Route: Old Illinois Route 148 (FR 5)
County: Franklin
Section: 127
Agreement No. JT-9-13-004

AGREEMENT No. 2014-08
JURISDICTIONAL TRANSFER
Old 148 (Gannett/Yellow Banks Rd)

This agreement, entered into this 19TH day of MARCH, A.D. 2014, by and between the STATE OF ILLINOIS, acting by and through its DEPARTMENT OF TRANSPORTATION hereinafter called the STATE, and Franklin County, of the State of Illinois, hereinafter called the COUNTY respectively.

WITNESSETH:

WHEREAS, the State is desirous of transferring jurisdiction of Old 148 (Gannett/Yellow Banks Rd) in its entirety, located 0.25 miles south of Christopher Illinois and proceeding westerly 0.05 miles from Illinois Route 148; and

WHEREAS, the COUNTY is desirous of accepting said transfer and said transfer will be of immediate benefit to the COUNTY's residents;

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

1. The parties hereto agree to the jurisdictional transfer of those portions of Old 148 (Gannett/Yellow Banks Rd) in its entirety which are currently under the STATE's maintenance and jurisdiction, as described in the jurisdictional transfer document attached hereto as Exhibit "A", and made a part hereof.

2. Upon execution of this Agreement, the STATE agrees to pay the COUNTY in a lump sum of $15,000, contingent upon the COUNTY assuming jurisdiction of the portions of Old 148 (Gannett/Yellow Banks Rd) in their present condition. The effective date of transfer is as shown on "Exhibit A".

3. Funds received through this AGREEMENT will be deposited into the COUNTY's Motor Fuel Tax account and expended in accordance with Motor Fuel Tax Standards, policies and procedures.

4. Funding for this jurisdictional transfer is included in the FY-2014 Highway Improvement Program, number 9-96530-0100.

5. The COUNTY shall maintain, for a minimum of three (3) years after the completion of any contracts, adequate books, records and supporting documents to verify the amounts, recipients and uses of all disbursements of funds passing in conjunction with this Agreement. The contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor general or other STATE auditors: and the COUNTY agrees to cooperate fully with any audit conducted by the Auditor general or other STATE auditors and provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the STATE for the recovery of any funds paid by the STATE under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.

6. The jurisdiction and maintenance of any projects, in which these funds are expended on, will remain the responsibility of the COUNTY.

7. The COUNTY accepts jurisdiction and maintenance 21 days after execution of this AGREEMENT of Old 148 (Gannett/Yellow Banks Rd) as shown in Exhibit A in their entirety and in their present condition.

8. At the time this Agreement was executed, there were funds available for the PROJECT; however, obligations assumed by the STATE under this Agreement shall cease immediately, without penalty or payment, should the Illinois General Assembly or the Federal Highway Administration fail to appropriate or otherwise make available funds for the PROJECT.

9. The COUNTY agrees that in the event any work is performed by other than STATE forces, the provisions of "an act regulating wages of laborers, mechanics and other workers employed in public works by the State, County, or any public body or any political subdivision or by any one under contract for public works" (Illinois Compiled Statutes, 820 ILCS 130/1) shall apply.

10. Under penalties of perjury, the COUNTY certifies that its correct Federal Taxpayer Identification Number is 37-6000-838, and the COUNTY is doing business as a governmental entity whose mailing address is Franklin County Highway, 13034 Oddfellow Lane, Benton IL 62812, and whose billing address is the same.

This agreement shall be binding upon and to the benefit of the parties hereto, their successors and assigns.

FRANKLIN COUNTY

Randall Crocker

Randall Crocker, Franklin County Board Chairman

Date: 3/18/2014

STATE OF ILLINOIS, DEPARTMENT OF TRANSPORTATION

By: _____
Ann L. Schneider
Secretary of Transportation

Date: _____

By: _____
Tony Small, Acting
Director – Finance & Administration

Date: _____

By: _____
Omer Osman
Director of Highways

Date: _____

By: _____
Michael A. Forti
Chief Counsel

Date: _____

COUNTY RESOLUTION

No. 2013-22

Providing for the addition of Old 148 (Gannett/Yellow Banks Rd) from Illinois Route 148 westerly 0.05 miles, in its entirety, to the County Highway System in Franklin County, Illinois.

Whereas the County Board of Franklin County and the Illinois Department of Transportation entered into an Agreement (J-9-13-004), Section No. 127, for the transfer of the jurisdiction of the above location to the County Highway System.

NOW, THEREFORE, BE IT RESOLVED, that the above location, with the Department of Transportation approval, be added to the highway system of Franklin County and that said route be identified as Yellow Banks Road, in its entirety.

BE IT FURTHER RESOLVED, that the clerk is hereby directed to transmit three certified copies of the Resolution to the State through its Regional Engineer's Office at Carbondale, Illinois.

CERTIFICATE

I, Dave Dobill, County Clerk in and for said County in the State of Illinois, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be true, perfect and complete copy of a Resolution adopted by the County Board of Franklin County at its Regular meeting held at Benton, IL on October 22nd, 2013.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County at my office in BENTON IL, in said County, this 22ND day of OCTOBER A.D., 2013.

(Seal)

Dave Dobill

County Clerk

Illinois Department of Transportation

Local Agency-State Jurisdictional Transfer

Local Agency		Type of Systems Transfer	
Municipality:		Type 1	Type 2
Township/Road District:	Franklin County	**From:** State Highway System	**From:** Local Highway System
County:	Franklin	**To:** Local Highway System	**To:** State Highway System
Section Number:	127	Indicate Type of Systems Transfer: 1	

The above local agency, and the State of Illinois, acting by and through its Department of Transportation, agree to transfer the jurisdiction of the designated location in the manner indicated above under **Type of Systems Transfer.**

Location Description

Name Yellow Banks Road Route SBI 148 Length 0.05 mile

Termini From ILL 148 westerly 0.05 miles

in its entirety.

This transfer ☐ does ☒ does not include Structure No. _____

The transfer ☐ does ☒ does not include a transfer to land rights (4-508). If it does, attach letter of intent approved by the Department.

WHEREAS, the authority to enter into this contract is granted the STATE by Section 4-409 of the Illinois Highway Code and the authority to make changes in the State Highway System is granted the State under Section 2-101 of the Illinois Highway Code.

Include for Municipalities Only

WHEREAS, the authority to make changes to the Municipal Street System is granted to the Municipality by Section 7-101 of the Illinois Highway Code.

NOW THEREFORE IT IS AGREED that the corporate authority of said municipality will pass an ordinance providing for the transfer of the above location and shall attach hereto and make a part hereof a copy of a location map as Addendum No. 1 and a copy of the ordinance as Addendum No. 2, and

Include for Counties Only

WHEREAS, the authority to make changes to the County Highway System is granted to the County by Section 5-105 of the Illinois Highway Code.

NOW THEREFORE IT IS AGREED that the County Board of said County will pass a resolution providing for the transfer of the above location and shall attach hereto and make a part hereof a copy of a location map as Addendum No, 1 and a copy of the resolution as Addendum No. 2, and

Include for Township/Road Districts Only

WHEREAS, the authority to make changes to the Township/Road District System is granted to the Highway Commissioner under Section 6-201.3 of the Illinois Highway Code and said Highway Commissioner shall attach hereto and make a part hereof a copy of a location map as Addendum No. 1, and

IT IS MUTUALLY AGREED, that this jurisdictional transfer will become effective 21 calendar days after:

(check one)

☐ Final Inspection by the State (Type)
☐ Acceptance by the State
☒ Execution of Agreement
☐ Approval of Land Conveyance
☐ Other: _____

Supplements

Additional information and/or stipulations, if any, are hereby attached and identified below as being a part of this jurisdictional transfer.

