



# Wheaton Park District

## **PUBLIC NOTICE**

**Wheaton Park District Board of Commissioners  
SUBCOMITTEE MEETING  
Wednesday October 6, 2021 5:00 p.m.  
Cosley Zoo 1356 N. Gary Avenue  
Wheaton, IL 60187**

**Public Notice Date October 1, 2021**

**Public notice is hereby given that the Board of Park Commissioners of the Wheaton Park District, DuPage County, Illinois (the “Park Board”) will hold a Subcommittee Meeting at 5 pm on Wednesday October 6, 2021 at Cosley Zoo 1356 N. Gary Avenue, Wheaton, IL 60187**

**Please contact Michael J. Benard, Board Secretary, for further information.**

**[mbenard@wheatonparks.org](mailto:mbenard@wheatonparks.org)**

Michael J. Benard  
Secretary

**The Agenda for the October 6, 2021 Subcommittee Meeting is as Follows:**

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Persons with disabilities requiring reasonable accommodation to participate in this meeting should contact the park district’s ADA Compliance Officer, Michael Benard, at the park district’s Administrative Office, 102 E. Wesley Street, Wheaton, IL Monday through Friday from 8:30 am until 4:30 pm at least 48 hours prior to the meeting. Requests for a qualified ASL interpreter require five (5) working days advance notice. Telephone number 630.945-7726; fax number 630.665.5880; email [dsiciliano@wheatonparks.org](mailto:dsiciliano@wheatonparks.org)



# Wheaton Park District

## **Subcommittee Meeting of the Wheaton Park District Board of Commissioners** **October 6, 2021 5:00 pm**

*No Action Will Be Taken at This Meeting – Review & Discussion Only*

### **CALL TO ORDER**

### **DISCUSSION ITEMS**

#### **Finance and Administration**

1. General Obligation Limited Tax Park Bonds, Series 2021 – Review of Planning Packet
  - Anthony Miceli, Speer Financial Inc.
2. Outstanding Debt Update and 2022 Options – Review of Analysis
  - Anthony Miceli, Speer Financial Inc.
3. Public Hearings Scheduled for October 20, 2021 – Review of Hearing Topics
  - Notice of Public Hearing Concerning the Intent of the Board of Commissioners of the Wheaton Park District, DuPage County, Illinois to Sell \$6,000,000 General Obligation Limited Tax Bonds
  - Notice of Public Hearing Concerning the Intent of the Wheaton Park District Board of Commissioners of the Wheaton Park District, DuPage County Illinois, to Adopt a Budget and Appropriation Ordinance for the Period beginning January 1, 2022 and ending December 31, 2022
4. Estimate of Annual Aggregate Levy in Compliance with the Truth in Taxation Law – Review of the Resolution 2021-10
5. Information Technology Managed Services – Review of Proposals and Recommendation
6. Capital Projects and Equipment Purchases – Review of 2022 Proposed Expenditures

#### **Buildings and Grounds**

1. Arrowhead Golf Club Food Supplies Bid – Review of Bid Results and Recommendation
2. Arrowhead Golf Club Turf Chemicals Bid – Review of Bid Results and Recommendation
3. Arrowhead Golf Club West Course Shoreline Restoration – Review of Engineers Analysis and Options
4. Sensory Playground Unitary Surface Installation – Review of Bid Results and Recommendation
5. Presidents Park Playground Installation – Review of Contract Extension Request
6. Orchard Park Paving Project – Review of Quotes and Recommendation

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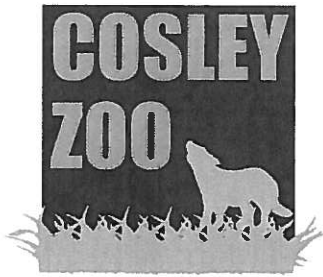
## **CLOSED SESSION**

- a. Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees, 5ILCS 120/2 (c)(1)
- b. Purchase or Lease of Real Property, 5ILCS 120/2 (c)(5)
- c. Setting of Price for Sale or Lease of Property Owned by the Public Body, 5ILCS 120/2 (c) (6)
- d. Pending, Probable or Imminent Litigation, 5ILCS 120/2 (c)(11)
- e. Discussion of Minutes of Meetings Lawfully Closed Under this Act, Whether for Purposes of Approval by the Body of the Minutes or Semi-Annual Review of the Minutes, 5 ILCS 120/2(c)(21)
- f. The Selection of a Person to Fill a Vacancy in Public Office, 5 ILCS 120/2(c)(3).

## **ADJOURNMENT**

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Persons with disabilities requiring reasonable accommodation to participate in this meeting should contact the park district's ADA Compliance Officer, Michael Benard, at the park district's Administrative Office, 102 E. Wesley Street, Wheaton, IL Monday through Friday from 8:30 am until 4:30 pm at least 48 hours prior to the meeting. Requests for a qualified ASL interpreter require five (5) working days advance notice. Telephone number 630.945-7726; fax number 630.665.5880; email [dsiciliano@wheatonparks.org](mailto:dsiciliano@wheatonparks.org)



1356 N. Gary Avenue  
Wheaton, IL 60187  
630.665.5534 (PH)  
630.260.6408 (fax)  
[www.cosleyzoo.org](http://www.cosleyzoo.org)

## Wheaton Park District Board Meeting and Cosley Zoo Tour

Wednesday, October 6<sup>th</sup>, 2021 @ Cosley Zoo

Public Park District Board Meeting, Kiebler Barn – 5pm

Zoo tour and Meet & Greet with Cosley Foundation Board – 4pm

- **4:00pm** – arrival at Cosley Zoo and gathering in front of Gift Shop
- **4:05pm – 4:45pm** – Cosley Zoo tour led by Sue Wahlgren, Zoo Director
- **4:45-4:50pm** – Thank you and brief update from the Cosley Foundation led by Susan Varcak, Cosley Foundation President

Dear Wheaton Park Board Commissioners,

We hope you can join us for a tour of the Cosley Zoo and conversation with the Cosley Foundation Board in advance of your October Committee meeting next week. We look forward to seeing you.

Sincerely,

The Cosley Foundation Board

Susan Varcak, President  
Matt Szafranski, Treasurer  
Jennifer Clark  
Rachel Ittner  
Adam Sharpee

Larry Kmiecek, Vice President  
Mike Benard, Secretary  
Phyllis Geyer  
Shayne Purdue



ACCREDITED BY THE  
**ASSOCIATION  
OF ZOOS &  
AQUARIUMS**





**Community Unit School District 200**



**Friday, November 12 • 7:30 a.m.**

Wheaton Park District Community Center (Memorial Room)  
1777 S. Blanchard St., Wheaton, IL 60189

Engage in an informal conversation with our Board of Education and other local elected officials about celebrations and goals for your community schools. A continental breakfast will be provided.

Please **RSVP** to Erica Loiacono, Director of Community Engagement, at (630)682-2469 or [erica.loiacono@cusd200.org](mailto:erica.loiacono@cusd200.org) by **Friday, November 5.**

## MEMO

To: Wheaton Park District Park Board of Park Commissioners  
Mike Bernard, Executive Director

From: Anthony Miceli, Speer Financial, Inc.

Date: October 6, 2021

Re: 2021 Limited Tax General Obligation Park Bonds Planning Packet &  
Outstanding Debt Update and Referendum Options Analysis

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### ***2021 Limited Tax General Obligation Park Bonds Planning Packet***

Each year the Wheaton Park District (the "District") issues its Limited Tax General Obligation Park Bonds ("Rollover Bonds"). The attached Planning Packet describes the structure and timing of the 2021 issuance. The Rollover Bonds are structured each year to fill up to the District's Debt Service Extension Base ("DSEB"). For the 2021 tax levy year, the District's DSEB is \$2,492,935.22. This represents the amount that the District can levy in tax year 2021 for non-referendum approved general obligation bonds.

The proceeds of the Rollover Bonds are used for capital improvements and as a funding source for the repayment of the District's General Obligation Refunding Bonds (Alternate Revenue Source), Series 2019A.

Following the discussion of the finance subcommittee, the District will hold a Bond Issue Notification Act ("BINA") hearing on October 20, 2021. A BINA is required prior to the issuance of the Rollover Bonds. The BINA will include a not-to-exceed par amount of \$6 million, which will cover the District's Rollover Bonds for the next three years. Speer Financial will take bids from local/regional banks, as well as other purchasers, on November 16 and the bond issue will be brought to the Park Board on November 17.

### ***Outstanding Debt Update and Referendum Options Analysis***

The Outstanding Debt Update and Referendum Options analysis is being provided to the Finance Subcommittee in order to provide a general overview of the District's outstanding debt and related capacities, as well as provide detail on the type of referendum options available to the District in the next election cycle.

Outstanding Debt Update - The District has three types of outstanding debt issuances currently outstanding (Unlimited Tax General Obligation, Limited Tax General Obligation, General Obligation Alternate Revenue Source). The debt update shows the detail of each outstanding bond, the current debt limit and related capacities and the projected tax rate.

Referendum Options – The District's referendum approved general obligation bonds will mature on December 30, 2022. The District has the option to consider whether or not to put forward a referendum question on one of the 2022 ballots. A successful referendum in 2022 will allow the District to replace the tax levy associated with its existing referendum approved general obligation bond levy and capture either new tax dollars or bond funds for the District. The analysis describes the types of referendum options available, the sizing and tax implications and the timing for a Park Board decision.

DANIEL FORBES  
*President*

RAPHALIATA MCKENZIE  
*Senior Vice President*

MAGGIE BURGER  
*Senior Vice President*

ANTHONY MICELI  
*Senior Vice President*

MARK JERETINA  
*Vice President*

September 29, 2021

Mr. Michael J. Benard  
Executive Director  
Wheaton Park District  
102 E. Wesley Street  
Wheaton, Illinois 60187

Re: Wheaton Park District, DuPage County, Illinois  
Issuance of General Obligation Limited Tax Bonds to Provide Funds for Annual Capital Projects and  
to Fund Existing Debt Service

Dear Mike:

Speer Financial, Inc. ("Speer") is pleased to provide this Engagement Letter to Wheaton Park District, DuPage County, Illinois (the "Client") for our services as Municipal Advisor in connection with the issuance of the securities referenced above (the "Bonds"). The purpose of the issuance of the Bonds, briefly stated, is to provide for capital improvements and to fund the payment of existing debt service (the "Project").

Speer is providing this Engagement Letter to you to memorialize the terms of our engagement (the "Engagement") as your Municipal Advisor with respect to the Project. This Engagement Letter is required under current Federal securities law and serves to provide certain additional information to the Client, such as disclosures of services, fees, terms and termination, conflict of interest and any material disciplinary actions.

**Services.** Speer agrees to provide to the Client the municipal advisory services (the "Services") set forth in the attached **Exhibit A**. Certain limitations to Speer's Services are set forth in the attached **Exhibit B**. The Client, as an issuer of municipal securities, is also subject to certain other terms as it relates to the issuance of securities and Speer's Engagement. These terms are detailed in the attached **Exhibit C**.

**Authorization.** It is Speer's understanding that the **Executive Director and the Finance Director** of the Client (the "Client Contacts") are authorized to receive this Engagement Letter and discuss with Speer the terms and disclosures of this Engagement Letter. Speer may also rely on the authority of such Client Contacts when receiving direction from such Client Contacts in the course of Speer providing its Services.

**Term and Termination.** Speer's Engagement shall remain in effect until terminated by the Client or Speer upon at least thirty (30) days written notice to the other party. If the Client terminates the Engagement prior to the completion of the Project, Speer expects to negotiate with the Client a mutually agreeable compensation for the Services provided by Speer prior to such termination.

SPEER FINANCIAL, INC.

**Compensation.** Speer's compensation for Services on the Project is set forth below.

As compensation for Speer's provision of the Services, Speer shall receive the following fee

Municipal Advisory Services: \$8,000.00

This fee is the same regardless of the method of sale of the Bonds. This fee is not contingent on the sale of the Bonds or completion of the Project.

This fee does not include the payment of Speer's out-of-pocket costs as further described in **Exhibit B**. See the attached **Exhibit D** for a description of the conflicts of interest in connection with each form of compensation.

**Representations of Client.** The factual representations contained in the documents which are prepared by Speer in the course of its Engagement, and the factual representations which may also be contained in any other documents that are furnished to Speer by the Client, are essential for and provide the basis for Speer's municipal advice. Accordingly, it is important for the Client to read and understand the documents Speer provides to the Client because the Client will be confirming the truth, accuracy and completeness of matters contained in those documents. Speer's Engagement does not include the verification of the truth or accuracy of such factual representations, as further described in the attached **Exhibit C**.

**Required Disclosures.** Speer is registered with the U.S. Securities and Exchange Commission ("SEC") and the Municipal Securities Rulemaking Board ("MSRB"). MSRB Rule G-42 requires that Speer provide the Client with disclosures of material conflicts of interest and information regarding certain legal events and disciplinary history. MSRB Rule G-10 requires that Speer provide certain disclosures related to the MSRB's webpage and the availability of a municipal advisory client brochure. Such disclosures are provided in the attached **Exhibit D**. Should the Client have any questions or concerns with these disclosures, the Client should promptly contact Speer.

**Risk Disclosure.** Each form of financing has particular financial characteristics and inherent risks. Provided in the attached **Exhibit E** is a general description of the most commonly used security structures of fixed rate municipal bonds in Illinois as well disclosures on the risks of each structure known to Speer at this time. Should the Client have any questions or concerns with this disclosure, the Client should promptly contact Speer.

We sincerely appreciate this opportunity to be of service, and look forward to working with you.

Sincerely,

SPEER FINANCIAL, INC.

By:  \_\_\_\_\_

Its: Senior Vice President \_\_\_\_\_

Telephone: 312-529-5881

Email: amiceli@speerfinancial.com



## **EXHIBIT A**

### **SPEER FINANCIAL, INC. MUNICIPAL ADVISOR SERVICES FOR WHEATON PARK DISTRICT**

#### **Financial Planning Services**

1. *Orientation:* Reviewing the Client's current financial position, statutory authority, and financing capabilities, including whether a refunding or defeasance of any outstanding debt is appropriate.
2. *Coordination:* Coordinating financial planning and issuance details with the Client's staff, bond counsel, paying agents, rating agencies and other transaction participants.
3. *Consultation:* Consulting with the elected and key appointed officials and staff regarding the various phases of the development and implementation of a financing plan.
4. *Public Relations:* Responding to inquiries from the general public or news media relating to municipal issuance related matters.
5. *Planning:* Developing a debt financing plan that includes all or some of the following:
  - a. Maturity Schedules - Maturity schedules relating to the financing. These schedules may "wrap" around existing debt to provide stable tax rates, level debt service payments, or meet other policy or cash flow requirements as may be requested by the Client.
  - b. Financing Timeline - A tentative financing timeline to guide officials regarding the timing of various aspects of the financing plan.

## **Competitive Sale Services**

1. *Authorizing Resolutions/Ordinances* - Assist the Client's attorney and/or bond counsel with regard to the financial provisions to be included within the Client's authorizing resolutions/ordinances relative to the securities issuance.
2. *Credit Rating and/or Insurance* - When applying for a credit rating and/or bond insurance, Speer will submit the necessary data and documents to the selected rating agency(ies) and/or insurance company(ies).
3. *Disclosure Document, Notice of Sale and Bid Form:*
  - a. Preparation of Documents - Prepare a preliminary Official Statement, Term Sheet, Statement of Facts or Limited Offering Memorandum (each a "Disclosure Document"), Notice of Sale and Bid Form. Following the award of the securities, Speer shall prepare the final Disclosure Document corresponding to the Project. The Disclosure Document will describe the securities being issued and will contain detailed information provided by the Client and bond counsel.
  - b. Notice of Sale Publication - Notify certain prospective purchasers of the sale and prepare, as necessary, a Notice of Sale.
  - c. Encouragement to Bidders - Circulate the preliminary Disclosure Document to certain potential purchasers, including as appropriate, investment institutions, banks and underwriters, to solicit bids from such firms for the Client's securities. Provide copies of the preliminary Disclosure Document and Official Bid Forms, as applicable, for each sale to the Client for distribution to local banks and elected officials.
  - d. Bid Opening, Analysis and Recommendations - Conduct each sale, examine the bids submitted for completeness and compliance with the applicable bidding requirements, evaluate the bids for accuracy, and recommend a proposed course of action relative thereto.
4. *Preparation, Registration and Delivery of Securities* - Conduct all necessary undertakings in order to complete the financing, including monitoring the preparation, registration and delivery of the securities being issued.
5. *Debt Service Schedule* - Provide the Client with a final debt service schedule and other financial materials pertinent to the securities sale.

## **Private Placement Services**

1. *Authorizing Resolutions/Ordinances* - Assist the Client's attorney and/or bond counsel with regard to the financial provisions to be included within the Client's authorizing resolutions/ordinances relative to the securities issuance.
2. *Disclosure Document and Proposals:*
  - a. Preparation of Documents - Prepare or assist in the preparation of a preliminary Disclosure Document, Request for Proposals (RFP) or Request for Qualifications (RFQ) if requested by the Client, and, following the award of the securities, the final Disclosure Document.

- b. Proposal Analysis and Recommendations - Review and examine any proposals submitted for completeness and compliance with the applicable RFP/RFQ requirements, evaluate the proposals for accuracy, and recommend a proposed course of action relative to the proposals received.
3. *Advise on Financing Terms* – Advise the client on the terms of the financing including the interest rate offered and the covenants required by the intended purchaser.
4. *Preparation, Registration and Delivery of Securities* - Conduct all necessary undertakings in order to complete the financing, including, monitoring the preparation, registration and delivery of the securities being issued.
5. *Debt Service Schedule* - Provide the Client with a final debt service schedule and other financial materials pertinent to the securities sale.

*With respect to all private placement Services, Speer will always serve as municipal advisor to the Client and as such will not specifically identify investors/purchasers in a securities offering or negotiate specific terms with the investor/purchaser of the Client's securities. Speer will not negotiate terms to directly place an issuance of securities with an investor. Any investors contacted or solicited will be identified by the Client and contacted on behalf of the Client.*

## **EXHIBIT B**

### **LIMITATIONS TO SPEER'S MUNICIPAL ADVISOR SERVICES**

Speer's duties as Municipal Advisor are limited to the Services detailed in **Exhibit A**. Among other things, Speer's Engagement does not include:

1. Giving any advice, opinion or representation as to the fiscal prudence or policy priority of issuing the securities or any other aspect of the securities transaction, including, without limitation, the undertaking of any project to be financed with the proceeds of the securities, as those are the Client's policy decisions.
2. Giving any opinion or advice on the legality of the securities or the tax status of the securities.
3. Preparing any of the following: requests for tax rulings from the Internal Revenue Service, blue sky or investment surveys with respect to the securities, state legislative amendments, or pursuing test cases or other litigation.
4. Undertaking rebate calculations for the securities or anything related to monitoring investments of securities proceeds or expenditure of securities proceeds, as that is a specialty service provided by others when appropriate.
5. Participating in the underwriting of the debt, as prohibited by Federal securities law.
6. Monitoring the actual use of proceeds, the timely expenditure of proceeds and the project completion status.
7. Verifying the accuracy of audited and unaudited financial statements.
8. Giving advice on the investment of securities proceeds.
9. Monitoring ongoing obligations and covenants entered into by the Client with respect to the securities, as these tasks are performed by the Client.
10. The Services do not include the payment by Speer of its "out of pocket" expenses, including but not limited to, the utilization of a bidding platform (*SpeerAuction* or *SpeerBids*), verification services as requested by the Client, mailing, overnight and messenger delivery and printing and copying costs.
11. Filing material events notices or otherwise assisting the Client with its continuing disclosure obligations, as such assistance is to be provided under a separate written agreement. Nothing in this Engagement Letter obligates Speer to provide, or the Client to pay for, any such continuing disclosure services.



## EXHIBIT C

### OTHER TERMS OF THE SPEER ENGAGEMENT

Please note the following with respect to the Client's role in connection with each issuance of securities.

1. It is important for the Client to read and understand the documents Speer provides to the Client because the Client will be confirming the truth, accuracy and completeness of matters contained in those documents at the issuance of the securities. If the documents contain incorrect or incomplete factual statements, the Client must call those to Speer's attention. Speer will not perform an independent investigation or verification to determine the accuracy, completeness or sufficiency of any such document or render any advice, view or comfort that the Disclosure Document or other disclosure document does not contain any untrue statement of a material fact or omit to state a material fact necessary to make the statements contained therein, in light of the circumstances under which they were made, not misleading. Any information in such documents does not constitute a review, audit or certified forecast of future events and any such financial information may not conform to accounting principles applicable to compilations of financial information. Any untruth, inaccuracy or incompleteness may have adverse consequences affecting either the tax exemption of interest paid on the securities or the adequacy of disclosures made in the Disclosure Document under State and Federal securities laws, with resulting potential liability for the Client. During the course of its Engagement, Speer will assume and rely on the Client to provide Speer with complete and timely information on all developments pertaining to any aspect of the securities and their security. Speer understands that the Client will cooperate with Speer in this regard.
2. To the extent that during the course of Speer's advising the Client a relevant matter comes to Speer's attention which appears to be contrary to what is contained in the transaction documents including any representations in the transaction documents or in the Disclosure Document, Speer may ask the Client about such apparent divergence of the facts; but to the extent that the facts and representations stated in the documents Speer provides to the Client, and are not corrected by the Client, Speer is then relying upon the Client's signed certifications for their truth, accuracy and completeness.
3. Issuing the securities as "securities" under State and Federal securities laws and on a tax-exempt basis is a serious undertaking. As the issuer of the securities, the Client is obligated under that State and Federal securities laws and the Federal tax laws to disclose all material facts. The Client has a duty to exercise "due diligence" in determining the accuracy and completeness of the information used in the Disclosure Document and the information upon which legal opinions related to the securities are based. The Client's lawyers, accountants and advisors can assist the Client in fulfilling these duties, but the Client in its corporate capacity, including the Client's knowledge, has the collective knowledge of the facts pertinent to the transaction and the ultimate responsibility for the presentation and disclosure of the relevant information.
4. Requirements of issuing debt include that the Client is current in its annual continuing disclosure obligations, including material events notices, and current in its arbitrage rebate obligations. These requirements are the obligation of the Client and not of Speer or bond counsel.

**EXHIBIT D**  
**REQUIRED DISCLOSURES**

**1. DISCLOSURE OF CONFLICTS OF INTEREST**

**A. Various Forms of Compensation**

The Municipal Securities Rulemaking Board (MSRB) requires us, as your municipal advisor, to provide written disclosure to you about the actual or potential conflicts of interest presented by various forms of compensation. We must provide this disclosure unless you have required that a particular form of compensation be used. You should select a form of compensation that best meets your needs and the agreed upon scope of services.

The forms of compensation for municipal advisors vary according to the nature of the engagement and requirements of the Client, among other factors. Various forms of compensation present actual or potential conflicts of interest because they may create an incentive for an advisor to recommend one course of action over another if it is more beneficial to the advisor to do so. This document discusses various forms of compensation and the timing of payments to the advisor.

**Fixed fee.** Under a fixed fee form of compensation, the municipal advisor is paid a fixed amount established at the outset of the transaction. The amount is usually based upon an analysis by the Client and the advisor of, among other things, the expected duration and complexity of the transaction and the agreed-upon scope of work that the advisor will perform. This form of compensation presents a potential conflict of interest because, if the transaction requires more work than originally contemplated, the advisor may suffer a loss. Thus, the advisor may recommend less time-consuming alternatives, or fail to do a thorough analysis of alternatives.

**B. Other Material Conflicts of Interest**

The MSRB requires us, as your municipal advisor, to provide written disclosure to you about material conflicts of interest. The following represent Speer material conflicts of interest known to Speer as of the date of this Engagement Letter.

As of the date of this Engagement, Speer is unaware of any material conflicts of interest.

In 2019 and 2020, Speer was asked for a donation for the District's Cosley Zoo Foundation Mike Williams Cosley Classic Golf Outing and the Festival of Lights and Trees. In 2019 and 2020, Speer made a donation of \$275.00 and \$250.00 to each event, respectively. In 2021, Speer was asked for a donation to the District's Cosley Zoo Foundation Mike Williams Cosley Classic Golf Outing and responded with a \$275 sponsorship. Speer does not believe this is a material conflict of interest.

**2. DISCLOSURE OF LEGAL EVENTS AND DISCIPLINARY ACTION**

The MSRB requires us, as your municipal advisor, to provide written disclosure to you of any legal or disciplinary events material to your evaluation of Speer or the integrity of Speer's management or advisory personnel.

**Material Legal or Disciplinary Event.** There are no legal or disciplinary events that are material to the Client's evaluation of Speer or the integrity of Speer's management or advisory personnel disclosed, or that should be disclosed, on any Form MA or Form MA-I filed with the SEC.

**How to Access Form MA and Form MA-I Filings.** Speer's most recent form MA and each most recent Form MA-I filed with the SEC are available on the SEC's EDGAR system at:

<http://www.sec.gov/cgi-bin/browse-edgar?action=getcompany&CIK=0001606944>

**Most Recent Change in Legal or Disciplinary Event Disclosure.** Speer has not made any material legal or disciplinary event disclosures on Form MA or any Form MA-I filed with the SEC.

### **3. FUTURE DISCLOSURES**

As required by MSRB Rule G-42, the Required Disclosures found in this Exhibit D may be supplemented or amended, from time to time as needed, to reflect changed circumstances resulting in new conflicts of interest or changes in conflicts of interest described above, or to provide updated information with regard to any legal or disciplinary events of Speer. Speer will provide the Client with any such supplemental or amended information as it becomes available through the term of the Municipal Advisory Relationship.

### **4. G-10 DISCLOSURE**

The Municipal Securities Rulemaking Board's (MSRB) webpage address is: [www.msrb.org](http://www.msrb.org)

Posted on the MSRB's webpage is a municipal advisory client brochure that describes the protections that may be provided by the MSRB rules and how to file a complaint with an appropriate regulatory authority.

## **EXHIBIT E**

### **FINANCIAL CHARACTERISTICS AND RISKS OF MUNICIPAL BONDS IN ILLINOIS**

The following is a general description of the financial characteristics, security structures and risks of municipal fixed rate bonds ("Municipal Bonds") issued in Illinois. The risks being disclosed in this Exhibit E are those that are known to Speer at this time and should be considered by the Client prior to deciding whether to issue Municipal Bonds. If you have any questions or concerns about any disclosure made, please notify Speer immediately.

#### **Financial Characteristics**

***Maturity and Interest.*** Municipal Bonds are interest-bearing debt securities issued by state and local governments, political subdivisions and agencies and authorities. Maturity dates for Municipal Bonds are fixed at the time of issuance and may include serial maturities (specified principal amounts are payable on the same date in each year until final maturity) or one or more term maturities (specified principal amounts are payable on each term maturity date) or a combination of serial and term maturities. The final maturity date typically will range between 10 and 30 years from the date of issuance. Interest on the Municipal Bonds typically is paid semiannually at a stated fixed rate or rates for each maturity date.

***Redemption.*** Municipal Bonds may be subject to optional redemption, which allows you, at your option, to redeem some or all of the bonds on a date prior to scheduled maturity, such as in connection with the issuance of refunding bonds to take advantage of lower interest rates. Municipal Bonds will be subject to optional redemption only after the passage of a specified period of time, often approximately ten years from the date of issuance, and upon payment of the redemption price set forth in the bonds, which may include a redemption premium. You will be required to send out a notice of optional redemption to the holders of the bonds, usually not less than 30 days prior to the redemption date. Municipal Bonds with term maturity dates also may be subject to mandatory sinking fund redemption, which requires you to redeem specified principal amounts of the bonds annually in advance of the term maturity date. The mandatory sinking fund redemption price is 100% of the principal amount of the bonds to be redeemed.

#### **Security**

Payment of principal of and interest on a municipal security, including Municipal Bonds, may be backed by various types of pledges and forms of security, some of which are described below. The description below regarding "Security" is only a brief summary of certain possible security provisions for the bonds and is not intended as legal advice. You should consult with your bond counsel for further information regarding the security for the bonds.

***General Obligation Bonds.*** "General obligation bonds" are debt securities to which your full faith and credit is pledged to pay principal and interest. If you have taxing power, generally you will pledge to use your ad valorem (property) taxing power to pay principal and interest. All taxable property in the taxing body is subject to the levy of taxes to pay the same without limitation as to rate or amount. The term "limited" tax is used when a limit exists as to the amount of the tax (see below). General obligation bonds constitute a debt and, depending on applicable state law, may require that you obtain approval by voters prior to issuance. In the event of default in required payments of interest or principal, the holders of general obligation bonds have certain rights under state law to compel you to impose a tax levy.

**Limited Bonds.** Taxing bodies, subject to the Property Tax Extension Limitation Law of the State of Illinois, as amended (the "*Extension Limitation Law*"), can issue limited bonds. Limited bonds are issued in lieu of general obligation bonds that otherwise have been authorized by applicable law. They are payable from a separate property tax levy that is unlimited as to rate, but the amount of taxes that will be extended to pay the bonds is limited by the Extension Limitation Law. Limited bonds are payable from your debt service extension base (*the "Base"*), which is an amount equal to that portion of the extension for the applicable levy year for the payment of non-referendum bonds (other than alternate bonds or refunding bonds issued to refund bonds initially issued pursuant to referendum), increased each year, beginning with the 2009 levy year, by the lesser of 5% or the percentage in the Consumer Price Index for All Urban Consumers (as defined in the Extension Limitation Law) during the 12-month calendar year preceding the levy year. The Limitation Law further provides that the annual amount of taxes to be extended to pay the limited bonds and all other limited bonds heretofore and hereafter issued by you shall not exceed the Base less the amount extended to pay certain other non-referendum bonds heretofore and hereafter issued by you and bonds issued to refund such bonds.

Limited bonds constitute a debt. In the event of default in required payments of interest or principal, the holders of limited bonds have certain rights under state law to compel you to impose a tax levy (limited as set forth in the previous paragraph).

**Alternate Bonds.** Section 15 of the Local Government Debt Reform Act of the State of Illinois, as amended (the "*Debt Reform Act*"), permits you to issue alternate or "double-barrelled" bonds. Alternate bonds are general obligation bonds payable from enterprise revenues or from a revenue source, or both, with your general obligation acting as backup security for the bonds. Once issued, and until paid or defeased, alternate bonds are a general obligation, for the payment of which you pledge your full faith and credit. Such bonds are payable from the levy of ad valorem property taxes upon all taxable property in your taxing body without limitation as to rate or amount. The intent of the Debt Reform Act is for the enterprise revenues or the revenue source to be sufficient to pay the debt service on the alternate bonds so that taxes need not be levied, or, if levied, need not be extended, for such payment.

The Debt Reform Act prescribes several conditions that must be met before alternate bonds may be issued. First, alternate bonds must be issued for a lawful corporate purpose. If issued in lieu of revenue bonds (as described below), then the revenue bonds must have been authorized under applicable law (including satisfying any backdoor referendum requirements) and the alternate bonds must be issued for the purpose for which the revenue bonds were authorized. If issued payable from a revenue source limited in its purposes or applications, then the alternate bonds must be issued only for such limited purposes or applications.

Second, alternate bonds are subject to a backdoor referendum. The issuance of alternate bonds must be submitted to referendum if, within 30 days after publication of the authorizing ordinance and notice of intent to issue the alternate bonds, a petition is filed. The petition must be signed by the greater of (i) 7.5% of your registered voters or (ii) the lesser of 200 of the registered voters or 15% of the registered voters, asking that the issuance of the alternate bonds be submitted to referendum. Backdoor referendum proceedings for revenue bonds and for alternate bonds to be issued in lieu of revenue bonds may be conducted at the same time.

Notwithstanding the previous paragraph, in governmental units with fewer than 500,000 inhabitants that propose to issue alternate bonds payable solely from enterprise revenues, except for alternate bonds that finance or refinance projects concerning public utilities, public streets and roads or public safety facilities and related infrastructure and equipment, if no petition is filed within 45 days of publication of the authorizing ordinance and notice, the alternate bonds may be issued. For purposes of this paragraph, the required number of petitioners for a governmental unit with more than 4,000 registered voters is the lesser

of (i) 5% of the registered voters or (ii) 5,000 registered voters and the required number of petitioners for a governmental unit with 4,000 or fewer registered voters is the lesser of (i) 15% of the registered voters or (ii) 200 registered voters.

Third, you must demonstrate that the enterprise revenues are, or that the revenue source is, sufficient to meet the requirements of the Debt Reform Act. If enterprise revenues are pledged as security for the alternate bonds, you must demonstrate that such revenues are sufficient in each year to pay all of the following:

- (a) costs of operation and maintenance of the utility or enterprise, excluding depreciation;
- (b) debt service on all outstanding revenue bonds payable from such enterprise revenues;
- (c) all amounts required to meet any fund or account requirements with respect to such outstanding revenue bonds;
- (d) other contractual or tort liability obligations, if any, payable from such enterprise revenues; and
- (e) in each year, an amount not less than 1.25 times debt service on all:
  - (i) outstanding alternate bonds payable from such enterprise revenues; and
  - (ii) the alternate bonds proposed to be issued.

If one or more revenue sources are pledged as security for the alternate bonds, you must demonstrate that such revenue sources are sufficient in each year to provide not less than 1.25 times (1.10 times if the revenue source is a government revenue source) debt service on all outstanding alternate bonds payable from such revenue source and on the alternate bonds proposed to be issued. You need not meet the test described in this paragraph for the amount of debt service set aside at closing from bond proceeds or other moneys.

The determination of the sufficiency of enterprise revenues or revenue source or sources, as applicable, must be supported by reference to the most recent audit of the governmental unit, which must be for a fiscal year ending on a date that is not more than 18 months prior to the date of issuance of the alternate bonds. If such audit does not adequately show such enterprise revenues or revenue source, as applicable, or if such enterprise revenues or revenue source, as applicable, are shown to be insufficient, then the determination of sufficiency must be supported by the report of an independent accountant or feasibility analyst, the latter having a national reputation for expertise in such matters, who is not otherwise involved in the project being financed or refinanced with the proceeds of the alternate bonds, demonstrating the sufficiency of such revenues and explaining, if appropriate, by what means the revenues will be greater than as shown in the audit.

Alternate bonds may be issued to refund alternate bonds without meeting any of the conditions set forth above if the term of the refunding bonds is not longer than the term of the refunded bonds and that the debt service payable in any year on the refunding bonds does not exceed the debt service payable in such year on the refunded bonds.

Alternate bonds are not regarded or included in any computation of indebtedness for the purpose of any statutory provision or limitation unless taxes, other than a designated revenue source, are extended to pay the bonds. In the event taxes are extended, the amount of alternate bonds then outstanding counts against

your debt limit until your audit shows that the alternate bonds have been paid from the pledged enterprise revenues or revenue source for a complete fiscal year.

In the event of default in required payments of interest or principal, the holders of alternate bonds have certain rights under state law to compel you to increase the pledged revenues or have the tax levy extended for such payment.

***Debt Certificates.*** You may issue "debt certificates" to evidence your payment obligation under an installment contract or lease. Your governing body may provide for the treasurer, comptroller, finance officer or other officer of the governing body charged with financial administration to act as counterparty to the installment contract or lease, as nominee- seller or lessor. The installment contract or lease is then executed by your authorized officer and is filed with and executed by the nominee-seller or lessor. As contracts for the acquisition and construction of the project to be financed are executed (the "Work Contracts"), the governing body orders those Work Contracts to be filed with the nominee-seller or lessor. The nominee- seller or lessor identifies the Work Contracts to the particular installment contract or lease. Such identification permits the payment of the Work Contracts from the proceeds of the debt certificates.

Debt certificates are paid from your lawfully available funds. You are expected to agree to annually budget/appropriate amounts to pay the principal of and interest on the debt certificates. There is no separate levy available for the purpose of making such payments.

Debt certificates constitute a debt. In the event of default in required payments of interest or principal, the holders of the debt certificates cannot compel you to impose a tax levy, but you have promised the holders of the debt certificates that you will pay the debt certificates and they can proceed to file suit to enforce such promise.

***Special Service Area Bonds.*** When special services are provided to a particular contiguous area within a municipality, in addition to the services generally provided throughout the municipality, a municipality may create a special service area. The cost of the special services may be paid from taxes levied upon the taxable real property within the area, and such taxes may be levied in the special service area at a rate or amount sufficient to produce revenues required to provide the special services.

Prior to the first levy of taxes in the special service area and prior to or within 60 days after the adoption of the ordinance proposing the establishment of the special service area, you are required to hold a public hearing and to publish and mail notice of such hearing. At the public hearing, any interested person may file written objections or give oral statements with respect to the establishment of the special service area and the levy of taxes therein. As a result of the hearing, you may delete areas from the special service area as long as the remaining area is contiguous. After the hearing, an ordinance establishing the special service area must be timely filed with the county recorder and the county clerk.

Bonds secured by the full faith and credit of the special service area territory may be issued for the purpose of providing special services. Such bonds are paid from the levy of taxes unlimited as to rate or amount against the taxable real property in the special service area. The county clerk will annually extend taxes against all of the taxable real property in the area in amounts sufficient to pay the principal and interest on the bonds. Such bonds are exempt from the Extension Limitation Law of the State of Illinois, as amended.

Prior to the issuance of special service area bonds, you must give published and mailed notice and hold a hearing at which any interested person may file written objections, or be heard orally, with respect to the

issuance of the bonds. The questions of the creation of the special service area, the levy of a tax on such area and the issuance of special service area bonds may all be considered at the same hearing.

The creation of the special service area, the levy of a tax within the area and the issuance of bonds for the provision of special services to the area are subject to a petition process. If, within 60 days after the public hearing, a petition signed by not less than 51% of the electors residing within the special service area and 51% of the owners of record of land located within the special service area is filed with the municipal clerk objecting to the creation of the special service area, the levy of a tax or the issuance of bonds, then the area may not be created, the tax may not be levied and the bonds may not be issued. If such a petition is filed, the subject matter of the petition may not be proposed relative to any of the signatories within the next two years.

Special service area bonds do not constitute an indebtedness of the municipality, and no exercise of your taxing power may be compelled on behalf of the special service area bondholders other than the ad valorem property taxes to be extended on the taxable real property in the special service area.

**Revenue Bonds.** "Revenue bonds" are debt securities that are payable only from a specific source or sources of revenues. Revenue bonds are not a pledge of your full faith and credit and you are obligated to pay principal and interest on your revenue bonds only from the revenue source(s) specifically pledged to the bonds. Revenue bonds do not permit the bondholders to compel you to impose a tax levy for payment of debt service. Pledged revenues may be derived from operation of the financed project or system, grants or excise or other specified taxes. Generally, subject to state law or local charter requirements, you are not required to obtain voter approval prior to issuance of revenue bonds. Revenue bonds may, however, be subject to a backdoor referendum. If the specified source(s) of revenue become inadequate, a default in payment of principal or interest may occur. Various types of pledges of revenue may be used to secure interest and principal payments on revenue bonds. The nature of these pledges may differ widely based on state law, the type of issuer, the type of revenue stream and other factors.

Some revenue bonds, referred to as conduit revenue bonds, may be issued by a governmental issuer acting as conduit for the benefit of a private sector entity or a 501(c)(3) organization (the obligor). Conduit revenue bonds commonly are issued for not-for-profit hospitals, educational institutions, single and multi-family housing, airports, industrial or economic development projects, and student loan programs, among other obligors. Principal and interest on conduit revenue bonds normally are paid exclusively from revenues pledged by the obligor.

Unless otherwise specified under the terms of the bonds, you are not required to make payments of principal or interest if the obligor defaults.

**Tax Increment Financing.** Tax increment financing provides a means for municipalities, after the approval of a "redevelopment plan and project," to redevelop blighted, conservation or industrial park conservation areas. The Tax Increment Allocation Redevelopment Act of the State of Illinois, as amended, allows incremental property taxes to be used to pay certain redevelopment project costs and to pay debt service with respect to tax increment bonds issued to pay redevelopment project costs. The municipality is authorized to issue tax increment bonds payable from, and secured by, incremental property tax revenues expected to be generated in the redevelopment project area. Incremental property tax revenues are derived from the increase in the current equalized assessed valuation of the real property within the redevelopment project area over and above the certified initial equalized assessed valuation for such redevelopment project area.



Before adopting the necessary ordinances to designate a redevelopment project area, a municipality must hold a public hearing and convene a joint review board to consider the proposal. At the public hearing, any interested person or taxing district may file written objections and may give oral statements with respect to the proposed financing. After the municipality has considered all comments made by the public and the joint review board, it may adopt the necessary ordinances to designate a redevelopment project area.

Tax increment bonds may be secured by the full faith and credit of the municipality. The issuance of general obligation tax increment bonds is subject to a "backdoor," rather than a direct, referendum. Once a municipality has authorized the issuance of tax increment obligations secured by its full faith and credit, the ordinance authorizing the issuance must be published in a newspaper of general circulation in the municipality. In response, voters may petition to request that the question of issuing obligations using the full faith and credit of the municipality as security to pay for redevelopment project costs be submitted to the electors of the municipality. If, within 30 days after the publication, 10% of the registered voters of the municipality sign such a petition, the question of whether to issue tax increment bonds secured by the municipality's full faith and credit must be approved by the voters pursuant to referendum. Such bonds are not exempt from the Extension Limitation Law unless first approved at referendum.

Tax increment revenues may also be treated as a "revenue source" and be pledged to the payment of alternate bonds under Section 15 of the Debt Reform Act.

### **Risk Considerations**

Certain risks may arise in connection with your issuance of Municipal Bonds, including some or all of the following (generally, the obligor, rather than you, will bear these risks for conduit revenue bonds):

***Issuer Default Risk.*** You may be in default if the funds pledged to secure your bonds are not sufficient to pay debt service on the bonds when due. The consequences of a default may be serious for you and, depending on applicable state law and the terms of the authorizing documents, the holders of the bonds, the trustee and any credit support provider may be able to exercise a range of available remedies against you. For example, if the bonds are secured by a general obligation pledge, you may be ordered by a court to raise taxes. Other budgetary adjustments also may be necessary to enable you to provide sufficient funds to pay debt service on the bonds. If the bonds are revenue bonds or alternate bonds, you may be required to take steps to increase the available revenues that are pledged as security for the bonds. A default may negatively impact your credit ratings and may effectively limit your ability to publicly offer bonds or other securities at market interest rate levels. Further, if you are unable to provide sufficient funds to remedy the default, subject to applicable state law and the terms of the authorizing documents, you may find it necessary to consider available alternatives under state law, including (for some issuers) state-mandated receivership or bankruptcy. A default also may occur if you are unable to comply with covenants or other provisions agreed to in connection with the issuance of the bonds.

This description is only a brief summary of issues relating to defaults and is not intended as legal advice. You should consult with your bond counsel for further information regarding defaults and remedies.

***Redemption Risk.*** Your ability to redeem the bonds prior to maturity may be limited, depending on the terms of any optional redemption provisions. In the event that interest rates decline, you may be unable to take advantage of the lower interest rates to reduce debt service.

***Refinancing Risk.*** If your financing plan contemplates refinancing some or all of the bonds at maturity (for example, if you have term maturities or if you choose a shorter final maturity than might otherwise be

permitted under the applicable federal tax rules), market conditions or changes in law may limit or prevent you from refinancing those bonds when required. Further, limitations in the federal tax rules on advance refunding of bonds (an advance refunding of bonds occurs when tax-exempt bonds are refunded more than 90 days prior to the date on which those bonds may be retired) may restrict your ability to refund the bonds to take advantage of lower interest rates.

***Reinvestment Risk.*** You may have proceeds of the bonds to invest prior to the time that you are able to spend those proceeds for the authorized purpose. Depending on market conditions, you may not be able to invest those proceeds at or near the rate of interest that you are paying on the bonds, which is referred to as "negative arbitrage."

***Tax Compliance Risk.*** The issuance of tax-exempt bonds is subject to a number of requirements under the United States Internal Revenue Code, as enforced by the Internal Revenue Service (IRS). You must take certain steps and make certain representations prior to the issuance of tax-exempt bonds. You also must covenant to take certain additional actions after issuance of the tax-exempt bonds. A breach of your representations or your failure to comply with certain tax-related covenants may cause the interest on the bonds to become taxable retroactively to the date of issuance of the bonds, which may result in an increase in the interest rate that you pay on the bonds or the mandatory redemption of the bonds. The IRS also may audit you or your bonds, in some cases on a random basis and in other cases targeted to specific types of bond issues or tax concerns. If the bonds are declared taxable, or if you are subject to audit, the market price of your bonds may be adversely affected. Further, your ability to issue other tax-exempt bonds also may be limited.

This description of tax compliance risks is not intended as legal advice and you should consult with your bond counsel regarding tax implications of issuing the bonds.



