

## **UPCOMING MEETINGS**

### **Tuesday, May 5, 2020**

7:00 A.M. Highway Committee Meeting – Highway Department in Roberts

### **Wednesday, May 6, 2020**

9:00 A.M. Sheriff Committee Meeting – Sheriff's Boardroom

### **Thursday, May 7, 2020**

8:30 A.M. Finance Committee Meeting – Small Courtroom in Courthouse

### **Monday, May 11, 2020**

7:00 P.M. County Board Meeting – Sheriff's Boardroom





# Ford County Coroner's Office

200 W. State

Paxton, IL 60957

1-217-379-9411 Office

Richard Flessner  
Coroner

## MONTH END REPORT MARCH 2020

TOTAL DEATH INVESTIGATIONS	14
TOTAL RESIDENT DEATHS	10
TOTAL NON-RESIDENT DEATHS	4
Past Inquires or <u>Inquests Pending</u>	0
Inquires Pending this month	0
1) Natural Death Investigations	14
2) Undetermined Death	0
3) Suicide	0
4) Homicide	0
5) Accidental Death	0
5a) Accidental Motor Vehicle Death	0
5b) Accidental Drug or Alcohol Death	0
AUTOPSIES	0
TOXICOLOGY	0
EXTERNAL EXAMINATIONS	0
HOSPICE CASE-----	11
INQUESTS CONDUCTED	0
CREMATION PERMITS INVESIGATED AND ISSUED	5
NOTIFICATIONS FOR OTHER COUNTIES	0
ORGAN & TISSUE DONATION	1
INVESTIGATIONS RETURNED TO THE MEDICAL PROFESSION	0
CREMATION PERMIT FEES RECIEVED	\$ 500.00
REPORT FEES	0.00
MISC.FEES (Grant)	4336.00
TOTAL REVENUE	\$4836.00

RESPECTFULLY SUBMITTED,

RICHARD FLESSNER  
FORD COUNTY CORONER





# COUNTY CLERK & RECORDER'S OFFICE

To the Chairman of the County Board of Ford County:

I, Amy Frederick, County Clerk and Recorder, in and for the County of Ford and State of Illinois, respectfully present the following report of all the fees and emoluments of my office, for the month of **MARCH 2020** and during the month where I state the gross amount of all fees.

## COUNTY CLERK

REVENUE FOR THE MONTH	RECORDING FEES	VITAL RECORDS	MISC FEES	COUNTY TAX STAMPS 1/3	TAX CLERK FEES	COUNTY CLERK REVENUE	DEDICATED FUNDS AUTO REC. FEE (RSSA)	DEDICATED FUNDS AUTO VITAL FEE (VRSSA)	DOMESTIC VIOLENCE FUND (DVF)	GIS	RENTAL HOUSING SURCHARGE (RHSP)	DSC	DELINQUENT TAXES COLLECTED
Dec-19	4,959.00	1,793.00	2,659.50	6,213.50	1,806.00	17,431.00	2,636.00	454.00	10.00	2,669.00	1,602.00	608.00	46,977.49
Jan-20	4,368.00	1,993.00	4,232.45	1,622.25	2,752.00	14,967.70	2,296.00	418.00	25.00	2,346.00	1,422.00	376.00	43,028.38
Feb-20	4,386.00	2,040.00	1,584.25	4,868.75	1,118.00	13,997.00	2,344.00	450.00	5.00	4,218.00	1,476.00	480.00	23,294.48
Mar-20	4,638.00	1,733.00	1,357.30	1,953.00	1,720.00	11,401.30	2,476.00	332.00	30.00	4,459.00	1,530.00	228.00	40,084.83
Apr-20						0.00							
May-20						0.00							
Jun-20						0.00							
Jul-20						0.00							
Aug-20						0.00							
Sep-20						0.00							
Oct-20						0.00							
Nov-20						0.00							
MID-YEAR	18,351.00	7,559.00	9,833.50	14,657.50	7,396.00	57,797.00	9,752.00	1,654.00	70.00	13,692.00	6,030.00	1,692.00	153,385.18
<b>TOTAL</b>	<b>18,351.00</b>	<b>7,559.00</b>	<b>9,833.50</b>	<b>14,657.50</b>	<b>7,396.00</b>	<b>57,797.00</b>	<b>9,752.00</b>	<b>1,654.00</b>	<b>70.00</b>	<b>13,692.00</b>	<b>6,030.00</b>	<b>1,692.00</b>	<b>153,385.18</b>

44.46% = Percent of estimated revenue generated for year to date.

