staff-Purchased Services	102200300	ASSESSMENT TECHNOLOGY INCOR	145,050	25,000	120,050
ED-Support Services-Instructional Staff-Purchased Services	102200300	BLACKBOARD INC	51,753	25,000	26,753
ED-Support Services-Instructional Staff-Purchased Services	102200300	AVID CENTER	56,725	25,000	31,725
ED-Support Services-Instructional Staff-Purchased Services	102200300	CRISIS PREVENTION INSTITUTE	25,963	25,000	963
ED-Support Services-Instructional Staff-Purchased Services	102200300	FRONTLINE TECHNOLOGIES GROU	122,115	25,000	97,115
ED-Support Services-Instructional Staff-Purchased Services	102200300	DISCOVERY EDUCATION	107,940	25,000	82,940
ED-Support Services-Instructional Staff-Purchased Services	102200300	ISTATION	58,560	25,000	33,560
ED-Support Services-Instructional Staff-Purchased Services	102200300	NAVIANCE INC	61,382	25,000	36,382
ED-Support Services-Instructional Staff-Purchased Services	102200300	SOLUTION TREE	45,671	25,000	20,671
ED-Support Services-Instructional Staff-Purchased Services	102200300	GENESIS TECHNOLOGIES	27,144	25,000	2,144
ED-Support Services-Instructional Staff-Purchased Services	102200300	GOV CONNECTION INC	54,134	25,000	29,134
ED-Support Services-Instructional Staff-Purchased Services	102200300	WEVIDEO INC	27,745	25,000	2,745
ED-Support Services- General Administration-Purchased Services	102300300	ARCHER & GREINER PC	51,756	25,000	26,756
ED-Support Services- General Administration-Purchased Services	102300300	DATAMATION IMAGING SERVICES	187,849	25,000	162,849
ED-Support Services- General Administration-Purchased Services	102300300	FRANCZEK PC	97,159	25,000	72,159
ED-Support Services- General Administration-Purchased Services	102300300	GENSBURG CALANDRIELLO & KAN	117,326	25,000	92,326
ED-Support Services- General Administration-Purchased Services	102300300	KLEIN THORPE & JENKINS LTD	61,633	25,000	36,633
ED-Support Services- General Administration-Purchased Services	102300300	KRIHA BOUCEK LLC	72,980	25,000	47,980
ED-Support Services- General Administration-Purchased Services	102300300	ROBBINS SCHWARTZ NICHOLAS L	136,342	25,000	111,342
ED-Support Services- School Administration-Purchased Services	102400300	PITNEY BOWES 679	32,652	25,000	7,652
ED-Support Services- Business-Purchased Services	102520300	BAKER TILLY VIRCHOW KRAUSE	51,100	25,000	26,100

Fund-Function-Object Name Where the Expenditure was Recorded (Column A)	Fund- Function-Object Number (Column B)	Contracted Company Name (Column C)	Current Year Amount Paid on Contract (Column D)	Contract Amount Applied to the Indirect Cost Rate Base (Column E)	Contract Amount deducted from the Indirect Cost Rate Base (Column F)
ED-Support Services- Business-Purchased Services	102520300	CSG FORTE PAYMENTS INC	63,751	25,000	38,751
ED-Support Services- Business-Purchased Services	102520300	KINSEY AND KINSEY	27,943	25,000	2,943
ED-Support Services- Business-Purchased Services	102520300	PUSHCOIN	33,065	25,000	8,065
ED-Support Services-Business-Purchased Services	102540300	AMAZON.COM	27,522	25,000	2,522
ED-Food Services-Purchased Services	102560300	ARAMARK CORPORATION	5,967,716	25,000	5,942,716
ED-Staff Services-Purchased Services	102640300	ILLINOIS DEPT OF EMPLOYMENT	38,919	25,000	13,919
ED-Staff Services-Purchased Services	102640300	MIDAMERICA SOLUTIONS INC	35,840	25,000	10,840
ED-Staff Services-Purchased Services	102640300	GALLAGHER BENEFIT SERVICES	30,000	25,000	5,000
ED-Staff Services-Purchased Services	102640300	KRONOS INC	37,259	25,000	12,259
ED-Data Processing Services-Purchased Services	102660300	CHICAGO OFFICE TECHNOLOGY G	60,160	25,000	35,160
ED-Data Processing Services-Purchased Services	102660300	AT&T	148,301	25,000	123,301
ED-Data Processing Services-Purchased Services	102660300	CALL ONE	203,166	25,000	178,166
ED-Data Processing Services-Purchased Services	102660300	COMCAST	107,259	25,000	82,259
ED-Data Processing Services-Purchased Services	102660300	COMPUTER INFORMATION CONCEP	264,040	25,000	239,040
ED-Data Processing Services-Purchased Services	102660300	G4S TECHNOLOGY LLC	33,331	25,000	8,331
ED-Data Processing Services-Purchased Services	102660300	HIPSKIND TECHNOLOGY SOLUTIO	26,779	25,000	1,779
ED-Data Processing Services-Purchased Services	102660300	INFOR (US) INC.	279,545	25,000	254,545
ED-Data Processing Services-Purchased Services	102660300	KELLENBERGER TECHNOLOGIES	65,604	25,000	40,604
ED-Data Processing Services-Purchased Services	102660300	KNOWBE4 INC	32,625	25,000	7,625
ED-Data Processing Services-Purchased Services	102660300	MHC SOFTWARE	44,290	25,000	19,290
ED-Data Processing Services-Purchased Services	102660300	MINDSIGHT	91,955	25,000	66,955
ED-Data Processing Services-Purchased Services	102660300	NORTHERN ILLINOIS UNIVERSIT	37,750	25,000	12,750
ED-Data Processing Services-Purchased Services	102660300	PEAR DECK	28,000	25,000	3,000
ED-Data Processing Services-Purchased Services	102660300	POWERSCHOOL GROUP LLC	593,970	25,000	568,970
ED-Data Processing Services-Purchased Services	102660300	RICOH USA INC	456,649	25,000	431,649
ED-Data Processing Services-Purchased Services	102660300	SECURLY INC	224,400	25,000	199,400
ED-Data Processing Services-Purchased Services	102660300	SHI INTERNATIONAL CORP	55,180	25,000	30,180
ED-Data Processing Services-Purchased Services	102660300	VERIZON WIRELESS	86,876	25,000	61,876
ED-Community Services-Purchased Services	103000300	THE LITERACY CONNECTION	30,520	25,000	5,520
ED-Instruction-Supplies & Materials	101000400	ACHIEVE3000 INC	28,718	25,000	3,718
ED-Instruction-Supplies & Materials	101000400	AMAZON.COM	86,156	25,000	61,156
ED-Instruction-Supplies & Materials	101000400	ASSET GENIE INC	34,110	25,000	9,110
ED-Instruction-Supplies & Materials	101000400	SCHOOL HEALTH CORPORATION	35,052	25,000	10,052
ED-Instruction-Supplies & Materials	101000400	SCHOOL SPECIALTY INC	38,481	25,000	13,481
ED-Instruction-Supplies & Materials	101000400	CENGAGE LEARNING INC	38,971	25,000	13,971
ED-Instruction-Supplies & Materials	101000400	AMERICAN READING COMPANY	45,000	25,000	20,000
ED-Instruction-Supplies & Materials	101000400	COLLEGE BOARD AP MRO	164,050	25,000	139,050
ED-Instruction-Supplies & Materials	101000400	COMMUNICATIONS DIRECT INC	53,173	25,000	28,173
ED-Instruction-Supplies & Materials	101000400	CDW-G	83,190	25,000	58,190
ED-Instruction-Supplies & Materials	101000400	FOLLETT SCHOOL SOLUTIONS IN	41,348	25,000	16,348
ED-Instruction-Supplies & Materials	101000400	CREATIVE PROMOTIONAL APPARE	31,058	25,000	6,058

Fund-Function-Object Name Where the Expenditure was Recorded (Column A)	Fund- Function-Object Number (Column B)	Contracted Company Name (Column C)	Current Year Amount Paid on Contract (Column D)	Contract Amount Applied to the Indirect Cost Rate Base (Column E)	Contract Amount deducted from the Indirect Cost Rate Base (Column F)
ED-Instruction-Supplies & Materials	101000400	HANDS ON TASKS	60,408	25,000	35,408
ED-Instruction-Supplies & Materials	101000400	HFO CHICAGO LLC	38,273	25,000	13,273
ED-Instruction-Supplies & Materials	101000400	DONS WORLD OF SPORTS	27,666	25,000	2,666
ED-Instruction-Supplies & Materials	101000400	IDESIGN SOLUTIONS	38,578	25,000	13,578
ED-Instruction-Supplies & Materials	101000400	FASTSIGNS OF CARPENTERSVILL	34,513	25,000	9,513
ED-Instruction-Supplies & Materials	101000400	QUANTUM LEARNING NETWORK	25,331	25,000	331
ED-Instruction-Supplies & Materials	101000400	SCHOLASTIC INC	107,105	25,000	82,105
ED-Instruction-Supplies & Materials	101000400	SCHOOL SPECIALTY INC	42,039	25,000	17,039
ED-Instruction-Supplies & Materials	101000400	GOODHEART-WILCOX PUBLISHER	36,489	25,000	11,489
ED-Instruction-Supplies & Materials	101000400	THE SENSORY PATH INC	34,450	25,000	9,450
ED-Instruction-Supplies & Materials	101000400	HOUGHTON MIFFLIN HARCOURT	772,562	25,000	747,562
ED-Instruction-Supplies & Materials	101000400	MATH TEACHERS PRESS INC	241,392	25,000	216,392
ED-Instruction-Supplies & Materials	101000400	MCGRAW-HILL SCHOOL EDUCATIO	75,796	25,000	50,796
ED-Instruction-Supplies & Materials	101000400	MPS	106,236	25,000	81,236
ED-Instruction-Supplies & Materials	101000400	MUSIC AND ARTS CENTER	28,103	25,000	3,103
ED-Instruction-Supplies & Materials	101000400	NEWS-2-YOU INC.	28,581	25,000	3,581
ED-Instruction-Supplies & Materials	101000400	PEARSON ASSESSMENTS	49,980	25,000	24,980
ED-Instruction-Supplies & Materials	101000400	QUINLAN AND FABISH MUSIC CO	31,364	25,000	6,364
ED-Instruction-Supplies & Materials	101000400	RAYNER AND RINN-SCOTT INC	31,203	25,000	6,203
ED-Instruction-Supplies & Materials	101000400	RIDDELL ALL AMERICAN	32,166	25,000	7,166
ED-Instruction-Supplies & Materials	101000400	SAVVAS LEARNING COMPANY LLC	53,355	25,000	28,355
ED-Instruction-Supplies & Materials	101000400	SCHOOL SPECIALTY INC	1,054,635	25,000	1,029,635
ED-Instruction-Supplies & Materials	101000400	STORMWIND LLC	31,290	25,000	6,290
ED-Instruction-Supplies & Materials	101000400	TEACHERS CURRICULUM INSTITU	431,422	25,000	406,422
ED-Instruction-Supplies & Materials	101000400	VARSITY SPIRIT FASHIONS	30,455	25,000	5,455
ED-Instruction-Supplies & Materials	101000400	VERITIV OPERATING COMPANY	163,255	25,000	138,255
ED-Support Services- Pupils-Supplies & Materials	102100400	SECOND CHANCE CARDIAC SOLUT	52,510	25,000	27,510
ED-Data Processing Services-Supplies & Materials	102660400	CDW-G	2,526,703	25,000	2,501,703
ED-Data Processing Services-Supplies & Materials	102660400	MOHAWK USA LLC	134,432	25,000	109,432
ED-Data Processing Services-Supplies & Materials	102660400	VIVACITY TECH PBC	28,456	25,000	3,456
ED-Instruction-Other Objects	101000600	ADVENTIST GLENOAKS HOSPITAL	160,989	25,000	135,989
ED-Instruction-Other Objects	101000600	ALEXANDER LEIGH CTR FOR AUT	511,115	25,000	486,115
ED-Instruction-Other Objects	101000600	ALLENDALE ASSOCIATION	246,138	25,000	221,138
ED-Instruction-Other Objects	101000600	AVID CENTER	77,904	25,000	52,904
ED-Instruction-Other Objects	101000600	CAMELOT THERAPEUTIC SCHOOLS	1,147,117	25,000	1,122,117
ED-Instruction-Other Objects	101000600	CHICAGO AUTISM & BEHAVIOR S	35,375	25,000	10,375
ED-Instruction-Other Objects	101000600	CHILDS VOICE SCHOOL	97,538	25,000	72,538
ED-Instruction-Other Objects	101000600	CLARE WOODS ACADEMY	317,102	25,000	292,102
ED-Instruction-Other Objects	101000600	CLASSROOM CONNECTION DAY SC	72,293	25,000	47,293
ED-Instruction-Other Objects	101000600	CONNECTION DAY SCHOOL	362,104	25,000	337,104
ED-Instruction-Other Objects	101000600	CORE ACADEMY	188,988	25,000	163,988

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ED-Instruction-Other Objects	101000600	CUMBERLAND THERAPY SERVICES	68,688	25,000	43,688
ED-Instruction-Other Objects	101000600	EASTER SEALS METROPOLITAN C	107,217	25,000	82,217
ED-Instruction-Other Objects	101000600	FAMILY GUIDANCE CENTERS INC	215,649	25,000	190,649
ED-Instruction-Other Objects	101000600	FOX TECH CENTER	52,595	25,000	27,595
ED-Instruction-Other Objects	101000600	GOLDIE B. FLOBERG CENTER	110,037	25,000	85,037
ED-Instruction-Other Objects	101000600	HAMILTON ACADEMY	150,151	25,000	125,151
ED-Instruction-Other Objects	101000600	HEARTSPRING INC	275,539	25,000	250,539
ED-Instruction-Other Objects	101000600	KEMMERER VILLAGE	160,296	25,000	135,296
ED-Instruction-Other Objects	101000600	MARKLUND	94,947	25,000	69,947
ED-Instruction-Other Objects	101000600	NEURORESTORATIVE	45,486	25,000	20,486
ED-Instruction-Other Objects	101000600	NEW CONNECTIONS ACADEMY	278,705	25,000	253,705
ED-Instruction-Other Objects	101000600	NEWHOPE ACADEMY LTD	67,792	25,000	42,792
ED-Instruction-Other Objects	101000600	NORTHWEST SUBURBAN SPECIAL	220,023	25,000	195,023
ED-Instruction-Other Objects	101000600	OCONOMOWOC DEVELOPMENTAL TR	192,172	25,000	167,172
ED-Instruction-Other Objects	101000600	OMBUDSMAN EDUCATIONAL SERVI	66,970	25,000	41,970
ED-Instruction-Other Objects	101000600	ORCHARD VILLAGE	80,347	25,000	55,347
ED-Instruction-Other Objects	101000600	PARKLAND PREPARATORY ACADEM	1,061,000	25,000	1,036,000
ED-Instruction-Other Objects	101000600	ROSECRANCE INC	200,721	25,000	175,721
ED-Instruction-Other Objects	101000600	SEAL OF ILLINOIS	499,801	25,000	474,801
ED-Instruction-Other Objects	101000600	SEQUEL SCHOOLS LLC	59,263	25,000	34,263
ED-Instruction-Other Objects	101000600	SONIA SHANKMAN ORTHOGENIC	122,174	25,000	97,174
ED-Instruction-Other Objects	101000600	STREAMWOOD BEHAVIORAL HEALT	176,554	25,000	151,554
ED-Instruction-Other Objects	101000600	SUMMIT SCHOOL INC	425,438	25,000	400,438
ED-Instruction-Other Objects	101000600	THE THRESHOLDS	128,361	25,000	103,361
ED-Instruction-Other Objects	101000600	THE WINSTON KNOLLS SCHOOL	504,224	25,000	479,224
ED-Instruction-Other Objects	101000600	VIRTUAL CONNECTIONS ACADEMY	56,392	25,000	31,392
ED-Instruction-Other Objects	101000600	WILLOWGLEN ACADEMY ILLINOIS	47,038	25,000	22,038
O&M-Support Services-Business-Purchased Services	202540300	VILLAGE OF CARPENTERSVILLE	413,785	25,000	388,785
O&M-Support Services-Business-Purchased Services	202540300	VILLAGE OF ALGONQUIN	446,327	25,000	421,327
O&M-Support Services-Business-Purchased Services	202540300	TRANE COMPANY	211,880	25,000	186,880
O&M-Support Services-Business-Purchased Services	202540300	FOX VALLEY FIRE AND SAFETY	44,087	25,000	19,087
O&M-Support Services-Business-Purchased Services	202540300	COIT DRAPERY CLEANERS INC	31,295	25,000	6,295
O&M-Support Services-Business-Purchased Services	202540300	OAK FIRE & SECURITY SYSTEMS	75,977	25,000	50,977
O&M-Support Services-Business-Purchased Services	202540300	PENTEGRA SYSTEMS	89,139	25,000	64,139
O&M-Support Services-Business-Purchased Services	202540300	TEM INC	107,756	25,000	82,756
O&M-Support Services-Business-Purchased Services	202540300	WEATHERGUARD ROOFING COMPAN	56,069	25,000	31,069
O&M-Support Services-Business-Purchased Services	202540300	SEYLLER'S INC	36,900	25,000	11,900
O&M-Support Services-Business-Purchased Services	202540300	CHAMPION PAVING CORP	29,500	25,000	4,500
O&M-Support Services-Business-Purchased Services	202540300	JOHNSON CONTROLS FIRE PROTE	28,351	25,000	3,351
O&M-Support Services-Business-Purchased Services	202540300	CARRIER CORPORATION	74,287	25,000	49,287
O&M-Support Services-Business-Purchased Services	202540300	JDK SERVICES	496,350	25,000	471,350

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O&M-Support Services-Business-Purchased Services	202540300	U S TENNIS COURT CONSTRUCTI	48,720	25,000	23,720
O&M-Support Services-Business-Purchased Services	202540300	JOHNSON CONTROLS	44,348	25,000	19,348
O&M-Support Services-Business-Purchased Services	202540300	TRINITY LANDSCAPING	105,490	25,000	80,490
O&M-Support Services-Business-Purchased Services	202540300	COLLEY ELEVATOR	109,578	25,000	84,578
O&M-Support Services-Business-Purchased Services	202540300	J AND M BUILDING MAINTENANC	36,862	25,000	11,862
O&M-Support Services-Business-Purchased Services	202540300	J AND D ENTERPRISES	68,750	25,000	43,750
O&M-Support Services-Business-Purchased Services	202540300	CORE MECHANICAL INC	60,943	25,000	35,943
O&M-Support Services-Business-Purchased Services	202540300	INTERSTATE ROOF SYSTEMS CON	33,925	25,000	8,925
O&M-Support Services-Business-Purchased Services	202540300	UPLAND CONSTRUCTION AND	158,830	25,000	133,830
O&M-Support Services-Business-Purchased Services	202540300	SCHOOLDUDE.COM	44,237	25,000	19,237
O&M-Support Services-Business-Purchased Services	202540300	CONTECH MSI CO	26,478	25,000	1,478
O&M-Support Services-Business-Purchased Services	202540300	GROOT INC	176,249	25,000	151,249
O&M-Support Services-Business-Purchased Services	202540300	ENTERPRISE FM TRUST	84,236	25,000	59,236
O&M-Support Services-Business-Purchased Services	202540300	APEX3 SYSTEMS LLC	74,271	25,000	49,271
O&M-Support Services-Business-Purchased Services	202540300	SAFEWAY TUCKPOINTING COMPAN	42,600	25,000	17,600
O&M-Support Services-Business-Purchased Services	202540300	WM TONYAN & SONS INC	52,750	25,000	27,750
O&M-Support Services-Business-Purchased Services	202540300	VILLAGE OF HAMPSHIRE	152,489	25,000	127,489
O&M-Support Services-Business-Purchased Services	202540300	VILLAGE OF WEST DUNDEE	108,887	25,000	83,887
O&M-Support Services-Business-Supplies & Materials	202540400	SHERWIN WILLIAMS	40,215	25,000	15,215
O&M-Support Services-Business-Supplies & Materials	202540400	GRAINGER	76,891	25,000	51,891
O&M-Support Services-Business-Supplies & Materials	202540400	FLOLO CORPORATION	31,283	25,000	6,283
O&M-Support Services-Business-Supplies & Materials	202540400	COMMUNICATIONS DIRECT INC	30,106	25,000	5,106
O&M-Support Services-Business-Supplies & Materials	202540400	CINTAS CORPORATION	69,939	25,000	44,939
O&M-Support Services-Business-Supplies & Materials	202540400	LIBERTYVILLE TILE AND CARPE	58,667	25,000	33,667
O&M-Support Services-Business-Supplies & Materials	202540400	ANDERSON LOCK COMPANY	89,828	25,000	64,828
O&M-Support Services-Business-Supplies & Materials	202540400	CONSTELLATION NEW ENERGY	3,119,796	25,000	3,094,796
O&M-Support Services-Business-Supplies & Materials	202540400	PRO-SOURCE DISTRIBUTORS	233,115	25,000	208,115
O&M-Support Services-Business-Supplies & Materials	202540400	NORTH AMERICAN CORP	160,728	25,000	135,728
O&M-Support Services-Business-Supplies & Materials	202540400	EXELON CORPORATION	498,956	25,000	473,956
O&M-Support Services-Business-Supplies & Materials	202540400	BRUCKER CO	45,012	25,000	20,012
O&M-Support Services-Business-Supplies & Materials	202540400	FERGUSON ENTERPRISES INC	46,718	25,000	21,718
O&M-Support Services-Business-Supplies & Materials	202540400	MIDWEST SALT LLC	29,305	25,000	4,305
O&M-Support Services-Business-Supplies & Materials	202540400	VALDES LLC	30,038	25,000	5,038
O&M-Support Services-Business-Supplies & Materials	202540400	CENTRAL TREE LLC	25,436	25,000	436
O&M-Support Services-Business-Supplies & Materials	202540400	HP PRODUCTS CORPORATION	49,771	25,000	24,771
O&M-Support Services-Business-Supplies & Materials	202540400	LED RITE LLC	140,701	25,000	115,701
O&M-Support Services-Business-Supplies & Materials	202540400	CONSERV FS	61,483	25,000	36,483
O&M-Support Services-Business-Supplies & Materials	202540400	STEINER ELECTRIC CO.	36,958	25,000	11,958
TR-Pupil Transportation Services-Purchased Services	402550300	AMERICAN TAXI DISPATCH INC	113,765	25,000	88,765
TR-Pupil Transportation Services-Purchased Services	402550300	AXESS TRANSPORTATION	429,620	25,000	404,620
TR-Pupil Transportation Services-Purchased Services	402550300	DURHAM SCHOOL SERVICES	12,733,582	25,000	12,708,582

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TR-Pupil Transportation Services-Purchased Services	402550300	FIRST STUDENT INC	49,163	25,000	24,163
TR-Pupil Transportation Services-Purchased Services	402550300	SPECIAL EDUCATION SYSTEM	84,932	25,000	59,932
TR-Pupil Transportation Services-Purchased Services	402550300	SUNRISE SOUTHWEST LLC	68,872	25,000	43,872
TR-Pupil Transportation Services-Supplies & Materials	402550400	MEDLINE INDUSTRIES, INC	29,200	25,000	4,200
TR-Pupil Transportation Services-Supplies & Materials	402550400	PETROLEUM TRADERS CORPORATI	753,048	25,000	728,048
TR-Pupil Transportation Services-Supplies & Materials	402550400	RILCO INC	36,725	25,000	11,725
TR-Pupil Transportation Services-Supplies & Materials	402550400	STANDARD INDUSTRIAL & AUTO	29,052	25,000	4,052
TR-Pupil Transportation Services-Supplies & Materials	402550400	STENSTROM PETROLEUM SERVICE	37,390	25,000	12,390
TF-Support Services- General Administration-Purchased Services	802300300	COLLECTIVE LIABILITY INS CO	1,838,533	25,000	1,813,533
Total			64,414,313	0	59,089,313

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ESTIMATED INDIRECT COST DATA

ESTIMATED INDIRECT COST RATE DATA

SECTION I

Financial Data To Assist Indirect Cost Rate Determination

(Source document for the computation of the Indirect Cost Rate is found in the "Expenditures 15-22" tab.)

ALL OBJECTS EXCLUDE CAPITAL OUTLAY. With the exception of line 11, enter the disbursements/expenditures included within the following functions charged directly to and reimbursed from federal grant programs. Also, include all amounts paid to or for other employees within each function that work with specific federal grant programs in the same capacity as those charged to and reimbursed from the same federal grant programs. For example, if a district received funding for a Title I clerk, all other salaries for Title I clerks performing like duties in that function must be included. Include any benefits and/or purchased services paid on or to persons whose salaries are classified as direct costs in the function listed.

Support Services - Direct Costs (1-2000) and (5-2000)	
Direction of Business Support Services (1-2510) and (5-2510)	
Fiscal Services (1-2520) and (5-2520)	
Operation and Maintenance of Plant Services (1, 2, and 5-2540)	
Food Services (1-2560) *Must be less than (P16, Col E-F, L63)*	22,234
Value of Commodities Received for Fiscal Year 2020 (Include the value of commodities when determining if a Single Audit is required).	459,969
Internal Services (1-2570) and (5-2570)	
Staff Services (1-2640) and (5-2640)	
Data Processing Services (1-2660) and (5-2660)	

SECTION II

Estimated Indirect Cost Rate for Federal Programs

	Function	Restricted Program		Unrestricted Program	
		Indirect Costs	**Direct Costs**	**Indirect Costs**	**Direct Costs**
Instruction	1000		142,318,813		142,318,813
Support Services:					
Pupil	2100		24,519,619		24,519,619
Instructional Staff	2200		9,314,709		9,314,709
General Admin.	2300		3,329,190		3,329,190
School Admin	2400		16,156,401		16,156,401
Business:					
Direction of Business Spt. Srv.	2510	389,480	0	389,480	0
Fiscal Services	2520	1,365,471	0	1,365,471	0
Oper. & Maint. Plant Services	2540		19,302,202	19,302,202	0
Pupil Transportation	2550		14,772,062		14,772,062
Food Services	2560		6,090,461		6,090,461
Internal Services	2570	479,293	0	479,293	0
Central:					
Direction of Central Spt. Srv.	2610		0		0
Plan, Rsrch, Dvlp, Eval. Srv.	2620		0		0
Information Services	2630		529,186		529,186
Staff Services	2640	1,428,097	0	1,428,097	0
Data Processing Services	2660	5,842,547	0	5,842,547	0
Other:	2900		43,123		43,123
Community Services	3000		1,237,085		1,237,085
Contracts Paid in CY over the allowed amount for ICR calculation (from page 29)			(59,089,313)		(59,089,313)
Total		9,504,888	178,523,538	28,807,090	159,221,336
		Restricted Rate		**Unrestricted Rate**	
		Total Indirect Costs:	9,504,888	Total Indirect Costs:	28,807,090
		Total Direct Costs:	178,523,538	Total Direct Costs:	159,221,336
		= **5.32%**		= **18.09%**	

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ESTIMATED INDIRECT COST DATA

	A	B	C	D	E	F	G	H
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ESTIMATED OPERATING EXPENSE PER PUPIL (OEPP)/PER CAPITA TUITION CHARGE (PCTC) COMPUTATIONS (2019 - 2020)

This schedule is completed for school districts only.

Fund	Sheet, Row	ACCOUNT NO - TITLE		Amount
		OPERATING EXPENSE PER PUPIL		
EXPENDITURES:				
ED	Expenditures 15-22, L114	Total Expenditures	$	215,474,649
O&M	Expenditures 15-22, L151	Total Expenditures		19,446,846
DS	Expenditures 15-22, L174	Total Expenditures		30,092,980
TR	Expenditures 15-22, L210	Total Expenditures		14,847,592
MR/SS	Expenditures 15-22, L295	Total Expenditures		5,967,166
TORT	Expenditures 15-22, L342	Total Expenditures		1,761,783
		Total Expenditures	$	**287,591,016**
LESS RECEIPTS/REVENUES OR DISBURSEMENTS/EXPENDITURES NOT APPLICABLE TO THE REGULAR K-12 PROGRAM:				
TR	Revenues 9-14, L43, Col F	1412 Regular - Transp Fees from Other Districts (In State)	$	0
TR	Revenues 9-14, L47, Col F	1421 Summer Sch - Transp. Fees from Pupils or Parents (In State)		0
TR	Revenues 9-14, L48, Col F	1422 Summer Sch - Transp. Fees from Other Districts (In State)		0
TR	Revenues 9-14, L49, Col F	1423 Summer Sch - Transp. Fees from Other Sources (In State)		0
TR	Revenues 9-14, L50 Col F	1424 Summer Sch - Transp. Fees from Other Sources (Out of State)		0
TR	Revenues 9-14, L52, Col F	1432 CTE - Transp Fees from Other Districts (In State)		0
TR	Revenues 9-14, L56, Col F	1442 Special Ed - Transp Fees from Other Districts (In State)		0
TR	Revenues 9-14, L59, Col F	1451 Adult - Transp Fees from Pupils or Parents (In State)		0
TR	Revenues 9-14, L60, Col F	1452 Adult - Transp Fees from Other Districts (In State)		0
TR	Revenues 9-14, L61, Col F	1453 Adult - Transp Fees from Other Sources (In State)		0
TR	Revenues 9-14, L62, Col F	1454 Adult - Transp Fees from Other Sources (Out of State)		0
O&M-TR	Revenues 9-14, L149, Col D & F	3410 Adult Ed (from ICCB)		0
O&M-TR	Revenues 9-14, L150, Col D & F	3499 Adult Ed - Other (Describe & Itemize)		0
O&M-TR	Revenues 9-14, L211, Col D,F	4600 Fed - Spec Education - Preschool Flow-Through		0
O&M-TR	Revenues 9-14, L212, Col D,F	4605 Fed - Spec Education - Preschool Discretionary		0
O&M	Revenues 9-14, L222, Col D	4810 Federal - Adult Education		0
ED	Expenditures 15-22, L7, Col K - (G+I)	1125 Pre-K Programs		223,491
ED	Expenditures 15-22, L9, Col K - (G+I)	1225 Special Education Programs Pre-K		1,295,186
ED	Expenditures 15-22, L11, Col K - (G+I)	1275 Remedial and Supplemental Programs Pre-K		1,955,464
ED	Expenditures 15-22, L12, Col K - (G+I)	1300 Adult/Continuing Education Programs		0
ED	Expenditures 15-22, L15, Col K - (G+I)	1600 Summer School Programs		736,287
ED	Expenditures 15-22, L20, Col K	1910 Pre-K Programs - Private Tuition		0
ED	Expenditures 15-22, L21, Col K	1911 Regular K-12 Programs - Private Tuition		0
ED	Expenditures 15-22, L22, Col K	1912 Special Education Programs K-12 - Private Tuition		7,845,048
ED	Expenditures 15-22, L23, Col K	1913 Special Education Programs Pre-K - Tuition		0
ED	Expenditures 15-22, L24, Col K	1914 Remedial/Supplemental Programs K-12 - Private Tuition		0
ED	Expenditures 15-22, L25, Col K	1915 Remedial/Supplemental Programs Pre-K - Private Tuition		0
ED	Expenditures 15-22, L26, Col K	1916 Adult/Continuing Education Programs - Private Tuition		0
ED	Expenditures 15-22, L27, Col K	1917 CTE Programs - Private Tuition		0
ED	Expenditures 15-22, L28, Col K	1918 Interscholastic Programs - Private Tuition		0
ED	Expenditures 15-22, L29, Col K	1919 Summer School Programs - Private Tuition		0
ED	Expenditures 15-22, L30, Col K	1920 Gifted Programs - Private Tuition		0
ED	Expenditures 15-22, L31, Col K	1921 Bilingual Programs - Private Tuition		0
ED	Expenditures 15-22, L32, Col K	1922 Truants Alternative/Optional Ed Progms - Private Tuition		0
ED	Expenditures 15-22, L75, Col K - (G+I)	3000 Community Services		1,157,728
ED	Expenditures 15-22, L102, Col K	4000 Total Payments to Other Govt Units		4,961,356
ED	Expenditures 15-22, L114, Col G	- Capital Outlay		1,056,385
ED	Expenditures 15-22, L114, Col I	- Non-Capitalized Equipment		2,479,576
O&M	Expenditures 15-22, L130, Col K - (G+I)	3000 Community Services		0
O&M	Expenditures 15-22, L139, Col K	4000 Total Payments to Other Govt Units		0
O&M	Expenditures 15-22, L151, Col G	- Capital Outlay		1,496,236
O&M	Expenditures 15-22, L151, Col I	- Non-Capitalized Equipment		219,680
DS	Expenditures 15-22, L160, Col K	4000 Payments to Other Dist & Govt Units		0
DS	Expenditures 15-22, L170, Col K	5300 Debt Service - Payments of Principal on Long-Term Debt		18,574,538
TR	Expenditures 15-22, L185, Col K - (G+I)	3000 Community Services		0
TR	Expenditures 15-22, L196, Col K	4000 Total Payments to Other Govt Units		0
TR	Expenditures 15-22, L206, Col K	5300 Debt Service - Payments of Principal on Long-Term Debt		0
TR	Expenditures 15-22, L210, Col G	- Capital Outlay		55,576
TR	Expenditures 15-22, L210, Col I	- Non-Capitalized Equipment		89,254
MR/SS	Expenditures 15-22, L216, Col K	1125 Pre-K Programs		16,556
MR/SS	Expenditures 15-22, L218, Col K	1225 Special Education Programs - Pre-K		96,734
MR/SS	Expenditures 15-22, L220, Col K	1275 Remedial and Supplemental Programs - Pre-K		32,567
MR/SS	Expenditures 15-22, L221, Col K	1300 Adult/Continuing Education Programs		0
MR/SS	Expenditures 15-22, L224, Col K	1600 Summer School Programs		377
MR/SS	Expenditures 15-22, L280, Col K	3000 Community Services		79,357
MR/SS	Expenditures 15-22, L285, Col K	4000 Total Payments to Other Govt Units		0
Tort	Expenditures 15-22, L334, Col K	4000 Total Payments to Other Govt Units		0
Tort	Expenditures 15-22, L342, Col G	- Capital Outlay		0
Tort	Expenditures 15-22, L342, Col I	- Non-Capitalized Equipment		0
		Total Deductions for OEPP Computation (Sum of Lines 18 - 76)	$	**42,371,396**
		Total Operating Expenses Regular K-12 (Line 14 minus Line 77)		245,219,620
		9 Month ADA from Average Daily Attendance - Student Information System (SIS) in IWAS-preliminary ADA 2019-2020		19,534.00
		Estimated OEPP (Line 78 divided by Line 79)	$	**12,553.48**

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ESTIMATED OPERATING EXPENSE PER PUPIL (OEPP)/PER CAPITA TUITION CHARGE (PCTC) COMPUTATIONS (2019 - 2020)

This schedule is completed for school districts only.

Fund	Sheet, Row	ACCOUNT NO	TITLE	Amount
			PER CAPITA TUITION CHARGE	
LESS OFFSETTING RECEIPTS/REVENUES:				
TR	Revenues 9-14, L42, Col F	1411	Regular -Transp Fees from Pupils or Parents (In State)	$ 0
TR	Revenues 9-14, L44, Col F	1413	Regular - Transp Fees from Other Sources (In State)	0
TR	Revenues 9-14, L45, Col F	1415	Regular - Transp Fees from Co-curricular Activities (In State)	0
TR	Revenues 9-14, L46, Col F	1416	Regular Transp Fees from Other Sources (Out of State)	0
TR	Revenues 9-14, L51, Col F	1431	CTE - Transp Fees from Pupils or Parents (In State)	0
TR	Revenues 9-14, L53, Col F	1433	CTE - Transp Fees from Other Sources (In State)	0
TR	Revenues 9-14, L54, Col F	1434	CTE - Transp Fees from Other Sources (Out of State)	0
TR	Revenues 9-14, L55, Col F	1441	Special Ed - Transp Fees from Pupils or Parents (In State)	0
TR	Revenues 9-14, L57, Col F	1443	Special Ed - Transp Fees from Other Sources (In State)	0
TR	Revenues 9-14, L58, Col F	1444	Special Ed - Transp Fees from Other Sources (Out of State)	0
ED	Revenues 9-14, L75, Col C	1600	Total Food Service	1,947,780
ED-O&M	Revenues 9-14, L82, Col C,D	1700	Total District/School Activity Income	493,692
ED	Revenues 9-14, L84, Col C	1811	Rentals - Regular Textbooks	2,054,772
ED	Revenues 9-14, L87, Col C	1819	Rentals - Other (Describe & Itemize)	9,825
ED	Revenues 9-14, L88, Col C	1821	Sales - Regular Textbooks	0
ED	Revenues 9-14, L91, Col C	1829	Sales - Other (Describe & Itemize)	0
ED	Revenues 9-14, L92, Col C	1890	Other (Describe & Itemize)	2,934
ED-O&M	Revenues 9-14, L95, Col C,D	1910	Rentals	69,544
ED-O&M-TR	Revenues 9-14, L98, Col C,D,F	1940	Services Provided Other Districts	0
ED-O&M-DS-TR-MR/SS	Revenues 9-14, L104, Col C,D,E,F,G	1991	Payment from Other Districts	189,690
ED	Revenues 9-14, L106, Col C	1993	Other Local Fees (Describe & Itemize)	0
ED-O&M-TR	Revenues 9-14, L132, Col C,D,F	3100	Total Special Education	3,388,508
ED-O&M-MR/SS	Revenues 9-14, L141, Col C,D,G	3200	Total Career and Technical Education	333,786
ED-MR/SS	Revenues 9-14, L145, Col C,G	3300	Total Bilingual Ed	0
ED	Revenues 9-14, L146, Col C	3360	State Free Lunch & Breakfast	48,205
ED-O&M-MR/SS	Revenues 9-14, L147, Col C,D,G	3365	School Breakfast Initiative	0
ED-O&M	Revenues 9-14, L148,Col C,D	3370	Driver Education	96,728
ED-O&M-TR-MR/SS	Revenues 9-14, L155, Col C,D,F,G	3500	Total Transportation	7,756,644
ED	Revenues 9-14, L156, Col C	3610	Learning Improvement - Change Grants	0
ED-O&M-TR-MR/SS	Revenues 9-14, L157, Col C,D,F,G	3660	Scientific Literacy	0
ED-TR-MR/SS	Revenues 9-14, L158, Col C,F,G	3695	Truant Alternative/Optional Education	0
ED-O&M-TR-MR/SS	Revenues 9-14, L160, Col C,D,F,G	3766	Chicago General Education Block Grant	0
ED-O&M-TR-MR/SS	Revenues 9-14, L161, Col C,D,F,G	3767	Chicago Educational Services Block Grant	0
ED-O&M-DS-TR-MR/SS	Revenues 9-14, L162, Col C,D,E,F,G	3775	School Safety & Educational Improvement Block Grant	41,426
ED-O&M-DS-TR-MR/SS	Revenues 9-14, L163, Col C,D,E,F,G	3780	Technology - Technology for Success	0
ED-TR	Revenues 9-14, L164, Col C,F	3815	State Charter Schools	0
O&M	Revenues 9-14, L167, Col D	3925	School Infrastructure - Maintenance Projects	0
ED-O&M-DS-TR-MR/SS-Tort	Revenues 9-14, L168, Col C-G,J	3999	Other Restricted Revenue from State Sources	1,836,169
ED	Revenues 9-14, L177, Col C	4045	Head Start (Subtract)	0
ED-O&M-TR-MR/SS	Revenues 9-14, L181, Col C,D,F,G	-	Total Restricted Grants-In-Aid Received Directly from Federal Govt	0
ED-O&M-TR-MR/SS	Revenues 9-14, L188, Col C,D,F,G	4100	Total Title V	0
ED-MR/SS	Revenues 9-14, L198, Col C,G	4200	Total Food Service	5,657,206
ED-O&M-TR-MR/SS	Revenues 9-14, L204, Col C,D,F,G	4300	Total Title I	3,188,031
ED-O&M-TR-MR/SS	Revenues 9-14, L209, Col C,D,F,G	4400	Total Title IV	155,862
ED-O&M-TR-MR/SS	Revenues 9-14, L213, Col C,D,F,G	4620	Fed - Spec Education - IDEA - Flow Through	4,429,935
ED-O&M-TR-MR/SS	Revenues 9-14, L214, Col C,D,F,G	4625	Fed - Spec Education - IDEA - Room & Board	938,678
ED-O&M-TR-MR/SS	Revenues 9-14, L215, Col C,D,F,G	4630	Fed - Spec Education - IDEA - Discretionary	0
ED-O&M-TR-MR/SS	Revenues 9-14, L216, Col C,D,F,G	4699	Fed - Spec Education - IDEA - Other (Describe & Itemize)	0
ED-O&M-MR/SS	Revenues 9-14, L221, Col C,D,G	4700	Total CTE - Perkins	187,185
ED-O&M-DS-TR-MR/SS-Tort	Revenue Adjustments (C224 thru J251)	4800	Total ARRA Program Adjustments	0
ED	Revenues 9-14, L253, Col C	4901	Race to the Top	0
ED-O&M-DS-TR-MR/SS-Tort	Revenues 9-14, L254, Col C-G,J	4902	Race to the Top-Preschool Expansion Grant	387,027
ED-TR-MR/SS	Revenues 9-14, L255, Col C,F,G	4905	Title III - Immigrant Education Program (IEP)	24,303
ED-TR-MR/SS	Revenues 9-14, L256, Col C,F,G	4909	Title III - Language Inst Program - Limited Eng (LIPLEP)	405,761
ED-O&M-TR-MR/SS	Revenues 9-14, L257, Col C,D,F,G	4920	McKinney Education for Homeless Children	0
ED-O&M-TR-MR/SS	Revenues 9-14, L258, Col C,D,F,G	4930	Title II - Eisenhower Professional Development Formula	0
ED-O&M-TR-MR/SS	Revenues 9-14, L259, Col C,D,F,G	4932	Title II - Teacher Quality	607,199
ED-O&M-TR-MR/SS	Revenues 9-14, L260, Col C,D,F,G	4960	Federal Charter Schools	0
ED-O&M-TR-MR/SS	Revenues 9-14, L261, Col C,D,F,G	4981	State Assessment Grants	0
ED-O&M-TR-MR/SS	Revenues 9-14, L262, Col C,D,F,G	4982	Grant for State Assessments and Related Activities	0
ED-O&M-TR-MR/SS	Revenues 9-14, L263, Col C,D,F,G	4991	Medicaid Matching Funds - Administrative Outreach	667,264
ED-O&M-TR-MR/SS	Revenues 9-14, L264, Col C,D,F,G	4992	Medicaid Matching Funds - Fee-for-Service Program	1,362,096
ED-O&M-TR-MR/SS	Revenues 9-14, L265, Col C,D,F,G	4998	Other Restricted Revenue from Federal Sources (Describe & Itemize)	52,299
ED-TR-MR/SS	**Revenues (Part of EBF Payment)**	**3100**	**Special Education Contributions from EBF Funds ****	7,027,955
ED-MR/SS	**Revenues (Part of EBF Payment)**	**3300**	**English Learning (Bilingual) Contributions from EBF Funds *****	1,771,121
			Total Deductions for PCTC Computation Line 85 through Line 173	$ **45,131,625**
			Net Operating Expense for Tuition Computation (Line 78 minus Line 175)	200,087,995
			Total Depreciation Allowance (from page 26, Line 18, Col I)	7,939,584
			Total Allowance for PCTC Computation (Line 176 plus Line 177)	208,027,579
			9 Month ADA from Average Daily Attendance - Student Information System (SIS) in IWAS-preliminary ADA 2019-2020	19,534.00
			Total Estimated PCTC (Line 178 divided by Line 179) *	$ **10,649.51**

* The total OEPP/PCTC may change based on the data provided. The final amounts will be calculated by ISBE

**** Go to the link below: Under Reports, select FY 2020 Special Education Funding Allocation Calculation Details. Open Excel file and use the amount in column X for the selected district.**

***** Follow the same instructions as above except under Reports, select FY 2020 English Learner Education Funding Allocation Calculation Details, and use column V for the selected district.**

Evidence Based Funding Link: https://www.isbe.net/Pages/ebfdistribution.aspx

	A	B	C	D	E	F
1	**REPORT ON SHARED SERVICES OR OUTSOURCING**					
2	School Code, Section 17-1.1 (*Public Act 97-0357*)					
3	Fiscal Year Ending June 30, 2020					
5	*Complete the following for attempts to improve fiscal efficiency through shared services or outsourcing in the prior, current and next fiscal years.*					
6	Community Unit School District No.					
7	31-045-3000-26					
8	*Check box if this schedule is not applicable.....*		**Prior Fiscal Year**	**Current Fiscal Year**	**Next Fiscal Year**	**Name of the Local Education Agency (LEA) Participating in the Joint Agreement, Cooperative or Shared Service.**
9	Indicate with an (X) If Deficit Reduction Plan Is Required in the Budget					
10	**Service or Function** ***(Check all that apply)***				**Barriers to Implementation**	(Limit text to 200 characters, for additional space use line 33 and 38)
11	Curriculum Planning					
12	Custodial Services					
13	Educational Shared Programs					
14	Employee Benefits					
15	Energy Purchasing					
16	Food Services					
17	Grant Writing					
18	Grounds Maintenance Services					
19	Insurance		X	X		Collective Liability Insurance Cooperative (CLIC)
20	Investment Pools		X	X		Illinois School District Liquid Asset Fund (ISDLAF)
21	Legal Services					
22	Maintenance Services					
23	Personnel Recruitment					
24	Professional Development		X	X		Regional Office of Education (ROE)
25	Shared Personnel					
26	Special Education Cooperatives		X	X		Northwestern Illinois Association (NIA)
27	STEM (science, technology, engineering and math) Program Offerings					
28	Supply & Equipment Purchasing					
29	Technology Services					
30	Transportation					
31	Vocational Education Cooperatives					
32	All Other Joint/Cooperative Agreements					
33	Other					
34						
35	Additional space for Column (D) - Barriers to Implementation:					
36						
37						
38						
40	Additional space for Column (E) - Name of LEA :					
41						
42						
43						

ILLINOIS STATE BOARD OF EDUCATION
School Business Services Department (N-330)
100 North First Street
Springfield, IL 62777-0001

LIMITATION OF ADMINISTRATIVE COSTS WORKSHEET
(Section 17-1.5 of the School Code)

School District Name: Community Unit School District No. 300
RCDT Number: 31-045-3000-26

Description	Funct. No.	Actual Expenditures, Fiscal Year 2020 (10) Educational Fund	(20) Operations & Maintenance Fund	(80) Tort Fund *	Total	Budgeted Expenditures, Fiscal Year 2021 (10) Educational Fund	(20) Operations & Maintenance Fund	(80) Tort Fund	Total
1. Executive Administration Services	2320	771,968		0	771,968	755,564			755,564
2. Special Area Administration Services	2330	0		0	0	0			0
3. Other Support Services - School Administration	2490	783		0	783	0			0
4. Direction of Business Support Services	2510	376,190	0	0	376,190	377,072			377,072
5. Internal Services	2570	426,843		0	426,843	455,458			455,458
6. Direction of Central Support Services	2610	0		0	0				0
7. Deduct - Early Retirement or other pension obligations required by state law and included above.					0				0
8. Totals		1,575,784	0	0	1,575,784	1,588,094	0	0	1,588,094
9. Percent Increase (Decrease) for FY2021 (Budgeted) over FY2020 (Actual)									1%

* For FY 2020 Tort Fund Expenditures, first complete the Limitation of Administrative Costs - Crosswalk of FY 2020 Tort Fund Expenditures, located below on lines 43-70

CERTIFICATION
I certify that the amounts shown above as Actual Expenditures, Fiscal Year 2020, agree with the amounts on the district's Annual Financial Report for Fiscal Year 2020.
I also certify that the amounts shown above as Budgeted Expenditures, Fiscal Year 2021, agree with the amounts on the budget adopted by the Board of Education.

Signature of Superintendent | *Date*

Contact Name (for questions) | *Contact Telephone Number*

If line 9 is greater than 5% please check one box below.

☐ The District is ranked by ISBE in the lowest 25th percentile of like districts in administrative expenditures per student (4th quartile) and will waive the limitation by board action, subsequent to a public hearing.

☐ The district is unable to waive the limitation by board action and will be requesting a waiver from the General Assembly pursuant to the procedures in Chapter 105 ILCS 5/2-3.25g. Waiver applications must be postmarked by August 15, 2020 to ensure inclusion in the Fall 2020 report or postmarked by

☐ The district will amend their budget to become in compliance with the limitation.

Limitation of Administrative Costs - Crosswalk of FY 2020 Tort Fund Expenditures

The 23 Illinois Administrative Code, Part 100 Requirements for Accounting, Budgeting, Financial Reporting and Auditing, was amended effective with the beginning of FY 2021.
To assist districts with the crosswalk of its Limitation of Administrative Costs Worksheet **(LAC)** within the school district's FY 2021 budget, please complete the crosswalk of FY 2020 Tort Fund expenditures that would have been reflected within one of the Limitation of Administrative Costs functions if the amended rules were effective beginning with FY 2020.

If a school district has FY 2020 Tort Fund expenditures, a Limitation of Administrative Costs – Tort Fund Crosswalk must be completed and must be submitted in conjunction with the FY 2021 Limitation of Administrative Costs Worksheet.

School District Name: Community Unit School District No. 300
RCDT Number: 31-045-3000-26

			How Expenditures would have been reported had FY 2021 Amended Rules been implemented for FY 2020							
FY 2020 Tort Fund Expenditures	FY 2020 Function	FY 2020 Total Expenditure	Function 2320	Function 2330	Function 2490	Function 2510	Function 2570	Function 2610	Other Function Outside of the LAC Functions	Total (Must agree with Expenditures in column E)
Claims Paid from Self Insurance Fund	2361	**0**								**0**
Workers' Compensation or Worker's Occupation Disease Acts Pymts	2362	**983,350**							983,350	**983,350**
Unemployment Insurance Payments	2363	**0**								**0**
Insurance Payments (Regular or Self-Insurance)	2364	**0**								**0**
Risk Management and Claims Services Payments	2365	**18,750**							18,750	**18,750**
Judgment and Settlements	2366	**0**								**0**
Educational, Inspectional, Supervisory Services Related to Loss Prevention or Reduction	2367	**0**								**0**
Reciprocal Insurance Payments	2368	**0**								**0**
Legal Services	2369	**0**								**0**
Property Insurance (Buildings & Grounds)	2371	**759,683**							759,683	**759,683**
Vehicle Insurance (Transportation)	2372	**0**								**0**
Totals		**1,761,783**	**0**	**0**	**0**	**0**	**0**	**0**	**1,761,783**	**1,761,783**

Please email finance1@isbe.net or call 217-785-8779 with any questions.

This page is provided for detailed itemizations as requested within the body of the report.
Type Below.

1. Page 24: $1,531,407 - current year accretion on 2001 CAB; $865,658 - current year accretion on 2002 CAB; $16,030,000 - refunded balance of 2007 Building Bonds
2.
3.
4.

Reference Pages.

[1] Do not enter negative numbers. Reports with negative numbers will be returned for correction.

[2] GASB Statement No. 24; Accounting and Financial Reporting for Certain Grants and Other Financial Assistance. The "On Behalf of" Payments should only be reflected on this page.

[3] Equals Line 8 minus Line 17

[4] May require notification to the county clerk to abate an equal amount from taxes next extended. Refer to Section 17-2.11 for the applicable provisions and other "limited" transfer authority to O&M through June 30, 2013

[5] Requires notification to the county clerk to abate an equal amount from taxes next extended. See Section 10-22.14

[6] Use of proceeds from the sale of school sites buildings, or other real estate is limited. See Sections 5-22 and 10-22.8 of the School Code.

[7] Include revenue accounts 1110 through 1115, 1117, 1118 & 1120. Include taxes for bonds sold that are in addition to those identified separately.

[8] Educational Fund (10) - Computer Technology only.

[9] Corporate personal property replacement tax revenue must be first applied to the Municipal Retirement/Social Security Fund to replace tax revenue lost due to the abolition of the corporate personal property tax (30 ILCS 115/12). This provision does not apply to taxes levied for Medicare-Only purposes.

[10] Include only tuition payments made to private facilities. See Function 4200 or 4400 for public facility disbursements/expenditures.

[11] Payment towards the retirement of lease/purchase agreements or bonded/other indebtedness (principal only) otherwise reported within the fund—e.g. alternate revenue bonds(Describe & Itemize).

[12] Only abolishment of Working Cash Fund must transfer its funds directly to the Educational Fund upon adoption of a resolution and at the close of the current school Year (see 105 ILCS 5/20-8 for further explanation)

Only abatement of working cash fund can transfer its funds to any fund in most need of money (see 105 ILCS 5/20-10 for further explanation)

[Please insert files above]

Instructions to insert word doc or pdf files:

Choose: Insert - Select: Object - Select Create from File tab - Select Browse - Select file that you want to embed - Check Display as icon - Select OK.

Note: If you have trouble inserting pdf files, submit as a separate attachments and they will be inserted for you.

	A	B	C	D	E	F
1	**DEFICIT ANNUAL FINANCIAL REPORT (AFR) SUMMARY INFORMATION** **Provisions per Illinois School Code, Section 17-1 (105 ILCS 5/17-1)**					
2	***Instructions: If the Annual Financial Report (AFR) reflects that a Deficit Reduction Plan is required as calculated below, then the school district is to complete the Deficit Reduction Plan in the annual budget and submit the plan to Illinois State Board of Education (ISBE) within 30 days after accepting the audit report. This may require the FY2021 annual budget to be amended to include a Deficit Reduction Plan and narrative.***					
3	The "Deficit Reduction Plan" is developed using ISBE guidelines and is included in the School District Budget Form 50-36, beginning with page 20. A plan is required when the operating funds listed below result in direct revenues (cell F6) being less than direct expenditures (cell f7) by an amount equal to or greater than one-third (1/3) of the ending fund balance (cell f9). That is, if the ending fund balance is less than three times the deficit spending, the district must adopt and submit an original budget/amended budget with ISBE that provides a "deficit reduction plan" to balance the shortfall within the next three years.					
4	- *If the FY2021 school district budget already requires a Deficit Reduction Plan, and one was submitted, an updated (amended) budget is not required.*					
5	- *If the Annual Financial Report requires a deficit reducton plan even though the FY2021 budget does not, a completed deficit reduction plan is still required.*					
6	**DEFICIT AFR SUMMARY INFORMATION - Operating Funds Only** *(All AFR pages must be completed to generate the following calculation)*					
7	**Description**	**EDUCATIONAL FUND (10)**	**OPERATIONS & MAINTENANCE FUND (20)**	**TRANSPORTATION FUND (40)**	**WORKING CASH FUND (70)**	**TOTAL**
8	**Direct Revenues**	227,306,400	25,954,864	15,564,404	939,955	269,765,623
9	**Direct Expenditures**	215,474,649	19,446,846	14,847,592		249,769,087
10	**Difference**	11,831,751	6,508,018	716,812	939,955	**19,996,536**
11	**Fund Balance - June 30, 2019**	66,235,245	3,096,541	4,215,416	38,873,729	**112,420,931**
12						
13			**Balanced - no deficit reduction plan is required.**			
14						
15						

Audit Checklist

All entries must balance within the individual fund statements and schedules as instructed below. Any error messages left unresolved below, will be returned to the auditor for correction.

1. The auditor's Opinion and Notes to the Financial Statements and the Corrective Action Plan(s) on LEA letterhead are embedded in the "Opinion-Notes 35" tab.
2. Student Activity Funds, Convenience Accounts, and other agency funds are included, if applicable.
3. All audit questions on page 2 are answered appropriatly by checking all that apply. This page must also be certified with the signature of the CPA firm. Comments and explanations are included for all checked items at the bottom of page 2.
4. All **Other** accounts and functions labeled "(describe & itemize) are properly noted on the "Itemization 33" tab.
5. In all funds, Function No. 2900 does not include Worker's Compensation or Unemployment Insurance.
6. Tuition paid to another school district or to a joint agreement (in state) is coded to Function 4200, and Other Objects (600).
7. Business Manager/Bookkeeper Costs are charged to the proper Function (No. 2510/2520).
8. If district is subject to PTELL on tab "Aud Quest 2", line 21 be sure to check the box and enter the effective date.
9. All entries were entered to the nearest whole dollar amount.

Balancing Schedule

Check this Section for Error Messages

*The following assures that various entries are in balance. Any out of balance condition is followed by an error message in **RED** and must be resolved before submitting to ISBE. One or more errors detected may cause this AFR to be returned for corrections and resubmission. If impossible for entries to balance, please explain on the itemization page.*

Description:	Error Message
1. Cover Page: The Accounting Basis must be Cash or Accrual.	
2. The Single Audit related documents must be completed and attached.	
What Basis of Accounting is used?	ACCRUAL
Accounting for late payments (Audit Questionnaire Section D)	OK
Are Federal Expenditures greater than $750,000?	OK
Is all Single Audit information completed and enclosed?	OK
Is Budget Deficit Reduction Plan Required?	Congratulations! You have a balanced AFR.
3. Page 3: Financial Information must be completed.	
Section A: Tax rates are not entered in the following format: [1.50 should be .0150]. Please enter with the correct decimal point.	OK
Section D: Check a or b that agrees with the school district type.	OK
4. Page 5: Cells C4:L4 Acct 111-115 - Cash Balances cannot be negative.	
Fund (10) ED: Cash balances cannot be negative.	OK
Fund (20) O&M: Cash balances cannot be negative.	OK
Fund (30) DS: Cash balances cannot be negative.	OK
Fund (40) TR: Cash balances cannot be negative.	OK
Fund (50) MR/SS: Cash balances cannot be negative.	OK
Fund (60) CP: Cash balances cannot be negative.	OK
Fund (70) WC: Cash balances cannot be negative.	OK
Fund (80) Tort: Cash balances cannot be negative.	OK
Fund (90) FP&S: Cash balances cannot be negative.	OK
5. Page 5 & 6: Total Current & Capital Assets must = Total Liabilities & Fund Balance.	
Fund 10, Cell C13 must = Cell C41.	OK
Fund 20, Cell D13 must = Cell D41.	OK
Fund 30, Cell E13 must = Cell E41.	OK
Fund 40, Cell F13 must = Cell F41.	OK
Fund 50, Cell G13 must = Cell G41.	OK
Fund 60, Cell H13 must = Cell H41.	OK
Fund 70, Cell I13 must = Cell I41.	OK
Fund 80, Cell J13 must = Cell J41.	OK
Fund 90, Cell K13 must = Cell K41.	OK
Agency Fund, Cell L13 must = Cell L41.	OK
General Fixed Assets, Cell M23 must = Cell M41.	OK
General Long-Term Debt, Cell N23 must = Cell N41.	OK
6. Page 5: Sum of Reserved & Unreserved Fund Balance must = Page 8, Ending Fund Balance.	
Fund 10, Cells C38+C39 must = Cell C81.	OK
Fund 20, Cells D38+D39 must = Cell D81.	OK
Fund 30, Cells E38+E39 must = Cell E81	OK
Fund 40, Cells F38+F39 must = Cell F81.	OK
Fund 50, Cells G38+G39 must = Cell G81.	OK
Fund 60, Cells H38+H39 must = Cell H81.	OK
Fund 70, Cells I38+I39 must = Cell I81.	OK
Fund 80, Cells J38+J39 must = Cell J81.	OK
Fund 90, Cells K38+K39 must = Cell K81.	OK
8. Page 24: Schedule of Long-Term Debt must = Pages 5, 8 & 18: Basic Financial Statements.	
Note: Explain any unreconcilable differences in the Itemization sheet.	
Total Long-Term Debt Issued (P24, Cell F49) must = Principal on Long-Term Debt Sold (P8, Cells C33:K33).	OK
Total Long-Term Debt (Principal) Retired (P18, Cells H170) must = Debt Service - Long-Term Debt (Principal) Retired (P24, Cells H49).	OK
9. Page 7 & 8: Other Sources of Funds (L24:L42) must = Other Uses of Funds (P8, L46:L59).	
Acct 7130 - Transfer Among Funds, Cells C27:K27 must = Acct 8130 Transfer Among Funds, Cells C49:K49	OK
Acct 7140 - Transfer of Interest, Cells C28:K28 must = Acct 8140 Transfer of Interest, Cells C50:K50.	OK
Acct 7900 - ISBE Loan Proceeds (Cells C42:K42) must = Acct 8910 - Transfers to Debt Service Fund to Pay Principal on ISBE Loans (Cells C74:K74)	OK
10. Restricted Tax Levies Page 25, Line 25 must = Reserved Fund Balance, Pages 5 & 6, Line 38.	
Reserved Fund Balance, Page 5, Cells C38:H38 must be => Reserve Fund Balance Cell G25:K25.	OK
Unreserved Fund Balance, Page 5, Cells C39:H39 must be > 0	OK
11. Page 5: "On behalf" payments to the Educational Fund	
Fund (10) ED: Account 3998, cell C9 must be entered or Explain why this is zero on Itemization sheet.	OK
12. Page 27: The 9 Month ADA must be entered on Line 78.	OK
13. Page 27: The Special Education Contributions from EBF Funds (line 171) must be entered.	OK
14. Page 27: The English Learning (Bilingual) Contributions from EBF Funds (line 172) must be entered.	OK
15. Page 29: Contracts Paid in Current Year (CY) MUST be completed. Please return to page 29 and add all current year contracts.	OK
16. Page 31: SHARED OUTSOURCED SERVICES, Completed.	OK
17. Page 32: LIMITATION OF ADMINISTRATIVE COST, Budget Information must be completed and submitted to ISBE.	OK

ANNUAL FEDERAL FINANCIAL COMPLIANCE REPORT (COVER SHEET)
DISTRICT/JOINT AGREEMENT
Year Ending June 30, 2020

DISTRICT/JOINT AGREEMENT NAME	RCDT NUMBER	CPA FIRM 9-DIGIT STATE REGISTRATION NUMBER
Community Unit School District No. 300	**31-045-3000-26**	**066-004995**

ADMINISTRATIVE AGENT IF JOINT AGREEMENT (as applicable)	NAME AND ADDRESS OF AUDIT FIRM
Mr. Fred Heid	**Miller, Cooper & Co., Ltd.** **1751 Lake Cook Road** **Deerfield**
ADDRESS OF AUDITED ENTITY *(Street and/or P.O. Box, City, State, Zip Code)*	E-MAIL ADDRESS: **ballen@millercooper.com**
2550 Harnish Drive **Algonquin** **60102**	NAME OF AUDIT SUPERVISOR **Betsy Allen** Betsy Allen
	CPA FIRM TELEPHONE NUMBER: **847-205-5000** / FAX NUMBER: **847-205-1400**

THE FOLLOWING INFORMATION MUST BE INCLUDED IN THE SINGLE AUDIT REPORT:

- ☐ A copy of the CPA firm's most recent peer review report and acceptance letter has been submitted to ISBE (either with the audit or under separate cover).
- ☐ Financial Statements including footnotes (Title 2 CFR §200.510 (a))
- ☐ Schedule of Expenditures of Federal Awards including footnotes (Title 2 CFR §200.510 (b))
- ☐ Independent Auditor's Report on the Financial Statements (Title 2 CFR §200.515 (a))
- ☐ Independent Auditor's Report on Internal Control Over Financial Reporting and Compliance Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* (Title 2 CFR §200.515 (b))
- ☐ Independent Auditor's Report on Compliance for Each Major Federal Program and on Internal Control Over Compliance Required by Uniform Guidance (Title 2 CFR §200.515 (c))
- ☐ Schedule of Findings and Questioned Costs (Title 2 CFR §200.515 (d))
- ☐ Summary Schedule of Prior Audit Findings (Title 2 CFR §200.511 (b))
- ☐ Corrective Action Plan on LEA letterhead (Title 2 CFR §200.511 (c))

THE FOLLOWING INFORMATION IS HIGHLY RECOMMENDED TO BE INCLUDED:

- ☐ A Copy of the Federal Data Collection Form (Title 2 CFR §200.512 (b))
- ☐ A Copy of each Management Letter

Community Unit School District No. 300
31-045-3000-26
SINGLE AUDIT INFORMATION CHECKLIST

The following checklist is OPTIONAL; it is not a required form for completion of Single Audit information. The purpose of the checklist is to assist in determining if appropriate information has been correctly completed within the Annual Financial Report (AFR). This is not a complete listing of all Single Audit requirements, but highlights some of the more common errors found during ISBE reviews.

GENERAL INFORMATION

- ☐ 1. **Signed** and **dated** copies of audit opinion letters have been included with audit package submitted to ISBE.
- ☐ 2. All opinion letters use the **most current audit language and formatting** as mandated in SAS 115/SAS 117 and other pronouncements.
- ☐ 3. **ALL** Single Audit forms within the AFR Excel workbook have been completed, where appropriate.
  - For those forms that are not applicable, "N/A" or similar language has been indicated.
- ☐ 4. **ALL** Federal revenues reported in FRIS Report 0053 (Summary of Payments) are accounted for in the Schedule of Expenditures of Federal Awards (SEFA).
- ☐ 5. Federal revenues reported on the AFR reconcile to Federal revenues reported on the SEFA.
  - Verify or reconcile on reconciliation worksheet.
- ☐ 6. The total value of non-cash **COMMODITIES** has been included within the AFR on the **INDIRECT COSTS** page (ICR Computation 29) on Line 11.
  It **should not** be included in the Statement of Revenues Received (REVENUES 9-14) within the AFR Accounts 4210 - 4299.
  Those accounts are specific cash programs, not non-cash assistance such as **COMMODITIES.**
- ☐ 7. Complete audit package (Data Collection Form, audit reports, etc.) has been submitted electronically to the Federal Audit Clearinghouse
  https://harvester.census.gov/facweb/Default.aspx

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

- ☐ 8. All prior year's projects are included and reconciled to final FRIS report amounts.
  - Including receipt/revenue and expenditure/disbursement amounts.
- ☐ 9. All current year's projects are included and reconciled to most recent FRIS report filed.
  - Including receipt/revenue and expenditure/disbursement amounts.
- ☐ 10. Differences in reported spending amounts on the SEFA and the final FRIS reports should be detailed and/or documented in a finding,
  - discrepancies should be reported as Questioned Costs.
- ☐ 11. The total amount provided to subrecipients from each Federal program is included.
- ☐ 12. Prior-year and Current-year Child Nutrition Programs (CNP) are included on the SEFA (with prior-year program showing total cash received):
  Project year runs from October 1 to September 30, so projects will cross fiscal years;
  This means that audited year revenues will include funds from both the prior year and current year projects.
- ☐ 13. Each CNP project should be reported on a separate line (one line per project year per program).
- ☐ 14. Total CNP Revenue amounts are consistent with grant amounts awarded by ISBE for each program by project year.
- ☐ 15. Total CNP Expenditure amounts are consistent with grant amounts awarded by ISBE for each program by project year.
- ☐ 16. Exceptions should result in a finding with Questioned Costs.
- ☐ 17. The total value of non-cash **COMMODITIES** has been reported on the SEFA (CFDA 10.555).
  - The value is determined from the following, **with each item on a separate line:**
    - ☐ * **Non-Cash Commodities**: Monthly Commodities Bulletin for April (From the Illinois Commodities System accessed through ISBE web site)
      Total commodities = A PAL Allocated + B PAL Allocated + Processing Deductions + Total Bonus Allocated
      Verify Non-Cash Commodities amount on ISBE web site: https://www.isbe.net/Pages/School-Nutrition-Programs-Food-Distribution.aspx
    - ☐ * **Non-Cash Commodities**: Commodities information for non-cash items received through **Other Food Services**
      Districts should track separately through year; no specific report available from ISBE
      Verify Non-Cash Commodities amount through Other Food Services on ISBE web site:
      https://www.isbe.net/Pages/School-Nutrition-Programs-Food-Distribution.aspx
    - ☐ * **Department of Defense Fresh Fruits and Vegetables** (District should track through year)
      - The two commodity programs should be reported on separate lines on the SEFA.
      Verify Non-Cash Commodities amount through DoD Fresh Fruits and Vegetables on ISBE web site:
      https://www.isbe.net/Pages/School-Nutrition-Programs-Food-Distribution.aspx
    - ☐ * Amounts verified for **Fresh Fruits and Vegetables** cash grant program (ISBE code 4240)
      CFDA number: 10.582
- ☐ 18. **TOTALS** have been calculated for Federal revenue and expenditure amounts (Column totals).
- ☐ 19. Obligations and Encumbrances are included where appropriate.
- ☐ 20. **FINAL STATUS** amounts are calculated, where appropriate.
- ☐ 21. Medicaid Fee-for-Service funds, E-Rate reimbursements and Build America Bond interest subsidies have **not** been included on the SEFA.
- ☐ 22. **All** programs tested (not just Type A programs) are indicated by either an * or (M) on the SEFA.
- ☐ 23. **NOTES TO THE SEFA** within the AFR Excel workbook (SEFA NOTES) have been completed.
  Including, but not limited to:

Community Unit School District No. 300
31-045-3000-26
SINGLE AUDIT INFORMATION CHECKLIST

- ☐ 24. Basis of Accounting
- ☐ 25. Name of Entity
- ☐ 26. Type of Financial Statements
- ☐ 27. Subrecipient information (**Mark "N/A" if not applicable**)
  - ☐ * ARRA funds are listed separately from "regular" Federal awards

SUMMARY OF AUDITOR'S RESULTS/FINDINGS/CORRECTIVE ACTION PLAN

- ☐ 28. Audit opinions expressed in opinion letters **match** opinions reported in Summary.
- ☐ 29. **All** Summary of Auditor Results questions have been answered.
- ☐ 30. All tested programs **and** amounts are listed.
- ☐ 31. Correct testing threshold has been entered. (Title 2 CFR §200.518)

Findings have been filled out completely and correctly (if none, mark "N/A").

- ☐ 32. Financial Statement and/or Federal Award Findings information has been completely filled out for each finding, with finding numbers in correct format.
- ☐ 33. Finding completed for each **Significant Deficiency** and for each **Material Weakness** noted in opinion letters.
- ☐ 34. Separate finding for each Federal program (i.e., don't report same finding for multiple programs on one sheet).
- ☐ 35. Separate finding sheet for each finding on programs (e.g., excess interest earned and unallowable expenditures are two findings and should be reported separately, even if both are on same program).
- ☐ 36. Questioned Costs have been calculated where there are questioned costs.
- ☐ 37. Questioned Costs are separated by project year **and** by program (and sub-project, if necessary).
- ☐ 38. Questioned Costs have been calculated for Interest Earned on **Excess Cash on Hand**.
  - Should be based on actual amount of interest earned
  - Questioned Cost amounts are broken out between programs if multiple programs are listed on the finding
- ☐ 39. **A CORRECTIVE ACTION PLAN, on the LEA's letterhead** has been completed for each finding.
  - Including Finding number, action plan details, projected date of completion, name and title of contact person

Community Unit School District No. 300
31-045-3000-26

RECONCILIATION OF FEDERAL REVENUES
Year Ending June 30, 2020
Annual Financial Report to Schedule of Expenditures of Federal Awards

TOTAL FEDERAL REVENUE IN AFR

Account Summary 7-8, Line 7	Account 4000	$ 18,089,003
Flow-through Federal Revenues Revenues 9-14, Line 112	Account 2200	-
Value of Commodities ICR Computation 30, Line 11		459,969
Less: Medicaid Fee-for-Service Program Revenues 9-14, Line 264	Account 4992	(1,362,096)
AFR TOTAL FEDERAL REVENUES:		$ 17,186,876

ADJUSTMENTS TO AFR FEDERAL REVENUE AMOUNTS:

Reason for Adjustment:

ADJUSTED AFR FEDERAL REVENUES		$ 17,186,876
Total Current Year Federal Revenues Reported on SEFA: Federal Revenues	Column D	$ 17,186,876

Adjustments to SEFA Federal Revenues:

Reason for Adjustment:

ADJUSTED SEFA FEDERAL REVENUE:	$ 17,186,876
DIFFERENCE:	$ -

Community Unit School District No. 300
31-045-3000-26
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
Year Ending June 30, 2020

Federal Grantor/Pass-Through Grantor Program or Cluster Title and Major Program Designation	CFDA Number[2] (A)	ISBE Project # (1st 8 digits) or Contract #[3] (B)	Receipts/Revenues Year 7/1/18-6/30/19 (C)	 Year 7/1/19-6/30/20 (D)	Expenditure/Disbursements[4] Year 7/1/18-6/30/19 (E)	 Year 7/1/18-6/30/19 Pass through to Subrecipients	 Year 7/1/19-6/30/20 (F)	 Year 7/1/19-6/30/20 Pass through to Subrecipients	Obligations/ Encumb. (G)	Final Status (E)+(F)+(G) (H)	Budget (I)
U.S. Department of Education Passed Through Illinois State Board of Education											
TITLE I GRANTS TO LOCAL EDUCATION AGENCIES											
Title I - Low Income	84.010A	19-4300-00	2,911,610	183,558	2,772,534	0	322,634	0	0	3,095,168	3,597,944
Title I - Low Income	84.010A	20-4300-00	0	2,977,387	0	0	2,749,352	0	504,000	3,253,352	3,460,085
Title I - School Improvement & Accountability	84.010A	19-4331-19	61,983	27,086	61,948	0	27,121	0	0	89,069	90,000
Subtotal - 84.010A - TITLE I GRANTS TO LOCAL EDUCATION AGENCIES			2,973,593	3,188,031	2,834,482	0	3,099,107	0	504,000	6,437,589	
STUDENT SUPPORT AND ACADEMIC ENRICHMENT PROGRAM											
Title IV-A Student Support & Academic Enrichment	84.424A	19-4400-00	102,667	2,257	93,962	0	10,962	0	0	104,924	209,385
Title IV-A Student Support & Academic Enrichment	84.424A	20-4400-00	0	153,605	0	0	76,401	0		76,401	271,503
Subtotal - 84.424A - STUDENT SUPPORT AND ACADEMIC ENRICHMENT PROGRAM			102,667	155,862	93,962	0	87,363	0	0	181,325	
IMPROVING TEACHER QUALITY STATE GRANTS											
Title II - Teacher Quality (M)	84.367A	19-4932-00	400,941	179,333	192,271	0	388,003	0	0	580,274	748,358
Title II - Teacher Quality (M)	84.367A	20-4932-00	0	427,866	0	0	413,691	0	18,000	431,691	753,026
Subtotal - 84.367A -IMPROVING TEACHER QUALITY STATE GRANTS			400,941	607,199	192,271	0	801,694	0	18,000	1,011,965	

• **(M)** Program was audited as a major program as defined by §200.518.

***Include the total amount provided to subrecipients from each Federal program. §200.510 (b)(4).**

The accompanying notes are an integral part of this schedule.

---

[1] To meet state or other requirements, auditees may decide to include certain nonfederal awards (for example, state awards) in this schedule. If such nonfederal data are presented, they should be segregated and clearly designated as nonfederal. The title of the schedule should also be modified to indicate that nonfederal awards are included.

[2] When the CFDA number is not available, the auditee should indicate that the CFDA number is not available and include in the schedule the program's name and, if applicable, other identifying number.

[3] When awards are received as a subrecipient, the name of the pass-through entity and identifying number assigned by the pass-through entity must be included in the schedule. §200.510 (b)(2)

[4] The Uniform Guidance requires that the value of federal awards expended in the form of non-cash assistance, the amount of insurance in effect during the year, and loans or loan guarantees outstanding at year end be included in the schedule and suggests to include the amounts in the SEFA notes.

Community Unit School District No. 300
31-045-3000-26
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
Year Ending June 30, 2020

Federal Grantor/Pass-Through Grantor Program or Cluster Title and Major Program Designation	CFDA Number[2] (A)	ISBE Project # (1st 8 digits) or Contract #[3] (B)	Receipts/Revenues Year 7/1/18-6/30/19 (C)	 Year 7/1/19-6/30/20 (D)	Expenditure/Disbursements[4] Year 7/1/18-6/30/19 (E)	 Year 7/1/18-6/30/19 Pass through to Subrecipients	 Year 7/1/19-6/30/20 (F)	 Year 7/1/19-6/30/20 Pass through to Subrecipients	Obligations/ Encumb. (G)	Final Status (E)+(F)+(G) (H)	Budget (I)
ENGLISH LANGUAGE ACQUISITION STATE GRANTS											
Title III - Immigrant Education Program	84.365A	19-4905-00	11,547	11,803	10,116	0	13,234	0	0	23,350	35,850
Title III - Immigrant Education Program	84.365A	20-4905-00	0	12,500	0	0	12,500	0	0	12,500	12,500
Title III - LIPLEPS	84.365A	19-4909-00	350,607	5,498	350,607	0	5,498	0	0	356,105	404,738
Title III - LIPLEPS	84.365A	20-4909-00	0	400,263	0	0	386,442	0	0	386,442	401,033
Subtotal - 84.365A -ENGLISH LANGUAGE ACQUISITION STATE GRANTS			362,154	430,064	360,723	0	417,674	0	0	778,397	
IDEA CLUSTER											
SPECIAL EDUCATION PRESCHOOL GRANTS											
Fed.-Sp.Ed. - Pre-School Flow Through (M)	84.173A	19-4600-00	72,732	0	72,612	0	120	0	0	72,732	165,349
Fed.-Sp.Ed. - Pre-School Flow Through (M)	84.173A	20-4600-00	0	26,157	0	0	26,157	0	536	26,693	204,261
Subtotal - 84.173A - SPECIAL EDUCATION PRESCHOOL GRANTS			72,732	26,157	72,612	0	26,277	0	536	99,425	
SPECIAL EDUCATION GRANTS TO STATES											
IDEA Flow-Through (M)	84.027A	19-4620-00	3,986,970	92,425	3,986,970	0	92,425	0	0	4,079,395	5,151,107
IDEA Flow-Through (M)	84.027A	20-4620-00	0	4,329,488	0	0	4,329,488	0	61,389	4,390,877	5,178,247
IDEA Flow-Through (M)	84.027A	20-4620-EI	0	8,022	0	0	8,022	0	0	8,022	370,380
Subtotal - 84.027A - IDEA Flow Through			3,986,970	4,429,935	3,986,970	0	4,429,935	0	61,389	8,478,294	

• **(M)** Program was audited as a major program as defined by §200.518.

***Include the total amount provided to subrecipients from each Federal program. §200.510 (b)(4).**

The accompanying notes are an integral part of this schedule.

---

[1] To meet state or other requirements, auditees may decide to include certain nonfederal awards (for example, state awards) in this schedule. If such nonfederal data are presented, they should be segregated and clearly designated as nonfederal. The title of the schedule should also be modified to indicate that nonfederal awards are included.

[2] When the CFDA number is not available, the auditee should indicate that the CFDA number is not available and include in the schedule the program's name and, if applicable, other identifying number.

[3] When awards are received as a subrecipient, the name of the pass-through entity and identifying number assigned by the pass-through entity must be included in the schedule. §200.510 (b)(2)

[4] The Uniform Guidance requires that the value of federal awards expended in the form of non-cash assistance, the amount of insurance in effect during the year, and loans or loan guarantees outstanding at year end be included in the schedule and suggests to include the amounts in the SEFA notes.

Community Unit School District No. 300
31-045-3000-26
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
Year Ending June 30, 2020

Federal Grantor/Pass-Through Grantor Program or Cluster Title and Major Program Designation	CFDA Number[2] (A)	ISBE Project # (1st 8 digits) or Contract #[3] (B)	Receipts/Revenues Year 7/1/18-6/30/19 (C)	 Year 7/1/19-6/30/20 (D)	Expenditure/Disbursements[4] Year 7/1/18-6/30/19 (E)	 Year 7/1/18-6/30/19 Pass through to Subrecipients	 Year 7/1/19-6/30/20 (F)	 Year 7/1/19-6/30/20 Pass through to Subrecipients	Obligations/ Encumb. (G)	Final Status (E)+(F)+(G) (H)	Budget (I)
SPECIAL EDUCATION GRANTS TO STATES											
IDEA Room & Board (M)	84.027A	19-4625-XC	0	211,378	0	0	211,378	0	0	211,378	N/A
IDEA Room & Board (M)	84.027A	19-4625-00	392,947	151,375	392,947	0	151,375	0	0	544,322	N/A
IDEA Room & Board (M)	84.027A	20-4625-00	0	575,925	0	0	575,925	0	0	575,925	N/A
Subtotal - 84.027A - IDEA Room & Board			392,947	938,678	392,947	0	938,678	0	0	1,331,625	
Subtotal - IDEA CLUSTER			4,452,649	5,394,770	4,452,529	0	5,394,890	0	61,925	9,909,344	
PRESCHOOL DEVELOPMENT GRANTS											
Preschool Expansion Grant	84.419B	19-4902-PE	659,304	103,739	649,863	0	113,180	0	0	763,043	776,534
Preschool Expansion Grant	84.419B	20-4902-PE	0	283,288		0	283,288	0	0	283,288	0
Subtotal - 84.419B - PRESCHOOL DEVELOPMENT GRANTS			659,304	387,027	649,863	0	396,468	0	0	1,046,331	776,534
U.S. Department of Education Passed Through Northern Kane County Regional Vocational System:											
CAREER AND TECHNICAL EDUCATION BASIC GRANTS TO STATES											
Title II- Carl Perkins Grant	84.048	19-4745-00	176,605	87,676	176,605	0	87,676	0	0	264,281	N/A
Title II- Carl Perkins Grant	84.048	20-4745-00	0	99,509	0	0	99,509	0	0	99,509	N/A
Subtotal - 84.048 - CAREER AND TECHNICAL EDUCATION BASIC GRANTS TO STATES			176,605	187,185	176,605	0	187,185	0	0	363,790	

• **(M)** Program was audited as a major program as defined by §200.518.

***Include the total amount provided to subrecipients from each Federal program. §200.510 (b)(4).**

The accompanying notes are an integral part of this schedule.

---

[1] To meet state or other requirements, auditees may decide to include certain nonfederal awards (for example, state awards) in this schedule. If such nonfederal data are presented, they should be segregated and clearly designated as nonfederal. The title of the schedule should also be modified to indicate that nonfederal awards are included.

[2] When the CFDA number is not available, the auditee should indicate that the CFDA number is not available and include in the schedule the program's name and, if applicable, other identifying number.

[3] When awards are received as a subrecipient, the name of the pass-through entity and identifying number assigned by the pass-through entity must be included in the schedule. §200.510 (b)(2)

[4] The Uniform Guidance requires that the value of federal awards expended in the form of non-cash assistance, the amount of insurance in effect during the year, and loans or loan guarantees outstanding at year end be included in the schedule and suggests to include the amounts in the SEFA notes.

Community Unit School District No. 300
31-045-3000-26
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
Year Ending June 30, 2020

Federal Grantor/Pass-Through Grantor Program or Cluster Title and Major Program Designation	CFDA Number[2] (A)	ISBE Project # (1st 8 digits) or Contract #[3] (B)	Receipts/Revenues Year 7/1/18-6/30/19 (C)	Receipts/Revenues Year 7/1/19-6/30/20 (D)	Expenditure/Disbursements[4] Year 7/1/18-6/30/19 (E)	Expenditure/Disbursements[4] Year 7/1/18-6/30/19 Pass through to Subrecipients	Expenditure/Disbursements[4] Year 7/1/19-6/30/20 (F)	Expenditure/Disbursements[4] Year 7/1/19-6/30/20 Pass through to Subrecipients	Obligations/ Encumb. (G)	Final Status (E)+(F)+(G) (H)	Budget (I)
U.S. Dept. of Education - Passed through Illinois Department of Human Services											
REHABILITATION SERVICES VOCATIONAL REHABILITATION GRANTS TO STATES											
Secondary Transition Experience Program	84.126	19-4950-00	28,080	0	28,080	0	0	0	0	28,080	N/A
Secondary Transition Experience Program	84.126	20-4950-00	0	52,299	0	0	52,299	0	0	52,299	N/A
Subtotal - 84.126 - REHABILITATION SERVICES VOCATIONAL REHABILITATION			28,080	52,299	28,080	0	52,299	0	0	80,379	
Subtotal - U.S. Department of Education			9,155,993	10,402,437	8,788,515	0	10,436,680	0	583,925	19,809,120	
U.S. Department of Agriculture Passed Through Illinois State Board of Education										0	
CHILD NUTRITION CLUSTER											
NATIONAL SCHOOL LUNCH PROGRAM											
National School Lunch Program	10.555	19-4210-00	3,229,314	822,460	3,229,314	0	822,460	0	0	4,051,774	N/A
National School Lunch Program	10.555	20-4210-00	0	2,363,695	0	0	2,363,695	0	0	2,363,695	N/A
Non-Cash Commodities	10.555	19-4999-00	379,056	0	379,056	0	0	0	0	379,056	N/A
Non-Cash Commodities	10.555	20-4999-00	0	326,237	0	0	326,237	0	0	326,237	N/A
U.S. Department of Defense Passed Through the Illinois State Board of Education											
NATIONAL SCHOOL LUNCH PROGRAM											
Non-Cash Commodities-Department of Defense Fresh Fruits and Vegetables	10.555	19-4999-00	157,522	0	157,522	0	0	0	0	157,522	N/A
Non-Cash Commodities-Department of Defense Fresh Fruits and Vegetables	10.555	20-4999-00	0	133,732	0	0	133,732	0	0	133,732	N/A
Subtotal - 10.555 - NATIONAL SCHOOL LUNCH PROGRAM			3,765,892	3,646,124	3,765,892	0	3,646,124	0	0	7,412,016	

• **(M)** Program was audited as a major program as defined by §200.518.

***Include the total amount provided to subrecipients from each Federal program. §200.510 (b)(4).**

The accompanying notes are an integral part of this schedule.

[1] To meet state or other requirements, auditees may decide to include certain nonfederal awards (for example, state awards) in this schedule. If such nonfederal data are presented, they should be segregated and clearly designated as nonfederal. The title of the schedule should also be modified to indicate that nonfederal awards are included.

[2] When the CFDA number is not available, the auditee should indicate that the CFDA number is not available and include in the schedule the program's name and, if applicable, other identifying number.

[3] When awards are received as a subrecipient, the name of the pass-through entity and identifying number assigned by the pass-through entity must be included in the schedule. §200.510 (b)(2)

[4] The Uniform Guidance requires that the value of federal awards expended in the form of non-cash assistance, the amount of insurance in effect during the year, and loans or loan guarantees outstanding at year end be included in the schedule and suggests to include the amounts in the SEFA notes.

Community Unit School District No. 300
31-045-3000-26
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
Year Ending June 30, 2020

Federal Grantor/Pass-Through Grantor Program or Cluster Title and Major Program Designation	CFDA Number[2] (A)	ISBE Project # (1st 8 digits) or Contract #[3] (B)	Receipts/Revenues Year 7/1/18-6/30/19 (C)	Receipts/Revenues Year 7/1/19-6/30/20 (D)	Expenditure/Disbursements[4] Year 7/1/18-6/30/19 (E)	Expenditure/Disbursements[4] Year 7/1/18-6/30/19 Pass through to Subrecipients	Expenditure/Disbursements[4] Year 7/1/19-6/30/20 (F)	Expenditure/Disbursements[4] Year 7/1/19-6/30/20 Pass through to Subrecipients	Obligations/ Encumb. (G)	Final Status (E)+(F)+(G) (H)	Budget (I)
U.S. Department of Agriculture Passed Through Illinois State Board of Education											
SCHOOL BREAKFAST PROGRAM											
School Breakfast Program	10.553	19-4220-00	972,430	228,501	972,430	0	228,501	0		1,200,931	N/A
School Breakfast Program	10.553	20-4220-00	0	695,687	0	0	695,687	0		695,687	N/A
Subtotal - 10.553 - SCHOOL BREAKFAST PROGRAM			972,430	924,188	972,430	0	924,188	0	0	1,896,618	
SUMMER FOOD SERVICE PROGRAM FOR CHILDREN											
Summer Food Service Program	10.559	19-4225-00	94,862	0	94,862	0	0	0	0	94,862	N/A
Summer Food Service Program	10.559	20-4225-00	0	1,163,409	0	0	1,163,409	0	0	1,163,409	N/A
Subtotal - 10.559 - SUMMER FOOD SERVICE PROGRAM FOR CHILDREN			94,862	1,163,409	94,862	0	1,163,409	0	0	1,258,271	0
Subtotal - Child Nutrition Cluster			4,833,184	5,733,721	4,833,184	0	5,733,721	0	0	10,566,905	
CHILD AND ADULT CARE FOOD PROGRAM											
Child & Adult Care Food Program	10.558	19-4226-00	305,049	62,114	305,049	0	62,114	0	0	367,163	N/A
Child & Adult Care Food Program	10.558	20-4226-00	0	293,984	0	0	293,984	0	0	293,984	N/A
Subtotal - 10.558 - CHILD AND ADULT CARE FOOD PROGRAM			305,049	356,098	305,049	0	356,098	0	0	661,147	

• **(M)** Program was audited as a major program as defined by §200.518.

***Include the total amount provided to subrecipients from each Federal program. §200.510 (b)(4).**

The accompanying notes are an integral part of this schedule.

---

[1] To meet state or other requirements, auditees may decide to include certain nonfederal awards (for example, state awards) in this schedule. If such nonfederal data are presented, they should be segregated and clearly designated as nonfederal. The title of the schedule should also be modified to indicate that nonfederal awards are included.

[2] When the CFDA number is not available, the auditee should indicate that the CFDA number is not available and include in the schedule the program's name and, if applicable, other identifying number.

[3] When awards are received as a subrecipient, the name of the pass-through entity and identifying number assigned by the pass-through entity must be included in the schedule. §200.510 (b)(2)

[4] The Uniform Guidance requires that the value of federal awards expended in the form of non-cash assistance, the amount of insurance in effect during the year, and loans or loan guarantees outstanding at year end be included in the schedule and suggests to include the amounts in the SEFA notes.

Community Unit School District No. 300
31-045-3000-26
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
Year Ending June 30, 2020

Federal Grantor/Pass-Through Grantor Program or Cluster Title and Major Program Designation	CFDA Number[2] (A)	ISBE Project # (1st 8 digits) or Contract #[3] (B)	Receipts/Revenues Year 7/1/18-6/30/19 (C)	Receipts/Revenues Year 7/1/19-6/30/20 (D)	Expenditure/Disbursements[4] Year 7/1/18-6/30/19 (E)	Expenditure/Disbursements[4] Year 7/1/18-6/30/19 Pass through to Subrecipients	Expenditure/Disbursements[4] Year 7/1/19-6/30/20 (F)	Expenditure/Disbursements[4] Year 7/1/19-6/30/20 Pass through to Subrecipients	Obligations/ Encumb. (G)	Final Status (E)+(F)+(G) (H)	Budget (I)
FRESH FRUIT AND VEGETABLE PROGRAM											
Fresh Fruits and Vegetables	10.582	19-4240-18	2,604	0	2,604	0	0	0	0	2,604	N/A
Fresh Fruits and Vegetables	10.582	19-4240-19	13,513	0	13,513	0	0	0	0	13,513	N/A
Fresh Fruits and Vegetables	10.582	19-4240-20	0	7,053	0	0	7,053	0	0	7,053	N/A
Fresh Fruits and Vegetables	10.582	20-4240-20	0	20,303	0	0	20,303	0	0	20,303	N/A
Subtotal - 10.582 - FRESH FRUIT AND VEGETABLE PROGRAM			16,117	27,356	16,117	0	27,356	0	0	43,473	

• **(M)** Program was audited as a major program as defined by §200.518.

***Include the total amount provided to subrecipients from each Federal program. §200.510 (b)(4).**

The accompanying notes are an integral part of this schedule.

---

[1] To meet state or other requirements, auditees may decide to include certain nonfederal awards (for example, state awards) in this schedule. If such nonfederal data are presented, they should be segregated and clearly designated as nonfederal. The title of the schedule should also be modified to indicate that nonfederal awards are included.

[2] When the CFDA number is not available, the auditee should indicate that the CFDA number is not available and include in the schedule the program's name and, if applicable, other identifying number.

[3] When awards are received as a subrecipient, the name of the pass-through entity and identifying number assigned by the pass-through entity must be included in the schedule. §200.510 (b)(2)

[4] The Uniform Guidance requires that the value of federal awards expended in the form of non-cash assistance, the amount of insurance in effect during the year, and loans or loan guarantees outstanding at year end be included in the schedule and suggests to include the amounts in the SEFA notes.

Community Unit School District No. 300
31-045-3000-26
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
Year Ending June 30, 2020

Federal Grantor/Pass-Through Grantor Program or Cluster Title and Major Program Designation	CFDA Number[2] (A)	ISBE Project # (1st 8 digits) or Contract #[3] (B)	Receipts/Revenues Year 7/1/18-6/30/19 (C)	Receipts/Revenues Year 7/1/19-6/30/20 (D)	Expenditure/Disbursements[4] Year 7/1/18-6/30/19 (E)	Expenditure/Disbursements[4] Year 7/1/18-6/30/19 Pass through to Subrecipients	Expenditure/Disbursements[4] Year 7/1/19-6/30/20 (F)	Expenditure/Disbursements[4] Year 7/1/19-6/30/20 Pass through to Subrecipients	Obligations/ Encumb. (G)	Final Status (E)+(F)+(G) (H)	Budget (I)
U.S. Department of Health and Human Services Passed through Illinois Department of Healthcare and Family Services:											
MEDICAL ASSISTANCE PROGRAM											
Medicaid Matching - Administrative Outreach	93.778	19-4991-00	617,686	0	617,686	0	0	0	0	617,686	N/A
Medicaid Matching - Administrative Outreach	93.778	20-4991-00	0	667,264	0	0	667,264	0	0	667,264	N/A
Subtotal - 93.778 - MEDICAL ASSISTANCE PROGRAM			617,686	667,264	617,686	0	667,264	0	0	1,284,950	
Total All Federal Awards			14,928,029	17,186,876	14,560,551	0	17,221,119	0	583,925	32,365,595	

• **(M)** Program was audited as a major program as defined by §200.518.

***Include the total amount provided to subrecipients from each Federal program. §200.510 (b)(4).**

The accompanying notes are an integral part of this schedule.

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[1] To meet state or other requirements, auditees may decide to include certain nonfederal awards (for example, state awards) in this schedule. If such nonfederal data are presented, they should be segregated and clearly designated as nonfederal. The title of the schedule should also be modified to indicate that nonfederal awards are included.

[2] When the CFDA number is not available, the auditee should indicate that the CFDA number is not available and include in the schedule the program's name and, if applicable, other identifying number.

[3] When awards are received as a subrecipient, the name of the pass-through entity and identifying number assigned by the pass-through entity must be included in the schedule. §200.510 (b)(2)

[4] The Uniform Guidance requires that the value of federal awards expended in the form of non-cash assistance, the amount of insurance in effect during the year, and loans or loan guarantees outstanding at year end be included in the schedule and suggests to include the amounts in the SEFA notes.

Community Unit School District No. 300
31-045-3000-26
NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS (SEFA)
Year Ending June 30, 2020

Note 1: Basis of Presentation[5]

The accompanying Schedule of Expenditures of Federal Awards includes the federal grant activity of Community Unit School District No. 300 and is presented on the modified accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of the Office of Management and Budget Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

Note 2: Indirect Facilities & Administration costs[6]

Auditee elected to use 10% de minimis cost rate? _____ YES X NO

Note 3: Subrecipients

Of the federal expenditures presented in the schedule, Community Unit School District No. 300 provided federal awards to subrecipients as follows:

Program Title/Subrecipient Name	Federal CFDA Number	Amount Provided to Subrecipient
None		

Note 4: Non-Cash Assistance

The following amounts were expended in the form of non-cash assistance by Community Unit School District No. 300 and **should be** included in the Schedule of Expenditures of Federal Awards:

NON-CASH COMMODITIES (CFDA 10.555)**:	$326,237		
OTHER NON-CASH ASSISTANCE - DEPT. OF DEFENSE FRUITS & VEGETABLES	$133,732	Total Non-Cash	**$459,969**

Note 5: Other Information

Insurance coverage in effect paid with Federal funds during the fiscal year:

Property	$0
Auto	$0
General Liability	$0
Workers Compensation	$0
Loans/Loan Guarantees Outstanding at June 30:	$0
District had Federal grants requiring matching expenditures	No (Yes/No)

****** The amount reported here should match the value reported for non-cash Commodities on the Indirect Cost Rate Computation page.

[5] This note is included to meet the Uniform Guidance requirement that the schedule include notes that describe the significant accounting policies used in preparing the schedule. (§200.510 (b)(6))

[6] The Uniform Guidance requires the Schedule of Expenditures of Federal Awards to note whether or not the auditee elected to use the 10% de minimis cost rate as covered in §200.414 Indirect (F&A) costs. §200.510 (b)(6)

Community Unit School District No. 300
31-045-3000-26
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
Year Ending June 30, 2020

SECTION I - SUMMARY OF AUDITOR'S RESULTS

FINANCIAL STATEMENTS

Type of auditor's report issued: Unmodified
(Unmodified, Qualified, Adverse, Disclaimer)

INTERNAL CONTROL OVER FINANCIAL REPORTING:

- Material weakness(es) identified? ___ YES X None Reported
- Significant Deficiency(s) identified that are not considered to be material weakness(es)? ___ YES X None Reported
- Noncompliance material to the financial statements noted? ___ YES X NO

FEDERAL AWARDS

INTERNAL CONTROL OVER MAJOR PROGRAMS:

- Material weakness(es) identified? ___ YES X None Reported
- Significant Deficiency(s) identified that are not considered to be material weakness(es)? ___ YES X None Reported

Type of auditor's report issued on compliance for major programs: Unmodified
(Unmodified, Qualified, Adverse, Disclaimer[7])

Any audit findings disclosed that are required to be reported in accordance with §200.516 (a)? ___ YES X NO

IDENTIFICATION OF MAJOR PROGRAMS:[8]

CFDA NUMBER(S)[9]	NAME OF FEDERAL PROGRAM or CLUSTER[10]	AMOUNT OF FEDERAL PROGRAM
84.027A & 84.173A	IDEA Cluster	5,394,890
84.367A	Title II - Teacher Quality	801,694
	Total Amount Tested as Major	$6,196,584

Total Federal Expenditures for 7/1/19-6/30/20 $17,221,119

% tested as Major **35.98%**

Dollar threshold used to distinguish between Type A and Type B programs: $750,000.00

Auditee qualified as low-risk auditee? X YES ___ NO

[7] If the audit report for one or more major programs is other than unmodified, indicate the type of report issued for each program. Example: "Unmodified for all major programs except for [name of program], which was modified and [name of program], which was a disclaimer."

[8] Major programs should generally be reported in the same order as they appear on the SEFA.

[9] When the CFDA number is not available, include other identifying number, if applicable.

[10] The name of the federal program or cluster should be the same as that listed in the SEFA. For clusters, auditors are only required to list the name of the cluster.

Community Unit School District No. 300
31-045-3000-26
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
Year Ending June 30, 2020

SECTION II - FINANCIAL STATEMENT FINDINGS

1. FINDING NUMBER:[11] **2020- N/A** **2. THIS FINDING IS:** ☐ New ☐ **Repeat from Prior Year?**
Year originally reported?

3. Criteria or specific requirement

4. Condition

5. Context[12]

6. Effect

7. Cause

8. Recommendation

9. Management's response[13]

[11] A suggested format for assigning reference numbers is to use the digits of the fiscal year being audited followed by a numeric sequence of findings. For example, findings identified and reported in the audit of fiscal year 2018 would be assigned a reference number of 2018-001, 2018-002, etc. The sheet is formatted so that only the number need be entered (1, 2, etc.).

[12] Provide sufficient information for judging the prevalence and consequences of the finding, such as relation to universe of costs and/or number of items examined and quantification of audit findings in dollars.

[13] See §200.521 *Management decision* for additional guidance on reporting management's response.

Community Unit School District No. 300
31-045-3000-26
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
Year Ending June 30, 2020

SECTION III - FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

1. FINDING NUMBER:[14] **2020- N/A** **2. THIS FINDING IS:** ☐ New ☐ Repeat from Prior year?
Year originally reported? _____

3. Federal Program Name and Year: _____

4. Project No.: _____ **5. CFDA No.:** _____

6. Passed Through: _____

7. Federal Agency: _____

8. Criteria or specific requirement (including statutory, regulatory, or other citation)

9. Condition[15]

10. Questioned Costs[16]

11. Context[17]

12. Effect

13. Cause

14. Recommendation

15. Management's response[18]

[14] See footnote 11.
[15] Include facts that support the deficiency identified on the audit finding (§200.516 (b)(3)).
[16] Identify questioned costs as required by §200.516 (a)(3 - 4).
[17] See footnote 12.
[18] To the extent practical, indicate when management does not agree with the finding, questioned cost, or both.

Community Unit School District No. 300
31-045-3000-26
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS[19]
Year Ending June 30, 2020

[If there are no prior year audit findings, please submit schedule and indicate **NONE**]

Finding Number	Condition	Current Status[20]
NONE		

When possible, all prior findings should be on the same page

[19] Explanation of this schedule - §200.511 (b)

[20] Current Status should include one of the following:

- A statement that corrective action was taken
- A description of any partial or planned corrective action
- An explanation if the corrective action taken was significantly different from that previously reported or in the management decision received from the pass-through entity.

MILLER COOPER & Co., Ltd

ACCOUNTANTS AND CONSULTANTS

INDEPENDENT AUDITORS' REPORT ON SUPPLEMENTARY INFORMATION

The Members of the Board of Education
Community Unit School District 300
Algonquin, Illinois

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Community Unit School District 300 (the District) as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the District's basic financial statements and have issued our report thereon dated December 4, 2020, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the basic financial statements.

The accompanying Annual Financial Report is presented for purposes of additional analysis and is not a required part of the basic financial statements. As described more fully in Note A, this regulatory-based financial report is issued to comply with regulatory provisions prescribed by the Illinois State Board of Education, which is a basis of accounting other than, and differs from, accounting principles generally accepted in the United States of America. It is intended to assure effective legislative and public oversight of school district financing and spending activities of accountable Illinois public school districts. The effects on the Annual Financial Report of the variances between these regulatory accounting practices and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

The accompanying Basic Financial Statements, Supplementary Schedules, and Notes to the Annual Financial Report, as listed in the table of contents of this Annual Financial Report, are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, that information is fairly stated in all material respects in relation to the basic financial statements as a whole.

The financial profile information, estimated financial profile summary, statistical section, report on shared services or outsourcing, administrative cost worksheet, itemization schedule, reference page, deficit reduction calculation, Audit Checklist/Balancing Schedule, Single Audit Information Checklist, and reconciliation of Federal Revenues, as listed in the table of contents, have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

The answers to questions contained in the "Auditor's Questionnaire" and related comments are based solely on the procedures performed and data obtained during our audit of the basic financial statements of the District as of and for the year ended June 30, 2020.

(Continued)

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Purpose of this Report

The purpose of this report is solely to comply with the regulatory provisions prescribed by the Illinois State Board of Education as described above and in Note A and not intended to be the District's primary presentation of its financial position and changes in its financial position. Accordingly, this report is not suitable for any other purpose.

MILLER, COOPER & CO., LTD.



Certified Public Accountants

Deerfield, Illinois
December 4, 2020

Community Unit School District 300

NOTE TO THE ANNUAL FINANCIAL REPORT

June 30, 2020

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

This annual financial report for Community Unit School District 300 (the District) is supplementary information and is presented to conform to the regulatory provisions prescribed by the Illinois State Board of Education (regulatory basis), which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America (GAAP), as applicable to Illinois school districts. The significant differences between this regulatory basis annual financial report and the District's annual financial statements (which are presented in accordance with GAAP) are as follows:

The District's annual financial statements contain entity-wide statements that are not included in this regulatory basis annual financial report.

This regulatory basis annual financial report uses the modified accrual basis of accounting and the annual financial statements use both the accrual and modified accrual basis of accounting.

The basic financial statements of this regulatory basis annual financial report, while similar to the governmental fund financial statements of the annual financial statements, present individual funds for Educational, Working Cash, and Tort while these funds are combined and presented as the General fund within the governmental funds of the District's annual financial statements. Additionally, the amounts presented as deferred inflows of resources on the governmental funds of the District's annual financials statements are reported as deferred revenues on this regulatory basis report.

The regulatory basis annual financial report utilizes account groups, explained below, while the annual financial statements does not.

1. General Fixed Assets and General Long-Term Debt Account Groups

   Account groups are used to establish accounting control and accountability for the District's capital assets and general long-term debt. The accounting and financial reporting treatment applied to the capital assets and long-term liabilities associated with a fund are determined by its measurement focus.

   Capital assets have been acquired for general governmental purposes. At the time of purchase, assets are recorded as expenditures paid in the governmental funds and capitalized, at cost, in the General Fixed Assets Account Group. Donated capital assets are listed at acquisition value as of the date of acquisition. Depreciation accounting is not applicable, except to determine the per capita tuition charge.

   Long-term liabilities expected to be financed from governmental funds are accounted for in the General Long-Term Debt Account Group, not in the governmental funds. The debt recorded in the District's General Long-Term Debt Account Group consists of general obligation bonds, debt certificates, QZAB bonds, capital lease and ISBE technology revolving loan.

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

1. General Fixed Assets and General Long-Term Debt Account Groups (Continued)

   The two account groups are not "funds." Account groups are concerned only with the measurement of financial position. Account Groups are not involved with measurement of the results of operations.

2. Fund Balances

   In the fund financial statements, the governmental funds report five components of fund balance: nonspendable, restricted, committed, assigned, and unassigned (the definitions for which are included in the notes in the District's annual financial statements). The Regulatory Model, followed by the District, only reports reserved and unreserved fund balances. Below are definitions of the Regulatory Basis components and a reconciliation of how these balances are reported.

   Reserved Fund Balances are those balances that are reserved for a specific purpose, other than the regular purpose of any given fund.

   Unreserved Fund Balances are those balances that are not reserved for a specific purpose, other than the regular purpose of any given fund.

   The first five columns of the following table represents Fund Balance Reporting according to GAAP. The last two columns represent Fund Balance Reporting under the regulatory basis of accounting utilized in preparation of the annual financial report.

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

2. Fund Balances (Continued)

	Generally Accepted Accounting Principles					Regulatory Basis	
Fund	Non-spendable	Restricted	Committed	Assigned	Unassigned	Reserved	Unreserved
Educational	$ 659,202	$ -	$ -	$ -	$ 65,576,043	$ 659,202	$ 65,576,043
Operations and Maintenance	-	3,096,541	-	-	-	-	3,096,541
Debt Services	-	9,357,804	-	-	-	-	9,357,804
Transportation	-	4,215,416	-	-	-	-	4,215,416
Municipal Retirement/ Social Security	-	5,760,835	-	-	-	-	5,760,835
Capital Projects	-	21,106,114	-	-	-	-	21,106,114
Working Cash	-	-	-	-	38,873,729	-	38,873,729
Tort	-	773,409	-	-	-	-	773,409
Fire Prevention and Safety	-	-	-	-	-	-	-
	$ 659,202	$ 44,310,119	$ -	$ -	$ 104,449,772	$ 659,202	$ 148,759,891

This regulatory basis annual financial report is supplementary information, and it does not contain a full set of notes. Interested users of this regulatory basis annual financial report should refer to the District's annual financial statements for the year ended June 30, 2020 which were included in this filing with the Illinois State Board of Education, for more detailed information.

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: December 1, 2020

TO: Fred Heid, Superintendent
Board of Education

FROM: Susan Harkin
Chief Operating Officer

RE: Approval of the Food Management Service COVID-19 Emergency Contract Amendment

	Presented at the following Board Meetings:	On:
	Construction/Facility	
X	**Finance**	12/01/2020
	Policy/Legislative	
	School Utilization	
X	**BOE 1st Reading**	12/08/2020
X	**BOE 2nd Reading**	12/08/2020

Background

Due to COVID-19, the USDA has modified the National School Lunch Program (NSLP). Starting in September 2020, the district began receiving the Summer Food Service Program (SFSP) reimbursement rate for all students who participate in the district's food service program independent of their free & reduced status. The district's reimbursement rate was modified as follows:

Breakfast: $2.26 to $2.33
Lunch: $3.60 to $4.0875

While the district has seen increased costs for equipment for our food service program, Aramark has seen increased costs due to shortages and high demand for food items, different packaging requirements, increased labor to support different delivery models, and enhanced cleaning procedures. Under the current USDA modifications to our meal prices, the district is allowed to increase the reimbursement rate for its food service provider. In order to help offset Aramark's increased costs, the district is recommending to increase Aramark's contract rates, effective November 1 through December 31, as follows:

Breakfast: $1.6532 to $1.7232
Lunch: $2.8281 to $3.3156

The increased cost is totally offset through the reimbursement rate that the district is receiving under the SFSP. Aramark has also agreed to enhance its menu offerings with the increased revenue to provide greater choices to our families.

We would ask to revisit extending the increased pricing after December 31 depending upon the second-semester foodservice distribution model to support the district's instructional model.

Recommendation

The administration recommends increasing the reimbursement rate to Aramark as reflected above for November 1 through December 31.



Program Results

Participation

YoY August – October

Participation decrease of 70%

Revenue

YoY August – October

Revenue decrease of 76%

** Lunch meals are 21% YoY causing a revenue loss of $.55 per meal*

719

Meal rate increase is requested to begin November 1, 2020

Reimbursement Rates

NSLP Breakfast = $2.26
SFSP Breakfast = $2.33 (+$.07)

NSLP Lunch = $3.6000
SFSP Lunch = $4.0875 (+$.4875)

Program Details

December Menu Enhancements:

- Larger variety of fruits and vegetables - Grape Tomatoes, Cinnamon Apples, Grapes, Emoji Fries
- Heartier Lunch Entrees – Salisbury Steak, Pasta with Meatballs, IW Galaxy Pizza, Calzone, Macaroni & Cheese, Meatloaf
- Winter Breakfast Entrees – IW Egg & Cheese Bosco Stick, IW Chicken Biscuit, Dutch Waffle
- Special Promotions – Hot Chocolate, Pudding Cup and Rice Krispie Treats
- Packaging costs – increase due to enhanced entrees. Example: styro foam bowls with lids will be used for pasta dishes, cinnamon apples, etc.

Service Locations / Curbside Service Times:

- Added PM curbside meal service pick-up at 4 locations
  - Monday & Thursday – Westfield / Hampshire Middle School
  - Tuesday & Friday – Meadowdale / Dundee Middle School

Satellite Locations:

* Multi-day meal packs will be prepped at 2 central locations to ensure consistency



COVID Cost Impact

Costs incurred in both curbside and in-person hybrid meal service

Manufacturer Costs

Food Price Increase Examples

* **Fresh Apples = $6.03 per cs**
- **Fresh Celery = $5.05 per cs**
- **Baby Carrots = $2.75 per cs**
- **Beef Patty = $6.75 per cs**
- **Popcorn Chicken = $4.10 per cs**
- **Chicken Patty = $11.64 per cs**
- **Corn Dogs $3.70 per cs**
- **Pop Tarts = $2.28 per cs**
- **Ketchup PC = $15.73 per cs**
- **String Cheese = $1.19 per cs**
- **Hot Dog Buns = $2.46 per cs**
- **Shredded Cheddar = $1.77 per cs**

Packaging Costs

Required Packaging Examples

Average cost of additional packaging per meal is $.015-$.07 depending on menu

- **Every entrée is now pre-wrapped / plastic container**
- **All hot vegetables are now bagged/pre-cupped**
- **Styro-foam bowls/lids will be used for pasta dishes, side dishes, etc.**
- **Styro-foam cups/lids will be used for soup.**
- **Plastic hinged containers are used for nacho kits, tacos, etc.**
- **Plastic Cups with Lids for side items in nacho kits, tacos, etc.**

Paper / Chemical Costs

Paper Cost/Increase Examples

- **Saddle Bag Price Increase = $10.19 per case**
- **Pre-Wrapped Cutlery Increase = $2.95 per cs**
- **Styro Foam Bowl with Lid = $.07 per item**
- **Hinged Container = $.08 each**
- **Plastic Hinged Container =**
- **Plastic Cups with Lid = $.036**

Price Increase Example

- **Gloves - $55.56 per cs**
- **Dish Detergent = $1.75 per cs**
- **Sanitizer = $.73 per case**
- **Rinse Aid = $4.82 per case**

Note: As manufactures struggle to keep pace with specified products and reduce SKUs, we are forced to purchase higher unplanned cost substitutions beyond the increases listed above.

