

# **OPERATIONS & ADMINISTRATIVE COMMITTEE AGENDA**

**Called by:** Paul Arena, Chairman

**Members:** John Butitta, Valerie

Hanser, Joe Hoffman, Keith McDonald

Michael Thompson, Christina Valdez

**DATE:** THURSDAY, FEBRUARY 5, 2026

**TIME:** 5:30 PM

**LOCATION:** ROOM 303

COUNTY ADMINISTRATION BLDG

404 ELM STREET

ROCKFORD, IL 61101

## **AGENDA:**

A. Call to Order

B. Roll Call

C. Approval of Minutes – January 15, 2026

D. Public Comment – This is the time we invite the public to address the Operations and Administrative Committee with issues and concerns. We ask you to limit your comments to three minutes. Personal attacks or inappropriate language of any sort will not be tolerated. We will allow a maximum of five speakers on a first-come, first-served basis, with sign-up at the meeting. Speakers may not address zoning matters that are pending before the ZBA, the Zoning Committee, or the County Board. Personnel matters, pending or threatened litigation, may not be addressed in open session. An individual may speak a maximum of three times per calendar year on the same topic. This prohibition shall include the repetition of the same topic in a statement on what is purported to be a different topic. After acknowledgment by the chair, please stand and state your name. Thank you.

E. Resolution Awarding Purchase of Winnebago County Animal Services Transit Van Using Fee Funds

Cost: \$89,302

F. Resolution Awarding Property Tax and Assessment Software Annual Renewal

Cost: \$198,862

G. Resolution Awarding Upper Roof Replacement at the Juvenile Justice Center Using CIP 2026 Funds

Cost: \$102,740

H. Ordinance Regulating Door-To-Door Solicitation

I. Update on the Regional Board of Education

J. Update on Animal Services Operation

K. Update on Space Needs Study

L. Other Matters

M. Future Agenda Items

N. Adjournment

**Winnebago County Board**  
**Operations and Administrative Committee Meeting**  
County Administration Building  
404 Elm Street, Room 303  
Rockford, IL 61101

Thursday, January 15, 2026  
5:30 PM

**Present:**

Paul Arena, **Chairperson**  
Valerie Hanserd, **Vice Chairperson**  
John Butitta  
Michael Thompson

**Absent:**

Joe Hoffman  
Keith McDonald  
Christina Valdez

**Others Present:**

Patrick Thompson, County Administrator  
Steve Schultz, Chief Financial Officer  
Hope Edwards, Director, Purchasing (Staff Liaison)  
Lafakeria Reuter, State's Attorney's Office  
Chris Dornbush, Chief Operations Officer  
Shawn Franks, Director, Facilities  
Debbie Jarvis, Director of Court Services, 17th Judicial Circuit  
Dan Magers, Chief Information Officer  
John Penney, County Board Member  
John Sweeney, County Board Member  
Justin Egler, WCSO  
Josh Liston, WCSO  
Chad Bounds, WCSO  
Dominic Barcellona, Retired Deputy Chief WCSO

**AGENDA:**

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes –December 4, 2025
- D. Public Comment – This is the time we invite the public to address the Operations and Administrative Committee with issues and concerns. We ask you to limit your comments to three minutes. Personal attacks or inappropriate language of any sort will not be tolerated. We will allow a maximum of five speakers on a first-come basis with sign-up at the meeting. Speakers may not address zoning matters which are pending before the ZBA, the Zoning Committee, or the County Board. Personnel matters or pending or threatened litigation may not be addressed in open session. An individual may speak a maximum of three times per calendar year on the same topic. This prohibition shall include the repetition of the same topic in a statement on what is purported to be a different topic. After acknowledgment by the chair, please stand and state your name. Thank you.
- E. Resolution Awarding Purchase of One Civil Processing Vehicle for the Winnebago County Sheriff's Office Using CIP 2026 Funds  
Cost: \$70,357
- F. Resolution Awarding Purchase of Two Vehicle Pool Replacements Using Internal Service Funds  
Cost: \$52,958
- G. Update on Space Needs Study
- H. Other Matters
- I. Future Agenda Items
  - 1. Regional Office of Education
  - 2. Animal Services Update
  - 3. PSB/FCC Project Update
- J. Adjournment

Chairperson Arena called the meeting to order at 5:30 PM.

### **Roll Call**

Chairperson Arena, yes; Mr. Butitta, yes; Ms. Hanserd, yes; Dr. Michael Thompson, yes.

A quorum is present.

### **Approval of Minutes – December 4, 2025**

Chairperson Arena called for a motion to approve the minutes of December 4, 2025.

Motion: Ms. Hanserd. Second: Dr. Michael Thompson.

Chairperson Arena called for any discussion.

Chairperson Arena called for a vote to approve the minutes.

The motion was passed by a unanimous voice vote.

### **Public Comment**

Chairperson Arena omitted reading the Public Comment Section of the Agenda because no one was present to speak.

### **Resolution Awarding Purchase of One Civil Processing Vehicle for the Winnebago County Sheriff's Office Using CIP 2026 Funds**

**Cost: \$70,357**

Motion: Chairperson Arena. Second: Dr. Thompson and Mr. Butitta.

Mr. Patrick Thompson provided details of the resolution.

- A discussion followed.

Chairperson Arena called for any other questions.

Chairperson Arena called for a vote to approve the resolution.

The motion to approve the resolution was passed by a unanimous voice vote.

### **Resolution Awarding Purchase of Two Vehicle Pool Replacements Using Internal Service Funds**

**Cost: \$52,958**

Motion: Chairperson Arena. Second: Ms. Hanserd.

Mr. Patrick Thompson reviewed the resolution and called for questions.

Chairperson Arena called for any questions.

Chairperson Arena called for a vote to approve the resolution.

The motion to approve the resolution was passed by a unanimous voice vote.

### **Update on Space Needs Study**

Mr. Patrick Thompson reported that the committee asked the County to conduct a Space Needs Study for departments on the downtown campus. Mr. Patrick Thompson provided a handout to the committee and discussed departmental space needs.

- A discussion followed.

Additional information will be provided at the next committee meeting.

Chairperson Arena called for any other questions or comments.

### **Other Matters**

None reported.

### **Future Agenda Items**

1. Regional Office of Education

Ms. Reuter will provide information at the next committee meeting.

2. Animal Services Update

The Animal Services issue was resolved.

3. PSB/FCC Project Update

No update.

**Motion to Adjourn**

Chairperson Arena called for a motion to adjourn the meeting.

Motion: Dr. Thompson. Second: Mr. Butitta.

A unanimous voice vote passed the motion to adjourn.

The meeting was adjourned at 5:49 PM.

Respectfully submitted,

Nancy Bleile

Executive Assistant



# Resolution Executive Summary

## For CIP Projects

**Prepared By:** Purchasing Department for Winnebago County Animal Services  
**Committee Name:** Operations and Administrative Committee  
**Committee Date:** February 5, 2026  
**Board Date:** February 12, 2026  
**Resolution Title:** Resolution Awarding Purchase of Winnebago County Animal Services Transit Van Using Fee Funds

### Budget Information

|                                                                                       |                                   |
|---------------------------------------------------------------------------------------|-----------------------------------|
| <b>Budgeted?</b> YES                                                                  | <b>Amount Budgeted?</b> \$100,000 |
| <b>If not, originally budgeted, explain the funding source?</b>                       |                                   |
| <b>If ARPA or CIP funded, original Board approved amount?</b> \$100,000               |                                   |
| <b>Over or Under approved amount?</b> UNDER                                           | <b>By:</b> \$10,698               |
| <b>Reason for ARPA or CIP increase?</b> N/A                                           |                                   |
| <b>If ARPA funded, was it approved by Baker Tilly?</b> N/A                            |                                   |
| <b>ORG/OBJ/Project Codes:</b> 77000-46410 <b>Descriptor:</b> Animal Services Fee Fund |                                   |
| <b>Budget Impact?</b> \$89,302                                                        |                                   |

**Background Information:** The Winnebago County Animal Services Office (WCAS) requested the purchase of one (1) vehicle using Animal Service's Fee Funds. The vehicle for purchase is a 2026 Ford Transit 150.

The Purchasing Department and Animal Services reached out for quotes and availability. Quotes include dealer discounted pricing and government GSA pricing for vehicles. Additional quotes were obtained for outfitting the vehicle. Brad Manning Ford presented the best offer for the 2026 Ford Transit 150 (See Resolution Exhibit A). Animal Services would like to order the vehicle for \$52,476 and have the vehicle outfitted for \$36,826 (Resolution Exhibit B). The purchase of the new 2026 Ford Transit 150 will be replacing two previously sold vehicles.

| WCAS Transit Breakdown        |           |
|-------------------------------|-----------|
| 2026 Ford Transit 150         | \$ 52,476 |
| Outfitting (Multiple Vendors) | \$ 36,826 |
| Total                         | \$ 89,302 |

**Recommended By:** Administrator, Jennifer Stacy

**Follow-Up Steps:** Purchasing Department will issue Purchase Orders accordingly.

**RESOLUTION**  
**of the**  
**COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS**

Sponsored by: Paul Arena

Submitted by: Operations and Administrative Committee

**2026 CR**

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**RESOLUTION AWARDING PURCHASE OF WINNEBAGO COUNTY ANIMAL SERVICES TRANSIT  
VAN USING FEE FUNDS**

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**WHEREAS**, the Code of Ordinances for the County of Winnebago, Illinois, provides as in Section 2-357 (b) (1), Conditions for use. All procurements whose value equals or exceeds the competitive bidding threshold of \$30,000.00 shall be awarded by competitive sealed bidding in accordance with this section except as otherwise provided in 2-357(c) (Request for Proposals), 2-357(d) (Professional Services), 2-357(e) (Sole-Source), 2-357(f) (Emergency Procurements), 2-357(g) (Cooperative Joint Purchasing) or as provided by State statute; and

**WHEREAS**, the Winnebago County Animal Services requested the purchase of one Replacement Vehicle for Officer use, Ford Transit 150, using fee funds; and

**WHEREAS**, the Purchasing Department and Animal Services obtained quotes for price and delivery, resulting in the lowest price and best lead time from Brad Manning Ford; and

**WHEREAS**, Brad Manning Ford has a 2026 Ford Transit 150 priced lower than the government pricing discount; and

**WHEREAS**, the Operations & Administrative Committee of the County Board for the County of Winnebago, Illinois has reviewed the quotes for the Ford Transit 150 Vehicle and Vehicle Outfitting, (Resolution Exhibit A and B) and recommends awarding the purchases to Brad Manning Ford as well as multiple vendors for equipment.

**NOW, THEREFORE, BE IT RESOLVED**, by the County Board of the County of Winnebago, Illinois, that the Director of Purchasing is authorized to issue Purchase Orders, on behalf of the County of Winnebago, Illinois to Brad Manning Ford, 402 Manning Drive, Dekalb, Illinois 60115; in the amount of \$52,476; as well as, multiple vendors for equipment in the dollar amount of \$36,826 for a total amount not to exceed \$89,302.

**BE IT FURTHER RESOLVED**, that this Resolution shall be in full force and effective immediately upon its adoption and the Clerk of the County Board is hereby authorized to prepare and deliver certified copies of this Resolution to the Director of Purchasing, Finance Director, County Administrator, County Board Office, County Animal Services Administrator, and County Auditor.

Respectfully Submitted,  
**OPERATIONS AND ADMINISTRATIVE COMMITTEE**

**AGREE**

**DISAGREE**

\_\_\_\_\_  
PAUL ARENA, CHAIR

\_\_\_\_\_  
PAUL ARENA, CHAIR

\_\_\_\_\_  
VALERIE HANSERD, VICE CHAIR

\_\_\_\_\_  
VALERIE HANSERD, VICE CHAIR

\_\_\_\_\_  
JOHN BUTITTA

\_\_\_\_\_  
JOHN BUTITTA

\_\_\_\_\_  
JOE HOFFMAN

\_\_\_\_\_  
JOE HOFFMAN

\_\_\_\_\_  
KEITH McDONALD

\_\_\_\_\_  
KEITH McDONALD

\_\_\_\_\_  
MICHAEL THOMPSON

\_\_\_\_\_  
MICHAEL THOMPSON

\_\_\_\_\_  
CHRISTINA VALDEZ

\_\_\_\_\_  
CHRISTINA VALDEZ

The above and foregoing Resolution was adopted by the County Board of the County of  
Winnebago, Illinois this \_\_\_\_ day of \_\_\_\_\_ 2026.