Total County Clerk Receipt \$ 244,072.18  
Dedicated Funds = \$ 11,406.00

Total estimated revenue = \$ 130,000.00 Actual office revenue = \$ 57,797.00

STATE OF ILLINOIS }  
COUNTY OF FORD }

I, Amy Frederick, do solemnly swear that the foregoing account is in all respects just and true according to the best of my knowledge and belief, and that I have neither received directly or indirectly nor directly or indirectly agreed to receive or be paid for my own or another's benefit, any money, article or consideration than therein stated, nor am I entitled to any fee or emolument for the period therein mentioned, other than those specified.

Submitted this 2nd day of April 2020.

Ford County Clerk & Recorder



**FORD COUNTY  
OFFICE OF EMERGENCY MANAGEMENT  
200 W State Street Room B-5  
Paxton, IL 60957  
Phone 217-379-9415**


**Activity Report for 01 Mar. 2020 to Apr. 02, 2020**

03 March 2020	Ford County Highway Meeting (Roberts) Starcom 21 State Radio Drill (Paxton)
04 March 2020	Sheriffs Committee Meeting (Paxton) IEMA Annual Flood Preparation Meeting (ILEAS Urbana)
05 March 2020	Ford County Finance Meeting (Paxton) IESMA Communications Committee Meeting (Springfield)
09 March 2020	Ford County Board Meeting (Paxton)
11 March 2020	STIC Monthly Webinar (Paxton) NWS Spotter Training w/ Iroquois County EMA (Crescent City)
14 March 2020	COVID-19 Coronavirus Task Force Meeting (Gibson City)
18 March 2020	Activated Ford County EMA to Level 3 "Monitoring Phase" (Paxton)
23 March 2020	Activated Ford County EOC to Level 2 "Partial Activation" for COVID-19 (Paxton)

**Notes:**

EOP revision work continues.  
Working on County Sheltering plan. (Tabled until after COVID-19)  
Working updating Fire Department Resource list.

This report was Respectably Submitted By:

  
\_\_\_\_\_  
Terry L. Whitebird  
Ford County EMA



Monthly Report to the Ford County Board  
On Activities at the Highway Department  
April 2020

The Ford County Highway Department completed the following activities during the month March 2020.

Engineering Division

- Entered claims and allotments to various county and township funds.
- Assisted Maintenance Division.
- Worked on 2020 County and Township MFT contracts.

Maintenance Division

- Performed maintenance and repair on County owned equipment.
- Conducted routine inspection and maintenance of roads, entrances, shoulders and signs on county system.
- Removed snow from County Roads.
- Reclaiming shoulder stone with Grader
- Removed snow plows and wings from trucks.

County Engineer

- Met with Illinois Soil and Water Survey personnel to discuss FEMA insurance rate maps.
- Worked on 2020 construction contracts.
- Participated in Professional Development webinars.



# FORD COUNTY PROBATION AND COURT SERVICES

Stats for March 2020

## MARCH of 2020

### ADULTS:

<u>Active Caseload</u>		<u>Administrative Cases</u>	
Felony Cases	100	Active	45
Misdemeanors	65	Warrants	99
DUI Cases	75	TOTAL	144
Traffic Cases	23		
TOTAL	263		

### JUVENILES:

<u>Active Caseload</u>		<u>Administrative Cases</u>	
Probation	1	Active	2
Cont'd Supervision	6	Inactive	0
Informal	0	TOTAL	2
Other	0		
TOTAL	7		

### PUBLIC SERVICE:

<u>Adults</u>		<u>Juveniles</u>	
Cases	120	Cases	7
Hours	15505	Hours	255
TOTAL CASES:	127		
TOTAL HOURS:	15760		