Labor Details

Labor Costs

YOY August – October reflect a 4% hourly labor increase

(K-3 in person on site a total of 8 days)

Support costs for auxiliary programs with minimal participation – daycares, self-contained, bus, B&G Club.

B&G Clubs

- *COVID Service - staff onsite from 9-1 to provide breakfast, lunch, snack and dinner and completion of tic sheets*
- *Pre-COVID service – snacks/dinner meals were delivered only*

Daycares/Self Contained Programs

- *COVID Service – staff onsite from 7-1 to provide breakfast, lunch meals and completion of tic sheets – participation is inconsistent*
- *Pre-COVID service – meals were included in regular meal service to all grade levels*

Bus Delivery

- *COVID Service – 1 staff member assigned to bus as support and completion of tic sheets*

Hourly labor spend increase is planned with in-person learning hybrid model with classroom delivery with lower overall participation

Labor Costs for Enhanced Menu:

- *labor costs per meal are higher for COVID enhanced menus due to the need to prep/cool/package/freeze curbside entrees (pasta) versus preparing and serving students immediately. In-person service labor costs remain high due to the need to prep/package for classroom delivery even when eating in a classroom or grab n go.*

COVID-19 Emergency Contract Amendment for School Year 2020-2021
Food Management Services/ Vended Meals Services
Nonprofit Food Service Program

This document contains the fixed price per meal rates and fees for the contract of food management services/ vended meals services for nonprofit food service programs for the period beginning November 1, 2020 through December 31st 2020, and shall not exceed the original contract renewal end date for school year 2020-2021. The terms and conditions of the original contract are applicable to this contract amendment. Upon acceptance, this document shall constitute a contract amendment between the Food Service Management Company (FSMC)/ Vended Meals Company (Vendor) and the School Food Authority (SFA).

The FSMC/Vendor shall not plead misunderstanding or deception because of the character, location, or other conditions pertaining to the contract.

PER MEAL PRICES MUST BE CALCULATED AS IF NO USDA COMMODITIES WILL BE RECEIVED

	2020-2021 Contract Rate [2]	Model 1 Transition Rate [3]	Model 2 Transition Rate [4]
1. Reimbursable Breakfasts with Milk	1. $1.6532	1. $1.6532	1. $1.6532
2. Reimbursable Lunches [1] with Milk	2. $2.8281	2. $2.8281	2. $2.8281
3. Reimbursable Breakfasts without Milk	3. _____	3. _____	3. _____
4. Reimbursable Lunches [1] without Milk	4. _____	4. _____	4. _____
5. Management Fee per School Meal (Breakfasts and Lunches)	5. _____	5. _____	5. _____
6. A la Carte Equivalents Fee [1]	6. $2.8281	6. $2.8281	6. $2.8281
7. Reimbursable After-School Snack	7. $0.9233	7. $0.9233	7. $0.9233
8. Special Milk	8. _____	8. _____	8. _____
9. Reimbursable After-School Supper	9. $3.4775	9. $3.4775	9. $3.4775
10. Reimbursable Summer Breakfast (SFSP)	10. $1.6532	10. $1.7232	10. $1.7232
11. Reimbursable Summer Lunch (SFSP)	11. $2.8281	11. $3.3156	11. $3.3156

[1] **Reimbursable Lunch and A la Carte Equivalents Fee Rates must be the same.**
[2] **Rates must be per 2020-21 contract renewal terms as per the original contract.**
[3] **Rates must be a fixed price per meal based on a blended in-person and remote learning day plan.**
[4] **Rates must be a fixed price per meal based on a full remote plan where the school district no longer has in-person instruction, or transitioned into the Summer Food Service Program (SFSP) or Seamless Summer Option (SSO)**

Aramark Educational Services, LLC
Food Service Management Company/ Vended Meals Company

2400 Market Street
Street Address

Philadelphia	PA	19103
City	State	Zip Code

By submission of this contract amendment, the FSMC/Vendor certifies that the FSMC/Vendor shall operate in accordance with all applicable current Child Nutrition Program rules and regulations. This amendment shall not exceed the original contract renewal end date for school year 2020-2021.

Dave Parsonage	Vice President	11/23/20
Authorized Signature of FSMC/ Vendor	Title	Date

Acceptance of Contract Amendment

Community Unit School District 300		**31-045-3000-26**
School Food Authority (SFA)		**Agreement Number (RCDT Code)**

Authorized Signature of SFA	**Title**	**Date**

This form may not be revised without permission from the Illinois State Board of Education Nutrition Division. Updated 7/2020

COVID-19 Emergency Contract Amendment for School Year 2020-2021
Food Management Services/ Vended Meals Services
Nonprofit Food Service Program

The COVID-19 Emergency Contract Amendment Certification Statement for School Year 2020–2021 must be completed and signed by the School Food Authority's (SFA's) authorized representative.

School Food Authority Information

Agreement Number (RCDT Code) 31-045-3000-26_____

School Food Authority Name Community Unit School District 300_____

Certification Statement

Under the provisions of the United States Department of Agriculture, Food and Nutrition Service, I certify as a sponsor in the Child Nutrition Programs all information contained in the executed **COVID-19 Emergency Contract Amendment Form for School Year 2020–2021** is true and accurate.

I understand the nonprofit school food service program account cannot be used to pay for unallowable contract costs. As the authorized representative for the school food authority noted above, I will ensure operation of the nonprofit school food service program, including use of nonprofit school food service program account funds, is in compliance with the rules and regulations of the Illinois State Board of Education and the United States Department of Agriculture regarding Child Nutrition Programs.

I understand revisions cannot be made to the executed *Invitation for Bid and Contract* without first submitting proposed revisions to the Illinois State Board of Education Nutrition Department for review and receiving written notification the proposed revisions are allowable within the regulatory guidelines. Furthermore, I understand additional documents and/or agreements, including those developed by the contractor, cannot become part of the executed contract.

I understand all contract information provided to the Illinois State Board of Education Nutrition Department is being given in connection with the receipt of federal funds and deliberate misrepresentation may subject me to prosecution under applicable state and federal criminal statutes. Further, I understand such misrepresentation could result in the loss of federal and state funding received by the school food authority for School-Based Child Nutrition Programs.

SFA Authorized Representative Signature	Title	E-mail	Date
_____	_____	_____	_____

Please submit signed copies of the following documents only once. For example, do not email and mail. Only one copy of documents is necessary. All original documents should be retained in the SFA's files.

- COVID-19 Contract Amendment (page 1)
- COVID-19 Contract Amendment Certification Statement (page 2)

Mail or email to: Nutrition Department
Illinois State Board of Education
100 North First Street W270
Springfield, IL 62777-0001
Email: nutritionprocurement@isbe.net

ISBE USE ONLY		
Approved By:		Date:

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: December 1, 2020

TO: Fred Heid, Superintendent
Board of Education

FROM: Dan Opels
Executive Director of Facilities

SUBJECT: 2021 Summer Bid Release 1
Legat (HMS Cafeteria and Corridor Floor...g)

	Presented at the following Board Meetings:	On:
X	**Construction/Facility**	12/01/2020
	Finance	
	Policy/Legislative	
	School Utilization	
X	**BOE 1st Reading**	12/08/2020
X	**BOE 2nd Reading**	12/08/2020

Background
As part of District 300's master facility plan and in conjunction with LAMP Inc, Bid release 1 for the 2021 summer capital projects work includes a cafeteria and corridor flooring demolition and replacement at Hampshire Middle School.

Timeline
The documents for this project were developed in October 2020. Bids were returned on November 18th, with five (5) qualified contractors submitting bids for the demolition and nine (9) qualified contractors submitting bids for the flooring replacement. Johler Demolition is the lowest responsible bidder for the demolition, and Douglas Floor Covering is the lowest responsible bidder for flooring install.

Administration Recommendation
Administration recommends approving the contract for Demolition, Bid Package #1, to Johler Demolition Inc., from Arlington Heights, IL, for the contract amount of $27,775.
Administration recommends approving the contract for Flooring Installation, Bid Package #1, to Douglas Floor Covering, from Batavia, IL, for the contract amount of $60,350.
The entire contract recommendation for BR1 is $88,125.

Recommendation

LAMP INCORPORATED
A Construction Tradition

Community Unit School District 300

2021 Summer Renovations - Bid Release 1

Wednesday, November 18, 2020 at 2:00 PM

02A-1 Demolition

LEGAT ARCHITECTS
DESIGN | PERFORMANCE | SUSTAINABILITY

Trade Contractor	Base Bid	1-2	Bond or Cert. Check	Labor Rate Sheet	Public Certificates	Combination Bid	Notes
Alpine Demolition Services, LLC	$ 50,500.00	x	x	x	x		
Break Thru Enterprises, Inc.	$ 37,200.00	x	x	x	x		
Green Demolition	$ 46,800.00	x	x	x	x		
Johler Demolition Inc.	$ 27,775.00	x	x	x	x		
Douglas Floor Covering	No Bid	x	x	x	x		
U.S. Dismantlement LLC	$ 98,000.00	1	x	x	x		
	$ 27,775.00						

LAMP INCORPORATED
A Construction Tradition

Community Unit School District 300

2021 Summer Renovations - Bid Release 1

Wednesday, November 18, 2020 at 2:00 PM

09F-1 Flooring

LEGAT ARCHITECTS
DESIGN | PERFORMANCE | SUSTAINABILITY

Trade Contractor	Base Bid	1-2	Bond or Cert. Check	Labor Rate Sheet	Public Certificates	Combination Bid	Notes
Benchmark Flooring, Inc.	$ 91,978.00	x	x	x	x		
Boss Carpet One Floor & Home, LLC	$ 92,650.00	1	x	x	x		
Commercial Flooring Contractors	No Bid	x	x	x	x		
Consolidated Flooring Chicago	$ 78,725.00	x	x	x	x		
Douglas Floor Covering	$ 60,350.00	1	x	x	x		
Libertyville Tile & Carpet	$ 69,987.00	1	x	x	x		
Noland Sales Corporation	No Bid	x	x	x	x		
Pinnacle Flooring Company	$ 78,000.00	x	x	x	x		
Rockford Carpetland USA	$ 61,000.00	x	x	x	x		
Tiles in Style	$ 64,786.00	x	x	x	x		
TSI Commerical Floor Covering, Inc.	$ 71,700.00	x	x	x	x		
	$ 60,350.00						

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: December 8, 2020

TO: Fred Heid, Superintendent
Board of Education

FROM: Dan Opels
Executive Director of Facilities

	Presented at the following Board Meetings:	On:
	Construction/Facility	12/1/2020
	Finance	
	Policy/Legislative	
	School Utilization	
X	**BOE 1st Reading**	12/08/2020
X	**BOE 2nd Reading**	12/08/2020

SUBJECT: **Time and Materials Contract Extension 2021**

Background

District 300 has previously sought contractual pricing for time and material for the following Trade Labor categories: Alarm Service Repair, Bay/Overhead Door Service & Repair, Concrete Installation, Data Cabling, Electrical, Food Service Equipment, Gutter Repair, and Installation, HVAC, Plumbing, Roofing, Sewer, Tree Maintenance and Tuck-pointing.

We currently have the option to extend those contracts for an additional year. All contractors have agreed to hold their pricing to last year's pricing and have received favorable references from district operations staff.

Recommendations

1-year Extension - First Year Extension

Administration recommends the extension of time and material contracts to the following contractors. All contracts are for a one-year period with the possibility of two renewals. These extensions are for the second of a possible of three-year period. These contracts terminate December 31, 2021.

The original scope of work was developed and bid out in November 2019 with the bid opening occurring on November 21, 2019.

Concrete Installation - Berglund Construction, Chicago, IL - Journeymen @$102.01/hr., Foremen @ $108.48/hr., and a 7.5% mark up on materials and equipment.

Gutters - Weatherguard, Elgin, IL - Apprentices 1 & 2 @$110/hr., Apprentices 3 & 4, Journeymen and Foremen @$124/hr., 20% mark up on materials and equipment

HVAC -Core Mechanical, Chicago, IL - Apprentices @$100/hr., Journeymen @ $107/hr., Foremen @$111/hr., and a 10% mark up on materials and equipment.

Plumbing - Core Mechanical, Chicago, IL - Apprentice 1 @ $85/hr., Apprentice 2 @$90/hr., Apprentice 3 @$95/hr., Apprentice 4 @$100/hr., Journeymen @$108/hr., Foremen @$115/hr., and a 10% mark up on materials and equipment.

Roofing - Weatherguard, Elgin, IL - Apprentices 1 & 2 @$65/hr., Apprentices 3 & 4 @$75/hr., Journeymen and Foremen @$90/hr., 10% mark up on materials and equipment

Sewer - Core Mechanical, Chicago, IL - Apprentice 1 @ $85/hr., Apprentice 2 @$90/hr., Apprentice 3 @$95/hr., Apprentice 4 @$100/hr., Journeymen @$108/hr., Foremen @$115/hr., and a 10% mark up on materials and equipment.

Tuck-pointing - Seyller's Tuck-pointing, Genoa, IL - Apprentices @$91.27/hr., Journeymen and Foremen @$93.57/hr., a 5% mark up on materials and a 10% mark up on equipment.

1-year Extension - Second Extension
Administration recommends the extension of time and material contracts to the following contractors. All contracts are for a one-year period with the possibility of two renewals. These extensions are for the third of a possible of three-year period. These contracts terminate December 31, 2021.

The original scope of work was developed and bid out in November 2018 with the bid opening occurring on December 6, 2018.

Alarm Service & Repair - Oak Fire and Security Systems, Homer Glen, IL - Journeymen @ $90/hr. and a 10% markups on materials and equipment.

Bay/Overhead Door Service & Repair - Superior Overhead Door, Crystal Lake, IL - Journeymen and Foremen @ $149/ hr., and a 50% markups on materials.

Data Cabling - Kellenberger Technologies, Elgin IL - Apprentice 1 @ $40/hr., Apprentice 2 @ $47/hr., Journeymen and Foremen @ $88/hr. and 10% markups on materials and equipment.

Electrical - Ron Jones Electric, South Elgin, IL -Journeymen @ $107/hr. Foremen @ $115/hr., and a 10% markups on materials and equipment.

Food Equipment Repair and Service - Authorized Food Equipment Service, Huntley, IL - Apprentices, Journeymen, and Foremen @ $80/hr., 10% markups on materials and 0% on equipment.

Tree Maintenance Services - Trees R Us, Inc., Wauconda IL, - Apprentices, Journeymen and Foremen @ $95/hr., to include all job site equipment.

Community Unit School District 300
2605 BUNKER HILL DRIVE
ALGONQUIN, IL 60102
Diane C. White, Director of Purchasing
PHONE: 847-551-8460 • FAX: 847-551-8463

October 22, 2020

Richard Fitzmaurice
Oak Fire and Security Systems
14007 S Bell Road
Homer Glen, Il 60491

Via Email: info@oakfireandsecurity.com

Labor and Material – Contract Extension / Alarm Service & Repair

Dear Mr. Fitzmaurice,

On January 8, 2019, the Board of Education awarded your firm the labor and material contract for Alarm Service & Repair through December 31, 2019. This contract stated the possibility of two (2), one-year extensions.
The district will soon be entering into new labor and material agreements for the next contract year on the services provided by companies like Oak Fire and Security Systems.

District 300 would like to continue our business relationship with Oak Fire and Security Systems with a second extension to the original contract. We are asking your firm to hold the following pricing through December 31, 2021:

HOURLY - STRAIGHT TIME		**HOURLY - OVERTIME**		**PERCENTAGE OF MARKUP**	
Apprentice 1		Apprentice 1		Materials	10% markup
Apprentice 2		Apprentice 2		Equipment	10% markup
Apprentice 3		Apprentice 3		Performance Bond	$750.00
Apprentice 4		Apprentice 4		**ADDITIONAL COMMENTS**	
Journeyman	$90.00	Journeyman	$135.00	PM / Hourly	$135.00
Foreman		Foreman		Emergency / Hourly	$135.00

Your signature below will allow us to present your submittal to the Board of Education for review and award on Tuesday, November 10, 2020.

Please return your signed response by Monday, Monday, October 26, 2020.

Sincerely,

Diane C. White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks

Diane White, Director of Purchasing

Richard Fitzmaurice
B4839D0B9F1A94C6DDDDC68B1948C6B5 contractworks

Richard Fitzmaurice

Service Contractor

Community Unit School District 300
2605 BUNKER HILL DRIVE
ALGONQUIN, IL 60102
Diane C. White, Director of Purchasing
PHONE: 847-551-8460 • FAX: 847-551-8463

February 26, 2020

Mr. Richard Fitzmaurice
Oak Fire and Security Systems
14007 S. Bell Road
Homer Glen, IL 60491

Bid – Time and Material Rates

Dear Mr. Fitzmaurice,

Congratulations! District 300 has extended the award for the Alarm portion of the Time and Material Rates bid to Oak Fire & Security! The Board of Education approved this award at the regularly scheduled meeting of January 28, 2020. All work to be performed through December 31, 2020 at an hourly rate, as indicated on your response, for the following trades and skill levels. **Alarm:** Journeyman - $90.00.

This signed letter along with the attached documents – original Bid specifications, addenda, and your final response combined serve as the contract for this project.

Please send this signed letter to:

Community Unit School District 300
Diane White, Director of Purchasing
2605 Bunker Hill Drive Algonquin,
IL. 60102

A service agreement will be issued in accordance with the terms of this contract. Please sign and return your award letter by March 6, 2020. Please submit your Certificate of Insurance naming District 300 as additional insured & performance bond no later than March 6, 2020.

This Agreement is entered into as of January 28, 2020.

Diane C. White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks
ADMINISTRATOR *(Signature)*

Diane C White, Director of Purchasing

Richard Fitzmaurice
B4839D0B9F1A94C6DDDDC68B1948C6B5 contractworks
CONTRACTOR *(Signature)*

Richard Fitzmaurice **Vice President**
(Printed name and title)

Please return your signed copy to Diane C White – bids.purchasing@d300.org
If you have any further questions regarding this contract, please feel free to contact me at (847) 551-8460.

Sincerely,

Diane C White
Diane C White, Director of Purchasing

Community Unit School District 300
2605 BUNKER HILL DRIVE
ALGONQUIN, IL 60102
Diane C. White, Director of Purchasing
PHONE: 847-551-8460 • FAX: 847-551-8463

October 25, 2019

Richard Fitzmaurice
Oak Fire and Security Systems
14007 S Bell Road
Homer Glen, Il 60491

Time and Material – Contract Extension / Alarm Systems

Dear Mr. Fitzmaurice,

The Scope of Work for the Time and Material bid of December 2018 stated the possibility of two (2), one-year extensions of last year's BOE awarded contract. The district will soon be entering into new labor and material agreements for the next contract year on the services provided by companies like Oak Fire and Security Systems.

In order for District 300 to continue our business relationship with Oak Fire and Security Systems, we are asking your firm to hold current pricing on Journeymen @ $90 / hr, and your bid of 10% mark-up on materials and equipment. If Oak Fire and Security Systems can agree to do so, pricing will be extended to December 31, 2020. If your firm can agree to hold pricing, we will present your submittal to the BOE for review and award on: Tuesday, December 10, 2019.

Please return your signed response by Monday, November 4th 2019.

Sincerely,

Diane C. White

Diane White, Director of Purchasing

Richard A. Fitzmaurice V.P.

Service Contractor

COMMUNITY UNIT SCHOOL DISTRICT 300
LABOR AND MATERIAL RATES
THURSDAY, DECEMBER 6, 2018 11:00 AM CT - Bunker Hill PDC

TRADE/SERVICE - ALARM

Vendor	Applied Communications	Oak Fire & Secutiry	Midco
HOURLY - STRAIGHT TIME			
Apprentice 1			
Apprentice 2			
Apprentice 3			
Apprentice 4			
Journeyman	$96.00	$90.00	$125.00
Foreman	$100.00		$130.00
HOURLY - OVERTIME			
Apprentice 1			
Apprentice 2			
Apprentice 3			
Apprentice 4			
Journeyman	$135.00	$135.00	$187.50
Foreman	$141.00		$195.00
PERCENTAGE OF MARKUP			
Materials	15% markup	10% markup	15% markup
Equipment	10% markup	10% markup	25% markup
Performance Bond	$500.00	$750.00	$250.00
ADDITIONAL COMMENTS			
PM / Hourly	$100.00	$135.00	$125.00
Emergency / Hourly	$141.00	$135.00	188 -250/hr 4hr min.

BID RESPONSE FORM

Time and Material Rates for : Data Cabling, Electrical, Tree Maintenance Service, Food Service Equipment Repair, Stadium Lighting Service & Repair, Asphalt Repair, Bay/Overhead Door Service & Repair, Alarm Service & Repair

Payment of Prevailing Wages IS Required

Bids are as indicated on the attached sheets are hereby presented to the Board of Education of Community Unit School District #300. It is understood that:

1. Bidders must insure they have viewed both tabs in this spreadsheet.
2. The Board of Education reserves the right to reject any and all bids and to accept all or part of any bids submitted.
3. Rates quoted shall include all charges for handling, transportation and delivery.
4. Community Unit School District #300 is Tax Exempt.
   Tax Exemption Number - E9996-0079-07.
5. Vendor is required to submit Performance Bond cost as part with their submission.

The undersigned hereby certifies that he/she has read, understands and agrees that acceptance by the Board of Education of the bidder's offer by issuance of a purchase order(s) or other document(s) will create a binding contract. Further, he/she agrees to fully comply with the specifications and other documentary forms and regulations made a part of this specific procurement of contract. The bidder must comply with all State and Federal Regulations including FEPC, the Illinois Laborer's Act and the Illinois Prevailing Wage Act, with preference to Public Act 86-799 which states "...not less than the prevailing rate of wages as found by the public body or Department of Labor or determined by the court on review shall be paid to all laborers, workers and mechanics performing work under the contract." The Illinois Department of Labor prevailing wages for the county where the project will be undertaken is posted online at https://www2.illinois.gov/idol/Laws-Rules/CONMED/pages/2018-rates.aspx

Vendor has received Addendum (IF APPLICABLE)
#1 - X #2 - _____

Oak Fire and Security Systems, Inc.
NAME OF COMPANY /CORPORATION

STREET ADDRESS:
14007 S. Bell Road

CITY:
Homer Glen

STATE:
Illinois

ZIP:
60491

TELEPHONE NUMBER:
708-301-6131

FAX NUMBER:
708-301-6149

EMAIL ADDRESS:
Info@oakfireandsecuritesystems.com

FEIN NUMBER
36-3723606

ILLINOIS LICENSE NUMBER
127-000011

BID SUBMITTED BY:
Richard F. Fitzmaurice VP
SIGNATURE OF AUTHORIZED AGENT

Richard F. Fitzmaurice VP
PLEASE TYPE OR PRINT NAME

11-15-18
DATE

**** Sealed Bids are due by 11:00AM, Thursday, December 6, 2018 ****

INSTRUCTIONS: Please fill in columns that apply to your firm. **Column V** is for vendor comments. ALL bids must be completed in the Excel spreadsheet provided and submitted in hard copy.	Vendor Name:	Oak Fire and Security Systems, Inc.
	Complete Address:	14007 S Bell Road, Suite 234 Homer Glen, IL 60491
	Phone:	708-301-6131
	Fax:	708-301-6147
	E-Mail:	Info@oakfireandsecurity systems.com
	Contact Person:	Richard R. Fitzmaurice JR

	Alarm Service & Repair		**Asphalt Repair**		**Bay/Overhead Door - Service & Repair**		**Data Cabling**	
POSITION	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME per hour**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**
Apprentice 1	$	$	$	$	$	$	$	$
Apprentice 2	$	$	$	$	$	$	$	$
Apprentice 3	$	$	$	$	$	$	$	$
Apprentice 4	$	$	$	$	$	$	$	$
Journeyman	$ 90.00	$ 135.00	$	$	$	$	$	$
Foreman	$	$	$	$	$	$	$	$
	% Markup for Materials & Equipment		**% Markup for Materials & Equipment**		**% Markup for Materials & Equipment**		**% Markup for Materials & Equipment**	
Materials	10 %		%		%		%	
Equipment	10 %		%		%		%	
Performance Bond	$ 750.00		$		$		$	
	PM Hr. Rate $/hr. - 135.00		**Truck & Driver $/hr. -**		**PM Hr. Rate $/hr. -**		**PM Hr. Rate $/hr. -**	
	Emerg. Hr. Rate $/hr. - 135.00				**Emerg. Hr. Rate $/hr. -**			

Electrical		Food Service Equipment Repair		Stadium Lighting - Service & Repair		Tree Maintenance Service		Vendor Comments
Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	
$	$	$	$	$	$	$	$	
$	$	$	$	$	$	$	$	
$	$	$	$	$	$	$	$	
$	$	$	$	$	$	$	$	
$	$	$	$	$	$	$	$	
$	$	$	$	$	$	$	$	
% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		
%		%		%		%		
%		%		%		%		
$		$		$		$		
PM Hr. Rate $/hr. -				Emerg. Hr. Rate $/hr. -				
Emerg. Hr. Rate $/hr. -								

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 11/19/2018

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

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

PRODUCER	CONTACT NAME:	
Zeiler Insurance Inc 12159 S Pulaski Rd Alsip IL 60803	PHONE (A/C, No, Ext):	FAX (A/C, No):
	E-MAIL ADDRESS:	

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : WEST BEND MUT INS CO	15350
INSURER B : TRAVELERS CAS & SURETY CO	19038
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Oak Fire and Security Systems,
14007 S Bell Rd
234
Homer Glen IL 60491

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:		Y	A143326	04/11/2018	04/11/2019	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 100,000 $ 5,000 $ 1,000,000 $ 2,000,000 $ 2,000,000
	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ $ $ $
A	[X] UMBRELLA LIAB [X] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $			A143326	04/11/2018	04/11/2019	EACH OCCURRENCE AGGREGATE	$ 3,000,000 $ 3,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [Y] if yes, describe under DESCRIPTION OF OPERATIONS below	N/A		UB9G075007	04/11/2018	04/11/2019	[X] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000

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

Additional insured pertaining to general liability, solely with respects to liability arising out of the named insured's operations, when required by written contract: Community Unit School District 300, the Board of Education and its members individually, and its employees and agents

CERTIFICATE HOLDER

Community Unit School District 300
2550 Harnish Drive
Algonquin IL 60102

CANCELLATION

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

AUTHORIZED REPRESENTATIVE

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ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 11/20/2018

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

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

PRODUCER StateFarm TOM MURPHY STATE FARM INSURANCE 6247 W 63RD ST CHICAGO, IL 60638	CONTACT NAME: TOM MURPHY PHONE (A/C, No, Ext): 773-586-1500 FAX (A/C, No): 773-435-6539 E-MAIL ADDRESS: TOM@TOMPMURPHY.COM
	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A: State Farm Mutual Automobile Insurance Company — 25178
INSURED FITZMAURICE, RICHARD OAK FIRE AND SECURITY SYSTEMS INC 16122 S TWIN OAK CT HOMER GLEN, IL 60491-8714	INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES — CERTIFICATE NUMBER: — REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [ ] OCCUR						EACH OCCURRENCE	$
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER [ ] POLICY [ ] PRO-JECT [ ] LOC						GENERAL AGGREGATE	$
							PRODUCTS - COMP/OP AGG	$
	OTHER:							$
	AUTOMOBILE LIABILITY [X] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY	Y	Y	C13 8275-D26-13	10/26/2018	04/26/2019	COMBINED SINGLE LIMIT (Ea accident)	$
							BODILY INJURY (Per person)	$ 1,000,000
							BODILY INJURY (Per accident)	$ 1,000,000
							PROPERTY DAMAGE (Per accident)	$ 1,000,000
							MED PAY	$ 26,000
	UMBRELLA LIAB [ ] OCCUR EXCESS LIAB [ ] CLAIMS-MADE DED [ ] RETENTION $						EACH OCCURRENCE	$
							AGGREGATE	$
								$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N [ ] (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A						[ ] PER STATUTE [ ] OTH-ER	
							E.L. EACH ACCIDENT	$
							E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

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

ADDITIONAL INSURED: DISTRICT, BOARD OF EDUCATION AND ITS MEMBERS INDIVIDUALLY, AND ITS EMPLOYEES AND AGENTS.

CERTIFICATE HOLDER	CANCELLATION
Community Unit School District 300 2550 Harnish Drive Algonquin, IL 60102	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: Thomas P Murphy

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COMMUNITY UNIT SCHOOL DISTRICT 300
PURCHASING DEPARTMENT
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8300
Fax: 847-551-8463

VENDOR APPLICATION FORM (SUBJECT TO LOCAL LAWS)	APPLICATION DATE
Fill in all spaces. Insert "NA" in blocks not applicable. Type all entries	REVISION DATE

DATE: 11-16-18

COMPANY	HOW LONG IN PRESENT BUSINESS?
Oak Fire and Security Systems, Inc.	28 years

ADDRESS	CITY	STATE	ZIP
14007 S. Bell Road	Homer Glen	IL	60491

CONTACT PERSON/REPRESENTATIVE	FAX NUMBER	PHONE AND EXTENSION
Richard R. Fitzmaurice	(708) 301-6147	(708) 301-6131

TYPE OF ORGANIZATION (Check Applicable)
☐ INDIVIDUAL ☐ PARTNERSHIP ☒ CORPORATION

IF INCORPORATED INDICATE IN WHICH STATE: Illinois

YEARS ESTABLISHED: 1990

DO YOU ACCEPT PURCHASE ORDERS? YES ☒ NO ☐

DO YOU ACCEPT CREDIT CARDS? YES ☒ NO ☐

CATEGORY (Check below the category which applies to the applicant)

☐ (A) MANUFACTURER OR PRODUCER ☐ (C) RETAILER ☒ (E) DISTRIBUTOR
☐ (B) WHOLESALER ☐ (D) MANUFACTURER'S AGENT ☒ (F) SERVICE ESTABLISHMENT

NAMES OF OFFICERS, MEMBERS OR OWNERS OF CONCERN, PARTNERSHIP, ETC.

(A) PRESIDENT Mrs. Kelli Ann Wasielewski (B) VICE PRESIDENT Richard Fitzmaurice

(C) SECRETARY Eugene F. Zelek, Jr (D) TREASURER

(E) OWNERS, PARTNERS, OR STOCKHOLDERS Richard R. Fitzmaurice

TAXPAYER'S I.D. NO.
FEIN 36-3723808
or
S.S. No. _____

INSURANCE INFORMATION (Check Applicable)
LIABILITY INSURANCE: $2,000,000 ☒ $2,500,000 ☐ $5,000,000 ☐ OTHER ☐
Workers' Compensation : State Minimum ☒ Greater than Minimum ☐
Required that CUSD be named as an Additional Insured ☒ INSURANCE CO. Zelen Ins.

BONDING INFORMATION (Check each area in which you have been bonded and the latest date of bonding)
Perf. Bond ___/___ (Mo. Year) ☐ Payment Bond (Labor and Materials) ___/___ (Mo. Year) ☐ Builder's Risk ___/___ (Mo. Year) ☐

PERSONS AUTHORIZED TO SIGN QUOTES, PROPOSALS, BIDS AND CONTRACTS:

NAME	OFFICIAL CAPACITY
Kelli A. Wasielewski	President
Richard R. Fitzmaurice	Vice President

Average number of employees (including affiliates) for four preceding calendar quarters.	Average annual sales for preceding three fiscal years:	Floor Space (Square Feet)	
		Manufacturing	Warehouse
7	3,200,000		

REFERENCES

LIST BELOW THE LAST THREE (3) PUBLIC SCHOOLS DISTRICTS OR OTHER ORGANIZATIONS FOR WHICH YOU HAVE PROVIDED COMPARABLE SERVICES.

1. **ORGANIZATION:** Burbank School District 111

ADDRESS: 7600 S. Central Avenue

CITY, STATE, and ZIP CODE: Burbank, IL 60459

TELEPHONE NUMBER: 708-496-0500

CONTACT PERSON: Dan Kollins

DATE OF SERVICES: we perform Fire Alarm monitoring & Service From 2013

DOLLAR AMOUNT OF THE JOB: $35,00 -- $2000.00

2. **ORGANIZATION:** Lewis University

ADDRESS: One University Parkway #295

CITY, STATE, and ZIP CODE: Romeoville, IL 60446

TELEPHONE NUMBER: 815-838-0500

CONTACT PERSON: George Wlodek

DATE OF SERVICES: we perform Fire Alarm Service From 2013

DOLLAR AMOUNT OF THE JOB: $180.00 - $25,000.00

REFERENCES (CONT.)

3. **ORGANIZATION:** Chase Bank

ADDRESS: 120 E. Wesley

CITY, STATE, and ZIP CODE: Wheaton, IL 60187

TELEPHONE NUMBER 630-260-4723

CONTACT PERSON: Dianne DePierre

DATE OF SERVICES: Fire Alarm Monitoring & Service from 1998

DOLLAR AMOUNT OF THE JOB: $100.00 -- $15,000.00

OFFEROR'S NAME: Richard R. Fitzmaurice

SIGNATURE: Richard R. Fitzmaurice, VP

DATE: 11-15-2018

COMMENTS –

CERTIFICATE OF COMPLIANCE WITH ILLINOIS DRUG-FREE WORKPLACE ACT

Oak Fire and Security, having 5/25 or more employees, does hereby certify pursuant to section 3 of the *Illinois Drug-Free Workplace Act* (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the *Illinois Drug-Free Workplace Act* and, further certifies that it is not ineligible for award of this contract by reason of debarment for a violation of the *Illinois Drug-Free Workplace Act.*

Firm: Oak Fire and Security Systems, Inc.

By: Richard J. Fitzmaurice VP
(Signature)

Richard R. Fitzmaurice Vice President
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 19th day of November, 2018

Kelli A. Wasielewski
NOTARY PUBLIC

"OFFICIAL SEAL"
KELLI A WASIELEWSKI
Notary Public, State of Illinois
My Commission Expires 5/24/2021

CERTIFICATE OF BIDDER ELIGIBILITY

720 ILCS 5/33E-11 requires that all contractors bidding for public agencies in the State of Illinois certify that they are not barred from bidding on public contracts for bid rigging or bid rotation.

The following certification must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

Oak Fire and Security, as part of its bid for the Alarm service/repair work for Community Unit School District #300, Algonquin, Illinois , of Cook, DeKalb, Kane, and McHenry Counties, Illinois certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33-E4.

Firm: Oak Fire and Security Systems, Inc.

By: Richard R. Fitzmaurice VP
(Signature)

Richard R. Fitzmaurice Vice President
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 19th day of November, 2018

Kelli A. Wasielewski
NOTARY PUBLIC

"OFFICIAL SEAL"
KELLI A WASIELEWSKI
Notary Public, State of Illinois
My Commission Expires 5/24/2021

CERTIFICATE REGARDING
SEXUAL HARASSMENT POLICY

Oak Fire and Security, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

Firm: Oak Fire and Security Systems, Inc.

By: Richard R. Fitzmaurice VP.
(Signature)

Richard R. Fitzmaurice Vice President
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 19th day of November, 2018

Kelli Wasielewski
NOTARY PUBLIC

"OFFICIAL SEAL"
KELLI A WASIELEWSKI
Notary Public, State of Illinois
My Commission Expires 5/24/2021

CERTIFICATE REGARDING
EQUAL EMPLOYMENT OPPORTUNITY

Oak Fire and Security, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written equal employment opportunity policy that is in compliance with all terms and conditions of the Equal Employment Opportunity provisions of the Illinois Human Rights Act.

Firm: Oak Fire and Security Systems, Inc.

By: Richard R. Fitzmaurice VP
(Signature)

Richard R. Fitzmaurice Vice President
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 19th day of November, 2018

Kelli A Wasielewski
NOTARY PUBLIC

"OFFICIAL SEAL"
KELLI A WASIELEWSKI
Notary Public, State of Illinois
My Commission Expires 5/24/2021

CERTIFICATE REGARDING

EMPLOYMENT OF ILLINOIS WORKERS ON PUBLIC WORKS

Oak Fire and Security agrees if at the time the Agreement is executed, or if during the term of the Agreement, there is excessive unemployment in Illinois as defined in the Employment of Illinois Workers on Public Works Act, 30 ILCS 570/0/01 et seq., as two consecutive months of unemployment exceeding 5%, then Oak Fire and Security agrees to employ Illinois laborers in accordance with the Employment of Illinois Workers on Public Works Act. An "Illinois laborer" is defined as any person who has resided in Illinois for at least thirty (30) days and intends to become or remain an Illinois resident.

Firm: Oak Fire and Security Systems, In

By: Richard R. Fitzmaurice V.P.
(Signature)

Richard R. Fitzmaurice Vice President
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 19th day of November, 2018

Kelli A. Wasielewski
NOTARY PUBLIC

"OFFICIAL SEAL"
KELLI A WASIELEWSKI
Notary Public, State of Illinois
My Commission Expires 5/24/2021

NON-COLLUSION AFFIDAVIT

AFFIDAVIT: "I (we) hereby certify and affirm that my (our) Quote was prepared independently for this project and that it contains no fees or amounts other than that for the legitimate execution of this work as specified and that it includes no understanding or agreements in restraint of trade."

The following affidavit must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

Oak Fire and Security, as part of its bid for the Alarm service/repair work for Community Unit School District #300, Algonquin, Illinois certifies that said Contractor is not barred from bidding on the aforementioned contract as a result of a violation of the above Non-Collusion Affidavit.

Firm: Oak Fire and Security Systems, Inc

By: Richard R. Fitzmaurice VP
(Signature)

Richard R. Fitzmaurice Vice President
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 19th day of November, 2018

Kelli A. Wasielewski
NOTARY PUBLIC

"OFFICIAL SEAL"
KELLI A WASIELEWSKI
Notary Public, State of Illinois
My Commission Expires 5/24/2021

CERTIFICATE REGARDING
COMMUNITY UNIT SCHOOL DISTRICT 300
VENDOR/CONTRACTOR CONFLICT OF INTEREST

Oak Fire and Security, does hereby certify that they have read and fully understand the Vendor/Contractor Conflict of Interest Board Policy as stated below:

Vendor/Contractor Conflict of Interest
Any vendor or contractor doing $5,000 - $25,000 in business with the District within a fiscal year shall not contribute to any political campaign that directly affects the District while doing business for the District or for a period of two years after completion of business with the District. Further, the District will not enter into significant business with a vendor or contractor that has contributed to a political campaign that directly affects the District within two years prior to commencing business. Any vendor or contractor that participates and is awarded a contract through the competitive bidding process is exempt from this policy.

LEGAL REF.: 105 ILCS 5/10-20.19c, 5/10-20.21, 510-22.34c, and 5/19b-1 et seq.
820 ILCS 130/0.01 et seq.

CROSS REF: 2:100 (Board Member Conflict of Interest), 4:70 (Resource Conservation) 4:150 (Facility Management and Building Programs)

ADOPTED: February 10, 2003

Firm: Oak Fire and Security Systems, Inc

By: Richard R. Fitzmaurice V.P.
(Signature)

Richard R. Fitzmaurice Vice President
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 19th day of November, 2018

Kelli A. Wasielewski
NOTARY PUBLIC

"OFFICIAL SEAL"
KELLI A WASIELEWSKI
Notary Public, State of Illinois
My Commission Expires 5/24/2021

CRIMINAL BACKGROUND INVESTIGATIONS

Contractor hereby represents, warrants, and certified that no officer or director thereof has any knowledge that any employee thereof has been convicted of committing or attempting to commit "Criminal Code of 1961," 720 ILCS, Sections 5/11-6 (Indecent solicitation of a child), 5/11-9 (Public indecency), 5/11-14 (Prostitution), 5/11-15 (Soliciting for a prostitute), 5/11-15.1 (Soliciting for a juvenile prostitute), 5/11-19 (Pimping), 5/11-19.1 (Juvenile pimping), 5/11-19.2 (Exploitation of a child), 5/11-20 (Obscenity), 5/11-20.1 (Sexual assault), 5/12-14 (Aggravated criminal sexual assault), 5/12-15 (Criminal sexual abuse), and 5/12-16 (Aggravated criminal sexual abuse), and/or those offenses defined in the "Cannabis Control Act," 720 ILCS, 550/1 et seq. (except the "Illinois Controlled Substances Act, " 720 ILCS 570/100 et seq., any of the offenses that would subject a certificated employee to suspension or revocation pursuant to Section 21-23a of the School Code or anyone found to be the perpetrator of sexual or physical abuse of any minor under 18 years of age pursuant to proceedings under Article II of the Juvenile Court Act of 1987 and/or any offense committed or attempted in any other state or against the laws of the United States, which if committed or attempted in this State, would have been punishable as one or more of the foregoing offenses.

Contractor further agrees that it shall not employ any person who have or may have direct, daily contact with the pupils of any school in the district, and for whom a criminal background investigation has not been conducted pursuant hereto, and further represents and agrees that all applicants for any such employment shall furnish with their applications the attached written "Authorization for Criminal Background Information" form authorizing the Board of Education to request a criminal background investigation of said applicant pursuant to Section 5/10-21.9 of the School Code of Illinois and to receive criminal history record information pursuant thereto to determine if the applicant has been convicted of committing or attempting to commit any of the criminal or drug offenses enumerated above. Contractor further agrees to submit with said authorization payment for any costs and expenses associated with the criminal background investigation.

Contractor further represents, warrants, and certifies that no applicant for employment with respect to whom the criminal investigation reveals any conviction for committing and/or attempting to commit any of the above enumerated offenses, shall be employed thereby in any position that involves or may involve contact with the students of the school district.

This certification is executed on the date hereinafter indicated by the designated contractor by its duly authorized officer.

By Richard J. Franzese

Its: Vice President

Dated: 11-15-18

SUBSCRIBED and SWORN TO before me

This 19th day of November, 2018

Kelli A. Wasielewski

NOTARY PUBLIC

"OFFICIAL SEAL"
KELLI A WASIELEWSKI
Notary Public, State of Illinois
My Commission Expires 5/24/2021

AUTHORIZATION FOR CRIMINAL BACKGROUND INVESTIGATION

The undersigned hereby authorizes the Board of Education of Community Unit School District 300, Carpentersville, Illinois to request a criminal background investigation from the Illinois State Police, pursuant to Section 5/10-21.9 of the School Code of Illinois, 105 ILCS 5/10-21.9 and to receive criminal history record information pursuant thereto.

Richard R. Fitzmaurice VP
(Printed or Typed Name of Applicant Employee)

Richard R. Fitzmaurice VP
Signature of Applicant or Employee

Dated: 11-15-2018

MINORITY/WOMEN BUSINESS ENTERPRISE
(Check One) See Definitions Below

☐ MBE ☐ MBE/WBE ☐ WBE ☐ PBE

FOR USE BY CONTRACT COMPLIANCE ONLY:
BY:_____
DATE_____ ☐ C ☐ NC

MINORITY GROUP MEMBERSHIP (Check One) See Definitions Below

NOTE: DO NOT COMPLETE THIS SECTION UNLESS YOU HAVE CHECKED ONE OF THE BOXES IN THE MINORITY/WOMEN BUSINESS ENTERPRISE SECTION ABOVE.

☐ AFRICAN AMERICAN OR BLACK ☐ HISPANIC AMERICAN ☐ NATIVE AMERICAN ☐ ASIAN-PACIFIC AMERICAN

CERTIFICATION DATE ISSUED: _____ EXPIRATION: _____

MINORITY AND WOMEN OWNED BUSINESS ENTERPRISE DEFINITIONS

MINORITY BUSINESS ENTERPRISE ("MBE") means a certified participating business at least 51 percent (51%) of which is owned and controlled by one or more members or one or more minority groups, or in the case of a publicly held corporation, 51 percent (51%) of the stock is owned by one or more members of one or more minority groups and whose daily business operations are controlled by one or more such individuals.

WOMEN'S BUSINESS ENTERPRISE ("WBE") means a certified participating business at least 51 percent (51%) of which is owned by one or more women, or in the case of a publicly held corporation, 51 percent (51%) of the stock of which is owned by one or more women and whose daily operations are controlled by one or more such individuals. Determination of whether a business is at least 51 percent (51%) owned by a woman or women shall be made without regard to community property laws.

BUSINESS OWNED AND OPERATED BY A PERSON WITH A DISABILITY ("PBE") means a business concern of which at least 51 percent (51%) is owned by one or more persons with a disability, or in the case of the corporation, one in which at least 51 per centum of the stock is owned by one or more persons with a disability or by a not for profit agency for the disabled organized pursuant to Section 501 of the Internal Revenue Code 1954; and the management and daily business operations of which are controlled by one or more of the persons with a disability who own it.

MINORITY GROUP MEMBER is an individual who is one of the following:

AFRICAN AMERICAN OR BLACK (persons with origins in any of the Black racial groups of Africa):
HISPANIC AMERICAN (persons of Spanish culture with origins in Puerto Rico, Mexico, Cuba, South or Central America, Spain, Portugal or the Caribbean Islands regardless of race).
NATIVE AMERICAN (American Indian)
ASIAN-PACIFIC AMERICAN (persons with origins from Japan, China, the Philippines, Vietnam, Korea, Samoa, Guam, the U.S. Trust Territories of the Pacific, Northern Marianas, Laos, Cambodia, Taiwan, or the Indian subcontinent).

IF YOU HAVE EVER DONE BUSINESS WITH THE SCHOOL DISTRICT UNDER ANOTHER NAME, PLEASE INDICATE NAME OR NAMES.

Give names, complete addresses, buyer's names and phone numbers of four of your customers. (Please include Federal, State or City Governments).

	ORGANIZATION	ADDRESS, STATE, ZIP	BUYER	PHONE NUMBER
1.	Affiliated Realty	1720 Algonquin Rd	John Bovero	847-439-0400
2.	Alden Management	4200 W. Peterson Ave.	Richie Shulo	773-286-6622
3.	Bakers Square	400 West 48th Ave.	Jim Ottersberg	303-672-2213
4.				

Bank References

NAME OF BANK	ADDRESS, STATE, ZIP	CONTACT PERSON	PHONE NUMBER
Marquette Bank	16875 S. Wolf Rd Orland, Park 60467	Ina Gee	888-254-9500

I certify that the information supplied herein (including all pages attached) is correct and that neither the applicant nor any person (or concern) in any connection with the applicant as a principal or officer, so far as is known, is not debarred or otherwise declared ineligible by any public agency from furnishing materials, supplies or services to any agency thereof.

Richard R. Fitzmaurice V.P.
SIGNATURE OF PERSON AUTHORIZED TO SIGN THIS APPLICATION

Richard R. Fitzmaurice VP.
NAME AND TITLE OF PERSON SIGNING (Please type or print)

PERSONS OR BUSINESSES INTERESTED IN BEING ADDED TO THE BIDDER'S LIST MUST FILE THIS APPLICATION WITH THE PURCHASING DEPARTMENT.

AFTER PLACEMENT ON THE BIDDERS' LIST, A VENDOR'S FAILURE TO RESPOND TO INVITATIONS FOR BIDS WILL BE UNDERSTOOD BY THE SCHOOL DISTRICT TO INDICATE LACK OF INTEREST AND SHALL RESULT IN THE REMOVAL OF THE VENDOR'S NAME FROM THE BIDDERS' LIST FOR THE ITEMS CONCERNED.

NOTE: ANY CHANGES TO INFORMATION SUBMITTED (ADDRESSES, AUTHORIZED PERSONNEL, ETC.,) WILL REQUIRE A REVISED COPY OF THIS FORM. ADDITIONAL FORMS MAY BE OBTAINED BY CONTACTING THE PURCHASING DEPARTMENT AT THE ADDRESS SHOWN ON THE FRONT OF THIS FORM.

USE BY COMMUNITY UNIT SCHOOL DISTRICT 300 ONLY

VENDOR I.D. NUMBER	APPROVED BY	DATE	W9	COMM LIST

Form **W-9**
(Rev. November 2017)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ **Go to *www.irs.gov/FormW9* for instructions and the latest information.**

Give Form to the requester. Do not send to the IRS.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Oak Fire and Security Systems Inc.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☒ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
14007 S. Bell Road Suite 234

Requester's name and address (optional)

6 City, state, and ZIP code
Homer Glen IL 60491

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number
☐☐☐ - ☐☐ - ☐☐☐☐

or

Employer identification number
36 - 3723808

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶ Kyle C. Wanebeck Pres. Date ▶ 11-19-18

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, *later.*

752

Community Unit School District # 300
Purchasing Department
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8460 – PHONE

October 12, 2018

Dear Vendor:

The Board of Education of Community Unit School District No. 300 (the "District") invites you to submit a sealed bid for:

Time and Material Rates for:

- **Data Cabling**
- **Electrical**
- **Tree Maintenance Service**
- **Food Service Equipment Repair**
- **Stadium Lighting Service & Repair**
- **Asphalt Repair**
- **Elevator Service & Repair**
- **Bay/Overhead Door Service & Repair**
- **Alarm Service & Repair**
- **Stage Curtain Recertification & Fireproofing**

The enclosed bid form(s) **must** be used in submitting bid. Bid must be addressed as follows:

Community Unit School District No. 300
Purchasing Department – Time & Material
2605 Bunker Hill Drive
Algonquin, IL 60102

Sealed bids will be received until **11:00AM CT, Friday, October 26, 2018** at which time they will be publicly opened and read.

The required Contractor's Certification forms must be completed and returned with the bid.

It is the intention of the Board of Education to award the bid at the **November 27, 2018 regular meeting.** The Board of Education may make such investigations as deemed necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish to the District all such information for this purpose as the District may request. The District reserves the right to reject any or all bids if the evidence submitted by, or investigation of, such bidder(s) fails to satisfy the District that such bidder(s) is properly qualified to carry out the obligations of the contract and to complete work contemplated therein. District further reserves the right to waive any minor irregularities or minor defects in the bids, which do not affect the price nor constitute some type of substitution for a designated item, and to accept the bid, which is in the best interest of the District. Conditional bids will not be accepted. Strikeouts or addition of conditions or provisions or insertion of substitutes shall be reason for rejecting a bid without any specification of reason for the rejection. Any request for information shall be made to Diane C. White, Director of Purchasing, but the response may not be used as a condition to any bid being submitted.

Diane C White

Sincerely,
Diane C. White
Director of Purchasing / CUSD 300

PUBLIC NOTICE

NOTICE TO BIDDERS

The Board of Education of Community Unit School District No. 300 is accepting sealed bids for:

Time and Material Rates for:

- **Data Cabling**
- **Electrical**
- **Tree Maintenance Service**
- **Food Service Equipment Repair**
- **Stadium Lighting Service & Repair**
- **Asphalt Repair**
- **Elevator Service & Repair**
- **Bay/Overhead Door Service & Repair**
- **Alarm Service & Repair**
- **Stage Curtain Recertification & Fireproofing**

Sealed bids will be accepted until 11:00AM CT, Friday, October 26, 2018 at:

Community Unit School District 300
Purchasing Office
2605 Bunker Hill Dr.
Algonquin, IL, 60102

at which time they will be publicly opened and read.

A non-mandatory pre-bid meeting is scheduled for 10:00AM CT, Thursday, October 18, 2018. Prospective bidders are to meet at the Buildings and Grounds Building, 2605 Bunker Hill Drive, Algonquin, IL 60102. If you are unable to attend in person, please contact the Purchasing Department for access to the meeting online.

Any questions regarding this bid must be directed to:

Community Unit School District #300
Diane C. White
2605 Bunker Hill Dr.
Algonquin, IL, 60102
847-551-8460
diane.white@d300.org

Bid specifications will be available on Thursday, October 11, 2018, after 3:00PM. To obtain bid specifications, please contact Michael Zahalka at 847-551-8460 or via email at or bids.purchasing@d300.org.

Timeline 10/11/2018			
ACTION	**DATE**	**TIME**	**LOCATION**
Timeline Established	10/11/2018		Purchasing Office
Specifications Review	10/11/2018		
Specifications Finalized	10/11/2018		
Bid Released to Vendors	10/11/2018		Purchasing Office via email
Legal Ad Published	10/13/2018	2:00 PM	Daily Herald
Pre-Bid Meeting	10/18/2018	10:00 AM	**BH PDC-Conf Rm**
Q&A Deadline – via email	10/22/2018	12 noon	bids.purchasing@d300.org
Bid Opening	**10/26/2018**	**11:00**	**BH PDC-Conf Rm**
Evaluation Period	10/26 - 10/29		
Info. to CFO	10/29/2018		Susan Harkin
CFOC Meeting	11/6/2018		
BOE Workshop	11/13/2018		Admin. Bldg.
BOE Business Meeting	11/27/2018		Admin. Bldg.
Project Rates Start	12/13/2018		
First Year Contract Conclusion	12/12/2019		

Instructions to Bidders

1. GENERAL

a. Bids shall be signed and submitted in an envelope properly marked with the title of the bid, and date and time of opening. Unsigned bids will be rejected.

b. Seal and deliver bid to the purchasing office on or before the time scheduled for the opening. Late bids will not be opened nor considered.

c. All bids MUST be completed in the EXCEL spreadsheet provided in the Bid Response Form and. All bids must be submitted in hard copy along with an electronic version on a flash drive only.

d. The District is not subject to Federal Excise Tax or Illinois Sales or Retailers Occupational Tax. Bids should not include sales or excise tax.

e. Prices quoted shall include all charges for packing, transportation and delivery to the locations designated on the bid specification and installation if called for in the bid specifications.

f. Correspondence shall be addressed to the Director of Purchasing.

g. Bids are available for inspection in the purchasing office by appointment for 10 days after the date of the award of an order.

h. Oral, telephonic, telegraphic, facsimile or electronically transmitted bids will not be accepted.

2. ERRORS AND OMISSIONS

All bids shall be submitted with each space properly completed. The special attention of bidders is directed to the policy that no claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidders find any claimed discrepancies in, or omissions from, any of the documents, or be in doubt as to their meanings, bidder shall advise the purchasing official first orally, followed by written (FAX or letter) with specification of the claimed problems which must be received during regular working hours at least 10 days before the date set for bid opening so that a written notification can be prepared by any purchasing official, who will issue the necessary clarifications to all prospective bidders by means of addenda.

3. FIRM BID

All bids will be considered to be firm for a period of sixty (60) days from the date established for the opening of bids.

4. WITHDRAWAL OF BIDS

Bids may be withdrawn by letter, or telegram, or fax received by the district or in person prior to the time and date established for the opening of bids.

5. INVESTIGATION OF BIDDERS

a. The purchasing official will make such investigation as is necessary to determine the ability of the bidder to fulfill bid requirements. The bidder shall furnish such information as may be requested and shall be prepared to show completed installations of equipment, types of service or supplies similar to those included in the bid.

b. The Board of Education reserves the right to reject any bid if it is determined that the bidder is not properly qualified to carry out the obligations of the contract. The Board of Education reserves the right to reject any or all bids, to waive irregularities and to accept that bid which is considered to be in the best interest of the District. Any such decision shall be considered final. All items bid shall be new unless otherwise specified in the requirements.

6. VENDOR APPLICATION AND W-9 FORM

The District requires that a current Vendor Application and W-9 form be included with your sealed bid. These forms can be found on the District website – www.d300.org. Go to Support Services-Purchasing to download the vendor application and W-9 form.

7. Compliance with the Illinois Prevailing Wage Act

It shall be mandatory upon the bidder and upon any subcontractor thereof to pay all laborers, workmen, and mechanics employed by them not less than the general prevailing rate of wages as found by the District or Department of Labor for each craft or type of worker or mechanic needed to execute the contract and the general prevailing rate for legal holiday and overtime work as ascertained by the Illinois Department of Labor. The prevailing wage rates are revised by the Department of Labor periodically and are available on its website. The bidder shall comply with all provisions of the Illinois Prevailing Wage Act, 820 ILCS 130/0.01 *et seq.*, applicable to the work. Payment of any bidder shall not be processed without receipt of certified employee records required by 820 ILCS 130/5.

The Illinois Department of Labor publishes the prevailing wage rates on its website at -
https://www2.illinois.gov/idol/Laws-Rules/CONMED/pages/2018-rates.aspx

The Illinois Department of Labor revises the prevailing wage rates and the Contractor/subcontractor has an obligation to check the Departments website for revisions.

8. SIGNATURE CONSTITUTES ACCEPTANCE

The signing of these bid forms shall be construed as acceptance of all provisions contained herein.

9. CONTRACTS

The successful bidder will be required to enter into a contract incorporating the terms and conditions of this bid.

10. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this Contract (whether or not federal funds are involved) the bidder agrees as follows:

a. The bidder will not unlawfully discriminate against any employee or applicant for employment because of age, race, creed, color, sex, religion, ancestry, marital status, handicap, military status, unfavorable discharge from military service or national origin, as those terms are contained in the Illinois Human Rights Act (775ILCS 5/1-10 et. seq., hereinafter “unlawful discrimination”). The bidder will take affirmative action to ensure the applicants are employed, and that employees are treated equally during employment, without unlawful discrimination. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The bidder agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

b. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the bidder, state that all qualified applicants will receive consideration for employment without unlawful discrimination.

11. COMPLETION DELIVERY TIME

If delivery time will exceed thirty (30) days after receipt of a purchase order, bidders state the delivery time by each respective item. All prices must be quoted FOB. Destination. Shipments shall become property of consignee after delivery and acceptance. Regardless of statements to the contrary, payment terms will begin no sooner than the date of delivery of goods.

12. EVALUATIONS

The District reserves the right to reject any and all bids, to waive any technicalities in the bidding and to award each item to a different bidder or all items to a single bidder unless otherwise noted on bid request, and to determine whether in the opinion of the District: (1) an early delivery date is entitled to more consideration than price, (2) an earlier delivery date is to be disregarded because of the reputation of the bidder for not meeting delivery dates, (3) a bidder is not a responsible bidder and should be disregarded. The District will authorize the release of purchase orders upon acceptance of bids. In the event of pricing errors, the unit count(s) listed will prevail and be considered accurate.

13. EXAMINATION OF DOCUMENTS AND SITE

Before submitting a bid for work on any project, each bidder shall carefully examine the project site and the contract documents, fully inform itself of existing conditions and limitations of the project sites, rely entirely upon their own judgment in making the bid, and include in its own bid all sums sufficient to provide all work required by the contract documents. After opening of bids, no additional allowance will be made for changes in project scope and/or price due to work, which would have been apparent, by examination of the documents and sites. By submitting a bid, each bidder shall be held to represent that bidder has made the examination in complete detail and has determined beyond doubt that the documents and existing conditions are sufficient, adequate and satisfactory for completion of the work.

14. PERFORMANCE: LABOR AND MATERIAL PAYMENT BONDS IS REQUIRED OF THIS PROJECT

Within ten days after the date of the Notice of Award, the successful contractor shall enter into a formal contract with the District and shall provide a Performance Bond and a Labor and Material Payment Bond, each in the full amount of the contract. Each bond shall be in accordance with AIA. Document A31 1. The contractor shall pay the cost of premiums for said bonds. The bonds shall be signed and sealed by an authorized representative of the bonding company and authorized officer or representative of the contractor, and a certificate of the authority of those signing the bonds, if not officers, shall be attached thereto.

The Performance Bond and the Labor and Material Payment Bond shall guarantee the performance of the duties placed on the contractor by the Prevailing Wage Act, as well as all other duties undertaken pursuant to the contract with the District, and shall indemnify the District from any liability or loss resulting to the District from any failure of the contractor fully to perform each or all of said duties. The Performance Bond and the Labor and Material Payment Bond herein provided shall be placed with a Surety company or companies having a policy holder's rating not lower than "A" and a financial rating not lower than "AAA" in Best's Insurance Guide (current edition).

15. BID SECURITY IS NOT REQUIRED OF THIS PROJECT

A Bid Bond or certified check made payable to the District in the amount of ten percent (10%) of the bid shall accompany each bid as a guarantee that the bidder, if awarded the contract, will furnish the required Performance Bond and Labor and Material Payment bonds, execute the contract and proceed with the work. Upon failure to do so, the bidder shall forfeit the check or the district shall be entitled to the principal amount of bid bonds as liquidated damages. No mistakes or errors on the part of the bidder shall excuse the bidder or entitle bidder to a return of the check or bid bond. No bidder may withdraw a bid for a period of 60 days after the date of opening thereof. The bid bonds or checks will, with the exception of those of the three lowest bidders, be returned within seven days after the opening of bids and the remaining checks or bid bonds will be returned when the contract is executed and all required bonds have been provided.

16. SERVICE POINTS

Building Name	Address	Delivery Hours	Bell Times	Liftgate Required Y/N
Administration Center (847)551-8300	2550 Harnish Dr Algonquin, IL 60102	7:00AM - 3:00PM	N/A	Y
Algonquin Lakes Elementary (847)532-7500	1401 Compton Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Algonquin Middle School (847)532-7100	520 Longwood Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Carpentersville Middle School (224)484-2100	100 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
deLacey Family Education Center (224)484-2300	50 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	AM: 8:45 - 11:15 PM: 12:30-3:00	Y
Dundee-Crown High School (224)484-5000	1500 Kings Road Carpentersville, IL 60110	7:00AM - 3:00PM	7:30AM - 2:58PM	N
Dundee Highlands Elementary (224)484-4700	407 South Fifth Street West Dundee, IL 60118	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Dundee Middle School (224)484-4500	4200 W. Main Street West Dundee, IL 60118	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Eastview Elementary (847)532-7400	540 Longwood Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Gilberts Elementary (224)484-5900	729 Paperbark Lane Gilberts, IL 60136	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Golfview Elementary (224)484-2800	124 Golfview Lane Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Hampshire Elementary (847)792-3400	321 Terwilliger Avenue Hampshire, IL 60140	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Hampshire Middle School (847)792-3200	560 South State Street Hampshire, IL 60140	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Hampshire High School (847)792-3500	1600 E. Big Timber Road Hampshire, IL 60140	7:00AM - 3:00PM	7:30AM - 2:58PM	N
Jacobs High School (847)532-6100	2601 Bunker Hill Drive Algonquin, IL 60102	7:00AM - 3:00PM	7:30AM - 2:58PM	Y
Lake in the Hills Elementary (847)532-6900	519 Willow Street Lake in the Hills, IL 60156	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Lakewood School (224)484-2600	1651 Ravine Lane Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Liberty Elementary (224)484-4800	6500 Miller Road Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Lincoln Prairie Elementary (847)532-6600	500 W. Harvest Gate Lake in the Hills, IL 60156	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Meadowdale Elementary (224)484-2900	14 Ash Street Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Neubert Elementary School (847)532-6800	1100 Huntington Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Oak Ridge School (224)484-5800	300 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	7:45 AM - 1:40PM	Y
Parkview Elementary (224)484-2500	122 Carpenter Blvd. Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Perry Elementary (224)484-5600	251 Amarillo Drive Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Sleepy Hollow Elementary (224)484-4900	898 Glen Oak Drive Sleepy Hollow, IL 60118	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Westfield Community School (847)532-7600	2100 Sleepy Hollow Road Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM & 8:55AM 2:15PM & 3:40PM	Y
Wright Elementary (847)683-5700	1500 Ketchum Road Hampshire, IL 60140	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Bldgs. & Grounds Prof. Develop. Center - Bunker Hill (847)532-6700	2605 Bunker Hill Drive Algonquin, IL 60102	7:00AM - 3:00PM	N/A	Y

18. WARRANTY

The bidder shall warrant the work services, and/or products to be free of defects in material and workmanship for a period of _1_ years. This warranty shall obligate the contractor to repair or replace the products at no additional charge to the District.

19. INSURANCE (REQUIRED)

The contractor shall provide and maintain insurance in the amounts outlined below with companies acceptable to the District:

MINIMUM INSURANCE REQUIREMENTS

General Liability	General Aggregate	$2,000,000
	Products-Comp/OP Agg	2,000,000
	Personal Injury	1,000,000
	Each Occurrence	1,000,000
	Fire Damage (Any one fire)	50,000
	Medical Exp. (Any one person)	5,000
Excess Liability	Each Occurrence	2,000,000
	Aggregate	2,000,000
Automobile Liability	Bodily Injury (each occ)	1,000,000
	Property Damage (each occ)	1,000,000
Worker's Compensation	Statutory Limits	
	Each Accident	500,000
	Disease-Policy Limit	500,000
	Disease-Each employee	500,000

All such insurance shall not be cancelable without thirty (30) days prior written notice being given to the District.

With respect to the insurance required herein, the contractor shall provide such insurance naming the District, the Board of Education and its members individually, and its employees and agents as **additional named insured**. The contractor shall also purchase and maintain such insurance as will protect the District from and against all claims, damages, loss and expenses, including attorney's fees arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense, (1) is attributable to bodily injury to or destruction of tangible property (other than the work itself), including the loss of use resulting there from, and (2) is caused in whole or in part by a negligent act or omission of the contractor, subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts they may be liable, regardless of whether or not it is caused in part by a party to whom insurance is afforded pursuant to this paragraph.

It is MANDATORY within ten (10) days after the bid award, that the Certificate(s) of Insurance shall be submitted to the insurance agent for the District.

20. TOTAL PRICE FOR ALL ITEMS BID

A total bid dollar amount, regardless of whether or not the bidder is bidding all items, must be entered in the appropriate section of the bid form before signing and submitting the bid.

21. HOLD HARMLESS AND INDEMNIFICATION

The contractor shall assume all liability for, and shall protect, defend, indemnify and hold harmless, the Board of Education, its members individually, officers, employees, servants and agents, from and against all claims, actions suits, judgments, costs, losses, expenses and liabilities of whatsoever kind or nature including reasonable legal fees incurred by owner arising out of:

A. Any infringement (actual or claimed) of any patents, copyrights or trade names by reason of any work performed or to be performed by the contractor under this contract or by reason of anything to be supplied by the contractor pursuant to this contract.

B. Bodily injury, including death, to any person or persons (including contractor's officers, employees, agents and servants) or damage to or destruction of any property, including the loss of use thereof:

-Caused in whole or in part by an act, error or omissions by the contractor or any subcontractor or anyone directly or indirectly employed by any of them regardless of whether or not it is caused in part by a party to be indemnified hereunder.

-Arising directly or indirectly out of the presence of any person in or about any part of the project site or the streets, sidewalks and property adjacent thereto.

-Arising directly or indirectly out of the use, misuse or failure of any machinery or equipment used directly or indirectly in the performance of this contract.

22. DAMAGE TO PROPERTY

In the event the bidder damages the District's property, the bidder shall, at the bidder's sole cost, restore the property or any surrounding area. Such restoration shall be to a condition at least equivalent to the condition of the affected area immediately before the destruction or damage. If the bidder does not repair such damage within 14 days after receiving written notice from the District, or such lesser time if the District determines the damage creates an emergency situation, the District may repair the damage and the bidder shall reimburse the District for the costs the District incurs within 14 days after the District provides a written invoice to the bidder.

23. LATE BIDS

Bids received after the time specified in the Invitation to Bid will not be opened or considered. The method of transmittal of the bid is at the bidder's risk of untimely receipt by the Board of Education. The use of Board of Education equipment for transmission of bids is prohibited.

24. RECYCLED PRODUCTS

The District supports national and local efforts for recycling. Bidders are encouraged to offer recycled supplies and materials as bid alternatives. Notations are to be included as to the percentage of recycled products in each item.

25. PAYMENT

Payment to be made within 45 days after the project completion.

Does your company accept ACH payments?
Does your company accept credit cards?
Does your company allow discounts for early payments?

Discounts examples –
2% 10 days net 30
1% 20 days net 30

26. MANUALS

The successful bidder shall supply, at no cost to the District, a detailed service manual, parts list, and list of service locations.

27. CONTRACT DURATION

Work to be performed upon request through December 12, 2019. Stage Curtain Recertification & Fireproofing portion of the contract will conclude December 12, 2021.

28. PERSONNEL

If any person employed on the work site were, in the opinion of the District project manager, intemperate, disorderly, incompetent, willfully negligent or dishonest on the performance of his/her duties, he or she shall be directed by the contractor to cease work and vacate the job site immediately.

29. SEXUAL HARASSMENT

775 ILCS 5/2-105, Human Rights Act Requirement – Written Sexual Harassment Policies contained as follows: Bidder shall have written sexual harassment policies that shall include, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) the vendor's internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department and the Commission; (vi) directions on how to contact the Department and Commission; and (vii) protection against retaliation as provided by Section 6-101 of this Act. A copy of the policies shall be provided to the Department upon request.

30. QUALIFICATIONS

Vendor must be an authorized dealer and installer of products vendor is bidding on. Vendor must supply a list of references of like products and installations. Reference sheet is attached.

31. FINANCIAL STABILITY.

The District may require, upon request, evidence as to the financial stability of the contractor. Upon request, the contractor shall provide the following information to the District within 48 hours:

a. The name of any owner or co-owner, equity of each co-owner or corporate offices of the entity submitting the bid, and the name, address, and business telephone number of each such person.

b. The last financial statement and balance sheet of the bidder, including a specification in detail of all loans outstanding, or a copy of the last certified annual audit.

32. COMPLIANCE WITH LAWS.

Successful bidder shall at all times observe and comply with all laws, ordinances, regulations and codes of the federal, state, county and other local government agencies, which may in any manner affect the performance of the contract and in particular any such laws pertaining to safety.

33. GOVERNING LAW

The terms of this quote shall be governed and construed in accordance with the laws of the State of Illinois. If any provision hereof shall be held to contravene any applicable law, such provision shall be deemed reformed to the extent of conforming to said law, and in all other respects the terms hereof shall remain in full force and effect.

34. BID

The signing of the submittal form shall be construed as acceptance of all provisions contained herein. All bids shall be submitted with each space properly completed. Any explanation or statement which the bidder wishes to make must be placed in the same envelope with the bid. Unless the bidder so indicates, it is understood that the bidder has submitted the bid in strict accordance with the specification requirements. The Bidder acknowledges that any variation from the specifications will be grounds for the District to reject the quote, although the District may accept the quote with the verification if, in its sole discretion, it determines that such bid is in the District's best interest. All quotes shall be deemed final, conclusive and irrevocable. No claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidder find any discrepancies in, or omissions from any of the documents, or be in doubt as to their meanings, the bidder shall submit questions as provided in this document. Bidders must satisfy themselves upon examination of these specifications, as to the intent of the specifications. After the submission of the bid, no complaint or claim that there was any misunderstanding in regard to items listed for bidding will be entertained from a bidder.

35. BIDDER'S AGREEMENT

The bidder hereby declares understanding, agreement, and certification of compliance to provide the services, work, and/or products to the District, at the prices quoted, in accordance with all terms and conditions, requirements, and specifications contained in these documents, and any issued amendments. The contractor further agrees that the language of this document shall govern in the event of a conflict with (1) the bidder's bid or (2) any subsequent purchase order between the bidder and the District. The bidder should, as a matter of clarity and assurance, also sign and submit all amendment(s) issued by the District related to this work. The bidder further agrees that upon receipt of an authorized purchase order or when an authorized official of the District countersigns this document, a binding contract shall exist between the bidder and the District. This document combined with amendments, the bidder's bid, the required submittals, and the purchase order, if any, shall comprise the binding contract.

36. CANCELLATION – The District reserves the right to cancel this contract at any time for reasons of unsatisfactory services.

37. ADDITIONAL INFORMATION

Contact Diane C. White, Director of Purchasing, (847) 551-8460, between the hours of 8:00AM and 4:30PM, or by email – bids.purchasing@d300.org

REFERENCES

LIST BELOW THE LAST THREE (3) PUBLIC SCHOOLS DISTRICTS OR OTHER ORGANIZATIONS FOR WHICH YOU HAVE PROVIDED COMPARABLE SERVICES.

---

1. ORGANIZATION:
_____

ADDRESS:
_____

CITY, STATE, and ZIP CODE:
_____

TELEPHONE NUMBER:
_____

CONTACT PERSON:
_____

DATE OF SERVICES:
_____

DOLLAR AMOUNT OF THE JOB:
_____

2. ORGANIZATION:
_____

ADDRESS:
_____

CITY, STATE, and ZIP CODE:
_____

TELEPHONE NUMBER:
_____

CONTACT PERSON:
_____

DATE OF SERVICES:
_____

DOLLAR AMOUNT OF THE JOB:
_____

REFERENCES (CONT.)

3. **ORGANIZATION:**
_____

ADDRESS:
_____

CITY, STATE, and ZIP CODE:
_____

TELEPHONE NUMBER
_____

CONTACT PERSON:
_____

DATE OF SERVICES:
_____

DOLLAR AMOUNT OF THE JOB:
_____

OFFEROR'S NAME: _____

SIGNATURE: _____

DATE: _____

COMMENTS –

CERTIFICATE OF BIDDER ELIGIBILITY

720 ILCS 5/33E-11 requires that all contractors bidding for public agencies in the State of Illinois certify that they are not barred from bidding on public contracts for bid rigging or bid rotation.

The following certification must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

_____, as part of its bid for the _____ work for Community Unit School District #300, Algonquin, Illinois , of Cook, DeKalb, Kane, and McHenry Counties, Illinois certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33-E4.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

CERTIFICATE OF COMPLIANCE WITH ILLINOIS DRUG-FREE WORKPLACE ACT

_____, having 25 or more employees, does hereby certify pursuant to section 3 of the *Illinois Drug-Free Workplace Act* (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the *Illinois Drug-Free Workplace Act* and, further certifies that it is not ineligible for award of this contract by reason of debarment for a violation of the *Illinois Drug-Free Workplace Act.*

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

CERTIFICATE REGARDING
SEXUAL HARASSMENT POLICY

_____, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____

NOTARY PUBLIC

CERTIFICATE REGARDING
EQUAL EMPLOYMENT OPPORTUNITY

_____, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written equal employment opportunity policy that is in compliance with all terms and conditions of the Equal Employment Opportunity provisions of the Illinois Human Rights Act.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

CERTIFICATE REGARDING

EMPLOYMENT OF ILLINOIS WORKERS ON PUBLIC WORKS

_____ agrees if at the time the Agreement is executed, or if during the term of the Agreement, there is excessive unemployment in Illinois as defined in the Employment of Illinois Workers on Public Works Act, 30 ILCS 570/0/01 et seq., as two consecutive months of unemployment exceeding 5%, then _____ agrees to employ Illinois laborers in accordance with the Employment of Illinois Workers on Public Works Act. An "Illinois laborer" is defined as any person who has resided in Illinois for at least thirty (30) days and intends to become or remain an Illinois resident.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

NON-COLLUSION AFFIDAVIT

AFFIDAVIT: "I (we) hereby certify and affirm that my (our) Quote was prepared independently for this project and that it contains no fees or amounts other than that for the legitimate execution of this work as specified and that it includes no understanding or agreements in restraint of trade."

The following affidavit must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

_____, as part of its bid for the _____ work for Community Unit School District #300, Algonquin, Illinois certifies that said Contractor is not barred from bidding on the aforementioned contract as a result of a violation of the above Non-Collusion Affidavit.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

CERTIFICATE REGARDING
COMMUNITY UNIT SCHOOL DISTRICT 300
VENDOR/CONTRACTOR CONFLICT OF INTEREST

_____, does hereby certify that they have read and fully understand the Vendor/Contractor Conflict of Interest Board Policy as stated below:

Vendor/Contractor Conflict of Interest
Any vendor or contractor doing $5,000 - $25,000 in business with the District within a fiscal year shall not contribute to any political campaign that directly affects the District while doing business for the District or for a period of two years after completion of business with the District. Further, the District will not enter into significant business with a vendor or contractor that has contributed to a political campaign that directly affects the District within two years prior to commencing business. Any vendor or contractor that participates and is awarded a contract through the competitive bidding process is exempt from this policy.

LEGAL REF.: 105 ILCS 5/10-20.19c, 5/10-20.21, 510-22.34c, and 5/19b-1 et seq.
820 ILCS 130/0.01 et seq.

CROSS REF: 2:100 (Board Member Conflict of Interest), 4:70 (Resource Conservation) 4:150 (Facility Management and Building Programs)

ADOPTED: February 10, 2003

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

CRIMINAL BACKGROUND INVESTIGATIONS

Contractor hereby represents, warrants, and certified that no officer or director thereof has any knowledge that any employee thereof has been convicted of committing or attempting to commit "Criminal Code of 1961," 720 ILCS, Sections 5/11-6 (Indecent solicitation of a child), 5/11-9 (Public indecency), 5/11-14 (Prostitution), 5/11-15 (Soliciting for a prostitute), 5/11-15.1 (Soliciting for a juvenile prostitute), 5/11-19 (Pimping), 5/11-19.1 (Juvenile pimping), 5/11-19.2 (Exploitation of a child), 5/11-20 (Obscenity), 5/11-20.1 (Sexual assault), 5/12-14 (Aggravated criminal sexual assault), 5/12-15 (Criminal sexual abuse), and 5/12-16 (Aggravated criminal sexual abuse), and/or those offenses defined in the "Cannabis Control Act," 720 ILCS, 550/1 et seq. (except the "Illinois Controlled Substances Act, " 720 ILCS 570/100 et seq., any of the offenses that would subject a certificated employee to suspension or revocation pursuant to Section 21-23a of the School Code or anyone found to be the perpetrator of sexual or physical abuse of any minor under 18 years of age pursuant to proceedings under Article II of the Juvenile Court Act of 1987 and/or any offense committed or attempted in any other state or against the laws of the United States, which if committed or attempted in this State, would have been punishable as one or more of the foregoing offenses.

Contractor further agrees that it shall not employ any person who have or may have direct, daily contact with the pupils of any school in the district, and for whom a criminal background investigation has not been conducted pursuant hereto, and further represents and agrees that all applicants for any such employment shall furnish with their applications the attached written "Authorization for Criminal Background Information" form authorizing the Board of Education to request a criminal background investigation of said applicant pursuant to Section 5/10-21.9 of the School Code of Illinois and to receive criminal history record information pursuant thereto to determine if the applicant has been convicted of committing or attempting to commit any of the criminal or drug offenses enumerated above. Contractor further agrees to submit with said authorization payment for any costs and expenses associated with the criminal background investigation.

Contractor further represents, warrants, and certifies that no applicant for employment with respect to whom the criminal investigation reveals any conviction for committing and/or attempting to commit any of the above enumerated offenses, shall be employed thereby in any position that involves or may involve contact with the students of the school district.

This certification is executed on the date hereinafter indicated by the designated contractor by its duly authorized officer.

By _____

Its: _____

Dated: _____

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____

NOTARY PUBLIC

AUTHORIZATION FOR CRIMINAL BACKGROUND INVESTIGATION

The undersigned hereby authorizes the Board of Education of Community Unit School District 300, Carpentersville, Illinois to request a criminal background investigation from the Illinois State Police, pursuant to Section 5/10-21.9 of the School Code of Illinois, 105 ILCS 5/10-21.9 and to receive criminal history record information pursuant thereto.

_____
(Printed or Typed Name of Applicant Employee)

_____
Signature of Applicant or Employee

Dated: _____

Scope of Work

Time and Material Rates

Payment of Prevailing Wages is required for this project.

QUALIFICATIONS – Provide labor, material, and furnish equipment as required to troubleshoot service, modify and /or install Data Cabling, Electrical, Tree Maintenance Service, Food Service Equipment Repair, Stadium Lighting Service & Repair, Asphalt Repair, Elevator Service & Repair, Bay/Overhead Door Service & Repair, Alarm Service & Repair, and Stage Curtain Recertification & Fireproofing. Scope of work may be described via construction documents, request for quote and/or field direction (in emergency cases). Vendor must supply a list of trade references; forms are located in the bid Boiler Plate. Certificates, References, Vendor Application and W-9 forms must be submitted with vendors bid submittal.

DURATION

Bid pricing to be firm through December 12, 2019. Bid award to cover a **1** year period with the possibility of two, one year extensions. Stage Curtain Recertification & Fireproofing bid pricing to be firm for a three year period beginning December 13, 2018 with a possibility of two, one year extensions Awarded contract begins December 13, 2018, and ends on December 12, 2019. District 300 will be using the November 2019 Urban CPI or Illinois County (Kane/McHenry) Prevailing Wage rates, whichever is less, to evaluate any increases in pricing. All extensions in accordance with this contract, will use following year's November Urban CPI or Illinois County (Kane/McHenry) Prevailing Wage rates. District 300 is to be notified within 60 days of any labor rate increases or decrease if contract is extended. Bids containing bid conditions will not be accepted.

- This **IS** a sealed bid.
- A Bid Bond **IS NOT** required upon bid submittal.
- A Performance Bond in the amount of $25,000 and current Certificate of Insurance are required upon award within 10 days of award.

REQUESTED SERVICES UNDER THIS CONTRACT

The following are to be considered prevailing wage services:

- Data Cabling
- Electrical
- Stadium Lighting Service & Repair
- Asphalt Repair
- Elevator Service & Repair
- Bay/Overhead Door Service & Repair
- Alarm Service & Repair

The following are not to be considered prevailing wage services:

- Tree Maintenance Service
- Food Service Equipment Repair
- Stage Curtain Recertification & Fireproofing

Terms – For the purpose of this bid, the following terms are:

- School District 300 is to be notified of the level of skilled tradesman upon callout.
- "Contract documents" includes the most current project drawings and specifications.
- "Provide" includes furnishing and installation.
- "Furnish" includes purchasing and transporting new equipment, as specified, to the job site.
- "Install" includes mounting or setting equipment in place, in specified location, and making all required electrical connections for a working product.
- "Electrical System" includes all distribution of power, lighting, fire protection, life safety, communications, security, special systems, and any other information, electrical in nature, identified on the Contract Documents, from the point(s) of service to utilization device(s).
- "Connecting" means providing a power source, overcurrent devices, raceways, conductors, terminations, insulation supports, and other materials and equipment required for the operation and control of the relevant operation.
- "Portal to Portal" to be defined as to and from vendor site location. If contractor is within district boundaries, additional dispatch charges will not apply for same day service during standard working hours.
- "Hourly rate billing" is to be invoiced in 15 minute increments.
- "Total Material Billing" equals the percentage of markup plus contractors actual cost.
- Total travel time allowance not to exceed 1hr per person.

Non-Emergency trade work – any non-emergency trade work (to be determined by District #300 staff and/or consultant), over $25,000 must be competitively bid. Any and all trade work performed must comply with local and national codes.

"PM Hourly Rate" is defined as the hourly rate for a food service equipment vendor to perform preventative maintenance on freezers, coolers, dishwashers, garbage disposals and steam tables.

"Emergency Hourly Rate" is defined as the hourly rate in which the vendor is called out for emergencies. Emergencies are defined as repairmen being on-site **within 60 minutes** of the initial call to the vendor.

D300 Expectations of Food Service Equipment Repair performed:
Upon equipment failure, freezers, coolers, ovens and steamers **will require** a 60 minute emergency response time. Steam table, garbage disposal and dishwasher repairs will need to be addressed within a 24 hour time period. Follow up repairs where parts need to be ordered, must be completed within a 48 hour time period.

D300 Expectations of Data Cabling performed:

- All cabling is to be Category 6 Ethernet or above
- Cabling must be manufactured in the USA
- Cabling is to be tested a verified post installation
- Cabling is to be installed as outlined in TIA/EIA-568
- Termination is to be completed as outlined in TIA/EIA-568 (B)
- Vendor must advise alternate solutions on cable installation greater than 100m
- Ethernet cabling must be Blue or White depending on customer request per installation
- Vendor must label installations based on existing labeling formats on both ends of termination

Invoicing – Invoice must reflect detailed description of work performed and materials used. Copies of certified payroll sheets must be attached to all invoices. Invoices to include parts listings with contractor cost and percent of markup per your bid.

Normal Working Day Hours for straight time – 7:00am-3:30pm, Monday through Friday.

CONTRACT PERIOD

The anticipated contract period is December 13, 2018 – December 12, 2019.

The anticipated contract period for Stage Curtain Recertification & Fireproofing is December 13, 2018 – December 12, 2021.

Service Points

CUSD 300

Building Name	Address	Elevator on site Y/N	Bay Door onsite Y/N	Stage Curtain Y/N	Recertification Schedule
Administration Center (847)551-8300	2550 Harnish Dr Algonquin, IL 60102	**Y**	N	N	N/A
Algonquin Lakes Elementary (847)532-7500	1401 Compton Drive Algonquin, IL 60102	**Y**	N	N	N/A
Algonquin Middle School (847)532-7100	520 Longwood Drive Algonquin, IL 60102	**Y**	**Y**	**Y**	**YEARLY**
Carpentersville Middle School (224)484-2100	100 Cleveland Avenue Carpentersville, IL 60110	**Y**	**Y**	**Y**	**YEARLY**
deLacey Family Education Center (224)484-2300	50 Cleveland Avenue Carpentersville, IL 60110	N	N	N	N/A
Dundee-Crown High School (224)484-5000	1500 Kings Road Carpentersville, IL 60110	**Y**	**Y**	**Y**	**3 YEARS**
Dundee Highlands Elementary (224)484-4700	407 South Fifth Street West Dundee, IL 60118	N	N	**Y**	**3 YEARS**
Dundee Middle School (224)484-4500	4200 W. Main Street West Dundee, IL 60118	N	N	N	N/A
Eastview Elementary (847)532-7400	540 Longwood Drive Algonquin, IL 60102	**Y**	N	N	N/A
Gilberts Elementary (224)484-5900	729 Paperbark Lane Gilberts, IL 60136	**Y**	N	N	N/A
Golfview Elementary (224)484-2800	124 Golfview Lane Carpentersville, IL 60110	N	N	N	N/A
Hampshire Elementary (847)792-3400	321 Terwilliger Avenue Hampshire, IL 60140	N	N	**Y**	**YEARLY**
Hampshire Middle School (847)792-3200	560 South State Street Hampshire, IL 60140	**Y**	**Y**	**Y**	**YEARLY**
Hampshire High School (847)792-3500	1600 E. Big Timber Road Hampshire, IL 60140	**Y X2**	**Y**	**Y**	**3 YEARS**
Jacobs High School (847)532-6100	2601 Bunker Hill Drive Algonquin, IL 60102	**Y**	**Y**	**Y**	**YEARLY**
Lake in the Hills Elementary (847)532-6900	519 Willow Street Lake in the Hills, IL 60156	N	N	N	N/A
Lakewood School (224)484-2600	1651 Ravine Lane Carpentersville, IL 60110	**Y**	**Y**	N	N/A
Liberty Elementary (224)484-4800	6500 Miller Road Carpentersville, IL 60110	**Y**	N	N	N/A
Lincoln Prairie Elementary (847)532-6600	500 W. Harvest Gate Lake in the Hills, IL 60156	**Y**	N	N	N/A
Meadowdale Elementary (224)484-2900	14 Ash Street Carpentersville, IL 60110	N	N	N	N/A
Neubert Elementary (847)532-6800	1100 Huntington Drive Algonquin, IL 60102	**Y**	N	N	N/A
Oak Ridge School (224)484-5800	229 Lake Marian Road Carpentersville, IL 60110	N	**Y**	N	N/A
Parkview Elementary (224)484-2500	122 Carpenter Blvd. Carpentersville, IL 60110	N	N	**Y**	**YEARLY**
Perry Elementary (224)484-5600	251 Amarillo Drive Carpentersville, IL 60110	N	N	N	N/A
Sleepy Hollow Elementary (224)484-4900	898 Glen Oak Drive Sleepy Hollow, IL 60118	N	N	N	N/A
Westfield Community School (847)532-7600	2100 Sleepy Hollow Road Algonquin, IL 60102	**Y**	**Y**	N	N/A
Wright Elementary (847)683-5700	1500 Ketchum Road Hampshire, IL 60140	**Y**	N	N	N/A
Transportation Department (847)551-8300	2603 Bunker Hill Drive Algonquin, IL 60102	N	**Y**	N	N/A
Bldgs. & Grounds Prof. Develop. Center-Bunker Hill (847)532-6700	2605 Bunker Hill Drive Algonquin, IL 60102	N	**Y**	N	N/A

Bid Submission

All bids are to be **sealed** and submitted to:

Diane C. White
Director of Purchasing
CUSD #300
2605 Bunker Hill Dr
Algonquin, IL 60102

Direct any questions regarding this project to:

Michael Zahalka
CUSD #300 – Purchasing Specialist
2605 Bunker Hill Dr
Algonquin, IL 60102
Ph: 847-551- 8460
Fx: 847-551-8463
Bids.Purchasing@d300.org

Please submit your response no later than, Friday, October 26, 2018 by 11:00AM CT

DISTRICT 300

BELL TIMES - REGULAR HOURS

2018-2019

District 300 Schools	Bell Times
Algonquin Lakes Elementary (Grades K-5) 1401 Compton Drive, Algonquin, IL 60102 **P:** 847-532-7500 **| F:** 847-532-7515	8:00am-2:15pm
Algonquin Middle School (Grades 6-8) 520 Longwood Drive, Algonquin, IL, 60102 **P:** 847-532-7100 **| F:** 847-658-2547	8:55am-3:40pm
Carpentersville Middle School (Grades 6-8) 100 Cleveland Avenue, Carpentersville, IL 60110 **P:** 224-484-2100 **| F:** 847-426-1404	8:55am-3:40pm
deLacey Family Education Center (Preschool) 50 Cleveland Avenue, Carpentersville, IL 60110 **P:** 224-484-2300 **| F:** 224-484-2319	**AM:** 8:45am-11:15am **PM:** 12:30pm-3:00pm
Dundee-Crown High School (Grades 9-12) 1500 Kings Road, Carpentersville, IL 60110 **P:** 224-484-5000 **| F:** 224-484-5098	7:30am-2:58pm
Dundee Highlands Elementary (Grades Pre-K-5) 407 S. Fifth Street, West Dundee, IL, 60118 **P:** 224-484-4700 **| F:** 847-426-1935	8:00am-2:15pm
Dundee Middle School (Grades 6-8) 4200 W. Main Street, West Dundee, IL 60118 **P:** 224-484-4500 **| F:** 847-426-4008	8:55am-3:40pm
Eastview Elementary (Grades Pre-K-5) 540 Longwood Drive, Algonquin, IL 60102 **P:** 847 532 7400 **| F:** 847 458 5509	8:00am-2:15pm **Pre-K AM:** 8:00am-10:30am **Pre-K PM:** 11:40am-2:15pm
Gilberts Elementary (Grades K-5) 729 Paperbark Lane, Gilberts, IL 60136 **P:** 224-484-5900 **| F:** 224-484-5915	8:00am-2:15pm **Pre-K AM:** 8:00am-10:30am **Pre-K PM:** 11:40am-2:15pm
Golfview Elementary (Grades Pre-K-5) 124 Golfview Lane, Carpentersville, IL 60110 **P:** 224-484-2800 **| F:** 224-484-2815	8:00am-2:15pm
Hampshire Elementary (Grades K-5) 321 Terwilliger Avenue, Hampshire, IL 60140 **P:** 847-792-3400 **| F:** 847-683-4806	8:00am-2:15pm
Hampshire Middle School (Grades 6-8) 560 S. State Street, Hampshire IL 60140 **P:** 847-792-3200 **| F:** 847-683-1030	8:55am-3:40pm
Hampshire High School (Grades 9-12) 1600 Big Timber Road, Hampshire, IL 60140 **P:** 847-792-3500 **| F:** 847-792-3515	7:30am-2:58pm

District 300 Schools	Bell Times
Jacobs High School (Grades 9-12) 2601 Bunker Hill Drive, Algonquin, IL 60102 **P:** 847.532.6100 **| F:** 847.532.6115	7:30am-2:58pm
Lake in the Hills Elementary (Grades Pre-K-5) 519 Willow Street, Lake in the Hills, IL 60156 **P:** 847-532-6900 **| F:** 847-658-2529	8:00am-2:15pm **Pre-K AM:** 8:00am-10:30am **Pre-K PM:** 11:40am-2:10pm
Lakewood Elementary (Grades Pre-K-5) 1651 Ravine Lane, Carpentersville, IL 60110 **P:** 224-484-2600 **| F:** 224-484-2615	8:00am-2:15pm
Liberty Elementary (Grades Pre-K-5) 6500 Miller Road, Carpentersville, IL 60110 **P:** 224-484-4800 **| F:** 224-484-4815	8:00am-2:15pm **Pre-K AM:** 8:00am-10:30am **Pre-K PM:** 11:40am-2:15pm
Lincoln Prairie Elementary (Grades K-5) 500 Harvest Gate Road, Lake in the Hills, IL 60156 **P:** 847-532-6600 **| F:** 847-532-6615	8:00am-2:15pm
Meadowdale Elementary (Grades Pre-K-5) 14 Ash Street, Carpentersville, IL 60110 **P:** 224-484-2900 **| F:** 224-484-2915	8:00am-2:15pm
Neubert Elementary (Grades K-5) 1100 Huntington Drive, Algonquin, IL 60102 **P:** 847-532-6800 **| F:** 847-551-8413	8:00am-2:15pm
Oak Ridge School (Grades 6-12) 300 Cleveland Avenue, Carpentersville, IL 60110 **P:** 224-484-5800 **| F:** 847-426-4474	7:45am-1:40pm
Parkview Elementary (Grades K-5) 122 Carpenter Boulevard, Carpentersville, IL 60110 **P:** 224-484-2500 **| F:** 847-426-2962	8:00am-2:15pm
Perry Elementary (Grades Pre-K-5) 251 Amarillo Drive, Carpentersville, IL 60110 **P:** 224-484-5600 **| F:** 224-484-5615	8:00am-2:15pm
Sleepy Hollow Elementary (Grades K-5) 898 Glen Oak Drive, Sleepy Hollow, IL 60118 **P:** 224-484-4900 **| F:** 224-484-4915	8:00am-2:15pm
Westfield Community School (Grades Pre-K-5) (Grades 6-8) 2100 Sleepy Hollow Road, Algonquin, IL 60102 **P:** (PreK-5) 847-532-7800 **| F:** 847- 532-7615 **P:** (6-8) 847-532-7600 **| F:** 847- 532-7615	8:00am-2:15pm 8:55am-3:40pm **Pre-K AM:** 8:00am-10:30am **Pre-K PM:** 11:40am-2:15pm
Wright Elementary (Grades K-5) 1500 Ketchum Road, Hampshire, IL 60140 **P:** 847-683-5700 **| F:** 847-683-5799	8:00am-2:15pm

DISTRICT 300

SCHOOL CALENDAR - 2018/2019

Board Approval: Nov. 8, 2016

JULY 18

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

AUGUST 18

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

SEPTEMBER 18

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

OCTOBER 18

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

NOVEMBER 18

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

DECEMBER 18

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

JANUARY 19

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

FEBRUARY 19

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

MARCH 19

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

APRIL 19

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MAY 19

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JUNE 19

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

All dates subject to change throughout school year, with BOE Approval

- District Closed
- Early Release
- Emergency Days
- End of QTR/Semester Full day Attend
- No Student/Instruction Staff Attend
- Parent/Teacher Conference
- Teacher Institute/ In service

Independence Day- Offices/Schools Closed	Wednesday, July 4
Teacher Institute (8am to 1pm) No Student Attendance	Friday, Aug. 10
Teacher Institute (8am to 1pm) No Student Attendance	Monday, Aug. 13
First day of School, Full Day of Student Attendance	Tuesday, Aug. 14
Early Release Day	Friday, Aug. 24
Labor Day - Offices/Schools Closed	Monday, Sept. 3
Early Release Day	Friday, Sept. 21
Teacher Institute (8am to 3pm) No Student Attendance	Friday, Oct. 5
Columbus Day - Offices/Schools Closed	Monday, Oct. 8
Early Release Day	Friday, Oct. 26
Early Release Day	Friday, Nov. 16
Parent - Teacher Conferences, No Student Attendance	Monday, Nov. 19 & Tuesday, Nov. 20
Fall Break - Offices/Schools Closed	Wednesday, Nov. 21 - Friday, Nov. 23
Early Release Day	Friday, Dec. 14
Winter Break, No Student Attendance	Monday, Dec. 24 - Friday, Jan. 4
Offices/Schools Closed	Dec. 24, Dec. 25, & Dec. 31
Offices/Schools Closed	Tuesday, Jan. 1
Early Release Day	Friday, Jan. 18
Martin Luther King Day - Offices/Schools Closed	Monday, Jan. 21
Early Release Day	Friday, Feb. 15
Presidents Day - Offices/Schools Closed	Monday, Feb. 18
Teacher Institute (8am to 3pm) Kane County ROE, No Student Attendance	Friday, Mar. 1
Early Release Day	Friday, Mar. 15
Spring Break, No Student Attendance	Monday, Mar. 25 - Friday, Mar. 29
NO Emergency Days used - No Student/Instruction, Staff, all offices open	Monday, Apr. 1
Emergency Days used - Regular attendance day	
Early Release Day	Friday, Apr. 12
District Holiday - Offices/Schools Closed	Friday, Apr. 19
Teacher Institute (8am to 3pm) No Student Attendance	Monday, Apr. 22
Early Release Day	Friday, May 10
Last day of school, if no Emergency Days have been used	Thursday, May. 23
Memorial Day - Offices/Schools Closed	Monday, May. 27
Last possible day of school - If ALL Emergency Days are used	Thursday, May 30

BID RESPONSE FORM

Time and Material Rates for : Data Cabling, Electrical, Tree Maintenance Service, Food Service Equipment Repair, Stadium Lighting Service & Repair, Asphalt Repair, Elevator Service & Repair, Bay/Overhead Door Service & Repair, Alarm Service & Repair, and Stage Curtain Recertification & Fireproofing

Payment of Prevailing Wages IS Required

Bids are as indicated on the attached sheets are hereby presented to the Board of Education of Community Unit School District #300. It is understood that:

1. Bidders must insure they have viewed both tabs in this spreadsheet.
2. The Board of Education reserves the right to reject any and all bids and to accept all or part of any bids submitted.
3. Rates quoted shall include all charges for handling, transportation and delivery.
4. Community Unit School District #300 is Tax Exempt.
   Tax Exemption Number - E9996-0079-07.
5. Vendor is required to submit Performance Bond cost as part with their submission.

The undersigned hereby certifies that he/she has read, understands and agrees that acceptance by the Board of Education of the bidder's offer by issuance of a purchase order(s) or other document(s) will create a binding contract. Further, he/she agrees to fully comply with the specifications and other documentary forms and regulations made a part of this specific procurement of contract. The bidder must comply with all State and Federal Regulations including FEPC, the Illinois Laborer's Act and the Illinois Prevailing Wage Act, with preference to Public Act 86-799 which states "…not less than the prevailing rate of wages as found by the public body or Department of Labor or determined by the court on review shall be paid to all laborers, workers and mechanics performing work under the contract." The Illinois Department of Labor prevailing wages for the county where the project will be undertaken is posted online at https://www2.illinois.gov/idol/Laws-Rules/CONMED/pages/2018-rates.aspx

Vendor has received Addendum (IF APPLICABLE)

#1 - _____ #2 - _____

NAME OF COMPANY /CORPORATION

STREET ADDRESS:

CITY:

STATE:

ZIP:

TELEPHONE NUMBER:

FAX NUMBER:

EMAIL ADDRESS:

FEIN NUMBER

ILLINOIS LICENSE NUMBER

BID SUBMITTED BY:

SIGNATURE OF AUTHORIZED AGENT

PLEASE TYPE OR PRINT NAME

DATE

****** Sealed Bids are due by 11:00AM, Friday, October, 26, 2018 ******

INSTRUCTIONS: Please fill in columns **that apply to your firm. Column V** is for vendor comments. ALL bids must be completed in the Excel spreadsheet provided and submitted in hard copy.	Vendor Name:	
	Complete Address:	
	Phone:	
	Fax:	
	E-Mail:	
	Contact Person:	

	Alarm Service & Repair		Asphalt Repair		Bay/Overhead Door - Service & Repair		Data Cabling	
POSITION	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME per hour**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**
Apprentice 1	$	$	$	$	$	$	$	$
Apprentice 2	$	$	$	$	$	$	$	$
Apprentice 3	$	$	$	$	$	$	$	$
Apprentice 4	$	$	$	$	$	$	$	$
Journeyman	$	$	$	$	$	$	$	$
Foreman	$	$	$	$	$	$	$	$
	% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment	
Materials	%		%		%		%	
Equipment	%		%		%		%	
Performance Bond	$		$		$		$	
							PM Hr. Rate $/hr. -	
							Emerg. Hr. Rate $/hr. -	

Electrical		Elevator Service & Repair		Food Service Equipment Repair		Stadium Lighting - Service & Repair	
Hourly STRAIGHT TIME per hour	**Hourly OVERTIME**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**
$	$	$	$	$	$	$	$
$	$	$	$	$	$	$	$
$	$	$	$	$	$	$	$
$	$	$	$	$	$	$	$
$	$	$	$	$	$	$	$
$	$	$	$	$	$	$	$
% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment	
%		%		%		%	
%		%		%		%	
$		$		$		$	
Emerg. Hr. Rate $/hr. -				**Monthly Service (each unit)**	**$**	**Emerg. Hr. Rate $/hr. -**	
				Quarterly Service (each unit)	**$**		

Stage Curtain - Recertification & Fireproofing		Tree Maintenance Service		Vendor Comments
Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	
$	$	$	$	
$	$	$	$	
$	$	$	$	
$	$	$	$	
$	$	$	$	
$	$	$	$	
% Markup for Materials & Equipment		% Markup for Materials & Equipment		
%		%		
%		%		
$		$		

PRINT RESET

COMMUNITY UNIT SCHOOL DISTRICT 300
PURCHASING DEPARTMENT
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8300
Fax: 847-551-8463

VENDOR APPLICATION FORM
(SUBJECT TO LOCAL LAWS)

Fill in all spaces. Insert "NA" in blocks not applicable. Type all entries

APPLICATION DATE

REVISION DATE

DATE: _____

COMPANY	HOW LONG IN PRESENT BUSINESS?

ADDRESS	CITY	STATE	ZIP

CONTACT PERSON/REPRESENTATIVE	FAX NUMBER	PHONE AND EXTENSION
	( )	( )

TYPE OF ORGANIZATION (Check Applicable)

☐ INDIVIDUAL ☐ PARTNERSHIP ☐ CORPORATION

IF INCORPORATED INDICATE IN WHICH STATE

YEARS ESTABLISHED:

DO YOU ACCEPT PURCHASE ORDERS? YES ☐ **NO** ☐

DO YOU ACCEPT CREDIT CARDS? YES ☐ **NO** ☐

CATEGORY **(Check below the category which applies to the applicant)**

☐ (A) MANUFACTURER OR PRODUCER ☐ (C) RETAILER ☐ (E) DISTRIBUTOR

☐ (B) WHOLESALER ☐ (D) MANUFACTURER'S AGENT ☐ (F) SERVICE ESTABLISHMENT

NAMES OF OFFICERS, MEMBERS OR OWNERS OF CONCERN, PARTNERSHIP, ETC.

(A) PRESIDENT (B) VICE PRESIDENT

(C) SECRETARY (D) TREASURER

(E) OWNERS, PARTNERS, OR STOCKHOLDERS

TAXPAYER'S I.D. NO.

FEIN _____

or

S.S. No. _____

INSURANCE INFORMATION (Check Applicable)

LIABILITY INSURANCE: $2,000,000 ☐ $2,500,000 ☐ $5,000,000 ☐ OTHER ☐

Workers' Compensation : State Minimum ☐ Greater than Minimum ☐

Required that CUSD be named as an Additional Insured ☐ INSURANCE CO. _____

BONDING INFORMATION **(Check each area in which you have been bonded and the latest date of bonding)**

Perf. Bond ____/____ (Mo. Year) ☐ Payment Bond (Labor and Materials) ____/____ (Mo. Year) ☐ Builder's Risk ____/____ (Mo. Year) ☐

PERSONS AUTHORIZED TO SIGN QUOTES, PROPOSALS, BIDS AND CONTRACTS:

NAME	OFFICIAL CAPACITY

Average number of employees (including affiliates) for four preceding calendar quarters.	Average annual sales for preceding three fiscal years:	Floor Space (Square Feet)	
	789	Manufacturing	Warehouse

MINORITY/WOMEN BUSINESS ENTERPRISE (Check One) See Definitions Below	FOR USE BY CONTRACT COMPLIANCE ONLY:
☐ MBE ☐ MBE/WBE ☐ WBE ☐ PBE	BY:_____ DATE_____ ☐ C ☐ NC

MINORITY GROUP MEMBERSHIP (Check One) See Definitions Below

NOTE: DO NOT COMPLETE THIS SECTION UNLESS YOU HAVE CHECKED ONE OF THE BOXES IN THE MINORITY/WOMEN BUSINESS ENTERPRISE SECTION ABOVE.

☐ AFRICAN AMERICAN OR BLACK ☐ HISPANIC AMERICAN ☐ NATIVE AMERICAN ☐ ASIAN-PACIFIC AMERICAN

CERTIFICATION DATE ISSUED: _____ EXPIRATION: _____

MINORITY AND WOMEN OWNED BUSINESS ENTERPRISE DEFINITIONS

MINORITY BUSINESS ENTERPRISE ("MBE") means a certified participating business at least 51 percent (51%) of which is owned and controlled by one or more members or one or more minority groups, or in the case of a publicly held corporation, 51 percent (51%) of the stock is owned by one or more members of one or more minority groups and whose daily business operations are controlled by one or more such individuals.

WOMEN'S BUSINESS ENTERPRISE ("WBE") means a certified participating business at least 51 percent (51%) of which is owned by one or more women, or in the case of a publicly held corporation, 51 percent (51%) of the stock of which is owned by one or more women and whose daily operations are controlled by one or more such individuals. Determination of whether a business is at least 51 percent (51%) owned by a woman or women shall be made without regard to community property laws.

BUSINESS OWNED AND OPERATED BY A PERSON WITH A DISABILITY ("PBE") means a business concern of which at least 51 percent (51%) is owned by one or more persons with a disability, or in the case of the corporation, one in which at least 51 per centum of the stock is owned by one or more persons with a disability or by a not for profit agency for the disabled organized pursuant to Section 501 of the Internal Revenue Code 1954; and the management and daily business operations of which are controlled by one or more of the persons with a disability who own it.

MINORITY GROUP MEMBER is an individual who is one of the following:

AFRICAN AMERICAN OR BLACK (persons with origins in any of the Black racial groups of Africa):
HISPANIC AMERICAN (persons of Spanish culture with origins in Puerto Rico, Mexico, Cuba, South or Central America, Spain, Portugal or the Caribbean Islands regardless of race).
NATIVE AMERICAN (American Indian)
ASIAN-PACIFIC AMERICAN (persons with origins from Japan, China, the Philippines, Vietnam, Korea, Samoa, Guam, the U.S. Trust Territories of the Pacific, Northern Marianas, Laos, Cambodia, Taiwan, or the Indian subcontinent).

IF YOU HAVE EVER DONE BUSINESS WITH THE SCHOOL DISTRICT UNDER ANOTHER NAME, PLEASE INDICATE NAME OR NAMES.

Give names, complete addresses, buyer's names and phone numbers of four of your customers. (Please include Federal, State or City Governments).

	ORGANIZATION	ADDRESS, STATE, ZIP	BUYER	PHONE NUMBER
1.				
2.				
3.				
4.				

Bank References

NAME OF BANK	ADDRESS, STATE, ZIP	CONTACT PERSON	PHONE NUMBER

I certify that the information supplied herein (including all pages attached) is correct and that neither the applicant nor any person (or concern) in any connection with the applicant as a principal or officer, so far as is known, is not debarred or otherwise declared ineligible by any public agency from furnishing materials, supplies or services to any agency thereof.

SIGNATURE OF PERSON AUTHORIZED TO SIGN THIS APPLICATION
NAME AND TITLE OF PERSON SIGNING (Please type or print)

PERSONS OR BUSINESSES INTERESTED IN BEING ADDED TO THE BIDDER'S LIST MUST FILE THIS APPLICATION WITH THE PURCHASING DEPARTMENT.

AFTER PLACEMENT ON THE BIDDERS' LIST, A VENDOR'S FAILURE TO RESPOND TO INVITATIONS FOR BIDS WILL BE UNDERSTOOD BY THE SCHOOL DISTRICT TO INDICATE LACK OF INTEREST AND SHALL RESULT IN THE REMOVAL OF THE VENDOR'S NAME FROM THE BIDDERS' LIST FOR THE ITEMS CONCERNED.

NOTE: ANY CHANGES TO INFORMATION SUBMITTED (ADDRESSES, AUTHORIZED PERSONNEL, ETC.,) WILL REQUIRE A REVISED COPY OF THIS FORM. ADDITIONAL FORMS MAY BE OBTAINED BY CONTACTING THE PURCHASING DEPARTMENT AT THE ADDRESS SHOWN ON THE FRONT OF THIS FORM.

USE BY COMMUNITY UNIT SCHOOL DISTRICT 300 ONLY

VENDOR I.D. NUMBER	APPROVED BY	DATE	W9	COMM LIST

Form **W-9**
(Rev. October 2007)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give form to the requester. Do not send to the IRS.

Print or type See **Specific Instructions** on page 2.

Name (as shown on your income tax return)

Business name, if different from above

Check appropriate box: ☐ Individual/Sole proprietor ☐ Corporation ☐ Partnership
☐ Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶
☐ Other (see instructions) ▶

☐ Exempt payee

Address (number, street, and apt. or suite no.)

Requester's name and address (optional)

City, state, and ZIP code

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

or

Employer identification number

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here **Signature of U.S. person** ▶ **Date** ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),

2. Certify that you are not subject to backup withholding, or

3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

791 • The U.S. owner of a disregarded entity and not the entity,

- The U.S. grantor or other owner of a grantor trust and not the trust, and
- The U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person, do not use Form W-9. Instead, use the appropriate Form W-8 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.

2. The treaty article addressing the income.

3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.

4. The type and amount of income that qualifies for the exemption from tax.

5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity not subject to backup withholding, give the requester the appropriate completed Form W-8.

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,

2. You do not certify your TIN when required (see the Part II instructions on page 3 for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See the instructions below and the separate Instructions for the Requester of Form W-9.

Also see *Special rules for partnerships* on page 1.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of $50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a $500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Name

If you are an individual, you must generally enter the name shown on your income tax return. However, if you have changed your last name, for instance, due to marriage without informing the Social Security Administration of the name change, enter your first name, the last name shown on your social security card, and your new last name.

If the account is in joint names, list first, and then circle, the name of the person or entity whose number you entered in Part I of the form.

Sole proprietor. Enter your individual name as shown on your income tax return on the "Name" line. You may enter your business, trade, or "doing business as (DBA)" name on the "Business name" line.

Limited liability company (LLC). Check the "Limited liability company" box only and enter the appropriate code for the tax classification ("D" for disregarded entity, "C" for corporation, "P" for partnership) in the space provided.

For a single-member LLC (including a foreign LLC with a domestic owner) that is disregarded as an entity separate from its owner under Regulations section 301.7701-3, enter the owner's name on the "Name" line. Enter the LLC's name on the "Business name" line.

For an LLC classified as a partnership or a corporation, enter the LLC's name on the "Name" line and any business, trade, or DBA name on the "Business name" line.

Other entities. Enter your business name as shown on required federal tax documents on the "Name" line. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on the "Business name" line.

Note. You are requested to check the appropriate box for your status (individual/sole proprietor, corporation, etc.).

Exempt Payee

If you are exempt from backup withholding, enter your name as described above and check the appropriate box for your status, then check the "Exempt payee" box in the line following the business name, sign and date the form.

Generally, individuals (including sole proprietors) are not exempt from backup withholding. Corporations are exempt from backup withholding for certain payments, such as interest and dividends.