ATTESTED BY:

\_\_\_\_\_  
**JOSEPH CHIARELLI**  
CHAIR OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

\_\_\_\_\_  
**LORI GUMMOW**  
CLERK OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

| <b>QUOTE TAB</b><br><b>25NB-2449</b><br><b>ANIMAL SERVICES TRANSIT VEHICLE USING FEE FUNDS</b> |                                 |                                 |                              |
|------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|------------------------------|
|                                                                                                | Brad Manning Ford<br>DeKalb, IL | Rock River Ford<br>Rockford, IL | Stivers Ford<br>Waukegan, IA |
| Ford 150 Transit Van                                                                           | \$ <b>52,476</b>                | \$ 55,520                       | \$ 56,883                    |
|                                                                                                |                                 |                                 |                              |
| Outfitting                                                                                     | \$ <b>36,826</b>                | \$ 36,826                       | \$ 36,826                    |
|                                                                                                |                                 |                                 |                              |
| Total                                                                                          | \$ <b>89,302</b>                | \$ 92,346                       | \$ 93,709                    |

# Purchase Order



Date:

| Government Agency     |                     |
|-----------------------|---------------------|
| Agency Name           | County of Winnebago |
| Street Address        | 404 Elm St Rm202    |
| City, State, Zip Code | Rockford IL 61101   |

| Dealer               |                   |
|----------------------|-------------------|
| Dealership Name      | Brad Manning Ford |
| Street Address       | 402 Manning Dr    |
| City State, Zip Code | DeKalb IL 60115   |

|          |       |
|----------|-------|
| FIN Code | QG630 |
|----------|-------|

|             |       |
|-------------|-------|
| Dealer Code | 41496 |
|-------------|-------|

| QTY                                                           | ORDER NUMBERS | VEHICLE DESCRIPTION (BODY CODE)                                               | UNIT PRICE     | LINE TOTAL  |
|---------------------------------------------------------------|---------------|-------------------------------------------------------------------------------|----------------|-------------|
| 1                                                             | W150          | 2026 Ford Transit Cargo Van AWD T-150 Low Roof, 130" wheel base, oxford white | MSRP \$58540   | \$51,925.00 |
|                                                               |               |                                                                               |                |             |
|                                                               |               |                                                                               |                |             |
|                                                               |               |                                                                               |                |             |
|                                                               |               |                                                                               |                |             |
|                                                               |               | Tax exempt                                                                    |                | \$0         |
|                                                               |               | M Plates                                                                      |                | \$8.00      |
|                                                               |               | IL Title                                                                      |                | 165         |
|                                                               |               | DOC Fee and local delivery                                                    |                | 377.63      |
|                                                               |               |                                                                               |                |             |
|                                                               |               |                                                                               |                |             |
| If needed, you may attach an additional list of order numbers |               |                                                                               |                |             |
|                                                               |               |                                                                               | TOTAL PURCHASE | \$52,475.63 |

| Government Agency Representative |  |
|----------------------------------|--|
| Signature                        |  |
| Printed Name/Title               |  |
| Date                             |  |
| Email                            |  |
| Telephone                        |  |

| Dealership Sales Representative |                                           |
|---------------------------------|-------------------------------------------|
| Signature                       |                                           |
| Printed Name/Title              | Eric Kilmer<br>Commercial Account Manager |
| Date                            | 1/08/2026                                 |
| Email                           | eric@manningford.com                      |
| Telephone                       | 815-756-6325 office<br>815-762-5105 cell  |

By signing this document, I confirm that I have authorized the selling dealer to place a vehicle order under my FIN code for the stated orders listed above. I understand that placing an order does not guarantee production.

By signing this document, I confirm that I have received authorization from the stated Purchaser to place a vehicle order under their FIN code. I understand that the information on this form is subject to audit.



Preview Order W150 - E2Y 150 Low Roof Cargo AWD: Order Summary Time of Preview: 01/08/2026 18:29:29 Receipt: 1/9/2026

Dealership Name: Brad Manning Ford, Inc.

Sales Code : F41496

|               |             |               |       |              |         |             |      |
|---------------|-------------|---------------|-------|--------------|---------|-------------|------|
| Dealer Rep.   | ERIC KILMER | Type          | Fleet | Vehicle Line | Transit | Order Code  | W150 |
| Customer Name | Winnebago   | Priority Code | B1    | Model Year   | 2026    | Price Level | 635  |

| DESCRIPTION                   | MSRP    | DESCRIPTION                    | MSRP    |
|-------------------------------|---------|--------------------------------|---------|
| E2Y0 T150 LR CARGO AWD        | \$52300 | BACK UP ALARM                  | \$190   |
| 130" WHEELBASE                | \$0     | BULKHEAD W/ WINDOW             | \$1210  |
| TOTAL BASE VEHICLE            | \$52300 | SPARE TIRE AND WHEEL           | \$300   |
| OXFORD WHITE                  | \$0     | TIRE MOBILITY KIT DELETE       | \$0     |
| VINYL                         | \$0     | FRONT/REAR AIR CONDITIONING    | \$860   |
| DARK PALAZZO GRAY             | \$0     | CONN PKG: 1 YR INCL W/FORD APP | \$0     |
| PREFERRED EQUIPMENT PKG.101A  | \$0     | RUNNING BOARD                  | \$310   |
| .XL TRIM                      | \$0     | PRICE CONCESSION INDICATOR     | \$0     |
| 3.5L PFDI V6 (GAS)            | \$0     | REMARKS TRAILER                | \$0     |
| .10-SPEED TRANSMISSION        | \$0     | 2 ADDITIONAL KEYS              | \$75    |
| .235/65R16C BSW ALL-SEASON    | \$0     | PRIVACY GLASS                  | \$500   |
| 4.10 LIMITED SLIP AXLE        | \$0     | SPECIAL DEALER ACCOUNT ADJUSTM | \$0     |
| JOB #1 ORDER                  | \$0     | SPECIAL FLEET ACCOUNT CREDIT   | \$0     |
| FORD FLEET SPECIAL ADJUSTMENT | \$0     | FUEL CHARGE                    | \$0     |
| REAR COMPARTMENT LIGHTING     | \$75    | NET INVOICE FLEET OPTION (B4A) | \$0     |
| FRONT LICENSE PLATE BRACKET   | \$0     | PRICED DORA                    | \$0     |
| FIXED WINDOWS-ALL-AROUND      | \$625   | ADVERTISING ASSESSMENT         | \$0     |
| 8800# GVWR PACKAGE            | \$0     | DESTINATION & DELIVERY         | \$2095  |
| 50 STATE EMISSIONS            | \$0     |                                |         |
|                               |         |                                | MSRP    |
| TOTAL BASE AND OPTIONS        |         |                                | \$58540 |
| DISCOUNTS                     |         |                                | NA      |
| TOTAL                         |         |                                | \$58540 |

ORDERING FIN: QG630 END USER FIN: QG630

#### INCENTIVES

Acc. Code ID :10 Contract/Ref # :10-144T Bid Date :06/16/25State : IL

Customer Name:

Customer Email:

**OUTFITTING TAB****25NB-2449****ANIMAL SERVICES TRANSIT VEHICLE USING FEE FUNDS**

|                  |                                       |                  |
|------------------|---------------------------------------|------------------|
| Auto Beautifiers | Install of Decals                     | \$ 250           |
| CDW              | Docking Station External Power Supply | \$ 793           |
| Charles Browne   | Install of Lights                     | \$ 3,853         |
| Grafix           | Reflective Graphic Kit                | \$ 745           |
| Mavron Inc       | Animal Transport Van Conversion       | \$ 31,186        |
| <b>Total</b>     |                                       | <b>\$ 36,826</b> |

**AUTO BEAUTIFIERS No: 54144**

2230 N. Central • Rockford, IL 61101

Phone: 815-963-4133 • Fax: 815-963-4160

NAME Wendy J. Jemel DATE 01-26ADDRESS Services PHONE NO. \_\_\_\_\_Make & Model \_\_\_\_\_ Lic. No. & State (Vn) Motor No. \_\_\_\_\_ Serial No. \_\_\_\_\_ Mileage \_\_\_\_\_

Operation No. \_\_\_\_\_ DESCRIPTION \_\_\_\_\_ AMOUNT \_\_\_\_\_

Due to install  
Decals250.00

QUAN. ACCESSORIES PRICE TOTAL PARTS:

## TOTAL PARTS

GALS, GAS @

QTS, OIL @

LBS, GREASE @

TOTAL: GAS, OIL, GREASE

TOTAL ACCESSORIES:

TOTAL LABOR:

GAS, OIL, GREASE:

STORAGE:

TOWING:

SALES TAX:

TOTAL AMOUNT:

250.00250.00

I hereby authorize repair work to be done as described above with necessary parts, to be listed at your regular prices. I agree to pay cash on delivery of car or on satisfactory terms to you and until paid in full it shall constitute a lien on this car. I further agree that you will not be held responsible for car or articles left in car in case of fire, theft, accidents or other causes beyond your control. My car may be driven by your employees for tests at my own risk.

DATE PROMISED \_\_\_\_\_

WORK AUTHORIZED BY \_\_\_\_\_

DATE DELIVERED \_\_\_\_\_

RECEIVED BY: JorieJim. Jammer Stacy



Thank you for choosing CDW. We have received your quote.

Hardware

Software

Services

IT Solutions

Brands

Research Hub

## QUOTE CONFIRMATION

JOHN SAQUISILI,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

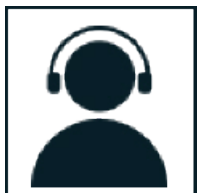
[Convert Quote to Order](#)

| QUOTE # | QUOTE DATE | QUOTE REFERENCE | CUSTOMER # | GRAND TOTAL |
|---------|------------|-----------------|------------|-------------|
| PSKD769 | 1/7/2026   | PSKD769         | 5336053    | \$792.57    |

| QUOTE DETAILS                                                                             |     |         |            |            |
|-------------------------------------------------------------------------------------------|-----|---------|------------|------------|
| ITEM                                                                                      | QTY | CDW#    | UNIT PRICE | EXT. PRICE |
| <a href="#">Havis Docking Station for Getac S410 Notebook External Power Supply, Full</a> | 1   | 8296093 | \$792.57   | \$792.57   |
| Mfg. Part#: DS-GTC-617-BW                                                                 |     |         |            |            |
| Contract: OMNIA Mesa 2024056-01 - GOV (2024056-01)                                        |     |         |            |            |

|             |          |
|-------------|----------|
| SUBTOTAL    | \$792.57 |
| SHIPPING    | \$0.00   |
| SALES TAX   | \$0.00   |
| GRAND TOTAL | \$792.57 |

| PURCHASER BILLING INFO                                                                                                                                                                       | DELIVER TO                                                                                                                                         |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Billing Address:</b><br>COUNTY OF WINNEBAGO<br>404 ELM ST STE 506 RM 202<br>ROCKFORD, IL 61101-1225<br><b>Phone:</b> (815) 319-4444<br><b>Payment Terms:</b> Net 30 Days-Govt State/Local | <b>Shipping Address:</b><br>COUNTY OF WINNEBAGO<br>IT<br>404 ELM ST STE 506<br>ROCKFORD, IL 61101-1225<br><b>Shipping Method:</b> DROP SHIP-GROUND |
| <b>Please remit payments to:</b>                                                                                                                                                             |                                                                                                                                                    |
| CDW Government<br>75 Remittance Drive<br>Suite 1515<br>Chicago, IL 60675-1515                                                                                                                |                                                                                                                                                    |



### Sales Contact Info

Philippe Stapp | (866) 551-9995 | [philsta@cdwg.com](mailto:philsta@cdwg.com)

## Need Help?



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Support



Call 800.800.4239

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This order is subject to CDW's Terms and Conditions of Sales and Service Projects at

<http://www.cdwg.com/content/terms-conditions/product-sales.aspx>

For more information, contact a CDW account manager.