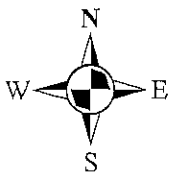
Supplement Map and County Resolution
(Insert supplement numbers of letters and page numbers, if applicable.)

IT IS FURTHER AGREED, that the provisions of this jurisdictional transfer shall be binding and inure to the benefit of the parties hereto, their successors and assigns.

Illinois Department of Transportation

Jurisdictional Transfer

State to Franklin County
Yellow Banks Road
from IL 148 westerly 0.05 miles, in its entirety



CHRISTOPHER

VICTOR ST

The Limits of the Jurisdictional Transfer

YELLOW BANKS RD

148

GANNETT RD

Jurisdiction

- State
- County
- Municipality
- Township

RESOLUTION NO. 2014- 11

WHEREAS, the County of Franklin has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases where the taxes on the same have not been paid pursuant to 35 ILCS 200 / 21-90; and

WHEREAS, pursuant to this program the County of Franklin, as trustee for the taxing districts involved, has acquired an interest in the real estate described on the attachment to this resolution; and

WHEREAS, it appears to the Franklin County Board that it would be to the best interest of the taxing districts of Franklin County to dispose of this interest in said property.

THEREFORE, the Franklin County Board recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF FRANKLIN COUNTY, ILLINOIS, that the Chairman of the Board of Franklin County, Illinois, is hereby authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate certificate of purchase, as the case may be on the following described real estate for the sums shown on the attachment and to be disbursed as shown and according to law.

Adopted by roll call vote on the 19th day of March, 2014

Randall Crocker
Chairman of the Franklin County Board

Attest:

Dave Dobill
Clerk of the Franklin County Board

INSTRUCTIONS FOR RESOLUTIONS

(Please keep this copy with packet until routing is complete)

Revised: June 2008

1) Agent mails to Committee for approval:

   a) Original resolution with appropriate disbursement checks attached to each
   b) Monthly Resolution List
   c) Cover Resolution (1st time only)

2) Committee:

   a) reviews resolutions and submits to full County Board
   b) Cover Resolution & Resolution List are presented to County Board Members in their monthly packet

3) County Board:

   a) **Dates each resolution with date of adoption or provides a copy of the Master Resolution which indicates the date of adoption.**
   b) Chairman signs each resolution
   c) County Clerk seals and attests each resolution
   d) Retains Original of each resolution and copies each executed resolutions 2 times
   e) Delivers to Treasurer the 2 copies with all checks

4) County Treasurer:

   a) signs all checks
   b) retains one copy of each resolution
   c) retains Treasurer's check(s) for deposit
   d) forwards Clerk's check (if any) to clerk
   e) returns 1 copy of each resolution with Agent, Auctioneer & Recorder checks to:
   (& if necessary any refund checks)

County Delinquent Tax Agent
ATTN: RESOLUTIONS
P. O. Box 96
Edwardsville, IL 62025

Franklin County Monthly Resolution List - March 2014

RES#	Account	Type	Account Name	Total Collected	County Clerk	Auctioneer	Recorder/ Sec of State	Agent	Treasurer
03-14-001	0913014G	SAL	BRADLEY A GRAY	662.00	0.00	6.00	56.00	350.00	250.00
			Totals	**$662.00**	**$0.00**	**$6.00**	**$56.00**	**$350.00**	**$250.00**

Clerk Fees	**$0.00**
Recorder/Sec of State Fees	**$56.00**
Total to County	**$306.00**

Committee Members

ROUTE TO TREASURER

Dear Treasurer,

Please ensure the properties listed below receive tax bills no sooner than the payable date listed. Please direct any questions to our office.

Item #	Date Sold	Purchaser	Future Taxes Due Beginning
0913014G	09/17/2013	Bradley A Gray	January 1, 2014 payable 2015
Parcel(s) Involved: 07-20-382-005			

03-14-001

RESOLUTION

No. 2014-12

0913014G

WHEREAS, The County of Franklin, as Trustee for the Taxing Districts, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

WHEREAS, Pursuant to this program, the County of Franklin, as Trustee for the Taxing Districts, has acquired an interest in the following described real estate:

BROWNING TOWNSHIP

PERMANENT PARCEL NUMBER: 07-20-382-005

As described in certificates(s) : 20100210 sold November 2010

and it appearing to the Delinquent Tax Committee that it would be to the best interest of the County to dispose of its interest in said property.

WHEREAS, Bradley A Gray, has bid $662.00 for the County's interest, such bid having been presented to the Delinquent Tax Committee at the same time it having been determined by the Delinquent Tax Committee and the Agent for the County, Joseph E. Meyer, that the County shall receive from such bid $250.00 as a return for its certificate(s) of purchase. The County Clerk shall receive $0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive $6.00 for his services and the Recorder of Deeds shall receive $56.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is $662.00.

THEREFORE, your Delinquent Tax Committee recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF FRANKLIN COUNTY, ILLINOIS, that the Chairman of the Board of Franklin County, Illinois, be authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of $250.00 to be paid to the Treasurer of Franklin County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this 19TH day of MARCH, 2014

ATTEST:

Dave Dolill
CLERK

Randall Cooke
COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

03-14-001

REQUEST FOR PROPOSAL
FOR A GUARANTEED ENERGY SAVINGS CONTRACT

Franklin County
202 West Main Street, Benton, IL 62812

1. INTRODUCTION AND BACKGROUND

The objective of this Request for Proposal (RFP) is to solicit proposals for an energy project to assist Franklin County (The County in becoming as efficient as possible through the installation of energy efficiency measures and optimal and efficient operation and maintenance of equipment. The County wishes to implement energy conservation measures on a guaranteed energy savings contract basis. This proposal may include, but is not limited to, implementation of energy equipment, repair, and modernization on a performance contracting basis as defined by the Energy Conservation and Savings Measures in the Illinois Compiled Statutes 50 ILCS 515.

Under this solicitation, it is expected that only one Energy Service Company (ESCO) will be selected to perform all of the work for The County. It is currently planned that The County will purchase, finance, and own any new equipment installed as a result of the project. It is expected that savings and/or guarantees provided by the energy service company selected pursuant to this RFP will fully offset the acquisition costs involved.

A copy of the RFP and specification can be obtained from Franklin County, 202 W. Main Street, Benton, IL 62812.

The County will evaluate all proposals, select an ESCO that best meets the needs of The County, and notify all participants of the results. The County reserves the right to accept and/or reject any proposals or parts thereof.

The County discloses that ConEdison Solutions has participated with the preparation of this RFP and has done a walkthrough of the buildings.

2. DEFINITIONS

2.1. **ENERGY CONSERVATION MEASURE (ECM),** a training program or facility alteration designed to reduce energy consumption or operating costs, and may include one or more of the following:

- Insulation of the building structure or systems within the building.
- Storm windows or doors, caulking or weather-stripping, multi-glazed windows or doors, heat absorbing or heat reflective glazed and coated window or door systems, additional glazing reductions in glass area, or other window and door system modifications that reduce energy consumption.
- Automated or computerized energy control system.
- Heating, ventilating or air conditioning system modifications or replacements.
- Replacement or modification of lighting fixtures to increase the energy efficiency of the lighting system without increasing the overall illumination of a facility, unless an increase in illumination is necessary to conform to the applicable state or local building code for the lighting system after the proposed modifications are made.

2.2. **GOVERNMENTAL UNIT**, a state government agency, department, institution, college, university, technical school, legislative body or other establishment or official of the executive, judicial or legislative branches of this state authorized by law to enter into contracts, including all local political subdivisions such as counties, municipalities, public school districts or public service or special service purpose district

2.3. **GUARANTEED ENERGY SAVINGS CONTRACT**, a contract for the implementation of one or more such measures. The contract shall provide that all payments, except obligations on termination of the contract before its expiration, are to be made over time and the energy savings are guaranteed to the extent necessary to make payments for the systems or services. Guaranteed energy savings contracts shall be considered public works contracts to the extent that they provide for capital improvements to existing facilities.