Note. If you are exempt from backup withholding, you should still complete this form to avoid possible erroneous backup withholding.

The following payees are exempt from backup withholding:

1. An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2),

2. The United States or any of its agencies or instrumentalities,

3. A state, the District of Columbia, a possession of the United States, or any of their political subdivisions or instrumentalities,

4. A foreign government or any of its political subdivisions, agencies, or instrumentalities, or

5. An international organization or any of its agencies or instrumentalities.

Other payees that may be exempt from backup withholding include:

6. A corporation,

7. A foreign central bank of issue,

8. A dealer in securities or commodities required to register in the United States, the District of Columbia, or a possession of the United States,

9. A futures commission merchant registered with the Commodity Futures Trading Commission,

10. A real estate investment trust,

11. An entity registered at all times during the tax year under the Investment Company Act of 1940,

12. A common trust fund operated by a bank under section 584(a),

13. A financial institution,

14. A middleman known in the investment community as a nominee or custodian, or

15. A trust exempt from tax under section 664 or described in section 4947.

The chart below shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 15.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 9
Broker transactions	Exempt payees 1 through 13. Also, a person registered under the Investment Advisers Act of 1940 who regularly acts as a broker
Barter exchange transactions and patronage dividends	Exempt payees 1 through 5
Payments over $600 required to be reported and direct sales over $5,000[1]	Generally, exempt payees 1 through 7[2]

[1] See Form 1099-MISC, Miscellaneous Income, and its instructions.

[2] However, the following payments made to a corporation (including gross proceeds paid to an attorney under section 6045(f), even if the attorney is a corporation) and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, and payments for services paid by a federal executive agency.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-member LLC that is disregarded as an entity separate from its owner (see *Limited liability company (LLC)* on page 2), enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note. See the chart on page 4 for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local Social Security Administration office or get this form online at *www.ssa.gov*. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at *www.irs.gov/businesses* and clicking on Employer Identification Number (EIN) under Starting a Business. You can get Forms W-7 and SS-4 from the IRS by visiting *www.irs.gov* or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note. Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: *A disregarded domestic entity that has a foreign owner must use the appropriate Form W-8.*

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 4, and 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). Exempt payees, see *Exempt Payee* on page 2.

Signature requirements. Complete the certification as indicated in 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account [1]
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor [2]
4. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee [1]
b. So-called trust account that is not a legal or valid trust under state law	The actual owner [1]
5. Sole proprietorship or disregarded entity owned by an individual	The owner [3]
For this type of account:	**Give name and EIN of:**
6. Disregarded entity not owned by an individual	The owner
7. A valid trust, estate, or pension trust	Legal entity [4]
8. Corporate or LLC electing corporate status on Form 8832	The corporation
9. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
10. Partnership or multi-member LLC	The partnership
11. A broker or registered nominee	The broker or nominee
12. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity

[1] List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

[2] Circle the minor's name and furnish the minor's SSN.

[3] You must show your individual name and you may also enter your business or "DBA" name on the second name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

[4] List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships* on page 1.

Note. If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records from Identity Theft

Identity theft occurs when someone uses your personal information such as your name, social security number (SSN), or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

Call the IRS at 1-800-829-1040 if you think your identity has been used inappropriately for tax purposes.

Victims of identity theft who are experiencing economic harm or a system problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to *phishing@irs.gov.* You may also report misuse of the IRS name, logo, or other IRS personal property to the Treasury Inspector General for Tax Administration at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at: *spam@uce.gov* or contact them at *www.consumer.gov/idtheft* or 1-877-IDTHEFT(438-4338).

Visit the IRS website at *www.irs.gov* to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons who must file information returns with the IRS to report interest, dividends, and certain other income paid to you, mortgage interest you paid, the acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA, or Archer MSA or HSA. The IRS uses the numbers for identification purposes and to help verify the accuracy of your tax return. The IRS may also provide this information to the Department of Justice for civil and criminal litigation, and to cities, states, the District of Columbia, and U.S. possessions to carry out their tax laws. We may also disclose this information to other countries under a tax treaty, to federal and state agencies to enforce federal nontax criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism.

You must provide your TIN whether or not you are required to file a tax return. Payers must generally withhold 28% of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to a payer. Certain penalties may also apply.

Community Unit School District 300
2605 BUNKER HILL DRIVE
ALGONQUIN, IL 60102
Diane C. White, Director of Purchasing
PHONE: 847-551-8460 • FAX: 847-551-8463

October 26, 2020

Jennl Willis
Trees R Us, Inc.
PO Box 6014
Wauconda, IL. 60084

Via Email: Chris@treesrusinc.com

Labor and Material – Contract Extension / Tree Services

Dear Ms. Willis,

On January 8, 2019, the Board of Education awarded your firm the labor and material contract for Tree Services through December 31, 2019. This contract stated the possibility of two (2), one-year extensions. The district will soon be entering into new labor and material agreements for the next contract year on the services provided by companies like Trees R Us, Inc.

District 300 would like to continue our business relationship with Trees R Us, Inc. with a second extension to the original contract. We are asking your firm to hold the following pricing through December 31, 2021:

HOURLY - STRAIGHT TIME		HOURLY - OVERTIME		PERCENTAGE OF MARKUP	
Apprentice 1	$95.00	Apprentice 1	$150.00	Materials	0%
Apprentice 2	$95.00	Apprentice 2	$150.00	Equipment	0%
Apprentice 3	$95.00	Apprentice 3	$150.00	Performance Bond	$360.00
Apprentice 4	$95.00	Apprentice 4	$150.00	**ADDITIONAL COMMENTS**	Price includes all equipment
Journeyman	$95.00	Journeyman	$150.00		
Foreman	$95.00	Foreman	$150.00		

Your signature below will allow us to present your submittal to the Board of Education for review and award on Tuesday, November 10, 2020.

Please return your signed response by Wednesday, October 28, 2020.

Sincerely,

Diane C. White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks

Diane White, Director of Purchasing

Jenni Willis
B7D079C6B18EB83F196ACCFD6F0DCC75 contractworks

Jenni Willis

Service Contractor

Community Unit School District 300
2605 BUNKER HILL DRIVE
ALGONQUIN, IL 60102
Diane C. White, Director of Purchasing
PHONE: 847-551-8460 • FAX: 847-551-8463

February 26, 2020

Ms. Jenni Willis
Trees R Us, Inc.
PO Box 6014
Wauconda, IL 60084

Bid – Time and Material Rates

Dear Ms. Willis,

Congratulations! District 300 has extended the award for the Trees portion of the Time and Material Rates bid to Trees R Us! The Board of Education approved this award at the regularly scheduled meeting of January 28, 2020. All work to be performed through December 31, 2020 at an hourly rate, as indicated on your response, for the following trades and skill levels. **Trees:** Journeyman - $95.00. Foreman - $95.00.

This signed letter along with the attached documents – original Bid specifications, addenda, and your final response combined serve as the contract for this project.

Please send this signed letter to:

Community Unit School District 300
Diane White, Director of Purchasing
2605 Bunker Hill Drive Algonquin,
IL. 60102

A service agreement will be issued in accordance with the terms of this contract. Please sign and return your award letter by March 6, 2020. Please submit your Certificate of Insurance naming District 300 as additional insured & performance bond no later than March 6, 2020.

This Agreement is entered into as of January 28, 2020.

Diane C. White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks
ADMINISTRATOR *(Signature)*

Diane C White, Director of Purchasing
(Printed name and title)

Jenni Willis
B7D079C6B18EB83F196ACCFD6F0DCC75 contractworks
CONTRACTOR *(Signature)*

Jenni Willis **President**
(Printed name and title)

Please return your signed copy to Diane C White – bids.purchasing@d300.org
If you have any further questions regarding this contract, please feel free to contact me at (847) 551-8460.

Sincerely,

Diane C White
Diane C White, Director of Purchasing

Community Unit School District 300
2605 BUNKER HILL DRIVE
ALGONQUIN, IL 60102
Diane C. White, Director of Purchasing
PHONE: 847-551-8460 • FAX: 847-551-8463

October 25, 2019

Jenni Willis
Trees R Us , Inc
PO Box 6014
Wauconda, IL. 60084

Time and Material – Contract Extension / Tree Services

Dear Ms Willis,

The Scope of Work for the Time and Material bid of December 2018 stated the possibility of two (2), one-year extensions of last year's BOE awarded contract. The district will soon be entering into new labor and material agreements for the next contract year on the services provided by companies like Trees R Us Inc..

In order for District 300 to continue our business relationship with Trees R Us, we are asking your firm to hold current pricing on Journeymen and Foremen @ $95 / hr., noting that this pricing includes all equipment used at job sites. If Trees R Us can agree to do so, pricing will be extended to December 31, 2020. If your firm can agree to hold pricing, we will present your submittal to the BOE for review and award on, Tuesday, December 10, 2019.

Please return your signed response by Monday, November 4th 2019.

Sincerely,

Diane C. White

Diane White, Director of Purchasing

Service Contractor

COMMUNITY UNIT SCHOOL DISTRICT #300
PURCHASING DEPARTMENT
2605 BUNKER HILL DR
ALGONQUIN IL, 60102
Phone – 847-551-8460
Fax – 847-551-8463

December 3, 2018

Dear Vendor:

ADDENDUM 1

Time and Material Rates

PLEASE REFER TO THE ABOVE REFERENCED PROJECT AND MAKE THE FOLLOWING CHANGES:

Additional Information

Q. Which alarms are encompassed in the Alarm Repair and Service category?
A. Fire Alarms are part of a separate contract, the following are to be considered part of the Alarm Repair and Service category:

- Card Access Systems
- Burglar Alarm Systems
- Electric Door Strikes
- Fob Systems

- **This Addendum is to be considered part of the original bid documents.**

Please confirm receipt of this email or fax by a telephone call, email, or fax.

Telephone Number – 847-551-8460.
E-mail - bids.purchasing@d300.org
Fax Number – 847-551-8463

If you have any questions, please feel free to contact the numbers listed above.

Sincerely,

Diane C White

Diane C. White / Director of Purchasing

Community Unit School District # 300
Purchasing Department
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8460 – PHONE

November 14, 2018

Dear Vendor:

The Board of Education of Community Unit School District No. 300 (the "District") invites you to submit a sealed bid for:

Time and Material Rates for:

- Data Cabling
- Electrical
- Tree Maintenance Service
- Food Service Equipment Repair
- Stadium Lighting Service & Repair
- Asphalt Repair
- Bay/Overhead Door Service & Repair
- Alarm Service & Repair

The enclosed bid form(s) **must** be used in submitting bid. Bid must be addressed as follows:

Community Unit School District No. 300
Purchasing Department – Time & Material
2605 Bunker Hill Drive
Algonquin, IL 60102

Sealed bids will be received until 11:00AM CT, Thursday, December 6, 2018 at which time they will be publicly opened and read.

The required Contractor's Certification forms must be completed and returned with the bid.

It is the intention of the Board of Education to award the bid at the January 22, 2019 **regular meeting.** The Board of Education may make such investigations as deemed necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish to the District all such information for this purpose as the District may request. The District reserves the right to reject any or all bids if the evidence submitted by, or investigation of, such bidder(s) fails to satisfy the District that such bidder(s) is properly qualified to carry out the obligations of the contract and to complete work contemplated therein. District further reserves the right to waive any minor irregularities or minor defects in the bids, which do not affect the price nor constitute some type of substitution for a designated item, and to accept the bid, which is in the best interest of the District. Conditional bids will not be accepted. Strikeouts or addition of conditions or provisions or insertion of substitutes shall be reason for rejecting a bid without any specification of reason for the rejection. Any request for information shall be made to Diane C. White, Director of Purchasing, but the response may not be used as a condition to any bid being submitted.

Diane C White

Sincerely,
Diane C. White
Director of Purchasing / CUSD 300

PUBLIC NOTICE

NOTICE TO BIDDERS

The Board of Education of Community Unit School District No. 300 is accepting sealed bids for:

Labor and Material Rates for:

- Data Cabling
- Electrical
- Tree Maintenance Service
- Food Service Equipment Repair
- Stadium Lighting Service & Repair
- Asphalt Repair
- Bay/Overhead Door Service & Repair
- Alarm Service & Repair

Sealed bids will be accepted until 11:00AM CT, Thursday, December 6, 2018 **at:**

Community Unit School District 300
Purchasing Office
2605 Bunker Hill Dr.
Algonquin, IL, 60102

at which time they will be publicly opened and read.

A non-mandatory pre-bid meeting is scheduled for 10:00AM CT, Thursday, November 29, 2018. Prospective bidders are to meet at the Buildings and Grounds Building, 2605 Bunker Hill Drive, Algonquin, IL 60102. If you are unable to attend in person, please contact the Purchasing Department for access to the meeting online.

Any questions regarding this bid must be directed to:

Community Unit School District #300
Diane C. White
2605 Bunker Hill Dr.
Algonquin, IL, 60102
847-551-8460
diane.white@d300.org

Bid specifications will be available on Wednesday, November 13, 2018, after 3:00PM. To obtain bid specifications, please contact Michael Zahalka at 847-551-8460 or via email at or bids.purchasing@d300.org.

Timeline 11/12/2018			
ACTION	**DATE**	**TIME**	**LOCATION**
Timeline Established	11/12/2018		Purchasing Office
Specifications Review	11/14/2018		
Specifications Finalized	11/14/2018		
Bid Released to Vendors	11/14/2018	3:00 PM	Purchasing Office via email
Legal Ad Published	11/14/2018		Daily Herald
Pre-Bid Meeting	11/29/2018	11:00 AM	**BH PDC-Conf Rm / Adobe**
Q&A Deadline – via email	11/30/2018	3:00 PM	bids.purchasing@d300.org
Bid Opening	**12/6/2018**	11:00 AM	**BH PDC-Conf Rm**
Evaluation Period	12/6 - 12/14		
Info. to CFO	12/28/2018		Susan Harkin
CFOC Meeting	1/7/2019	4:00PM	
BOE Workshop	1/8/2019	6:30PM	Admin. Bldg.
BOE Business Meeting	1/22/2019	6:30PM	Admin. Bldg.
Project Rates for FY2018-2019 Start	1/23/2019		
Project Rates for FY2018-2019 Conclude	12/31/2019		

Instructions to Bidders

1. GENERAL

a. Bids shall be signed and submitted in an envelope properly marked with the title of the bid, and date and time of opening. Unsigned bids will be rejected.

b. Seal and deliver bid to the purchasing office on or before the time scheduled for the opening. Late bids will not be opened nor considered.

c. All bids MUST be completed in the EXCEL spreadsheet provided in the Bid Response Form and. All bids must be submitted in hard copy along with an electronic version on a flash drive only.

d. The District is not subject to Federal Excise Tax or Illinois Sales or Retailers Occupational Tax. Bids should not include sales or excise tax.

e. Prices quoted shall include all charges for packing, transportation and delivery to the locations designated on the bid specification and installation if called for in the bid specifications.

f. Correspondence shall be addressed to the Director of Purchasing.

g. Bids are available for inspection in the purchasing office by appointment for 10 days after the date of the award of an order.

h. Oral, telephonic, telegraphic, facsimile or electronically transmitted bids will not be accepted.

2. ERRORS AND OMISSIONS

All bids shall be submitted with each space properly completed. The special attention of bidders is directed to the policy that no claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidders find any claimed discrepancies in, or omissions from, any of the documents, or be in doubt as to their meanings, bidder shall advise the purchasing official first orally, followed by written (FAX or letter) with specification of the claimed problems which must be received during regular working hours at least 10 days before the date set for bid opening so that a written notification can be prepared by any purchasing official, who will issue the necessary clarifications to all prospective bidders by means of addenda.

3. FIRM BID

All bids will be considered to be firm for a period of sixty (60) days from the date established for the opening of bids.

4. WITHDRAWAL OF BIDS

Bids may be withdrawn by letter, or telegram, or fax received by the district or in person prior to the time and date established for the opening of bids.

5. INVESTIGATION OF BIDDERS

a. The purchasing official will make such investigation as is necessary to determine the ability of the bidder to fulfill bid requirements. The bidder shall furnish such information as may be requested and shall be prepared to show completed installations of equipment, types of service or supplies similar to those included in the bid.

b. The Board of Education reserves the right to reject any bid if it is determined that the bidder is not properly qualified to carry out the obligations of the contract. The Board of Education reserves the right to reject any or all bids, to waive irregularities and to accept that bid which is considered to be in the best interest of the District. Any such decision shall be considered final. All items bid shall be new unless otherwise specified in the requirements.

6. VENDOR APPLICATION AND W-9 FORM

The District requires that a current Vendor Application and W-9 form be included with your sealed bid. These forms can be found on the District website – www.d300.org. Go to Support Services-Purchasing to download the vendor application and W-9 form.

7. Compliance with the Illinois Prevailing Wage Act

It shall be mandatory upon the bidder and upon any subcontractor thereof to pay all laborers, workmen, and mechanics employed by them not less than the general prevailing rate of wages as found by the District or Department of Labor for each craft or type of worker or mechanic needed to execute the contract and the general prevailing rate for legal holiday and overtime work as ascertained by the Illinois Department of Labor. The prevailing wage rates are revised by the Department of Labor periodically and are available on its website. The bidder shall comply with all provisions of the Illinois Prevailing Wage Act, 820 ILCS 130/0.01 *et seq.*, applicable to the work. Payment of any bidder shall not be processed without receipt of certified employee records required by 820 ILCS 130/5.

The Illinois Department of Labor publishes the prevailing wage rates on its website at -
https://www2.illinois.gov/idol/Laws-Rules/CONMED/pages/2018-rates.aspx

The Illinois Department of Labor revises the prevailing wage rates and the Contractor/subcontractor has an obligation to check the Departments website for revisions.

8. SIGNATURE CONSTITUTES ACCEPTANCE

The signing of these bid forms shall be construed as acceptance of all provisions contained herein.

9. CONTRACTS

The successful bidder will be required to enter into a contract incorporating the terms and conditions of this bid.

10. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this Contract (whether or not federal funds are involved) the bidder agrees as follows:

a. The bidder will not unlawfully discriminate against any employee or applicant for employment because of age, race, creed, color, sex, religion, ancestry, marital status, handicap, military status, unfavorable discharge from military service or national origin, as those terms are contained in the Illinois Human Rights Act (775ILCS 5/1-10 et. seq., hereinafter "unlawful discrimination"). The bidder will take affirmative action to ensure the applicants are employed, and that employees are treated equally during employment, without unlawful discrimination. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The bidder agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

b. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the bidder, state that all qualified applicants will receive consideration for employment without unlawful discrimination

11. COMPLETION DELIVERY TIME

If delivery time will exceed thirty (30) days after receipt of a purchase order, bidders state the delivery time by each respective item. All prices must be quoted FOB. Destination. Shipments shall become property of consignee after delivery and acceptance. Regardless of statements to the contrary, payment terms will begin no sooner than the date of delivery of goods.

12. EVALUATIONS

The District reserves the right to reject any and all bids, to waive any technicalities in the bidding and to award each item to a different bidder or all items to a single bidder unless otherwise noted on bid request, and to determine whether in the opinion of the District: (1) an early delivery date is entitled to more consideration than price, (2) an earlier delivery date is to be disregarded because of the reputation of the bidder for not meeting delivery dates, (3) a bidder is not a responsible bidder and should be disregarded. The District will authorize the release of purchase orders upon acceptance of bids. In the event of pricing errors, the unit count(s) listed will prevail and be considered accurate.

13. EXAMINATION OF DOCUMENTS AND SITE

Before submitting a bid for work on any project, each bidder shall carefully examine the project site and the contract documents, fully inform itself of existing conditions and limitations of the project sites, rely entirely upon their own judgment in making the bid, and include in its own bid all sums sufficient to provide all work required by the contract documents. After opening of bids, no additional allowance will be made for changes in project scope and/or price due to work, which would have been apparent, by examination of the documents and sites. By submitting a bid, each bidder shall be held to represent that bidder has made the examination in complete detail and has determined beyond doubt that the documents and existing conditions are sufficient, adequate and satisfactory for completion of the work.

14. PERFORMANCE: LABOR AND MATERIAL PAYMENT BONDS IS REQUIRED OF THIS PROJECT

Within ten days after the date of the Notice of Award, the successful contractor shall enter into a formal contract with the District and shall provide a Performance Bond and a Labor and Material Payment Bond, each in the full amount of the contract. Each bond shall be in accordance with AIA. Document A31 1. The contractor shall pay the cost of premiums for said bonds. The bonds shall be signed and sealed by an authorized representative of the bonding company and authorized officer or representative of the contractor, and a certificate of the authority of those signing the bonds, if not officers, shall be attached thereto.

The Performance Bond and the Labor and Material Payment Bond shall guarantee the performance of the duties placed on the contractor by the Prevailing Wage Act, as well as all other duties undertaken pursuant to the contract with the District, and shall indemnify the District from any liability or loss resulting to the District from any failure of the contractor fully to perform each or all of said duties. The Performance Bond and the Labor and Material Payment Bond herein provided shall be placed with a Surety company or companies having a policy holder's rating not lower than "A" and a financial rating not lower than "AAA" in Best's Insurance Guide (current edition).

15. BID SECURITY IS NOT REQUIRED OF THIS PROJECT

A Bid Bond or certified check made payable to the District in the amount of ten percent (10%) of the bid shall accompany each bid as a guarantee that the bidder, if awarded the contract, will furnish the required Performance Bond and Labor and Material Payment bonds, execute the contract and proceed with the work. Upon failure to do so, the bidder shall forfeit the check or the district shall be entitled to the principal amount of bid bonds as liquidated damages. No mistakes or errors on the part of the bidder shall excuse the bidder or entitle bidder to a return of the check or bid bond. No bidder may withdraw a bid for a period of 60 days after the date of opening thereof. The bid bonds or checks will, with the exception of those of the three lowest bidders, be returned within seven days after the opening of bids and the remaining checks or bid bonds will be returned when the contract is executed and all required bonds have been provided.

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16. SERVICE POINTS

Building Name	Address	Delivery Hours	Bell Times	Liftgate Required Y/N
Administration Center (847)551-8300	2550 Harnish Dr Algonquin, IL 60102	7:00AM - 3:00PM	N/A	Y
Algonquin Lakes Elementary (847)532-7500	1401 Compton Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Algonquin Middle School (847)532-7100	520 Longwood Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Carpentersville Middle School (224)484-2100	100 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
deLacey Family Education Center (224)484-2300	50 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	AM: 8:45 - 11:15 PM: 12:30-3:00	Y
Dundee-Crown High School (224)484-5000	1500 Kings Road Carpentersville, IL 60110	7:00AM - 3:00PM	7:30AM - 2:58PM	N
Dundee Highlands Elementary (224)484-4700	407 South Fifth Street West Dundee, IL 60118	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Dundee Middle School (224)484-4500	4200 W. Main Street West Dundee, IL 60118	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Eastview Elementary (847)532-7400	540 Longwood Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Gilberts Elementary (224)484-5900	729 Paperbark Lane Gilberts, IL 60136	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Golfview Elementary (224)484-2800	124 Golfview Lane Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Hampshire Elementary (847)792-3400	321 Terwilliger Avenue Hampshire, IL 60140	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Hampshire Middle School (847)792-3200	560 South State Street Hampshire, IL 60140	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Hampshire High School (847)792-3500	1600 E. Big Timber Road Hampshire, IL 60140	7:00AM - 3:00PM	7:30AM - 2:58PM	N
Jacobs High School (847)532-6100	2601 Bunker Hill Drive Algonquin, IL 60102	7:00AM - 3:00PM	7:30AM - 2:58PM	Y
Lake in the Hills Elementary (847)532-6900	519 Willow Street Lake in the Hills, IL 60156	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Lakewood School (224)484-2600	1651 Ravine Lane Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Liberty Elementary (224)484-4800	6500 Miller Road Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Lincoln Prairie Elementary (847)532-6600	500 W. Harvest Gate Lake in the Hills, IL 60156	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Meadowdale Elementary (224)484-2900	14 Ash Street Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Neubert Elementary School (847)532-6800	1100 Huntington Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Oak Ridge School (224)484-5800	300 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	7:45 AM - 1:40PM	Y
Parkview Elementary (224)484-2500	122 Carpenter Blvd. Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Perry Elementary (224)484-5600	251 Amarillo Drive Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Sleepy Hollow Elementary (224)484-4900	898 Glen Oak Drive Sleepy Hollow, IL 60118	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Westfield Community School (847)532-7600	2100 Sleepy Hollow Road Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM & 8:55AM 2:15PM & 3:40PM	Y
Wright Elementary (847)683-5700	1500 Ketchum Road Hampshire, IL 60140	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Bldgs. & Grounds Prof. Develop. Center - Bunker Hill (847)532-6700	2605 Bunker Hill Drive Algonquin, IL 60102	7:00AM - 3:00PM	N/A	Y

18. WARRANTY

The bidder shall warrant the work services, and/or products to be free of defects in material and workmanship for a period of _1_ years. This warranty shall obligate the contractor to repair or replace the products at no additional charge to the District.

19. INSURANCE (REQUIRED)

The contractor shall provide and maintain insurance in the amounts outlined below with companies acceptable to the District:

MINIMUM INSURANCE REQUIREMENTS

General Liability	General Aggregate	$2,000,000
	Products-Comp/OP Agg	2,000,000
	Personal Injury	1,000,000
	Each Occurrence	1,000,000
	Fire Damage (Any one fire)	50,000
	Medical Exp. (Any one person)	5,000
Excess Liability	Each Occurrence	2,000,000
	Aggregate	2,000,000
Automobile Liability	Bodily Injury (each occ)	1,000,000
	Property Damage (each occ)	1,000,000
Worker's Compensation	Statutory Limits	
	Each Accident	500,000
	Disease-Policy Limit	500,000
	Disease-Each employee	500,000

All such insurance shall not be cancelable without thirty (30) days prior written notice being given to the District.

With respect to the insurance required herein, the contractor shall provide such insurance naming the District, the Board of Education and its members individually, and its employees and agents as **additional named insured**. The contractor shall also purchase and maintain such insurance as will protect the District from and against all claims, damages, loss and expenses, including attorney's fees arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense, (1) is attributable to bodily injury to or destruction of tangible property (other than the work itself), including the loss of use resulting there from, and (2) is caused in whole or in part by a negligent act or omission of the contractor, subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts they may be liable, regardless of whether or not it is caused in part by a party to whom insurance is afforded pursuant to this paragraph.

It is MANDATORY within ten (10) days after the bid award, that the Certificate(s) of Insurance shall be submitted to the insurance agent for the District.

20. TOTAL PRICE FOR ALL ITEMS BID

A total bid dollar amount, regardless of whether or not the bidder is bidding all items, must be entered in the appropriate section of the bid form before signing and submitting the bid.

21. HOLD HARMLESS AND INDEMNIFICATION

The contractor shall assume all liability for, and shall protect, defend, indemnify and hold harmless, the Board of Education, its members individually, officers, employees, servants and agents, from and against all claims, actions suits, judgments, costs, losses, expenses and liabilities of whatsoever kind or nature including reasonable legal fees incurred by owner arising out of:

A. Any infringement (actual or claimed) of any patents, copyrights or trade names by reason of any work performed or to be performed by the contractor under this contract or by reason of anything to be supplied by the contractor pursuant to this contract.

B. Bodily injury, including death, to any person or persons (including contractor's officers, employees, agents and servants) or damage to or destruction of any property, including the loss of use thereof:

-Caused in whole or in part by an act, error or omissions by the contractor or any subcontractor or anyone directly or indirectly employed by any of them regardless of whether or not it is caused in part by a party to be indemnified hereunder.

-Arising directly or indirectly out of the presence of any person in or about any part of the project site or the streets, sidewalks and property adjacent thereto.

-Arising directly or indirectly out of the use, misuse or failure of any machinery or equipment used directly or indirectly in the performance of this contract.

22. DAMAGE TO PROPERTY

In the event the bidder damages the District's property, the bidder shall, at the bidder's sole cost, restore the property or any surrounding area. Such restoration shall be to a condition at least equivalent to the condition of the affected area immediately before the destruction or damage. If the bidder does not repair such damage within 14 days after receiving written notice from the District, or such lesser time if the District determines the damage creates an emergency situation, the District may repair the damage and the bidder shall reimburse the District for the costs the District incurs within 14 days after the District provides a written invoice to the bidder.

23. LATE BIDS

Bids received after the time specified in the Invitation to Bid will not be opened or considered. The method of transmittal of the bid is at the bidder's risk of untimely receipt by the Board of Education. The use of Board of Education equipment for transmission of bids is prohibited.

24. RECYCLED PRODUCTS

The District supports national and local efforts for recycling. Bidders are encouraged to offer recycled supplies and materials as bid alternatives. Notations are to be included as to the percentage of recycled products in each item.

25. PAYMENT

Payment to be made within 45 days after the project completion.

Does your company accept ACH payments?
Does your company accept credit cards?
Does your company allow discounts for early payments?

Discounts examples –
2% 10 days net 30
1% 20 days net 30

26. MANUALS

The successful bidder shall supply, at no cost to the District, a detailed service manual, parts list, and list of service locations.

27. CONTRACT DURATION

Work to be performed upon request through December 31, 2019.

28. PERSONNEL

If any person employed on the work site were, in the opinion of the District project manager, intemperate, disorderly, incompetent, willfully negligent or dishonest on the performance of his/her duties, he or she shall be directed by the contractor to cease work and vacate the job site immediately.

29. SEXUAL HARASSMENT

775 ILCS 5/2-105, Human Rights Act Requirement – Written Sexual Harassment Policies contained as follows: Bidder shall have written sexual harassment policies that shall include, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) the vendor's internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department and the Commission; (vi) directions on how to contact the Department and Commission; and (vii) protection against retaliation as provided by Section 6-101 of this Act. A copy of the policies shall be provided to the Department upon request.

30. QUALIFICATIONS

Vendor must be an authorized dealer and installer of products vendor is bidding on. Vendor must supply a list of references of like products and installations. Reference sheet is attached.

31. FINANCIAL STABILITY.

The District may require, upon request, evidence as to the financial stability of the contractor. Upon request, the contractor shall provide the following information to the District within 48 hours:

a. The name of any owner or co-owner, equity of each co-owner or corporate offices of the entity submitting the bid, and the name, address, and business telephone number of each such person.

b. The last financial statement and balance sheet of the bidder, including a specification in detail of all loans outstanding, or a copy of the last certified annual audit.

32. COMPLIANCE WITH LAWS.

Successful bidder shall at all times observe and comply with all laws, ordinances, regulations and codes of the federal, state, county and other local government agencies, which may in any manner affect the performance of the contract and in particular any such laws pertaining to safety.

33. GOVERNING LAW

The terms of this quote shall be governed and construed in accordance with the laws of the State of Illinois. If any provision hereof shall be held to contravene any applicable law, such provision shall be deemed reformed to the extent of conforming to said law, and in all other respects the terms hereof shall remain in full force and effect.

34. BID

The signing of the submittal form shall be construed as acceptance of all provisions contained herein. All bids shall be submitted with each space properly completed. Any explanation or statement which the bidder wishes to make must be placed in the same envelope with the bid. Unless the bidder so indicates, it is understood that the bidder has submitted the bid in strict accordance with the specification requirements. The Bidder acknowledges that any variation from the specifications will be grounds for the District to reject the quote, although the District may accept the quote with the verification if, in its sole discretion, it determines that such bid is in the District's best interest. All quotes shall be deemed final, conclusive and irrevocable. No claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidder find any discrepancies in, or omissions from any of the documents, or be in doubt as to their meanings, the bidder shall submit questions as provided in this document. Bidders must satisfy themselves upon examination of these specifications, as to the intent of the specifications. After the submission of the bid, no complaint or claim that there was any misunderstanding in regard to items listed for bidding will be entertained from a bidder.

35. BIDDER'S AGREEMENT

The bidder hereby declares understanding, agreement, and certification of compliance to provide the services, work, and/or products to the District, at the prices quoted, in accordance with all terms and conditions, requirements, and specifications contained in these documents, and any issued amendments. The contractor further agrees that the language of this document shall govern in the event of a conflict with (1) the bidder's bid or (2) any subsequent purchase order between the bidder and the District. The bidder should, as a matter of clarity and assurance, also sign and submit all amendment(s) issued by the District related to this work. The bidder further agrees that upon receipt of an authorized purchase order or when an authorized official of the District countersigns this document, a binding contract shall exist between the bidder and the District. This document combined with amendments, the bidder's bid, the required submittals, and the purchase order, if any, shall comprise the binding contract.

36. CANCELLATION – The District reserves the right to cancel this contract at any time for reasons of unsatisfactory services.

37. ADDITIONAL INFORMATION

Contact Diane C. White, Director of Purchasing, (847) 551-8460, between the hours of 8:00AM and 4:30PM, or by email – bids.purchasing@d300.org

REFERENCES

LIST BELOW THE LAST THREE (3) PUBLIC SCHOOLS DISTRICTS OR OTHER ORGANIZATIONS FOR WHICH YOU HAVE PROVIDED COMPARABLE SERVICES.

1. **ORGANIZATION:** SEE ATTACHED MUNICIPAL

ADDRESS: REFERENCE SHEETS

CITY, STATE, and ZIP CODE:

TELEPHONE NUMBER:

CONTACT PERSON:

DATE OF SERVICES:

DOLLAR AMOUNT OF THE JOB:

2. **ORGANIZATION:**

ADDRESS:

CITY, STATE, and ZIP CODE:

TELEPHONE NUMBER:

CONTACT PERSON:

DATE OF SERVICES:

DOLLAR AMOUNT OF THE JOB:

REFERENCES (CONT.)

3. **ORGANIZATION:** School Dist of Beloit

ADDRESS: 1633 Keeler Av

CITY, STATE, and ZIP CODE: Beloit, Wi 53511

TELEPHONE NUMBER 608-361-4007

CONTACT PERSON: Sean Winters

DATE OF SERVICES: June 2017 - Dec 2017

DOLLAR AMOUNT OF THE JOB: $35,295

OFFEROR'S NAME: Trees "R" Us, Inc

SIGNATURE:

DATE: 12/5/18

COMMENTS –

Trees "R" Us Inc.

COMPLETE TREE SERVICE

RESIDENTIAL & COMMERCIAL

PO BOX 6014
Wauconda, IL 60084

www.treesrusinc.com
Phone: 847-913-9069
Fax: 847-487-3753

MUNICIPAL REFERENCES

Village of Wheeling
77 W Hintz Rd
Wheeling, IL 60090
Phone: 847-279-6951
Lori Hazlewood – Supt of streets and forestry
Email: Lhazlewood@wheelingil.gov
2013-2016 Parkway Tree Trimming
Contract – Approx $50,000 per year

Village of Skokie
9050 Gross Point Rd
Skokie, IL 60077
Phone: 847-933-8427
Elizabeth Zimmerman, Public Works
Email: Elizabeth.Zimmerman@skokie.org
2011-2015 Tree Removals
Contract - $50,000 to $75,000 per year

Village of Glenview
2498 E Lake Ave
Glenview, IL 60026
Phone: 847-904-4522
Roy Fickel, Supt. Of Public Works
Email: rfickel@glenview.il.us
2013-2017 Tree Maintenance Contract (tree and stump removals, trimming, emergency service)
Contract – Approx $360,000 per year

Village of Hinsdale
225 Symonds Dr
Hinsdale, IL 60521
Phone: 630-789-7043
John Finnell, Village Forester
Email: jfinnell@villageofhinsdale.org
2016 Elm Tree Injections
Contract: $127,000
2016-2018 Tree Trimming
Contract $105,880

Elk Grove Park District
499 Biesterfield Rd
Elk Grove, IL 60007
Phone: 847-437-9494
John Howell, Grounds Supervisor
Email: jhowell@elkgroveparks.org
2015 Tree Planting Project: $15,420
2016 Tree Trimming, Removals and Herbicide: $40,000
2017 Tree Trimming, Removals and Herbicide: $60,000

METRA
547 W Jackson Blvd
Chicago, IL 60661
Phone: 312-322-6987
Robert Williams, Engineer
Email: rwilliams@metrarr.com
2017-2021 Tree Removals, Tree Chipping and Trimming Contract
Contract: $1,800,000 over 4 year contract

City of Milwaukee
814 N Broadway
Milwaukee, WI 53202
Phone: 414-708-2990
Jeff Kluslow, Forestry
Email: kgelha@milwaukee.gov
2013 Stump Removal Contract
Contract: $175,000
2016 Stump Removal Contract
Contract: $193,000
2018 Stump Removal Contracts (south, central and north districts)
Contract: $438,000

City of Park Ridge
505 Butler Place
Park Ridge, IL 60068
Phone: 847-318-5231
Brandon Naser, City Forester
Email: bnaser@parkridge.us
2016-2018 Tree and Stump Removal Contract
Contract: $385,000

Rockford Park District
401 South Main St
Rockford, IL 61101
Phone: 815-987-8800
Tom Lind: Landscape Architect
Email: TomLind@rockfordparkdistrict.org
2017 – Ash Tree Removals
Contract - $15,250

Milton Township Highway Department
23W040 Poss St
Glen Ellyn, IL 60137
Phone: 630-682-4270
Jim Mauerman – Foreman
Email: jim@miltonhighway.com
2015-2017 Tree and Stump Removals
Contract: $105,802

Forest Preserve District of Cook County
69 W Washington
Chicago, IL 60602
Phone: 708-906-0319
John McCabe, Forestry
Email: John.mccabe@cookcountyil.gov
2016 Tree Removals
Contract: $155,932
2017-2018 Tree Removals
Contracts: $70,353

Village of Lake Zurich
70 E Main St
Lake Zurich, IL 60047
Phone: 847-540-1696
Michael Brown, Manager of Public Works
Email: Mike.brown@lakezurich.org
2015-2016 Tree Trimming
Contract: $28,620

Heather Ridge Umbrella Associates
5864 Manchester Dr
Gurnee, IL 60031
Phone: 847-710-2378
Brad Banwart, Landscape Dept
Email: uvngcf7918@sbcglobal.net
2015-2019 Plant Management Contract
Contract: $135,000

City of Quincy
706 Main St, Third Floor
City Hall Annex
Quincy, IL 62301
Phone: 217-228-4515
Charles Bevelheimer, Public Works
Email: chuckb@quincyil.gov
2015 Ash Treatment Program
Contract: $16,689
2016 Ash Treatment Program
Contract: $16,893
2017 Ash Treatment Program
Contract: $18,239

University of Wisconsin - Parkside
PO Box 2000
Kenosha, WI 53141
Phone: 262-989-2270
Dave Olsen
Email: olsend@uwp.edu
2016 Tree and Stump Removals
Contract: $15,600
2017 Tree and Stump Removals
Contract: $67,890

City of Wheaton
303 W Wesley St
Wheaton, IL 60187
Phone: 630-260-2000
Kevin Maloney
Email: kmaloney@wheaton.il.us
2016-2018 Tree Pruning
Contract: $78,350
2016-2018 Stump Removals
Contract: $15,000 per year

Village of Barrington
200 S Hough St
Barrington, IL 60010
Phone: 847-304-3369
Mike Szymanski, Forestry Supervisor
Email: mszymanski@barrington-il.gov
2017-2018 Annual Tree Maintenance Contract
Contract: approx.. $120,000 per year

City of Elmhurst
209 N York St
Elmhurst, IL 60126
Phone: 630-530-3126
Mark Stevens, Supt of Forestry
Email: mark.stevens@elmhurst.org
2016-2018 Tree Removal and Tree Trimming Contract
Contract: approx. $220,000 per year

School District of Beloit
1633 Keeler Ave
Beloit, WI 53511
Phone: 608-361-4007
Sean Winters
Email: swinters@sdb.k12.wi.us
June 2017 – December 2017 Tree Removal, Stump Removal, Trimming, Planting
Contract: $35,295

CERTIFICATE OF BIDDER ELIGIBILITY

720 ILCS 5/33E-11 requires that all contractors bidding for public agencies in the State of Illinois certify that they are not barred from bidding on public contracts for bid rigging or bid rotation.

The following certification must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

TREES "R" US, INC, as part of its bid for the TREE MAINTENANCE work for Community Unit School District #300, Algonquin, Illinois , of Cook, DeKalb, Kane, and McHenry Counties, Illinois certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33-E4.

Firm: TREES "R" US, INC

By: _____
(Signature)

JENNI WILLIS, PRESIDENT
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 5th day of DECEMBER, 2018

Rhonda Widtmann
NOTARY PUBLIC

OFFICIAL SEAL
RHONDA WIDTMANN
NOTARY PUBLIC, STATE OF ILLINOIS
My Commission Expires Nov 13, 2020

CERTIFICATE OF COMPLIANCE WITH ILLINOIS DRUG-FREE WORKPLACE ACT

TREES "R" US, INC, having 25 or more employees, does hereby certify pursuant to section 3 of the *Illinois Drug-Free Workplace Act* (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the *Illinois Drug-Free Workplace Act* and, further certifies that it is not ineligible for award of this contract by reason of debarment for a violation of the *Illinois Drug-Free Workplace Act.*

Firm: TREES "R" US, INC

By: _____
(Signature)

JENNI WILLIS PRESIDENT
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 5th day of DECEMBER, 2018

Rhonda Widtmann
NOTARY PUBLIC

OFFICIAL SEAL
RHONDA WIDTMANN
NOTARY PUBLIC, STATE OF ILLINOIS
My Commission Expires Nov 13, 2020

CERTIFICATE REGARDING SEXUAL HARASSMENT POLICY

TREES "R" US, INC, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

Firm: TREES "R" US, INC

By: _____
(Signature)

JENNI WILLIS, PRESIDENT
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 5th day of DECEMBER, 2018

Rhonda Widtmann

NOTARY PUBLIC

OFFICIAL SEAL
RHONDA WIDTMANN
NOTARY PUBLIC, STATE OF ILLINOIS
My Commission Expires Nov 13, 2020

CERTIFICATE REGARDING
EQUAL EMPLOYMENT OPPORTUNITY

TREES "R" US, INC, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written equal employment opportunity policy that is in compliance with all terms and conditions of the Equal Employment Opportunity provisions of the Illinois Human Rights Act.

Firm: TREES "R" US, INC

By: _____
(Signature)

JENNI WILLIS, PRESIDENT
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 5th day of DECEMBER, 2018

_____
NOTARY PUBLIC

OFFICIAL SEAL
RHONDA WIDTMANN
NOTARY PUBLIC, STATE OF ILLINOIS
My Commission Expires Nov 13, 2020

CERTIFICATE REGARDING

EMPLOYMENT OF ILLINOIS WORKERS ON PUBLIC WORKS

TREES "R" US, INC agrees if at the time the Agreement is executed, or if during the term of the Agreement, there is excessive unemployment in Illinois as defined in the Employment of Illinois Workers on Public Works Act, 30 ILCS 570/0/01 et seq., as two consecutive months of unemployment exceeding 5%, then TREES "R" US INC agrees to employ Illinois laborers in accordance with the Employment of Illinois Workers on Public Works Act. An "Illinois laborer" is defined as any person who has resided in Illinois for at least thirty (30) days and intends to become or remain an Illinois resident.

Firm: TREES "R" US, INC

By: _____
(Signature)

JENNI WILLIS PRESIDENT
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 5th day of DECEMBER, 2018

Rhonda Widtmann
NOTARY PUBLIC

RHONDA WIDTMANN
NOTARY PUBLIC, STATE OF ILLINOIS
My Commission Expires Nov 13, 2020

NON-COLLUSION AFFIDAVIT

AFFIDAVIT: "I (we) hereby certify and affirm that my (our) Quote was prepared independently for this project and that it contains no fees or amounts other than that for the legitimate execution of this work as specified and that it includes no understanding or agreements in restraint of trade."

The following affidavit must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

TREES "R" US, INC, as part of its bid for the TREE MAINTENANCE work for Community Unit School District #300, Algonquin, Illinois certifies that said Contractor is not barred from bidding on the aforementioned contract as a result of a violation of the above Non-Collusion Affidavit.

Firm: TREES "R" US, INC

By: _____
(Signature)

JENNI WILLIS, PRESIDENT
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 5th day of DECEMBER, 2018

Rhonda Widtmann
NOTARY PUBLIC

OFFICIAL SEAL
RHONDA WIDTMANN
NOTARY PUBLIC, STATE OF ILLINOIS
My Commission Expires Nov 13, 2020

CERTIFICATE REGARDING
COMMUNITY UNIT SCHOOL DISTRICT 300
VENDOR/CONTRACTOR CONFLICT OF INTEREST

TREES "R" US, INC, does hereby certify that they have read and fully understand the Vendor/Contractor Conflict of Interest Board Policy as stated below:

Vendor/Contractor Conflict of Interest
Any vendor or contractor doing $5,000 - $25,000 in business with the District within a fiscal year shall not contribute to any political campaign that directly affects the District while doing business for the District or for a period of two years after completion of business with the District. Further, the District will not enter into significant business with a vendor or contractor that has contributed to a political campaign that directly affects the District within two years prior to commencing business. Any vendor or contractor that participates and is awarded a contract through the competitive bidding process is exempt from this policy.

LEGAL REF.: 105 ILCS 5/10-20.19c, 5/10-20.21, 510-22.34c, and 5/19b-1 et seq.
820 ILCS 130/0.01 et seq.

CROSS REF: 2:100 (Board Member Conflict of Interest), 4:70 (Resource Conservation) 4:150 (Facility Management and Building Programs)

ADOPTED: February 10, 2003

Firm: TREES "R" US, INC

By: _____
(Signature)

JENNI WILLIS, PRESIDENT
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 5th day of DECEMBER, 2018

Rhonda Widtmann
NOTARY PUBLIC

OFFICIAL SEAL
RHONDA WIDTMANN
NOTARY PUBLIC, STATE OF ILLINOIS
My Commission Expires Nov 13, 2020

CRIMINAL BACKGROUND INVESTIGATIONS

Contractor hereby represents, warrants, and certified that no officer or director thereof has any knowledge that any employee thereof has been convicted of committing or attempting to commit "Criminal Code of 1961," 720 ILCS, Sections 5/11-6 (Indecent solicitation of a child), 5/11-9 (Public indecency), 5/11-14 (Prostitution), 5/11-15 (Soliciting for a prostitute), 5/11-15.1 (Soliciting for a juvenile prostitute), 5/11-19 (Pimping), 5/11-19.1 (Juvenile pimping), 5/11-19.2 (Exploitation of a child), 5/11-20 (Obscenity), 5/11-20.1 (Sexual assault), 5/12-14 (Aggravated criminal sexual assault), 5/12-15 (Criminal sexual abuse), and 5/12-16 (Aggravated criminal sexual abuse), and/or those offenses defined in the "Cannabis Control Act," 720 ILCS, 550/1 et seq. (except the "Illinois Controlled Substances Act, " 720 ILCS 570/100 et seq., any of the offenses that would subject a certificated employee to suspension or revocation pursuant to Section 21-23a of the School Code or anyone found to be the perpetrator of sexual or physical abuse of any minor under 18 years of age pursuant to proceedings under Article II of the Juvenile Court Act of 1987 and/or any offense committed or attempted in any other state or against the laws of the United States, which if committed or attempted in this State, would have been punishable as one or more of the foregoing offenses.

Contractor further agrees that it shall not employ any person who have or may have direct, daily contact with the pupils of any school in the district, and for whom a criminal background investigation has not been conducted pursuant hereto, and further represents and agrees that all applicants for any such employment shall furnish with their applications the attached written "Authorization for Criminal Background Information" form authorizing the Board of Education to request a criminal background investigation of said applicant pursuant to Section 5/10-21.9 of the School Code of Illinois and to receive criminal history record information pursuant thereto to determine if the applicant has been convicted of committing or attempting to commit any of the criminal or drug offenses enumerated above. Contractor further agrees to submit with said authorization payment for any costs and expenses associated with the criminal background investigation.

Contractor further represents, warrants, and certifies that no applicant for employment with respect to whom the criminal investigation reveals any conviction for committing and/or attempting to commit any of the above enumerated offenses, shall be employed thereby in any position that involves or may involve contact with the students of the school district.

This certification is executed on the date hereinafter indicated by the designated contractor by its duly authorized officer.

By JENNI WILLIS

Its: PRESIDENT

Dated: 12/5/18

SUBSCRIBED and SWORN TO before me

This 5th day of DECEMBER, 2018

Rhonda Wildman

NOTARY PUBLIC

RHONDA WILDMAN
NOTARY PUBLIC, STATE OF ILLINOIS
My Commission Expires Nov 13, 2020

AUTHORIZATION FOR CRIMINAL BACKGROUND INVESTIGATION

The undersigned hereby authorizes the Board of Education of Community Unit School District 300, Carpentersville, Illinois to request a criminal background investigation from the Illinois State Police, pursuant to Section 5/10-21.9 of the School Code of Illinois, 105 ILCS 5/10-21.9 and to receive criminal history record information pursuant thereto.

JENNI NILLIS

(Printed or Typed Name of ~~Applicant Employee~~ BIDDER)

Signature of ~~Applicant or Employee~~ BIDDER

Dated: 12/5/18

Scope of Work

Time and Material Rates

Payment of Prevailing Wages is required for this project.

QUALIFICATIONS – Provide labor, material, and furnish equipment as required to troubleshoot service, modify and /or install Data Cabling, Electrical, Tree Maintenance Service, Food Service Equipment Repair, Stadium Lighting Service & Repair, Asphalt Repair, Bay/Overhead Door Service & Repair, and Alarm Service & Repair. Scope of work may be described via construction documents, request for quote and/or field direction (in emergency cases). Vendor must supply a list of trade references; forms are located in the bid Boiler Plate. Certificates, References, Vendor Application and W-9 forms must be submitted with vendors bid submittal.

DURATION

Bid pricing to be firm through December 31, 2019. Bid award to cover a **1** year period with the possibility of two, one year extensions. Awarded contract begins January 23, 2019, and ends on December 31, 2019. District 300 will be using the November 2019 Urban CPI or Illinois County (Kane/McHenry) Prevailing Wage rates, whichever is less, to evaluate any increases in pricing. All extensions in accordance with this contract, will use following year's November Urban CPI or Illinois County (Kane/McHenry) Prevailing Wage rates. District 300 is to be notified within 60 days of any labor rate increases or decrease if contract is extended. Bids containing bid conditions will not be accepted.

- This **IS** a sealed bid.
- A Bid Bond **IS NOT** required upon bid submittal.
- A Performance Bond in the amount of $25,000 and current Certificate of Insurance are required upon award within 10 days of award.

REQUESTED SERVICES UNDER THIS CONTRACT

The following are to be considered prevailing wage services:

- Data Cabling
- Electrical
- Stadium Lighting Service & Repair
- Asphalt Repair
- Bay/Overhead Door Service & Repair
- Alarm Service & Repair

The following are not to be considered prevailing wage services:

- Tree Maintenance Service
- Food Service Equipment Repair

Terms – For the purpose of this bid, the following terms are:

- School District 300 is to be notified of the level of skilled tradesman upon callout.
- "Contract documents" includes the most current project drawings and specifications.
- "Provide" includes furnishing and installation.
- "Furnish" includes purchasing and transporting new equipment, as specified, to the job site.
- "Install" includes mounting or setting equipment in place, in specified location, and making all required electrical connections for a working product.
- "Electrical System" includes all distribution of power, lighting, fire protection, life safety, communications, security, special systems, and any other information, electrical in nature, identified on the Contract Documents, from the point(s) of service to utilization device(s).
- "Connecting" means providing a power source, overcurrent devices, raceways, conductors, terminations, insulation supports, and other materials and equipment required for the operation and control of the relevant operation.
- "Portal to Portal" to be defined as to and from vendor site location. If contractor is within district boundaries, additional dispatch charges will not apply for same day service during standard working hours.
- "Hourly rate billing" is to be invoiced in 15 minute increments.
- "Total Material Billing" equals the percentage of markup plus contractors actual cost.
- Total travel time allowance not to exceed 1hr per person.

Non-Emergency trade work – any non-emergency trade work (to be determined by District #300 staff and/or consultant), over $25,000 must be competitively bid. Any and all trade work performed must comply with local and national codes.

"PM Hourly Rate" is defined as the hourly rate for a food service equipment vendor to perform preventative maintenance on freezers, coolers, dishwashers, garbage disposals and steam tables.

"Emergency Hourly Rate" is defined as the hourly rate in which the vendor is called out for emergencies. Emergencies are defined as repairmen being on-site **within 60 minutes** of the initial call to the vendor.

D300 Expectations of Food Service Equipment Repair performed:
Upon equipment failure, freezers, coolers, ovens and steamers **will require** a 60 minute emergency response time. Steam table, garbage disposal and dishwasher repairs will need to be addressed within a 24 hour time period. Follow up repairs where parts need to be ordered, must be completed within a 48 hour time period.

D300 Expectations of Data Cabling performed:

- All cabling is to be Category 6 Ethernet or above
- Cabling must be manufactured in the USA
- Cabling is to be tested a verified post installation
- Cabling is to be installed as outlined in TIA/EIA-568
- Termination is to be completed as outlined in TIA/EIA-568 (B)
- Vendor must advise alternate solutions on cable installation greater than 100m
- Ethernet cabling must be Blue or White depending on customer request per installation
- Vendor must label installations based on existing labeling formats on both ends of termination

Invoicing – Invoice must reflect detailed description of work performed and materials used. Copies of certified payroll sheets must be attached to all invoices. Invoices to include parts listings with contractor cost and percent of markup per your bid.

Normal Working Day Hours for straight time – 7:00am-3:30pm, Monday through Friday.

CONTRACT PERIOD
The anticipated contract period is January 23, 2018 – December 31, 2019.

Bid Response Form:

Bidding vendor is to supply

- Hourly rates for trade skill levels: Apprentice, Journeyman, and Foreman.
- Vendor markup for materials used on District projects
- Equipment markup for equipment used on District projects
- Dollar cost to district for Performance Bond in the amount of $25,000.

If there is no markup cost to materials or equipment, bidder is to enter a zero (0) into the respective section. If there is no cost to the district for a Performance Bond, bidder is to enter a zero (0) into the respective section.

Service Points

CUSD 300

Building Name	Address	Bay Door onsite Y/N	Stadium Lights Y/N
Administration Center (847)551-8300	2550 Harnish Dr Algonquin, IL 60102	N	N
Algonquin Lakes Elementary (847)532-7500	1401 Compton Drive Algonquin, IL 60102	N	N
Algonquin Middle School (847)532-7100	520 Longwood Drive Algonquin, IL 60102	Y	N
Carpentersville Middle School (224)484-2100	100 Cleveland Avenue Carpentersville, IL 60110	Y	N
deLacey Family Education Center (224)484-2300	50 Cleveland Avenue Carpentersville, IL 60110	N	N
Dundee-Crown High School (224)484-5000	1500 Kings Road Carpentersville, IL 60110	Y	Y
Dundee Highlands Elementary (224)484-4700	407 South Fifth Street West Dundee, IL 60118	N	N
Dundee Middle School (224)484-4500	4200 W. Main Street West Dundee, IL 60118	N	N
Eastview Elementary (847)532-7400	540 Longwood Drive Algonquin, IL 60102	N	N
Gilberts Elementary (224)484-5900	729 Paperbark Lane Gilberts, IL 60136	N	N
Golfview Elementary (224)484-2800	124 Golfview Lane Carpentersville, IL 60110	N	N
Hampshire Elementary (847)792-3400	321 Terwilliger Avenue Hampshire, IL 60140	N	N
Hampshire Middle School (847)792-3200	560 South State Street Hampshire, IL 60140	Y	Y
Hampshire High School (847)792-3500	1600 E. Big Timber Road Hampshire, IL 60140	Y	Y
Jacobs High School (847)532-6100	2601 Bunker Hill Drive Algonquin, IL 60102	Y	Y
Lake in the Hills Elementary (847)532-6900	519 Willow Street Lake in the Hills, IL 60156	N	N
Lakewood School (224)484-2600	1651 Ravine Lane Carpentersville, IL 60110	Y	N
Liberty Elementary (224)484-4800	6500 Miller Road Carpentersville, IL 60110	N	N
Lincoln Prairie Elementary (847)532-6600	500 W. Harvest Gate Lake in the Hills, IL 60156	N	N
Meadowdale Elementary (224)484-2900	14 Ash Street Carpentersville, IL 60110	N	N
Neubert Elementary (847)532-6800	1100 Huntington Drive Algonquin, IL 60102	N	N
Oak Ridge School (224)484-5800	229 Lake Marian Road Carpentersville, IL 60110	Y	N
Parkview Elementary (224)484-2500	122 Carpenter Blvd. Carpentersville, IL 60110	N	N
Perry Elementary (224)484-5600	251 Amarillo Drive Carpentersville, IL 60110	N	N
Sleepy Hollow Elementary (224)484-4900	898 Glen Oak Drive Sleepy Hollow, IL 60118	N	N
Westfield Community School (847)532-7600	2100 Sleepy Hollow Road Algonquin, IL 60102	Y	N
Wright Elementary (847)683-5700	1500 Ketchum Road Hampshire, IL 60140	N	N
Transportation Department (847)551-8300	2603 Bunker Hill Drive Algonquin, IL 60102	Y	N
Bldgs. & Grounds Prof. Develop. Center-Bunker Hill (847)532-6700	2605 Bunker Hill Drive Algonquin, IL 60102	Y	N

Bid Submission

All bids are to be **sealed** and submitted to:

Diane C. White
Director of Purchasing
CUSD #300
2605 Bunker Hill Dr
Algonquin, IL 60102

Direct any questions regarding this project to:

Michael Zahalka
CUSD #300 – Purchasing Specialist
2605 Bunker Hill Dr
Algonquin, IL 60102
Ph: 847-551- 8460
Fx: 847-551-8463
Bids.Purchasing@d300.org

Please submit your response no later than, Thursday, December 6, 2018 by 11:00AM CT

BID RESPONSE FORM

Time and Material Rates for : Data Cabling, Electrical, Tree Maintenance Service, Food Service Equipment Repair, Stadium Lighting Service & Repair, Asphalt F
Door Service & Repair, Alarm Service & Repair

Payment of Prevailing Wages IS Required

Bids are as indicated on the attached sheets are hereby presented to the Board of Education of Community Unit School District #300. It is understood that:

1. Bidders must insure they have viewed both tabs in this spreadsheet.
2. The Board of Education reserves the right to reject any and all bids and to accept all or part of any bids submitted.
3. Rates quoted shall include all charges for handling, transportation and delivery.
4. Community Unit School District #300 is Tax Exempt. Tax Exemption Number - E9996-0079-07.
5. Vendor is required to submit Performance Bond cost as part with their submission.

The undersigned hereby certifies that he/she has read, understands and agrees that acceptance by the Board

Vendor has received Addendum (IF APPLICABLE)
#1 - X #2 - _____

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NAME OF COMPANY /CORPORATION - Trees "R" Us, Inc.
STREET ADDRESS: PO Box 6014

CITY: Wauconda

STATE: ILLINOIS

ZIP: 60084

TELEPHONE NUMBER: 847-913-9069

FAX NUMBER: 847-487-3753

EMAIL ADDRESS: chris@treesrusinc.com

FEIN NUMBER
36-4300759

ILLINOIS LICENSE NUMBER
3972-0055

BID SUBMITTED BY:

SIGNATURE OF AUTHORIZED AGENT

Jenni Willis
PLEASE TYPE OR PRINT NAME

12/5/2018
DATE

**** Sealed Bids are due by 11:00AM, Thursday, December 6, 2018 ****

INSTRUCTIONS: Please fill in columns **that apply to your firm. Column V** is for vendor comments. ALL bids must be completed in the Excel spreadsheet provided and submitted in hard copy.	Vendor Name:	Trees "R" Us, Inc.
	Complete Address:	PO Box 6014 Wauconda, IL 60084
	Phone:	847-913-9069
	Fax:	847-487-3753
	E-Mail:	chris@treesrusinc.com
	Contact Person:	Chris Caritinos

	Alarm Service & Repair		**Asphalt Repair**		**Bay/Overhead Door - Service & Repair**		**Data Cabling**	
POSITION	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME per hour**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**
Apprentice 1	$	$	$	$	$	$	$	$
Apprentice 2	$	$	$	$	$	$	$	$
Apprentice 3	$	$	$	$	$	$	$	$
Apprentice 4	$	$	$	$	$	$	$	$
Journeyman	$	$	$	$	$	$	$	$
Foreman	$	$	$	$	$	$	$	$
	% Markup for Materials & Equipmen		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment	
Materials	%		%		%		%	
Equipment	%		%		%		%	
Performance Bond	$		$		$		$	
	PM Hr. Rate $/hr. -		**Truck & Driver $/hr. -**		**PM Hr. Rate $/hr. -**		**PM Hr. Rate $/hr. -**	
	Emerg. Hr. Rate $/hr. -				**Emerg. Hr. Rate $/hr. -**			

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Electrical		Food Service Equipment Repair		Stadium Lighting - Service & Repair		Tree Maintenance Service		Vendor Comments
Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	
$	$	$	$	$	$	$95/man hour	$150/man hour	835
$	$	$	$	$	$	$95/man hour	$150/man hour	
$	$	$	$	$	$	$95/man hour	$150/man hour	
$	$	$	$	$	$	$95/man hour	$150/man hour	
$	$	$	$	$	$	$95/man hour	$150/man hour	
$	$	$	$	$	$	$95/man hour	$150/man hour	
% Markup for Materials & Equipment		% Markup for Materials & Equipment		Markup for Materials & Equipm		% Markup for Materials & Equipment		
%		%		%		0%		
%		%		%		0%		
$		$		$		$360 - cost for performance bond		Price includes all equipment
PM Hr. Rate $/hr. -				Emerg. Hr. Rate $/hr. -				
Emerg. Hr. Rate $/hr. -								

COMMUNITY UNIT SCHOOL DISTRICT 300
PURCHASING DEPARTMENT
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8300
Fax: 847-551-8463

VENDOR APPLICATION FORM (SUBJECT TO LOCAL LAWS)	APPLICATION DATE
Fill in all spaces. Insert "NA" in blocks not applicable. Type all entries	REVISION DATE

DATE: 12/5/18

COMPANY	HOW LONG IN PRESENT BUSINESS?
TREES "R" US, INC.	19 YEARS

ADDRESS	CITY	STATE	ZIP
PO BOX 6014	WAUCONDA	IL	60084

CONTACT PERSON/REPRESENTATIVE	FAX NUMBER	PHONE AND EXTENSION
CHRIS CARITINOS	847-487-3753	847-913-9069

TYPE OF ORGANIZATION (Check Applicable)
☐ INDIVIDUAL ☐ PARTNERSHIP ☒ CORPORATION

IF INCORPORATED INDICATE IN WHICH STATE: ILLINOIS

YEARS ESTABLISHED: 19

DO YOU ACCEPT PURCHASE ORDERS? YES ☑ NO ☐

DO YOU ACCEPT CREDIT CARDS? YES ☑ NO ☐

CATEGORY (Check below the category which applies to the applicant)
☑ (A) MANUFACTURER OR PRODUCER ☐ (C) RETAILER ☐ (E) DISTRIBUTOR
☐ (B) WHOLESALER ☐ (D) MANUFACTURER'S AGENT ☑ (F) SERVICE ESTABLISHMENT

NAMES OF OFFICERS, MEMBERS OR OWNERS OF CONCERN, PARTNERSHIP, ETC.

(A) PRESIDENT JENNI WILLIS (B) VICE PRESIDENT NICK WILLIS
(C) SECRETARY NICK WILLIS (D) TREASURER JENNI WILLIS
(E) OWNERS, PARTNERS, OR STOCKHOLDERS OWNERS

TAXPAYER'S I.D. NO.
FEIN 36-4300759
or
S.S. No. _____

INSURANCE INFORMATION (Check Applicable)
LIABILITY INSURANCE: $2,000,000 ☑ $2,500,000 ☐ $5,000,000 ☐ OTHER ☐
Workers' Compensation : State Minimum ☑ Greater than Minimum ☐
Required that CUSD be named as an Additional Insured ☑ INSURANCE CO. RWC INSURANCE GROUP

BONDING INFORMATION (Check each area in which you have been bonded and the latest date of bonding)
Perf. Bond 6 / 18 (Mo. / Year) ☑ Payment Bond (Labor and Materials) 6 / 18 (Mo. / Year) ☑ Builder's Risk ____ / ____ (Mo. / Year) ☐

PERSONS AUTHORIZED TO SIGN QUOTES, PROPOSALS, BIDS AND CONTRACTS:

NAME	OFFICIAL CAPACITY
JENNI WILLIS	PRESIDENT
NICK WILLIS	VICE PRESIDENT

Average number of employees (including affiliates) for four preceding calendar quarters.	Average annual sales for preceding three fiscal years:	Floor Space (Square Feet)	
		Manufacturing	Warehouse
40	$4,000,000	—	

MINORITY/WOMEN BUSINESS ENTERPRISE (Check One) See Definitions Below	FOR USE BY CONTRACT COMPLIANCE ONLY:
☐ MBE ☐ MBE/WBE ☐ WBE ☐ PBE	BY: _____ DATE _____ ☐ C ☐ NC

MINORITY GROUP MEMBERSHIP (Check One) See Definitions Below

NOTE: DO NOT COMPLETE THIS SECTION UNLESS YOU HAVE CHECKED ONE OF THE BOXES IN THE MINORITY/WOMEN BUSINESS ENTERPRISE SECTION ABOVE.

☐ AFRICAN AMERICAN OR BLACK ☐ HISPANIC AMERICAN ☐ NATIVE AMERICAN ☐ ASIAN-PACIFIC AMERICAN

CERTIFICATION DATE ISSUED: _____ EXPIRATION: _____

MINORITY AND WOMEN OWNED BUSINESS ENTERPRISE DEFINITIONS

MINORITY BUSINESS ENTERPRISE ("MBE") means a certified participating business at least 51 percent (51%) of which is owned and controlled by one or more members or one or more minority groups, or in the case of a publicly held corporation, 51 percent (51%) of the stock is owned by one or more members of one or more minority groups and whose daily business operations are controlled by one or more such individuals.

WOMEN'S BUSINESS ENTERPRISE ("WBE") means a certified participating business at least 51 percent (51%) of which is owned by one or more women, or in the case of a publicly held corporation, 51 percent (51%) of the stock of which is owned by one or more women and whose daily operations are controlled by one or more such individuals. Determination of whether a business is at least 51 percent (51%) owned by a woman or women shall be made without regard to community property laws.

BUSINESS OWNED AND OPERATED BY A PERSON WITH A DISABILITY ("PBE") means a business concern of which at least 51 percent (51%) is owned by one or more persons with a disability, or in the case of the corporation, one in which at least 51 per centum of the stock is owned by one or more persons with a disability or by a not for profit agency for the disabled organized pursuant to Section 501 of the Internal Revenue Code 1954; and the management and daily business operations of which are controlled by one or more of the persons with a disability who own it.

MINORITY GROUP MEMBER is an individual who is one of the following:

AFRICAN AMERICAN OR BLACK (persons with origins in any of the Black racial groups of Africa):
HISPANIC AMERICAN (persons of Spanish culture with origins in Puerto Rico, Mexico, Cuba, South or Central America, Spain, Portugal or the Caribbean Islands regardless of race).
NATIVE AMERICAN (American Indian)
ASIAN-PACIFIC AMERICAN (persons with origins from Japan, China, the Philippines, Vietnam, Korea, Samoa, Guam, the U.S. Trust Territories of the Pacific, Northern Marianas, Laos, Cambodia, Taiwan, or the Indian subcontinent).

IF YOU HAVE EVER DONE BUSINESS WITH THE SCHOOL DISTRICT UNDER ANOTHER NAME, PLEASE INDICATE NAME OR NAMES.

—

Give names, complete addresses, buyer's names and phone numbers of four of your customers. (Please include Federal, State or City Governments).

	ORGANIZATION	ADDRESS, STATE, ZIP	BUYER	PHONE NUMBER
1.	VILLAGE OF HINSDALE	225 S. SYMONDS, HINSDALE	JOHN FINNELL	630-789-7043
2.	VILLAGE OF BARRINGTON	200 S HOUGHST, BARRINGTON	MIKE SZYMANSKI	847-304-3369
3.	CITY OF WHEATON	303 W. WESLEY ST WHEATON	KEVIN MALONEY	630-260-2000
4.	MILTON TOWNSHIP	23W040 ASSS ST, GLEN ELLYN	JIM MAHERMAN	630-682-4270

Bank References

NAME OF BANK	ADDRESS, STATE, ZIP	CONTACT PERSON	PHONE NUMBER
WAUCONDA COMM BANK	495 W. LIBERTY ST WAUCONDA, IL 60084	DAVID HUSTMAN	847-487-2500

I certify that the information supplied herein (including all pages attached) is correct and that neither the applicant nor any person (or concern) in any connection with the applicant as a principal or officer, so far as is known, is not debarred or otherwise declared ineligible by any public agency from furnishing materials, supplies or services to any agency thereof.

SIGNATURE OF PERSON AUTHORIZED TO SIGN THIS APPLICATION

JENNI WILLIS, PRESIDENT

NAME AND TITLE OF PERSON SIGNING (Please type or print)

PERSONS OR BUSINESSES INTERESTED IN BEING ADDED TO THE BIDDER'S LIST MUST FILE THIS APPLICATION WITH THE PURCHASING DEPARTMENT.

AFTER PLACEMENT ON THE BIDDERS' LIST, A VENDOR'S FAILURE TO RESPOND TO INVITATIONS FOR BIDS WILL BE UNDERSTOOD BY THE SCHOOL DISTRICT TO INDICATE LACK OF INTEREST AND SHALL RESULT IN THE REMOVAL OF THE VENDOR'S NAME FROM THE BIDDERS' LIST FOR THE ITEMS CONCERNED.

NOTE: ANY CHANGES TO INFORMATION SUBMITTED (ADDRESSES, AUTHORIZED PERSONNEL, ETC.,) WILL REQUIRE A REVISED COPY OF THIS FORM. ADDITIONAL FORMS MAY BE OBTAINED BY CONTACTING THE PURCHASING DEPARTMENT AT THE ADDRESS SHOWN ON THE FRONT OF THIS FORM.

USE BY COMMUNITY UNIT SCHOOL DISTRICT 300 ONLY

VENDOR I.D. NUMBER	APPROVED BY	DATE	W9	COMM LIST

Form **W-9**
(Rev. October 2007)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give form to the requester. Do not send to the IRS.

Print or type See Specific Instructions on page 2.

Name (as shown on your income tax return)

Business name, if different from above
TREES "R" US, INC

Check appropriate box: ☐ Individual/Sole proprietor ☑ Corporation ☐ Partnership
☐ Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶ .....
☐ Other (see instructions) ▶

☐ Exempt payee

Address (number, street, and apt. or suite no.)
524 S. RAND RD - PO BOX 6014

Requester's name and address (optional)

City, state, and ZIP code
WAUCONDA, IL 60084

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

or

Employer identification number
36-4300759

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here Signature of U.S. person ▶ [signature] Date ▶ 12/5/18

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),

2. Certify that you are not subject to backup withholding, or

3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,

Community Unit School District # 300
Purchasing Department
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8460 – PHONE

October 12, 2018

Dear Vendor:

The Board of Education of Community Unit School District No. 300 (the "District") invites you to submit a sealed bid for:

Time and Material Rates for:

- **Data Cabling**
- **Electrical**
- **Tree Maintenance Service**
- **Food Service Equipment Repair**
- **Stadium Lighting Service & Repair**
- **Asphalt Repair**
- **Elevator Service & Repair**
- **Bay/Overhead Door Service & Repair**
- **Alarm Service & Repair**
- **Stage Curtain Recertification & Fireproofing**

The enclosed bid form(s) **must** be used in submitting bid. Bid must be addressed as follows:

Community Unit School District No. 300
Purchasing Department – Time & Material
2605 Bunker Hill Drive
Algonquin, IL 60102

Sealed bids will be received until **11:00AM CT, Friday, October 26, 2018** at which time they will be publicly opened and read.

The required Contractor's Certification forms must be completed and returned with the bid.

It is the intention of the Board of Education to award the bid at the **November 27, 2018 regular meeting.** The Board of Education may make such investigations as deemed necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish to the District all such information for this purpose as the District may request. The District reserves the right to reject any or all bids if the evidence submitted by, or investigation of, such bidder(s) fails to satisfy the District that such bidder(s) is properly qualified to carry out the obligations of the contract and to complete work contemplated therein. District further reserves the right to waive any minor irregularities or minor defects in the bids, which do not affect the price nor constitute some type of substitution for a designated item, and to accept the bid, which is in the best interest of the District. Conditional bids will not be accepted. Strikeouts or addition of conditions or provisions or insertion of substitutes shall be reason for rejecting a bid without any specification of reason for the rejection. Any request for information shall be made to Diane C. White, Director of Purchasing, but the response may not be used as a condition to any bid being submitted.

Diane C White

Sincerely,
Diane C. White
Director of Purchasing / CUSD 300

PUBLIC NOTICE

NOTICE TO BIDDERS

The Board of Education of Community Unit School District No. 300 is accepting sealed bids for:

Time and Material Rates for:

- **Data Cabling**
- **Electrical**
- **Tree Maintenance Service**
- **Food Service Equipment Repair**
- **Stadium Lighting Service & Repair**
- **Asphalt Repair**
- **Elevator Service & Repair**
- **Bay/Overhead Door Service & Repair**
- **Alarm Service & Repair**
- **Stage Curtain Recertification & Fireproofing**

Sealed bids will be accepted until 11:00AM CT, Friday, October 26, 2018 at:

Community Unit School District 300
Purchasing Office
2605 Bunker Hill Dr.
Algonquin, IL, 60102

at which time they will be publicly opened and read.

A non-mandatory pre-bid meeting is scheduled for 10:00AM CT, Thursday, October 18, 2018. Prospective bidders are to meet at the Buildings and Grounds Building, 2605 Bunker Hill Drive, Algonquin, IL 60102. If you are unable to attend in person, please contact the Purchasing Department for access to the meeting online.

Any questions regarding this bid must be directed to:

Community Unit School District #300
Diane C. White
2605 Bunker Hill Dr.
Algonquin, IL, 60102
847-551-8460
diane.white@d300.org

Bid specifications will be available on Thursday, October 11, 2018, after 3:00PM. To obtain bid specifications, please contact Michael Zahalka at 847-551-8460 or via email at or bids.purchasing@d300.org.

Timeline 10/11/2018			
ACTION	**DATE**	**TIME**	**LOCATION**
Timeline Established	10/11/2018		Purchasing Office
Specifications Review	10/11/2018		
Specifications Finalized	10/11/2018		
Bid Released to Vendors	10/11/2018		Purchasing Office via email
Legal Ad Published	10/13/2018	2:00 PM	Daily Herald
Pre-Bid Meeting	10/18/2018	10:00 AM	**BH PDC-Conf Rm**
Q&A Deadline – via email	10/22/2018	12 noon	bids.purchasing@d300.org
Bid Opening	**10/26/2018**	**11:00**	**BH PDC-Conf Rm**
Evaluation Period	10/26 - 10/29		
Info. to CFO	10/29/2018		Susan Harkin
CFOC Meeting	11/6/2018		
BOE Workshop	11/13/2018		Admin. Bldg.
BOE Business Meeting	11/27/2018		Admin. Bldg.
Project Rates Start	12/13/2018		
First Year Contract Conclusion	12/12/2019		

Instructions to Bidders

1. GENERAL

a. Bids shall be signed and submitted in an envelope properly marked with the title of the bid, and date and time of opening. Unsigned bids will be rejected.

b. Seal and deliver bid to the purchasing office on or before the time scheduled for the opening. Late bids will not be opened nor considered.

c. All bids MUST be completed in the EXCEL spreadsheet provided in the Bid Response Form and. All bids must be submitted in hard copy along with an electronic version on a flash drive only.

d. The District is not subject to Federal Excise Tax or Illinois Sales or Retailers Occupational Tax. Bids should not include sales or excise tax.

e. Prices quoted shall include all charges for packing, transportation and delivery to the locations designated on the bid specification and installation if called for in the bid specifications.

f. Correspondence shall be addressed to the Director of Purchasing.

g. Bids are available for inspection in the purchasing office by appointment for 10 days after the date of the award of an order.

h. Oral, telephonic, telegraphic, facsimile or electronically transmitted bids will not be accepted.

2. ERRORS AND OMISSIONS

All bids shall be submitted with each space properly completed. The special attention of bidders is directed to the policy that no claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidders find any claimed discrepancies in, or omissions from, any of the documents, or be in doubt as to their meanings, bidder shall advise the purchasing official first orally, followed by written (FAX or letter) with specification of the claimed problems which must be received during regular working hours at least 10 days before the date set for bid opening so that a written notification can be prepared by any purchasing official, who will issue the necessary clarifications to all prospective bidders by means of addenda.

3. FIRM BID

All bids will be considered to be firm for a period of sixty (60) days from the date established for the opening of bids.

4. WITHDRAWAL OF BIDS

Bids may be withdrawn by letter, or telegram, or fax received by the district or in person prior to the time and date established for the opening of bids.

5. INVESTIGATION OF BIDDERS

a. The purchasing official will make such investigation as is necessary to determine the ability of the bidder to fulfill bid requirements. The bidder shall furnish such information as may be requested and shall be prepared to show completed installations of equipment, types of service or supplies similar to those included in the bid.

b. The Board of Education reserves the right to reject any bid if it is determined that the bidder is not properly qualified to carry out the obligations of the contract. The Board of Education reserves the right to reject any or all bids, to waive irregularities and to accept that bid which is considered to be in the best interest of the District. Any such decision shall be considered final. All items bid shall be new unless otherwise specified in the requirements.

6. VENDOR APPLICATION AND W-9 FORM

The District requires that a current Vendor Application and W-9 form be included with your sealed bid. These forms can be found on the District website – www.d300.org. Go to Support Services-Purchasing to download the vendor application and W-9 form.

7. Compliance with the Illinois Prevailing Wage Act

It shall be mandatory upon the bidder and upon any subcontractor thereof to pay all laborers, workmen, and mechanics employed by them not less than the general prevailing rate of wages as found by the District or Department of Labor for each craft or type of worker or mechanic needed to execute the contract and the general prevailing rate for legal holiday and overtime work as ascertained by the Illinois Department of Labor. The prevailing wage rates are revised by the Department of Labor periodically and are available on its website. The bidder shall comply with all provisions of the Illinois Prevailing Wage Act, 820 ILCS 130/0.01 *et seq.*, applicable to the work. Payment of any bidder shall not be processed without receipt of certified employee records required by 820 ILCS 130/5.

The Illinois Department of Labor publishes the prevailing wage rates on its website at -
https://www2.illinois.gov/idol/Laws-Rules/CONMED/pages/2018-rates.aspx

The Illinois Department of Labor revises the prevailing wage rates and the Contractor/subcontractor has an obligation to check the Departments website for revisions.

8. SIGNATURE CONSTITUTES ACCEPTANCE

The signing of these bid forms shall be construed as acceptance of all provisions contained herein.

9. CONTRACTS

The successful bidder will be required to enter into a contract incorporating the terms and conditions of this bid.

10. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this Contract (whether or not federal funds are involved) the bidder agrees as follows:

a. The bidder will not unlawfully discriminate against any employee or applicant for employment because of age, race, creed, color, sex, religion, ancestry, marital status, handicap, military status, unfavorable discharge from military service or national origin, as those terms are contained in the Illinois Human Rights Act (775ILCS 5/1-10 et. seq., hereinafter “unlawful discrimination”). The bidder will take affirmative action to ensure the applicants are employed, and that employees are treated equally during employment, without unlawful discrimination. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The bidder agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

b. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the bidder, state that all qualified applicants will receive consideration for employment without unlawful discrimination.

11. COMPLETION DELIVERY TIME

If delivery time will exceed thirty (30) days after receipt of a purchase order, bidders state the delivery time by each respective item. All prices must be quoted FOB. Destination. Shipments shall become property of consignee after delivery and acceptance. Regardless of statements to the contrary, payment terms will begin no sooner than the date of delivery of goods.

12. EVALUATIONS

The District reserves the right to reject any and all bids, to waive any technicalities in the bidding and to award each item to a different bidder or all items to a single bidder unless otherwise noted on bid request, and to determine whether in the opinion of the District: (1) an early delivery date is entitled to more consideration than price, (2) an earlier delivery date is to be disregarded because of the reputation of the bidder for not meeting delivery dates, (3) a bidder is not a responsible bidder and should be disregarded. The District will authorize the release of purchase orders upon acceptance of bids. In the event of pricing errors, the unit count(s) listed will prevail and be considered accurate.

13. EXAMINATION OF DOCUMENTS AND SITE

Before submitting a bid for work on any project, each bidder shall carefully examine the project site and the contract documents, fully inform itself of existing conditions and limitations of the project sites, rely entirely upon their own judgment in making the bid, and include in its own bid all sums sufficient to provide all work required by the contract documents. After opening of bids, no additional allowance will be made for changes in project scope and/or price due to work, which would have been apparent, by examination of the documents and sites. By submitting a bid, each bidder shall be held to represent that bidder has made the examination in complete detail and has determined beyond doubt that the documents and existing conditions are sufficient, adequate and satisfactory for completion of the work.

14. PERFORMANCE: LABOR AND MATERIAL PAYMENT BONDS IS REQUIRED OF THIS PROJECT

Within ten days after the date of the Notice of Award, the successful contractor shall enter into a formal contract with the District and shall provide a Performance Bond and a Labor and Material Payment Bond, each in the full amount of the contract. Each bond shall be in accordance with AIA. Document A31 1. The contractor shall pay the cost of premiums for said bonds. The bonds shall be signed and sealed by an authorized representative of the bonding company and authorized officer or representative of the contractor, and a certificate of the authority of those signing the bonds, if not officers, shall be attached thereto.

The Performance Bond and the Labor and Material Payment Bond shall guarantee the performance of the duties placed on the contractor by the Prevailing Wage Act, as well as all other duties undertaken pursuant to the contract with the District, and shall indemnify the District from any liability or loss resulting to the District from any failure of the contractor fully to perform each or all of said duties. The Performance Bond and the Labor and Material Payment Bond herein provided shall be placed with a Surety company or companies having a policy holder's rating not lower than "A" and a financial rating not lower than "AAA" in Best's Insurance Guide (current edition).

15. BID SECURITY IS NOT REQUIRED OF THIS PROJECT

A Bid Bond or certified check made payable to the District in the amount of ten percent (10%) of the bid shall accompany each bid as a guarantee that the bidder, if awarded the contract, will furnish the required Performance Bond and Labor and Material Payment bonds, execute the contract and proceed with the work. Upon failure to do so, the bidder shall forfeit the check or the district shall be entitled to the principal amount of bid bonds as liquidated damages. No mistakes or errors on the part of the bidder shall excuse the bidder or entitle bidder to a return of the check or bid bond. No bidder may withdraw a bid for a period of 60 days after the date of opening thereof. The bid bonds or checks will, with the exception of those of the three lowest bidders, be returned within seven days after the opening of bids and the remaining checks or bid bonds will be returned when the contract is executed and all required bonds have been provided.

16. SERVICE POINTS

Building Name	Address	Delivery Hours	Bell Times	Liftgate Required Y/N
Administration Center (847)551-8300	2550 Harnish Dr Algonquin, IL 60102	7:00AM - 3:00PM	N/A	Y
Algonquin Lakes Elementary (847)532-7500	1401 Compton Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Algonquin Middle School (847)532-7100	520 Longwood Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Carpentersville Middle School (224)484-2100	100 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
deLacey Family Education Center (224)484-2300	50 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	AM: 8:45 - 11:15 PM: 12:30-3:00	Y
Dundee-Crown High School (224)484-5000	1500 Kings Road Carpentersville, IL 60110	7:00AM - 3:00PM	7:30AM - 2:58PM	N
Dundee Highlands Elementary (224)484-4700	407 South Fifth Street West Dundee, IL 60118	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Dundee Middle School (224)484-4500	4200 W. Main Street West Dundee, IL 60118	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Eastview Elementary (847)532-7400	540 Longwood Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Gilberts Elementary (224)484-5900	729 Paperbark Lane Gilberts, IL 60136	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Golfview Elementary (224)484-2800	124 Golfview Lane Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Hampshire Elementary (847)792-3400	321 Terwilliger Avenue Hampshire, IL 60140	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Hampshire Middle School (847)792-3200	560 South State Street Hampshire, IL 60140	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Hampshire High School (847)792-3500	1600 E. Big Timber Road Hampshire, IL 60140	7:00AM - 3:00PM	7:30AM - 2:58PM	N
Jacobs High School (847)532-6100	2601 Bunker Hill Drive Algonquin, IL 60102	7:00AM - 3:00PM	7:30AM - 2:58PM	Y
Lake in the Hills Elementary (847)532-6900	519 Willow Street Lake in the Hills, IL 60156	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Lakewood School (224)484-2600	1651 Ravine Lane Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Liberty Elementary (224)484-4800	6500 Miller Road Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Lincoln Prairie Elementary (847)532-6600	500 W. Harvest Gate Lake in the Hills, IL 60156	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Meadowdale Elementary (224)484-2900	14 Ash Street Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Neubert Elementary School (847)532-6800	1100 Huntington Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Oak Ridge School (224)484-5800	300 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	7:45 AM - 1:40PM	Y
Parkview Elementary (224)484-2500	122 Carpenter Blvd. Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Perry Elementary (224)484-5600	251 Amarillo Drive Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Sleepy Hollow Elementary (224)484-4900	898 Glen Oak Drive Sleepy Hollow, IL 60118	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Westfield Community School (847)532-7600	2100 Sleepy Hollow Road Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM & 8:55AM 2:15PM & 3:40PM	Y
Wright Elementary (847)683-5700	1500 Ketchum Road Hampshire, IL 60140	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Bldgs. & Grounds Prof. Develop. Center - Bunker Hill (847)532-6700	2605 Bunker Hill Drive Algonquin, IL 60102	7:00AM - 3:00PM	N/A	Y

18. WARRANTY

The bidder shall warrant the work services, and/or products to be free of defects in material and workmanship for a period of _1_ years. This warranty shall obligate the contractor to repair or replace the products at no additional charge to the District.

19. INSURANCE (REQUIRED)

The contractor shall provide and maintain insurance in the amounts outlined below with companies acceptable to the District:

MINIMUM INSURANCE REQUIREMENTS

General Liability	General Aggregate	$2,000,000
	Products-Comp/OP Agg	2,000,000
	Personal Injury	1,000,000
	Each Occurrence	1,000,000
	Fire Damage (Any one fire)	50,000
	Medical Exp. (Any one person)	5,000
Excess Liability	Each Occurrence	2,000,000
	Aggregate	2,000,000
Automobile Liability	Bodily Injury (each occ)	1,000,000
	Property Damage (each occ)	1,000,000
Worker's Compensation	Statutory Limits	
	Each Accident	500,000
	Disease-Policy Limit	500,000
	Disease-Each employee	500,000

All such insurance shall not be cancelable without thirty (30) days prior written notice being given to the District.

With respect to the insurance required herein, the contractor shall provide such insurance naming the District, the Board of Education and its members individually, and its employees and agents as **additional named insured**. The contractor shall also purchase and maintain such insurance as will protect the District from and against all claims, damages, loss and expenses, including attorney's fees arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense, (1) is attributable to bodily injury to or destruction of tangible property (other than the work itself), including the loss of use resulting there from, and (2) is caused in whole or in part by a negligent act or omission of the contractor, subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts they may be liable, regardless of whether or not it is caused in part by a party to whom insurance is afforded pursuant to this paragraph.

It is MANDATORY within ten (10) days after the bid award, that the Certificate(s) of Insurance shall be submitted to the insurance agent for the District.

20. TOTAL PRICE FOR ALL ITEMS BID

A total bid dollar amount, regardless of whether or not the bidder is bidding all items, must be entered in the appropriate section of the bid form before signing and submitting the bid.

21. HOLD HARMLESS AND INDEMNIFICATION

The contractor shall assume all liability for, and shall protect, defend, indemnify and hold harmless, the Board of Education, its members individually, officers, employees, servants and agents, from and against all claims, actions suits, judgments, costs, losses, expenses and liabilities of whatsoever kind or nature including reasonable legal fees incurred by owner arising out of:

A. Any infringement (actual or claimed) of any patents, copyrights or trade names by reason of any work performed or to be performed by the contractor under this contract or by reason of anything to be supplied by the contractor pursuant to this contract.

B. Bodily injury, including death, to any person or persons (including contractor's officers, employees, agents and servants) or damage to or destruction of any property, including the loss of use thereof:

-Caused in whole or in part by an act, error or omissions by the contractor or any subcontractor or anyone directly or indirectly employed by any of them regardless of whether or not it is caused in part by a party to be indemnified hereunder.

-Arising directly or indirectly out of the presence of any person in or about any part of the project site or the streets, sidewalks and property adjacent thereto.

-Arising directly or indirectly out of the use, misuse or failure of any machinery or equipment used directly or indirectly in the performance of this contract.

22. DAMAGE TO PROPERTY

In the event the bidder damages the District's property, the bidder shall, at the bidder's sole cost, restore the property or any surrounding area. Such restoration shall be to a condition at least equivalent to the condition of the affected area immediately before the destruction or damage. If the bidder does not repair such damage within 14 days after receiving written notice from the District, or such lesser time if the District determines the damage creates an emergency situation, the District may repair the damage and the bidder shall reimburse the District for the costs the District incurs within 14 days after the District provides a written invoice to the bidder.

23. LATE BIDS

Bids received after the time specified in the Invitation to Bid will not be opened or considered. The method of transmittal of the bid is at the bidder's risk of untimely receipt by the Board of Education. The use of Board of Education equipment for transmission of bids is prohibited.

24. RECYCLED PRODUCTS

The District supports national and local efforts for recycling. Bidders are encouraged to offer recycled supplies and materials as bid alternatives. Notations are to be included as to the percentage of recycled products in each item.

25. PAYMENT

Payment to be made within 45 days after the project completion.

Does your company accept ACH payments?
Does your company accept credit cards?
Does your company allow discounts for early payments?

Discounts examples –
2% 10 days net 30
1% 20 days net 30

26. MANUALS

The successful bidder shall supply, at no cost to the District, a detailed service manual, parts list, and list of service locations.

27. CONTRACT DURATION

Work to be performed upon request through December 12, 2019. Stage Curtain Recertification & Fireproofing portion of the contract will conclude December 12, 2021.

28. PERSONNEL

If any person employed on the work site were, in the opinion of the District project manager, intemperate, disorderly, incompetent, willfully negligent or dishonest on the performance of his/her duties, he or she shall be directed by the contractor to cease work and vacate the job site immediately.

29. SEXUAL HARASSMENT

775 ILCS 5/2-105, Human Rights Act Requirement – Written Sexual Harassment Policies contained as follows: Bidder shall have written sexual harassment policies that shall include, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) the vendor's internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department and the Commission; (vi) directions on how to contact the Department and Commission; and (vii) protection against retaliation as provided by Section 6-101 of this Act. A copy of the policies shall be provided to the Department upon request.

30. QUALIFICATIONS

Vendor must be an authorized dealer and installer of products vendor is bidding on. Vendor must supply a list of references of like products and installations. Reference sheet is attached.

31. FINANCIAL STABILITY.

The District may require, upon request, evidence as to the financial stability of the contractor. Upon request, the contractor shall provide the following information to the District within 48 hours:

a. The name of any owner or co-owner, equity of each co-owner or corporate offices of the entity submitting the bid, and the name, address, and business telephone number of each such person.

b. The last financial statement and balance sheet of the bidder, including a specification in detail of all loans outstanding, or a copy of the last certified annual audit.

32. COMPLIANCE WITH LAWS.

Successful bidder shall at all times observe and comply with all laws, ordinances, regulations and codes of the federal, state, county and other local government agencies, which may in any manner affect the performance of the contract and in particular any such laws pertaining to safety.

33. GOVERNING LAW

The terms of this quote shall be governed and construed in accordance with the laws of the State of Illinois. If any provision hereof shall be held to contravene any applicable law, such provision shall be deemed reformed to the extent of conforming to said law, and in all other respects the terms hereof shall remain in full force and effect.

34. BID

The signing of the submittal form shall be construed as acceptance of all provisions contained herein. All bids shall be submitted with each space properly completed. Any explanation or statement which the bidder wishes to make must be placed in the same envelope with the bid. Unless the bidder so indicates, it is understood that the bidder has submitted the bid in strict accordance with the specification requirements. The Bidder acknowledges that any variation from the specifications will be grounds for the District to reject the quote, although the District may accept the quote with the verification if, in its sole discretion, it determines that such bid is in the District's best interest. All quotes shall be deemed final, conclusive and irrevocable. No claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidder find any discrepancies in, or omissions from any of the documents, or be in doubt as to their meanings, the bidder shall submit questions as provided in this document. Bidders must satisfy themselves upon examination of these specifications, as to the intent of the specifications. After the submission of the bid, no complaint or claim that there was any misunderstanding in regard to items listed for bidding will be entertained from a bidder.

35. BIDDER'S AGREEMENT

The bidder hereby declares understanding, agreement, and certification of compliance to provide the services, work, and/or products to the District, at the prices quoted, in accordance with all terms and conditions, requirements, and specifications contained in these documents, and any issued amendments. The contractor further agrees that the language of this document shall govern in the event of a conflict with (1) the bidder's bid or (2) any subsequent purchase order between the bidder and the District. The bidder should, as a matter of clarity and assurance, also sign and submit all amendment(s) issued by the District related to this work. The bidder further agrees that upon receipt of an authorized purchase order or when an authorized official of the District countersigns this document, a binding contract shall exist between the bidder and the District. This document combined with amendments, the bidder's bid, the required submittals, and the purchase order, if any, shall comprise the binding contract.

36. CANCELLATION – The District reserves the right to cancel this contract at any time for reasons of unsatisfactory services.

37. ADDITIONAL INFORMATION

Contact Diane C. White, Director of Purchasing, (847) 551-8460, between the hours of 8:00AM and 4:30PM, or by email – bids.purchasing@d300.org

REFERENCES

LIST BELOW THE LAST THREE (3) PUBLIC SCHOOLS DISTRICTS OR OTHER ORGANIZATIONS FOR WHICH YOU HAVE PROVIDED COMPARABLE SERVICES.

---

1. ORGANIZATION:
_____

ADDRESS:
_____

CITY, STATE, and ZIP CODE:
_____

TELEPHONE NUMBER:
_____

CONTACT PERSON:
_____

DATE OF SERVICES:
_____

DOLLAR AMOUNT OF THE JOB:
_____

2. ORGANIZATION:
_____

ADDRESS:
_____

CITY, STATE, and ZIP CODE:
_____

TELEPHONE NUMBER:
_____

CONTACT PERSON:
_____

DATE OF SERVICES:
_____

DOLLAR AMOUNT OF THE JOB:
_____

REFERENCES (CONT.)

3. **ORGANIZATION:**
_____

ADDRESS:
_____

CITY, STATE, and ZIP CODE:
_____

TELEPHONE NUMBER
_____

CONTACT PERSON:
_____

DATE OF SERVICES:
_____

DOLLAR AMOUNT OF THE JOB:
_____

OFFEROR'S NAME: _____

SIGNATURE: _____

DATE: _____

COMMENTS –

CERTIFICATE OF BIDDER ELIGIBILITY

720 ILCS 5/33E-11 requires that all contractors bidding for public agencies in the State of Illinois certify that they are not barred from bidding on public contracts for bid rigging or bid rotation.

The following certification must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

_____, as part of its bid for the _____ work for Community Unit School District #300, Algonquin, Illinois , of Cook, DeKalb, Kane, and McHenry Counties, Illinois certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33-E4.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

CERTIFICATE OF COMPLIANCE WITH ILLINOIS DRUG-FREE WORKPLACE ACT

_____, having 25 or more employees, does hereby certify pursuant to section 3 of the *Illinois Drug-Free Workplace Act* (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the *Illinois Drug-Free Workplace Act* and, further certifies that it is not ineligible for award of this contract by reason of debarment for a violation of the *Illinois Drug-Free Workplace Act.*

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

CERTIFICATE REGARDING
SEXUAL HARASSMENT POLICY

_____, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____

NOTARY PUBLIC

CERTIFICATE REGARDING
EQUAL EMPLOYMENT OPPORTUNITY

_____, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written equal employment opportunity policy that is in compliance with all terms and conditions of the Equal Employment Opportunity provisions of the Illinois Human Rights Act.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

CERTIFICATE REGARDING

EMPLOYMENT OF ILLINOIS WORKERS ON PUBLIC WORKS

_____ agrees if at the time the Agreement is executed, or if during the term of the Agreement, there is excessive unemployment in Illinois as defined in the Employment of Illinois Workers on Public Works Act, 30 ILCS 570/0/01 et seq., as two consecutive months of unemployment exceeding 5%, then _____ agrees to employ Illinois laborers in accordance with the Employment of Illinois Workers on Public Works Act. An "Illinois laborer" is defined as any person who has resided in Illinois for at least thirty (30) days and intends to become or remain an Illinois resident.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

NON-COLLUSION AFFIDAVIT

AFFIDAVIT: "I (we) hereby certify and affirm that my (our) Quote was prepared independently for this project and that it contains no fees or amounts other than that for the legitimate execution of this work as specified and that it includes no understanding or agreements in restraint of trade."

The following affidavit must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

_____, as part of its bid for the _____ work for Community Unit School District #300, Algonquin, Illinois certifies that said Contractor is not barred from bidding on the aforementioned contract as a result of a violation of the above Non-Collusion Affidavit.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

CERTIFICATE REGARDING
COMMUNITY UNIT SCHOOL DISTRICT 300
VENDOR/CONTRACTOR CONFLICT OF INTEREST

_____, does hereby certify that they have read and fully understand the Vendor/Contractor Conflict of Interest Board Policy as stated below:

Vendor/Contractor Conflict of Interest
Any vendor or contractor doing $5,000 - $25,000 in business with the District within a fiscal year shall not contribute to any political campaign that directly affects the District while doing business for the District or for a period of two years after completion of business with the District. Further, the District will not enter into significant business with a vendor or contractor that has contributed to a political campaign that directly affects the District within two years prior to commencing business. Any vendor or contractor that participates and is awarded a contract through the competitive bidding process is exempt from this policy.

LEGAL REF.: 105 ILCS 5/10-20.19c, 5/10-20.21, 510-22.34c, and 5/19b-1 et seq.
820 ILCS 130/0.01 et seq.

CROSS REF: 2:100 (Board Member Conflict of Interest), 4:70 (Resource Conservation) 4:150 (Facility Management and Building Programs)

ADOPTED: February 10, 2003

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

CRIMINAL BACKGROUND INVESTIGATIONS

Contractor hereby represents, warrants, and certified that no officer or director thereof has any knowledge that any employee thereof has been convicted of committing or attempting to commit "Criminal Code of 1961," 720 ILCS, Sections 5/11-6 (Indecent solicitation of a child), 5/11-9 (Public indecency), 5/11-14 (Prostitution), 5/11-15 (Soliciting for a prostitute), 5/11-15.1 (Soliciting for a juvenile prostitute), 5/11-19 (Pimping), 5/11-19.1 (Juvenile pimping), 5/11-19.2 (Exploitation of a child), 5/11-20 (Obscenity), 5/11-20.1 (Sexual assault), 5/12-14 (Aggravated criminal sexual assault), 5/12-15 (Criminal sexual abuse), and 5/12-16 (Aggravated criminal sexual abuse), and/or those offenses defined in the "Cannabis Control Act," 720 ILCS, 550/1 et seq. (except the "Illinois Controlled Substances Act, " 720 ILCS 570/100 et seq., any of the offenses that would subject a certificated employee to suspension or revocation pursuant to Section 21-23a of the School Code or anyone found to be the perpetrator of sexual or physical abuse of any minor under 18 years of age pursuant to proceedings under Article II of the Juvenile Court Act of 1987 and/or any offense committed or attempted in any other state or against the laws of the United States, which if committed or attempted in this State, would have been punishable as one or more of the foregoing offenses.

Contractor further agrees that it shall not employ any person who have or may have direct, daily contact with the pupils of any school in the district, and for whom a criminal background investigation has not been conducted pursuant hereto, and further represents and agrees that all applicants for any such employment shall furnish with their applications the attached written "Authorization for Criminal Background Information" form authorizing the Board of Education to request a criminal background investigation of said applicant pursuant to Section 5/10-21.9 of the School Code of Illinois and to receive criminal history record information pursuant thereto to determine if the applicant has been convicted of committing or attempting to commit any of the criminal or drug offenses enumerated above. Contractor further agrees to submit with said authorization payment for any costs and expenses associated with the criminal background investigation.

Contractor further represents, warrants, and certifies that no applicant for employment with respect to whom the criminal investigation reveals any conviction for committing and/or attempting to commit any of the above enumerated offenses, shall be employed thereby in any position that involves or may involve contact with the students of the school district.

This certification is executed on the date hereinafter indicated by the designated contractor by its duly authorized officer.

By _____

Its: _____

Dated: _____

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____

NOTARY PUBLIC

AUTHORIZATION FOR CRIMINAL BACKGROUND INVESTIGATION

The undersigned hereby authorizes the Board of Education of Community Unit School District 300, Carpentersville, Illinois to request a criminal background investigation from the Illinois State Police, pursuant to Section 5/10-21.9 of the School Code of Illinois, 105 ILCS 5/10-21.9 and to receive criminal history record information pursuant thereto.

_____
(Printed or Typed Name of Applicant Employee)

_____
Signature of Applicant or Employee

Dated: _____

Scope of Work

Time and Material Rates

Payment of Prevailing Wages is required for this project.

QUALIFICATIONS – Provide labor, material, and furnish equipment as required to troubleshoot service, modify and /or install Data Cabling, Electrical, Tree Maintenance Service, Food Service Equipment Repair, Stadium Lighting Service & Repair, Asphalt Repair, Elevator Service & Repair, Bay/Overhead Door Service & Repair, Alarm Service & Repair, and Stage Curtain Recertification & Fireproofing. Scope of work may be described via construction documents, request for quote and/or field direction (in emergency cases). Vendor must supply a list of trade references; forms are located in the bid Boiler Plate. Certificates, References, Vendor Application and W-9 forms must be submitted with vendors bid submittal.

DURATION

Bid pricing to be firm through December 12, 2019. Bid award to cover a **1** year period with the possibility of two, one year extensions. Stage Curtain Recertification & Fireproofing bid pricing to be firm for a three year period beginning December 13, 2018 with a possibility of two, one year extensions Awarded contract begins December 13, 2018, and ends on December 12, 2019. District 300 will be using the November 2019 Urban CPI or Illinois County (Kane/McHenry) Prevailing Wage rates, whichever is less, to evaluate any increases in pricing. All extensions in accordance with this contract, will use following year's November Urban CPI or Illinois County (Kane/McHenry) Prevailing Wage rates. District 300 is to be notified within 60 days of any labor rate increases or decrease if contract is extended. Bids containing bid conditions will not be accepted.

- This **IS** a sealed bid.
- A Bid Bond **IS NOT** required upon bid submittal.
- A Performance Bond in the amount of $25,000 and current Certificate of Insurance are required upon award within 10 days of award.

REQUESTED SERVICES UNDER THIS CONTRACT

The following are to be considered prevailing wage services:

- Data Cabling
- Electrical
- Stadium Lighting Service & Repair
- Asphalt Repair
- Elevator Service & Repair
- Bay/Overhead Door Service & Repair
- Alarm Service & Repair

The following are not to be considered prevailing wage services:

- Tree Maintenance Service
- Food Service Equipment Repair
- Stage Curtain Recertification & Fireproofing

Terms – For the purpose of this bid, the following terms are:

- School District 300 is to be notified of the level of skilled tradesman upon callout.
- "Contract documents" includes the most current project drawings and specifications.
- "Provide" includes furnishing and installation.
- "Furnish" includes purchasing and transporting new equipment, as specified, to the job site.
- "Install" includes mounting or setting equipment in place, in specified location, and making all required electrical connections for a working product.
- "Electrical System" includes all distribution of power, lighting, fire protection, life safety, communications, security, special systems, and any other information, electrical in nature, identified on the Contract Documents, from the point(s) of service to utilization device(s).
- "Connecting" means providing a power source, overcurrent devices, raceways, conductors, terminations, insulation supports, and other materials and equipment required for the operation and control of the relevant operation.
- "Portal to Portal" to be defined as to and from vendor site location. If contractor is within district boundaries, additional dispatch charges will not apply for same day service during standard working hours.
- "Hourly rate billing" is to be invoiced in 15 minute increments.
- "Total Material Billing" equals the percentage of markup plus contractors actual cost.
- Total travel time allowance not to exceed 1hr per person.

Non-Emergency trade work – any non-emergency trade work (to be determined by District #300 staff and/or consultant), over $25,000 must be competitively bid. Any and all trade work performed must comply with local and national codes.

"PM Hourly Rate" is defined as the hourly rate for a food service equipment vendor to perform preventative maintenance on freezers, coolers, dishwashers, garbage disposals and steam tables.

"Emergency Hourly Rate" is defined as the hourly rate in which the vendor is called out for emergencies. Emergencies are defined as repairmen being on-site **within 60 minutes** of the initial call to the vendor.

D300 Expectations of Food Service Equipment Repair performed:
Upon equipment failure, freezers, coolers, ovens and steamers **will require** a 60 minute emergency response time. Steam table, garbage disposal and dishwasher repairs will need to be addressed within a 24 hour time period. Follow up repairs where parts need to be ordered, must be completed within a 48 hour time period.

D300 Expectations of Data Cabling performed:

- All cabling is to be Category 6 Ethernet or above
- Cabling must be manufactured in the USA
- Cabling is to be tested a verified post installation
- Cabling is to be installed as outlined in TIA/EIA-568
- Termination is to be completed as outlined in TIA/EIA-568 (B)
- Vendor must advise alternate solutions on cable installation greater than 100m
- Ethernet cabling must be Blue or White depending on customer request per installation
- Vendor must label installations based on existing labeling formats on both ends of termination

Invoicing – Invoice must reflect detailed description of work performed and materials used. Copies of certified payroll sheets must be attached to all invoices. Invoices to include parts listings with contractor cost and percent of markup per your bid.

Normal Working Day Hours for straight time – 7:00am-3:30pm, Monday through Friday.

CONTRACT PERIOD

The anticipated contract period is December 13, 2018 – December 12, 2019.

The anticipated contract period for Stage Curtain Recertification & Fireproofing is December 13, 2018 – December 12, 2021.