© 2026 CDW•G LLC, 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.808.4239

Quote for lights and computer for new van for Animal Services  
From Charles Browne Rockford Communications 815-742-2842  
720 Lorden Ct., Rockford, IL 61104

12/12/2025

NEW EQUIPMENT FOR TRANSIT

|                                                | BRAND          | EACH        | EXTENDED                                        |
|------------------------------------------------|----------------|-------------|-------------------------------------------------|
| 1 STL MINI LIGHT BAR                           | STL M-TKFE27   | \$ 400.00   | \$ 480.00 WITH TAKE DOWN CLEAR                  |
| 2 FRONT GRILLE LEDS AMBER                      | STL Z12        | \$ 69.00    | \$ 158.00                                       |
| 2 REAR GRILLE LEDS AMBER                       | STL Z12        | \$ 69.00    | \$ 158.00 MULTI COLOR AMBERER/WHT               |
| 1 STRIKER 8 REAR TRAFFIC ADVISOR               | STL M-TKFF27   | \$ 399.00   | \$ 450.00 MULTI COLOR AMBERER/WHT               |
| 2 CARGO LED LIGHTS IF NEEDED W/GUTTER BRACKETS |                | \$ 50.00    | \$ 130.00                                       |
| 1 Havis pedestal mount passenger side          | PKG-PSM-383    | \$ 930.00   | \$ 1,200.00                                     |
| 1 Havis getac docking with power supply        | PKG-DS-GTC-619 | \$ 1,102.00 | \$ 1,400.00 **Quoted thru IT at lesser amount** |

|                    |             |             |
|--------------------|-------------|-------------|
| PARTS              | \$ 3,753.00 | \$ 3,976.00 |
| FREIGHT            | \$ 100.00   | \$ 150.00   |
| INSTALLATION LABOR |             | \$ 1,400.00 |
| TOTAL              | \$ 3,853.00 | \$ 5,526.00 |

NOTE THIS QUOTE DOES NOINCLUDE CRADLE POINT AND ANTENNA  
NOTE THIS QUOTE DOES NOT INCLUDE CENTER CONSOLE OF BOX



**Grafix Shoppe**

3225 Neil Armstrong Blvd Ste 600  
Eagan, MN 55121  
(651) 683-9665  
grafixshoppe.com

Estimate

|                                  |                                  |          |        |          |            |
|----------------------------------|----------------------------------|----------|--------|----------|------------|
| ADDRESS                          | SHIP TO                          | SHIP VIA | Ground | ESTIMATE | 156842     |
| Winnebago County Animal Services | Winnebago County Animal Services |          |        | DATE     | 01/06/2026 |
| Accounts Payable                 | Rick                             |          |        |          |            |
| 4517 N. Main St.                 | 4517 N. Main St.                 |          |        |          |            |
| Rockford, IL 61103               | Rockford, IL 61103               |          |        |          |            |
| EMAIL Inv                        |                                  |          |        |          |            |
| AccountsPayable@wincoil.us       |                                  |          |        |          |            |

|                |                                    |
|----------------|------------------------------------|
| PROJECT NUMBER | SALES REP                          |
| 20171214DDL007 | Paul Theisen paul@grafixshoppe.com |

| DESCRIPTION                                                                                                                                                                                                                                                                           | QTY | PRICE EACH | TOTAL    |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------------|----------|
| *Animal Services Graphics                                                                                                                                                                                                                                                             |     |            |          |
| Custom Reflective Graphic Kit for a 2026 Ford Transit 250 Cargo Low Roof with the 130" wheel base.<br>Unit # TBD (3 ea. for front fenders and rear doors/tailgate - same font/style/color as phone number in kit.)<br>Large Format Print onto 3M 680CR White Reflective with 8519 Lam | 1   | 745.00     | 745.00   |
| TOTAL                                                                                                                                                                                                                                                                                 |     |            | \$745.00 |

Accepted By

Accepted Date



MAVRON, INC.  
152 S Zimmer Rd  
Warsaw IN 46580  
(800) 551-1498

**Estimate # Q2500240**

**Customer:**

Winnebago County IL, Animal  
Services  
404 Elm St  
Rockford IL 61101  
☎ +1 815-319-4100

**Invoice Address:**

Winnebago County IL, Accounts  
Payable  
404 Elm St RM 520  
Rockford IL 61101

**Shipping Address:**

Winnebago County IL, Jennifer Stacy  
404 Elm St  
Rockford IL 61101

**Total: \$ 31,185.60**

Payment Terms: Net 30 Days

**Quotation Date:**

12/30/2025

**Expiration:**

01/29/2026

**Production**

**Timeline:**

240 Days Receipt of  
Chassis and Signed  
Quote

**End User:**

Winnebago County  
IL, Animal Services

**Salesperson:**

Terri Lambright

| Item                                                                                                                                                                                     | Description                                                                                                                                                                                                                                                                                | Quantity | Unit Price   | Amount       |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|--------------|--------------|
| 3M10028                                                                                                                                                                                  | AVL-7 Animal Transport Van Conversion<br>Includes:<br>Installation of 7 Sloped & Drained Cages (2 Rear & 5 Inline), Scratch<br>Resistant Lexan Cage Doors, Cage Area Lighting, Polymax Floor<br>Grills, Sealed & Carpeted Cab Divider Wall, Sheeted Cargo Area<br>w/Diamond Plate Flooring | 1.00     | \$ 23,774.40 | \$ 23,774.40 |
| <b>This Conversion is Designed for Installation into customer provided; Ford Transit Cargo Van, Low Roof, 130"WB<br/>(Standard Length) with Factory Rear AC &amp; Heater (code #57G)</b> |                                                                                                                                                                                                                                                                                            |          |              |              |
| MOD-<br>3M70001                                                                                                                                                                          | Modification of Standard Animal Cage Bank<br>Rear Cage Bank 36" H lipped front & back with punched bungee<br>holes                                                                                                                                                                         | 1.00     | \$ 660.00    | \$ 660.00    |
| 3M32051                                                                                                                                                                                  | Exchange Poly Cage Door w/ Stainless Steel Rod Animal Transport<br>Cage Door<br>*Base door does not include any catch pole cutout*<br>**Rod door latches same as poly doors.**                                                                                                             | 7.00     | \$ 76.80     | \$ 537.60    |
| 3M30080.A                                                                                                                                                                                | Integration of front factory heat in Ford Transit cargo Van into<br>Mavron installation.<br>(Animal)                                                                                                                                                                                       | 1.00     | \$ 693.60    | \$ 693.60    |

+1 (800) 551-1498 | sales@mavron.com | https://www.mavron.com/ | 35-1294067



MAVRON, INC.  
152 S Zimmer Rd  
Warsaw IN 46580  
(800) 551-1498

**Estimate # Q2500240**

|         |                                                                                              |      |           |           |
|---------|----------------------------------------------------------------------------------------------|------|-----------|-----------|
| 3M32092 | Add Catch Pole Cutout to Stainless Steel Rod Door<br>Lower Cage Door Only                    | 4.00 | \$ 73.20  | \$ 292.80 |
| 3M30074 | Integration of rear factory AC option in Ford Transit cargo Van into<br>Mavron installation. | 1.00 | \$ 693.60 | \$ 693.60 |

**Cage Options:**

**Light Options: LED Lights**

**Cutout Options: Catch Pole Cutouts on all Lower Cage Doors**

**Upper on Interior Door**

**Side on Rear Doors**

**Door Material Options: SS ROD Doors**

|         |                                                                                                                     |      |             |             |
|---------|---------------------------------------------------------------------------------------------------------------------|------|-------------|-------------|
| 3M32079 | Aluminum Angle, with Holes for Bungee Cords, Installed on the Roof<br>over Rear Cage Bank                           | 1.00 | \$ 283.20   | \$ 283.20   |
| 3M32025 | Storage Built into Cab Divider Wall w/ Side Access Door at Passenger<br>Side Cargo Door * SEE PRODUCTION NOTE BELOW | 1.00 | \$ 2,103.60 | \$ 2,103.60 |

**STORAGE TO STOP AT DRIVER SEAT**

|         |                                                                                             |      |           |             |
|---------|---------------------------------------------------------------------------------------------|------|-----------|-------------|
| 3M30007 | PVC Catch Pole Holder<br>Installed Behind Animal Cages -<br>Accessible from Rear of Vehicle | 1.00 | \$ 310.80 | \$ 310.80   |
| 3M30011 | Catch Pole Hooks<br>Installed on Driver's Side of Cab Divider Wall                          | 2.00 | \$ 51.60  | \$ 103.20   |
| 3M36005 | LED Loading/Work Lights<br>1- Installed Above Each Cargo Door                               | 2.00 | \$ 513.60 | \$ 1,027.20 |
| 3M55001 | 1200 Watt Power Inverter                                                                    | 1.00 | \$ 501.60 | \$ 501.60   |
| 3M30004 | Installation of Thermometer for Temperature Monitoring of Cargo<br>Area                     | 1.00 | \$ 204.00 | \$ 204.00   |

**FREIGHT NOTE:**

**DUE TO FUEL VOLATILITY & TRUCKING SHORTAGES, FREIGHT CHARGES CAN BE QUOTED AT TIME OF PICK UP or  
DELIVERY OF YOUR COMPLETED CONVERSION VAN, SHOULD YOU CHOOSE TO HAVE MAVRON HANDLE YOUR  
FREIGHT NEEDS.**



MAVRON, INC.  
152 S Zimmer Rd  
Warsaw IN 46580  
(800) 551-1498

**Estimate # Q2500240**

Please call to discuss Vehicle Specifications prior to ordering your new vehicle

**Total**

**\$ 31,185.60**

Pricing subject to change. A Quote will be provided when customer supplied vehicle arrives at MAVRON facility. Signing the Estimate will place your conversion on our production schedule.

Terms & Conditions: <https://www.mavron.com/terms>

Shipping Codes: General - BAC# 135690 | Ford - 88MZ69 | Dodge - T-0838

**APPROVAL**

Customer Name Print \_\_\_\_\_

Customer Signature \_\_\_\_\_

Purchase Order No \_\_\_\_\_



## Resolution Executive Summary

**Prepared By:** Department of Information Technology  
**Committee Name:** Operations and Administrative Committee  
**Committee Date:** February 5, 2026  
**Board Date:** February 12, 2026  
**Resolution Title:** Resolution Awarding Property Tax and Assessment Software Annual Renewal

**Budget Information:**

|                                                                                                                        |                                   |
|------------------------------------------------------------------------------------------------------------------------|-----------------------------------|
| <b>Budgeted? YES</b>                                                                                                   | <b>Amount Budgeted? \$200,000</b> |
| <b>Over or Under approved amount? UNDER</b>                                                                            | <b>By: \$1,138</b>                |
| <b>ORG/OBJ/Project Codes:</b> 19501-43168 <b>Descriptor:</b> IT Infrastructure Budget<br><b>Budget Impact?</b> 198,862 |                                   |

**Background Information:**

The Winnebago County Department of Information Technology (WinCo DoIT) is required to provide a secure and reliable information technology infrastructure for public safety, public health, a nursing home, the circuit courts, elections and all other Elected and Appointed officials. Winnebago County currently uses Devnet to maintain the Property Tax and Assessment information for the County. This resolution is an annual renewal of this licensing.

**Recommended By:** Chief Information Officer, Dan Magers

**Follow-Up Steps:** County will execute the one-year contract with Devnet for software maintenance.

**R E S O L U T I O N**  
**of the**  
**COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS**

Sponsored by: Paul Arena, Committee Chairman

Submitted by: Operations and Administrative Committee

2026 CR

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**RESOLUTION AWARDING PROPERTY TAX AND ASSESSMENT SOFTWARE ANNUAL RENEWAL**

---

**WHEREAS**, the Code of Ordinances for the County of Winnebago, Illinois, provides as in Section 2-357 (b) (1), Conditions for use. All procurements whose value equals or exceeds the competitive bidding threshold of \$35,000 shall be awarded by competitive sealed bidding in accordance with this section except as otherwise provided in 2-357(c) (Request for Proposals), 2-357(d) (Professional Services), 2-357(e) (Sole-Source), 2-357(f) (Emergency Procurements), 2-357(g) (Cooperative Joint Purchasing) or as provided by State statute; and,

**WHEREAS**, the Winnebago County Department of Information Technology (WinCo DoIT) is required to provide a secure and reliable information technology infrastructure for all departments; and

**WHEREAS**, Winnebago County uses Devnet as a property tax and assessment solution countywide; and

**WHEREAS**, the Operations and Administrative Committee concurs with this request and recommends approval by the Winnebago County Board.

**THEREFORE, BE IT RESOLVED**, that the County Board of the County of Winnebago, Illinois., hereby authorizes the Department of Information Technology to purchase the renewal to Devnet for a one year term in the amount of \$198,862.

**BE IT FURTHER RESOLVED**, that this Resolution shall be in full force and effect immediately upon its adoption.

**BE IT FURTHER RESOLVED**, that the Clerk of the County Board is hereby directed to prepare and deliver certified copies of this Resolution to the Chief Information Officer, Director of Purchasing, Board Office, Finance Director and County Auditor.

Respectfully Submitted,  
**OPERATIONS AND ADMINISTRATIVE COMMITTEE**

**AGREE**

**DISAGREE**

|                                   |                                   |
|-----------------------------------|-----------------------------------|
| <hr/> PAUL ARENA, CHAIR           | <hr/> PAUL ARENA, CHAIR           |
| <hr/> VALERIE HANSERD, VICE CHAIR | <hr/> VALERIE HANSERD, VICE CHAIR |
| <hr/> KEITH McDONALD              | <hr/> KEITH McDONALD              |
| <hr/> JOHN BUTITTA                | <hr/> JOHN BUTITTA                |
| <hr/> JOE HOFFMAN                 | <hr/> JOE HOFFMAN                 |
| <hr/> CHRISTINA VALDEZ            | <hr/> CHRISTINA VALDEZ            |
| <hr/> MICHAEL THOMPSON            | <hr/> MICHAEL THOMPSON            |

The above and foregoing Resolution was adopted by the County Board of the County of  
Winnebago, Illinois this \_\_\_\_ day of \_\_\_\_\_ 2026.