**Wheaton Park District, DuPage County, Illinois**

**Outstanding Debt Update and  
Overview of Referendum Options**

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OCTOBER 6, 2021



## Current District Debt and Capacity

# Unlimited Tax General Obligation Bonds

Levy Year	Bond Year	G.O. Refunding Park Bonds, Series 2015A (Principal Only) Principal Due: 12/30	Taxable G.O. Refunding Park Bonds, Series 2015B (Principal Only) Principal Due: 12/30	Total Principal Outstanding	Total Debt Service (Principal and Interest)	Tax Rate at 2020 EAV
2020	2021	\$ 930,000	\$ 2,485,000	\$ 3,415,000	\$ 3,604,000	0.14
2021	2022	955,000	1,930,000	2,885,000	2,971,550	0.12
2022	2023					-
Total		\$ 1,885,000	\$ 4,415,000	\$ 6,300,000	\$ 6,575,550	

<b>Original Par Amount:</b>	\$3,660,000	\$14,925,000
<b>Interest Rate Range:</b>	3.00%	3.00%
<b>Total Interest Due:</b>	\$633,570	\$1,948,425
<b>Purpose:</b>	Current Refunding	Current Refunding
<b>Security:</b>	Unlimited Tax General Obligation	Unlimited Tax General Obligation
<b>Referendum Approved:</b>	Yes (2)	Yes (2)
<b>Payment Source</b>	Unlimited Property Tax	Unlimited Property Tax
<b>Call Date:</b>	Not Callable	Not Callable

# Limited Tax General Obligation Bonds

Levy Year	Bond Year	Limited Park Bonds, Series 2015C (Principal Only) Principal Due: 12/30	Taxable Limited Refunding Park Bonds, Series 2015D (Principal Only) Principal Due: 12/30	G.O. Limited Tax Park Bonds, Series 2020 (Principal Only) Principal Due: 11/1	Total Principal Outstanding	Total Debt Service (Principal and Interest)	Debt Service Extension Base (1)	(Over)/Under Debt Service Extension Base
2020	2021	\$ 30,000	\$ 500,000	\$ 1,816,782	\$ 2,346,782	\$ 2,458,515	\$ 2,458,516	\$ 1
2021	2022	545,000			545,000	631,550	2,492,935	1,861,385
2022	2023	560,000			560,000	630,200	2,517,864	1,887,664
2023	2024	575,000			575,000	628,400	2,543,043	1,914,643
2024	2025	595,000			595,000	631,150	2,568,473	1,937,323
2025	2026	610,000			610,000	628,300	2,594,158	1,965,858
2026	2027				-	-	2,620,100	2,620,100
2027	2028				-	-	2,646,301	2,646,301
2028	2029				-	-	2,672,764	2,672,764
Total		\$ 2,915,000	\$ 500,000	\$ 1,816,782	\$ 5,231,782	\$ 5,608,115		

<b>Original Par Amount:</b>	\$2,915,000	\$3,020,000	\$1,615,815
<b>Interest Rate Range:</b>	3.00%	0.75% - 2.25%	1.09%
<b>Total Interest Due:</b>	\$800,960	\$198,929	\$15,411
<b>Purpose:</b>	Current Refunding	Current Refunding	New Money & Series 2010 Debt Service
<b>Security:</b>	Limited Tax General Obligation	Limited Tax General Obligation	Limited Tax General Obligation
<b>Referendum Approved:</b>	Not Applicable	Not Applicable	Not Applicable
<b>Payment Source:</b>	DSEB	DSEB	DSEB
<b>Call Date:</b>	12/30/2024	Not Callable	Not Callable

(1) Actual debt service extension base for levy year 2020 and 2021. Assumes 1% DSEB growth thereafter.

## General Obligation Alternate Revenue Source Bonds

Levy Year	Bond Year	G.O. Park Bonds (ARS), Series 2019A (Principal Only) Principal Due: 12/15	Total Debt Service (Principal and Interest)
2020	2021	\$ 350,000	\$ 567,900
2021	2022	370,000	570,400
2022	2023	390,000	571,900
2023	2024	410,000	572,400
2024	2025	425,000	566,900
2025	2026	715,000	835,650
2026	2027	750,000	834,900
2027	2028	780,000	827,400
2028	2029	810,000	826,200
Total		\$ 5,000,000	\$ 6,173,650

<b>Original Par Amount:</b>	\$5,335,000
<b>Interest Rate Range:</b>	2.00% - 5.00%
<b>Total Interest Due:</b>	\$1,460,444
<b>Purpose:</b>	Refund 2010
<b>Security:</b>	Alternate Revenue Source
<b>Referendum Approved:</b>	Backdoor Referendum
<b>Payment Source</b>	Annual LTGO Issues
<b>Call Date:</b>	Not Callable



# Current Debt Limit

			Non-Referendum Debt Capacity 0.575% of EAV	Total Debt Capacity 2.875% of EAV
District EAV of Taxable Property, 2020		\$2,557,325,950.00		
Total		<u>\$2,557,325,950.00</u>		
Statutory Non-Referendum Authority (0.575% of EAV)			\$14,704,624.21	
Statutory Debt Limitation (2.875% of EAV)				\$73,523,121.06
<u>Applicable Debt:</u>	<u>Final Maturity Date:</u>			
Refunding Park Bonds, Series 2015A	12/30/2022	1,885,000.00	0.00	1,885,000.00
Taxable Refunding Park Bonds, Series 2015B	12/30/2022	4,415,000.00	0.00	4,415,000.00
Limited Refunding Park Bonds, Series 2015C	12/30/2026	2,915,000.00	2,915,000.00	2,915,000.00
Taxable Limited Refunding Park Bonds, Series 2015D	12/30/2021	500,000.00	500,000.00	500,000.00
GO Limited Tax Park Bonds, Series 2021	10/15/2022	1,841,752.00	1,841,752.00	1,841,752.00
Total		<u>\$11,556,752.00</u>	<u>\$5,256,752.00</u>	<u>\$11,556,752.00</u>
<b>Legal Debt Margin</b>			<b>\$9,447,872.21</b>	<b>\$61,966,369.06</b>

*Alternate Revenue Source Bonds do not count against either the District's Non-Referendum Debt Capacity or the Total Debt Capacity*



## Debt Service Extension Base (DSEB)

Year	DSEB	CPI Increase	Cumulative Increase
Base	2,009,032.50		
2009	2,011,041.53	0.10%	2,009.03
2010	2,065,339.65	2.70%	56,307.15
2011	2,096,319.74	1.50%	87,287.24
2012	2,159,209.33	3.00%	150,176.83
2013	2,195,915.88	1.70%	186,883.38
2014	2,228,854.61	1.50%	219,822.11
2015	2,246,685.44	0.80%	237,652.94
2016	2,262,412.23	0.70%	253,379.73
2017	2,309,922.88	2.10%	300,890.38
2018	2,358,431.26	2.10%	349,398.76
2019	2,403,241.45	1.90%	394,208.95
2020	2,458,516.00	2.30%	449,483.50
2021	2,492,935.22	1.40%	483,902.72

# District Tax Rates

District Tax Rates						
Fund	2016	2017	2018	2019	2020	Statutory Maximum
Corporate	\$ 0.1790	\$ 0.1773	\$ 0.1791	\$ 0.1710	\$ 0.1867	\$ 0.3500
Bond and Interest	0.1638	0.1559	0.1491	0.1456	0.1424	-
Bond and Interest Limited	0.1033	0.1003	0.0977	0.0973	0.0971	-
IMRF	0.0345	0.0318	0.0178	0.0358	0.0189	-
Audit	0.0012	0.0005	0.0005	0.0004	0.0004	0.0005
Tort Judgments/Liability	0.0224	0.0259	0.0257	0.0243	0.0221	-
Social Security	0.0260	0.0241	0.0239	0.0242	0.0143	-
Recreation	0.1766	0.1749	0.1768	0.1689	0.1847	0.3700
Aquarium/Museum	0.0451	0.0404	0.0417	0.0408	0.0399	0.0700
Recreation for Handicapped	0.0373	0.0359	0.0346	0.0342	0.0338	0.0400
Total District Rates	\$ 0.7892	\$ 0.7670	\$ 0.7469	\$ 0.7425	\$ 0.7403	



# Referendum Options

## Referendum Options

- The District's voter approved general obligation bonds fully mature in December of 2022 (2021 Levy Year).
  - 2021 Bond and Interest Tax Rate estimated to be \$0.115.
- The District can consider additional referendum options
  - General Obligation Bond Referendum.
  - Limiting Tax Rate Referendum.
- A successful referendum in the Spring or Fall of 2022 would allow for a new levy in tax year 2022 to be collected in 2023.
- The referendum could be structured so that there is no tax increase or could be structured to provide a tax decrease.

# General Obligation Bond Referendum

- Ask voters to authorize a new bond issuance for a specific capital project or projects.
- New tax will be used to retire debt service and will sunset after the bonds are retired.

## Wheaton Park District

### Bond Referendum Analysis

#### UTGO Issuance Capacity with 20 Year Bonds at a Targeted Tax Rate

#### Assumes Annual EAV Growth

Levy Year	Collection/ Bond Year	EAV (1)	Current		\$0.110 Tax Rate \$42.765 Million Issue / 20 Year		\$0.100 Tax Rate \$38.875 Million Issue / 20 Year		\$0.080 Tax Rate \$31.1 Million Issue / 20 Year		\$0.060 Tax Rate \$23.315 Million Issue / 20 Year	
			Current UTGO Debt Service	Current Tax Rate	New UTGO Debt Service (2)	New Tax Rate	New UTGO Debt Service (2)	New Tax Rate	New UTGO Debt Service (2)	New Tax Rate	New UTGO Debt Service (2)	New Tax Rate
2019	2020	2,496,851,727	3,598,300	\$0.144								
2020	2021	2,557,325,950	3,604,000	\$0.141								
2021	2022	2,608,472,469	2,971,550	\$0.114								
2022	2023	2,634,557,194			2,895,600	\$0.110	2,630,000	\$0.100	2,104,000	\$0.080	1,577,600	\$0.060
2023	2024	2,660,902,766			2,923,200	\$0.110	2,657,000	\$0.100	2,124,600	\$0.080	1,591,800	\$0.060
2024	2025	2,687,511,793			2,952,800	\$0.110	2,686,200	\$0.100	2,148,000	\$0.080	1,609,400	\$0.060
2025	2026	2,714,386,911			2,984,200	\$0.110	2,712,400	\$0.100	2,169,000	\$0.080	1,625,200	\$0.060
2026	2027	2,741,530,780			3,012,200	\$0.110	2,740,600	\$0.100	2,192,600	\$0.080	1,644,200	\$0.060
2027	2028	2,768,946,088			3,041,800	\$0.110	2,765,600	\$0.100	2,213,600	\$0.080	1,656,200	\$0.060
2028	2029	2,796,635,549			3,072,800	\$0.110	2,792,400	\$0.100	2,237,000	\$0.080	1,676,400	\$0.060
2029	2030	2,824,601,905			3,105,000	\$0.110	2,820,800	\$0.100	2,257,600	\$0.080	1,694,400	\$0.060
2030	2031	2,852,847,924			3,133,200	\$0.110	2,850,600	\$0.100	2,280,400	\$0.080	1,710,200	\$0.060
2031	2032	2,881,376,403			3,167,400	\$0.110	2,876,600	\$0.100	2,300,200	\$0.080	1,723,800	\$0.060
2032	2033	2,910,190,167			3,197,200	\$0.110	2,908,800	\$0.100	2,327,000	\$0.080	1,745,200	\$0.060
2033	2034	2,939,292,068			3,232,600	\$0.110	2,936,800	\$0.100	2,350,400	\$0.080	1,759,000	\$0.060
2034	2035	2,968,684,989			3,263,200	\$0.110	2,965,600	\$0.100	2,370,400	\$0.080	1,780,400	\$0.060
2035	2036	2,998,371,839			3,294,000	\$0.110	2,995,000	\$0.100	2,397,000	\$0.080	1,799,000	\$0.060
2036	2037	3,028,355,557			3,329,800	\$0.110	3,024,800	\$0.100	2,419,800	\$0.080	1,814,800	\$0.060
2037	2038	3,058,639,113			3,360,200	\$0.110	3,054,800	\$0.100	2,443,800	\$0.080	1,832,800	\$0.060
2038	2039	3,089,225,504			3,395,200	\$0.110	3,084,800	\$0.100	2,468,800	\$0.080	1,852,800	\$0.060
2039	2040	3,120,117,759			3,429,400	\$0.110	3,119,600	\$0.100	2,494,600	\$0.080	1,869,600	\$0.060
2040	2041	3,151,318,937			3,462,600	\$0.110	3,148,800	\$0.100	2,521,000	\$0.080	1,888,200	\$0.060
2041	2042	3,182,832,126			3,499,600	\$0.110	3,182,400	\$0.100	2,542,800	\$0.080	1,908,400	\$0.060

(1) Assumes actual 2020 EAV of the District, 2.0% annual growth through levy year 2021 and 1.0% growth thereafter.

(2) Assumes a 4.0% interest rate. Subject to change.



# General Obligation Bond Referendum (continued)

## Wheaton Park District

### Bond Referendum Analysis

### UTGO Issuance Capacity with 20 Year Bonds at a Targeted Tax Rate

### Level Payment Schedule

Levy Year	Collection/ Bond Year	EAV (1)	Current		\$0.110 Tax Rate \$39.35 Million Issue / 20 Year		\$0.100 Tax Rate \$35.775 Million Issue / 20 Year		\$0.080 Tax Rate \$28.61 Million Issue / 20 Year		\$0.060 Tax Rate \$28.61 Million Issue / 20 Year	
			Current UTGO Debt Service	Current Tax Rate	New UTGO Debt Service (2)	New Tax Rate	New UTGO Debt Service (2)	New Tax Rate	New UTGO Debt Service (2)	New Tax Rate	New UTGO Debt Service (2)	New Tax Rate
2019	2020	2,496,851,727	3,598,300	\$0.144								
2020	2021	2,557,325,950	3,604,000	\$0.141								
2021	2022	2,608,472,469	2,971,550	\$0.114								
2022	2023	2,634,557,194			2,894,000	\$0.110	2,631,000	\$0.100	2,104,400	\$0.080	1,578,000	\$0.060
2023	2024	2,660,902,766			2,896,200	\$0.109	2,633,000	\$0.099	2,106,000	\$0.079	1,579,200	\$0.059
2024	2025	2,687,511,793			2,896,200	\$0.108	2,633,000	\$0.098	2,106,000	\$0.078	1,579,200	\$0.059
2025	2026	2,714,386,911			2,894,000	\$0.107	2,631,000	\$0.097	2,104,400	\$0.078	1,578,000	\$0.058
2026	2027	2,741,530,780			2,894,600	\$0.106	2,632,000	\$0.096	2,106,200	\$0.077	1,580,600	\$0.058
2027	2028	2,768,946,088			2,897,800	\$0.105	2,630,800	\$0.095	2,106,200	\$0.076	1,576,800	\$0.057
2028	2029	2,796,635,549			2,893,400	\$0.103	2,632,400	\$0.094	2,104,400	\$0.075	1,576,800	\$0.056
2029	2030	2,824,601,905			2,896,600	\$0.103	2,631,600	\$0.093	2,105,800	\$0.075	1,580,400	\$0.056
2030	2031	2,852,847,924			2,897,000	\$0.102	2,633,400	\$0.092	2,105,200	\$0.074	1,577,400	\$0.055
2031	2032	2,881,376,403			2,894,600	\$0.100	2,632,600	\$0.091	2,102,600	\$0.073	1,578,000	\$0.055
2032	2033	2,910,190,167			2,894,400	\$0.099	2,634,200	\$0.091	2,103,000	\$0.072	1,577,000	\$0.054
2033	2034	2,939,292,068			2,896,200	\$0.099	2,633,000	\$0.090	2,106,200	\$0.072	1,579,400	\$0.054
2034	2035	2,968,684,989			2,894,800	\$0.098	2,634,000	\$0.089	2,107,000	\$0.071	1,580,000	\$0.053
2035	2036	2,998,371,839			2,895,200	\$0.097	2,632,000	\$0.088	2,105,400	\$0.070	1,578,800	\$0.053
2036	2037	3,028,355,557			2,897,200	\$0.096	2,632,000	\$0.087	2,106,400	\$0.070	1,575,800	\$0.052
2037	2038	3,058,639,113			2,895,600	\$0.095	2,633,800	\$0.086	2,104,800	\$0.069	1,576,000	\$0.052
2038	2039	3,089,225,504			2,895,400	\$0.094	2,632,200	\$0.085	2,105,600	\$0.068	1,579,200	\$0.051
2039	2040	3,120,117,759			2,896,400	\$0.093	2,632,200	\$0.084	2,103,600	\$0.067	1,580,200	\$0.051
2040	2041	3,151,318,937			2,893,400	\$0.092	2,633,600	\$0.084	2,103,800	\$0.067	1,579,000	\$0.050
2041	2042	3,182,832,126			2,896,400	\$0.091	2,631,200	\$0.083	2,106,000	\$0.066	1,575,600	\$0.050

(1) Assumes actual 2020 EAV of the District, 2.0% annual growth through levy year 2021 and 1.0% growth thereafter.

(2) Assumes a 4.0% interest rate. Subject to change.

# Limiting Tax Rate Referendum

- Additional tax can begin with 2022 levy year.
- Can be structured to maintain current tax levels or another amount.
- No sunset on annual tax.
- Annual tax can be used for operations, annual capital or a revenue source for the issuance of alternate revenue bonds.

## Wheaton Park District

### Limiting Rate Referendum Analysis

Levy Year	Collection/ Bond Year	EAV (1)	Current		\$0.11 Additional Rate		\$0.10 Additional Rate		\$0.08 Additional Rate		\$0.06 Additional Rate	
			Current UTGO Debt Service	Current Tax Rate	New Rate	Annual Tax	New Rate	Annual Tax	New Rate	Annual Tax	New Rate	Annual Tax
2019	2020	\$2,496,851,727	\$3,598,300	\$0.144								
2020	2021	2,557,325,950	3,604,000	\$0.141								
2021	2022	2,608,472,469	2,971,550	\$0.114								
2022	2023	2,634,557,194		\$0.000	\$0.110	\$2,898,013	\$0.100	\$2,634,557	\$0.080	\$2,107,646	\$0.060	\$1,580,734
2023	2024	2,660,902,766		\$0.000	\$0.110	2,926,993	\$0.100	2,660,903	\$0.080	\$2,128,722	\$0.060	1,596,542
2024	2025	2,687,511,793		\$0.000	\$0.110	2,956,263	\$0.100	2,687,512	\$0.080	\$2,150,009	\$0.060	1,612,507
2025	2026	2,714,386,911		\$0.000	\$0.110	2,985,826	\$0.100	2,714,387	\$0.080	\$2,171,510	\$0.060	1,628,632
2026	2027	2,741,530,780		\$0.000	\$0.110	3,015,684	\$0.100	2,741,531	\$0.080	\$2,193,225	\$0.060	1,644,918
2027	2028	2,768,946,088		\$0.000	\$0.110	3,045,841	\$0.100	2,768,946	\$0.080	\$2,215,157	\$0.060	1,661,368
2028	2029	2,796,635,549		\$0.000	\$0.110	3,076,299	\$0.100	2,796,636	\$0.080	\$2,237,308	\$0.060	1,677,981
2029	2030	2,824,601,905		\$0.000	\$0.110	3,107,062	\$0.100	2,824,602	\$0.080	\$2,259,682	\$0.060	1,694,761

(1) Assumes actual 2020 EAV of the District, 2.0% annual growth through levy year 2021 and 1.0% growth thereafter.

# Tax Impact

2020 EAV: \$2,557,325,950  
 2020 Tax Rate: \$0.740  
 2020 Total Tax Extension (All Funds): \$18,931,884

Tax Rate	\$0.110	\$0.100	\$0.080	\$0.060
Property Market Value	Annual Tax Impact (1)			
\$100,000.00	\$37	\$33	\$27	\$20
\$200,000.00	\$73	\$67	\$53	\$40
\$300,000.00	\$110	\$100	\$80	\$60
\$400,000.00	\$147	\$133	\$107	\$80
\$500,000.00	\$183	\$167	\$133	\$100

*1 Preliminary, subject to change. The annual tax rate impact does not factor in the standard homeowners deduction*



# Example Bond Ballot Question

## •General Obligation Bond Referendum:

Shall the Wheaton Park District, DuPage County, Illinois, construct and equip the \_\_\_\_\_ Building of said Park District and improve the site thereof and acquire and construct the necessary land and site improvements for such projects, improve and equip parks and park facilities, and issue its bonds to the amount of \$\_\_\_\_\_ for the purpose of paying the costs thereof?

Or

Shall the Wheaton Park District, DuPage County, Illinois, build, maintain, improve and protect parks, land and facilities of said Park District, including but not limited to safety and security improvements, reforestation, equipment replacement, renovation of existing park facilities and resurfacing roads and trails, and issue its bonds to the amount of \$\_\_\_\_\_ for the purpose of paying the costs thereof?

# Example Limiting Rate Ballot Question

## •Limiting Tax Rate Referendum

- Shall the limiting rate under the Property Tax Extension Limitation Law for the Wheaton Park District, DuPage County, Illinois, be increased by an additional amount equal to \_\_\_\_\_% above the limiting rate for levy year 20[18] for park purposes and be equal to \_\_\_\_\_% of the equalized assessed value of the taxable property therein for levy year 20[20]?
- Supplemental Information Required on Ballot:
  - The approximate amount of taxes extendable at the most recently extended limiting rate is \$\_\_\_\_\_, and the approximate amount of taxes extendable if the proposition is approved is \$\_\_\_\_\_.
  - For the 20\_\_ levy year the approximate amount of the additional tax extendable against property containing a single family residence and having a fair market value at the time of the referendum of \$100,000 is estimated to be \$\_\_\_\_\_.
  - If the proposition is approved, the aggregate extension for 20\_\_ will be determined by the limiting rate set forth in the proposition, rather than the otherwise applicable limiting rate calculated under the provisions of the Property Tax Extension Limitation Law (commonly known as the Property Tax Cap Law).

# Referendum Timing\*

## •June 28, 2022 General Primary Election

- Must adopt a resolution or ordinance initiating a public question Monday, April 11, 2022.

## •November 8, 2022 General Election

- Must adopt a resolution or ordinance initiating a public question Monday, August 22, 2022.

\*The referendum timing schedule will allow the District to follow our strategic planning process and engage in educating all stakeholders regarding the future financial landscape.



Wheaton Park District, DuPage County, Illinois

General Obligation Limited Tax Park Bonds, Series 2021  
(the “Rollover Bonds”)

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PLANNING PACKET

SEPTEMBER 9, 2021



Speer Financial, Inc.

- Independent municipal advisor to the District since 2009
- Financial planning, refunding analysis and debt modeling services
- Continuing disclosure services
- Serving over 70 Park and Forest Preserve District Clients\*
- #1 Municipal Advisor in Illinois, for 2020, based on volume of sales\*\*

230 W Monroe Street, Suite 2630  
Chicago, IL 60606  
(312) 346-3700  
[www.speerfinancial.com](http://www.speerfinancial.com)

\*Based on Speer Financial, Inc. Records

\*\* Source: Thomson Reuters

September 9, 2021

Mr. Michael J. Benard  
Executive Director  
Wheaton Park District  
102 E. Wesley Street  
Wheaton, Illinois 60187

Dear Mike:

General Obligation Limited Tax Park Bonds, or the Rollover Bonds, are payable from a direct property tax that is limited by the District's debt service extension base. The District annually issues its rollover bonds to fully utilize this levying capacity and has used the proceeds from these bonds to generate funds for capital projects for the District and to pay debt service on prior obligations.

This planning packet is structured to provide you with the preliminary details of the proposed issuance and is designed to aid the decision making process. Current and future market conditions and interest rates are subject to change and any information based on such market conditions and interest rates is not guaranteed.

Speer Financial, Inc. is not affiliated with any broker-dealer nor do we service in any capacity other than municipal advisor. This enables Speer to offer unbiased advice solely in the District's best interests and avoid any conflicts of interest. Should you have any questions regarding any information presented in this final closing packet please don't hesitate to reach out to me. It has been a pleasure to work with the District on this issuance.

Sincerely,

Anthony Miceli  
Senior Vice President  
Speer Financial, Inc.  
Business: (312) 529-5881  
Mobile: (630) 210-5129  
Email: [amiceli@speerfinancial.com](mailto:amiceli@speerfinancial.com)



## Distribution List

CONTACT	ROLE/TITLE	ORGANIZATION	EMAIL	PHONE
Michael Benard	Executive Director	Wheaton Park District	<a href="mailto:mbenard@wheatonparks.org">mbenard@wheatonparks.org</a>	(630) 665-4710
Sandra Simpson	Finance Director	Wheaton Park District	<a href="mailto:ssimpson@wheatonparks.org">ssimpson@wheatonparks.org</a>	(630) 665-4947
Bethany Meger	Asst. Finance Director	Wheaton Park District	<a href="mailto:bmeeger@wheatonparks.org">bmeeger@wheatonparks.org</a>	(630) 510-4953
Donna Siciliano	Executive Assistant	Wheaton Park District	<a href="mailto:dsiciliano@wheatonparks.org">dsiciliano@wheatonparks.org</a>	(630) 510-4944
Anjali Vij	Bond Counsel	Chapman and Cutler	<a href="mailto:Anjali_vij@chapman.com">Anjali_vij@chapman.com</a>	(312) 845-3472
Stephanie DiSilvestro	Bond Counsel	Chapman and Cutler	<a href="mailto:dsilves@chapman.com">dsilves@chapman.com</a>	(312) 845-3813
Anthony Miceli	Municipal Advisor	Speer Financial, Inc.	<a href="mailto:amiceli@speerfinancial.com">amiceli@speerfinancial.com</a>	(312) 529-5881
Aaron Gold	Municipal Advisor	Speer Financial, Inc.	<a href="mailto:agold@speerfinancial.com">agold@speerfinancial.com</a>	(847) 533-2154

## Financing Timetable

ACTION	PARTY RESPONSIBLE	DATE
Finance Subcommittee	District	10/6/2021
BINA Publication Deadline	N/A	10/13/2021
BINA Public Hearing	N/A	10/20/2021
Bids Received	All Parties	11/16/2021
Adopt Bond Ordinance	District	11/17/2021
Closing	All Parties	12/8/2021

*News Paper Publication*

*Board Action*

# Bond Issue Notification Act (BINA)

A BINA Hearing will be required to proceed with the issuance of the Rollover Bonds

## Definition

- The BINA requires a Board to hold a public hearing concerning the District's intent to sell General Obligation Bonds prior to adopting a bond ordinance.

## Exemptions

- Proceeds that are used to refund other obligations.
- The District is issuing general obligation bonds that have been approved via a referendum.

## Expiration

- The authority to issue is security specific and remains in effect for three years after the date of the BINA hearing.

## Requirements

- A notice of the public hearing must be published not less than seven and not more than thirty days before the public hearing.
- The notice of the public hearing must be posted at the principal office of the Park Board at least two days before the public hearing.
- The Park Board is required to wait seven days following the BINA Hearing before adopting the bond ordinance.

Date	BINA Amount	Issue Name	Amount Utilized	Remaining Capacity	Expires
10/20/2021	\$6,000,000			\$6,000,000	2024
12/8/2021		Series 2021	\$1,841,752	\$4,158,248	2024



# The Rollover Bonds Preliminary Financing Model



# Total Debt Capacity

			Non-Referendum Debt Capacity 0.575% of EAV	Total Debt Capacity 2.875% of EAV
District EAV of Taxable Property, 2020		\$2,557,325,950.00		
Total		<u>\$2,557,325,950.00</u>		
Statutory Non-Referendum Authority (0.575% of EAV)			\$14,704,624.21	
Statutory Debt Limitation (2.875% of EAV)				\$73,523,121.06
<u>Applicable Debt:</u>	<u>Final Maturity Date:</u>			
Refunding Park Bonds, Series 2015A	12/30/2022	1,885,000.00	0.00	1,885,000.00
Taxable Refunding Park Bonds, Series 2015B	12/30/2022	4,415,000.00	0.00	4,415,000.00
Limited Refunding Park Bonds, Series 2015C	12/30/2026	2,915,000.00	2,915,000.00	2,915,000.00
Taxable Limited Refunding Park Bonds, Series 2015D	12/30/2021	500,000.00	500,000.00	500,000.00
GO Limited Tax Park Bonds, Series 2021	10/15/2022	1,841,752.00	1,841,752.00	1,841,752.00
Total		<u>\$11,556,752.00</u>	<u>\$5,256,752.00</u>	<u>\$11,556,752.00</u>
<b>Legal Debt Margin</b>			<b>\$9,447,872.21</b>	<b>\$61,966,369.06</b>

*Alternate Revenue Source Bonds do not count against either the District's Non-Referendum Debt Capacity or the Total Debt Capacity*

# Debt Service Extension Base (DSEB)

Year	DSEB	CPI Increase	Cumulative Increase
Base	2,009,032.50		
2009	2,011,041.53	0.10%	2,009.03
2010	2,065,339.65	2.70%	56,307.15
2011	2,096,319.74	1.50%	87,287.24
2012	2,159,209.33	3.00%	150,176.83
2013	2,195,915.88	1.70%	186,883.38
2014	2,228,854.61	1.50%	219,822.11
2015	2,246,685.44	0.80%	237,652.94
2016	2,262,412.23	0.70%	253,379.73
2017	2,309,922.88	2.10%	300,890.38
2018	2,358,431.26	2.10%	349,398.76
2019	2,403,241.45	1.90%	394,208.95
2020	2,458,516.00	2.30%	449,483.50
2021	2,492,935.22	1.40%	483,902.72

# Preliminary 2021 Financing Model

## 2021 Financing Model

\*\*\*PRELIMINARY\*\*\*

Levy Year	Bond Year	Debt Service Extension Base (DSEB) (1)	Existing Limited Tax Bonds Debt Service	General Obligation Limited Tax Park Bonds, Series 2021 Dated: December 8, 2021				DSEB Margin
				Principal Due: (10/15)	Rate (2)	Interest Due: (10/15)	Total	
2021	2022	2,492,935.22	631,550.00	1,841,752	1.25%	19,633	1,861,385	0.66
2022	2023	2,517,864.57	630,200.00				-	1,887,664.57
2023	2024	2,543,043.21	628,400.00					1,914,643.21
2024	2025	2,568,473.64	631,150.00					1,937,323.64
2025	2026	2,594,158.37	628,300.00					1,965,858.37
<b>Total</b>			\$ 3,149,600	\$ 1,841,752.00		\$ 19,632.56	\$ 1,861,384.56	

Notes:

- (1) The original Debt Service Extension Base of \$741,344.69 has increased due to CPI increases of 0.10% for levy year 2009, 2.70% for levy year 2010, 1.50% for levy year 2011, 3.00% for levy year 2012, 1.70% for levy year 2013, 1.50% for levy year 2014, 0.80% for levy year 2015, 0.7% for levy year 2016, and 2.1% for levy year 2017 and 2018, 1.9% growth for levy year 2019, 2.3% growth for levy year 2020, 1.4% growth for levy year 2021 and an estimated 1.0% growth each year thereafter. Subject to change.
- (2) Estimated, subject to change.

# Preliminary 2021 Costs of Issuance and Allocation of Proceeds

Security: **GO LTD**  
 Tax Status: **Tax-Exempt**  
 Issue: **Series 2021**  
 Issue Size: \$1,841,752.00

Service	Service Provider	Series 2021
Financial Advisor	Speer Financial Inc.	\$8,000.00
Bond Counsel	Chapman and Cutler	8,500.00
Term Sheet Preparation	Speer Financial Inc.	350.00
SpeerBids.com	Speer Financial Inc.	350.00
<b>Total Costs of Issuance:</b>		<u>\$17,200.00</u>

Prior Obligations	Payment Date	Series 2021
2019A Bonds	12/15/2021	458,950.00
<b>Prior Obligations Paid with Bond Proceeds:</b>		<u>\$458,950.00</u>

Capital Proceeds	Series 2021
<b>Total Capital Proceeds</b>	<u>\$1,365,602.00</u>
<b>Rounding:</b>	\$0.00

Prior Obligations Paid With Non-Bond Proceeds		
Prior Obligations	Payment Date	
2019A	6/15/2022	\$100,200.00
<b>Total Prior Obligations</b>		<u>\$100,200.00</u>

\*\*\*Preliminary, subject to change\*\*\*



## Current Outstanding Obligations: General Obligation Limited Tax Park Bonds

**Wheaton Park District**

General Obligation Limited Tax Refunding Bonds, Series 2015C

Dated: November 12, 2015

FINAL

**Debt Service Schedule**

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
11/12/2015	-	-	-	-	-
06/30/2016	-	-	55,385.00	55,385.00	-
12/30/2016	-	-	43,725.00	43,725.00	99,110.00
06/30/2017	-	-	43,725.00	43,725.00	-
12/30/2017	-	-	43,725.00	43,725.00	87,450.00
06/30/2018	-	-	43,725.00	43,725.00	-
12/30/2018	-	-	43,725.00	43,725.00	87,450.00
06/30/2019	-	-	43,725.00	43,725.00	-
12/30/2019	-	-	43,725.00	43,725.00	87,450.00
06/30/2020	-	-	43,725.00	43,725.00	-
12/30/2020	-	-	43,725.00	43,725.00	87,450.00
06/30/2021	-	-	43,725.00	43,725.00	-
12/30/2021	30,000.00	3.000%	43,725.00	73,725.00	117,450.00
06/30/2022	-	-	43,275.00	43,275.00	-
12/30/2022	545,000.00	3.000%	43,275.00	588,275.00	631,550.00
06/30/2023	-	-	35,100.00	35,100.00	-
12/30/2023	560,000.00	3.000%	35,100.00	595,100.00	630,200.00
06/30/2024	-	-	26,700.00	26,700.00	-
12/30/2024	575,000.00	3.000%	26,700.00	601,700.00	628,400.00
06/30/2025	-	-	18,075.00	18,075.00	-
12/30/2025	595,000.00	3.000%	18,075.00	613,075.00	631,150.00
06/30/2026	-	-	9,150.00	9,150.00	-
12/30/2026	610,000.00	3.000%	9,150.00	619,150.00	628,300.00
<b>Total</b>	<b>\$2,915,000.00</b>	<b>-</b>	<b>\$800,960.00</b>	<b>\$3,715,960.00</b>	<b>-</b>

**Yield Statistics**

Bond Year Dollars	\$26,698.67
Average Life	9.159 Years
Average Coupon	3.0000000%

Net Interest Cost (NIC)	2.4439666%
True Interest Cost (TIC)	2.3761284%
Bond Yield for Arbitrage Purposes	2.2132419%
All Inclusive Cost (AIC)	2.5268911%

**IRS Form 8038**

Net Interest Cost	2.2041035%
Weighted Average Maturity	9.151 Years

2015CD FINAL | Series 2015C (Ref 2005A) | 9/16/2019 | 2:46 PM

Speer Financial, Inc.  
Financial Consultants Since 1954



**Wheaton Park District**

Taxable General Obligation Limited Tax Refunding Bonds, Series 2015D

Dated: November 12, 2015

FINAL

**Debt Service Schedule**

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
11/12/2015	-	-	-	-	-
06/30/2016	-	-	29,978.83	29,978.83	-
12/30/2016	480,000.00	0.750%	23,667.50	503,667.50	533,646.33
06/30/2017	-	-	21,867.50	21,867.50	-
12/30/2017	500,000.00	1.150%	21,867.50	521,867.50	543,735.00
06/30/2018	-	-	18,992.50	18,992.50	-
12/30/2018	505,000.00	1.450%	18,992.50	523,992.50	542,985.00
06/30/2019	-	-	15,331.25	15,331.25	-
12/30/2019	515,000.00	1.750%	15,331.25	530,331.25	545,662.50
06/30/2020	-	-	10,825.00	10,825.00	-
12/30/2020	520,000.00	2.000%	10,825.00	530,825.00	541,650.00
06/30/2021	-	-	5,625.00	5,625.00	-
12/30/2021	500,000.00	2.250%	5,625.00	505,625.00	511,250.00
<b>Total</b>	<b>\$3,020,000.00</b>	<b>-</b>	<b>\$198,928.83</b>	<b>\$3,218,928.83</b>	<b>-</b>

**Yield Statistics**

Bond Year Dollars	\$11,057.67
Average Life	3.661 Years
Average Coupon	1.7990127%
Net Interest Cost (NIC)	1.9467672%
True Interest Cost (TIC)	1.9475469%
Bond Yield for Arbitrage Purposes	2.2132419%
All Inclusive Cost (AIC)	2.3016878%

**IRS Form 8038**

Net Interest Cost	1.7990127%
Weighted Average Maturity	3.661 Years

2015CD FINAL | Series 2015D (Ref 2005B) | 9/18/2019 | 2:46 PM

Speer Financial, Inc.  
Financial Consultants Since 1954



# Current Outstanding Obligations: General Obligation Alternate Revenue Source Bonds



**Wheaton Park District**

General Obligation Refunding Bonds (ARS), Series 2019A

Dated: September 25, 2019

Final

**Debt Service Schedule**

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
09/25/2019	-	-	-	-	-
12/15/2019	-	-	52,144.44	52,144.44	-
06/15/2020	-	-	117,325.00	117,325.00	169,469.44
12/15/2020	335,000.00	5.000%	117,325.00	452,325.00	-
06/15/2021	-	-	108,950.00	108,950.00	561,275.00
12/15/2021	350,000.00	5.000%	108,950.00	458,950.00	-
06/15/2022	-	-	100,200.00	100,200.00	559,150.00
12/15/2022	370,000.00	5.000%	100,200.00	470,200.00	-
06/15/2023	-	-	90,950.00	90,950.00	561,150.00
12/15/2023	390,000.00	5.000%	90,950.00	480,950.00	-
06/15/2024	-	-	81,200.00	81,200.00	562,150.00
12/15/2024	410,000.00	5.000%	81,200.00	491,200.00	-
06/15/2025	-	-	70,950.00	70,950.00	562,150.00
12/15/2025	425,000.00	5.000%	70,950.00	495,950.00	-
06/15/2026	-	-	60,325.00	60,325.00	556,275.00
12/15/2026	715,000.00	5.000%	60,325.00	775,325.00	-
06/15/2027	-	-	42,450.00	42,450.00	817,775.00
12/15/2027	750,000.00	5.000%	42,450.00	792,450.00	-
06/15/2028	-	-	23,700.00	23,700.00	816,150.00
12/15/2028	780,000.00	4.000%	23,700.00	803,700.00	-
06/15/2029	-	-	8,100.00	8,100.00	811,800.00
12/15/2029	810,000.00	2.000%	8,100.00	818,100.00	-
06/15/2030	-	-	-	-	818,100.00
<b>Total</b>	<b>\$5,335,000.00</b>	<b>-</b>	<b>\$1,460,444.44</b>	<b>\$6,795,444.44</b>	<b>-</b>

**Yield Statistics**

Bond Year Dollars	\$35,615.56
Average Life	6.676 Years
Average Coupon	4.1005803%

Net Interest Cost (NIC)	1.8950517%
True Interest Cost (TIC)	1.7480045%
Bond Yield for Arbitrage Purposes	1.5338510%
All Inclusive Cost (AIC)	1.9541032%

**IRS Form 8038**

Net Interest Cost	1.4825349%
Weighted Average Maturity	6.699 Years

Series 2019A Final | SINGLE PURPOSE | 9/16/2019 | 2:51PM

Speer Financial, Inc.  
Financial Consultants Since 1954

**Notice of Public Hearing Concerning the Intent of the Board of Commissioners of the Wheaton Park District, DuPage County Illinois, to Adopt a Budget and Appropriation Ordinance for the Period beginning January 1, 2022 and ending December 31, 2022**

*Public Notice is Hereby Given* that the Wheaton Park District, DuPage County, Illinois (the "District"), will hold a public hearing on October 20, 2021 at 5:00 o'clock P.M. The hearing will be held in the City of Wheaton Council Chambers, 303 W. Wesley Street Wheaton, IL. The purpose of the hearing will be to receive public comments on the proposal to Adopt the 2022 Budget and Appropriation Ordinance.

By order of the President of the Board of Park Commissioners of the Wheaton Park District, DuPage County, Illinois.

Dated this 6th Day of October 2021.

Michael J. Benard  
Secretary, Board of Park Commissioners  
Wheaton Park District, DuPage County, Illinois

Notice to publisher: Please be certain that this notice appears above the name of the Secretary.

**ORDINANCE 2021-XX**

**AN ORDINANCE MAKING A COMBINED ANNUAL BUDGET AND APPROPRIATION OF FUNDS  
FOR THE WHEATON PARK DISTRICT FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2022 AND  
ENDING DECEMBER 31, 2022**

AN ORDINANCE ADOPTING A COMBINED BUDGET AND APPROPRIATING SUCH SUMS OF MONEY AS MAY BE DEEMED NECESSARY TO DEFRAY ALL NECESSARY EXPENSES AND LIABILITIES OF THE WHEATON PARK DISTRICT, DUPAGE COUNTY, ILLINOIS FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2022 AND ENDING DECEMBER 31, 2022 AND SPECIFYING THE OBJECTS AND PURPOSES FOR WHICH SUCH APPROPRIATIONS ARE MADE, AND THE AMOUNT APPROPRIATED FOR EACH OBJECT AND PURPOSE.

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE WHEATON PARK DISTRICT:

Article I: As part of the Annual Budget, it is stated:

- |                                                                                                               |              |
|---------------------------------------------------------------------------------------------------------------|--------------|
| (a) That the estimated cash on hand at the beginning of the fiscal year is:                                   | \$25,692,230 |
| (b) That the cash expected to be received during the fiscal year from all sources is:                         | \$37,381,643 |
| (c) That the estimated expenditures contemplated for the fiscal year are:                                     | \$38,377,537 |
| (d) That the estimated cash expected to be on hand at the end of the fiscal year is:                          | \$24,696,336 |
| (e) That the estimated amount of taxes to be received by the Wheaton Park District during the fiscal year is: | \$18,513,652 |

Article II: The following sums of money in the "Budget" Column in the amount of \$44,377,380 is the budget for the fiscal year beginning January 1, 2022 and ending December 31, 2022.

The sums of money in the "Appropriation" Column in the amount of \$53,252,856 or as much thereof as may be authorized by law be and the same are hereby appropriated for the corporate purposes of the Wheaton Park District, as therein after specified for the fiscal year beginning January 1, 2022 and ending December 31, 2022.

Section 1. That all unexpended balances of any items of any general appropriation made in this ordinance be expended in making up any insufficiency in any item or items in the same general appropriation made for this ordinance.

Section 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 3. If any item, or portion thereof, of this ordinance is held invalid, such decision shall not affect the validity of the remaining portion of such item or the remaining portion of this ordinance.

Section 4. This ordinance shall be in full force and effect from and effect from and after its passage and publication in the manner provided by law.

Section 5. The budget and appropriation ordinance for any fiscal year is not intended or required to be in support of or in relation to any tax levy made during that fiscal year.

Passed by the Board of Park Commissioners of the Wheaton Park District, DuPage County Illinois, on the \_\_\_\_\_ day of \_\_\_\_\_, 2021 A.D.

"Ayes"

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"Nays"

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Secretary of the Board of Park Commissioners of the Wheaton Park District.

\_\_\_\_\_  
President of the Board of Park Commissioners of the Wheaton Park District  
Ordinance # 2021-XX

## Wheaton Park District Budget and Appropriation Proposal for Fiscal Year January 1, 2022 thru December 31, 2022

<b>GENERAL FUND</b>	<b>Budget</b>	<b>Appropriations</b>
Expenses incurred for the general administration and maintenance of the District	6,868,455	8,242,146
<b>RECREATION FUND</b>		
Expenses incurred for the planning, establishing and maintaining of recreational opportunities for the public	11,418,282	13,701,939
<b>SPECIAL RECREATION FUND</b>		
Expenses incurred in the provision of recreational programming for our special needs population	818,663	982,396
<b>MUSEUM FUND</b>		
Expenses incurred in the administration and operation of Cosley Zoo which	1,893,314	2,271,977
<b>INSURANCE LIABILITY FUND</b>		
Expenses incurred to provide business insurance for the District	485,589	582,707
<b>AUDIT FUND</b>		
Expenses incurred to satisfy the requirement to have an annual audit of the accounts of the District	29,164	34,997
<b>FICA FUND</b>		
Expenses incurred to pay the employer portion of Federal Insurance Contributions Act retirement obligations	647,789	777,346
<b>IMRF FUND</b>		
Expenses incurred to pay the employer portion of Illinois Municipal Retirement Fund retirement obligations	650,818	780,982
<b>DEBT SERVICE FUND</b>		
Expenses incurred to satisfy the debt service obligations of the District	4,257,257	5,108,708
<b>HEALTH FUND</b>		
Expenses incurred to provide health insurance benefits for District employees	1,711,508	2,053,810

<b>CAPITAL PROJECTS FUND</b>	<b>Budget</b>	<b>Appropriations</b>
Expenses incurred to construct, maintain or replace capital assets of the District	4,840,410	5,808,492
<b>GOLF FUND</b>		
Expenses incurred for the administration and operation of the Arrowhead facility	10,264,888	12,317,866
<b>INFORMATION TECHNOLOGY FUND</b>		
Expenses incurred to provide computer equipment, software and telecommunications equipment for the District	491,243	589,491

### ARTICLE III: SUMMARY OF BUDGETED AND APPROPRIATED FUNDS

General Fund	6,868,455	8,242,146
Recreation Fund	11,418,282	13,701,939
Special Recreation Fund	818,663	982,396
Museum Fund	1,893,314	2,271,977
Insurance Fund	485,589	582,707
Audit Fund	29,164	34,997
FICA Fund	647,789	777,346
IMRF Fund	650,818	780,982
Long Term Debt Fund	4,257,257	5,108,708
Health Insurance Fund	1,711,508	2,053,810
Capital Projects Fund	4,840,410	5,808,492
Golf Fund	10,264,888	12,317,866
Information Technology	491,243	589,491
<hr/>		
Total Budgeted and Appropriated Expenses, <i>including Interfund transfers</i>	44,377,380	53,252,856
Less: Interfund Transfers	(5,999,843)	(7,199,812)
<hr/>		
Net Expenses, excluding Interfund Transfers	38,377,537	46,053,044
<hr/>		

STATE OF ILLINOIS    )  
                                          )  
COUNTY OF DU PAGE )

I, Michael J. Benard, do hereby certify that I am the duly qualified and appointed Secretary of the Wheaton Park District, in the County and State aforesaid, and as such Secretary I am the keeper of the records and files of the Board of Park Commissioners of said park district.