Service Points

CUSD 300

Building Name	Address	Elevator on site Y/N	Bay Door onsite Y/N	Stage Curtain Y/N	Recertification Schedule
Administration Center (847)551-8300	2550 Harnish Dr Algonquin, IL 60102	**Y**	N	N	N/A
Algonquin Lakes Elementary (847)532-7500	1401 Compton Drive Algonquin, IL 60102	**Y**	N	N	N/A
Algonquin Middle School (847)532-7100	520 Longwood Drive Algonquin, IL 60102	**Y**	**Y**	**Y**	**YEARLY**
Carpentersville Middle School (224)484-2100	100 Cleveland Avenue Carpentersville, IL 60110	**Y**	**Y**	**Y**	**YEARLY**
deLacey Family Education Center (224)484-2300	50 Cleveland Avenue Carpentersville, IL 60110	N	N	N	N/A
Dundee-Crown High School (224)484-5000	1500 Kings Road Carpentersville, IL 60110	**Y**	**Y**	**Y**	**3 YEARS**
Dundee Highlands Elementary (224)484-4700	407 South Fifth Street West Dundee, IL 60118	N	N	**Y**	**3 YEARS**
Dundee Middle School (224)484-4500	4200 W. Main Street West Dundee, IL 60118	N	N	N	N/A
Eastview Elementary (847)532-7400	540 Longwood Drive Algonquin, IL 60102	**Y**	N	N	N/A
Gilberts Elementary (224)484-5900	729 Paperbark Lane Gilberts, IL 60136	**Y**	N	N	N/A
Golfview Elementary (224)484-2800	124 Golfview Lane Carpentersville, IL 60110	N	N	N	N/A
Hampshire Elementary (847)792-3400	321 Terwilliger Avenue Hampshire, IL 60140	N	N	**Y**	**YEARLY**
Hampshire Middle School (847)792-3200	560 South State Street Hampshire, IL 60140	**Y**	**Y**	**Y**	**YEARLY**
Hampshire High School (847)792-3500	1600 E. Big Timber Road Hampshire, IL 60140	**Y X2**	**Y**	**Y**	**3 YEARS**
Jacobs High School (847)532-6100	2601 Bunker Hill Drive Algonquin, IL 60102	**Y**	**Y**	**Y**	**YEARLY**
Lake in the Hills Elementary (847)532-6900	519 Willow Street Lake in the Hills, IL 60156	N	N	N	N/A
Lakewood School (224)484-2600	1651 Ravine Lane Carpentersville, IL 60110	**Y**	**Y**	N	N/A
Liberty Elementary (224)484-4800	6500 Miller Road Carpentersville, IL 60110	**Y**	N	N	N/A
Lincoln Prairie Elementary (847)532-6600	500 W. Harvest Gate Lake in the Hills, IL 60156	**Y**	N	N	N/A
Meadowdale Elementary (224)484-2900	14 Ash Street Carpentersville, IL 60110	N	N	N	N/A
Neubert Elementary (847)532-6800	1100 Huntington Drive Algonquin, IL 60102	**Y**	N	N	N/A
Oak Ridge School (224)484-5800	229 Lake Marian Road Carpentersville, IL 60110	N	**Y**	N	N/A
Parkview Elementary (224)484-2500	122 Carpenter Blvd. Carpentersville, IL 60110	N	N	**Y**	**YEARLY**
Perry Elementary (224)484-5600	251 Amarillo Drive Carpentersville, IL 60110	N	N	N	N/A
Sleepy Hollow Elementary (224)484-4900	898 Glen Oak Drive Sleepy Hollow, IL 60118	N	N	N	N/A
Westfield Community School (847)532-7600	2100 Sleepy Hollow Road Algonquin, IL 60102	**Y**	**Y**	N	N/A
Wright Elementary (847)683-5700	1500 Ketchum Road Hampshire, IL 60140	**Y**	N	N	N/A
Transportation Department (847)551-8300	2603 Bunker Hill Drive Algonquin, IL 60102	N	**Y**	N	N/A
Bldgs. & Grounds Prof. Develop. Center-Bunker Hill (847)532-6700	2605 Bunker Hill Drive Algonquin, IL 60102	N	**Y**	N	N/A

Bid Submission

All bids are to be **sealed** and submitted to:

Diane C. White
Director of Purchasing
CUSD #300
2605 Bunker Hill Dr
Algonquin, IL 60102

Direct any questions regarding this project to:

Michael Zahalka
CUSD #300 – Purchasing Specialist
2605 Bunker Hill Dr
Algonquin, IL 60102
Ph: 847-551- 8460
Fx: 847-551-8463
Bids.Purchasing@d300.org

Please submit your response no later than, Friday, October 26, 2018 by 11:00AM CT

DISTRICT 300

BELL TIMES - REGULAR HOURS

2018-2019

District 300 Schools	Bell Times
Algonquin Lakes Elementary (Grades K-5) 1401 Compton Drive, Algonquin, IL 60102 **P:** 847-532-7500 **| F:** 847-532-7515	8:00am-2:15pm
Algonquin Middle School (Grades 6-8) 520 Longwood Drive, Algonquin, IL, 60102 **P:** 847-532-7100 **| F:** 847-658-2547	8:55am-3:40pm
Carpentersville Middle School (Grades 6-8) 100 Cleveland Avenue, Carpentersville, IL 60110 **P:** 224-484-2100 **| F:** 847-426-1404	8:55am-3:40pm
deLacey Family Education Center (Preschool) 50 Cleveland Avenue, Carpentersville, IL 60110 **P:** 224-484-2300 **| F:** 224-484-2319	**AM:** 8:45am-11:15am **PM:** 12:30pm-3:00pm
Dundee-Crown High School (Grades 9-12) 1500 Kings Road, Carpentersville, IL 60110 **P:** 224-484-5000 **| F:** 224-484-5098	7:30am-2:58pm
Dundee Highlands Elementary (Grades Pre-K-5) 407 S. Fifth Street, West Dundee, IL, 60118 **P:** 224-484-4700 **| F:** 847-426-1935	8:00am-2:15pm
Dundee Middle School (Grades 6-8) 4200 W. Main Street, West Dundee, IL 60118 **P:** 224-484-4500 **| F:** 847-426-4008	8:55am-3:40pm
Eastview Elementary (Grades Pre-K-5) 540 Longwood Drive, Algonquin, IL 60102 **P:** 847 532 7400 **| F:** 847 458 5509	8:00am-2:15pm **Pre-K AM:** 8:00am-10:30am **Pre-K PM:** 11:40am-2:15pm
Gilberts Elementary (Grades K-5) 729 Paperbark Lane, Gilberts, IL 60136 **P:** 224-484-5900 **| F:** 224-484-5915	8:00am-2:15pm **Pre-K AM:** 8:00am-10:30am **Pre-K PM:** 11:40am-2:15pm
Golfview Elementary (Grades Pre-K-5) 124 Golfview Lane, Carpentersville, IL 60110 **P:** 224-484-2800 **| F:** 224-484-2815	8:00am-2:15pm
Hampshire Elementary (Grades K-5) 321 Terwilliger Avenue, Hampshire, IL 60140 **P:** 847-792-3400 **| F:** 847-683-4806	8:00am-2:15pm
Hampshire Middle School (Grades 6-8) 560 S. State Street, Hampshire IL 60140 **P:** 847-792-3200 **| F:** 847-683-1030	8:55am-3:40pm
Hampshire High School (Grades 9-12) 1600 Big Timber Road, Hampshire, IL 60140 **P:** 847-792-3500 **| F:** 847-792-3515	7:30am-2:58pm

District 300 Schools	Bell Times
Jacobs High School (Grades 9-12) 2601 Bunker Hill Drive, Algonquin, IL 60102 **P:** 847.532.6100 **| F:** 847.532.6115	7:30am-2:58pm
Lake in the Hills Elementary (Grades Pre-K-5) 519 Willow Street, Lake in the Hills, IL 60156 **P:** 847-532-6900 **| F:** 847-658-2529	8:00am-2:15pm **Pre-K AM:** 8:00am-10:30am **Pre-K PM:** 11:40am-2:10pm
Lakewood Elementary (Grades Pre-K-5) 1651 Ravine Lane, Carpentersville, IL 60110 **P:** 224-484-2600 **| F:** 224-484-2615	8:00am-2:15pm
Liberty Elementary (Grades Pre-K-5) 6500 Miller Road, Carpentersville, IL 60110 **P:** 224-484-4800 **| F:** 224-484-4815	8:00am-2:15pm **Pre-K AM:** 8:00am-10:30am **Pre-K PM:** 11:40am-2:15pm
Lincoln Prairie Elementary (Grades K-5) 500 Harvest Gate Road, Lake in the Hills, IL 60156 **P:** 847-532-6600 **| F:** 847-532-6615	8:00am-2:15pm
Meadowdale Elementary (Grades Pre-K-5) 14 Ash Street, Carpentersville, IL 60110 **P:** 224-484-2900 **| F:** 224-484-2915	8:00am-2:15pm
Neubert Elementary (Grades K-5) 1100 Huntington Drive, Algonquin, IL 60102 **P:** 847-532-6800 **| F:** 847-551-8413	8:00am-2:15pm
Oak Ridge School (Grades 6-12) 300 Cleveland Avenue, Carpentersville, IL 60110 **P:** 224-484-5800 **| F:** 847-426-4474	7:45am-1:40pm
Parkview Elementary (Grades K-5) 122 Carpenter Boulevard, Carpentersville, IL 60110 **P:** 224-484-2500 **| F:** 847-426-2962	8:00am-2:15pm
Perry Elementary (Grades Pre-K-5) 251 Amarillo Drive, Carpentersville, IL 60110 **P:** 224-484-5600 **| F:** 224-484-5615	8:00am-2:15pm
Sleepy Hollow Elementary (Grades K-5) 898 Glen Oak Drive, Sleepy Hollow, IL 60118 **P:** 224-484-4900 **| F:** 224-484-4915	8:00am-2:15pm
Westfield Community School (Grades Pre-K-5) (Grades 6-8) 2100 Sleepy Hollow Road, Algonquin, IL 60102 **P:** (PreK-5) 847-532-7800 **| F:** 847- 532-7615 **P:** (6-8) 847-532-7600 **| F:** 847- 532-7615	8:00am-2:15pm 8:55am-3:40pm **Pre-K AM:** 8:00am-10:30am **Pre-K PM:** 11:40am-2:15pm
Wright Elementary (Grades K-5) 1500 Ketchum Road, Hampshire, IL 60140 **P:** 847-683-5700 **| F:** 847-683-5799	8:00am-2:15pm

DISTRICT 300 SCHOOL CALENDAR - 2018/2019

Board Approval: Nov. 8, 2016

JULY 18

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

AUGUST 18

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

SEPTEMBER 18

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

OCTOBER 18

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

NOVEMBER 18

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

DECEMBER 18

Su	M	Tu	W	Th	F	Sa
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

JANUARY 19

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

FEBRUARY 19

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

MARCH 19

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

APRIL 19

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MAY 19

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JUNE 19

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

All dates subject to change throughout school year, with BOE Approval

District Closed | Early Release | Emergency Days | End of QTR/Semester Full day Attend | No Student/Instruction Staff Attend | Parent/Teacher Conference | Teacher Institute/ In service

Independence Day- Offices/Schools Closed	Wednesday, July 4
Teacher Institute (8am to 1pm) No Student Attendance	Friday, Aug. 10
Teacher Institute (8am to 1pm) No Student Attendance	Monday, Aug. 13
First day of School, Full Day of Student Attendance	Tuesday, Aug. 14
Early Release Day	Friday, Aug. 24
Labor Day - Offices/Schools Closed	Monday, Sept. 3
Early Release Day	Friday, Sept. 21
Teacher Institute (8am to 3pm) No Student Attendance	Friday, Oct. 5
Columbus Day - Offices/Schools Closed	Monday, Oct. 8
Early Release Day	Friday, Oct. 26
Early Release Day	Friday, Nov. 16
Parent - Teacher Conferences, No Student Attendance	Monday, Nov. 19 & Tuesday, Nov. 20
Fall Break - Offices/Schools Closed	Wednesday, Nov. 21 - Friday, Nov. 23
Early Release Day	Friday, Dec. 14
Winter Break, No Student Attendance	Monday, Dec. 24 - Friday, Jan. 4
Offices/Schools Closed	Dec. 24, Dec. 25, & Dec. 31
Offices/Schools Closed	Tuesday, Jan. 1
Early Release Day	Friday, Jan. 18
Martin Luther King Day - Offices/Schools Closed	Monday, Jan. 21
Early Release Day	Friday, Feb. 15
Presidents Day - Offices/Schools Closed	Monday, Feb. 18
Teacher Institute (8am to 3pm) Kane County ROE, No Student Attendance	Friday, Mar. 1
Early Release Day	Friday, Mar. 15
Spring Break, No Student Attendance	Monday, Mar. 25 - Friday, Mar. 29
NO Emergency Days used - No Student/Instruction, Staff, all offices open	Monday, Apr. 1
Emergency Days used - Regular attendance day	
Early Release Day	Friday, Apr. 12
District Holiday - Offices/Schools Closed	Friday, Apr. 19
Teacher Institute (8am to 3pm) No Student Attendance	Monday, Apr. 22
Early Release Day	Friday, May 10
Last day of school, if no Emergency Days have been used	Thursday, May. 23
Memorial Day - Offices/Schools Closed	Monday, May. 27
Last possible day of school - If ALL Emergency Days are used	Thursday, May 30

BID RESPONSE FORM

Time and Material Rates for : Data Cabling, Electrical, Tree Maintenance Service, Food Service Equipment Repair, Stadium Lighting Service & Repair, Asphalt Repair, Elevator Service & Repair, Bay/Overhead Door Service & Repair, Alarm Service & Repair, and Stage Curtain Recertification & Fireproofing

Payment of Prevailing Wages IS Required

Bids are as indicated on the attached sheets are hereby presented to the Board of Education of Community Unit School District #300. It is understood that:

1. Bidders must insure they have viewed both tabs in this spreadsheet.
2. The Board of Education reserves the right to reject any and all bids and to accept all or part of any bids submitted.
3. Rates quoted shall include all charges for handling, transportation and delivery.
4. Community Unit School District #300 is Tax Exempt.
   Tax Exemption Number - E9996-0079-07.
5. Vendor is required to submit Performance Bond cost as part with their submission.

The undersigned hereby certifies that he/she has read, understands and agrees that acceptance by the Board of Education of the bidder's offer by issuance of a purchase order(s) or other document(s) will create a binding contract. Further, he/she agrees to fully comply with the specifications and other documentary forms and regulations made a part of this specific procurement of contract. The bidder must comply with all State and Federal Regulations including FEPC, the Illinois Laborer's Act and the Illinois Prevailing Wage Act, with preference to Public Act 86-799 which states "…not less than the prevailing rate of wages as found by the public body or Department of Labor or determined by the court on review shall be paid to all laborers, workers and mechanics performing work under the contract." The Illinois Department of Labor prevailing wages for the county where the project will be undertaken is posted online at https://www2.illinois.gov/idol/Laws-Rules/CONMED/pages/2018-rates.aspx

Vendor has received Addendum (IF APPLICABLE)

#1 - _____ #2 - _____

NAME OF COMPANY /CORPORATION

STREET ADDRESS:

CITY:

STATE:

ZIP:

TELEPHONE NUMBER:

FAX NUMBER:

EMAIL ADDRESS:

FEIN NUMBER

ILLINOIS LICENSE NUMBER

BID SUBMITTED BY:

SIGNATURE OF AUTHORIZED AGENT

PLEASE TYPE OR PRINT NAME

DATE

****** Sealed Bids are due by 11:00AM, Friday, October, 26, 2018 ******

INSTRUCTIONS: Please fill in columns **that apply to your firm. Column V** is for vendor comments. ALL bids must be completed in the Excel spreadsheet provided and submitted in hard copy.	Vendor Name:	
	Complete Address:	
	Phone:	
	Fax:	
	E-Mail:	
	Contact Person:	

	Alarm Service & Repair		Asphalt Repair		Bay/Overhead Door - Service & Repair		Data Cabling	
POSITION	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME per hour**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**
Apprentice 1	$	$	$	$	$	$	$	$
Apprentice 2	$	$	$	$	$	$	$	$
Apprentice 3	$	$	$	$	$	$	$	$
Apprentice 4	$	$	$	$	$	$	$	$
Journeyman	$	$	$	$	$	$	$	$
Foreman	$	$	$	$	$	$	$	$
	% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment	
Materials	%		%		%		%	
Equipment	%		%		%		%	
Performance Bond	$		$		$		$	
							PM Hr. Rate $/hr. -	
							Emerg. Hr. Rate $/hr. -	

Electrical		Elevator Service & Repair		Food Service Equipment Repair		Stadium Lighting - Service & Repair	
Hourly STRAIGHT TIME per hour	**Hourly OVERTIME**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**
$	$	$	$	$	$	$	$
$	$	$	$	$	$	$	$
$	$	$	$	$	$	$	$
$	$	$	$	$	$	$	$
$	$	$	$	$	$	$	$
$	$	$	$	$	$	$	$
% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment	
%		%		%		%	
%		%		%		%	
$		$		$		$	
Emerg. Hr. Rate $/hr. -				**Monthly Service (each unit)**	**$**	**Emerg. Hr. Rate $/hr. -**	
				Quarterly Service (each unit)	**$**		

Stage Curtain - Recertification & Fireproofing		Tree Maintenance Service		Vendor Comments
Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	
$	$	$	$	
$	$	$	$	
$	$	$	$	
$	$	$	$	
$	$	$	$	
$	$	$	$	
% Markup for Materials & Equipment		% Markup for Materials & Equipment		
%		%		
%		%		
$		$		

PRINT RESET

COMMUNITY UNIT SCHOOL DISTRICT 300
PURCHASING DEPARTMENT
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8300
Fax: 847-551-8463

VENDOR APPLICATION FORM
(SUBJECT TO LOCAL LAWS)

Fill in all spaces. Insert "NA" in blocks not applicable. Type all entries

APPLICATION DATE

REVISION DATE

DATE: _____

COMPANY	HOW LONG IN PRESENT BUSINESS?

ADDRESS	CITY	STATE	ZIP

CONTACT PERSON/REPRESENTATIVE	FAX NUMBER	PHONE AND EXTENSION
	( )	( )

TYPE OF ORGANIZATION (Check Applicable)

☐ INDIVIDUAL ☐ PARTNERSHIP ☐ CORPORATION

IF INCORPORATED INDICATE IN WHICH STATE

YEARS ESTABLISHED:

DO YOU ACCEPT PURCHASE ORDERS? YES ☐ **NO** ☐

DO YOU ACCEPT CREDIT CARDS? YES ☐ **NO** ☐

CATEGORY **(Check below the category which applies to the applicant)**

☐ (A) MANUFACTURER OR PRODUCER ☐ (C) RETAILER ☐ (E) DISTRIBUTOR

☐ (B) WHOLESALER ☐ (D) MANUFACTURER'S AGENT ☐ (F) SERVICE ESTABLISHMENT

NAMES OF OFFICERS, MEMBERS OR OWNERS OF CONCERN, PARTNERSHIP, ETC.

(A) PRESIDENT (B) VICE PRESIDENT

(C) SECRETARY (D) TREASURER

(E) OWNERS, PARTNERS, OR STOCKHOLDERS

TAXPAYER'S I.D. NO.

FEIN _____

or

S.S. No. _____

INSURANCE INFORMATION (Check Applicable)

LIABILITY INSURANCE: $2,000,000 ☐ $2,500,000 ☐ $5,000,000 ☐ OTHER ☐

Workers' Compensation : State Minimum ☐ Greater than Minimum ☐

Required that CUSD be named as an Additional Insured ☐ INSURANCE CO. _____

BONDING INFORMATION **(Check each area in which you have been bonded and the latest date of bonding)**

Perf. Bond ____/____ (Mo. Year) ☐ Payment Bond (Labor and Materials) ____/____ (Mo. Year) ☐ Builder's Risk ____/____ (Mo. Year) ☐

PERSONS AUTHORIZED TO SIGN QUOTES, PROPOSALS, BIDS AND CONTRACTS:

NAME	OFFICIAL CAPACITY

Average number of employees (including affiliates) for four preceding calendar quarters.	Average annual sales for preceding three fiscal years:	Floor Space (Square Feet)	
	875	Manufacturing	Warehouse

MINORITY/WOMEN BUSINESS ENTERPRISE (Check One) See Definitions Below	FOR USE BY CONTRACT COMPLIANCE ONLY:
☐ MBE ☐ MBE/WBE ☐ WBE ☐ PBE	BY:_____ DATE_____ ☐ C ☐ NC

MINORITY GROUP MEMBERSHIP (Check One) See Definitions Below

NOTE: DO NOT COMPLETE THIS SECTION UNLESS YOU HAVE CHECKED ONE OF THE BOXES IN THE MINORITY/WOMEN BUSINESS ENTERPRISE SECTION ABOVE.

☐ AFRICAN AMERICAN OR BLACK ☐ HISPANIC AMERICAN ☐ NATIVE AMERICAN ☐ ASIAN-PACIFIC AMERICAN

CERTIFICATION DATE ISSUED: _____ EXPIRATION: _____

MINORITY AND WOMEN OWNED BUSINESS ENTERPRISE DEFINITIONS

MINORITY BUSINESS ENTERPRISE ("MBE") means a certified participating business at least 51 percent (51%) of which is owned and controlled by one or more members or one or more minority groups, or in the case of a publicly held corporation, 51 percent (51%) of the stock is owned by one or more members of one or more minority groups and whose daily business operations are controlled by one or more such individuals.

WOMEN'S BUSINESS ENTERPRISE ("WBE") means a certified participating business at least 51 percent (51%) of which is owned by one or more women, or in the case of a publicly held corporation, 51 percent (51%) of the stock of which is owned by one or more women and whose daily operations are controlled by one or more such individuals. Determination of whether a business is at least 51 percent (51%) owned by a woman or women shall be made without regard to community property laws.

BUSINESS OWNED AND OPERATED BY A PERSON WITH A DISABILITY ("PBE") means a business concern of which at least 51 percent (51%) is owned by one or more persons with a disability, or in the case of the corporation, one in which at least 51 per centum of the stock is owned by one or more persons with a disability or by a not for profit agency for the disabled organized pursuant to Section 501 of the Internal Revenue Code 1954; and the management and daily business operations of which are controlled by one or more of the persons with a disability who own it.

MINORITY GROUP MEMBER is an individual who is one of the following:

AFRICAN AMERICAN OR BLACK (persons with origins in any of the Black racial groups of Africa):
HISPANIC AMERICAN (persons of Spanish culture with origins in Puerto Rico, Mexico, Cuba, South or Central America, Spain, Portugal or the Caribbean Islands regardless of race).
NATIVE AMERICAN (American Indian)
ASIAN-PACIFIC AMERICAN (persons with origins from Japan, China, the Philippines, Vietnam, Korea, Samoa, Guam, the U.S. Trust Territories of the Pacific, Northern Marianas, Laos, Cambodia, Taiwan, or the Indian subcontinent).

IF YOU HAVE EVER DONE BUSINESS WITH THE SCHOOL DISTRICT UNDER ANOTHER NAME, PLEASE INDICATE NAME OR NAMES.

Give names, complete addresses, buyer's names and phone numbers of four of your customers. (Please include Federal, State or City Governments).

	ORGANIZATION	ADDRESS, STATE, ZIP	BUYER	PHONE NUMBER
1.				
2.				
3.				
4.				

Bank References

NAME OF BANK	ADDRESS, STATE, ZIP	CONTACT PERSON	PHONE NUMBER

I certify that the information supplied herein (including all pages attached) is correct and that neither the applicant nor any person (or concern) in any connection with the applicant as a principal or officer, so far as is known, is not debarred or otherwise declared ineligible by any public agency from furnishing materials, supplies or services to any agency thereof.

SIGNATURE OF PERSON AUTHORIZED TO SIGN THIS APPLICATION
NAME AND TITLE OF PERSON SIGNING (Please type or print)

PERSONS OR BUSINESSES INTERESTED IN BEING ADDED TO THE BIDDER'S LIST MUST FILE THIS APPLICATION WITH THE PURCHASING DEPARTMENT.

AFTER PLACEMENT ON THE BIDDERS' LIST, A VENDOR'S FAILURE TO RESPOND TO INVITATIONS FOR BIDS WILL BE UNDERSTOOD BY THE SCHOOL DISTRICT TO INDICATE LACK OF INTEREST AND SHALL RESULT IN THE REMOVAL OF THE VENDOR'S NAME FROM THE BIDDERS' LIST FOR THE ITEMS CONCERNED.

NOTE: ANY CHANGES TO INFORMATION SUBMITTED (ADDRESSES, AUTHORIZED PERSONNEL, ETC.,) WILL REQUIRE A REVISED COPY OF THIS FORM. ADDITIONAL FORMS MAY BE OBTAINED BY CONTACTING THE PURCHASING DEPARTMENT AT THE ADDRESS SHOWN ON THE FRONT OF THIS FORM.

USE BY COMMUNITY UNIT SCHOOL DISTRICT 300 ONLY

VENDOR I.D. NUMBER	APPROVED BY	DATE	W9	COMM LIST

Form **W-9**
(Rev. October 2007)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give form to the requester. Do not send to the IRS.

Print or type See **Specific Instructions** on page 2.

Name (as shown on your income tax return)

Business name, if different from above

Check appropriate box: ☐ Individual/Sole proprietor ☐ Corporation ☐ Partnership
☐ Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶
☐ Other (see instructions) ▶

☐ Exempt payee

Address (number, street, and apt. or suite no.)

Requester's name and address (optional)

City, state, and ZIP code

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

or

Employer identification number

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here **Signature of U.S. person ▶** **Date ▶**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),

2. Certify that you are not subject to backup withholding, or

3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

877 • The U.S. owner of a disregarded entity and not the entity,

- The U.S. grantor or other owner of a grantor trust and not the trust, and
- The U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person, do not use Form W-9. Instead, use the appropriate Form W-8 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.

2. The treaty article addressing the income.

3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.

4. The type and amount of income that qualifies for the exemption from tax.

5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity not subject to backup withholding, give the requester the appropriate completed Form W-8.

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,

2. You do not certify your TIN when required (see the Part II instructions on page 3 for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See the instructions below and the separate Instructions for the Requester of Form W-9.

Also see *Special rules for partnerships* on page 1.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of $50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a $500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Name

If you are an individual, you must generally enter the name shown on your income tax return. However, if you have changed your last name, for instance, due to marriage without informing the Social Security Administration of the name change, enter your first name, the last name shown on your social security card, and your new last name.

If the account is in joint names, list first, and then circle, the name of the person or entity whose number you entered in Part I of the form.

Sole proprietor. Enter your individual name as shown on your income tax return on the "Name" line. You may enter your business, trade, or "doing business as (DBA)" name on the "Business name" line.

Limited liability company (LLC). Check the "Limited liability company" box only and enter the appropriate code for the tax classification ("D" for disregarded entity, "C" for corporation, "P" for partnership) in the space provided.

For a single-member LLC (including a foreign LLC with a domestic owner) that is disregarded as an entity separate from its owner under Regulations section 301.7701-3, enter the owner's name on the "Name" line. Enter the LLC's name on the "Business name" line.

For an LLC classified as a partnership or a corporation, enter the LLC's name on the "Name" line and any business, trade, or DBA name on the "Business name" line.

Other entities. Enter your business name as shown on required federal tax documents on the "Name" line. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on the "Business name" line.

Note. You are requested to check the appropriate box for your status (individual/sole proprietor, corporation, etc.).

Exempt Payee

If you are exempt from backup withholding, enter your name as described above and check the appropriate box for your status, then check the "Exempt payee" box in the line following the business name, sign and date the form.

Generally, individuals (including sole proprietors) are not exempt from backup withholding. Corporations are exempt from backup withholding for certain payments, such as interest and dividends.

Note. If you are exempt from backup withholding, you should still complete this form to avoid possible erroneous backup withholding.

The following payees are exempt from backup withholding:

1. An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2),

2. The United States or any of its agencies or instrumentalities,

3. A state, the District of Columbia, a possession of the United States, or any of their political subdivisions or instrumentalities,

4. A foreign government or any of its political subdivisions, agencies, or instrumentalities, or

5. An international organization or any of its agencies or instrumentalities.

Other payees that may be exempt from backup withholding include:

6. A corporation,

7. A foreign central bank of issue,

8. A dealer in securities or commodities required to register in the United States, the District of Columbia, or a possession of the United States,

9. A futures commission merchant registered with the Commodity Futures Trading Commission,

10. A real estate investment trust,

11. An entity registered at all times during the tax year under the Investment Company Act of 1940,

12. A common trust fund operated by a bank under section 584(a),

13. A financial institution,

14. A middleman known in the investment community as a nominee or custodian, or

15. A trust exempt from tax under section 664 or described in section 4947.

The chart below shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 15.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 9
Broker transactions	Exempt payees 1 through 13. Also, a person registered under the Investment Advisers Act of 1940 who regularly acts as a broker
Barter exchange transactions and patronage dividends	Exempt payees 1 through 5
Payments over $600 required to be reported and direct sales over $5,000[1]	Generally, exempt payees 1 through 7[2]

[1] See Form 1099-MISC, Miscellaneous Income, and its instructions.

[2] However, the following payments made to a corporation (including gross proceeds paid to an attorney under section 6045(f), even if the attorney is a corporation) and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, and payments for services paid by a federal executive agency.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-member LLC that is disregarded as an entity separate from its owner (see *Limited liability company (LLC)* on page 2), enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note. See the chart on page 4 for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local Social Security Administration office or get this form online at *www.ssa.gov*. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at *www.irs.gov/businesses* and clicking on Employer Identification Number (EIN) under Starting a Business. You can get Forms W-7 and SS-4 from the IRS by visiting *www.irs.gov* or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note. Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: *A disregarded domestic entity that has a foreign owner must use the appropriate Form W-8.*

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 4, and 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). Exempt payees, see *Exempt Payee* on page 2.

Signature requirements. Complete the certification as indicated in 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account [1]
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor [2]
4. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee [1]
b. So-called trust account that is not a legal or valid trust under state law	The actual owner [1]
5. Sole proprietorship or disregarded entity owned by an individual	The owner [3]
For this type of account:	**Give name and EIN of:**
6. Disregarded entity not owned by an individual	The owner
7. A valid trust, estate, or pension trust	Legal entity [4]
8. Corporate or LLC electing corporate status on Form 8832	The corporation
9. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
10. Partnership or multi-member LLC	The partnership
11. A broker or registered nominee	The broker or nominee
12. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity

[1] List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

[2] Circle the minor's name and furnish the minor's SSN.

[3] You must show your individual name and you may also enter your business or "DBA" name on the second name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

[4] List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships* on page 1.

Note. If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records from Identity Theft

Identity theft occurs when someone uses your personal information such as your name, social security number (SSN), or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

Call the IRS at 1-800-829-1040 if you think your identity has been used inappropriately for tax purposes.

Victims of identity theft who are experiencing economic harm or a system problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to *phishing@irs.gov.* You may also report misuse of the IRS name, logo, or other IRS personal property to the Treasury Inspector General for Tax Administration at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at: *spam@uce.gov* or contact them at *www.consumer.gov/idtheft* or 1-877-IDTHEFT(438-4338).

Visit the IRS website at *www.irs.gov* to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons who must file information returns with the IRS to report interest, dividends, and certain other income paid to you, mortgage interest you paid, the acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA, or Archer MSA or HSA. The IRS uses the numbers for identification purposes and to help verify the accuracy of your tax return. The IRS may also provide this information to the Department of Justice for civil and criminal litigation, and to cities, states, the District of Columbia, and U.S. possessions to carry out their tax laws. We may also disclose this information to other countries under a tax treaty, to federal and state agencies to enforce federal nontax criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism.

You must provide your TIN whether or not you are required to file a tax return. Payers must generally withhold 28% of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to a payer. Certain penalties may also apply.

Community Unit School District 300
2605 BUNKER HILL DRIVE
ALGONQUIN, IL 60102
Diane C. White, Director of Purchasing
PHONE: 847-551-8460 • FAX: 847-551-8463

October 26, 2020

Tim Kellenberger
Kellenberger Technologies
1540 Fleetwood Drive
Elgin, Il 60123

Via Email: tim@kell-tech.com

Labor and Material – Contract Extension / Data Cabling Services.

Dear Mr. Kellenberger,

On January 8, 2019, the Board of Education awarded your firm the labor and material contract for Data Cabling Services through December 31, 2019. This contract stated the possibility of two (2), one-year extensions. The district will soon be entering into new labor and material agreements for the next contract year on the services provided by companies like Kellenberger Technologies.

District 300 would like to continue our business relationship with Kellenberger Technologies with a second extension to the original contract. We are asking your firm to hold the following pricing through December 31, 2021:

HOURLY - STRAIGHT TIME		**HOURLY - OVERTIME**		**PERCENTAGE OF MARKUP**	
Apprentice 1	$40.00	Apprentice 1	$60.00	Materials	10%
Apprentice 2	$47.00	Apprentice 2	$71.00	Equipment	10%
Apprentice 3		Apprentice 3		Performance Bond	$350.00
Apprentice 4		Apprentice 4		**ADDITIONAL COMMENTS**	
Journeyman	$88.00	Journeyman	$132.00	PM / Hourly	$88.00
Foreman	$88.00	Foreman	$132.00		

Your signature below will allow us to present your submittal to the Board of Education for review and award on Tuesday, November 10, 2020.

Please return your signed response by Wednesday, October 28, 2020.

Sincerely,

Diane C. White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks

Diane White, Director of Purchasing

Tim Kellenberger
D668E843AE7DB9806A9E4E3565381F9D contractworks

Tim Kellenberger

Service Contractor

CC: zach@kellteck.com

Community Unit School District 300
2605 BUNKER HILL DRIVE
ALGONQUIN, IL 60102
Diane C. White, Director of Purchasing
PHONE: 847-551-8460 • FAX: 847-551-8463

February 26, 2020

Mr. Rob Craig
Kellenberger Technologies
1540 Fleetwood Drive
Elgin, IL 60123

Bid – Time and Material Rates

Dear Mr. Craig,

Congratulations! District 300 has extended the award for the Data Cabling portion of the Time and Material Rates bid to Kellenberger Technologies! The Board of Education approved this award at the regularly scheduled meeting of January 28, 2020. All work to be performed through December 31, 2020 at an hourly rate, as indicated on your response, for the following trades and skill levels. **Data Cabling:** Apprentice 1 - $40.00. Apprentice 2 - $47.00. Journeyman - $88.00. Foreman - $88.00.

This signed letter along with the attached documents – original Bid specifications, addenda, and your final response combined serve as the contract for this project.

Please send this signed letter to:

Community Unit School District 300
Diane White, Director of Purchasing
2605 Bunker Hill Drive Algonquin,
IL. 60102

A service agreement will be issued in accordance with the terms of this contract. Please sign and return your award letter by March 6, 2020. Please submit your Certificate of Insurance naming District 300 as additional insured & performance bond no later than March 6, 2020.

This Agreement is entered into as of January 28, 2020.

Diane C. White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks.
ADMINISTRATOR *(Signature)*

Diane C White, Director of Purchasing
(Printed name and title)

Tim Kellenberger
D668E843AE7DB9806A9E4E3565381F9D contractworks.
CONTRACTOR *(Signature)*

Tim Kellenberger **President**
(Printed name and title)

Please return your signed copy to Diane C White – bids.purchasing@d300.org
If you have any further questions regarding this contract, please feel free to contact me at (847) 551-8460.

Sincerely,

Diane C White
Diane C White, Director of Purchasing

Community Unit School District 300
2605 BUNKER HILL DRIVE
ALGONQUIN, IL 60102
Diane C. White, Director of Purchasing
PHONE: 847-551-8460 • FAX: 847-551-8463

October 25, 2019

Rob Craig
Kellenberger Technologies
1540 Fleetwood Drive
Elgin, Il 60123

Time and Material – Contract Extension / Data Cabling

Dear Mr. Craig,

The Scope of Work for the Time and Material bid of December 2018 stated the possibility of two (2), one-year extensions of last year's BOE awarded contract. The district will soon be entering into new labor and material agreements for the next contract year on services provided by companies like Kellenberger Technologies.

In order for District 300 to continue our business relationship with Kellenberger Technologies, we are asking your firm to hold current pricing on Apprentice 1 @ $40/ hr., Apprentice 2 @ $47/ hr., Journeymen and Foremen @ $88/ hr., and 10% mark ups on materials and equipment. If Kellenberger Technologies can agree to do so, pricing will be extended to December 31, 2020. If your firm can agree to hold pricing, we will present your submittal to the BOE for review and award on:
Tuesday, December 10, 2019.

Please return your signed response by Monday, November 4th 2019.

Sincerely,

Diane C White

Diane White, Director of Purchasing

Tim Kellenberger

Service Contractor

COMMUNITY UNIT SCHOOL DISTRICT 300
LABOR AND MATERIAL RATES
THURSDAY, DECEMBER 6, 2018 11:00 AM CT - Bunker Hill PDC

TRADE/SERVICE - DATA CABLING

Vendor	Ron Jones	Applied Communications	Midco	Kellenberger Technologies
HOURLY - STRAIGHT TIME				
Apprentice 1			$51.75	$40.00
Apprentice 2			$63.25	$47.00
Apprentice 3			$80.50	
Apprentice 4			$103.50	
Journeyman	$90.00	$96.00	$115.00	$88.00
Foreman	$94.00	$100.00	$120.00	$88.00
HOURLY - OVERTIME				
Apprentice 1			$77.63	$60.00
Apprentice 2			$94.88	$71.00
Apprentice 3			$120.75	
Apprentice 4			$155.25	
Journeyman	$123.00	$135.00	$172.50	$132.00
Foreman	$130.00	$141.00	$180.00	$132.00
PERCENTAGE OF MARKUP				
Materials	10%	15%	15%	10%
Equipment	10%	10%	25%	10%
Performance Bond	$500.00	$500.00	$250.00	$350.00
ADDITIONAL COMMENTS				
PM / Hourly	$118.00	$100.00	$115.00	$88.00

INSTRUCTIONS: Please fill in columns **that apply to your firm. Column V** is for vendor comments. ALL bids must be completed in the Excel spreadsheet provided and submitted in hard copy.	Vendor Name:	Kellenberger Technologies, LLC.
	Complete Address:	1540 Fleethood Drive Elgin, IL 60123
	Phone:	224-856-5256
	Fax:	847-888-8195
	E-Mail:	RobC@kell-tech.com
	Contact Person:	Rob Craig

	Alarm Service & Repair		Asphalt Repair		Bay/Overhead Door - Service & Repair		Data Cabling	
POSITION	Hourly STRAIGHT TIME per hour	Hourly OVERTIME per hour	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME
Apprentice 1	$	$	$	$	$	$	$ 40.00	$ 60.00
Apprentice 2	$	$	$	$	$	$	$ 47.00	$ 71.00
Apprentice 3	$	$	$	$	$	$	$ N/A	$ N/A
Apprentice 4	$	$	$	$	$	$	$ N/A	$ N/A
Journeyman	$	$	$	$	$	$	$ 88.00	$ 132.00
Foreman	$	$	$	$	$	$	$ 88.00	$ 132.00
	% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment	
Materials	%		%		%		10 %	
Equipment	%		%		%		10 %	
Performance Bond	$		$		$		$ 350.00	
	PM Hr. Rate $/hr. -		Truck & Driver $/hr. -		PM Hr. Rate $/hr. -		PM Hr. Rate $/hr. - 88.00	
	Emerg. Hr. Rate $/hr. -				Emerg. Hr. Rate $/hr. -			

BID RESPONSE FORM

Time and Material Rates for : Data Cabling, Electrical, Tree Maintenance Service, Food Service Equipment Repair, Stadium Lighting Service & Repair, Asphalt Repair, Bay/Overhead Door Service & Repair, Alarm Service & Repair

Payment of Prevailing Wages IS Required

Bids are as indicated on the attached sheets are hereby presented to the Board of Education of Community Unit School District #300. It is understood that:

1. Bidders must insure they have viewed both tabs in this spreadsheet.
2. The Board of Education reserves the right to reject any and all bids and to accept all or part of any bids submitted.
3. Rates quoted shall include all charges for handling, transportation and delivery.
4. Community Unit School District #300 is Tax Exempt.
   Tax Exemption Number - E9996-0079-07.
5. Vendor is required to submit Performance Bond cost as part with their submission.

The undersigned hereby certifies that he/she has read, understands and agrees that acceptance by the Board of Education of the bidder's offer by issuance of a purchase order(s) or other document(s) will create a binding contract. Further, he/she agrees to fully comply with the specifications and other documentary forms and regulations made a part of this specific procurement of contract. The bidder must comply with all State and Federal Regulations including FEPC, the Illinois Laborer's Act and the Illinois Prevailing Wage Act, with preference to Public Act 86-799 which states "...not less than the prevailing rate of wages as found by the public body or Department of Labor or determined by the court on review shall be paid to all laborers, workers and mechanics performing work under the contract." The Illinois Department of Labor prevailing wages for the county where the project will be undertaken is posted online at https://www2.illinois.gov/idol/Laws-Rules/CONMED/pages/2018-rates.aspx

Vendor has received Addendum (IF APPLICABLE)
#1 - X #2 - _____

Kellenberger Technologies, LLC.
NAME OF COMPANY / CORPORATION
STREET ADDRESS: 1540 Fleetwood Drive
Elgin
CITY:
IL
STATE:
60123
ZIP:
(224)-856-5256
TELEPHONE NUMBER:
(847)-888-8192
FAX NUMBER:
Rob@Kell-tech.com
EMAIL ADDRESS:

46-2825663 FEIN NUMBER

ILLINOIS LICENSE NUMBER
127-00016346

BID SUBMITTED BY:

SIGNATURE OF AUTHORIZED AGENT
Tim Kellenberger
PLEASE TYPE OR PRINT NAME
December 6, 2018
DATE

**** Sealed Bids are due by 11:00AM, Thursday, December 6, 2018 ****

REFERENCES

LIST BELOW THE LAST THREE (3) PUBLIC SCHOOLS DISTRICTS OR OTHER ORGANIZATIONS FOR WHICH YOU HAVE PROVIDED COMPARABLE SERVICES.

1. **ORGANIZATION:**
Elgin Community College

ADDRESS:
1700 Spartan Drive

CITY, STATE, and ZIP CODE:
Elgin, IL 60123

TELEPHONE NUMBER:
(847)-214-7929

CONTACT PERSON:
Jim Stoltman

DATE OF SERVICES:
September 2013 - Present

DOLLAR AMOUNT OF THE JOB:
$100,000.00

2. **ORGANIZATION:**
CUSD #300

ADDRESS:
2605 Bunker Hill Drive

CITY, STATE, and ZIP CODE:
Algonquin, IL 60102

TELEPHONE NUMBER:
(224)-230-3579

CONTACT PERSON:
Jayce Bolhous

DATE OF SERVICES:
Summer 2014

DOLLAR AMOUNT OF THE JOB:
$129,000.00

REFERENCES (CONT.)

3. **ORGANIZATION:**
CUSD #50

ADDRESS:
401 N. Division Street

CITY, STATE, and ZIP CODE:
Harvard, IL 60033

TELEPHONE NUMBER
(815)-560-7177

CONTACT PERSON:
Steve Miller

DATE OF SERVICES:
September 2013 - Present

DOLLAR AMOUNT OF THE JOB:
$200,000.00

OFFEROR'S NAME: Kellenberger Technologies, LLC.

SIGNATURE:

DATE: December 6, 2018

COMMENTS –

CERTIFICATE OF BIDDER ELIGIBILITY

720 ILCS 5/33E-11 requires that all contractors bidding for public agencies in the State of Illinois certify that they are not barred from bidding on public contracts for bid rigging or bid rotation.

The following certification must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

Kellenberger Technologies, LLC., as part of its bid for the Data Cabling work for Community Unit School District #300, Algonquin, Illinois , of Cook, DeKalb, Kane, and McHenry Counties, Illinois certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33-E4.

Firm: Kellenberger Technologies, LLC.

By: _____
(Signature)

Tim Kellenberger, President
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 6th day of December, 2018

_____
NOTARY PUBLIC

JACQUELINE SHAW
Official Seal
Notary Public - State of Illinois
My Commission Expires Mar 27, 2021

CERTIFICATE OF COMPLIANCE WITH ILLINOIS DRUG-FREE WORKPLACE ACT

Kellenberger Technologies, LLC., having 25 or more employees, does hereby certify pursuant to section 3 of the *Illinois Drug-Free Workplace Act* (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the *Illinois Drug-Free Workplace Act* and, further certifies that it is not ineligible for award of this contract by reason of debarment for a violation of the *Illinois Drug-Free Workplace Act.*

Firm: Kellenberger Technologies, LLC.

By: _____
(Signature)

Tim Kellenberger, President
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 6th day of December, 2018

_____
NOTARY PUBLIC

JACQUELINE SHAW
Official Seal
Notary Public – State of Illinois
My Commission Expires Mar 27, 2021

CERTIFICATE REGARDING
SEXUAL HARASSMENT POLICY

Kellenberger Technologies, LLC., does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

Firm: Kellenberger Technologies, LLC.

By: _____
(Signature)

Tim Kellenberger, President
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 6th day of December, 2018

_____
NOTARY PUBLIC

JACQUELINE SHAW
Official Seal
Notary Public – State of Illinois
My Commission Expires Mar 27, 2021

CERTIFICATE REGARDING
EQUAL EMPLOYMENT OPPORTUNITY

Kellenberger Technologies, LLC., does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written equal employment opportunity policy that is in compliance with all terms and conditions of the Equal Employment Opportunity provisions of the Illinois Human Rights Act.

Firm: Kellenberger Technologies, LLC.

By: _____
(Signature)

Tim Kellenberger, President
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 6th day of December, 2018

_____
NOTARY PUBLIC

JACQUELINE SHAW
Official Seal
Notary Public – State of Illinois
My Commission Expires Mar 27, 2021

CERTIFICATE REGARDING

EMPLOYMENT OF ILLINOIS WORKERS ON PUBLIC WORKS

Kellenberger Technologies, LLC agrees if at the time the Agreement is executed, or if during the term of the Agreement, there is excessive unemployment in Illinois as defined in the Employment of Illinois Workers on Public Works Act, 30 ILCS 570/0/01 et seq., as two consecutive months of unemployment exceeding 5%, then Kellenberger Technologies, LLC agrees to employ Illinois laborers in accordance with the Employment of Illinois Workers on Public Works Act. An "Illinois laborer" is defined as any person who has resided in Illinois for at least thirty (30) days and intends to become or remain an Illinois resident.

Firm: Kellenberger Technologies, LLC.

By: _____
(Signature)

Tim Kellenberger, President
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 6th day of December, 2018

_____
NOTARY PUBLIC

JACQUELINE SHAW
Official Seal
Notary Public – State of Illinois
My Commission Expires Mar 27, 2021

NON-COLLUSION AFFIDAVIT

AFFIDAVIT: "I (we) hereby certify and affirm that my (our) Quote was prepared independently for this project and that it contains no fees or amounts other than that for the legitimate execution of this work as specified and that it includes no understanding or agreements in restraint of trade."

The following affidavit must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

Kellenberger Technologies, LLC, as part of its bid for the Data Cabling work for Community Unit School District #300, Algonquin, Illinois certifies that said Contractor is not barred from bidding on the aforementioned contract as a result of a violation of the above Non-Collusion Affidavit.

Firm: Kellenberger Technologies, LLC.

By: _____
(Signature)

Tim Kellenberger, President
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 6th day of December, 2018

_____
NOTARY PUBLIC

JACQUELINE SHAW
Official Seal
Notary Public – State of Illinois
My Commission Expires Mar 27, 2021

CERTIFICATE REGARDING
COMMUNITY UNIT SCHOOL DISTRICT 300
VENDOR/CONTRACTOR CONFLICT OF INTEREST

Kellenberger Technologies, LLC., does hereby certify that they have read and fully understand the Vendor/Contractor Conflict of Interest Board Policy as stated below:

Vendor/Contractor Conflict of Interest
Any vendor or contractor doing $5,000 - $25,000 in business with the District within a fiscal year shall not contribute to any political campaign that directly affects the District while doing business for the District or for a period of two years after completion of business with the District. Further, the District will not enter into significant business with a vendor or contractor that has contributed to a political campaign that directly affects the District within two years prior to commencing business. Any vendor or contractor that participates and is awarded a contract through the competitive bidding process is exempt from this policy.

LEGAL REF.: 105 ILCS 5/10-20.19c, 5/10-20.21, 510-22.34c, and 5/19b-1 et seq.
820 ILCS 130/0.01 et seq.

CROSS REF: 2:100 (Board Member Conflict of Interest), 4:70 (Resource Conservation) 4:150 (Facility Management and Building Programs)

ADOPTED: February 10, 2003

Firm: Kellenberger Technologies, LLC.

By: _____
(Signature)

Tim Kellenberger, President
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 6th day of December, 2018

_____
NOTARY PUBLIC

JACQUELINE SHAW
Official Seal
Notary Public – State of Illinois
My Commission Expires Mar 27, 2021

CRIMINAL BACKGROUND INVESTIGATIONS

Contractor hereby represents, warrants, and certified that no officer or director thereof has any knowledge that any employee thereof has been convicted of committing or attempting to commit "Criminal Code of 1961," 720 ILCS, Sections 5/11-6 (Indecent solicitation of a child), 5/11-9 (Public indecency), 5/11-14 (Prostitution), 5/11-15 (Soliciting for a prostitute), 5/11-15.1 (Soliciting for a juvenile prostitute), 5/11-19 (Pimping), 5/11-19.1 (Juvenile pimping), 5/11-19.2 (Exploitation of a child), 5/11-20 (Obscenity), 5/11-20.1 (Sexual assault), 5/12-14 (Aggravated criminal sexual assault), 5/12-15 (Criminal sexual abuse), and 5/12-16 (Aggravated criminal sexual abuse), and/or those offenses defined in the "Cannabis Control Act," 720 ILCS, 550/1 et seq. (except the "Illinois Controlled Substances Act, " 720 ILCS 570/100 et seq., any of the offenses that would subject a certificated employee to suspension or revocation pursuant to Section 21-23a of the School Code or anyone found to be the perpetrator of sexual or physical abuse of any minor under 18 years of age pursuant to proceedings under Article II of the Juvenile Court Act of 1987 and/or any offense committed or attempted in any other state or against the laws of the United States, which if committed or attempted in this State, would have been punishable as one or more of the foregoing offenses.

Contractor further agrees that it shall not employ any person who have or may have direct, daily contact with the pupils of any school in the district, and for whom a criminal background investigation has not been conducted pursuant hereto, and further represents and agrees that all applicants for any such employment shall furnish with their applications the attached written "Authorization for Criminal Background Information" form authorizing the Board of Education to request a criminal background investigation of said applicant pursuant to Section 5/10-21.9 of the School Code of Illinois and to receive criminal history record information pursuant thereto to determine if the applicant has been convicted of committing or attempting to commit any of the criminal or drug offenses enumerated above. Contractor further agrees to submit with said authorization payment for any costs and expenses associated with the criminal background investigation.

Contractor further represents, warrants, and certifies that no applicant for employment with respect to whom the criminal investigation reveals any conviction for committing and/or attempting to commit any of the above enumerated offenses, shall be employed thereby in any position that involves or may involve contact with the students of the school district.

This certification is executed on the date hereinafter indicated by the designated contractor by its duly authorized officer.

By _____

Its: Partner

Dated: December 6, 2018

SUBSCRIBED and SWORN TO before me

This 6th day of December, 2018

_____

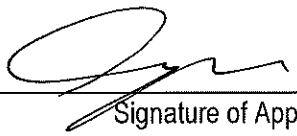
NOTARY PUBLIC

JACQUELINE SHAW
Official Seal
Notary Public – State of Illinois
My Commission Expires Mar 27, 2021

AUTHORIZATION FOR CRIMINAL BACKGROUND INVESTIGATION

The undersigned hereby authorizes the Board of Education of Community Unit School District 300, Carpentersville, Illinois to request a criminal background investigation from the Illinois State Police, pursuant to Section 5/10-21.9 of the School Code of Illinois, 105 ILCS 5/10-21.9 and to receive criminal history record information pursuant thereto.

Tim Kellenberger, President
(Printed or Typed Name of Applicant Employee)



Signature of Applicant or Employee

Dated: December 6, 2018

COMMUNITY UNIT SCHOOL DISTRICT 300
PURCHASING DEPARTMENT
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8300
Fax: 847-551-8463

VENDOR APPLICATION FORM (SUBJECT TO LOCAL LAWS)	APPLICATION DATE 10/25/18
Fill in all spaces. Insert "NA" in blocks not applicable. Type all entries	REVISION DATE

DATE: October 25, 2018

COMPANY	HOW LONG IN PRESENT BUSINESS?
Kellenberger Technologies, LLC.	8 Years

ADDRESS	CITY	STATE	ZIP
1540 Fleetwood Drive	Elgin	IL	60123

CONTACT PERSON/REPRESENTATIVE	FAX NUMBER	PHONE AND EXTENSION
Rob Craig	(847) 888-8195	(224) 856-5256

TYPE OF ORGANIZATION (Check Applicable)
☐ INDIVIDUAL ☐ PARTNERSHIP ☑ CORPORATION

IF INCORPORATED INDICATE IN WHICH STATE

YEARS ESTABLISHED: 8 Years

DO YOU ACCEPT PURCHASE ORDERS? YES ☑ NO ☐

DO YOU ACCEPT CREDIT CARDS? YES ☐ NO ☑

CATEGORY (Check below the category which applies to the applicant)

☐ (A) MANUFACTURER OR PRODUCER ☐ (C) RETAILER ☐ (E) DISTRIBUTOR

☐ (B) WHOLESALER ☐ (D) MANUFACTURER'S AGENT ☑ (F) SERVICE ESTABLISHMENT

NAMES OF OFFICERS, MEMBERS OR OWNERS OF CONCERN, PARTNERSHIP, ETC.

(A) PRESIDENT Tim Kellenberger (B) VICE PRESIDENT

(C) SECRETARY Brienne Martin (D) TREASURER

(E) OWNERS, PARTNERS, OR STOCKHOLDERS

TAXPAYER'S I.D. NO.

FEIN 46-2825663

or

S.S. No. _____

INSURANCE INFORMATION (Check Applicable)

LIABILITY INSURANCE: $2,000,000 ☐ $2,500,000 ☐ $5,000,000 ☐ OTHER ☐

Workers' Compensation : State Minimum ☐ Greater than Minimum ☐

Required that CUSD be named as an Additional Insured ☐ INSURANCE CO. _____

BONDING INFORMATION (Check each area in which you have been bonded and the latest date of bonding)

Perf. Bond ___/___ (Mo. Year) ☐ Payment Bond (Labor and Materials) ___/___ (Mo. Year) ☐ Builder's Risk ___/___ (Mo. Year) ☐

PERSONS AUTHORIZED TO SIGN QUOTES, PROPOSALS, BIDS AND CONTRACTS:

NAME	OFFICIAL CAPACITY
Tim Kellenberger	President
Brienne Martin	Officer

Average number of employees (including affiliates) for four preceding calendar quarters.	Average annual sales for preceding three fiscal years:	Floor Space (Square Feet)	
		Manufacturing	Warehouse
15	$3 Million		8,000

MINORITY/WOMEN BUSINESS ENTERPRISE (Check One) See Definitions Below	FOR USE BY CONTRACT COMPLIANCE ONLY:
☐ MBE ☐ MBE/WBE ☐ WBE ☐ PBE	BY:_____ DATE_____ ☐ C ☐ NC

MINORITY GROUP MEMBERSHIP (Check One) See Definitions Below

NOTE: DO NOT COMPLETE THIS SECTION UNLESS YOU HAVE CHECKED ONE OF THE BOXES IN THE MINORITY/WOMEN BUSINESS ENTERPRISE SECTION ABOVE.

☐ AFRICAN AMERICAN OR BLACK ☐ HISPANIC AMERICAN ☐ NATIVE AMERICAN ☐ ASIAN-PACIFIC AMERICAN

CERTIFICATION DATE ISSUED: _____ EXPIRATION: _____

MINORITY AND WOMEN OWNED BUSINESS ENTERPRISE DEFINITIONS

MINORITY BUSINESS ENTERPRISE ("MBE") means a certified participating business at least 51 percent (51%) of which is owned and controlled by one or more members or one or more minority groups, or in the case of a publicly held corporation, 51 percent (51%) of the stock is owned by one or more members of one or more minority groups and whose daily business operations are controlled by one or more such individuals.

WOMEN'S BUSINESS ENTERPRISE ("WBE") means a certified participating business at least 51 percent (51%) of which is owned by one or more women, or in the case of a publicly held corporation, 51 percent (51%) of the stock of which is owned by one or more women and whose daily operations are controlled by one or more such individuals. Determination of whether a business is at least 51 percent (51%) owned by a woman or women shall be made without regard to community property laws.

BUSINESS OWNED AND OPERATED BY A PERSON WITH A DISABILITY ("PBE")means a business concern of which at least 51 percent (51%) is owned by one or more persons with a disability, or in the case of the corporation, one in which at least 51 per centum of the stock is owned by one or more persons with a disability or by a not for profit agency for the disabled organized pursuant to Section 501 of the Internal Revenue Code 1954; and the management and daily business operations of which are controlled by one or more of the persons with a disability who own it.

MINORITY GROUP MEMBER is an individual who is one of the following:

AFRICAN AMERICAN OR BLACK (persons with origins in any of the Black racial groups of Africa):
HISPANIC AMERICAN (persons of Spanish culture with origins in Puerto Rico, Mexico, Cuba, South or Central America, Spain, Portugal or the Caribbean Islands regardless of race).
NATIVE AMERICAN (American Indian)
ASIAN-PACIFIC AMERICAN (persons with origins from Japan, China, the Philippines, Vietnam, Korea, Samoa, Guam, the U.S. Trust Territories of the Pacific, Northern Marianas, Laos, Cambodia, Taiwan, or the Indian subcontinent).

IF YOU HAVE EVER DONE BUSINESS WITH THE SCHOOL DISTRICT UNDER ANOTHER NAME, PLEASE INDICATE NAME OR NAMES.

NONE

Give names, complete addresses, buyer's names and phone numbers of four of your customers. (Please include Federal, State or City Governments).

	ORGANIZATION	ADDRESS, STATE, ZIP	BUYER	PHONE NUMBER
1.	Elgin Community College	1700 Spartan Dr., Elgin, IL 60123	Jim Stoltman	(847)-214-7929
2.	CUSD #300	2605 Bunker Hill Dr., Algonquin, IL 60102	Diane White	(847)-551-8460
3.	CUSD #50	401 N. Division St., Harvard, IL 600033	Steve Miller	(815)-560-7177
4.	McGrath Auto Group	St. Charles, IL	Joe Fracek	(866)-981-4218

Bank References

NAME OF BANK	ADDRESS, STATE, ZIP	CONTACT PERSON	PHONE NUMBER
Elgin State Bank	1001 S. Randall Rd., Elgin, IL 60123	Rick Zontz	(847)-888-7950

I certify that the information supplied herein (including all pages attached) is correct and that neither the applicant nor any person (or concern) in any connection with the applicant as a principal or officer, so far as is known, is not debarred or otherwise declared ineligible by any public agency from furnishing materials, supplies or services to any agency thereof.

SIGNATURE OF PERSON AUTHORIZED TO SIGN THIS APPLICATION

Tim Kellenberger, President

NAME AND TITLE OF PERSON SIGNING (Please type or print)

PERSONS OR BUSINESSES INTERESTED IN BEING ADDED TO THE BIDDER'S LIST MUST FILE THIS APPLICATION WITH THE PURCHASING DEPARTMENT.

AFTER PLACEMENT ON THE BIDDERS' LIST, A VENDOR'S FAILURE TO RESPOND TO INVITATIONS FOR BIDS WILL BE UNDERSTOOD BY THE SCHOOL DISTRICT TO INDICATE LACK OF INTEREST AND SHALL RESULT IN THE REMOVAL OF THE VENDOR'S NAME FROM THE BIDDERS' LIST FOR THE ITEMS CONCERNED.

NOTE: ANY CHANGES TO INFORMATION SUBMITTED (ADDRESSES, AUTHORIZED PERSONNEL, ETC.,) WILL REQUIRE A REVISED COPY OF THIS FORM. ADDITIONAL FORMS MAY BE OBTAINED BY CONTACTING THE PURCHASING DEPARTMENT AT THE ADDRESS SHOWN ON THE FRONT OF THIS FORM.

USE BY COMMUNITY UNIT SCHOOL DISTRICT 300 ONLY

VENDOR I.D. NUMBER	APPROVED BY	DATE	W9	COMM LIST
		3899		

Form **W-9**
(Rev. October 2007)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give form to the requester. Do not send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return)
Kellenberger Technologies, LLC.

Business name, if different from above

Check appropriate box: ☐ Individual/Sole proprietor ☐ Corporation ☐ Partnership
☑ Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶ C
☐ Other (see instructions) ▶

☐ Exempt payee

Address (number, street, and apt. or suite no.)
1540 Fleetwood Drive

Requester's name and address (optional)

City, state, and ZIP code
Elgin, IL 60123

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

or

Employer identification number
46 2825663

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here Signature of U.S. person ▶ [signature] Date ▶ December 6, 2018

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),

2. Certify that you are not subject to backup withholding, or

3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,

- The U.S. grantor or other owner of a grantor trust and not the trust, and
- The U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person, do not use Form W-9. Instead, use the appropriate Form W-8 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.

2. The treaty article addressing the income.

3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.

4. The type and amount of income that qualifies for the exemption from tax.

5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity not subject to backup withholding, give the requester the appropriate completed Form W-8.

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,

2. You do not certify your TIN when required (see the Part II instructions on page 3 for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See the instructions below and the separate Instructions for the Requester of Form W-9.

Also see *Special rules for partnerships* on page 1.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of $50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a $500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Name

If you are an individual, you must generally enter the name shown on your income tax return. However, if you have changed your last name, for instance, due to marriage without informing the Social Security Administration of the name change, enter your first name, the last name shown on your social security card, and your new last name.

If the account is in joint names, list first, and then circle, the name of the person or entity whose number you entered in Part I of the form.

Sole proprietor. Enter your individual name as shown on your income tax return on the "Name" line. You may enter your business, trade, or "doing business as (DBA)" name on the "Business name" line.

Limited liability company (LLC). Check the "Limited liability company" box only and enter the appropriate code for the tax classification ("D" for disregarded entity, "C" for corporation, "P" for partnership) in the space provided.

For a single-member LLC (including a foreign LLC with a domestic owner) that is disregarded as an entity separate from its owner under Regulations section 301.7701-3, enter the owner's name on the "Name" line. Enter the LLC's name on the "Business name" line.

For an LLC classified as a partnership or a corporation, enter the LLC's name on the "Name" line and any business, trade, or DBA name on the "Business name" line.

Other entities. Enter your business name as shown on required federal tax documents on the "Name" line. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on the "Business name" line.

Note. You are requested to check the appropriate box for your status (individual/sole proprietor, corporation, etc.).

Exempt Payee

If you are exempt from backup withholding, enter your name as described above and check the appropriate box for your status, then check the "Exempt payee" box in the line following the business name, sign and date the form.

Generally, individuals (including sole proprietors) are not exempt from backup withholding. Corporations are exempt from backup withholding for certain payments, such as interest and dividends.

Note. If you are exempt from backup withholding, you should still complete this form to avoid possible erroneous backup withholding.

The following payees are exempt from backup withholding:

1. An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2),

2. The United States or any of its agencies or instrumentalities,

3. A state, the District of Columbia, a possession of the United States, or any of their political subdivisions or instrumentalities,

4. A foreign government or any of its political subdivisions, agencies, or instrumentalities, or

5. An international organization or any of its agencies or instrumentalities.

Other payees that may be exempt from backup withholding include:

6. A corporation,

7. A foreign central bank of issue,

8. A dealer in securities or commodities required to register in the United States, the District of Columbia, or a possession of the United States,

9. A futures commission merchant registered with the Commodity Futures Trading Commission,

10. A real estate investment trust,

11. An entity registered at all times during the tax year under the Investment Company Act of 1940,

12. A common trust fund operated by a bank under section 584(a),

13. A financial institution,

14. A middleman known in the investment community as a nominee or custodian, or

15. A trust exempt from tax under section 664 or described in section 4947.

The chart below shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 15.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 9
Broker transactions	Exempt payees 1 through 13. Also, a person registered under the Investment Advisers Act of 1940 who regularly acts as a broker
Barter exchange transactions and patronage dividends	Exempt payees 1 through 5
Payments over $600 required to be reported and direct sales over $5,000[1]	Generally, exempt payees 1 through 7[2]

[1] See Form 1099-MISC, Miscellaneous Income, and its instructions.

[2] However, the following payments made to a corporation (including gross proceeds paid to an attorney under section 6045(f), even if the attorney is a corporation) and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, and payments for services paid by a federal executive agency.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-member LLC that is disregarded as an entity separate from its owner (see *Limited liability company (LLC)* on page 2), enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note. See the chart on page 4 for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local Social Security Administration office or get this form online at *www.ssa.gov*. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at *www.irs.gov/businesses* and clicking on Employer Identification Number (EIN) under Starting a Business. You can get Forms W-7 and SS-4 from the IRS by visiting *www.irs.gov* or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note. Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: *A disregarded domestic entity that has a foreign owner must use the appropriate Form W-8.*

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 4, and 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). Exempt payees, see *Exempt Payee* on page 2.

Signature requirements. Complete the certification as indicated in 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account [1]
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor [2]
4. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee [1]
b. So-called trust account that is not a legal or valid trust under state law	The actual owner [1]
5. Sole proprietorship or disregarded entity owned by an individual	The owner [3]
For this type of account:	**Give name and EIN of:**
6. Disregarded entity not owned by an individual	The owner
7. A valid trust, estate, or pension trust	Legal entity [4]
8. Corporate or LLC electing corporate status on Form 8832	The corporation
9. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
10. Partnership or multi-member LLC	The partnership
11. A broker or registered nominee	The broker or nominee
12. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity

[1] List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

[2] Circle the minor's name and furnish the minor's SSN.

[3] You must show your individual name and you may also enter your business or "DBA" name on the second name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

[4] List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships* on page 1.

Note. If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records from Identity Theft

Identity theft occurs when someone uses your personal information such as your name, social security number (SSN), or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

Call the IRS at 1-800-829-1040 if you think your identity has been used inappropriately for tax purposes.

Victims of identity theft who are experiencing economic harm or a system problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to *phishing@irs.gov*. You may also report misuse of the IRS name, logo, or other IRS personal property to the Treasury Inspector General for Tax Administration at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at: *spam@uce.gov* or contact them at *www.consumer.gov/idtheft* or 1-877-IDTHEFT(438-4338).

Visit the IRS website at *www.irs.gov* to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons who must file information returns with the IRS to report interest, dividends, and certain other income paid to you, mortgage interest you paid, the acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA, or Archer MSA or HSA. The IRS uses the numbers for identification purposes and to help verify the accuracy of your tax return. The IRS may also provide this information to the Department of Justice for civil and criminal litigation, and to cities, states, the District of Columbia, and U.S. possessions to carry out their tax laws. We may also disclose this information to other countries under a tax treaty, to federal and state agencies to enforce federal nontax criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism.

You must provide your TIN whether or not you are required to file a tax return. Payers must generally withhold 28% of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to a payer. Certain penalties may also apply.

License No. 18-00004288 **Control No.** 0003664

CITY OF ELGIN

ELECTRICAL CONTRACTOR

To

KELLENBERGER, TIMOTHY

KELLENBERGER, TIMOTHY
KELLENBERGER ELECTRIC
1540 FLEETWOOD DR
ELGIN IL 60123

Issue date: December 13, 2017
Expiration date: December 31, 2018

904

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 11/9/2018

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

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

PRODUCER Lundstrom Insurance 2205 Point Blvd., Ste 200 Elgin IL 60123	CONTACT NAME: PHONE (A/C, No, Ext): 847-741-1000 FAX (A/C, No): 847-428-8857 E-MAIL ADDRESS: certificates@lundstrominsurance.com
INSURED KELLELE-01 Kellenberger Technologies, LLC 1540 Fleetwood Dr. Elgin IL 60123	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A : Cincinnati Insurance — 10677 INSURER B : Accident Fund Insurance — 10166 INSURER C : INSURER D : INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER:** 1886931691 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [X] PRO-JECT [ ] LOC [ ] OTHER:	Y		EPP 0011014	11/19/2018	11/19/2019	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$ 2,000,000 $ 500,000 $ 10,000 $ 2,000,000 $ 2,000,000 $ 2,000,000 $
A	AUTOMOBILE LIABILITY X ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY	Y		EPP 0011014	11/19/2018	11/19/2019	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) $	$ 1,000,000 $ $ $ $
A	X UMBRELLA LIAB X OCCUR EXCESS LIAB [ ] CLAIMS-MADE DED X RETENTION $ 0			EPP 0011014	11/19/2018	11/19/2019	EACH OCCURRENCE AGGREGATE $	$ 10,000,000 $ 10,000,000 $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [Y] N/A If yes, describe under DESCRIPTION OF OPERATIONS below			WCV6177207	11/19/2018	11/19/2019	X PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Tim Kellenberger & Marcia Kellenberger are excluded from coverage under the Workers Compensation/Employers Liability policy.
If required by written contract, Community Unit School District 300, the Board of Education and its members individually, and its employees and agents are Additional Insureds with respect to the General Liability and Auto Liability coverage.

CERTIFICATE HOLDER

Community Unit School District 300
Diane C White, Director of Purchasing
2605 Bunker Hill Drive
Algonquin IL 60102

CANCELLATION

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

AUTHORIZED REPRESENTATIVE

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COMMUNITY UNIT SCHOOL DISTRICT #300
PURCHASING DEPARTMENT
2605 BUNKER HILL DR
ALGONQUIN IL, 60102
Phone – 847-551-8460
Fax – 847-551-8463

December 3, 2018

Dear Vendor:

ADDENDUM 1

Time and Material Rates

PLEASE REFER TO THE ABOVE REFERENCED PROJECT AND MAKE THE FOLLOWING CHANGES:

Additional Information

Q. Which alarms are encompassed in the Alarm Repair and Service category?
A. Fire Alarms are part of a separate contract, the following are to be considered part of the Alarm Repair and Service category:

- Card Access Systems
- Burglar Alarm Systems
- Electric Door Strikes
- Fob Systems

- **This Addendum is to be considered part of the original bid documents.**

Please confirm receipt of this email or fax by a telephone call, email, or fax.

Telephone Number – 847-551-8460.
E-mail - bids.purchasing@d300.org
Fax Number – 847-551-8463

If you have any questions, please feel free to contact the numbers listed above.

Sincerely,

Diane C White

Diane C. White / Director of Purchasing

Community Unit School District # 300
Purchasing Department
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8460 – PHONE

October 17, 2018

Dear Vendor:

The Board of Education of Community Unit School District No. 300 (the "District") invites you to submit a sealed bid for:

Time and Material Rates for:

- Data Cabling
- Electrical
- Tree Maintenance Service
- Food Service Equipment Repair
- Stadium Lighting Service & Repair
- Asphalt Repair
- Elevator Service & Repair
- Bay/Overhead Door Service & Repair
- Alarm Service & Repair
- Stage Curtain Recertification & Fireproofing

The enclosed bid form(s) **must** be used in submitting bid. Bid must be addressed as follows:

Community Unit School District No. 300
Purchasing Department – Time & Material
2605 Bunker Hill Drive
Algonquin, IL 60102

Sealed bids will be received until 11:00AM CT, Friday, October 26, 2018 at which time they will be publicly opened and read.

The required Contractor's Certification forms must be completed and returned with the bid.

It is the intention of the Board of Education to award the bid at the November 27, 2018 **regular meeting.** The Board of Education may make such investigations as deemed necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish to the District all such information for this purpose as the District may request. The District reserves the right to reject any or all bids if the evidence submitted by, or investigation of, such bidder(s) fails to satisfy the District that such bidder(s) is properly qualified to carry out the obligations of the contract and to complete work contemplated therein. District further reserves the right to waive any minor irregularities or minor defects in the bids, which do not affect the price nor constitute some type of substitution for a designated item, and to accept the bid, which is in the best interest of the District. Conditional bids will not be accepted. Strikeouts or addition of conditions or provisions or insertion of substitutes shall be reason for rejecting a bid without any specification of reason for the rejection. Any request for information shall be made to Diane C. White, Director of Purchasing, but the response may not be used as a condition to any bid being submitted.

Diane C White

Sincerely,
Diane C. White
Director of Purchasing / CUSD 300

PUBLIC NOTICE

NOTICE TO BIDDERS

The Board of Education of Community Unit School District No. 300 is accepting sealed bids for:

Time and Material Rates for:

- Data Cabling
- Electrical
- Tree Maintenance Service
- Food Service Equipment Repair
- Stadium Lighting Service & Repair
- Asphalt Repair
- Elevator Service & Repair
- Bay/Overhead Door Service & Repair
- Alarm Service & Repair
- Stage Curtain Recertification & Fireproofing

Sealed bids will be accepted until 11:00AM CT, Friday, October 26, 2018 **at:**

Community Unit School District 300
Purchasing Office
2605 Bunker Hill Dr.
Algonquin, IL, 60102

at which time they will be publicly opened and read.

A non-mandatory pre-bid meeting is scheduled for 10:00AM CT, Thursday, October 18, 2018. Prospective bidders are to meet at the Buildings and Grounds Building, 2605 Bunker Hill Drive, Algonquin, IL 60102. If you are unable to attend in person, please contact the Purchasing Department for access to the meeting online.

Any questions regarding this bid must be directed to:

Community Unit School District #300
Diane C. White
2605 Bunker Hill Dr.
Algonquin, IL, 60102
847-551-8460
diane.white@d300.org

Bid specifications will be available on Thursday, October 11, 2018, after 3:00PM. To obtain bid specifications, please contact Michael Zahalka at 847-551-8460 or via email at or bids.purchasing@d300.org.

Timeline 10/11/2018			
ACTION	**DATE**	**TIME**	**LOCATION**
Timeline Established	10/11/2018		Purchasing Office
Specifications Review	10/11/2018		
Specifications Finalized	10/11/2018		
Bid Released to Vendors	10/11/2018		Purchasing Office via email
Legal Ad Published	10/13/2018	2:00 PM	Daily Herald
Pre-Bid Meeting	10/18/2018	10:00 AM	**BH PDC-Conf Rm**
Q&A Deadline – via email	10/22/2018	12 noon	bids.purchasing@d300.org
Bid Opening	**10/26/2018**	**11:00**	**BH PDC-Conf Rm**
Evaluation Period	10/26 - 10/29		
Info. to CFO	10/29/2018		Susan Harkin
CFOC Meeting	11/6/2018		
BOE Workshop	11/13/2018		Admin. Bldg.
BOE Business Meeting	11/27/2018		Admin. Bldg.
Project Rates Start	12/13/2018		
First Year Contract Conclusion	12/12/2019		

Instructions to Bidders

1. GENERAL

a. Bids shall be signed and submitted in an envelope properly marked with the title of the bid, and date and time of opening. Unsigned bids will be rejected.

b. Seal and deliver bid to the purchasing office on or before the time scheduled for the opening. Late bids will not be opened nor considered.

c. All bids MUST be completed in the EXCEL spreadsheet provided in the Bid Response Form and. All bids must be submitted in hard copy along with an electronic version on a flash drive only.

d. The District is not subject to Federal Excise Tax or Illinois Sales or Retailers Occupational Tax. Bids should not include sales or excise tax.

e. Prices quoted shall include all charges for packing, transportation and delivery to the locations designated on the bid specification and installation if called for in the bid specifications.

f. Correspondence shall be addressed to the Director of Purchasing.

g. Bids are available for inspection in the purchasing office by appointment for 10 days after the date of the award of an order.

h. Oral, telephonic, telegraphic, facsimile or electronically transmitted bids will not be accepted.

2. ERRORS AND OMISSIONS

All bids shall be submitted with each space properly completed. The special attention of bidders is directed to the policy that no claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidders find any claimed discrepancies in, or omissions from, any of the documents, or be in doubt as to their meanings, bidder shall advise the purchasing official first orally, followed by written (FAX or letter) with specification of the claimed problems which must be received during regular working hours at least 10 days before the date set for bid opening so that a written notification can be prepared by any purchasing official, who will issue the necessary clarifications to all prospective bidders by means of addenda.

3. FIRM BID

All bids will be considered to be firm for a period of sixty (60) days from the date established for the opening of bids.

4. WITHDRAWAL OF BIDS

Bids may be withdrawn by letter, or telegram, or fax received by the district or in person prior to the time and date established for the opening of bids.

5. INVESTIGATION OF BIDDERS

a. The purchasing official will make such investigation as is necessary to determine the ability of the bidder to fulfill bid requirements. The bidder shall furnish such information as may be requested and shall be prepared to show completed installations of equipment, types of service or supplies similar to those included in the bid.

b. The Board of Education reserves the right to reject any bid if it is determined that the bidder is not properly qualified to carry out the obligations of the contract. The Board of Education reserves the right to reject any or all bids, to waive irregularities and to accept that bid which is considered to be in the best interest of the District. Any such decision shall be considered final. All items bid shall be new unless otherwise specified in the requirements.

6. VENDOR APPLICATION AND W-9 FORM

The District requires that a current Vendor Application and W-9 form be included with your sealed bid. These forms can be found on the District website – www.d300.org. Go to Support Services-Purchasing to download the vendor application and W-9 form.

7. Compliance with the Illinois Prevailing Wage Act

It shall be mandatory upon the bidder and upon any subcontractor thereof to pay all laborers, workmen, and mechanics employed by them not less than the general prevailing rate of wages as found by the District or Department of Labor for each craft or type of worker or mechanic needed to execute the contract and the general prevailing rate for legal holiday and overtime work as ascertained by the Illinois Department of Labor. The prevailing wage rates are revised by the Department of Labor periodically and are available on its website. The bidder shall comply with all provisions of the Illinois Prevailing Wage Act, 820 ILCS 130/0.01 *et seq.*, applicable to the work. Payment of any bidder shall not be processed without receipt of certified employee records required by 820 ILCS 130/5.

The Illinois Department of Labor publishes the prevailing wage rates on its website at -
https://www2.illinois.gov/idol/Laws-Rules/CONMED/pages/2018-rates.aspx

The Illinois Department of Labor revises the prevailing wage rates and the Contractor/subcontractor has an obligation to check the Departments website for revisions.

8. SIGNATURE CONSTITUTES ACCEPTANCE

The signing of these bid forms shall be construed as acceptance of all provisions contained herein.

9. CONTRACTS

The successful bidder will be required to enter into a contract incorporating the terms and conditions of this bid.

10. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this Contract (whether or not federal funds are involved) the bidder agrees as follows:

a. The bidder will not unlawfully discriminate against any employee or applicant for employment because of age, race, creed, color, sex, religion, ancestry, marital status, handicap, military status, unfavorable discharge from military service or national origin, as those terms are contained in the Illinois Human Rights Act (775ILCS 5/1-10 et. seq., hereinafter "unlawful discrimination"). The bidder will take affirmative action to ensure the applicants are employed, and that employees are treated equally during employment, without unlawful discrimination. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The bidder agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

b. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the bidder, state that all qualified applicants will receive consideration for employment without unlawful discrimination.

11. COMPLETION DELIVERY TIME

If delivery time will exceed thirty (30) days after receipt of a purchase order, bidders state the delivery time by each respective item. All prices must be quoted FOB. Destination. Shipments shall become property of consignee after delivery and acceptance. Regardless of statements to the contrary, payment terms will begin no sooner than the date of delivery of goods.

12. EVALUATIONS

The District reserves the right to reject any and all bids, to waive any technicalities in the bidding and to award each item to a different bidder or all items to a single bidder unless otherwise noted on bid request, and to determine whether in the opinion of the District: (1) an early delivery date is entitled to more consideration than price, (2) an earlier delivery date is to be disregarded because of the reputation of the bidder for not meeting delivery dates, (3) a bidder is not a responsible bidder and should be disregarded. The District will authorize the release of purchase orders upon acceptance of bids. In the event of pricing errors, the unit count(s) listed will prevail and be considered accurate.

13. EXAMINATION OF DOCUMENTS AND SITE

Before submitting a bid for work on any project, each bidder shall carefully examine the project site and the contract documents, fully inform itself of existing conditions and limitations of the project sites, rely entirely upon their own judgment in making the bid, and include in its own bid all sums sufficient to provide all work required by the contract documents. After opening of bids, no additional allowance will be made for changes in project scope and/or price due to work, which would have been apparent, by examination of the documents and sites. By submitting a bid, each bidder shall be held to represent that bidder has made the examination in complete detail and has determined beyond doubt that the documents and existing conditions are sufficient, adequate and satisfactory for completion of the work.

14. PERFORMANCE: LABOR AND MATERIAL PAYMENT BONDS IS REQUIRED OF THIS PROJECT

Within ten days after the date of the Notice of Award, the successful contractor shall enter into a formal contract with the District and shall provide a Performance Bond and a Labor and Material Payment Bond, each in the full amount of the contract. Each bond shall be in accordance with AIA. Document A31 1. The contractor shall pay the cost of premiums for said bonds. The bonds shall be signed and sealed by an authorized representative of the bonding company and authorized officer or representative of the contractor, and a certificate of the authority of those signing the bonds, if not officers, shall be attached thereto.

The Performance Bond and the Labor and Material Payment Bond shall guarantee the performance of the duties placed on the contractor by the Prevailing Wage Act, as well as all other duties undertaken pursuant to the contract with the District, and shall indemnify the District from any liability or loss resulting to the District from any failure of the contractor fully to perform each or all of said duties. The Performance Bond and the Labor and Material Payment Bond herein provided shall be placed with a Surety company or companies having a policy holder's rating not lower than "A" and a financial rating not lower than "AAA" in Best's Insurance Guide (current edition).

15. BID SECURITY IS NOT REQUIRED OF THIS PROJECT

A Bid Bond or certified check made payable to the District in the amount of ten percent (10%) of the bid shall accompany each bid as a guarantee that the bidder, if awarded the contract, will furnish the required Performance Bond and Labor and Material Payment bonds, execute the contract and proceed with the work. Upon failure to do so, the bidder shall forfeit the check or the district shall be entitled to the principal amount of bid bonds as liquidated damages. No mistakes or errors on the part of the bidder shall excuse the bidder or entitle bidder to a return of the check or bid bond. No bidder may withdraw a bid for a period of 60 days after the date of opening thereof. The bid bonds or checks will, with the exception of those of the three lowest bidders, be returned within seven days after the opening of bids and the remaining checks or bid bonds will be returned when the contract is executed and all required bonds have been provided.

16. SERVICE POINTS

Building Name	Address	Delivery Hours	Bell Times	Liftgate Required Y/N
Administration Center (847)551-8300	2550 Harnish Dr Algonquin, IL 60102	7:00AM - 3:00PM	N/A	Y
Algonquin Lakes Elementary (847)532-7500	1401 Compton Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Algonquin Middle School (847)532-7100	520 Longwood Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Carpentersville Middle School (224)484-2100	100 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
deLacey Family Education Center (224)484-2300	50 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	AM: 8:45 - 11:15 PM: 12:30-3:00	Y
Dundee-Crown High School (224)484-5000	1500 Kings Road Carpentersville, IL 60110	7:00AM - 3:00PM	7:30AM - 2:58PM	N
Dundee Highlands Elementary (224)484-4700	407 South Fifth Street West Dundee, IL 60118	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Dundee Middle School (224)484-4500	4200 W. Main Street West Dundee, IL 60118	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Eastview Elementary (847)532-7400	540 Longwood Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Gilberts Elementary (224)484-5900	729 Paperbark Lane Gilberts, IL 60136	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Golfview Elementary (224)484-2800	124 Golfview Lane Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Hampshire Elementary (847)792-3400	321 Terwilliger Avenue Hampshire, IL 60140	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Hampshire Middle School (847)792-3200	560 South State Street Hampshire, IL 60140	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Hampshire High School (847)792-3500	1600 E. Big Timber Road Hampshire, IL 60140	7:00AM - 3:00PM	7:30AM - 2:58PM	N
Jacobs High School (847)532-6100	2601 Bunker Hill Drive Algonquin, IL 60102	7:00AM - 3:00PM	7:30AM - 2:58PM	Y
Lake in the Hills Elementary (847)532-6900	519 Willow Street Lake in the Hills, IL 60156	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Lakewood School (224)484-2600	1651 Ravine Lane Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Liberty Elementary (224)484-4800	6500 Miller Road Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Lincoln Prairie Elementary (847)532-6600	500 W. Harvest Gate Lake in the Hills, IL 60156	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Meadowdale Elementary (224)484-2900	14 Ash Street Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Neubert Elementary School (847)532-6800	1100 Huntington Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Oak Ridge School (224)484-5800	300 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	7:45 AM - 1:40PM	Y
Parkview Elementary (224)484-2500	122 Carpenter Blvd. Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Perry Elementary (224)484-5600	251 Amarillo Drive Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Sleepy Hollow Elementary (224)484-4900	898 Glen Oak Drive Sleepy Hollow, IL 60118	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Westfield Community School (847)532-7600	2100 Sleepy Hollow Road Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM & 8:55AM 2:15PM & 3:40PM	Y
Wright Elementary (847)683-5700	1500 Ketchum Road Hampshire, IL 60140	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Bldgs. & Grounds Prof. Develop. Center - Bunker Hill (847)532-6700	2605 Bunker Hill Drive Algonquin, IL 60102	7:00AM - 3:00PM	N/A	Y

18. WARRANTY

The bidder shall warrant the work services, and/or products to be free of defects in material and workmanship for a period of _1_ years. This warranty shall obligate the contractor to repair or replace the products at no additional charge to the District.

19. INSURANCE (REQUIRED)

The contractor shall provide and maintain insurance in the amounts outlined below with companies acceptable to the District:

MINIMUM INSURANCE REQUIREMENTS

General Liability	General Aggregate	$2,000,000
	Products-Comp/OP Agg	2,000,000
	Personal Injury	1,000,000
	Each Occurrence	1,000,000
	Fire Damage (Any one fire)	50,000
	Medical Exp. (Any one person)	5,000
Excess Liability	Each Occurrence	2,000,000
	Aggregate	2,000,000
Automobile Liability	Bodily Injury (each occ)	1,000,000
	Property Damage (each occ)	1,000,000
Worker's Compensation	Statutory Limits	
	Each Accident	500,000
	Disease-Policy Limit	500,000
	Disease-Each employee	500,000

All such insurance shall not be cancelable without thirty (30) days prior written notice being given to the District.

With respect to the insurance required herein, the contractor shall provide such insurance naming the District, the Board of Education and its members individually, and its employees and agents as **additional named insured**. The contractor shall also purchase and maintain such insurance as will protect the District from and against all claims, damages, loss and expenses, including attorney's fees arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense, (1) is attributable to bodily injury to or destruction of tangible property (other than the work itself), including the loss of use resulting there from, and (2) is caused in whole or in part by a negligent act or omission of the contractor, subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts they may be liable, regardless of whether or not it is caused in part by a party to whom insurance is afforded pursuant to this paragraph.

It is MANDATORY within ten (10) days after the bid award, that the Certificate(s) of Insurance shall be submitted to the insurance agent for the District.

20. TOTAL PRICE FOR ALL ITEMS BID

A total bid dollar amount, regardless of whether or not the bidder is bidding all items, must be entered in the appropriate section of the bid form before signing and submitting the bid.

21. HOLD HARMLESS AND INDEMNIFICATION

The contractor shall assume all liability for, and shall protect, defend, indemnify and hold harmless, the Board of Education, its members individually, officers, employees, servants and agents, from and against all claims, actions suits, judgments, costs, losses, expenses and liabilities of whatsoever kind or nature including reasonable legal fees incurred by owner arising out of:

A. Any infringement (actual or claimed) of any patents, copyrights or trade names by reason of any work performed or to be performed by the contractor under this contract or by reason of anything to be supplied by the contractor pursuant to this contract.

B. Bodily injury, including death, to any person or persons (including contractor's officers, employees, agents and servants) or damage to or destruction of any property, including the loss of use thereof:

-Caused in whole or in part by an act, error or omissions by the contractor or any subcontractor or anyone directly or indirectly employed by any of them regardless of whether or not it is caused in part by a party to be indemnified hereunder.

-Arising directly or indirectly out of the presence of any person in or about any part of the project site or the streets, sidewalks and property adjacent thereto.

-Arising directly or indirectly out of the use, misuse or failure of any machinery or equipment used directly or indirectly in the performance of this contract.

22. DAMAGE TO PROPERTY

In the event the bidder damages the District's property, the bidder shall, at the bidder's sole cost, restore the property or any surrounding area. Such restoration shall be to a condition at least equivalent to the condition of the affected area immediately before the destruction or damage. If the bidder does not repair such damage within 14 days after receiving written notice from the District, or such lesser time if the District determines the damage creates an emergency situation, the District may repair the damage and the bidder shall reimburse the District for the costs the District incurs within 14 days after the District provides a written invoice to the bidder.

23. LATE BIDS

Bids received after the time specified in the Invitation to Bid will not be opened or considered. The method of transmittal of the bid is at the bidder's risk of untimely receipt by the Board of Education. The use of Board of Education equipment for transmission of bids is prohibited.

24. RECYCLED PRODUCTS

The District supports national and local efforts for recycling. Bidders are encouraged to offer recycled supplies and materials as bid alternatives. Notations are to be included as to the percentage of recycled products in each item.

25. PAYMENT

Payment to be made within 45 days after the project completion.

Does your company accept ACH payments?
Does your company accept credit cards?
Does your company allow discounts for early payments?

Discounts examples –
2% 10 days net 30
1% 20 days net 30

26. MANUALS

The successful bidder shall supply, at no cost to the District, a detailed service manual, parts list, and list of service locations.

27. CONTRACT DURATION

Work to be performed upon request through December 12, 2019. Stage Curtain Recertification & Fireproofing portion of the contract will conclude December 12, 2021.

28. PERSONNEL

If any person employed on the work site were, in the opinion of the District project manager, intemperate, disorderly, incompetent, willfully negligent or dishonest on the performance of his/her duties, he or she shall be directed by the contractor to cease work and vacate the job site immediately.

29. SEXUAL HARASSMENT

775 ILCS 5/2-105, Human Rights Act Requirement – Written Sexual Harassment Policies contained as follows: Bidder shall have written sexual harassment policies that shall include, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) the vendor's internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department and the Commission; (vi) directions on how to contact the Department and Commission; and (vii) protection against retaliation as provided by Section 6-101 of this Act. A copy of the policies shall be provided to the Department upon request.

30. QUALIFICATIONS

Vendor must be an authorized dealer and installer of products vendor is bidding on. Vendor must supply a list of references of like products and installations. Reference sheet is attached.

31. FINANCIAL STABILITY.

The District may require, upon request, evidence as to the financial stability of the contractor. Upon request, the contractor shall provide the following information to the District within 48 hours:

a. The name of any owner or co-owner, equity of each co-owner or corporate offices of the entity submitting the bid, and the name, address, and business telephone number of each such person.

b. The last financial statement and balance sheet of the bidder, including a specification in detail of all loans outstanding, or a copy of the last certified annual audit.

32. COMPLIANCE WITH LAWS.

Successful bidder shall at all times observe and comply with all laws, ordinances, regulations and codes of the federal, state, county and other local government agencies, which may in any manner affect the performance of the contract and in particular any such laws pertaining to safety.

33. GOVERNING LAW

The terms of this quote shall be governed and construed in accordance with the laws of the State of Illinois. If any provision hereof shall be held to contravene any applicable law, such provision shall be deemed reformed to the extent of conforming to said law, and in all other respects the terms hereof shall remain in full force and effect.

34. BID

The signing of the submittal form shall be construed as acceptance of all provisions contained herein. All bids shall be submitted with each space properly completed. Any explanation or statement which the bidder wishes to make must be placed in the same envelope with the bid. Unless the bidder so indicates, it is understood that the bidder has submitted the bid in strict accordance with the specification requirements. The Bidder acknowledges that any variation from the specifications will be grounds for the District to reject the quote, although the District may accept the quote with the verification if, in its sole discretion, it determines that such bid is in the District's best interest. All quotes shall be deemed final, conclusive and irrevocable. No claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidder find any discrepancies in, or omissions from any of the documents, or be in doubt as to their meanings, the bidder shall submit questions as provided in this document. Bidders must satisfy themselves upon examination of these specifications, as to the intent of the specifications. After the submission of the bid, no complaint or claim that there was any misunderstanding in regard to items listed for bidding will be entertained from a bidder.

35. BIDDER'S AGREEMENT

The bidder hereby declares understanding, agreement, and certification of compliance to provide the services, work, and/or products to the District, at the prices quoted, in accordance with all terms and conditions, requirements, and specifications contained in these documents, and any issued amendments. The contractor further agrees that the language of this document shall govern in the event of a conflict with (1) the bidder's bid or (2) any subsequent purchase order between the bidder and the District. The bidder should, as a matter of clarity and assurance, also sign and submit all amendment(s) issued by the District related to this work. The bidder further agrees that upon receipt of an authorized purchase order or when an authorized official of the District countersigns this document, a binding contract shall exist between the bidder and the District. This document combined with amendments, the bidder's bid, the required submittals, and the purchase order, if any, shall comprise the binding contract.

36. CANCELLATION – The District reserves the right to cancel this contract at any time for reasons of unsatisfactory services.

37. ADDITIONAL INFORMATION

Contact Diane C. White, Director of Purchasing, (847) 551-8460, between the hours of 8:00AM and 4:30PM, or by email – bids.purchasing@d300.org

Scope of Work

Time and Material Rates

Payment of Prevailing Wages is required for this project.

QUALIFICATIONS – Provide labor, material, and furnish equipment as required to troubleshoot service, modify and /or install Data Cabling, Electrical, Tree Maintenance Service, Food Service Equipment Repair, Stadium Lighting Service & Repair, Asphalt Repair, Elevator Service & Repair, Bay/Overhead Door Service & Repair, Alarm Service & Repair, and Stage Curtain Recertification & Fireproofing. Scope of work may be described via construction documents, request for quote and/or field direction (in emergency cases). Vendor must supply a list of trade references; forms are located in the bid Boiler Plate. Certificates, References, Vendor Application and W-9 forms must be submitted with vendors bid submittal.

DURATION

Bid pricing to be firm through December 12, 2019. Bid award to cover a **1** year period with the possibility of two, one year extensions. Stage Curtain Recertification & Fireproofing bid pricing to be firm for a three year period beginning December 13, 2018 with a possibility of two, one year extensions Awarded contract begins December 13, 2018, and ends on December 12, 2019. District 300 will be using the November 2019 Urban CPI or Illinois County (Kane/McHenry) Prevailing Wage rates, whichever is less, to evaluate any increases in pricing. All extensions in accordance with this contract, will use following year's November Urban CPI or Illinois County (Kane/McHenry) Prevailing Wage rates. District 300 is to be notified within 60 days of any labor rate increases or decrease if contract is extended. Bids containing bid conditions will not be accepted.

- This **IS** a sealed bid.
- A Bid Bond **IS NOT** required upon bid submittal.
- A Performance Bond in the amount of $25,000 and current Certificate of Insurance are required upon award within 10 days of award.

REQUESTED SERVICES UNDER THIS CONTRACT

The following are to be considered prevailing wage services:

- Data Cabling
- Electrical
- Stadium Lighting Service & Repair
- Asphalt Repair
- Elevator Service & Repair
- Bay/Overhead Door Service & Repair
- Alarm Service & Repair

The following are not to be considered prevailing wage services:

- Tree Maintenance Service
- Food Service Equipment Repair
- Stage Curtain Recertification & Fireproofing

Terms – For the purpose of this bid, the following terms are:

- School District 300 is to be notified of the level of skilled tradesman upon callout.
- "Contract documents" includes the most current project drawings and specifications.
- "Provide" includes furnishing and installation.
- "Furnish" includes purchasing and transporting new equipment, as specified, to the job site.
- "Install" includes mounting or setting equipment in place, in specified location, and making all required electrical connections for a working product.
- "Electrical System" includes all distribution of power, lighting, fire protection, life safety, communications, security, special systems, and any other information, electrical in nature, identified on the Contract Documents, from the point(s) of service to utilization device(s).
- "Connecting" means providing a power source, overcurrent devices, raceways, conductors, terminations, insulation supports, and other materials and equipment required for the operation and control of the relevant operation.
- "Portal to Portal" to be defined as to and from vendor site location. If contractor is within district boundaries, additional dispatch charges will not apply for same day service during standard working hours.
- "Hourly rate billing" is to be invoiced in 15 minute increments.
- "Total Material Billing" equals the percentage of markup plus contractors actual cost.
- Total travel time allowance not to exceed 1hr per person.

Non-Emergency trade work – any non-emergency trade work (to be determined by District #300 staff and/or consultant), over $25,000 must be competitively bid. Any and all trade work performed must comply with local and national codes.

"PM Hourly Rate" is defined as the hourly rate for a food service equipment vendor to perform preventative maintenance on freezers, coolers, dishwashers, garbage disposals and steam tables.

"Emergency Hourly Rate" is defined as the hourly rate in which the vendor is called out for emergencies. Emergencies are defined as repairmen being on-site **within 60 minutes** of the initial call to the vendor.

D300 Expectations of Food Service Equipment Repair performed:
Upon equipment failure, freezers, coolers, ovens and steamers **will require** a 60 minute emergency response time. Steam table, garbage disposal and dishwasher repairs will need to be addressed within a 24 hour time period. Follow up repairs where parts need to be ordered, must be completed within a 48 hour time period.

D300 Expectations of Data Cabling performed:

- All cabling is to be Category 6 Ethernet or above
- Cabling must be manufactured in the USA
- Cabling is to be tested a verified post installation
- Cabling is to be installed as outlined in TIA/EIA-568
- Termination is to be completed as outlined in TIA/EIA-568 (B)
- Vendor must advise alternate solutions on cable installation greater than 100m
- Ethernet cabling must be Blue or White depending on customer request per installation
- Vendor must label installations based on existing labeling formats on both ends of termination

Invoicing – Invoice must reflect detailed description of work performed and materials used. Copies of certified payroll sheets must be attached to all invoices. Invoices to include parts listings with contractor cost and percent of markup per your bid.

Normal Working Day Hours for straight time – 7:00am-3:30pm, Monday through Friday.

CONTRACT PERIOD

The anticipated contract period is December 13, 2018 – December 12, 2019.

The anticipated contract period for Stage Curtain Recertification & Fireproofing is December 13, 2018 – December 12, 2021.

Service Points

CUSD 300

Building Name	Address	Elevator on site Y/N	Bay Door onsite Y/N	Stage Curtain Y/N	Recertification Schedule
Administration Center (847)551-8300	2550 Harnish Dr Algonquin, IL 60102	Y	N	N	N/A
Algonquin Lakes Elementary (847)532-7500	1401 Compton Drive Algonquin, IL 60102	Y	N	N	N/A
Algonquin Middle School (847)532-7100	520 Longwood Drive Algonquin, IL 60102	Y	Y	Y	YEARLY
Carpentersville Middle School (224)484-2100	100 Cleveland Avenue Carpentersville, IL 60110	Y	Y	Y	YEARLY
deLacey Family Education Center (224)484-2500	50 Cleveland Avenue Carpentersville, IL 60110	N	N	N	N/A
Dundee-Crown High School (224)484-5000	1500 Kings Road Carpentersville, IL 60110	Y	Y	Y	3 YEARS
Dundee Highlands Elementary (224)484-4700	407 South Fifth Street West Dundee, IL 60118	N	N	Y	3 YEARS
Dundee Middle School (224)484-4600	4200 W. Main Street West Dundee, IL 60118	N	N	N	N/A
Eastview Elementary (847)532-7400	540 Longwood Drive Algonquin, IL 60102	Y	N	N	N/A
Gilberts Elementary (224)484-5900	729 Paperbark Lane Gilberts, IL 60136	Y	N	N	N/A
Golfview Elementary (224)484-2800	124 Golfview Lane Carpentersville, IL 60110	N	N	N	N/A
Hampshire Elementary (847)792-3400	321 Terwilliger Avenue Hampshire, IL 60140	N	N	Y	YEARLY
Hampshire Middle School (847)792-3200	560 South State Street Hampshire, IL 60140	Y	Y	Y	YEARLY
Hampshire High School (847)792-3500	1600 E. Big Timber Road Hampshire, IL 60140	Y X2	Y	Y	3 YEARS
Jacobs High School (847)531-6100	2601 Bunker Hill Drive Algonquin, IL 60102	Y	Y	Y	YEARLY
Lake in the Hills Elementary (847)531-6300	519 Willow Street Lake in the Hills, IL 60156	N	N	N	N/A
Lakewood School (224)484-2600	1651 Ravine Lane Carpentersville, IL 60110	Y	Y	N	N/A
Liberty Elementary (224)484-4800	6500 Miller Road Carpentersville, IL 60110	Y	N	N	N/A
Lincoln Prairie Elementary (847)532-6600	500 W. Harvest Gate Lake in the Hills, IL 60156	Y	N	N	N/A
Meadowdale Elementary (224)484-2900	14 Ash Street Carpentersville, IL 60110	N	N	N	N/A
Neubert Elementary (847)532-6200	1100 Huntington Drive Algonquin, IL 60102	Y	N	N	N/A
Oak Ridge School (224)484-5800	229 Lake Marian Road Carpentersville, IL 60110	N	Y	N	N/A
Parkview Elementary (224)484-2500	122 Carpenter Blvd. Carpentersville, IL 60110	N	N	Y	YEARLY
Perry Elementary (224)484-5600	251 Amarillo Drive Carpentersville, IL 60110	N	N	N	N/A
Sleepy Hollow Elementary (224)484-4900	898 Glen Oak Drive Sleepy Hollow, IL 60118	N	N	N	N/A
Westfield Community School (847)532-7600	2100 Sleepy Hollow Road Algonquin, IL 60102	Y	Y	N	N/A
Wright Elementary (847)683-5700	1500 Ketchum Road Hampshire, IL 60140	Y	N	N	N/A
Transportation Department (847)551-8300	2603 Bunker Hill Drive Algonquin, IL 60102	N	Y	N	N/A
Bldgs. & Grounds Prof. Develop. Center-Bunker Hill (847)532-6700	2605 Bunker Hill Drive Algonquin, IL 60102	N	Y	N	N/A

Bid Submission

All bids are to be **sealed** and submitted to:

Diane C. White
Director of Purchasing
CUSD #300
2605 Bunker Hill Dr
Algonquin, IL 60102

Direct any questions regarding this project to:

Michael Zahalka
CUSD #300 – Purchasing Specialist
2605 Bunker Hill Dr
Algonquin, IL 60102
Ph: 847-551- 8460
Fx: 847-551-8463
Bids.Purchasing@d300.org

Please submit your response no later than, Friday, October 26, 2018 by 11:00AM CT

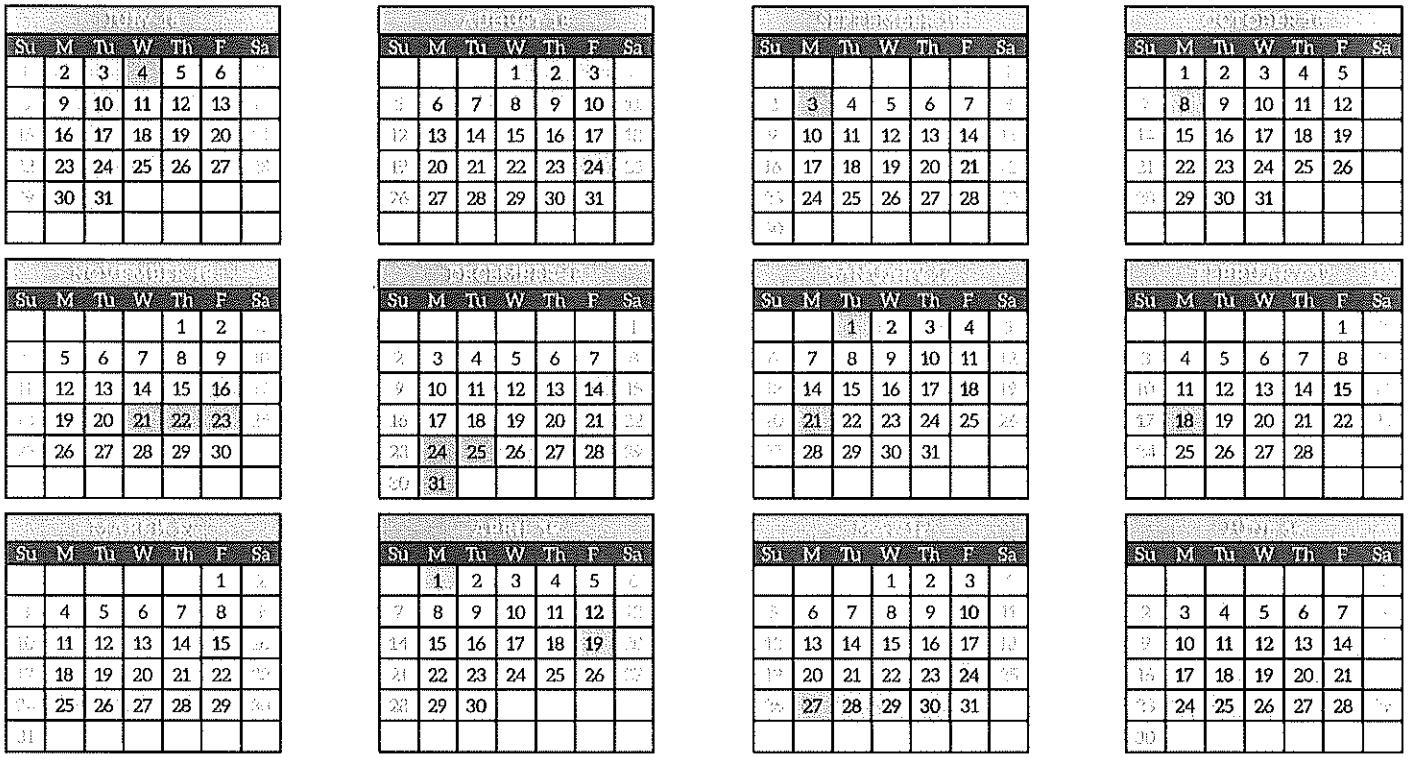
DISTRICT 300 BELL TIMES - REGULAR HOURS 2018-2019

District 300 Schools	Bell Times
Algonquin Lakes Elementary (Grades K-5)	8:00am-2:15pm
1401 Compton Drive, Algonquin, IL 60102 **P:** 847-532-7500 | **F:** 847-532-7515	
Algonquin Middle School (Grades 6-8)	8:55am-3:40pm
520 Longwood Drive, Algonquin, IL, 60102 **P:** 847-532-7100 | **F:** 847-658-2547	
Carpentersville Middle School (Grades 6-8)	8:55am-3:40pm
100 Cleveland Avenue, Carpentersville, IL 60110 **P:** 224-484-2100 | **F:** 847-426-1404	
Dearborn Family Education Center (Preschool)	AM: 8:45am-11:15am PM: 12:30pm-3:00pm
50 Cleveland Avenue, Carpentersville, IL 60110 **P:** 224-484-2300 | **F:** 224-484-2319	
Dundee Crown High School (Grades 9-12)	7:30am-2:58pm
1500 Kings Road, Carpentersville, IL 60110 **P:** 224-484-5000 | **F:** 224-484-5098	
Dundee Highlands Elementary (Grades Pre-K-5)	8:00am-2:15pm
407 S. Fifth Street, West Dundee, IL, 60118 **P:** 224-484-4700 | **F:** 847-426-1935	
Dundee Middle School (Grades 6-8)	8:55am-3:40pm
4200 W. Main Street, West Dundee, IL 60118 **P:** 224-484-4500 | **F:** 847-426-4008	
Eastview Elementary (Grades Pre-K-5)	8:00am-2:15pm
540 Longwood Drive, Algonquin, IL 60102 **P:** 847 532 7400 | **F:** 847 458 5509	Pre-K AM: 8:00am-10:30am Pre-K PM: 11:40am-2:15pm
Gilberts Elementary (Grades K-5)	8:00am-2:15pm
729 Paperbark Lane, Gilberts, IL 60136 **P:** 224-484-5900 | **F:** 224-484-5915	Pre-K AM: 8:00am-10:30am Pre-K PM: 11:40am-2:15pm
Golfview Elementary (Grades Pre-K-5)	8:00am-2:15pm
124 Golfview Lane, Carpentersville, IL 60110 **P:** 224-484-2800 | **F:** 224-484-2815	
Hampshire Elementary (Grades K-5)	8:00am-2:15pm
321 Terwilliger Avenue, Hampshire, IL 60140 **P:** 847-792-3400 | **F:** 847-683-4806	
Hampshire Middle School (Grades 6-8)	8:55am-3:40pm
560 S. State Street, Hampshire IL 60140 **P:** 847-792-3200 | **F:** 847-683-1030	
Hampshire High School (Grades 9-12)	7:30am-2:58pm
1600 Big Timber Road, Hampshire, IL 60140 **P:** 847-792-3500 | **F:** 847-792-3515	

District 300 Schools	Bell Times
Jacobs High School (Grades 9-12)	7:30am-2:58pm
2601 Bunker Hill Drive, Algonquin, IL 60102 **P:** 847.532.6100 | **F:** 847.532.6115	
Lake in the Hills Elementary (Grades Pre-K-5)	8:00am-2:15pm
519 Willow Street, Lake in the Hills, IL 60156 **P:** 847-532-6900 | **F:** 847-658-2529	Pre-K AM: 8:00am-10:30am Pre-K PM: 11:40am-2:10pm
Lakewood Elementary (Grades Pre-K-5)	8:00am-2:15pm
1651 Ravine Lane, Carpentersville, IL 60110 **P:** 224-484-2600 | **F:** 224-484-2615	
Liberty Elementary (Grades Pre-K-5)	8:00am-2:15pm
6500 Miller Road, Carpentersville, IL 60110 **P:** 224-484-4800 | **F:** 224-484-4815	Pre-K AM: 8:00am-10:30am Pre-K PM: 11:40am-2:15pm
Lincoln Prairie Elementary (Grades K-5)	8:00am-2:15pm
500 Harvest Gate Road, Lake in the Hills, IL 60156 **P:** 847-532-6600 | **F:** 847-532-6615	
Meadowdale Elementary (Grades Pre-K-5)	8:00am-2:15pm
14 Ash Street, Carpentersville, IL 60110 **P:** 224-484-2900 | **F:** 224-484-2915	
Neubert Elementary (Grades K-5)	8:00am-2:15pm
1100 Huntington Drive, Algonquin, IL 60102 **P:** 847-532-6800 | **F:** 847-551-8413	
Oak Ridge School (Grades 6-12)	7:45am-1:40pm
300 Cleveland Avenue, Carpentersville, IL 60110 **P:** 224-484-5800 | **F:** 847-426-4474	
Parkview Elementary (Grades K-5)	8:00am-2:15pm
122 Carpenter Boulevard, Carpentersville, IL 60110 **P:** 224-484-2500 | **F:** 847-426-2962	
Perry Elementary (Grades Pre-K-5)	8:00am-2:15pm
251 Amarillo Drive, Carpentersville, IL 60110 **P:** 224-484-5600 | **F:** 224-484-5615	
Sleepy Hollow Elementary (Grades K-5)	8:00am-2:15pm
898 Glen Oak Drive, Sleepy Hollow, IL 60118 **P:** 224-484-4900 | **F:** 224-484-4915	
Westfield Community School (Grades Pre-K-5)	8:00am-2:15pm
(Grades 6-8)	8:55am-3:40pm
2100 Sleepy Hollow Road, Algonquin, IL 60102 **P:** (PreK-5) 847-532-7800 | **F:** 847- 532-7615 **P:** (6-8) 847-532-7600 | **F:** 847- 532-7615	Pre-K AM: 8:00am-10:30am Pre-K PM: 11:40am-2:15pm
Wright Elementary (Grades K-5)	8:00am-2:15pm
1500 Ketchum Road, Hampshire, IL 60140 **P:** 847-683-5700 | **F:** 847-683-5799	

DISTRICT 300 SCHOOL CALENDAR - 2018/2019

Board Approval: Nov. 8, 2016



All dates subject to change throughout school year with BOE Approval

☐ District Closed ☐ Early Release ☐ Emergency Days ☐ End of QTR/Semester Full day Attend ☐ No Student/Instruction Staff Attend ☐ Parent/Teacher Conference ☐ Teacher Institute/ In service

Independence Day- Offices/Schools Closed	Wednesday, July 4
Teacher Institute (8am to 1pm) No Student Attendance	Friday, Aug. 10
Teacher Institute (8am to 1pm) No Student Attendance	Monday, Aug. 13
First day of School, Full Day of Student Attendance	Tuesday, Aug. 14
Early Release Day	Friday, Aug. 24
Labor Day - Offices/Schools Closed	Monday, Sept. 3
Early Release Day	Friday, Sept. 21
Teacher Institute (8am to 3pm) No Student Attendance	Friday, Oct. 5
Columbus Day - Offices/Schools Closed	Monday, Oct. 8
Early Release Day	Friday, Oct. 26
Early Release Day	Friday, Nov. 16
Parent - Teacher Conferences, No Student Attendance	Monday, Nov. 19 & Tuesday, Nov. 20
Fall Break - Offices/Schools Closed	Wednesday, Nov. 21 - Friday, Nov. 23
Early Release Day	Friday, Dec. 14
Winter Break, No Student Attendance	Monday, Dec. 24 - Friday, Jan. 4
Offices/Schools Closed	Dec. 24, Dec. 25, & Dec. 31
Offices/Schools Closed	Tuesday, Jan. 1
Early Release Day	Friday, Jan. 18
Martin Luther King Day - Offices/Schools Closed	Monday, Jan. 21
Early Release Day	Friday, Feb. 15
Presidents Day - Offices/Schools Closed	Monday, Feb. 18
Teacher Institute (8am to 3pm) Kane County ROE, No Student Attendance	Friday, Mar. 1
Early Release Day	Friday, Mar. 15
Spring Break, No Student Attendance	Monday, Mar. 25 - Friday, Mar. 29
NO Emergency Days used - No Student/Instruction, Staff, all offices open	Monday, Apr. 1
Emergency Days used - Regular attendance day	
Early Release Day	Friday, Apr. 12
District Holiday - Offices/Schools Closed	Friday, Apr. 19
Teacher Institute (8am to 3pm) No Student Attendance	Monday, Apr. 22
Early Release Day	Friday, May 10
Last day of school, if no Emergency Days have been used	Thursday, May. 23
Memorial Day - Offices/Schools Closed	Monday, May. 27
Last possible day of school - If ALL Emergency Days are used	Thursday, May 30

Community Unit School District # 300
Purchasing Department
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8460 – PHONE

October 12, 2018

Dear Vendor:

The Board of Education of Community Unit School District No. 300 (the "District") invites you to submit a sealed bid for:

Time and Material Rates for:

- **Data Cabling**
- **Electrical**
- **Tree Maintenance Service**
- **Food Service Equipment Repair**
- **Stadium Lighting Service & Repair**
- **Asphalt Repair**
- **Elevator Service & Repair**
- **Bay/Overhead Door Service & Repair**
- **Alarm Service & Repair**
- **Stage Curtain Recertification & Fireproofing**

The enclosed bid form(s) **must** be used in submitting bid. Bid must be addressed as follows:

Community Unit School District No. 300
Purchasing Department – Time & Material
2605 Bunker Hill Drive
Algonquin, IL 60102

Sealed bids will be received until **11:00AM CT, Friday, October 26, 2018** at which time they will be publicly opened and read.

The required Contractor's Certification forms must be completed and returned with the bid.

It is the intention of the Board of Education to award the bid at the **November 27, 2018 regular meeting.** The Board of Education may make such investigations as deemed necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish to the District all such information for this purpose as the District may request. The District reserves the right to reject any or all bids if the evidence submitted by, or investigation of, such bidder(s) fails to satisfy the District that such bidder(s) is properly qualified to carry out the obligations of the contract and to complete work contemplated therein. District further reserves the right to waive any minor irregularities or minor defects in the bids, which do not affect the price nor constitute some type of substitution for a designated item, and to accept the bid, which is in the best interest of the District. Conditional bids will not be accepted. Strikeouts or addition of conditions or provisions or insertion of substitutes shall be reason for rejecting a bid without any specification of reason for the rejection. Any request for information shall be made to Diane C. White, Director of Purchasing, but the response may not be used as a condition to any bid being submitted.

Diane C White

Sincerely,
Diane C. White
Director of Purchasing / CUSD 300

PUBLIC NOTICE

NOTICE TO BIDDERS

The Board of Education of Community Unit School District No. 300 is accepting sealed bids for:

Time and Material Rates for:

- **Data Cabling**
- **Electrical**
- **Tree Maintenance Service**
- **Food Service Equipment Repair**
- **Stadium Lighting Service & Repair**
- **Asphalt Repair**
- **Elevator Service & Repair**
- **Bay/Overhead Door Service & Repair**
- **Alarm Service & Repair**
- **Stage Curtain Recertification & Fireproofing**

Sealed bids will be accepted until 11:00AM CT, Friday, October 26, 2018 at:

Community Unit School District 300
Purchasing Office
2605 Bunker Hill Dr.
Algonquin, IL, 60102

at which time they will be publicly opened and read.