---

**JOSEPH CHIARELLI**  
CHAIR OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

ATTESTED BY:

---

**LORI GUMMOW**  
CLERK OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS



**Property Tax and Scanning and Imaging  
Software License Maintenance and Support**

**in**

**WINNEBAGO County, Illinois**

# Agreement For DEVNET Inc. Services

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This "Agreement" dated March 1, 2026 ("Effective Date") is between DEVNET, INC., (DEVNET), an Illinois Corporation, having its principal offices at 2254 Oakland Drive, Sycamore, Illinois 60178, and WINNEBAGO COUNTY, Illinois (WINNEBAGO COUNTY), an Illinois State unit of local government, having its principal offices at WINNEBAGO COUNTY, County Administration Building, 404 Elm St, Room 506, Rockford, IL 61101-1212.

## **Recitals**

WHEREAS, DEVNET is in the business of providing software development to units of local government and others; and

WHEREAS, WINNEBAGO COUNTY desires to update and modernize its property tax software;

NOW THEREFORE, in consideration of the mutual promises and covenants set forth herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, DEVNET and WINNEBAGO COUNTY ("the Parties") hereby agree as follows:

## **ARTICLE 1: Definitions**

### **1.1 Acceptance**

The term "acceptance" means the first date and time that the DEVNET Property Tax Software System is delivered to WINNEBAGO COUNTY, is installed on WINNEBAGO COUNTY's hardware, and is certified by a representative of each of the parties hereto as being in full compliance with the terms of this Agreement.

### **1.2 Application Error**

The term "application error" means an error in an application program that causes it to fail and terminate abnormally.

### **1.3 Application Program**

The term "Application Program" means the software programs developed and exclusively owned by DEVNET that will allow WINNEBAGO COUNTY to operate its Property Tax database.

### **1.4 Customized Changes**

The term "customized changes" means a program or system change specific to the needs of WINNEBAGO COUNTY and that no other current client of DEVNET has requested on or before the date of acceptance.

### **1.5 Database Error**

The term "database error" means an error or corruption in a database that causes an application program to fail or to present inaccurate or corrupted data to the user. These errors can be caused by hardware failure, operating system failure or incorrect configuration of database hardware or software and are not caused by an error in the DEVNET Property Tax Software System.

### **1.6 WINNEBAGO County Databases**

The term "WINNEBAGO COUNTY Databases" means the Property Tax data prepared and managed by WINNEBAGO COUNTY that are stored in electronic format and which are accessible by WINNEBAGO COUNTY's computer system.

- 1.7 **WINNEBAGO County Equipment**  
The term "WINNEBAGO COUNTY Equipment" means the equipment owned (or leased), operated and maintained by the WINNEBAGO COUNTY. By way of illustration, but not limitation, WINNEBAGO COUNTY Equipment includes: access to mainframe, minicomputer, and LAN server platforms where "WINNEBAGO COUNTY Databases reside, and the communications equipment required to link the WINNEBAGO COUNTY Databases to any satellite location(s).
- 1.8 **WINNEBAGO County Software**  
The term "WINNEBAGO COUNTY Software" means application software, database management software, and operating system software that runs on WINNEBAGO COUNTY Equipment and WINNEBAGO COUNTY Databases and/or other software all of which are owned (or licensed from third parties), and maintained by WINNEBAGO COUNTY (or WINNEBAGO COUNTY's third party vendors), not DEVNET.
- 1.9 **Documentation**  
The term "Documentation" means User manuals, WINNEBAGO COUNTY training literature, other written materials that DEVNET normally provides, or will provide with the services set forth herein and verbal representations made at sales demonstrations by authorized DEVNET personnel.
- 1.10 **DEVNET Property Tax Software System**  
The term "DEVNET Property Tax Software System" means all of the application programs, source codes, database definitions and documentation necessary for the purpose of processing Property Taxes. Such a system includes, but is not limited to, functions for processing Property Taxes, extensions, billings and collections.
- 1.11 **Software Maintenance**  
The terms "software maintenance" means an ongoing process of modernizing, repairing and enhancing an existing software system.
- 1.12 **Software Support**  
The term "software support" means the ongoing process of providing services to the users of a software system that allows them to make proper and efficient use of the system. These services include user training, repair of data corrupted by database errors and answering user questions.
- 1.13 **Hyperinflation**  
Hyperinflation is a condition of abnormally high and accelerating inflation that substantially erodes the real value of the local currency. For the purposes of this contract, hyperinflation shall be deemed to occur if the monthly inflation rate exceeds 20%, determined by the Federal Open Market Committee, for a period of two consecutive months. Should hyperinflation occur, it shall constitute grounds for renegotiation or termination of this contract to adjust for the economic realities imposed by such inflationary conditions.

## **ARTICLE 2: Description of Services**

- 2.1 DEVNET shall provide WINNEBAGO COUNTY the DEVNET Property Tax Software System as described below for the fees set forth herein on the dates listed in Article 6 below.
- 2.2 DEVNET shall develop, maintain and support a Property Tax Software System for use by WINNEBAGO COUNTY in the ordinary course of its business.
- 2.3 DEVNET shall provide its own development tools for the development of the DEVNET Property Tax Software System. DEVNET will also be responsible for setting up a testing and development Windows/SQL Server environment within its own offices for such purposes.
- 2.4 DEVNET shall supply the following modules in the DEVNET Property Tax Software System. As the software develops, the list shall be updated and modified as priorities change. This list does not include some of the minor functions of the system as they are intended to be included in the larger modules.

### **Property Tax Assessment Administration Deliverables**

- Parcel Maintenance
- Name and Address Maintenance
- Legal Description Maintenance
- Site Address Maintenance
- Exemption Maintenance
- Parcel Transfer
- Time Memo Maintenance
- Farmland Processing
- Equalization
- Notices and Reporting
- All required State Abstracts
- Inquiry
- Board of Review
  - Hearing (Docket) Maintenance
  - Hearing Notices
  - Tentative Board of Review Changes
  - Parcel Maintenance
  - Docket Reporting
  - Final Decision Notices
  - Equalization
  - All required State Abstracts
  - \$100,000.00 tax reduction notices
- Assessment Level Change and Roll to County Clerk
- Assessor functions for Certificates of Error

### **Property Tax Extension**

- Tax District maintenance
- All required State Abstracts
- Parcel Maintenance includes:
  - TIF Parcel information (If applicable)
  - Enterprise Zones (if applicable)
- Notices and Reporting
- State Equalization
- Calculation and Reports
- Equalized Assessed Value

- Tax District Rates
- Tax District Extensions
- PTELL (if applicable)
- Roll to County Collector

#### **Property Tax Collection/Distribution**

- Tax Billing
- Mortgage Company ACH
- Hard Copy Bills
- Tax Collection and Distribution
- Treasurer functions for Certificates of Error
- Delinquent Notices
- Tax Sale Processing
- Forfeiture Maintenance
- Reports and Inquiry

#### **Tax Sale Redemption**

- Tax Sale Parcel Management
- Redemption Processing
- Print Estimates of Redemption
- Tax Buyer Fee Maintenance
- Tax Buyer Maintenance
- Print Checks to Tax Buyers
- Reports and Inquiry

#### **Drainage Modules**

- Drainage Parcel Maintenance
- Name and Address Maintenance
- Legal Description Maintenance
- Site Address Maintenance
- Exemption Maintenance
- Time Memo Maintenance
- Drainage Collection
- Drainage Distribution
- Notices and Reporting

#### **Mobile Home Module**

- Mobile Home Maintenance
- Name and Address Maintenance
- Vehicle Information Maintenance
- Calculate/Print Mobile Home Tax Bills
- Mobile Home Collection
- Mobile Home Distribution
- Notices and Reporting

#### **Scanning and Imaging**

- Fully integrated into all DEVNET Edge® solutions
- Customizable for a variety of uses throughout your courthouse or organization. Images can be indexed by a wide array of information

- Supports over 100 different image formats including the most popular formats for document scanning and digital photography
- Supports nearly all major brands and models of scanning and digital image capturing devices
- Images from other scanning systems and products can easily be converted

## 2.5 **SECURITY**

All modules shall contain sufficient levels of security to prevent unauthorized users from modifying data in any way.

## 2.6 DEVNET shall provide maintenance and support that includes:

- a. Software maintenance will include all State mandated law changes, all Department of Revenue Administrative changes (such as changes to the Abstracts) or any new reporting requirements. Software maintenance also includes all system upgrades of non-customized portions of the DEVNET Property Tax Software System. Maintenance does not include the cost of any upgrades to third party software. WINNEBAGO COUNTY is not required to upgrade third party software such as operating systems or database software unless failing to perform such an upgrade results in application errors in the DEVNET Inc. Property Tax System. As part of maintenance DEVNET will also provide documentation in an electronic format for the DEVNET Inc. Property Tax System as such documentation becomes available. Maintenance also includes the correction of any DEVNET Inc. Property Tax System software discrepancies that result in application errors. As part of maintenance DEVNET intends to certify the DEVNET Inc. Property Tax System's compatibility with additional operating systems as DEVNET determines these operating systems are acceptable platforms for the use of the DEVNET Inc. Property Tax System.
- b. Software support includes all training, and retraining of WINNEBAGO COUNTY Personnel. It includes the diagnosis and correction of errors that may occur in the database due to a hardware or network problem. It includes telephone and on site support for major processes such as printing Real Estate tax bills, printing notices etc. If any support is required during weekends or after normal business hours, DEVNET requests that a 2-day advance notice be given, so DEVNET can have staff available to help. DEVNET understands that any advance notice may not be possible and as such we will provide the person or persons designated by WINNEBAGO COUNTY with pager and/or home phone numbers of DEVNET staff members. Software support also includes telephone support for any "how to" questions that any member of WINNEBAGO COUNTY's staff may have.
- c. Software support shall not include any customized changes to the system, after the system is accepted by WINNEBAGO COUNTY.
- d. Undertaking enhancements as mutually agreed upon by the Parties at an additional cost to be mutually agreed in writing.
- e. DEVNET shall reasonably respond to WINNEBAGO COUNTY'S phone calls by return telephone call. However, there are may be times when a programmer is not immediately available. In these isolated cases DEVNET guarantees a response time of not more than two (2) hours from the time of the initial call. WINNEBAGO COUNTY shall have the option to contact the project manager or head of DEVNET'S support division to have the problem reassigned.

## 2.7 The design for the DEVNET Property Tax Software System must include all of the basic functionality necessary for following the legal requirements to process Property taxes in the State of Illinois.

### **ARTICLE 3: Joint Responsibilities**

- 3.1 Product design, to ensure consistency of interface and operation of WINNEBAGO COUNTY Databases.
- 3.2 Technology planning, to ensure adequate infrastructure necessary to deliver any expanded services.
- 3.3 Change control planning, to ensure orderly maintenance and enhancement of WINNEBAGO COUNTY Databases.

### **ARTICLE 4: WINNEBAGO COUNTY Responsibilities**

- 4.1 WINNEBAGO COUNTY shall take the steps necessary, including the activities set forth in the following provisions, to enable DEVNET, in accordance with a mutually agreed upon schedule, to develop, install, test and maintain the DEVNET Property Tax Software System in WINNEBAGO COUNTY's Databases.
- 4.2 WINNEBAGO COUNTY shall allow DEVNET scheduled access to WINNEBAGO COUNTY Equipment and WINNEBAGO COUNTY Software relevant to the DEVNET Property Tax Software System to obtain the needed access to its software and equipment, in order to allow DEVNET to develop, install, test and maintain the DEVNET Property Tax Software System in WINNEBAGO COUNTY's Databases. Any delay by WINNEBAGO COUNTY in their performance of its obligations under this paragraph shall extend all due dates and maintenance obligations of DEVNET herein by a like amount of time.
- 4.3 WINNEBAGO COUNTY shall take all necessary actions in order to allow DEVNET scheduled access to the WINNEBAGO Software and WINNEBAGO Equipment seven days a week, 24 hours a day, if possible, when DEVNET determines that such access is required by DEVNET and it is mutually agreed by WINNEBAGO COUNTY. Any delay by WINNEBAGO COUNTY in their performance of its obligations under this paragraph shall extend all due dates and maintenance obligations of DEVNET herein by a like amount of time. DEVNET also requires scheduled access seven days a week, 24 hours a day to WINNEBAGO COUNTY property tax databases and property tax servers via modem or Internet connection.
- 4.4 WINNEBAGO COUNTY shall provide guidelines to DEVNET regarding use of information contained in the WINNEBAGO Databases and such other information as DEVNET may require to perform its work as described in this Agreement. Any delay by WINNEBAGO COUNTY in their performance of its obligations under this paragraph shall extend all due dates and maintenance obligations of DEVNET herein by a like amount of time.
- 4.5 WINNEBAGO COUNTY shall allow DEVNET to use WINNEBAGO COUNTY'S name in promoting DEVNET to potential users and other customers and will allow DEVNET to use, copies obtained at DEVNET'S expense at a time convenient to WINNEBAGO COUNTY, the WINNEBAGO Databases for demonstration of the DEVNET Property Tax Software System to potential users and other customers. Notice of this paragraph shall follow the provisions of Paragraph 15.1 herein.
- 4.6 If WINNEBAGO COUNTY makes modifications to its hardware and/or software (including operating systems) that are incompatible with the DEVNET Property Tax Software System, efforts by DEVNET to make necessary revisions due to such change(s) will be billable to WINNEBAGO COUNTY at DEVNET's then-current rates for time and materials. Any delay by WINNEBAGO COUNTY in their performance of its obligations under this paragraph shall extend all due dates and

maintenance obligations of DEVNET herein by a like amount of time.