2.4. **OPERATIONAL SAVINGS**, expenses eliminated and future replacement expenditures avoided as a result of new equipment installed or services performed.

2.5. **QUALIFIED PROVIDER**, a person or business experienced in the design, implementation, and installation of energy conservation measures. The County is requiring that the firm have at least 15 years of experience in performance contracting.

2.6. **REQUEST FOR PROPOSALS**, or RFP, a negotiated procurement.

3. THE PROCUREMENT PROCESS

3.1. **SUBMISSION OF PROPOSALS**. Submitted proposals must be sealed and delivered to the office of Ms. Gayla Sink, no later than 12:00 PM (noon) on Thursday, April 17, 2014. NO EXTENSIONS WILL BE GRANTED. No email, telephone, or faxed proposals will be accepted.

A mandatory pre-proposal conference will be held on Thursday, April 3, 2014, promptly at 10:00 AM, in the Franklin County Boardroom, 3rd Floor, at the Franklin County Courthouse, Public Square, Benton, Il. All ESCOs wishing to respond to this RFP must be present at the mandatory pre-bid meeting.

3.2. **SELECTION OF AN ESCO**. The selection of an ESCO to provide energy conservation measures through a guaranteed energy savings contract will be based solely on The County's evaluation of the written information submitted in response to this RFP, and follow up interviews.

3.3. **LETTER OF INTENT**. The County may issue a Letter of Intent (LOI) to the selected ESCO upon resolution of the County Council.

3.4. **EXECUTION OF GUARANTEED ENERGY SAVINGS CONTRACT AND FINANCING DOCUMENTS**. The County will execute the guaranteed energy savings contract with the selected ESCO in accordance with Illinois Compiled Statutes 50 ILCS 515.

3.5. **PROPOSAL TECHNICAL QUESTIONS**. Questions concerning the technical specifications relative to this proposal package should be directed in writing to:

Ms. Gayla Sink
202 W. Main Street
Benton, IL 62812
gaylasink@franklincountyil.org

3.6. TIMETABLE FOR PROCESS

ACTION	DATE
Issuance of RFP	March 28, 2014
Submission of Proposals	April 17, 2014
Selection of ESCO	TBD
Letter of Intent Delivered to Selected ESCO	TBD
Investment Grade Audit	TBD
Execution of Contract and Financing Documents	TBD

4. PROCEDURES

4.1. PROPOSAL REQUIREMENTS

4.1.1. Interested parties are to respond with sealed proposals (1 original and 6 copies) for a guaranteed energy savings contract. Proposals should be marked "RFP for Guaranteed Energy Savings Contract."

4.1.2. Proposals are to be prepared simply, providing straight forward and concise answers to all questions in the format requested. Repetitions of the terms and conditions of this proposal request, without additional explanation, will not be considered sufficiently responsive. The proposal document should respond completely to the requirements indicated in this request.

4.1.3. Proposals must be received on or before the time and date specified at the location noted below:

Franklin County
202 W. Main Street
Benton, IL 62812
Deadline: 12:00 PM (noon) on Thursday, April 17, 2014

4.1.4. Proposals received after the time and date specified, whether delivered or mailed, will not be considered. No incomplete proposals will be considered. Proposers must answer all questions and complete any forms requested.

4.1.5. Proposal information is restricted and not publicly available until after the award of the contract.

4.1.6. All submissions become the property of The County and will not be returned to the proposer.

4.1.7. Prevailing Wages shall apply to any and all work performed under this RFP.

4.1.8. The successful ESCO will be required to provide a performance bond. Proposers shall acknowledge their capabilities to provide a performance bond of the total construction costs at the time the contract documents are signed.

4.2. PREPARATION OF PROPOSALS

4.2.1. Proposers are expected to examine any information and instructions included in the proposal package. Failure to do so will be at the bidder's risk.

4.2.2. Receipt of amendments/addendum by bidders must be acknowledged by the time of the proposal opening. Addendums received prior to proposal submittal should be acknowledged in the appropriated space on the proposal document. Addendums received after proposal submittal should be acknowledged by email to Ms. Gayla Sink (gaylasink@franklincountyil.org)

4.3. MODIFICATION OR WITHDRAWAL OF PROPOSALS

A response to proposal that is in the possession of The County may be withdrawn by the proposer in person or by written request up to the time of the proposal opening. Responses to proposals may not be withdrawn after the opening.

4.4. INTERPRETATIONS

No oral interpretations will be made for proposers as to the meaning of the RFP. Request for interpretations to the meaning of the RFP must be made in writing to The County no later than 12:00 PM (noon) on Wednesday, April 9, 2014. Failure on the part of the successful proposer to do so shall not relieve him/her of the obligations to execute such services in accordance with a later interpretation by The County. All interpretations made to the proposers will be issued in the form of addenda to the RFP and will be sent to all proposers. Such addenda are to be covered in the proposal and in closing the contract, they become a part thereof.

4.5. CONFIDENTIAL INFORMATION

4.5.1. It is to be understood that proposals made in response to this RFP may contain technical, financial, or other data, the public disclosure of which would cause substantial injury to the proposer's competitive position or that would constitute a trade secret. To protect this data from disclosure, the proposer should specifically identify the pages of the proposal that contain such information by properly marking the applicable pages and by inserting the following notice in the form of its proposal.

Notice The data on page _____ of this proposal identified by an asterisk (*) or marked along the margin with a vertical line, contain information which are trade secrets, disclosure of which would cause substantial injury to the proposer's competitive position. The proposer requests that such data be used only for the evaluation of its proposal, but understands the disclosure will be limited to the extent that Franklin County determines is proper under federal, state and local law.

4.5.2. The County assumes no responsibility for disclosure or use of unmarked data. In the event properly marked data is legally requested, the proposer will be advised of the request and may expeditiously submit to The County a detailed statement indicating the reasons it has for believing that the information is exempt from disclosure under federal, state, and local law. The statement will be used by The County in making its determination as to whether or not disclosure is proper under federal, state, and local law. The County will exercise care in applying this confidentiality standard, but will not be held liable for any damage or injury that may result from any disclosure that may occur. Proposer agrees to assume and pay for all costs incurred by The County, including attorney's fees, awarded by the court if the proposer requests The County to resist disclosure of material provided to The County by the proposer, provided The County determines that said material is exempt under federal, state or local law.

5. MINIMUM PROPOSER(S) ELIGIBILITY REQUIREMENTS

5.1. The County will only consider proposals from qualified ESCOs. Each responder must submit documentation of their accreditation by the National Association of Energy Service Companies (NAESCO) as an energy services provider (ESP). Non-accredited firms will not meet the minimum eligibility requirements for this RFP.

6. AWARD

6.1. A contract may be awarded to the firm The County determines submitted the best proposal complying with the requirements of the RFP. The selected ESCO will be notified at the earliest practical date. The county reserves the right not to enter into a contract and each proposer agrees that there is no guarantee that a contract will be awarded at the conclusion of the review of proposals.

6.2. The County hereby notifies all proposers that minority business enterprises will be afforded full opportunity to submit proposals in response to this request and will not be discriminated against on the grounds of race, religion, color, sex, national origin, or ancestry in consideration of an award. Proposer hereby agrees that should proposer be awarded this contract, proposer will not discriminate against any person who performs work there under because of race, religion, color, sex, national origin, or ancestry.

6.3. The County reserves the right to reject any or all proposals, to waive any informalities or technical defects in proposals.