I, HEREBY CERTIFY that the foregoing instrument is a true and correct copy of an ordinance entitled: 'An Ordinance Making a Combined Annual Budget and Appropriation of Funds for the Wheaton Park District for the Fiscal Year Beginning January 1, 2022 and Ending December 31, 2022, adopted at a meeting of the Board of Park Commissioners of the Wheaton Park District, held at Wheaton, Illinois, in said District at 5:00 p.m. on the \_\_\_\_ of November, 2021.

I do further certify that the deliberations of the Board on the adoption of said ordinance were conducted openly, that the vote on the adoption of said ordinance 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 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 Park District Code of the State of Illinois, as amended, and with the provisions of the Park District Code of the State of Illinois, as amended, and that the Board has complied with all the provisions of the Act and said Code and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I have hereunto affixed my official signature and the corporate seal of said Wheaton Park District, at Wheaton, Illinois, on the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

(SEAL)

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Secretary, Wheaton Park District

CERTIFICATION OF ESTIMATE OF

REVENUES FOR FISCAL YEAR 2022

I, Sandra D. Simpson, do hereby certify that I am the duly qualified and appointed Treasurer and chief fiscal officer of the Wheaton Park District and as such official I do further certify that the estimated revenues by source, to be received by the Wheaton Park District, DuPage County, Illinois, in the fiscal year 2022 are those estimated revenues as set forth in the attached combined Annual Budget And Appropriation Ordinance of the Wheaton Park District, DuPage County, Illinois, for the fiscal year beginning January 1, 2022 and ending December 31, 2022 as adopted by the Board of Park Commissioners at its properly convened meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2021 all as appears from the official records of said park district.

IN WITNESS WHEREOF, I have hereunto affixed my official signature and the corporate seal of said Wheaton Park District, at Wheaton, Illinois on this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Treasurer and Chief Fiscal Officer,  
Wheaton Park District

(SEAL)



CERTIFICATION OF ESTIMATE OF  
REVENUES FOR FISCAL YEAR 2022

I, Sandra D. Simpson, do hereby certify that I am the duly qualified and appointed Treasurer of the Wheaton Park District and the chief fiscal officer of said park district; as such officer I do further certify that the revenues, by source, anticipated to be received by said park district in the fiscal year beginning January 1, 2022 and ending on December 31, 2022 are estimated to be as follows:

<u>SOURCE</u>	<u>AMOUNT</u>
Taxes	\$18,513,652
Interest on Investments	\$25,100
Charges for Services	\$10,287,544
Rental Revenues	\$831,401
Product Sales	\$6,025,438
Grants and Donations	\$1,502,780
Bond Proceeds	\$0
Miscellaneous	\$195,729
Beginning Cash Balance	\$25,692,230

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the said park district the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

(SEAL)

\_\_\_\_\_  
Treasurer and Chief Fiscal Officer,  
Wheaton Park District

**NOTICE OF PUBLIC HEARING CONCERNING THE INTENT OF  
THE BOARD OF PARK COMMISSIONERS OF  
THE WHEATON PARK DISTRICT, DuPAGE COUNTY, ILLINOIS  
TO SELL \$6,000,000 GENERAL OBLIGATION LIMITED TAX PARK BONDS**

PUBLIC NOTICE IS HEREBY GIVEN that the Wheaton Park District, DuPage County, Illinois (the "*District*"), will hold a public hearing on the 20th day of October, 2021, at 5:00 o'clock P.M. The hearing will be held in the City of Wheaton City Council Chambers, 303 West Wesley Street, Wheaton, Illinois. The purpose of the hearing will be to receive public comments on the proposal to sell bonds of the District in the amount of \$6,000,000 for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto.

By order of the President of the Board of Park Commissioners of the Wheaton Park District, DuPage County, Illinois.

DATED the 29th day of September, 2021.

Michael Benard  
Secretary, Board of Park Commissioners,  
Wheaton Park District, DuPage County,  
Illinois

September 28, 2021

**VIA E-MAIL**

Mr. Michael Benard  
Executive Director  
Wheaton Park District  
102 East Wesley Street  
Wheaton, IL 60187

Re: Wheaton Park District,  
DuPage County, Illinois (the “*District*”)  
General Obligation Limited Tax Park Bonds, Series 2021

Dear Mike:

In accordance with instructions from Anthony Miceli at Speer Financial, Inc., Chicago, Illinois, we have prepared and are enclosing a suggested form of order (the “*Order*”) calling a public hearing with respect to the above-referenced Bonds, as well as a form of the public hearing minutes, and we call your attention to the following:

1. Please examine the Order carefully before presenting it to the President of the Board of Park Commissioners of the District (the “*Board*”) for execution. In due course, please forward to us an executed original of the Order.

2. Notice (“*Notice*”) of the public hearing (“*Hearing*”) in the form set forth in Section 3 of the Order must be (i) published in the *Daily Herald*, which we understand from our prior files is a newspaper of general circulation in the District, and (ii) posted at the principal office of the Board. With respect to the Notice requirements, please note the following:

a) The Notice must be *published* not less than 7 nor more than 30 days before the date of the Hearing (not earlier than Thursday, September 30, 2021 (due to the date of the Order) and not later than Wednesday, October 13, 2021).

b) The Notice must be *posted* not less than 48 hours before the Hearing and must be continuously available for public review for the entire 48-hour period prior to the Hearing (no later than Monday, October 18, 2021). Posting the Notice on the District’s website will fulfill the requirement that the Notice be continuously available for public review for said 48-hour period.

Chapman and Cutler LLP

Mr. Michael Benard

September 28, 2021

Page 2

c) The Notice, as published and posted, must appear over the name of the Secretary of the Board.

3. In due course, please forward to us an original publisher's affidavit, together with an original newspaper clipping attached, showing the publication of the Notice. If you would like us to review a proof of the Notice prior to publication, please email a proof to us.

4. We have also prepared and are enclosing a suggested form of minutes evidencing the conduct of the Hearing at the regular meeting of the Board to be held on October 20, 2021 (the "Board Meeting"). In due course, please forward to us one executed original of the minutes in the form enclosed evidencing the conduct of the Hearing.

5. Please list the Hearing as a separate action item on the agenda for the Board Meeting as follows:

- *"Conduct of Public Hearing for the issuance of \$6,000,000 General Obligation Limited Tax Park Bonds for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District."*


Please email a copy of the agenda to us for our review prior to Monday, October 18, 2021.

6. Please make sure the agenda for the Board Meeting is posted at the location where the Board Meeting will be held and at the principal office of the Board not later than Monday, October 18, 2021. The agenda must be continuously available for public review during the entire 48-hour period preceding the Board Meeting. Posting the agenda on the District's website will fulfill the requirement that the agenda be continuously available for public review for said 48-hour period.

We look forward to working with you and the District on this financing. If you have any questions concerning the foregoing or the enclosures, we trust that you will not hesitate to contact us.

Very truly yours,

CHAPMAN AND CUTLER LLP

By   
Stephanie DiSilvestro

Enclosures

cc: Ms. Sandra Simpson  
Mr. Anthony Miceli  
Ms. Anjali Vij

ORDER calling a public hearing concerning the intent of the Board of Park Commissioners of the Wheaton Park District, DuPage County, Illinois, to sell \$6,000,000 General Obligation Limited Tax Park Bonds.

\* \* \*

WHEREAS, the Wheaton Park District, DuPage County, Illinois (the “*District*”), is a duly organized and existing Park District created under the provisions of the laws of the State of Illinois, and is now operating under the provisions of the Park District Code of the State of Illinois, and all laws amendatory thereof and supplementary thereto, including the Local Government Debt Reform Act of the State of Illinois, as amended; and

WHEREAS, the Board of Park Commissioners of the District (the “*Board*”) intends to sell bonds in the amount of \$6,000,000 for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto (the “*Bonds*”); and

WHEREAS, the Bond Issue Notification Act of the State of Illinois, as amended, requires the Board to hold a public hearing concerning the Board’s intent to sell the Bonds before adopting an ordinance providing for the sale of the Bonds:

NOW, THEREFORE, Be It and It is Hereby Ordered by the undersigned President of the Board of Park Commissioners of the Wheaton Park District, DuPage County, Illinois, as follows:

1. I hereby call a public hearing to be held at 5:00 o’clock P.M. on the 20th day of October, 2021, in the City of Wheaton City Council Chambers, 303 West Wesley Street, Wheaton, Illinois, in the District, concerning the Board’s intent to sell the Bonds and to receive public comments regarding the proposal to sell the Bonds (the “*Hearing*”).

2. I hereby direct that the Secretary of the Board (the “*Secretary*”) shall (i) publish notice of the Hearing at least once in the *Daily Herald*, the same being a newspaper of general circulation in the District, not less than 7 nor more than 30 days before the date of the Hearing and

(ii) post at least 48 hours before the Hearing a copy of said notice at the principal office of the Board, which notice will be continuously available for public review during the entire 48-hour period preceding the Hearing.

3. Notice of the Hearing shall appear above the name of the Secretary and shall be in substantially the following form:

**NOTICE OF PUBLIC HEARING CONCERNING THE INTENT OF  
THE BOARD OF PARK COMMISSIONERS OF  
THE WHEATON PARK DISTRICT, DuPAGE COUNTY, ILLINOIS  
TO SELL \$6,000,000 GENERAL OBLIGATION LIMITED TAX PARK BONDS**

PUBLIC NOTICE IS HEREBY GIVEN that the Wheaton Park District, DuPage County, Illinois (the "*District*"), will hold a public hearing on the 20th day of October, 2021, at 5:00 o'clock P.M. The hearing will be held in the City of Wheaton City Council Chambers, 303 West Wesley Street, Wheaton, Illinois. The purpose of the hearing will be to receive public comments on the proposal to sell bonds of the District in the amount of \$6,000,000 for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto.

By order of the President of the Board of Park Commissioners of the Wheaton Park District, DuPage County, Illinois.

DATED the 29th day of September, 2021.

Michael Benard  
Secretary, Board of Park Commissioners,  
Wheaton Park District, DuPage County,  
Illinois

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Notice to publisher: Please be certain that this notice appears above the name of the Secretary of the Board.



4. At the Hearing the Board shall explain the reasons for the proposed bond issue and permit persons desiring to be heard an opportunity to present written or oral testimony within reasonable time limits. The Board shall not adopt an ordinance selling the Bonds for a period of seven (7) days after the final adjournment of the Hearing.

Ordered this 29th day of September, 2021.

---

President, Board of Park Commissioners,  
Wheaton Park District, DuPage County,  
Illinois

MINUTES of a regular public meeting of the Board of Park Commissioners of the Wheaton Park District, DuPage County, Illinois, held in the City of Wheaton City Council Chambers, 303 West Wesley Street, Wheaton, Illinois, in said Park District at 5:00 o'clock P.M., on the 20th day of October, 2021.

\* \* \*

The meeting was called to order by the President, and upon the roll being called, Bob Frey, the President, and the following Park Commissioners were physically present at said location: \_\_

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The following Park Commissioners were allowed by a majority of the members of the Board of Park Commissioners in accordance with and to the extent allowed by rules adopted by the Board of Park Commissioners to attend the meeting by video or audio conference: \_\_\_\_\_

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No Park Commissioner was not permitted to attend the meeting by video or audio conference.

The following Park Commissioners were absent and did not participate in the meeting in any manner or to any extent whatsoever: \_\_\_\_\_

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At 5:00 o'clock P.M., the President announced that the next agenda item for the Board of Park Commissioners was a public hearing (the "*Hearing*") to receive public comments on the proposal to sell \$6,000,000 General Obligation Limited Tax Park Bonds (the "*Bonds*") for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto, and explained that all persons desiring to be heard would have an opportunity to present written or oral testimony with respect thereto.

The President opened the discussion and explained that the reasons for the proposed issuance of the Bonds were as follows: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_.

Whereupon the President asked for additional comments from the Park Commissioners. Additional comments were made by the following:

(If no additional comments were made,  
please so indicate with the word "none.")

Written testimony concerning the proposed issuance of the Bonds was read into the record by the Secretary and is attached hereto as *Exhibit I*.

(If no written testimony was received,  
please so indicate with the word "none.")

Whereupon the President asked for oral testimony or any public comments concerning the proposed issuance of the Bonds. Statements were made by the following:

(If no additional statements were made,  
please so indicate with the word "none.")

The President then announced that all persons desiring to be heard had been given an opportunity to present oral and written testimony with respect to the proposed issuance of the Bonds.

Park Commissioner \_\_\_\_\_ moved and Park Commissioner \_\_\_\_\_ seconded the motion that the Hearing be finally adjourned.

After a full discussion thereof, the President directed that the roll be called for a vote upon the motion.

Upon the roll being called, the following Park Commissioners voted AYE: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

The following Park Commissioners voted NAY: \_\_\_\_\_

Whereupon the President declared the motion carried and the Hearing was finally adjourned.

Other business not pertinent to the conduct of the Hearing was duly transacted at said meeting.

Upon motion duly made, seconded and carried, the meeting was adjourned.

\_\_\_\_\_  
Secretary, Board of Park Commissioners

STATE OF ILLINOIS       )  
                                          ) SS  
COUNTY OF DUPAGE       )

**CERTIFICATION OF MINUTES**

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Park Commissioners of the Wheaton Park District, DuPage County, Illinois (the "Board"), and as such official I am the keeper of the records and files of the Board.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Board held on the 20th day of October, 2021, insofar as the same relates to a public hearing concerning the intent of the Board to sell \$6,000,000 General Obligation Limited Tax Park Bonds.

I do further certify that the deliberations of the Board at said meeting were conducted openly, that all votes taken at said meeting were taken openly, that said meeting was 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 an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 48 hours in advance of the holding of said meeting, that at least one copy of said agenda was continuously available for public review during the entire 48-hour period preceding said meeting, that a true, correct and complete copy of said agenda as so posted is attached hereto as *Exhibit A*, 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, the Park District Code of the State of Illinois, as amended, and the Bond Issue Notification Act of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Acts and said Code and with all of the procedural rules of the Board in the conduct of said meeting.

I do further certify that notice of said public hearing was posted at least 48 hours before said public hearing at the principal office of the Board, that at least one copy of said notice was continuously available for public review during the entire 48-hour period preceding said public hearing and that attached hereto as *Exhibit B* is a true, correct and complete copy of said notice as so posted.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of said Park District, this 20th day of October, 2021.

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Secretary, Board of Park Commissioners

[SEAL]

**EXHIBIT B**

**NOTICE OF PUBLIC HEARING CONCERNING THE INTENT OF  
THE BOARD OF PARK COMMISSIONERS OF  
THE WHEATON PARK DISTRICT, DuPAGE COUNTY, ILLINOIS  
TO SELL \$6,000,000 GENERAL OBLIGATION LIMITED TAX PARK BONDS**

PUBLIC NOTICE IS HEREBY GIVEN that the Wheaton Park District, DuPage County, Illinois (the "*District*"), will hold a public hearing on the 20th day of October, 2021, at 5:00 o'clock P.M. The hearing will be held in the City of Wheaton City Council Chambers, 303 West Wesley Street, Wheaton, Illinois. The purpose of the hearing will be to receive public comments on the proposal to sell bonds of the District in the amount of \$6,000,000 for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto.

By order of the President of the Board of Park Commissioners of the Wheaton Park District, DuPage County, Illinois.

DATED the 29th day of September, 2021.

Michael Benard  
Secretary, Board of Park Commissioners,  
Wheaton Park District, DuPage County,  
Illinois

## MEMORANDUM

*To:* Wheaton Park District Board of Commissioners

*From:* Mike Benard, Executive Director  
Sandra Simpson, Finance Director

*Date:* October 20, 2021

*Re:* 2021 Resolution Authorizing the Estimate of Annual Aggregate Levy

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Attached is a package of information intended to provide you with a complete picture of how the Estimate of the Annual Aggregate Levy in Compliance with the Truth in Taxation Law was calculated. Included are:

- The resolution itself, including the Secretary's Certification.
- A graphic depiction of what the 2021 proposed levy means to various homeowners in Wheaton, one with a home with a value of \$300,000, one with a value of \$450,000 and one with a value of \$600,000.
- Tax Levy Rate History for the past 10 years. This also includes % increase (decrease) in rates each year over this 10-year period.
- Tax Levy Dollars History for the past 10 years. This also includes % increase (decrease) in dollars each year over this 10-year period.
- CPI history for the District for the 10 most current years. This illustrates the changes in the CPI which is the most significant factor to increase the limiting rate for a stable growth community like Wheaton.
- History of the EAV of the Wheaton Park District over the past ten years. The increases (decreases) in the EAV, year over year and the cumulative average changes in EAV going back to 1998 have also been calculated as well as the composition of the components of the EAV.
- Ten years of new construction history.
- A worksheet that spells out exactly how the limiting rate is calculated.
- Five worksheets that show the Proposed Tax Levies for the 2021, 2022, 2023, 2024 and 2025 levies. You are voting on only the 2021 levy but the future periods are provided for planning purposes.
- The next four worksheets show the calculations for determining the special purpose levies for the Liability, Audit, FICA and IMRF levies. These special purpose levies are evaluated first in calculating the levy as they represent specific obligations that have been imposed upon or assumed by the District. As such, they are a "higher" priority for the District in allocating the limited property tax dollars available.

**CALCULATION OF LEVY:** The District first calculates the Liability, Audit, FICA and IMRF levies.

In the proposed levy, the 2021 aggregate levy (to be received in 2022) will be increased (\$229K), a 2% increase. The aggregate tax levy includes those levies that are subject to the tax cap. The levies outside of the tax cap, our debt and SRA levies are displayed below the aggregate extension. Again, this year in the debt levies, we have included an **estimate** of the annual debt issue which is typically issued in October or



November of each year. That issue has been included here and in the budget in the amount of \$1,861,685, which is the estimate provided by Speer, our municipal advisors. That amount is included in this tax levy analysis. However, it has not yet been authorized by the Board nor issued. Also, the county does not levy

## WHEATON PARK DISTRICT

### TAX LEVY WORKSHEET

2021 Tax Levy (rec'd in subsequent year)

Fund #	TAX FUND	Statutory Rate Limit (if applicable)	(A) 2020 Limited Figures (DuPage)	(B) 2021 Proposed Levy (A)+(C)	(C) Increase (Decrease)	% Increase/ Decrease (C)/(A)	Extended Tax Rate (B)/EAV (B)/EAV
10	General	0.3500	4,774,528	4,889,676	115,148	2%	0.1971
20	Recreation	0.3700	4,723,381	4,838,529	115,148	2%	0.1951
22	Cosley Zoo	0.0700	1,020,373	1,020,373	0	0%	0.0411
24	Audit	0.0050	10,229	29,779	19,550	191%	0.0012
23	Insurance Liability	None	565,169	269,239	(295,930)	-52%	0.0109
26	Retirement-IMRF	None	483,335	560,823	77,488	16%	0.0226
25	Retirement-Social Secur	None	365,698	563,378	197,680	54%	0.0227
Aggregate Extension			11,942,712	12,171,796	229,084	2%	0.4907
21	SRA	0.0400	864,376	864,376	0	0%	0.0348
30 & 60	Bond & Interest	None	3,604,000	2,971,550	(632,450)	-18%	0.1198
30	Bond & Interest-Limited	None	628,700	631,250	2,550	0%	0.0254
30	Annual Bonds-Limited Estimated	None	1,861,385	1,861,685	300	0%	0.0750
			18,901,173	18,500,657	(400,516)	-2%	0.7458

2021 LIMITING RATE		0.4907	
Numerator		Denominator	
Prior Year Levy	11,942,712	Prior Year EAV with an increase of -3.0%	2,480,606,172
CPI % Increase (Decrease)	1.4%	Prior Year New Constr. w/ change + 10.0%	(12,573,572)
Levy	12,109,910	Valuation	2,468,032,600

taxes for GO Bonds based upon our tax levy, but rather based upon the Board's bond ordinance(s). The decrease in the Bond & Interest levy of \$632,450 for next year is nearly entirely due to the 2015B GO bonds, which are being paid off in their entirety in 2022. The final year of debt service is less not only because there are fewer bonds outstanding, so less interest, but also because the final principal payment is actually \$555,000 less than in 2021. As the 2022-2025 levies show, there will not be any further levies for this line. In fact, beginning with the 2023 levy, we have eliminated the line entirely.

As the Board is aware, the Wheaton Park District adjusts the tax levies in each of the "small" funds [Liability, Audit, FICA and IMRF] to bring their fund balances in line with the board's fund balance policy. As you can see from the levy worksheet pages following, the Liability levy is forecast to be reduced. This reduction is occurring because PDRMA's business lines premiums (excluding unemployment compensation) have gone down more than 20% from 2020. While we believe the rates will bounce back, we need to reduce the levy to comply with your Fund Balance Target for this fund. The IMRF and FICA levies are being increased as expected. The IMRF levy did not have to be increased as much because IMRF's investment portfolio had a good year last year, which enabled them to lower the employer contribution rate for next year. In fact, the rate for 2022 is lower than it has been in the past 17 years. We are assuming that this will

be a “one year” only significantly lowered rate and so for the out-year levies, you will see increases for these levies, which bring both levies back to their historical levels.

**FUTURE TAX PICTURE:** In the interest of making complete disclosure, it needs to be understood that the subsequent year levies are guesses as to what is really going to happen to the tax levy. We adjust the levy each year based upon the CPI increase permitted by law, the change in our EAV and our actual experience in the prior year as well as our year-to-date experience, particularly in the Liability, Audit, IMRF and FICA funds. The limiting rate is what we are calculating. The taxes we receive are based on multiplying the limiting rate times the EAV divided by \$100. (The limiting rate is per \$100 of assessed value per statute so that’s why we divide by \$100).

So, what makes the limiting rate go up or down? Short answer, growth in the CPI, lots of new construction or no growth in EAV.

#### Limiting Rate Calculation:

- The **numerator** is the taxes we received last year times the CPI that the state notifies us of (1.4% for the 2021 levy, which is down from 2.3% for the 2020 levy).
- The **denominator** is the EAV from the most recent final tax levy worksheet, increased by our best guess as to how much we believe the property values will increase overall, reduced by any new construction.
- Our ability to forecast the future tax levies is based upon how close our assumptions about what the changes in the CPI (measure of inflation), EAV (property values) and new construction are. In the levy presentation for the out years, we have taken a pretty aggressive stance on the CPI growth and used the 3.0% from the 2012 actual CPI. Historically as you can see from the CPI History worksheet our cumulative average CPI is 1.8%, and the median CPI is 1.7%.

**WHEATON PARK DISTRICT  
RESOLUTION 2021-10**

**AUTHORIZING THE ESTIMATE OF THE ANNUAL AGGREGATE LEVY IN  
COMPLIANCE WITH THE TRUTH IN TAXATION LAW**

**RESOLVED**, by the Board of Park Commissioners of the Wheaton Park District, DuPage County, Illinois that, based upon the most recently ascertainable information, the following determinations are hereby made in accordance with the "Truth in Taxation Law":

1. The amount of real estate taxes, exclusive of election costs, public building commission leases and debt service levies, extended by the Park District, plus any amount abated by the Park District before extension, upon the final 2020 real estate tax levy of the Park District (2021 tax bill) is \$13,374,988.
2. The amount of real estate taxes, exclusive of election costs, public building commission leases and debt service levies, proposed to be levied by the Park District for 2021 (2022 tax bill) is \$13,036,172.
3. Based on the foregoing, the estimated percentage decrease in the proposed 2021 aggregate levy from the amount of real estate taxes extended upon the final 2020 aggregate levy is **(2.53)** %, and that, accordingly, no public hearing or publication is required under the Truth in Taxation Law.

AYES:

NAYS:

ABSENT:

Passed this 20<sup>th</sup> day of October 2021.

\_\_\_\_\_  
President, Board of Park Commissioners

Attested and Filed this \_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Secretary, Board of Park Commissioners

STATE OF ILLINOIS        )  
                                      )  
                                      )       SS  
COUNTY OF DUPAGE        )

I, Michael J. Benard, Secretary of the Board of Park Commissioners of the WHEATON PARK DISTRICT, County of DuPage, State of Illinois, do hereby certify that I am the duly qualified and acting Secretary of the Board of Park Commissioners of the Wheaton Park District, County of DuPage and the State of Illinois.

I do further certify that as such official, I have care and custody of all official records of the Board of Park Commissioners of said WHEATON PARK DISTRICT, and I do further certify that the annexed and foregoing Ordinance is a true and correct copy of an Ordinance entitled, "**A RESOLUTION NO. 2021-10 Authorizing the Estimate of Annual Aggregate Levy in Compliance with the Truth in Taxation Law,**" adopted and passed by the Board of Commissioners of the Wheaton Park District on the 20<sup>th</sup> of October, 2021. The vote to adopt the aforesaid Resolution was as follows:

AYES:        \_\_\_\_\_       NAYS:       \_\_\_\_\_       ABSENT:       \_\_\_\_\_

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the WHEATON PARK DISTRICT.

\_\_\_\_\_  
Michael J. Benard, Secretary,  
Board of Commissioners  
WHEATON PARK DISTRICT,  
County of DuPage, State of Illinois

## **CERTIFICATE OF PRESIDING OFFICER**

I, Bob Frey hereby certify that I am the duly elected and acting President of the Board of Park Commissioners of the Wheaton Park District, Wheaton, DuPage County, Illinois, and that as such President, I am the presiding officer of the corporate authority of said Park District.

I further certify that the attached copy of the ordinance levying and assessing taxes of the Wheaton Park District for 2021, was adopted pursuant to, and in all respects in compliance with, the provisions of Sections 18-60 through 18-85 of the Truth in Taxation Law ("Law").

The notice and hearing requirements of Sections 18-70 through 18-85 of the Law are inapplicable.

**IN WITNESS WHEREOF**, I have signed my name in my official capacity as the President and presiding officer of the Board of Park Commissioners of the Wheaton Park District at Wheaton, Illinois this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

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President, Board of Park Commissioners

## Wheaton Park District 2021 Proposed Property Tax Levy

A homeowner  
whose



			For the Yr.	Monthly	Daily
House is worth	\$ 600,000	would pay Park District Taxes of:	\$1,491.62	\$124.30	\$4.08
House is worth	\$ 450,000	would pay Park District Taxes of:	\$1,118.72	\$93.23	\$3.06
House is worth	\$ 300,000	would pay Park District Taxes of:	\$745.81	\$62.15	\$2.04

## Levy Rate History

Levy	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
General	0.1520	0.1711	0.1834	0.1914	0.1900	0.1790	0.1773	0.1791	0.1710	0.1867
Bond and Interest	0.1235	0.1444	0.1641	0.1796	0.1742	0.1638	0.1559	0.1491	0.1456	0.1424
Bond and Interest Limited	0.0934	0.1027	0.1088	0.1116	0.1091	0.1033	0.1003	0.0977	0.0973	0.0971
IMRF	0.0591	0.0386	0.0417	0.0368	0.0343	0.0345	0.0318	0.0178	0.0358	0.0189
Audit	0.0002	0.0002	0.0001	0.0001	0.0002	0.0012	0.0005	0.0005	0.0004	0.0004
Liability	0.0230	0.0308	0.0261	0.0299	0.0281	0.0224	0.0259	0.0257	0.0243	0.0221
FICA	0.0045	0.0210	0.0250	0.0235	0.0228	0.0260	0.0241	0.0239	0.0242	0.0143
Recreation	0.1498	0.1687	0.1811	0.1890	0.1875	0.1766	0.1749	0.1768	0.1689	0.1847
Museum	0.0340	0.0367	0.0401	0.0423	0.0421	0.0451	0.0404	0.0417	0.0408	0.0399
SRA	0.0392	0.0400	0.0400	0.0400	0.0392	0.0373	0.0359	0.0346	0.0342	0.0338
<b>Total Tax Rate</b>	<b>0.6787</b>	<b>0.7542</b>	<b>0.8104</b>	<b>0.8442</b>	<b>0.8275</b>	<b>0.7892</b>	<b>0.7670</b>	<b>0.7469</b>	<b>0.7425</b>	<b>0.7403</b>

% Increase over Prior Year	2011-2010	2012-2011	2013-2012	2014-2013	2015-2014	2016-2015	2017-2016	2018-2017	2019-2018	2020-2019
General	5.8%	12.6%	7.2%	4.4%	-0.7%	-5.8%	-0.9%	1.0%	-4.5%	9.2%
Bond and Interest	16.5%	16.9%	13.6%	9.4%	-3.0%	-6.0%	-4.8%	-4.4%	-2.3%	-2.2%
Bond and Interest Limited	7.6%	10.0%	5.9%	2.6%	-2.2%	-5.3%	-2.9%	-2.6%	-0.4%	-0.2%
IMRF	177.5%	-34.7%	8.0%	-11.8%	-6.8%	0.6%	-7.8%	-44.0%	101.1%	-47.2%
Audit	-60.0%	0.0%	-50.0%	0.0%	100.0%	500.0%	-58.3%	0.0%	-20.0%	0.0%
Liability	-3.4%	33.9%	-15.3%	14.6%	-6.0%	-20.3%	15.6%	-0.8%	-5.4%	-9.1%
FICA	-76.1%	366.7%	19.0%	-6.0%	-3.0%	14.0%	-7.3%	-0.8%	1.3%	-40.9%
Recreation	-2.1%	12.6%	7.4%	4.4%	-0.8%	-5.8%	-1.0%	1.1%	-4.5%	9.4%
Museum	16.8%	7.9%	9.3%	5.5%	-0.5%	7.1%	-10.4%	3.2%	-2.2%	-2.2%
SRA	7.4%	2.0%	0.0%	0.0%	-2.0%	-4.8%	-3.8%	-3.6%	-1.2%	-1.2%
<b>Total Tax Rate</b>	<b>9.6%</b>	<b>11.1%</b>	<b>7.5%</b>	<b>4.2%</b>	<b>-2.0%</b>	<b>-4.6%</b>	<b>-2.8%</b>	<b>-2.6%</b>	<b>-0.6%</b>	<b>-0.3%</b>



### Levy \$ History

Levy	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
General	3,446,304	3,633,548	3,739,098	3,863,862	3,953,029	3,963,103	4,125,058	4,369,837	4,269,616	4,774,528
Bond and Interest	2,800,122	3,066,536	3,345,616	3,625,651	3,624,304	3,626,571	3,627,166	3,637,871	3,635,416	3,641,632
Bond and Interest Limited	2,117,663	2,180,978	2,218,178	2,252,910	2,269,871	2,287,087	2,333,578	2,383,770	2,429,437	2,483,164
IMRF	1,339,977	819,725	850,166	742,895	713,626	763,838	739,858	434,300	893,873	483,335
Audit	4,535	4,247	2,039	2,019	4,161	26,568	11,633	12,199	9,987	10,229
Liability	521,480	654,081	532,118	603,602	584,632	495,941	602,589	627,051	606,735	565,169
FICA	102,029	445,964	509,692	474,403	474,364	575,646	560,710	583,133	604,238	365,698
Recreation	3,396,423	3,582,581	3,692,207	3,815,412	3,901,016	3,909,966	4,069,220	4,313,720	4,217,183	4,723,381
Museum	770,884	779,376	817,545	853,925	875,908	998,525	939,946	1,017,433	1,018,716	1,020,373
SRA	888,784	849,456	815,507	807,495	815,572	825,831	835,249	844,201	853,923	864,376
<b>Total Taxes</b>	<b>15,388,201</b>	<b>16,016,493</b>	<b>16,522,166</b>	<b>17,042,174</b>	<b>17,216,483</b>	<b>17,473,077</b>	<b>17,845,006</b>	<b>18,223,515</b>	<b>18,539,124</b>	<b>18,931,884</b>

% Increase over Prior Yea	2011-2010	2012-2011	2013-2012	2014-2013	2015-2014	2016-2015	2017-2016	2018-2017	2019-2018	2020-2019
General	-0.3%	5.4%	2.9%	3.3%	2.3%	0.3%	4.1%	5.9%	-2.3%	11.8%
Bond and Interest	9.8%	9.5%	9.1%	8.4%	0.0%	0.1%	0.0%	0.3%	-0.1%	0.2%
Bond and Interest Limited	1.4%	3.0%	1.7%	1.6%	0.8%	0.8%	2.0%	2.2%	1.9%	2.2%
IMRF	161.5%	-38.8%	3.7%	-12.6%	-3.9%	7.0%	-3.1%	-41.3%	105.8%	-45.9%
Audit	-62.3%	-6.3%	-52.0%	-1.0%	106.1%	538.5%	-56.2%	4.9%	-18.1%	2.4%
Liability	-8.9%	25.4%	-18.6%	13.4%	-3.1%	-15.2%	21.5%	4.1%	-3.2%	-6.9%
FICA	-77.4%	337.1%	14.3%	-6.9%	0.0%	21.4%	-2.6%	4.0%	3.6%	-39.5%
Recreation	-7.7%	5.5%	3.1%	3.3%	2.2%	0.2%	4.1%	6.0%	-2.2%	12.0%
Museum	10.1%	1.1%	4.9%	4.4%	2.6%	14.0%	-5.9%	8.2%	0.1%	0.2%
SRA	1.2%	-4.4%	-4.0%	-1.0%	1.0%	1.3%	1.1%	1.1%	1.2%	1.2%
<b>Annual Increase in Taxes</b>	<b>3.3%</b>	<b>4.1%</b>	<b>3.2%</b>	<b>3.1%</b>	<b>1.0%</b>	<b>1.5%</b>	<b>2.1%</b>	<b>2.1%</b>	<b>1.7%</b>	<b>2.1%</b>

<b>Annual Increase in Taxes, excluding Bonds</b>	2.0%	2.9%	1.8%	1.9%	1.4%	2.1%	2.8%	2.7%	2.2%	2.7%
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<b>Annual change in bonds</b>	6.0%	6.7%	6.0%	5.7%	0.3%	0.3%	0.8%	1.0%	0.7%	1.0%
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<b>% of Total Levy</b>										
Bonds	32%	33%	34%	34%	34%	34%	33%	33%	33%	32%
Pensions	9%	8%	8%	7%	7%	8%	7%	6%	8%	4%
SRA	6%	5%	5%	5%	5%	5%	5%	5%	5%	5%
Operations	53%	54%	53%	54%	54%	54%	55%	57%	55%	59%

## ***CPI History***

### **CPI Increase History for Tax Levy**

<b>Tax Levy Year</b>	<b>CPI %</b>	<b>Annual Increase (Decrease) in CPI</b>	<b>Cumulative Average CPI %</b>
2012	3.0%		
2013	1.7%	-43.3%	2.4%
2014	1.5%	-11.8%	2.1%
2015	0.8%	-46.7%	1.8%
2016	0.7%	-12.5%	1.5%
2017	2.1%	200.0%	1.6%
2018	2.1%	0.0%	1.7%
2019	1.9%	-9.5%	1.7%
2019	1.9%	0.0%	1.7%
2020	2.3%	21.1%	1.8%
2021	1.4%	-39.1%	1.8%
<b>Median CPI %</b>			<b>1.7%</b>

## EAV History

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Residential	1,905,165,084	1,771,790,992	1,696,327,750	1,691,201,324	1,745,609,458	1,860,732,961	1,959,814,630	2,055,649,652	2,104,708,507	2,166,784,913
Farm	-	-	-	-	-	-	-	-	-	-
Commercial	350,483,172	340,758,736	331,633,892	316,746,797	323,858,307	341,792,379	355,320,407	372,048,160	380,009,396	378,583,925
Industrial	10,911,562	10,247,270	9,764,220	9,703,220	9,771,460	10,173,350	10,110,840	10,736,530	10,548,235	10,304,160
Railroad	745,517	843,026	1,040,877	1,085,225	1,302,575	1,325,281	1,352,029	1,452,587	1,585,589	1,652,952
TOTAL EAV	2,267,305,335	2,123,640,024	2,038,766,739	2,018,736,566	2,080,541,800	2,214,023,971	2,326,597,906	2,439,886,929	2,496,851,727	2,557,325,950

### % Increase(Decrease)

	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
Residential	-6.4%	-7.0%	-4.3%	-0.3%	3.2%	6.6%	5.3%	4.9%	2.4%	2.9%
Farm										
Commercial	-2.2%	-2.8%	-2.7%	-4.5%	2.2%	5.5%	4.0%	4.7%	2.1%	-0.4%
Industrial	2.3%	-6.1%	-4.7%	-0.6%	0.7%	4.1%	-0.6%	6.2%	-1.8%	-2.3%
Railroad	6.6%	13.1%	23.5%	4.3%	20.0%	1.7%	2.0%	7.4%	9.2%	4.2%
TOTAL EAV	-5.75%	-6.34%	-4.00%	-0.98%	3.06%	6.42%	5.08%	4.87%	2.33%	2.42%

### Average % Increase(Decrease) in EAV Year by Year

	1998-2011	1998-2012	1998-2013	1998-2014	1998-2015	1998-2016	1998-2017	1998-2018	1998-2019	1998-2020
Residential	4.6%	3.8%	3.3%	3.0%	3.1%	3.3%	3.4%	3.4%	3.4%	3.4%
Farm	-25.0%	-25.0%	-25.0%	-25.0%	-25.0%	-25.0%	-25.0%	-25.0%	-25.0%	-25.0%
Commercial	4.4%	3.9%	3.5%	3.0%	2.9%	3.1%	3.1%	3.2%	3.2%	3.0%
Industrial	28.9%	26.4%	24.3%	22.7%	21.4%	20.5%	19.4%	18.7%	17.7%	16.8%
Railroad	8.5%	8.8%	9.8%	9.5%	10.1%	9.6%	9.2%	9.1%	9.1%	8.9%
TOTAL EAV	4.6%	3.8%	3.3%	3.1%	3.1%	3.2%	3.3%	3.4%	3.4%	3.3%

### Composition of EAV

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Residential	84%	83%	83%	84%	84%	84%	84%	84%	84%	85%
Farm	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Commercial	15%	16%	16%	16%	16%	15%	15%	15%	15%	15%
Industrial	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Railroad	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
TOTAL EAV	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%

Current valuation	2,319,344,080	2,168,111,736	2,080,958,943	2,066,534,570	2,142,799,808	2,268,069,080	2,392,969,616	2,510,745,558	2,570,067,378	2,632,719,266
Current valuation % change	-5.74%	-6.52%	-4.02%	-0.69%	3.69%	5.85%	5.51%	4.92%	2.36%	2.44%

### ***New Construction History***

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
New Construction	12,486,695	10,410,039	10,863,500	11,855,450	13,061,276	31,601,316	18,727,575	15,981,660	9,559,682	11,430,520
% Increase(Decrease) Year by Year	-26.7%	-16.6%	4.4%	9.1%	10.2%	141.9%	-40.7%	-14.7%	-40.2%	19.6%
Average % Increase(Decrease) since 2001	1.2%	-0.4%	0.0%	0.7%	1.4%	10.7%	7.5%	6.2%	3.6%	4.5%
Minimum New Construction	12,486,695	10,410,039	10,410,039	10,410,039	10,410,039	10,410,039	10,410,039	10,410,039	9,559,682	9,559,682
Maximum New Construction	24,596,240	24,596,240	24,596,240	24,596,240	24,596,240	31,601,316	31,601,316	31,601,316	31,601,316	31,601,316
10 Year Average New Construction	18,854,974	18,455,143	18,190,689	17,642,444	16,551,061	17,251,569	16,709,703	16,003,186	15,157,859	14,597,771

## Limiting Rate

### WORKSHEET TO CALCULATE LIMITING RATE FOR LEVY YEAR 2021 Includes TIF Changes

#### NUMERATOR CALCULATION:

**IMPORTANT!** Use figures from prior year unless taxes have been abated within the past 3 years; if so, use the year with the highest tax extension amongst the past 3 years.

DuPage County 11,942,712

2021 CPI for Levy Year 1.40%

The CPI is established by the state and provided to the county mid-year.

NUMERATOR --> 12,109,910

#### DENOMINATOR CALCULATION:

**IMPORTANT!** Use actual figures for the Levy Year; if not available, estimate by using prior year's figures and increase by estimated percentage.

Year			Estimated EAV Increase Factor		
2021 TIF Valuation (DuPage) (2)	2,557,325,950	X	0.9700		2,480,606,172
2021 Less: DuPage new construction (1)	11,430,520	X	10.0%	=	12,573,572
DENOMINATOR -->	2,545,895,430				2,468,032,600
Limiting Rate					
	Numerator	12,109,910			
	Denominator	2,468,032,600	=		0.4907%

(1) These figures came from the March letter from Gary King (DuPage Co.) providing final prior yr. calculations and information for subsequent year's tax levy. A quicker source is the IDOR website. It posts there in late January.