- 4.7 On or before the commencement of work to be performed by DEVNET pursuant to this Agreement, WINNEBAGO COUNTY shall obtain and have in full operation the following hardware for installation and operation of the DEVNET Property Tax Software System:

## Hardware Requirements for DEVNET Products

Hardware may be purchased from any third-party vendor of the County's choice. Note that the County or third-party vendor is responsible for deployment of the server(s) and all required third-party software, including the Active Directory/domain and SQL Server, unless DEVNET is contracted to deploy the server hardware and software.

The following specifications assume a single SQL and file server environment. For an environment in which the DEVNET applications do not reside on the SQL server, these specifications apply to the SQL server.

CAMA and tax analytics in the DEVNET system use the SQL Server R component.

- Clients up to 50,000 parcels can deploy SQL R in-database as a single server solution.
- Clients with 50,000-100,000 parcels may be able to deploy a single server SQL R in-database solution depending on usage of the analytics.
- Clients with more than 100,000 must deploy a separate standalone R server.

**Note:** SQL R in-database cannot be deployed on a SQL cluster; therefore, an SQL cluster must deploy the standalone R server

If the Application, Image/Document, and Sketch files are stored on a separate server or NAS, the file I/O performance of this alternative must be equivalent to the server specifications described in this document.

The Marshall & Swift cost manual requires a Microsoft IIS instance.

These specifications are for a physical server to support the DEVNET solution.

### SQL Server Specifications

| Minimum: Less than 200,000 parcels and less than 60 users                                                                                                                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2.00+ GHz Dual 8-Core processor                                                                                                                                                        |
| 64-128 GB RAM                                                                                                                                                                          |
| 300+ GB hard drive space in a RAID-1 (mirroring) or RAID-5 array using 10K 6G SAS drives for Windows OS, SQL Server Application, and Virtual Memory file <sup>1,2</sup>                |
| 900 GB available hard drive space in a RAID-1 (mirroring) or RAID-5 array using 10K 6G SAS drives for SQL Data, separate array for the SQL log files may be recommended <sup>1,2</sup> |
| 1-2 TB available hard drive space in a RAID-1 (mirroring) or RAID-5 array using 10K 6G SAS drives for Application, Image/Document, and Sketch files <sup>1,2</sup>                     |
| Video adapter capable of 1280 x 1024 resolution                                                                                                                                        |
| Monitor capable of 1280 x 1024 resolution                                                                                                                                              |
| Tape/disk or other backup solution                                                                                                                                                     |
| High-speed internet access                                                                                                                                                             |

|                                                              |
|--------------------------------------------------------------|
| VPN remote access                                            |
| Quad Teamed 1 Gb ethernet adapters                           |
| N+1 redundant cooling <sup>3</sup>                           |
| N+1 redundant power <sup>3</sup>                             |
| Uninterruptible power supply <sup>4</sup>                    |
| Windows Server 2016/2019 Standard Edition <sup>5</sup>       |
| Microsoft SQL Server 2017/2019 Standard Edition <sup>5</sup> |
| Microsoft SQL Native Client                                  |
| Microsoft .NET Framework 4.7.2                               |
| Microsoft Visual C++ 2015-2019 Redistributable               |

### Standalone R Server Minimum Specifications

| Minimum (May be required if more than 100,000 parcels, required if more than 200,000 parcels)                                                                        |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2.00 GHz 8-core processor                                                                                                                                            |
| 32 GB RAM                                                                                                                                                            |
| 300+ GB hard drive space in a RAID-1 (mirroring) or RAID-5 array using 10K 12G SAS drives for Windows OS, R Server Application, and Virtual Memory file <sup>2</sup> |
| Video adapter capable of 1280 x 1024 resolution                                                                                                                      |
| Monitor capable of 1280 x 1024 resolution                                                                                                                            |
| Tape/disk or other backup solution                                                                                                                                   |
| High-speed internet access                                                                                                                                           |
| VPN remote access                                                                                                                                                    |
| Dual-teamed 1 Gb ethernet adapters                                                                                                                                   |
| N+1 redundant cooling <sup>3</sup>                                                                                                                                   |
| N+1 redundant power <sup>3</sup>                                                                                                                                     |
| Uninterruptible power supply <sup>4</sup>                                                                                                                            |
| Windows Server 2016/2019 Standard Edition <sup>5</sup>                                                                                                               |
| Microsoft SQL Server 2017/2019 Standard Edition R component <sup>5</sup>                                                                                             |
| Microsoft SQL Native Client                                                                                                                                          |
| Microsoft .NET Framework 4.7.2                                                                                                                                       |
| Microsoft Visual C++ 2015-2019 Redistributable                                                                                                                       |

<sup>1</sup> The storage space required may vary depending on the number of parcels, images, sketches, and documents. Additionally, the amount of historical information added will impact the storage requirements.

<sup>2</sup> Clients may substitute the recommended RAID levels for alternative RAID levels or storage methods such as a SAN

as long as they provide the comparable redundancy and performance. The lowest server specifications provided above will provide sustained disk I/O of 250MB/s based on Windows file read write testing. The highest specifications will provide sustained disk I/O of 450MB/s based on Windows file read write testing.

<sup>3</sup> Clients can substitute an alternative as long as they provide the same level of redundancy.

<sup>4</sup> Client do not need a UPS-specific to this server as long as the solution utilized can provide sufficient runtime and graceful shutdown of the server.

<sup>5</sup> While older Windows and SQL server versions are supported in select situations, some features require SQL Server 2017 or newer. DEVNET recommends using Windows Server 2019 standard edition and SQL Server 2017 or newer standard edition.

## Server Virtualization

DEVNET does not recommend a virtual Microsoft SQL Database server.

If a virtual environment is utilized, the virtual server must provide the same sustained performance as the recommended physical hardware.

The most critical performance component is disk I/O. The virtual SQL server must provide sustained performance equivalent to the recommended physical server while other guest virtual servers on the same physical server are under load. Note that unlike other applications, SQL is not very tolerant of latency.

## Workstation Specifications

|                    |                                                                                                                                                                                                                                                                                                                                                                |
|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Minimum</b>     | 2+ GHz single core processor                                                                                                                                                                                                                                                                                                                                   |
|                    | 8 GB RAM                                                                                                                                                                                                                                                                                                                                                       |
|                    | 256 GB+ hard drive                                                                                                                                                                                                                                                                                                                                             |
|                    | Video adapter capable of 1280 x 1024 resolution                                                                                                                                                                                                                                                                                                                |
|                    | 19" standard width or 22" widescreen monitor capable of 1280 x 1024 resolution                                                                                                                                                                                                                                                                                 |
|                    | Windows 10 Pro/Ent                                                                                                                                                                                                                                                                                                                                             |
|                    | 100/1000 Mb ethernet adapter                                                                                                                                                                                                                                                                                                                                   |
|                    | Mouse                                                                                                                                                                                                                                                                                                                                                          |
|                    | Microsoft SQL Native Client                                                                                                                                                                                                                                                                                                                                    |
|                    | Microsoft .NET Framework 4.7.2                                                                                                                                                                                                                                                                                                                                 |
|                    | Microsoft Visual C++ 2015-2019 Redistributable                                                                                                                                                                                                                                                                                                                 |
|                    | If EdgeMaps is used on the workstation, a video graphics chip set with support for the following is required: <ul style="list-style-type: none"> <li>• 64 MB video</li> <li>• OpenGL version 2.0 or higher, and Shader Model 3.0 or higher</li> <li>• DirectX 11 with Direct3D feature level 9_3</li> <li>• DirectX 11 hardware rendering preferred</li> </ul> |
| <b>Recommended</b> | 2.2+ GHz dual core processor                                                                                                                                                                                                                                                                                                                                   |
|                    | 16 GB RAM                                                                                                                                                                                                                                                                                                                                                      |

|  |                                                                                                                                                                                                                                                                                                                                                                                |
|--|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | 256 GB+ hard drive                                                                                                                                                                                                                                                                                                                                                             |
|  | Video adapter capable of 1280 x 1024 resolution                                                                                                                                                                                                                                                                                                                                |
|  | 19" standard width or 22" widescreen monitor capable of 1280 x 1024 resolution                                                                                                                                                                                                                                                                                                 |
|  | Windows 10 Pro/Ent                                                                                                                                                                                                                                                                                                                                                             |
|  | 1 Gb ethernet adapter                                                                                                                                                                                                                                                                                                                                                          |
|  | Mouse                                                                                                                                                                                                                                                                                                                                                                          |
|  | Microsoft SQL Native Client                                                                                                                                                                                                                                                                                                                                                    |
|  | Microsoft .NET Framework 4.7.2                                                                                                                                                                                                                                                                                                                                                 |
|  | Microsoft Visual C++ 2015-2019 Redistributable                                                                                                                                                                                                                                                                                                                                 |
|  | <p>If EdgeMaps is used on the workstation, a video graphics chip set with support for the following is required:</p> <ul style="list-style-type: none"> <li>• 256+ MB video memory</li> <li>• OpenGL version 2.0 or higher, and Shader Model 3.0 or higher</li> <li>• DirectX 11 with Direct3D feature level 9_3</li> <li>• DirectX 11 hardware rendering preferred</li> </ul> |

### **Printers**

DEVNET applications are compatible with most laser printers.

### **Receipt/Slip Printer**

DEVNET applications can print receipts to either a laser printer or receipt printer. Receipt/slip printers compatible with the DEVNET applications must have a Windows driver that supports the printer's functions and paper type. If slip/check endorsement printing and/or cash drawers will be used, receipt/slip printer driver must support slip wait and cash drawer open via settings in the driver. DEVNET applications are compatible with Epson TM-U675 Receipt/Slip/Validation printer. DEVNET has also successfully worked with other Epson printers that use the EPSON Advanced Print Driver.

### **Barcode Reader**

Barcode reader must read Code 39 and have the ability to add a prefix and suffix character (depending on the client barcode configuration). Additionally, the barcode reader must be configured to omit carriage return and line feed.

DEVNET recommends the Honeywell Voyager Series bar code reader.

### **Document Scanning**

The DEVNET application can interface with scanners that provide a fully TWAIN compliant driver.

DEVNET recommends Fujitsu scanners for use with its imaging applications. When imaging is used within DEVNET applications, one or more licenses of Lead Tools imaging toolkit are required. The Lead Tools software can be provided with the installation of DEVNET software applications.

### **Check Scanning**

The DEVNET application can interface with scanners that provide a fully TWAIN-compliant driver. DEVNET recommends the Epson Capture One and Epson TM-S2000 scanners.

## End User Printing Support

|                                                                                                                                                                                                                                                                                                                                           |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Only printers with drivers support for a terminal server/Citrix environment should be used.                                                                                                                                                                                                                                               |
| In some cases, other printers can be used; however, this can cause serious problems on the server.                                                                                                                                                                                                                                        |
| The end user workstation and the server should be using driver version/type. As always, DEVNET recommends that the PostScript driver be used where possible.                                                                                                                                                                              |
| DEVNET recommends using a consistent printer make and/or model to ensure that printable reports and forms are printed consistently across all end users. Using a universal driver for several models of a specific manufacture's printer models usually allows some choice in the printers while ensuring the printed output consistency. |

## Remote Scanning Support

|                                                                                                                                                                               |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Currently, Windows does not natively support TWAIN scanning.                                                                                                                  |
| There are a number of third-party applications that provide this functionality; however, DEVNET has not tested any of these with DEVNET applications.                         |
| Scanned documents and camera photos saved on the end user workstation can be imported into the DEVNET system from an end user workstation drive mapped in the remote session. |

## ARTICLE 5: Term

- 5.1 The initial term of this agreement shall be one (1) year from the date hereof subject to article 13;

## ARTICLE 6: Price and Payment

- 6.1 The payment schedule set forth herein is priced over the following one year, payable quarterly, effective from the date of execution of this Agreement.