7. SCOPE OF SERVICES REQUESTED

7.1. The County is seeking to establish the specific qualifications of the responding ESCOs to provide the comprehensive array of energy services required to deliver a comprehensive guaranteed energy savings project. These services may include, but are not limited to:

- Performance of an investment grade energy audit and analysis
- Design and specification of equipment and systems to be used in providing energy efficiency improvements
- Services associated with the procurement of new equipment
- Project management of the installation
- System commissioning
- Training of facility, custodial, and administrative staff on energy efficient practices
- Services in connection with arranging financing for the project
- Measurement and verification of energy savings
- Energy savings guarantee

8. EVALUATION CRITERIA

The County will award a contract to the ESCO with the most responsive proposal, which in the judgment of The County best meets its needs. The criteria for making this evaluation will be based on the following 100% scale:

Executive Summary	20%
Experience & Qualifications	20%
Technical Approach & Facility Solutions	20%
Project Management	20%
Financial Approach & Guarantee	20%
Total Points in Scale	**100%**

9. REQUIREMENTS FOR PROPOSAL CONTENTS

9.1. EXECUTIVE SUMMARY

9.2. EXPERIENCE AND QUALIFICATIONS

Provide information that describes your firm's experience with energy services and performance contracts most closely associated with the services requested in this RFP. The firm's experience summary should include the following information:

9.2.1. Firm, address, personal contacts

9.2.2. Company history (years in business, organizational structure, parent company, etc.)

9.2.3. Ownership structure

9.2.4. Documentation of accreditation by the National Association of Energy Service Companies as a full service Energy Service Provider (ESP).

9.2.5. Company organizational chart

9.2.6. Information regarding the capabilities and experience of people who will be assigned to this project. Identify specifically which of these people are currently in the full-time employment of your company. Describe the role that each of these people would play in performing the contract. ESCO must have LEED-AP and professional engineers on their staff.

9.2.7. Provide professional resumes for key people. Indicate the past projects worked on, education and professional licensing of each person as it may relate to this project.

9.2.8. A five-year summary of contracts for guaranteed energy savings contract services.

9.2.9. A list of government and municipalities projects completed by firm.

9.2.10. Provide a minimum of five complete project references. Project references are to be from projects completed under contract with the responding ESCO.

9.2.11. Provide a list of all litigation involving guaranteed energy savings contracts the company has been part of during the last seven years. Provide a brief summary of the facts and issues involved in each matter

9.2.12. Other pertinent information on Experience or Qualifications

10. TECHNICAL APPROACH & FACILITY SOLUTIONS

10.1. Approach to identifying, evaluating, recommending, and designing facilities improvements. Preference will be given to the ESCO that demonstrates an understanding of the existing building conditions, systems, operations, and schedules.

10.2. Approach to equipment selection

10.3. Describe your firm's subcontracting process

11. PROJECT MANAGEMENT

11.1. Clear assignment of responsibility for various project tasks to specific individuals. Project Manager(s) must be full-time company employee(s) and have over 15-years professional experience.

11.2. Ability to manage the construction processes and effectively communicate ongoing progress with The County.

11.3. Ability to plan and complete all phases of the project on schedule and in a manner that does not unnecessarily interrupt the facilities' occupants.

11.4. Ability to coordinate project construction with local utilities, subcontractors, equipment suppliers, and facility personnel.

11.5. Ability to provide a schedule of project milestones, which will become part of the final contract.

12. FINANCIAL APPROACH AND GUARANTEE

12.1. Demonstrated ability to provide or coordinate project financing.

12.2. Financial soundness and stability of the ESCO. Provide a copy of firm's most recent audited financial report.

12.3. Provisions for the reimbursement to The County of any shortfall of guaranteed energy savings projected in the contract.

12.4. Ability to provide a sufficient bond to The County for the installation and faithful performance of all the measures included in the guaranteed energy savings contract.

12.5. Ability to provide insurance coverage for all phases of the project.

AGREEMENT NO. 2014-09

SUB-RECIPIENT AGREEMENT
(Revised 3-19-2014)
FRANKLIN COUNTY BOARD
COUNTY TOURISM FUND

THIS AGREEMENT is entered into this 21st day of January 2014, by the Franklin County Board herein referred to as the "County" and the Rend Lake Tourism Council, a non-profit corporation herein referred to as the "Sub-recipient".

WITNESSETH THAT:

WHEREAS, County ordinance No. 99-04, passed October 19, 1999, imposes a tax of five percent (5%) on gross rental receipts on rooms in hotels or motels not rented to "permanent residents" as defined in the "Hotel Operators' Occupation Tax Act," and

WHEREAS, proceeds resulting from the imposition of the tax shall be expended by the County solely to promote tourism, conventions, exhibitions, theatrical, sports and cultural activities within the county or otherwise to attract non-resident overnight visitors to the County, and

WHEREAS, the County desires to subgrant the tourism tax proceeds to the Sub-recipient and engage the Sub-recipient to promote tourism on the County's behalf, and

WHEREAS, the County has required the Sub-recipient to enter into this Sub-recipient Agreement specifying the terms and conditions of the County's delegation of certain responsibilities to the Sub-recipient.

NOW, THEREFORE, in consideration of the mutual covenants and conditions set out in this agreement, the parties agree as follows:

A. **SPECIAL PROVISIONS**. The County agrees, under the terms and conditions of this Agreement, to sub-grant tourism tax proceeds for tourism promotion purposes to the Sub-recipient.

B. **INDEPENDENT SUB-RECIPIENT**. It is understood by the parties hereto that the Sub-recipient is an independent sub-recipient and that neither its principals nor its employees (if any) are employees of the County for purposes of tax, retirement system, or social security (FICA) withholding. It is furthermore understood that the Sub-recipient has obtained, or will obtain, and will maintain at its expense for the duration of this agreement, coverage in a liability insurance plan and worker's compensation plan (if necessary) for its principals and employees (if any) for the services to be performed hereunder.

C. **SCOPE OF SERVICES**. The Sub-recipient will perform the following services: promote tourism; conventions; exhibitions; and theatrical, sports

and cultural activities within the county or otherwise to attract non-resident overnight visitors to the County.

a. During the term of this agreement, the Sub-recipient will maintain reasonable records of its performance under this Agreement in a manner consistent with generally accepted accounting principles. The Sub-recipient will allow the County or their authorized representatives access to these records at any time during normal business hours. At the request of the County, the Sub-recipient will submit to the County, in the format prescribed by the County, status reports on its performance under this agreement.

b. If the Sub-recipient ceases to exist or an Event of Default occurs, all tourism tax funding on hand and accounts or notes receivable related to this agreement will revert to the County.

D. **DURATION OF AGREEMENT.** This Agreement will become effective upon authorization by the County and the Sub-recipient. The initial term of said agreement is for a period of 5 years and may be renewed by the parties by written agreement signed by both parties.

E. **TERMINATION:** That either party may terminate this agreement at any time, with or without cause, by providing 30 days written notice to the other party. Upon receiving said written notice, no additional expenditures of the county tax money shall be authorized without written agreement to the contrary signed by both parties. All tourism tax money held by the Rend Lake Tourism Council shall be returned to the county within 14 days after the expiration of the 30 day notice period.

F. **ADMINISTRATION.**

a. For the purpose of implementing this agreement, the County shall be responsible for appointing the members of the Sub-recipient's board of directors. The appointments shall be made by the chairman of the County Board. The Sub-recipient's board shall consist of eleven members. The eleven will consist of 1 resident from each of the county's three county board districts, and eight at-large members from Franklin County.

b. The Sub-recipient will comply with all applicable federal and state statutes and regulations.

c. The Sub-recipient shall submit an annual financial report to the County at the January board meeting of the Franklin County Board.

d. The Sub-recipient shall submit a quarterly activities report to the County at the January, April, July, and October board meetings of the Franklin County Board.

G. **PAYMENT.** It is expressly agreed and understood that the total amount to be paid annually by the County under this agreement shall not exceed the annual appropriation itemized in the Franklin County Budget under account number 26/00430000. The county is not obligated to disperse all of the county's hotel/bed tax money to the Rend Lake Tourism Council and may choose to disperse money for the promotion of tourism in accordance with the ordinance and state statutes to other entities or persons.