A non-mandatory pre-bid meeting is scheduled for 10:00AM CT, Thursday, October 18, 2018. Prospective bidders are to meet at the Buildings and Grounds Building, 2605 Bunker Hill Drive, Algonquin, IL 60102. If you are unable to attend in person, please contact the Purchasing Department for access to the meeting online.

Any questions regarding this bid must be directed to:

Community Unit School District #300
Diane C. White
2605 Bunker Hill Dr.
Algonquin, IL, 60102
847-551-8460
diane.white@d300.org

Bid specifications will be available on Thursday, October 11, 2018, after 3:00PM. To obtain bid specifications, please contact Michael Zahalka at 847-551-8460 or via email at or bids.purchasing@d300.org.

Timeline 10/11/2018			
ACTION	**DATE**	**TIME**	**LOCATION**
Timeline Established	10/11/2018		Purchasing Office
Specifications Review	10/11/2018		
Specifications Finalized	10/11/2018		
Bid Released to Vendors	10/11/2018		Purchasing Office via email
Legal Ad Published	10/13/2018	2:00 PM	Daily Herald
Pre-Bid Meeting	10/18/2018	10:00 AM	**BH PDC-Conf Rm**
Q&A Deadline – via email	10/22/2018	12 noon	bids.purchasing@d300.org
Bid Opening	**10/26/2018**	**11:00**	**BH PDC-Conf Rm**
Evaluation Period	10/26 - 10/29		
Info. to CFO	10/29/2018		Susan Harkin
CFOC Meeting	11/6/2018		
BOE Workshop	11/13/2018		Admin. Bldg.
BOE Business Meeting	11/27/2018		Admin. Bldg.
Project Rates Start	12/13/2018		
First Year Contract Conclusion	12/12/2019		

Instructions to Bidders

1. GENERAL

a. Bids shall be signed and submitted in an envelope properly marked with the title of the bid, and date and time of opening. Unsigned bids will be rejected.

b. Seal and deliver bid to the purchasing office on or before the time scheduled for the opening. Late bids will not be opened nor considered.

c. All bids MUST be completed in the EXCEL spreadsheet provided in the Bid Response Form and. All bids must be submitted in hard copy along with an electronic version on a flash drive only.

d. The District is not subject to Federal Excise Tax or Illinois Sales or Retailers Occupational Tax. Bids should not include sales or excise tax.

e. Prices quoted shall include all charges for packing, transportation and delivery to the locations designated on the bid specification and installation if called for in the bid specifications.

f. Correspondence shall be addressed to the Director of Purchasing.

g. Bids are available for inspection in the purchasing office by appointment for 10 days after the date of the award of an order.

h. Oral, telephonic, telegraphic, facsimile or electronically transmitted bids will not be accepted.

2. ERRORS AND OMISSIONS

All bids shall be submitted with each space properly completed. The special attention of bidders is directed to the policy that no claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidders find any claimed discrepancies in, or omissions from, any of the documents, or be in doubt as to their meanings, bidder shall advise the purchasing official first orally, followed by written (FAX or letter) with specification of the claimed problems which must be received during regular working hours at least 10 days before the date set for bid opening so that a written notification can be prepared by any purchasing official, who will issue the necessary clarifications to all prospective bidders by means of addenda.

3. FIRM BID

All bids will be considered to be firm for a period of sixty (60) days from the date established for the opening of bids.

4. WITHDRAWAL OF BIDS

Bids may be withdrawn by letter, or telegram, or fax received by the district or in person prior to the time and date established for the opening of bids.

5. INVESTIGATION OF BIDDERS

a. The purchasing official will make such investigation as is necessary to determine the ability of the bidder to fulfill bid requirements. The bidder shall furnish such information as may be requested and shall be prepared to show completed installations of equipment, types of service or supplies similar to those included in the bid.

b. The Board of Education reserves the right to reject any bid if it is determined that the bidder is not properly qualified to carry out the obligations of the contract. The Board of Education reserves the right to reject any or all bids, to waive irregularities and to accept that bid which is considered to be in the best interest of the District. Any such decision shall be considered final. All items bid shall be new unless otherwise specified in the requirements.

6. VENDOR APPLICATION AND W-9 FORM

The District requires that a current Vendor Application and W-9 form be included with your sealed bid. These forms can be found on the District website – www.d300.org. Go to Support Services-Purchasing to download the vendor application and W-9 form.

7. Compliance with the Illinois Prevailing Wage Act

It shall be mandatory upon the bidder and upon any subcontractor thereof to pay all laborers, workmen, and mechanics employed by them not less than the general prevailing rate of wages as found by the District or Department of Labor for each craft or type of worker or mechanic needed to execute the contract and the general prevailing rate for legal holiday and overtime work as ascertained by the Illinois Department of Labor. The prevailing wage rates are revised by the Department of Labor periodically and are available on its website. The bidder shall comply with all provisions of the Illinois Prevailing Wage Act, 820 ILCS 130/0.01 *et seq.*, applicable to the work. Payment of any bidder shall not be processed without receipt of certified employee records required by 820 ILCS 130/5.

The Illinois Department of Labor publishes the prevailing wage rates on its website at -
https://www2.illinois.gov/idol/Laws-Rules/CONMED/pages/2018-rates.aspx

The Illinois Department of Labor revises the prevailing wage rates and the Contractor/subcontractor has an obligation to check the Departments website for revisions.

8. SIGNATURE CONSTITUTES ACCEPTANCE

The signing of these bid forms shall be construed as acceptance of all provisions contained herein.

9. CONTRACTS

The successful bidder will be required to enter into a contract incorporating the terms and conditions of this bid.

10. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this Contract (whether or not federal funds are involved) the bidder agrees as follows:

a. The bidder will not unlawfully discriminate against any employee or applicant for employment because of age, race, creed, color, sex, religion, ancestry, marital status, handicap, military status, unfavorable discharge from military service or national origin, as those terms are contained in the Illinois Human Rights Act (775ILCS 5/1-10 et. seq., hereinafter “unlawful discrimination”). The bidder will take affirmative action to ensure the applicants are employed, and that employees are treated equally during employment, without unlawful discrimination. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The bidder agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

b. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the bidder, state that all qualified applicants will receive consideration for employment without unlawful discrimination.

11. COMPLETION DELIVERY TIME

If delivery time will exceed thirty (30) days after receipt of a purchase order, bidders state the delivery time by each respective item. All prices must be quoted FOB. Destination. Shipments shall become property of consignee after delivery and acceptance. Regardless of statements to the contrary, payment terms will begin no sooner than the date of delivery of goods.

12. EVALUATIONS

The District reserves the right to reject any and all bids, to waive any technicalities in the bidding and to award each item to a different bidder or all items to a single bidder unless otherwise noted on bid request, and to determine whether in the opinion of the District: (1) an early delivery date is entitled to more consideration than price, (2) an earlier delivery date is to be disregarded because of the reputation of the bidder for not meeting delivery dates, (3) a bidder is not a responsible bidder and should be disregarded. The District will authorize the release of purchase orders upon acceptance of bids. In the event of pricing errors, the unit count(s) listed will prevail and be considered accurate.

13. EXAMINATION OF DOCUMENTS AND SITE

Before submitting a bid for work on any project, each bidder shall carefully examine the project site and the contract documents, fully inform itself of existing conditions and limitations of the project sites, rely entirely upon their own judgment in making the bid, and include in its own bid all sums sufficient to provide all work required by the contract documents. After opening of bids, no additional allowance will be made for changes in project scope and/or price due to work, which would have been apparent, by examination of the documents and sites. By submitting a bid, each bidder shall be held to represent that bidder has made the examination in complete detail and has determined beyond doubt that the documents and existing conditions are sufficient, adequate and satisfactory for completion of the work.

14. PERFORMANCE: LABOR AND MATERIAL PAYMENT BONDS IS REQUIRED OF THIS PROJECT

Within ten days after the date of the Notice of Award, the successful contractor shall enter into a formal contract with the District and shall provide a Performance Bond and a Labor and Material Payment Bond, each in the full amount of the contract. Each bond shall be in accordance with AIA. Document A31 1. The contractor shall pay the cost of premiums for said bonds. The bonds shall be signed and sealed by an authorized representative of the bonding company and authorized officer or representative of the contractor, and a certificate of the authority of those signing the bonds, if not officers, shall be attached thereto.

The Performance Bond and the Labor and Material Payment Bond shall guarantee the performance of the duties placed on the contractor by the Prevailing Wage Act, as well as all other duties undertaken pursuant to the contract with the District, and shall indemnify the District from any liability or loss resulting to the District from any failure of the contractor fully to perform each or all of said duties. The Performance Bond and the Labor and Material Payment Bond herein provided shall be placed with a Surety company or companies having a policy holder's rating not lower than "A" and a financial rating not lower than "AAA" in Best's Insurance Guide (current edition).

15. BID SECURITY IS NOT REQUIRED OF THIS PROJECT

A Bid Bond or certified check made payable to the District in the amount of ten percent (10%) of the bid shall accompany each bid as a guarantee that the bidder, if awarded the contract, will furnish the required Performance Bond and Labor and Material Payment bonds, execute the contract and proceed with the work. Upon failure to do so, the bidder shall forfeit the check or the district shall be entitled to the principal amount of bid bonds as liquidated damages. No mistakes or errors on the part of the bidder shall excuse the bidder or entitle bidder to a return of the check or bid bond. No bidder may withdraw a bid for a period of 60 days after the date of opening thereof. The bid bonds or checks will, with the exception of those of the three lowest bidders, be returned within seven days after the opening of bids and the remaining checks or bid bonds will be returned when the contract is executed and all required bonds have been provided.

16. SERVICE POINTS

Building Name	Address	Delivery Hours	Bell Times	Liftgate Required Y/N
Administration Center (847)551-8300	2550 Harnish Dr Algonquin, IL 60102	7:00AM - 3:00PM	N/A	Y
Algonquin Lakes Elementary (847)532-7500	1401 Compton Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Algonquin Middle School (847)532-7100	520 Longwood Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Carpentersville Middle School (224)484-2100	100 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
deLacey Family Education Center (224)484-2300	50 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	AM: 8:45 - 11:15 PM: 12:30-3:00	Y
Dundee-Crown High School (224)484-5000	1500 Kings Road Carpentersville, IL 60110	7:00AM - 3:00PM	7:30AM - 2:58PM	N
Dundee Highlands Elementary (224)484-4700	407 South Fifth Street West Dundee, IL 60118	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Dundee Middle School (224)484-4500	4200 W. Main Street West Dundee, IL 60118	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Eastview Elementary (847)532-7400	540 Longwood Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Gilberts Elementary (224)484-5900	729 Paperbark Lane Gilberts, IL 60136	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Golfview Elementary (224)484-2800	124 Golfview Lane Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Hampshire Elementary (847)792-3400	321 Terwilliger Avenue Hampshire, IL 60140	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Hampshire Middle School (847)792-3200	560 South State Street Hampshire, IL 60140	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Hampshire High School (847)792-3500	1600 E. Big Timber Road Hampshire, IL 60140	7:00AM - 3:00PM	7:30AM - 2:58PM	N
Jacobs High School (847)532-6100	2601 Bunker Hill Drive Algonquin, IL 60102	7:00AM - 3:00PM	7:30AM - 2:58PM	Y
Lake in the Hills Elementary (847)532-6900	519 Willow Street Lake in the Hills, IL 60156	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Lakewood School (224)484-2600	1651 Ravine Lane Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Liberty Elementary (224)484-4800	6500 Miller Road Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Lincoln Prairie Elementary (847)532-6600	500 W. Harvest Gate Lake in the Hills, IL 60156	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Meadowdale Elementary (224)484-2900	14 Ash Street Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Neubert Elementary School (847)532-6800	1100 Huntington Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Oak Ridge School (224)484-5800	300 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	7:45 AM - 1:40PM	Y
Parkview Elementary (224)484-2500	122 Carpenter Blvd. Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Perry Elementary (224)484-5600	251 Amarillo Drive Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Sleepy Hollow Elementary (224)484-4900	898 Glen Oak Drive Sleepy Hollow, IL 60118	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Westfield Community School (847)532-7600	2100 Sleepy Hollow Road Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM & 8:55AM 2:15PM & 3:40PM	Y
Wright Elementary (847)683-5700	1500 Ketchum Road Hampshire, IL 60140	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Bldgs. & Grounds Prof. Develop. Center - Bunker Hill (847)532-6700	2605 Bunker Hill Drive Algonquin, IL 60102	7:00AM - 3:00PM	N/A	Y

18. WARRANTY

The bidder shall warrant the work services, and/or products to be free of defects in material and workmanship for a period of _1_ years. This warranty shall obligate the contractor to repair or replace the products at no additional charge to the District.

19. INSURANCE (REQUIRED)

The contractor shall provide and maintain insurance in the amounts outlined below with companies acceptable to the District:

MINIMUM INSURANCE REQUIREMENTS

General Liability	General Aggregate	$2,000,000
	Products-Comp/OP Agg	2,000,000
	Personal Injury	1,000,000
	Each Occurrence	1,000,000
	Fire Damage (Any one fire)	50,000
	Medical Exp. (Any one person)	5,000
Excess Liability	Each Occurrence	2,000,000
	Aggregate	2,000,000
Automobile Liability	Bodily Injury (each occ)	1,000,000
	Property Damage (each occ)	1,000,000
Worker's Compensation	Statutory Limits	
	Each Accident	500,000
	Disease-Policy Limit	500,000
	Disease-Each employee	500,000

All such insurance shall not be cancelable without thirty (30) days prior written notice being given to the District.

With respect to the insurance required herein, the contractor shall provide such insurance naming the District, the Board of Education and its members individually, and its employees and agents as **additional named insured**. The contractor shall also purchase and maintain such insurance as will protect the District from and against all claims, damages, loss and expenses, including attorney's fees arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense, (1) is attributable to bodily injury to or destruction of tangible property (other than the work itself), including the loss of use resulting there from, and (2) is caused in whole or in part by a negligent act or omission of the contractor, subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts they may be liable, regardless of whether or not it is caused in part by a party to whom insurance is afforded pursuant to this paragraph.

It is MANDATORY within ten (10) days after the bid award, that the Certificate(s) of Insurance shall be submitted to the insurance agent for the District.

20. TOTAL PRICE FOR ALL ITEMS BID

A total bid dollar amount, regardless of whether or not the bidder is bidding all items, must be entered in the appropriate section of the bid form before signing and submitting the bid.

21. HOLD HARMLESS AND INDEMNIFICATION

The contractor shall assume all liability for, and shall protect, defend, indemnify and hold harmless, the Board of Education, its members individually, officers, employees, servants and agents, from and against all claims, actions suits, judgments, costs, losses, expenses and liabilities of whatsoever kind or nature including reasonable legal fees incurred by owner arising out of:

A. Any infringement (actual or claimed) of any patents, copyrights or trade names by reason of any work performed or to be performed by the contractor under this contract or by reason of anything to be supplied by the contractor pursuant to this contract.

B. Bodily injury, including death, to any person or persons (including contractor's officers, employees, agents and servants) or damage to or destruction of any property, including the loss of use thereof:

-Caused in whole or in part by an act, error or omissions by the contractor or any subcontractor or anyone directly or indirectly employed by any of them regardless of whether or not it is caused in part by a party to be indemnified hereunder.

-Arising directly or indirectly out of the presence of any person in or about any part of the project site or the streets, sidewalks and property adjacent thereto.

-Arising directly or indirectly out of the use, misuse or failure of any machinery or equipment used directly or indirectly in the performance of this contract.

22. DAMAGE TO PROPERTY

In the event the bidder damages the District's property, the bidder shall, at the bidder's sole cost, restore the property or any surrounding area. Such restoration shall be to a condition at least equivalent to the condition of the affected area immediately before the destruction or damage. If the bidder does not repair such damage within 14 days after receiving written notice from the District, or such lesser time if the District determines the damage creates an emergency situation, the District may repair the damage and the bidder shall reimburse the District for the costs the District incurs within 14 days after the District provides a written invoice to the bidder.

23. LATE BIDS

Bids received after the time specified in the Invitation to Bid will not be opened or considered. The method of transmittal of the bid is at the bidder's risk of untimely receipt by the Board of Education. The use of Board of Education equipment for transmission of bids is prohibited.

24. RECYCLED PRODUCTS

The District supports national and local efforts for recycling. Bidders are encouraged to offer recycled supplies and materials as bid alternatives. Notations are to be included as to the percentage of recycled products in each item.

25. PAYMENT

Payment to be made within 45 days after the project completion.

Does your company accept ACH payments?
Does your company accept credit cards?
Does your company allow discounts for early payments?

Discounts examples –
2% 10 days net 30
1% 20 days net 30

26. MANUALS

The successful bidder shall supply, at no cost to the District, a detailed service manual, parts list, and list of service locations.

27. CONTRACT DURATION

Work to be performed upon request through December 12, 2019. Stage Curtain Recertification & Fireproofing portion of the contract will conclude December 12, 2021.

28. PERSONNEL

If any person employed on the work site were, in the opinion of the District project manager, intemperate, disorderly, incompetent, willfully negligent or dishonest on the performance of his/her duties, he or she shall be directed by the contractor to cease work and vacate the job site immediately.

29. SEXUAL HARASSMENT

775 ILCS 5/2-105, Human Rights Act Requirement – Written Sexual Harassment Policies contained as follows: Bidder shall have written sexual harassment policies that shall include, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) the vendor's internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department and the Commission; (vi) directions on how to contact the Department and Commission; and (vii) protection against retaliation as provided by Section 6-101 of this Act. A copy of the policies shall be provided to the Department upon request.

30. QUALIFICATIONS

Vendor must be an authorized dealer and installer of products vendor is bidding on. Vendor must supply a list of references of like products and installations. Reference sheet is attached.

31. FINANCIAL STABILITY.

The District may require, upon request, evidence as to the financial stability of the contractor. Upon request, the contractor shall provide the following information to the District within 48 hours:

a. The name of any owner or co-owner, equity of each co-owner or corporate offices of the entity submitting the bid, and the name, address, and business telephone number of each such person.

b. The last financial statement and balance sheet of the bidder, including a specification in detail of all loans outstanding, or a copy of the last certified annual audit.

32. COMPLIANCE WITH LAWS.

Successful bidder shall at all times observe and comply with all laws, ordinances, regulations and codes of the federal, state, county and other local government agencies, which may in any manner affect the performance of the contract and in particular any such laws pertaining to safety.

33. GOVERNING LAW

The terms of this quote shall be governed and construed in accordance with the laws of the State of Illinois. If any provision hereof shall be held to contravene any applicable law, such provision shall be deemed reformed to the extent of conforming to said law, and in all other respects the terms hereof shall remain in full force and effect.

34. BID

The signing of the submittal form shall be construed as acceptance of all provisions contained herein. All bids shall be submitted with each space properly completed. Any explanation or statement which the bidder wishes to make must be placed in the same envelope with the bid. Unless the bidder so indicates, it is understood that the bidder has submitted the bid in strict accordance with the specification requirements. The Bidder acknowledges that any variation from the specifications will be grounds for the District to reject the quote, although the District may accept the quote with the verification if, in its sole discretion, it determines that such bid is in the District's best interest. All quotes shall be deemed final, conclusive and irrevocable. No claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidder find any discrepancies in, or omissions from any of the documents, or be in doubt as to their meanings, the bidder shall submit questions as provided in this document. Bidders must satisfy themselves upon examination of these specifications, as to the intent of the specifications. After the submission of the bid, no complaint or claim that there was any misunderstanding in regard to items listed for bidding will be entertained from a bidder.

35. BIDDER'S AGREEMENT

The bidder hereby declares understanding, agreement, and certification of compliance to provide the services, work, and/or products to the District, at the prices quoted, in accordance with all terms and conditions, requirements, and specifications contained in these documents, and any issued amendments. The contractor further agrees that the language of this document shall govern in the event of a conflict with (1) the bidder's bid or (2) any subsequent purchase order between the bidder and the District. The bidder should, as a matter of clarity and assurance, also sign and submit all amendment(s) issued by the District related to this work. The bidder further agrees that upon receipt of an authorized purchase order or when an authorized official of the District countersigns this document, a binding contract shall exist between the bidder and the District. This document combined with amendments, the bidder's bid, the required submittals, and the purchase order, if any, shall comprise the binding contract.

36. CANCELLATION – The District reserves the right to cancel this contract at any time for reasons of unsatisfactory services.

37. ADDITIONAL INFORMATION

Contact Diane C. White, Director of Purchasing, (847) 551-8460, between the hours of 8:00AM and 4:30PM, or by email – bids.purchasing@d300.org

REFERENCES

LIST BELOW THE LAST THREE (3) PUBLIC SCHOOLS DISTRICTS OR OTHER ORGANIZATIONS FOR WHICH YOU HAVE PROVIDED COMPARABLE SERVICES.

---

1. **ORGANIZATION:**
   _____

   ADDRESS:
   _____

   CITY, STATE, and ZIP CODE:
   _____

   TELEPHONE NUMBER:
   _____

   CONTACT PERSON:
   _____

   DATE OF SERVICES:
   _____

   DOLLAR AMOUNT OF THE JOB:
   _____

2. **ORGANIZATION:**
   _____

   ADDRESS:
   _____

   CITY, STATE, and ZIP CODE:
   _____

   TELEPHONE NUMBER:
   _____

   CONTACT PERSON:
   _____

   DATE OF SERVICES:
   _____

   DOLLAR AMOUNT OF THE JOB:
   _____

REFERENCES (CONT.)

3. **ORGANIZATION:**
_____

ADDRESS:
_____

CITY, STATE, and ZIP CODE:
_____

TELEPHONE NUMBER
_____

CONTACT PERSON:
_____

DATE OF SERVICES:
_____

DOLLAR AMOUNT OF THE JOB:
_____

OFFEROR'S NAME: _____

SIGNATURE: _____

DATE: _____

COMMENTS –

CERTIFICATE OF BIDDER ELIGIBILITY

720 ILCS 5/33E-11 requires that all contractors bidding for public agencies in the State of Illinois certify that they are not barred from bidding on public contracts for bid rigging or bid rotation.

The following certification must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

_____, as part of its bid for the _____ work for Community Unit School District #300, Algonquin, Illinois , of Cook, DeKalb, Kane, and McHenry Counties, Illinois certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33-E4.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

CERTIFICATE OF COMPLIANCE WITH ILLINOIS DRUG-FREE WORKPLACE ACT

_____, having 25 or more employees, does hereby certify pursuant to section 3 of the *Illinois Drug-Free Workplace Act* (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the *Illinois Drug-Free Workplace Act* and, further certifies that it is not ineligible for award of this contract by reason of debarment for a violation of the *Illinois Drug-Free Workplace Act.*

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

CERTIFICATE REGARDING
SEXUAL HARASSMENT POLICY

_____, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____

NOTARY PUBLIC

CERTIFICATE REGARDING
EQUAL EMPLOYMENT OPPORTUNITY

_____, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written equal employment opportunity policy that is in compliance with all terms and conditions of the Equal Employment Opportunity provisions of the Illinois Human Rights Act.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

CERTIFICATE REGARDING

EMPLOYMENT OF ILLINOIS WORKERS ON PUBLIC WORKS

_____ agrees if at the time the Agreement is executed, or if during the term of the Agreement, there is excessive unemployment in Illinois as defined in the Employment of Illinois Workers on Public Works Act, 30 ILCS 570/0/01 et seq., as two consecutive months of unemployment exceeding 5%, then _____ agrees to employ Illinois laborers in accordance with the Employment of Illinois Workers on Public Works Act. An "Illinois laborer" is defined as any person who has resided in Illinois for at least thirty (30) days and intends to become or remain an Illinois resident.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

NON-COLLUSION AFFIDAVIT

AFFIDAVIT: "I (we) hereby certify and affirm that my (our) Quote was prepared independently for this project and that it contains no fees or amounts other than that for the legitimate execution of this work as specified and that it includes no understanding or agreements in restraint of trade."

The following affidavit must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

_____, as part of its bid for the _____ work for Community Unit School District #300, Algonquin, Illinois certifies that said Contractor is not barred from bidding on the aforementioned contract as a result of a violation of the above Non-Collusion Affidavit.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

CERTIFICATE REGARDING
COMMUNITY UNIT SCHOOL DISTRICT 300
VENDOR/CONTRACTOR CONFLICT OF INTEREST

_____, does hereby certify that they have read and fully understand the Vendor/Contractor Conflict of Interest Board Policy as stated below:

Vendor/Contractor Conflict of Interest
Any vendor or contractor doing $5,000 - $25,000 in business with the District within a fiscal year shall not contribute to any political campaign that directly affects the District while doing business for the District or for a period of two years after completion of business with the District. Further, the District will not enter into significant business with a vendor or contractor that has contributed to a political campaign that directly affects the District within two years prior to commencing business. Any vendor or contractor that participates and is awarded a contract through the competitive bidding process is exempt from this policy.

LEGAL REF.: 105 ILCS 5/10-20.19c, 5/10-20.21, 510-22.34c, and 5/19b-1 et seq.
820 ILCS 130/0.01 et seq.

CROSS REF: 2:100 (Board Member Conflict of Interest), 4:70 (Resource Conservation) 4:150 (Facility Management and Building Programs)

ADOPTED: February 10, 2003

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

CRIMINAL BACKGROUND INVESTIGATIONS

Contractor hereby represents, warrants, and certified that no officer or director thereof has any knowledge that any employee thereof has been convicted of committing or attempting to commit "Criminal Code of 1961," 720 ILCS, Sections 5/11-6 (Indecent solicitation of a child), 5/11-9 (Public indecency), 5/11-14 (Prostitution), 5/11-15 (Soliciting for a prostitute), 5/11-15.1 (Soliciting for a juvenile prostitute), 5/11-19 (Pimping), 5/11-19.1 (Juvenile pimping), 5/11-19.2 (Exploitation of a child), 5/11-20 (Obscenity), 5/11-20.1 (Sexual assault), 5/12-14 (Aggravated criminal sexual assault), 5/12-15 (Criminal sexual abuse), and 5/12-16 (Aggravated criminal sexual abuse), and/or those offenses defined in the "Cannabis Control Act," 720 ILCS, 550/1 et seq. (except the "Illinois Controlled Substances Act, " 720 ILCS 570/100 et seq., any of the offenses that would subject a certificated employee to suspension or revocation pursuant to Section 21-23a of the School Code or anyone found to be the perpetrator of sexual or physical abuse of any minor under 18 years of age pursuant to proceedings under Article II of the Juvenile Court Act of 1987 and/or any offense committed or attempted in any other state or against the laws of the United States, which if committed or attempted in this State, would have been punishable as one or more of the foregoing offenses.

Contractor further agrees that it shall not employ any person who have or may have direct, daily contact with the pupils of any school in the district, and for whom a criminal background investigation has not been conducted pursuant hereto, and further represents and agrees that all applicants for any such employment shall furnish with their applications the attached written "Authorization for Criminal Background Information" form authorizing the Board of Education to request a criminal background investigation of said applicant pursuant to Section 5/10-21.9 of the School Code of Illinois and to receive criminal history record information pursuant thereto to determine if the applicant has been convicted of committing or attempting to commit any of the criminal or drug offenses enumerated above. Contractor further agrees to submit with said authorization payment for any costs and expenses associated with the criminal background investigation.

Contractor further represents, warrants, and certifies that no applicant for employment with respect to whom the criminal investigation reveals any conviction for committing and/or attempting to commit any of the above enumerated offenses, shall be employed thereby in any position that involves or may involve contact with the students of the school district.

This certification is executed on the date hereinafter indicated by the designated contractor by its duly authorized officer.

By _____

Its: _____

Dated: _____

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____

NOTARY PUBLIC

AUTHORIZATION FOR CRIMINAL BACKGROUND INVESTIGATION

The undersigned hereby authorizes the Board of Education of Community Unit School District 300, Carpentersville, Illinois to request a criminal background investigation from the Illinois State Police, pursuant to Section 5/10-21.9 of the School Code of Illinois, 105 ILCS 5/10-21.9 and to receive criminal history record information pursuant thereto.

_____
(Printed or Typed Name of Applicant Employee)

_____
Signature of Applicant or Employee

Dated: _____

Scope of Work

Time and Material Rates

Payment of Prevailing Wages is required for this project.

QUALIFICATIONS – Provide labor, material, and furnish equipment as required to troubleshoot service, modify and /or install Data Cabling, Electrical, Tree Maintenance Service, Food Service Equipment Repair, Stadium Lighting Service & Repair, Asphalt Repair, Elevator Service & Repair, Bay/Overhead Door Service & Repair, Alarm Service & Repair, and Stage Curtain Recertification & Fireproofing. Scope of work may be described via construction documents, request for quote and/or field direction (in emergency cases). Vendor must supply a list of trade references; forms are located in the bid Boiler Plate. Certificates, References, Vendor Application and W-9 forms must be submitted with vendors bid submittal.

DURATION

Bid pricing to be firm through December 12, 2019. Bid award to cover a **1** year period with the possibility of two, one year extensions. Stage Curtain Recertification & Fireproofing bid pricing to be firm for a three year period beginning December 13, 2018 with a possibility of two, one year extensions Awarded contract begins December 13, 2018, and ends on December 12, 2019. District 300 will be using the November 2019 Urban CPI or Illinois County (Kane/McHenry) Prevailing Wage rates, whichever is less, to evaluate any increases in pricing. All extensions in accordance with this contract, will use following year's November Urban CPI or Illinois County (Kane/McHenry) Prevailing Wage rates. District 300 is to be notified within 60 days of any labor rate increases or decrease if contract is extended. Bids containing bid conditions will not be accepted.

- This **IS** a sealed bid.
- A Bid Bond **IS NOT** required upon bid submittal.
- A Performance Bond in the amount of $25,000 and current Certificate of Insurance are required upon award within 10 days of award.

REQUESTED SERVICES UNDER THIS CONTRACT

The following are to be considered prevailing wage services:

- Data Cabling
- Electrical
- Stadium Lighting Service & Repair
- Asphalt Repair
- Elevator Service & Repair
- Bay/Overhead Door Service & Repair
- Alarm Service & Repair

The following are not to be considered prevailing wage services:

- Tree Maintenance Service
- Food Service Equipment Repair
- Stage Curtain Recertification & Fireproofing

Terms – For the purpose of this bid, the following terms are:

- School District 300 is to be notified of the level of skilled tradesman upon callout.
- "Contract documents" includes the most current project drawings and specifications.
- "Provide" includes furnishing and installation.
- "Furnish" includes purchasing and transporting new equipment, as specified, to the job site.
- "Install" includes mounting or setting equipment in place, in specified location, and making all required electrical connections for a working product.
- "Electrical System" includes all distribution of power, lighting, fire protection, life safety, communications, security, special systems, and any other information, electrical in nature, identified on the Contract Documents, from the point(s) of service to utilization device(s).
- "Connecting" means providing a power source, overcurrent devices, raceways, conductors, terminations, insulation supports, and other materials and equipment required for the operation and control of the relevant operation.
- "Portal to Portal" to be defined as to and from vendor site location. If contractor is within district boundaries, additional dispatch charges will not apply for same day service during standard working hours.
- "Hourly rate billing" is to be invoiced in 15 minute increments.
- "Total Material Billing" equals the percentage of markup plus contractors actual cost.
- Total travel time allowance not to exceed 1hr per person.

Non-Emergency trade work – any non-emergency trade work (to be determined by District #300 staff and/or consultant), over $25,000 must be competitively bid. Any and all trade work performed must comply with local and national codes.

"PM Hourly Rate" is defined as the hourly rate for a food service equipment vendor to perform preventative maintenance on freezers, coolers, dishwashers, garbage disposals and steam tables.

"Emergency Hourly Rate" is defined as the hourly rate in which the vendor is called out for emergencies. Emergencies are defined as repairmen being on-site **within 60 minutes** of the initial call to the vendor.

D300 Expectations of Food Service Equipment Repair performed:
Upon equipment failure, freezers, coolers, ovens and steamers **will require** a 60 minute emergency response time. Steam table, garbage disposal and dishwasher repairs will need to be addressed within a 24 hour time period. Follow up repairs where parts need to be ordered, must be completed within a 48 hour time period.

D300 Expectations of Data Cabling performed:

- All cabling is to be Category 6 Ethernet or above
- Cabling must be manufactured in the USA
- Cabling is to be tested a verified post installation
- Cabling is to be installed as outlined in TIA/EIA-568
- Termination is to be completed as outlined in TIA/EIA-568 (B)
- Vendor must advise alternate solutions on cable installation greater than 100m
- Ethernet cabling must be Blue or White depending on customer request per installation
- Vendor must label installations based on existing labeling formats on both ends of termination

Invoicing – Invoice must reflect detailed description of work performed and materials used. Copies of certified payroll sheets must be attached to all invoices. Invoices to include parts listings with contractor cost and percent of markup per your bid.

Normal Working Day Hours for straight time – 7:00am-3:30pm, Monday through Friday.

CONTRACT PERIOD

The anticipated contract period is December 13, 2018 – December 12, 2019.

The anticipated contract period for Stage Curtain Recertification & Fireproofing is December 13, 2018 – December 12, 2021.

Service Points

CUSD 300

Building Name	Address	Elevator on site Y/N	Bay Door onsite Y/N	Stage Curtain Y/N	Recertification Schedule
Administration Center (847)551-8300	2550 Harnish Dr Algonquin, IL 60102	**Y**	N	N	N/A
Algonquin Lakes Elementary (847)532-7500	1401 Compton Drive Algonquin, IL 60102	**Y**	N	N	N/A
Algonquin Middle School (847)532-7100	520 Longwood Drive Algonquin, IL 60102	**Y**	**Y**	**Y**	**YEARLY**
Carpentersville Middle School (224)484-2100	100 Cleveland Avenue Carpentersville, IL 60110	**Y**	**Y**	**Y**	**YEARLY**
deLacey Family Education Center (224)484-2300	50 Cleveland Avenue Carpentersville, IL 60110	N	N	N	N/A
Dundee-Crown High School (224)484-5000	1500 Kings Road Carpentersville, IL 60110	**Y**	**Y**	**Y**	**3 YEARS**
Dundee Highlands Elementary (224)484-4700	407 South Fifth Street West Dundee, IL 60118	N	N	**Y**	**3 YEARS**
Dundee Middle School (224)484-4500	4200 W. Main Street West Dundee, IL 60118	N	N	N	N/A
Eastview Elementary (847)532-7400	540 Longwood Drive Algonquin, IL 60102	**Y**	N	N	N/A
Gilberts Elementary (224)484-5900	729 Paperbark Lane Gilberts, IL 60136	**Y**	N	N	N/A
Golfview Elementary (224)484-2800	124 Golfview Lane Carpentersville, IL 60110	N	N	N	N/A
Hampshire Elementary (847)792-3400	321 Terwilliger Avenue Hampshire, IL 60140	N	N	**Y**	**YEARLY**
Hampshire Middle School (847)792-3200	560 South State Street Hampshire, IL 60140	**Y**	**Y**	**Y**	**YEARLY**
Hampshire High School (847)792-3500	1600 E. Big Timber Road Hampshire, IL 60140	**Y X2**	**Y**	**Y**	**3 YEARS**
Jacobs High School (847)532-6100	2601 Bunker Hill Drive Algonquin, IL 60102	**Y**	**Y**	**Y**	**YEARLY**
Lake in the Hills Elementary (847)532-6900	519 Willow Street Lake in the Hills, IL 60156	N	N	N	N/A
Lakewood School (224)484-2600	1651 Ravine Lane Carpentersville, IL 60110	**Y**	**Y**	N	N/A
Liberty Elementary (224)484-4800	6500 Miller Road Carpentersville, IL 60110	**Y**	N	N	N/A
Lincoln Prairie Elementary (847)532-6600	500 W. Harvest Gate Lake in the Hills, IL 60156	**Y**	N	N	N/A
Meadowdale Elementary (224)484-2900	14 Ash Street Carpentersville, IL 60110	N	N	N	N/A
Neubert Elementary (847)532-6800	1100 Huntington Drive Algonquin, IL 60102	**Y**	N	N	N/A
Oak Ridge School (224)484-5800	229 Lake Marian Road Carpentersville, IL 60110	N	**Y**	N	N/A
Parkview Elementary (224)484-2500	122 Carpenter Blvd. Carpentersville, IL 60110	N	N	**Y**	**YEARLY**
Perry Elementary (224)484-5600	251 Amarillo Drive Carpentersville, IL 60110	N	N	N	N/A
Sleepy Hollow Elementary (224)484-4900	898 Glen Oak Drive Sleepy Hollow, IL 60118	N	N	N	N/A
Westfield Community School (847)532-7600	2100 Sleepy Hollow Road Algonquin, IL 60102	**Y**	**Y**	N	N/A
Wright Elementary (847)683-5700	1500 Ketchum Road Hampshire, IL 60140	**Y**	N	N	N/A
Transportation Department (847)551-8300	2603 Bunker Hill Drive Algonquin, IL 60102	N	**Y**	N	N/A
Bldgs. & Grounds Prof. Develop. Center-Bunker Hill (847)532-6700	2605 Bunker Hill Drive Algonquin, IL 60102	N	**Y**	N	N/A

Bid Submission

All bids are to be **sealed** and submitted to:

Diane C. White
Director of Purchasing
CUSD #300
2605 Bunker Hill Dr
Algonquin, IL 60102

Direct any questions regarding this project to:

Michael Zahalka
CUSD #300 – Purchasing Specialist
2605 Bunker Hill Dr
Algonquin, IL 60102
Ph: 847-551- 8460
Fx: 847-551-8463
Bids.Purchasing@d300.org

Please submit your response no later than, Friday, October 26, 2018 by 11:00AM CT

DISTRICT 300

BELL TIMES - REGULAR HOURS

2018-2019

District 300 Schools	Bell Times
Algonquin Lakes Elementary (Grades K-5) 1401 Compton Drive, Algonquin, IL 60102 **P:** 847-532-7500 **| F:** 847-532-7515	8:00am-2:15pm
Algonquin Middle School (Grades 6-8) 520 Longwood Drive, Algonquin, IL, 60102 **P:** 847-532-7100 **| F:** 847-658-2547	8:55am-3:40pm
Carpentersville Middle School (Grades 6-8) 100 Cleveland Avenue, Carpentersville, IL 60110 **P:** 224-484-2100 **| F:** 847-426-1404	8:55am-3:40pm
deLacey Family Education Center (Preschool) 50 Cleveland Avenue, Carpentersville, IL 60110 **P:** 224-484-2300 **| F:** 224-484-2319	**AM:** 8:45am-11:15am **PM:** 12:30pm-3:00pm
Dundee-Crown High School (Grades 9-12) 1500 Kings Road, Carpentersville, IL 60110 **P:** 224-484-5000 **| F:** 224-484-5098	7:30am-2:58pm
Dundee Highlands Elementary (Grades Pre-K-5) 407 S. Fifth Street, West Dundee, IL, 60118 **P:** 224-484-4700 **| F:** 847-426-1935	8:00am-2:15pm
Dundee Middle School (Grades 6-8) 4200 W. Main Street, West Dundee, IL 60118 **P:** 224-484-4500 **| F:** 847-426-4008	8:55am-3:40pm
Eastview Elementary (Grades Pre-K-5) 540 Longwood Drive, Algonquin, IL 60102 **P:** 847 532 7400 **| F:** 847 458 5509	8:00am-2:15pm **Pre-K AM:** 8:00am-10:30am **Pre-K PM:** 11:40am-2:15pm
Gilberts Elementary (Grades K-5) 729 Paperbark Lane, Gilberts, IL 60136 **P:** 224-484-5900 **| F:** 224-484-5915	8:00am-2:15pm **Pre-K AM:** 8:00am-10:30am **Pre-K PM:** 11:40am-2:15pm
Golfview Elementary (Grades Pre-K-5) 124 Golfview Lane, Carpentersville, IL 60110 **P:** 224-484-2800 **| F:** 224-484-2815	8:00am-2:15pm
Hampshire Elementary (Grades K-5) 321 Terwilliger Avenue, Hampshire, IL 60140 **P:** 847-792-3400 **| F:** 847-683-4806	8:00am-2:15pm
Hampshire Middle School (Grades 6-8) 560 S. State Street, Hampshire IL 60140 **P:** 847-792-3200 **| F:** 847-683-1030	8:55am-3:40pm
Hampshire High School (Grades 9-12) 1600 Big Timber Road, Hampshire, IL 60140 **P:** 847-792-3500 **| F:** 847-792-3515	7:30am-2:58pm

District 300 Schools	Bell Times
Jacobs High School (Grades 9-12) 2601 Bunker Hill Drive, Algonquin, IL 60102 **P:** 847.532.6100 **| F:** 847.532.6115	7:30am-2:58pm
Lake in the Hills Elementary (Grades Pre-K-5) 519 Willow Street, Lake in the Hills, IL 60156 **P:** 847-532-6900 **| F:** 847-658-2529	8:00am-2:15pm **Pre-K AM:** 8:00am-10:30am **Pre-K PM:** 11:40am-2:10pm
Lakewood Elementary (Grades Pre-K-5) 1651 Ravine Lane, Carpentersville, IL 60110 **P:** 224-484-2600 **| F:** 224-484-2615	8:00am-2:15pm
Liberty Elementary (Grades Pre-K-5) 6500 Miller Road, Carpentersville, IL 60110 **P:** 224-484-4800 **| F:** 224-484-4815	8:00am-2:15pm **Pre-K AM:** 8:00am-10:30am **Pre-K PM:** 11:40am-2:15pm
Lincoln Prairie Elementary (Grades K-5) 500 Harvest Gate Road, Lake in the Hills, IL 60156 **P:** 847-532-6600 **| F:** 847-532-6615	8:00am-2:15pm
Meadowdale Elementary (Grades Pre-K-5) 14 Ash Street, Carpentersville, IL 60110 **P:** 224-484-2900 **| F:** 224-484-2915	8:00am-2:15pm
Neubert Elementary (Grades K-5) 1100 Huntington Drive, Algonquin, IL 60102 **P:** 847-532-6800 **| F:** 847-551-8413	8:00am-2:15pm
Oak Ridge School (Grades 6-12) 300 Cleveland Avenue, Carpentersville, IL 60110 **P:** 224-484-5800 **| F:** 847-426-4474	7:45am-1:40pm
Parkview Elementary (Grades K-5) 122 Carpenter Boulevard, Carpentersville, IL 60110 **P:** 224-484-2500 **| F:** 847-426-2962	8:00am-2:15pm
Perry Elementary (Grades Pre-K-5) 251 Amarillo Drive, Carpentersville, IL 60110 **P:** 224-484-5600 **| F:** 224-484-5615	8:00am-2:15pm
Sleepy Hollow Elementary (Grades K-5) 898 Glen Oak Drive, Sleepy Hollow, IL 60118 **P:** 224-484-4900 **| F:** 224-484-4915	8:00am-2:15pm
Westfield Community School (Grades Pre-K-5) (Grades 6-8) 2100 Sleepy Hollow Road, Algonquin, IL 60102 **P:** (PreK-5) 847-532-7800 **| F:** 847- 532-7615 **P:** (6-8) 847-532-7600 **| F:** 847- 532-7615	8:00am-2:15pm 8:55am-3:40pm **Pre-K AM:** 8:00am-10:30am **Pre-K PM:** 11:40am-2:15pm
Wright Elementary (Grades K-5) 1500 Ketchum Road, Hampshire, IL 60140 **P:** 847-683-5700 **| F:** 847-683-5799	8:00am-2:15pm

DISTRICT 300

SCHOOL CALENDAR - 2018/2019

Board Approval: Nov. 8, 2016

JULY 18

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

AUGUST 18

Su	M	Tu	W	Th	F	Sa
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5	6	7	8	9	10	11
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19	20	21	22	23	24	25
26	27	28	29	30	31	

SEPTEMBER 18

Su	M	Tu	W	Th	F	Sa
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23	24	25	26	27	28	29
30						

OCTOBER 18

Su	M	Tu	W	Th	F	Sa
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

NOVEMBER 18

Su	M	Tu	W	Th	F	Sa
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DECEMBER 18

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23	24	25	26	27	28	29
30	31					

JANUARY 19

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27	28	29	30	31		

FEBRUARY 19

Su	M	Tu	W	Th	F	Sa
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17	18	19	20	21	22	23
24	25	26	27	28		

MARCH 19

Su	M	Tu	W	Th	F	Sa
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24	25	26	27	28	29	30
31						

APRIL 19

Su	M	Tu	W	Th	F	Sa
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MAY 19

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JUNE 19

Su	M	Tu	W	Th	F	Sa
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

All dates subject to change throughout school year, with BOE Approval

- District Closed
- Early Release
- Emergency Days
- End of QTR/Semester Full day Attend
- No Student/Instruction Staff Attend
- Parent/Teacher Conference
- Teacher Institute/ In service

Independence Day- Offices/Schools Closed	Wednesday, July 4
Teacher Institute (8am to 1pm) No Student Attendance	Friday, Aug. 10
Teacher Institute (8am to 1pm) No Student Attendance	Monday, Aug. 13
First day of School, Full Day of Student Attendance	Tuesday, Aug. 14
Early Release Day	Friday, Aug. 24
Labor Day - Offices/Schools Closed	Monday, Sept. 3
Early Release Day	Friday, Sept. 21
Teacher Institute (8am to 3pm) No Student Attendance	Friday, Oct. 5
Columbus Day - Offices/Schools Closed	Monday, Oct. 8
Early Release Day	Friday, Oct. 26
Early Release Day	Friday, Nov. 16
Parent - Teacher Conferences, No Student Attendance	Monday, Nov. 19 & Tuesday, Nov. 20
Fall Break - Offices/Schools Closed	Wednesday, Nov. 21 - Friday, Nov. 23
Early Release Day	Friday, Dec. 14
Winter Break, No Student Attendance	Monday, Dec. 24 - Friday, Jan. 4
Offices/Schools Closed	Dec. 24, Dec. 25, & Dec. 31
Offices/Schools Closed	Tuesday, Jan. 1
Early Release Day	Friday, Jan. 18
Martin Luther King Day - Offices/Schools Closed	Monday, Jan. 21
Early Release Day	Friday, Feb. 15
Presidents Day - Offices/Schools Closed	Monday, Feb. 18
Teacher Institute (8am to 3pm) Kane County ROE, No Student Attendance	Friday, Mar. 1
Early Release Day	Friday, Mar. 15
Spring Break, No Student Attendance	Monday, Mar. 25 - Friday, Mar. 29
NO Emergency Days used - No Student/Instruction, Staff, all offices open	Monday, Apr. 1
Emergency Days used - Regular attendance day	
Early Release Day	Friday, Apr. 12
District Holiday - Offices/Schools Closed	Friday, Apr. 19
Teacher Institute (8am to 3pm) No Student Attendance	Monday, Apr. 22
Early Release Day	Friday, May 10
Last day of school, if no Emergency Days have been used	Thursday, May. 23
Memorial Day - Offices/Schools Closed	Monday, May. 27
Last possible day of school - If ALL Emergency Days are used	Thursday, May 30

BID RESPONSE FORM

Time and Material Rates for : Data Cabling, Electrical, Tree Maintenance Service, Food Service Equipment Repair, Stadium Lighting Service & Repair, Asphalt Repair, Elevator Service & Repair, Bay/Overhead Door Service & Repair, Alarm Service & Repair, and Stage Curtain Recertification & Fireproofing

Payment of Prevailing Wages IS Required

Bids are as indicated on the attached sheets are hereby presented to the Board of Education of Community Unit School District #300. It is understood that:

1. Bidders must insure they have viewed both tabs in this spreadsheet.
2. The Board of Education reserves the right to reject any and all bids and to accept all or part of any bids submitted.
3. Rates quoted shall include all charges for handling, transportation and delivery.
4. Community Unit School District #300 is Tax Exempt.
   Tax Exemption Number - E9996-0079-07.
5. Vendor is required to submit Performance Bond cost as part with their submission.

The undersigned hereby certifies that he/she has read, understands and agrees that acceptance by the Board of Education of the bidder's offer by issuance of a purchase order(s) or other document(s) will create a binding contract. Further, he/she agrees to fully comply with the specifications and other documentary forms and regulations made a part of this specific procurement of contract. The bidder must comply with all State and Federal Regulations including FEPC, the Illinois Laborer's Act and the Illinois Prevailing Wage Act, with preference to Public Act 86-799 which states "…not less than the prevailing rate of wages as found by the public body or Department of Labor or determined by the court on review shall be paid to all laborers, workers and mechanics performing work under the contract." The Illinois Department of Labor prevailing wages for the county where the project will be undertaken is posted online at https://www2.illinois.gov/idol/Laws-Rules/CONMED/pages/2018-rates.aspx

Vendor has received Addendum (IF APPLICABLE)

#1 - _____ #2 - _____

NAME OF COMPANY /CORPORATION

STREET ADDRESS:

CITY:

STATE:

ZIP:

TELEPHONE NUMBER:

FAX NUMBER:

EMAIL ADDRESS:

FEIN NUMBER

ILLINOIS LICENSE NUMBER

BID SUBMITTED BY:

SIGNATURE OF AUTHORIZED AGENT

PLEASE TYPE OR PRINT NAME

DATE

****** Sealed Bids are due by 11:00AM, Friday, October, 26, 2018 ******

INSTRUCTIONS: Please fill in columns **that apply to your firm. Column V** is for vendor comments. ALL bids must be completed in the Excel spreadsheet provided and submitted in hard copy.	Vendor Name:	
	Complete Address:	
	Phone:	
	Fax:	
	E-Mail:	
	Contact Person:	

	Alarm Service & Repair		Asphalt Repair		Bay/Overhead Door - Service & Repair		Data Cabling	
POSITION	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME per hour**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**
Apprentice 1	$	$	$	$	$	$	$	$
Apprentice 2	$	$	$	$	$	$	$	$
Apprentice 3	$	$	$	$	$	$	$	$
Apprentice 4	$	$	$	$	$	$	$	$
Journeyman	$	$	$	$	$	$	$	$
Foreman	$	$	$	$	$	$	$	$
	% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment	
Materials	%		%		%		%	
Equipment	%		%		%		%	
Performance Bond	$		$		$		$	
							PM Hr. Rate $/hr. -	
							Emerg. Hr. Rate $/hr. -	

Electrical		Elevator Service & Repair		Food Service Equipment Repair		Stadium Lighting - Service & Repair	
Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME
$	$	$	$	$	$	$	$
$	$	$	$	$	$	$	$
$	$	$	$	$	$	$	$
$	$	$	$	$	$	$	$
$	$	$	$	$	$	$	$
$	$	$	$	$	$	$	$
% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment	
%		%		%		%	
%		%		%		%	
$		$		$		$	
Emerg. Hr. Rate $/hr. -				**Monthly Service (each unit)**	**$**	**Emerg. Hr. Rate $/hr. -**	
				Quarterly Service (each unit)	**$**		

Stage Curtain - Recertification & Fireproofing		Tree Maintenance Service		Vendor Comments
Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	
$	$	$	$	
$	$	$	$	
$	$	$	$	
$	$	$	$	
$	$	$	$	
$	$	$	$	
% Markup for Materials & Equipment		% Markup for Materials & Equipment		
%		%		
%		%		
$		$		

PRINT RESET

COMMUNITY UNIT SCHOOL DISTRICT 300
PURCHASING DEPARTMENT
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8300
Fax: 847-551-8463

VENDOR APPLICATION FORM
(SUBJECT TO LOCAL LAWS)

Fill in all spaces. Insert "NA" in blocks not applicable. Type all entries

APPLICATION DATE

REVISION DATE

DATE: _____

COMPANY	HOW LONG IN PRESENT BUSINESS?

ADDRESS	CITY	STATE	ZIP

CONTACT PERSON/REPRESENTATIVE	FAX NUMBER	PHONE AND EXTENSION
	( )	( )

TYPE OF ORGANIZATION (Check Applicable)

☐ INDIVIDUAL ☐ PARTNERSHIP ☐ CORPORATION

IF INCORPORATED INDICATE IN WHICH STATE

YEARS ESTABLISHED:

DO YOU ACCEPT PURCHASE ORDERS? YES ☐ **NO** ☐

DO YOU ACCEPT CREDIT CARDS? YES ☐ **NO** ☐

CATEGORY **(Check below the category which applies to the applicant)**

☐ (A) MANUFACTURER OR PRODUCER ☐ (C) RETAILER ☐ (E) DISTRIBUTOR

☐ (B) WHOLESALER ☐ (D) MANUFACTURER'S AGENT ☐ (F) SERVICE ESTABLISHMENT

NAMES OF OFFICERS, MEMBERS OR OWNERS OF CONCERN, PARTNERSHIP, ETC.

(A) PRESIDENT (B) VICE PRESIDENT

(C) SECRETARY (D) TREASURER

(E) OWNERS, PARTNERS, OR STOCKHOLDERS

TAXPAYER'S I.D. NO.

FEIN _____

or

S.S. No. _____

INSURANCE INFORMATION (Check Applicable)

LIABILITY INSURANCE: $2,000,000 ☐ $2,500,000 ☐ $5,000,000 ☐ OTHER ☐

Workers' Compensation : State Minimum ☐ Greater than Minimum ☐

Required that CUSD be named as an Additional Insured ☐ INSURANCE CO. _____

BONDING INFORMATION **(Check each area in which you have been bonded and the latest date of bonding)**

Perf. Bond ____/____ (Mo. Year) ☐ Payment Bond (Labor and Materials) ____/____ (Mo. Year) ☐ Builder's Risk ____/____ (Mo. Year) ☐

PERSONS AUTHORIZED TO SIGN QUOTES, PROPOSALS, BIDS AND CONTRACTS:

NAME	OFFICIAL CAPACITY

Average number of employees (including affiliates) for four preceding calendar quarters.	Average annual sales for preceding three fiscal years:	Floor Space (Square Feet)	
		Manufacturing	Warehouse
	964		

MINORITY/WOMEN BUSINESS ENTERPRISE
(Check One) See Definitions Below

☐ MBE ☐ MBE/WBE ☐ WBE ☐ PBE

FOR USE BY CONTRACT COMPLIANCE ONLY:
BY:_____

DATE_____ ☐ C ☐ NC

MINORITY GROUP MEMBERSHIP (Check One) See Definitions Below

NOTE: DO NOT COMPLETE THIS SECTION UNLESS YOU HAVE CHECKED ONE OF THE BOXES IN THE MINORITY/WOMEN BUSINESS ENTERPRISE SECTION ABOVE.

☐ AFRICAN AMERICAN OR BLACK ☐ HISPANIC AMERICAN ☐ NATIVE AMERICAN ☐ ASIAN-PACIFIC AMERICAN

CERTIFICATION DATE ISSUED: _____ EXPIRATION: _____

MINORITY AND WOMEN OWNED BUSINESS ENTERPRISE DEFINITIONS

MINORITY BUSINESS ENTERPRISE ("MBE") means a certified participating business at least 51 percent (51%) of which is owned and controlled by one or more members or one or more minority groups, or in the case of a publicly held corporation, 51 percent (51%) of the stock is owned by one or more members of one or more minority groups and whose daily business operations are controlled by one or more such individuals.

WOMEN'S BUSINESS ENTERPRISE ("WBE") means a certified participating business at least 51 percent (51%) of which is owned by one or more women, or in the case of a publicly held corporation, 51 percent (51%) of the stock of which is owned by one or more women and whose daily operations are controlled by one or more such individuals. Determination of whether a business is at least 51 percent (51%) owned by a woman or women shall be made without regard to community property laws.

BUSINESS OWNED AND OPERATED BY A PERSON WITH A DISABILITY ("PBE") means a business concern of which at least 51 percent (51%) is owned by one or more persons with a disability, or in the case of the corporation, one in which at least 51 per centum of the stock is owned by one or more persons with a disability or by a not for profit agency for the disabled organized pursuant to Section 501 of the Internal Revenue Code 1954; and the management and daily business operations of which are controlled by one or more of the persons with a disability who own it.

MINORITY GROUP MEMBER is an individual who is one of the following:

AFRICAN AMERICAN OR BLACK (persons with origins in any of the Black racial groups of Africa):
HISPANIC AMERICAN (persons of Spanish culture with origins in Puerto Rico, Mexico, Cuba, South or Central America, Spain, Portugal or the Caribbean Islands regardless of race).
NATIVE AMERICAN (American Indian)
ASIAN-PACIFIC AMERICAN (persons with origins from Japan, China, the Philippines, Vietnam, Korea, Samoa, Guam, the U.S. Trust Territories of the Pacific, Northern Marianas, Laos, Cambodia, Taiwan, or the Indian subcontinent).

IF YOU HAVE EVER DONE BUSINESS WITH THE SCHOOL DISTRICT UNDER ANOTHER NAME, PLEASE INDICATE NAME OR NAMES.

Give names, complete addresses, buyer's names and phone numbers of four of your customers. (Please include Federal, State or City Governments).

ORGANIZATION	ADDRESS, STATE, ZIP	BUYER	PHONE NUMBER
1.			
2.			
3.			
4.			

Bank References

NAME OF BANK	ADDRESS, STATE, ZIP	CONTACT PERSON	PHONE NUMBER

I certify that the information supplied herein (including all pages attached) is correct and that neither the applicant nor any person (or concern) in any connection with the applicant as a principal or officer, so far as is known, is not debarred or otherwise declared ineligible by any public agency from furnishing materials, supplies or services to any agency thereof.

SIGNATURE OF PERSON AUTHORIZED TO SIGN THIS APPLICATION
NAME AND TITLE OF PERSON SIGNING (Please type or print)

PERSONS OR BUSINESSES INTERESTED IN BEING ADDED TO THE BIDDER'S LIST MUST FILE THIS APPLICATION WITH THE PURCHASING DEPARTMENT.

AFTER PLACEMENT ON THE BIDDERS' LIST, A VENDOR'S FAILURE TO RESPOND TO INVITATIONS FOR BIDS WILL BE UNDERSTOOD BY THE SCHOOL DISTRICT TO INDICATE LACK OF INTEREST AND SHALL RESULT IN THE REMOVAL OF THE VENDOR'S NAME FROM THE BIDDERS' LIST FOR THE ITEMS CONCERNED.

NOTE: ANY CHANGES TO INFORMATION SUBMITTED (ADDRESSES, AUTHORIZED PERSONNEL, ETC.,) WILL REQUIRE A REVISED COPY OF THIS FORM. ADDITIONAL FORMS MAY BE OBTAINED BY CONTACTING THE PURCHASING DEPARTMENT AT THE ADDRESS SHOWN ON THE FRONT OF THIS FORM.

USE BY COMMUNITY UNIT SCHOOL DISTRICT 300 ONLY

VENDOR I.D. NUMBER	APPROVED BY	DATE	W9	COMM LIST

Form **W-9**
(Rev. October 2007)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give form to the requester. Do not send to the IRS.

Print or type See **Specific Instructions** on page 2.

Name (as shown on your income tax return)

Business name, if different from above

Check appropriate box: ☐ Individual/Sole proprietor ☐ Corporation ☐ Partnership
☐ Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶
☐ Other (see instructions) ▶

☐ Exempt payee

Address (number, street, and apt. or suite no.)

Requester's name and address (optional)

City, state, and ZIP code

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

or

Employer identification number

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here **Signature of U.S. person ▶** **Date ▶**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),

2. Certify that you are not subject to backup withholding, or

3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

966 - The U.S. owner of a disregarded entity and not the entity,

- The U.S. grantor or other owner of a grantor trust and not the trust, and
- The U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person, do not use Form W-9. Instead, use the appropriate Form W-8 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.

2. The treaty article addressing the income.

3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.

4. The type and amount of income that qualifies for the exemption from tax.

5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity not subject to backup withholding, give the requester the appropriate completed Form W-8.

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,

2. You do not certify your TIN when required (see the Part II instructions on page 3 for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See the instructions below and the separate Instructions for the Requester of Form W-9.

Also see *Special rules for partnerships* on page 1.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of $50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a $500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Name

If you are an individual, you must generally enter the name shown on your income tax return. However, if you have changed your last name, for instance, due to marriage without informing the Social Security Administration of the name change, enter your first name, the last name shown on your social security card, and your new last name.

If the account is in joint names, list first, and then circle, the name of the person or entity whose number you entered in Part I of the form.

Sole proprietor. Enter your individual name as shown on your income tax return on the "Name" line. You may enter your business, trade, or "doing business as (DBA)" name on the "Business name" line.

Limited liability company (LLC). Check the "Limited liability company" box only and enter the appropriate code for the tax classification ("D" for disregarded entity, "C" for corporation, "P" for partnership) in the space provided.

For a single-member LLC (including a foreign LLC with a domestic owner) that is disregarded as an entity separate from its owner under Regulations section 301.7701-3, enter the owner's name on the "Name" line. Enter the LLC's name on the "Business name" line.

For an LLC classified as a partnership or a corporation, enter the LLC's name on the "Name" line and any business, trade, or DBA name on the "Business name" line.

Other entities. Enter your business name as shown on required federal tax documents on the "Name" line. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on the "Business name" line.

Note. You are requested to check the appropriate box for your status (individual/sole proprietor, corporation, etc.).

Exempt Payee

If you are exempt from backup withholding, enter your name as described above and check the appropriate box for your status, then check the "Exempt payee" box in the line following the business name, sign and date the form.

Generally, individuals (including sole proprietors) are not exempt from backup withholding. Corporations are exempt from backup withholding for certain payments, such as interest and dividends.

Note. If you are exempt from backup withholding, you should still complete this form to avoid possible erroneous backup withholding.

The following payees are exempt from backup withholding:

1. An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2),

2. The United States or any of its agencies or instrumentalities,

3. A state, the District of Columbia, a possession of the United States, or any of their political subdivisions or instrumentalities,

4. A foreign government or any of its political subdivisions, agencies, or instrumentalities, or

5. An international organization or any of its agencies or instrumentalities.

Other payees that may be exempt from backup withholding include:

6. A corporation,

7. A foreign central bank of issue,

8. A dealer in securities or commodities required to register in the United States, the District of Columbia, or a possession of the United States,

9. A futures commission merchant registered with the Commodity Futures Trading Commission,

10. A real estate investment trust,

11. An entity registered at all times during the tax year under the Investment Company Act of 1940,

12. A common trust fund operated by a bank under section 584(a),

13. A financial institution,

14. A middleman known in the investment community as a nominee or custodian, or

15. A trust exempt from tax under section 664 or described in section 4947.

The chart below shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 15.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 9
Broker transactions	Exempt payees 1 through 13. Also, a person registered under the Investment Advisers Act of 1940 who regularly acts as a broker
Barter exchange transactions and patronage dividends	Exempt payees 1 through 5
Payments over $600 required to be reported and direct sales over $5,000[1]	Generally, exempt payees 1 through 7[2]

[1] See Form 1099-MISC, Miscellaneous Income, and its instructions.

[2] However, the following payments made to a corporation (including gross proceeds paid to an attorney under section 6045(f), even if the attorney is a corporation) and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, and payments for services paid by a federal executive agency.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-member LLC that is disregarded as an entity separate from its owner (see *Limited liability company (LLC)* on page 2), enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note. See the chart on page 4 for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local Social Security Administration office or get this form online at *www.ssa.gov*. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at *www.irs.gov/businesses* and clicking on Employer Identification Number (EIN) under Starting a Business. You can get Forms W-7 and SS-4 from the IRS by visiting *www.irs.gov* or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note. Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: *A disregarded domestic entity that has a foreign owner must use the appropriate Form W-8.*

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 4, and 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). Exempt payees, see *Exempt Payee* on page 2.

Signature requirements. Complete the certification as indicated in 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account [1]
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor [2]
4. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee [1]
b. So-called trust account that is not a legal or valid trust under state law	The actual owner [1]
5. Sole proprietorship or disregarded entity owned by an individual	The owner [3]
For this type of account:	**Give name and EIN of:**
6. Disregarded entity not owned by an individual	The owner
7. A valid trust, estate, or pension trust	Legal entity [4]
8. Corporate or LLC electing corporate status on Form 8832	The corporation
9. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
10. Partnership or multi-member LLC	The partnership
11. A broker or registered nominee	The broker or nominee
12. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity

[1] List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

[2] Circle the minor's name and furnish the minor's SSN.

[3] You must show your individual name and you may also enter your business or "DBA" name on the second name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

[4] List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships* on page 1.

Note. If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records from Identity Theft

Identity theft occurs when someone uses your personal information such as your name, social security number (SSN), or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

Call the IRS at 1-800-829-1040 if you think your identity has been used inappropriately for tax purposes.

Victims of identity theft who are experiencing economic harm or a system problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to *phishing@irs.gov.* You may also report misuse of the IRS name, logo, or other IRS personal property to the Treasury Inspector General for Tax Administration at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at: *spam@uce.gov* or contact them at *www.consumer.gov/idtheft* or 1-877-IDTHEFT(438-4338).

Visit the IRS website at *www.irs.gov* to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons who must file information returns with the IRS to report interest, dividends, and certain other income paid to you, mortgage interest you paid, the acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA, or Archer MSA or HSA. The IRS uses the numbers for identification purposes and to help verify the accuracy of your tax return. The IRS may also provide this information to the Department of Justice for civil and criminal litigation, and to cities, states, the District of Columbia, and U.S. possessions to carry out their tax laws. We may also disclose this information to other countries under a tax treaty, to federal and state agencies to enforce federal nontax criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism.

You must provide your TIN whether or not you are required to file a tax return. Payers must generally withhold 28% of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to a payer. Certain penalties may also apply.

Community Unit School District 300
2605 BUNKER HILL DRIVE
ALGONQUIN, IL 60102
Diane C. White, Director of Purchasing
PHONE: 847-551-8460 • FAX: 847-551-8463

October 19, 2020

Mr. Kevin Brusek
Ron Jones Electric
695 Schneider Drive
South Elgin, IL. 60177

Via Email: kb1@rjeil.com

Labor and Material – Contract Extension / Electrical Work

Dear Mr. Brusek,

On January 8, 2019, the Board of Education awarded your firm the labor and material contract for Electrical Work through December 31, 2019. This contract stated the possibility of two (2), one-year extensions.
The district will soon be entering into new labor and material agreements for the next contract year on the services provided by companies like Ron Jones Electric..

District 300 would like to continue our business relationship with Ron Jones Electric with a second extension to the original contract. We are asking your firm to hold the following pricing through December 31, 2021:

HOURLY - STRAIGHT TIME		**HOURLY - OVERTIME**		**PERCENTAGE OF MARKUP**	
Apprentice 1		Apprentice 1		Materials	10%
Apprentice 2		Apprentice 2		Equipment	10%
Apprentice 3		Apprentice 3		Performance Bond	$500.00
Apprentice 4		Apprentice 4		**ADDITIONAL COMMENTS**	Monday - 4PM Saturday = $130 Saturday - 6AM Monday = $185
Journeyman	$107.00	Journeyman	$143.00	**Emergency Hourly Rate/$**	$130.00
Foreman	$115.00	Foreman	$153.00	PM / Hourly	$115.00

Your signature below will allow us to present your submittal to the Board of Education for review and award on Tuesday, November 10, 2020.

Please return your signed response by Monday, Monday, October 26, 2020.

Sincerely,

Diane C. White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks

Diane White, Director of Purchasing

Kevin Brusek
6CF78DB421AF2DB28306AF3E2DF0AA82 contractworks

Kevin Brusek

Service Contractor

Community Unit School District 300
2605 BUNKER HILL DRIVE
ALGONQUIN, IL 60102
Diane C. White, Director of Purchasing
PHONE: 847-551-8460 • FAX: 847-551-8463

February 26, 2020

Mr. Kevin Brusek
Ron Jones Electric
695 Schneider Drive
South Elgin, IL 60177

Bid – Time and Material Rates

Dear Mr. Brusek,

Congratulations! District 300 has extended the award for the Electrical portion of the Time and Material Rates bid to Ron Jones Electric! The Board of Education approved this award at the regularly scheduled meeting of January 28, 2020. All work to be performed through December 31, 2020 at an hourly rate, as indicated on your response, for the following trades and skill levels. **Electrical:** Journeyman - $107.00. Foreman - $115.00

This signed letter along with the attached documents – original Bid specifications, addenda, and your final response combined serve as the contract for this project.

Please send this signed letter to:

Community Unit School District 300
Diane White, Director of Purchasing
2605 Bunker Hill Drive Algonquin,
IL. 60102

A service agreement will be issued in accordance with the terms of this contract. Please sign and return your award letter by March 6, 2020. Please submit your Certificate of Insurance naming District 300 as additional insured & performance bond no later than March 6, 2020.

This Agreement is entered into as of January 28, 2020.

Diane C. White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks.
ADMINISTRATOR *(Signature)*

Diane C White, Director of Purchasing
(Printed name and title)

Kevin Brusek
6CF78DB421AF2DB28306AF3E2DF0AA82 contractworks.
CONTRACTOR *(Signature)*
Ron Jones Electric **President**

Please return your signed copy to Diane C White – bids.purchasing@d300.org
If you have any further questions regarding this contract, please feel free to contact me at (847) 551-8460.

Sincerely,

Diane C White
Diane C White, Director of Purchasing

Community Unit School District 300
2605 BUNKER HILL DRIVE
ALGONQUIN, IL 60102
Diane C. White, Director of Purchasing
PHONE: 847-551-8460 • FAX: 847-551-8463

October 25, 2019

Mr. Kevin Brusek
Ron Jones Electric
695 Schnelder Dr
South Elgin, IL. 60177

Time and Material – Contract Extension / Electrical

Dear Mr.Brusek,

The Scope of Work for the Time and Material bid of December 2018 stated the possibility of two (2), one-year extensions of last year's BOE awarded contract. The district will soon be entering into new labor and material agreements for the next contract year on the services provided by companies like Ron Jones Electric.

In order for District 300 to continue our business relationship with Ron Jones, we are asking your firm to hold current pricing on Journeymen @ $107 / hr., Foremen @ $115 / hr., and a 10% mark-up on material and equipment. If Ron Jones can agree to do so, pricing will be extended to December 31, 2020. If your firm can agree to hold pricing, we will present your submittal to the BOE for review and award on, Tuesday, December 10, 2019.

Please return your signed response by Monday, November 4th 2019.

Sincerely,

Diane C. White

Diane White, Director of Purchasing

Service Contractor

INSTRUCTIONS: Please fill in columns that apply to your firm. Column V is for vendor comments. ALL bids must be completed in the Excel spreadsheet provided and submitted in hard copy.	Vendor Name:	Ron Jones Electric, Inc.
	Complete Address:	695 Schneider Drive South Elgin, Il 60177
	Phone:	847-695-7500
	Fax:	847-695-0079
	E-Mail:	KB1@RJEIL.COM
	Contact Person:	Kevin Brusek

	Alarm Service & Repair		Asphalt Repair		Bay/Overhead Door - Service & Repair		Data Cabling		Electrical		Food Service Equipment Repair		Stadium Lighting - Service & Repair		Tree Maintenance Service		Vendor Comments
POSITION	Hourly STRAIGHT TIME per hour	Hourly OVERTIME per hour	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	
Apprentice 1	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$	
Apprentice 2	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$	
Apprentice 3	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$	
Apprentice 4	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$	
Journeyman	$	$	$	$	$	$	$90.00	$123.00	$107.00	$143.00	$	$	$	$	$	$	
Foreman	$	$	$	$	$	$	$94.00	$130.00	$115.00	$153.00	$	$	$	$	$	$	
	% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		
Materials	%		%		%		10		10		%		%		%		
Equipment	%		%		%		10		10		%		%		%		
Performance Bond	$		$		$		$500		$500.00		$		$		$		
	PM Hr. Rate $/hr. -		Truck & Driver $/hr. -		PM Hr. Rate $/hr. -		$118.00		PM Hr. Rate $/hr. - 115				Emerg. Hr. Rate $/hr. -				
	Emerg. Hr. Rate $/hr. -				Emerg. Hr. Rate $/hr. -				Emerg. Hr. Rate $/hr. - $130.00 Monday thru 4PM Saturday, 4PM Saturday until 6AM Monday $185.00								

BID RESPONSE FORM

Time and Material Rates for : Data Cabling, Electrical, Tree Maintenance Service, Food Service Equipment Repair, Stadium Lighting Service & Repair, Asphalt Repair, Bay/Overhead Door Service & Repair, Alarm Service & Repair

Payment of Prevailing Wages IS Required

Bids are as indicated on the attached sheets are hereby presented to the Board of Education of Community Unit School District #300. It is understood that:

1. Bidders must insure they have viewed both tabs in this spreadsheet.
2. The Board of Education reserves the right to reject any and all bids and to accept all or part of any bids submitted.
3. Rates quoted shall include all charges for handling, transportation and delivery.
4. Community Unit School District #300 is Tax Exempt. Tax Exemption Number - E9996-0079-07.
5. Vendor is required to submit Performance Bond cost as part with their submission.

The undersigned hereby certifies that he/she has read, understands and agrees that acceptance by the Board of Education of the bidde

Vendor has received Addendum (IF APPLICABLE)
#1 - __Yes_____ #2 - _____

Ron Jones Electric, Inc.
NAME OF COMPANY /CORPORATION
STREET ADDRESS:

695 Schneider Drive
CITY:
South Elgin
STATE:
Illinois
ZIP:
60177
TELEPHONE NUMBER:
847-695-7500
FAX NUMBER:
847-695-0079
EMAIL ADDRESS:
KB1@RJEIL.COM

FEIN NUMBER
36-2612693

ILLINOIS LICENSE NUMBER
ECC42694

BID SUBMITTED BY:

SIGNATURE OF AUTHORIZED AGENT

Kevin Brusek
PLEASE TYPE OR PRINT NAME

12/4/2018
DATE

****** Sealed Bids are due by 11:00AM, Thursday, December 6, 2018 ******

INSTRUCTIONS: Please fill in columns that apply to your firm. Column V is for vendor comments. ALL bids must be completed in the Excel spreadsheet provided and submitted in hard copy.	Vendor Name:	Ron Jones Electric, Inc.
	Complete Address:	695 Schneider Drive South Elgin, Il 60177
	Phone:	847-695-7500
	Fax:	847-695-0079
	E-Mail:	KB1@RJEIL.COM
	Contact Person:	Kevin Brusek

	Alarm Service & Repair		Asphalt Repair		Bay/Overhead Door - Service & Repair		Data Cabling		Electrical		Food Service Equipment Repair		Stadium Lighting - Service & Repair		Tree Maintenance Service		Vendor Comments
POSITION	Hourly STRAIGHT TIME per hour	Hourly OVERTIME per hour	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	
Apprentice 1	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$	
Apprentice 2	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$	
Apprentice 3	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$	
Apprentice 4	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$	$	
Journeyman	$	$	$	$	$	$	$90.00	$123.00	$107.00	$143.00	$	$	$	$	$	$	
Foreman	$	$	$	$	$	$	$94.00	$130.00	$115.00	$153.00	$	$	$	$	$	$	
	% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		
Materials	%		%		%		10		10		%		%		%		
Equipment	%		%		%		10		10		%		%		%		
Performance Bond	$		$		$		$500		$500.00		$		$		$		
	PM Hr. Rate $/hr. -		Truck & Driver $/hr. -		PM Hr. Rate $/hr. -		$118.00		PM Hr. Rate $/hr. - 115				Emerg. Hr. Rate $/hr. -				
	Emerg. Hr. Rate $/hr. -				Emerg. Hr. Rate $/hr. -				Emerg. Hr. Rate $/hr. - $130.00 Monday thru 4PM Saturday, 4PM Saturday until 6AM Monday $185.00								

Community Unit School District # 300
Purchasing Department
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8460 – PHONE

November 14, 2018

Dear Vendor:

The Board of Education of Community Unit School District No. 300 (the "District") invites you to submit a sealed bid for:

Time and Material Rates for:

- **Data Cabling**
- **Electrical**
- **Tree Maintenance Service**
- **Food Service Equipment Repair**
- **Stadium Lighting Service & Repair**
- **Asphalt Repair**
- **Bay/Overhead Door Service & Repair**
- **Alarm Service & Repair**

The enclosed bid form(s) **must** be used in submitting bid. Bid must be addressed as follows:

Community Unit School District No. 300
Purchasing Department – Time & Material
2605 Bunker Hill Drive
Algonquin, IL 60102

Sealed bids will be received until **11:00AM CT, Thursday, December 6, 2018** at which time they will be publicly opened and read.

The required Contractor's Certification forms must be completed and returned with the bid.

It is the intention of the Board of Education to award the bid at the **January 22, 2019 regular meeting.** The Board of Education may make such investigations as deemed necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish to the District all such information for this purpose as the District may request. The District reserves the right to reject any or all bids if the evidence submitted by, or investigation of, such bidder(s) fails to satisfy the District that such bidder(s) is properly qualified to carry out the obligations of the contract and to complete work contemplated therein. District further reserves the right to waive any minor irregularities or minor defects in the bids, which do not affect the price nor constitute some type of substitution for a designated item, and to accept the bid, which is in the best interest of the District. Conditional bids will not be accepted. Strikeouts or addition of conditions or provisions or insertion of substitutes shall be reason for rejecting a bid without any specification of reason for the rejection. Any request for information shall be made to Diane C. White, Director of Purchasing, but the response may not be used as a condition to any bid being submitted.

Diane C White

Sincerely,
Diane C. White
Director of Purchasing / CUSD 300

PUBLIC NOTICE

NOTICE TO BIDDERS

The Board of Education of Community Unit School District No. 300 is accepting sealed bids for:

Labor and Material Rates for:

- Data Cabling
- Electrical
- Tree Maintenance Service
- Food Service Equipment Repair
- Stadium Lighting Service & Repair
- Asphalt Repair
- Bay/Overhead Door Service & Repair
- Alarm Service & Repair

Sealed bids will be accepted until 11:00AM CT, Thursday, December 6, 2018 at:

Community Unit School District 300
Purchasing Office
2605 Bunker Hill Dr.
Algonquin, IL, 60102

at which time they will be publicly opened and read.

A non-mandatory pre-bid meeting is scheduled for 10:00AM CT, Thursday, November 29, 2018. Prospective bidders are to meet at the Buildings and Grounds Building, 2605 Bunker Hill Drive, Algonquin, IL 60102. If you are unable to attend in person, please contact the Purchasing Department for access to the meeting online.

Any questions regarding this bid must be directed to:

Community Unit School District #300
Diane C. White
2605 Bunker Hill Dr.
Algonquin, IL, 60102
847-551-8460
diane.white@d300.org

Bid specifications will be available on Wednesday, November 13, 2018, after 3:00PM. To obtain bid specifications, please contact Michael Zahalka at 847-551-8460 or via email at or bids.purchasing@d300.org.

Timeline 11/12/2018			
ACTION	**DATE**	**TIME**	**LOCATION**
Timeline Established	11/12/2018		Purchasing Office
Specifications Review	11/14/2018		
Specifications Finalized	11/14/2018		
Bid Released to Vendors	11/14/2018	3:00 PM	Purchasing Office via email
Legal Ad Published	11/14/2018		Daily Herald
Pre-Bid Meeting	11/29/2018	11:00 AM	**BH PDC-Conf Rm / Adobe**
Q&A Deadline – via email	11/30/2018	3:00 PM	bids.purchasing@d300.org
Bid Opening	**12/6/2018**	11:00 AM	**BH PDC-Conf Rm**
Evaluation Period	12/6 - 12/14		
Info. to CFO	12/28/2018		Susan Harkin
CFOC Meeting	1/7/2019	4:00PM	
BOE Workshop	1/8/2019	6:30PM	Admin. Bldg.
BOE Business Meeting	1/22/2019	6:30PM	Admin. Bldg.
Project Rates for FY2018-2019 Start	1/23/2019		
Project Rates for FY2018-2019 Conclude	12/31/2019		

Instructions to Bidders

1. GENERAL

a. Bids shall be signed and submitted in an envelope properly marked with the title of the bid, and date and time of opening. Unsigned bids will be rejected.

b. Seal and deliver bid to the purchasing office on or before the time scheduled for the opening. Late bids will not be opened nor considered.

c. All bids MUST be completed in the EXCEL spreadsheet provided in the Bid Response Form and. All bids must be submitted in hard copy along with an electronic version on a flash drive only.

d. The District is not subject to Federal Excise Tax or Illinois Sales or Retailers Occupational Tax. Bids should not include sales or excise tax.

e. Prices quoted shall include all charges for packing, transportation and delivery to the locations designated on the bid specification and installation if called for in the bid specifications.

f. Correspondence shall be addressed to the Director of Purchasing.

g. Bids are available for inspection in the purchasing office by appointment for 10 days after the date of the award of an order.

h. Oral, telephonic, telegraphic, facsimile or electronically transmitted bids will not be accepted.

2. ERRORS AND OMISSIONS

All bids shall be submitted with each space properly completed. The special attention of bidders is directed to the policy that no claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidders find any claimed discrepancies in, or omissions from, any of the documents, or be in doubt as to their meanings, bidder shall advise the purchasing official first orally, followed by written (FAX or letter) with specification of the claimed problems which must be received during regular working hours at least 10 days before the date set for bid opening so that a written notification can be prepared by any purchasing official, who will issue the necessary clarifications to all prospective bidders by means of addenda.

3. FIRM BID

All bids will be considered to be firm for a period of sixty (60) days from the date established for the opening of bids.

4. WITHDRAWAL OF BIDS

Bids may be withdrawn by letter, or telegram, or fax received by the district or in person prior to the time and date established for the opening of bids.

5. INVESTIGATION OF BIDDERS

a. The purchasing official will make such investigation as is necessary to determine the ability of the bidder to fulfill bid requirements. The bidder shall furnish such information as may be requested and shall be prepared to show completed installations of equipment, types of service or supplies similar to those included in the bid.

b. The Board of Education reserves the right to reject any bid if it is determined that the bidder is not properly qualified to carry out the obligations of the contract. The Board of Education reserves the right to reject any or all bids, to waive irregularities and to accept that bid which is considered to be in the best interest of the District. Any such decision shall be considered final. All items bid shall be new unless otherwise specified in the requirements.

6. VENDOR APPLICATION AND W-9 FORM

The District requires that a current Vendor Application and W-9 form be included with your sealed bid. These forms can be found on the District website – www.d300.org. Go to Support Services-Purchasing to download the vendor application and W-9 form.

7. Compliance with the Illinois Prevailing Wage Act

It shall be mandatory upon the bidder and upon any subcontractor thereof to pay all laborers, workmen, and mechanics employed by them not less than the general prevailing rate of wages as found by the District or Department of Labor for each craft or type of worker or mechanic needed to execute the contract and the general prevailing rate for legal holiday and overtime work as ascertained by the Illinois Department of Labor. The prevailing wage rates are revised by the Department of Labor periodically and are available on its website. The bidder shall comply with all provisions of the Illinois Prevailing Wage Act, 820 ILCS 130/0.01 *et seq.*, applicable to the work. Payment of any bidder shall not be processed without receipt of certified employee records required by 820 ILCS 130/5.

The Illinois Department of Labor publishes the prevailing wage rates on its website at -
https://www2.illinois.gov/idol/Laws-Rules/CONMED/pages/2018-rates.aspx

The Illinois Department of Labor revises the prevailing wage rates and the Contractor/subcontractor has an obligation to check the Departments website for revisions.

8. SIGNATURE CONSTITUTES ACCEPTANCE

The signing of these bid forms shall be construed as acceptance of all provisions contained herein.

9. CONTRACTS

The successful bidder will be required to enter into a contract incorporating the terms and conditions of this bid.

10. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this Contract (whether or not federal funds are involved) the bidder agrees as follows:

a. The bidder will not unlawfully discriminate against any employee or applicant for employment because of age, race, creed, color, sex, religion, ancestry, marital status, handicap, military status, unfavorable discharge from military service or national origin, as those terms are contained in the Illinois Human Rights Act (775ILCS 5/1-10 et. seq., hereinafter "unlawful discrimination"). The bidder will take affirmative action to ensure the applicants are employed, and that employees are treated equally during employment, without unlawful discrimination. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The bidder agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

b. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the bidder, state that all qualified applicants will receive consideration for employment without unlawful discrimination

11. COMPLETION DELIVERY TIME

If delivery time will exceed thirty (30) days after receipt of a purchase order, bidders state the delivery time by each respective item. All prices must be quoted FOB. Destination. Shipments shall become property of consignee after delivery and acceptance. Regardless of statements to the contrary, payment terms will begin no sooner than the date of delivery of goods.

12. EVALUATIONS

The District reserves the right to reject any and all bids, to waive any technicalities in the bidding and to award each item to a different bidder or all items to a single bidder unless otherwise noted on bid request, and to determine whether in the opinion of the District: (1) an early delivery date is entitled to more consideration than price, (2) an earlier delivery date is to be disregarded because of the reputation of the bidder for not meeting delivery dates, (3) a bidder is not a responsible bidder and should be disregarded. The District will authorize the release of purchase orders upon acceptance of bids. In the event of pricing errors, the unit count(s) listed will prevail and be considered accurate.

13. EXAMINATION OF DOCUMENTS AND SITE

Before submitting a bid for work on any project, each bidder shall carefully examine the project site and the contract documents, fully inform itself of existing conditions and limitations of the project sites, rely entirely upon their own judgment in making the bid, and include in its own bid all sums sufficient to provide all work required by the contract documents. After opening of bids, no additional allowance will be made for changes in project scope and/or price due to work, which would have been apparent, by examination of the documents and sites. By submitting a bid, each bidder shall be held to represent that bidder has made the examination in complete detail and has determined beyond doubt that the documents and existing conditions are sufficient, adequate and satisfactory for completion of the work.

14. PERFORMANCE: LABOR AND MATERIAL PAYMENT BONDS IS REQUIRED OF THIS PROJECT

Within ten days after the date of the Notice of Award, the successful contractor shall enter into a formal contract with the District and shall provide a Performance Bond and a Labor and Material Payment Bond, each in the full amount of the contract. Each bond shall be in accordance with AIA. Document A31 1. The contractor shall pay the cost of premiums for said bonds. The bonds shall be signed and sealed by an authorized representative of the bonding company and authorized officer or representative of the contractor, and a certificate of the authority of those signing the bonds, if not officers, shall be attached thereto.

The Performance Bond and the Labor and Material Payment Bond shall guarantee the performance of the duties placed on the contractor by the Prevailing Wage Act, as well as all other duties undertaken pursuant to the contract with the District, and shall indemnify the District from any liability or loss resulting to the District from any failure of the contractor fully to perform each or all of said duties. The Performance Bond and the Labor and Material Payment Bond herein provided shall be placed with a Surety company or companies having a policy holder's rating not lower than "A" and a financial rating not lower than "AAA" in Best's Insurance Guide (current edition).

15. BID SECURITY IS NOT REQUIRED OF THIS PROJECT

A Bid Bond or certified check made payable to the District in the amount of ten percent (10%) of the bid shall accompany each bid as a guarantee that the bidder, if awarded the contract, will furnish the required Performance Bond and Labor and Material Payment bonds, execute the contract and proceed with the work. Upon failure to do so, the bidder shall forfeit the check or the district shall be entitled to the principal amount of bid bonds as liquidated damages. No mistakes or errors on the part of the bidder shall excuse the bidder or entitle bidder to a return of the check or bid bond. No bidder may withdraw a bid for a period of 60 days after the date of opening thereof. The bid bonds or checks will, with the exception of those of the three lowest bidders, be returned within seven days after the opening of bids and the remaining checks or bid bonds will be returned when the contract is executed and all required bonds have been provided.

THIS SPACE INTENTIONALLY LEFT BLANK

16. SERVICE POINTS

Building Name	Address	Delivery Hours	Bell Times	Liftgate Required Y/N
Administration Center (847)551-8300	2550 Harnish Dr Algonquin, IL 60102	7:00AM - 3:00PM	N/A	Y
Algonquin Lakes Elementary (847)532-7500	1401 Compton Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Algonquin Middle School (847)532-7100	520 Longwood Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Carpentersville Middle School (224)484-2100	100 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
deLacey Family Education Center (224)484-2300	50 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	AM: 8:45 - 11:15 PM: 12:30-3:00	Y
Dundee-Crown High School (224)484-5000	1500 Kings Road Carpentersville, IL 60110	7:00AM - 3:00PM	7:30AM - 2:58PM	N
Dundee Highlands Elementary (224)484-4700	407 South Fifth Street West Dundee, IL 60118	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Dundee Middle School (224)484-4500	4200 W. Main Street West Dundee, IL 60118	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Eastview Elementary (847)532-7400	540 Longwood Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Gilberts Elementary (224)484-5900	729 Paperbark Lane Gilberts, IL 60136	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Golfview Elementary (224)484-2800	124 Golfview Lane Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Hampshire Elementary (847)792-3400	321 Terwilliger Avenue Hampshire, IL 60140	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Hampshire Middle School (847)792-3200	560 South State Street Hampshire, IL 60140	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Hampshire High School (847)792-3500	1600 E. Big Timber Road Hampshire, IL 60140	7:00AM - 3:00PM	7:30AM - 2:58PM	N
Jacobs High School (847)532-6100	2601 Bunker Hill Drive Algonquin, IL 60102	7:00AM - 3:00PM	7:30AM - 2:58PM	Y
Lake in the Hills Elementary (847)532-6900	519 Willow Street Lake in the Hills, IL 60156	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Lakewood School (224)484-2600	1651 Ravine Lane Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Liberty Elementary (224)484-4800	6500 Miller Road Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Lincoln Prairie Elementary (847)532-6600	500 W. Harvest Gate Lake in the Hills, IL 60156	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Meadowdale Elementary (224)484-2900	14 Ash Street Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Neubert Elementary School (847)532-6800	1100 Huntington Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Oak Ridge School (224)484-5800	300 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	7:45 AM - 1:40PM	Y
Parkview Elementary (224)484-2500	122 Carpenter Blvd. Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Perry Elementary (224)484-5600	251 Amarillo Drive Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Sleepy Hollow Elementary (224)484-4900	898 Glen Oak Drive Sleepy Hollow, IL 60118	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Westfield Community School (847)532-7600	2100 Sleepy Hollow Road Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM & 8:55AM 2:15PM & 3:40PM	Y
Wright Elementary (847)683-5700	1500 Ketchum Road Hampshire, IL 60140	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Bldgs. & Grounds Prof. Develop. Center - Bunker Hill (847)532-6700	2605 Bunker Hill Drive Algonquin, IL 60102	7:00AM - 3:00PM	N/A	Y

18. WARRANTY

The bidder shall warrant the work services, and/or products to be free of defects in material and workmanship for a period of _1_ years. This warranty shall obligate the contractor to repair or replace the products at no additional charge to the District.

19. INSURANCE (REQUIRED)

The contractor shall provide and maintain insurance in the amounts outlined below with companies acceptable to the District:

MINIMUM INSURANCE REQUIREMENTS

General Liability	General Aggregate	$2,000,000
	Products-Comp/OP Agg	2,000,000
	Personal Injury	1,000,000
	Each Occurrence	1,000,000
	Fire Damage (Any one fire)	50,000
	Medical Exp. (Any one person)	5,000
Excess Liability	Each Occurrence	2,000,000
	Aggregate	2,000,000
Automobile Liability	Bodily Injury (each occ)	1,000,000
	Property Damage (each occ)	1,000,000
Worker's Compensation	Statutory Limits	
	Each Accident	500,000
	Disease-Policy Limit	500,000
	Disease-Each employee	500,000

All such insurance shall not be cancelable without thirty (30) days prior written notice being given to the District.

With respect to the insurance required herein, the contractor shall provide such insurance naming the District, the Board of Education and its members individually, and its employees and agents as **additional named insured**. The contractor shall also purchase and maintain such insurance as will protect the District from and against all claims, damages, loss and expenses, including attorney's fees arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense, (1) is attributable to bodily injury to or destruction of tangible property (other than the work itself), including the loss of use resulting there from, and (2) is caused in whole or in part by a negligent act or omission of the contractor, subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts they may be liable, regardless of whether or not it is caused in part by a party to whom insurance is afforded pursuant to this paragraph.

It is MANDATORY within ten (10) days after the bid award, that the Certificate(s) of Insurance shall be submitted to the insurance agent for the District.

20. TOTAL PRICE FOR ALL ITEMS BID

A total bid dollar amount, regardless of whether or not the bidder is bidding all items, must be entered in the appropriate section of the bid form before signing and submitting the bid.

21. HOLD HARMLESS AND INDEMNIFICATION

The contractor shall assume all liability for, and shall protect, defend, indemnify and hold harmless, the Board of Education, its members individually, officers, employees, servants and agents, from and against all claims, actions suits, judgments, costs, losses, expenses and liabilities of whatsoever kind or nature including reasonable legal fees incurred by owner arising out of:

A. Any infringement (actual or claimed) of any patents, copyrights or trade names by reason of any work performed or to be performed by the contractor under this contract or by reason of anything to be supplied by the contractor pursuant to this contract.

B. Bodily injury, including death, to any person or persons (including contractor's officers, employees, agents and servants) or damage to or destruction of any property, including the loss of use thereof:

-Caused in whole or in part by an act, error or omissions by the contractor or any subcontractor or anyone directly or indirectly employed by any of them regardless of whether or not it is caused in part by a party to be indemnified hereunder.

-Arising directly or indirectly out of the presence of any person in or about any part of the project site or the streets, sidewalks and property adjacent thereto.

-Arising directly or indirectly out of the use, misuse or failure of any machinery or equipment used directly or indirectly in the performance of this contract.

22. DAMAGE TO PROPERTY

In the event the bidder damages the District's property, the bidder shall, at the bidder's sole cost, restore the property or any surrounding area. Such restoration shall be to a condition at least equivalent to the condition of the affected area immediately before the destruction or damage. If the bidder does not repair such damage within 14 days after receiving written notice from the District, or such lesser time if the District determines the damage creates an emergency situation, the District may repair the damage and the bidder shall reimburse the District for the costs the District incurs within 14 days after the District provides a written invoice to the bidder.

23. LATE BIDS

Bids received after the time specified in the Invitation to Bid will not be opened or considered. The method of transmittal of the bid is at the bidder's risk of untimely receipt by the Board of Education. The use of Board of Education equipment for transmission of bids is prohibited.

24. RECYCLED PRODUCTS

The District supports national and local efforts for recycling. Bidders are encouraged to offer recycled supplies and materials as bid alternatives. Notations are to be included as to the percentage of recycled products in each item.

25. PAYMENT

Payment to be made within 45 days after the project completion.

Does your company accept ACH payments?
Does your company accept credit cards?
Does your company allow discounts for early payments?

Discounts examples –
2% 10 days net 30
1% 20 days net 30

26. MANUALS

The successful bidder shall supply, at no cost to the District, a detailed service manual, parts list, and list of service locations.

27. CONTRACT DURATION

Work to be performed upon request through December 31, 2019.

28. PERSONNEL

If any person employed on the work site were, in the opinion of the District project manager, intemperate, disorderly, incompetent, willfully negligent or dishonest on the performance of his/her duties, he or she shall be directed by the contractor to cease work and vacate the job site immediately.

29. SEXUAL HARASSMENT

775 ILCS 5/2-105, Human Rights Act Requirement – Written Sexual Harassment Policies contained as follows: Bidder shall have written sexual harassment policies that shall include, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) the vendor's internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department and the Commission; (vi) directions on how to contact the Department and Commission; and (vii) protection against retaliation as provided by Section 6-101 of this Act. A copy of the policies shall be provided to the Department upon request.

30. QUALIFICATIONS

Vendor must be an authorized dealer and installer of products vendor is bidding on. Vendor must supply a list of references of like products and installations. Reference sheet is attached.

31. FINANCIAL STABILITY.

The District may require, upon request, evidence as to the financial stability of the contractor. Upon request, the contractor shall provide the following information to the District within 48 hours:

a. The name of any owner or co-owner, equity of each co-owner or corporate offices of the entity submitting the bid, and the name, address, and business telephone number of each such person.

b. The last financial statement and balance sheet of the bidder, including a specification in detail of all loans outstanding, or a copy of the last certified annual audit.

32. COMPLIANCE WITH LAWS.

Successful bidder shall at all times observe and comply with all laws, ordinances, regulations and codes of the federal, state, county and other local government agencies, which may in any manner affect the performance of the contract and in particular any such laws pertaining to safety.

33. GOVERNING LAW

The terms of this quote shall be governed and construed in accordance with the laws of the State of Illinois. If any provision hereof shall be held to contravene any applicable law, such provision shall be deemed reformed to the extent of conforming to said law, and in all other respects the terms hereof shall remain in full force and effect.

34. BID

The signing of the submittal form shall be construed as acceptance of all provisions contained herein. All bids shall be submitted with each space properly completed. Any explanation or statement which the bidder wishes to make must be placed in the same envelope with the bid. Unless the bidder so indicates, it is understood that the bidder has submitted the bid in strict accordance with the specification requirements. The Bidder acknowledges that any variation from the specifications will be grounds for the District to reject the quote, although the District may accept the quote with the verification if, in its sole discretion, it determines that such bid is in the District's best interest. All quotes shall be deemed final, conclusive and irrevocable. No claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidder find any discrepancies in, or omissions from any of the documents, or be in doubt as to their meanings, the bidder shall submit questions as provided in this document. Bidders must satisfy themselves upon examination of these specifications, as to the intent of the specifications. After the submission of the bid, no complaint or claim that there was any misunderstanding in regard to items listed for bidding will be entertained from a bidder.

35. BIDDER'S AGREEMENT

The bidder hereby declares understanding, agreement, and certification of compliance to provide the services, work, and/or products to the District, at the prices quoted, in accordance with all terms and conditions, requirements, and specifications contained in these documents, and any issued amendments. The contractor further agrees that the language of this document shall govern in the event of a conflict with (1) the bidder's bid or (2) any subsequent purchase order between the bidder and the District. The bidder should, as a matter of clarity and assurance, also sign and submit all amendment(s) issued by the District related to this work. The bidder further agrees that upon receipt of an authorized purchase order or when an authorized official of the District countersigns this document, a binding contract shall exist between the bidder and the District. This document combined with amendments, the bidder's bid, the required submittals, and the purchase order, if any, shall comprise the binding contract.

36. CANCELLATION – The District reserves the right to cancel this contract at any time for reasons of unsatisfactory services.

37. ADDITIONAL INFORMATION

Contact Diane C. White, Director of Purchasing, (847) 551-8460, between the hours of 8:00AM and 4:30PM, or by email – bids.purchasing@d300.org

REFERENCES

LIST BELOW THE LAST THREE (3) PUBLIC SCHOOLS DISTRICTS OR OTHER ORGANIZATIONS FOR WHICH YOU HAVE PROVIDED COMPARABLE SERVICES.

1. **ORGANIZATION:** Siemens Industries, Inc.

   ADDRESS: 585 Slawin Ct

   CITY, STATE, and ZIP CODE: Mount Prospect Il 60056

   TELEPHONE NUMBER: 847-803-2700

   CONTACT PERSON: Paul Schintgen

   DATE OF SERVICES: On Going

   DOLLAR AMOUNT OF THE JOB: $7,000,000.00

2. **ORGANIZATION:** Schneider Electric (SQ D)

   ADDRESS: 17475 Palmer Blvd

   CITY, STATE, and ZIP CODE: Homewood Il 60430

   TELEPHONE NUMBER: 708-252-6564

   CONTACT PERSON: Eric Wilson

   DATE OF SERVICES: On Going

   DOLLAR AMOUNT OF THE JOB: $3,000,000.00

REFERENCES (CONT.)

3. **ORGANIZATION:** Crown Castle (Verzion, T-Mobile, Sprint)

ADDRESS: 10 North Martingale Road Suite 185

CITY, STATE, and ZIP CODE: Schaumbug, Il 60173

TELEPHONE NUMBER 847-987-1102

CONTACT PERSON: Mathew Murphy

DATE OF SERVICES: On Going

DOLLAR AMOUNT OF THE JOB: $2,000,000.00

OFFEROR'S NAME: Ron Jones Electric, Inc

SIGNATURE:

DATE: 12-4-2018

COMMENTS – RJE has for the past 3 years preformed data and electrical work for CUSD 300
RJE also has a UN-going service contract with both Crystal Lake and Schaumburg

CERTIFICATE OF BIDDER ELIGIBILITY

720 ILCS 5/33E-11 requires that all contractors bidding for public agencies in the State of Illinois certify that they are not barred from bidding on public contracts for bid rigging or bid rotation.

The following certification must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

Ron Jones Electric, Inc Tim Brusek, as part of its bid for the Labor and Material Rates work for Community Unit School District #300, Algonquin, Illinois , of Cook, DeKalb, Kane, and McHenry Counties, Illinois certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33-E4.

Firm: Ron Jones Electric, Inc.

By: _____
(Signature)

Tim Brusek Treasurer
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 4TH day of DECEMBER, 2018

_____
NOTARY PUBLIC

JASON AVERAINO
Official Seal
Notary Public - State of Illinois
My Commission Expires Jun 31, 2022

CERTIFICATE OF COMPLIANCE WITH ILLINOIS DRUG-FREE WORKPLACE ACT

Ron Jones Electric, Inc., having 25 or more employees, does hereby certify pursuant to section 3 of the *Illinois Drug-Free Workplace Act* (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the *Illinois Drug-Free Workplace Act* and, further certifies that it is not ineligible for award of this contract by reason of debarment for a violation of the *Illinois Drug-Free Workplace Act.*

Firm: Ron Jones Electric, Inc.

By: _____
(Signature)

Tim Brusek Treasurer
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 4TH day of DECEMBER, 2018

_____
NOTARY PUBLIC

JASON AVERAINO
Official Seal
Notary Public – State of Illinois
My Commission Expires Jan 31, 2022

CERTIFICATE REGARDING
SEXUAL HARASSMENT POLICY

Ron Jones Electric, Inc.
Tim Brusek Treasurer, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

Firm: Ron Jones Electric, Inc.

By: _____
(Signature)

Tim Brusek Treasurer
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 6TH day of DECEMBER, 2018

_____
NOTARY PUBLIC

JASON AVERAINO
Official Seal
Notary Public – State of Illinois
My Commission Expires Jan 31, 2022

CERTIFICATE REGARDING
EQUAL EMPLOYMENT OPPORTUNITY

Ron Jones Electric, Inc.
Tim Brusek Treasurer, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written equal employment opportunity policy that is in compliance with all terms and conditions of the Equal Employment Opportunity provisions of the Illinois Human Rights Act.

Firm: Ron Jones Electric, Inc.

By: _____
(Signature)

Tim Brusek Treasurer
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me
This 4th day of DECEMBER, 2018

JASON AVERAINO
Official Seal
Notary Public - State of Illinois
My Commission Expires Jan 31, 2022

NOTARY PUBLIC

CERTIFICATE REGARDING

EMPLOYMENT OF ILLINOIS WORKERS ON PUBLIC WORKS

Ron Jones Electric, Inc. agrees if at the time the Agreement is executed, or if during the term of the Agreement, there is excessive unemployment in Illinois as defined in the Employment of Illinois Workers on Public Works Act, 30 ILCS 570/0/01 et seq., as two consecutive months of unemployment exceeding 5%, then Ron Jones Electric, Inc. agrees to employ Illinois laborers in accordance with the Employment of Illinois Workers on Public Works Act. An "Illinois laborer" is defined as any person who has resided in Illinois for at least thirty (30) days and intends to become or remain an Illinois resident.

Firm: Ron Jones Electric, Inc.

By: _____
(Signature)

Tim Brusek Treasurer
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 4th day of DECEMBER, 2018

_____
NOTARY PUBLIC

JASON AVERAINO
Official Seal
Notary Public - State of Illinois
My Commission Expires Jan 31, 2022

NON-COLLUSION AFFIDAVIT

AFFIDAVIT: "I (we) hereby certify and affirm that my (our) Quote was prepared independently for this project and that it contains no fees or amounts other than that for the legitimate execution of this work as specified and that it includes no understanding or agreements in restraint of trade."

The following affidavit must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

Tim Brusek Treasurer, as part of its bid for the Labor and Material Rates work for Community Unit School District #300, Algonquin, Illinois certifies that said Contractor is not barred from bidding on the aforementioned contract as a result of a violation of the above Non-Collusion Affidavit.

Firm: Ron Jones Electric, Inc.

By: _____
(Signature)

Tim Brusek Treasurer
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 4TH day of DECEMBER, 2018

_____
NOTARY PUBLIC

JASON AVERAINO
Official Seal
Notary Public – State of Illinois
My Commission Expires Jan 31, 2022

CERTIFICATE REGARDING
COMMUNITY UNIT SCHOOL DISTRICT 300
VENDOR/CONTRACTOR CONFLICT OF INTEREST

Tim Brusek Treasurer, does hereby certify that they have read and fully understand the Vendor/Contractor Conflict of Interest Board Policy as stated below:

Vendor/Contractor Conflict of Interest
Any vendor or contractor doing $5,000 - $25,000 in business with the District within a fiscal year shall not contribute to any political campaign that directly affects the District while doing business for the District or for a period of two years after completion of business with the District. Further, the District will not enter into significant business with a vendor or contractor that has contributed to a political campaign that directly affects the District within two years prior to commencing business. Any vendor or contractor that participates and is awarded a contract through the competitive bidding process is exempt from this policy.

LEGAL REF.: 105 ILCS 5/10-20.19c, 5/10-20.21, 510-22.34c, and 5/19b-1 et seq.
820 ILCS 130/0.01 et seq.

CROSS REF: 2:100 (Board Member Conflict of Interest), 4:70 (Resource Conservation) 4:150 (Facility Management and Building Programs)

ADOPTED: February 10, 2003

Firm: Ron Jones Electric, Inc.

By: _____
(Signature)

Tim Brusek Treasurer
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 4th day of DECEMBER, 2018

_____
NOTARY PUBLIC

JASON AVERAINO
Official Seal
Notary Public - State of Illinois
My Commission Expires Jan 31, 2022

CRIMINAL BACKGROUND INVESTIGATIONS

Contractor hereby represents, warrants, and certified that no officer or director thereof has any knowledge that any employee thereof has been convicted of committing or attempting to commit "Criminal Code of 1961," 720 ILCS, Sections 5/11-6 (Indecent solicitation of a child), 5/11-9 (Public indecency), 5/11-14 (Prostitution), 5/11-15 (Soliciting for a prostitute), 5/11-15.1 (Soliciting for a juvenile prostitute), 5/11-19 (Pimping), 5/11-19.1 (Juvenile pimping), 5/11-19.2 (Exploitation of a child), 5/11-20 (Obscenity), 5/11-20.1 (Sexual assault), 5/12-14 (Aggravated criminal sexual assault), 5/12-15 (Criminal sexual abuse), and 5/12-16 (Aggravated criminal sexual abuse), and/or those offenses defined in the "Cannabis Control Act," 720 ILCS, 550/1 et seq. (except the "Illinois Controlled Substances Act, " 720 ILCS 570/100 et seq., any of the offenses that would subject a certificated employee to suspension or revocation pursuant to Section 21-23a of the School Code or anyone found to be the perpetrator of sexual or physical abuse of any minor under 18 years of age pursuant to proceedings under Article II of the Juvenile Court Act of 1987 and/or any offense committed or attempted in any other state or against the laws of the United States, which if committed or attempted in this State, would have been punishable as one or more of the foregoing offenses.

Contractor further agrees that it shall not employ any person who have or may have direct, daily contact with the pupils of any school in the district, and for whom a criminal background investigation has not been conducted pursuant hereto, and further represents and agrees that all applicants for any such employment shall furnish with their applications the attached written "Authorization for Criminal Background Information" form authorizing the Board of Education to request a criminal background investigation of said applicant pursuant to Section 5/10-21.9 of the School Code of Illinois and to receive criminal history record information pursuant thereto to determine if the applicant has been convicted of committing or attempting to commit any of the criminal or drug offenses enumerated above. Contractor further agrees to submit with said authorization payment for any costs and expenses associated with the criminal background investigation.

Contractor further represents, warrants, and certifies that no applicant for employment with respect to whom the criminal investigation reveals any conviction for committing and/or attempting to commit any of the above enumerated offenses, shall be employed thereby in any position that involves or may involve contact with the students of the school district.

This certification is executed on the date hereinafter indicated by the designated contractor by its duly authorized officer.

By _____

Its: TREASURER

Dated: 12/4/18

SUBSCRIBED and SWORN TO before me

This 4TH day of DECEMBER, 2018

_____

NOTARY PUBLIC

JASON AVERAINO
Official Seal
Notary Public - State of Illinois
My Commission Expires Jan 31, 2022

AUTHORIZATION FOR CRIMINAL BACKGROUND INVESTIGATION

The undersigned hereby authorizes the Board of Education of Community Unit School District 300, Carpentersville, Illinois to request a criminal background investigation from the Illinois State Police, pursuant to Section 5/10-21.9 of the School Code of Illinois, 105 ILCS 5/10-21.9 and to receive criminal history record information pursuant thereto.

Tim Brusek Treasurer
(Printed or Typed Name of Applicant Employee)

Signature of Applicant or Employee

Dated: 12/4/18

Scope of Work

Time and Material Rates

Payment of Prevailing Wages is required for this project.

QUALIFICATIONS – Provide labor, material, and furnish equipment as required to troubleshoot service, modify and /or install Data Cabling, Electrical, Tree Maintenance Service, Food Service Equipment Repair, Stadium Lighting Service & Repair, Asphalt Repair, Bay/Overhead Door Service & Repair, and Alarm Service & Repair. Scope of work may be described via construction documents, request for quote and/or field direction (in emergency cases). Vendor must supply a list of trade references; forms are located in the bid Boiler Plate. Certificates, References, Vendor Application and W-9 forms must be submitted with vendors bid submittal.

DURATION

Bid pricing to be firm through December 31, 2019. Bid award to cover a **1** year period with the possibility of two, one year extensions. Awarded contract begins January 23, 2019, and ends on December 31, 2019. District 300 will be using the November 2019 Urban CPI or Illinois County (Kane/McHenry) Prevailing Wage rates, whichever is less, to evaluate any increases in pricing. All extensions in accordance with this contract, will use following year's November Urban CPI or Illinois County (Kane/McHenry) Prevailing Wage rates. District 300 is to be notified within 60 days of any labor rate increases or decrease if contract is extended. Bids containing bid conditions will not be accepted.

- This **IS** a sealed bid.
- A Bid Bond **IS NOT** required upon bid submittal.
- A Performance Bond in the amount of $25,000 and current Certificate of Insurance are required upon award within 10 days of award.

REQUESTED SERVICES UNDER THIS CONTRACT

The following are to be considered prevailing wage services:

- Data Cabling
- Electrical
- Stadium Lighting Service & Repair
- Asphalt Repair
- Bay/Overhead Door Service & Repair
- Alarm Service & Repair

The following are not to be considered prevailing wage services:

- Tree Maintenance Service
- Food Service Equipment Repair

Terms – For the purpose of this bid, the following terms are:

- School District 300 is to be notified of the level of skilled tradesman upon callout.
- "Contract documents" includes the most current project drawings and specifications.
- "Provide" includes furnishing and installation.
- "Furnish" includes purchasing and transporting new equipment, as specified, to the job site.
- "Install" includes mounting or setting equipment in place, in specified location, and making all required electrical connections for a working product.
- "Electrical System" includes all distribution of power, lighting, fire protection, life safety, communications, security, special systems, and any other information, electrical in nature, identified on the Contract Documents, from the point(s) of service to utilization device(s).
- "Connecting" means providing a power source, overcurrent devices, raceways, conductors, terminations, insulation supports, and other materials and equipment required for the operation and control of the relevant operation.
- "Portal to Portal" to be defined as to and from vendor site location. If contractor is within district boundaries, additional dispatch charges will not apply for same day service during standard working hours.
- "Hourly rate billing" is to be invoiced in 15 minute increments.
- "Total Material Billing" equals the percentage of markup plus contractors actual cost.
- Total travel time allowance not to exceed 1hr per person.