#### Illinois Dept. of Revenue History of CPI's Used for the PTELL 01/13/2021

Year	December CPI-U	% Change From Previous December	% Use for PTELL	Comments	Levy Year	Years Taxes Paid
1991	137.900	--				
1992	141.900	2.9%	2.9%		1993	1994
1993	145.800	2.7%	2.7%	(5 % for Cook)	1994	1995
1994	149.700	2.7%	2.7%		1995	1996
1995	153.500	2.5%	2.5%		1996	1997
1996	158.960	3.6%	3.6%		1997	1998
1997	161.300	1.5%	1.5%		1998	1999
1998	163.900	1.6%	1.6%		1999	2000
1999	168.300	2.7%	2.7%		2000	2001
2000	174.000	3.4%	3.4%		2001	2002
2001	176.700	1.6%	1.6%		2002	2003
2002	180.900	2.4%	2.4%		2003	2004
2003	184.300	1.9%	1.9%		2004	2005
2004	190.300	3.3%	3.3%		2005	2006
2005	196.800	3.4%	3.4%		2006	2007
2006	201.800	2.5%	2.5%		2007	2008
2007	210.036	4.08%	4.1%		2008	2009
2008	210.228	0.1%	0.1%		2009	2010
2009	215.949	2.7%	2.7%		2010	2011
2010	219.179	1.5%	1.5%		2011	2012
2011	225.672	3.0%	3.0%		2012	2013
2012	229.601	1.7%	1.7%		2013	2014
2013	233.049	1.5%	1.5%		2014	2015
2014	234.812	0.8%	0.8%		2015	2016
2015	236.525	0.7%	0.7%		2016	2017
2016	241.432	2.1%	2.1%		2017	2018
2017	246.524	2.1%	2.1%		2018	2019
2018	251.233	1.9%	1.9%		2019	2020
2019	256.974	2.3%	2.3%		2020	2021
2020	260.474	1.4%	1.4%		2021	2022

# LEVY

## WHEATON PARK DISTRICT

### TAX LEVY WORKSHEET

2021 Tax Levy (rec'd in subsequent year)

Fund #	TAX FUND	Statutory Rate Limit (if applicable)	(A) 2020 Limited Figures (DuPage)	(B) 2021 Proposed Levy (A)+(C)	(C) Increase (Decrease)	% Increase/ Decrease (C)/(A)	Extended Tax Rate (B)/EAV
10	General	0.3500	4,774,528	4,889,676	115,148	2%	0.1971
20	Recreation	0.3700	4,723,381	4,838,529	115,148	2%	0.1951
22	Cosley Zoo	0.0700	1,020,373	1,020,373	0	0%	0.0411
24	Audit	0.0050	10,229	29,779	19,550	191%	0.0012
23	Insurance Liability	None	565,169	269,239	(295,930)	-52%	0.0109
26	Retirement-IMRF	None	483,335	560,823	77,488	16%	0.0226
25	Retirement-Social Security	None	365,698	563,378	197,680	54%	0.0227
Aggregate Extension			11,942,712	12,171,796	229,084	2%	0.4907
21	SRA	0.0400	864,376	864,376	0	0%	0.0348
30 & 60	Bond & Interest	None	3,604,000	2,971,550	(632,450)	-18%	0.1198
30	Bond & Interest-Limited	None	628,700	631,250	2,550	0%	0.0254
30	Annual Bonds-Limited	None	1,861,385	1,861,685	300	0%	0.0750
<b>Estimated</b>			18,901,173	18,500,657	(400,516)	-2%	0.7458

2021 LIMITING RATE		0.4907	
Numerator		Denominator	
Prior Year Levy	11,942,712	Prior Year EAV with an increase of	-3.0% 2,480,606,172
CPI % Increase (Decrease)	1.4%	Prior Year New Constr. w/ change of	10.0% (12,573,572)
<b>Levy</b>	12,109,910	<b>Valuation</b>	2,468,032,600

# LEVY

## WHEATON PARK DISTRICT

### TAX LEVY WORKSHEET

2022 Tax Levy (rec'd in subsequent year)

		(A)	(B)				
		2021	2022	(C)			
Fund #	TAX FUND	Statutory Rate Limit <i>(if applicable)</i>	Limited Figures <i>(DuPage)</i>	Proposed Levy <i>(A)+(C)</i>	Increase (Decrease)	% Increase/ Decrease <i>(C)/(A)</i>	Extended Tax Rate <i>(B)/EAV</i>
10	General	0.3500	4,889,676	4,720,915	(168,761)	-3%	0.1866
20	Recreation	0.3700	4,838,529	4,669,768	(168,761)	-3%	0.1846
22	Cosley Zoo	0.0700	1,020,373	1,020,373	0	0%	0.0403
24	Audit	0.0050	29,779	28,604	(1,175)	-4%	0.0011
23	Insurance Liability	None	269,239	506,715	237,476	88%	0.0200
26	Retirement-IMRF	None	560,823	862,237	301,414	54%	0.0341
25	Retirement-Social Security	None	563,378	634,711	71,333	13%	0.0251
Aggregate Extension			12,171,796	12,443,322	271,526	2%	0.4918
21	SRA	0.0400	864,376	864,376	0	0%	0.0342
30 & 60	Bond & Interest	None	2,971,550	0	(2,971,550)	-100%	-
30	Bond & Interest-Limited	None	631,250	630,200	(1,050)	0%	0.0249
			16,638,972	13,937,898	(2,701,074)	-16%	0.5509

2022		LIMITING RATE		0.4918	
Numerator			Denominator		
Prior Year Levy	12,109,910		Prior Year EAV with an increase of	2.0%	2,530,218,295
CPI % Increase (Decrease)	<u>3.0%</u>		Prior Year New Construction w/ a	1.4%	<u>6,246,269</u>
Levy	12,473,207		Valuation		2,536,464,564



# LEVY

## WHEATON PARK DISTRICT

### TAX LEVY WORKSHEET

2023 Tax Levy (rec'd in subsequent year)

Fund #	TAX FUND	(A)		(B)	(C)	% Increase/ (C)/(A)	Extended Tax (B)/EAV
		Statutory (if applicable)	Limited (DuPage)	2023 Proposed Levy (A)+(C)			
10	General	0.3500	4,720,915	4,912,585	191,671	4%	0.1903
20	Recreation	0.3700	4,669,768	4,861,439	191,671	4%	0.1884
22	Cosley Zoo	0.0700	1,020,373	1,020,373	0	0%	0.0395
24	Audit	0.0050	28,604	29,132	528	2%	0.0011
23	Insurance Liability	None	506,715	520,035	13,320	3%	0.0201
26	Retirement-IMRF	None	862,237	817,351	(44,886)	-5%	0.0317
25	Retirement-Social Security	None	634,711	654,861	20,150	3%	0.0254
	Aggregate Extension		12,443,322	12,815,775	372,453	3%	0.4966
21	SRA	0.0400	864,376	864,376	0	0%	0.0335
30	Bond & Interest-Limited	None	630,200	628,400	(1,800)	0%	0.0243
			13,937,898	14,308,551	370,653	3%	0.5544

(B) LIMITING RATE		0.4966	
Numerator		Denominator	
Prior Year Levy	12,473,207	Prior Year EAV with an increase of	2.0% 2,580,822,661
CPI % Increase (Decrease)	3.0%	Prior Year New Construction w/ a	1.4% 6,331,902
Levy	12,847,404	Valuation	2,587,154,563



# LEVY

## WHEATON PARK DISTRICT

### TAX LEVY WORKSHEET

2024 Tax Levy (rec'd in subsequent year)

Fund #	TAX FUND	Statutory Rate Limit (if applicable)	(A) 2023 Limited Figures (DuPage)	(B) 2024 Proposed Levy (A)+(C)	(C) Increase (Decrease)	% Increase/ Decrease (C)/(A)	Extended Tax Rate (B)/EAV
10	General	0.3500	4,912,585	5,095,233	182,648	4%	0.1936
20	Recreation	0.3700	4,861,439	5,044,086	182,648	4%	0.1916
22	Cosley Zoo	0.0700	1,020,373	1,020,373	0	0%	0.0388
24	Audit	0.0050	29,132	30,055	923	3%	0.0011
23	Insurance Liability	None	520,035	536,008	15,973	3%	0.0204
26	Retirement-IMRF	None	817,351	816,453	(898)	0%	0.0310
25	Retirement-Social Security	None	654,861	654,817	(44)	0%	0.0249
Aggregate Extension			12,815,775	13,197,024	381,249	3%	0.5013
21	SRA	0.0400	864,376	864,376	0	0%	0.0328
30	Bond & Interest-Limited	None	628,400	631,150	2,750	0%	0.0240
			14,308,551	14,692,550	383,999	3%	0.5581

(B) LIMITING RATE		0.5014	
Numerator		Denominator	
Prior Year Levy	12,847,404	Prior Year EAV with an increase of	2.0% 2,632,439,114
CPI % Increase (Decrease)	3.0%	Prior Year New Construction w/ a	1.4% 6,682,528
Levy	13,232,826	Valuation	2,639,121,642

# LEVY

## WHEATON PARK DISTRICT

### TAX LEVY WORKSHEET

2025 Tax Levy (rec'd in subsequent year)

Fund #	TAX FUND	Statutory Rate Limit (if applicable)	(A) 2024 Limited Figures (DuPage)	(B) 2025 Proposed Levy (A)+(C)	(C) Increase (Decrease)	% Increase/ Decrease (C)/(A)	Extended Tax Rate (B)/EAV
10	General	0.3500	5,095,233	5,277,918	182,686	4%	0.1966
20	Recreation	0.3700	5,044,086	5,226,772	182,686	4%	0.1947
22	Cosley Zoo	0.0700	1,020,373	1,020,373	0	0%	0.0380
24	Audit	0.0050	30,055	30,945	890	3%	0.0012
23	Insurance Liability	None	536,008	551,755	15,747	3%	0.0205
26	Retirement-IMRF	None	816,453	824,206	7,753	1%	0.0307
25	Retirement-Social Security	None	654,817	660,947	6,130	1%	0.0246
Aggregate Extension			13,197,024	13,592,915	395,891	3%	0.5062
21	SRA	0.0400	864,376	864,376	0	0%	0.0322
30	Bond & Interest-Limited	None	631,150	628,300	(2,850)	0%	0.0234
			14,692,550	15,085,591	393,041	3%	0.5618

(B) LIMITING RATE		0.5063	
Numerator		Denominator	
Prior Year Levy	13,232,826	Prior Year EAV with an increase of	2.0% 2,685,087,896
CPI % Increase (Decrease)	3.0%	Prior Year New Construction w/ a	1.4% 7,052,569
Levy	13,629,811	Valuation	2,692,140,465

## Liability

### LIABILITY INSURANCE FUND LEVY (Fund #23)

Levy Year:	2020	2021	2022	2023	2024	2025
Fiscal Year:	2021	2022	2023	2024	2025	2026
Spendable Fund Balance, Beginning of Year	374,208	460,177	242,800	249,135	255,665	263,139
Anticipated Revenue	562,513	268,213	504,601	517,855	533,748	549,416
Cash & Revenues	936,721	728,389	747,402	766,990	789,413	812,555
Less: Expenditures	476,545	485,589	498,267	511,325	526,274	541,703
Est. Fund Balance, End of Year	460,177	242,800	249,135	255,665	263,139	270,853
Fund Balance Goal (50% of Budgeted expenditures)	238,272	242,795	249,133	255,662	263,137	270,851
Excess (Deficit) of Fund Balance Goal	221,904	6	2	3	2	1
<b>REVENUE BREAKDOWN</b>						
Actual Extension or Proposed levy	565,169	269,239	506,715	520,035	536,008	551,755
Less: Uncollectibles	2,826	1,346	2,534	2,600	2,680	2,759
Subtotal	562,343	267,893	504,181	517,435	533,328	548,996
Miscellaneous Income	20	20	20	20	20	20
Interest	150	300	400	400	400	400
Anticipated Revenues	562,513	268,213	504,601	517,855	533,748	549,416
<b>EXPENDITURE BREAKDOWN</b>						
	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>
PDRMA	398,545	422,589	435,267	448,325	461,774	475,628
Unemployment	45,000	30,000	30,000	30,000	31,500	33,075
Background Checks/Physicals (from HR)	19,000	19,000	19,000	19,000	19,000	19,000
Other Expenditures (Supplies, etc)	14,000	14,000	14,000	14,000	14,000	14,000
Annual Expenditures	476,545	485,589	498,267	511,325	526,274	541,703
<b>PDRMA Annl Prems (paid monthly)</b>						
	<b>2021</b>	<b>Budget</b>	<b>Prior Yr.</b>	<b>Prior Yr.</b>	<b>Prior Yr.</b>	<b>Prior Yr.</b>
	<i>from projections</i>	<b>Estimate</b>	<b>Estimate + 3%</b>	<b>Estimate + 3%</b>	<b>Estimate + 3%</b>	<b>Estimate + 3%</b>
Property coverage	145,291	131,837	135,792	139,866	144,062	148,384
Workers Comp	154,247	198,804	204,768	210,911	217,238	223,756
Public Liability	70,889	64,228	66,155	68,139	70,184	72,289
Employment Practices Liab.	23,806	23,663	24,373	25,104	25,857	26,633
Pollution Liability	4,310	4,057	4,179	4,304	4,433	4,566
Total PDRMA Premiums	398,545	422,589	435,267	448,325	461,774	475,628

The cash and investments goal of 50% is the maximum end of the established goal for the District. That goal was established when the District had a March 31 fiscal year end. Currently the fiscal year end is December 31, since this means that the 5 months of activity will have been incurred by this fund prior to receiving the current year's first tax installment, we have used the high end of the target in this analysis to assure adequate resources are available to meet the obligations of this fund.

# Audit

## AUDIT FUND LEVY (Fund #24)

Levy Year:	2020	2021	2022	2023	2024	2025
Fiscal Year:	2021	2022	2023	2024	2025	2026

02-Sep-21	<u>(Budgeted)</u>	<u>(Estimated)</u>	<u>(Estimated)</u>	<u>(Estimated)</u>	<u>(Estimated)</u>	<u>(Estimated)</u>
Fund Balance, Beginning of Year	23,644	10,222	13,353	14,014	14,400	14,841
Anticipated Revenue	10,278	29,830	28,661	29,187	30,105	30,991
Cash & Revenues	33,922	40,053	42,014	43,200	44,505	45,832
Less: Expenditures	23,700	26,700	28,000	28,800	29,664	30,554
Est. Fund Balance, End of Year	10,222	13,353	14,014	14,400	14,841	15,278
Fund Balance Goal (50% of budget)	11,850	13,350	14,000	14,400	14,832	15,277
Excess (Deficit) of Fund Balance Goal	(1,628)	3	14	0	9	1

## REVENUE BREAKDOWN

Proposed or actual levy	10,229	29,779	28,604	29,132	30,055	30,945
Less: Uncollectibles 0.5%	51	149	143	146	150	155
Subtotal	10,178	29,630	28,461	28,987	29,905	30,791
Interest	100	200	200	200	200	200
Anticipated Revenues	10,278	29,830	28,661	29,187	30,105	30,991

	2021	Estimated	Estimated	Estimated	Estimated	Estimated
<u>EXPENDITURE BREAKDOWN</u>	<u>from projections</u>	<u>Expenditures</u>	<u>Expenditures</u>	<u>Expenditures</u>	<u>Expenditures</u>	<u>Expenditures</u>
Salaries and Wages	0	0	500	500	515	530
Acctg. Services	0	500	500	500	515	530
Legal & Consulting	0	0	0	0	0	0
Audit Fees for Audit fund	23,700	26,200	27,000	27,800	28,634	29,493
	23,700	26,700	28,000	28,800	29,664	30,554

The cash and investments goal of 50% is the maximum end of the established goal for the District. That goal was established when the District had a March 31 fiscal year end. Currently the fiscal year end is December 31, since this means that the 5 months of activity will have been incurred by this fund prior to receiving the current year's first tax installment, we have used the high end of the target in this analysis to assure adequate resources are available to meet the obligations of this fund.

## FICA

### FICA FUND LEVY (Fund #25)

Levy Year:	2020	2021	2022	2023	2024	2025
Fiscal Year:	2021	2022	2023	2024	2025	2026

	<i>(Budgeted)</i>	<i>(Estimated)</i>	<i>(Estimated)</i>	<i>(Estimated)</i>	<i>(Estimated)</i>	<i>(Estimated)</i>
Fund Balance, Beginning of Year	543,176	373,135	325,394	334,397	345,340	350,237
Anticipated Revenue	403,257	600,048	671,806	692,653	693,422	700,350
Cash & Revenues	946,433	973,183	997,201	1,027,049	1,038,763	1,050,587
Less Expenditures	573,298	647,789	662,804	681,709	688,526	695,411
Est. Fund Balance, End of Year	373,135	325,394	334,397	345,340	350,237	355,176
Fund Balance Goal (50% of Budgeted expenditures)	286,649	323,894	331,402	340,855	344,263	347,706
Excess (Deficit) of Fund Balance Goal	86,486	1,500	2,995	4,486	5,974	7,470

<b>REVENUE BREAKDOWN</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Proposed or extended levy	365,698	563,378	634,711	654,861	654,817	660,946
Less: Uncollectibles 0.5%	1,828	2,817	3,174	3,274	3,274	3,305
Subtotal	363,869	560,561	631,537	651,586	651,543	657,641
CPPRT	39,088	39,088	39,869	40,667	41,480	42,310
Interest	300	400	400	400	400	400
Anticipated Revenues	403,257	600,048	671,806	692,653	693,422	700,350

<b>EXPENDITURE BREAKDOWN</b>	<b>2021</b>	<b>Estimated</b>	<b>Estimated</b>	<b>Estimated</b>	<b>Estimated</b>	<b>Estimated</b>
	<i>from projections</i>	<i>from budget</i>	<i>from budget</i>	<i>from budget</i>	<i>(prior yr + 1%)</i>	<i>(prior yr + 1%)</i>
FICA	573,298	647,789	662,804	681,709	688,526	695,411
Estimated expenditures	573,298	647,789	662,804	681,709	688,526	695,411

The cash and investments goal of 50% is the maximum end of the established goal for the District. That goal was established when the District had a March 31 fiscal year end. Currently the fiscal year end is December 31, since this means that the 5 months of activity will have been incurred by this fund prior to receiving the current year's first tax installment, we have used the high end of the target in this analysis to assure adequate resources are available to meet the obligations of this fund.

# IMRF

## IMRF FUND LEVY (Fund #26)

Levy Year:	2020	2021	2022	2023	2024	2025
Fiscal Year:	2021	2022	2023	2024	2025	2026
	<u>(Budgeted)</u>	<u>(Estimated)</u>	<u>(Estimated)</u>	<u>(Estimated)</u>	<u>(Estimated)</u>	<u>(Estimated)</u>
Fund Balance, Beginning of Year	609,456	380,521	327,409	411,260	425,918	432,096
Anticipated Revenue	520,205	597,706	898,395	854,530	854,450	862,994
Cash & Revenues	1,129,661	978,227	1,225,804	1,265,791	1,280,368	1,295,090
Less Expenditures	749,140	650,818	814,544	839,873	848,272	856,754
Est. Fund Balance, End of Year	380,521	327,409	411,260	425,918	432,096	438,336
Fund Balance Goal (50% of Budgeted expenditures)	374,570	325,409	407,272	419,937	424,136	428,377
Excess (Deficit) of Fund Balance Goal	5,951	2,000	3,988	5,981	7,960	9,959
<b>REVENUE BREAKDOWN</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Proposed or extended levy	483,335	560,823	862,237	817,351	816,453	824,206
Less: Uncollectibles 0.5%	2,417	2,804	4,311	4,087	4,082	4,121
Subtotal	480,918	558,018	857,925	813,264	812,370	820,085
CPPRT	39,088	39,088	39,869	40,667	41,480	42,310
Interest	200	600	600	600	600	600
Anticipated Revenues	520,205	597,706	898,395	854,530	854,450	862,994
<b>EXPENDITURE BREAKDOWN</b>	<b>2021</b>	<b>Estimated</b>	<b>Estimated</b>	<b>Estimated</b>	<b>Estimated</b>	<b>Estimated</b>
	<u>from projections</u>	<u>from budget input</u>	<u>from budget input</u>	<u>from budget input</u>	<u>(prior yr + 1%)</u>	<u>(prior yr + 1%)</u>
IMRF	749,140	650,818	814,544	839,873	848,272	856,754
Estimated expenditures	749,140	650,818	814,544	839,873	848,272	856,754

The cash and investments goal of 50% is the maximum end of the established goal for the District. That goal was established when the District had a March 31 fiscal year end. Currently the fiscal year end is December 31, since this means that the 5 months of activity will have been incurred by this fund prior to receiving the current year's first tax installment, we have used the high end of the target in this analysis to assure adequate resources are available to meet the obligations of this fund.



TO: Board of Commissioners

FROM: Sandra Simpson, Director of Finance

THROUGH: Michael Benard, Executive Director

RE: Request for Proposals for the Managed Services of Information Technology

DATE: October 6, 2021



**SUMMARY:** The Wheaton Park District outsources information systems management and support. The district has maintained a professional services agreement with Advanced Intelligence Engineering (AIE) since late 2015 for these services. This agreement has an end date of December 31, 2021. The district has been very satisfied with the results provided by AIE over the last six years.

The district released a Request for Proposals (RFP) for the Managed Services of Information Technology in July of 2021 with the intent of testing the market against our current vendor's services and pricing structure. Eight companies responded to the RFP including the incumbent AIE. The table below provides the cost comparison for the eight respondents.

#### **RESULTS AND EVALUATION:**

Vendor Name	Initial Costs	Increase in Out Years	Year One Support Cost	Year Two Support Cost	Year Three Support Cost	Cost over Life of Contract includes initial set up cost
Pulse Technology	\$ 15,100.00	0%	\$ 590,418.00	\$ 590,418.00	\$ 590,418.00	\$ 1,786,354.00
Sikich		3%	\$ 406,692.00	\$ 418,892.76	\$ 431,459.54	\$ 1,257,044.30
Verity	\$ 10,000.00	5% after year two	\$ 302,250.00	\$ 302,250.00	\$ 317,362.50	\$ 931,862.50
AIE		0%	\$ 210,000.00	\$ 210,000.00	\$ 210,000.00	\$ 630,000.00
Xerox	\$ 5,000.00	0%	\$ 191,928.00	\$ 191,928.00	\$ 191,928.00	\$ 580,784.00
ExcalTech		0%	\$ 185,130.00	\$ 185,130.00	\$ 185,130.00	\$ 555,390.00
The Computer Company	\$ 10,000.00	4%	\$ 144,175.00	\$ 149,942.00	\$ 155,939.68	\$ 460,056.68
Sentinel	\$ 7,425.00	0%	\$ 145,788.00	\$ 145,788.00	\$ 145,788.00	\$ 444,789.00

Pulse Technology, Sikich and Verity are not recommended based on their high cost in comparison to the incumbent, AIE.

Xerox is not recommended. While their price proposal is slightly less than the incumbent AIE, we do not consider this cost savings as sufficient reason to replace our existing service provider who has provided exceptional service and has six years of institutional knowledge.

ExcalTech is not recommended as they were unable to meet the cost estimating criteria of the RFP. They qualified their cost figure as a budgetary quote and claimed they could not provide a formal and firm cost quote without performing an infrastructure assessment of our network. All other respondents were able to provide a firm cost figure based on the extensive information provided in the RFP.

The Computer Company is not recommended as their proposal did not include sufficient information to qualify them as capable of effectively supporting WPD's requirements.

Sentinel is not recommended as they did not submit their proposal in compliance with the directions outlined in the RFP.

**AIE is recommended for re-engagement for the management of the Wheaton Park District's Information Technology Services.**

- AIE has performed well on behalf of the district for six years.
- AIE has significant institutional knowledge concerning the district's operations.
- AIE's RFP response was clear, precise and required minimal clarifications.
- Maintaining the IT managed services relationship with AIE will provide continuity of services that would otherwise be disrupted by a vendor transition.
- AIE offices are located in Wheaton. AIE is owned by a Wheaton Resident who is invested in the community and the Park District.
- The proximity of AIE's office to District facilities provides prompt resolution to issues that may require an on-site technician.

**PREVIOUS COMMITTEE/BOARD ACTION:**

- September 2015 Park Board approved a professional services agreement with AIE for a three-year term beginning January 1, 2016, at an annual fixed cost of \$133,400
- October 2018 Park Board approved an amendment to the professional services agreement. Amendments included a one-year extension through December of 2019 and an annual fixed cost of \$ 169,668.
- December 2019 Park Board approved an extension to the professional services agreement through December of 2020 with an annual fixed cost of 169,668.
- December 2020 Park Board approved an extension to the professional services agreement through December of 2021 with an annual fixed cost of \$198,251.40. AIE held their pricing structure for a third year with no increase. The difference in the annual fixed cost from 2020 to 2021 is primarily due to an increase in the number of workstations supported of 160 to 170.

**REVENUE OR FUNDING IMPLICATIONS:** AIE has provided an annual fixed cost proposal for a three-year term beginning January 1, 2022, with no price increases through the three-year term. The new annual fixed cost is 210,000 annually. This reflects a \$979 monthly increase or \$11,749 annual increase over the 2021 fixed fee structure. AIE provided the following reasons for the increase in fixed costs over 2021.

- **General Cost of Goods:** Cost of goods and labor to deliver managed services has increased by over 30% in the last 3 years, resulting in an increased price on all new contracts.



- **Labor Cost of New PC Setups:** This has been rolled into the new proposal, whereas previously it was a separate cost of up to \$10K per year.
- **vCIO Services:** The cost increase also covers the labor required for vCIO services, which AIE has been providing to WPD at no charge since the departure of Vision96 in late 2019.

**LEGAL REVIEW:** IT management services require individuals that possess a high degree of professional skill where the ability or fitness of the individual plays an important part and therefore such services are exempt from bidding pursuant to the Park District Code. 70 ILCS 1205/8-1(c). Such services require individuals that have specialized professional training and knowledge regarding information technology and, specifically, the various technologies used by the Park District. Additionally, the selection of a firm that provides IT management services is not subject to the Local Government Professional Selection Act, which only applies to the selection of architects, engineers or land surveyors.

The RFP document was reviewed and approved by legal counsel prior to its release. The professional services agreement used to manage this relationship was drafted in 2015 by legal counsel. Staff will update the agreement to reflect the 2022 terms and submit for legal review prior to board approval.

**ATTACHMENTS:**

- AIE Managed Services Proposal
- AIE 2020-2021 Review of Services Provided, Projects Completed and Incidents Resolved
- AIE Review of Wheaton Park District Accomplishments 2016-2021
- AIE RFP Response

**RECOMMENDATION:** Staff recommends that the Park Board approve a Professional Services Agreement for the Management of Information Technology Services with Advanced Intelligence Engineering (AIE) for a three-year term beginning January 1, 2022, at a cost of \$210,000 per year.



Advanced Intelligence Engineering

[www.AIE195.com](http://www.AIE195.com)

We have prepared a quote for you

**WPDMS RFP - AIE Sample Managed IT Services  
Proposal - 2021**

Quote # JW002255 Version 1

Prepared for:

Prepared by:

Jeremy Wills



Sunday, August 01, 2021

Dear ,

Wheaton Park District has extended the opportunity to Advanced Intelligence Engineering via RFP for a partnership between our two organizations. Our proposal aims to demonstrate how we will effectively manage, monitor, shape and position the IT environment as a foundational driver for the success of WPD's organizational vision which is to "commit to service excellence, financial stability and an enriched quality of life for our stakeholders. We accomplish this through continuous improvement of people and systems while living our values."

We strongly believe strongly we can deliver on all areas required to provide a strong partnership that will continue to reinforce the mission of WPD. These areas include the following:

- Monitoring and management of internal systems and the network
- Facilitation of a quality working relationship with WPD's leadership team in order to properly support end-users within the organization
- Delivery of quality CIO services focused on alignment of the Park District's technology investments to their organizational goals
- Capable project management demonstrated through a commitment to a shared vision, strong leadership, proper delegation and consistent communication

In addition, our MSP Agreement details the following areas:

- AIE's Service Level Agreement
- Minimum Standards
- Excluded Services
- The On-boarding Experience
- AIE's Monthly Recurring Services
- Labor Rates
- Fees & Payment
- AIE's Master Services Agreement

Thank you for your consideration.

Regards,

Jeremy Wills  
President  
Advanced Intelligence Engineering



## Network Management

### 24x7x365 Remote Monitoring & Automated Reporting

AIE uses industry standard tools to monitor network equipment, including firewalls, routers, and switches. Client networks are monitored 24x7x365 AIE also provides detailed network information to a designated client contact.

### Network Management

AIE manages the client network equipment. This includes as-needed review of router, switch and firewall logs (where available), and troubleshooting of problems, and performance management. AIE aids our clients in purchasing necessary licensing for network security equipment. AIE also manages the necessary patches for network equipment.

### Online Management Tools

AIE makes IT management tools available to all clients as part of managed plans. These tools include an advanced asset management system; a full ticket support system with the ability to track tickets against users, assets, and locations; and online software license management. All of these tools will be configured according to AIE's standard process, with workflows customized to meet each client's unique support needs.

### Network Documentation

AIE creates and maintains a network diagram of each client network, along with configuration and network policy information. In conjunction with client staff, AIE maintains a knowledge of client network policies and offers recommendations for best practice improvements. AIE manages all passwords in a securely encrypted location, which in turn can be made available to designated client staff.

### Backup Management

AIE offers a complete backup solution with local and cloud based replication and disaster recovery options. Alternatively, clients may use a variety of other backup and disaster recovery solutions, including local NAS, SAN, or tape drive systems, cloud backup, and backup to offsite locations. AIE monitors the success of data backup, performs regular tests of the client's backup system, and manages local backup devices on an ongoing basis. As needed, AIE assists in file restores for individual users.

### Vendor Management

AIE provides vendor liaison services for existing IT vendors as a part of this managed plan. This includes working with vendor technical support in the event of a vendor related issue (e.g. IP phones, software, ISP, printers, etc.), facilitating the vendor's onsite or remote access. AIE also assists in quote procurement and price negotiation with existing vendors.

### Procurement Assistance

AIE maintains relationships with several major technology distributors. Most of our vendors have Chicago warehouses, often allowing for same or next day procurement of replacement parts. AIE assists client staff in determining what purchases are needed, and sends quotes to the appropriate client contact for easy online approval of orders.

### Change Management

AIE provides change management services to all managed IT services clients, as a part of our commitment to Information Technology Infrastructure Library (ITIL) best practices. Network impacting changes are required to be approved by our change advisory board, which exists to ensure that changes have appropriate business justification, an effective action plan, and a plan for remediation should the change not go smoothly. Provisions for emergency changes are available.

### Server Management

#### 24x7x365 Remote Monitoring & Automated Reporting

AIE installs our Remote Monitoring & Management (RMM) agents on all Windows servers. All servers are monitored 24x7x365. Monitoring on Windows OS (virtual/guest or physical) servers includes online status, Windows update status, service availability, antivirus status, resource utilization, and backup status. Monitoring on ESXi (physical/host) servers includes power consumption and status, motherboard resource consumption and status, hard drive health and utilization, RAM and CPU health and utilization, and online status.

#### Regular Maintenance

AIE provides ongoing maintenance for each Windows server. This maintenance includes the remote Windows patch management, system cleanup, and log file maintenance provided for covered servers. AIE also performs as-needed maintenance for ESXi host servers, to update the operating system and patch the image.

#### Remote Support

AIE provides phone and remote take-control support for server-related issues, including administration of user accounts, printers and file sharing, repair of failed services such as DHCP or DNS, remediation of issues with LOB applications, remediation of malware, and troubleshooting of backup errors.

#### Image Backup

AIE will include managed image-level backup (local and cloud) on all servers covered under this agreement. AIE will provide support for the backup system, including monitoring backup success and usage and remediating failed backups. Local backup will be stored on a client-owned storage device capable of supporting RAID and compatible with AIE backup solutions.

### Workstation Management

#### 24x7x365 Remote Monitoring & Automated Reporting

AIE installs our Remote Monitoring & Management (RMM) agents on each client workstation, including laptops and kiosk workstations. All workstations that connect to the client network must be monitored by AIE and protected with AIE approved antivirus. Workstations are monitored during business hours, and this monitoring includes resource utilization, Windows update success, and antivirus status and scan results.

#### Regular Maintenance

AIE provides remote Microsoft patch management and system cleanup for managed workstations.

#### Microsoft Application Support

AIE provides support for client staff using Microsoft applications on a managed workstation, including Microsoft Office 2013-2019 / Office 365. AIE also provides regular patch management for Microsoft applications on all managed workstations.

#### Other Application Support

AIE provides help desk support for client staff on LOB applications, to ensure these applications are functioning as deployed. AIE can perform patch management on many line of business applications when specifically contracted with the client.

#### Anti-Virus & Anti-Spyware Management

AIE provides managed antivirus for all managed workstations. AIE manages this antivirus as part of the included monitoring. In the event that a virus is caught and quarantined, AIE uses additional scans to verify all traces have been removed, in compliance with industry standard best practice. AIE also administers an email threat training program for all client end-users, including simulated phishing campaigns and online training tools.

#### Assistance with End-User Devices

AIE understands that in an increasing BYOD (Bring Your Own Device) world, client employees require ongoing support for their cellular devices, including smart phones. BYOD devices must be connected to a guest network if they are not managed by AIE. AIE provides basic support for guest wireless and email connectivity for client employees.

*In order to facilitate a quality support experience, client agrees to keep spare workstations at a ratio of no less than one spare computer per 25 users.*



## Security Management

### Threat Detection Monitoring

AIE employs a managed SOC (Security Operation Center) service that leverages a threat monitoring platform capable of detecting malicious and suspicious activity across three critical attack vectors: endpoint, network and cloud (e.g. O365). This service is comprised of a live team of security experts who proactively monitor activity throughout the entire network for any indication of security threats. AIE and the managed SOC work together to perform the triage of detected activities and work together for remediation when an actionable threat is discovered. This service is designed to mitigate the risk of real time threats including hacking, data exfiltration and ransomware.

### Anti-Malware Monitoring

Managed anti-virus is included in AIE's service contract agreements. Scanning schedules, anti-virus engine updates and virus definition updates are all managed from a central source. When a virus is detected and quarantined, AIE staff are notified and can perform additional scans to ensure that no traces of infection remain.

### Security Awareness Training

AIE implements and manages periodic, simulated phishing attacks coupled with security awareness training campaigns as part of service contracts. These simulations and training campaigns educate a client's employees on cybersecurity practices and practical steps that can be taken to avoid phishing attacks or other forms of network breaches.

### Security Vulnerability Scans & Reporting

AIE analyzes the security posturing of our clients' networks via routine security vulnerability scanning. This ongoing scanning detects external vulnerabilities, anomalous logins, and other abnormal activity, and it provides a convenient means of assessing a network's security policies, any data containing PII, share permissions and more. Scan results are then reviewed and any needed remediation steps identified, which in turn are presented to clients as action items during business reviews.

### Spam Filtering

AIE provides spam filtering services in order to detect and quarantine spam, messages with malicious attachments, info-mail, and other threats or nuisance messages, preventing them from filling your users' email inboxes.

### Dark Web Monitoring

Hackers and other threat actors harvest credentials from users through phishing attacks, keyloggers, and other means. These credentials are valuable because they represent a potential entry point into a company's network, so many of these credentials are re-sold on a black market that has become known as the Dark Web. AIE helps protect against this vulnerability by implementing Dark Web Monitoring, which watches various known sources of stolen credentials and alerts our staff if a username from your company's domain is detected. This provides a warning so that compromised passwords can be changed, thereby blocking malicious use of the exposed credentials.

### Office 365/Cloud Backup

Data stored in Microsoft 365 needs to be backed up just like data stored on a server in your network closet. AIE provides backup services for data stored in Microsoft 365, including e-mail, SharePoint/OneDrive data, and more.

### 2-Factor Authentication

Passwords by themselves are no longer secure enough. Multi-factor authentication is needed in order to secure e-mail and other accounts, and AIE implements multi-factor authentication for all users of Office 365 e-mail along with other e-mail environments and applications in your organization's environment that support it.

### Privileged Access Management

Many users have administrative access to their computers through the accounts they use on a day-to-day basis, and this represents a significant security risk because of the potential for malicious software to install itself from infected websites or e-mail messages. However, some users need administrative access frequently because of a need to install or uninstall software from their computers. AIE provides a solution through Privileged Access Management service, which provides controlled administrative access on demand to users to install and run pre-approved software while allowing AIE staff to evaluate and approve other requests for administrative access as necessary.

*For effective security, services listed here must be deployed throughout the entirety of the client's environment, be it on servers, workstations, in a cloud environment (such as Microsoft 365), in the network infrastructure (routers, switches, and firewalls), or elsewhere. Devices left unmonitored or unprotected introduce a significant risk to security of the network as a whole, and as such they are not allowed in the network without express client acknowledgement of the risk and liability.*

## Project Management

*Project management and project engineering rates are billed at \$190 per hour. Billing for project management engagements require a down payment with subsequent charges occurring at the close of specified milestones.*

### Project Development

Work with client decision makers to determine and document functional and technical requirements for the project. Identify and evaluate potential solutions that may meet the requirements. Engage vendors to confirm requirements and pricing. Develop initial project plan, including phases/milestones and schedule.

### Kickoff Call

Work with vendors and key stakeholders to schedule kickoff meetings for new project implementations. Review the project timeline, project milestones, project team members, and any prerequisites or impediments to commencing project work.

### Project Status Meetings

Coordinate and lead regular project status meetings at a cadence that makes sense for key stakeholders and vendors (generally weekly or biweekly). Track the project schedule and tasks and whether any impediments need to be addressed.

### Project Communication

Facilitate communication between project team members and vendors, especially as it relates to follow-ups from the project status meetings. Ensure that all project team members receive updates to the project schedule and task assignments in a timely manner.



### vCIO Services

#### Quarterly Review/Recommendation Meetings

AIE meets with key client decision makers on a quarterly basis to review network performance and security status, services implemented, support desk performance, and client's business goals to make recommendations aligned with those goals and to review needed hardware and software infrastructure maintenance and/or replacement.

#### IT Budget Planning

AIE participates in ongoing development of long-term IT budget needs and communicates these to key decision makers at client to facilitate long-term strategy planning for network/technology maintenance, improvement, and security.

#### IT Consulting Services

AIE works alongside key decision makers to recommend technology-based solutions to business problems for the purpose of streamlining client's workflows and increasing efficiency.

## Service Level Agreement

AIE commits to the following response time service level agreement as a part of our managed IT services agreement.

For the purposes of determining Service Level Agreements (SLA's), AIE separates tickets into different priority categories. Priority is determined by the business disruption. For example, one person not being able to print has minimal business impact if that person is a part-time intern trying to print expense reports. One person not being able to print has significant business impact if that person is in payroll and can't print paychecks, thus affecting all employees.

For the purposes of determining business impact, "down" means that a person or department is unable to do a major business function. "Impaired" means that a person or department has a work-around available to them, or is unable to do a minor business function (e.g. – can't open Excel files from Outlook, but can save them to desktop and then open).

TROUBLE THRESHOLD	PRIORITY	FIRST RESPONSE	ESCALATION & DISPATCH	RESOLUTION TIME
General Network Down Internet Down Major Server Down	Critical	1 business hour	2 business hours	ASAP – Best Effort
General Network Impaired Department Down Minor Server Down Major Application Down Major Device Down VIP Down	High	2 business Hours	4 business hours	ASAP – Best Effort
Localized Network Impaired Department Impaired VIP Impaired Any Person Down	Medium	4 business hours	1 business day	ASAP – Best Effort
Any Person Impaired Minor Device Down Minor Application Down Required Re-Configurations	Low	1 business day	2 business days	ASAP – Best Effort
Maintenance Upgrades Non-Critical Vendor Calls	When Convenient	2 business days	N/A	Best Effort

AIE works to ensure that issues are resolved as quickly as possible, based upon priority. Back-end issues with Microsoft's cloud services are dependent upon the responsiveness of Microsoft support personnel, and AIE cannot guarantee remediation times. Additionally, remediation times on LOB application issues are dependent upon responsiveness of third-party vendor support personnel, and these applications are supported on a best-effort basis.

### Minimum Standards

In order for Client's existing environment to qualify for AIE's Managed Services Provider Agreement, the following requirements must be met:

- All computers with Microsoft Windows or Apple Macintosh Operating Systems must be currently supported by Microsoft or Apple, and have all of the latest service packs and critical updates installed.
- Linux servers are supported on a "best effort" basis, and managed services viability evaluated on a case-by-case basis.
- All server and desktop applications and operating systems must be genuine, licensed, and vendor-supported.
- The environment must have a currently licensed, up-to-date and vendor-supported centrally-managed antivirus solution protecting all servers, desktops, and notebooks/laptops.
- The environment must have a currently licensed, vendor-supported, industry-standard backup solution that can be monitored, and send notifications on job failures and successes. AIE requires evidence of a fully functional backup system prior to assuming responsibility for managing data backup.
- The environment must have a currently licensed, vendor-supported, business-grade firewall between the internal network and the Internet, not something designed for small or home office or home use.
- All wireless data traffic in the environment must be securely encrypted with at least WPA2-PSK.
- Where remote Internet access to the network is required, there must be a public, static IP address assigned to the firewall, and remote communications must be encrypted. Unrestricted remote desktop connections are not permitted unless configured to use a certificate with a Remote Desktop Gateway.
- User logins must be unique. Where exceptions are made for shared devices, the accounts must be identified and locked down and risks minimized.
- Administrative accounts must be used only for that purpose and not for normal day-to-day user activities.
- Physical access to servers and network equipment must be secured and controlled, with access restricted to only those who need it to fulfill their job functions. AIE should be provided with a documented method for gaining physical access to equipment when required.
- Client email must be centrally managed with the vendor's spam and phishing protection enabled.
- Client employees adhere to United States federal and Illinois state regulations regarding computer use. AIE personnel are required to report illegal activity to the appropriate authorities. AIE reserves the right to modify this list at any time, particularly as industry standards change and new threats to security are identified.
- Web servers must use TLS 1.2 or higher encryption. Previous versions of TLS are considered insecure.
- Administrator credentials must be provided for all devices or systems to be managed by AIE including but not limited to firewall, switches, access points, storage devices, and Active Directory domain.

Upon contract execution, AIE will work with Client to develop a remediation timeline and Statement of Work for the identified items where minimum standards are not met. Costs required to assist with bringing Client's environment up to these Minimum Standards are not included in the support Agreement and will be treated as project engagement. While remediation timelines may differ per device or software, all remediation shall be completed and/or project engagements specifically designed to bring systems into compliance shall be approved by client's signature no later than 180 days from the contract start date with the intention of having all remediation fully completed within 270 days from contract start date. Support for any out-of-compliance hardware, software, or any other systems impacted by that hardware or software will be considered an excluded service if compliance is not attained within 180 days of the contract start date.

AIE reserves the right to modify this list at any time, particularly as industry standards change and new threats to security are identified.



### Excluded Services

Services rendered under this Agreement do not include:

- Support or monitoring services for any device not meeting Minimum Standards as outlined above.
- The cost to bring Client's environment up to Minimum Standards as outlined above.
- Support for any device not covered under this Agreement, including devices on the network but not covered under this Agreement, or service and repair made necessary by such a device.
- Hardware or software upgrades to servers, network equipment, or endpoint devices, or service and repair made necessary by such an upgrade.
- Labor required to add new devices (virtual or physical) to this agreement (i.e., added workstations, added network equipment, additional servers, network re-architecting, etc.)
- Reconfiguration of the existing network architecture, including adding, changing or removing VLAN's, changing server virtualization design, or any task requiring a network architect.
- Implementation or evaluation of new technology vendors.
- Hardware support for any device outside of vendor warranty.
- The cost of any parts, equipment, shipping or courier charges of any kind.
- The cost of any software, licensing, or software renewal or upgrade fees unless specifically stated by AIE.
- The cost of any third party vendor or manufacturer support or incident fees of any kind.
- Failure due to acts of God, building modifications, power failures or other adverse environmental conditions or factors.
- Service and repair made necessary by the alteration or modification of equipment other than that authorized by AIE, including alterations, software installations or modifications of equipment made by Client's employees or anyone other than AIE.
- Service or repair made necessary by malicious acts on the part of a Client employee.
- Service or repair made necessary by Client failure to follow best practices as recommended by AIE.
- Detection of viruses that are not yet recognized by major antivirus vendors.
- Investigative, remediation or reconfiguration work required as a result of a breach to the network from a cyber attack (e.g. malware, phishing, denial-of-service, man-in-the-middle attack, DNS tunneling, SQL injection, zero-day-exploits, and the like).
- Maintenance or upgrades of application software packages, whether acquired from AIE or any other source unless as specified in this Agreement.
- Support for software applications not related to an employee's job function, or for software applications that are not company-approved.
- Programming (modification of software code) and program (software) maintenance unless as specified in this Agreement.
- Training services of any kind beyond those specified within this agreement.
- Auditing of end-user computing behavior, including application usage or file access.
- Website modifications or webmaster services of any kind.
- Reconfiguration of LOB applications, DBA tasks, or software application development tasks of any kind. (AIE works with the client and application provider to ensure that applications are functioning as currently deployed.)
- Penetration testing, recovery of data and/or financial loss, and security remediation beyond policies and controls that have been adopted in client's organization.
- Any services for which the Client requires AIE to possess specific certification.
- Specialty services outside of services AIE considers to be standard network and help desk support.

## Onboarding

AIE's onboarding process is streamlined, and tracked as a project through our project management system. Client staff will optionally be granted access via the client portal to view onboarding project progress.

## Documentation

In this phase, AIE will document the new client network, including:

- Discovery of all devices on the network and reviewing this inventory list with the client
- Documenting all IT vendors (e.g. ISP's, phone system providers, LOB applications, email)
- Determining after hours support procedures
- Verify and document passwords for all network backbone devices
- Upload a list of all end users into our ticketing system
- Review remote network access policies
- Collect access keys, entry codes to client site
- Perform visual walkthrough, including pictures of IT closet
- Review Microsoft licensing status and make compliance recommendations
- Produce network diagram

## Implementation

In this phase, AIE will implement our support services, including:

- Installation of our monitoring and remote access agent on all endpoint devices
- Train key contacts on service desk procedures and service desk management platform
- Provide end-user training as desired (e.g. email instructions, onsite visit, webinar)
- Provide client portal access as needed
- Review outstanding support issues and create tickets for any outstanding issues
- Confirm IMAC (install/move/add/change) checklists with key account contact

## Evaluation

In this phase, AIE will evaluate the new client network, including:

- Compare network with AIE's minimum standards
- Compare network with AIE's best practices
- Propose solutions to any gaps identified
- Review network reports and documentation with client
- Determine IT budget and planning for up to three years in advance



## Monthly Recurring Services

Description	Recurring	Qty	Ext. Recurring
This agreement is charged per user, and the below mentioned services are included as applicable for every server, workstation, network equipment (e.g. firewalls, switches, etc), and the Office365 environment:			
<ul style="list-style-type: none"> <li>• Infrastructure Management <ul style="list-style-type: none"> <li>○ Server Monitoring and Management</li> <li>○ Workstation Monitoring and Management</li> <li>○ Network Equipment Monitoring and Management</li> </ul> </li> <li>• Security Services &amp; Management <ul style="list-style-type: none"> <li>○ Backup and Disaster Recovery</li> <li>○ Security Threat Detection Monitoring</li> <li>○ Security Vulnerability Scanning</li> <li>○ Dark Web Monitoring</li> <li>○ Spam Filtering</li> <li>○ Email Awareness Training &amp; Anti-Phishing Simulation</li> <li>○ Multi-Factor Authentication for Email</li> <li>○ Mail Archiving</li> </ul> </li> <li>• End-User Collaboration Services &amp; Support <ul style="list-style-type: none"> <li>○ Unrestricted Remote End-User Support Desk</li> <li>○ vCIO Services</li> <li>○ Project Management*</li> <li>○ Vendor Management</li> <li>○ Microsoft Account Management</li> <li>○ Procurement Services</li> </ul> </li> </ul>			
*Project engagements and project management services, as outlined in the Agreement, will be provided as needed. Each engagement will be separately scoped to include all costs associated with the engagement.			
<b>End User Fees</b>	<b>\$100.00</b>	<b>175</b>	<b>\$17,500.00</b>
<b>Recurring Subtotal</b>			<b>\$17,500.00</b>

## Labor Rates

Description	Recurring	Price	Qty	Ext. Recurring	Ext. Price
<b>Business Hours (7:30am-5:30pm M-F, excluding posted holidays)</b>					
Remote troubleshooting and support for managed workstations and servers during business hours is included in this agreement, unless the problem originates from an excluded service.					
<b>Project Engement Fixed Hourly Rate</b> Minimum half-hour charge; subsequent time billed in 15 minute increments	<b>\$0.00</b>	<b>\$190.00</b>	<b>1</b>	<b>\$0.00</b>	<b>\$190.00</b>

## Labor Rates

Description	Recurring	Price	Qty	Ext. Recurring	Ext. Price
<b>After Hours (5:31pm-7:29am M-F &amp; all day Saturdays, Sundays, Holidays)</b>					
<b>Project Engement Fixed Hourly Rate</b> Minimum half-hour charge; subsequent time billed in 15 minute increments	\$0.00	\$225.00	1	\$0.00	\$225.00
<b>Remote Support</b> Minimum half-hour charge; subsequent time billed in 15 minute increments	\$0.00	\$225.00	1	\$0.00	\$225.00
<b>Onsite Support (Two Hour Minimum Requirement)</b> Minimum two hour charge; subsequent time billed in 15 minute increments	\$0.00	\$225.00	1	\$0.00	\$225.00
After hours support is only available for tickets meeting the Critical or High priority thresholds. AIE reserves the right to stabilize the situation, reduce the priority, and provide any additional support during regular business hours.					
AIE observes the following holidays: New Year's Day, Good Friday*, Memorial Day, Independence Day, Labor Day, Thanksgiving (Thursday/Friday), Christmas Eve*, Christmas Day, and New Year's Eve*.					
*These holidays are observed by a half day, with the AIE office closing at 12:00pm, Central Time.					