H. **TRAVEL.** The Sub-recipient shall adhere as closely as possible to the County's written travel policy.

a. The Sub-recipient shall receive written approval from the County for any travel outside the State of Illinois or the State of Missouri. Travel within the State of Illinois or the State of Missouri shall not require approval of the County.

b. The Sub-recipient may reimburse its employees or agents for travel at a rate not to exceed the rate approved by the County for official purposes.

c. The Sub-recipient shall not reimburse its employees or agents for the purchase of alcohol under any circumstances.

I. **PROHIBITED ACTIVITIES**. The Sub-recipient is prohibited from using funds provided herein or personnel employed in the administration of the program for: political activities, lobbying, political patronage, and nepotism activities.

J. **PROCUREMENT.** The Sub-recipient shall comply with current County policy concerning the purchase of equipment and shall maintain inventory records of all non-expendable personal property as defined by such policy as may be procured with funds provided herein. All program assets purchased with tourism tax proceeds shall revert to the County upon termination of this agreement.

K. **REPORTS AND INFORMATION.** The Sub-recipient shall maintain accounts and records including personnel, property and financial records, adequate to identify and account for all costs pertaining to this Agreement and other such records as may be deemed necessary by the County to assure proper accounting for all project funds. These records will be made available for audit purposes to the County or its authorized representative, and will be retained for three years after receipt of final payment for the services

rendered under this Agreement unless permission to destroy them is granted by the County.

L. **INDEMNIFICATION.** The Sub-recipient waives any and all claims and recourse against the County, including the right of contribution or damage to person or property arising from, growing out of, or in any way connected with or incidental to the Sub-recipient's performance of this Agreement, except claims arising from the concurrent or sole negligence of the County or its officers, agents, or employees. The Sub-recipient will indemnify, hold harmless, and defend the County against any and all claims, demands, damages, costs, expenses, or liability arising out of the Sub-recipient's performance of this Agreement except for liability arising out of the concurrent or sole negligence of the County or its officers, agents, or employees.

M. **ASSIGNABILITY.** The Sub-recipient shall not assign or transfer any interest in this Agreement without the prior written consent of the County.

N. **SEVERABILITY.** If any provision of the Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

O. **DEFAULT/IMMEDIATE TERMINATION OF AGREEMENT.** If any of the following events occur, the County may, in its sole discretion, declare such event a default under this Agreement:

a. Any representation or warranty made by the Sub-recipient in this Agreement or in any request or certificate or other information furnished to the County under this agreement proves to have been incorrect in any material respect; or

b. The Sub-recipient fails in any material respect to carry out its obligations under this Agreement; or

c. Ineffective or improper use of funds provided under this Agreement;

d. The County determines that the performance of the Sub-recipient is failing to meet the desired goals of the county in relation to tourism promotion.

If the Sub-recipient fails to perform any of its duties under this Agreement or if any event of default occurs, the County may declare the Sub-recipient to be in default and thereafter give the Sub-recipient written notice setting forth the action or inaction which constitutes the default and giving the Sub-recipient 45 days in which to correct the default. If the Sub-recipient fails to correct the default within 45 days receipt of this notice, the County may notify the Sub-recipient in writing that the agreement is null and void, and all tourism tax

funding on hand and accounts or notes receivable related to this agreement will revert to the County.

It is agreed by the parties that that the provisions of this Agreement provide for reasonable and sufficient notice to be given to the Sub-recipient in the case of the Sub-recipient's failure to comply with any of its covenants and that this notice is sufficient for the Sub-recipient to rectify its actions or inactions of default.

The waiver by the County of any default by the Sub-recipient does not constitute a waiver of a continuing breach or a waiver of a subsequent breach. Any agreement contrary to this Agreement is not binding upon either party unless it is in writing and signed by both parties.

P. **CHOICE OF REMEDY:** These remedies described herein are cumulative and the County may choose to terminate said agreement at any time as described herein, without cause or without default by the Rend Lake Tourism Council.

Q. **CONSTRUCTION AND VENUE.** This agreement will be construed under, and governed by laws of the State of Illinois. The County and the Sub-recipient agree that performance of the Agreement is in the County of Franklin, State of Illinois and that in the event of litigation concerning it, venue is in the Circuit Court of the 2nd Judicial Circuit in and for the County of Franklin, Illinois.

This Sub-recipient Agreement has been approved by the County and the Sub-recipient.

IN WITNESS THEREOF, the parties hereto have caused this Agreement to be executed.

Randall Crocker

Randall Crocker, Chairman
Franklin County Board

3/19/14
Date

Attest: Dave Dobell

Keith Thomas

President
Rend Lake Tourism Council

4/17/2014
Date

Attest:

TO: All Chief Deputies & Jail Administrators

FROM: Sheriff Mike Emery, ISA Chairman Training Committee

DATE: January 20, 2014

The Illinois Sheriffs' Association will be hosting a Sheriffs' Chief Deputy and Jail Administrators Conference in Springfield at the President Abraham Lincoln Hotel by Doubletree on March 26-28, 2014.

The registration fee of $350 (**made payable to the Illinois Sheriffs' Association**) will cover two nights lodging (March 26 & 27) lunch & dinner on Wednesday & lunch on Thursday. If you are planning on arriving on Tuesday the additional room night would be $ 70.00 plus tax. You must include a Credit Card number on your registration form ONLY if you are staying an extra night. Dress attire for all events will be casual.

Registration will open at 10:30 a.m. on Wednesday, March 26th. The hospitality room will again be hosted by Michael O'Herron, Larry Frederick & Dan Yara of Ray O'Herron Company.

Included in this packet you will find a preliminary agenda, a registration form for the conference and registration form for overnight accommodations. **These should be sent directly to the ISA office. Hotel check in time is 4:00 p.m. and check out time is 11:00 a.m.**

If you have any questions please call Teri Schroeder at the ISA office (217) 753-2372. Thank you and we look forward to seeing you in Springfield.

THE ISA WILL MAKE ALL HOTEL RESERVATIONS FOR ATTENDEES. PLEASE SEND YOUR HOTEL RESERVATION FORM WITH YOUR CONFERENCE REGISTRATION FORM TO THE ISA OFFICE.

Registration deadline is MONDAY, MARCH 3RD!!
Please fax/email both your hotel reservations and your conference registration forms to the ISA. 217-753-2405
Email: TeriS@ilsheriff.org

JOHN GULLEY, FRANKLIN COUNTY TREASURER
PO BOX 967
100 PUBLIC SQUARE
BENTON, IL 62812

PAMELA J. SMITH - CHIEF DEPUTY • GLENDA DOYLE, TERI CONAWAY, AMY SILEVEN - DEPUTIES

February 18, 2014

To: Randall Crocker, Chairman
Franklin County Board

From: John Gulley
Franklin County Treasurer

Re: Travel to Illinois Association of County Officials Spring Conference

Please allow this memo to serve as my formal request for permission to receive travel reimbursement to the Illinois Association of County Officials Spring Conference in Springfield, Illinois. The conference will be held April 28-30, 2014. As vice-president of the Illinois County Treasurers' Association and chairman of our organization's legislative committee, I will be meeting with fellow county officials, legislators, and our association's lobbyist to discuss legislative items that affect all aspects of county government.

The cost of attending the conference—including conference registration, hotel accommodations, and mileage—will be approximately $530.00.

Thank you in advance for your consideration.

(618) 438-7311 • (618) 438-3510 (FAX) • JGULLEY@FRANKLINCOUNTYIL.ORG

Cynthia K. Humm, CIAO/I
Franklin County Supervisor of Assessments
202 West Main
Benton, IL 62812
618-439-0231

Travel Request

I am requesting to attend the Illinois County Officials Conference to be held April 27-30 in Springfield. Expenses would include 3 nights at $89 per night at the conference hotel plus mileage. There is also a $160 conference fee to attend.