Year 01 (March 1, 2026-February 28, 2027): For services received by WINNEBAGO COUNTY under this Agreement during Year 01, WINNEBAGO COUNTY shall pay to DEVNET the sum of \$198,861.90, payable as follows:

| Year 01                                                | March 1, 2026      | June 1, 2026       | September 1, 2026  | December 1, 2026   |
|--------------------------------------------------------|--------------------|--------------------|--------------------|--------------------|
| Property Tax Software License, Maintenance And Support | \$48,972.67        | \$48,972.65        | \$48,972.67        | \$48,972.67        |
| Scanning and Imaging License, Maintenance And Support  |                    | \$2,971.24         |                    |                    |
| <b>Total</b>                                           | <b>\$48,972.67</b> | <b>\$51,943.89</b> | <b>\$48,972.67</b> | <b>\$48,972.67</b> |

## **ARTICLE 7: Ownership; Limited License Granted**

- 7.1 Except as provided in Article 7.2 below, no licenses are granted hereunder. In no event shall title to any software, equipment, or asset pass from DEVNET to WINNEBAGO COUNTY, nor shall title to any WINNEBAGO COUNTY Equipment or WINNEBAGO COUNTY Software or asset pass from WINNEBAGO COUNTY to DEVNET. DEVNET shall have exclusive ownership and property rights in the DEVNET Property Tax Software System, Documentation, Demonstration Program, DEVNET's WINNEBAGO COUNTY Training Program, Data Screens, Interfaces and Marketing Literature.
- 7.2 DEVNET hereby grants WINNEBAGO COUNTY a revocable, non-transferable, license to install, on the WINNEBAGO COUNTY Equipment, and use solely for WINNEBAGO COUNTY's internal business purposes, the compiled application programs of the DEVNET Property Tax Software System. Except as set forth herein, WINNEBAGO COUNTY may not use, sublicense, distribute or dispose the licensed portion of the DEVNET Property Tax Software System, or any modified forms thereof, in any manner whatsoever. The license granted hereunder is subject further to the following additional conditions:
- i. The licensed software may not be installed on any equipment other than the WINNEBAGO COUNTY Equipment;
  - ii. The WINNEBAGO COUNTY Equipment shall be located at all times at the WINNEBAGO COUNTY site; and
  - iii. Authorized users of the licensed software may only access and use the licensed software while onsite at the WINNEBAGO COUNTY site and may not access and use the licensed software from a remote location.

WINNEBAGO COUNTY will protect against the disclosure of the DEVNET Property Tax Software System in accordance with Article 8 below. The license granted under this Article 7.2 will be immediately revoked in the event the WINNEBAGO COUNTY breaches any of these provisions. WINNEBAGO COUNTY shall be allowed to make one or more copies of this software for the sole purpose of routine system backup and archival.

- 7.3 DEVNET shall own the copyright and have free and clear title to all Property Tax software developed pursuant to this Agreement, including all extensions thereof.

## **ARTICLE 8: Confidentiality and Nondisclosure**

- 8.1 DEVNET and WINNEBAGO COUNTY intend to disclose to each other information, which may include confidential information in connection with this Agreement. The term "Confidential Information" shall mean any information or data which is divulged by a Party to the other Party under or in contemplation of this Agreement and which:
- i. If in tangible form or other media that can be converted to readable form, is marked as proprietary, confidential or private when disclosed, or
  - ii. If oral or visual, is identified as proprietary, confidential, or private on disclosure and is summarized in a writing so marked and delivered within ten (10) days following such disclosure.

Confidential Information may be either the property of the disclosing Party or information provided to the disclosing Party by a "corporate affiliate" of the disclosing Party or by a third party. For WINNEBAGO COUNTY, "corporate affiliates" means governmental employees, agencies and bodies, and all persons or entities employed or otherwise engaged thereby, provided that persons or entities that are not governmental employees shall be required to execute appropriate nondisclosure agreements before obtaining access to DEVNET's Confidential Information.

- 8.2 The confidentiality and nondisclosure provisions set forth herein are intended to encompass the corporate affiliates of the Parties. Consequently, affiliates of either Party may disclose Confidential Information to the other Party or its affiliates, and affiliates of either Party may receive Confidential Information from the other Party or its affiliates. The terms "disclosing Party" and "Receiving Party" shall include affiliates of the Parties hereto with respect to Confidential Information disclosed or received by the affiliates. The rights and obligations of the Parties shall inure to the benefit of their respective corporate affiliates and may be directly enforced by such affiliates.
- 8.3 The receiving Party acknowledges value to the disclosing Party of all Confidential Information. With respect to Confidential information, the recipient shall:
- A. Use the Confidential Information only as required for this Agreement
  - B. Restrict disclosure of the Confidential Information solely to those employees of such Party and its affiliates with a need to know and not dispose it to any other person or entity without the prior written consent of the disposing Party;
  - C. Advise those employees who gain access to Confidential Information of their obligations with respect to the Confidential Information; and
  - D. Make only the number of copies of the Confidential information necessary to disseminate the Information to those employees who are entitled to have access to it, and ensure that all confidentiality notices set forth on the Confidential Information are reproduced in full on such copies.

For the purposes of this Article 8 only, "employees" includes third parties retained for temporary administrative, clerical or programming support. A need to know means that the employee requires the Confidential Information in order to perform his or her responsibilities in connection with this Agreement.

- 8.4 The obligations of Article 8.3 above shall not apply to any Confidential Information that the recipient can demonstrate:
- A. Is or becomes available to the public through no breach of this Agreement;
  - B. Was previously known by the recipient without any obligation to hold in confidence;
  - C. Is received from a third party free to disclose such information without restriction;
  - D. Is independently developed by the recipient without the use of Confidential Information of the disclosing Party;
  - E. Is approved for release by written authorization of the disposing Party, but only to the extent of and subject to such conditions as may be imposed in such written authorization;
  - F. Is required by law or regulation to be disclosed, but only to the extent and for the purposes of such required disclosure; or
  - G. Is disclosed in response to a valid order of a court and other governmental body of the United States or any political subdivisions thereof, but only to the extent of and for the purposes of such order; provided, however, that the recipient shall first notify divulging Party of the order and permit the disclosing Party to seek an appropriate protective order.
- 8.5 Except where otherwise required by law or court order, Confidential information, including permitted copies, shall be deemed the property of the disclosing Party. The recipient shall, within twenty (20) days of a written request by the disclosing Party, return all Confidential information, including all copies thereof, to the disposing Party or, if so directed by the disclosing Party, destroy all such Confidential information.
- 8.6 Both Parties agree that an impending or existing violation of any provision of this Agreement would cause the disclosing Party irreparable injury for which it would have no adequate remedy at law, and that the disclosing Party shall be entitled to seek immediate injunctive relief prohibiting such violation, in addition to any other rights and remedies available to it.

- 8.7 All obligations undertaken respecting Confidential information provided hereunder shall survive any expiration or termination of this Agreement.

## **ARTICLE 9: Warranty**

- 9.1 DEVNET warrants that the DEVNET Property Tax Software System, for the term of this agreement, when used under normal operating conditions, will function in material conformance with the Documentation. WINNEBAGO COUNTY's initial remedy for any failure of the DEVNET Property Tax Software System to so function shall be to contact DEVNET and to have it remedy the failure to function. If DEVNET cannot so remedy that failure within a reasonable time, WINNEBAGO COUNTY shall be permitted to secure its own reasonable remedy for that failure.
- 9.2 The warranties provided in this Agreement do not cover malfunctions or failure caused by:
- A. WINNEBAGO COUNTY's modification or relocation of the WINNEBAGO equipment or software, unless mutually agreed upon in writing prior to each such modification or relocation.
  - B. WINNEBAGO COUNTY's or any third party's abuse, misuse or negligence;
  - C. Power failure or surges, lightning, fire, flood, accident, and other events outside DEVNET's reasonable control;
  - D. WINNEBAGO COUNTY's failure to fulfill its contractual obligations set forth in this Agreement; and
  - E. Hardware, network or operating system failure.
- 9.3 Except for the warranties expressly set forth above in this Article 9, DEVNET makes no other warranties of any kind, express or implied, regarding the DEVNET Property Tax Software System, any component thereof, any work to be performed by DEVNET hereunder, or otherwise with respect to this Agreement, and all other warranties (including, but not limited to, any warranties of merchantability or fitness for a particular purpose) are expressly disclaimed and excluded, to the maximum extent permissible by applicable law.
- 9.4 WINNEBAGO COUNTY expressly acknowledges that systems made available or accessible on or through the Internet or other public networks cannot be guaranteed to be totally secure and that no security measures are impenetrable. If, pursuant to this Agreement, WINNEBAGO COUNTY is licensing or otherwise being provided by DEVNET with any program, product, or component that will be made available or accessible on or through the internet or any other public network (e.g., DEVNET'S "wEdge<sup>TM</sup>" product), WINNEBAGO COUNTY acknowledges that, as between the parties, WINNEBAGO COUNTY (and not DEVNET) is solely and exclusively responsible for deploying, monitoring, and maintaining appropriate security measures, systems, and infrastructure (e.g., firewalls) that reasonably and appropriately protect, and prevent unauthorized access to, WINNEBAGO COUNTY's systems, data, and other resources. Without limiting the provisions of Article 9.3, DEVNET expressly does not represent, warrant, or covenant that any such DEVNET-provided program, product, or component shall be available or accessible on a completely uninterrupted or error-free basis. DEVNET shall not have any obligation or liability with respect to:
- (I) Inaccuracies, errors, or omissions in data or information provided by third parties or that arise in the transmission of any data or information over the internet or other public networks; or
  - (II) Security breaches or incidents that result from causes not under the control of DEVNET.

## **ARTICLE 10: Indemnification**

- 10.1 WINNEBAGO COUNTY shall defend, indemnify and hold harmless DEVNET, its employees, directors, and shareholders against all claims by third parties (including legal fees and expenses) to the extent that such claims arise out of WINNEBAGO COUNTY's negligent acts or omissions under this Agreement or failure to perform its obligations hereunder. WINNEBAGO COUNTY shall promptly notify DEVNET of any claim. WINNEBAGO COUNTY shall fully cooperate with DEVNET in the defense of said claim. This obligation to indemnify shall survive termination or expiration of this Agreement.
- 10.2 DEVNET shall defend, indemnify and hold harmless WINNEBAGO COUNTY, its employees and agents against all claims by third parties (including legal fees and expenses) to the extent that such claims arise out of DEVNET'S negligent acts or omissions under this Agreement or failure to perform its obligations hereunder. DEVNET shall promptly notify WINNEBAGO COUNTY of any claim. DEVNET shall cooperate fully with WINNEBAGO COUNTY in the defense of said claim. This obligation to indemnify shall survive termination or expiration of this Agreement.
- 10.3 To the degree that WINNEBAGO COUNTY provides software to DEVNET under this Agreement or otherwise, WINNEBAGO COUNTY warrants that it either owns or has the right to grant DEVNET the usage rights to such software set forth in this Agreement. WINNEBAGO COUNTY shall indemnify and hold harmless DEVNET against and from all claims, demands, suits, actions, judgments, losses, damages and expenses (including reasonable attorneys fees) made against or incurred by DEVNET for infringement of any United States patent, copyright, or trade secret of any third party arising from or relating to the use of software supplied by WINNEBAGO COUNTY pursuant to this Agreement. This indemnity and hold harmless obligation shall not apply, however, to the degree that the alleged infringement arises from or relates to modification of the software by DEVNET or by a third party retained by or under the control of DEVNET.
- 10.4 WINNEBAGO COUNTY shall be solely responsible for insuring that the software development parameters provided to DEVNET by WINNEBAGO COUNTY comply with all applicable laws, statutes and ordinances. WINNEBAGO hereby agrees to indemnify and hold DEVNET, its employees, officers, directors and shareholders, harmless from any and all suits, claims, actions, causes of action, losses, damages or other matters that in any way arise from, in whole or in part, the failure or alleged failure of the DEVNET Property Tax Software System to conform to all applicable laws, statutes and ordinances.

## **ARTICLE 11: Changes**

- 11.1 DEVNET shall not perform any service or provide any deliverables not specified herein or act upon any request for additions, deletions and/or changes (hereinafter "Changes") not specified in this Agreement or amendment thereto without the prior written consent of WINNEBAGO COUNTY. Such written consent will be in the form of a Change Control Document. The costs for said services shall be mutually agreed upon prior to the commencement of any such work or provision of any such deliverables. This paragraph is subject to Paragraph 16.1: Notices.

## **ARTICLE 12: Force Majeure**

- 12.1 DEVNET shall not be liable in any way for any delay, failure, losses, damages or expenses due to any of the following: any cause beyond DEVNET's reasonable control, including but not limited to, fires, floods, epidemics, quarantine restrictions, unusually severe weather, manufacturer's delays, strikes, embargoes, explosions, power blackouts, wars, labor disputes, acts of civil disobedience, acts of Civil or military authorities, acts of nature, acts of public enemies, acts or omissions of carriers or any court order connected with the Modification of Final Judgment, which may delay, hinder, or prevent performance under this Agreement; provided that DEVNET has exercised reasonable measures, if feasible, to mitigate such delay or failure.