### Fees & Payment

In order to initiate the work, AIE requires a signed copy of the agreement along with 100% down payment on the setup fee and first month of services.

#### Setup Fee

Fees will include a one-time account setup fee, as specified in this agreement. Setup fee is due before commencement of work. Account setup includes agent loads on network devices, removal of any previous managed service agent devices (e.g. monitoring, antivirus, etc.), setup of backup software, client portal configuration, asset and user report configurations, diagrams, and asset inventory count. This setup fee does not include the configuration of specific files to be backed up. Any additional setup requirements or onsite troubleshooting requested during the setup visit will be billed according to the hourly support rates set forth in this agreement. Account setup fee only covers those account configurations requested and performed during the account setup. Client will be notified by AIE when account setup has been complete.

#### Monthly Fees

Monthly fees will be billed as outlined in this agreement, invoiced to Client on a monthly basis, and will become due and payable on the first of this month. Any additional Client equipment and/or Client personnel added during the course of this Agreement could affect the monthly fees.

#### Labor Fees

Hourly rates shall be billed as set forth in this agreement. AIE reserves the right to change prevailing rates at any time, with 30 days written notice to Client. Labor is invoiced on a weekly basis, and is due per Net 20 invoicing terms. Client shall be billed for all requested support, including, but not limited to, responses to alerts and trouble tickets, end-user support, and changes to account setup or service configuration after the completion of account setup. Any and all services requested by Client that fall outside of the terms of this agreement will be considered projects, and will be quoted and billed as separate, individual services.

Client acknowledges and agrees that for any given Contract-Year, at a minimum, Client will be responsible for at least 75% of the monthly service fees described in this Agreement and the Schedule attached hereto, regardless of any changes to the Scope of Services that may occur.

All invoiced fees or portion thereof, left unpaid for more than 30 days may be assessed an additional 2% service charge. Advanced Intelligence Engineering reserves the right to suspend any Services provided under this Agreement if any payment due hereunder is not received within 45 days of the applicable due date.

All payments due hereunder will be paid in US dollars and may be made by company check, bank draft, money order or wire transfer, allowing sufficient time for funds to clear before commencement of the Services.

A \$50.00 service charge will be paid to Advanced Intelligence Engineering by Client for any returned (bounced) checks. To the extend Advanced Intelligence Engineering must engage in collections activities related to any payment due by Client hereunder, Client agrees to be responsible for and pay all costs of such collection, including but not limited to reasonable attorney fees, suit monies and costs.



## WPDMS RFP - AIE Sample Managed IT Services Proposal - 2021



**Prepared by:**

**Advanced Intelligence  
Engineering**

Jeremy Wills  
(630) 936-4045 x102  
Fax (815) 346-5342  
jwills@aie195.com

**Prepared for:**

**Quote Information:**

**Quote #: JW002255**

Version: 1  
Delivery Date: 08/01/2021  
Expiration Date: 08/08/2021

## Recurring Expenses Summary

Description	Amount
Monthly Recurring Services	\$17,500.00
<b>Recurring Total:</b>	<b>\$17,500.00</b>

## Payment Options

Description	Payments	Interval	Amount
<b>Terms</b>			
<b>36 Months</b>	<b>36</b>	<b>Monthly</b>	<b>\$17,500.00</b>

## Summary of Selected Payment Options

Description	Amount
<b>Terms: 36 Months</b>	
Selected Recurring Payment	\$17,500.00
<b>Total of Recurring Payments</b>	<b>\$630,000.00</b>
<b>Total of Payments</b>	<b>\$0.00</b>

This Agreement shall commence on the Effective Date indicated above and shall remain in force for 36 months. The Effective Date of the first term (and all subsequent terms) shall be considered the first day of the first month where ongoing IT services are received. Onboarding may occur prior to the Effective Date.

The Term of this Agreement will automatically renew for a subsequent one (1) year term at the end of the natural term, unless either party gives the other sixty (60) days prior written notice of its intent not to renew this Agreement. Furthermore, this Agreement will automatically renew for a subsequent one (1) year term beginning on the day immediately following the end of each subsequent Renewal Term, unless CLIENT gives Advanced Intelligence Engineering sixty (60) days prior written notice of its intent not to renew this Agreement. The price of this agreement for each subsequent year of the term will automatically increase by 4%.

This Managed Services Agreement will be reviewed annually, unless otherwise agreed to in writing beforehand. The results of each annual review will determine if any amendments to this Agreement, the applicable Scope of Services, and/or related fees must be made to support the Client's changing environment, or to better serve the Client's current needs. Any changes that alter the scope and fees of this Agreement must be made in writing and attached as an amendment.

### MEANS OF TERMINATION:

- (i) Client may terminate this Agreement by providing Advanced Intelligence Engineering with written notice at least sixty (60) days prior to the expiration of the Initial Term or any Renewal Term.
- (ii) Advanced Intelligence Engineering may terminate this Agreement for any reason with ninety (90) days written notice to Client.

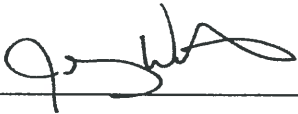
### EFFECT OF TERMINATION:

If either party terminates this Agreement, Advanced Intelligence Engineering may assist Client in the orderly termination of services, including timely transfer of the services and appropriate system management records to another designated resource. Client acknowledges and agrees that: (i) all costs associated with transfer to another provider are not covered under the terms of this Service Agreement and will be billed a fixed fee of \$5,000; and (ii) in the event the client wishes to terminate the Agreement early, the client will be obliged to pay an early termination fee. The termination fee will be the monthly fees times the number of months remaining on the Agreement term; and, (iii) payment to Advanced Intelligence Engineering for all costs and fees associated with the termination will be paid immediately upon providing notice to Advanced Intelligence Engineering.



This Managed Services Provider Agreement is a Sub-Agreement of the Master Services Agreement (MSA), attached here.

**Advanced Intelligence Engineering**

Signature:   
Name: Jeremy Wills  
Title: President  
Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_



## MASTER SERVICES AGREEMENT

This Master Services Agreement ("Agreement") by and between Client (as identified above) and Advanced Intelligence Engineering, LLC ("Advanced Intelligence Engineering") located at the address set forth above, is effective as of the date specified above (the "Effective Date"). The parties agree as follows:

**1. Performance of Services:** The Client hereby engages Advanced Intelligence Engineering to perform, and Advanced Intelligence Engineering hereby agrees to perform for the Client, the consulting services specified in Statements of Work (each a "Statement of Work"), Managed Services Provider Agreements (each a "Managed Services Provider Agreement"), and Work Agreement Orders (each a "Work Agreement Order") that may be entered into from time to time pursuant to this Agreement (the "Services"). The Services may be expanded or otherwise changed at any time during the terms of the Agreement by the written agreement of both parties. The Client, at its expense, will provide Advanced Intelligence Engineering with all equipment, software, system access, and any other materials necessary to perform the Services and will take all reasonable efforts to prevent any circumstances which would interrupt, delay or hinder Advanced Intelligence Engineering's performance of the Services.

**2. Fees & Payment:** Client agrees to pay all fees specified on each Time & Materials Agreement, Managed Services Provider Agreement, Statement of Work, or Monitoring Services Provider Agreement (hereafter "Sub-Agreement"). All payments shall be made in U.S. dollars and will be due according to the terms specified in the related Sub-Agreement. Advanced Intelligence Engineering may bill in advance for any recurring service. Client shall be responsible for all taxes, withholdings, duties and levies arising from the services (excluding taxes based on the net income of Advanced Intelligence Engineering). Advanced Intelligence Engineering shall have the right to suspend service if Client has failed to pay any invoice according to the terms specified within the related Sub-Agreement. Bills unpaid more than 60 days may be sent to a third party collection and may incur a collection fee.

The Client shall pay Advanced Intelligence Engineering the hourly rate set forth in any Sub-Agreement (should one exist), based upon eight (8) hours/day, 40 hours/week work schedule. AIE reserves the right to bill at time and half the same hourly rate for any time worked during holidays, weekends, or after hours.

**2.5 Hours:** Unless otherwise specified in the Statement of Work, each consultant shall be available to perform the Services eight (8) hours per work day, 40 hours per work week. AIE endeavors to schedule work requiring client cooperation in advance. If a consultant is available during such a scheduled time, but unable to perform Services due to the Client's failure to provide the necessary equipment, software, materials, personnel or the shutdown of the Client's facility for any reason, the Client shall be billed for and shall pay Advanced Intelligence Engineering for such time. A consultant shall not be required to perform Services for Client more than eight (8) hours per day or 40 hours per week without prior written agreement of the Client and Advanced Intelligence Engineering.

### 3. Terms of Agreement:

The Terms of Agreement here refer to the general relationship between Advanced Intelligence Engineering and the Client, as outlined in this Master Services Agreement. Sub-Agreements may have different Terms, and the Terms, notice requirements, and termination policies of the Sub-Agreement shall prevail.

- (a) Unless terminated earlier in accordance with (b) below, the initial term of this Agreement shall commence on the Effective Date and terminate twelve (12) months thereafter. This Agreement shall automatically renew for successive one (1) year terms unless either party provides the other with notification of termination at least sixty (60) days prior to expiration of the then-current term.
- (b) Either party may terminate this Agreement (including any and

all Schedules) at any time if the other party: (i) fails to cure any material breach of this Agreement within thirty (30) days after written notice of such breach or (ii) ceases operation without a successor. Termination is not an exclusive remedy and the exercise by either party of any remedy under this Agreement will be without prejudice to any other remedies it may have under this Agreement, by law, or otherwise. Sections 4(b) (Warranty Disclaimer), 5 (Liquidated Damages), 6 (Limitation of Liability), 7 (Confidential and Proprietary Information) and 8-14 (general terms) shall survive any expiration or termination of this Agreement.

### 4. Limited Warranty:

- (a) Advanced Intelligence Engineering warrants for a period of thirty (30) days following delivery (the "Warranty Period") that all services will be performed in a professional manner in accordance with generally applicable industry standards. Advanced Intelligence Engineering's sole liability (and Client's exclusive remedy) for any breach of this warranty shall be for Advanced Intelligence Engineering to re-perform any deficient services, or, if Advanced Intelligence Engineering is unable to remedy such deficiency within thirty (30) days, to void the invoice for the deficient services. Advanced Intelligence Engineering shall have no obligation with respect to a warranty claim: (i) if notified of such claim after the Warranty Period or (ii) if the claim is the result of third-party hardware or software, the actions of Client or some other party or is otherwise caused by factors outside the reasonable control of Advanced Intelligence Engineering.
- (b) THIS SECTION 4 IS A LIMITED WARRANTY, AND SETS FORTH THE ONLY WARRANTIES MADE BY ADVANCED INTELLIGENCE ENGINEERING. ADVANCED INTELLIGENCE ENGINEERING MAKES NO OTHER WARRANTIES, CONDITIONS OR UNDERTAKINGS, EXPRESS OR IMPLIED, STATUTORY OR OTHERWISE, INCLUDING BUT NOT LIMITED TO WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR NON-INFRINGEMENT OR ANY WARRANTIES REGARDING THE PERFORMANCE OF ANY SOFTWARE OR HARDWARE PROVIDED OR INSTALLED BY ADVANCED INTELLIGENCE ENGINEERING. CLIENT MAY HAVE OTHER STATUTORY RIGHTS. HOWEVER, TO THE FULL EXTENT PERMITTED BY LAW, THE DURATION OF STATUTORILY REQUIRED WARRANTIES, IF ANY, SHALL BE LIMITED TO THE WARRANTY PERIOD.

**5. LIQUIDATED DAMAGES FOR HIRING Advanced Intelligence Engineering EMPLOYEES:** If, during the term of this Agreement or for twelve months thereafter, Client directly or indirectly retains the services (whether as an employee, independent contractor or otherwise) of any employee of Advanced Intelligence Engineering (or ex-employee within three months of the employee's termination from Advanced Intelligence Engineering) who has provided services to Client on behalf of Advanced Intelligence Engineering, Client agrees that Advanced Intelligence Engineering will be damaged, but that the amount of this damage will be difficult to determine. Accordingly, Client agrees that for each such Advanced Intelligence Engineering employee hired by Client, Client will pay Advanced Intelligence Engineering Twenty-five Thousand Dollars (\$25,000) as liquidated damages. Notwithstanding the foregoing, for the purposes of this section 5, "employee of Advanced Intelligence Engineering" shall include only employees of Advanced Intelligence Engineering who provide services to Advanced Intelligence Engineering customers and shall not include accountants, attorneys or other independent contractors of Advanced Intelligence Engineering who provide services to Advanced Intelligence Engineering itself.

**6. LIMITATION OF LIABILITY:** ADVANCED INTELLIGENCE ENGINEERING WILL NOT



# Advanced Intelligence Engineering

BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL, OR CONSEQUENTIAL DAMAGES (INCLUDING, WITHOUT LIMITATION, DAMAGES FOR INTERRUPTION OF SERVICES, LOSS OF BUSINESS, LOSS OF PROFITS, LOSS OF REVENUE, LOSS OF DATA, OR LOSS OR INCREASED EXPENSE OF USE CLIENT OR ANY THIRD PARTY INCURS), WHETHER IN AN ACTION IN CONTRACT, WARRANTY, TORT (INCLUDING, WITHOUT LIMITATION, NEGLIGENCE), OR STRICT LIABILITY, EVEN IF ADVANCED INTELLIGENCE ENGINEERING HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH LIABILITIES. ADVANCED INTELLIGENCE ENGINEERING IS NOT RESPONSIBLE FOR PROBLEMS THAT OCCUR AS A RESULT OF THE USE OF ANY THIRD-PARTY SOFTWARE OR HARDWARE.

IN NO EVENT WILL THE AMOUNT CLIENT MAY RECOVER UNDER THIS AGREEMENT EXCEED THE TOTAL PAYMENTS MADE TO ADVANCED INTELLIGENCE ENGINEERING BY CLIENT PURSUANT TO THIS AGREEMENT IN THE IMMEDIATELY PRECEDING TWELVE (12) MONTHS. THE LIMITATIONS SET FORTH IN THIS SECTION 6 SHALL NOT APPLY TO ANY LOSS OR DAMAGE CAUSED BY THE WILLFUL MISCONDUCT OR GROSS NEGLIGENCE OF ADVANCED INTELLIGENCE ENGINEERING.

**7. Confidential and Proprietary Information:** Each party agrees that all know-how, business, technical and financial information it obtains ("Receiving Party") from the disclosing party ("Disclosing Party") constitute the confidential property of the Disclosing Party ("Confidential Information"), provided that it is identified as confidential at the time of disclosure or should be reasonably known by the Receiving Party to be Confidential Information due to the nature of the information disclosed and the circumstances surrounding the disclosure. Except as may be necessary to perform its obligations under this Agreement, the Receiving Party will hold in confidence and not use or disclose any Confidential Information. The Receiving Party's nondisclosure obligation shall not apply to information that: (i) was known to it prior to receipt of the Confidential Information; (ii) is publicly available; (iii) is rightfully obtained by the Receiving Party from a third party; (iv) is independently developed by employees of the Receiving Party; or (v) is required to be disclosed pursuant to a regulation, law or court order.

Any templates, schematics, processes or technical documentation provided by Disclosing Party shall be deemed Confidential Information and proprietary information of Disclosing Party without any marking or further designation. Receiving Party may use such information solely for its own internal business purposes.

Advanced Intelligence Engineering shall maintain the confidentiality of information in its possession regarding individual protected health information in accordance with applicable law, and shall not release such information, to any other person or entity, except as required by law.

**7.5 Independent Development:** The above provisions shall not be deemed to preclude either party from independently developing or acquiring products and services without use of the other party's confidential information. Further, Advanced Intelligence Engineering or Client shall be free to use for any purpose, the residuals resulting from access to or work with such confidential information, provided that such party maintains the confidentiality of the confidential information as provided herein. The term "residuals" means technical information related to computer software technology in non-tangible form, which may be retained by persons who have had access to the confidential information, including ideas, concepts, know-how or techniques. Neither Advanced Intelligence Engineering nor Client shall have any obligation to limit or restrict the assignment of such persons or to pay royalties for any work resulting from the use of residuals. However, the foregoing shall not be deemed to grant to either party a license under the other party's copyrights or patents. All programming development is conducted as "work for hire."

**8. Independent Contractor:** The parties to this Agreement are independent contractors. There is no relationship of partnership, joint venture, employment, franchise or agency created hereby between the parties. Neither party will have the power to bind the other or incur obligations on the other party's behalf without the other party's prior written consent. Advanced Intelligence Engineering, through its employee consultants specified in the Statement of Work, shall perform the Services. Advanced Intelligence Engineering shall be solely responsible

for the compensation, withholdings and benefits including but not limited to workers compensation for each such consultant. At the Client's request, or if the consultant specified in the Statement of Work is not available, Advanced Intelligence Engineering shall replace the consultant then performing the Services with another consultant reasonably satisfactory to the Client. All consultants will be technicians capable of performing the Services in a professional, workmanlike manner. Client will provide reasonable notice of the release of Consultants per the Statement of Work.

**9. Assignment:** This Agreement may be assigned by either Party (i) pursuant to a merger or change of control or (ii) to an assignee of all or substantially all of Party's assets. Any purported assignment in violation of this section shall be void.

**10. Disputes; Governing Law; Arbitration:** Illinois law will govern and enforce this Agreement. Any litigation or arbitration between Client and Advanced Intelligence Engineering will take place in any state court located within DuPage County, Illinois or federal court within the Northern District of Illinois. Client and Advanced Intelligence Engineering waive any objection to personal jurisdiction or venue in any forum located in those jurisdictions. Except for a claim of payments of amounts due, no action, regardless of form, arising out of this Agreement may be brought by either party against the other more than one year after the cause of action has arisen. At the option of either Client or Advanced Intelligence Engineering, any dispute arising from or with respect to this Agreement will be decided by arbitration by the American Arbitration Association in accordance with its Commercial rules. At the request of either party, proceedings may be conducted in secrecy.

**11. Attorney Fees and Costs:** In any action brought under this Agreement, the prevailing party shall be entitled to recover its actual costs and attorney and all other litigation costs, including expert witness fees, and all actual attorney fees and litigation costs incurred in connection with the enforcement of a judgment arising from such action or proceeding. The provisions of the preceding sentence shall be severable from the provisions of the Agreement and shall survive the entry of any such judgment.

**12. Complete Understanding; Modification:** This Agreement, including any and all Attachments and Schedules attached hereto, constitutes the full and complete understanding and agreement between Client and Advanced Intelligence Engineering and supersedes all prior or contemporaneous negotiations, discussions or agreements, whether written or oral, between the parties regarding the subject matter contained herein. Any waiver, modification or amendment of any provision of this Agreement will be effective only if in writing and signed by both Client and Advanced Intelligence Engineering.

**13. Waiver and Severability:** Waiver or failure by either party to exercise in any respect any right provided for in the Agreement will not be deemed a waiver of any further right under this Agreement. If any provision of this Agreement is found by a court of competent jurisdiction to be unenforceable for any reason, the remainder of this Agreement will continue in full force and effect.

**14. Force Majeure:** Neither party shall be liable to the other for any delay or failure to perform any obligation under this Agreement if the delay or failure is due to unforeseen events which are beyond the reasonable control of such party, such as strikes, blockade, war, terrorism, riots, natural disasters, and/or refusal of license by the government, insofar as such an event prevents or delays the affected party from fulfilling its obligations and such party is not able to prevent or remove the force majeure at reasonable cost. The party prevented from complying shall make all reasonable efforts to remove such disability within thirty (30) days of giving such notice.

**15. Notices and Reports:** Any notice or report hereunder shall be in writing to the notice address set forth below and shall be deemed given: (i) upon receipt if by personal delivery; (ii) upon receipt if sent by certified or registered U.S. mail (return receipt requested); or (iii) one day after it is sent if by next day delivery by a major commercial delivery service. Accepted and agreed to as of the Effective Date by the authorized representative of each party.



## Wheaton Park District Managed Services – 2020-2021 Review

This document serves to provide a summary of the services provided, projects completed, and incidents resolved from January 2020 until mid-September, 2021.

### 1 2021 AT A GLANCE

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- The AIE support team has closed 880 help desk tickets
  - First Response SLA percentage: 94.6%
  - Satisfaction Score: 4.97 out of 5 (up from 4.93 in 2020)
- AIE has also provided the following services as part of WPD's ongoing management:
  - Data backup & recovery using industry standard 3-2-1 best practices
  - Managed antivirus
  - Continuous network security monitoring (through outsourced SOC services)
  - Dark Web Monitoring
  - Ongoing security awareness training
  - SPAM filtering
  - Web content filtering
  - Email archiving
  - Network and server monitoring
  - Regularly scheduled maintenance
  - Secure password management
  - Network documentation
  - Cloud-based email through Microsoft Exchange Online
  - Microsoft Office 365 applications and license management
  - vCIO Services (including monthly meetings with Park District leadership)
  - Vendor management to the following companies:

▪ RecTrac / VSI	▪ Imperial
▪ SpringBrook	▪ Martin Whalen
▪ GolfNow/EZLinks	▪ SCS
▪ Caterease	▪ Paylocity
▪ Digital Dining / Transform POS	▪ PastPerfect
▪ Voyant	▪ COEO and Comcast
	▪ Yamaha

## 2 PROJECTS - COMPLETED IN 2020

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From December of 2019 through 2020 so far, we have implemented several major deployments on the WPD network.

### 2.1 Server Upgrades and Consolidation

In late 2019/early 2020, AIE completed a project to upgrade and consolidate the server infrastructure at the Community Center. Servers were upgraded to the newest version of Windows (Windows Server 2019), and the functionality of six servers was consolidated to two servers. Additionally, Active Directory was restructured so that users are now associated with the sites at which they work, and printer deployment to workstations was automated based on the location of each user. Access to mapped network drives was also reviewed and the automated deployment of mapped drives was updated based on locations and departments.

This project was the most significant one undertaken in the Park District's IT infrastructure since AIE began providing support in late 2015, as the servers upgraded in this process control nearly every major function of the Park District's network. The significance of the work performed in this project is analogous to replacement of an engine in a car. In spite of this, AIE was able to complete this project while maximizing uptime across the Park district and keeping user interruptions to a minimum.

### 2.2 Installation of Second Host Server (December 2019 - January 2020)

Prior to the completion of the server upgrade and consolidation project a second new host server was installed in the datacenter at the Community Center. This was the second part of the two-part replacement process that was started in early 2019, and this new server replaced the two remaining host servers that were out of warranty. There are now two host servers in the Community Center running the bulk of the server infrastructure that supports the Park District's operations (with the exception of the servers that support Arrowhead's functions). Both servers are identically sized, and each can support the full load of the Park district's virtual servers in the event that one of the two goes offline.

### 2.3 SAN Installation (December 2019 - January 2020)

The SAN (Storage Area Network) in the datacenter at the Community Center is the main data repository for all the Park District's data and for all of the files that pertain to each virtual server. AIE completed replacement of the existing SAN with a new, larger unit to allow for continued growth of the Park district's data.

### 2.4 Meraki Firewall Installation at Community Center (June – July 2020)

Two new Meraki firewalls were installed at the Community Center and configured to support automatic failover and high availability/redundancy if either should fail. These were installed to facilitate increased usage of the VPN by those employees working from home because of the COVID pandemic. Together these firewalls form the hub of the Park District's entire network, as all satellite locations of the Park district connect to these devices for connectivity to RecTrac and shared files, as well as applications such as SpringBrook and PastPerfect.

### 2.5 Memorial Park Bandshell Renovation (April – May 2020)

In conjunction with the renovation of the bandshell at Memorial Park, AIE completed installation of new cabling, new switch and access points, and a new PC for access to the camera system. Internet access was extended from the nearby Mary Lubko Center to the bandshell to provide wireless internet access to the renovated facility.

### 3 PROJECTS - COMPLETED IN 2021

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From January 2021 until the present, we have implemented several significant projects within the WPD environment.

#### 3.1 PCI Compliance Remediation (November 2020 – February 2021)

In late 2020 AIE assisted the Park District in completing the annual questionnaire for assessing PCI SAQ level C compliance. The results of this questionnaire revealed areas in which the Park District's systems needed adjustment to achieve full PCI compliance. Throughout December of 2020 and into the first quarter of 2021, AIE assisted the Park District in adjusting access controls to areas of the network that handle credit card data, strengthening password policies for Digital Dining, implementing sufficient segmentation for the portion of the Park District network that supports Digital Dining, implementing dedicated workstations to handle credit card entry, and developing the necessary policies to protect the security of credit card data throughout the network wherever it is handled.

AIE worked directly with staff at TransNational, who assessed the questionnaire to the Park District, to negotiate compliance extensions as needed while remediation steps were implemented. The project concluded in early February of 2021 when the Park District achieved full PCI compliance.

#### 3.2 Additional Offices at Prairie (January 2021)

In January of 2021 AIE completed a project to enable additional offices in the Prairie office building, as the Park District relocated some staff to another part of the building previously occupied by another tenant. This required new cabling to be run to connect the new offices to the existing switches. In addition, AIE ran the necessary cabling to connect a new computer at Prairie that is designated for credit card data entry, a requirement of the PCI compliance remediation project. Upon completion of the project, WPD staff were able to occupy the new offices and achieve the goal of sufficient social distancing between employees as required during the COVID19 pandemic.

#### 3.3 Reduction of Comcast Circuits at Central Athletics Center (April – May 2021)

In the late spring of 2021 AIE completed a mini project to consolidate the two Comcast internet circuits in use at the Central Athletics Center and terminate the subscription for one of them. For several years the two separate circuits had been in use to service the data network and the HVAC control equipment separately, but in 2020 AIE evaluated this and determined that it was unnecessary to maintain two separate circuits for this as a single circuit could provide the needed bandwidth. AIE successfully configured the firewall at the CAC to accommodate the HVAC control system's network and set it up to use the same Comcast link as the data network at CAC, then cancelled the unneeded circuit. The success of this process was notable because prior troubleshooting on of the HVAC network in 2020 had led to the erroneous decision by the HVAC support vendor to reconfigure control devices on this network, leading to a large and unnecessary expense. Consolidation of the two internet links and movement of the HVAC network to the firewall for the data network was accomplished entirely by AIE without the need to engage the HVAC support vendor, and it was completed without incident and with only brief, planned interruption to service.



### 4 PROJECTS – UPCOMING

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The following project plans are budgeted for completion in the remainder of 2021 and in the 2022 budget year:

- Complete segmentation of WPD network as specified during 2020 SCS penetration testing (Fall 2021)
- Cell phone signal boost project for basement of Community Center (AIE will oversee implementation of cell signal booster system to be implemented by an outside vendor, to be completed in Fall of 2021)
- Workstation replacements as per 4-year refresh schedule (routine replacements in Fall of 2021, Spring and Fall of 2022)
- Upgrade of VMWare ESXi host server environment to upgrade to supported version of the operating system (January 2022)
- Retirement of RecTrac server following migration to VSI cloud (rescheduled to late 2022)
- Surveillance system renewal/replacement (AIE will assist WPD with selection of vendor to either replace or assume support of current surveillance system in 2022)
- Phone system renewal/replacement (AIE will assist WPD with selection of vendor to either replace or assume support of current phone system in 2022)
- Other infrastructure improvements (TBD)

### 5 MAJOR INCIDENTS IN 2020

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In 2020 to date, AIE addressed 25 problem tickets for WPD. (Problem tickets are created for issues that impact multiple users across the district). The following is a summary of the more notable outages.

#### 5.1 Firewall Restarts at Arrowhead Golf Club

In May of 2020, an issue manifested in which the firewall at Arrowhead Golf Club restarted itself at random intervals, causing brief interruptions in connectivity. The secondary firewall was put in its place and the primary taken offline for troubleshooting. The root of the problem was traced back to a bug in the firmware being operated on the device, and an upgrade of the firmware corrected the issue. The primary firewall was kept out of production but online for over a week for verification that the issue was fully resolved. It was returned to production by the end of the month and has continued to run consistently since then.

#### 5.2 Connectivity issues at Park Services Center

In July of 2020 an issue developed with the Comcast internet link to the Park Services Center that persisted throughout the month, even though Comcast technicians made multiple onsite visits to replace various components of their circuit to the facility. AIE adjusted the failover settings temporarily to utilize only the COEO internet link for all communications, as the instability on the Comcast line was too great to be able to utilize it. A final onsite visit from a Comcast technician resulted in replacement of the modem at the facility (for the second time since the beginning of the incident), and replacement of an aging splitter installed in Comcast's coax cabling. The circuit stabilized after this point and the firewall was again configured to use failover between the Comcast and COEO internet circuits.

### 6 MAJOR INCIDENTS IN 2021

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In 2021 to date, AIE addressed 10 problem tickets for WPD. (Problem tickets are created for issues that impact multiple users across the district). The following is a summary of the more notable outages.

#### 6.1 Rice Pool Electrical Issues

In June of 2021, an issue surfaced during the pool season in which all the equipment in the rack at Rice Pool lost power. This was reported on a Saturday morning, and AIE responded to the incident with an onsite visit. The onsite technician determined that there was no power to the electrical outlet in the rack and alerts maintenance personnel at the Community Center, who located and reset a tripped circuit breaker. WPD maintenance personnel further identified that the outlet in this rack was faulty and replaced it the following week. The issue has not returned since this repair.

#### 6.2 Frequent Connectivity Issues from Northside Pool

Throughout the late winter and spring of 2021, AIE's monitoring tools detected frequent drops in server from the Comcast internet link servicing Northside Pool. This was an issue that had manifested itself frequently over the course of several years and had been addressed by Comcast technicians by replacement of the modem as well as all their cabling and equipment back to the demarcation point. Comcast support was again enlisted when the problem was manifest again in 2021, and it was found that the cable leading to the building from the utility pole had been chewed by an animal. Once this line to the building was replaced and the modem at the location upgrade, the frequent connectivity problems ceased as the link to Comcast was now stabilized. The link continued to be stable throughout the duration of the 2021 pool season.

# AIE and Wheaton Park District

## Selected Accomplishments from Six Years of Partnership

AIE has been privileged with the opportunity to partner with the Wheaton Park District throughout the last 6 years to help further the goals of serving our shared community of Wheaton with excellence. We have made and contributed to many enhancements to the Park District's network during that time, resulting in a more stable and efficient IT infrastructure that will allow growth in the coming years. We've gathered some of the most significant projects and enhancements in this document not only as a reflection of what we've already accomplished together, but what we can continue to accomplish through continued partnership going forward.

### DATTO BACKUP DEPLOYMENT

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AIE implemented a new backup solution at WPD within one month of taking over IT management in late 2015 and early 2016. The Datto backup solution offers high end disaster recovery capabilities and faster restore times than the previous tape backup system could offer. In addition to backup, Datto is a complete business continuity and disaster recovery system with the capability to virtualize entire servers directly on the backup device or in Datto's cloud datacenters in the event of a catastrophic hardware failure or natural disaster. In 2019 a second Datto appliance was deployed at Arrowhead Golf Club. Today, every server in WPD's environment is protected by a Datto backup solution.

WPD now has the advantage of rapid restoration from backup in the event of server hardware failure, disasters such as a fire in the datacenter or a tornado, and many forms of cyberattack. This means not only preservation of the company's data but also the minimization of downtime and significant lost opportunity costs. Thanks to the investments made in this area, WPD can now restore critical functions within hours after a disaster, rather than days or weeks as it would have been with the previous tape backup system.

### ANPI (INTELIQUENT) PHONE SYSTEM IMPLEMENTATION

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Prior to the partnership with AIE, WPD was using a legacy phone system from Avaya. Together with Vision96, AIE prepared the WPD network for VoIP phones, and afterward a SIP-based VoIP phone system was successfully installed by ANPI (now Inteliquent) in conjunction with Vision96.



This system represents a significant cost savings over the legacy (and proprietary) Avaya phone system, providing more seamless integration of telephony systems throughout the Park District.

### EMAIL MIGRATION

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On AIE's recommendation, WPD moved forward to migrate e-mail to Microsoft Exchange Online in 2017. This provided multiple benefits, such as placing the e-mail system back on a platform supported by the vendor (the previous platform was out of support), and taking the e-mail system off WPD's server infrastructure. The latter benefit also changed e-mail service from a capital to an operational expense, which reduces cost in the long-term.

### COLLABORATION WITH SCS AND SECURITY ENHANCEMENTS

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In 2017 WPD enlisted the services of SCS (Secure Compliance Solutions) for ongoing vulnerability scanning and security assessment of the network, as well as regular penetration testing. SCS and AIE have worked together to remediate vulnerabilities discovered and to continue strengthening the security posture of WPD's network. The duties of this role have shifted over time, with AIE taking on all of the continuous monitoring/scanning of the network in late 2020. SCS has remained a partner to complete annual penetration testing, and the two companies collaborate to analyze the penetration test results.

AIE continues to harden the WPD network against ever more sophisticated cybersecurity threats in response to the recommendations from the SCS penetration tests, and in pursuit of Center for Internet Security guidelines – a set of standards for cybersecurity protection that AIE adopting for the protection of our own network as well as those of our clients.

In a time when cybersecurity threats are increasingly sophisticated and broad in scope, the partnership between SCS, AIE and WPD is vitally important for the ongoing protection of the WPD network.

### CENTRAL ATHLETIC COMPLEX BUILD-OUT

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During the year 2018, AIE assisted WPD in the process of building out the Central Athletic Complex for additional uses. This included the addition of wireless Internet access, Internet access for the Rec & Roll space, and installation of the cabling required to support this.

This has enabled the use of additional space for WPD's activities and those of partner programs such as Rec & Roll, allowing for growth in the Park District's activities which serve the local Wheaton community.

### SECURITY CAMERA INSTALLATION PROJECT

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In March of 2018, AIE was engaged to assist the Park District in a project to implement surveillance cameras and security systems at all WPD locations. AIE worked in conjunction with Vision96 and Imperial Surveillance to complete the deployment, as the new systems depended on the existing internet connections at each location and required configuration of all of the firewalls to enable communication with the server in the Community Center and remote access for designated WPD users.

The result was increased security surveillance throughout WPD's facilities, yielding benefits in policy enforcement and cost savings through vandalism deterrence.

### ARROWHEAD GOLF CLUB SERVER DEPLOYMENT

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In May of 2019 AIE deployed a new server to Arrowhead Golf Club and installed it in a new, lockable 4-post rack. As part of the same project the various retired items were removed from the server room (including such items as the legacy Avaya phone system), and cable management was installed to facilitate better organization and air flow in the new rack. The GolfNow and Digital Dining servers were converted to virtual servers and moved to the new host server, and a new domain controller was installed to decrease dependency on the Community Center for access to various resources. A Datto backup and disaster recovery solution was also deployed to Arrowhead exclusively for the servers onsite there to use for backup. These improvements were implemented to increase the overall stability of the Arrowhead Golf Course network and to increase uptime for various critical systems if the VPN link to the Community Center goes offline. The end result is a more stable platform on which to run Arrowhead's systems, keeping this vital link online and operational to generate profit for WPD.

### SERVER UPGRADES AND CONSOLIDATION

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In late 2019 and into early 2020, AIE completed a project to upgrade and consolidate the server infrastructure at the Community Center. All eligible Servers were upgraded to the newest available version of Windows (Windows Server 2019), and the functionality of six servers was consolidated to two servers. Additionally, Active Directory was restructured so that WPD users are now associated with the sites at which they work, and printer deployment to workstations was automated based on the location of each user. Access to mapped network drives was also reviewed and the automated deployment of mapped drives was updated based on locations and departments.

This project was the most significant one undertaken in the Park District's IT infrastructure since AIE began providing support in late 2015, as the servers upgraded in this process control nearly every major function of the Park District's network. The significance of the work performed in this project is analogous to replacing the engine in a car while it is still moving. Despite this, AIE was able to complete this project while maximizing uptime across the WPD network while keeping user interruptions to a minimum.

The success of this project resulted in streamlines administration of the network through the automation of mapped drive and printer deployment, and it brought all the servers up to operating systems that are still actively supported by Microsoft. This reduces the potential for security holes and maximizes the stability of the network, reducing the potential for downtime and interruptions to operations. Consolidating functions onto fewer servers also resulted in a cost savings to WPD of nearly \$6,100 per year in server management fees.

### NEW HOST SERVERS

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WPD's server infrastructure consists of multiple of virtual servers that all run on three large, physical servers. Two of these are located at the Community Center, and one is located at Arrowhead Golf Club.

Before 2019 there were three physical host servers at the Community Center, and they were aging and beginning to fail. In a multi-phase process throughout 2019 and 2020, AIE was able to replace these three servers with the two that are in operation today. Each of the two servers is powerful enough to run all of WPD's virtual servers by itself if the other fails. The two new host servers were installed with no downtime, meaning that the process was invisible to WPD users.

Besides the benefit of replacing this critical equipment with new and more powerful devices that are still under support and warranty coverage, this project also yielded the benefit of maximized uptime for WPD's operations and reduced risk of interruption.

### SAN UPGRADE

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Simultaneous with the server consolidation project in late 2019 and early 2020, AIE replaced the SAN (Storage Area Network) in the datacenter at the Community Center with a newer device that is under warranty and manufacturer support. The SAN is the main data repository for all the Park District's data and for all the files that pertain to each virtual server. The old SAN was out of warranty and was rapidly filling up, so AIE replaced it with a new, larger unit, with no downtime or interruption to WPD users' activities.

The replacement of the SAN situates WPD well for the future as automation of operations and the archives of past data continue to increase.

### MERAKI FIREWALL INSTALLATION

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In the Summer and Autumn of 2020, AIE deployed Meraki firewalls to all WPD locations. This replaced the aging Cisco ASA firewalls that had been in use previously, which were subject to a manufacturing defect that could lead to total failure of the unit. (Several of the ASA firewalls did fail during their tenure at WPD, causing significant interruptions to business.)

The Meraki firewalls increased the stability of the network throughout WPD's facilities and have the added benefit of enabling remote access for any user who needs it (something which was cost-prohibitive with the ASA firewalls).

This enabled staff members to work from home with greater functionality during the COVID19 pandemic, and it positions WPD well to handle the new demands of an increasingly distributed workforce in the coming years. Meraki firewalls also provide simplified and more dependable administration, resulting in lowered costs – replacing the ASA firewalls with the Meraki devices resulted in a savings for WPD of about \$3,000 annually.

### MEMORIAL PARK BANDSHELL RENOVATION

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AIE assisted WPD with the build-out of the new bandshell at Memorial Park by installing new cabling, a new switch and access points, and a new PC for access to the surveillance camera system. Internet access was extended from the nearby Mary Lubko Center to the bandshell to provide wireless internet access to the renovated facility.

This project enabled modern amenities such as wireless internet for those in the bandshell and provided a platform to viewing and accessing the security cameras deployed to protect this new facility, both in support of WPD's purpose of building and enriching the com





**WHEATON PARK DISTRICT**

***RFP:***

***Information***

***Technology***

***Services***

**AIE WPDMS RFP Response Document  
(supporting document 2 of 4)**

# Introduction

The Wheaton Park District boasts a complex, multi-site environment with support requirements ranging from a virtualized group of Windows-based servers, network backbone management, end-user help desk support, vCIO and budgetary guidance, as well as managed security. WPD requires an IT company capable of providing for each of these aspects, while at the same time delivering responsive customer service for the employees and vendors associated with the organization.

The Wheaton Park District continues to strategically invest in their IT infrastructure. Three host servers house 15 virtual machines running in an Active Directory environment, Office 365, Cisco/Meraki network devices, image-level backup and disaster recovery solutions, a SAN/NAS, numerous voice and data circuits, a security camera system, multi-function printers, POTS lines, and numerous security services in-tact. WPD seeks an IT provider capable of supporting the existing environment, with the vision and experience to provide trusted counsel and project assistance as WPD continues to advance with their IT investments.

It is AIE's aim in this proposal to come alongside the Wheaton Park District, serving as trusted advisors in order to move the WPD network forward while maintaining a stable infrastructure inside their current environment.

AIE is uniquely qualified to serve WPD's needs for the following reasons:

- **Competence.** AIE's staff has broad experience in the IT space. Our staff has worked with Fortune 500 companies and government organizations as well as small businesses. We understand how to support and direct the IT function of a large organization, while bearing in mind the budgetary requirements of the organization, and in particular, a government entity.
- **Compassion.** AIE chooses our hires carefully, selecting staff that are not only qualified IT professionals, but demonstrate a high level of integrity, care and concern for their communities. We find this compassion translates well into serving our clients' needs on a daily basis. Client feedback often includes reports that our staff goes above and beyond in support of their IT and their mission.
- **Communication.** AIE understands that our clients will only be as happy with their IT support as they are with our communication. As a result, we have invested heavily in tools to aid in the communication process, including enterprise-level ticketing software and monitoring tools. These tools enable us to proactively communicate throughout all projects, onsite service calls, and remote support work.

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# 1 FOUNDATIONAL CRITERIA

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## 1.1 EXECUTIVE SUMMARY

Advanced Intelligence Engineering is a Wheaton-based IT consulting firm, dedicated to filling the IT support needs of small and mid-sized businesses and organizations in the Chicagoland area. Jeremy Wills, AIE principal, is a longtime resident of Wheaton. AIE was organized as an LLC in 2007, and has been providing full-service outsourced IT support since that time. Throughout our tenure, AIE has experienced consistently healthy growth, due to our competency, flexibility and experience. Revenues for 2020 were approximately \$1,800,000; we have a current staff of eleven employees.



AIE serves for-profit, non-profit and government accounts, primarily with organizations that have between 10-200 computers. Clients choose to use AIE services over our competition for many reasons. The main reason is our ability to cultivate an intimate relationship with our clients while providing experienced, educated and certified skill-sets to meet advanced corporate requirements. AIE's local Wheaton presence makes us uniquely suited for the Wheaton Park District, as does our focus and experience with organizations of similar size and demands.

## 1.2 CORPORATE CAPABILITY

The technological landscape changes quickly. To remain competitive, you need expert resources to make intelligent business decisions regarding your IT infrastructure, while keeping change under control for the stability of the organization. At AIE, we go beyond technology for technology's sake and provide true rationale for the use of any current and future IT investments. Our focus is providing managed IT services to small and midsized businesses, including network management, server administration, desktop support, and third-party vendor support. Additionally, AIE provides project work for upgrades and new deployments in all these areas. AIE also offers structured cabling services for clients requiring

data cabling work, wireless infrastructure deployments, hosted cloud solutions, VoIP phone services, and vCIO business consulting.

AIE maintains strong vendor relationships, and is a partner and reseller for Dell, Microsoft, HP, Lenovo, Intuit, Adobe, Cisco, Meraki, and many more. We work with major IT distributors such as Ingram Micro, Synnex, Tech Data and D&H to bring our clients competitive prices on hardware and software. AIE traditionally has taken a vendor-neutral approach while consulting with clients in order to bring the best solutions to the challenge without the conflicting sales motives that leave clients wondering whose best interests are being served. Non-profit and government clients typically receive special discounts on their hardware and software needs.

### 1.3 CORPORATE EXPERIENCE

Over the years, we have serviced a variety of accounts, many of which share the community-oriented mindset of the Wheaton Park District. We currently support **Memorial Park District**, a park district in Bellwood; **Hyde Park Neighborhood Club**, an after-school program in Chicago focused on the needs of the underprivileged; **Carpenter Training Center**, a non-profit focused on training union carpenters; **Thomas Interiors**, a provider of office furnishings for the modern workspace; and **Roda Specialty Steel**, a national supplier of steel bar and products. With this rich experience in IT services for similarly sized companies, as well as non-profits and government organizations alike, AIE is well equipped to serve the needs of WPD.