I am also asking to attend a Department of Revenue class on May 1 in Springfield. This class would go toward my continuing education requirement. It would include one night stay plus mileage.

Thank you for your consideration.

Cindy

OFFICIAL IACO 2014 SPRING CONFERENCE REGISTRATION FORM

April 28-30, 2014 • Hilton Downtown Hotel • Springfield, Illinois

Attendee Name: _____

Do you plan to attend the Recognition Luncheon on Monday? ❑ Yes ❑ No ❑ Unsure
(There is no additional cost to attend the banquet, however, we are trying to secure a more accurate count for that function prior to the conference. Please let us know whether or not you plan to attend). Thank you.

First Name for Badge _____

Title/Office (e.g. Coroner/Auditor) _____

County/Jurisdiction (e.g. Lee County): _____

Address: _____

City/State/Zip: _____

Phone: (____) _____ Fax: (____) _____

E-mail: _____

Will register online

Affiliate Organization:

EVERYONE IS REQUIRED TO REGISTER FOR THE CONFERENCE - A NAMEBADGE WILL BE REQUIRED FOR ADMITTANCE TO ALL MEETINGS

- ❑ Auditor
- ❑ Board of Review
- ❑ Coroner
- ❑ County Board Member
- ❑ County Clerk
- ❑ County Engineer
- ❑ Circuit Court Clerk
- ❑ Election Commission
- ❑ Recorder
- ❑ Reg. Superintendent
- ❑ Sheriff
- ❑ State's Attorney
- ❑ Sup. of Assessments
- ❑ Treasurer
- ❑ Veterans Assist. Commission
- ❑ Zoning Official

THIS REGISTRATION FORM IS FOR COUNTY OFFICIALS AND THEIR STAFF/GUESTS. VENDORS MUST USE THE VENDOR/EXHIBITOR REGISTRATION FORM WHICH CAN BE FOUND AT WWW.IACOONLINE.ORG.

Hotel Reservations:

YOU ARE RESPONSIBLE FOR MAKING YOUR OWN HOTEL RESERVATIONS. Please use the IACO GROUP BOOKING CODE COO when making your reservations. The hotel will provide you with a confirmation number when you make your reservation. The hotel rates shown below do not include applicable tax.

Hilton Downtown Hotel - (217) 789-1530
1-800-HILTONS (1-800-445-8667) - Use booking code: COO
http://www.hilton.com/en/hi/groups/personalized/S/SPFSHHF-COO-20140426/index.jhtml?WT.mc_id=POG

Rate: $89 plus current tax of 12% *(tax subject to change)*
Self-Parking is complimentary for those staying at the Hilton.
Rates are per night King or Double (1-2 people)
Reservation cut-off date: 4/5/2014

How to Register for the Conference:

On-line Registration at **www.iacoonline.org** is now available. Or, you can mail your registration form with payment. The early-bird registration deadline is April 15. Payment must accompany registration.

Cancellation Policy: Conference registrations made and not cancelled will be billed. Cancellations must be made in writing on or before April 15 to receive a refund. All refunds will be made via a check mailed to the attendee after the conference. Refunds will be issued less $25 processing fee. Cancellations should be sent to the Conference Registrar at the address listed below or e-mail to tkcps@comcast.net or fax to (217) 529-7178.

Please make check payable to IACO and mail to:

NOTE: NEW ADDRESS

IL Assn. County Officials Conference Registrar
P.O. Box 257 - Carterville, IL 62918
Phone: (217) 585-9065 Fax: (217) 529-7178

Payment Information: The Conference Registration Fee is $180, but register before April 15th and receive the Early Bird Rate of $160.

	Early Bird	After April 15
❑ County Official	$160	$180
❑ Tuesday Only*	$90	$115
❑ Spouse	$60	$90

Spouse Name: _____

Total enclosed: _____

❑ I have enclosed a check for my registration

❑ Please charge my credit card for my registration

Card Type: ❑ Mastercard ❑ Visa ❑ American Express ❑ Discover

Payment will be debited at time of submission.

Card Number: _____

Exp. Date: _____ Card Billing Zipcode: _____

Name on Card: _____

Signature: _____

***Tuesday Only Registration includes breaks, exhibit hall, Affiliate Meeting and Tuesday evening Reception**

We have added the option of registering for just the Tuesday events of the conference. It is critical that everyone attending the conference register and pay a registration fee. We have added the Tuesday Only option for county officials and their deputies/staff that attend on Tuesday only.

We hope adding this option will encourage EVERYONE to register for the conference. Thank you for your cooperation.

IACO 4th Annual Bill Foster Memorial Golf Outing

When: April 27, 2014

Agenda: Registration begins at 11:00 a.m.
Lunch: 11:30 a.m. - 12:30 p.m.
Chipping/Putting Contest: 11:30 a.m.
Shotgun Start: 12:15 p.m.
Dinner at Clubhouse 5:30 p.m.

Where: Piper Glen Golf Course - 7112 Piper Glen Drive, Springfield
Visit www.piperglen.com for more information and directions.

Format: 4-Person Scramble Golf Outing & Dinner. IACO will be responsible for organizing foursomes unless specified. Golf is limited to the first 144 golfers so register today!

Dress Code: You must wear a collared shirt! A strict dress code is enforced.

Golf Fees: $75 per golfer (includes cart, greens fee, drinks, lunch, dinner & prizes)

Dinner: Refreshments and dinner are provided by the generosity of our sponsors.
Conference participants are invited to join us in the clubhouse for dinner at 5:30 PM.

Awards: Team and individual prizes will be awarded. Affiliate teams will compete for the traveling trophy.

Sponsor fees help to cover the expense of the course beverages, dinner, prizes and other outing expenses for the attendees. Sponsorship does not include golf!

Sponsorship Opportunities

- ❑ Hole/Affiliate Sponsors ($150)
  Sponsors will have the ability to set a table on a hole and sponsor a golf game. Feel free to get creative.
- ❑ Lunch Sponsor ($500)
- ❑ Beverage Sponsor ($500)
- ❑ Dinner Sponsor ($500)

Door Prizes:

❑ Yes, I will bring a door prize(s). Quantity: _____

Description of prize(s): _____

_____

Questions? Contact Tamiko Kinkade at
Phone: (217) 585-9065 – Email: tk@tkcpsolutions.com
or, Scott LePenske, Golf Outing Chairman
at Phone 630-761-0951 scott@bruceharris.com

Please make checks payable to IACO and return to:

NEW ADDRESS

IL Association of County Officials
P.O. Box 257
Carterville, IL 62918

Please print all information clearly.

The following person is responsible for our team.

Team Coordinator Name: _____

Company: _____

Address: _____

City, State, Zip: _____

Phone: _____

Email: _____

Player #1 Name: _____

Player #2 Name: _____

Player #3 Name: _____

Player #4 Name: _____

Is this an Affiliate Team competing for trophy? ❑ Yes ❑ No

If Yes, Affiliate Organization: _____

❑ Enclosed is our check to cover the following:

____ Number of Golfers - $75 each $_____

____ Sponsorship Amount* $_____

Total Enclosed: $_____

April 29

HOMESTUDY AND COURSE EXAMINATIONS
Springfield **Illinois Department of Revenue**

Please be advised that registration for homestudy examinations will close one week prior to the examination date. Any late registrations will be processed for the next available course date at the Department of Revenue.

May 1

001-504 (II AS) OVERVIEW OF RESIDENTIAL ASSESSMENT PRACTICES
Springfield **Drury Inn, 3180 S Dirksen Parkway**

Date Change from May 2 to May 1

Note: This course is a Department House course available to anyone for 7.50 hours of SEMINAR credit.