Non-Emergency trade work – any non-emergency trade work (to be determined by District #300 staff and/or consultant), over $25,000 must be competitively bid. Any and all trade work performed must comply with local and national codes.

"PM Hourly Rate" is defined as the hourly rate for a food service equipment vendor to perform preventative maintenance on freezers, coolers, dishwashers, garbage disposals and steam tables.

"Emergency Hourly Rate" is defined as the hourly rate in which the vendor is called out for emergencies. Emergencies are defined as repairmen being on-site **within 60 minutes** of the initial call to the vendor.

D300 Expectations of Food Service Equipment Repair performed:
Upon equipment failure, freezers, coolers, ovens and steamers **will require** a 60 minute emergency response time. Steam table, garbage disposal and dishwasher repairs will need to be addressed within a 24 hour time period. Follow up repairs where parts need to be ordered, must be completed within a 48 hour time period.

D300 Expectations of Data Cabling performed:

- All cabling is to be Category 6 Ethernet or above
- Cabling must be manufactured in the USA
- Cabling is to be tested a verified post installation
- Cabling is to be installed as outlined in TIA/EIA-568
- Termination is to be completed as outlined in TIA/EIA-568 (B)
- Vendor must advise alternate solutions on cable installation greater than 100m
- Ethernet cabling must be Blue or White depending on customer request per installation
- Vendor must label installations based on existing labeling formats on both ends of termination

Invoicing – Invoice must reflect detailed description of work performed and materials used. Copies of certified payroll sheets must be attached to all invoices. Invoices to include parts listings with contractor cost and percent of markup per your bid.

Normal Working Day Hours for straight time – 7:00am-3:30pm, Monday through Friday.

CONTRACT PERIOD
The anticipated contract period is January 23, 2018 – December 31, 2019.

Bid Response Form:

Bidding vendor is to supply

- Hourly rates for trade skill levels: Apprentice, Journeyman, and Foreman.
- Vendor markup for materials used on District projects
- Equipment markup for equipment used on District projects
- Dollar cost to district for Performance Bond in the amount of $25,000.

If there is no markup cost to materials or equipment, bidder is to enter a zero (0) into the respective section. If there is no cost to the district for a Performance Bond, bidder is to enter a zero (0) into the respective section.

Service Points

CUSD 300

Building Name	Address	Bay Door onsite Y/N	Stadium Lights Y/N
Administration Center (847)551-8300	2550 Harnish Dr Algonquin, IL 60102	N	N
Algonquin Lakes Elementary (847)532-7500	1401 Compton Drive Algonquin, IL 60102	N	N
Algonquin Middle School (847)532-7100	520 Longwood Drive Algonquin, IL 60102	Y	N
Carpentersville Middle School (224)484-2100	100 Cleveland Avenue Carpentersville, IL 60110	Y	N
deLacey Family Education Center (224)484-2300	50 Cleveland Avenue Carpentersville, IL 60110	N	N
Dundee-Crown High School (224)484-5000	1500 Kings Road Carpentersville, IL 60110	Y	Y
Dundee Highlands Elementary (224)484-4700	407 South Fifth Street West Dundee, IL 60118	N	N
Dundee Middle School (224)484-4500	4200 W. Main Street West Dundee, IL 60118	N	N
Eastview Elementary (847)532-7400	540 Longwood Drive Algonquin, IL 60102	N	N
Gilberts Elementary (224)484-5900	729 Paperbark Lane Gilberts, IL 60136	N	N
Golfview Elementary (224)484-2800	124 Golfview Lane Carpentersville, IL 60110	N	N
Hampshire Elementary (847)792-3400	321 Terwilliger Avenue Hampshire, IL 60140	N	N
Hampshire Middle School (847)792-3200	560 South State Street Hampshire, IL 60140	Y	Y
Hampshire High School (847)792-3500	1600 E. Big Timber Road Hampshire, IL 60140	Y	Y
Jacobs High School (847)532-6100	2601 Bunker Hill Drive Algonquin, IL 60102	Y	Y
Lake in the Hills Elementary (847)532-6900	519 Willow Street Lake in the Hills, IL 60156	N	N
Lakewood School (224)484-2600	1651 Ravine Lane Carpentersville, IL 60110	Y	N
Liberty Elementary (224)484-4800	6500 Miller Road Carpentersville, IL 60110	N	N
Lincoln Prairie Elementary (847)532-6600	500 W. Harvest Gate Lake in the Hills, IL 60156	N	N
Meadowdale Elementary (224)484-2900	14 Ash Street Carpentersville, IL 60110	N	N
Neubert Elementary (847)532-6800	1100 Huntington Drive Algonquin, IL 60102	N	N
Oak Ridge School (224)484-5800	229 Lake Marian Road Carpentersville, IL 60110	Y	N
Parkview Elementary (224)484-2500	122 Carpenter Blvd. Carpentersville, IL 60110	N	N
Perry Elementary (224)484-5600	251 Amarillo Drive Carpentersville, IL 60110	N	N
Sleepy Hollow Elementary (224)484-4900	898 Glen Oak Drive Sleepy Hollow, IL 60118	N	N
Westfield Community School (847)532-7600	2100 Sleepy Hollow Road Algonquin, IL 60102	Y	N
Wright Elementary (847)683-5700	1500 Ketchum Road Hampshire, IL 60140	N	N
Transportation Department (847)551-8300	2603 Bunker Hill Drive Algonquin, IL 60102	Y	N
Bldgs. & Grounds Prof. Develop. Center-Bunker Hill (847)532-6700	2605 Bunker Hill Drive Algonquin, IL 60102	Y	N

Bid Submission

All bids are to be **sealed** and submitted to:

Diane C. White
Director of Purchasing
CUSD #300
2605 Bunker Hill Dr
Algonquin, IL 60102

Direct any questions regarding this project to:

Michael Zahalka
CUSD #300 – Purchasing Specialist
2605 Bunker Hill Dr
Algonquin, IL 60102
Ph: 847-551- 8460
Fx: 847-551-8463
Bids.Purchasing@d300.org

Please submit your response no later than, Thursday, December 6, 2018 by 11:00AM CT

1006

BID RESPONSE FORM

Time and Material Rates for : Data Cabling, Electrical, Tree Maintenance Service, Food Service Equipment Repair, Stadium Lighting Service & Repair, Asphalt Repair, Bay/Overhead Door Service & Repair, Alarm Service & Repair

Payment of Prevailing Wages IS Required

Bids are as indicated on the attached sheets are hereby presented to the Board of Education of Community Unit School District #300. It is understood that:

1. Bidders must insure they have viewed both tabs in this spreadsheet.
2. The Board of Education reserves the right to reject any and all bids and to accept all or part of any bids submitted.
3. Rates quoted shall include all charges for handling, transportation and delivery.
4. Community Unit School District #300 is Tax Exempt. Tax Exemption Number - E9996-0079-07.
5. Vendor is required to submit Performance Bond cost as part with their submission.

The undersigned hereby certifies that he/she has read, understands and agrees that acceptance by the Board of Education of the bidde

Vendor has received Addendum (IF APPLICABLE)
#1 - __Yes_____ #2 - _____

Ron Jones Electric, Inc.
NAME OF COMPANY /CORPORATION
STREET ADDRESS:

695 Schneider Drive
CITY:
South Elgin
STATE:
Illinois
ZIP:
60177
TELEPHONE NUMBER:
847-695-7500
FAX NUMBER:
847-695-0079
EMAIL ADDRESS:
KB1@RJEIL.COM

FEIN NUMBER
36-2612693

ILLINOIS LICENSE NUMBER
ECC42694

BID SUBMITTED BY:

SIGNATURE OF AUTHORIZED AGENT

Kevin Brusek
PLEASE TYPE OR PRINT NAME

12/4/2018
DATE

****** Sealed Bids are due by 11:00AM, Thursday, December 6, 2018 ******

INSTRUCTIONS: Please fill in columns that apply to your firm. Column V is for vendor comments.

ALL bids must be completed in the Excel spreadsheet provided and submitted in hard copy.

Vendor Name:	Ron Jones Electric, Inc.
Complete Address:	695 Schneider Drive South Elgin, Il 60177
Phone:	847-695-7500
Fax:	847-695-0079
E-Mail:	KB1@RJEIL.COM
Contact Person:	Kevin Brusek

	Alarm Service & Repair		Asphalt Repair		Bay/Overhead Door - Service & Repair		Data Cabling		Electrical		Food Service Equipment Repair		Stadium Lighting - Service & Repair		Tree Maintenance Service	
POSITION	Hourly STRAIGHT TIME per hour	Hourly OVERTIME per hour	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME
Apprentice 1	$	$	$	$	$	$	$0.00	$0.00	$0.00	$0.00	$	$	$	$	$	$
Apprentice 2	$	$	$	$	$	$	$0.00	$0.00	$0.00	$0.00	$	$	$	$	$	$
Apprentice 3	$	$	$	$	$	$	$0.00	$0.00	$75.00	$95.00	$	$	$	$	$	$
Apprentice 4	$	$	$	$	$	$	$0.00	$0.00	$85.00	$105.00	$	$	$	$	$	$
Journeyman	$	$	$	$	$	$	$90.00	$123.00	$107.00	$143.00	$	$	$	$	$	$
Foreman	$	$	$	$	$	$	$94.00	$130.00	$115.00	$153.00	$	$	$	$	$	$
	% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment	
Materials	%		%		%		10		10		%		%		%	
Equipment	%		%		%		10		10		%		%		%	
Performance Bond	$		$		$		$500		$500.00		$		$		$	
	PM Hr. Rate $/hr. -		Truck & Driver $/hr. -		PM Hr. Rate $/hr. -		$118.00		PM Hr. Rate $/hr. - 115				Emerg. Hr. Rate $/hr. -			
	Emerg. Hr. Rate $/hr. -				Emerg. Hr. Rate $/hr. -											

Emerg. Hr. Rate $/hr. - $130.00
Monday thru 4PM Saturday, 4PM
Saturday until 6AM Monday $185.00

Community Unit School District 300
COMMUNITY UNIT SCHOOL DISTRICT 300
PURCHASING DEPARTMENT
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8300
Fax: 847-551-8463

VENDOR APPLICATION FORM
(SUBJECT TO LOCAL LAWS)

Fill in all spaces. Insert "NA" in blocks not applicable. Type all entries

APPLICATION DATE

REVISION DATE

DATE: _____

COMPANY	HOW LONG IN PRESENT BUSINESS?
Ron Jones Electric, Inc.	

ADDRESS	CITY	STATE	ZIP
695 Schneider Dr	**South Elgin**	**IL**	**60177**

CONTACT PERSON/REPRESENTATIVE	FAX NUMBER	PHONE AND EXTENSION
Tim Brusek	**847 695 0079**	**847 695 7500 302**

TYPE OF ORGANIZATION (Check Applicable)
☐ INDIVIDUAL ☐ PARTNERSHIP ☑ CORPORATION

IF INCORPORATED INDICATE IN WHICH STATE
IL

YEARS ESTABLISHED: 1966

DO YOU ACCEPT PURCHASE ORDERS? YES ☑ NO ☐

DO YOU ACCEPT CREDIT CARDS? YES ☑ NO ☐

CATEGORY **(Check below the category which applies to the applicant)**

☐ (A) MANUFACTURER OR PRODUCER ☐ (C) RETAILER ☐ (E) DISTRIBUTOR
☐ (B) WHOLESALER ☐ (D) MANUFACTURER'S AGENT ☑ (F) SERVICE ESTABLISHMENT

NAMES OF OFFICERS, MEMBERS OR OWNERS OF CONCERN, PARTNERSHIP, ETC.

(A) PRESIDENT Kevin Brusek
(B) VICE PRESIDENT Jason Averino
(C) SECRETARY
(D) TREASURER Timothy Brusek
(E) OWNERS, PARTNERS, OR STOCKHOLDERS

TAXPAYER'S I.D. NO.
FEIN 36-2612693
or
S.S. No. _____

INSURANCE INFORMATION (Check Applicable)
LIABILITY INSURANCE: $2,000,000 ☑ $2,500,000 ☐ $5,000,000 ☐ OTHER ☐
Workers' Compensation : State Minimum ☑ Greater than Minimum ☐
Required that CUSD be named as an Additional Insured ☑ INSURANCE CO. Hasting Matual

BONDING INFORMATION **(Check each area in which you have been bonded and the latest date of bonding)**
Perf. Bond ___/___ (Mo. Year) ☑ Payment Bond (Labor and Materials) ___/___ (Mo. Year) ☑ Builder's Risk ___/___ (Mo. Year) ☐

PERSONS AUTHORIZED TO SIGN QUOTES, PROPOSALS, BIDS AND CONTRACTS:

NAME	OFFICIAL CAPACITY

Average number of employees (including affiliates) for four preceding calendar quarters.	Average annual sales for preceding three fiscal years:	Floor Space (Square Feet)	
		Manufacturing	Warehouse
65	12,000,000.00		18,000

MINORITY/WOMEN BUSINESS ENTERPRISE (Check One) See Definitions Below	FOR USE BY CONTRACT COMPLIANCE ONLY:
☐ MBE ☐ MBE/WBE ☐ WBE ☐ PBE	BY:_____ DATE_____ ☐ C ☐ NC

MINORITY GROUP MEMBERSHIP (Check One) See Definitions Below

NOTE: DO NOT COMPLETE THIS SECTION UNLESS YOU HAVE CHECKED ONE OF THE BOXES IN THE MINORITY/WOMEN BUSINESS ENTERPRISE SECTION ABOVE.

☐ AFRICAN AMERICAN OR BLACK ☐ HISPANIC AMERICAN ☐ NATIVE AMERICAN ☐ ASIAN-PACIFIC AMERICAN

CERTIFICATION DATE ISSUED: _____ EXPIRATION: _____

MINORITY AND WOMEN OWNED BUSINESS ENTERPRISE DEFINITIONS

MINORITY BUSINESS ENTERPRISE ("MBE") means a certified participating business at least 51 percent (51%) of which is owned and controlled by one or more members or one or more minority groups, or in the case of a publicly held corporation, 51 percent (51%) of the stock is owned by one or more members of one or more minority groups and whose daily business operations are controlled by one or more such individuals.

WOMEN'S BUSINESS ENTERPRISE ("WBE") means a certified participating business at least 51 percent (51%) of which is owned by one or more women, or in the case of a publicly held corporation, 51 percent (51%) of the stock of which is owned by one or more women and whose daily operations are controlled by one or more such individuals. Determination of whether a business is at least 51 percent (51%) owned by a woman or women shall be made without regard to community property laws.

BUSINESS OWNED AND OPERATED BY A PERSON WITH A DISABILITY ("PBE")means a business concern of which at least 51 percent (51%) is owned by one or more persons with a disability, or in the case of the corporation, one in which at least 51 per centum of the stock is owned by one or more persons with a disability or by a not for profit agency for the disabled organized pursuant to Section 501 of the Internal Revenue Code 1954; and the management and daily business operations of which are controlled by one or more of the persons with a disability who own it.

MINORITY GROUP MEMBER is an individual who is one of the following:

AFRICAN AMERICAN OR BLACK (persons with origins in any of the Black racial groups of Africa):
HISPANIC AMERICAN (persons of Spanish culture with origins in Puerto Rico, Mexico, Cuba, South or Central America, Spain, Portugal or the Caribbean Islands regardless of race).
NATIVE AMERICAN (American Indian)
ASIAN-PACIFIC AMERICAN (persons with origins from Japan, China, the Philippines, Vietnam, Korea, Samoa, Guam, the U.S. Trust Territories of the Pacific, Northern Marianas, Laos, Cambodia, Taiwan, or the Indian subcontinent).

IF YOU HAVE EVER DONE BUSINESS WITH THE SCHOOL DISTRICT UNDER ANOTHER NAME, PLEASE INDICATE NAME OR NAMES.

_____

Give names, complete addresses, buyer's names and phone numbers of four of your customers. (Please include Federal, State or City Governments).

	ORGANIZATION	ADDRESS, STATE, ZIP	BUYER	PHONE NUMBER
1.				
2.				
3.				
4.				

Bank References

NAME OF BANK	ADDRESS, STATE, ZIP	CONTACT PERSON	PHONE NUMBER
First Midwest Bank			

I certify that the information supplied herein (including all pages attached) is correct and that neither the applicant nor any person (or concern) in any connection with the applicant as a principal or officer, so far as is known, is not debarred or otherwise declared ineligible by any public agency from furnishing materials, supplies or services to any agency thereof.

[signature]
SIGNATURE OF PERSON AUTHORIZED TO SIGN THIS APPLICATION
Kevin Bubek President
NAME AND TITLE OF PERSON SIGNING (Please type or print)

PERSONS OR BUSINESSES INTERESTED IN BEING ADDED TO THE BIDDER'S LIST MUST FILE THIS APPLICATION WITH THE PURCHASING DEPARTMENT.

AFTER PLACEMENT ON THE BIDDERS' LIST, A VENDOR'S FAILURE TO RESPOND TO INVITATIONS FOR BIDS WILL BE UNDERSTOOD BY THE SCHOOL DISTRICT TO INDICATE LACK OF INTEREST AND SHALL RESULT IN THE REMOVAL OF THE VENDOR'S NAME FROM THE BIDDERS' LIST FOR THE ITEMS CONCERNED.

NOTE: ANY CHANGES TO INFORMATION SUBMITTED (ADDRESSES, AUTHORIZED PERSONNEL, ETC.,) WILL REQUIRE A REVISED COPY OF THIS FORM. ADDITIONAL FORMS MAY BE OBTAINED BY CONTACTING THE PURCHASING DEPARTMENT AT THE ADDRESS SHOWN ON THE FRONT OF THIS FORM.

USE BY COMMUNITY UNIT SCHOOL DISTRICT 300 ONLY

VENDOR I.D. NUMBER	APPROVED BY	DATE 30	W9	COMM LIST

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give Form to the requester. Do not send to the IRS.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
RON JONES ELECTRIC, INC.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☑ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
695 SCHNEIDER DRIVE

Requester's name and address (optional)

6 City, state, and ZIP code
SOUTH ELGIN, IL. 60177

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number
[ ][ ][ ] – [ ][ ] – [ ][ ][ ][ ]

or

Employer identification number
3 6 – 2 6 1 2 6 9 3

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶ [signature] Date ▶ 12/4/18

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, *later.*

1010

Community Unit School District # 300
Purchasing Department
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8460 – PHONE

October 12, 2018

Dear Vendor:

The Board of Education of Community Unit School District No. 300 (the "District") invites you to submit a sealed bid for:

Time and Material Rates for:

- **Data Cabling**
- **Electrical**
- **Tree Maintenance Service**
- **Food Service Equipment Repair**
- **Stadium Lighting Service & Repair**
- **Asphalt Repair**
- **Elevator Service & Repair**
- **Bay/Overhead Door Service & Repair**
- **Alarm Service & Repair**
- **Stage Curtain Recertification & Fireproofing**

The enclosed bid form(s) **must** be used in submitting bid. Bid must be addressed as follows:

Community Unit School District No. 300
Purchasing Department – Time & Material
2605 Bunker Hill Drive
Algonquin, IL 60102

Sealed bids will be received until **11:00AM CT, Friday, October 26, 2018** at which time they will be publicly opened and read.

The required Contractor's Certification forms must be completed and returned with the bid.

It is the intention of the Board of Education to award the bid at the **November 27, 2018 regular meeting.** The Board of Education may make such investigations as deemed necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish to the District all such information for this purpose as the District may request. The District reserves the right to reject any or all bids if the evidence submitted by, or investigation of, such bidder(s) fails to satisfy the District that such bidder(s) is properly qualified to carry out the obligations of the contract and to complete work contemplated therein. District further reserves the right to waive any minor irregularities or minor defects in the bids, which do not affect the price nor constitute some type of substitution for a designated item, and to accept the bid, which is in the best interest of the District. Conditional bids will not be accepted. Strikeouts or addition of conditions or provisions or insertion of substitutes shall be reason for rejecting a bid without any specification of reason for the rejection. Any request for information shall be made to Diane C. White, Director of Purchasing, but the response may not be used as a condition to any bid being submitted.

Diane C White

Sincerely,
Diane C. White
Director of Purchasing / CUSD 300

PUBLIC NOTICE

NOTICE TO BIDDERS

The Board of Education of Community Unit School District No. 300 is accepting sealed bids for:

Time and Material Rates for:

- **Data Cabling**
- **Electrical**
- **Tree Maintenance Service**
- **Food Service Equipment Repair**
- **Stadium Lighting Service & Repair**
- **Asphalt Repair**
- **Elevator Service & Repair**
- **Bay/Overhead Door Service & Repair**
- **Alarm Service & Repair**
- **Stage Curtain Recertification & Fireproofing**

Sealed bids will be accepted until 11:00AM CT, Friday, October 26, 2018 at:

Community Unit School District 300
Purchasing Office
2605 Bunker Hill Dr.
Algonquin, IL, 60102

at which time they will be publicly opened and read.

A non-mandatory pre-bid meeting is scheduled for 10:00AM CT, Thursday, October 18, 2018. Prospective bidders are to meet at the Buildings and Grounds Building, 2605 Bunker Hill Drive, Algonquin, IL 60102. If you are unable to attend in person, please contact the Purchasing Department for access to the meeting online.

Any questions regarding this bid must be directed to:

Community Unit School District #300
Diane C. White
2605 Bunker Hill Dr.
Algonquin, IL, 60102
847-551-8460
diane.white@d300.org

Bid specifications will be available on Thursday, October 11, 2018, after 3:00PM. To obtain bid specifications, please contact Michael Zahalka at 847-551-8460 or via email at or bids.purchasing@d300.org.

Timeline 10/11/2018			
ACTION	**DATE**	**TIME**	**LOCATION**
Timeline Established	10/11/2018		Purchasing Office
Specifications Review	10/11/2018		
Specifications Finalized	10/11/2018		
Bid Released to Vendors	10/11/2018		Purchasing Office via email
Legal Ad Published	10/13/2018	2:00 PM	Daily Herald
Pre-Bid Meeting	10/18/2018	10:00 AM	**BH PDC-Conf Rm**
Q&A Deadline – via email	10/22/2018	12 noon	bids.purchasing@d300.org
Bid Opening	**10/26/2018**	**11:00**	**BH PDC-Conf Rm**
Evaluation Period	10/26 - 10/29		
Info. to CFO	10/29/2018		Susan Harkin
CFOC Meeting	11/6/2018		
BOE Workshop	11/13/2018		Admin. Bldg.
BOE Business Meeting	11/27/2018		Admin. Bldg.
Project Rates Start	12/13/2018		
First Year Contract Conclusion	12/12/2019		

Instructions to Bidders

1. GENERAL

a. Bids shall be signed and submitted in an envelope properly marked with the title of the bid, and date and time of opening. Unsigned bids will be rejected.

b. Seal and deliver bid to the purchasing office on or before the time scheduled for the opening. Late bids will not be opened nor considered.

c. All bids MUST be completed in the EXCEL spreadsheet provided in the Bid Response Form and. All bids must be submitted in hard copy along with an electronic version on a flash drive only.

d. The District is not subject to Federal Excise Tax or Illinois Sales or Retailers Occupational Tax. Bids should not include sales or excise tax.

e. Prices quoted shall include all charges for packing, transportation and delivery to the locations designated on the bid specification and installation if called for in the bid specifications.

f. Correspondence shall be addressed to the Director of Purchasing.

g. Bids are available for inspection in the purchasing office by appointment for 10 days after the date of the award of an order.

h. Oral, telephonic, telegraphic, facsimile or electronically transmitted bids will not be accepted.

2. ERRORS AND OMISSIONS

All bids shall be submitted with each space properly completed. The special attention of bidders is directed to the policy that no claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidders find any claimed discrepancies in, or omissions from, any of the documents, or be in doubt as to their meanings, bidder shall advise the purchasing official first orally, followed by written (FAX or letter) with specification of the claimed problems which must be received during regular working hours at least 10 days before the date set for bid opening so that a written notification can be prepared by any purchasing official, who will issue the necessary clarifications to all prospective bidders by means of addenda.

3. FIRM BID

All bids will be considered to be firm for a period of sixty (60) days from the date established for the opening of bids.

4. WITHDRAWAL OF BIDS

Bids may be withdrawn by letter, or telegram, or fax received by the district or in person prior to the time and date established for the opening of bids.

5. INVESTIGATION OF BIDDERS

a. The purchasing official will make such investigation as is necessary to determine the ability of the bidder to fulfill bid requirements. The bidder shall furnish such information as may be requested and shall be prepared to show completed installations of equipment, types of service or supplies similar to those included in the bid.

b. The Board of Education reserves the right to reject any bid if it is determined that the bidder is not properly qualified to carry out the obligations of the contract. The Board of Education reserves the right to reject any or all bids, to waive irregularities and to accept that bid which is considered to be in the best interest of the District. Any such decision shall be considered final. All items bid shall be new unless otherwise specified in the requirements.

6. VENDOR APPLICATION AND W-9 FORM

The District requires that a current Vendor Application and W-9 form be included with your sealed bid. These forms can be found on the District website – www.d300.org. Go to Support Services-Purchasing to download the vendor application and W-9 form.

7. Compliance with the Illinois Prevailing Wage Act

It shall be mandatory upon the bidder and upon any subcontractor thereof to pay all laborers, workmen, and mechanics employed by them not less than the general prevailing rate of wages as found by the District or Department of Labor for each craft or type of worker or mechanic needed to execute the contract and the general prevailing rate for legal holiday and overtime work as ascertained by the Illinois Department of Labor. The prevailing wage rates are revised by the Department of Labor periodically and are available on its website. The bidder shall comply with all provisions of the Illinois Prevailing Wage Act, 820 ILCS 130/0.01 *et seq.*, applicable to the work. Payment of any bidder shall not be processed without receipt of certified employee records required by 820 ILCS 130/5.

The Illinois Department of Labor publishes the prevailing wage rates on its website at -
https://www2.illinois.gov/idol/Laws-Rules/CONMED/pages/2018-rates.aspx

The Illinois Department of Labor revises the prevailing wage rates and the Contractor/subcontractor has an obligation to check the Departments website for revisions.

8. SIGNATURE CONSTITUTES ACCEPTANCE

The signing of these bid forms shall be construed as acceptance of all provisions contained herein.

9. CONTRACTS

The successful bidder will be required to enter into a contract incorporating the terms and conditions of this bid.

10. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this Contract (whether or not federal funds are involved) the bidder agrees as follows:

a. The bidder will not unlawfully discriminate against any employee or applicant for employment because of age, race, creed, color, sex, religion, ancestry, marital status, handicap, military status, unfavorable discharge from military service or national origin, as those terms are contained in the Illinois Human Rights Act (775ILCS 5/1-10 et. seq., hereinafter "unlawful discrimination"). The bidder will take affirmative action to ensure the applicants are employed, and that employees are treated equally during employment, without unlawful discrimination. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The bidder agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

b. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the bidder, state that all qualified applicants will receive consideration for employment without unlawful discrimination.

11. COMPLETION DELIVERY TIME

If delivery time will exceed thirty (30) days after receipt of a purchase order, bidders state the delivery time by each respective item. All prices must be quoted FOB. Destination. Shipments shall become property of consignee after delivery and acceptance. Regardless of statements to the contrary, payment terms will begin no sooner than the date of delivery of goods.

12. EVALUATIONS

The District reserves the right to reject any and all bids, to waive any technicalities in the bidding and to award each item to a different bidder or all items to a single bidder unless otherwise noted on bid request, and to determine whether in the opinion of the District: (1) an early delivery date is entitled to more consideration than price, (2) an earlier delivery date is to be disregarded because of the reputation of the bidder for not meeting delivery dates, (3) a bidder is not a responsible bidder and should be disregarded. The District will authorize the release of purchase orders upon acceptance of bids. In the event of pricing errors, the unit count(s) listed will prevail and be considered accurate.

13. EXAMINATION OF DOCUMENTS AND SITE

Before submitting a bid for work on any project, each bidder shall carefully examine the project site and the contract documents, fully inform itself of existing conditions and limitations of the project sites, rely entirely upon their own judgment in making the bid, and include in its own bid all sums sufficient to provide all work required by the contract documents. After opening of bids, no additional allowance will be made for changes in project scope and/or price due to work, which would have been apparent, by examination of the documents and sites. By submitting a bid, each bidder shall be held to represent that bidder has made the examination in complete detail and has determined beyond doubt that the documents and existing conditions are sufficient, adequate and satisfactory for completion of the work.

14. PERFORMANCE: LABOR AND MATERIAL PAYMENT BONDS IS REQUIRED OF THIS PROJECT

Within ten days after the date of the Notice of Award, the successful contractor shall enter into a formal contract with the District and shall provide a Performance Bond and a Labor and Material Payment Bond, each in the full amount of the contract. Each bond shall be in accordance with AIA. Document A31 1. The contractor shall pay the cost of premiums for said bonds. The bonds shall be signed and sealed by an authorized representative of the bonding company and authorized officer or representative of the contractor, and a certificate of the authority of those signing the bonds, if not officers, shall be attached thereto.

The Performance Bond and the Labor and Material Payment Bond shall guarantee the performance of the duties placed on the contractor by the Prevailing Wage Act, as well as all other duties undertaken pursuant to the contract with the District, and shall indemnify the District from any liability or loss resulting to the District from any failure of the contractor fully to perform each or all of said duties. The Performance Bond and the Labor and Material Payment Bond herein provided shall be placed with a Surety company or companies having a policy holder's rating not lower than "A" and a financial rating not lower than "AAA" in Best's Insurance Guide (current edition).

15. BID SECURITY IS NOT REQUIRED OF THIS PROJECT

A Bid Bond or certified check made payable to the District in the amount of ten percent (10%) of the bid shall accompany each bid as a guarantee that the bidder, if awarded the contract, will furnish the required Performance Bond and Labor and Material Payment bonds, execute the contract and proceed with the work. Upon failure to do so, the bidder shall forfeit the check or the district shall be entitled to the principal amount of bid bonds as liquidated damages. No mistakes or errors on the part of the bidder shall excuse the bidder or entitle bidder to a return of the check or bid bond. No bidder may withdraw a bid for a period of 60 days after the date of opening thereof. The bid bonds or checks will, with the exception of those of the three lowest bidders, be returned within seven days after the opening of bids and the remaining checks or bid bonds will be returned when the contract is executed and all required bonds have been provided.

16. SERVICE POINTS

Building Name	Address	Delivery Hours	Bell Times	Liftgate Required Y/N
Administration Center (847)551-8300	2550 Harnish Dr Algonquin, IL 60102	7:00AM - 3:00PM	N/A	Y
Algonquin Lakes Elementary (847)532-7500	1401 Compton Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Algonquin Middle School (847)532-7100	520 Longwood Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Carpentersville Middle School (224)484-2100	100 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
deLacey Family Education Center (224)484-2300	50 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	AM: 8:45 - 11:15 PM: 12:30-3:00	Y
Dundee-Crown High School (224)484-5000	1500 Kings Road Carpentersville, IL 60110	7:00AM - 3:00PM	7:30AM - 2:58PM	N
Dundee Highlands Elementary (224)484-4700	407 South Fifth Street West Dundee, IL 60118	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Dundee Middle School (224)484-4500	4200 W. Main Street West Dundee, IL 60118	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Eastview Elementary (847)532-7400	540 Longwood Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Gilberts Elementary (224)484-5900	729 Paperbark Lane Gilberts, IL 60136	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Golfview Elementary (224)484-2800	124 Golfview Lane Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Hampshire Elementary (847)792-3400	321 Terwilliger Avenue Hampshire, IL 60140	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Hampshire Middle School (847)792-3200	560 South State Street Hampshire, IL 60140	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Hampshire High School (847)792-3500	1600 E. Big Timber Road Hampshire, IL 60140	7:00AM - 3:00PM	7:30AM - 2:58PM	N
Jacobs High School (847)532-6100	2601 Bunker Hill Drive Algonquin, IL 60102	7:00AM - 3:00PM	7:30AM - 2:58PM	Y
Lake in the Hills Elementary (847)532-6900	519 Willow Street Lake in the Hills, IL 60156	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Lakewood School (224)484-2600	1651 Ravine Lane Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Liberty Elementary (224)484-4800	6500 Miller Road Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Lincoln Prairie Elementary (847)532-6600	500 W. Harvest Gate Lake in the Hills, IL 60156	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Meadowdale Elementary (224)484-2900	14 Ash Street Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Neubert Elementary School (847)532-6800	1100 Huntington Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Oak Ridge School (224)484-5800	300 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	7:45 AM - 1:40PM	Y
Parkview Elementary (224)484-2500	122 Carpenter Blvd. Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Perry Elementary (224)484-5600	251 Amarillo Drive Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Sleepy Hollow Elementary (224)484-4900	898 Glen Oak Drive Sleepy Hollow, IL 60118	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Westfield Community School (847)532-7600	2100 Sleepy Hollow Road Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM & 8:55AM 2:15PM & 3:40PM	Y
Wright Elementary (847)683-5700	1500 Ketchum Road Hampshire, IL 60140	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Bldgs. & Grounds Prof. Develop. Center - Bunker Hill (847)532-6700	2605 Bunker Hill Drive Algonquin, IL 60102	7:00AM - 3:00PM	N/A	Y

18. WARRANTY

The bidder shall warrant the work services, and/or products to be free of defects in material and workmanship for a period of _1_ years. This warranty shall obligate the contractor to repair or replace the products at no additional charge to the District.

19. INSURANCE (REQUIRED)

The contractor shall provide and maintain insurance in the amounts outlined below with companies acceptable to the District:

MINIMUM INSURANCE REQUIREMENTS

General Liability	General Aggregate	$2,000,000
	Products-Comp/OP Agg	2,000,000
	Personal Injury	1,000,000
	Each Occurrence	1,000,000
	Fire Damage (Any one fire)	50,000
	Medical Exp. (Any one person)	5,000
Excess Liability	Each Occurrence	2,000,000
	Aggregate	2,000,000
Automobile Liability	Bodily Injury (each occ)	1,000,000
	Property Damage (each occ)	1,000,000
Worker's Compensation	Statutory Limits	
	Each Accident	500,000
	Disease-Policy Limit	500,000
	Disease-Each employee	500,000

All such insurance shall not be cancelable without thirty (30) days prior written notice being given to the District.

With respect to the insurance required herein, the contractor shall provide such insurance naming the District, the Board of Education and its members individually, and its employees and agents as **additional named insured**. The contractor shall also purchase and maintain such insurance as will protect the District from and against all claims, damages, loss and expenses, including attorney's fees arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense, (1) is attributable to bodily injury to or destruction of tangible property (other than the work itself), including the loss of use resulting there from, and (2) is caused in whole or in part by a negligent act or omission of the contractor, subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts they may be liable, regardless of whether or not it is caused in part by a party to whom insurance is afforded pursuant to this paragraph.

It is MANDATORY within ten (10) days after the bid award, that the Certificate(s) of Insurance shall be submitted to the insurance agent for the District.

20. TOTAL PRICE FOR ALL ITEMS BID

A total bid dollar amount, regardless of whether or not the bidder is bidding all items, must be entered in the appropriate section of the bid form before signing and submitting the bid.

21. HOLD HARMLESS AND INDEMNIFICATION

The contractor shall assume all liability for, and shall protect, defend, indemnify and hold harmless, the Board of Education, its members individually, officers, employees, servants and agents, from and against all claims, actions suits, judgments, costs, losses, expenses and liabilities of whatsoever kind or nature including reasonable legal fees incurred by owner arising out of:

A. Any infringement (actual or claimed) of any patents, copyrights or trade names by reason of any work performed or to be performed by the contractor under this contract or by reason of anything to be supplied by the contractor pursuant to this contract.

B. Bodily injury, including death, to any person or persons (including contractor's officers, employees, agents and servants) or damage to or destruction of any property, including the loss of use thereof:

-Caused in whole or in part by an act, error or omissions by the contractor or any subcontractor or anyone directly or indirectly employed by any of them regardless of whether or not it is caused in part by a party to be indemnified hereunder.

-Arising directly or indirectly out of the presence of any person in or about any part of the project site or the streets, sidewalks and property adjacent thereto.

-Arising directly or indirectly out of the use, misuse or failure of any machinery or equipment used directly or indirectly in the performance of this contract.

22. DAMAGE TO PROPERTY

In the event the bidder damages the District's property, the bidder shall, at the bidder's sole cost, restore the property or any surrounding area. Such restoration shall be to a condition at least equivalent to the condition of the affected area immediately before the destruction or damage. If the bidder does not repair such damage within 14 days after receiving written notice from the District, or such lesser time if the District determines the damage creates an emergency situation, the District may repair the damage and the bidder shall reimburse the District for the costs the District incurs within 14 days after the District provides a written invoice to the bidder.

23. LATE BIDS

Bids received after the time specified in the Invitation to Bid will not be opened or considered. The method of transmittal of the bid is at the bidder's risk of untimely receipt by the Board of Education. The use of Board of Education equipment for transmission of bids is prohibited.

24. RECYCLED PRODUCTS

The District supports national and local efforts for recycling. Bidders are encouraged to offer recycled supplies and materials as bid alternatives. Notations are to be included as to the percentage of recycled products in each item.

25. PAYMENT

Payment to be made within 45 days after the project completion.

Does your company accept ACH payments?
Does your company accept credit cards?
Does your company allow discounts for early payments?

Discounts examples –
2% 10 days net 30
1% 20 days net 30

26. MANUALS

The successful bidder shall supply, at no cost to the District, a detailed service manual, parts list, and list of service locations.

27. CONTRACT DURATION

Work to be performed upon request through December 12, 2019. Stage Curtain Recertification & Fireproofing portion of the contract will conclude December 12, 2021.

28. PERSONNEL

If any person employed on the work site were, in the opinion of the District project manager, intemperate, disorderly, incompetent, willfully negligent or dishonest on the performance of his/her duties, he or she shall be directed by the contractor to cease work and vacate the job site immediately.

29. SEXUAL HARASSMENT

775 ILCS 5/2-105, Human Rights Act Requirement – Written Sexual Harassment Policies contained as follows: Bidder shall have written sexual harassment policies that shall include, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) the vendor's internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department and the Commission; (vi) directions on how to contact the Department and Commission; and (vii) protection against retaliation as provided by Section 6-101 of this Act. A copy of the policies shall be provided to the Department upon request.

30. QUALIFICATIONS

Vendor must be an authorized dealer and installer of products vendor is bidding on. Vendor must supply a list of references of like products and installations. Reference sheet is attached.

31. FINANCIAL STABILITY.

The District may require, upon request, evidence as to the financial stability of the contractor. Upon request, the contractor shall provide the following information to the District within 48 hours:

a. The name of any owner or co-owner, equity of each co-owner or corporate offices of the entity submitting the bid, and the name, address, and business telephone number of each such person.

b. The last financial statement and balance sheet of the bidder, including a specification in detail of all loans outstanding, or a copy of the last certified annual audit.

32. COMPLIANCE WITH LAWS.

Successful bidder shall at all times observe and comply with all laws, ordinances, regulations and codes of the federal, state, county and other local government agencies, which may in any manner affect the performance of the contract and in particular any such laws pertaining to safety.

33. GOVERNING LAW

The terms of this quote shall be governed and construed in accordance with the laws of the State of Illinois. If any provision hereof shall be held to contravene any applicable law, such provision shall be deemed reformed to the extent of conforming to said law, and in all other respects the terms hereof shall remain in full force and effect.

34. BID

The signing of the submittal form shall be construed as acceptance of all provisions contained herein. All bids shall be submitted with each space properly completed. Any explanation or statement which the bidder wishes to make must be placed in the same envelope with the bid. Unless the bidder so indicates, it is understood that the bidder has submitted the bid in strict accordance with the specification requirements. The Bidder acknowledges that any variation from the specifications will be grounds for the District to reject the quote, although the District may accept the quote with the verification if, in its sole discretion, it determines that such bid is in the District's best interest. All quotes shall be deemed final, conclusive and irrevocable. No claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidder find any discrepancies in, or omissions from any of the documents, or be in doubt as to their meanings, the bidder shall submit questions as provided in this document. Bidders must satisfy themselves upon examination of these specifications, as to the intent of the specifications. After the submission of the bid, no complaint or claim that there was any misunderstanding in regard to items listed for bidding will be entertained from a bidder.

35. BIDDER'S AGREEMENT

The bidder hereby declares understanding, agreement, and certification of compliance to provide the services, work, and/or products to the District, at the prices quoted, in accordance with all terms and conditions, requirements, and specifications contained in these documents, and any issued amendments. The contractor further agrees that the language of this document shall govern in the event of a conflict with (1) the bidder's bid or (2) any subsequent purchase order between the bidder and the District. The bidder should, as a matter of clarity and assurance, also sign and submit all amendment(s) issued by the District related to this work. The bidder further agrees that upon receipt of an authorized purchase order or when an authorized official of the District countersigns this document, a binding contract shall exist between the bidder and the District. This document combined with amendments, the bidder's bid, the required submittals, and the purchase order, if any, shall comprise the binding contract.

36. CANCELLATION – The District reserves the right to cancel this contract at any time for reasons of unsatisfactory services.

37. ADDITIONAL INFORMATION

Contact Diane C. White, Director of Purchasing, (847) 551-8460, between the hours of 8:00AM and 4:30PM, or by email – bids.purchasing@d300.org

REFERENCES

LIST BELOW THE LAST THREE (3) PUBLIC SCHOOLS DISTRICTS OR OTHER ORGANIZATIONS FOR WHICH YOU HAVE PROVIDED COMPARABLE SERVICES.

1. **ORGANIZATION:**
   _____

   ADDRESS:
   _____

   CITY, STATE, and ZIP CODE:
   _____

   TELEPHONE NUMBER:
   _____

   CONTACT PERSON:
   _____

   DATE OF SERVICES:
   _____

   DOLLAR AMOUNT OF THE JOB:
   _____

2. **ORGANIZATION:**
   _____

   ADDRESS:
   _____

   CITY, STATE, and ZIP CODE:
   _____

   TELEPHONE NUMBER:
   _____

   CONTACT PERSON:
   _____

   DATE OF SERVICES:
   _____

   DOLLAR AMOUNT OF THE JOB:
   _____

REFERENCES (CONT.)

3. **ORGANIZATION:**
_____

ADDRESS:
_____

CITY, STATE, and ZIP CODE:
_____

TELEPHONE NUMBER
_____

CONTACT PERSON:
_____

DATE OF SERVICES:
_____

DOLLAR AMOUNT OF THE JOB:
_____

OFFEROR'S NAME: _____

SIGNATURE: _____

DATE: _____

COMMENTS –

CERTIFICATE OF BIDDER ELIGIBILITY

720 ILCS 5/33E-11 requires that all contractors bidding for public agencies in the State of Illinois certify that they are not barred from bidding on public contracts for bid rigging or bid rotation.

The following certification must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

_____, as part of its bid for the _____ work for Community Unit School District #300, Algonquin, Illinois , of Cook, DeKalb, Kane, and McHenry Counties, Illinois certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33-E4.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

CERTIFICATE OF COMPLIANCE WITH ILLINOIS DRUG-FREE WORKPLACE ACT

_____, having 25 or more employees, does hereby certify pursuant to section 3 of the *Illinois Drug-Free Workplace Act* (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the *Illinois Drug-Free Workplace Act* and, further certifies that it is not ineligible for award of this contract by reason of debarment for a violation of the *Illinois Drug-Free Workplace Act.*

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

CERTIFICATE REGARDING
SEXUAL HARASSMENT POLICY

_____, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____

NOTARY PUBLIC

CERTIFICATE REGARDING
EQUAL EMPLOYMENT OPPORTUNITY

_____, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written equal employment opportunity policy that is in compliance with all terms and conditions of the Equal Employment Opportunity provisions of the Illinois Human Rights Act.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

CERTIFICATE REGARDING

EMPLOYMENT OF ILLINOIS WORKERS ON PUBLIC WORKS

_____ agrees if at the time the Agreement is executed, or if during the term of the Agreement, there is excessive unemployment in Illinois as defined in the Employment of Illinois Workers on Public Works Act, 30 ILCS 570/0/01 et seq., as two consecutive months of unemployment exceeding 5%, then _____ agrees to employ Illinois laborers in accordance with the Employment of Illinois Workers on Public Works Act. An "Illinois laborer" is defined as any person who has resided in Illinois for at least thirty (30) days and intends to become or remain an Illinois resident.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

NON-COLLUSION AFFIDAVIT

AFFIDAVIT: "I (we) hereby certify and affirm that my (our) Quote was prepared independently for this project and that it contains no fees or amounts other than that for the legitimate execution of this work as specified and that it includes no understanding or agreements in restraint of trade."

The following affidavit must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

_____, as part of its bid for the _____ work for Community Unit School District #300, Algonquin, Illinois certifies that said Contractor is not barred from bidding on the aforementioned contract as a result of a violation of the above Non-Collusion Affidavit.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

CERTIFICATE REGARDING
COMMUNITY UNIT SCHOOL DISTRICT 300
VENDOR/CONTRACTOR CONFLICT OF INTEREST

_____, does hereby certify that they have read and fully understand the Vendor/Contractor Conflict of Interest Board Policy as stated below:

Vendor/Contractor Conflict of Interest
Any vendor or contractor doing $5,000 - $25,000 in business with the District within a fiscal year shall not contribute to any political campaign that directly affects the District while doing business for the District or for a period of two years after completion of business with the District. Further, the District will not enter into significant business with a vendor or contractor that has contributed to a political campaign that directly affects the District within two years prior to commencing business. Any vendor or contractor that participates and is awarded a contract through the competitive bidding process is exempt from this policy.

LEGAL REF.: 105 ILCS 5/10-20.19c, 5/10-20.21, 510-22.34c, and 5/19b-1 et seq.
820 ILCS 130/0.01 et seq.

CROSS REF: 2:100 (Board Member Conflict of Interest), 4:70 (Resource Conservation) 4:150 (Facility Management and Building Programs)

ADOPTED: February 10, 2003

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

CRIMINAL BACKGROUND INVESTIGATIONS

Contractor hereby represents, warrants, and certified that no officer or director thereof has any knowledge that any employee thereof has been convicted of committing or attempting to commit "Criminal Code of 1961," 720 ILCS, Sections 5/11-6 (Indecent solicitation of a child), 5/11-9 (Public indecency), 5/11-14 (Prostitution), 5/11-15 (Soliciting for a prostitute), 5/11-15.1 (Soliciting for a juvenile prostitute), 5/11-19 (Pimping), 5/11-19.1 (Juvenile pimping), 5/11-19.2 (Exploitation of a child), 5/11-20 (Obscenity), 5/11-20.1 (Sexual assault), 5/12-14 (Aggravated criminal sexual assault), 5/12-15 (Criminal sexual abuse), and 5/12-16 (Aggravated criminal sexual abuse), and/or those offenses defined in the "Cannabis Control Act," 720 ILCS, 550/1 et seq. (except the "Illinois Controlled Substances Act, " 720 ILCS 570/100 et seq., any of the offenses that would subject a certificated employee to suspension or revocation pursuant to Section 21-23a of the School Code or anyone found to be the perpetrator of sexual or physical abuse of any minor under 18 years of age pursuant to proceedings under Article II of the Juvenile Court Act of 1987 and/or any offense committed or attempted in any other state or against the laws of the United States, which if committed or attempted in this State, would have been punishable as one or more of the foregoing offenses.

Contractor further agrees that it shall not employ any person who have or may have direct, daily contact with the pupils of any school in the district, and for whom a criminal background investigation has not been conducted pursuant hereto, and further represents and agrees that all applicants for any such employment shall furnish with their applications the attached written "Authorization for Criminal Background Information" form authorizing the Board of Education to request a criminal background investigation of said applicant pursuant to Section 5/10-21.9 of the School Code of Illinois and to receive criminal history record information pursuant thereto to determine if the applicant has been convicted of committing or attempting to commit any of the criminal or drug offenses enumerated above. Contractor further agrees to submit with said authorization payment for any costs and expenses associated with the criminal background investigation.

Contractor further represents, warrants, and certifies that no applicant for employment with respect to whom the criminal investigation reveals any conviction for committing and/or attempting to commit any of the above enumerated offenses, shall be employed thereby in any position that involves or may involve contact with the students of the school district.

This certification is executed on the date hereinafter indicated by the designated contractor by its duly authorized officer.

By _____

Its: _____

Dated: _____

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____

NOTARY PUBLIC

AUTHORIZATION FOR CRIMINAL BACKGROUND INVESTIGATION

The undersigned hereby authorizes the Board of Education of Community Unit School District 300, Carpentersville, Illinois to request a criminal background investigation from the Illinois State Police, pursuant to Section 5/10-21.9 of the School Code of Illinois, 105 ILCS 5/10-21.9 and to receive criminal history record information pursuant thereto.

_____
(Printed or Typed Name of Applicant Employee)

_____
Signature of Applicant or Employee

Dated: _____

Scope of Work

Time and Material Rates

Payment of Prevailing Wages is required for this project.

QUALIFICATIONS – Provide labor, material, and furnish equipment as required to troubleshoot service, modify and /or install Data Cabling, Electrical, Tree Maintenance Service, Food Service Equipment Repair, Stadium Lighting Service & Repair, Asphalt Repair, Elevator Service & Repair, Bay/Overhead Door Service & Repair, Alarm Service & Repair, and Stage Curtain Recertification & Fireproofing. Scope of work may be described via construction documents, request for quote and/or field direction (in emergency cases). Vendor must supply a list of trade references; forms are located in the bid Boiler Plate. Certificates, References, Vendor Application and W-9 forms must be submitted with vendors bid submittal.

DURATION

Bid pricing to be firm through December 12, 2019. Bid award to cover a **1** year period with the possibility of two, one year extensions. Stage Curtain Recertification & Fireproofing bid pricing to be firm for a three year period beginning December 13, 2018 with a possibility of two, one year extensions Awarded contract begins December 13, 2018, and ends on December 12, 2019. District 300 will be using the November 2019 Urban CPI or Illinois County (Kane/McHenry) Prevailing Wage rates, whichever is less, to evaluate any increases in pricing. All extensions in accordance with this contract, will use following year's November Urban CPI or Illinois County (Kane/McHenry) Prevailing Wage rates. District 300 is to be notified within 60 days of any labor rate increases or decrease if contract is extended. Bids containing bid conditions will not be accepted.

- This **IS** a sealed bid.
- A Bid Bond **IS NOT** required upon bid submittal.
- A Performance Bond in the amount of $25,000 and current Certificate of Insurance are required upon award within 10 days of award.

REQUESTED SERVICES UNDER THIS CONTRACT

The following are to be considered prevailing wage services:

- Data Cabling
- Electrical
- Stadium Lighting Service & Repair
- Asphalt Repair
- Elevator Service & Repair
- Bay/Overhead Door Service & Repair
- Alarm Service & Repair

The following are not to be considered prevailing wage services:

- Tree Maintenance Service
- Food Service Equipment Repair
- Stage Curtain Recertification & Fireproofing

Terms – For the purpose of this bid, the following terms are:

- School District 300 is to be notified of the level of skilled tradesman upon callout.
- "Contract documents" includes the most current project drawings and specifications.
- "Provide" includes furnishing and installation.
- "Furnish" includes purchasing and transporting new equipment, as specified, to the job site.
- "Install" includes mounting or setting equipment in place, in specified location, and making all required electrical connections for a working product.
- "Electrical System" includes all distribution of power, lighting, fire protection, life safety, communications, security, special systems, and any other information, electrical in nature, identified on the Contract Documents, from the point(s) of service to utilization device(s).
- "Connecting" means providing a power source, overcurrent devices, raceways, conductors, terminations, insulation supports, and other materials and equipment required for the operation and control of the relevant operation.
- "Portal to Portal" to be defined as to and from vendor site location. If contractor is within district boundaries, additional dispatch charges will not apply for same day service during standard working hours.
- "Hourly rate billing" is to be invoiced in 15 minute increments.
- "Total Material Billing" equals the percentage of markup plus contractors actual cost.
- Total travel time allowance not to exceed 1hr per person.

Non-Emergency trade work – any non-emergency trade work (to be determined by District #300 staff and/or consultant), over $25,000 must be competitively bid. Any and all trade work performed must comply with local and national codes.

"PM Hourly Rate" is defined as the hourly rate for a food service equipment vendor to perform preventative maintenance on freezers, coolers, dishwashers, garbage disposals and steam tables.

"Emergency Hourly Rate" is defined as the hourly rate in which the vendor is called out for emergencies. Emergencies are defined as repairmen being on-site **within 60 minutes** of the initial call to the vendor.

D300 Expectations of Food Service Equipment Repair performed:
Upon equipment failure, freezers, coolers, ovens and steamers **will require** a 60 minute emergency response time. Steam table, garbage disposal and dishwasher repairs will need to be addressed within a 24 hour time period. Follow up repairs where parts need to be ordered, must be completed within a 48 hour time period.

D300 Expectations of Data Cabling performed:

- All cabling is to be Category 6 Ethernet or above
- Cabling must be manufactured in the USA
- Cabling is to be tested a verified post installation
- Cabling is to be installed as outlined in TIA/EIA-568
- Termination is to be completed as outlined in TIA/EIA-568 (B)
- Vendor must advise alternate solutions on cable installation greater than 100m
- Ethernet cabling must be Blue or White depending on customer request per installation
- Vendor must label installations based on existing labeling formats on both ends of termination

Invoicing – Invoice must reflect detailed description of work performed and materials used. Copies of certified payroll sheets must be attached to all invoices. Invoices to include parts listings with contractor cost and percent of markup per your bid.

Normal Working Day Hours for straight time – 7:00am-3:30pm, Monday through Friday.

CONTRACT PERIOD

The anticipated contract period is December 13, 2018 – December 12, 2019.

The anticipated contract period for Stage Curtain Recertification & Fireproofing is December 13, 2018 – December 12, 2021.

Service Points

CUSD 300

Building Name	Address	Elevator on site Y/N	Bay Door onsite Y/N	Stage Curtain Y/N	Recertification Schedule
Administration Center (847)551-8300	2550 Harnish Dr Algonquin, IL 60102	**Y**	N	N	N/A
Algonquin Lakes Elementary (847)532-7500	1401 Compton Drive Algonquin, IL 60102	**Y**	N	N	N/A
Algonquin Middle School (847)532-7100	520 Longwood Drive Algonquin, IL 60102	**Y**	**Y**	**Y**	**YEARLY**
Carpentersville Middle School (224)484-2100	100 Cleveland Avenue Carpentersville, IL 60110	**Y**	**Y**	**Y**	**YEARLY**
deLacey Family Education Center (224)484-2300	50 Cleveland Avenue Carpentersville, IL 60110	N	N	N	N/A
Dundee-Crown High School (224)484-5000	1500 Kings Road Carpentersville, IL 60110	**Y**	**Y**	**Y**	**3 YEARS**
Dundee Highlands Elementary (224)484-4700	407 South Fifth Street West Dundee, IL 60118	N	N	**Y**	**3 YEARS**
Dundee Middle School (224)484-4500	4200 W. Main Street West Dundee, IL 60118	N	N	N	N/A
Eastview Elementary (847)532-7400	540 Longwood Drive Algonquin, IL 60102	**Y**	N	N	N/A
Gilberts Elementary (224)484-5900	729 Paperbark Lane Gilberts, IL 60136	**Y**	N	N	N/A
Golfview Elementary (224)484-2800	124 Golfview Lane Carpentersville, IL 60110	N	N	N	N/A
Hampshire Elementary (847)792-3400	321 Terwilliger Avenue Hampshire, IL 60140	N	N	**Y**	**YEARLY**
Hampshire Middle School (847)792-3200	560 South State Street Hampshire, IL 60140	**Y**	**Y**	**Y**	**YEARLY**
Hampshire High School (847)792-3500	1600 E. Big Timber Road Hampshire, IL 60140	**Y X2**	**Y**	**Y**	**3 YEARS**
Jacobs High School (847)532-6100	2601 Bunker Hill Drive Algonquin, IL 60102	**Y**	**Y**	**Y**	**YEARLY**
Lake in the Hills Elementary (847)532-6900	519 Willow Street Lake in the Hills, IL 60156	N	N	N	N/A
Lakewood School (224)484-2600	1651 Ravine Lane Carpentersville, IL 60110	**Y**	**Y**	N	N/A
Liberty Elementary (224)484-4800	6500 Miller Road Carpentersville, IL 60110	**Y**	N	N	N/A
Lincoln Prairie Elementary (847)532-6600	500 W. Harvest Gate Lake in the Hills, IL 60156	**Y**	N	N	N/A
Meadowdale Elementary (224)484-2900	14 Ash Street Carpentersville, IL 60110	N	N	N	N/A
Neubert Elementary (847)532-6800	1100 Huntington Drive Algonquin, IL 60102	**Y**	N	N	N/A
Oak Ridge School (224)484-5800	229 Lake Marian Road Carpentersville, IL 60110	N	**Y**	N	N/A
Parkview Elementary (224)484-2500	122 Carpenter Blvd. Carpentersville, IL 60110	N	N	**Y**	**YEARLY**
Perry Elementary (224)484-5600	251 Amarillo Drive Carpentersville, IL 60110	N	N	N	N/A
Sleepy Hollow Elementary (224)484-4900	898 Glen Oak Drive Sleepy Hollow, IL 60118	N	N	N	N/A
Westfield Community School (847)532-7600	2100 Sleepy Hollow Road Algonquin, IL 60102	**Y**	**Y**	N	N/A
Wright Elementary (847)683-5700	1500 Ketchum Road Hampshire, IL 60140	**Y**	N	N	N/A
Transportation Department (847)551-8300	2603 Bunker Hill Drive Algonquin, IL 60102	N	**Y**	N	N/A
Bldgs. & Grounds Prof. Develop. Center-Bunker Hill (847)532-6700	2605 Bunker Hill Drive Algonquin, IL 60102	N	**Y**	N	N/A

Bid Submission

All bids are to be **sealed** and submitted to:

Diane C. White
Director of Purchasing
CUSD #300
2605 Bunker Hill Dr
Algonquin, IL 60102

Direct any questions regarding this project to:

Michael Zahalka
CUSD #300 – Purchasing Specialist
2605 Bunker Hill Dr
Algonquin, IL 60102
Ph: 847-551- 8460
Fx: 847-551-8463
Bids.Purchasing@d300.org

Please submit your response no later than, Friday, October 26, 2018 by 11:00AM CT

DISTRICT 300

BELL TIMES - REGULAR HOURS

2018-2019

District 300 Schools	Bell Times
Algonquin Lakes Elementary (Grades K-5)	8:00am-2:15pm
1401 Compton Drive, Algonquin, IL 60102 **P:** 847-532-7500 **| F:** 847-532-7515	
Algonquin Middle School (Grades 6-8)	8:55am-3:40pm
520 Longwood Drive, Algonquin, IL, 60102 **P:** 847-532-7100 **| F:** 847-658-2547	
Carpentersville Middle School (Grades 6-8)	8:55am-3:40pm
100 Cleveland Avenue, Carpentersville, IL 60110 **P:** 224-484-2100 **| F:** 847-426-1404	
deLacey Family Education Center (Preschool)	**AM:** 8:45am-11:15am **PM:** 12:30pm-3:00pm
50 Cleveland Avenue, Carpentersville, IL 60110 **P:** 224-484-2300 **| F:** 224-484-2319	
Dundee-Crown High School (Grades 9-12)	7:30am-2:58pm
1500 Kings Road, Carpentersville, IL 60110 **P:** 224-484-5000 **| F:** 224-484-5098	
Dundee Highlands Elementary (Grades Pre-K-5)	8:00am-2:15pm
407 S. Fifth Street, West Dundee, IL, 60118 **P:** 224-484-4700 **| F:** 847-426-1935	
Dundee Middle School (Grades 6-8)	8:55am-3:40pm
4200 W. Main Street, West Dundee, IL 60118 **P:** 224-484-4500 **| F:** 847-426-4008	
Eastview Elementary (Grades Pre-K-5)	8:00am-2:15pm
540 Longwood Drive, Algonquin, IL 60102 **P:** 847 532 7400 **| F:** 847 458 5509	**Pre-K AM:** 8:00am-10:30am **Pre-K PM:** 11:40am-2:15pm
Gilberts Elementary (Grades K-5)	8:00am-2:15pm
729 Paperbark Lane, Gilberts, IL 60136 **P:** 224-484-5900 **| F:** 224-484-5915	**Pre-K AM:** 8:00am-10:30am **Pre-K PM:** 11:40am-2:15pm
Golfview Elementary (Grades Pre-K-5)	8:00am-2:15pm
124 Golfview Lane, Carpentersville, IL 60110 **P:** 224-484-2800 **| F:** 224-484-2815	
Hampshire Elementary (Grades K-5)	8:00am-2:15pm
321 Terwilliger Avenue, Hampshire, IL 60140 **P:** 847-792-3400 **| F:** 847-683-4806	
Hampshire Middle School (Grades 6-8)	8:55am-3:40pm
560 S. State Street, Hampshire IL 60140 **P:** 847-792-3200 **| F:** 847-683-1030	
Hampshire High School (Grades 9-12)	7:30am-2:58pm
1600 Big Timber Road, Hampshire, IL 60140 **P:** 847-792-3500 **| F:** 847-792-3515	

District 300 Schools	Bell Times
Jacobs High School (Grades 9-12)	7:30am-2:58pm
2601 Bunker Hill Drive, Algonquin, IL 60102 **P:** 847.532.6100 **| F:** 847.532.6115	
Lake in the Hills Elementary (Grades Pre-K-5)	8:00am-2:15pm
519 Willow Street, Lake in the Hills, IL 60156 **P:** 847-532-6900 **| F:** 847-658-2529	**Pre-K AM:** 8:00am-10:30am **Pre-K PM:** 11:40am-2:10pm
Lakewood Elementary (Grades Pre-K-5)	8:00am-2:15pm
1651 Ravine Lane, Carpentersville, IL 60110 **P:** 224-484-2600 **| F:** 224-484-2615	
Liberty Elementary (Grades Pre-K-5)	8:00am-2:15pm
6500 Miller Road, Carpentersville, IL 60110 **P:** 224-484-4800 **| F:** 224-484-4815	**Pre-K AM:** 8:00am-10:30am **Pre-K PM:** 11:40am-2:15pm
Lincoln Prairie Elementary (Grades K-5)	8:00am-2:15pm
500 Harvest Gate Road, Lake in the Hills, IL 60156 **P:** 847-532-6600 **| F:** 847-532-6615	
Meadowdale Elementary (Grades Pre-K-5)	8:00am-2:15pm
14 Ash Street, Carpentersville, IL 60110 **P:** 224-484-2900 **| F:** 224-484-2915	
Neubert Elementary (Grades K-5)	8:00am-2:15pm
1100 Huntington Drive, Algonquin, IL 60102 **P:** 847-532-6800 **| F:** 847-551-8413	
Oak Ridge School (Grades 6-12)	7:45am-1:40pm
300 Cleveland Avenue, Carpentersville, IL 60110 **P:** 224-484-5800 **| F:** 847-426-4474	
Parkview Elementary (Grades K-5)	8:00am-2:15pm
122 Carpenter Boulevard, Carpentersville, IL 60110 **P:** 224-484-2500 **| F:** 847-426-2962	
Perry Elementary (Grades Pre-K-5)	8:00am-2:15pm
251 Amarillo Drive, Carpentersville, IL 60110 **P:** 224-484-5600 **| F:** 224-484-5615	
Sleepy Hollow Elementary (Grades K-5)	8:00am-2:15pm
898 Glen Oak Drive, Sleepy Hollow, IL 60118 **P:** 224-484-4900 **| F:** 224-484-4915	
Westfield Community School (Grades Pre-K-5)	8:00am-2:15pm
(Grades 6-8)	8:55am-3:40pm
2100 Sleepy Hollow Road, Algonquin, IL 60102 **P:** (PreK-5) 847-532-7800 **| F:** 847- 532-7615 **P:** (6-8) 847-532-7600 **| F:** 847- 532-7615	**Pre-K AM:** 8:00am-10:30am **Pre-K PM:** 11:40am-2:15pm
Wright Elementary (Grades K-5)	8:00am-2:15pm
1500 Ketchum Road, Hampshire, IL 60140 **P:** 847-683-5700 **| F:** 847-683-5799	

DISTRICT 300 SCHOOL CALENDAR - 2018/2019

Board Approval: Nov. 8, 2016

JULY 18

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

AUGUST 18

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

SEPTEMBER 18

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

OCTOBER 18

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

NOVEMBER 18

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

DECEMBER 18

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

JANUARY 19

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

FEBRUARY 19

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

MARCH 19

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

APRIL 19

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MAY 19

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JUNE 19

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

All dates subject to change throughout school year, with BOE Approval

- District Closed
- Early Release
- Emergency Days
- End of QTR/Semester Full day Attend
- No Student/Instruction Staff Attend
- Parent/Teacher Conference
- Teacher Institute/ In service

Independence Day- Offices/Schools Closed	Wednesday, July 4
Teacher Institute (8am to 1pm) No Student Attendance	Friday, Aug. 10
Teacher Institute (8am to 1pm) No Student Attendance	Monday, Aug. 13
First day of School, Full Day of Student Attendance	Tuesday, Aug. 14
Early Release Day	Friday, Aug. 24
Labor Day - Offices/Schools Closed	Monday, Sept. 3
Early Release Day	Friday, Sept. 21
Teacher Institute (8am to 3pm) No Student Attendance	Friday, Oct. 5
Columbus Day - Offices/Schools Closed	Monday, Oct. 8
Early Release Day	Friday, Oct. 26
Early Release Day	Friday, Nov. 16
Parent - Teacher Conferences, No Student Attendance	Monday, Nov. 19 & Tuesday, Nov. 20
Fall Break - Offices/Schools Closed	Wednesday, Nov. 21 - Friday, Nov. 23
Early Release Day	Friday, Dec. 14
Winter Break, No Student Attendance	Monday, Dec. 24 - Friday, Jan. 4
Offices/Schools Closed	Dec. 24, Dec. 25, & Dec. 31
Offices/Schools Closed	Tuesday, Jan. 1
Early Release Day	Friday, Jan. 18
Martin Luther King Day - Offices/Schools Closed	Monday, Jan. 21
Early Release Day	Friday, Feb. 15
Presidents Day - Offices/Schools Closed	Monday, Feb. 18
Teacher Institute (8am to 3pm) Kane County ROE, No Student Attendance	Friday, Mar. 1
Early Release Day	Friday, Mar. 15
Spring Break, No Student Attendance	Monday, Mar. 25 - Friday, Mar. 29
NO Emergency Days used - No Student/Instruction, Staff, all offices open	Monday, Apr. 1
Emergency Days used - Regular attendance day	
Early Release Day	Friday, Apr. 12
District Holiday - Offices/Schools Closed	Friday, Apr. 19
Teacher Institute (8am to 3pm) No Student Attendance	Monday, Apr. 22
Early Release Day	Friday, May 10
Last day of school, if no Emergency Days have been used	Thursday, May. 23
Memorial Day - Offices/Schools Closed	Monday, May. 27
Last possible day of school - If ALL Emergency Days are used	Thursday, May 30

BID RESPONSE FORM

Time and Material Rates for : Data Cabling, Electrical, Tree Maintenance Service, Food Service Equipment Repair, Stadium Lighting Service & Repair, Asphalt Repair, Elevator Service & Repair, Bay/Overhead Door Service & Repair, Alarm Service & Repair, and Stage Curtain Recertification & Fireproofing

Payment of Prevailing Wages IS Required

Bids are as indicated on the attached sheets are hereby presented to the Board of Education of Community Unit School District #300. It is understood that:

1. Bidders must insure they have viewed both tabs in this spreadsheet.
2. The Board of Education reserves the right to reject any and all bids and to accept all or part of any bids submitted.
3. Rates quoted shall include all charges for handling, transportation and delivery.
4. Community Unit School District #300 is Tax Exempt.
   Tax Exemption Number - E9996-0079-07.
5. Vendor is required to submit Performance Bond cost as part with their submission.

The undersigned hereby certifies that he/she has read, understands and agrees that acceptance by the Board of Education of the bidder's offer by issuance of a purchase order(s) or other document(s) will create a binding contract. Further, he/she agrees to fully comply with the specifications and other documentary forms and regulations made a part of this specific procurement of contract. The bidder must comply with all State and Federal Regulations including FEPC, the Illinois Laborer's Act and the Illinois Prevailing Wage Act, with preference to Public Act 86-799 which states "…not less than the prevailing rate of wages as found by the public body or Department of Labor or determined by the court on review shall be paid to all laborers, workers and mechanics performing work under the contract." The Illinois Department of Labor prevailing wages for the county where the project will be undertaken is posted online at https://www2.illinois.gov/idol/Laws-Rules/CONMED/pages/2018-rates.aspx

Vendor has received Addendum (IF APPLICABLE)

#1 - _____ #2 - _____

NAME OF COMPANY /CORPORATION

STREET ADDRESS:

CITY:

STATE:

ZIP:

TELEPHONE NUMBER:

FAX NUMBER:

EMAIL ADDRESS:

FEIN NUMBER

ILLINOIS LICENSE NUMBER

BID SUBMITTED BY:

SIGNATURE OF AUTHORIZED AGENT

PLEASE TYPE OR PRINT NAME

DATE

****** Sealed Bids are due by 11:00AM, Friday, October, 26, 2018 ******

INSTRUCTIONS: Please fill in columns **that apply to your firm. Column V** is for vendor comments. ALL bids must be completed in the Excel spreadsheet provided and submitted in hard copy.	Vendor Name:	
	Complete Address:	
	Phone:	
	Fax:	
	E-Mail:	
	Contact Person:	

	Alarm Service & Repair		Asphalt Repair		Bay/Overhead Door - Service & Repair		Data Cabling	
POSITION	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME per hour**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**
Apprentice 1	$	$	$	$	$	$	$	$
Apprentice 2	$	$	$	$	$	$	$	$
Apprentice 3	$	$	$	$	$	$	$	$
Apprentice 4	$	$	$	$	$	$	$	$
Journeyman	$	$	$	$	$	$	$	$
Foreman	$	$	$	$	$	$	$	$
	% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment	
Materials	%		%		%		%	
Equipment	%		%		%		%	
Performance Bond	$		$		$		$	
							PM Hr. Rate $/hr. -	
							Emerg. Hr. Rate $/hr. -	

Electrical		Elevator Service & Repair		Food Service Equipment Repair		Stadium Lighting - Service & Repair	
Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME
$	$	$	$	$	$	$	$
$	$	$	$	$	$	$	$
$	$	$	$	$	$	$	$
$	$	$	$	$	$	$	$
$	$	$	$	$	$	$	$
$	$	$	$	$	$	$	$
% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment	
%		%		%		%	
%		%		%		%	
$		$		$		$	
Emerg. Hr. Rate $/hr. -				**Monthly Service (each unit)**	**$**	**Emerg. Hr. Rate $/hr. -**	
				Quarterly Service (each unit)	**$**		

Stage Curtain - Recertification & Fireproofing		Tree Maintenance Service		Vendor Comments
Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	
$	$	$	$	
$	$	$	$	
$	$	$	$	
$	$	$	$	
$	$	$	$	
$	$	$	$	
% Markup for Materials & Equipment		% Markup for Materials & Equipment		
%		%		
%		%		
$		$		

PRINT RESET

COMMUNITY UNIT SCHOOL DISTRICT 300
PURCHASING DEPARTMENT
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8300
Fax: 847-551-8463

VENDOR APPLICATION FORM
(SUBJECT TO LOCAL LAWS)

Fill in all spaces. Insert "NA" in blocks not applicable. Type all entries

APPLICATION DATE

REVISION DATE

DATE: _____

COMPANY	HOW LONG IN PRESENT BUSINESS?

ADDRESS	CITY	STATE	ZIP

CONTACT PERSON/REPRESENTATIVE	FAX NUMBER	PHONE AND EXTENSION
	( )	( )

TYPE OF ORGANIZATION (Check Applicable)

☐ INDIVIDUAL ☐ PARTNERSHIP ☐ CORPORATION

IF INCORPORATED INDICATE IN WHICH STATE

YEARS ESTABLISHED:

DO YOU ACCEPT PURCHASE ORDERS? YES ☐ NO ☐

DO YOU ACCEPT CREDIT CARDS? YES ☐ NO ☐

CATEGORY **(Check below the category which applies to the applicant)**

☐ (A) MANUFACTURER OR PRODUCER ☐ (C) RETAILER ☐ (E) DISTRIBUTOR

☐ (B) WHOLESALER ☐ (D) MANUFACTURER'S AGENT ☐ (F) SERVICE ESTABLISHMENT

NAMES OF OFFICERS, MEMBERS OR OWNERS OF CONCERN, PARTNERSHIP, ETC.

(A) PRESIDENT (B) VICE PRESIDENT

(C) SECRETARY (D) TREASURER

(E) OWNERS, PARTNERS, OR STOCKHOLDERS

TAXPAYER'S I.D. NO.

FEIN _____

or

S.S. No. _____

INSURANCE INFORMATION (Check Applicable)

LIABILITY INSURANCE: $2,000,000 ☐ $2,500,000 ☐ $5,000,000 ☐ OTHER ☐

Workers' Compensation : State Minimum ☐ Greater than Minimum ☐

Required that CUSD be named as an Additional Insured ☐ INSURANCE CO. _____

BONDING INFORMATION **(Check each area in which you have been bonded and the latest date of bonding)**

Perf. Bond ____/____ (Mo. Year) ☐ Payment Bond (Labor and Materials) ____/____ (Mo. Year) ☐ Builder's Risk ____/____ (Mo. Year) ☐

PERSONS AUTHORIZED TO SIGN QUOTES, PROPOSALS, BIDS AND CONTRACTS:

NAME	OFFICIAL CAPACITY

Average number of employees (including affiliates) for four preceding calendar quarters.	Average annual sales for preceding three fiscal years:	Floor Space (Square Feet)	
		Manufacturing	Warehouse

MINORITY/WOMEN BUSINESS ENTERPRISE
(Check One) See Definitions Below

☐ MBE ☐ MBE/WBE ☐ WBE ☐ PBE

FOR USE BY CONTRACT COMPLIANCE ONLY:
BY:_____

DATE_____ ☐ C ☐ NC

MINORITY GROUP MEMBERSHIP (Check One) See Definitions Below

NOTE: DO NOT COMPLETE THIS SECTION UNLESS YOU HAVE CHECKED ONE OF THE BOXES IN THE MINORITY/WOMEN BUSINESS ENTERPRISE SECTION ABOVE.

☐ AFRICAN AMERICAN OR BLACK ☐ HISPANIC AMERICAN ☐ NATIVE AMERICAN ☐ ASIAN-PACIFIC AMERICAN

CERTIFICATION DATE ISSUED: _____ EXPIRATION: _____

MINORITY AND WOMEN OWNED BUSINESS ENTERPRISE DEFINITIONS

MINORITY BUSINESS ENTERPRISE ("MBE") means a certified participating business at least 51 percent (51%) of which is owned and controlled by one or more members or one or more minority groups, or in the case of a publicly held corporation, 51 percent (51%) of the stock is owned by one or more members of one or more minority groups and whose daily business operations are controlled by one or more such individuals.

WOMEN'S BUSINESS ENTERPRISE ("WBE") means a certified participating business at least 51 percent (51%) of which is owned by one or more women, or in the case of a publicly held corporation, 51 percent (51%) of the stock of which is owned by one or more women and whose daily operations are controlled by one or more such individuals. Determination of whether a business is at least 51 percent (51%) owned by a woman or women shall be made without regard to community property laws.

BUSINESS OWNED AND OPERATED BY A PERSON WITH A DISABILITY ("PBE") means a business concern of which at least 51 percent (51%) is owned by one or more persons with a disability, or in the case of the corporation, one in which at least 51 per centum of the stock is owned by one or more persons with a disability or by a not for profit agency for the disabled organized pursuant to Section 501 of the Internal Revenue Code 1954; and the management and daily business operations of which are controlled by one or more of the persons with a disability who own it.

MINORITY GROUP MEMBER is an individual who is one of the following:

AFRICAN AMERICAN OR BLACK (persons with origins in any of the Black racial groups of Africa):
HISPANIC AMERICAN (persons of Spanish culture with origins in Puerto Rico, Mexico, Cuba, South or Central America, Spain, Portugal or the Caribbean Islands regardless of race).
NATIVE AMERICAN (American Indian)
ASIAN-PACIFIC AMERICAN (persons with origins from Japan, China, the Philippines, Vietnam, Korea, Samoa, Guam, the U.S. Trust Territories of the Pacific, Northern Marianas, Laos, Cambodia, Taiwan, or the Indian subcontinent).

IF YOU HAVE EVER DONE BUSINESS WITH THE SCHOOL DISTRICT UNDER ANOTHER NAME, PLEASE INDICATE NAME OR NAMES.

Give names, complete addresses, buyer's names and phone numbers of four of your customers. (Please include Federal, State or City Governments).

ORGANIZATION	ADDRESS, STATE, ZIP	BUYER	PHONE NUMBER
1.			
2.			
3.			
4.			

Bank References

NAME OF BANK	ADDRESS, STATE, ZIP	CONTACT PERSON	PHONE NUMBER

I certify that the information supplied herein (including all pages attached) is correct and that neither the applicant nor any person (or concern) in any connection with the applicant as a principal or officer, so far as is known, is not debarred or otherwise declared ineligible by any public agency from furnishing materials, supplies or services to any agency thereof.

SIGNATURE OF PERSON AUTHORIZED TO SIGN THIS APPLICATION
NAME AND TITLE OF PERSON SIGNING (Please type or print)

PERSONS OR BUSINESSES INTERESTED IN BEING ADDED TO THE BIDDER'S LIST MUST FILE THIS APPLICATION WITH THE PURCHASING DEPARTMENT.

AFTER PLACEMENT ON THE BIDDERS' LIST, A VENDOR'S FAILURE TO RESPOND TO INVITATIONS FOR BIDS WILL BE UNDERSTOOD BY THE SCHOOL DISTRICT TO INDICATE LACK OF INTEREST AND SHALL RESULT IN THE REMOVAL OF THE VENDOR'S NAME FROM THE BIDDERS' LIST FOR THE ITEMS CONCERNED.

NOTE: ANY CHANGES TO INFORMATION SUBMITTED (ADDRESSES, AUTHORIZED PERSONNEL, ETC.,) WILL REQUIRE A REVISED COPY OF THIS FORM. ADDITIONAL FORMS MAY BE OBTAINED BY CONTACTING THE PURCHASING DEPARTMENT AT THE ADDRESS SHOWN ON THE FRONT OF THIS FORM.

USE BY COMMUNITY UNIT SCHOOL DISTRICT 300 ONLY

VENDOR I.D. NUMBER	APPROVED BY	DATE	W9	COMM LIST

Form **W-9**
(Rev. October 2007)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give form to the requester. Do not send to the IRS.

Print or type See **Specific Instructions** on page 2.

Name (as shown on your income tax return)

Business name, if different from above

Check appropriate box: ☐ Individual/Sole proprietor ☐ Corporation ☐ Partnership
☐ Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶
☐ Other (see instructions) ▶

☐ Exempt payee

Address (number, street, and apt. or suite no.)

Requester's name and address (optional)

City, state, and ZIP code

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

or

Employer identification number

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here **Signature of U.S. person** ▶ **Date** ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),

2. Certify that you are not subject to backup withholding, or

3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

1049 • The U.S. owner of a disregarded entity and not the entity,

- The U.S. grantor or other owner of a grantor trust and not the trust, and
- The U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person, do not use Form W-9. Instead, use the appropriate Form W-8 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.

2. The treaty article addressing the income.

3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.

4. The type and amount of income that qualifies for the exemption from tax.

5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity not subject to backup withholding, give the requester the appropriate completed Form W-8.

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,

2. You do not certify your TIN when required (see the Part II instructions on page 3 for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See the instructions below and the separate Instructions for the Requester of Form W-9.

Also see *Special rules for partnerships* on page 1.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of $50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a $500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Name

If you are an individual, you must generally enter the name shown on your income tax return. However, if you have changed your last name, for instance, due to marriage without informing the Social Security Administration of the name change, enter your first name, the last name shown on your social security card, and your new last name.

If the account is in joint names, list first, and then circle, the name of the person or entity whose number you entered in Part I of the form.

Sole proprietor. Enter your individual name as shown on your income tax return on the "Name" line. You may enter your business, trade, or "doing business as (DBA)" name on the "Business name" line.

Limited liability company (LLC). Check the "Limited liability company" box only and enter the appropriate code for the tax classification ("D" for disregarded entity, "C" for corporation, "P" for partnership) in the space provided.

For a single-member LLC (including a foreign LLC with a domestic owner) that is disregarded as an entity separate from its owner under Regulations section 301.7701-3, enter the owner's name on the "Name" line. Enter the LLC's name on the "Business name" line.

For an LLC classified as a partnership or a corporation, enter the LLC's name on the "Name" line and any business, trade, or DBA name on the "Business name" line.

Other entities. Enter your business name as shown on required federal tax documents on the "Name" line. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on the "Business name" line.

Note. You are requested to check the appropriate box for your status (individual/sole proprietor, corporation, etc.).

Exempt Payee

If you are exempt from backup withholding, enter your name as described above and check the appropriate box for your status, then check the "Exempt payee" box in the line following the business name, sign and date the form.

Generally, individuals (including sole proprietors) are not exempt from backup withholding. Corporations are exempt from backup withholding for certain payments, such as interest and dividends.

Note. If you are exempt from backup withholding, you should still complete this form to avoid possible erroneous backup withholding.

The following payees are exempt from backup withholding:

1. An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2),

2. The United States or any of its agencies or instrumentalities,

3. A state, the District of Columbia, a possession of the United States, or any of their political subdivisions or instrumentalities,

4. A foreign government or any of its political subdivisions, agencies, or instrumentalities, or

5. An international organization or any of its agencies or instrumentalities.

Other payees that may be exempt from backup withholding include:

6. A corporation,

7. A foreign central bank of issue,

8. A dealer in securities or commodities required to register in the United States, the District of Columbia, or a possession of the United States,

9. A futures commission merchant registered with the Commodity Futures Trading Commission,

10. A real estate investment trust,

11. An entity registered at all times during the tax year under the Investment Company Act of 1940,

12. A common trust fund operated by a bank under section 584(a),

13. A financial institution,

14. A middleman known in the investment community as a nominee or custodian, or

15. A trust exempt from tax under section 664 or described in section 4947.

The chart below shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 15.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 9
Broker transactions	Exempt payees 1 through 13. Also, a person registered under the Investment Advisers Act of 1940 who regularly acts as a broker
Barter exchange transactions and patronage dividends	Exempt payees 1 through 5
Payments over $600 required to be reported and direct sales over $5,000[1]	Generally, exempt payees 1 through 7[2]

[1] See Form 1099-MISC, Miscellaneous Income, and its instructions.

[2] However, the following payments made to a corporation (including gross proceeds paid to an attorney under section 6045(f), even if the attorney is a corporation) and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, and payments for services paid by a federal executive agency.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-member LLC that is disregarded as an entity separate from its owner (see *Limited liability company (LLC)* on page 2), enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note. See the chart on page 4 for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local Social Security Administration office or get this form online at *www.ssa.gov*. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at *www.irs.gov/businesses* and clicking on Employer Identification Number (EIN) under Starting a Business. You can get Forms W-7 and SS-4 from the IRS by visiting *www.irs.gov* or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note. Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: *A disregarded domestic entity that has a foreign owner must use the appropriate Form W-8.*

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 4, and 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). Exempt payees, see *Exempt Payee* on page 2.

Signature requirements. Complete the certification as indicated in 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account [1]
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor [2]
4. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee [1]
b. So-called trust account that is not a legal or valid trust under state law	The actual owner [1]
5. Sole proprietorship or disregarded entity owned by an individual	The owner [3]
For this type of account:	**Give name and EIN of:**
6. Disregarded entity not owned by an individual	The owner
7. A valid trust, estate, or pension trust	Legal entity [4]
8. Corporate or LLC electing corporate status on Form 8832	The corporation
9. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
10. Partnership or multi-member LLC	The partnership
11. A broker or registered nominee	The broker or nominee
12. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity

[1] List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

[2] Circle the minor's name and furnish the minor's SSN.

[3] You must show your individual name and you may also enter your business or "DBA" name on the second name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

[4] List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships* on page 1.

Note. If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records from Identity Theft

Identity theft occurs when someone uses your personal information such as your name, social security number (SSN), or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

Call the IRS at 1-800-829-1040 if you think your identity has been used inappropriately for tax purposes.

Victims of identity theft who are experiencing economic harm or a system problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to *phishing@irs.gov.* You may also report misuse of the IRS name, logo, or other IRS personal property to the Treasury Inspector General for Tax Administration at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at: *spam@uce.gov* or contact them at *www.consumer.gov/idtheft* or 1-877-IDTHEFT(438-4338).

Visit the IRS website at *www.irs.gov* to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons who must file information returns with the IRS to report interest, dividends, and certain other income paid to you, mortgage interest you paid, the acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA, or Archer MSA or HSA. The IRS uses the numbers for identification purposes and to help verify the accuracy of your tax return. The IRS may also provide this information to the Department of Justice for civil and criminal litigation, and to cities, states, the District of Columbia, and U.S. possessions to carry out their tax laws. We may also disclose this information to other countries under a tax treaty, to federal and state agencies to enforce federal nontax criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism.

You must provide your TIN whether or not you are required to file a tax return. Payers must generally withhold 28% of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to a payer. Certain penalties may also apply.

Community Unit School District 300
2605 BUNKER HILL DRIVE
ALGONQUIN, IL 60102
Diane C. White, Director of Purchasing
PHONE: 847-551-8460 • FAX: 847-551-8463

October 19, 2020

Terry Graham
Authorized Food Equipment Service
PO Box 784
Huntley, Il 60142

Via Email: afesco2@yahoo.com

Labor and Material – Contract Extension / Food Service Equipment Repair.

Dear Mr. Graham,

On January 8, 2019, the Board of Education awarded your firm the labor and material contract for Food Service Equipment Repair through December 31, 2019. This contract stated the possibility of two (2), one-year extensions. The district will soon be entering into new labor and material agreements for the next contract year on the services provided by companies like Authorized Food Equipment Service.

District 300 would like to continue our business relationship with Authorized Food Equipment Service with a second extension to the original contract. We are asking your firm to hold the following pricing through December 31, 2021:

HOURLY - STRAIGHT TIME		**HOURLY - OVERTIME**		**PERCENTAGE OF MARKUP**	
Apprentice 1	$80.00	Apprentice 1	$120.00	Materials	15%
Apprentice 2	$80.00	Apprentice 2	$120.00	Equipment	0%
Apprentice 3	$80.00	Apprentice 3	$120.00	Performance Bond	$750.00
Apprentice 4	$80.00	Apprentice 4	$120.00	**ADDITIONAL COMMENTS**	
Journeyman	$80.00	Journeyman	$120.00		
Foreman	$80.00	Foreman	$120.00		

Your signature below will allow us to present your submittal to the Board of Education for review and award on Tuesday, November 10, 2020.

Please return your signed response by Monday, Monday, October 26, 2020.

Sincerely,

Diane C. White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks
Diane White, Director of Purchasing

Terry Graham
2D60634FD5B59736A1F345E5235343D1 contractworks
Terry Graham
Service Contractor

Community Unit School District 300
2605 BUNKER HILL DRIVE
ALGONQUIN, IL 60102
Diane C. White, Director of Purchasing
PHONE: 847-551-8460 • FAX: 847-551-8463

February 26, 2020

Mr. Terry Graham
Authorized Food Equipment Service
PO Box 784
Huntley, IL 60142

Bid – Time and Material Rates

Dear Mr. Graham,

Congratulations! District 300 has extended the award for the Food Equipment Service portion of the Time and Material Rates bid to Authorized Food Equipment Service! The Board of Education approved this award at the regularly scheduled meeting of January 28, 2020. All work to be performed through December 31, 2020 at an hourly rate, as indicated on your response, for the following trades and skill levels. **Food Equipment Service:** Journeyman - $80.00. Foreman - $80.00.

This signed letter along with the attached documents – original Bid specifications, addenda, and your final response combined serve as the contract for this project.

Please send this signed letter to:

Community Unit School District 300
Diane White, Director of Purchasing
2605 Bunker Hill Drive Algonquin,
IL. 60102

A service agreement will be issued in accordance with the terms of this contract. Please sign and return your award letter by March 6, 2020. Please submit your Certificate of Insurance naming District 300 as additional insured & performance bond no later than March 6, 2020.

This Agreement is entered into as of January 28, 2020.

Diane C. White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks
ADMINISTRATOR *(Signature)*

Diane C White, Director of Purchasing

Terry Graham
2D60634FD5B59736A1F345E5235343D1 contractworks
CONTRACTOR *(Signature)*

Terry Graham **Owner**
(Printed name and title)

Please return your signed copy to Diane C White – bids.purchasing@d300.org
If you have any further questions regarding this contract, please feel free to contact me at (847) 551-8460.

Sincerely,

Diane C. White
Diane C White, Director of Purchasing

Community Unit School District 300
2605 BUNKER HILL DRIVE
ALGONQUIN, IL 60102
Diane C. White, Director of Purchasing
PHONE: 847-551-8460 • FAX: 847-551-8463

October 25, 2019

Terry Graham
Authorized Food Equipment Service
PO Box 784
Huntley, Il 60142

Time and Material – Contract Extension / Food Service Equipment Repair.

Dear Mr. Graham

The Scope of Work for the Time and Material bid of December 2018 stated the possibility of two (2), one-year extensions of last year's BOE awarded contract. The district will soon be entering into new labor and material agreements for the next contract year on the services provided by companies like Authorized Food Equipment Service.

In order for District 300 to continue our business relationship with Authorized Food Equipment Service, we are asking your firm to hold current pricing on Journeymen and Foremen @ $80 / hr.. If Authorized Food Equipment Service can agree to do so, pricing will be extended to December 31, 2020. If your firm can agree to hold pricing, we will present your submittal to the BOE for review and award on: Tuesday, December 10, 2019.

Please return your signed response by Monday, November 4th 2019.

Sincerely,

Diane C. White

Diane White, Director of Purchasing

Vickie Graham

Service Contractor

COMMUNITY UNIT SCHOOL DISTRICT 300
LABOR AND MATERIAL RATES
THURSDAY, DECEMBER 6, 2018 11:00 AM CT - Bunker Hill PDC

TRADE/SERVICE - FOOD SERVICE EQUIPMENT REPAIR

Vendor	Authorized Food Equipment Service		
HOURLY - STRAIGHT TIME			
Apprentice 1	$80.00		
Apprentice 2	$80.00		
Apprentice 3	$80.00		
Apprentice 4	$80.00		
Journeyman	$80.00		
Foreman	$80.00		
HOURLY - OVERTIME			
Apprentice 1	$120.00		
Apprentice 2	$120.00		
Apprentice 3	$120.00		
Apprentice 4	$120.00		
Journeyman	$120.00		
Foreman	$120.00		
PERCENTAGE OF MARKUP			
Materials	15%		
Equipment	0%		
Performance Bond	$750.00		
ADDITIONAL COMMENTS			

Correct
Vickie Graham

1056

S: Please fill in columns that irm. Column V is for vendor		
e completed in the Excel vided and submitted in hard	Vendor Name:	Authorized Food Equipment Service
	Complete Address:	PO Box 784 Huntley IL 60142
	Phone:	847 669 3033
	Fax:	847 669 3034
	E-Mail:	AFESCO2@Yahoo.Com
	Contact Person:	Terry Gralo

TION	Alarm Service & Repair		Asphalt Repair		Bay/Overhead Door - Service & Repair		Data Cabling	
	Hourly STRAIGHT TIME per hour	Hourly OVERTIME per hour	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME
	$	$	$	$	$	$	$	$
	$	$	$	$	$	$	$	$
	$	$	$	$	$	$	$	$
1057	$	$	$	$	$	$	$	$
	$	$	$	$	$	$	$	$
	$	$	$	$	$	$	$	$
	% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment	
	%		%		%		%	
	%		%		%		%	
ond	$		$		$		$	
	PM Hr. Rate $/hr. -		Truck & Driver $/hr. -		PM Hr. Rate $/hr. -		PM Hr. Rate $/hr. -	
	Emerg. Hr. Rate $/hr. -				Emerg. Hr. Rate $/hr. -			

lectrical		Food Service Equipment Repair		Stadium Lighting - Service & Repair		Tree Maintenance Service		Vendor Comments
E	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	
	$	$ 80.00	$ 120.00	$	$	$	$	
	$	$ 80.00	$ 120.00	$	$	$	$	
	$	$ 80.00	$ 120.00	$	$	$	$	
	$	$ 80.00	$ 120.00	$	$	$	$	
	$	$ 80.00	$ 120.00	$	$	$	$	
	$	$ 80.00	$ 120.00	$	$	$	$	
Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		
	%	15 %		%		%		
	%	%		%		%		
		$		$		$		
$/hr. -				Emerg. Hr. Rate $/hr. -				
te $/hr. -								

1058

COMMUNITY UNIT SCHOOL DISTRICT 300
PURCHASING DEPARTMENT
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8300
Fax: 847-551-8463

VENDOR APPLICATION FORM (SUBJECT TO LOCAL LAWS)	APPLICATION DATE 1-2-5-18
Fill in all spaces. Insert "NA" in blocks not applicable. Type all entries	REVISION DATE

DATE: _____

COMPANY	HOW LONG IN PRESENT BUSINESS?
Authorized Fuel Equipment Service	16

ADDRESS	CITY	STATE	ZIP
PO Box 784	Huntley	IL	60142

CONTACT PERSON/REPRESENTATIVE	FAX NUMBER	PHONE AND EXTENSION
Terry Graham	847 669 3034	847 669 3033

TYPE OF ORGANIZATION (Check Applicable)
[X] INDIVIDUAL [ ] PARTNERSHIP [ ] CORPORATION

IF INCORPORATED INDICATE IN WHICH STATE

YEARS ESTABLISHED: 1972

DO YOU ACCEPT PURCHASE ORDERS? YES [X] NO [ ]

DO YOU ACCEPT CREDIT CARDS? YES [X] NO [ ]

CATEGORY (Check below the category which applies to the applicant)

[ ] (A) MANUFACTURER OR PRODUCER [ ] (C) RETAILER [ ] (E) DISTRIBUTOR
[ ] (B) WHOLESALER [ ] (D) MANUFACTURER'S AGENT [X] (F) SERVICE ESTABLISHMENT

NAMES OF OFFICERS, MEMBERS OR OWNERS OF CONCERN, PARTNERSHIP, ETC.

(A) PRESIDENT Vicke Graham (B) VICE PRESIDENT

(C) SECRETARY (D) TREASURER

(E) OWNERS, PARTNERS, OR STOCKHOLDERS Vickie Graham . Terry Graham

TAXPAYER'S I.D. NO.
FEIN 46-5638666
or
S.S. No. _____

INSURANCE INFORMATION (Check Applicable)
LIABILITY INSURANCE: $2,000,000 [X] $2,500,000 [ ] $5,000,000 [ ] OTHER [ ]
Workers' Compensation : State Minimum [X] Greater than Minimum [ ]
Required that CUSD be named as an Additional Insured [X] INSURANCE CO. All Insurance

BONDING INFORMATION (Check each area in which you have been bonded and the latest date of bonding)
Perf. Bond ___/___ (Mo. Year) [ ] Payment Bond (Labor and Materials) ___/___ (Mo. Year) [ ] Builder's Risk ___/___ (Mo. Year) [ ]

PERSONS AUTHORIZED TO SIGN QUOTES, PROPOSALS, BIDS AND CONTRACTS:

NAME	OFFICIAL CAPACITY
Terry Graham	Owner

Average number of employees (including affiliates) for four preceding calendar quarters.	Average annual sales for preceding three fiscal years:	Floor Space (Square Feet)	
		Manufacturing	Warehouse
3	1125000		25,000

MINORITY/WOMEN BUSINESS ENTERPRISE
(Check One) See Definitions Below

☐ MBE ☐ MBE/WBE ☐ WBE ☐ PBE

FOR USE BY CONTRACT COMPLIANCE ONLY:
BY:_____
DATE_____ ☐ C ☐ NC

MINORITY GROUP MEMBERSHIP (Check One) See Definitions Below

NOTE: DO NOT COMPLETE THIS SECTION UNLESS YOU HAVE CHECKED ONE OF THE BOXES IN THE MINORITY/WOMEN BUSINESS ENTERPRISE SECTION ABOVE.

☐ AFRICAN AMERICAN OR BLACK ☐ HISPANIC AMERICAN ☐ NATIVE AMERICAN ☐ ASIAN-PACIFIC AMERICAN

CERTIFICATION DATE ISSUED: _____ EXPIRATION: _____

MINORITY AND WOMEN OWNED BUSINESS ENTERPRISE DEFINITIONS

MINORITY BUSINESS ENTERPRISE ("MBE") means a certified participating business at least 51 percent (51%) of which is owned and controlled by one or more members or one or more minority groups, or in the case of a publicly held corporation, 51 percent (51%) of the stock is owned by one or more members of one or more minority groups and whose daily business operations are controlled by one or more such individuals.

WOMEN'S BUSINESS ENTERPRISE ("WBE") means a certified participating business at least 51 percent (51%) of which is owned by one or more women, or in the case of a publicly held corporation, 51 percent (51%) of the stock of which is owned by one or more women and whose daily operations are controlled by one or more such individuals. Determination of whether a business is at least 51 percent (51%) owned by a woman or women shall be made without regard to community property laws.

BUSINESS OWNED AND OPERATED BY A PERSON WITH A DISABILITY ("PBE") means a business concern of which at least 51 percent (51%) is owned by one or more persons with a disability, or in the case of the corporation, one in which at least 51 per centum of the stock is owned by one or more persons with a disability or by a not for profit agency for the disabled organized pursuant to Section 501 of the Internal Revenue Code 1954; and the management and daily business operations of which are controlled by one or more of the persons with a disability who own it.

MINORITY GROUP MEMBER is an individual who is one of the following:
- **AFRICAN AMERICAN** OR BLACK (persons with origins in any of the Black racial groups of Africa):
- **HISPANIC AMERICAN** (persons of Spanish culture with origins in Puerto Rico, Mexico, Cuba, South or Central America, Spain, Portugal or the Caribbean Islands regardless of race).
- **NATIVE AMERICAN** (American Indian)
- **ASIAN-PACIFIC AMERICAN** (persons with origins from Japan, China, the Philippines, Vietnam, Korea, Samoa, Guam, the U.S. Trust Territories of the Pacific, Northern Marianas, Laos, Cambodia, Taiwan, or the Indian subcontinent).

IF YOU HAVE EVER DONE BUSINESS WITH THE SCHOOL DISTRICT UNDER ANOTHER NAME, PLEASE INDICATE NAME OR NAMES.

Give names, complete addresses, buyer's names and phone numbers of four of your customers. (Please include Federal, State or City Governments).

	ORGANIZATION	ADDRESS, STATE, ZIP	BUYER	PHONE NUMBER
1.	McHenry County College	Crystal Lk	Sandra Johnson	815-455-8700
2.	Crystal Lake D-155	45 W Franklin crystal Lake	Dan Sandberg	815 861 1380
3.	Johnsburg HS	2002 W. Ringwold	Johnsburg IL 60051	Rick Barbe 815-560 2006
4.				

Bank References

NAME OF BANK	ADDRESS, STATE, ZIP	CONTACT PERSON	PHONE NUMBER
1ST Nat Omaha	11700 IL 847	Huntley IL	847 669 1000

I certify that the information supplied herein (including all pages attached) is correct and that neither the applicant nor any person (or concern) in any connection with the applicant as a principal or officer, so far as is known, is not debarred or otherwise declared ineligible by any public agency from furnishing materials, supplies or services to any agency thereof.

Terry Graham

SIGNATURE OF PERSON AUTHORIZED TO SIGN THIS APPLICATION

Terry Graham Owner

NAME AND TITLE OF PERSON SIGNING (Please type or print)

PERSONS OR BUSINESSES INTERESTED IN BEING ADDED TO THE BIDDER'S LIST MUST FILE THIS APPLICATION WITH THE PURCHASING DEPARTMENT.

AFTER PLACEMENT ON THE BIDDERS' LIST, A VENDOR'S FAILURE TO RESPOND TO INVITATIONS FOR BIDS WILL BE UNDERSTOOD BY THE SCHOOL DISTRICT TO INDICATE LACK OF INTEREST AND SHALL RESULT IN THE REMOVAL OF THE VENDOR'S NAME FROM THE BIDDERS' LIST FOR THE ITEMS CONCERNED.

NOTE: ANY CHANGES TO INFORMATION SUBMITTED (ADDRESSES, AUTHORIZED PERSONNEL, ETC.,) WILL REQUIRE A REVISED COPY OF THIS FORM. ADDITIONAL FORMS MAY BE OBTAINED BY CONTACTING THE PURCHASING DEPARTMENT AT THE ADDRESS SHOWN ON THE FRONT OF THIS FORM.

USE BY COMMUNITY UNIT SCHOOL DISTRICT 300 ONLY

VENDOR I.D. NUMBER	APPROVED BY	1060 DATE	W9	COMM LIST

Form **W-9**
(Rev. December 2014)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to t requester. Do send to the IR

Print or type See Specific Instructions on page 2.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Vickie Graham

2 Business name/disregarded entity name, if different from above
Authorized Food Equipment Services

3 Check appropriate box for federal tax classification; check only **one** of the following seven boxes:
☑ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate
☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶
Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.
☐ Other (see instructions) ▶

4 Exemptions (codes apply onl certain entities, not individuals; instructions on page 3):
Exempt payee code (if any)
Exemption from FATCA reportir code (if any)
(Applies to accounts maintained outside the

5 Address (number, street, and apt. or suite no.)
PO Box 784

Requester's name and address (optional)
Community School D 300

6 City, state, and ZIP code
Huntley, IL. 60142

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number
[ ][ ][ ] - [ ][ ] - [ ][ ][ ]

or

Employer identification number
4 6 - 5 6 3 8 6 6 6

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Reven Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withhol because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), ar generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See th instructions on page 3.

Sign Here | Signature of U.S. person ▶ Vickie Graham | Date ▶ 12-5-18

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at *www.irs.gov/fw9*.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be su to backup withholding. See *What is backup withholding?* on page 2.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a nun to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payc applicable, you are also certifying that as a U.S. person, your allocable share any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, a
4. Certify that FATCA code(s) entered on this form (if any) indicating that yc exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* page 2 for further information.

• The U.S. grantor or other owner of a grantor trust and not the trust, and

• The U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person, do not use Form W-9. Instead, use the appropriate Form W-8 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.

2. The treaty article addressing the income.

3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.

4. The type and amount of income that qualifies for the exemption from tax.

5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity not subject to backup withholding, give the requester the appropriate completed Form W-8.

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,

2. You do not certify your TIN when required (see the Part II instructions on page 3 for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See the instructions below and the separate Instructions for the Requester of Form W-9.

Also see *Special rules for partnerships* on page 1.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of $50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a $500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Name

If you are an individual, you must generally enter the name shown on your income tax return. However, if you have changed your last name, for instance, due to marriage without informing the Social Security Administration of the name change, enter your first name, the last name shown on your social security card, and your new last name.

If the account is in joint names, list first, and then circle, the name of the person or entity whose number you entered in Part I of the form.

Sole proprietor. Enter your individual name as shown on your income tax return on the "Name" line. You may enter your business, trade, or "doing business as (DBA)" name on the "Business name" line.

Limited liability company (LLC). Check the "Limited liability company" box only and enter the appropriate code for the tax classification ("D" for disregarded entity, "C" for corporation, "P" for partnership) in the space provided.

For a single-member LLC (including a foreign LLC with a domestic owner) that is disregarded as an entity separate from its owner under Regulations section 301.7701-3, enter the owner's name on the "Name" line. Enter the LLC's name on the "Business name" line.

For an LLC classified as a partnership or a corporation, enter the LLC's name on the "Name" line and any business, trade, or DBA name on the "Business name" line.

Other entities. Enter your business name as shown on required federal tax documents on the "Name" line. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on the "Business name" line.

Note. You are requested to check the appropriate box for your status (individual/sole proprietor, corporation, etc.).

Exempt Payee

If you are exempt from backup withholding, enter your name as described above and check the appropriate box for your status, then check the "Exempt payee" box in the line following the business name, sign and date the form.

Generally, individuals (including sole proprietors) are not exempt from backup withholding. Corporations are exempt from backup withholding for certain payments, such as interest and dividends.

Note. If you are exempt from backup withholding, you should still complete this form to avoid possible erroneous backup withholding.

The following payees are exempt from backup withholding:

1. An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2),

2. The United States or any of its agencies or instrumentalities,

3. A state, the District of Columbia, a possession of the United States, or any of their political subdivisions or instrumentalities,

4. A foreign government or any of its political subdivisions, agencies, or instrumentalities, or

5. An international organization or any of its agencies or instrumentalities.

Other payees that may be exempt from backup withholding include:

6. A corporation,

7. A foreign central bank of issue,

8. A dealer in securities or commodities required to register in the United States, the District of Columbia, or a possession of the United States,

9. A futures commission merchant registered with the Commodity Futures Trading Commission,

10. A real estate investment trust,

11. An entity registered at all times during the tax year under the Investment Company Act of 1940,

12. A common trust fund operated by a bank under section 584(a),

13. A financial institution,

14. A middleman known in the investment community as a nominee or custodian, or

15. A trust exempt from tax under section 664 or described in section 4947.

The chart below shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 15.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 9
Broker transactions	Exempt payees 1 through 13. Also, a person registered under the Investment Advisers Act of 1940 who regularly acts as a broker
Barter exchange transactions and patronage dividends	Exempt payees 1 through 5
Payments over $600 required to be reported and direct sales over $5,000[1]	Generally, exempt payees 1 through 7[2]

[1] See Form 1099-MISC, Miscellaneous Income, and its instructions.

[2] However, the following payments made to a corporation (including gross proceeds paid to an attorney under section 6045(f), even if the attorney is a corporation) and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, and payments for services paid by a federal executive agency.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-member LLC that is disregarded as an entity separate from its owner (see *Limited liability company (LLC)* on page 2), enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note. See the chart on page 4 for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local Social Security Administration office or get this form online at *www.ssa.gov*. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at *www.irs.gov/businesses* and clicking on Employer Identification Number (EIN) under Starting a Business. You can get Forms W-7 and SS-4 from the IRS by visiting *www.irs.gov* or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note. Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: *A disregarded domestic entity that has a foreign owner must use the appropriate Form W-8.*

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 4, and 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). Exempt payees, see *Exempt Payee* on page 2.

Signature requirements. Complete the certification as indicated in 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account [1]
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor [2]
4. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee [1]
b. So-called trust account that is not a legal or valid trust under state law	The actual owner [1]
5. Sole proprietorship or disregarded entity owned by an individual	The owner [3]
For this type of account:	**Give name and EIN of:**
6. Disregarded entity not owned by an individual	The owner
7. A valid trust, estate, or pension trust	Legal entity [4]
8. Corporate or LLC electing corporate status on Form 8832	The corporation
9. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
10. Partnership or multi-member LLC	The partnership
11. A broker or registered nominee	The broker or nominee
12. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity

[1] List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

[2] Circle the minor's name and furnish the minor's SSN.

[3] You must show your individual name and you may also enter your business or "DBA" name on the second name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

[4] List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships* on page 1.

Note. If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records from Identity Theft

Identity theft occurs when someone uses your personal information such as your name, social security number (SSN), or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

Call the IRS at 1-800-829-1040 if you think your identity has been used inappropriately for tax purposes.

Victims of identity theft who are experiencing economic harm or a system problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to *phishing@irs.gov*. You may also report misuse of the IRS name, logo, or other IRS personal property to the Treasury Inspector General for Tax Administration at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at: *spam@uce.gov* or contact them at *www.consumer.gov/idtheft* or 1-877-IDTHEFT(438-4338).

Visit the IRS website at *www.irs.gov* to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons who must file information returns with the IRS to report interest, dividends, and certain other income paid to you, mortgage interest you paid, the acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA, or Archer MSA or HSA. The IRS uses the numbers for identification purposes and to help verify the accuracy of your tax return. The IRS may also provide this information to the Department of Justice for civil and criminal litigation, and to cities, states, the District of Columbia, and U.S. possessions to carry out their tax laws. We may also disclose this information to other countries under a tax treaty, to federal and state agencies to enforce federal nontax criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism.

You must provide your TIN whether or not you are required to file a tax return. Payers must generally withhold 28% of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to a payer. Certain penalties may also apply.

15. BID SECURITY IS NOT REQUIRED OF THIS PROJECT

A Bid Bond or certified check made payable to the District in the amount of ten percent (10%) of the bid shall accompany each bid as a guarantee that the bidder, if awarded the contract, will furnish the required Performance Bond and Labor and Material Payment bonds, execute the contract and proceed with the work. Upon failure to do so, the bidder shall forfeit the check or the district shall be entitled to the principal amount of bid bonds as liquidated damages. No mistakes or errors on the part of the bidder shall excuse the bidder or entitle bidder to a return of the check or bid bond. No bidder may withdraw a bid for a period of 60 days after the date of opening thereof. The bid bonds or checks will, with the exception of those of the three lowest bidders, be returned within seven days after the opening of bids and the remaining checks or bid bonds will be returned when the contract is executed and all required bonds have been provided.

THIS SPACE INTENTIONALLY LEFT BLANK

16. SERVICE POINTS

Building Name	Address	Delivery Hours	Bell Times	Liftgate Required Y/N
Administration Center (847)551-8300	2550 Harnish Dr Algonquin, IL 60102	7:00AM - 3:00PM	N/A	Y
Algonquin Lakes Elementary (847)532-7500	1401 Compton Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Algonquin Middle School (847)632-7100	520 Longwood Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Carpentersville Middle School (224)484-2100	100 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
deLacey Family Education Center (224)484-2300	50 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	AM: 8:45 - 11:15 PM: 12:30-3:00	Y
Dundee-Crown High School (224)484-5000	1500 Kings Road Carpentersville, IL 60110	7:00AM - 3:00PM	7:30AM - 2:58PM	N
Dundee Highlands Elementary (224)484-4700	407 South Fifth Street West Dundee, IL 60118	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Dundee Middle School (224)484-4500	4200 W. Main Street West Dundee, IL 60118	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Eastview Elementary (847)632-7400	540 Longwood Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Gilberts Elementary (224)484-5900	729 Paperbark Lane Gilberts, IL 60136	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Golfview Elementary (224)484-2800	124 Golfview Lane Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Hampshire Elementary (847)792-3400	321 Terwilliger Avenue Hampshire, IL 60140	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Hampshire Middle School (847)792-3200	560 South State Street Hampshire, IL 60140	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Hampshire High School (847)792-3500	1600 E. Big Timber Road Hampshire, IL 60140	7:00AM - 3:00PM	7:30AM - 2:58PM	N
Jacobs High School (847)632-6100	2601 Bunker Hill Drive Algonquin, IL 60102	7:00AM - 3:00PM	7:30AM - 2:58PM	Y
Lake in the Hills Elementary (847)632-6900	519 Willow Street Lake in the Hills, IL 60156	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Lakewood School (224)484-2600	1651 Ravine Lane Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Liberty Elementary (224)484-4800	6500 Miller Road Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Lincoln Prairie Elementary (847)532-6600	500 W. Harvest Gate Lake in the Hills, IL 60156	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Meadowdale Elementary (224)484-2900	14 Ash Street Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Neubert Elementary School (847)532-6800	1100 Huntington Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Oak Ridge School (224)484-5800	300 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	7:45 AM - 1:40PM	Y
Parkview Elementary (224)484-2500	122 Carpenter Blvd. Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Perry Elementary (224)484-5600	251 Amarillo Drive Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Sleepy Hollow Elementary (224)484-4900	898 Glen Oak Drive Sleepy Hollow, IL 60118	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Westfield Community School (847)632-7600	2100 Sleepy Hollow Road Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM & 8:55AM 2:15PM & 3:40PM	Y
Wright Elementary (847)683-5700	1500 Ketchum Road Hampshire, IL 60140	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Bldgs. & Grounds Prof. Develop. Center - Bunker Hill (847)632-6700	2605 Bunker Hill Drive Algonquin, IL 60102	7:00AM - 3:00PM	N/A	Y

18. WARRANTY

The bidder shall warrant the work services, and/or products to be free of defects in material and workmanship for a period of _1_ years. This warranty shall obligate the contractor to repair or replace the products at no additional charge to the District.