AIE recommends the following clients to serve as references for this proposal:

**Memorial Park District (Bellwood, IL)**

*Mark Flores, Facilities Manager / 708-547-5400, ext. 1003 / [mflores@mempark.org](mailto:mflores@mempark.org)*



AIE has been providing managed IT services to Memorial Park District since 2012. AIE was brought into this account in order to upgrade their core server infrastructure, while providing ongoing support for their RecTrac software and their multi-site network connections, and end-user support. AIE performed a migration of the RecTrac sever from on-premise to the Azure cloud environment.

**Hyde Park Neighborhood Club (Chicago, IL)**

*Angela Habr, Executive Director / 773-643-4062 / [ahabr@hpncclub.org](mailto:ahabr@hpncclub.org)*



AIE has been providing fully outsourced IT services for Hyde Park Neighborhood since 2012. HPNC is a non-profit organization providing after-school programs in downtown Chicago, and relies heavily on donations and government funding. AIE has helped HPNC go through two iterations of their IT infrastructure to continue to meet their business needs. Most recently, AIE moved the infrastructure from an on-premise server to an Office 365 cloud environment, including Teams, SharePoint and OneDrive.



#### Carpenter Training Center (Elk Grove Village, IL)

Craig Triplett/ 847-640-7373 / [ctriplett@chicap.org](mailto:ctriplett@chicap.org)



AIE began serving the needs of Carpenter Training Center in 2017. A multi-location organization, AIE has helped to upgrade and consolidate the server and network infrastructure, allowing employees in non-headquartered locations the means of accessing systems that they were once unable to access. Additionally, AIE has extensively built out and their wireless local area network to accommodate wireless coverage for their large training facility.

#### Roda Specialty Steel (Buffalo Grove, IL)

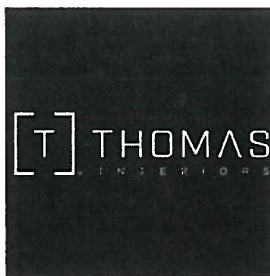
Ann-Marie Stuopys, Executive Assistant / 847-279-0228 / [annmarie.s@rodaspecialtysteel.com](mailto:annmarie.s@rodaspecialtysteel.com)



AIE and Roda have been working together since 2016. Roda is a nation-wide, stainless steel distributor with a presence in several cities around the country. Roda was one of AIE's early adopters of enhanced security solutions, allowing AIE to implement our full security stack into their organization.

#### Thomas Interiors (Bloomington, IL)

Matt Hills, Vice President of Operations / 312-581-7910 / [matth@thomasinteriors.com](mailto:matth@thomasinteriors.com)



AIE began supporting Thomas Interiors in 2019. AIE has executed on numerous projects to help improve the core infrastructure of Thomas Interiors, including installing a new VMware host server, completing an IT rack cleanup, upgrading their key AutoCAD software, and deploying key security services to further harden their IT network.

### 1.4 INDIVIDUAL EXPERIENCE

Our team of dedicated staff possesses technical IT experience along with creativity and innovation. AIE staff engineers have worked with small business IT as well as within the Fortune 500 and top-tier consultancies. Our engineers have a variety of strengths and backgrounds, combining to make us the company we are today. We choose our hires with careful consideration as we seek to provide our clients quality customer service and technological support.

Our team has earned the following certifications and degrees:

- BA in Business Administration and Change Management
- BS in Computer Science
- BA in Engineering
- BA in Telecommunications
- AAS in Cisco Networking
- AAS Personal Computer Technical Specialist
- Certified Wireless Technology Specialist (CWTS)
- Certified Cisco Networking Associate (CCNA)
- CompTIA A+ Certification
- CompTIA Network+ Certification
- CompTIA Server+ Certification
- Datto Certified Deployment Specialist
- Microsoft Certified Azure Administrator Associate
- Microsoft Certified Security Fundamentals
- Microsoft Certified Systems Associate (MCSA)
- Microsoft Certified Technology Specialist (MCTS)

AIE's technical department is comprised of two teams:

- **Professional Services** – A team of 2 engineers focusing on solutions architecting and special projects
- **Support Services** – A team of 4 technicians who provide service desk support and assistance on projects

Our technical support staff supporting WPD systems include:

**Mark Bartlebaugh (Professional Services):** Solutions Architect, 20+ years IT experience in multiple technical roles at companies ranging from Fortune 100 to nonprofit and SMB.

**Bob Ewoldt (Professional Services):** Systems Engineer, 12+ years' IT Support and Engineering (Microsoft, Cisco, VMWare).

**Kyle Murphy (Support Services):** 7+ years administration of Microsoft and MacOS hardware and software, network support, and Microsoft 365 cloud administration.

**Sam Jacob (Support Services):** 6+ years Microsoft desktop and server support, firewall management, and mobile device management of Apple and Chrome OS devices.

**Daniel Matthews (Support Services):** Microsoft desktop support and hardware repair, database administration.

**Stephen Schroeder (Support Services):** Microsoft and Linux desktop and server support, network engineering and support.

AIE places a high value on the importance of hiring experienced administrative staff. Our operational staff supporting WPD administratively include:

**Jeremy Wills:** President, Account Manager, 20 + years' experience in business development, operations management, and technology consulting.

**Geoff Pearson:** Service Delivery Manager, 15 years' experience in IT including desktop, server and network administration, IP telephony support, IT project, account, and service management.

Full resumes are attached for technical personnel listed above who will be key players in projects delivered for WPD should AIE become the successful candidate.

## 1.5 FINANCIAL STABILITY

With 14 years in business, AIE has a proven track record of financial stability, including the following financial numbers: Total revenues in 2020 were \$1,795,097 with over 60% of the revenue coming in the form of recurring management fees. AIE's target gross revenues for the next twelve months are estimated between \$1.8MM to \$2MM. AIE is a debt-free company.

## 1.6 LAWSUITS

AIE is not, nor ever has been, involved in any lawsuits, pending or otherwise. AIE has never defaulted on a managed services project or contract.

## 1.7 COMMUNITY INVOLVEMENT

AIE values community involvement. Both corporately and individually, AIE and its employees make it a priority to invest back into their community.

Corporately, AIE has contributed both financially and through other means to various charities, including a number of our clients:

- Financial contributions to Wheaton Park District (Wheaton, IL)
- Financial contributions to Hyde Park Neighborhood Club (Chicago, IL)
- Financial contributions to Naomi's House (West Chicago, IL)
- Sponsoring and participating in Cosley Zoo Golf Outing (Wheaton, IL)
- Sponsoring staff attendance at Hyde Park Neighborhood Club fundraising gala (Chicago, IL)
- Donating IT equipment to Deaf Video Communications (Carol Stream, IL)

AIE staff are heavily involved in their communities. Our staff's community services include:

- Participating in the Cosley Zoo 5K (Wheaton, IL)
- Providing meals for those in need through in-church ministry (Wheaton, IL)
- Coaching for a local Serve City Volleyball Club (Wheaton, IL)
- Coaching hockey for a local club team (Glenview, IL)
- Active board member while donating money, clothing and time to Dream Foundation, a program to help subsidize the physical needs of low-income students at Whittier Elementary (Wheaton, IL)
- Packing food for Feed My Starving Children (Schaumburg, IL)
- Volunteering time for Lurie Children's Hospital in a variety of ways (Chicago, IL)
- Serving in the local church on the setup team (West Chicago, IL)

- Serving in the local church children's ministry team (West Chicago, IL)
- Serving in the local church worship team (Warrenville, IL and Villa Park, IL)
- Serving in the local church special needs program (Warrenville, IL)
- Serving in the local church A/V team (Warrenville, IL)

## 2 TECHNICAL EXPERIENCE AND APPROACH

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After careful review of the RFP and requirements, AIE has determined our company possesses the qualifications and experience necessary to provide such support.

Should AIE be selected as the vendor in the course of this RFP, AIE will provide IT technical expertise, system monitoring and support, and will recommend hardware and software purchases as needed to meet corporate IT objectives. AIE will also provide security-related recommendations in the interested of hardening the WPD environment against today's cybersecurity threats, including the recommendation of third-party security specialists when needed. Furthermore, AIE will also provide vCIO service on an ongoing basis to provide technical guidance and leadership tailored to the Park District's specific needs and long-term business strategy.

### 2.1 NETWORK ADMINISTRATIVE SERVICES

#### 2.1.1 Wheaton Park District Requirements

Wheaton Park District requires the selected vendor to provide support for the entire WPD network environment at locations throughout the Park District. This environment includes all network infrastructure devices (such as switches, routers, firewalls and wireless access points), the SIP cloud-based phone system, all ISP links to Park District facilities and the vendor-owned infrastructure used as gateway devices at Park District facilities, analog POTS lines (to be supported in conjunction with vendor support), and oversight of all pertinent security services in the network. This support shall include:

- Regular analysis, routine configuration changes, and installation of patches and updates
- Alerting designated WPD personnel in the event of failure
- Proactive monitoring of network equipment including bandwidth utilization and other performance indicators
- Management and storage of network configuration information
- Network performance and capacity management services
- Network troubleshooting
- Proactive monitoring for intrusion into WPD firewalls
- Maintenance of documentation and procedures

#### 2.1.2 AIE Solution

Should AIE be the selected vendor, AIE will meet these needs through the following services.

##### *2.1.2.1 24x7x365 Remote Monitoring & Automated Reporting*

AIE will use Auvik (an industry-respected monitoring tool) and Cisco's Meraki portal for monitoring and management WPD network equipment, including firewalls, routers, switches, and wireless access points. The WPD network will be monitored 24x7x365, and automated alerts will be sent to AIE's service

desk for review and response. Additionally, security-related alerts from RocketCyber with regard to the firewalls will also be sent to the AIE service desk for review and remediation as needed.

#### ***2.1.2.2 Regular Maintenance***

AIE will manage the WPD network equipment on an ongoing basis. This will include review of router, switch and firewall logs, and troubleshooting of problems, and performance management. AIE will aid WPD in purchasing necessary licensing and hardware for all network infrastructure and will apply needed patches (security-related and otherwise) for all network equipment on an ongoing basis.

#### ***2.1.2.3 Diagrams & Network Documentation***

AIE will maintain diagrams of the networks at each facility using Auvik, which automatically discovers devices connected to the network and builds a dynamic and interactive diagram which can be exported to a PDF file on demand. In addition, AIE will maintain detailed configuration and network policy information using the Cisco Meraki portal and Auvik (used for non-Meraki devices). In conjunction with WPD staff, AIE will maintain a knowledge of WPD network policies and offer recommendations for best practice improvements. AIE will manage all passwords in a securely encrypted location, along with custom documentation, policy documents, and any supplemental information regarding manufacturer service and maintenance contracts.

#### ***2.1.2.4 WAN, WLAN, LAN Management***

AIE utilizes Auvik and Meraki to gather information and status on all devices network-wide that are critical to the infrastructure. This information allows us to take rapid action to remediate network connectivity issues when they arise, and to provide early insight into developing problems.

## **2.2 SERVER & CLOUD SERVICES ADMINISTRATION SERVICES**

### **2.2.1 Wheaton Park District Requirements**

Wheaton Park District has 3 physical servers and 14 virtual servers currently in use, running a mixture of Windows Server 2012 R2, Windows Server 2016, and Windows Server 2019. The e-mail service used by the Park District is Microsoft 365, and adoption of Microsoft 365 Apps for Enterprise is increasing.

The following applications are hosted on either on-premise servers or cloud server solutions:

- Active Directory (hosted on Windows Server 2012 R2 and 2019)
- Microsoft 365-hosted e-mail (165 licensed mailboxes)
- Springbrook Financial Systems
- Vermont Systems RecTrac
- Digital Dining
- Paylocity
- FitnessGram
- ZooTriton
- Past Perfect Software
- Phoenix Software for Advanced Management (Fuel tracking)
- AutoDesk – AutoCAD Map 3D Esri – ArcGIS
- Trimble (Pathfinder Office, Terrasync, Total Station)

- Microsoft Office
- HIKVision NVR Software (administered by Imperial)
- CMS CCTV Security System (AGC security camera system)

Wheaton Park District requires the selected vendor to manage WPD servers and cloud environment, including system monitoring, break-fix troubleshooting, backup, and upgrades as needed to the servers, both in the data center and at satellite locations. This administration shall include:

- Ensure scheduled preventative maintenance for equipment is properly and promptly performed
- Maintain the maintenance records on equipment
- Develop operations, administrative, and quality assurance back-up plans and procedural documentation
- Setup new users and edit or remove existing users on servers
- Server performance and capacity management services
- Configuration management, including changes
- Upgrading and patching of servers with product enhancements and security patches, etc.
- Coordinate repair and maintenance work with contracted repair vendors and ensure repairs are conducted in a timely fashion
- Monitor server performance and capacity to recommend adjustments and upgrades as necessary
- Notify designated WPD personnel in the event of failure
- Provide 24/7 on-call support to keep server infrastructure functioning continuously
- Provide security services to detect activity of threat actors within the server infrastructure

#### 2.2.2 AIE Solution

AIE will meet these needs through the following services.

##### *2.2.2.1 24x7x365 Remote Monitoring & Automated Reporting*

AIE will install our Remote Monitoring & Management (RMM) agents on all Windows servers. All servers will be monitored 24x7x365, and real-time alerts will be sent to AIE's service desk for rapid evaluation and remediation during business hours, and to the designated technician on call outside of regular business hours. AIE will notify designated WPD staff of steps needed to remediate failures and potentially business-impacting issues. Monitoring will include event logs, service availability, drive space, printer queue availability, and backup success. Performance data from all servers will be available on demand or on a schedule and can be shared with designated Park District personnel upon request.

##### *2.2.2.2 Regular Maintenance and Upgrades*

AIE will provide regularly scheduled maintenance for each server on a monthly basis. This maintenance includes the remote patch management and log file maintenance provided for covered servers, along with automated restart of updated servers during off-peak maintenance windows approved by the Park District. Each virtual server is considered a separate server for maintenance purposes. (Server operating system or hardware upgrades are considered separate projects, and are outside of the scope of this proposal.)



#### ***2.2.2.3 Remote Support***

AIE will provide phone and remote take-control support for server-related issues, including user account administration and file server sharing administration needs. This support will also include those issues with server-based applications, such as RecTrac and AutoCAD. AIE will provide phone and remote support for WPD staff, to ensure that proper function of these applications is restored, and will liaison with vendor support personnel if needed in order to accomplish this.

#### ***2.2.2.4 Backup Management***

AIE will monitor the success of data backup through the Datto Siris appliances to confirm consistent and successful backups, and to confirm that automatic testing of the backups is operating successfully. As needed, AIE will assist in file restores for individual users.

#### ***2.2.2.5 Security Services***

As part of server management for the Wheaton Park district AIE will monitor the servers for illegitimate activity using RocketCyber. This will provide visibility into the activities of unauthorized threat actors who have gained access to the server infrastructure and will notify AIE if malicious activity is detected. This will also allow for rapid isolation of an infected server to protect the remainder of the environment from compromise.

### **2.3 DESKTOP ADMINISTRATION SERVICES**

#### **2.3.1 Wheaton Park District Requirements**

Wheaton Park District requires the selected vendor to manage the endpoint devices on their network. This administration shall include:

- Installing PCs, laptops, PDAs, printers, peripherals and office automation software
- Diagnosing and correcting desktop application problems
- Configuring laptops and desktops for standard applications
- Identifying and correcting end-user hardware problems
- Performing advanced troubleshooting
- Assist in the development of software/hardware policies and procedures as well as provide or recommend enterprise-wide endpoint protection for all desktops, laptops and servers
- Provide security services to detect activity of threat actors throughout the WPD workstations

#### **2.3.2 AIE Solution**

AIE will meet these needs through the following services.

##### ***2.3.2.1 24x7x365 Workstation Monitoring & Automated Reporting***

AIE will install our Remote Monitoring & Management (RMM) agents on each WPD workstation, including those used as spares. All workstations will be monitored 24x7x365 by means of automated alerting and real-time information in the RMM portal's dashboards. Workstation performance reports will be available on demand or on a schedule and can be delivered to designated Wheaton Park District personnel upon request.

### ***2.3.2.2 Regular Maintenance and Upgrades***

AIE will provide remote patch management and optimization for covered workstations. As part of AIE's project engagements, AIE will work with WPD to create a PC replacement plan in order to upgrade computers that are end of life, following a four year rotation for each device.

### ***2.3.2.3 Microsoft Application Support***

AIE will provide support for WPD staff using Microsoft Applications on a covered workstation, including Microsoft 365 applications. AIE will also provide regular patch management for Microsoft applications on all covered workstations.

### ***2.3.2.4 Other Application Support***

AIE understands that WPD uses a variety of specialized applications for administration, community development, finance, police, and public works. AIE will provide support for WPD staff to ensure these applications are functioning as designed and will liaison with vendor support as necessary to troubleshoot problems and restore functionality.

### ***2.3.2.5 Security Management***

AIE will manage that antivirus as part of the 24X7X365 monitoring, and AIE's managed antivirus solution from BitDefender will be installed on all workstations along with the RMM software. If a virus is caught and quarantined, AIE will also use a second-opinion scanner to verify all traces have been removed, in compliance with industry standard best practice.

AIE will also monitor the workstations for illegitimate activity using RocketCyber. This will provide visibility into the activities of unauthorized threat actors who have gained access to any workstations and will notify AIE if malicious activity is detected. This will also allow for rapid isolation of an infected workstation to protect the remainder of the environment from compromise.

### ***2.3.2.6 Procurement Assistance***

AIE maintains relationships with several major technology distributors, including CDW, Synnex, D&H, and Ingram Micro, and can also source hardware through Amazon and Newegg. Most of our vendors have Chicago warehouses, often allowing for same or next day procurement of replacement parts. AIE will assist WPD staff in determining what purchases are needed, and will send quotes to the appropriate WPD contact for easy online approval of orders.

## **2.4 TELECOMMUNICATIONS SUPPORT**

### **2.4.1 Wheaton Park District Requirements**

Wheaton Park District requires the selected vendor to administrate all telecommunications systems. This administration shall include:

- Telephony move/add/changes on the existing SIP-trunked VOIP system
- Assistance with cellular/cellular data devices to end users

### **2.4.2 AIE Solution**

Should AIE be the selected vendor, AIE will meet these needs through the following services.

#### *2.4.2.1 Moves/Adds/Changes to Phone System*

AIE will administrate all necessary moves/adds/changes for VoIP telephones throughout the network as requested by WPD staff. Further, AIE will provide support to verify that they are communicating properly through the network infrastructure and will provide liaison with Inteliquent technical support staff to isolate and correct issues.

#### *2.4.2.2 Assistance with End-User Devices*

AIE will provide support for email and wireless connectivity for WPD employees on authorized devices.

## 3 HELP DESK SUPPORT CAPABILITIES

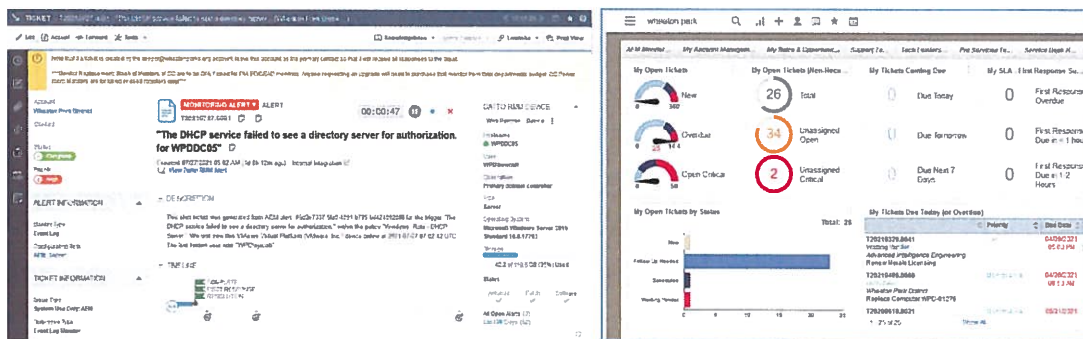
### 3.1 PROJECT AND SERVICE DELIVERY PLATFORM

Advanced Intelligence Engineering has invested heavily in Autotask, an industry standard ticketing and project management software that allows us to have an automated and streamlined workflow. The AIE team has invested thousands of hours into building out and managing processes within these tools to ensure that client service requirements are met, both in project delivery and at the service desk.

Through Autotask, AIE will provide WPD IT staff with access to a user-friendly client portal. This portal will provide WPD staff with visibility into tickets, projects, and project tasks.

#### 3.1.1 Service Delivery in Autotask

The service desk portion of Autotask allows AIE to track tickets from their initial creation to their completion, ensuring regular follow-up occurs, time is tracked, and the client is consistently kept up-to-date. AIE uses an email parser to create automatic tickets, making ticket correspondence as simple as sending an email to our staff. WPD IT staff can also create tickets via the client portal, and individual users will have an easy-access system tray on their workstations to create a ticket via email in both systems.



Trouble tickets (see screenshots above) are always assigned to a specific engineer, who is able to easily track work on that specific issue, ensuring that internal desktop issues are only addressed by AIE when requested. The Autotask tool also allows for live data on ticket performance, ensuring that all engineers are able to address tickets quickly and that nothing falls through the cracks.

#### 3.1.2 Project Management in Autotask

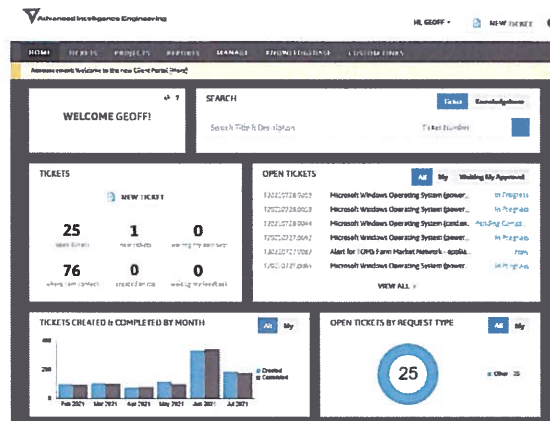
Autotask allows AIE to manage projects in a streamlined fashion. From project proposal design stage all the way through to completion, Autotask tracks a project with real time data, including hours worked, tasks completed, open issues, affected successor tasks, and specific schedule and follow-up items.

AIE's project manager is able to use the project management tool (pictured above) to provide Gant charts, regular status updates, and track unexpected issues as they arise.



## 4 CLIENT PORTAL

AIE provides a client portal with fully customizable access levels for clients. Decision makers have access to all ticketing information, project information, invoices, and asset tracking. End-users have access to all tickets currently in progress under their contact. The portal allows for easy communication between AIE and the client.



To increase user-friendliness, AIE provides fully integrated email communication, allowing AIE and the end-user to update the portal via email. A convenient icon is placed in the system tray of each PC on the client network. AIE staff can work with designated WDP contacts to create client-specific “quick ticket” templates, increasing the user-friendliness of the portal.

## 5 SUPPORT HOURS

### 5.1 BUSINESS HOURS (7:30AM – 5:30PM, M-F)

AIE staffs the help desk during regular business hours, including phones, email, and client portal support queues. During business hours, AIE follows a priority-based SLA approach, as outlined below. Using live reporting tools, AIE is able to ensure that SLA response times are met or exceeded by technical staff.

TROUBLE THRESHOLD	PRIORITY	FIRST RESPONSE TIME
General Network Down Internet Down Major Server Down	Critical	1 business hour
General Network Impaired Department Down Minor Server Down Major Application Down Major Device Down VIP Down	High	2 business Hours
Localized Network Impaired Department Impaired VIP Impaired Any Person Down	Medium	4 business hours
Any Person Impaired Minor Device Down Minor Application Down Required Re-Configurations	Low	1 business day
Maintenance Upgrades Non-Critical Vendor Calls	When Convenient	2 business days



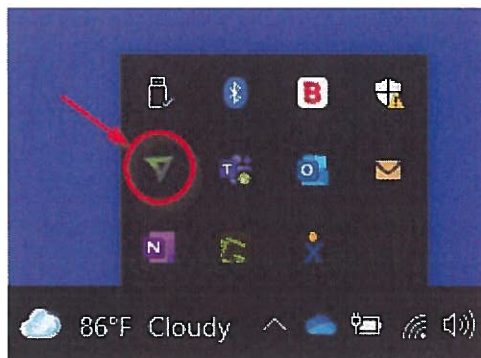
## 5.2 AFTER HOURS, WEEKENDS, AND HOLIDAYS

Given the fact that many important services rendered by WPD in the community occur during evenings and weekends, AIE understands that WPD will have after-hours support requirements. AIE provides on-call engineering staff on weekends, holidays, and after hours. Management staff ensure that on-call emergencies are dealt with in a timely manner.

On-call engineers can be reached by calling the standard support desk number. After hours support is available for trouble tickets at a critical or high priority threshold; AIE's strategy is to stabilize the situation, reduce the trouble threshold, and provide any additional support during regular business hours.

## 6 REMOTE SUPPORT TOOLS

AIE uses a suite of tools that integrate tightly with our service desk and project management system, Autotask. Our Remote Monitoring and Management (RMM) product is a sister product of Autotask called Datto RMM. AIE staff remediate any discovered or reported issues remotely wherever possible, which enables streamlined, flexible and rapid support to end users and the technology infrastructure at WPD.



Additionally, WPD IT staff and end-users will have easy access to our support system through both the AIE icon in their PC's system tray and through AIE's client portal.

## 7 ONSITE SUPPORT

AIE engineering staff will work in conjunction with AIE service desk administration staff and appropriate client contacts to schedule onsite visits when remote support to correct an issue is not an option. Given the size of the WPD network and our location central to WPD's various facilities, we expect to provide regular onsite service, which will enable our engineers to get to know the WPD staff better and identify needs on a more personal level.

## 8 PROACTIVE MONITORING TOOLS

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### 8.1 NETWORK MONITORING TOOLS

Advanced Intelligence Engineering utilizes industry standard monitoring software for ongoing network and systems monitoring and support. These tools include Datto RMM for workstation and server management, and a combination of Auvik and the Cisco Meraki administration portal for network infrastructure management. Additionally, Datto's BCDR portal is used to remotely administer our backup and disaster recovery appliances, and BitDefender is used to provide malware protection on all server and workstation endpoints. All of these tools integrate with Autotask to automatically create alert tickets within the AIE ticketing system. AIE technical staff monitor all alerts during normal business hours, and alerts of a critical priority will automatically notify the on-call engineer or emergency situations after-hours.

#### *8.1.1.1 Server/PC Health Monitoring*

The RMM agents monitor uptime, CPU/Disk/Memory usage, operating system services, and connectivity. Engineers watch for monitoring-generated alerts during business hours to respond within SLA timeframes.

#### *8.1.1.2 Anti-Malware Status Monitoring*

Managed anti-virus is included for all servers and workstations using BitDefender. This anti-virus solution maintains definition updates, scan engine updates, and scan scheduling. When a virus is detected and quarantined, AIE staff are notified to take remediation steps to confirm that the threat has been cleared in its entirety.

#### *8.1.1.3 Backup Status Monitoring*

The Datto BCDR portal monitors the success of all backups for covered servers and workstations. This sends alerts into Autotask in the event of a backup failure, enabling AIE staff to find and remediate a backup problem before it becomes a disaster recovery issue.

#### *8.1.1.4 Remote Access*

The RMM agent also includes integrated remote access through four distinct remote access tools, allowing multiple means of accessing systems in the event one or more remote access methods fail. This allows AIE and WPD staff remote access to devices for support, enabling them to address alerts without interrupting the end-user or coming onsite.

### 8.1.2 Network Monitoring

AIE monitors network activity through Auvik and the Meraki administrative portal to provide insights into the health and utilization of the entire network. This provides the ability to identify developing problems early and to identify any links in the network that are insufficient for daily business needs, allowing AIE to provide recommendations for upgrade or replacement when needed.

### 8.1.3 Security Monitoring

The sophistication of today's cyber-security threats is such that traditional antivirus software must run in conjunction with additional tools in order to provide sufficient protection for the network. Every organization is vulnerable to attack at any time, which is why AIE provides additional security services

through RocketCyber. This service continually monitors the desktops, laptops, servers and network devices for evidence of intruders, sending the results to a live team of security engineers who analyze the data and alert AIE if there is evidence of malicious activity. Affected systems can be removed automatically from the network for additional remediation work if necessary, disrupting the activities of potential threat actors before a cyberattack can be launched.

Additionally, AIE utilizes a dark web monitoring service that provides sophisticated, analyst-validated dark web intelligence combined with cutting-edge live search capabilities enabling AIE to identify compromised or stolen credentials in order to close the gap on a breach before it happens.

## 9 SYSTEM DOCUMENTATION

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AIE believes that documentation is about the network equipment and inventory, but also about the health of that equipment. Therefore, AIE maintains documentation on the full client network via quarterly health reports. These health reports and documentation can be provided on demand as well.

### 9.1 PASSWORD DOCUMENTATION

AIE utilizes ITGlue, a product widely recognized as a leader in IT documentation and password storage. With granular, per-account / per-engineer security, AIE is able to easily track who has accessed specific client passwords, restrict access on a client or password level to certain personnel, and globally change active directory passwords if a security concern requires it.

AIE can provide WPD staff with client-facing, read-only access to the ITGlue password management and documentation portal, for secure and streamlined password sharing.

## 10 CROSS TRAINING TO MINIMIZE RISK

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AIE assigns multiple personnel to any given client account, providing greater opportunity for exposure and cross training in order to ensure that clients see little to no disruption in service at any given time. AIE maintains careful documentation of client networks, processes, and open support issues to allow for this seamless experience. When transitions occur, AIE schedules regular meetings and provides ample time for training and hand-off.

Should any key personnel change, AIE will provide a resume of the new personnel to the WPD staff for approval, as requested.

## 11 CONSISTENT COMMUNICATION

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Clear and reliable communication is one of AIE's core values as an organization. We understand that our clients will only be as happy with their IT support as they are with our communication. Through our ticketing system, we keep our clients up-to-date on each incident as it progresses. When needed, our management team will step in to provide extra levels of client communication. Similar processes are followed for project communication. Additionally, AIE will hold monthly vCIO meetings with the WPD leadership to discuss strategic plans.

### 11.1 DAY-TO-DAY COMMUNICATION

Our engineers keep clients regularly up-to-date with ticket updates in the client portal, as well as through phone and email correspondence. Onsite visits on an as-needed basis also serve an integral role in keeping regular communication with the client.

### 11.2 MANAGEMENT TEAM

While much of the day-to-day communication comes from AIE's engineering staff, our account management team makes it a priority to build a relationship with each of our clients. Our Service Delivery Manager is actively involved in overseeing incidents, work orders and projects through to completion, spotting red flags quickly and communicating with the client. He welcomes phone calls with questions or concerns. Our account manager communicates actively with key account contacts to ensure that the big picture IT concerns are being addressed.

#### Account Manager

As principal of AIE, *Jeremy Wills* serves as account manager of key client relations. Throughout Jeremy's work tenure, he has served in various sales, client service, and management roles within the technology space, responsible for the management of budgets, as well as corporate IT direction. Jeremy has directed the development of AIE's client service philosophy, seeking to develop a company culture that puts the clients' needs first, always emphasizing the strong values of compassion, competency, and communication. Jeremy holds a BA in Telecommunications, from Baylor University.

#### Service Delivery Manager and Project Manager

*Geoff Pearson* serves as Service Delivery Manager and Project Manager, managing client service and AIE internal processes, workflow and support tool integration. Geoff possesses over 15 years' experience in IT, including desktop, server and network administration, IP telephony support, and IT project, account, and service management. Geoff has served in several capacities at AIE, including that of a systems engineer on the support team, support team lead, and for the past two years as head of the service department in the role of Service Delivery Manager.

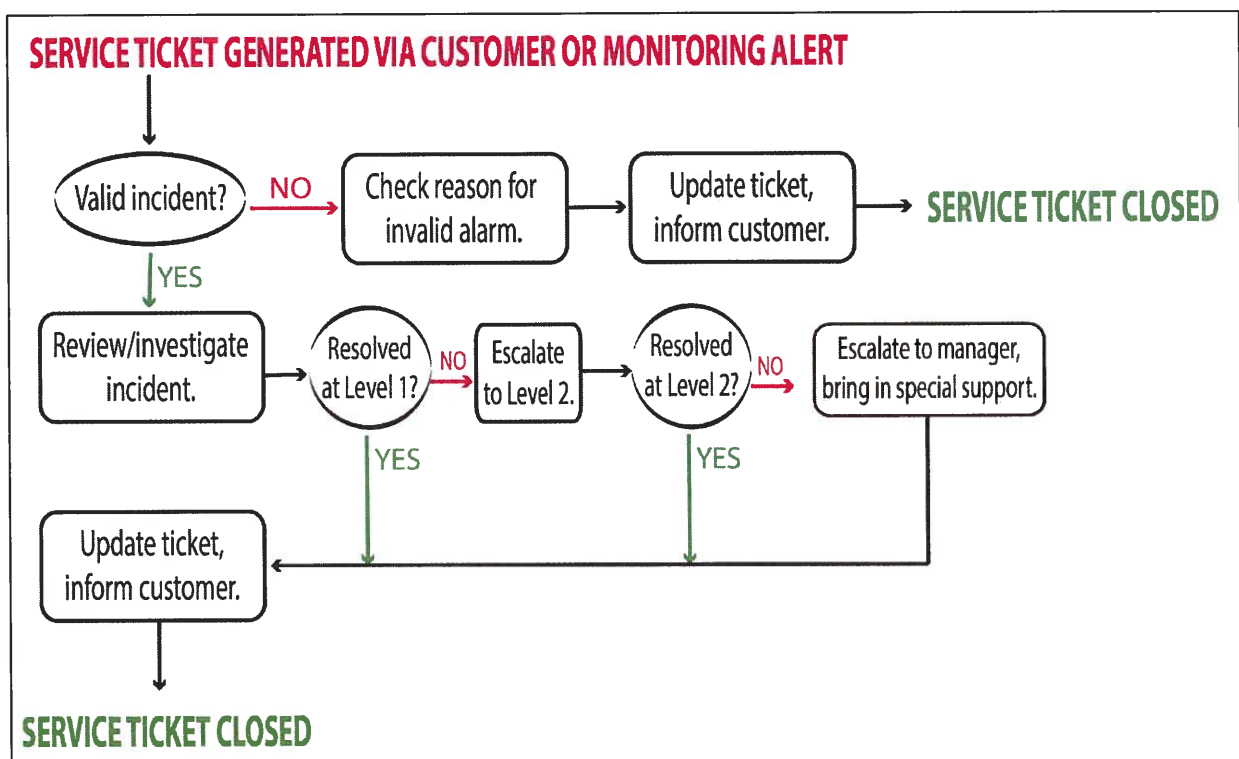
### 11.3 ACCOUNT REVIEWS

AIE's management team will conduct regular business reviews with key WPD leadership. The reviews will be driven by a list of open items and supplemented with reports of network performance, service deliver, or other items as needed. The reviews will include the opportunity to address such items as budgets, priorities, and upcoming projects. They will also include opportunity to discuss upcoming business needs and the long-term technology strategy to enable growth and efficiency for WPD's operations.

## 12 TROUBLESHOOTING / VENDOR MANAGEMENT

### 12.1 OVERVIEW OF SERVICE MANAGEMENT WORKFLOW

The AIE service desk workflow is illustrated at a high level in the following diagram.



#### 12.1.1 Ticket Creation and First Response

Tickets are created in the AIE service desk system in a variety of ways. They can be created automatically by a monitoring alert from our advanced remote monitoring and management (RMM) tools, automatically on a recurring schedule for regular services such as server maintenance, or by customer request via e-mail, phone, or secure client portal. First response SLAs are in place based upon ticket priority.

While most service requests are submitted during standard business hours, AIE maintains an on-call rotation of engineers who are responsible for handling after-hours support calls. All after-hours tickets

requiring emergency support must be requested via phone. Voicemails left at the AIE Help Desk create an automatic ticket, and the call will be returned within one hour by the on-call technician.

## 12.2 SERVICE LEVEL AGREEMENTS / ESCALATION THRESHOLDS

AIE maintains the following SLAs for escalation thresholds.

TROUBLE THRESHOLD	PRIORITY	ESCALATION THRESHOLD	RESOLUTION TIME
General Network Down Internet Down Major Server Down	Critical	2 business hours	ASAP – Best Effort
General Network Impaired Department Down Minor Server Down Major Application Down Major Device Down VIP Down	High	8 business hours	ASAP – Best Effort
Localized Network Impaired Department Impaired VIP Impaired Any Person Down	Medium	2 business days	ASAP – Best Effort
Any Person Impaired Minor Device Down Minor Application Down Required Re-Configurations	Low	4 business days	ASAP – Best Effort
Maintenance Upgrades Non-Critical Vendor Calls	When Convenient	N/A	Best Effort

“Escalation Threshold” is defined as the time at which an unresolved incident without a defined plan for resolution will be escalated to a higher support tier. This does not apply to those incidents waiting for materials, waiting for response from client or vendor, or with scheduled remote or onsite service calls.

“Resolution Time” is defined as the time within which AIE will resolve the issue. This resolution may, include a suitable work-around until long-term change, which may or may not be covered under this Agreement, can be made. Due to the nature of situations and networks, AIE does not guarantee any specific Resolution Time, but does guarantee Response Time and Escalation Threshold.

## 13 PROACTIVE SUPPORT

AIE follows a proactive support model to our network management, including hardware and software maintenance levels, automatic updates, and careful application of new security patches. Our philosophy is that preventive network care is far more effective than a merely reactive mentality.



### 13.1 VENDOR SUPPORT MAINTENANCE

AIE has live data feeds that inform our procurement team when client network devices have expiring warranties, service contracts, SSL certificates, or licensing subscriptions.

Our staff reaches out to our clients when warranties or contracts are expiring, with quotes for renewal when applicable. Our system also lets AIE staff know when they are supporting a device with no warranty, to facilitate informed decision making and cost analysis of the repair versus replacement of the device.

### 13.2 UPDATES AND NEW FUNCTIONALITY

As updates and new functionality become available, AIE works with the client staff to determine new best practices and any network changes that may be required. AIE's engineers apply patches as appropriate for our client's environment when completing the monthly maintenance. AIE schedules automatic updates for workstations at a time convenient to our clients.

This maintenance is tracked and monitored in our ticketing system, providing an ongoing record of the updates performed on each server, workstation or network device. Should updates fail to apply correctly, AIE's ticketing system records this, and staff address it promptly.

## 14 STRATEGIC CONSULTING AND BUDGETING

The purpose of reporting, monitoring, and IT support is never to be an end in itself. AIE uses this information to provide clients with CIO-level IT consulting, built on AIE and industry standard field-proven methodologies.

AIE uses network tools, documentation, direct observation, and interviews to review an IT environment for potential risks and/or opportunities for improvement. We identify these risks and opportunities for improvement with a traffic light system that flags observations as green, yellow, and red.

<b>GREEN</b>	From no to mild risk – no immediate issues and/or minimal consequences
<b>YELLOW</b>	From mild to medium risk – will require attention in the next 3 months and/or not aligned with best practices.
<b>RED</b>	From medium to urgent risk – imminent issue and/or serious consequences

Throughout each of the areas reviewed in this assessment, AIE targets three core pillars that we call SMB IT:

- Secure IT – Can it be secured, and how do you know it's secured?
- Manage IT – Can it be managed, and how do you know it's managed?
- Back IT up – Can it be backed up, and how do you know it's backed up?

AIE offers this IT Assessment to provide suggestions on how the IT environment could be enhanced to better support these business goals. In our initial client assessments, we determine where the client falls in each of the three pillars. Then, using the structured model as a guide, we work with the client to set long-term and short-term technology goals, addressing needed services and products, or

improvements to the existing infrastructure. AIE engineers provide a true rationale for any IT investments, using technology to grow the bottom-line, not take away from it.

Here's an example of the traffic light system:

<i>Backups</i>	Image-level local backups for all servers	Passed
	Local backups stored to NAS device	Passed
	Critical <u>on-premise</u> data backed up to cloud	Passed
	Office 365 data is backed up	Needs Attention
<i>Switching/Cabling</i>	Disaster recovery plan in place	No DR plan
	Switching hardware under support contract	2 Near EOL
	Switches support SNMP monitoring	Passed
	Switches are Layer 2 / Layer 3	Passed
	Cabling is Cat5e or above and <u>run in</u> single runs throughout	Needs Attention
	Cables are terminated and labeled	Needs Attention
<i>Wireless</i>	Wireless has a central controller	Passed
	SSID's are secured with proper encryption	Passed
	Corporate SSID is only in use on company devices	Passed
	Adequate wireless coverage exists for business needs	Passed
	PoE is powered by a switch (not PoE injectors)	Passed
<i>Firewall/Router</i>	Firewall hardware under support contract	Passed
	Firewall firmware is <u>up-to-date</u>	Passed
	Firewall supports failover Internet	Passed
	Open external ports have documented business justification	Passed
<i>Internet</i>	Sufficient bandwidth, with minimum 50 Mbps / 10 Mbps	Passed
	Failover Internet is in place (minimum 10 Mbps / 3 Mbps)	None
	Static IPs (just one, or multiple?)	Passed
<i>Workstations</i>	PC replacement plan keeps workstations within one year of warranty exp	Needs Attention
	All workstations are running Windows 10 Pro	Passed
	Workstations have minimum 7.9 GB RAM, i3 processor	Failed
	Workstations are joined to the domain	Passed
<i>Servers</i>	Servers have active warranties in place	Passed
	Servers are running a minimum of Server 2012 R2	Passed
	Virtualization is in place	Passed
	Redundant power in place for all physical servers	Passed

## 15 EQUIPMENT DISPOSAL

AIE's processes for equipment disposal are focused on protecting the environment and reducing costs for the client, while protecting secure information that may still be stored on old devices.

When old equipment is ready to be retired, AIE engineers first ensure that all necessary data has been removed. Once receiving approval to retire the device, our engineers take necessary precautions to prevent unwanted or malicious data recovery.

AIE partners with electronics recycling companies that can responsibly dispose of equipment and provide certificates of destruction for hard drives and other devices storing sensitive data. We also work alongside clients who have specific compliance needs for disposal ordinances, and our technicians document equipment designated for recycling as it is retired from service.

## 16 DETAILED RECORD KEEPING

AIE's technicians and engineers are required to keep detailed records of work performed on each ticket and during each task of a project. By default, we track the resource, date worked, summary notes, and hours worked. Additional details tracked include metrics such as the asset, the client ticket contact, the issue, and the billed rates. Reports can be generated on demand and delivered to the client either upon request or on a pre-scheduled basis.

T20140904.0017		Sept. Server Maintenance	
		Progress Made:	
		Installed appropriate Windows Updates	
		Installed 3rd party vendor updates	
		Scheduled a reboot during the maintenance window	
		Verified a successful after-hours reboot	
		Reviewed event logs (created tickets as needed)	
		Ran CCleaner	
09/04/2014	Becker, Mark	Ran Malwarebytes Antimalware	1.00
		Reviewed Managed Antivirus quick and deep scans	
		Reviewed backup logs	
		Tested the backup restore on any month-old files	
		Reviewed available disk space	
		Updated server maintenance notes	
		Next steps: none	
		<b>Ticket Total</b>	<b>1.00</b>
T20140905.0007		Reinstall Filemaker operating system	
		Progress made: Installed Windows 7 Ultimate on a VM on DC01. Began testing of	
		Filemaker image restore to VM to try repairing Filemaker rather than re-installing.	
09/04/2014	Kaiser, Stephen	Next steps: Copy Filemaker database to Filemaker-Test and try accessing	1.50
		database. Get Windows to restore an image to the Filemaker-Restore VM.	
		<b>Ticket Total</b>	<b>1.50</b>

## 17 ONBOARDING METHODOLOGY

### 17.1 APPROACH

AIE's onboarding process is streamlined and tracked as a project through our project management system. WPD staff will be granted access via the client portal to view onboarding project progress.

#### 17.1.1 Assessment

AIE will assess the network with industry standard network diagnostic tools and an on-site visit to the primary locations. These assessments will be discussed with the client in a pre-onboarding meeting, designed to identify and determine any potential problem areas or changes that should be made prior to contract start date. AIE will work with the incumbent vendor to transfer custody of relevant materials, such as system passwords and hard disk keys.

The initial site survey will include documenting the following WPD network policies:

- Workstation Installation Checklist and Documentation
- Application Installation Checklist, Automation and Documentation
- User Account Provisioning Documentation and Forms
- Network Security
- Server and Workstation Backup Routines and Performance
- Virus Protection
- Spam Filtering
- Hardware Integrity (check for pending failures)
- System Performance and Trends
- Overall Network Design and Layout

If, during the initial assessment process, AIE finds that WPD's network requires changes to meet minimum compliance standards in order to provide the level of support detailed in this proposal, AIE will identify the changes necessary and provide WPD with a project proposal.

#### 17.1.2 Initiating Service

Following assessment, AIE will begin the service initiation process. This process will include the following steps:

- An AIE engineer will prepare a customized version of the RMM agent to install on each workstation and server. AIE will assign an engineer to be onsite at each client location to install an RMM agent on each workstation and server.
- Working with the client's preferences and the data gathered during the assessment phase, AIE will set up backup software and monitoring scripts and settings.
- AIE will meet with the WPD team to verify the appropriate technical data, gain understanding of environment and current open issues, tickets and problems.
- AIE will schedule initial meetings with designated WPD contacts for consulting phone calls and business reviews.
- AIE will schedule a training session with the WPD IT staff to facilitate the transition to the AIE Help Desk for support calls.