Students will learn mass appraisal fundamentals using the new Residential sections of the department's appraisal publications. A brief review of course I-A Introduction to Residential Assessment Practices is followed by a discussion of complex residential properties. This course may be used for continuing education credit.
Prerequisite: None.
Format: Traditional classroom — **1 day.**
Department House — 7.50 hours SEMINAR credit

May 5

HOMESTUDY AND COURSE EXAMINATIONS
Springfield **Illinois Department of Revenue**

Please be advised that registration for homestudy examinations will close one week prior to the examination date. Any late registrations will be processed for the next available course date at the Department of Revenue.

May 7-8-9

001-034 (I-T) TOWNSHIP ASSESSOR — INTRODUCTORY COURSE (A-1)
Springfield **Drury Inn, 3180 S Dirksen Parkway**

This course is designed for those assessors who are not required by statute to have a designation and applicable maintenance, but who are required to complete an introductory course to qualify for office. The course covers assessment practices, duties, and responsibilities of township assessors, and the statutory authority to perform duties. Currently, it is the only course offered that can be used to meet this requirement. Individuals who have successfully completed this course or Course I-T (001-027), Township Assessor – Introductory Course (also known as Introductory Course for Township Assessors), do not need to repeat this course to qualify. This course may also be used for continuing education credit by students who have already received their CIAO designation. Individuals, who need this course to qualify, need to successfully complete this course one time during their assessing careers.

Prerequisite: None.
Format: Traditional classroom — 2 ½ days, and homestudy.
Qualifying course or Level 1, Administration — 15 hours exam credit

May 14-15-16

001-805 (I M) Intro to Mapping for Assessors* (L-1)
Wheaton DuPage County Government Center

Students receive a basic, working knowledge of mapping. Mapping terminology, math for mapping purposes, land measurements, legal descriptions, computerized mapping and geographic information systems, aerial photography, soil maps, and the property index number and its relationship to the rectangular survey system are also covered. This course may be used as an elective for CIAO qualification or for continuing education credit. Individuals who have successfully completed this course or Course I-M (001-017), Introduction to Mapping for Assessors (also known as Mapping for Assessors), may not repeat this course as an elective for CIAO qualification or for continuing education credit.
Prerequisite: None.
Format: Traditional classroom — 2 ½ days and home study.
Level 1, Land – 15 hours exam credit

May 20-21-22

001-807 (I B) Intro to Commercial Assessment Practices* (C-1)
Chicago Cook County Building

Registration closed;

CLASS FULL

Students are introduced to mass appraisal fundamentals using the Commercial and Industrial sections of the department's appraisal publications. Topics include mass appraisal theory, market or sales comparison approach to value, cost approach to value, income approach to value, and the use of property record cards. This course may be used as an elective for CIAO qualification or for continuing education credit. Individuals who have successfully completed the previous I-B courses 001-802 or 001-012 (offered prior to September 2010) may take this course (001-807) for continuing education exam credit. Individuals who have successfully completed this course may not repeat it as an elective for CIAO qualification or for continuing education credit.
Prerequisite: None.
Format: Traditional classroom — 2 ½ days and home study.
Level 1, Commercial — 15 hours exam credit

May 28

001-504 (II AS) OVERVIEW OF RESIDENTIAL ASSESSMENT PRACTICES
Springfield Drury Inn, 3180 S Dirksen Parkway

New class listing

Note: This course is a Department House course available to anyone for 7.50 hours of SEMINAR credit.

Students will learn mass appraisal fundamentals using the new Residential sections of the department's appraisal publications. A brief review of course I-A Introduction to Residential Assessment Practices is followed by a discussion of complex residential properties. This course may be used for continuing education credit.
Prerequisite: None.
Format: Traditional classroom — **1 day**.
Department House — 7.50 hours SEMINAR credit

Gayla Sink

From: bsandusky@franklincosa.com
Sent: Monday, March 17, 2014 8:12 AM
To: gaylasink@franklincountyil.org
Subject: Travel Request

Gayla,

I spoke with you on March 7, 2014 and requested you put a travel request on the agenda. The following are the amounts I am requesting to expend for travel to a conference in Dallas, Texas. The conference is March 30, 2014 to April 2, 2014. All funding will come from Victim Services money and no county funds will be used to attend this conference.

Airfare from St. Louis, Mo to Dallas, TX	$400.00
Motel	$640.00
Per Diem (per GSA rates)	$207.00
Ground transportation fees	$234.00
Total	$1481.00

Thank you for your help with this matter. If there is anything further please let me know .

Sincerely,

Beth Sandusky

Dave Dobill
Franklin County Clerk
P.O. Box 607
Benton, Illinois 62812
Phone (618) 438-3221

March 19, 2014

Franklin County Board
Benton, IL 62812

RE: Travel expenses for the County Clerk

I respectfully request that the County Board approve my travel expenses to the Illinois Association of County Clerks and Recorders conference in Springield on April the 28th thru 30th. The amount of reimbursement will be $500.00 for registration fee, mileage to and from Springfield and two nights lodging.

If you have any questions, please let me know.

Respectfully submitted,

Dave Dobill

Dave Dobill, Franklin County Clerk

cc: File

(9)

Gayla Sink

From: Brian Wyant <wyant66@yahoo.com>
Sent: Wednesday, March 12, 2014 1:29 PM
To: gaylasink@franklincountyil.org
Subject: Fw: copy paper

>
>
> > Gayla,
> >
> > This letter is to inform the Franklin County Board of
> a
> > small increase in the price for your letter size copy paper. We
> > have tried every avenue to keep cost as
> low
> > as possible, but at this time we have to raise the
> price
> > from 31.14 to 32.44 per case. We will be able to continue with the
> > same deliver as needed format with
> this
> > small increase. We hope to continue with this arrangement and will
> > do our best to keep your paper
> price as
> > low as we can.
> >
> > Thanks,
> >
> > Brian Wyant
> > Heartland Office Supply
> > 111 Lawrence St.
> > Benton, IL 62812
> > 618-435-4264
> > wyant66@yahoo.com
> >
>

AGREEMENT No. 2014-10

SUB-RECIPIENT AGREEMENT

FRANKLIN COUNTY BOARD
CASA FUND

THIS AGREEMENT is entered into this 19th day of March 2014, by the Franklin County Board herein referred to as the "County" and Franklin County CASA, a non-profit corporation herein referred to as the "Sub-recipient".

WITNESSETH THAT:

WHEREAS, county resolution No. 2013-60, passed on November 13, 2013, assesses a fee of $20.00 to be paid by defendants on a judgment of guilty or a grant of supervision for a felony; for a Class A, Class B, or Class C misdemeanor; for a petty offense; and for a business offense; where a court appearance is required, and

WHEREAS, this fee is to be collected by the clerk of the circuit court and deposited into an account for the operations of the Court Appointed Special Advocates (CASA), and

WHEREAS, the County desires to subgrant the Court Appointed Special Advocates (CASA) fee to the Sub-recipient and engage the Sub-recipient to provide services on the County's behalf, and

WHEREAS, the County has required the Sub-recipient to enter into this Sub-recipient Agreement specifying the terms and conditions of the County's delegation of certain responsibilities to the Sub-recipient.

NOW, THEREFORE, in consideration of the mutual covenants and conditions set out in this agreement, the parties agree as follows:

A. **SPECIAL PROVISIONS**. The County agrees, under the terms and conditions of this Agreement, to sub-grant CASA fee proceeds to the Sub-recipient.

B. **INDEPENDENT SUB-RECIPIENT**. It is understood by the parties hereto that the Sub-recipient is an independent sub-recipient and that neither its principals nor its employees (if any) are employees of the County for purposes of tax, retirement system, or social security (FICA) withholding. It is furthermore understood that the Sub-recipient has obtained, or will obtain, and will maintain at its expense for the duration of this agreement, coverage in a liability insurance plan and worker's compensation plan (if necessary) for its principals and employees (if any) for the services to be performed hereunder.