19. INSURANCE (REQUIRED)

The contractor shall provide and maintain insurance in the amounts outlined below with companies acceptable to the District:

MINIMUM INSURANCE REQUIREMENTS

General Liability	General Aggregate	$2,000,000
	Products-Comp/OP Agg	2,000,000
	Personal Injury	1,000,000
	Each Occurrence	1,000,000
	Fire Damage (Any one fire)	50,000
	Medical Exp. (Any one person)	5,000
Excess Liability	Each Occurrence	2,000,000
	Aggregate	2,000,000
Automobile Liability	Bodily Injury (each occ)	1,000,000
	Property Damage (each occ)	1,000,000
Worker's Compensation	Statutory Limits	
	Each Accident	500,000
	Disease-Policy Limit	500,000
	Disease-Each employee	500,000

All such insurance shall not be cancelable without thirty (30) days prior written notice being given to the District.

With respect to the insurance required herein, the contractor shall provide such insurance naming the District, the Board of Education and its members individually, and its employees and agents as **additional named insured**. The contractor shall also purchase and maintain such insurance as will protect the District from and against all claims, damages, loss and expenses, including attorney's fees arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense, (1) is attributable to bodily injury to or destruction of tangible property (other than the work itself), including the loss of use resulting there from, and (2) is caused in whole or in part by a negligent act or omission of the contractor, subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts they may be liable, regardless of whether or not it is caused in part by a party to whom insurance is afforded pursuant to this paragraph.

It is MANDATORY within ten (10) days after the bid award, that the Certificate(s) of Insurance shall be submitted to the insurance agent for the District.

20. TOTAL PRICE FOR ALL ITEMS BID

A total bid dollar amount, regardless of whether or not the bidder is bidding all items, must be entered in the appropriate section of the bid form before signing and submitting the bid.

21. HOLD HARMLESS AND INDEMNIFICATION

The contractor shall assume all liability for, and shall protect, defend, indemnify and hold harmless, the Board of Education, its members individually, officers, employees, servants and agents, from and against all claims, actions suits, judgments, costs, losses, expenses and liabilities of whatsoever kind or nature including reasonable legal fees incurred by owner arising out of:

A. Any infringement (actual or claimed) of any patents, copyrights or trade names by reason of any work performed or to be performed by the contractor under this contract or by reason of anything to be supplied by the contractor pursuant to this contract.

B. Bodily injury, including death, to any person or persons (including contractor's officers, employees, agents and servants) or damage to or destruction of any property, including the loss of use thereof:

-Caused in whole or in part by an act, error or omissions by the contractor or any subcontractor or anyone directly or indirectly employed by any of them regardless of whether or not it is caused in part by a party to be indemnified hereunder.

-Arising directly or indirectly out of the presence of any person in or about any part of the project site or the streets, sidewalks and property adjacent thereto.

-Arising directly or indirectly out of the use, misuse or failure of any machinery or equipment used directly or indirectly in the performance of this contract.

22. DAMAGE TO PROPERTY

In the event the bidder damages the District's property, the bidder shall, at the bidder's sole cost, restore the property or any surrounding area. Such restoration shall be to a condition at least equivalent to the condition of the affected area immediately before the destruction or damage. If the bidder does not repair such damage within 14 days after receiving written notice from the District, or such lesser time if the District determines the damage creates an emergency situation, the District may repair the damage and the bidder shall reimburse the District for the costs the District incurs within 14 days after the District provides a written invoice to the bidder.

23. LATE BIDS

Bids received after the time specified in the Invitation to Bid will not be opened or considered. The method of transmittal of the bid is at the bidder's risk of untimely receipt by the Board of Education. The use of Board of Education equipment for transmission of bids is prohibited.

24. RECYCLED PRODUCTS

The District supports national and local efforts for recycling. Bidders are encouraged to offer recycled supplies and materials as bid alternatives. Notations are to be included as to the percentage of recycled products in each item.

25. PAYMENT

Payment to be made within 45 days after the project completion.

Does your company accept ACH payments?
Does your company accept credit cards?
Does your company allow discounts for early payments?

Discounts examples –
2% 10 days net 30
1% 20 days net 30

26. MANUALS

The successful bidder shall supply, at no cost to the District, a detailed service manual, parts list, and list of service locations.

27. CONTRACT DURATION

Work to be performed upon request through December 31, 2019.

28. PERSONNEL

If any person employed on the work site were, in the opinion of the District project manager, intemperate, disorderly, incompetent, willfully negligent or dishonest on the performance of his/her duties, he or she shall be directed by the contractor to cease work and vacate the job site immediately.

29. SEXUAL HARASSMENT

775 ILCS 5/2-105, Human Rights Act Requirement – Written Sexual Harassment Policies contained as follows: Bidder shall have written sexual harassment policies that shall include, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) the vendor's internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department and the Commission; (vi) directions on how to contact the Department and Commission; and (vii) protection against retaliation as provided by Section 6-101 of this Act. A copy of the policies shall be provided to the Department upon request.

30. QUALIFICATIONS

Vendor must be an authorized dealer and installer of products vendor is bidding on. Vendor must supply a list of references of like products and installations. Reference sheet is attached.

31. FINANCIAL STABILITY.

The District may require, upon request, evidence as to the financial stability of the contractor. Upon request, the contractor shall provide the following information to the District within 48 hours:

a. The name of any owner or co-owner, equity of each co-owner or corporate offices of the entity submitting the bid, and the name, address, and business telephone number of each such person.

b. The last financial statement and balance sheet of the bidder, including a specification in detail of all loans outstanding, or a copy of the last certified annual audit.

32. COMPLIANCE WITH LAWS.

Successful bidder shall at all times observe and comply with all laws, ordinances, regulations and codes of the federal, state, county and other local government agencies, which may in any manner affect the performance of the contract and in particular any such laws pertaining to safety.

33. GOVERNING LAW

The terms of this quote shall be governed and construed in accordance with the laws of the State of Illinois. If any provision hereof shall be held to contravene any applicable law, such provision shall be deemed reformed to the extent of conforming to said law, and in all other respects the terms hereof shall remain in full force and effect.

34. BID

The signing of the submittal form shall be construed as acceptance of all provisions contained herein. All bids shall be submitted with each space properly completed. Any explanation or statement which the bidder wishes to make must be placed in the same envelope with the bid. Unless the bidder so indicates, it is understood that the bidder has submitted the bid in strict accordance with the specification requirements. The Bidder acknowledges that any variation from the specifications will be grounds for the District to reject the quote, although the District may accept the quote with the verification if, in its sole discretion, it determines that such bid is in the District's best interest. All quotes shall be deemed final, conclusive and irrevocable. No claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidder find any discrepancies in, or omissions from any of the documents, or be in doubt as to their meanings, the bidder shall submit questions as provided in this document. Bidders must satisfy themselves upon examination of these specifications, as to the intent of the specifications. After the submission of the bid, no complaint or claim that there was any misunderstanding in regard to items listed for bidding will be entertained from a bidder.

35. BIDDER'S AGREEMENT

The bidder hereby declares understanding, agreement, and certification of compliance to provide the services, work, and/or products to the District, at the prices quoted, in accordance with all terms and conditions, requirements, and specifications contained in these documents, and any issued amendments. The contractor further agrees that the language of this document shall govern in the event of a conflict with (1) the bidder's bid or (2) any subsequent purchase order between the bidder and the District. The bidder should, as a matter of clarity and assurance, also sign and submit all amendment(s) issued by the District related to this work. The bidder further agrees that upon receipt of an authorized purchase order or when an authorized official of the District countersigns this document, a binding contract shall exist between the bidder and the District. This document combined with amendments, the bidder's bid, the required submittals, and the purchase order, if any, shall comprise the binding contract.

36. CANCELLATION – The District reserves the right to cancel this contract at any time for reasons of unsatisfactory services.

37. ADDITIONAL INFORMATION

Contact Diane C. White, Director of Purchasing, (847) 551-8460, between the hours of 8:00AM and 4:30PM, or by email – bids.purchasing@d300.org

REFERENCES

LIST BELOW THE LAST THREE (3) PUBLIC SCHOOLS DISTRICTS OR OTHER ORGANIZATIONS FOR WHICH YOU HAVE PROVIDED COMPARABLE SERVICES.

1. ORGANIZATION: D-15

   ADDRESS: 1011 N. Green St

   CITY, STATE, and ZIP CODE: Mchenry IL 60050

   TELEPHONE NUMBER: 1-229-281-0775

   CONTACT PERSON: Jackie

   DATE OF SERVICES: On going

   DOLLAR AMOUNT OF THE JOB: Varies

2. ORGANIZATION: Johnsburg High school

   ADDRESS: 2002 W Ringwood Rd.

   CITY, STATE, and ZIP CODE: Johnsburg IL 60051

   TELEPHONE NUMBER: 815 560 2006

   CONTACT PERSON: Rick Barber

   DATE OF SERVICES: On going

   DOLLAR AMOUNT OF THE JOB: Varies

REFERENCES (CONT.)

3. ORGANIZATION: Crystal Lake D-155

ADDRESS: 45 W. Franklin ave

CITY, STATE, and ZIP CODE: Crystal Lake IL 60014

TELEPHONE NUMBER 1815-861-1380

CONTACT PERSON: Dan Sandberg

DATE OF SERVICES: on going

DOLLAR AMOUNT OF THE JOB: Varies per Job

OFFEROR'S NAME: Terry Bush

SIGNATURE:

DATE: 12-5-18

COMMENTS –

CERTIFICATE OF COMPLIANCE WITH ILLINOIS DRUG-FREE WORKPLACE ACT

_____, having 25 or more employees, does hereby certify pursuant to section 3 of the *Illinois Drug-Free Workplace Act* (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the *Illinois Drug-Free Workplace Act* and, further certifies that it is not ineligible for award of this contract by reason of debarment for a violation of the *Illinois Drug-Free Workplace Act.*

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

Does not apply

CRIMINAL BACKGROUND INVESTIGATIONS

Contractor hereby represents, warrants, and certified that no officer or director thereof has any knowledge that any employee thereof has been convicted of committing or attempting to commit "Criminal Code of 1961," 720 ILCS, Sections 5/11-6 (Indecent solicitation of a child), 5/11-9 (Public indecency), 5/11-14 (Prostitution), 5/11-15 (Soliciting for a prostitute), 5/11-15.1 (Soliciting for a juvenile prostitute), 5/11-19 (Pimping), 5/11-19.1 (Juvenile pimping), 5/11-19.2 (Exploitation of a child), 5/11-20 (Obscenity), 5/11-20.1 (Sexual assault), 5/12-14 (Aggravated criminal sexual assault), 5/12-15 (Criminal sexual abuse), and 5/12-16 (Aggravated criminal sexual abuse), and/or those offenses defined in the "Cannabis Control Act," 720 ILCS, 550/1 et seq. (except the "Illinois Controlled Substances Act, " 720 ILCS 570/100 et seq., any of the offenses that would subject a certificated employee to suspension or revocation pursuant to Section 21-23a of the School Code or anyone found to be the perpetrator of sexual or physical abuse of any minor under 18 years of age pursuant to proceedings under Article II of the Juvenile Court Act of 1987 and/or any offense committed or attempted in any other state or against the laws of the United States, which if committed or attempted in this State, would have been punishable as one or more of the foregoing offenses.

Contractor further agrees that it shall not employ any person who have or may have direct, daily contact with the pupils of any school in the district, and for whom a criminal background investigation has not been conducted pursuant hereto, and further represents and agrees that all applicants for any such employment shall furnish with their applications the attached written "Authorization for Criminal Background Information" form authorizing the Board of Education to request a criminal background investigation of said applicant pursuant to Section 5/10-21.9 of the School Code of Illinois and to receive criminal history record information pursuant thereto to determine if the applicant has been convicted of committing or attempting to commit any of the criminal or drug offenses enumerated above. Contractor further agrees to submit with said authorization payment for any costs and expenses associated with the criminal background investigation.

Contractor further represents, warrants, and certifies that no applicant for employment with respect to whom the criminal investigation reveals any conviction for committing and/or attempting to commit any of the above enumerated offenses, shall be employed thereby in any position that involves or may involve contact with the students of the school district.

This certification is executed on the date hereinafter indicated by the designated contractor by its duly authorized officer.

By _____

Its: _____

Dated: 12-6-18

SUBSCRIBED and SWORN TO before me

This 6th day of Dec, 2018

_____

NOTARY PUBLIC

OFFICIAL SEAL
SERGIO ALBARRAN
NOTARY PUBLIC, STATE OF ILLINOIS
My Commission Expires July 29, 2019

CERTIFICATE REGARDING
COMMUNITY UNIT SCHOOL DISTRICT 300
VENDOR/CONTRACTOR CONFLICT OF INTEREST

Terry Graham, does hereby certify that they have read and fully understand the Vendor/Contractor Conflict of Interest Board Policy as stated below:

Vendor/Contractor Conflict of Interest
Any vendor or contractor doing $5,000 - $25,000 in business with the District within a fiscal year shall not contribute to any political campaign that directly affects the District while doing business for the District or for a period of two years after completion of business with the District. Further, the District will not enter into significant business with a vendor or contractor that has contributed to a political campaign that directly affects the District within two years prior to commencing business. Any vendor or contractor that participates and is awarded a contract through the competitive bidding process is exempt from this policy.

LEGAL REF.: 105 ILCS 5/10-20.19c, 5/10-20.21, 510-22.34c, and 5/19b-1 et seq.
820 ILCS 130/0.01 et seq.

CROSS REF: 2:100 (Board Member Conflict of Interest), 4:70 (Resource Conservation) 4:150 (Facility Management and Building Programs)

ADOPTED: February 10, 2003

Firm: Authorized Food Equipment

By: _____
(Signature)

Terry Graham
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 6th day of Dec, 2018

_____
NOTARY PUBLIC

OFFICIAL SEAL
SERGIO ALBARRAN
NOTARY PUBLIC, STATE OF ILLINOIS
My Commission Expires July 29, 2019

NON-COLLUSION AFFIDAVIT

AFFIDAVIT: "I (we) hereby certify and affirm that my (our) Quote was prepared independently for this project and that it contains no fees or amounts other than that for the legitimate execution of this work as specified and that it includes no understanding or agreements in restraint of trade."

The following affidavit must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

Terry Graham, as part of its bid for the Food Equip Repair work for Community Unit School District #300, Algonquin, Illinois certifies that said Contractor is not barred from bidding on the aforementioned contract as a result of a violation of the above Non-Collusion Affidavit.

Firm: Authorized Food Equipment

By: _____
(Signature)

Terry Graham
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 6th day of Dec, 2018

_____
NOTARY PUBLIC

OFFICIAL SEAL
SERGIO ALBARRAN
NOTARY PUBLIC, STATE OF ILLINOIS
My Commission Expires July 29, 2019

CERTIFICATE REGARDING

EMPLOYMENT OF ILLINOIS WORKERS ON PUBLIC WORKS

Terry Graham agrees if at the time the Agreement is executed, or if during the term of the Agreement, there is excessive unemployment in Illinois as defined in the Employment of Illinois Workers on Public Works Act, 30 ILCS 570/0/01 et seq., as two consecutive months of unemployment exceeding 5%, then Terry Graham agrees to employ Illinois laborers in accordance with the Employment of Illinois Workers on Public Works Act. An "Illinois laborer" is defined as any person who has resided in Illinois for at least thirty (30) days and intends to become or remain an Illinois resident.

Firm: Arthur-el Food Equip

By: _____
(Signature)

Terry Graham
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 6th day of Dec, 2018

_____
NOTARY PUBLIC

OFFICIAL SEAL
SERGIO ALBARRAN
NOTARY PUBLIC, STATE OF ILLINOIS
My Commission Expires July 29, 2019

CERTIFICATE REGARDING
EQUAL EMPLOYMENT OPPORTUNITY

Terry Graham, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written equal employment opportunity policy that is in compliance with all terms and conditions of the Equal Employment Opportunity provisions of the Illinois Human Rights Act.

Firm: Authorized Food Equip

By: _____
(Signature)

Terry Graham
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 6th day of Dec, 2018

_____
NOTARY PUBLIC

OFFICIAL SEAL
SERGIO ALBARRAN
NOTARY PUBLIC, STATE OF ILLINOIS
My Commission Expires July 29, 2019

CERTIFICATE REGARDING
SEXUAL HARASSMENT POLICY

Terry Graham, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

Firm: Authorized Food Equip.

By: TG
(Signature)

Terry Graham
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 6th day of Dec, 2018

OFFICIAL SEAL
SERGIO ALBARRAN
NOTARY PUBLIC, STATE OF ILLINOIS
My Commission Expires July 29, 2019

NOTARY PUBLIC

CERTIFICATE OF BIDDER ELIGIBILITY

720 ILCS 5/33E-11 requires that all contractors bidding for public agencies in the State of Illinois certify that they are not barred from bidding on public contracts for bid rigging or bid rotation.

The following certification must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

Terry Graham, as part of its bid for the Food Equip Repair work for Community Unit School District #300, Algonquin, Illinois , of Cook, DeKalb, Kane, and McHenry Counties, Illinois certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33-E4.

Firm: Authorized Food Equip.

By: _____
(Signature)

Terry Graham
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 6th day of Dec, 2018

_____
NOTARY PUBLIC

OFFICIAL SEAL
SERGIO ALBARRAN
NOTARY PUBLIC, STATE OF ILLINOIS
My Commission Expires July 29, 2019

AUTHORIZATION FOR CRIMINAL BACKGROUND INVESTIGATION

The undersigned hereby authorizes the Board of Education of Community Unit School District 300, Carpentersville, Illinois to request a criminal background investigation from the Illinois State Police, pursuant to Section 5/10-21.9 of the School Code of Illinois, 105 ILCS 5/10-21.9 and to receive criminal history record information pursuant thereto.

Terry Gu

(Printed or Typed Name of Applicant Employee)

Signature of Applicant or Employee

Dated: 12-5-18

Scope of Work

Time and Material Rates

Payment of Prevailing Wages is required for this project.

QUALIFICATIONS – Provide labor, material, and furnish equipment as required to troubleshoot service, modify and /or install Data Cabling, Electrical, Tree Maintenance Service, Food Service Equipment Repair, Stadium Lighting Service & Repair, Asphalt Repair, Bay/Overhead Door Service & Repair, and Alarm Service & Repair. Scope of work may be described via construction documents, request for quote and/or field direction (in emergency cases). Vendor must supply a list of trade references; forms are located in the bid Boiler Plate. Certificates, References, Vendor Application and W-9 forms must be submitted with vendors bid submittal.

DURATION

Bid pricing to be firm through December 31, 2019. Bid award to cover a 1 year period with the possibility of two, one year extensions. Awarded contract begins January 23, 2019, and ends on December 31, 2019. District 300 will be using the November 2019 Urban CPI or Illinois County (Kane/McHenry) Prevailing Wage rates, whichever is less, to evaluate any increases in pricing. All extensions in accordance with this contract, will use following year's November Urban CPI or Illinois County (Kane/McHenry) Prevailing Wage rates. District 300 is to be notified within 60 days of any labor rate increases or decrease if contract is extended. Bids containing bid conditions will not be accepted.

- This **IS** a sealed bid.
- A Bid Bond **IS NOT** required upon bid submittal.
- A Performance Bond in the amount of $25,000 and current Certificate of Insurance are required upon award within 10 days of award.

REQUESTED SERVICES UNDER THIS CONTRACT

The following are to be considered prevailing wage services:

- Data Cabling
- Electrical
- Stadium Lighting Service & Repair
- Asphalt Repair
- Bay/Overhead Door Service & Repair
- Alarm Service & Repair

The following are not to be considered prevailing wage services:

- Tree Maintenance Service
- Food Service Equipment Repair

Terms -- For the purpose of this bid, the following terms are:

- School District 300 is to be notified of the level of skilled tradesman upon callout.
- "Contract documents" includes the most current project drawings and specifications.
- "Provide" includes furnishing and installation.
- "Furnish" includes purchasing and transporting new equipment, as specified, to the job site.
- "Install" includes mounting or setting equipment in place, in specified location, and making all required electrical connections for a working product.
- "Electrical System" includes all distribution of power, lighting, fire protection, life safety, communications, security, special systems, and any other information, electrical in nature, identified on the Contract Documents, from the point(s) of service to utilization device(s).
- "Connecting" means providing a power source, overcurrent devices, raceways, conductors, terminations, insulation supports, and other materials and equipment required for the operation and control of the relevant operation.
- "Portal to Portal" to be defined as to and from vendor site location. If contractor is within district boundaries, additional dispatch charges will not apply for same day service during standard working hours.
- "Hourly rate billing" is to be invoiced in 15 minute increments.
- "Total Material Billing" equals the percentage of markup plus contractors actual cost.
- Total travel time allowance not to exceed 1hr per person.

Non-Emergency trade work -- any non-emergency trade work (to be determined by District #300 staff and/or consultant), over $25,000 must be competitively bid. Any and all trade work performed must comply with local and national codes.

"PM Hourly Rate" is defined as the hourly rate for a food service equipment vendor to perform preventative maintenance on freezers, coolers, dishwashers, garbage disposals and steam tables.

"Emergency Hourly Rate" is defined as the hourly rate in which the vendor is called out for emergencies. Emergencies are defined as repairmen being on-site **within 60 minutes** of the initial call to the vendor.

D300 Expectations of Food Service Equipment Repair performed:
Upon equipment failure, freezers, coolers, ovens and steamers **will require** a 60 minute emergency response time. Steam table, garbage disposal and dishwasher repairs will need to be addressed within a 24 hour time period. Follow up repairs where parts need to be ordered, must be completed within a 48 hour time period.

D300 Expectations of Data Cabling performed:

- All cabling is to be Category 6 Ethernet or above
- Cabling must be manufactured in the USA
- Cabling is to be tested a verified post installation
- Cabling is to be installed as outlined in TIA/EIA-568
- Termination is to be completed as outlined in TIA/EIA-568 (B)
- Vendor must advise alternate solutions on cable installation greater than 100m
- Ethernet cabling must be Blue or White depending on customer request per installation
- Vendor must label installations based on existing labeling formats on both ends of termination

Invoicing – Invoice must reflect detailed description of work performed and materials used. Copies of certified payroll sheets must be attached to all invoices. Invoices to include parts listings with contractor cost and percent of markup per your bid.

Normal Working Day Hours for straight time – 7:00am-3:30pm, Monday through Friday.

CONTRACT PERIOD
The anticipated contract period is January 23, 2018 – December 31, 2019.

Bid Response Form:

Bidding vendor is to supply

- Hourly rates for trade skill levels: Apprentice, Journeyman, and Foreman.
- Vendor markup for materials used on District projects
- Equipment markup for equipment used on District projects
- Dollar cost to district for Performance Bond in the amount of $25,000.

If there is no markup cost to materials or equipment, bidder is to enter a zero (0) into the respective section. If there is no cost to the district for a Performance Bond, bidder is to enter a zero (0) into the respective section.

Service Points

CUSD 300

Building Name	Address	Bay Door onsite Y/N	Stadium Lights Y/N
Administration Center (847)551-8300	2550 Harnish Dr Algonquin, IL 60102	N	N
Algonquin Lakes Elementary (847)532-7500	1401 Compton Drive Algonquin, IL 60102	N	N
Algonquin Middle School (847)532-7100	520 Longwood Drive Algonquin, IL 60102	Y	N
Carpentersville Middle School (224)484-2100	100 Cleveland Avenue Carpentersville, IL 60110	Y	N
deLacey Family Education Center (224)484-2300	50 Cleveland Avenue Carpentersville, IL 60110	N	N
Dundee-Crown High School (224)484-6000	1500 Kings Road Carpentersville, IL 60110	Y	Y
Dundee Highlands Elementary (224)484-4700	407 South Fifth Street West Dundee, IL 60118	N	N
Dundee Middle School (224)484-4500	4200 W. Main Street West Dundee, IL 60118	N	N
Eastview Elementary (847)532-7400	540 Longwood Drive Algonquin, IL 60102	N	N
Gilberts Elementary (224)484-5900	729 Paperbark Lane Gilberts, IL 60136	N	N
Golfview Elementary (224)484-2800	124 Golfview Lane Carpentersville, IL 60110	N	N
Hampshire Elementary (847)792-3400	321 Terwilliger Avenue Hampshire, IL 60140	N	N
Hampshire Middle School (847)792-3200	560 South State Street Hampshire, IL 60140	Y	Y
Hampshire High School (847)792-3500	1600 E. Big Timber Road Hampshire, IL 60140	Y	Y
Jacobs High School (847)532-6100	2601 Bunker Hill Drive Algonquin, IL 60102	Y	Y
Lake in the Hills Elementary (847)532-6900	519 Willow Street Lake in the Hills, IL 60156	N	N
Lakewood School (224)484-2600	1651 Ravine Lane Carpentersville, IL 60110	Y	N
Liberty Elementary (224)484-4800	6500 Miller Road Carpentersville, IL 60110	N	N
Lincoln Prairie Elementary (847)532-6600	500 W. Harvest Gate Lake in the Hills, IL 60156	N	N
Meadowdale Elementary (224)484-2900	14 Ash Street Carpentersville, IL 60110	N	N
Neubert Elementary (847)532-6800	1100 Huntington Drive Algonquin, IL 60102	N	N
Oak Ridge School (224)484-5800	229 Lake Marian Road Carpentersville, IL 60110	Y	N
Parkview Elementary (224)484-2500	122 Carpenter Blvd. Carpentersville, IL 60110	N	N
Perry Elementary (224)484-5600	251 Amarillo Drive Carpentersville, IL 60110	N	N
Sleepy Hollow Elementary (224)484-4900	898 Glen Oak Drive Sleepy Hollow, IL 60118	N	N
Westfield Community School (847)532-7600	2100 Sleepy Hollow Road Algonquin, IL 60102	Y	N
Wright Elementary (847)683-5700	1500 Ketchum Road Hampshire, IL 60140	N	N
Transportation Department (847)551-8300	2603 Bunker Hill Drive Algonquin, IL 60102	Y	N
Bldgs. & Grounds Prof. Develop. Center-Bunker Hill (847)532-6700	2605 Bunker Hill Drive Algonquin, IL 60102	Y	N

Bid Submission

All bids are to be **sealed** and submitted to:

Diane C. White
Director of Purchasing
CUSD #300
2605 Bunker Hill Dr
Algonquin, IL 60102

Direct any questions regarding this project to:

Michael Zahalka
CUSD #300 – Purchasing Specialist
2605 Bunker Hill Dr
Algonquin, IL 60102
Ph: 847-551- 8460
Fx: 847-551-8463
Bids.Purchasing@d300.org

Please submit your response no later than, Thursday, December 6, 2018 by 11:00AM CT

BID RESPONSE FORM

Time and Material Rates for : Data Cabling, Electrical, Tree Maintenance Service, Food Service Equipment Repair, Stadium Lighting Service & Repair, Asphalt Repair, Bay/Overhead Door Service & Repair, Alarm Service & Repair

Payment of Prevailing Wages IS Required

Bids are as indicated on the attached sheets are hereby presented to the Board of Education of Community Unit School District #300. It is understood that:

1. Bidders must insure they have viewed both tabs in this spreadsheet.
2. The Board of Education reserves the right to reject any and all bids and to accept all or part of any bids submitted.
3. Rates quoted shall include all charges for handling, transportation and delivery.
4. Community Unit School District #300 is Tax Exempt. Tax Exemption Number - E9998-0079-07.
5. Vendor is required to submit Performance Bond cost as part with their submission.

The undersigned hereby certifies that he/she has read, understands and agrees that acceptance by the Board of Education of the b

1088

Vendor has received Addendum (IF APPLICABLE)

#1 - _____ #2 - _____

Authorized Road Equipment

NAME OF COMPANY /CORPORATION

STREET ADDRESS: ~~Authorized Road Equipment~~ PO Box 784

CITY: Huntley

STATE: IL

ZIP: 60142

TELEPHONE NUMBER: 847 669 3033

FAX NUMBER: 847 669 3034

EMAIL ADDRESS:

FEIN NUMBER: 46-5638666

ILLINOIS LICENSE NUMBER: 414-5205

BID SUBMITTED BY:

SIGNATURE OF AUTHORIZED AGENT

Terry Graham

PLEASE TYPE OR PRINT NAME

12-5-18

DATE

**** Sealed Bids are due by 11:00AM, Thursday, December 6, 2018 ****

Community Unit School District # 300
Purchasing Department
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8460 -- PHONE

November 14, 2018

Dear Vendor:

The Board of Education of Community Unit School District No. 300 (the "District") invites you to submit a sealed bid for:

Time and Material Rates for:

- Data Cabling
- Electrical
- Tree Maintenance Service
- Food Service Equipment Repair
- Stadium Lighting Service & Repair
- Asphalt Repair
- Bay/Overhead Door Service & Repair
- Alarm Service & Repair

The enclosed bid form(s) **must** be used in submitting bid. Bid must be addressed as follows:

Community Unit School District No. 300
Purchasing Department -- Time & Material
2605 Bunker Hill Drive
Algonquin, IL 60102

Sealed bids will be received until 11:00AM CT, Thursday, December 6, 2018 at which time they will be publicly opened and read.

The required Contractor's Certification forms must be completed and returned with the bid.

It is the intention of the Board of Education to award the bid at the January 22, 2019 **regular meeting.** The Board of Education may make such investigations as deemed necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish to the District all such information for this purpose as the District may request. The District reserves the right to reject any or all bids if the evidence submitted by, or investigation of, such bidder(s) fails to satisfy the District that such bidder(s) is properly qualified to carry out the obligations of the contract and to complete work contemplated therein. District further reserves the right to waive any minor irregularities or minor defects in the bids, which do not affect the price nor constitute some type of substitution for a designated item, and to accept the bid, which is in the best interest of the District. Conditional bids will not be accepted. Strikeouts or addition of conditions or provisions or insertion of substitutes shall be reason for rejecting a bid without any specification of reason for the rejection. Any request for information shall be made to Diane C. White, Director of Purchasing, but the response may not be used as a condition to any bid being submitted.

Diane C White

Sincerely,
Diane C. White
Director of Purchasing / CUSD 300

PUBLIC NOTICE

NOTICE TO BIDDERS

The Board of Education of Community Unit School District No. 300 is accepting sealed bids for:

Labor and Material Rates for:

- Data Cabling
- Electrical
- Tree Maintenance Service
- Food Service Equipment Repair
- Stadium Lighting Service & Repair
- Asphalt Repair
- Bay/Overhead Door Service & Repair
- Alarm Service & Repair

Sealed bids will be accepted until 11:00AM CT, Thursday, December 6, 2018 at:

Community Unit School District 300
Purchasing Office
2605 Bunker Hill Dr.
Algonquin, IL, 60102

at which time they will be publicly opened and read.

A non-mandatory pre-bid meeting is scheduled for 10:00AM CT, Thursday, November 29, 2018. Prospective bidders are to meet at the Buildings and Grounds Building, 2605 Bunker Hill Drive, Algonquin, IL 60102. If you are unable to attend in person, please contact the Purchasing Department for access to the meeting online.

Any questions regarding this bid must be directed to:

Community Unit School District #300
Diane C. White
2605 Bunker Hill Dr.
Algonquin, IL, 60102
847-551-8460
diane.white@d300.org

Bid specifications will be available on Wednesday, November 13, 2018, after 3:00PM. To obtain bid specifications, please contact Michael Zahalka at 847-551-8460 or via email at or bids.purchasing@d300.org.

Timeline 11/12/2018			
ACTION	**DATE**	**TIME**	**LOCATION**
Timeline Established	11/12/2018		Purchasing Office
Specifications Review	11/14/2018		
Specifications Finalized	11/14/2018		
Bid Released to Vendors	11/14/2018	3:00 PM	Purchasing Office via email
Legal Ad Published	11/14/2018		Daily Herald
Pre-Bid Meeting	11/29/2018	11:00 AM	**BH PDC-Conf Rm / Adobe**
Q&A Deadline – via email	11/30/2018	3:00 PM	bids.purchasing@d300.org
Bid Opening	**12/6/2018**	11:00 AM	**BH PDC-Conf Rm**
Evaluation Period	12/6 - 12/14		
Info. to CFO	12/28/2018		Susan Harkin
CFOC Meeting	1/7/2019	4:00PM	
BOE Workshop	1/8/2019	6:30PM	Admin. Bldg.
BOE Business Meeting	1/22/2019	6:30PM	Admin. Bldg.
Project Rates for FY2018-2019 Start	1/23/2019		
Project Rates for FY2018-2019 Conclude	12/31/2019		

Instructions to Bidders

1. GENERAL

a. Bids shall be signed and submitted in an envelope properly marked with the title of the bid, and date and time of opening. Unsigned bids will be rejected.

b. Seal and deliver bid to the purchasing office on or before the time scheduled for the opening. Late bids will not be opened nor considered.

c. All bids MUST be completed in the EXCEL spreadsheet provided in the Bid Response Form and. All bids must be submitted in hard copy along with an electronic version on a flash drive only.

d. The District is not subject to Federal Excise Tax or Illinois Sales or Retailers Occupational Tax. Bids should not include sales or excise tax.

e. Prices quoted shall include all charges for packing, transportation and delivery to the locations designated on the bid specification and installation if called for in the bid specifications.

f. Correspondence shall be addressed to the Director of Purchasing.

g. Bids are available for inspection in the purchasing office by appointment for 10 days after the date of the award of an order.

h. Oral, telephonic, telegraphic, facsimile or electronically transmitted bids will not be accepted.

2. ERRORS AND OMISSIONS

All bids shall be submitted with each space properly completed. The special attention of bidders is directed to the policy that no claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidders find any claimed discrepancies in, or omissions from, any of the documents, or be in doubt as to their meanings, bidder shall advise the purchasing official first orally, followed by written (FAX or letter) with specification of the claimed problems which must be received during regular working hours at least 10 days before the date set for bid opening so that a written notification can be prepared by any purchasing official, who will issue the necessary clarifications to all prospective bidders by means of addenda.

3. FIRM BID

All bids will be considered to be firm for a period of sixty (60) days from the date established for the opening of bids.

4. WITHDRAWAL OF BIDS

Bids may be withdrawn by letter, or telegram, or fax received by the district or in person prior to the time and date established for the opening of bids.

5. INVESTIGATION OF BIDDERS

a. The purchasing official will make such investigation as is necessary to determine the ability of the bidder to fulfill bid requirements. The bidder shall furnish such information as may be requested and shall be prepared to show completed installations of equipment, types of service or supplies similar to those included in the bid.

b. The Board of Education reserves the right to reject any bid if it is determined that the bidder is not properly qualified to carry out the obligations of the contract. The Board of Education reserves the right to reject any or all bids, to waive irregularities and to accept that bid which is considered to be in the best interest of the District. Any such decision shall be considered final. All items bid shall be new unless otherwise specified in the requirements.

6. VENDOR APPLICATION AND W-9 FORM

The District requires that a current Vendor Application and W-9 form be included with your sealed bid. These forms can be found on the District website – www.d300.org. Go to Support Services-Purchasing to download the vendor application and W-9 form.

7. Compliance with the Illinois Prevailing Wage Act

It shall be mandatory upon the bidder and upon any subcontractor thereof to pay all laborers, workmen, and mechanics employed by them not less than the general prevailing rate of wages as found by the District or Department of Labor for each craft or type of worker or mechanic needed to execute the contract and the general prevailing rate for legal holiday and overtime work as ascertained by the Illinois Department of Labor. The prevailing wage rates are revised by the Department of Labor periodically and are available on its website. The bidder shall comply with all provisions of the Illinois Prevailing Wage Act, 820 ILCS 130/0.01 *et seq.*, applicable to the work. Payment of any bidder shall not be processed without receipt of certified employee records required by 820 ILCS 130/5.

The Illinois Department of Labor publishes the prevailing wage rates on its website at -
https://www2.illinois.gov/idol/Laws-Rules/CONMED/pages/2018-rates.aspx

The Illinois Department of Labor revises the prevailing wage rates and the Contractor/subcontractor has an obligation to check the Departments website for revisions.

8. SIGNATURE CONSTITUTES ACCEPTANCE

The signing of these bid forms shall be construed as acceptance of all provisions contained herein.

9. CONTRACTS

The successful bidder will be required to enter into a contract incorporating the terms and conditions of this bid.

10. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this Contract (whether or not federal funds are involved) the bidder agrees as follows:

a. The bidder will not unlawfully discriminate against any employee or applicant for employment because of age, race, creed, color, sex, religion, ancestry, marital status, handicap, military status, unfavorable discharge from military service or national origin, as those terms are contained in the Illinois Human Rights Act (775ILCS 5/1-10 et. seq., hereinafter "unlawful discrimination"). The bidder will take affirmative action to ensure the applicants are employed, and that employees are treated equally during employment, without unlawful discrimination. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The bidder agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

b. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the bidder, state that all qualified applicants will receive consideration for employment without unlawful discrimination

11. COMPLETION DELIVERY TIME

If delivery time will exceed thirty (30) days after receipt of a purchase order, bidders state the delivery time by each respective item. All prices must be quoted FOB. Destination. Shipments shall become property of consignee after delivery and acceptance. Regardless of statements to the contrary, payment terms will begin no sooner than the date of delivery of goods.

12. EVALUATIONS

The District reserves the right to reject any and all bids, to waive any technicalities in the bidding and to award each item to a different bidder or all items to a single bidder unless otherwise noted on bid request, and to determine whether in the opinion of the District: (1) an early delivery date is entitled to more consideration than price, (2) an earlier delivery date is to be disregarded because of the reputation of the bidder for not meeting delivery dates, (3) a bidder is not a responsible bidder and should be disregarded. The District will authorize the release of purchase orders upon acceptance of bids. In the event of pricing errors, the unit count(s) listed will prevail and be considered accurate.

13. EXAMINATION OF DOCUMENTS AND SITE

Before submitting a bid for work on any project, each bidder shall carefully examine the project site and the contract documents, fully inform itself of existing conditions and limitations of the project sites, rely entirely upon their own judgment in making the bid, and include in its own bid all sums sufficient to provide all work required by the contract documents. After opening of bids, no additional allowance will be made for changes in project scope and/or price due to work, which would have been apparent, by examination of the documents and sites. By submitting a bid, each bidder shall be held to represent that bidder has made the examination in complete detail and has determined beyond doubt that the documents and existing conditions are sufficient, adequate and satisfactory for completion of the work.

14. PERFORMANCE: LABOR AND MATERIAL PAYMENT BONDS IS REQUIRED OF THIS PROJECT

Within ten days after the date of the Notice of Award, the successful contractor shall enter into a formal contract with the District and shall provide a Performance Bond and a Labor and Material Payment Bond, each in the full amount of the contract. Each bond shall be in accordance with AIA. Document A31 1. The contractor shall pay the cost of premiums for said bonds. The bonds shall be signed and sealed by an authorized representative of the bonding company and authorized officer or representative of the contractor, and a certificate of the authority of those signing the bonds, if not officers, shall be attached thereto.

The Performance Bond and the Labor and Material Payment Bond shall guarantee the performance of the duties placed on the contractor by the Prevailing Wage Act, as well as all other duties undertaken pursuant to the contract with the District, and shall indemnify the District from any liability or loss resulting to the District from any failure of the contractor fully to perform each or all of said duties. The Performance Bond and the Labor and Material Payment Bond herein provided shall be placed with a Surety company or companies having a policy holder's rating not lower than "A" and a financial rating not lower than "AAA" in Best's Insurance Guide (current edition).

Community Unit School District # 300
Purchasing Department
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8460 – PHONE

October 12, 2018

Dear Vendor:

The Board of Education of Community Unit School District No. 300 (the "District") invites you to submit a sealed bid for:

Time and Material Rates for:

- **Data Cabling**
- **Electrical**
- **Tree Maintenance Service**
- **Food Service Equipment Repair**
- **Stadium Lighting Service & Repair**
- **Asphalt Repair**
- **Elevator Service & Repair**
- **Bay/Overhead Door Service & Repair**
- **Alarm Service & Repair**
- **Stage Curtain Recertification & Fireproofing**

The enclosed bid form(s) **must** be used in submitting bid. Bid must be addressed as follows:

Community Unit School District No. 300
Purchasing Department – Time & Material
2605 Bunker Hill Drive
Algonquin, IL 60102

Sealed bids will be received until **11:00AM CT, Friday, October 26, 2018** at which time they will be publicly opened and read.

The required Contractor's Certification forms must be completed and returned with the bid.

It is the intention of the Board of Education to award the bid at the **November 27, 2018 regular meeting.** The Board of Education may make such investigations as deemed necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish to the District all such information for this purpose as the District may request. The District reserves the right to reject any or all bids if the evidence submitted by, or investigation of, such bidder(s) fails to satisfy the District that such bidder(s) is properly qualified to carry out the obligations of the contract and to complete work contemplated therein. District further reserves the right to waive any minor irregularities or minor defects in the bids, which do not affect the price nor constitute some type of substitution for a designated item, and to accept the bid, which is in the best interest of the District. Conditional bids will not be accepted. Strikeouts or addition of conditions or provisions or insertion of substitutes shall be reason for rejecting a bid without any specification of reason for the rejection. Any request for information shall be made to Diane C. White, Director of Purchasing, but the response may not be used as a condition to any bid being submitted.

Diane C White

Sincerely,
Diane C. White
Director of Purchasing / CUSD 300

PUBLIC NOTICE

NOTICE TO BIDDERS

The Board of Education of Community Unit School District No. 300 is accepting sealed bids for:

Time and Material Rates for:

- **Data Cabling**
- **Electrical**
- **Tree Maintenance Service**
- **Food Service Equipment Repair**
- **Stadium Lighting Service & Repair**
- **Asphalt Repair**
- **Elevator Service & Repair**
- **Bay/Overhead Door Service & Repair**
- **Alarm Service & Repair**
- **Stage Curtain Recertification & Fireproofing**

Sealed bids will be accepted until 11:00AM CT, Friday, October 26, 2018 at:

Community Unit School District 300
Purchasing Office
2605 Bunker Hill Dr.
Algonquin, IL, 60102

at which time they will be publicly opened and read.

A non-mandatory pre-bid meeting is scheduled for 10:00AM CT, Thursday, October 18, 2018. Prospective bidders are to meet at the Buildings and Grounds Building, 2605 Bunker Hill Drive, Algonquin, IL 60102. If you are unable to attend in person, please contact the Purchasing Department for access to the meeting online.

Any questions regarding this bid must be directed to:

Community Unit School District #300
Diane C. White
2605 Bunker Hill Dr.
Algonquin, IL, 60102
847-551-8460
diane.white@d300.org

Bid specifications will be available on Thursday, October 11, 2018, after 3:00PM. To obtain bid specifications, please contact Michael Zahalka at 847-551-8460 or via email at or bids.purchasing@d300.org.

Timeline 10/11/2018			
ACTION	**DATE**	**TIME**	**LOCATION**
Timeline Established	10/11/2018		Purchasing Office
Specifications Review	10/11/2018		
Specifications Finalized	10/11/2018		
Bid Released to Vendors	10/11/2018		Purchasing Office via email
Legal Ad Published	10/13/2018	2:00 PM	Daily Herald
Pre-Bid Meeting	10/18/2018	10:00 AM	**BH PDC-Conf Rm**
Q&A Deadline – via email	10/22/2018	12 noon	bids.purchasing@d300.org
Bid Opening	**10/26/2018**	**11:00**	**BH PDC-Conf Rm**
Evaluation Period	10/26 - 10/29		
Info. to CFO	10/29/2018		Susan Harkin
CFOC Meeting	11/6/2018		
BOE Workshop	11/13/2018		Admin. Bldg.
BOE Business Meeting	11/27/2018		Admin. Bldg.
Project Rates Start	12/13/2018		
First Year Contract Conclusion	12/12/2019		

Instructions to Bidders

1. GENERAL

a. Bids shall be signed and submitted in an envelope properly marked with the title of the bid, and date and time of opening. Unsigned bids will be rejected.

b. Seal and deliver bid to the purchasing office on or before the time scheduled for the opening. Late bids will not be opened nor considered.

c. All bids MUST be completed in the EXCEL spreadsheet provided in the Bid Response Form and. All bids must be submitted in hard copy along with an electronic version on a flash drive only.

d. The District is not subject to Federal Excise Tax or Illinois Sales or Retailers Occupational Tax. Bids should not include sales or excise tax.

e. Prices quoted shall include all charges for packing, transportation and delivery to the locations designated on the bid specification and installation if called for in the bid specifications.

f. Correspondence shall be addressed to the Director of Purchasing.

g. Bids are available for inspection in the purchasing office by appointment for 10 days after the date of the award of an order.

h. Oral, telephonic, telegraphic, facsimile or electronically transmitted bids will not be accepted.

2. ERRORS AND OMISSIONS

All bids shall be submitted with each space properly completed. The special attention of bidders is directed to the policy that no claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidders find any claimed discrepancies in, or omissions from, any of the documents, or be in doubt as to their meanings, bidder shall advise the purchasing official first orally, followed by written (FAX or letter) with specification of the claimed problems which must be received during regular working hours at least 10 days before the date set for bid opening so that a written notification can be prepared by any purchasing official, who will issue the necessary clarifications to all prospective bidders by means of addenda.

3. FIRM BID

All bids will be considered to be firm for a period of sixty (60) days from the date established for the opening of bids.

4. WITHDRAWAL OF BIDS

Bids may be withdrawn by letter, or telegram, or fax received by the district or in person prior to the time and date established for the opening of bids.

5. INVESTIGATION OF BIDDERS

a. The purchasing official will make such investigation as is necessary to determine the ability of the bidder to fulfill bid requirements. The bidder shall furnish such information as may be requested and shall be prepared to show completed installations of equipment, types of service or supplies similar to those included in the bid.

b. The Board of Education reserves the right to reject any bid if it is determined that the bidder is not properly qualified to carry out the obligations of the contract. The Board of Education reserves the right to reject any or all bids, to waive irregularities and to accept that bid which is considered to be in the best interest of the District. Any such decision shall be considered final. All items bid shall be new unless otherwise specified in the requirements.

6. VENDOR APPLICATION AND W-9 FORM

The District requires that a current Vendor Application and W-9 form be included with your sealed bid. These forms can be found on the District website – www.d300.org. Go to Support Services-Purchasing to download the vendor application and W-9 form.

7. Compliance with the Illinois Prevailing Wage Act

It shall be mandatory upon the bidder and upon any subcontractor thereof to pay all laborers, workmen, and mechanics employed by them not less than the general prevailing rate of wages as found by the District or Department of Labor for each craft or type of worker or mechanic needed to execute the contract and the general prevailing rate for legal holiday and overtime work as ascertained by the Illinois Department of Labor. The prevailing wage rates are revised by the Department of Labor periodically and are available on its website. The bidder shall comply with all provisions of the Illinois Prevailing Wage Act, 820 ILCS 130/0.01 *et seq.*, applicable to the work. Payment of any bidder shall not be processed without receipt of certified employee records required by 820 ILCS 130/5.

The Illinois Department of Labor publishes the prevailing wage rates on its website at -
https://www2.illinois.gov/idol/Laws-Rules/CONMED/pages/2018-rates.aspx

The Illinois Department of Labor revises the prevailing wage rates and the Contractor/subcontractor has an obligation to check the Departments website for revisions.

8. SIGNATURE CONSTITUTES ACCEPTANCE

The signing of these bid forms shall be construed as acceptance of all provisions contained herein.

9. CONTRACTS

The successful bidder will be required to enter into a contract incorporating the terms and conditions of this bid.

10. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this Contract (whether or not federal funds are involved) the bidder agrees as follows:

a. The bidder will not unlawfully discriminate against any employee or applicant for employment because of age, race, creed, color, sex, religion, ancestry, marital status, handicap, military status, unfavorable discharge from military service or national origin, as those terms are contained in the Illinois Human Rights Act (775ILCS 5/1-10 et. seq., hereinafter "unlawful discrimination"). The bidder will take affirmative action to ensure the applicants are employed, and that employees are treated equally during employment, without unlawful discrimination. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The bidder agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

b. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the bidder, state that all qualified applicants will receive consideration for employment without unlawful discrimination.

11. COMPLETION DELIVERY TIME

If delivery time will exceed thirty (30) days after receipt of a purchase order, bidders state the delivery time by each respective item. All prices must be quoted FOB. Destination. Shipments shall become property of consignee after delivery and acceptance. Regardless of statements to the contrary, payment terms will begin no sooner than the date of delivery of goods.

12. EVALUATIONS

The District reserves the right to reject any and all bids, to waive any technicalities in the bidding and to award each item to a different bidder or all items to a single bidder unless otherwise noted on bid request, and to determine whether in the opinion of the District: (1) an early delivery date is entitled to more consideration than price, (2) an earlier delivery date is to be disregarded because of the reputation of the bidder for not meeting delivery dates, (3) a bidder is not a responsible bidder and should be disregarded. The District will authorize the release of purchase orders upon acceptance of bids. In the event of pricing errors, the unit count(s) listed will prevail and be considered accurate.

13. EXAMINATION OF DOCUMENTS AND SITE

Before submitting a bid for work on any project, each bidder shall carefully examine the project site and the contract documents, fully inform itself of existing conditions and limitations of the project sites, rely entirely upon their own judgment in making the bid, and include in its own bid all sums sufficient to provide all work required by the contract documents. After opening of bids, no additional allowance will be made for changes in project scope and/or price due to work, which would have been apparent, by examination of the documents and sites. By submitting a bid, each bidder shall be held to represent that bidder has made the examination in complete detail and has determined beyond doubt that the documents and existing conditions are sufficient, adequate and satisfactory for completion of the work.

14. PERFORMANCE: LABOR AND MATERIAL PAYMENT BONDS IS REQUIRED OF THIS PROJECT

Within ten days after the date of the Notice of Award, the successful contractor shall enter into a formal contract with the District and shall provide a Performance Bond and a Labor and Material Payment Bond, each in the full amount of the contract. Each bond shall be in accordance with AIA. Document A31 1. The contractor shall pay the cost of premiums for said bonds. The bonds shall be signed and sealed by an authorized representative of the bonding company and authorized officer or representative of the contractor, and a certificate of the authority of those signing the bonds, if not officers, shall be attached thereto.

The Performance Bond and the Labor and Material Payment Bond shall guarantee the performance of the duties placed on the contractor by the Prevailing Wage Act, as well as all other duties undertaken pursuant to the contract with the District, and shall indemnify the District from any liability or loss resulting to the District from any failure of the contractor fully to perform each or all of said duties. The Performance Bond and the Labor and Material Payment Bond herein provided shall be placed with a Surety company or companies having a policy holder's rating not lower than "A" and a financial rating not lower than "AAA" in Best's Insurance Guide (current edition).

15. BID SECURITY IS NOT REQUIRED OF THIS PROJECT

A Bid Bond or certified check made payable to the District in the amount of ten percent (10%) of the bid shall accompany each bid as a guarantee that the bidder, if awarded the contract, will furnish the required Performance Bond and Labor and Material Payment bonds, execute the contract and proceed with the work. Upon failure to do so, the bidder shall forfeit the check or the district shall be entitled to the principal amount of bid bonds as liquidated damages. No mistakes or errors on the part of the bidder shall excuse the bidder or entitle bidder to a return of the check or bid bond. No bidder may withdraw a bid for a period of 60 days after the date of opening thereof. The bid bonds or checks will, with the exception of those of the three lowest bidders, be returned within seven days after the opening of bids and the remaining checks or bid bonds will be returned when the contract is executed and all required bonds have been provided.

16. SERVICE POINTS

Building Name	Address	Delivery Hours	Bell Times	Liftgate Required Y/N
Administration Center (847)551-8300	2550 Harnish Dr Algonquin, IL 60102	7:00AM - 3:00PM	N/A	Y
Algonquin Lakes Elementary (847)532-7500	1401 Compton Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Algonquin Middle School (847)532-7100	520 Longwood Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Carpentersville Middle School (224)484-2100	100 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
deLacey Family Education Center (224)484-2300	50 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	AM: 8:45 - 11:15 PM: 12:30-3:00	Y
Dundee-Crown High School (224)484-5000	1500 Kings Road Carpentersville, IL 60110	7:00AM - 3:00PM	7:30AM - 2:58PM	N
Dundee Highlands Elementary (224)484-4700	407 South Fifth Street West Dundee, IL 60118	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Dundee Middle School (224)484-4500	4200 W. Main Street West Dundee, IL 60118	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Eastview Elementary (847)532-7400	540 Longwood Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Gilberts Elementary (224)484-5900	729 Paperbark Lane Gilberts, IL 60136	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Golfview Elementary (224)484-2800	124 Golfview Lane Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Hampshire Elementary (847)792-3400	321 Terwilliger Avenue Hampshire, IL 60140	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Hampshire Middle School (847)792-3200	560 South State Street Hampshire, IL 60140	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Hampshire High School (847)792-3500	1600 E. Big Timber Road Hampshire, IL 60140	7:00AM - 3:00PM	7:30AM - 2:58PM	N
Jacobs High School (847)532-6100	2601 Bunker Hill Drive Algonquin, IL 60102	7:00AM - 3:00PM	7:30AM - 2:58PM	Y
Lake in the Hills Elementary (847)532-6900	519 Willow Street Lake in the Hills, IL 60156	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Lakewood School (224)484-2600	1651 Ravine Lane Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Liberty Elementary (224)484-4800	6500 Miller Road Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Lincoln Prairie Elementary (847)532-6600	500 W. Harvest Gate Lake in the Hills, IL 60156	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Meadowdale Elementary (224)484-2900	14 Ash Street Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Neubert Elementary School (847)532-6800	1100 Huntington Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Oak Ridge School (224)484-5800	300 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	7:45 AM - 1:40PM	Y
Parkview Elementary (224)484-2500	122 Carpenter Blvd. Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Perry Elementary (224)484-5600	251 Amarillo Drive Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Sleepy Hollow Elementary (224)484-4900	898 Glen Oak Drive Sleepy Hollow, IL 60118	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Westfield Community School (847)532-7600	2100 Sleepy Hollow Road Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM & 8:55AM 2:15PM & 3:40PM	Y
Wright Elementary (847)683-5700	1500 Ketchum Road Hampshire, IL 60140	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Bldgs. & Grounds Prof. Develop. Center - Bunker Hill (847)532-6700	2605 Bunker Hill Drive Algonquin, IL 60102	7:00AM - 3:00PM	N/A	Y

18. WARRANTY

The bidder shall warrant the work services, and/or products to be free of defects in material and workmanship for a period of _1_ years. This warranty shall obligate the contractor to repair or replace the products at no additional charge to the District.

19. INSURANCE (REQUIRED)

The contractor shall provide and maintain insurance in the amounts outlined below with companies acceptable to the District:

MINIMUM INSURANCE REQUIREMENTS

General Liability	General Aggregate	$2,000,000
	Products-Comp/OP Agg	2,000,000
	Personal Injury	1,000,000
	Each Occurrence	1,000,000
	Fire Damage (Any one fire)	50,000
	Medical Exp. (Any one person)	5,000
Excess Liability	Each Occurrence	2,000,000
	Aggregate	2,000,000
Automobile Liability	Bodily Injury (each occ)	1,000,000
	Property Damage (each occ)	1,000,000
Worker's Compensation	Statutory Limits	
	Each Accident	500,000
	Disease-Policy Limit	500,000
	Disease-Each employee	500,000

All such insurance shall not be cancelable without thirty (30) days prior written notice being given to the District.

With respect to the insurance required herein, the contractor shall provide such insurance naming the District, the Board of Education and its members individually, and its employees and agents as **additional named insured**. The contractor shall also purchase and maintain such insurance as will protect the District from and against all claims, damages, loss and expenses, including attorney's fees arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense, (1) is attributable to bodily injury to or destruction of tangible property (other than the work itself), including the loss of use resulting there from, and (2) is caused in whole or in part by a negligent act or omission of the contractor, subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts they may be liable, regardless of whether or not it is caused in part by a party to whom insurance is afforded pursuant to this paragraph.

It is MANDATORY within ten (10) days after the bid award, that the Certificate(s) of Insurance shall be submitted to the insurance agent for the District.

20. TOTAL PRICE FOR ALL ITEMS BID

A total bid dollar amount, regardless of whether or not the bidder is bidding all items, must be entered in the appropriate section of the bid form before signing and submitting the bid.

21. HOLD HARMLESS AND INDEMNIFICATION

The contractor shall assume all liability for, and shall protect, defend, indemnify and hold harmless, the Board of Education, its members individually, officers, employees, servants and agents, from and against all claims, actions suits, judgments, costs, losses, expenses and liabilities of whatsoever kind or nature including reasonable legal fees incurred by owner arising out of:

A. Any infringement (actual or claimed) of any patents, copyrights or trade names by reason of any work performed or to be performed by the contractor under this contract or by reason of anything to be supplied by the contractor pursuant to this contract.

B. Bodily injury, including death, to any person or persons (including contractor's officers, employees, agents and servants) or damage to or destruction of any property, including the loss of use thereof:

-Caused in whole or in part by an act, error or omissions by the contractor or any subcontractor or anyone directly or indirectly employed by any of them regardless of whether or not it is caused in part by a party to be indemnified hereunder.

-Arising directly or indirectly out of the presence of any person in or about any part of the project site or the streets, sidewalks and property adjacent thereto.

-Arising directly or indirectly out of the use, misuse or failure of any machinery or equipment used directly or indirectly in the performance of this contract.

22. DAMAGE TO PROPERTY

In the event the bidder damages the District's property, the bidder shall, at the bidder's sole cost, restore the property or any surrounding area. Such restoration shall be to a condition at least equivalent to the condition of the affected area immediately before the destruction or damage. If the bidder does not repair such damage within 14 days after receiving written notice from the District, or such lesser time if the District determines the damage creates an emergency situation, the District may repair the damage and the bidder shall reimburse the District for the costs the District incurs within 14 days after the District provides a written invoice to the bidder.

23. LATE BIDS

Bids received after the time specified in the Invitation to Bid will not be opened or considered. The method of transmittal of the bid is at the bidder's risk of untimely receipt by the Board of Education. The use of Board of Education equipment for transmission of bids is prohibited.

24. RECYCLED PRODUCTS

The District supports national and local efforts for recycling. Bidders are encouraged to offer recycled supplies and materials as bid alternatives. Notations are to be included as to the percentage of recycled products in each item.

25. PAYMENT

Payment to be made within 45 days after the project completion.

Does your company accept ACH payments?
Does your company accept credit cards?
Does your company allow discounts for early payments?

Discounts examples –
2% 10 days net 30
1% 20 days net 30

26. MANUALS

The successful bidder shall supply, at no cost to the District, a detailed service manual, parts list, and list of service locations.

27. CONTRACT DURATION

Work to be performed upon request through December 12, 2019. Stage Curtain Recertification & Fireproofing portion of the contract will conclude December 12, 2021.

28. PERSONNEL

If any person employed on the work site were, in the opinion of the District project manager, intemperate, disorderly, incompetent, willfully negligent or dishonest on the performance of his/her duties, he or she shall be directed by the contractor to cease work and vacate the job site immediately.

29. SEXUAL HARASSMENT

775 ILCS 5/2-105, Human Rights Act Requirement – Written Sexual Harassment Policies contained as follows: Bidder shall have written sexual harassment policies that shall include, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) the vendor's internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department and the Commission; (vi) directions on how to contact the Department and Commission; and (vii) protection against retaliation as provided by Section 6-101 of this Act. A copy of the policies shall be provided to the Department upon request.

30. QUALIFICATIONS

Vendor must be an authorized dealer and installer of products vendor is bidding on. Vendor must supply a list of references of like products and installations. Reference sheet is attached.

31. FINANCIAL STABILITY.

The District may require, upon request, evidence as to the financial stability of the contractor. Upon request, the contractor shall provide the following information to the District within 48 hours:

a. The name of any owner or co-owner, equity of each co-owner or corporate offices of the entity submitting the bid, and the name, address, and business telephone number of each such person.

b. The last financial statement and balance sheet of the bidder, including a specification in detail of all loans outstanding, or a copy of the last certified annual audit.

32. COMPLIANCE WITH LAWS.

Successful bidder shall at all times observe and comply with all laws, ordinances, regulations and codes of the federal, state, county and other local government agencies, which may in any manner affect the performance of the contract and in particular any such laws pertaining to safety.

33. GOVERNING LAW

The terms of this quote shall be governed and construed in accordance with the laws of the State of Illinois. If any provision hereof shall be held to contravene any applicable law, such provision shall be deemed reformed to the extent of conforming to said law, and in all other respects the terms hereof shall remain in full force and effect.

34. BID

The signing of the submittal form shall be construed as acceptance of all provisions contained herein. All bids shall be submitted with each space properly completed. Any explanation or statement which the bidder wishes to make must be placed in the same envelope with the bid. Unless the bidder so indicates, it is understood that the bidder has submitted the bid in strict accordance with the specification requirements. The Bidder acknowledges that any variation from the specifications will be grounds for the District to reject the quote, although the District may accept the quote with the verification if, in its sole discretion, it determines that such bid is in the District's best interest. All quotes shall be deemed final, conclusive and irrevocable. No claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidder find any discrepancies in, or omissions from any of the documents, or be in doubt as to their meanings, the bidder shall submit questions as provided in this document. Bidders must satisfy themselves upon examination of these specifications, as to the intent of the specifications. After the submission of the bid, no complaint or claim that there was any misunderstanding in regard to items listed for bidding will be entertained from a bidder.

35. BIDDER'S AGREEMENT

The bidder hereby declares understanding, agreement, and certification of compliance to provide the services, work, and/or products to the District, at the prices quoted, in accordance with all terms and conditions, requirements, and specifications contained in these documents, and any issued amendments. The contractor further agrees that the language of this document shall govern in the event of a conflict with (1) the bidder's bid or (2) any subsequent purchase order between the bidder and the District. The bidder should, as a matter of clarity and assurance, also sign and submit all amendment(s) issued by the District related to this work. The bidder further agrees that upon receipt of an authorized purchase order or when an authorized official of the District countersigns this document, a binding contract shall exist between the bidder and the District. This document combined with amendments, the bidder's bid, the required submittals, and the purchase order, if any, shall comprise the binding contract.

36. CANCELLATION – The District reserves the right to cancel this contract at any time for reasons of unsatisfactory services.

37. ADDITIONAL INFORMATION

Contact Diane C. White, Director of Purchasing, (847) 551-8460, between the hours of 8:00AM and 4:30PM, or by email – bids.purchasing@d300.org

REFERENCES

LIST BELOW THE LAST THREE (3) PUBLIC SCHOOLS DISTRICTS OR OTHER ORGANIZATIONS FOR WHICH YOU HAVE PROVIDED COMPARABLE SERVICES.

---

1. ORGANIZATION:
_____

ADDRESS:
_____

CITY, STATE, and ZIP CODE:
_____

TELEPHONE NUMBER:
_____

CONTACT PERSON:
_____

DATE OF SERVICES:
_____

DOLLAR AMOUNT OF THE JOB:
_____

2. ORGANIZATION:
_____

ADDRESS:
_____

CITY, STATE, and ZIP CODE:
_____

TELEPHONE NUMBER:
_____

CONTACT PERSON:
_____

DATE OF SERVICES:
_____

DOLLAR AMOUNT OF THE JOB:
_____

REFERENCES (CONT.)

3. **ORGANIZATION:**
_____

ADDRESS:
_____

CITY, STATE, and ZIP CODE:
_____

TELEPHONE NUMBER
_____

CONTACT PERSON:
_____

DATE OF SERVICES:
_____

DOLLAR AMOUNT OF THE JOB:
_____

OFFEROR'S NAME: _____

SIGNATURE: _____

DATE: _____

COMMENTS –

CERTIFICATE OF BIDDER ELIGIBILITY

720 ILCS 5/33E-11 requires that all contractors bidding for public agencies in the State of Illinois certify that they are not barred from bidding on public contracts for bid rigging or bid rotation.

The following certification must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

_____, as part of its bid for the _____ work for Community Unit School District #300, Algonquin, Illinois , of Cook, DeKalb, Kane, and McHenry Counties, Illinois certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33-E4.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

CERTIFICATE OF COMPLIANCE WITH ILLINOIS DRUG-FREE WORKPLACE ACT

_____, having 25 or more employees, does hereby certify pursuant to section 3 of the *Illinois Drug-Free Workplace Act* (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the *Illinois Drug-Free Workplace Act* and, further certifies that it is not ineligible for award of this contract by reason of debarment for a violation of the *Illinois Drug-Free Workplace Act.*

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

CERTIFICATE REGARDING
SEXUAL HARASSMENT POLICY

_____, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____

NOTARY PUBLIC

CERTIFICATE REGARDING
EQUAL EMPLOYMENT OPPORTUNITY

_____, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written equal employment opportunity policy that is in compliance with all terms and conditions of the Equal Employment Opportunity provisions of the Illinois Human Rights Act.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

CERTIFICATE REGARDING

EMPLOYMENT OF ILLINOIS WORKERS ON PUBLIC WORKS

_____ agrees if at the time the Agreement is executed, or if during the term of the Agreement, there is excessive unemployment in Illinois as defined in the Employment of Illinois Workers on Public Works Act, 30 ILCS 570/0/01 et seq., as two consecutive months of unemployment exceeding 5%, then _____ agrees to employ Illinois laborers in accordance with the Employment of Illinois Workers on Public Works Act. An "Illinois laborer" is defined as any person who has resided in Illinois for at least thirty (30) days and intends to become or remain an Illinois resident.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

NON-COLLUSION AFFIDAVIT

AFFIDAVIT: "I (we) hereby certify and affirm that my (our) Quote was prepared independently for this project and that it contains no fees or amounts other than that for the legitimate execution of this work as specified and that it includes no understanding or agreements in restraint of trade."

The following affidavit must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

_____, as part of its bid for the _____ work for Community Unit School District #300, Algonquin, Illinois certifies that said Contractor is not barred from bidding on the aforementioned contract as a result of a violation of the above Non-Collusion Affidavit.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

CERTIFICATE REGARDING
COMMUNITY UNIT SCHOOL DISTRICT 300
VENDOR/CONTRACTOR CONFLICT OF INTEREST

_____, does hereby certify that they have read and fully understand the Vendor/Contractor Conflict of Interest Board Policy as stated below:

Vendor/Contractor Conflict of Interest
Any vendor or contractor doing $5,000 - $25,000 in business with the District within a fiscal year shall not contribute to any political campaign that directly affects the District while doing business for the District or for a period of two years after completion of business with the District. Further, the District will not enter into significant business with a vendor or contractor that has contributed to a political campaign that directly affects the District within two years prior to commencing business. Any vendor or contractor that participates and is awarded a contract through the competitive bidding process is exempt from this policy.

LEGAL REF.: 105 ILCS 5/10-20.19c, 5/10-20.21, 510-22.34c, and 5/19b-1 et seq.
820 ILCS 130/0.01 et seq.

CROSS REF: 2:100 (Board Member Conflict of Interest), 4:70 (Resource Conservation) 4:150 (Facility Management and Building Programs)

ADOPTED: February 10, 2003

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

CRIMINAL BACKGROUND INVESTIGATIONS

Contractor hereby represents, warrants, and certified that no officer or director thereof has any knowledge that any employee thereof has been convicted of committing or attempting to commit "Criminal Code of 1961," 720 ILCS, Sections 5/11-6 (Indecent solicitation of a child), 5/11-9 (Public indecency), 5/11-14 (Prostitution), 5/11-15 (Soliciting for a prostitute), 5/11-15.1 (Soliciting for a juvenile prostitute), 5/11-19 (Pimping), 5/11-19.1 (Juvenile pimping), 5/11-19.2 (Exploitation of a child), 5/11-20 (Obscenity), 5/11-20.1 (Sexual assault), 5/12-14 (Aggravated criminal sexual assault), 5/12-15 (Criminal sexual abuse), and 5/12-16 (Aggravated criminal sexual abuse), and/or those offenses defined in the "Cannabis Control Act," 720 ILCS, 550/1 et seq. (except the "Illinois Controlled Substances Act, " 720 ILCS 570/100 et seq., any of the offenses that would subject a certificated employee to suspension or revocation pursuant to Section 21-23a of the School Code or anyone found to be the perpetrator of sexual or physical abuse of any minor under 18 years of age pursuant to proceedings under Article II of the Juvenile Court Act of 1987 and/or any offense committed or attempted in any other state or against the laws of the United States, which if committed or attempted in this State, would have been punishable as one or more of the foregoing offenses.

Contractor further agrees that it shall not employ any person who have or may have direct, daily contact with the pupils of any school in the district, and for whom a criminal background investigation has not been conducted pursuant hereto, and further represents and agrees that all applicants for any such employment shall furnish with their applications the attached written "Authorization for Criminal Background Information" form authorizing the Board of Education to request a criminal background investigation of said applicant pursuant to Section 5/10-21.9 of the School Code of Illinois and to receive criminal history record information pursuant thereto to determine if the applicant has been convicted of committing or attempting to commit any of the criminal or drug offenses enumerated above. Contractor further agrees to submit with said authorization payment for any costs and expenses associated with the criminal background investigation.

Contractor further represents, warrants, and certifies that no applicant for employment with respect to whom the criminal investigation reveals any conviction for committing and/or attempting to commit any of the above enumerated offenses, shall be employed thereby in any position that involves or may involve contact with the students of the school district.

This certification is executed on the date hereinafter indicated by the designated contractor by its duly authorized officer.

By _____

Its: _____

Dated: _____

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____

NOTARY PUBLIC

AUTHORIZATION FOR CRIMINAL BACKGROUND INVESTIGATION

The undersigned hereby authorizes the Board of Education of Community Unit School District 300, Carpentersville, Illinois to request a criminal background investigation from the Illinois State Police, pursuant to Section 5/10-21.9 of the School Code of Illinois, 105 ILCS 5/10-21.9 and to receive criminal history record information pursuant thereto.

_____
(Printed or Typed Name of Applicant Employee)

_____
Signature of Applicant or Employee

Dated: _____

Scope of Work

Time and Material Rates

Payment of Prevailing Wages is required for this project.

QUALIFICATIONS – Provide labor, material, and furnish equipment as required to troubleshoot service, modify and /or install Data Cabling, Electrical, Tree Maintenance Service, Food Service Equipment Repair, Stadium Lighting Service & Repair, Asphalt Repair, Elevator Service & Repair, Bay/Overhead Door Service & Repair, Alarm Service & Repair, and Stage Curtain Recertification & Fireproofing. Scope of work may be described via construction documents, request for quote and/or field direction (in emergency cases). Vendor must supply a list of trade references; forms are located in the bid Boiler Plate. Certificates, References, Vendor Application and W-9 forms must be submitted with vendors bid submittal.

DURATION

Bid pricing to be firm through December 12, 2019. Bid award to cover a **1** year period with the possibility of two, one year extensions. Stage Curtain Recertification & Fireproofing bid pricing to be firm for a three year period beginning December 13, 2018 with a possibility of two, one year extensions Awarded contract begins December 13, 2018, and ends on December 12, 2019. District 300 will be using the November 2019 Urban CPI or Illinois County (Kane/McHenry) Prevailing Wage rates, whichever is less, to evaluate any increases in pricing. All extensions in accordance with this contract, will use following year's November Urban CPI or Illinois County (Kane/McHenry) Prevailing Wage rates. District 300 is to be notified within 60 days of any labor rate increases or decrease if contract is extended. Bids containing bid conditions will not be accepted.

- This **IS** a sealed bid.
- A Bid Bond **IS NOT** required upon bid submittal.
- A Performance Bond in the amount of $25,000 and current Certificate of Insurance are required upon award within 10 days of award.

REQUESTED SERVICES UNDER THIS CONTRACT

The following are to be considered prevailing wage services:

- Data Cabling
- Electrical
- Stadium Lighting Service & Repair
- Asphalt Repair
- Elevator Service & Repair
- Bay/Overhead Door Service & Repair
- Alarm Service & Repair

The following are not to be considered prevailing wage services:

- Tree Maintenance Service
- Food Service Equipment Repair
- Stage Curtain Recertification & Fireproofing

Terms – For the purpose of this bid, the following terms are:

- School District 300 is to be notified of the level of skilled tradesman upon callout.
- "Contract documents" includes the most current project drawings and specifications.
- "Provide" includes furnishing and installation.
- "Furnish" includes purchasing and transporting new equipment, as specified, to the job site.
- "Install" includes mounting or setting equipment in place, in specified location, and making all required electrical connections for a working product.
- "Electrical System" includes all distribution of power, lighting, fire protection, life safety, communications, security, special systems, and any other information, electrical in nature, identified on the Contract Documents, from the point(s) of service to utilization device(s).
- "Connecting" means providing a power source, overcurrent devices, raceways, conductors, terminations, insulation supports, and other materials and equipment required for the operation and control of the relevant operation.
- "Portal to Portal" to be defined as to and from vendor site location. If contractor is within district boundaries, additional dispatch charges will not apply for same day service during standard working hours.
- "Hourly rate billing" is to be invoiced in 15 minute increments.
- "Total Material Billing" equals the percentage of markup plus contractors actual cost.
- Total travel time allowance not to exceed 1hr per person.

Non-Emergency trade work – any non-emergency trade work (to be determined by District #300 staff and/or consultant), over $25,000 must be competitively bid. Any and all trade work performed must comply with local and national codes.

"PM Hourly Rate" is defined as the hourly rate for a food service equipment vendor to perform preventative maintenance on freezers, coolers, dishwashers, garbage disposals and steam tables.

"Emergency Hourly Rate" is defined as the hourly rate in which the vendor is called out for emergencies. Emergencies are defined as repairmen being on-site **within 60 minutes** of the initial call to the vendor.

D300 Expectations of Food Service Equipment Repair performed:
Upon equipment failure, freezers, coolers, ovens and steamers **will require** a 60 minute emergency response time. Steam table, garbage disposal and dishwasher repairs will need to be addressed within a 24 hour time period. Follow up repairs where parts need to be ordered, must be completed within a 48 hour time period.

D300 Expectations of Data Cabling performed:

- All cabling is to be Category 6 Ethernet or above
- Cabling must be manufactured in the USA
- Cabling is to be tested a verified post installation
- Cabling is to be installed as outlined in TIA/EIA-568
- Termination is to be completed as outlined in TIA/EIA-568 (B)
- Vendor must advise alternate solutions on cable installation greater than 100m
- Ethernet cabling must be Blue or White depending on customer request per installation
- Vendor must label installations based on existing labeling formats on both ends of termination

Invoicing – Invoice must reflect detailed description of work performed and materials used. Copies of certified payroll sheets must be attached to all invoices. Invoices to include parts listings with contractor cost and percent of markup per your bid.

Normal Working Day Hours for straight time – 7:00am-3:30pm, Monday through Friday.

CONTRACT PERIOD

The anticipated contract period is December 13, 2018 – December 12, 2019.

The anticipated contract period for Stage Curtain Recertification & Fireproofing is December 13, 2018 – December 12, 2021.

Service Points

CUSD 300

Building Name	Address	Elevator on site Y/N	Bay Door onsite Y/N	Stage Curtain Y/N	Recertification Schedule
Administration Center (847)551-8300	2550 Harnish Dr Algonquin, IL 60102	**Y**	N	N	N/A
Algonquin Lakes Elementary (847)532-7500	1401 Compton Drive Algonquin, IL 60102	**Y**	N	N	N/A
Algonquin Middle School (847)532-7100	520 Longwood Drive Algonquin, IL 60102	**Y**	**Y**	**Y**	**YEARLY**
Carpentersville Middle School (224)484-2100	100 Cleveland Avenue Carpentersville, IL 60110	**Y**	**Y**	**Y**	**YEARLY**
deLacey Family Education Center (224)484-2300	50 Cleveland Avenue Carpentersville, IL 60110	N	N	N	N/A
Dundee-Crown High School (224)484-5000	1500 Kings Road Carpentersville, IL 60110	**Y**	**Y**	**Y**	**3 YEARS**
Dundee Highlands Elementary (224)484-4700	407 South Fifth Street West Dundee, IL 60118	N	N	**Y**	**3 YEARS**
Dundee Middle School (224)484-4500	4200 W. Main Street West Dundee, IL 60118	N	N	N	N/A
Eastview Elementary (847)532-7400	540 Longwood Drive Algonquin, IL 60102	**Y**	N	N	N/A
Gilberts Elementary (224)484-5900	729 Paperbark Lane Gilberts, IL 60136	**Y**	N	N	N/A
Golfview Elementary (224)484-2800	124 Golfview Lane Carpentersville, IL 60110	N	N	N	N/A
Hampshire Elementary (847)792-3400	321 Terwilliger Avenue Hampshire, IL 60140	N	N	**Y**	**YEARLY**
Hampshire Middle School (847)792-3200	560 South State Street Hampshire, IL 60140	**Y**	**Y**	**Y**	**YEARLY**
Hampshire High School (847)792-3500	1600 E. Big Timber Road Hampshire, IL 60140	**Y X2**	**Y**	**Y**	**3 YEARS**
Jacobs High School (847)532-6100	2601 Bunker Hill Drive Algonquin, IL 60102	**Y**	**Y**	**Y**	**YEARLY**
Lake in the Hills Elementary (847)532-6900	519 Willow Street Lake in the Hills, IL 60156	N	N	N	N/A
Lakewood School (224)484-2600	1651 Ravine Lane Carpentersville, IL 60110	**Y**	**Y**	N	N/A
Liberty Elementary (224)484-4800	6500 Miller Road Carpentersville, IL 60110	**Y**	N	N	N/A
Lincoln Prairie Elementary (847)532-6600	500 W. Harvest Gate Lake in the Hills, IL 60156	**Y**	N	N	N/A
Meadowdale Elementary (224)484-2900	14 Ash Street Carpentersville, IL 60110	N	N	N	N/A
Neubert Elementary (847)532-6800	1100 Huntington Drive Algonquin, IL 60102	**Y**	N	N	N/A
Oak Ridge School (224)484-5800	229 Lake Marian Road Carpentersville, IL 60110	N	**Y**	N	N/A
Parkview Elementary (224)484-2500	122 Carpenter Blvd. Carpentersville, IL 60110	N	N	**Y**	**YEARLY**
Perry Elementary (224)484-5600	251 Amarillo Drive Carpentersville, IL 60110	N	N	N	N/A
Sleepy Hollow Elementary (224)484-4900	898 Glen Oak Drive Sleepy Hollow, IL 60118	N	N	N	N/A
Westfield Community School (847)532-7600	2100 Sleepy Hollow Road Algonquin, IL 60102	**Y**	**Y**	N	N/A
Wright Elementary (847)683-5700	1500 Ketchum Road Hampshire, IL 60140	**Y**	N	N	N/A
Transportation Department (847)551-8300	2603 Bunker Hill Drive Algonquin, IL 60102	N	**Y**	N	N/A
Bldgs. & Grounds Prof. Develop. Center-Bunker Hill (847)532-6700	2605 Bunker Hill Drive Algonquin, IL 60102	N	**Y**	N	N/A

Bid Submission

All bids are to be **sealed** and submitted to:

Diane C. White
Director of Purchasing
CUSD #300
2605 Bunker Hill Dr
Algonquin, IL 60102

Direct any questions regarding this project to:

Michael Zahalka
CUSD #300 – Purchasing Specialist
2605 Bunker Hill Dr
Algonquin, IL 60102
Ph: 847-551- 8460
Fx: 847-551-8463
Bids.Purchasing@d300.org

Please submit your response no later than, Friday, October 26, 2018 by 11:00AM CT

DISTRICT 300

BELL TIMES - REGULAR HOURS

2018-2019

District 300 Schools	Bell Times
Algonquin Lakes Elementary (Grades K-5) 1401 Compton Drive, Algonquin, IL 60102 **P:** 847-532-7500 **| F:** 847-532-7515	8:00am-2:15pm
Algonquin Middle School (Grades 6-8) 520 Longwood Drive, Algonquin, IL, 60102 **P:** 847-532-7100 **| F:** 847-658-2547	8:55am-3:40pm
Carpentersville Middle School (Grades 6-8) 100 Cleveland Avenue, Carpentersville, IL 60110 **P:** 224-484-2100 **| F:** 847-426-1404	8:55am-3:40pm
deLacey Family Education Center (Preschool) 50 Cleveland Avenue, Carpentersville, IL 60110 **P:** 224-484-2300 **| F:** 224-484-2319	**AM:** 8:45am-11:15am **PM:** 12:30pm-3:00pm
Dundee-Crown High School (Grades 9-12) 1500 Kings Road, Carpentersville, IL 60110 **P:** 224-484-5000 **| F:** 224-484-5098	7:30am-2:58pm
Dundee Highlands Elementary (Grades Pre-K-5) 407 S. Fifth Street, West Dundee, IL, 60118 **P:** 224-484-4700 **| F:** 847-426-1935	8:00am-2:15pm
Dundee Middle School (Grades 6-8) 4200 W. Main Street, West Dundee, IL 60118 **P:** 224-484-4500 **| F:** 847-426-4008	8:55am-3:40pm
Eastview Elementary (Grades Pre-K-5) 540 Longwood Drive, Algonquin, IL 60102 **P:** 847 532 7400 **| F:** 847 458 5509	8:00am-2:15pm **Pre-K AM:** 8:00am-10:30am **Pre-K PM:** 11:40am-2:15pm
Gilberts Elementary (Grades K-5) 729 Paperbark Lane, Gilberts, IL 60136 **P:** 224-484-5900 **| F:** 224-484-5915	8:00am-2:15pm **Pre-K AM:** 8:00am-10:30am **Pre-K PM:** 11:40am-2:15pm
Golfview Elementary (Grades Pre-K-5) 124 Golfview Lane, Carpentersville, IL 60110 **P:** 224-484-2800 **| F:** 224-484-2815	8:00am-2:15pm
Hampshire Elementary (Grades K-5) 321 Terwilliger Avenue, Hampshire, IL 60140 **P:** 847-792-3400 **| F:** 847-683-4806	8:00am-2:15pm
Hampshire Middle School (Grades 6-8) 560 S. State Street, Hampshire IL 60140 **P:** 847-792-3200 **| F:** 847-683-1030	8:55am-3:40pm
Hampshire High School (Grades 9-12) 1600 Big Timber Road, Hampshire, IL 60140 **P:** 847-792-3500 **| F:** 847-792-3515	7:30am-2:58pm

District 300 Schools	Bell Times
Jacobs High School (Grades 9-12) 2601 Bunker Hill Drive, Algonquin, IL 60102 **P:** 847.532.6100 **| F:** 847.532.6115	7:30am-2:58pm
Lake in the Hills Elementary (Grades Pre-K-5) 519 Willow Street, Lake in the Hills, IL 60156 **P:** 847-532-6900 **| F:** 847-658-2529	8:00am-2:15pm **Pre-K AM:** 8:00am-10:30am **Pre-K PM:** 11:40am-2:10pm
Lakewood Elementary (Grades Pre-K-5) 1651 Ravine Lane, Carpentersville, IL 60110 **P:** 224-484-2600 **| F:** 224-484-2615	8:00am-2:15pm
Liberty Elementary (Grades Pre-K-5) 6500 Miller Road, Carpentersville, IL 60110 **P:** 224-484-4800 **| F:** 224-484-4815	8:00am-2:15pm **Pre-K AM:** 8:00am-10:30am **Pre-K PM:** 11:40am-2:15pm
Lincoln Prairie Elementary (Grades K-5) 500 Harvest Gate Road, Lake in the Hills, IL 60156 **P:** 847-532-6600 **| F:** 847-532-6615	8:00am-2:15pm
Meadowdale Elementary (Grades Pre-K-5) 14 Ash Street, Carpentersville, IL 60110 **P:** 224-484-2900 **| F:** 224-484-2915	8:00am-2:15pm
Neubert Elementary (Grades K-5) 1100 Huntington Drive, Algonquin, IL 60102 **P:** 847-532-6800 **| F:** 847-551-8413	8:00am-2:15pm
Oak Ridge School (Grades 6-12) 300 Cleveland Avenue, Carpentersville, IL 60110 **P:** 224-484-5800 **| F:** 847-426-4474	7:45am-1:40pm
Parkview Elementary (Grades K-5) 122 Carpenter Boulevard, Carpentersville, IL 60110 **P:** 224-484-2500 **| F:** 847-426-2962	8:00am-2:15pm
Perry Elementary (Grades Pre-K-5) 251 Amarillo Drive, Carpentersville, IL 60110 **P:** 224-484-5600 **| F:** 224-484-5615	8:00am-2:15pm
Sleepy Hollow Elementary (Grades K-5) 898 Glen Oak Drive, Sleepy Hollow, IL 60118 **P:** 224-484-4900 **| F:** 224-484-4915	8:00am-2:15pm
Westfield Community School (Grades Pre-K-5) (Grades 6-8) 2100 Sleepy Hollow Road, Algonquin, IL 60102 **P:** (PreK-5) 847-532-7800 **| F:** 847- 532-7615 **P:** (6-8) 847-532-7600 **| F:** 847- 532-7615	8:00am-2:15pm 8:55am-3:40pm **Pre-K AM:** 8:00am-10:30am **Pre-K PM:** 11:40am-2:15pm
Wright Elementary (Grades K-5) 1500 Ketchum Road, Hampshire, IL 60140 **P:** 847-683-5700 **| F:** 847-683-5799	8:00am-2:15pm

DISTRICT 300 SCHOOL CALENDAR - 2018/2019

Board Approval: Nov. 8, 2016

JULY 18

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

AUGUST 18

Su	M	Tu	W	Th	F	Sa
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5	6	7	8	9	10	11
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19	20	21	22	23	24	25
26	27	28	29	30	31	

SEPTEMBER 18

Su	M	Tu	W	Th	F	Sa
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30						

OCTOBER 18

Su	M	Tu	W	Th	F	Sa
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21	22	23	24	25	26	27
28	29	30	31			

NOVEMBER 18

Su	M	Tu	W	Th	F	Sa
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DECEMBER 18

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30	31					

JANUARY 19

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27	28	29	30	31		

FEBRUARY 19

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MARCH 19

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24	25	26	27	28	29	30
31						

APRIL 19

Su	M	Tu	W	Th	F	Sa
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21	22	23	24	25	26	27
28	29	30				

MAY 19

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JUNE 19

Su	M	Tu	W	Th	F	Sa
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2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

All dates subject to change throughout school year, with BOE Approval

District Closed | Early Release | Emergency Days | End of QTR/Semester Full day Attend | No Student/Instruction Staff Attend | Parent/Teacher Conference | Teacher Institute/ In service

Independence Day- Offices/Schools Closed	Wednesday, July 4
Teacher Institute (8am to 1pm) No Student Attendance	Friday, Aug. 10
Teacher Institute (8am to 1pm) No Student Attendance	Monday, Aug. 13
First day of School, Full Day of Student Attendance	Tuesday, Aug. 14
Early Release Day	Friday, Aug. 24
Labor Day - Offices/Schools Closed	Monday, Sept. 3
Early Release Day	Friday, Sept. 21
Teacher Institute (8am to 3pm) No Student Attendance	Friday, Oct. 5
Columbus Day - Offices/Schools Closed	Monday, Oct. 8
Early Release Day	Friday, Oct. 26
Early Release Day	Friday, Nov. 16
Parent - Teacher Conferences, No Student Attendance	Monday, Nov. 19 & Tuesday, Nov. 20
Fall Break - Offices/Schools Closed	Wednesday, Nov. 21 - Friday, Nov. 23
Early Release Day	Friday, Dec. 14
Winter Break, No Student Attendance	Monday, Dec. 24 - Friday, Jan. 4
Offices/Schools Closed	Dec. 24, Dec. 25, & Dec. 31
Offices/Schools Closed	Tuesday, Jan. 1
Early Release Day	Friday, Jan. 18
Martin Luther King Day - Offices/Schools Closed	Monday, Jan. 21
Early Release Day	Friday, Feb. 15
Presidents Day - Offices/Schools Closed	Monday, Feb. 18
Teacher Institute (8am to 3pm) Kane County ROE, No Student Attendance	Friday, Mar. 1
Early Release Day	Friday, Mar. 15
Spring Break, No Student Attendance	Monday, Mar. 25 - Friday, Mar. 29
NO Emergency Days used - No Student/Instruction, Staff, all offices open	Monday, Apr. 1
Emergency Days used - Regular attendance day	
Early Release Day	Friday, Apr. 12
District Holiday - Offices/Schools Closed	Friday, Apr. 19
Teacher Institute (8am to 3pm) No Student Attendance	Monday, Apr. 22
Early Release Day	Friday, May 10
Last day of school, if no Emergency Days have been used	Thursday, May. 23
Memorial Day - Offices/Schools Closed	Monday, May. 27
Last possible day of school - If ALL Emergency Days are used	Thursday, May 30

BID RESPONSE FORM

Time and Material Rates for : Data Cabling, Electrical, Tree Maintenance Service, Food Service Equipment Repair, Stadium Lighting Service & Repair, Asphalt Repair, Elevator Service & Repair, Bay/Overhead Door Service & Repair, Alarm Service & Repair, and Stage Curtain Recertification & Fireproofing

Payment of Prevailing Wages IS Required

Bids are as indicated on the attached sheets are hereby presented to the Board of Education of Community Unit School District #300. It is understood that:

1. Bidders must insure they have viewed both tabs in this spreadsheet.
2. The Board of Education reserves the right to reject any and all bids and to accept all or part of any bids submitted.
3. Rates quoted shall include all charges for handling, transportation and delivery.
4. Community Unit School District #300 is Tax Exempt.
   Tax Exemption Number - E9996-0079-07.
5. Vendor is required to submit Performance Bond cost as part with their submission.

The undersigned hereby certifies that he/she has read, understands and agrees that acceptance by the Board of Education of the bidder's offer by issuance of a purchase order(s) or other document(s) will create a binding contract. Further, he/she agrees to fully comply with the specifications and other documentary forms and regulations made a part of this specific procurement of contract. The bidder must comply with all State and Federal Regulations including FEPC, the Illinois Laborer's Act and the Illinois Prevailing Wage Act, with preference to Public Act 86-799 which states "…not less than the prevailing rate of wages as found by the public body or Department of Labor or determined by the court on review shall be paid to all laborers, workers and mechanics performing work under the contract." The Illinois Department of Labor prevailing wages for the county where the project will be undertaken is posted online at https://www2.illinois.gov/idol/Laws-Rules/CONMED/pages/2018-rates.aspx

Vendor has received Addendum (IF APPLICABLE)

#1 - _____ #2 - _____

NAME OF COMPANY /CORPORATION

STREET ADDRESS:

CITY:

STATE:

ZIP:

TELEPHONE NUMBER:

FAX NUMBER:

EMAIL ADDRESS:

FEIN NUMBER

ILLINOIS LICENSE NUMBER

BID SUBMITTED BY:

SIGNATURE OF AUTHORIZED AGENT

PLEASE TYPE OR PRINT NAME

DATE

****** Sealed Bids are due by 11:00AM, Friday, October, 26, 2018 ******

INSTRUCTIONS: Please fill in columns **that apply to your firm. Column V** is for vendor comments. ALL bids must be completed in the Excel spreadsheet provided and submitted in hard copy.	Vendor Name:	
	Complete Address:	
	Phone:	
	Fax:	
	E-Mail:	
	Contact Person:	

	Alarm Service & Repair		Asphalt Repair		Bay/Overhead Door - Service & Repair		Data Cabling	
POSITION	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME per hour**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**
Apprentice 1	$	$	$	$	$	$	$	$
Apprentice 2	$	$	$	$	$	$	$	$
Apprentice 3	$	$	$	$	$	$	$	$
Apprentice 4	$	$	$	$	$	$	$	$
Journeyman	$	$	$	$	$	$	$	$
Foreman	$	$	$	$	$	$	$	$
	% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment	
Materials	%		%		%		%	
Equipment	%		%		%		%	
Performance Bond	$		$		$		$	
							PM Hr. Rate $/hr. -	
							Emerg. Hr. Rate $/hr. -	

Electrical		Elevator Service & Repair		Food Service Equipment Repair		Stadium Lighting - Service & Repair	
Hourly STRAIGHT TIME per hour	**Hourly OVERTIME**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**
$	$	$	$	$	$	$	$
$	$	$	$	$	$	$	$
$	$	$	$	$	$	$	$
$	$	$	$	$	$	$	$
$	$	$	$	$	$	$	$
$	$	$	$	$	$	$	$
% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment	
%		%		%		%	
%		%		%		%	
$		$		$		$	
Emerg. Hr. Rate $/hr. -				**Monthly Service (each unit)**	**$**	**Emerg. Hr. Rate $/hr. -**	
				Quarterly Service (each unit)	**$**		

Stage Curtain - Recertification & Fireproofing		Tree Maintenance Service		Vendor Comments
Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	
$	$	$	$	
$	$	$	$	
$	$	$	$	
$	$	$	$	
$	$	$	$	
$	$	$	$	
% Markup for Materials & Equipment		% Markup for Materials & Equipment		
%		%		
%		%		
$		$		

PRINT RESET

COMMUNITY UNIT SCHOOL DISTRICT 300
PURCHASING DEPARTMENT
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8300
Fax: 847-551-8463

VENDOR APPLICATION FORM (SUBJECT TO LOCAL LAWS)	APPLICATION DATE
Fill in all spaces. Insert "NA" in blocks not applicable. Type all entries	REVISION DATE

DATE: _____

COMPANY	HOW LONG IN PRESENT BUSINESS?
ADDRESS CITY STATE ZIP	
CONTACT PERSON/REPRESENTATIVE	FAX NUMBER ( ) / PHONE AND EXTENSION ( )

TYPE OF ORGANIZATION (Check Applicable)

☐ INDIVIDUAL ☐ PARTNERSHIP ☐ CORPORATION

IF INCORPORATED INDICATE IN WHICH STATE

YEARS ESTABLISHED:

DO YOU ACCEPT PURCHASE ORDERS? YES ☐ NO ☐

DO YOU ACCEPT CREDIT CARDS? YES ☐ NO ☐

CATEGORY **(Check below the category which applies to the applicant)**

☐ (A) MANUFACTURER OR PRODUCER ☐ (C) RETAILER ☐ (E) DISTRIBUTOR

☐ (B) WHOLESALER ☐ (D) MANUFACTURER'S AGENT ☐ (F) SERVICE ESTABLISHMENT

NAMES OF OFFICERS, MEMBERS OR OWNERS OF CONCERN, PARTNERSHIP, ETC.

(A) PRESIDENT (B) VICE PRESIDENT

(C) SECRETARY (D) TREASURER

(E) OWNERS, PARTNERS, OR STOCKHOLDERS

TAXPAYER'S I.D. NO.

FEIN _____

or

S.S. No. _____

INSURANCE INFORMATION (Check Applicable)

LIABILITY INSURANCE: $2,000,000 ☐ $2,500,000 ☐ $5,000,000 ☐ OTHER ☐

Workers' Compensation : State Minimum ☐ Greater than Minimum ☐

Required that CUSD be named as an Additional Insured ☐ INSURANCE CO. _____

BONDING INFORMATION **(Check each area in which you have been bonded and the latest date of bonding)**

Perf. Bond ____/____ (Mo. Year) ☐ Payment Bond (Labor and Materials) ____/____ (Mo. Year) ☐ Builder's Risk ____/____ (Mo. Year) ☐

PERSONS AUTHORIZED TO SIGN QUOTES, PROPOSALS, BIDS AND CONTRACTS:

NAME	OFFICIAL CAPACITY

Average number of employees (including affiliates) for four preceding calendar quarters.	Average annual sales for preceding three fiscal years:	Floor Space (Square Feet)	
		Manufacturing	Warehouse

MINORITY/WOMEN BUSINESS ENTERPRISE (Check One) See Definitions Below	FOR USE BY CONTRACT COMPLIANCE ONLY:
☐ MBE ☐ MBE/WBE ☐ WBE ☐ PBE	BY:_____ DATE_____ ☐ C ☐ NC

MINORITY GROUP MEMBERSHIP (Check One) See Definitions Below

NOTE: DO NOT COMPLETE THIS SECTION UNLESS YOU HAVE CHECKED ONE OF THE BOXES IN THE MINORITY/WOMEN BUSINESS ENTERPRISE SECTION ABOVE.

☐ AFRICAN AMERICAN OR BLACK ☐ HISPANIC AMERICAN ☐ NATIVE AMERICAN ☐ ASIAN-PACIFIC AMERICAN

CERTIFICATION DATE ISSUED: _____ EXPIRATION: _____

MINORITY AND WOMEN OWNED BUSINESS ENTERPRISE DEFINITIONS

MINORITY BUSINESS ENTERPRISE ("MBE") means a certified participating business at least 51 percent (51%) of which is owned and controlled by one or more members or one or more minority groups, or in the case of a publicly held corporation, 51 percent (51%) of the stock is owned by one or more members of one or more minority groups and whose daily business operations are controlled by one or more such individuals.

WOMEN'S BUSINESS ENTERPRISE ("WBE") means a certified participating business at least 51 percent (51%) of which is owned by one or more women, or in the case of a publicly held corporation, 51 percent (51%) of the stock of which is owned by one or more women and whose daily operations are controlled by one or more such individuals. Determination of whether a business is at least 51 percent (51%) owned by a woman or women shall be made without regard to community property laws.

BUSINESS OWNED AND OPERATED BY A PERSON WITH A DISABILITY ("PBE") means a business concern of which at least 51 percent (51%) is owned by one or more persons with a disability, or in the case of the corporation, one in which at least 51 per centum of the stock is owned by one or more persons with a disability or by a not for profit agency for the disabled organized pursuant to Section 501 of the Internal Revenue Code 1954; and the management and daily business operations of which are controlled by one or more of the persons with a disability who own it.

MINORITY GROUP MEMBER is an individual who is one of the following:

AFRICAN AMERICAN OR BLACK (persons with origins in any of the Black racial groups of Africa):
HISPANIC AMERICAN (persons of Spanish culture with origins in Puerto Rico, Mexico, Cuba, South or Central America, Spain, Portugal or the Caribbean Islands regardless of race).
NATIVE AMERICAN (American Indian)
ASIAN-PACIFIC AMERICAN (persons with origins from Japan, China, the Philippines, Vietnam, Korea, Samoa, Guam, the U.S. Trust Territories of the Pacific, Northern Marianas, Laos, Cambodia, Taiwan, or the Indian subcontinent).

IF YOU HAVE EVER DONE BUSINESS WITH THE SCHOOL DISTRICT UNDER ANOTHER NAME, PLEASE INDICATE NAME OR NAMES.

Give names, complete addresses, buyer's names and phone numbers of four of your customers. (Please include Federal, State or City Governments).

	ORGANIZATION	ADDRESS, STATE, ZIP	BUYER	PHONE NUMBER
1.				
2.				
3.				
4.				

Bank References

NAME OF BANK	ADDRESS, STATE, ZIP	CONTACT PERSON	PHONE NUMBER

I certify that the information supplied herein (including all pages attached) is correct and that neither the applicant nor any person (or concern) in any connection with the applicant as a principal or officer, so far as is known, is not debarred or otherwise declared ineligible by any public agency from furnishing materials, supplies or services to any agency thereof.

SIGNATURE OF PERSON AUTHORIZED TO SIGN THIS APPLICATION
NAME AND TITLE OF PERSON SIGNING (Please type or print)

PERSONS OR BUSINESSES INTERESTED IN BEING ADDED TO THE BIDDER'S LIST MUST FILE THIS APPLICATION WITH THE PURCHASING DEPARTMENT.

AFTER PLACEMENT ON THE BIDDERS' LIST, A VENDOR'S FAILURE TO RESPOND TO INVITATIONS FOR BIDS WILL BE UNDERSTOOD BY THE SCHOOL DISTRICT TO INDICATE LACK OF INTEREST AND SHALL RESULT IN THE REMOVAL OF THE VENDOR'S NAME FROM THE BIDDERS' LIST FOR THE ITEMS CONCERNED.

NOTE: ANY CHANGES TO INFORMATION SUBMITTED (ADDRESSES, AUTHORIZED PERSONNEL, ETC.,) WILL REQUIRE A REVISED COPY OF THIS FORM. ADDITIONAL FORMS MAY BE OBTAINED BY CONTACTING THE PURCHASING DEPARTMENT AT THE ADDRESS SHOWN ON THE FRONT OF THIS FORM.

USE BY COMMUNITY UNIT SCHOOL DISTRICT 300 ONLY

VENDOR I.D. NUMBER	APPROVED BY	DATE	W9	COMM LIST

Form **W-9**
(Rev. October 2007)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give form to the requester. Do not send to the IRS.

Print or type See **Specific Instructions** on page 2.

Name (as shown on your income tax return)

Business name, if different from above

Check appropriate box: ☐ Individual/Sole proprietor ☐ Corporation ☐ Partnership
☐ Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶
☐ Other (see instructions) ▶

☐ Exempt payee

Address (number, street, and apt. or suite no.)

Requester's name and address (optional)

City, state, and ZIP code

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

or

Employer identification number

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here **Signature of U.S. person** ▶ **Date** ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),

2. Certify that you are not subject to backup withholding, or

3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

1134 • The U.S. owner of a disregarded entity and not the entity,

- The U.S. grantor or other owner of a grantor trust and not the trust, and
- The U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person, do not use Form W-9. Instead, use the appropriate Form W-8 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.

2. The treaty article addressing the income.

3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.

4. The type and amount of income that qualifies for the exemption from tax.

5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity not subject to backup withholding, give the requester the appropriate completed Form W-8.

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,

2. You do not certify your TIN when required (see the Part II instructions on page 3 for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See the instructions below and the separate Instructions for the Requester of Form W-9.

Also see *Special rules for partnerships* on page 1.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of $50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a $500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Name

If you are an individual, you must generally enter the name shown on your income tax return. However, if you have changed your last name, for instance, due to marriage without informing the Social Security Administration of the name change, enter your first name, the last name shown on your social security card, and your new last name.

If the account is in joint names, list first, and then circle, the name of the person or entity whose number you entered in Part I of the form.

Sole proprietor. Enter your individual name as shown on your income tax return on the "Name" line. You may enter your business, trade, or "doing business as (DBA)" name on the "Business name" line.

Limited liability company (LLC). Check the "Limited liability company" box only and enter the appropriate code for the tax classification ("D" for disregarded entity, "C" for corporation, "P" for partnership) in the space provided.

For a single-member LLC (including a foreign LLC with a domestic owner) that is disregarded as an entity separate from its owner under Regulations section 301.7701-3, enter the owner's name on the "Name" line. Enter the LLC's name on the "Business name" line.

For an LLC classified as a partnership or a corporation, enter the LLC's name on the "Name" line and any business, trade, or DBA name on the "Business name" line.

Other entities. Enter your business name as shown on required federal tax documents on the "Name" line. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on the "Business name" line.

Note. You are requested to check the appropriate box for your status (individual/sole proprietor, corporation, etc.).

Exempt Payee

If you are exempt from backup withholding, enter your name as described above and check the appropriate box for your status, then check the "Exempt payee" box in the line following the business name, sign and date the form.

Generally, individuals (including sole proprietors) are not exempt from backup withholding. Corporations are exempt from backup withholding for certain payments, such as interest and dividends.

Note. If you are exempt from backup withholding, you should still complete this form to avoid possible erroneous backup withholding.

The following payees are exempt from backup withholding:

1. An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2),

2. The United States or any of its agencies or instrumentalities,

3. A state, the District of Columbia, a possession of the United States, or any of their political subdivisions or instrumentalities,

4. A foreign government or any of its political subdivisions, agencies, or instrumentalities, or

5. An international organization or any of its agencies or instrumentalities.

Other payees that may be exempt from backup withholding include:

6. A corporation,

7. A foreign central bank of issue,

8. A dealer in securities or commodities required to register in the United States, the District of Columbia, or a possession of the United States,

9. A futures commission merchant registered with the Commodity Futures Trading Commission,

10. A real estate investment trust,

11. An entity registered at all times during the tax year under the Investment Company Act of 1940,

12. A common trust fund operated by a bank under section 584(a),

13. A financial institution,

14. A middleman known in the investment community as a nominee or custodian, or

15. A trust exempt from tax under section 664 or described in section 4947.

The chart below shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 15.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 9
Broker transactions	Exempt payees 1 through 13. Also, a person registered under the Investment Advisers Act of 1940 who regularly acts as a broker
Barter exchange transactions and patronage dividends	Exempt payees 1 through 5
Payments over $600 required to be reported and direct sales over $5,000[1]	Generally, exempt payees 1 through 7[2]

[1] See Form 1099-MISC, Miscellaneous Income, and its instructions.

[2] However, the following payments made to a corporation (including gross proceeds paid to an attorney under section 6045(f), even if the attorney is a corporation) and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, and payments for services paid by a federal executive agency.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-member LLC that is disregarded as an entity separate from its owner (see *Limited liability company (LLC)* on page 2), enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note. See the chart on page 4 for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local Social Security Administration office or get this form online at *www.ssa.gov*. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at *www.irs.gov/businesses* and clicking on Employer Identification Number (EIN) under Starting a Business. You can get Forms W-7 and SS-4 from the IRS by visiting *www.irs.gov* or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note. Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: *A disregarded domestic entity that has a foreign owner must use the appropriate Form W-8.*

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 4, and 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). Exempt payees, see *Exempt Payee* on page 2.

Signature requirements. Complete the certification as indicated in 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account [1]
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor [2]
4. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee [1]
b. So-called trust account that is not a legal or valid trust under state law	The actual owner [1]
5. Sole proprietorship or disregarded entity owned by an individual	The owner [3]
For this type of account:	**Give name and EIN of:**
6. Disregarded entity not owned by an individual	The owner
7. A valid trust, estate, or pension trust	Legal entity [4]
8. Corporate or LLC electing corporate status on Form 8832	The corporation
9. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
10. Partnership or multi-member LLC	The partnership
11. A broker or registered nominee	The broker or nominee
12. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity

[1] List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

[2] Circle the minor's name and furnish the minor's SSN.

[3] You must show your individual name and you may also enter your business or "DBA" name on the second name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

[4] List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships* on page 1.

Note. If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records from Identity Theft

Identity theft occurs when someone uses your personal information such as your name, social security number (SSN), or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

Call the IRS at 1-800-829-1040 if you think your identity has been used inappropriately for tax purposes.

Victims of identity theft who are experiencing economic harm or a system problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to *phishing@irs.gov.* You may also report misuse of the IRS name, logo, or other IRS personal property to the Treasury Inspector General for Tax Administration at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at: *spam@uce.gov* or contact them at *www.consumer.gov/idtheft* or 1-877-IDTHEFT(438-4338).

Visit the IRS website at *www.irs.gov* to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons who must file information returns with the IRS to report interest, dividends, and certain other income paid to you, mortgage interest you paid, the acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA, or Archer MSA or HSA. The IRS uses the numbers for identification purposes and to help verify the accuracy of your tax return. The IRS may also provide this information to the Department of Justice for civil and criminal litigation, and to cities, states, the District of Columbia, and U.S. possessions to carry out their tax laws. We may also disclose this information to other countries under a tax treaty, to federal and state agencies to enforce federal nontax criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism.

You must provide your TIN whether or not you are required to file a tax return. Payers must generally withhold 28% of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to a payer. Certain penalties may also apply.

Community Unit School District 300
2605 BUNKER HILL DRIVE
ALGONQUIN, IL 60102
Diane C. White, Director of Purchasing
PHONE: 847-551-8460 • FAX: 847-551-8463

October 16, 2020

Michael Montford
Superior Overhead Door
8733 Ridgefield Road
Crystal Lake, Il 60012

Via Email: mike@callsuperiordoor.com

Labor and Material – Contract Extension / Bay/Overhead Door Service

Dear Mr. Montford,

On January 8, 2019, the Board of Education awarded your firm the labor and material contract for Bay/Overhead Door Service through December 31, 2019. This contract stated the possibility of two (2), one-year extensions. The district will soon be entering into new labor and material agreements for the next contract year on the services provided by companies like Superior Overhead Door.

District 300 would like to continue our business relationship with Superior Overhead Door with a second extension to the original contract. We are asking your firm to hold the following pricing through December 31, 2021:

- Journeymen at $149 / hour
- Foreman at $149 / hour
- 50% mark-up on materials and equipment

Your signature below will allow us to present your submittal to the Board of Education for review and award on Tuesday, November 10, 2020.

Please return your signed response by Monday, Monday, October 26, 2020.

Sincerely,

Diane C. White
8375D43E716D90C09E2DBCBD5C76FBD7 contractworks.
Diane White, Director of Purchasing

Michael Montford

Michael Montford
A2E3FD8EDA28CBACC9F68C2269598DE1 contractworks.
Service Contractor

CC: Margaret@callsuperiordoor.com

Community Unit School District 300
2605 BUNKER HILL DRIVE
ALGONQUIN, IL 60102
Diane C. White, Director of Purchasing
PHONE: 847-551-8460 • FAX: 847-551-8463

February 26, 2020

Mr. Michael Montford
Superior Overhead Door
8733 Ridgefield Road
Crystal Lake, IL 60012

Bid – Time and Material Rates

Dear Mr. Montford,

Congratulations! District 300 has extended the award for the Bay Overhead Doors portion of the Time and Material Rates bid to Superior Overhead Door! The Board of Education approved this award at the regularly scheduled meeting of January 28, 2020. All work to be performed through December 31, 2020 at an hourly rate, as indicated on your response, for the following trades and skill levels. **Bay Overhead Doors:** Journeyman - $149.00. Foreman - $149.00

This signed letter along with the attached documents – original Bid specifications, addenda, and your final response combined serve as the contract for this project.

Please send this signed letter to:

Community Unit School District 300
Diane White, Director of Purchasing
2605 Bunker Hill Drive Algonquin,
IL. 60102

A service agreement will be issued in accordance with the terms of this contract. Please sign and return your award letter by March 6, 2020. Please submit your Certificate of Insurance naming District 300 as additional insured & performance bond no later than March 6, 2020.

This Agreement is entered into as of January 28, 2020.

Diane C White
ADMINISTRATOR *(Signature)*

Diane C White, Director of Purchasing

CONTRACTOR *(Signature)*

Michael J. Montford, President
(Printed name and title)

Please return your signed copy to Diane C White – bids.purchasing@d300.org
If you have any further questions regarding this contract, please feel free to contact me at (847) 551-8460.

Sincerely,

Diane C. White
Diane C White, Director of Purchasing

Community Unit School District 300
2605 BUNKER HILL DRIVE
ALGONQUIN, IL 60102
Diane C. White, Director of Purchasing
PHONE: 847-551-8460 • FAX: 847-551-8463

October 25, 2019

Michael Montford
Superior Overhead Door
8733 Ridgefield Road
Crystal Lake, Il 60012

Time and Material – Contract Extension / Bay/Overhead Doors

Dear Mr. Montford,

The Scope of Work for the Time and Material bid of December 2018 stated the possibility of two (2), one-year extensions of last year's BOE awarded contract. The district will soon be entering into new labor and material agreements for the next contract year on the services provided by companies like Superior Overhead Door.

In order for District 300 to continue our business relationship with Superior Overhead Door, we are asking your firm to hold current pricing on Journeymen and Foremen @ $149 / hr, and your bid of 50% mark-up on material equipment. If Superior Overhead Door can agree to do so, pricing will be extended to December 31, 2020. If your firm can agree to hold pricing, we will present your submittal to the BOE for review and award on:
Tuesday, December 10, 2019.

Please return your signed response by Monday, November 4th 2019.