### RESTORATIVE JUSTICE / DIVERSION:

Intakes this month 1

Cases reviewed this month 1

Active Conference/Diversion Cases Restorative Justice / Diversion 1

### INVESTIGATIONS:

PSI's ordered 0 PSI's completed 1  
Record Checks completed 1

### INTAKES:

Adults: 6 Juveniles: 1

### ELECTRONIC MONITORING / GPS:

Adults: 4 Juveniles: 0

### CONTACTS FROM POLICE AND / OR CLIENTS AFTER HOURS:

Police 7 Clients 13

### HOME / SCHOOL VISITS CONDUCTED DURING THE MONTH:

Home: 16 School 0

### RESTITUTION / COMMUNITY SERVICE COMPLETED:

Restitution collected this month: 2009.48

Community Service collected:

Adults: 868 Juveniles: 0

## MARCH 2019 (Same month last year)

### ADULTS:

<u>Active Caseload</u>		<u>Administrative Cases</u>	
Felony Cases	93	Active	49
Misdemeanors	84	Warrants	97
DUI Cases	75	TOTAL	146
Traffic Cases	53		
TOTAL	305		

### JUVENILES:

<u>Active Caseload</u>		<u>Administrative Cases</u>	
Probation	5	Active	2
Cont'd Supervision	13	Inactive	0
Informal	0	TOTAL	2
Other	0		
TOTAL	18		

### PUBLIC SERVICE:

<u>Adults</u>		<u>Juveniles</u>	
Cases	153	Cases	12
Hours	###	Hours	623
TOTAL CASES:	165		
TOTAL HOURS:	21177		

### VIOLATIONS:

Adult: 6 Juveniles: 0



**COMMUNITY MEETING ATTENDED THIS MONTH:**

Ford County Board Meeting

**TRAININGS / PRESENTATIONS COMPLETED DURING THIS MONTH:**

MRT Training \* 2 officers      AOIC JIDS Training via Webinar

AOIC CMO Training      Emergency Preparedness in a Pandemic Webinar

**TOTAL NUMBER OF HOURS WORKED OUTSIDE MON. - FRI. 8:30 - 4:30:**      12.5

<u>OFFICER CASELOAD</u>	<u>ADULTS</u>	<u>JUVENILES</u>	<u>PRE TRIAL</u>
Drug Court	1	0	
Jennifer Anderson	71	6	
Rocky Marron	96	0	
Ellen Maxey	6	0	96
Ariel Ochoa	106	2	
Suzanne Shell	15	0	
Warrant Status	114	1	

**INTAKES THIS MONTH:**

<u>Adult:</u>		<u>Juvenile:</u>	
Felony Cases	4	Probation	0
Misdemeanors	1	Cont'd Supervision	0
DUI Cases	1	Informal	1
Traffic Cases	0	Other	0
<b>TOTAL</b>	<b>6</b>	<b>TOTAL</b>	<b>1</b>

**CONFINEMENTS:**

Juvenile Detention      0

IDOC Commitments      0

Group Home      Adults: 1      Juveniles: 0

Residential Substance Abuse Treatment: Adults: 3      Juveniles: 0

**ADULT PROGRAMS ORDERED THIS MONTH:****COMPLETED THIS MONTH:**

Alcohol / Substance Abuse Assessment	1	0
DUI Assessment	1	3
Alcohol / Substance Abuse Treatment	0	0
DUI Education / Treatment	1	3
Victim Impact Panel	1	0
Cognitive Classes	1	0
Anger / Domestic Abuse Classes	0	3
Mental Health	1	0
Sex Offender Treatment	0	0
Shoplifting Course	0	0
Psychiatric / Psychological Assessment	0	0
Traffic School	0	1



Ford County Public Health Department  
Report to Ford County Board  
March 2020, Statistics

### Administration

Going through documents on external hard drive

Secured ability for all staff to access the shared drive while working at home

### Community Health

#### *Immunizations:*

Flu	0
Child	5
Adult	2
Lead Screening	6
Pregnancy test	0
Paternity test	0
TB skin tests	2
Blood Pressure checks	3