## **ARTICLE 13: Termination**

- 13.1 If either Party (hereinafter "Defaulting Party") at any time neglects, fails, or refuses to perform under any of the material provisions of this Agreement, then the other Party may serve upon the Defaulting Party a Notice to Cure said neglect, failure or refusal to perform. The notice to cure shall specify the alleged neglect, failure, or refusal and shall be served as provided for service of notices in paragraph 15.1 herein. If, within fifteen (15) days of the date of service of such notice, the Defaulting Party has not fully cured all the items indicated therein, or presented a plan acceptable to the other Party to cure such items, then upon expiration of said fifteen (15) days, the other Party may, at its option, elect to serve a Notice of Termination as provided in paragraph 13.2 herein below.
- 13.2 In addition to termination pursuant to Article 5, if either Party (hereinafter "Defaulting Party") at any time neglects, fails, or refuses to perform under any of the material provisions of this Agreement within thirty (30) days of service of the Notice to Cure provided in paragraph 13.1 hereinabove, then the other Party may serve upon the Defaulting Party notice of its intention to terminate this Agreement. The notice of termination shall specify the alleged neglect, failure, or refusal and shall be served by registered mail. If, within thirty (30) days of the date of service of such notice, the Defaulting Party has not fully cured all the Defaults indicated therein, or presented a plan acceptable to the other Party to cure such Defaults, then upon expiration of said thirty (30) days, the other Party may, at its option, elect to terminate this Agreement by providing the Defaulting Party a second written notice. This paragraph is subject to Paragraph 16.1: Notices.
- 13.3 The right of either Party to terminate this Agreement shall not be affected by its failure to take action with respect to any previous Default.

## **ARTICLE 14: Cooperative Purchasing**

- 14.1 The provisions of this Contract will be extended to other municipal, county or state governmental entities. Governmental entities wishing to use this Contract will be responsible for issuing their own purchase documents/price agreements, providing for their own acceptance, and making any subsequent payments. Vendor shall be required to include in any Contract entered into with another agency or entity that is entered into as an extension of this Contract a Contract clause that will hold harmless WINNEBAGO County, Illinois from all claims, demands, actions or causes of actions of every kind resulting directly or indirectly, arising out of, or in any way connected with the use of this contract. Failure to do so will be considered a material breach of this Contract and grounds for Contract termination. The cooperative entities are responsible for obtaining all certificates of insurance required. The Vendor is responsible for providing each cooperative entity a copy of the Contract upon request by the cooperative entity. WINNEBAGO County, Illinois makes no guarantee of usage by other users of this Contract.

## **ARTICLE 15: Assignment**

- 15.1 This Agreement is not assignable by either Party without the written consent of the other, which consent shall not be unreasonably withheld.

## **ARTICLE 16: Miscellaneous**

### **16.1 Notices**

Except as otherwise provided for herein, any notice, communication or demand which under the terms of this Agreement or under any statute must or may be given or made by either Party to the other shall be in writing and shall reference this Agreement. Such notice shall be conveyed by personal delivery, facsimile during business hours with hard copy to follow within 24 hours, or certified, express, overnight or other mail service which provides proof of receipt, addressed to the respective Parties at the following addresses:

To DEVNET:                      DEVNET, Inc.  
                                         2254 Oakland Drive  
                                         Sycamore, Illinois 60178  
                                         Facsimile: (815) 899-0020

To WINNEBAGO  
County:                              County Administration Bldg,  
                                         404 Elm St, Room 506  
                                         Rockford, IL 61101-1212

The date upon which such notice is so personally delivered, or, if the notice is given by said mail service or facsimile the date which it is received by the addressee, shall be deemed to be the date of such notice, irrespective of the date appearing thereon.

### **16.2 Independent Contractor**

DEVNET and WINNEBAGO COUNTY are acting hereunder as independent contractors and under no circumstances shall any of the employees of one Party be deemed the employees of the other for any purpose. This Agreement shall not be construed so as to constitute DEVNET and WINNEBAGO COUNTY as partners or joint venturers, or as authority for either Party to act for the other Party in any agency or other capacity, or to make commitments of any kind for the account of or on behalf of the other except to the extent and for the purposes provided for herein. DEVNET certifies that it has purchased standard business insurance.

- 16.3 **Hyperinflation**  
In the event of unusual and significant changes in the cost of providing software licenses per the terms of this Agreement during a given year due to hyperinflationary circumstances, the Parties may agree in writing to adjust the pricing schedule more frequently than the term listed in this Agreement. Additionally, DEVNET reserves the right to terminate this Agreement as a result of hyperinflation upon written notice to WINNEBAGO County, without liability or penalty, in which event DEVNET shall refund to WINNEBAGO County, on prorated basis, any fees prepaid by WINNEBAGO County for the use of the DEVNET Property Tax Software System, or for Software Maintenance and/or Software Support, for the period of time remaining in the then-current term.
- 16.4 **Governing Law**  
This Agreement shall be construed in accordance with, and governed by, the laws of the State of Illinois.
- 16.5 **Publicity**  
Neither Party may, without the other Party's prior written consent, publish or otherwise use advertising, sales promotion materials, press releases or other publicity materials naming the DEVNET Property Tax Software System except as otherwise set forth herein, or other matters under this Agreement where the names, marks or services of the other Party are mentioned or used.
- 16.6 **Order of Precedence**  
In the event of a conflict between the terms and conditions contained in the body of this Agreement and those contained in an attachment to this Agreement, the terms and conditions set forth in the body of this Agreement shall take precedence.
- 16.7 **Severability**  
If any provision of this Agreement is determined by a court of competent jurisdiction to be invalid or unenforceable, such determination shall not affect the validity or enforceability of any other part or provision of this Agreement.
- 16.8 **Non-Waiver**  
Failure of either Party to insist in any instance upon strict performance by the other Party of any of the provisions of this Agreement shall not be construed or deemed to be a waiver of such provision, or any other provision hereof.
- 16.9 **Exclusive Remedies**  
The remedies set forth in this Agreement shall be the Parties' sole and exclusive remedies, both in contract and in tort, for each other's breach of this Agreement.
- 16.10 **Compliance with Laws**  
Each Party shall comply with all applicable laws and regulations that pertain to its performance of its obligations and exercise of its rights under this Agreement. Both parties shall conduct their respective actions under this Agreement in such manner as to comply in all respects with the laws of the United States of America, the State of Illinois, and any other State, Federal or Local agency or unit of government that may legally control or direct the actions of either party. In the event any provision of this Agreement shall now or at any time in the future be in conflict with any such law, rule, ordinance, decision or other writing of any such governmental agency or unit of government, then said provision shall be null and void and of no force and effect, and the remainder of this Agreement shall continue in full force and effect as if said provision had not been included herein.
- 16.11 **Binding Effect**  
This Agreement shall be binding on each Party's successors and assigns, upon signature.

16.12 **Approvals**

This Agreement shall not be binding upon DEVNET until it is approved and signed by the DEVNET official authorized to sign this Agreement and all county officials and officers required by statute or ordinance to execute it.

16.13 **Survival**

The provisions of paragraphs 7.2, 7.3, 8.1, 8.2, 8.3, 8.4, 8.5, 8.6, 8.7, 10.1 and 10.2 shall survive the term of this Agreement, whether said termination is for cause or by expiration of time.

## **ARTICLE 17: Entire Agreement**

- 17.1 This Agreement, including the Amendments attached hereto, if any, constitutes the entire agreement between the Parties with respect to the subject matter hereof and supersedes all previous proposals, negotiations, representations, commitments, documents and all other communications between the Parties, both oral and written. It may not be released, discharged or modified except by an instrument in writing signed by a duly authorized representative of each of the Parties. The terms of this Agreement shall prevail notwithstanding any variance with the terms and conditions of any form document, such as a purchase order, submitted by either Party to the other Party.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their duly authorized representatives as of the Effective Date first set forth above.

WINNEBAGO COUNTY

By: \_\_\_\_\_  
WINNEBAGO COUNTY

DEVNET, INC.

By: \_\_\_\_\_  
Michael J. Gentry, President



# Resolution Executive Summary

## For CIP Projects

**Prepared By:** Purchasing Department for Facilities  
**Committee Name:** Operations & Administrative Committee  
**Committee Date:** February 5, 2026  
**Board Date:** February 12, 2026  
**Resolution Title:** Resolution Awarding Upper Roof Replacement at the Juvenile Justice Center Using CIP 2026 Funds

### Budget Information

|                                                                                                              |                                   |
|--------------------------------------------------------------------------------------------------------------|-----------------------------------|
| <b>Budgeted? YES</b>                                                                                         | <b>Amount Budgeted?</b> \$100,000 |
| <b>If not, originally budgeted, explain the funding source?</b>                                              |                                   |
| <b>If ARPA or CIP funded, original Board approved amount?</b> \$100,000                                      |                                   |
| <b>Over or Under approved amount?</b> OVER <b>By:</b> \$2,740                                                |                                   |
| <b>Reason for CIP increase?</b> N/A                                                                          |                                   |
| <b>ORG/OBJ/Project Codes:</b> 82200-46320- <b>Descriptor:</b> CIP PSST 26<br><b>Budget Impact?</b> \$102,740 |                                   |

**Background Information:** The roof at the Juvenile Justice Center is approximately 20+ years old and based on its current condition new membranes, flashing and insulation replacement is necessary. The upper-level roof was submitted to be replaced using CIP 26 funds.

In May of 2024, the Purchasing Department went out for Re-Bid #24B-2346 to replace a portion of the lower-level roof at the Juvenile Justice Center. This project yielded (9) bids with the lowest bid received from McDermaid Roofing and Insulating Co. (See Resolution Exhibit A).

The Invitation to Bid was emailed to 34 potential bidders and local suppliers. It was also publicly advertised in the RRStar and on the County website. A mandatory pre-bid meeting was held which yielded 12 attendees representing 11 companies.

**Recommended By:** Facilities Department

**Follow-Up Steps:** Purchasing will prepare the Purchase Order to McDermaid Roofing and Insulating Co. 1229 Kishwaukee Street, Rockford, IL for \$102,740.

**RESOLUTION**  
**of the**  
**COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS**

Sponsored by: Paul Arena

Submitted by: Operations and Administrative Committee

**2026 CR**

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**RESOLUTION AWARDING UPPER ROOF REPLACEMENT AT THE JUVENILE JUSTICE CENTER USING CIP 2026 FUNDS**

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**WHEREAS**, the Code of Ordinances for the County of Winnebago, Illinois, provides as in Section 2-357 (b) (1), Conditions for use. All procurements whose value equals or exceeds the competitive bidding threshold of \$30,000.00 shall be awarded by competitive sealed bidding in accordance with this section except as otherwise provided in 2-357(c) (Request for Proposals), 2-357(d) (Professional Services), 2-357(e) (Sole-Source), 2-357(f) (Emergency Procurements), 2-357(g) (Cooperative Joint Purchasing) or as provided by State statute; and

**WHEREAS**, Juvenile Justice Center building is in need of replacing the upper-level roof; and,

**WHEREAS**, the County went out for Bid #25B-2450 Roof Replacement at Juvenile Justice Center; and,

**WHEREAS**, the Operations and Administrative Committee of the County Board for the County of Winnebago, Illinois has reviewed the Bid Tab (Resolution Exhibit A) for the aforementioned purchase and recommends awarding to:

**MCDERMAID ROOFING AND INSULATING CO.**  
**1229 KISHWAUKEE STREET**  
**ROCKFORD, ILLINOIS 61104**

**NOW, THEREFORE, BE IT RESOLVED**, by the County Board of the County of Winnebago, Illinois, that the Director of Purchasing is authorized to issue a County Purchase Order, on behalf of the County of Winnebago, in the amount of \$102,740 to McDermaid Roofing and Insulating Co., Rockford, IL 61104.

**BE IT FURTHER RESOLVED**, that this Resolution shall be in full force and effective immediately upon its adoption and the Clerk of the County Board is hereby authorized to prepare and deliver certified copies of this Resolution to the Director of Court Services, Juvenile Detention Center Administrator, Director of Purchasing, Finance Director, Facilities Director, County Board Office and County Auditor.

Respectfully Submitted,  
**OPERATIONS AND ADMINISTRATIVE COMMITTEE**

**AGREE**

**DISAGREE**

\_\_\_\_\_  
PAUL ARENA, CHAIR

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PAUL ARENA, CHAIR

\_\_\_\_\_  
VALERIE HANSERD

\_\_\_\_\_  
VALERIE HANSERD

\_\_\_\_\_  
JOHN BUTITTA

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JOHN BUTITTA

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JOE HOFFMAN

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JOE HOFFMAN

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KEITH McDONALD

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KEITH McDONALD

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MICHAEL THOMPSON

\_\_\_\_\_  
MICHAEL THOMPSON

\_\_\_\_\_  
CHRISTINA VALDEZ

\_\_\_\_\_  
CHRISTINA VALDEZ

The above and foregoing Resolution was adopted by the County Board of the County of  
Winnebago, Illinois this \_\_\_\_ day of \_\_\_\_\_ 2026.