#### 17.1.3 Billing

AIE requires the first month's recurring service fees and the onboarding fee to be paid prior to contract start. Ongoing recurring service fees can optionally be paid on monthly ACH auto pay. AIE invoices additional labor charges on a weekly basis.

#### 17.1.4 Contractual Agreement

AIE will require WPD to sign our standard managed services agreement (sample attached) before initiating work.

### 17.2 TIMEFRAME

AIE understands that the Wheaton Park District anticipates an onboarding deadline of December 31, 2021. AIE is fully prepared to meet this deadline.

## 18 PRICING

### 18.1 FIXED MONTHLY PRICE

Services	Description	Monthly Price	Changes?
Desktop Support (includes onsite support)	175 workstations	\$17,500	<i>Additional \$100 per month per workstation added</i>
Server Support	16 Servers (3 Host, 13 VM)	INCLUDED	N/A
Network Support	10 locations (cameras, printers, switches, access points)	INCLUDED	N/A
Communications Support	Phones, ISP, POTs lines, fax	INCLUDED	N/A
Vendor Support	Third party application support	INCLUDED	N/A
vCIO Services		INCLUDED	N/A
<b>FIXED MONTHLY TOTALS</b>		<b>\$17,500</b>	

### 18.2 OTHER MONTHLY SERVICES AND CHARGES

Services	Description	Price
Antivirus	Enterprise antivirus software on all workstations and servers	INCLUDED
Mail Archiving	30 year mail archiving	INCLUDED
Dark Web Monitoring	Credential monitoring service	INCLUDED
Managed SOC	Endpoint, network and cloud threat detection monitoring and 24X7 SOC services	INCLUDED
Email Awareness Training	Training videos and simulated phishing emails	INCLUDED
Client Ticket Portal		INCLUDED
Datto Backup	1 SP4000 and 1S4E6 backup and disaster recovery services	\$1,217.90 / MO
Microsoft Licensing	Office 365 Licensing	Charged Separately

### 18.3 OTHER FEES

Services	Description	Price
Onboarding Fee	See Section 17: Onboarding Methodology	INCLUDED
Onsite Support	Onsite support as needed for troubleshooting	INCLUDED
Travel/Dispatch Charges		NONE
After Hours Support	Non-Business Hours: 5:31p-7:29a M-F, Weekends, 10 Standard Holidays*	\$225/hr
Out of scope support	Normal Business Hours: 8am-6pm M-F	\$150/hr
	Non-Business Hours: 6:01p-7:59a M-F, Weekends, 10 Standard Holidays*	\$150/hr
PC Upgrades	Computer replacements	\$250/PC
Projects	Fixed Fee: Additions to existing network. Upgrades to network hardware, servers and/or server-based applications.	\$190/hr



**2022 Capital Overview**  
**Capital Projects Fund**

Capital Overview		Recommended Source	CY Projections	2022	2023	2024
<b>Capital Dollars Available</b>						
Capital Dollars Available at Beginning of Fiscal Year			5,048,851	5,021,121	7,251,415	7,251,629
Annual Unobligated G.O. Bond Proceeds			1,234,237	1,261,943	1,286,127	1,308,366
Grants and Donations			153,000	1,134,000	509,000	125,000
Cosley Foundation Donation for Property Purchase - 855 Prairie	Donation agreement completed in 2028		50,000	50,000	50,000	50,000
Cosley Foundation Donation for Quarantine Center	Donation agreement completed in 2026		25,000	25,000	25,000	25,000
Cosley Foundation Donation for Parking Engineering			25,000	-	-	-
Other (ex. Tree Memorials, Cell Tower Rental, Land Cash Donations, Misc, Interest, etc.)			68,661	62,061	60,660	60,661
Recommended Fund Balance Reserve Transfer - General Fund			-	2,012,500	2,000,000	500,000
Recommended Fund Balance Reserve Transfer - Recreation Fund			-	2,275,000	2,000,000	1,500,000
Recommended Fund Balance Reserve Transfer - Cosley Zoo Fund			-	100,000	100,000	100,000
Recommended Fund Balance Reserve Transfer - Golf Fund			-	50,000	50,000	50,000
<b>Capital Dollars Available</b>			<b>6,604,749</b>	<b>11,991,625</b>	<b>13,332,202</b>	<b>10,970,656</b>
<b>Major Capital Projects 2021 - 2024</b>						
Community Center Priority Projects (TBD)	Fund Balance Reserves		150,000	500,000	750,000	750,000
Community Center Parking Lot Replacement	Fund Balance Reserves		-	50,000	1,700,000	-
Rice Pool - Master Plan & Engineering	Fund Balance Reserves		-	-	250,000	-
Rice Pool - Water Slide Replacement	Bond Proceeds (\$805,307)/Fund Balance Reserves (\$19,693)		-	-	825,000	-
Property Acquisition	Fund Balance Reserves		-	120,000	-	-
Play for All	Play for All Foundation		144,000	-	500,000	-
<b>Major Capital Projects</b>			<b>294,000</b>	<b>670,000</b>	<b>4,025,000</b>	<b>750,000</b>
<b>Available Capital Dollars after Major Capital Projects</b>						
			<b>6,310,749</b>	<b>11,321,625</b>	<b>9,307,202</b>	<b>10,220,656</b>
<b>Capital Projects 2021 - 2024</b>						
District Wide Asphalt Replacement	Fund Balance Reserves		75,000	250,000	250,000	-
District Wide Asphalt Replacement	Bond Proceeds					250,000
District Wide Unforeseen Capital Expenses	Fund Balance Reserves		75,000	100,000	100,000	100,000
District Wide Facility Master Planning	Fund Balance Reserves		-	25,000	25,000	-
District Wide Facility Master Planning	Bond Proceeds		-	-	-	25,000
Atten Backstop Fence Replacement - Field 15	Fund Balance Reserves		-	20,000	-	-

*\$111K of the difference to Cash & Investments on pg 1 is restricted cash for the Overpass Bridge maintenance.*

*The remaining difference to Cash & Investments on pg 1 is for transfers from Cosley Zoo which are limited to the Cosley Master Plan.*



**2022 Capital Overview**  
**Capital Projects Fund**

Capital Overview	Recommended Source	CY Projections	2022	2023	2024
Briar Patch Backstop Replacement	50% OSLAD Matching Grant / 50% Bond Proceeds	-	85,000	-	-
Briar Patch Engineering and Design	50% OSLAD Matching Grant / 50% Bond Proceeds	-	15,000	-	-
Briar Patch Landscape	50% OSLAD Matching Grant / 50% Bond Proceeds	-	25,000	-	-
Briar Patch Outdoor Fitness	50% OSLAD Matching Grant / 50% Bond Proceeds	-	75,000	-	-
Briar Patch Pickleball Courts	50% OSLAD Matching Grant / 50% Bond Proceeds	-	100,000	-	-
Briar Patch Playground Resurfacing	50% OSLAD Matching Grant / 50% Bond Proceeds	-	80,000	-	-
Briar Patch Shelter Improvements	50% OSLAD Matching Grant / 50% Bond Proceeds	-	100,000	-	-
Briar Patch Tennis Courts & Fence	50% OSLAD Matching Grant / 50% Bond Proceeds	-	150,000	-	-
Central Park Pickle Ball Courts	Bond Proceeds	75,000	-	-	-
Clocktower Commons - Mini Golf Carpet Replacement	Bond Proceeds	-	-	-	25,000
Community Center - Whirlpool Replacement	Fund Balance Reserves	-	-	20,000	-
Cosley - Aviary Siding	Bond Proceeds	-	32,000	-	-
Cosley - Cabinets Bobcat Holding Area	Bond Proceeds	-	35,000	-	-
Cosley - Cage Education Animals Bank 1	Bond Proceeds	-	-	-	15,000
Cosley - Duck Pond Irrigation	Fund Balance Reserves	-	-	12,000	-
Cosley - Entrance Pavers	Bond Proceeds	-	40,000	-	-
Cosley - Exterior Painting Aviary	Fund Balance Reserves	-	25,000	-	-
Cosley - Exterior Painting Station	Fund Balance Reserves	-	-	25,000	-
Cosley - Gift Shop Renovation	Fund Balance Reserves	-	10,000	40,000	-
Cosley - Parking & Street Crossing (Initial design)	Cosley Foundation	25,000	-	-	-
Cosley - Pavers around Duck Pond	Bond Proceeds	-	-	-	43,000
Cosley - Pavers between Station and Barn	Fund Balance Reserves	-	-	60,000	-
Cosley - Train Station Roof	Bond Proceeds	-	70,000	-	-
Cosley - Siding - Vern Kiebler Barn	Bond Proceeds	-	70,000	-	-
Cosley - Station Deck Replacement	Bond Proceeds	-	45,000	-	-
Cosley - Walk in Freezer	Bond Proceeds	-	-	-	18,000
Cosley - Wildlife Viewing Deck Replacement	Bond Proceeds	-	40,000	-	-
Danada - Electric Service	Fund Balance Reserves	-	50,000	-	-
Graf - Backstops	Bond Proceeds	-	140,000	-	-
Graf - Bleachers/Grandstand	Fund Balance Reserves	-	-	70,000	-
Graf - Fence Replacement	Fund Balance Reserves	-	-	50,000	-
Graf- Synthetic Turf Replacement	Bond Proceeds	-	-	-	460,000
Herrick Playground Resurfacing	Bond Proceeds	-	-	-	80,000



*2022 Capital Overview  
Capital Projects Fund*

Capital Overview	Recommended Source	CY Projections	2022	2023	2024
Hillside - Fence Replacement	Fund Balance Reserves	-	-	30,000	-
Hoffman - Backstop Replacement	Fund Balance Reserves	-	40,000	-	-
Hurley - Tennis Court Resurfacing	Fund Balance Reserves	-	60,000	-	-
Hurley - Tennis Court Fence Replacement	Fund Balance Reserves	-	-	85,000	-
Hurley - Pond Replacement	Fund Balance Reserves	-	30,000	-	-
Mary Lubko Center - Roof Replacement	Fund Balance Reserves	-	-	60,000	-
Museum - Tuckpointing / Downspouts	Grant Proceeds	-	750,000	-	-
Museum - Reimbursement to State for Grant Dollars	Grant Proceeds	-	108,113	-	-
Northside Backstop and Fence Replacement	Fund Balance Reserves	-	-	85,000	-
Northside Dredge Settling Basin	Bond Proceeds	-	-	-	100,000
Northside Girl Scout Cabin Restoration	Fund Balance Reserves	-	15,000	-	-
Northside Pool - Boilers	Bond Proceeds	30,000	-	-	-
Park Services - Roof Top Units	Bond Proceeds	30,000	-	-	-
Park Services - Painting	Fund Balance Reserves	-	70,000	-	-
Prairie Building - Roof Replacement	PDRMA Claim	64,000	-	-	-
Rathje - Window Replacement	Bond Proceeds	-	-	-	25,000
Rice Pool - Concession Deck Replacement	Fund Balance Reserves	-	-	50,000	-
Rice Pool - Concession Deck Table Replacement	Fund Balance Reserves	-	32,000	-	-
Rice Pool - Roof Leak Repair	Bond Proceeds	180,000	-	-	-
Scottsdale Backstop Replacement	Fund Balance Reserves	-	-	85,000	-
Seven Gables - Basketball Court Replacement	Fund Balance Reserves	-	36,000	-	-
Seven Gables - Vita Course Replacement	Fund Balance Reserves	-	-	30,000	-
Triangle - Basketball Court Replacement	Bond Proceeds	-	-	-	36,000
Toohey - Deck Replacement	Fund Balance Reserves	-	25,000	-	-
Toohey - Flooring Replacement	Fund Balance Reserves	-	60,000	-	-
Toohey - Roof Replacement	Fund Balance Reserves	-	53,100	-	-
<b>Playground Replacements</b>					
Hawthorne Junction - Playground Replacement	Fund Balance Reserves	-	-	100,000	-
Hillside Tot Lot - Playground Replacement	Bond Proceeds	-	-	-	100,000
Hoffman Park - Playground Replacement	Bond Proceeds	-	-	-	125,000
Kelly Park - Playground Replacement (Ages 2-5)	Fund Balance Reserves	-	85,000	-	-
Kelly Park - Playground Replacement (Ages 5-12)	Fund Balance Reserves	-	190,000	-	-
Prairie Path Park - Playground Replacement	Fund Balance Reserves	-	-	150,000	-

**2022 Capital Overview**  
**Capital Projects Fund**

Capital Overview	Recommended Source	CY Projections	2022	2023	2024
Presidents - Playground Replacement	Bond Proceeds	310,000	-	-	-
Board Approved Capital Fund Expenditures		864,000	3,136,213	1,327,000	1,402,000
Available Capital Dollars after Approved and Major Capital Projects		5,446,749	8,185,412	7,980,202	8,818,656
Salary and Wages (1)	Fund Balance Reserves	178,603	187,358	192,744	198,279
Contractual Services	Fund Balance Reserves	86,475	296,635	147,683	148,763
Supplies	Fund Balance Reserves	155,800	436,704	374,846	256,318
Legal Notices; Training; Dues & Subscriptions; etc.	Fund Balance Reserves	4,750	13,300	13,300	14,550
Staff Recommended Capital Fund Expenditures		425,628	933,997	728,573	617,909
Available Capital Dollars after Commitments and Recommendations		5,021,121	7,251,415	7,251,629	8,200,747

(1) Includes full-time wages charged to capital fund in operating budget



**2022 CIP Schedule**  
**Capital Projects Fund**

Sum of Prioritization Tool Project Descriptions	Budget Yr				
	2021	2021 P	2022	2023	2024
40-000-000 Nonspecified Area					
District Wide Asphalt Replacement	250,000	75,000	250,000	250,000	250,000
District Wide Unforeseen Capital Expenses	75,000	75,000	100,000	100,000	100,000
Facility Master Planning	25,000	-	25,000	25,000	25,000
Property Acquisition			120,000		
<b>40-000-000 Nonspecified Area Total</b>	<b>350,000</b>	<b>150,000</b>	<b>495,000</b>	<b>375,000</b>	<b>375,000</b>
40-000-188 Sensory Playground					
Play for All - Five to Twelve			-	500,000	
Play for All - Gravity Rail and Net Climber		144,000			
<b>40-000-188 Sensory Playground Total</b>		<b>144,000</b>	<b>-</b>	<b>500,000</b>	
40-800-805 Atten					
Atten Backstop Fence- Fields 15			20,000		
<b>40-800-805 Atten Total</b>			<b>20,000</b>		
40-800-806 Briarpatch					
Briar Patch Backstop Replacement			85,000		
Briar Patch Engineering and Design			15,000		
Briar Patch Landscape			25,000		
Briar Patch Outdoor Fitness			75,000		
Briar Patch Pickleball Courts			100,000		
Briar Patch Playground Surfacing			80,000		
Briar Patch Replace Tennis Courts/Fence			150,000		
Briar Patch Shelter Improvements			100,000		
<b>40-800-806 Briarpatch Total</b>			<b>630,000</b>		
40-800-811 Manchester					
Park Services Painting			70,000		
Park Services Roof Top Units	45,000	30,000			
<b>40-800-811 Manchester Total</b>	<b>45,000</b>	<b>30,000</b>	<b>70,000</b>		
40-800-812 Central Park & Athletic Complex					
Central Park Pickle Ball Courts	85,000	75,000			
<b>40-800-812 Central Park &amp; Athletic Complex Total</b>	<b>85,000</b>	<b>75,000</b>			

**2022 CIP Schedule**  
**Capital Projects Fund**

Project Descriptions	2021	2021 P	2022	2023	2024
<b>40-800-813 Cosley Zoo</b>					
Cosley Aviary Siding 1991			32,000		
Cosley Cabinets Bobcat Holding Area			35,000		
Cosley Cage Education animals bank 1					15,000
Cosley Duck Pond Irrigation Equip.				12,000	
Cosley Entrance Pavers			40,000		
Cosley Exterior Painting Aviary			25,000		
Cosley Exterior Painting Station				25,000	
Cosley Gift Shop Renovation	10,000	-	10,000	40,000	
Cosley Parking & Street Crossing (initial design)	45,000	25,000			
Cosley Pavers (around Duck Pond)					43,000
Cosley Pavers (between station and barn)				60,000	
Cosley Roof Train Station (Cedar Shake) 2000	-		70,000		
Cosley Siding (Vern Kiebler Barn) 1989			70,000		
Cosley Station Deck Replacement			45,000		
Cosley Walk-in Freezer 1999					18,000
Cosley Wildlife Viewing Deck Replacement			40,000		
<b>40-800-813 Cosley Zoo Total</b>	<b>55,000</b>	<b>25,000</b>	<b>367,000</b>	<b>137,000</b>	<b>76,000</b>
<b>40-800-815 Graf Park</b>					
Graf Backstops			140,000		
Graf Bleachers/ Grandstand				70,000	
Graf Fence along Railroad				50,000	
Graf Park Synthetic Turf Replacement 2014					460,000
<b>40-800-815 Graf Park Total</b>			<b>140,000</b>	<b>120,000</b>	<b>460,000</b>
<b>40-800-816 Hawthorne Junction</b>					
Hawthorn Junction Playground Replacement 1999				100,000	
<b>40-800-816 Hawthorne Junction Total</b>				<b>100,000</b>	
<b>40-800-817 Herrick</b>					
CL Herrick Playground Surfacing					80,000
<b>40-800-817 Herrick Total</b>					<b>80,000</b>
<b>40-800-818 Hoffman Park</b>					
Hoffman Backstop Replacement			40,000		
Hoffman Playground Replacement 1999					125,000



**2022 CIP Schedule**  
**Capital Projects Fund**

Project Descriptions	2021	2021 P	2022	2023	2024
<b>40-800-818 Hoffman Park Total</b>			<b>40,000</b>		<b>125,000</b>
40-800-819 Hurley Gardens					
Hurley Gardens Pond Replacement			30,000		
Hurley Tennis Court/ Fence Replacement	-			85,000	
Hurley Tennis Courts Resurface			60,000		
<b>40-800-819 Hurley Gardens Total</b>	-		<b>90,000</b>	<b>85,000</b>	
40-800-820 Kelly Park					
Kelly Playground Equipment Replacement (Ages 2-5) 2000			85,000		
Kelly Playground Equipment Replacement (Ages 5-12) 2000			190,000		
<b>40-800-820 Kelly Park Total</b>			<b>275,000</b>		
40-800-825 Memorial Park					
Mary Lubko Center Roof 1991				60,000	
<b>40-800-825 Memorial Park Total</b>				<b>60,000</b>	
40-800-826 Northside Park					
Northside Backstop & Fence Replacement				85,000	
Northside Dredge Settling Basin					100,000
Northside Girl Scout Cabin Restoration	-		15,000		
Northside Pool Boiler	30,000	30,000			
<b>40-800-826 Northside Park Total</b>	<b>30,000</b>	<b>30,000</b>	<b>15,000</b>	<b>85,000</b>	<b>100,000</b>
40-800-827 Presidents Park					
Presidents Playground Replacement	250,000	310,000			
<b>40-800-827 Presidents Park Total</b>	<b>250,000</b>	<b>310,000</b>			
40-800-828 Rathje					
Rathje Window Replacement					25,000
<b>40-800-828 Rathje Total</b>					<b>25,000</b>
40-800-835 Seven Gables					
Seven Gables Basketball Court Replacement	-		36,000		
Seven Gables Vita Course Replacement				30,000	
<b>40-800-835 Seven Gables Total</b>	-		<b>36,000</b>	<b>30,000</b>	

**2022 CIP Schedule**  
**Capital Projects Fund**

Project Descriptions	2021	2021 P	2022	2023	2024
<b>40-800-836 Prairie Path Park</b>					
Prairie Path Playground Replacement				150,000	
<b>40-800-836 Prairie Path Park Total</b>				<b>150,000</b>	
<b>40-800-838 Triangle Park</b>					
Triangle Basketball Court Replacement					36,000
<b>40-800-838 Triangle Park Total</b>					<b>36,000</b>
<b>40-800-845 Scottsdale Park</b>					
Scottsdale Backstop Replacement	-			85,000	
<b>40-800-845 Scottsdale Park Total</b>	-			<b>85,000</b>	
<b>40-800-846 CC and Rice and Blanchard</b>					
Community Center Parking Lot Replacement (permeable)			50,000	1,700,000	
Community Center Priority Projects (TBD)	150,000	150,000	500,000	750,000	750,000
Community Center Whirlpools				20,000	
Rice Pool Concessions Deck Replacement				50,000	
Rice Pool Concessions Deck Table Replacement (x30)			32,000		
Rice Pool Mast. Plan Engineering	-			250,000	
Rice Pool Roof Leak Repair	180,000	180,000			
Rice Pool Water Slides Replacement				825,000	
<b>40-800-846 CC and Rice and Blanchard Total</b>	<b>330,000</b>	<b>330,000</b>	<b>582,000</b>	<b>3,595,000</b>	<b>750,000</b>
<b>40-800-849 Toohey Park</b>					
Toohey Deck Replacement			25,000		
Toohey Flooring Replacement	-		60,000		
Toohey Park Roof 2003			53,100		
<b>40-800-849 Toohey Park Total</b>	-		<b>138,100</b>		
<b>40-800-850 Hillside Tot Lot</b>					
Hillside Fence Replacement				30,000	
Hillside Tot Lot Playground Equipment Replacement 1999					100,000
<b>40-800-850 Hillside Tot Lot Total</b>				<b>30,000</b>	<b>100,000</b>
<b>40-800-852 Clocktower</b>					
Clocktower Commons Mini Golf Carpet Replacement					25,000
<b>40-800-852 Clocktower Total</b>					<b>25,000</b>



**2022 CIP Schedule**  
**Capital Projects Fund**

Project Descriptions	2021	2021 P	2022	2023	2024
40-800-853 Danada					
Danada Electric Service			50,000		
<b>40-800-853 Danada Total</b>			<b>50,000</b>		
40-800-854 Historical Museum					
Museum Potential Reimbursement to State for Grant Dollars	108,113	-	108,113		
Museum Tuckpointing / Downspouts			750,000		
<b>40-800-854 Historical Museum Total</b>	<b>108,113</b>	<b>-</b>	<b>858,113</b>		
40-800-856 Prairie Ave Building					
Prairie Bldg Roof Replacement	125,000	64,000			
<b>40-800-856 Prairie Ave Building Total</b>	<b>125,000</b>	<b>64,000</b>			
<b>Grand Total</b>	<b>1,378,113</b>	<b>1,158,000</b>	<b>3,806,213</b>	<b>5,352,000</b>	<b>2,152,000</b>

2022  
Grant and Donation Schedule

Project	Source	Status	CY Projection	2022 Budget	2023 Budget	2024 Budget
Play for All - Five to Twelve	Various Sources	Commitments before proceeding	144,000		500,000	
Property Acquisition	Various Grants	50% matching grant		60,000		
DuPage Historical Museum Tuckpointing / Downspouts	DuPage County	Funds donated upon completion		750,000		
Briar Patch Park Projects	Open Space Land Acquisition & Development Grants	Funds donated upon completion		315,000		
Graf Park Turf Replacement	Assigned Fund Balance	Upon completion				116,000
Wheaton Lions Terrace	Memorial Park Donation	Funds donated upon completion	9,000	9,000	9,000	9,000
Cosley Zoo Quarantine	Cosley Foundation Donation	Annual installments of \$25K over 10 yrs. for total of \$500K - Through 2026	25,000	25,000	25,000	25,000
Cosley Zoo Property Purchase - 855 Prairie	Cosley Foundation Donation	Annual installments of \$50K over 16 yrs. for total of \$800K - Through 2028	50,000	50,000	50,000	50,000
Cosley Zoo - Parking Engineering	Cosley Foundation Donation	Funds donated upon completion	25,000	-	-	-
<b>Total Grants and Donations</b>			<b>253,000</b>	<b>1,209,000</b>	<b>584,000</b>	<b>200,000</b>

**2022 CIP Schedule  
Operating Funds**

Sum of Prioritization Tool	Column Labels				
Project Descriptions	2021	2021 Projections	2022	2023	2024
<b>10 - General</b>					
<b>10-101-000 Nonspecified Area</b>					
#1193 Truck - Ford F250					40,000
#1211 Tract - Toro Sand Pro				21,000	
#1362 Mower - Toro7210	65,000	63,500			
#1312 Mower - Toro 4000 D			81,000		
Ride on Striper			14,000		
#ICE 1 Ice Equip - Olympia Ice Resurfer	60,000	-	60,000		
#1744 Equip - Pressure Washer - PSC equipment maintenance					11,000
#1104 Truck - Chevy Dump/ Plow				48,000	
#1383 Mower - 4000D Toro - turf/snow	80,000	-			
New truck/ projects/ signs	28,000	-	28,000		
Equip - ABI Field Grader - baseball fields			29,000		
#1141 Truck - 15 Passenger Van - Rec department 2006	46,000	-			
#T1801 Trailer - Skidsteer Trailer - transport 1991				8,000	
#1997 Equip - Water Reel Kifco 2007				12,015	
#1116 Truck - Chevy Boom Truck 2011				84,000	
#1192 Truck - Ford F250 2012				38,000	
#1401 Equip - Hot Patcher - Park Blacktop Repair 2019				12,000	
Z141 Ranger 2014				9,000	
#1120 Truck - Pickup/ Snow 2011					35,000
#1101 Truck - F250 - plow truck/pickup 2014					40,000
#1112 Truck -Dump - Crew cab/dump truck 2013					56,000
<b>10-101-000 Nonspecified Area Total</b>	<b>279,000</b>	<b>63,500</b>	<b>212,000</b>	<b>232,015</b>	<b>182,000</b>
<b>10 - General Total</b>	<b>279,000</b>	<b>63,500</b>	<b>212,000</b>	<b>232,015</b>	<b>182,000</b>
<b>20 - Recreation</b>					
<b>20-101-000 Nonspecified Area</b>					
#G102 Golf Cart					12,500
#1400 Equip - Turfco T3000 Applicator			14,000		
#7 Golf Cart				13,000	
Seven Gables Public Bath Rooms Trailer			40,000		
<b>20-101-000 Nonspecified Area Total</b>			<b>54,000</b>	<b>13,000</b>	<b>12,500</b>
<b>20-101-225 Central Athletic Center</b>					



**2022 CIP Schedule  
Operating Funds**

Project Descriptions	2021	2021 Projections	2022	2023	2024
CAC Program Room Renovation (adj to Rec & Roll)				191,860	
CAC Foul Ball Replacement Netting 2019					15,000
<b>20-101-225 Central Athletic Center Total</b>				<b>191,860</b>	<b>15,000</b>
20-224-220 Community Center					
Carpet-Memorial Room				31,366	
<b>20-224-220 Community Center Total</b>				<b>31,366</b>	
<b>20 - Recreation Total</b>			<b>54,000</b>	<b>236,226</b>	<b>27,500</b>
60 - Golf Fund					
60-000-000 Nonspecified Area					
Painting Entire Clubhouse			100,000		
<b>60-000-000 Nonspecified Area Total</b>			<b>100,000</b>		
60-601-000 Nonspecified Area					
YAMAHA U-MAX UTILITY CART MED.			10,350	10,350	
TORO REELMASTER 5210 Fairway Mower			129,460		
Chemical Building		76,500			
Toro Greenmaster 3320				151,710	
TORO Rough Mower					77,815
TORO Sidewinder					37,960
TORO Sidewinder					37,960
YAMAHA U-MAX UTILITY CART MED. 2005			10,350		
TRUE SURFACE MOWERS (6) 2003			15,000		
<b>60-601-000 Nonspecified Area Total</b>	-	<b>76,500</b>	<b>165,160</b>	<b>162,060</b>	<b>153,735</b>
60-611-000 Nonspecified Area					
Cart Path Repairs	-		150,000	75,000	75,000
Maintenance Bldg Roof			200,000		
Clubhouse Siding		25,000			
YAMAHA U-MAX2 Range Picker					12,750
YAMAHA U-MAX2 Range Picker 2011			12,750		
<b>60-611-000 Nonspecified Area Total</b>	-	<b>25,000</b>	<b>362,750</b>	<b>75,000</b>	<b>87,750</b>
60-612-000 Nonspecified Area					
Cleveland Tilt Skillet (replaces steam kettle)			20,600		



**2022 CIP Schedule  
Operating Funds**

Project Descriptions	2021	2021 Projections	2022	2023	2024
Banquet China 2006				20,000	
AGC Outdoor Tents		37,750			
<b>60-612-000 Nonspecified Area Total</b>	-	<b>37,750</b>	<b>20,600</b>	<b>20,000</b>	-
<b>60 - Golf Fund Total</b>	-	<b>139,250</b>	<b>648,510</b>	<b>257,060</b>	<b>241,485</b>
<b>Grand Total</b>	<b>279,000</b>	<b>202,750</b>	<b>914,510</b>	<b>725,301</b>	<b>450,985</b>

TO: Board of Commissioners  
FROM: Andy Bendy, Director of Special Facilities  
Eric McBride, Executive Chef  
THROUGH: Michael Benard, Executive Director  
RE: Arrowhead Food Supply Bid 2021-2022  
DATE: October 06, 2021



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**SUMMARY:**

Arrowhead's 2021-22 Food Supplies Bid document was available to vendors August 19, 2021, with bids officially opened September 02, 2021.

This year, 11 of 11 categories were available for bidding. Highland Bread suspended all fresh bread deliveries even though they still had one year left on a three-year bid. Sysco Chicago and Get Fresh will be able to provide bread for this coming year. Smallware's were removed from the bid due to staff projecting purchases under \$5,000 next year.

Bids were submitted for commodity pricing as well as fixed. The following companies were sent bid packets but did not submit a bid: RFD Chicago and Jackson & Partners, LLC.

Bids submitted by the following:

<b>Bid Category:</b>	<b>Bids Received From:</b>
Appetizers	Van-Lang Foods
Dairy	Sysco Chicago Get Fresh
Seafood	Fortune Fish Sysco Chicago
Poultry	Sysco Chicago Consumer Meat Packing Co.
Meat	Sysco Chicago Consumer Meat Packing Co.
Bread	No Bid
General/Frozen	Sysco Chicago
Dry Goods	Sysco Chicago
Paper & Disposable	TriMark Marlin Sysco Chicago
Produce	Get Fresh Sysco Chicago
Beverages	Sysco Chicago

**Implementation:**

This contract will begin December 1, 2021, and will run through November 30, 2022.

After Board approval, award letters will be distributed confirming length and dates of contract as well as Arrowhead's right to terminate, at any time, for convenience and without cause upon seven days prior written notice.

**Impact:**

Fixed pricing for certain volatile items such as produce, sugar, flour and coffee is viewed as extremely valuable. Fixed pricing for those items will keep our costs and margins predicable and avoid unexpected product increases.

**PREVIOUS COMMITTEE/BOARD ACTION:**

Arrowhead's Food Supply Bid 2020-2021 awarded the following vendors for the categories so noted.

Appetizers:	Van Lang Foods	\$ 90,170.00	Fixed Pricing- 1 year
Dairy:	Sysco Chicago	\$102,956.00	Commodity Pricing- 1 year
Seafood:	Fortune Fish	\$ 89,915.50	Commodity Pricing- 1 year
Poultry:	Consumers Meat	\$ 98,960.00	Commodity Pricing- 1 year
General/Froz.	Sysco Chicago	\$126,566.40	Fixed Pricing- 1 year
Dry Goods:	Sysco Chicago	\$107,089.18	Fixed Pricing- 1 year
Paper/Disp.:	TriMark Marlin	\$ 64,755.78	Commodity Pricing- 1 year
Smallwares:	Sysco Chicago	\$ 12,672.42	Fixed Pricing- 1 year
Produce:	Sysco Chicago	\$143,267.37	Commodity Pricing- 1 year
Beverages:	Gordon Food	\$ 24,921.60	Fixed Pricing- 1 year

**REVENUE OR FUNDING IMPLICATIONS:**

Expenses will be covered by related revenues and are specified in the 2021 operating budget as well as the 2022 proposed operating budget and appropriation.

**RECOMMENDATION:****Staff Recommendation and commentary:**

<b><u>Appetizers:</u></b>	<b><u>Van-Lang Foods</u></b>	<b><u>\$77,430</u></b>	<b><u>Fixed Pricing</u></b>
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Van Lang bid \$77,430 (1-year fixed). Van-Lang can provide fixed pricing for one year and are able to provide our current appetizers. Staff recommends Van-Lang Foods for the appetizer category

<b><u>Dairy:</u></b>	<b><u>Sysco Chicago</u></b>	<b><u>\$97,668</u></b>	<b><u>Commodity Pricing</u></b>
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Two bids were placed for the Dairy category: Sysco Chicago bid \$97,668 (commodity) and Get Fresh Produce bid \$103,582 (commodity). Sysco Chicago is the lowest price and has a lower commodity rate. They can provide all specific line items. Staff recommends Sysco Chicago for the Dairy category.

<b><u>Seafood:</u></b>	<b><u>Fortune Fish</u></b>	<b><u>\$ 255,965</u></b>	<b><u>Commodity Pricing</u></b>
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Two bids were received for the Seafood category: Fortune Fish bid \$255,965 (commodity) and Sysco Chicago bid \$254,380 (commodity). Fortune Fish is able to provide fresh fish and Sysco Chicago is frozen. Get Fresh can delivery 6 days a week while Sysco Chicago can only deliver 3 days. Fortune is unable to provide crabmeat, staff will continue getting the crabmeat from Sysco Chicago. Staff recommends awarding Fortune Fish the Seafood category.

<b><u>Poultry:</u></b>	<b><u>Consumer Meat Packing Co.</u></b>	<b><u>\$115,310</u></b>	<b><u>Commodity Pricing</u></b>
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Two commodity bids were placed for the Poultry category: Consumer Meat Packing Co. bid \$115,310 and Sysco Chicago bid \$ 83,090. Sysco Chicago entered no bid for an essential line item they cannot supply: 4oz special trimmed, deboned, skinless chicken breasts. Consumer Meat packing entered a lower commodity increase and can provide all line items. Staff recommends Consumer Meat Packing Co. for the Poultry category.

<b><u>Meat:</u></b>	<b><u>Consumer Meat Packing Co.</u></b>	<b><u>\$365,757</u></b>	<b><u>Fixed Pricing</u></b>
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Two bids were received for Meat: Consumer Meat Packing Co. bid \$365,757 (fixed) and Sysco Chicago bid \$319,896 (commodity). Sysco Chicago is unable to provide the specified brand of hot dog, meatballs, and corned beef that we currently serve. Sysco's commodity percentage sits at 7% which has a potential to raise pricing higher than Consumer's fixed prices. Staff recommends Consumer Meat Packing Co. for the Meat category.

**General Grocery/Frozen: Sysco Chicago \$ 128, 222 Fixed Pricing**

One bid was received for General Grocery/Frozen: Sysco Chicago bid \$128,222 (fixed). Sysco was the only bidder for this line item. They can provide all line items and have a fixed price for one year. Staff recommends Sysco Chicago for General Grocery/Frozen category.

**Dry Goods: Sysco Chicago \$126,324 Fixed Pricing**

One bid was received for Dry Goods: Sysco Chicago bid \$126,324 (fixed). Sysco was the only bidder for this line item. They can provide all line items and have a fixed price for one year. Staff recommends Sysco Chicago for the Dry Goods category.

**Paper & Disposables: Sysco Chicago \$64,778 Fixed Pricing**

Two bids were received for Paper & Disposables category: Sysco Chicago bid \$64,778 (fixed) and TriMark Marlin bid \$74,815 (commodity). Sysco can provide all line items and a fixed rate for 1 year. Staff recommends Sysco Chicago for the Paper and Disposables category.

**Produce: Get Fresh \$132,902 Commodity Pricing**

Two bids for the Produce category were received; Get Fresh bid \$132,902 (commodity) and Sysco Chicago bid \$138,044 (commodity). Sysco cannot provide all line items. Get Fresh can delivery 6 days a week and can provide a bread delivery. Staff recommends Get Fresh for the Produce Category.

**Beverages: Sysco Chicago \$21,372 Fixed Pricing**

One bid was received for Beverages: Sysco Chicago bid \$21,372 (fixed). Sysco Chicago has fixed pricing for one year. Staff recommends Sysco Chicago for the beverage category.

**RECOMMENDATION: Board Approval**

**In conclusion, staff respectfully request board approval to accept the following 2021-2022 Food bids:**

Appetizers:	Van Lang Foods	\$ 77,430	Fixed Pricing- 1 year
Dairy:	Sysco Chicago	\$ 97,668	Commodity Pricing- 1 year
Seafood:	Fortune Fish	\$ 255,965	Commodity Pricing- 1 year
Poultry:	Consumers Meat	\$ 115,310	Commodity Pricing- 1 year
Meat:	Consumers Meat	\$ 365,757	Fixed Pricing- 1 year
General/Froz:	Sysco Chicago	\$ 128,222	Fixed Pricing- 1 year
Dry Goods:	Sysco Chicago	\$ 126,324	Fixed Pricing- 1 year
Paper/Disp:	Sysco Chicago	\$ 64,778	Fixed Pricing- 1year
Produce:	Get Fresh	\$ 132,902	Commodity Pricing- 1 year
Beverages:	Sysco Chicago	\$ 21,372	Fixed Pricing- 1 year

Wheaton Park District 2021 Food Supply Bid Opening: September 02, 2021 .

<i>Vendor</i>	<i>Appetizers</i>	<i>Dairy</i>	<i>Seafood</i>	<i>Poultry</i>	<i>Meat</i>	<i>Genl/Frzn</i>	<i>Dry Goods</i>	<i>Paper&amp; Disp</i>	<i>Produce</i>	<i>Beverages</i>
<b>VAN LANG</b>	Fixed 77,430									
<b>FORTUNE</b>			Commodity 255,965.00							
<b>GET FRESH</b>		Commodity 103,582.00							Commodity 132,902.00	
<b>CONSUMERS</b>				Commodity 115,310.00	Fixed 365,757					
<b>TRIMARK</b>								Commodity 74,815.00		
<b>SYSCO</b>		Commodity 97,668.00	Commodity 254,380	Commodity 83,090	Commodity 319,896	Fixed 128,222.00	Fixed 126,234.00	Fixed 64,778.00	Commodity 138,044	Fixed 21,372.00





TO: Board of Commissioners

FROM: Justin Kirtland, Golf Course Superintendent

THROUGH: Michael Benard, Executive Director

RE: Golf Course Chemicals

DATE: September 29, 2021

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**SUMMARY:**

A variety of different chemicals are used in the maintenance of the golf course. In order to increase district wide efficiencies, items were added that are used by the Parks Department as well. In an attempt to maximize resources we opened the process to bidders for the chemicals that we use or may use on a regular basis.

There are a variety of specialty chemicals and fertilizers that are used in the maintenance of a golf course. Many of the products used change from year to year based on growing conditions (precipitation and temperature) and particular threats from pests and disease, and may need to be purchased at a moment's notice in order to react to a particular condition. Not all items will be purchased during the season, but staff prefers to bid any product that could potentially go over the \$5,000 quote threshold in case immediate action is necessary.

Staff started the selective use of off brand and generic chemicals ten years ago and would like to use them whenever practical to better manage our resources without compromising turf health or course conditions. However, just because a chemical has the same active ingredient as a name brand does not mean it uses the same technology. Because of this we would prefer to use name brands until we are able to test the off brands or generics ourselves or can get reliable information from others in the industry about the effectiveness of each. We have worked diligently over the past ten years to gather information on a number of products. Some have not worked well but others have proven to be effective and are now part of our regular program. We will continue to explore generic and off brand options next year and in the future.

You will notice in the bid results that we have not always chosen the least expensive chemical when an alternate was offered. This is because not all alternates are comparable to the item bid. Many of these chemicals have different formulations or release rates that make them difficult to control and in many cases increase the number of applications required. In other cases, the active ingredients are different and the products are not the same.

We may have chosen to accept bids for alternates as well as the original product in some cases to allow for the testing of products and using them if they prove effective.

## Bid Results

Notice for potential bidders was published on September 13, 2021 and bids were received through September 23<sup>rd</sup>. Bids were received from five vendors. These were: Advanced Turf Solutions of Mendota, IL; BTSI of Frankfort, IL; Chicagoland Turf of Downers Grove, IL; Pendleton Turf Supply, Inc of Waterford, WI; Reinders, Inc of Colgate, WI.; Site One Landscape Supply of Cleveland, OH. Bid results are as follows:

Product	Packaging	Advanced Turf	BTSI	Chicagoland	Pendleton	Reinders	Site One
Acelepryn	64 oz	NB	\$586.40 (4)	\$1,072.75	NB	\$1,072.75	\$1,072.75
Tebuconazole	1 gal	\$95.00	\$75.65 (4)	\$67.50	\$50.00	\$60.00	\$70.82
Trinexapac-ethyl	2.5 gal	\$325.00	\$335.70 (2)	\$376.56	\$225.00	\$275.00	\$284.62
Greens Protection Solution	per/unit	NB	NB	\$7,954.00	NB	\$7,954.00	NB
Green Foundation Solution	per/unit	NB	NB	\$5,743.00	NB	\$5,743.00	NB
Classic Solution	per/unit	NB	NB	\$5,070.00	NB	\$5,070.00	NB
A 2 Z Solution	per/unit	NB	NB	\$6,930.00	NB	\$6,930.00	NB
Fairy Ring Solution	per/unit	NB	NB	\$7,686.00	NB	\$7,686.00	NB
Briskway	1 gal	NB	\$410.00 (4)	\$1,283.40	\$680.00	\$1,283.40	\$1,283.40
Daconil Action	2.5 gal	NB	\$137.50 (2)	\$208.65	NB	\$208.65	\$208.65
Daconil Zn	2.5 gal	NB	NB	\$180.25	NB	\$180.25	\$180.25
Anuew	per/case	\$450.60	\$450.60	\$1,802.40	\$1,488.00	\$450.60	\$1,802.40
Union	2.5 gal	NB	\$667.50 (2)	\$667.50	NB	\$667.50	\$667.50
Secure Action	2.5 gal	NB	\$485.00 (4)	\$1,673.75	NB	\$1,673.75	\$1,673.75
Quicksilver	8oz	\$195.08	\$180.00	\$181.47	NB	\$175.00	\$182.48
Propiconazole	2.5 gal	\$155.00	\$130.00 (2)	\$161.76	\$105.00	\$140.00	\$162.40
Signature Extra	5.5 lb	\$175.00	NB	\$175.00	NB	\$175.00	\$175.00
Propamocarb	1 gal	NB	\$312.00 (2)	\$315.00	\$325.00	NB	NB
Interface	2.5 gal	\$472.50	\$262.50 (2)	\$477.50	NB	\$472.50	\$472.50
Tartan	2.5 gal	\$850.00	NB	\$850.00	NB	\$850.00	\$850.00
Carbaryl	2.5 gal	\$155.00	\$150.00	\$125.97	NB	\$125.00	NB
ArmorTech 45	2.5 gal	\$195.00	\$125.00 (2)	NB	\$118.00	\$120.00	NB
Paclobutrazol	1 gal	\$250.00	\$199.10 (2)	\$200.00	\$145.00	\$145.00	\$213.75
Ferrous Sulfate	50lb bag	NB	NB	\$31.43	NB	NB	NB
Fiata Stressguard	2.5 gal	\$142.38	NB	\$142.38	NB	\$142.38	\$142.38
22-0-4 w/ZnB 50% XCU	per/ton	\$862.77 (4)	NB	NB	NB	NB	NB
Proscape 0-0-7 MOP w/.067 Acelepryn + .167 Demension	per/ton	NB	\$2,300.00	\$2,030.00	NB	\$2,010.00	NB

Product	Packaging	Advanced Turf	BTSI	Chicagoland	Pendleton	Reinders	Site One
Anderson 0-0-8 0.067%Acelepryn 0.167%DimensiononDG Pro SGN150	per/ton	NB	NB	\$2,924.00	NB	\$2,912.00	NB
Bent Special 28-8-18	25lb bag	\$30.87	\$40.00	\$25.88	NB	\$23.00	NB
Dimension 2EW	2.5 gal	\$538.75	NB	\$538.75	NB	\$538.75	\$538.75
Chlorothalonil	4 x 5 lb. /case	\$190.00	\$170.00	\$152.94	\$140.00	\$150.00	\$171.42
Bifenthrin	1 gal	\$65.00	\$197.00	\$40.70	\$36.00	\$55.00	NB
Clothianidin	40oz	\$615.75	\$615.75 (4)	\$615.75	NB	NB	NB
Vivax 10 G	42 lb. bag	\$99.66	\$143.45	\$101.58	NB	\$100.00	NB
Vivax	2.5 gal	\$191.70	\$200.00 (2)	\$185.85	NB	\$450.00	NB
Alypso Plus	2.5 gal	\$142.03	\$56.88 (2)	\$138.125	NB	NB	NB
Flo Thru Plus	2.5 gal	NB	\$56.88 (2)	NB	NB	\$112.50	NB
TV Siphon	2.5 gal	NB	\$56.88 (2)	\$135.00	NB	NB	NB
Command	2.5 gal	\$130.00	\$162.00 (2)	NB	NB	\$450.00	NB
Indemnify	17.1 oz.	\$1,700.00	NB	\$1,700.00	NB	\$1,700.00	\$1,700.00
Tetrino	per/case	\$1,600.00 (.25)	\$530.00 (2)	\$1,600.00	NB	\$1,600.00	\$1,600.00
Thiophanate-methyl	2.5 gal	\$164.75	\$233.75 (2)	\$138.22	\$107.50	\$145.00	\$126.18
Cutless MEC	2.5 gal	\$973.00	\$973.00 (2)	\$1,128.75	\$1,128.75	\$1,128.75	\$973.00
Urea phosphite	2.5 gal	NB	\$90.00 (2)	\$167.50	NB	NB	NB
Potassium phosphite	2.5 gal	\$85.00	\$125.00 (2)	\$58.86	\$60.00	\$55.00	NB
Thiram SC	2.5 gal	NB	\$110.50 (2)	\$94.44	NB	NB	NB
Iprodione	2.5 gal	\$175.00	\$170.00 (2)	\$147.06	\$136.00	\$135.00	\$153.80
T-Zone	2.5 gal	\$178.13	\$178.13 (2)	\$178.13	\$120.00	\$186.625	NB
Defendor	1 qt.	\$184.00	NB	\$184.00	NB	\$184.00	\$184.00
Quali-Pro 2-D	1 gal	NB	\$109.20 (4)	\$93.27	\$84.00	\$100.00	NB
Sure Power	2.5 gal	\$182.75	\$182.75 (2)	\$182.75		\$182.75	NB
Andersons 16-0-8 1.14% Escalade/ 25% NS-54/ 150 SGN:	40 lb. bag	\$25.00	\$26.00 (49)	\$24.50	NB	NB	NB
Anderson's 21-22-4 .08% TRIONE/ 30% MU/ 135 SGN:	50 lb. bag	\$56.29	NB	\$59.57	NB	\$48.00	NB
70% KY Blue – 30% Perennial Rye	50 lb. bag	NB	\$165.00	\$160.75	\$165.00	\$192.00	NB
Barenbrug Blue HGT w/yellow jacket	50 lb. bag	\$244.00	\$225.00	NB	NB	NB	NB
30% KY Blue, 30% creeping Red fescue, 40% perennial Rye	50 lb. bag	NB	\$120.00	\$193.33	\$135.00	NB	NB
007 Creeping Bentgrass	50 lb. bag	NB	\$350.00	\$313.50	NB	\$573.00	NB

Product	Packaging	Advanced Turf	BTSI	Chicagoland	Pendleton	Reinders	Site One
T-1 Creeping Bentgrass	50 lb. bag	NB	\$330.00	\$335.00	NB	NB	NB
Prices Hold Until**		9/30/2022	9/1/2022	9/30/2022	9/30/2022	12/31/2022	None given
Delivery Charge		\$0.00	\$25.00 on bulk items	\$0.00	\$0.00	\$0.00	\$0.00

\*Agency prices are determined by the manufacturer and are subject to change. All others will be held until the date indicated.