C. **SCOPE OF SERVICES**. The Sub-recipient will perform the following services: advocate on behalf of the best interest of abused and neglected juveniles in the Franklin County court system.

a. During the term of this agreement, the Sub-recipient will maintain reasonable records of its performance under this Agreement in a manner consistent with generally accepted accounting principles. The Sub-recipient will allow the County or their authorized representatives access to these records at any time during normal business hours. At the request of the County, the Sub-recipient will submit to the County, in the format prescribed by the County, status reports on its performance under this agreement.

b. If the Sub-recipient ceases to exist or an Event of Default occurs, all CASA fee funding on hand and accounts or notes receivable related to this agreement will revert to the County.

D. **DURATION OF AGREEMENT.** This Agreement will become effective upon authorization by the County and the Sub-recipient. The initial term of said agreement is for a period of 5 years and may be renewed by the parties by written agreement signed by both parties.

E. **TERMINATION:** That either party may terminate this agreement at any time, with or without cause, by providing 30 days written notice to the other party. Upon receiving said written notice, no additional expenditures of the county tax money shall be authorized without written agreement to the contrary signed by both parties. All CASA fee money held by the Franklin County CASA shall be returned to the county within 14 days after the expiration of the 30 day notice period.

F. **ADMINISTRATION.**

a. The Sub-recipient will comply with all applicable federal and state statutes and regulations.

b. The Sub-recipient shall submit an annual financial report to the County at the January board meeting of the Franklin County Board.

c. The Sub-recipient shall submit a quarterly activities report to the County at the January, April, July, and October board meetings of the Franklin County Board.

G. **PAYMENT.** It is expressly agreed and understood that the total amount to be paid annually by the County under this agreement shall not exceed the annual amount collected by the clerk of the circuit court.

H. **PROHIBITED ACTIVITIES**. The Sub-recipient is prohibited from using funds provided herein or personnel employed in the administration of the program for: political activities, lobbying, political patronage, and nepotism activities.

I. **REPORTS AND INFORMATION.** The Sub-recipient shall maintain accounts and records including personnel, property and financial records, adequate to identify and account for all costs pertaining to this Agreement and other such records as may be deemed necessary by the County to assure proper accounting for all project funds. These records will be made available for audit purposes to the County or its authorized representative, and will be retained for three years after receipt of final payment for the services rendered under this Agreement unless permission to destroy them is granted by the County.

J. **INDEMNIFICATION.** The Sub-recipient waives any and all claims and recourse against the County, including the right of contribution or damage to person or property arising from, growing out of, or in any way connected with or incidental to the Sub-recipient's performance of this Agreement, except claims arising from the concurrent or sole negligence of the County or its officers, agents, or employees. The Sub-recipient will indemnify, hold harmless, and defend the County against any and all claims, demands, damages, costs, expenses, or liability arising out of the Sub-recipient's performance of this Agreement except for liability arising out of the concurrent or sole negligence of the County or its officers, agents, or employees.

K. **ASSIGNABILITY.** The Sub-recipient shall not assign or transfer any interest in this Agreement without the prior written consent of the County.

L. **SEVERABILITY.** If any provision of the Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

M. **DEFAULT/IMMEDIATE TERMINATION OF AGREEMENT.** If any of the following events occur, the County may, in its sole discretion, declare such event a default under this Agreement:

a. Any representation or warranty made by the Sub-recipient in this Agreement or in any request or certificate or other information furnished to the County under this agreement proves to have been incorrect in any material respect; or

b. The Sub-recipient fails in any material respect to carry out its obligations under this Agreement; or

c. Ineffective or improper use of funds provided under this Agreement;

d. The County determines that the performance of the Sub-recipient is failing to meet the desired goals of the county in relation to the scope of services.

If the Sub-recipient fails to perform any of its duties under this Agreement or if any event of default occurs, the County may declare the Sub-recipient to be in default and thereafter give the Sub-recipient written notice setting forth the action or inaction which constitutes the default and giving the Sub-recipient 45 days in which to correct the default. If the Sub-recipient fails to correct the default within 45 days receipt of this notice, the County may notify the Sub-recipient in writing that the agreement is null and void, and all CASA fee funding on hand and accounts or notes receivable related to this agreement will revert to the County.

It is agreed by the parties that that the provisions of this Agreement provide for reasonable and sufficient notice to be given to the Sub-recipient in the case of the Sub-recipient's failure to comply with any of its covenants and that this notice is sufficient for the Sub-recipient to rectify its actions or inactions of default.

The waiver by the County of any default by the Sub-recipient does not constitute a waiver of a continuing breach or a waiver of a subsequent breach. Any agreement contrary to this Agreement is not binding upon either party unless it is in writing and signed by both parties.

N. **CHOICE OF REMEDY:** These remedies described herein are cumulative and the County may choose to terminate said agreement at any time as described herein, without cause or without default by Franklin County CASA.

O. **CONSTRUCTION AND VENUE.** This agreement will be construed under, and governed by laws of the State of Illinois. The County and the Sub-recipient agree that performance of the Agreement is in the County of Franklin, State of Illinois and that in the event of litigation concerning it, venue is in the Circuit Court of the 2nd Judicial Circuit in and for the County of Franklin, Illinois.

This Sub-recipient Agreement has been approved by the County and the Sub-recipient.

IN WITNESS THEREOF, the parties hereto have caused this Agreement to be executed.

_____ _____

Randall Crocker, Chairman
Franklin County Board

Randall Crocker 3-19-14

Date

Attest:

Dave Dobill
Franklin County Clerk

President
Franklin County CASA

Date

Attest:

TO: FRANKLIN COUNTY TREASURER
FROM: DAVE DOBILL, COUNTY CLERK
RE: FEBRUARY, 2014

The following fees were received from the Franklin County Clerk during the month of February l, 2014. As per the Revised Illinois State Statutes, the fees were submitted to the Franklin County Treasurer.

Recording & Filing Fees	15,886.00	
less: $ 4.00 per instrument fee	1,432.00	
less: $19.00 per instrument fee	6,802.00	
Sub-Total for Recording & Filing Fees		7,652.00
RHSP - County -- $.050 per instrument fee		144.00
RHSP - IDOR -- $9.00 per instrument fee		2,592.00
Real Estate Stamps		5,160.00
Assumed Name		10.00
Cert Birth, Marriage, Death & Rec.		1,713.00
Copy Services		1,091.00
Election Business		110.32
Marriage Licenses / Civil Union		840.00
Miscellaneous		86.00
Notary		80.00
Tax Deeds		5.00
Take Notice		3,898.62
Tax Redemption Fee (109)		4,360.00
Cash Drawer		28.00

Vital Records -- Cert Death Record: 18 x 4 =72 fee acct. check #1213	*(72.00)*
Marriage Families Domestic Violence Fund: 28 x 5 = 140 fee acct. check #1214	*(140.00)*
Rental Housing Support Program Fund -- IDOR: 288 x 9 = 2,592 e f. transfer	*(2,592.00)*
#341 - County Clerk Fees	$24,965.94
19-371 - $4.00 per instrument and/or micro-filming (358 documents)	1,432.00
59-352 - $19.00 per instrument GIS (358 documents)	6,802.00
190-371 - $0.50 per instrument Clerk County (288 documents)	144.00
59-352 - Approval of Legal Description	50.00
362 - Franchise Fee –New Wave Communications	157.07
322 - Liquor License	2,000.00
Sub-Total	$35,551.01
#361 - Interest Accrued for February, 2014	
Fee Account $ 0.29	
Tax Redemption $ 0.73	
TOTAL RECEIVED BY THE COUNTY CLERK	$35,552.03

Fee Account - Check #1215	$31,191.30
Tax Account - Check #2394	$ 4,360.73

TOTAL FEES SUBMITTED MARCH, 2014 TO THE FRANKLIN COUNTY TREASURER -	$35,552.03