ATTESTED BY:

\_\_\_\_\_  
**JOSEPH CHIARELLI**  
CHAIR OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

\_\_\_\_\_  
**LORI GUMMOW**  
CLERK OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS



# WINNEBAGO COUNTY

— ILLINOIS —

## BID TAB

### 25B-2450 UPPER ROOF REPLACEMENT AT JUVENILE JUSTICE CENTER

**BID OPENING - JANUARY 26, 2026 @ 10:00 AM**

| VENDOR NAME                                                        | MCDERMAID ROOFING AND<br>INSULATING CO.<br>ROCKFORD, IL | DISTINCTIVE ROOFING, INC.<br>ROCKFORD, IL | HC ANDERSON ROOFING CO.<br>INC.<br>ROCKTON, IL |
|--------------------------------------------------------------------|---------------------------------------------------------|-------------------------------------------|------------------------------------------------|
| PRICE FOR MATERIALS                                                | \$44,665.00                                             | \$45,000.00                               | \$85,632.00                                    |
| PRICE FOR LABOR                                                    | \$58,075.00                                             | \$47,000.00                               | \$80,000.00                                    |
| PRICE FOR SQ. FT. INSULATION<br>(TO REPLACE DAMAGED<br>INSULATION) | \$4.75                                                  | \$4.05                                    | NONE GIVEN                                     |
| LEAD DAYS FOR MATERIALS                                            | 14 DAYS                                                 | 30 DAYS                                   | 14 DAYS                                        |
| NUMBER OF DAYS TO COMPLETE<br>WORK                                 | 14 DAYS                                                 | 15 DAYS                                   | 13 DAYS                                        |
| PROJECT TOTAL COST                                                 | \$102,740.00                                            | \$116,620.00                              | \$165,632.00                                   |

Winnebago County Purchasing Department  
404 Elm St, Rm 202, Rockford, IL 61101 | [www.wincoil.gov](http://www.wincoil.gov)  
Phone: (815) 319- 4380 | Email: [purchasing@purchasing.wincoil.gov](mailto:purchasing@purchasing.wincoil.gov)



# WINNEBAGO COUNTY

— ILLINOIS —

## BID TAB

### 25B-2450 UPPER ROOF REPLACEMENT AT JUVENILE JUSTICE CENTER

**BID OPENING - JANUARY 26, 2026 @ 10:00 AM**

| VENDOR NAME                                                        | CPR ROOFING INC.<br>LOVES PARK, IL | PROVANTAGE<br>WATERPROOFING<br>SAINT CHARLES, IL | TAZA CONSTRUCTION DBA TILES<br>IN STYLES SOUTH HOLLAND, IL |
|--------------------------------------------------------------------|------------------------------------|--------------------------------------------------|------------------------------------------------------------|
| PRICE FOR MATERIALS                                                | \$68,287.00                        | \$87,000.00                                      | \$159,100.00                                               |
| PRICE FOR LABOR                                                    | \$74,367.00                        | \$100,000.00                                     | \$90,400.00                                                |
| PRICE FOR SQ. FT. INSULATION<br>(TO REPLACE DAMAGED<br>INSULATION) | \$4.25                             | \$8.00                                           | \$4.20                                                     |
| LEAD DAYS FOR MATERIALS                                            | 15 DAYS                            | 14 DAYS                                          | 28 DAYS                                                    |
| NUMBER OF DAYS TO COMPLETE<br>WORK                                 | 14 DAYS                            | 7 DAYS                                           | 20 DAYS                                                    |
| PROJECT TOTAL COST                                                 | \$142,654.00                       | \$187,000.00                                     | \$249,500.00                                               |



# WINNEBAGO COUNTY

— ILLINOIS —

## BID TAB

### 25B-2450 UPPER ROOF REPLACEMENT AT JUVENILE JUSTICE CENTER

**BID OPENING - JANUARY 26, 2026 @ 10:00 AM**

| VENDOR NAME                                                        | STERLING COMMERCIAL<br>ROOFING<br>STERLING, IL | BP ROOFING SOLUTIONS<br>LOVES PARK, IL | L MARSHALL, INC.<br>GLENVIEW, IL |
|--------------------------------------------------------------------|------------------------------------------------|----------------------------------------|----------------------------------|
| PRICE FOR MATERIALS                                                | \$62,516.00                                    | \$91,725.00                            | \$60,000.00                      |
| PRICE FOR LABOR                                                    | \$88,184.00                                    | \$54,625.00                            | \$137,000.00                     |
| PRICE FOR SQ. FT. INSULATION<br>(TO REPLACE DAMAGED<br>INSULATION) | \$4.25                                         | NONE GIVEN                             | \$10.00                          |
| LEAD DAYS FOR MATERIALS                                            | 14 DAYS                                        | 14 DAYS                                | 21 DAYS                          |
| NUMBER OF DAYS TO COMPLETE<br>WORK                                 | 10 DAYS                                        | 5 DAYS                                 | 13 DAYS                          |
| PROJECT TOTAL COST                                                 | \$150,700.00                                   | \$146,350.00                           | \$197,000.00                     |

Juvenile Justice Center  
211 S. Court Street Rockford, IL 61101

Upper Roof Replacement – Highlighted in Red Below



**ORDINANCE  
OF THE  
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS**

2026 CO \_\_\_\_\_

SUBMITTED BY: OPERATIONS AND ADMINISTRATIVE COMMITTEE

SPONSORED BY: JIM WEBSTER AND KEVIN MCCARTHY

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**ORDINANCE REGULATING DOOR-TO-DOOR SOLICITATION**

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**WHEREAS**, the County of Winnebago, Illinois (County) has an interest in protecting the health, safety and welfare of its citizens; and

**WHEREAS**, the Illinois Counties Code [55 ILCS 5/5-1058, hereinafter “the Statute”] grants counties the express power to regulate “hawkers, peddlers, itinerant merchants and transient vendors of merchandise in any area not within the corporate limits of a municipality which licenses or regulates hawkers, peddlers, itinerant merchants, and transient vendors of merchandise,” within the parameters set forth in the Statute; and

**WHEREAS**, the Code of Ordinances of Winnebago County does not presently contain a regulation concerning door-to-door solicitation; and

**WHEREAS**, the County has an interest in the prevention of fraud and crime, and in the protection of its residents from undue harassment and unreasonable infringements of their privacy; and

**WHEREAS**, the County finds that it is in the best interests of the people of Winnebago County, Illinois to enact an Ordinance consistent with the parameters established under the Statute.

**NOW, THEREFORE, BE IT ORDAINED**, by the County Board of the County of Winnebago, Illinois, as follows:

Section 1. That the foregoing recitals shall be and are hereby incorporated as findings of fact as if said recitals were fully set forth herein;

Section 2. That the Winnebago County Code of Ordinances is hereby amended by adding a Chapter 91, Door-to-Door Solicitation, as set forth in Exhibit A, which is attached to this Ordinance;

Section 3. That this Ordinance shall be in full force and effect immediately upon signing; and

Section 4. That the Clerk of the County Board is hereby directed to prepare and deliver a copy of this Ordinance to the County Administrator, the Winnebago County Sheriff, and the County Board Office.

## **EXHIBIT A**

### **Chapter 91- DOOR-TO-DOOR SOLICITATION**

#### **ARTICLE I. - IN GENERAL**

##### **Sec. 91-1. - Short title.**

This Chapter shall be known, cited and referred to as the "Door-to-Door Solicitation Ordinance of Winnebago County".

##### **Sec. 91-2. -Purposes of Chapter.**

The purpose of this Chapter is to protect the County's residents from undue harassment and unreasonable infringements of their privacy and also to prevent crime and fraud. This Chapter is intended to apply to door-to-door solicitation for commercial purposes, and is not intended to apply to religious, charitable, or political organizations; nor is it intended to interfere with the free exercise of rights traditionally guaranteed to heightened protections under the First Amendment to the United States Constitution (e.g., religious proselytizing, political speech, distribution of hand bills). The business and operation of any solicitor in conformance with this Article shall not be interpreted as an endorsement of any solicitor by the County, its elected officials, or its employees.

##### **Sec. 91-3. - Interpretation of undefined words.**

Words not defined in this chapter shall be interpreted in accordance with definitions contained in Webster's New Collegiate Dictionary®, Eleventh Edition.

##### **Sec. 91-4. Definitions.**

The following words, terms and phrases, when used in this Chapter, shall have the meanings ascribed to them as follows, except where the context clearly indicates a different meaning:

*Owner or Occupant* means any person who is the owner, resident or tenant of a residence.

*Residence* means every separate living unit occupied for residential purposes by one or more persons contained within any type of building or structure, including the common areas inside multiple dwelling buildings.

*Solicit or Soliciting*: The act of engaging in solicitation.

*Solicitation* means any one or more of the following activities engaged in at a residence without prior consent of the owner or occupant, which are performed by approaching

the residence with the intention of speaking to the owner or occupant by knocking, ringing a doorbell, or other form of requesting immediate direct communication with the owner or occupant:

- 1) Seeking to propose or engage in a commercial transaction involving a sale, an offer for a sale, delivery of a good or service, sale or transfer of real property, or any other commercial exchange, subscription, or similar transaction; and
- 2) Seeking to obtain personal information to enroll or apply for a service (e.g., insurance policies or energy services).

*Solicitation* does not include distribution of mailbox flyers, door hangers, or other notes inviting the owner or an occupant of the residence from contacting an individual or entity.

*Solicitation* does not mean political, charitable or religious activities that are guaranteed to heightened protections under the First Amendment to the United States Constitution, such as distribution of religious pamphlets or the collection of signatures in support of candidates for public office or referendum questions.

*Solicitor* means a person engaged in the act of solicitation, including: hawkers, peddlers, itinerant merchants, and transient vendors of merchandise.

#### **Sec. 91-5. Regulations.**

- a) *Solicitors*. A person who solicits, or assists in solicitation, in an area of unincorporated Winnebago County must conform to the following regulations:
  - 1) Register with the Clerk of Winnebago County, at no charge to the registrant.
  - 2) Only solicit between the hours of 10:00 a.m. and 5:00 p.m. on a weekday(s) or on a Saturday(s). No solicitation is allowed on Sunday(s).

#### **Sec. 91-6. Registration.**

- a) It shall be unlawful for any person or business to engage in solicitation without first registering with the Clerk of Winnebago County and obtaining a certificate of registration. Prior to engaging in solicitation, a copy of the certificate of registration shall be delivered by the solicitor to the Winnebago County Sheriff's Office.
- b) The solicitor shall provide their complete name, address, email and phone number, along with the name, address, email and phone number, of any firm/business they represent, and the nature of the product or services in which they are engaged in soliciting. Upon request of the Clerk, the individual must provide a state-issued photo identification card for verification purposes.
- c) Solicitor registrations are not transferable from person to person or from business or employer to business or employer. If the information required to be provided for

registration changes, the solicitor shall relinquish his or her current registration and obtain a new certificate of registration.

- d) No person shall make any false statement upon an application for a certificate of registration. Providing false information will be cause for immediate revocation of the certificate of registration.
- e) Each person shall, at all times while engaged in, or assisting in, the business of soliciting in unincorporated Winnebago County carry upon his or her person the certificate of registration or a legible photocopy thereof issued pursuant to this chapter. This certificate shall be exhibited by the solicitor whenever he or she is requested to do so by a Winnebago County Sheriff's deputy or by any person being solicited.
- f) Any registration pursuant to this chapter may be revoked by the Winnebago County Sheriff upon conviction of, or plea of liable, or a finding by a hearing officer to any violation by the solicitor of this Chapter, or any other similar ordinance.
- g) Registration shall expire on December 31st of each year and must be renewed by the solicitor.

#### **Sec. 91-6. Enforcement.**

- a) Violations of this Chapter shall be enforced by the Winnebago County Sheriff or his or her designee(s) and, at his or her discretion, may proceed through the administrative adjudication process that is set forth in Chapter 4 of this Code.

#### **Sec. 91-7. Penalty.**

- a) Any person who violates any provision of this Chapter shall be deemed to have committed an ordinance violation and shall be fined \$100 per each violation. Each 24 hour period in which, or during which, a violation occurs shall constitute a separate offense.

Respectfully submitted,  
**OPERATIONS AND ADMINISTRATIVE COMMITTEE**

**AGREE**

\_\_\_\_\_  
Paul Arena, Chair

\_\_\_\_\_  
Valerie Hanserd, Vice Chair

\_\_\_\_\_  
John Butitta

\_\_\_\_\_  
Joe Hoffman

\_\_\_\_\_  
Keith McDonald

\_\_\_\_\_  
Michael Thompson

\_\_\_\_\_  
Christina Valdez

**DISAGREE**

\_\_\_\_\_  
Paul Arena, Chair

\_\_\_\_\_  
Valerie Hanserd, Vice Chair

\_\_\_\_\_  
John Butitta

\_\_\_\_\_  
Joe Hoffman

\_\_\_\_\_  
Keith McDonald

\_\_\_\_\_  
Michael Thompson

\_\_\_\_\_  
Christina Valdez

The above and foregoing Ordinance was adopted by the County Board of the County of Winnebago, Illinois this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Joseph V. Chiarelli, Chairman of the  
County Board of the County of  
Winnebago, Illinois

ATTEST:

\_\_\_\_\_  
Lori Gummow, Clerk of the  
County Board of the  
County of Winnebago, Illinois

# **Update on the Regional Board of Education**

# **Update on Animal Services Operation**

# **Update on Space Needs Study**

# **Other Matters**

# **Future Agenda Items**

**Adjournment**