\*\* Numbers in parenthesis indicate minimum order to meet pricing structure.

These items are suggested for bid approval.

These items are considered to be generics.

These items are alternates and are generally not considered equal.

We have used Advanced Turf Solutions, BTSI, Chicagoland, Pendleton and Reinders in the past for the purchase of chemicals and/or fertilizers and have found service to be very good.

#### **PREVIOUS COMMITTEE/BOARD ACTION:**

The Board of Commissioners approved a similar list of chemicals and fertilizers after going to bid in September of 2020. This list can be provided by staff if requested.

#### **REVENUE OR FUNDING IMPLICATIONS:**

\$165,000 has been requested in the 2022 golf course operating budget in account 60-601-000-53-5335-0000 (Chemicals and Fertilizer). The total spent on all items will fit within this budgeted amount.

#### **ALTERNATIVES:**

Chemicals and fertilizers are an integral part of the maintenance of the golf course. Using the most appropriate products allows us to maximize effectiveness while minimizing cost, staff time and application rates. Significantly decreasing or eliminating the use of these products would have an almost immediate negative impact on playing conditions and could result in serious loss of turf.

#### **RECOMMENDATION:**

It is recommended that the Wheaton Park District Board of Commissioners approve bids highlighted in yellow on the above chart. The breakdown is as follows:

From Advanced Turf Solutions of Mendota, IL for: Interface in the amount of \$472.50 for 2.5 gallons, Tartan in the amount of \$850.00 for 2.5 gallons, Tartan for \$850.00 for 2.5 gallons, ArmorTech 45 in the amount of \$195.00 for 2.5 gallons, Fiata Stressguard in the amount of \$142.38 for



2.5 gallons, 22-0-4 w/ZnB 50% XCU in the amount of \$862.77 per ton, Clothianidin in the amount of \$615.75 for 40 ounces, Vivax10 G in the amount of \$99.66 per 42 pound bag, Command in the amount of \$130.00 for 2.5 gallons, Indemnify in the amount of \$1,700 for 17.1 ounces, Tetrino in the amount of \$1,600.00 per case, Defendor in the amount of \$184.00 per quart and Sure Power in the amount of \$182.75 for 2.5 gallons.

From BTSI of Frankfort, IL for: Propamocarb in the amount of \$312.00 per gallon, Urea phosphite in the amount of \$90.00 for 2.5 gallons, Barenbrug Blue HGT w/yellow jacket in the amount of \$225.00 per 50 pound bag, 30% KY Blue, 30% creeping red fescue, 40% perennial Rye in the amount of \$120.00 per 50 pound bag and T-1 Creeping Bentgrass in the amount of \$330.00 per 50 pound bag.

From Chicagoland Turf of Downers Grove, IL for: Acelepryn in the amount of \$1,072.50 per 64 ounces, Greens Protection Solution in the amount of \$7,654.00 per unit, Greens Foundation Solution in the amount of \$5,743.00 per unit, Classic Solution in the amount of \$5,070.00 per unit, A 2 Z Solution in the amount of \$6,930.00 per unit, Fairy Ring Solution in the amount of \$7,686.00 per unit, Briskway in the amount of \$1,283.40 per gallon, Daconil Action in the amount of \$208.65 for 2.5 gallons, Daconil Zn in the amount of \$180.25 for 2.5 gallons, Anuew in the amount of \$1,802.40 per case, Union in the amount of \$667.50 for 2.5 gallons, Secure Action in the amount of \$1,673.75 per 2.5 gallons, Signature Extra in the amount of \$175.00 for 5.5 pounds, Ferrous Sulfate in the amount of \$31.43 per 50 pound bag, Dimension 2EW in the amount of \$538.75 per 2.5 gallons, Vivax in the amount of \$185.85 for 2.5 gallons, Alypso Plus in the amount of \$138.125 for 2.5 gallons, TV Siphon in the amount of \$135.00 for 2.5 gallons, Cutless MEC in the amount of \$1,128.75 for 2.5 gallons, Thiram SC in the amount of \$94.44 for 2.5 gallons, T-Zone in the amount of \$178.13 for 2.5 gallons, Andersons 16-0-8 1.14% Escalade/25% NS-54/150SGN in the amount of \$24.50 per 40 pound bag, 70% KY Blue – 30% Perennial Rye in the amount of \$160.75 per 50 pound bag and 007 Creeping Bentgrass in the amount of \$313.50 per 50 pound bag.

From Pendleton Turf Supply of Waterford, WI for: Tebuconazole in the amount of \$50 per gallon, Trinexapac-ethyl in the amount of \$225.00 for 2.5 gallons, Propiconazole in the amount of \$105.00 for 2.5 gallons, Chlorothalonil in the amount of \$140.00 per 4x5 pound case, Bifenthrin in the amount of \$36.00 per gallon, Thiophanate-methyl in the amount of \$107.50 for 2.5 gallons and Quali-Pro 2-D in the amount of \$84.00 per gallon.

From Reinders, Inc of Colgate, WI for: Quicksilver in the amount of \$175.00 for 8 ounces, Carbaryl in the amount of \$125.00 for 2.5 gallons, Paclobutrazol in the amount of \$145.00 per gallon, Proscape 0-0-7 MOP w/.067% Acelepryn + .167 Dimension in the amount of \$2,030.00 per ton, Anderson 0-0-8 .067% Acelepryn .167% Dimension DG Pro SGN150 in the amount of \$2,912.00 per ton, Bent Special in the amount of \$23.00 per 25 pound bag, Flo Thru Plus in the amount of \$112.50 for 2.5 gallons, Potassium Phosphite in the amount of \$55.00 for 2.5 gallons, Iprodione in the amount of \$135.00 for 2.5 gallons and Anderson's 21-22-4 .08% Trione/30% MU/135 SGN in the amount of \$48.00 per 50 pound bag.



TO: Board of Commissioners

FROM: Rob Sperl, Director of Park and Planning  
Bruce Stoller, Director of Golf

THROUGH: Michael Benard, Executive Director

RE: Shoreline Erosion at Arrowhead Golf Course

DATE: September 30, 2021

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**SUMMARY:**

The ponds on the west course adjacent to holes 4 and 8 have experienced noticeable shoreline erosion. The erosion has reached a point that it will soon begin to affect the integrity of the cart paths in these areas. Staff has engaged Cage Engineering to explore some options to stabilize and restore the shoreline in these areas. They have provided a report explaining what could be done and some rough costs estimates for each solution.

**PREVIOUS COMMITTEE/BOARD ACTION:**

NA

**REVENUE OR FUNDING IMPLICATIONS:**

\$75,000 is currently proposed in 2022 budget (60-611-000-57-5701-0000). Staff feels option 1 could be completed near this amount.

**STAKEHOLDER PROCESS:**

Planning staff has been working closely with Arrowhead staff on this project and will seek to schedule work to minimize impacts to the course.

**LEGAL REVIEW:**

N/A

**ATTACHMENTS:**

Report from Cage Engineering dated 8/26/21

**ALTERNATIVES:**

Cage's report outlines two alternate options that are more costly and would significantly alter the aesthetic of the shoreline in these areas.

**RECOMMENDATION:**

Staff is seeking consensus from the Wheaton Park District Board of Commissioners with staff's recommendation to move forward with option 1 in 2022.

## Arrowhead Golf Club - West Course

Shoreline Armoring/Reinforcement

Restoration (grading and re-seeding)

#4

#8

Limits of pond erosion and cart path deterioration

Limits of pond erosion and cart path deterioration





August 26, 2021

Mr. Steve Hinchee  
Wheaton Park District  
1000 Manchester Road  
Wheaton, IL 60187

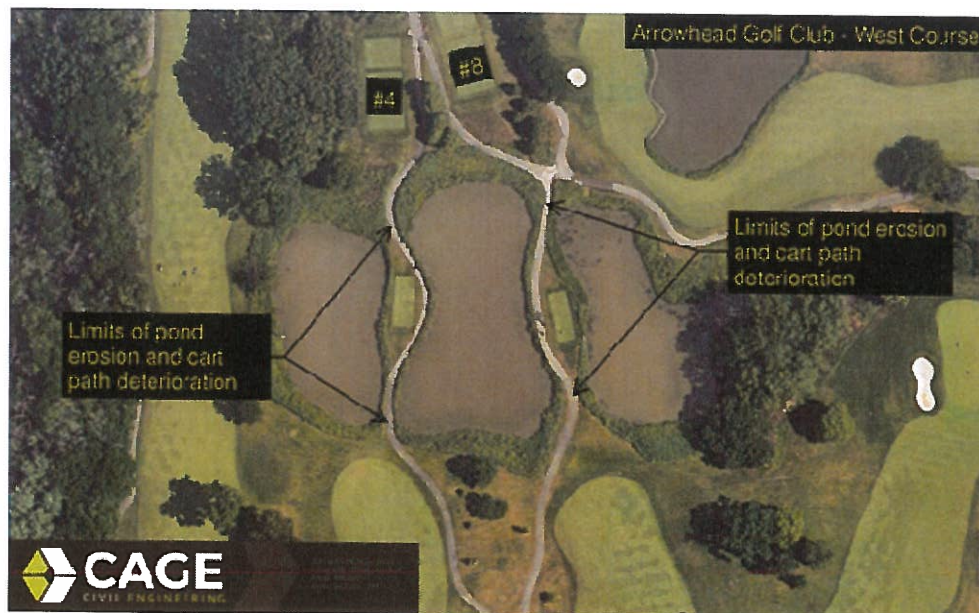
Dear Mr. Hinchee:

CAGE Civil Engineering has been commissioned by the Wheaton Park District to analyze the condition of the shoreline for three (3) ponds located adjacent to holes number 4 and 8 on the West course at Arrowhead Golf Club. The objective was to review the existing condition of the shoreline in order to determine the cause of erosion issues that are impacting the safety and functionality of the asphalt cart paths, and ultimately to propose a solution to address the issue(s).

The following documents have been provided to CAGE and were reviewed as part of this analysis:

- Engineering Plans entitled "Arrowhead West Stormwater Drainage Improvement Project Diversion to Hesterman Drain Phase I, dated May 28, 1991"
- Design Plans entitled "Renovation of West Course Arrowhead Golf Club, dated August 19, 1999"
- Grading Study - Arrowhead Golf Club - Killian Design Group, dated 9/25/91 and revised 10/14/91

As part of the investigation, the CAGE Engineering team visited the site on July 13, 2021 and were accompanied by Steve Hinchee, Bruce Stoller, and Justin Kirtland from Wheaton Park District. The focus of our site visit was directed at the areas illustrated below.





During our visit, we observed a significant amount of erosion that has occurred along the pond shoreline. The magnitude of erosion was visible due to the existence of the original stakes installed along the bank when the previous shoreline project was completed. In several areas the pond had eroded 3' to 5' from the stake locations.

The observed erosion has caused an issue in the locations where asphalt cart paths are immediately adjacent to the pond shoreline, as the structural integrity of the asphalt surface course and stone base has been undermined in these locations. This has caused an unsafe situation as there is currently an abrupt drop off into the pond immediately adjacent to the path.

Based on our investigation and findings, CAGE has determined that the pond shoreline should be re-established in order restore the structural integrity to the path and aggregate base. CAGE has analyzed several restoration options that are available to re-establish the pond shoreline. These options are presented within the section of this report entitled "Restoration Options."

Below is a breakdown of the recommended course of action to move the analysis and solution implementation forward:

1. CAGE site visit. (complete)
  - a. Investigate the current condition of the shoreline for the area in question.
2. Provide design options for alternate solutions to restore the eroded pond
  - a. Option 1: Re-grade and install permanent turf reinforcement mat (TRM)
  - b. Option 2: Sheet piling installation and backfill/plantings behind wall
  - c. Option 3: Rip rap stone shoreline
3. Start the Engineering Design Process
  - a. Obtain a detailed topographic survey.
  - b. Design the new system.
  - c. Obtain necessary permits for construction.
  - d. Obtain contractor bids for the construction of the system.
4. Implementation of the system
  - a. Contractor to construct new system.
  - b. Restore vegetation and landscaping.

Should you have any questions or comments, please do not hesitate to contact us at 630.598.0007 or at [ghorejs@cagecivil.com](mailto:ghorejs@cagecivil.com).

Sincerely,  
CAGE CIVIL ENGINEERING

Greg J. Horejs, P.E.  
President



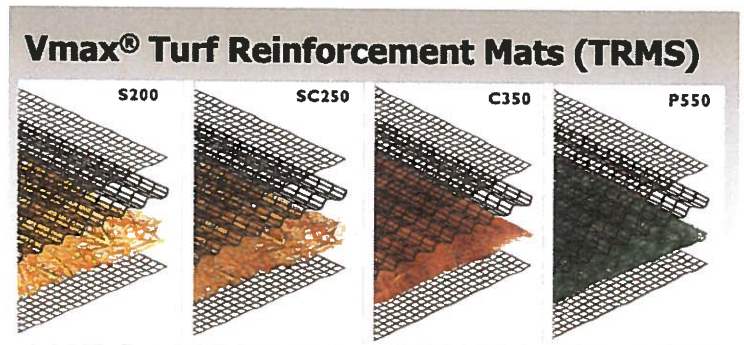
## Restoration Options

### Option 1: Re-Grading & Permanent Turf Reinforcement Mat (TRM)

- Sample application – photo reflects immediately after placement, prior to vegetation establishment



- Provides structural stability to pond side slope during periods of fluctuating water level. Also, allows for “natural” pond edge as plants become established.







- Recommended Product Options: North American Green – Vmax SC250



## Specification Sheet VMax® SC250® Turf Reinforcement Mat

### DESCRIPTION

The composite turf reinforcement mat (CTRM) shall be a machine-produced mat of 70% straw and 30% coconut fiber matrix incorporated into permanent three-dimensional turf reinforcement matting. The matrix shall be evenly distributed across the entire width of the matting and stitch bonded between a heavy duty UV stabilized nettings with 0.50 x 0.50 inch (1.27 x 1.27 cm) openings, an ultra heavy UV stabilized, dramatically corrugated (crimped) intermediate netting with 0.5 x 0.5 inch (1.27 x 1.27 cm) openings, and covered by an heavy duty UV stabilized nettings with 0.50 x 0.50 inch (1.27 x 1.27 cm) openings. The middle corrugated netting shall form prominent closely spaced ridges across the entire width of the mat. The three nettings shall be stitched together on 1.50 inch (3.81cm) centers with UV stabilized polypropylene thread to form permanent three-dimensional turf reinforcement matting. All mats shall be manufactured with a colored thread stitched along both outer edges as an overlap guide for adjacent mats.

The SC250 shall meet Type SA, SB, and SC specification requirements established by the Erosion Control Technology Council (ECTC) and Federal Highway Administration's (FHWA) FP-03 Section 713.1B

### Material Content

Matrix	70% Straw Fiber	0.35 lb/sq yd (0.15 kg/sm)
	30% Coconut Fiber	0.15 lbs/sq yd (0.08 kg/sm)
Netting	Top and Bottom, UV-Stabilized Polypropylene	5 lb/1000 sq ft (2.44 kg/100 sm)
	Middle, Corrugated UV-Stabilized Polypropylene	24 lb/1000 sf (11.7 kg/100 sm)
Thread	Polypropylene, UV Stable	

### Standard Roll Sizes

Width	6.5 ft (2.0 m)	8 ft (2.44m)
Length	55.5 ft (16.9 m)	90 ft (27.4 m)
Weight ± 10%	34 lbs (15.42 kg)	70 lbs (31.8 kg)
Area	40 sq yd (33.4 sm)	80 sq yd. (66.8 sm)



Index Property	Test Method	Typical
Thickness	ASTM D6525	0.62 in. (15.75 mm)
Resiliency	ASTM 6524	95.2%
Density	ASTM D792	0.891 g/cm <sup>3</sup>
Mass/Unit Area	ASTM 6566	16.13 oz/sy (548 g/sm)
UV Stability	ASTM D4355/ 1000 HR	80%
Porosity	ECTC Guidelines	99%
Stiffness	ASTM D1388	222.65 oz·in.
Light Penetration	ASTM D6567	4.1%
Tensile Strength – MD	ASTM D6818	709 lbs/ft (10.51 kN/m)
Elongation – MD	ASTM D6818	23.9%
Tensile Strength – TD	ASTM D6818	712 lbs/ft (10.56 kN/m)
Elongation – TD	ASTM D6818	36.9%
Biomass Improvement	ASTM D7322	441%

### Design Permissible Shear Stress

	Short Duration	Long Duration
Phase 1: Unvegetated	3.0 psf (144 Pa)	2.5 psf (120 Pa)
Phase 2: Partially Veg.	8.0 psf (383 Pa)	8.0 psf (383 Pa)
Phase 3: Fully Veg.	10.0 psf (480 Pa)	8.0 psf (383 Pa)
Unvegetated Velocity	9.5 fps (2.9 m/s)	
Vegetated Velocity	15 fps (4.6 m/s)	



## Option 2: Sheet Piling of Shoreline, backfill & re-planting side slope

- Sample application reflects manicured side slope above sheet piling, however this can remain a "naturalized" side slope in the case of Arrowhead



- Provides a high level of permanent structural stability, but comes with a different aesthetic than a fully naturalized side slope

### LIGHTWEIGHT

**ASTM-A-857 (GR.36),  
A572, A328 (.20% Copper)**

**ASTM-A-653, G-210  
GALVANIZED TO:  
ASTM-A-123**

**FULLY MANUFACTURED  
IN U.S.A.**

PLASTIC POWDER COATING AVAILABLE	Thickness (Nominal)	Wgt. (Sq.Ft.)	Wgt. (Lin.Ft.)	Sec. Mod. in <sup>4</sup> (PL Wall)	Moment of Inertia in <sup>4</sup> (PL Wall)
Super <sup>®</sup> 12-12 ga.	.104	5.6	8.4	1.72	2.9
Super <sup>®</sup> 10-10 ga.	.134	7.2	10.8	2.2	3.7
Super <sup>®</sup> 8-8 ga.	.164	8.8	13.2	2.72	4.5
Super <sup>®</sup> 7-7 ga.	.179	9.6	14.4	2.9	4.9
Super <sup>®</sup> 5-5 ga.	.209	11.3	16.9	3.4	5.7

When corners break press/bend, 0° legs, ± 1/2"

**B SERIES (Inside)**

**CAPS (custom)**

**A SERIES (Outside)**

**CAPS (angles)**

TIE BACK HARDWARE AVAILABLE





### Option 3: Rip Rap – stone armored side slope and shoreline



- Provides long term armoring of the side slope which is tolerant to fluctuating water level, however does not allow vegetation to grow along shoreline



3110 Woodcreek Drive  
Downers Grove, IL 60502  
O: 630.598.0007

**Project Name:** Arrowhead Golf Club - West Course - Shoreline Stabilization  
**Project Location:** Wheaton, IL  
**Date Prepared:** 8/27/21  
**Engineer:** GJH

## CONCEPTUAL ENGINEER'S OPINION OF PROBABLE COST

### Option 1 - Re-Grading & Permanent Turf Reinforcement Mat (TRM)

NO.	ITEM	QUANTITY	UNIT	UNIT PRICE	COST
1	Mobilization	1	LUMP SUM	\$3,000.00	\$3,000.00
2	Pumping & De-watering	1	LUMP SUM	\$2,000.00	\$2,000.00
3	Silt Fence	2,070	LF	\$2.50	\$5,175.00
4	Dredging & Excavation	770	CY	\$25.00	\$19,250.00
5	6" Topsoil Respread	3,450	SY	\$3.00	\$10,350.00
6	Temporary Seeding	1	ACRE	\$1,800.00	\$2,160.00
7	Erosion Control Blanket (NAG SC-250)	2,300	SY	\$10.00	\$23,000.00
8	Native Planting & Restoration	1	LUMP SUM	\$24,000.00	\$24,000.00
Contingency @ 10%					\$6,493.50
<b>TOTAL - OPTION 1</b>					<b>\$95,428.50</b>

### Option 2 - Sheet Piling & Backfill of Shoreline

NO.	ITEM	QUANTITY	UNIT	UNIT PRICE	COST
1	Mobilization	1	LUMP SUM	\$3,000.00	\$3,000.00
2	Pumping & De-watering	1	LUMP SUM	\$2,000.00	\$2,000.00
3	Silt Fence	2,070	LF	\$2.50	\$5,175.00
4	Dredging & Excavation	770	CY	\$25.00	\$19,250.00
5	6" Topsoil Respread	3,450	SY	\$3.00	\$10,350.00
6	Temporary Seeding	1	ACRE	\$1,800.00	\$2,160.00
7	Sheet Piling Installation	470	LF	\$200.00	\$94,000.00
8	Native Planting & Restoration	1	LUMP SUM	\$24,000.00	\$24,000.00
Contingency @ 10%					\$13,593.50
<b>TOTAL - OPTION 2</b>					<b>\$173,528.50</b>

**Project Name:** Arrowhead Golf Club - West Course - Shoreline Stabilization  
**Project Location:** Wheaton, IL  
**Date Prepared:** 8/27/21  
**Engineer:** GJH

## CONCEPTUAL ENGINEER'S OPINION OF PROBABLE COST

### Option 3 - Re-grading and Rip Rap Armoring of Shoreline

NO.	ITEM	QUANTITY	UNIT	UNIT PRICE	COST
1	Mobilization	1	LUMP SUM	\$3,000.00	\$3,000.00
2	Pumping & De-watering	1	LUMP SUM	\$2,000.00	\$2,000.00
3	Silt Fence	2,070	LF	\$2.50	\$5,175.00
4	Dredging & Excavation	770	CY	\$25.00	\$19,250.00
5	6" Topsoil Respread	3,450	SY	\$3.00	\$10,350.00
6	Temporary Seeding	1	ACRE	\$1,800.00	\$2,160.00
7	Rip Rap Stone Installation	1,840	SY	\$100.00	\$184,000.00
8	Native Planting & Restoration	1	LUMP SUM	\$20,000.00	\$20,000.00
Contingency @ 10%					\$22,593.50
<b>TOTAL - OPTION 3</b>					<b>\$268,528.50</b>

*Note: The opinion of probable costs shown, and any resulting conclusions on project financial or economic feasibility or funding requirements, have been prepared for guidance in project evaluation and implementation from the information available at the time the opinion was prepared. The final costs of the project and resulting feasibility will depend on actual labor and material costs, competitive market conditions, actual site conditions, final project scope, implementation schedule, continuity of personnel and engineering, and other variable factors. As a result, the project costs will vary from the opinion of the probable costs presented herein.*

- 1) Please note that the pricing reflected above does not include any work to the asphalt paths, but rather shoreline stabilization or.
- 2) Please note that the pricing shown does not include design & permitting costs
- 3) Please note that the pricing shown assumes the entire shoreline of all 3 ponds will be restored, but reinforcement only for areas adjacent to deteriorating paths



TO: Board of Commissioners

FROM: Rob Sperl, Director of Parks and Planning  
Steve Hinchee, Superintendent of Planning

THROUGH: Michael Benard, Executive Director

RE: Play for All Playground Surfacing

DATE: September 30, 2021

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**SUMMARY:**

Staff requested quotes for unitary playground surfacing to be installed under the net climber being installed at the Play for All playground. The following quotes were received:

Company	Amount
Perfect Turf	\$24,950
Forever Lawn	\$32,763 <i>*(Contractor offered option to reduce costs by having our staff purchase and install rubber. However the reduction in their labor and marginal savings that may be realized from purchasing rubber directly would not be less than other quote.)</i>

A third company was contacted for pricing, but they indicated they would not be competitive. Staff supports moving forward with the above quotes given the limited number of suppliers for this surfacing, the desire to have it completed this year and our previous knowledge of costs related to this product. The district has successfully completed several projects with Perfect Turf.

**PREVIOUS COMMITTEE/BOARD ACTION:**

Ordinance No. 2021-03 was approved at the September 15, 2021 board meeting for funding and reimbursement of this area of the playground. The purchase of the GT Wave net climber from Cunningham Recreation in the amount of \$64,360 was approved at the July 21, 2021 Board meeting.

**REVENUE OR FUNDING IMPLICATIONS:**

The entire cost of the surfacing and its installation will be reimbursed through donations and grant funding received by the Play for All Foundation.

**STAKEHOLDER PROCESS:**

The Play for All Foundation discussed and approved the purchase of GT Wave equipment at their September 8, 2021 meeting.

**ATTACHMENTS:**

Quotes from Perfect Turf and Forever Lawn

**ALTERNATIVES:**

There are other options for surfacing, but staff feels this is the best unitary surfacing for the cost that provides the desired safety and accessibility.

**RECOMMENDATION:**

Staff recommends the Wheaton Park District Board of Commissioner approve of the Play for All Foundation purchase of playground safety surfacing from Perfect Turf in the amount of \$24,950.

**To: Project Bidders**

**2<sup>nd</sup> REVISED September 30, 2021**

**Project Name:** Wheaton Park District: Play For All Playground – Synthetic Turf Safety Surfacing

The following proposal is for the material and installation of a Perfect Turf® PerfectPlay® synthetic turf system at prevailing wage rates for the playground at the location listed above.

**Perfect Turf® PerfectPlay® System Bid:**

**PlayGround Turf 55™ (Playground - 1,440 SF):                      \$ 24,950.00**

**PerfectPlay® Synthetic Turf proposal includes**

- Furnish and install Perfect Turf® PlayGround Turf 55™ synthetic turf and medium density playground pad to meet individual maximum fall heights at required HIC ratings by area:
  - Entire Playground (1,440 SF): Max 10' CFH at 1000 HIC – 25mm Pad over 55mm Pad.
- Turf will be seamed with appropriate seam tape and adhesive.
- Edges will be trimmed up to the perimeter borders and screwed to existing perimeter nail boards with triple coated construction lag screws every 4-6 inches.
- Turf will be glued to the pad around all play equipment legs.
- Supply and infill turf with T° Cool at a rate of approximately 1.75LBS per square foot.
- Remove and dispose of waste turf materials.
- Provide ten (10) year manufacturer's warranty against damage caused by UV degradation or defects in workmanship and materials in the manufacturing of the synthetic turf. Installation warranty for two (2) years from completion date.
- Installation to be performed by Perfect Turf or Perfect Turf approved contractors at prevailing wages.
- Shipping and handling costs are included.

**NOT Included in Synthetic Turf work steps above**

- Excavation of existing base and creation of new stone base and perimeter nail boards.
- Price excludes union wages.
- Proposal pricing excludes all applicable sales taxes, licensing, permits, performance bonds or prepaid insurance costs.
- Proposal excludes HIC and GMAX testing on-site after installation.

[PerfectTurf.com](http://PerfectTurf.com) ♦ [TurfDrainTiles.com](http://TurfDrainTiles.com) ♦ [BuyHomeTurf.com](http://BuyHomeTurf.com) ♦ [PTPetGrass.com](http://PTPetGrass.com)



**Note:** Outside temperature of 50 – 85 degrees Fahrenheit minimum is recommended for installation.

These prices are based on having full access to the play area once the installation starts. Site restoration will be the responsibility of the owner or others. Construction entrance to be determined by owner and Perfect Turf representative. Perfect Turf requires a scope review meeting to finalize plans and details.

DISCLAIMER: Turf does in fact get hot in direct sunlight, although it does not retain or radiate much heat. Perfect Turf LLC does not guarantee that natural grass/weeds will not grow through the drainage holes. Reflection from windows, highly reflective or shiny surfaces (such as a white PVC fence), or glass top tables can create a magnifying affect and melt the turf. Compression, laying down of fibers, matting and traffic patterns are all considered normal wear and tear. Please call our customer support line with any questions *prior* to cutting or installing the turf.

DISCLAIMER: Surfacing failure due to improper subbase preparation is the responsibility of others and not a warranty matter under the Perfect Turf limited warranty.

Please feel free to contact me if you have any questions regarding this proposal.

Kind regards,

Matt Scavo  
Perfect Turf LLC  
773-580-4240 direct phone  
[matt@perfectturf.com](mailto:matt@perfectturf.com)

PerfectTurf.com ♦ TurfDrainTiles.com ♦ BuyHomeTurf.com ♦ PTPetGrass.com

U.S. Patent No. 9,464,388 5540 Meadowbrook Court, Rolling Meadows, IL 60008 (888) SYN-TURF (796-8873)

9/27/2021

**Project Name:** Play for All Park Playground Surfacing

**Project Location:** 2751 Navistar Drive, Lisle, IL 60532

**Project Description:** ForeverLawn Chicago (FLC) is pleased to submit this proposal for the following materials and installation. The base project price will feature only the materials for the Playground Grass Extreme system. An alternate line item is listed featuring two options for the installation of these materials: 1) A certified installation completed by FLC crew -or- 2) FLC will provide (1) installer to guide and train a skilled staff of 4-5 individuals provided by the Wheaton Park District. Whichever installation method is preferred, it should be added to the materials price to arrive at a total project price. FLC estimates a 4-day installation of this system by our certified crew. FLC anticipates a longer install for a guided installation.

A separate line item is listed should the Wheaton Park District decide to provide and install the 3/8" rubber mulch at a 4" depth (5" of rubber mulch needed) internally. The price of the rubber mulch shall be deducted from the materials only amount of \$19,803.00. The installation amount for FLC to install the rubber mulch shall be deducted from the Certified FLC installation amount of \$12,960.00 to arrive at the adjusted price for a Certified FLC installation of all materials above the rubber mulch layer.

All tear-out and disposal prior to the surfacing installation is the responsibility of the owner. No costs associated with tear-out or disposal are included in this proposal. The aggregate base will also be provided and installed by the owner. It is recommended for the aggregate base to be course ¾" down to dust stone at no less than a 3" thickness. It is important to use a vibratory plate compactor to compact the stone as much as possible prior to the installation of the rubber mulch. The top of the base shall be approximately 5 ½" - 6" from finished grade to accommodate the 4" layer of 3/8" rubber mulch, 1" SafetyFoam Pro, and Playground Grass backing. Any installation of the aggregate base by FLC Crew, including final compaction, will be subject to standard FLC pricing and be added to the remaining balance owed at the conclusion of project.

To efficiently install our system and minimize the number of seams FLC is requesting that all connections for the net climber (perimeter and interior) at ground level be disconnected prior to the installation of the Playground Grass Extreme system. This only works if bolts are at or above surface level. It is the responsibility of the Park District to adjust the depth of the concrete footings throughout these areas for bolts to be reconnected at surface level. Standard playground posts are fine to be set and FLC will cut Playground Grass in around posts. The Wheaton Park District is responsible for reconnecting bolts upon installation of system.

FLC will provide the mineral composite perimeter boards ½" below finish grade. The 3/8" rubber mulch shall be installed and compacted throughout the project area. The 1" SafetyFoam Pro panels will be interlocked over the rubber mulch throughout the playground. The Playground Grass Extreme will then be rolled out over the SafetyFoam Pro, cut around poles, seamed, and anchored to the perimeter boards using 1.25" stainless steel staples. Individual rolls will be seamed together using the proprietary ForeverLawn micromechanical seaming system. Infill is not required for this system and excluded in the project price.

This proposal excludes all applicable taxes. Freight and associated materials charges are included. Prevailing wage rates apply. This proposal does not include costs associated with performing onsite fall height testing upon completion. **Preliminary testing reports of the actual system will be provided with the bid verifying system will test less than 700 HIC and 150 GMAX.** All pricing is based on Standard FLC Pricing. Pricing assumes fencing will be provided by park district for project area.



**Project Size:** 1,440 square feet

**Materials Only Price:** \$19,803.00  
(\$ 5,474.00)

*(Select (1) option for installation and add to the materials price)  
(Deduct cost of rubber mulch if provided by Wheaton Park District)*

**Installation Pricing:** \$12,960.00  
(\$ 2,880.00)

*(Certified installation of all materials by FLC crew)  
(Deduct 1-day of labor if Wheaton Park District installs rubber mulch)*

-or-

**\$ 1,400.00 per day on site** *(FLC provide (1) installer to train/guide park district staff)*

**Project Terms:** 50% of the project price is due upon acceptance of this proposal and the remaining 50% is to be paid at project completion. Pricing valid for 60-days from proposal date.

**Project Timeline:** Project completion will be scheduled upon acceptance of this proposal. This is contingent upon timely payment for the project to allow for shipment of materials and scheduling of crew. Completion of project also dependent on weather.

**Approval:**

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

**Remit Payments to:** ForeverLawn Chicago, LLC – 3426 Colony Bay Drive, Rockford, IL 61109

We are proud to offer quality products, service, performance, and support that no other company can offer. The ForeverLawn difference includes, but is not limited to:

- Installation and support
- STC (Synthetic Turf Council) Certified Builders
- Ownership of the entire project
- 2 – year installation warranty (Certified FLC Installations Only)
- 15 – year turf warranty (Years 1-3 in full; Years 4-15 prorated)
- Greater Chicago references available





TO: Board of Commissioners

FROM: Rob Sperl, Director of Park and Planning  
Steve Hinchee, Superintendent of Planning

THROUGH: Michael Benard, Executive Director

RE: Presidents Playground and Site Improvements – Time Extension

DATE: September 30, 2021

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**SUMMARY:**

The contractor for the construction of the Presidents Park playground and site improvements has requested an extension of their September 15<sup>th</sup> contract completion date. This is due to a delay in receiving the playground equipment. This equipment was bid separately by the park district and provided to the contractor at the time the project was awarded.

On August 4<sup>th</sup> it was discovered that the manufacturer neglected to ship several key components. The missing parts prevented the contractor from pouring footings and moving forward with the subcontracted installation of the playground surfacing. The parts arrived on September 3<sup>rd</sup> (4 weeks later).

The contractor has requested a no cost time extension of 4 weeks to complete the project. They worked diligently in completion of all other aspects of the project.

**PREVIOUS COMMITTEE/BOARD ACTION:**

A contract with Innovation Landscape was approved at the June 16, 2021 Board meeting. The purchase of equipment from Cunningham Recreation/ Gametime was approved at the March 17, 2021 Board meeting.

**REVENUE OR FUNDING IMPLICATIONS:**

The time extension does not alter the contract amount, but relieves the contractor of liquidated damages.

**STAKEHOLDER PROCESS:**

Staff communicated the start of work and approximate completion to the neighbors at the beginning of the project.

**LEGAL REVIEW:**

Contract documents were provided by our legal counsel.

**ATTACHMENTS:**

Letter from Innovation Landscape dated 9/29/21

**ALTERNATIVES:**

N/A

**RECOMMENDATION:**

It is recommended that the Wheaton Park District Board of Commissioner's approve a no cost change order with Innovation Landscape to extend the completion date to October 15<sup>th</sup>.



General Contractors- Landscape Design – Park Recreational Installation  
Concrete Paving- Landscaping- Brick Paving

## TIME EXTENSION REQUEST

Date: September 29<sup>th</sup>, 2021

Wheaton Park District  
1000 Manchester Road  
Wheaton, IL 60187

Project: Presidents Park  
Subject: Request for extension

To whom this may concern:

This letter is written on behalf of Innovation Landscape, Inc to request a completion date extension for the Presidents Park project located at *Dawes Ave & S. Prospect Street, Wheaton, IL 60189*. We regret to inform you that we did not meet the completion deadline as listed in the contract due to project material delay's that did not let us proceed with our proposed schedule. We were missing numerous play pieces that did not allow us to complete the installation on time which enforced us to hold off the turf contractor until further notice and essentially delayed the reminder of the project.

For this reason, we are seeking approval to obtain a completion extension date of **October 15<sup>th</sup>, 2021**.

Furthermore, I ensure, the construction work will be completed prior or by 10/15/2021 without any further delays. If you have any questions or concerns, please feel free to contact me directly at 815-557-0473.

Respectfully,

*Nataly Perez, President*

Mailing Address: 1481 Plainfield Road, Oswego, IL 60543  
Office: 815-557-0473, Fax: 815-327-3689  
Website: [www.innovationlandscapeinc.com](http://www.innovationlandscapeinc.com)

TO: Board of Commissioners  
FROM: Rob Sperl, Director of Parks and Planning  
Steve Hinchee, Superintendent of Planning  
THROUGH: Michael Benard, Executive Director  
RE: 2021 Orchard Park Asphalt Project  
DATE: September 29, 2021



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### **SUMMARY:**

The asphalt paths at Orchard Park are in need of replacement due to the age, condition, and configuration of the paths not meeting current ADA slope standards. The scope of work includes removing the current paths, installing a new configuration that complies with ADA standards, adding an additional culvert pipe, and installing new benches.

Quotes were solicited in mid-September 2021 and the results were as follows:

Contractor	Quote
Meyer Paving	\$22,999
Evans & Son	\$24,999

To date, we have solicited several contractors but have only received two quotes. Based on experience, the proximity of the quotes, and familiarity with the contractors – staff feels that the cost is very reasonable. We are also eager to complete this work prior to winter. We will provide a third quote if we are able to obtain one prior to the board meeting.

Meyer Paving has successfully completed projects for the Park District in the past.

### **REVENUE OR FUNDING IMPLICATIONS:**

Item	Account #
\$250,000	40-000-000-57-5701-0000 District Wide Asphalt

To date, we have spent \$70,000 for the President's Park playground project and \$8,138.72 for sealcoating at various locations.

### **STAKEHOLDER PROCESS:**

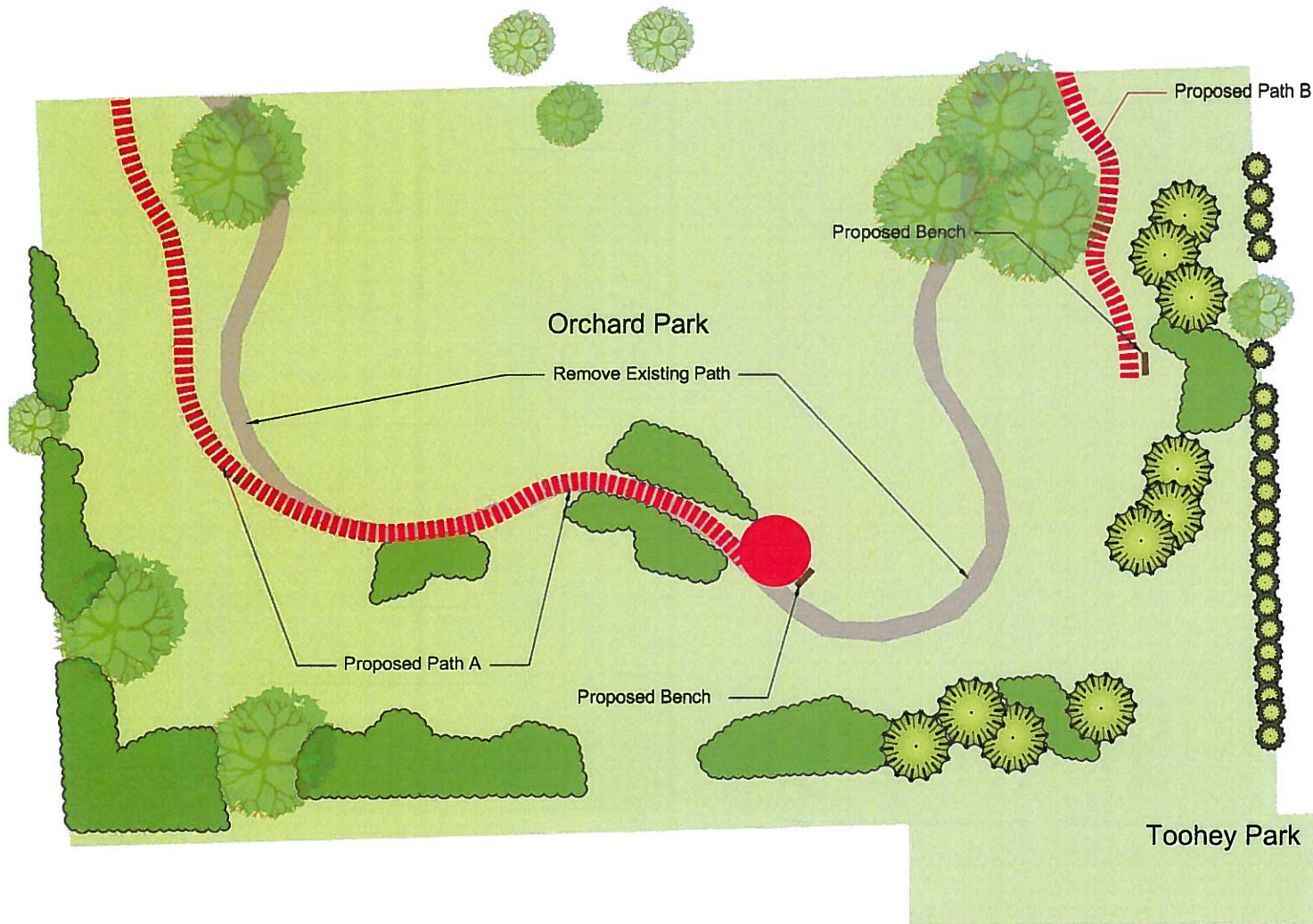
The residents in the Orchard Park neighborhood reviewed the proposed concept plan and were amenable to the changes.

### **ATTACHMENTS:**

Orchard Park Concept plan.

### **RECOMMENDATION:**

It is recommended that the Wheaton Park District Board of Commissioner's accept the quote from Meyer Paving for \$22,999.

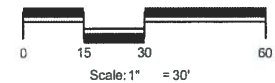


## NOTES

### Orchard Park Concept Plan Estimate

Aug-21

Path Removal			
Remove and ReStore	1 Lump Sum	\$1,500	\$1,500
Total			\$1,500
Path A			
Asphalt Path	270 LF	\$50	\$13,500
Bench	4 Each	\$1,200	\$4,800
Total			\$17,100
Path B			
Asphalt Path	95 LF	\$50	\$4,750
Bench	1 Each	\$1,200	\$1,200
Total			\$5,950
Grand Total			\$24,550



## WHEATON PARK DISTRICT

102 E. WESLEY WHEATON IL 60187  
(630) 685-4710

## ORCHARD PARK

## CONCEPT PLAN

drawn by:		revised by:	
date:		date:	
checked by:		revised by:	
date:		date:	
file name:	orchard concept plan	revised by:	
	m:\01 serial\02 mwp orchard\documents\02	date:	

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