Sincerely,

Diane C. White

Diane White, Director of Purchasing

Service Contractor

COMMUNITY UNIT SCHOOL DISTRICT 300
LABOR AND MATERIAL RATES
THURSDAY, DECEMBER 6, 2018 11:00 AM CT - Bunker Hill PDC

TRADE/SERVICE - BAY/OVERHEAD DOORS

NJM 10/25/19

Vendor	Superior Overhead door		
HOURLY - STRAIGHT TIME			
Apprentice 1	$149.00		
Apprentice 2	$149.00		
Apprentice 3	$149.00		
Apprentice 4	$149.00		
Journeyman	$149.00		
Foreman	$149.00		
HOURLY - OVERTIME			
Apprentice 1	$199.00		
Apprentice 2	$199.00		
Apprentice 3	$199.00		
Apprentice 4	$199.00		
Journeyman	$199.00		
Foreman	$199.00		
PERCENTAGE OF MARKUP			
Materials	50%		
Equipment	50%		
Performance Bond	$750.00		
ADDITIONAL COMMENTS			
PM/ Hourly	$149.00		
Emergency / Hourly	$249.00		

INSTRUCTIONS: Please fill in columns **that apply to your firm. Column V** is for vendor comments. ALL bids must be completed in the Excel spreadsheet provided and submitted in hard copy.	Vendor Name:	Superior Overhead Door
	Complete Address:	8733 Ridgefield Road Unit 2
	Phone:	815-788-1100
	Fax:	815-788-1140
	E-Mail:	mike@callsuperiordoor.com
	Contact Person:	Mike Montford

	Alarm Service & Repair		Asphalt Repair		Bay/Overhead Door - Service & Repair		Data Cabling	
POSITION	Hourly STRAIGHT TIME per hour	Hourly OVERTIME per hour	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME
Apprentice 1	$	$	$	$	$ 149.00	$ 199.00	$	$
Apprentice 2	$	$	$	$	$ 149.00	$ 199.00	$	$
Apprentice 3	$	$	$	$	$ 149.00	$ 199.00	$	$
Apprentice 4	$	$	$	$	$ 149.00	$ 199.00	$	$
Journeyman	$	$	$	$	$ 149.00	$ 199.00	$	$
Foreman	$	$	$	$	$ 149.00	$ 199.00	$	$
	% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment	
Materials	%		%		50 %		%	
Equipment	%		%		50 %		%	
Performance Bond	$		$		$ 750		$	
	PM Hr. Rate $/hr. -		**Truck & Driver $/hr. -**		**PM Hr. Rate $/hr. -** $149.00		**PM Hr. Rate $/hr. -**	
	Emerg. Hr. Rate $/hr. -				**Emerg. Hr. Rate $/hr. -** $249			

BID RESPONSE FORM

Time and Material Rates for : Data Cabling, Electrical, Tree Maintenance Service, Food Service Equipment Repair, Stadium Lighting Service & Repair, Asphalt Repair, Bay/Overhead Door Service & Repair, Alarm Service & Repair

Payment of Prevailing Wages IS Required

Bids are as indicated on the attached sheets are hereby presented to the Board of Education of Community Unit School District #300. It is understood that:

1. Bidders must insure they have viewed both tabs in this spreadsheet.
2. The Board of Education reserves the right to reject any and all bids and to accept all or part of any bids submitted.
3. Rates quoted shall include all charges for handling, transportation and delivery.
4. Community Unit School District #300 is Tax Exempt.
   Tax Exemption Number - E9998-0079-07.
5. Vendor is required to submit Performance Bond cost as part with their submission.

The undersigned hereby certifies that he/she has read, understands and agrees that acceptance by the Board of Education of the bidder's offer by issuance of a purchase order(s) or other document(s) will create a binding contract. Further, he/she agrees to fully comply with the specifications and other documentary forms and regulations made a part of this specific procurement of contract. The bidder must comply with all State and Federal Regulations including FEPC, the Illinois Laborer's Act and the Illinois Prevailing Wage Act, with preference to Public Act 86-799 which states "...not less than the prevailing rate of wages as found by the public body or Department of Labor or determined by the court on review shall be paid to all laborers, workers and mechanics performing work under the contract." The Illinois Department of Labor prevailing wages for the county where the project will be undertaken is posted online at https://www2.illinois.gov/idol/Laws-Rules/CONMED/pages/2018-rates.aspx

Vendor has received Addendum (IF APPLICABLE)

#1 - 1 2 #2 - _____

Superior Overhead Door
NAME OF COMPANY /CORPORATION

STREET ADDRESS: 8733 Ridgefield Road

CITY: Crystal Lake

STATE: Illinois

ZIP: 60012

TELEPHONE NUMBER: 815-788-1100

FAX NUMBER: 815-788-1040 mike@callsuperiordoor.com

EMAIL ADDRESS:

FEIN NUMBER 38-4050355

ILLINOIS LICENSE NUMBER

BID SUBMITTED BY:

SIGNATURE OF AUTHORIZED AGENT

Michael Montford
PLEASE TYPE OR PRINT NAME

12/5/2018
DATE

**** Sealed Bids are due by 11:00AM, Thursday, December 6, 2018 ****

COMMUNITY UNIT SCHOOL DISTRICT 300
PURCHASING DEPARTMENT
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8300
Fax: 847-551-8463

VENDOR APPLICATION FORM (SUBJECT TO LOCAL LAWS)	APPLICATION DATE
Fill in all spaces. Insert "NA" in blocks not applicable. Type all entries	REVISION DATE

DATE: 10/25/2028

COMPANY	HOW LONG IN PRESENT BUSINESS?
SUPERIOR OVERHEAD DOOR	36 YEARS

ADDRESS	CITY	STATE	ZIP
8733 RIDGEFIELD ROAD UNIT B	CRYSTAL LAKE	IL	60012

CONTACT PERSON/REPRESENTATIVE	FAX NUMBER	PHONE AND EXTENSION
MIKE MONTFORD	815-788-1040	815-788-1100

TYPE OF ORGANIZATION (Check Applicable)
☐ INDIVIDUAL ☐ PARTNERSHIP ☑ CORPORATION

IF INCORPORATED INDICATE IN WHICH STATE: IL

YEARS ESTABLISHED: 36 years

Text ☑ ☐ ☑ ☐

CATEGORY (Check below the category which applies to the applicant)
☐ (A) MANUFACTURER OR PRODUCER ☐ (C) RETAILER ☐ (E) DISTRIBUTOR
☐ (B) WHOLESALER ☐ (D) MANUFACTURER'S AGENT ☑ (F) SERVICE ESTABLISHMENT

NAMES OF OFFICERS, MEMBERS OR OWNERS OF CONCERN, PARTNERSHIP, ETC.

(A) PRESIDENT MIKE MONTFPRD (B) VICE PRESIDENT

(C) SECRETARY (D) TREASURER

(E) OWNERS, PARTNERS, OR STOCKHOLDERS AMANDA MONTFORD

TAXPAYER'S I.D. NO.
FEIN 38-4050355
or
S.S. No.

INSURANCE INFORMATION (Check Applicable)
LIABILITY INSURANCE: $2,000,000 ☑ $2,500,000 ☐ $5,000,000 ☐ OTHER ☐
Workers' Compensation : State Minimum ☐ Greater than Minimum ☑
Required that CUSD be named as an Additional Insured ☑ INSURANCE CO. _____

BONDING INFORMATION (Check each area in which you have been bonded and the latest date of bonding)
Perf. Bond ___/___ (Mo. / Year) ☐ Payment Bond (Labor and Materials) ___/___ (Mo. / Year) ☐ Builder's Risk ___/___ (Mo. / Year) ☐

PERSONS AUTHORIZED TO SIGN QUOTES, PROPOSALS, BIDS AND CONTRACTS:

NAME	OFFICIAL CAPACITY
Michael Montford	President
Amanda Montford	CEO

Average number of employees (including affiliates) for four preceding calendar quarters.	Average annual sales for preceding three fiscal years:	Floor Space (Square Feet)	
	1144	Manufacturing	Warehouse

MINORITY/WOMEN BUSINESS ENTERPRISE (Check One) See Definitions Below	FOR USE BY CONTRACT COMPLIANCE ONLY:
☐ MBE ☐ MBE/WBE ☐ WBE ☐ PBE	BY:_____ DATE_____ ☐ C ☐ NC

MINORITY GROUP MEMBERSHIP (Check One) See Definitions Below

NOTE: DO NOT COMPLETE THIS SECTION UNLESS YOU HAVE CHECKED ONE OF THE BOXES IN THE MINORITY/WOMEN BUSINESS ENTERPRISE SECTION ABOVE.

☐ AFRICAN AMERICAN OR BLACK ☐ HISPANIC AMERICAN ☐ NATIVE AMERICAN ☐ ASIAN-PACIFIC AMERICAN

CERTIFICATION DATE ISSUED: _____ EXPIRATION: _____

MINORITY AND WOMEN OWNED BUSINESS ENTERPRISE DEFINITIONS

MINORITY BUSINESS ENTERPRISE ("MBE") means a certified participating business at least 51 percent (51%) of which is owned and controlled by one or more members or one or more minority groups, or in the case of a publicly held corporation, 51 percent (51%) of the stock is owned by one or more members of one or more minority groups and whose daily business operations are controlled by one or more such individuals.

WOMEN'S BUSINESS ENTERPRISE ("WBE") means a certified participating business at least 51 percent (51%) of which is owned by one or more women, or in the case of a publicly held corporation, 51 percent (51%) of the stock of which is owned by one or more women and whose daily operations are controlled by one or more such individuals. Determination of whether a business is at least 51 percent (51%) owned by a woman or women shall be made without regard to community property laws.

BUSINESS OWNED AND OPERATED BY A PERSON WITH A DISABILITY ("PBE") means a business concern of which at least 51 percent (51%) is owned by one or more persons with a disability, or in the case of the corporation, one in which at least 51 per centum of the stock is owned by one or more persons with a disability or by a not for profit agency for the disabled organized pursuant to Section 501 of the Internal Revenue Code 1954; and the management and daily business operations of which are controlled by one or more of the persons with a disability who own it.

MINORITY GROUP MEMBER is an individual who is one of the following:

AFRICAN AMERICAN OR BLACK (persons with origins in any of the Black racial groups of Africa):
HISPANIC AMERICAN (persons of Spanish culture with origins in Puerto Rico, Mexico, Cuba, South or Central America, Spain, Portugal or the Caribbean Islands regardless of race).
NATIVE AMERICAN (American Indian)
ASIAN-PACIFIC AMERICAN (persons with origins from Japan, China, the Philippines, Vietnam, Korea, Samoa, Guam, the U.S. Trust Territories of the Pacific, Northern Marianas, Laos, Cambodia, Taiwan, or the Indian subcontinent).

IF YOU HAVE EVER DONE BUSINESS WITH THE SCHOOL DISTRICT UNDER ANOTHER NAME, PLEASE INDICATE NAME OR NAMES.

_____

_____

Give names, complete addresses, buyer's names and phone numbers of four of your customers. (Please include Federal, State or City Governments).

	ORGANIZATION	ADDRESS, STATE, ZIP	BUYER	PHONE NUMBER
1.	See reference sheets - attached			
2.				
3.				
4.				

Bank References

NAME OF BANK	ADDRESS, STATE, ZIP	CONTACT PERSON	PHONE NUMBER
Chase	270 S. Randall Rd	Scott Sweet	847-608-2007

I certify that the information supplied herein (including all pages attached) is correct and that neither the applicant nor any person (or concern) in any connection with the applicant as a principal or officer, so far as is known, is not debarred or otherwise declared ineligible by any public agency from furnishing materials, supplies or services to any agency thereof.

SIGNATURE OF PERSON AUTHORIZED TO SIGN THIS APPLICATION

NAME AND TITLE OF PERSON SIGNING (Please type or print)

PERSONS OR BUSINESSES INTERESTED IN BEING ADDED TO THE BIDDER'S LIST MUST FILE THIS APPLICATION WITH THE PURCHASING DEPARTMENT.

AFTER PLACEMENT ON THE BIDDERS' LIST, A VENDOR'S FAILURE TO RESPOND TO INVITATIONS FOR BIDS WILL BE UNDERSTOOD BY THE SCHOOL DISTRICT TO INDICATE LACK OF INTEREST AND SHALL RESULT IN THE REMOVAL OF THE VENDOR'S NAME FROM THE BIDDERS' LIST FOR THE ITEMS CONCERNED.

NOTE: ANY CHANGES TO INFORMATION SUBMITTED (ADDRESSES, AUTHORIZED PERSONNEL, ETC.,) WILL REQUIRE A REVISED COPY OF THIS FORM. ADDITIONAL FORMS MAY BE OBTAINED BY CONTACTING THE PURCHASING DEPARTMENT AT THE ADDRESS SHOWN ON THE FRONT OF THIS FORM.

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USE BY COMMUNITY UNIT SCHOOL DISTRICT 300 ONLY

VENDOR I.D. NUMBER	APPROVED BY	DATE	W9	COMM LIST

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ **Go to *www.irs.gov/FormW9* for instructions and the latest information.**

Give Form to the requester. Do not send to the IRS.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Superior Ventures Inc.

2 Business name/disregarded entity name, if different from above
dba Superior Overhead Door

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☒ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
8733 Ridgefield Rd Unit 2

Requester's name and address (optional)

6 City, state, and ZIP code
Crystal Lake, IL 60012

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number
___ - ___ - ____

or

Employer identification number
38 - 4050355

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here | **Signature of U.S. person** ▶ [signature] **Date** ▶ 12/5/2018

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9.*

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, *later.*

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- The U.S. grantor or other owner of a grantor trust and not the trust, and
- The U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person, do not use Form W-9. Instead, use the appropriate Form W-8 (see Publication 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.

2. The treaty article addressing the income.

3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.

4. The type and amount of income that qualifies for the exemption from tax.

5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity not subject to backup withholding, give the requester the appropriate completed Form W-8.

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,

2. You do not certify your TIN when required (see the Part II instructions on page 3 for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See the instructions below and the separate Instructions for the Requester of Form W-9.

Also see *Special rules for partnerships* on page 1.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of $50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a $500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Name

If you are an individual, you must generally enter the name shown on your income tax return. However, if you have changed your last name, for instance, due to marriage without informing the Social Security Administration of the name change, enter your first name, the last name shown on your social security card, and your new last name.

If the account is in joint names, list first, and then circle, the name of the person or entity whose number you entered in Part I of the form.

Sole proprietor. Enter your individual name as shown on your income tax return on the "Name" line. You may enter your business, trade, or "doing business as (DBA)" name on the "Business name" line.

Limited liability company (LLC). Check the "Limited liability company" box only and enter the appropriate code for the tax classification ("D" for disregarded entity, "C" for corporation, "P" for partnership) in the space provided.

For a single-member LLC (including a foreign LLC with a domestic owner) that is disregarded as an entity separate from its owner under Regulations section 301.7701-3, enter the owner's name on the "Name" line. Enter the LLC's name on the "Business name" line.

For an LLC classified as a partnership or a corporation, enter the LLC's name on the "Name" line and any business, trade, or DBA name on the "Business name" line.

Other entities. Enter your business name as shown on required federal tax documents on the "Name" line. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on the "Business name" line.

Note. You are requested to check the appropriate box for your status (individual/sole proprietor, corporation, etc.).

Exempt Payee

If you are exempt from backup withholding, enter your name as described above and check the appropriate box for your status, then check the "Exempt payee" box in the line following the business name, sign and date the form.

Generally, individuals (including sole proprietors) are not exempt from backup withholding. Corporations are exempt from backup withholding for certain payments, such as interest and dividends.

Note. If you are exempt from backup withholding, you should still complete this form to avoid possible erroneous backup withholding.

The following payees are exempt from backup withholding:

1. An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2),

2. The United States or any of its agencies or instrumentalities,

3. A state, the District of Columbia, a possession of the United States, or any of their political subdivisions or instrumentalities,

4. A foreign government or any of its political subdivisions, agencies, or instrumentalities, or

5. An international organization or any of its agencies or instrumentalities.

Other payees that may be exempt from backup withholding include:

6. A corporation,

7. A foreign central bank of issue,

8. A dealer in securities or commodities required to register in the United States, the District of Columbia, or a possession of the United States,

9. A futures commission merchant registered with the Commodity Futures Trading Commission,

10. A real estate investment trust,

11. An entity registered at all times during the tax year under the Investment Company Act of 1940,

12. A common trust fund operated by a bank under section 584(a),

13. A financial institution,

14. A middleman known in the investment community as a nominee or custodian, or

15. A trust exempt from tax under section 664 or described in section 4947.

The chart below shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 15.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 9
Broker transactions	Exempt payees 1 through 13. Also, a person registered under the Investment Advisers Act of 1940 who regularly acts as a broker
Barter exchange transactions and patronage dividends	Exempt payees 1 through 5
Payments over $600 required to be reported and direct sales over $5,000[1]	Generally, exempt payees 1 through 7[2]

[1] See Form 1099-MISC, Miscellaneous Income, and its instructions.

[2] However, the following payments made to a corporation (including gross proceeds paid to an attorney under section 6045(f), even if the attorney is a corporation) and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, and payments for services paid by a federal executive agency.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-member LLC that is disregarded as an entity separate from its owner (see *Limited liability company (LLC)* on page 2), enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note. See the chart on page 4 for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local Social Security Administration office or get this form online at *www.ssa.gov*. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at *www.irs.gov/businesses* and clicking on Employer Identification Number (EIN) under Starting a Business. You can get Forms W-7 and SS-4 from the IRS by visiting *www.irs.gov* or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note. Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: *A disregarded domestic entity that has a foreign owner must use the appropriate Form W-8.*

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 4, and 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). Exempt payees, see *Exempt Payee* on page 2.

Signature requirements. Complete the certification as indicated in 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account [1]
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor [2]
4. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee [1]
b. So-called trust account that is not a legal or valid trust under state law	The actual owner [1]
5. Sole proprietorship or disregarded entity owned by an individual	The owner [3]
For this type of account:	**Give name and EIN of:**
6. Disregarded entity not owned by an individual	The owner
7. A valid trust, estate, or pension trust	Legal entity [4]
8. Corporate or LLC electing corporate status on Form 8832	The corporation
9. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
10. Partnership or multi-member LLC	The partnership
11. A broker or registered nominee	The broker or nominee
12. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity

[1] List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

[2] Circle the minor's name and furnish the minor's SSN.

[3] You must show your individual name and you may also enter your business or "DBA" name on the second name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

[4] List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships* on page 1.

Note. If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records from Identity Theft

Identity theft occurs when someone uses your personal information such as your name, social security number (SSN), or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

Call the IRS at 1-800-829-1040 if you think your identity has been used inappropriately for tax purposes.

Victims of identity theft who are experiencing economic harm or a system problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to *phishing@irs.gov*. You may also report misuse of the IRS name, logo, or other IRS personal property to the Treasury Inspector General for Tax Administration at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at: *spam@uce.gov* or contact them at *www.consumer.gov/idtheft* or 1-877-IDTHEFT(438-4338).

Visit the IRS website at *www.irs.gov* to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons who must file information returns with the IRS to report interest, dividends, and certain other income paid to you, mortgage interest you paid, the acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA, or Archer MSA or HSA. The IRS uses the numbers for identification purposes and to help verify the accuracy of your tax return. The IRS may also provide this information to the Department of Justice for civil and criminal litigation, and to cities, states, the District of Columbia, and U.S. possessions to carry out their tax laws. We may also disclose this information to other countries under a tax treaty, to federal and state agencies to enforce federal nontax criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism.

You must provide your TIN whether or not you are required to file a tax return. Payers must generally withhold 28% of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to a payer. Certain penalties may also apply.

REFERENCES

LIST BELOW THE LAST THREE (3) PUBLIC SCHOOLS DISTRICTS OR OTHER ORGANIZATIONS FOR WHICH YOU HAVE PROVIDED COMPARABLE SERVICES.

1. **ORGANIZATION:** Crystal Lake Park District

   ADDRESS: One East Crystal Lake Ave

   CITY, STATE, and ZIP CODE: Crystal Lake, IL 60014

   TELEPHONE NUMBER: 815-477-5007

   CONTACT PERSON: Randy Knipfel

   DATE OF SERVICES: Calendar year 2018

   DOLLAR AMOUNT OF THE JOB: $10,000 - $15,0000

2. **ORGANIZATION:** CUSD # 300

   ADDRESS: 2550 Harnish Drive

   CITY, STATE, and ZIP CODE: Algonquin, IL 60102

   TELEPHONE NUMBER: 847-532-6702

   CONTACT PERSON: Dan Opels

   DATE OF SERVICES: Calendar year 2018

   DOLLAR AMOUNT OF THE JOB: $7,500 - $15,000

REFERENCES (CONT.)

3. **ORGANIZATION:** Algonquin I LITH Fire Dept

ADDRESS: 1020 W Algonquin Road

CITY, STATE, and ZIP CODE: LITH. IL 60156

TELEPHONE NUMBER 847-658-8233

CONTACT PERSON: Bill Hough

DATE OF SERVICES: Calendar year 2018

DOLLAR AMOUNT OF THE JOB: $10,000 - $15,000

OFFEROR'S NAME: Superior Overhead Door

SIGNATURE:

DATE: 12/5/2018

COMMENTS –

CERTIFICATE OF BIDDER ELIGIBILITY

720 ILCS 5/33E-11 requires that all contractors bidding for public agencies in the State of Illinois certify that they are not barred from bidding on public contracts for bid rigging or bid rotation.

The following certification must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

Superior Overhead Door Service, as part of its bid for the Overhead Door work for Community Unit School District #300, Algonquin, Illinois , of Cook, DeKalb, Kane, and McHenry Counties, Illinois certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33-E4.

Firm: Superior Overhead Door

By: _____
(Signature)

Michael J Montford
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 6 day of December, 2018

_____
NOTARY PUBLIC

OFFICIAL SEAL
LUIS FLORIAN JR
Notary Public - State of Illinois
My Commission Expires Feb 11, 2019

CRIMINAL BACKGROUND INVESTIGATIONS

Contractor hereby represents, warrants, and certified that no officer or director thereof has any knowledge that any employee thereof has been convicted of committing or attempting to commit "Criminal Code of 1961," 720 ILCS, Sections 5/11-6 (Indecent solicitation of a child), 5/11-9 (Public indecency), 5/11-14 (Prostitution), 5/11-15 (Soliciting for a prostitute), 5/11-15.1 (Soliciting for a juvenile prostitute), 5/11-19 (Pimping), 5/11-19.1 (Juvenile pimping), 5/11-19.2 (Exploitation of a child), 5/11-20 (Obscenity), 5/11-20.1 (Sexual assault), 5/12-14 (Aggravated criminal sexual assault), 5/12-15 (Criminal sexual abuse), and 5/12-16 (Aggravated criminal sexual abuse), and/or those offenses defined in the "Cannabis Control Act," 720 ILCS, 550/1 et seq. (except the "Illinois Controlled Substances Act, " 720 ILCS 570/100 et seq., any of the offenses that would subject a certificated employee to suspension or revocation pursuant to Section 21-23a of the School Code or anyone found to be the perpetrator of sexual or physical abuse of any minor under 18 years of age pursuant to proceedings under Article II of the Juvenile Court Act of 1987 and/or any offense committed or attempted in any other state or against the laws of the United States, which if committed or attempted in this State, would have been punishable as one or more of the foregoing offenses.

Contractor further agrees that it shall not employ any person who have or may have direct, daily contact with the pupils of any school in the district, and for whom a criminal background investigation has not been conducted pursuant hereto, and further represents and agrees that all applicants for any such employment shall furnish with their applications the attached written "Authorization for Criminal Background Information" form authorizing the Board of Education to request a criminal background investigation of said applicant pursuant to Section 5/10-21.9 of the School Code of Illinois and to receive criminal history record information pursuant thereto to determine if the applicant has been convicted of committing or attempting to commit any of the criminal or drug offenses enumerated above. Contractor further agrees to submit with said authorization payment for any costs and expenses associated with the criminal background investigation.

Contractor further represents, warrants, and certifies that no applicant for employment with respect to whom the criminal investigation reveals any conviction for committing and/or attempting to commit any of the above enumerated offenses, shall be employed thereby in any position that involves or may involve contact with the students of the school district.

This certification is executed on the date hereinafter indicated by the designated contractor by its duly authorized officer.

By _____

Its: Michael J Mortland

Dated: 12/6/18

SUBSCRIBED and SWORN TO before me

This 6 day of December, 2018

_____
NOTARY PUBLIC

OFFICIAL SEAL
LUIS FLORIAN JR
Notary Public - State of Illinois
My Commission Expires Feb 11, 2019

CERTIFICATE REGARDING
COMMUNITY UNIT SCHOOL DISTRICT 300
VENDOR/CONTRACTOR CONFLICT OF INTEREST

Sygma Architects does hereby certify that they have read and fully understand the Vendor/Contractor Conflict of Interest Board Policy as stated below:

Vendor/Contractor Conflict of Interest
Any vendor or contractor doing $5,000 - $25,000 in business with the District within a fiscal year shall not contribute to any political campaign that directly affects the District while doing business for the District or for a period of two years after completion of business with the District. Further, the District will not enter into significant business with a vendor or contractor that has contributed to a political campaign that directly affects the District within two years prior to commencing business. Any vendor or contractor that participates and is awarded a contract through the competitive bidding process is exempt from this policy.

LEGAL REF.: 105 ILCS 5/10-20.19c, 5/10-20.21, 510-22.34c, and 5/19b-1 et seq.
820 ILCS 130/0.01 et seq.

CROSS REF: 2:100 (Board Member Conflict of Interest), 4:70 (Resource Conservation) 4:150 (Facility Management and Building Programs)

ADOPTED: February 10, 2003

Firm: Sygma Architects

By: _____
(Signature)

Michael J. Mumford
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 6 day of December, 2018

_____
NOTARY PUBLIC

OFFICIAL SEAL
LUIS FLORIAN JR
Notary Public - State of Illinois
My Commission Expires Feb 11, 2019

NON-COLLUSION AFFIDAVIT

AFFIDAVIT: "I (we) hereby certify and affirm that my (our) Quote was prepared independently for this project and that it contains no fees or amounts other than that for the legitimate execution of this work as specified and that it includes no understanding or agreements in restraint of trade."

The following affidavit must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

Sprinter Overhead Door, as part of its bid for the Overhead door Service work for Community Unit School District #300, Algonquin, Illinois certifies that said Contractor is not barred from bidding on the aforementioned contract as a result of a violation of the above Non-Collusion Affidavit.

Firm: Sprinter Overhead Door

By: _____
(Signature)

Michael Mallard
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 6 day of December, 2018

_____
NOTARY PUBLIC

OFFICIAL SEAL
LUIS FLORIAN JR
Notary Public - State of Illinois
My Commission Expires Feb 11, 2019

CERTIFICATE REGARDING

EMPLOYMENT OF ILLINOIS WORKERS ON PUBLIC WORKS

Superior Asphalt Paving agrees if at the time the Agreement is executed, or if during the term of the Agreement, there is excessive unemployment in Illinois as defined in the Employment of Illinois Workers on Public Works Act, 30 ILCS 570/0/01 et seq., as two consecutive months of unemployment exceeding 5%, then Superior Asphalt Paving agrees to employ Illinois laborers in accordance with the Employment of Illinois Workers on Public Works Act. An "Illinois laborer" is defined as any person who has resided in Illinois for at least thirty (30) days and intends to become or remain an Illinois resident.

Firm: Superior Asphalt Paving

By: _____
(Signature)

Michael T. McAfee
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 6 day of December, 2018

_____
NOTARY PUBLIC

OFFICIAL SEAL
LUIS FLORIAN JR
Notary Public - State of Illinois
My Commission Expires Feb 11, 2019

CERTIFICATE REGARDING
EQUAL EMPLOYMENT OPPORTUNITY

Superior Overhead Door, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written equal employment opportunity policy that is in compliance with all terms and conditions of the Equal Employment Opportunity provisions of the Illinois Human Rights Act.

Firm: Superior Overhead Door

By: _____
(Signature)

Michael S. Mantas
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 6 day of December, 2018

_____
NOTARY PUBLIC

OFFICIAL SEAL
LUIS FLORIAN JR
Notary Public - State of Illinois
My Commission Expires Feb 11, 2019

CERTIFICATE REGARDING
SEXUAL HARASSMENT POLICY

Superior Overhead Door, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

Firm: Superior Overhead Door

By: _____
(Signature)

Michael J. Montford
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 6 day of December, 2018

_____
NOTARY PUBLIC

OFFICIAL SEAL
LUIS FLORIAN JR
Notary Public - State of Illinois
My Commission Expires Feb 11, 2019

CERTIFICATE OF COMPLIANCE WITH ILLINOIS DRUG-FREE WORKPLACE ACT

Superior Overhead Door, having 25 or ~~more~~ less employees, does hereby certify pursuant to section 3 of the *Illinois Drug-Free Workplace Act* (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the *Illinois Drug-Free Workplace Act* and, further certifies that it is not ineligible for award of this contract by reason of debarment for a violation of the *Illinois Drug-Free Workplace Act.*

Firm: Superior Overhead Door

By: _____
(Signature)

Michael J Mayford
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This 6 day of December, 2018

_____
NOTARY PUBLIC

OFFICIAL SEAL
LUIS FLORIAN JR
Notary Public - State of Illinois
My Commission Expires Feb 11, 2019

AUTHORIZATION FOR CRIMINAL BACKGROUND INVESTIGATION

The undersigned hereby authorizes the Board of Education of Community Unit School District 300, Carpentersville, Illinois to request a criminal background investigation from the Illinois State Police, pursuant to Section 5/10-21.9 of the School Code of Illinois, 105 ILCS 5/10-21.9 and to receive criminal history record information pursuant thereto.

Michael J. Mortfeld
(Printed or Typed Name of Applicant Employee)

Signature of Applicant or Employee

Dated: 12/6/18

Community Unit School District # 300
Purchasing Department
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8460 – PHONE

October 12, 2018

Dear Vendor:

The Board of Education of Community Unit School District No. 300 (the "District") invites you to submit a sealed bid for:

Time and Material Rates for:

- **Data Cabling**
- **Electrical**
- **Tree Maintenance Service**
- **Food Service Equipment Repair**
- **Stadium Lighting Service & Repair**
- **Asphalt Repair**
- **Elevator Service & Repair**
- **Bay/Overhead Door Service & Repair**
- **Alarm Service & Repair**
- **Stage Curtain Recertification & Fireproofing**

The enclosed bid form(s) **must** be used in submitting bid. Bid must be addressed as follows:

Community Unit School District No. 300
Purchasing Department – Time & Material
2605 Bunker Hill Drive
Algonquin, IL 60102

Sealed bids will be received until **11:00AM CT, Friday, October 26, 2018** at which time they will be publicly opened and read.

The required Contractor's Certification forms must be completed and returned with the bid.

It is the intention of the Board of Education to award the bid at the **November 27, 2018 regular meeting.** The Board of Education may make such investigations as deemed necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish to the District all such information for this purpose as the District may request. The District reserves the right to reject any or all bids if the evidence submitted by, or investigation of, such bidder(s) fails to satisfy the District that such bidder(s) is properly qualified to carry out the obligations of the contract and to complete work contemplated therein. District further reserves the right to waive any minor irregularities or minor defects in the bids, which do not affect the price nor constitute some type of substitution for a designated item, and to accept the bid, which is in the best interest of the District. Conditional bids will not be accepted. Strikeouts or addition of conditions or provisions or insertion of substitutes shall be reason for rejecting a bid without any specification of reason for the rejection. Any request for information shall be made to Diane C. White, Director of Purchasing, but the response may not be used as a condition to any bid being submitted.

Diane C White

Sincerely,
Diane C. White
Director of Purchasing / CUSD 300

PUBLIC NOTICE

NOTICE TO BIDDERS

The Board of Education of Community Unit School District No. 300 is accepting sealed bids for:

Time and Material Rates for:

- **Data Cabling**
- **Electrical**
- **Tree Maintenance Service**
- **Food Service Equipment Repair**
- **Stadium Lighting Service & Repair**
- **Asphalt Repair**
- **Elevator Service & Repair**
- **Bay/Overhead Door Service & Repair**
- **Alarm Service & Repair**
- **Stage Curtain Recertification & Fireproofing**

Sealed bids will be accepted until 11:00AM CT, Friday, October 26, 2018 at:

Community Unit School District 300
Purchasing Office
2605 Bunker Hill Dr.
Algonquin, IL, 60102

at which time they will be publicly opened and read.

A non-mandatory pre-bid meeting is scheduled for 10:00AM CT, Thursday, October 18, 2018. Prospective bidders are to meet at the Buildings and Grounds Building, 2605 Bunker Hill Drive, Algonquin, IL 60102. If you are unable to attend in person, please contact the Purchasing Department for access to the meeting online.

Any questions regarding this bid must be directed to:

Community Unit School District #300
Diane C. White
2605 Bunker Hill Dr.
Algonquin, IL, 60102
847-551-8460
diane.white@d300.org

Bid specifications will be available on Thursday, October 11, 2018, after 3:00PM. To obtain bid specifications, please contact Michael Zahalka at 847-551-8460 or via email at or bids.purchasing@d300.org.

Timeline 10/11/2018			
ACTION	**DATE**	**TIME**	**LOCATION**
Timeline Established	10/11/2018		Purchasing Office
Specifications Review	10/11/2018		
Specifications Finalized	10/11/2018		
Bid Released to Vendors	10/11/2018		Purchasing Office via email
Legal Ad Published	10/13/2018	2:00 PM	Daily Herald
Pre-Bid Meeting	10/18/2018	10:00 AM	**BH PDC-Conf Rm**
Q&A Deadline – via email	10/22/2018	12 noon	bids.purchasing@d300.org
Bid Opening	**10/26/2018**	**11:00**	**BH PDC-Conf Rm**
Evaluation Period	10/26 - 10/29		
Info. to CFO	10/29/2018		Susan Harkin
CFOC Meeting	11/6/2018		
BOE Workshop	11/13/2018		Admin. Bldg.
BOE Business Meeting	11/27/2018		Admin. Bldg.
Project Rates Start	12/13/2018		
First Year Contract Conclusion	12/12/2019		

Instructions to Bidders

1. GENERAL

a. Bids shall be signed and submitted in an envelope properly marked with the title of the bid, and date and time of opening. Unsigned bids will be rejected.

b. Seal and deliver bid to the purchasing office on or before the time scheduled for the opening. Late bids will not be opened nor considered.

c. All bids MUST be completed in the EXCEL spreadsheet provided in the Bid Response Form and. All bids must be submitted in hard copy along with an electronic version on a flash drive only.

d. The District is not subject to Federal Excise Tax or Illinois Sales or Retailers Occupational Tax. Bids should not include sales or excise tax.

e. Prices quoted shall include all charges for packing, transportation and delivery to the locations designated on the bid specification and installation if called for in the bid specifications.

f. Correspondence shall be addressed to the Director of Purchasing.

g. Bids are available for inspection in the purchasing office by appointment for 10 days after the date of the award of an order.

h. Oral, telephonic, telegraphic, facsimile or electronically transmitted bids will not be accepted.

2. ERRORS AND OMISSIONS

All bids shall be submitted with each space properly completed. The special attention of bidders is directed to the policy that no claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidders find any claimed discrepancies in, or omissions from, any of the documents, or be in doubt as to their meanings, bidder shall advise the purchasing official first orally, followed by written (FAX or letter) with specification of the claimed problems which must be received during regular working hours at least 10 days before the date set for bid opening so that a written notification can be prepared by any purchasing official, who will issue the necessary clarifications to all prospective bidders by means of addenda.

3. FIRM BID

All bids will be considered to be firm for a period of sixty (60) days from the date established for the opening of bids.

4. WITHDRAWAL OF BIDS

Bids may be withdrawn by letter, or telegram, or fax received by the district or in person prior to the time and date established for the opening of bids.

5. INVESTIGATION OF BIDDERS

a. The purchasing official will make such investigation as is necessary to determine the ability of the bidder to fulfill bid requirements. The bidder shall furnish such information as may be requested and shall be prepared to show completed installations of equipment, types of service or supplies similar to those included in the bid.

b. The Board of Education reserves the right to reject any bid if it is determined that the bidder is not properly qualified to carry out the obligations of the contract. The Board of Education reserves the right to reject any or all bids, to waive irregularities and to accept that bid which is considered to be in the best interest of the District. Any such decision shall be considered final. All items bid shall be new unless otherwise specified in the requirements.

6. VENDOR APPLICATION AND W-9 FORM

The District requires that a current Vendor Application and W-9 form be included with your sealed bid. These forms can be found on the District website – www.d300.org. Go to Support Services-Purchasing to download the vendor application and W-9 form.

7. Compliance with the Illinois Prevailing Wage Act

It shall be mandatory upon the bidder and upon any subcontractor thereof to pay all laborers, workmen, and mechanics employed by them not less than the general prevailing rate of wages as found by the District or Department of Labor for each craft or type of worker or mechanic needed to execute the contract and the general prevailing rate for legal holiday and overtime work as ascertained by the Illinois Department of Labor. The prevailing wage rates are revised by the Department of Labor periodically and are available on its website. The bidder shall comply with all provisions of the Illinois Prevailing Wage Act, 820 ILCS 130/0.01 *et seq.*, applicable to the work. Payment of any bidder shall not be processed without receipt of certified employee records required by 820 ILCS 130/5.

The Illinois Department of Labor publishes the prevailing wage rates on its website at -
https://www2.illinois.gov/idol/Laws-Rules/CONMED/pages/2018-rates.aspx

The Illinois Department of Labor revises the prevailing wage rates and the Contractor/subcontractor has an obligation to check the Departments website for revisions.

8. SIGNATURE CONSTITUTES ACCEPTANCE

The signing of these bid forms shall be construed as acceptance of all provisions contained herein.

9. CONTRACTS

The successful bidder will be required to enter into a contract incorporating the terms and conditions of this bid.

10. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this Contract (whether or not federal funds are involved) the bidder agrees as follows:

a. The bidder will not unlawfully discriminate against any employee or applicant for employment because of age, race, creed, color, sex, religion, ancestry, marital status, handicap, military status, unfavorable discharge from military service or national origin, as those terms are contained in the Illinois Human Rights Act (775ILCS 5/1-10 et. seq., hereinafter “unlawful discrimination”). The bidder will take affirmative action to ensure the applicants are employed, and that employees are treated equally during employment, without unlawful discrimination. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The bidder agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

b. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the bidder, state that all qualified applicants will receive consideration for employment without unlawful discrimination.

11. COMPLETION DELIVERY TIME

If delivery time will exceed thirty (30) days after receipt of a purchase order, bidders state the delivery time by each respective item. All prices must be quoted FOB. Destination. Shipments shall become property of consignee after delivery and acceptance. Regardless of statements to the contrary, payment terms will begin no sooner than the date of delivery of goods.

12. EVALUATIONS

The District reserves the right to reject any and all bids, to waive any technicalities in the bidding and to award each item to a different bidder or all items to a single bidder unless otherwise noted on bid request, and to determine whether in the opinion of the District: (1) an early delivery date is entitled to more consideration than price, (2) an earlier delivery date is to be disregarded because of the reputation of the bidder for not meeting delivery dates, (3) a bidder is not a responsible bidder and should be disregarded. The District will authorize the release of purchase orders upon acceptance of bids. In the event of pricing errors, the unit count(s) listed will prevail and be considered accurate.

13. EXAMINATION OF DOCUMENTS AND SITE

Before submitting a bid for work on any project, each bidder shall carefully examine the project site and the contract documents, fully inform itself of existing conditions and limitations of the project sites, rely entirely upon their own judgment in making the bid, and include in its own bid all sums sufficient to provide all work required by the contract documents. After opening of bids, no additional allowance will be made for changes in project scope and/or price due to work, which would have been apparent, by examination of the documents and sites. By submitting a bid, each bidder shall be held to represent that bidder has made the examination in complete detail and has determined beyond doubt that the documents and existing conditions are sufficient, adequate and satisfactory for completion of the work.

14. PERFORMANCE: LABOR AND MATERIAL PAYMENT BONDS IS REQUIRED OF THIS PROJECT

Within ten days after the date of the Notice of Award, the successful contractor shall enter into a formal contract with the District and shall provide a Performance Bond and a Labor and Material Payment Bond, each in the full amount of the contract. Each bond shall be in accordance with AIA. Document A31 1. The contractor shall pay the cost of premiums for said bonds. The bonds shall be signed and sealed by an authorized representative of the bonding company and authorized officer or representative of the contractor, and a certificate of the authority of those signing the bonds, if not officers, shall be attached thereto.

The Performance Bond and the Labor and Material Payment Bond shall guarantee the performance of the duties placed on the contractor by the Prevailing Wage Act, as well as all other duties undertaken pursuant to the contract with the District, and shall indemnify the District from any liability or loss resulting to the District from any failure of the contractor fully to perform each or all of said duties. The Performance Bond and the Labor and Material Payment Bond herein provided shall be placed with a Surety company or companies having a policy holder's rating not lower than "A" and a financial rating not lower than "AAA" in Best's Insurance Guide (current edition).

15. BID SECURITY IS NOT REQUIRED OF THIS PROJECT

A Bid Bond or certified check made payable to the District in the amount of ten percent (10%) of the bid shall accompany each bid as a guarantee that the bidder, if awarded the contract, will furnish the required Performance Bond and Labor and Material Payment bonds, execute the contract and proceed with the work. Upon failure to do so, the bidder shall forfeit the check or the district shall be entitled to the principal amount of bid bonds as liquidated damages. No mistakes or errors on the part of the bidder shall excuse the bidder or entitle bidder to a return of the check or bid bond. No bidder may withdraw a bid for a period of 60 days after the date of opening thereof. The bid bonds or checks will, with the exception of those of the three lowest bidders, be returned within seven days after the opening of bids and the remaining checks or bid bonds will be returned when the contract is executed and all required bonds have been provided.

16. SERVICE POINTS

Building Name	Address	Delivery Hours	Bell Times	Liftgate Required Y/N
Administration Center (847)551-8300	2550 Harnish Dr Algonquin, IL 60102	7:00AM - 3:00PM	N/A	Y
Algonquin Lakes Elementary (847)532-7500	1401 Compton Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Algonquin Middle School (847)532-7100	520 Longwood Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Carpentersville Middle School (224)484-2100	100 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
deLacey Family Education Center (224)484-2300	50 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	AM: 8:45 - 11:15 PM: 12:30-3:00	Y
Dundee-Crown High School (224)484-5000	1500 Kings Road Carpentersville, IL 60110	7:00AM - 3:00PM	7:30AM - 2:58PM	N
Dundee Highlands Elementary (224)484-4700	407 South Fifth Street West Dundee, IL 60118	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Dundee Middle School (224)484-4500	4200 W. Main Street West Dundee, IL 60118	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Eastview Elementary (847)532-7400	540 Longwood Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Gilberts Elementary (224)484-5900	729 Paperbark Lane Gilberts, IL 60136	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Golfview Elementary (224)484-2800	124 Golfview Lane Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Hampshire Elementary (847)792-3400	321 Terwilliger Avenue Hampshire, IL 60140	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Hampshire Middle School (847)792-3200	560 South State Street Hampshire, IL 60140	7:00AM - 3:00PM	8:55AM - 3:40PM	Y
Hampshire High School (847)792-3500	1600 E. Big Timber Road Hampshire, IL 60140	7:00AM - 3:00PM	7:30AM - 2:58PM	N
Jacobs High School (847)532-6100	2601 Bunker Hill Drive Algonquin, IL 60102	7:00AM - 3:00PM	7:30AM - 2:58PM	Y
Lake in the Hills Elementary (847)532-6900	519 Willow Street Lake in the Hills, IL 60156	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Lakewood School (224)484-2600	1651 Ravine Lane Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Liberty Elementary (224)484-4800	6500 Miller Road Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Lincoln Prairie Elementary (847)532-6600	500 W. Harvest Gate Lake in the Hills, IL 60156	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Meadowdale Elementary (224)484-2900	14 Ash Street Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Neubert Elementary School (847)532-6800	1100 Huntington Drive Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Oak Ridge School (224)484-5800	300 Cleveland Avenue Carpentersville, IL 60110	7:00AM - 3:00PM	7:45 AM - 1:40PM	Y
Parkview Elementary (224)484-2500	122 Carpenter Blvd. Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Perry Elementary (224)484-5600	251 Amarillo Drive Carpentersville, IL 60110	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Sleepy Hollow Elementary (224)484-4900	898 Glen Oak Drive Sleepy Hollow, IL 60118	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Westfield Community School (847)532-7600	2100 Sleepy Hollow Road Algonquin, IL 60102	7:00AM - 3:00PM	8:00AM & 8:55AM 2:15PM & 3:40PM	Y
Wright Elementary (847)683-5700	1500 Ketchum Road Hampshire, IL 60140	7:00AM - 3:00PM	8:00AM - 2:15PM	Y
Bldgs. & Grounds Prof. Develop. Center - Bunker Hill (847)532-6700	2605 Bunker Hill Drive Algonquin, IL 60102	7:00AM - 3:00PM	N/A	Y

18. WARRANTY

The bidder shall warrant the work services, and/or products to be free of defects in material and workmanship for a period of _1_ years. This warranty shall obligate the contractor to repair or replace the products at no additional charge to the District.

19. INSURANCE (REQUIRED)

The contractor shall provide and maintain insurance in the amounts outlined below with companies acceptable to the District:

MINIMUM INSURANCE REQUIREMENTS

General Liability	General Aggregate	$2,000,000
	Products-Comp/OP Agg	2,000,000
	Personal Injury	1,000,000
	Each Occurrence	1,000,000
	Fire Damage (Any one fire)	50,000
	Medical Exp. (Any one person)	5,000
Excess Liability	Each Occurrence	2,000,000
	Aggregate	2,000,000
Automobile Liability	Bodily Injury (each occ)	1,000,000
	Property Damage (each occ)	1,000,000
Worker's Compensation	Statutory Limits	
	Each Accident	500,000
	Disease-Policy Limit	500,000
	Disease-Each employee	500,000

All such insurance shall not be cancelable without thirty (30) days prior written notice being given to the District.

With respect to the insurance required herein, the contractor shall provide such insurance naming the District, the Board of Education and its members individually, and its employees and agents as **additional named insured**. The contractor shall also purchase and maintain such insurance as will protect the District from and against all claims, damages, loss and expenses, including attorney's fees arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense, (1) is attributable to bodily injury to or destruction of tangible property (other than the work itself), including the loss of use resulting there from, and (2) is caused in whole or in part by a negligent act or omission of the contractor, subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts they may be liable, regardless of whether or not it is caused in part by a party to whom insurance is afforded pursuant to this paragraph.

It is MANDATORY within ten (10) days after the bid award, that the Certificate(s) of Insurance shall be submitted to the insurance agent for the District.

20. TOTAL PRICE FOR ALL ITEMS BID

A total bid dollar amount, regardless of whether or not the bidder is bidding all items, must be entered in the appropriate section of the bid form before signing and submitting the bid.

21. HOLD HARMLESS AND INDEMNIFICATION

The contractor shall assume all liability for, and shall protect, defend, indemnify and hold harmless, the Board of Education, its members individually, officers, employees, servants and agents, from and against all claims, actions suits, judgments, costs, losses, expenses and liabilities of whatsoever kind or nature including reasonable legal fees incurred by owner arising out of:

A. Any infringement (actual or claimed) of any patents, copyrights or trade names by reason of any work performed or to be performed by the contractor under this contract or by reason of anything to be supplied by the contractor pursuant to this contract.

B. Bodily injury, including death, to any person or persons (including contractor's officers, employees, agents and servants) or damage to or destruction of any property, including the loss of use thereof:

-Caused in whole or in part by an act, error or omissions by the contractor or any subcontractor or anyone directly or indirectly employed by any of them regardless of whether or not it is caused in part by a party to be indemnified hereunder.

-Arising directly or indirectly out of the presence of any person in or about any part of the project site or the streets, sidewalks and property adjacent thereto.

-Arising directly or indirectly out of the use, misuse or failure of any machinery or equipment used directly or indirectly in the performance of this contract.

22. DAMAGE TO PROPERTY

In the event the bidder damages the District's property, the bidder shall, at the bidder's sole cost, restore the property or any surrounding area. Such restoration shall be to a condition at least equivalent to the condition of the affected area immediately before the destruction or damage. If the bidder does not repair such damage within 14 days after receiving written notice from the District, or such lesser time if the District determines the damage creates an emergency situation, the District may repair the damage and the bidder shall reimburse the District for the costs the District incurs within 14 days after the District provides a written invoice to the bidder.

23. LATE BIDS

Bids received after the time specified in the Invitation to Bid will not be opened or considered. The method of transmittal of the bid is at the bidder's risk of untimely receipt by the Board of Education. The use of Board of Education equipment for transmission of bids is prohibited.

24. RECYCLED PRODUCTS

The District supports national and local efforts for recycling. Bidders are encouraged to offer recycled supplies and materials as bid alternatives. Notations are to be included as to the percentage of recycled products in each item.

25. PAYMENT

Payment to be made within 45 days after the project completion.

Does your company accept ACH payments?
Does your company accept credit cards?
Does your company allow discounts for early payments?

Discounts examples –
2% 10 days net 30
1% 20 days net 30

26. MANUALS

The successful bidder shall supply, at no cost to the District, a detailed service manual, parts list, and list of service locations.

27. CONTRACT DURATION

Work to be performed upon request through December 12, 2019. Stage Curtain Recertification & Fireproofing portion of the contract will conclude December 12, 2021.

28. PERSONNEL

If any person employed on the work site were, in the opinion of the District project manager, intemperate, disorderly, incompetent, willfully negligent or dishonest on the performance of his/her duties, he or she shall be directed by the contractor to cease work and vacate the job site immediately.

29. SEXUAL HARASSMENT

775 ILCS 5/2-105, Human Rights Act Requirement – Written Sexual Harassment Policies contained as follows: Bidder shall have written sexual harassment policies that shall include, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) the vendor's internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department and the Commission; (vi) directions on how to contact the Department and Commission; and (vii) protection against retaliation as provided by Section 6-101 of this Act. A copy of the policies shall be provided to the Department upon request.

30. QUALIFICATIONS

Vendor must be an authorized dealer and installer of products vendor is bidding on. Vendor must supply a list of references of like products and installations. Reference sheet is attached.

31. FINANCIAL STABILITY.

The District may require, upon request, evidence as to the financial stability of the contractor. Upon request, the contractor shall provide the following information to the District within 48 hours:

a. The name of any owner or co-owner, equity of each co-owner or corporate offices of the entity submitting the bid, and the name, address, and business telephone number of each such person.

b. The last financial statement and balance sheet of the bidder, including a specification in detail of all loans outstanding, or a copy of the last certified annual audit.

32. COMPLIANCE WITH LAWS.

Successful bidder shall at all times observe and comply with all laws, ordinances, regulations and codes of the federal, state, county and other local government agencies, which may in any manner affect the performance of the contract and in particular any such laws pertaining to safety.

33. GOVERNING LAW

The terms of this quote shall be governed and construed in accordance with the laws of the State of Illinois. If any provision hereof shall be held to contravene any applicable law, such provision shall be deemed reformed to the extent of conforming to said law, and in all other respects the terms hereof shall remain in full force and effect.

34. BID

The signing of the submittal form shall be construed as acceptance of all provisions contained herein. All bids shall be submitted with each space properly completed. Any explanation or statement which the bidder wishes to make must be placed in the same envelope with the bid. Unless the bidder so indicates, it is understood that the bidder has submitted the bid in strict accordance with the specification requirements. The Bidder acknowledges that any variation from the specifications will be grounds for the District to reject the quote, although the District may accept the quote with the verification if, in its sole discretion, it determines that such bid is in the District's best interest. All quotes shall be deemed final, conclusive and irrevocable. No claim for relief because of errors or omissions in the bidding will be considered, and bidders will be held strictly to the bids as submitted. Should a bidder find any discrepancies in, or omissions from any of the documents, or be in doubt as to their meanings, the bidder shall submit questions as provided in this document. Bidders must satisfy themselves upon examination of these specifications, as to the intent of the specifications. After the submission of the bid, no complaint or claim that there was any misunderstanding in regard to items listed for bidding will be entertained from a bidder.

35. BIDDER'S AGREEMENT

The bidder hereby declares understanding, agreement, and certification of compliance to provide the services, work, and/or products to the District, at the prices quoted, in accordance with all terms and conditions, requirements, and specifications contained in these documents, and any issued amendments. The contractor further agrees that the language of this document shall govern in the event of a conflict with (1) the bidder's bid or (2) any subsequent purchase order between the bidder and the District. The bidder should, as a matter of clarity and assurance, also sign and submit all amendment(s) issued by the District related to this work. The bidder further agrees that upon receipt of an authorized purchase order or when an authorized official of the District countersigns this document, a binding contract shall exist between the bidder and the District. This document combined with amendments, the bidder's bid, the required submittals, and the purchase order, if any, shall comprise the binding contract.

36. CANCELLATION – The District reserves the right to cancel this contract at any time for reasons of unsatisfactory services.

37. ADDITIONAL INFORMATION

Contact Diane C. White, Director of Purchasing, (847) 551-8460, between the hours of 8:00AM and 4:30PM, or by email – bids.purchasing@d300.org

REFERENCES

LIST BELOW THE LAST THREE (3) PUBLIC SCHOOLS DISTRICTS OR OTHER ORGANIZATIONS FOR WHICH YOU HAVE PROVIDED COMPARABLE SERVICES.

1. **ORGANIZATION:**
   _____

   ADDRESS:
   _____

   CITY, STATE, and ZIP CODE:
   _____

   TELEPHONE NUMBER:
   _____

   CONTACT PERSON:
   _____

   DATE OF SERVICES:
   _____

   DOLLAR AMOUNT OF THE JOB:
   _____

2. **ORGANIZATION:**
   _____

   ADDRESS:
   _____

   CITY, STATE, and ZIP CODE:
   _____

   TELEPHONE NUMBER:
   _____

   CONTACT PERSON:
   _____

   DATE OF SERVICES:
   _____

   DOLLAR AMOUNT OF THE JOB:
   _____

REFERENCES (CONT.)

3. **ORGANIZATION:**
_____

ADDRESS:
_____

CITY, STATE, and ZIP CODE:
_____

TELEPHONE NUMBER
_____

CONTACT PERSON:
_____

DATE OF SERVICES:
_____

DOLLAR AMOUNT OF THE JOB:
_____

OFFEROR'S NAME: _____

SIGNATURE: _____

DATE: _____

COMMENTS –

CERTIFICATE OF BIDDER ELIGIBILITY

720 ILCS 5/33E-11 requires that all contractors bidding for public agencies in the State of Illinois certify that they are not barred from bidding on public contracts for bid rigging or bid rotation.

The following certification must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

_____, as part of its bid for the _____ work for Community Unit School District #300, Algonquin, Illinois , of Cook, DeKalb, Kane, and McHenry Counties, Illinois certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33-E4.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

CERTIFICATE OF COMPLIANCE WITH ILLINOIS DRUG-FREE WORKPLACE ACT

_____, having 25 or more employees, does hereby certify pursuant to section 3 of the *Illinois Drug-Free Workplace Act* (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the *Illinois Drug-Free Workplace Act* and, further certifies that it is not ineligible for award of this contract by reason of debarment for a violation of the *Illinois Drug-Free Workplace Act.*

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

CERTIFICATE REGARDING
SEXUAL HARASSMENT POLICY

_____, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____

NOTARY PUBLIC

CERTIFICATE REGARDING
EQUAL EMPLOYMENT OPPORTUNITY

_____, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written equal employment opportunity policy that is in compliance with all terms and conditions of the Equal Employment Opportunity provisions of the Illinois Human Rights Act.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

CERTIFICATE REGARDING

EMPLOYMENT OF ILLINOIS WORKERS ON PUBLIC WORKS

_____ agrees if at the time the Agreement is executed, or if during the term of the Agreement, there is excessive unemployment in Illinois as defined in the Employment of Illinois Workers on Public Works Act, 30 ILCS 570/0/01 et seq., as two consecutive months of unemployment exceeding 5%, then _____ agrees to employ Illinois laborers in accordance with the Employment of Illinois Workers on Public Works Act. An "Illinois laborer" is defined as any person who has resided in Illinois for at least thirty (30) days and intends to become or remain an Illinois resident.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

NON-COLLUSION AFFIDAVIT

AFFIDAVIT: "I (we) hereby certify and affirm that my (our) Quote was prepared independently for this project and that it contains no fees or amounts other than that for the legitimate execution of this work as specified and that it includes no understanding or agreements in restraint of trade."

The following affidavit must be signed and submitted with bidder's bid Quote. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

_____, as part of its bid for the _____ work for Community Unit School District #300, Algonquin, Illinois certifies that said Contractor is not barred from bidding on the aforementioned contract as a result of a violation of the above Non-Collusion Affidavit.

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

CERTIFICATE REGARDING
COMMUNITY UNIT SCHOOL DISTRICT 300
VENDOR/CONTRACTOR CONFLICT OF INTEREST

_____, does hereby certify that they have read and fully understand the Vendor/Contractor Conflict of Interest Board Policy as stated below:

Vendor/Contractor Conflict of Interest
Any vendor or contractor doing $5,000 - $25,000 in business with the District within a fiscal year shall not contribute to any political campaign that directly affects the District while doing business for the District or for a period of two years after completion of business with the District. Further, the District will not enter into significant business with a vendor or contractor that has contributed to a political campaign that directly affects the District within two years prior to commencing business. Any vendor or contractor that participates and is awarded a contract through the competitive bidding process is exempt from this policy.

LEGAL REF.: 105 ILCS 5/10-20.19c, 5/10-20.21, 510-22.34c, and 5/19b-1 et seq.
820 ILCS 130/0.01 et seq.

CROSS REF: 2:100 (Board Member Conflict of Interest), 4:70 (Resource Conservation) 4:150 (Facility Management and Building Programs)

ADOPTED: February 10, 2003

Firm: _____

By: _____
(Signature)

_____
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____
NOTARY PUBLIC

CRIMINAL BACKGROUND INVESTIGATIONS

Contractor hereby represents, warrants, and certified that no officer or director thereof has any knowledge that any employee thereof has been convicted of committing or attempting to commit "Criminal Code of 1961," 720 ILCS, Sections 5/11-6 (Indecent solicitation of a child), 5/11-9 (Public indecency), 5/11-14 (Prostitution), 5/11-15 (Soliciting for a prostitute), 5/11-15.1 (Soliciting for a juvenile prostitute), 5/11-19 (Pimping), 5/11-19.1 (Juvenile pimping), 5/11-19.2 (Exploitation of a child), 5/11-20 (Obscenity), 5/11-20.1 (Sexual assault), 5/12-14 (Aggravated criminal sexual assault), 5/12-15 (Criminal sexual abuse), and 5/12-16 (Aggravated criminal sexual abuse), and/or those offenses defined in the "Cannabis Control Act," 720 ILCS, 550/1 et seq. (except the "Illinois Controlled Substances Act, " 720 ILCS 570/100 et seq., any of the offenses that would subject a certificated employee to suspension or revocation pursuant to Section 21-23a of the School Code or anyone found to be the perpetrator of sexual or physical abuse of any minor under 18 years of age pursuant to proceedings under Article II of the Juvenile Court Act of 1987 and/or any offense committed or attempted in any other state or against the laws of the United States, which if committed or attempted in this State, would have been punishable as one or more of the foregoing offenses.

Contractor further agrees that it shall not employ any person who have or may have direct, daily contact with the pupils of any school in the district, and for whom a criminal background investigation has not been conducted pursuant hereto, and further represents and agrees that all applicants for any such employment shall furnish with their applications the attached written "Authorization for Criminal Background Information" form authorizing the Board of Education to request a criminal background investigation of said applicant pursuant to Section 5/10-21.9 of the School Code of Illinois and to receive criminal history record information pursuant thereto to determine if the applicant has been convicted of committing or attempting to commit any of the criminal or drug offenses enumerated above. Contractor further agrees to submit with said authorization payment for any costs and expenses associated with the criminal background investigation.

Contractor further represents, warrants, and certifies that no applicant for employment with respect to whom the criminal investigation reveals any conviction for committing and/or attempting to commit any of the above enumerated offenses, shall be employed thereby in any position that involves or may involve contact with the students of the school district.

This certification is executed on the date hereinafter indicated by the designated contractor by its duly authorized officer.

By _____

Its: _____

Dated: _____

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 2018

_____

NOTARY PUBLIC

AUTHORIZATION FOR CRIMINAL BACKGROUND INVESTIGATION

The undersigned hereby authorizes the Board of Education of Community Unit School District 300, Carpentersville, Illinois to request a criminal background investigation from the Illinois State Police, pursuant to Section 5/10-21.9 of the School Code of Illinois, 105 ILCS 5/10-21.9 and to receive criminal history record information pursuant thereto.

_____
(Printed or Typed Name of Applicant Employee)

_____
Signature of Applicant or Employee

Dated: _____

Scope of Work

Time and Material Rates

Payment of Prevailing Wages is required for this project.

QUALIFICATIONS – Provide labor, material, and furnish equipment as required to troubleshoot service, modify and /or install Data Cabling, Electrical, Tree Maintenance Service, Food Service Equipment Repair, Stadium Lighting Service & Repair, Asphalt Repair, Elevator Service & Repair, Bay/Overhead Door Service & Repair, Alarm Service & Repair, and Stage Curtain Recertification & Fireproofing. Scope of work may be described via construction documents, request for quote and/or field direction (in emergency cases). Vendor must supply a list of trade references; forms are located in the bid Boiler Plate. Certificates, References, Vendor Application and W-9 forms must be submitted with vendors bid submittal.

DURATION

Bid pricing to be firm through December 12, 2019. Bid award to cover a **1** year period with the possibility of two, one year extensions. Stage Curtain Recertification & Fireproofing bid pricing to be firm for a three year period beginning December 13, 2018 with a possibility of two, one year extensions Awarded contract begins December 13, 2018, and ends on December 12, 2019. District 300 will be using the November 2019 Urban CPI or Illinois County (Kane/McHenry) Prevailing Wage rates, whichever is less, to evaluate any increases in pricing. All extensions in accordance with this contract, will use following year's November Urban CPI or Illinois County (Kane/McHenry) Prevailing Wage rates. District 300 is to be notified within 60 days of any labor rate increases or decrease if contract is extended. Bids containing bid conditions will not be accepted.

- This **IS** a sealed bid.
- A Bid Bond **IS NOT** required upon bid submittal.
- A Performance Bond in the amount of $25,000 and current Certificate of Insurance are required upon award within 10 days of award.

REQUESTED SERVICES UNDER THIS CONTRACT

The following are to be considered prevailing wage services:

- Data Cabling
- Electrical
- Stadium Lighting Service & Repair
- Asphalt Repair
- Elevator Service & Repair
- Bay/Overhead Door Service & Repair
- Alarm Service & Repair

The following are not to be considered prevailing wage services:

- Tree Maintenance Service
- Food Service Equipment Repair
- Stage Curtain Recertification & Fireproofing

Terms – For the purpose of this bid, the following terms are:

- School District 300 is to be notified of the level of skilled tradesman upon callout.
- "Contract documents" includes the most current project drawings and specifications.
- "Provide" includes furnishing and installation.
- "Furnish" includes purchasing and transporting new equipment, as specified, to the job site.
- "Install" includes mounting or setting equipment in place, in specified location, and making all required electrical connections for a working product.
- "Electrical System" includes all distribution of power, lighting, fire protection, life safety, communications, security, special systems, and any other information, electrical in nature, identified on the Contract Documents, from the point(s) of service to utilization device(s).
- "Connecting" means providing a power source, overcurrent devices, raceways, conductors, terminations, insulation supports, and other materials and equipment required for the operation and control of the relevant operation.
- "Portal to Portal" to be defined as to and from vendor site location. If contractor is within district boundaries, additional dispatch charges will not apply for same day service during standard working hours.
- "Hourly rate billing" is to be invoiced in 15 minute increments.
- "Total Material Billing" equals the percentage of markup plus contractors actual cost.
- Total travel time allowance not to exceed 1hr per person.

Non-Emergency trade work – any non-emergency trade work (to be determined by District #300 staff and/or consultant), over $25,000 must be competitively bid. Any and all trade work performed must comply with local and national codes.

"PM Hourly Rate" is defined as the hourly rate for a food service equipment vendor to perform preventative maintenance on freezers, coolers, dishwashers, garbage disposals and steam tables.

"Emergency Hourly Rate" is defined as the hourly rate in which the vendor is called out for emergencies. Emergencies are defined as repairmen being on-site **within 60 minutes** of the initial call to the vendor.

D300 Expectations of Food Service Equipment Repair performed:
Upon equipment failure, freezers, coolers, ovens and steamers **will require** a 60 minute emergency response time. Steam table, garbage disposal and dishwasher repairs will need to be addressed within a 24 hour time period. Follow up repairs where parts need to be ordered, must be completed within a 48 hour time period.

D300 Expectations of Data Cabling performed:

- All cabling is to be Category 6 Ethernet or above
- Cabling must be manufactured in the USA
- Cabling is to be tested a verified post installation
- Cabling is to be installed as outlined in TIA/EIA-568
- Termination is to be completed as outlined in TIA/EIA-568 (B)
- Vendor must advise alternate solutions on cable installation greater than 100m
- Ethernet cabling must be Blue or White depending on customer request per installation
- Vendor must label installations based on existing labeling formats on both ends of termination

Invoicing – Invoice must reflect detailed description of work performed and materials used. Copies of certified payroll sheets must be attached to all invoices. Invoices to include parts listings with contractor cost and percent of markup per your bid.

Normal Working Day Hours for straight time – 7:00am-3:30pm, Monday through Friday.

CONTRACT PERIOD

The anticipated contract period is December 13, 2018 – December 12, 2019.

The anticipated contract period for Stage Curtain Recertification & Fireproofing is December 13, 2018 – December 12, 2021.

Service Points

CUSD 300

Building Name	Address	Elevator on site Y/N	Bay Door onsite Y/N	Stage Curtain Y/N	Recertification Schedule
Administration Center (847)551-8300	2550 Harnish Dr Algonquin, IL 60102	**Y**	N	N	N/A
Algonquin Lakes Elementary (847)532-7500	1401 Compton Drive Algonquin, IL 60102	**Y**	N	N	N/A
Algonquin Middle School (847)532-7100	520 Longwood Drive Algonquin, IL 60102	**Y**	**Y**	**Y**	**YEARLY**
Carpentersville Middle School (224)484-2100	100 Cleveland Avenue Carpentersville, IL 60110	**Y**	**Y**	**Y**	**YEARLY**
deLacey Family Education Center (224)484-2300	50 Cleveland Avenue Carpentersville, IL 60110	N	N	N	N/A
Dundee-Crown High School (224)484-5000	1500 Kings Road Carpentersville, IL 60110	**Y**	**Y**	**Y**	**3 YEARS**
Dundee Highlands Elementary (224)484-4700	407 South Fifth Street West Dundee, IL 60118	N	N	**Y**	**3 YEARS**
Dundee Middle School (224)484-4500	4200 W. Main Street West Dundee, IL 60118	N	N	N	N/A
Eastview Elementary (847)532-7400	540 Longwood Drive Algonquin, IL 60102	**Y**	N	N	N/A
Gilberts Elementary (224)484-5900	729 Paperbark Lane Gilberts, IL 60136	**Y**	N	N	N/A
Golfview Elementary (224)484-2800	124 Golfview Lane Carpentersville, IL 60110	N	N	N	N/A
Hampshire Elementary (847)792-3400	321 Terwilliger Avenue Hampshire, IL 60140	N	N	**Y**	**YEARLY**
Hampshire Middle School (847)792-3200	560 South State Street Hampshire, IL 60140	**Y**	**Y**	**Y**	**YEARLY**
Hampshire High School (847)792-3500	1600 E. Big Timber Road Hampshire, IL 60140	**Y X2**	**Y**	**Y**	**3 YEARS**
Jacobs High School (847)532-6100	2601 Bunker Hill Drive Algonquin, IL 60102	**Y**	**Y**	**Y**	**YEARLY**
Lake in the Hills Elementary (847)532-6900	519 Willow Street Lake in the Hills, IL 60156	N	N	N	N/A
Lakewood School (224)484-2600	1651 Ravine Lane Carpentersville, IL 60110	**Y**	**Y**	N	N/A
Liberty Elementary (224)484-4800	6500 Miller Road Carpentersville, IL 60110	**Y**	N	N	N/A
Lincoln Prairie Elementary (847)532-6600	500 W. Harvest Gate Lake in the Hills, IL 60156	**Y**	N	N	N/A
Meadowdale Elementary (224)484-2900	14 Ash Street Carpentersville, IL 60110	N	N	N	N/A
Neubert Elementary (847)532-6800	1100 Huntington Drive Algonquin, IL 60102	**Y**	N	N	N/A
Oak Ridge School (224)484-5800	229 Lake Marian Road Carpentersville, IL 60110	N	**Y**	N	N/A
Parkview Elementary (224)484-2500	122 Carpenter Blvd. Carpentersville, IL 60110	N	N	**Y**	**YEARLY**
Perry Elementary (224)484-5600	251 Amarillo Drive Carpentersville, IL 60110	N	N	N	N/A
Sleepy Hollow Elementary (224)484-4900	898 Glen Oak Drive Sleepy Hollow, IL 60118	N	N	N	N/A
Westfield Community School (847)532-7600	2100 Sleepy Hollow Road Algonquin, IL 60102	**Y**	**Y**	N	N/A
Wright Elementary (847)683-5700	1500 Ketchum Road Hampshire, IL 60140	**Y**	N	N	N/A
Transportation Department (847)551-8300	2603 Bunker Hill Drive Algonquin, IL 60102	N	**Y**	N	N/A
Bldgs. & Grounds Prof. Develop. Center-Bunker Hill (847)532-6700	2605 Bunker Hill Drive Algonquin, IL 60102	N	**Y**	N	N/A

Bid Submission

All bids are to be **sealed** and submitted to:

Diane C. White
Director of Purchasing
CUSD #300
2605 Bunker Hill Dr
Algonquin, IL 60102

Direct any questions regarding this project to:

Michael Zahalka
CUSD #300 – Purchasing Specialist
2605 Bunker Hill Dr
Algonquin, IL 60102
Ph: 847-551- 8460
Fx: 847-551-8463
Bids.Purchasing@d300.org

Please submit your response no later than, Friday, October 26, 2018 by 11:00AM CT

DISTRICT 300

BELL TIMES - REGULAR HOURS

2018-2019

District 300 Schools	Bell Times
Algonquin Lakes Elementary (Grades K-5) 1401 Compton Drive, Algonquin, IL 60102 **P:** 847-532-7500 **| F:** 847-532-7515	8:00am-2:15pm
Algonquin Middle School (Grades 6-8) 520 Longwood Drive, Algonquin, IL, 60102 **P:** 847-532-7100 **| F:** 847-658-2547	8:55am-3:40pm
Carpentersville Middle School (Grades 6-8) 100 Cleveland Avenue, Carpentersville, IL 60110 **P:** 224-484-2100 **| F:** 847-426-1404	8:55am-3:40pm
deLacey Family Education Center (Preschool) 50 Cleveland Avenue, Carpentersville, IL 60110 **P:** 224-484-2300 **| F:** 224-484-2319	**AM:** 8:45am-11:15am **PM:** 12:30pm-3:00pm
Dundee-Crown High School (Grades 9-12) 1500 Kings Road, Carpentersville, IL 60110 **P:** 224-484-5000 **| F:** 224-484-5098	7:30am-2:58pm
Dundee Highlands Elementary (Grades Pre-K-5) 407 S. Fifth Street, West Dundee, IL, 60118 **P:** 224-484-4700 **| F:** 847-426-1935	8:00am-2:15pm
Dundee Middle School (Grades 6-8) 4200 W. Main Street, West Dundee, IL 60118 **P:** 224-484-4500 **| F:** 847-426-4008	8:55am-3:40pm
Eastview Elementary (Grades Pre-K-5) 540 Longwood Drive, Algonquin, IL 60102 **P:** 847 532 7400 **| F:** 847 458 5509	8:00am-2:15pm **Pre-K AM:** 8:00am-10:30am **Pre-K PM:** 11:40am-2:15pm
Gilberts Elementary (Grades K-5) 729 Paperbark Lane, Gilberts, IL 60136 **P:** 224-484-5900 **| F:** 224-484-5915	8:00am-2:15pm **Pre-K AM:** 8:00am-10:30am **Pre-K PM:** 11:40am-2:15pm
Golfview Elementary (Grades Pre-K-5) 124 Golfview Lane, Carpentersville, IL 60110 **P:** 224-484-2800 **| F:** 224-484-2815	8:00am-2:15pm
Hampshire Elementary (Grades K-5) 321 Terwilliger Avenue, Hampshire, IL 60140 **P:** 847-792-3400 **| F:** 847-683-4806	8:00am-2:15pm
Hampshire Middle School (Grades 6-8) 560 S. State Street, Hampshire IL 60140 **P:** 847-792-3200 **| F:** 847-683-1030	8:55am-3:40pm
Hampshire High School (Grades 9-12) 1600 Big Timber Road, Hampshire, IL 60140 **P:** 847-792-3500 **| F:** 847-792-3515	7:30am-2:58pm

District 300 Schools	Bell Times
Jacobs High School (Grades 9-12) 2601 Bunker Hill Drive, Algonquin, IL 60102 **P:** 847.532.6100 **| F:** 847.532.6115	7:30am-2:58pm
Lake in the Hills Elementary (Grades Pre-K-5) 519 Willow Street, Lake in the Hills, IL 60156 **P:** 847-532-6900 **| F:** 847-658-2529	8:00am-2:15pm **Pre-K AM:** 8:00am-10:30am **Pre-K PM:** 11:40am-2:10pm
Lakewood Elementary (Grades Pre-K-5) 1651 Ravine Lane, Carpentersville, IL 60110 **P:** 224-484-2600 **| F:** 224-484-2615	8:00am-2:15pm
Liberty Elementary (Grades Pre-K-5) 6500 Miller Road, Carpentersville, IL 60110 **P:** 224-484-4800 **| F:** 224-484-4815	8:00am-2:15pm **Pre-K AM:** 8:00am-10:30am **Pre-K PM:** 11:40am-2:15pm
Lincoln Prairie Elementary (Grades K-5) 500 Harvest Gate Road, Lake in the Hills, IL 60156 **P:** 847-532-6600 **| F:** 847-532-6615	8:00am-2:15pm
Meadowdale Elementary (Grades Pre-K-5) 14 Ash Street, Carpentersville, IL 60110 **P:** 224-484-2900 **| F:** 224-484-2915	8:00am-2:15pm
Neubert Elementary (Grades K-5) 1100 Huntington Drive, Algonquin, IL 60102 **P:** 847-532-6800 **| F:** 847-551-8413	8:00am-2:15pm
Oak Ridge School (Grades 6-12) 300 Cleveland Avenue, Carpentersville, IL 60110 **P:** 224-484-5800 **| F:** 847-426-4474	7:45am-1:40pm
Parkview Elementary (Grades K-5) 122 Carpenter Boulevard, Carpentersville, IL 60110 **P:** 224-484-2500 **| F:** 847-426-2962	8:00am-2:15pm
Perry Elementary (Grades Pre-K-5) 251 Amarillo Drive, Carpentersville, IL 60110 **P:** 224-484-5600 **| F:** 224-484-5615	8:00am-2:15pm
Sleepy Hollow Elementary (Grades K-5) 898 Glen Oak Drive, Sleepy Hollow, IL 60118 **P:** 224-484-4900 **| F:** 224-484-4915	8:00am-2:15pm
Westfield Community School (Grades Pre-K-5) (Grades 6-8) 2100 Sleepy Hollow Road, Algonquin, IL 60102 **P:** (PreK-5) 847-532-7800 **| F:** 847- 532-7615 **P:** (6-8) 847-532-7600 **| F:** 847- 532-7615	8:00am-2:15pm 8:55am-3:40pm **Pre-K AM:** 8:00am-10:30am **Pre-K PM:** 11:40am-2:15pm
Wright Elementary (Grades K-5) 1500 Ketchum Road, Hampshire, IL 60140 **P:** 847-683-5700 **| F:** 847-683-5799	8:00am-2:15pm

DISTRICT 300 SCHOOL CALENDAR - 2018/2019

Board Approval: Nov. 8, 2016

JULY 18

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

AUGUST 18

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

SEPTEMBER 18

Su	M	Tu	W	Th	F	Sa
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

OCTOBER 18

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

NOVEMBER 18

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

DECEMBER 18

Su	M	Tu	W	Th	F	Sa
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23	24	25	26	27	28	29
30	31					

JANUARY 19

Su	M	Tu	W	Th	F	Sa
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20	21	22	23	24	25	26
27	28	29	30	31		

FEBRUARY 19

Su	M	Tu	W	Th	F	Sa
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17	18	19	20	21	22	23
24	25	26	27	28		

MARCH 19

Su	M	Tu	W	Th	F	Sa
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

APRIL 19

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MAY 19

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JUNE 19

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

All dates subject to change throughout school year, with BOE Approval

- District Closed
- Early Release
- Emergency Days
- End of QTR/Semester Full day Attend
- No Student/Instruction Staff Attend
- Parent/Teacher Conference
- Teacher Institute/ In service

Independence Day- Offices/Schools Closed	Wednesday, July 4
Teacher Institute (8am to 1pm) No Student Attendance	Friday, Aug. 10
Teacher Institute (8am to 1pm) No Student Attendance	Monday, Aug. 13
First day of School, Full Day of Student Attendance	Tuesday, Aug. 14
Early Release Day	Friday, Aug. 24
Labor Day - Offices/Schools Closed	Monday, Sept. 3
Early Release Day	Friday, Sept. 21
Teacher Institute (8am to 3pm) No Student Attendance	Friday, Oct. 5
Columbus Day - Offices/Schools Closed	Monday, Oct. 8
Early Release Day	Friday, Oct. 26
Early Release Day	Friday, Nov. 16
Parent - Teacher Conferences, No Student Attendance	Monday, Nov. 19 & Tuesday, Nov. 20
Fall Break - Offices/Schools Closed	Wednesday, Nov. 21 - Friday, Nov. 23
Early Release Day	Friday, Dec. 14
Winter Break, No Student Attendance	Monday, Dec. 24 - Friday, Jan. 4
Offices/Schools Closed	Dec. 24, Dec. 25, & Dec. 31
Offices/Schools Closed	Tuesday, Jan. 1
Early Release Day	Friday, Jan. 18
Martin Luther King Day - Offices/Schools Closed	Monday, Jan. 21
Early Release Day	Friday, Feb. 15
Presidents Day - Offices/Schools Closed	Monday, Feb. 18
Teacher Institute (8am to 3pm) Kane County ROE, No Student Attendance	Friday, Mar. 1
Early Release Day	Friday, Mar. 15
Spring Break, No Student Attendance	Monday, Mar. 25 - Friday, Mar. 29
NO Emergency Days used - No Student/Instruction, Staff, all offices open	Monday, Apr. 1
Emergency Days used - Regular attendance day	
Early Release Day	Friday, Apr. 12
District Holiday - Offices/Schools Closed	Friday, Apr. 19
Teacher Institute (8am to 3pm) No Student Attendance	Monday, Apr. 22
Early Release Day	Friday, May 10
Last day of school, if no Emergency Days have been used	Thursday, May. 23
Memorial Day - Offices/Schools Closed	Monday, May. 27
Last possible day of school - If ALL Emergency Days are used	Thursday, May 30

BID RESPONSE FORM

Time and Material Rates for : Data Cabling, Electrical, Tree Maintenance Service, Food Service Equipment Repair, Stadium Lighting Service & Repair, Asphalt Repair, Elevator Service & Repair, Bay/Overhead Door Service & Repair, Alarm Service & Repair, and Stage Curtain Recertification & Fireproofing

Payment of Prevailing Wages IS Required

Bids are as indicated on the attached sheets are hereby presented to the Board of Education of Community Unit School District #300. It is understood that:

1. Bidders must insure they have viewed both tabs in this spreadsheet.
2. The Board of Education reserves the right to reject any and all bids and to accept all or part of any bids submitted.
3. Rates quoted shall include all charges for handling, transportation and delivery.
4. Community Unit School District #300 is Tax Exempt.
   Tax Exemption Number - E9996-0079-07.
5. Vendor is required to submit Performance Bond cost as part with their submission.

The undersigned hereby certifies that he/she has read, understands and agrees that acceptance by the Board of Education of the bidder's offer by issuance of a purchase order(s) or other document(s) will create a binding contract. Further, he/she agrees to fully comply with the specifications and other documentary forms and regulations made a part of this specific procurement of contract. The bidder must comply with all State and Federal Regulations including FEPC, the Illinois Laborer's Act and the Illinois Prevailing Wage Act, with preference to Public Act 86-799 which states "…not less than the prevailing rate of wages as found by the public body or Department of Labor or determined by the court on review shall be paid to all laborers, workers and mechanics performing work under the contract." The Illinois Department of Labor prevailing wages for the county where the project will be undertaken is posted online at https://www2.illinois.gov/idol/Laws-Rules/CONMED/pages/2018-rates.aspx

Vendor has received Addendum (IF APPLICABLE)

#1 - _____ #2 - _____

NAME OF COMPANY /CORPORATION

STREET ADDRESS:

CITY:

STATE:

ZIP:

TELEPHONE NUMBER:

FAX NUMBER:

EMAIL ADDRESS:

FEIN NUMBER

ILLINOIS LICENSE NUMBER

BID SUBMITTED BY:

SIGNATURE OF AUTHORIZED AGENT

PLEASE TYPE OR PRINT NAME

DATE

****** Sealed Bids are due by 11:00AM, Friday, October, 26, 2018 ******

INSTRUCTIONS: Please fill in columns **that apply to your firm. Column V** is for vendor comments. ALL bids must be completed in the Excel spreadsheet provided and submitted in hard copy.	Vendor Name:	
	Complete Address:	
	Phone:	
	Fax:	
	E-Mail:	
	Contact Person:	

	Alarm Service & Repair		Asphalt Repair		Bay/Overhead Door - Service & Repair		Data Cabling	
POSITION	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME per hour**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**	**Hourly STRAIGHT TIME per hour**	**Hourly OVERTIME**
Apprentice 1	$	$	$	$	$	$	$	$
Apprentice 2	$	$	$	$	$	$	$	$
Apprentice 3	$	$	$	$	$	$	$	$
Apprentice 4	$	$	$	$	$	$	$	$
Journeyman	$	$	$	$	$	$	$	$
Foreman	$	$	$	$	$	$	$	$
	% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment	
Materials	%		%		%		%	
Equipment	%		%		%		%	
Performance Bond	$		$		$		$	
							PM Hr. Rate $/hr. -	
							Emerg. Hr. Rate $/hr. -	

Electrical		Elevator Service & Repair		Food Service Equipment Repair		Stadium Lighting - Service & Repair	
Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME
$	$	$	$	$	$	$	$
$	$	$	$	$	$	$	$
$	$	$	$	$	$	$	$
$	$	$	$	$	$	$	$
$	$	$	$	$	$	$	$
$	$	$	$	$	$	$	$
% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment		% Markup for Materials & Equipment	
%		%		%		%	
%		%		%		%	
$		$		$		$	
Emerg. Hr. Rate $/hr. -				**Monthly Service (each unit)**	**$**	**Emerg. Hr. Rate $/hr. -**	
				Quarterly Service (each unit)	**$**		

Stage Curtain - Recertification & Fireproofing		Tree Maintenance Service		Vendor Comments
Hourly STRAIGHT TIME per hour	Hourly OVERTIME	Hourly STRAIGHT TIME per hour	Hourly OVERTIME	
$	$	$	$	
$	$	$	$	
$	$	$	$	
$	$	$	$	
$	$	$	$	
$	$	$	$	
% Markup for Materials & Equipment		% Markup for Materials & Equipment		
%		%		
%		%		
$		$		

PRINT RESET

COMMUNITY UNIT SCHOOL DISTRICT 300
PURCHASING DEPARTMENT
2605 Bunker Hill Drive
Algonquin, IL 60102
847-551-8300
Fax: 847-551-8463

VENDOR APPLICATION FORM
(SUBJECT TO LOCAL LAWS)

Fill in all spaces. Insert "NA" in blocks not applicable. Type all entries

APPLICATION DATE

REVISION DATE

DATE: _____

COMPANY	HOW LONG IN PRESENT BUSINESS?

ADDRESS	CITY	STATE	ZIP

CONTACT PERSON/REPRESENTATIVE	FAX NUMBER	PHONE AND EXTENSION
	( )	( )

TYPE OF ORGANIZATION (Check Applicable)

☐ INDIVIDUAL ☐ PARTNERSHIP ☐ CORPORATION

IF INCORPORATED INDICATE IN WHICH STATE

YEARS ESTABLISHED:

DO YOU ACCEPT PURCHASE ORDERS? YES ☐ NO ☐

DO YOU ACCEPT CREDIT CARDS? YES ☐ NO ☐

CATEGORY **(Check below the category which applies to the applicant)**

☐ (A) MANUFACTURER OR PRODUCER ☐ (C) RETAILER ☐ (E) DISTRIBUTOR

☐ (B) WHOLESALER ☐ (D) MANUFACTURER'S AGENT ☐ (F) SERVICE ESTABLISHMENT

NAMES OF OFFICERS, MEMBERS OR OWNERS OF CONCERN, PARTNERSHIP, ETC.

(A) PRESIDENT (B) VICE PRESIDENT

(C) SECRETARY (D) TREASURER

(E) OWNERS, PARTNERS, OR STOCKHOLDERS

TAXPAYER'S I.D. NO.

FEIN _____

or

S.S. No. _____

INSURANCE INFORMATION (Check Applicable)

LIABILITY INSURANCE: $2,000,000 ☐ $2,500,000 ☐ $5,000,000 ☐ OTHER ☐

Workers' Compensation : State Minimum ☐ Greater than Minimum ☐

Required that CUSD be named as an Additional Insured ☐ INSURANCE CO. _____

BONDING INFORMATION **(Check each area in which you have been bonded and the latest date of bonding)**

Perf. Bond ____/____ (Mo. Year) ☐ Payment Bond (Labor and Materials) ____/____ (Mo. Year) ☐ Builder's Risk ____/____ (Mo. Year) ☐

PERSONS AUTHORIZED TO SIGN QUOTES, PROPOSALS, BIDS AND CONTRACTS:

NAME	OFFICIAL CAPACITY

Average number of employees (including affiliates) for four preceding calendar quarters.	Average annual sales for preceding three fiscal years:	Floor Space (Square Feet)	
		Manufacturing	Warehouse

MINORITY/WOMEN BUSINESS ENTERPRISE
(Check One) See Definitions Below

☐ MBE ☐ MBE/WBE ☐ WBE ☐ PBE

FOR USE BY CONTRACT COMPLIANCE ONLY:
BY:_____
DATE_____ ☐ C ☐ NC

MINORITY GROUP MEMBERSHIP (Check One) See Definitions Below

NOTE: DO NOT COMPLETE THIS SECTION UNLESS YOU HAVE CHECKED ONE OF THE BOXES IN THE MINORITY/WOMEN BUSINESS ENTERPRISE SECTION ABOVE.

☐ AFRICAN AMERICAN OR BLACK ☐ HISPANIC AMERICAN ☐ NATIVE AMERICAN ☐ ASIAN-PACIFIC AMERICAN

CERTIFICATION DATE ISSUED: _____ EXPIRATION: _____

MINORITY AND WOMEN OWNED BUSINESS ENTERPRISE DEFINITIONS

MINORITY BUSINESS ENTERPRISE ("MBE") means a certified participating business at least 51 percent (51%) of which is owned and controlled by one or more members or one or more minority groups, or in the case of a publicly held corporation, 51 percent (51%) of the stock is owned by one or more members of one or more minority groups and whose daily business operations are controlled by one or more such individuals.

WOMEN'S BUSINESS ENTERPRISE ("WBE") means a certified participating business at least 51 percent (51%) of which is owned by one or more women, or in the case of a publicly held corporation, 51 percent (51%) of the stock of which is owned by one or more women and whose daily operations are controlled by one or more such individuals. Determination of whether a business is at least 51 percent (51%) owned by a woman or women shall be made without regard to community property laws.

BUSINESS OWNED AND OPERATED BY A PERSON WITH A DISABILITY ("PBE") means a business concern of which at least 51 percent (51%) is owned by one or more persons with a disability, or in the case of the corporation, one in which at least 51 per centum of the stock is owned by one or more persons with a disability or by a not for profit agency for the disabled organized pursuant to Section 501 of the Internal Revenue Code 1954; and the management and daily business operations of which are controlled by one or more of the persons with a disability who own it.

MINORITY GROUP MEMBER is an individual who is one of the following:

AFRICAN AMERICAN OR BLACK (persons with origins in any of the Black racial groups of Africa):
HISPANIC AMERICAN (persons of Spanish culture with origins in Puerto Rico, Mexico, Cuba, South or Central America, Spain, Portugal or the Caribbean Islands regardless of race).
NATIVE AMERICAN (American Indian)
ASIAN-PACIFIC AMERICAN (persons with origins from Japan, China, the Philippines, Vietnam, Korea, Samoa, Guam, the U.S. Trust Territories of the Pacific, Northern Marianas, Laos, Cambodia, Taiwan, or the Indian subcontinent).

IF YOU HAVE EVER DONE BUSINESS WITH THE SCHOOL DISTRICT UNDER ANOTHER NAME, PLEASE INDICATE NAME OR NAMES.

Give names, complete addresses, buyer's names and phone numbers of four of your customers. (Please include Federal, State or City Governments).

ORGANIZATION	ADDRESS, STATE, ZIP	BUYER	PHONE NUMBER
1.			
2.			
3.			
4.			

Bank References

NAME OF BANK	ADDRESS, STATE, ZIP	CONTACT PERSON	PHONE NUMBER

I certify that the information supplied herein (including all pages attached) is correct and that neither the applicant nor any person (or concern) in any connection with the applicant as a principal or officer, so far as is known, is not debarred or otherwise declared ineligible by any public agency from furnishing materials, supplies or services to any agency thereof.

SIGNATURE OF PERSON AUTHORIZED TO SIGN THIS APPLICATION
NAME AND TITLE OF PERSON SIGNING (Please type or print)

PERSONS OR BUSINESSES INTERESTED IN BEING ADDED TO THE BIDDER'S LIST MUST FILE THIS APPLICATION WITH THE PURCHASING DEPARTMENT.

AFTER PLACEMENT ON THE BIDDERS' LIST, A VENDOR'S FAILURE TO RESPOND TO INVITATIONS FOR BIDS WILL BE UNDERSTOOD BY THE SCHOOL DISTRICT TO INDICATE LACK OF INTEREST AND SHALL RESULT IN THE REMOVAL OF THE VENDOR'S NAME FROM THE BIDDERS' LIST FOR THE ITEMS CONCERNED.

NOTE: ANY CHANGES TO INFORMATION SUBMITTED (ADDRESSES, AUTHORIZED PERSONNEL, ETC.,) WILL REQUIRE A REVISED COPY OF THIS FORM. ADDITIONAL FORMS MAY BE OBTAINED BY CONTACTING THE PURCHASING DEPARTMENT AT THE ADDRESS SHOWN ON THE FRONT OF THIS FORM.

USE BY COMMUNITY UNIT SCHOOL DISTRICT 300 ONLY

VENDOR I.D. NUMBER	APPROVED BY	DATE	W9	COMM LIST

Form **W-9**
(Rev. October 2007)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give form to the requester. Do not send to the IRS.

Print or type See **Specific Instructions** on page 2.

Name (as shown on your income tax return)

Business name, if different from above

Check appropriate box: ☐ Individual/Sole proprietor ☐ Corporation ☐ Partnership
☐ Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶
☐ Other (see instructions) ▶

☐ Exempt payee

Address (number, street, and apt. or suite no.)

Requester's name and address (optional)

City, state, and ZIP code

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

or

Employer identification number

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here **Signature of U.S. person** ▶ **Date** ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),

2. Certify that you are not subject to backup withholding, or

3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

1199 • The U.S. owner of a disregarded entity and not the entity,

- The U.S. grantor or other owner of a grantor trust and not the trust, and
- The U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person, do not use Form W-9. Instead, use the appropriate Form W-8 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.

2. The treaty article addressing the income.

3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.

4. The type and amount of income that qualifies for the exemption from tax.

5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity not subject to backup withholding, give the requester the appropriate completed Form W-8.

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,

2. You do not certify your TIN when required (see the Part II instructions on page 3 for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See the instructions below and the separate Instructions for the Requester of Form W-9.

Also see *Special rules for partnerships* on page 1.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of $50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a $500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Name

If you are an individual, you must generally enter the name shown on your income tax return. However, if you have changed your last name, for instance, due to marriage without informing the Social Security Administration of the name change, enter your first name, the last name shown on your social security card, and your new last name.

If the account is in joint names, list first, and then circle, the name of the person or entity whose number you entered in Part I of the form.

Sole proprietor. Enter your individual name as shown on your income tax return on the "Name" line. You may enter your business, trade, or "doing business as (DBA)" name on the "Business name" line.

Limited liability company (LLC). Check the "Limited liability company" box only and enter the appropriate code for the tax classification ("D" for disregarded entity, "C" for corporation, "P" for partnership) in the space provided.

For a single-member LLC (including a foreign LLC with a domestic owner) that is disregarded as an entity separate from its owner under Regulations section 301.7701-3, enter the owner's name on the "Name" line. Enter the LLC's name on the "Business name" line.

For an LLC classified as a partnership or a corporation, enter the LLC's name on the "Name" line and any business, trade, or DBA name on the "Business name" line.

Other entities. Enter your business name as shown on required federal tax documents on the "Name" line. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on the "Business name" line.

Note. You are requested to check the appropriate box for your status (individual/sole proprietor, corporation, etc.).

Exempt Payee

If you are exempt from backup withholding, enter your name as described above and check the appropriate box for your status, then check the "Exempt payee" box in the line following the business name, sign and date the form.

Generally, individuals (including sole proprietors) are not exempt from backup withholding. Corporations are exempt from backup withholding for certain payments, such as interest and dividends.

Note. If you are exempt from backup withholding, you should still complete this form to avoid possible erroneous backup withholding.

The following payees are exempt from backup withholding:

1. An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2),

2. The United States or any of its agencies or instrumentalities,

3. A state, the District of Columbia, a possession of the United States, or any of their political subdivisions or instrumentalities,

4. A foreign government or any of its political subdivisions, agencies, or instrumentalities, or

5. An international organization or any of its agencies or instrumentalities.

Other payees that may be exempt from backup withholding include:

6. A corporation,

7. A foreign central bank of issue,

8. A dealer in securities or commodities required to register in the United States, the District of Columbia, or a possession of the United States,

9. A futures commission merchant registered with the Commodity Futures Trading Commission,

10. A real estate investment trust,

11. An entity registered at all times during the tax year under the Investment Company Act of 1940,

12. A common trust fund operated by a bank under section 584(a),

13. A financial institution,

14. A middleman known in the investment community as a nominee or custodian, or

15. A trust exempt from tax under section 664 or described in section 4947.

The chart below shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 15.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 9
Broker transactions	Exempt payees 1 through 13. Also, a person registered under the Investment Advisers Act of 1940 who regularly acts as a broker
Barter exchange transactions and patronage dividends	Exempt payees 1 through 5
Payments over $600 required to be reported and direct sales over $5,000[1]	Generally, exempt payees 1 through 7[2]

[1] See Form 1099-MISC, Miscellaneous Income, and its instructions.

[2] However, the following payments made to a corporation (including gross proceeds paid to an attorney under section 6045(f), even if the attorney is a corporation) and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, and payments for services paid by a federal executive agency.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-member LLC that is disregarded as an entity separate from its owner (see *Limited liability company (LLC)* on page 2), enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note. See the chart on page 4 for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local Social Security Administration office or get this form online at *www.ssa.gov*. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at *www.irs.gov/businesses* and clicking on Employer Identification Number (EIN) under Starting a Business. You can get Forms W-7 and SS-4 from the IRS by visiting *www.irs.gov* or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note. Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: *A disregarded domestic entity that has a foreign owner must use the appropriate Form W-8.*

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 4, and 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). Exempt payees, see *Exempt Payee* on page 2.

Signature requirements. Complete the certification as indicated in 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account [1]
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor [2]
4. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee [1]
b. So-called trust account that is not a legal or valid trust under state law	The actual owner [1]
5. Sole proprietorship or disregarded entity owned by an individual	The owner [3]
For this type of account:	**Give name and EIN of:**
6. Disregarded entity not owned by an individual	The owner
7. A valid trust, estate, or pension trust	Legal entity [4]
8. Corporate or LLC electing corporate status on Form 8832	The corporation
9. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
10. Partnership or multi-member LLC	The partnership
11. A broker or registered nominee	The broker or nominee
12. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity

[1] List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

[2] Circle the minor's name and furnish the minor's SSN.

[3] You must show your individual name and you may also enter your business or "DBA" name on the second name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

[4] List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships* on page 1.

Note. If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records from Identity Theft

Identity theft occurs when someone uses your personal information such as your name, social security number (SSN), or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

Call the IRS at 1-800-829-1040 if you think your identity has been used inappropriately for tax purposes.

Victims of identity theft who are experiencing economic harm or a system problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to *phishing@irs.gov.* You may also report misuse of the IRS name, logo, or other IRS personal property to the Treasury Inspector General for Tax Administration at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at: *spam@uce.gov* or contact them at *www.consumer.gov/idtheft* or 1-877-IDTHEFT(438-4338).

Visit the IRS website at *www.irs.gov* to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons who must file information returns with the IRS to report interest, dividends, and certain other income paid to you, mortgage interest you paid, the acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA, or Archer MSA or HSA. The IRS uses the numbers for identification purposes and to help verify the accuracy of your tax return. The IRS may also provide this information to the Department of Justice for civil and criminal litigation, and to cities, states, the District of Columbia, and U.S. possessions to carry out their tax laws. We may also disclose this information to other countries under a tax treaty, to federal and state agencies to enforce federal nontax criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism.

You must provide your TIN whether or not you are required to file a tax return. Payers must generally withhold 28% of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to a payer. Certain penalties may also apply.

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: December 8, 2020

TO: Fred Heid, Superintendent
Board of Education

FROM: Kara Vicente, Chief Academic Officer
Lindsay Jonas, Assistant Superintendent of Curriculum and Instruction

	Presented at the following Board Meetings:	On:
	Construction/Facility	
	Finance	
	Policy/Legislative	
	School Utilization	
X	**BOE 1st Reading**	12/08/2020
X	**BOE 2nd Reading**	12/08/2020

SUBJECT: Proposal of updated Board Policy 6:300
Social Studies Courses/Graduation Requirement Change

Background

As a district, in June, we set out to audit and subsequently modernize our courses in order to ensure that all students have access to rigorous curricula that reflect them as learners. We have explored opportunities to revise our course offerings to better reflect our learners' background characteristics, including their race, gender, skills, and content interests, and to increase critical reading and thinking skills in order to be college or career ready upon graduation. Through that exploration we discussed two other observations: core Social Studies courses have not changed in District 300 since 2012 and, while students have had some choice in their coursework, most students' schedules are fairly predetermined during ninth grade. Allowing students more choice in their course selection allows for them to take more ownership in their learning. Since launching the Senior English Language Arts (ELA) course options, there has been limited enrollment across the district in the Senior ELA survey classes, including those focused on Shakespeare, multicultural literature, women's, and gothic literature. A majority of District 300 students are not selecting a specific genre/period of study but instead choosing the broad overview literary course. The proposed new courses include a diverse foundation of perspectives that help explain how human differences influence our understandings.

We have worked collaboratively with the Directors of Equity and Inclusion, Social Studies and ELA as well as principals, divisional heads and staff to develop a recommendation that meets the needs of our students. The following steps were taken in the development of this recommendation:

- Held initial conversations regarding new courses to explore topics of diversity and inclusion.
- Researched diverse courses being offered in districts similar to D300 in the areas of ELA and Social Studies.
- Held ongoing meetings with the Director of Diversity, Director of Social Studies, Director of ELA, Assistant Superintendent of Secondary schools, Assistant Superintendent of Curriculum, Chief Academic Officer and Coordinator of Student Services to plan and implement possible new courses.
- Dialogued with high school building administration regarding new high school courses.
- Reached out to colleagues already running similar courses for documents and resources to collect syllabi and other materials.
- Surveyed teachers to determine interest in teaching new courses.

- Held a voluntary meeting for high school ELA and SS staff for feedback on proposed new courses and changes to current courses. There was overwhelming support and excitement for the proposed changes.
- Met with the High School Collaborative Council.

In order to provide more choice for students in their Social Studies and English Language Arts course opportunities and incorporate topics of diversity and inclusion in our students' instructional experiences, we determined that an adjustment in Social Studies course graduation requirements would need to be made. Currently ISBE requires all students to have two years of Social Science that must include one year of US History or a combination of US History and American Government and one semester of Civics, while District 300 has also included a graduation requirement of World History for our students. Adjustments to Board Policy 6:300 - specifically World History as a graduation requirement - are needed in order to support the implementation of the new courses.

Recommendation

The administration recommends the approval of the Proposed Board Policy 6:300 changes as presented.

- For the graduating classes of 2021 thru 2025, add Sports & Resistance in American History and History Now as courses that fulfill the D300 social studies graduation requirement (replacement options for World History).
- For the graduating classes of 2026 and beyond, remove World History as a graduation requirement and add Diversity in America as a graduation requirement.

INSTRUCTION

6:300 Graduation Requirements

Each course in the Course Selection Guide is assigned a credit value. Most courses carry a one-unit credit for two terms (.5 unit of credit per term). Students are advised to take courses, programs, and activities consistent with their interests and abilities without regard to their gender.

The Superintendent or designee is responsible for complying with State law requirements for students who transfer during their senior year because their parent(s)/guardian(s) are on active military duty; this includes making reasonable adjustments to ensure graduation if possible, or efforts to ensure that the original (transferor) school district issues the student a diploma.

Beginning with the 2020-2021 school year, filing one of the following: (1) a Free Application for Federal Student Aid (FAFSA) with the U.S. Dept. of Education, (2) an application for State financial aid, or (3) an Ill. State Board of Education (ISBE) waiver form indicating that the student understands what these aid opportunities are and has chosen not to file an application. If the student is not at least 18 years of age or legally emancipated, the student's parent/guardian must file one of these documents on the student's behalf.

A student is exempt from this requirement if: (1) the student is unable to file a financial aid application or an ISBE waiver due to extenuating circumstances, (2) the Building Principal attests the District made a good faith effort to assist the student or the student's parent/guardian with filing a financial aid application or an ISBE waiver form, and (3) the student has met all other graduation requirements.

Constitution Test

In order to fulfill Section 27-3 of The School Code of Illinois, District 300 requires that all high school students pass an examination on the federal and state constitutions, the Declaration of Independence, flag etiquette and voting procedures. The test is given as part of the US Government and AP American Government courses.

Early Graduation

Permission for early graduation may be granted by the Superintendent/designee. The Superintendent or designee shall implement procedures for students to graduate early, provided they finish six (6) semesters of high school and meet all graduation requirements. Students may be permitted to participate in the graduation ceremony pending the principal's approval.

Certificate of Completion

A student with a disability who has an individualized education program prescribing special education, transition planning, transition services, or related services beyond the student's four (4) years of high school, qualifies for a Certificate of Completion after the student has completed four (4) years of high school. The student is encouraged to participate in the graduation ceremony of his or her high school graduation class. The Superintendent or designee shall provide timely written notice of this requirement to children with disabilities and their parents/guardians.

Service Member Diploma

The District will award a diploma to a service member who was killed in action while performing active military duty with the U.S. Armed Forces or an honorably discharged veteran of World War II, the Korean Conflict, or the Vietnam Conflict, provided that he or she (1) resided within an area currently within the District at the time he or she left high school, (2) left high school before graduating in order to serve in the U.S. Armed Forces, and (3) has not received a high school diploma.

Graduation Requirements for the Graduating Classes of 2021 thru 2025:

A minimum of 26.0 units must be earned as follows:

- At least 12.0 units in the core learning areas of English, Math, Science, ~~History~~ Social Studies, Government/Civics, and Consumer Education
- 0.5 units of Health
- 0.5 units of Physical Education for each term of enrollment (for example: a student in attendance for eight terms will earn 3.5 units of PE and 0.5 units of Health)
- 3.0 units of the required Elective Strands
- At least 7.0 units of additional Elective courses, based on future educational plans, career plans, and interests.

Core Learning Area	Length	Units
English* 1205	Eight terms	4.0 units
Mathematics	Six terms	3.0 units

(must include Algebra and Geometry)		
Science	Four terms	2.0 units
~~History~~ Social Studies Must include: • World History or • AP Human Geography or • Sports & Resistance in American History and History Now AND • US History or • AP US History or • ECC-HIS 151 or • ECC-HIS 152	Four terms	2.0 units
Government and Civics ~~(choose one: US Government or AP American Government or ECC American Government)~~ Choose one: • US Government or • AP American Government & Politics or • ECC American Government	At least one term	At least 0.5 units
Consumer Education ~~(choose one: Global Economics, AP Macroeconomics, Intro to Business, Personal Finance, ECC Principles of Microeconomics, or ECC Principles of Macroeconomics)~~ Choose one: • Global Economics • AP Macroeconomics • Intro to Business • Personal Finance • ECC Principles of Microeconomics or • ECC Principles of Macroeconomics	At least one term	At least 0.5 units
Physical Education and Health	Each term the student is enrolled (only one semester of Health is allowed)	0.5 units for each term the student is enrolled. (0.5 units of Health is required)

*All English courses are writing-intensive courses.

Graduation Requirements for the Graduating Classes of ~~2020 and beyond~~ 2026 and beyond:

A minimum of 26.0 units must be earned as follows:

- At least 12.0 units in the core learning areas of English, Math, Science, ~~History~~ Social Studies, Government/Civics, and Consumer Education
- 0.5 units of Health
- 0.5 units of Physical Education for each term of enrollment (for example: a student in attendance for eight terms will earn 3.5 units of PE and 0.5 units of Health)
- 3.0 units of the required Elective Strands
- At least 7.0 units of additional Elective courses, based on future educational plans, career plans, and interests.

Core Learning Area	Length	Units
English*	Eight terms	4.0 units
Mathematics	Six terms	3.0 units

(must include Algebra and Geometry)		
Science	Four terms	2.0 units
~~History~~ Social Studies ~~(must include World History or Human and US History or AP US History)~~ Must include: • Diversity in America AND • US History or • AP US History or • ECC-HIS 151 or • ECC-HIS 152	Four terms	2.0 units
Government and Civics ~~(choose one: US Government or AP American Government or ECC American Government)~~ Choose one: • US Government or • AP American Government & Politics or • ECC American Government	At least one term	At least 0.5 units
Consumer Education ~~(choose one: Global Economics, AP Macroeconomics, Intro to Business, Personal Finance, ECC Principles of Microeconomics, or ECC Principles of Macroeconomics)~~ Choose one: • Global Economics • AP Macroeconomics • Intro to Business • Personal Finance • ECC Principles of Microeconomics or • ECC Principles of Macroeconomics	At least one term	At least 0.5 units
Physical Education and Health	Each term the student is enrolled (only one semester of Health is allowed)	0.5 units for each term the student is enrolled. (0.5 units of Health is required)

*All English courses are writing-intensive courses.

Elective Strand requirements ensure that students graduating from District 300 schools receive a well-rounded education. This permits students to experience a variety of courses in numerous subject areas.

Strand	Subject Areas	Units
1	Art, World Language, Music	1.0 units
2	Electives in English, Math, Science, and Social Studies (credits earned in this area must be in addition to the core learning area requirements above)	1.0 units
3	Business, Family and Consumer Science, Industrial Technology	1.0 units

LEGAL REF.:

105 ILCS 5/2-3.64a-5, 5/22-27, 5/27-3, 5/27-22, and 5/27-22.10.

105 ILCS 70/, Educational Opportunity for Military Children Act.

23 Ill.Admin.Code §1.440.

CROSS REF.: 6:30 (Organization of Instruction), 6:315 (High School Credit for Students in Grade 7 or 8), 6:320 (High School

Credit for Proficiency), 7:50 (School Admissions and Student Transfers to and from Non-District Schools)

ADOPTED: February 10, 2003

REVISED: November 8, 2004, "PSAE", January 24, 2005, Graduation Requirements, March 14, 2005, Certificate of Completion, August 14, 2006, September 28, 2009, October 25, 2010, August 8, 2011; August 11, 2015; November 14, 2017, February 13, 2018; January 28, 2020; December 8, 2020

Community Unit School District 300

COMMUNITY UNIT SCHOOL DISTRICT NO. 300
BOARD of EDUCATION MEMO

DATE: December 8, 2020

TO: Fred Heid, Superintendent
Board of Education

FROM: Susan Harkin
Chief Operating Officer

	Presented at the following Board Meetings:	On:
	Construction/Facility	
	Finance	
	Policy/Legislative	
	School Utilization	
X	**BOE 1st Reading**	12/08/2020
X	**BOE 2nd Reading**	12/08/2020

SUBJECT: Healthcare Professional Services

Background

In preparation for our students' return in January and the information for what was learned during the K-3 return, we recommend adding nursing services to assist with case management. The expectation would be that this staff would support the buildings where a positive case has occurred, help triage with the local health departments, and provide guidance for identifying close contacts. We believe that these positions would help us efficiently manage cases, minimize COVID-19 spread, and assist in keeping our buildings in session.

While we have been able to do case management with existing staff, this staff has had to work late into the evening and over the weekend to address cases as they have arisen. This was at volumes of less than 20% of our students on campus. When our K-3 students returned in October, our case management systems were taxed, and the ability to efficiently triage cases as they occurred was lessened.

The District requested quotes from 14 service providers and received quotes from 3, with Invo Healthcare Providers being the lowest provider.

Recommendation

The administration recommends moving forward with utilizing Invo Healthcare Providers at a rate of $45 per hour. We would recommend hiring 4 nurses to assist with our case management from this contract beginning in January.

COMMUNITY UNIT SCHOOL DISTRICT 300
RFI – Request For Information
Thursday, November 20, 2020, Via Email

Service Provider	#Positions	Daily Hours	# Day	Total Hours	Hourly Rate	Total Costs				Comments
Advanced/AMN Healthcare	**4**	**7**	**120**	**3,360**	**$ 70.00**	**$ 235,200.00**				4 LPNs with a 1/11/2021 start date for 120 days @ 7 hours per day, We would present candidates in a rate range between $65 -$80 per hour. We would pay the contractors from that rate. Billing would be based on actual number of hours worked and you would not be billed for school holidays, or closures due to teacher workshops and inclement weather We have our current agreement on file so we would add in this discipline for the above listed rates.
Assured Health Care										NO RESPONSE
Deltek										NO RESPONSE
Education Intelligence, Inc.										NO RESPONSE
Education Management and Staffing Solutions										Only could provide LPN services if they were providing teacher substitutes.
EDUStaff										Only could provide LPN services if they were providing teacher substitutes.
Elite Staffing Corporate Office										NO RESPONSE
Invo HealthCare Companies	**4**	**7**	**120**	**3,360**	**$ 45.00**	**$ 151,200.00**				District 300 can add the LPNs to the exiting agreement and increase the "not to exceed" amount by the quoted total. INVO is also very open, for the LPN positions, to take on resumes, do an initial screening, and forward to you (or book time) for interviews prior to offering a position and staffing them to D300.
Kelly Services										Only could provide LPN services if they were providing teacher substitutes or para professionals
Precision HR										NO RESPONSE
Public Consulting Services										PCG provides IEP systems and solutions and Medicaid Billing services in addition to other solutions, but we do not provide service providers.
SoftSages	**4**	**7**	**120**	**3,360**	**$ 110.00**	**$ 369,600.00**				
StaffEZ										
vTech Solution, Inc.										

Administration Recommends:

Invo Health Care Providers, Doyletown, PA - Award contract in the amount of $151,200.00 to provide LPN services for the balance of school year 20-21.