Vision screens	0
Hearing screens	0

#### *Investigations:*

Animal bites/Rabies	0
Chlamydia	3
Histoplasmosis	1
Salmonellosis	1

#### *Kempton Clinic:*

Seniors served	23
Home visits	4
Phone visits	7

### Environmental Health

#### *Inspections:*

Food	11
Well	1
Septic	0
Birds submitted	0
Radon kits	0
Water sample kits	5

#### *Smoke Free Illinois Act:*

Inspections	11
Passed	10

### Senior Programs

#### *Senior Information Services*

Over 60 clients	39
Under 60 clients	10
Total contacts	75

#### *Adult Protective Services*

Over 60 reports	10
Under 60 reports	0
Self-Neglect reports	1
Open cases	16

#### *Community Care Program*

Current clients	126
Nursing home screens	7

### Additional Activities

Continual updating and changing processes and addressing COVID-19



**Ford County Public Health Department**  
**Transaction Report**  
 March 1-26, 2020

CASH

Payables Account

Date	Num	Name	Memo/Description	Amount
Beginning Balance				
03/13/2020	3156	Danielle Walls	Mileage	-35.08
03/13/2020	3147	Ford County Treasurer	Payroll Reimbursement	-20,165.41
03/13/2020	3153	Pro-Type Printing	Printing services	-3,076.93
03/13/2020	3148	MCS Office Technologies	Computer Services	-842.00
03/13/2020	3160	Kami Kimmel	Mileage	-255.31
03/13/2020	3163	Nancy Mandamuna	Mileage	-250.70
03/13/2020	3152	Philip & Julie Foster	Septic Refund	-250.00
03/13/2020	3149	Mediacom	Phone	-212.43
03/13/2020	3158	Don McCall	Mileage	-202.40
03/13/2020	3162	Lana Sample	Mileage	-163.89
03/13/2020	3145	CDS Office Technologies	Copier Services	-160.30
03/13/2020	3155	Brandi Williams	Mileage	-155.25
03/13/2020	3157	Diane Tavenner	Mileage	-92.00
03/13/2020	3150	Paxton IGA	APS M Team	-9.57
03/13/2020	3159	IALEHA	Dues	-15.00
03/13/2020	3161	Karli Eastin	Mileage	-18.40
03/13/2020	3146	Elson's Paxton Sanitary	Garbage	-34.25
03/13/2020	3154	Quill	Office supplies	-36.77
03/13/2020	3164	Page Eads	Mileage	-54.05
03/13/2020	3151	Paxton Pest Solutions	Pest Control	-65.00
03/23/2020	315	Quickbooks	Accounting software	-70.00
03/23/2020	313	Walmart	Office supplies	-30.97
03/23/2020	312	Walmart	CCU ESS	-44.90
03/23/2020	314	UPS	Postage for Water Sample	-55.05
03/26/2020	3170	Nicor	Gas	-40.17
03/26/2020	3169	Miles of Smiles, Ltd.	Dental Contract	-8.40
03/26/2020	3172	Quill	Office supplies	-87.23
03/26/2020	3166	Ameren Illinois	Electric	-158.10
03/26/2020	3171	Pro-Type Printing	Printing services	-232.00
03/26/2020	3165	UPS	Voided	0.00
03/26/2020	3167	Ford County Treasurer	Payroll Reimbursement	-16,005.88
03/26/2020	3168	MCS Office Technologies	Computer Services	-6,223.25
3/26/2020	3173	usps	Postage	9.00





**FORD COUNTY SHERIFF'S OFFICE**

**MARCH 2020**

**ACTIVITY SUMMARY REPORT**

**INCOME RECEIVED**

\$77,860.00 – Boarding	\$672.04 – Misc. Reimbursements	\$40.00 – Work Release
\$ 3,333.34 – Contracts	\$260.00 – Bond Fees	
\$ 2,990.24 – Transports	\$194.00 – Arrestee Medical Fund	
\$ 1,534.82 – Civil Process	\$ 40.00 – Report Requests	
\$ 1,200.00 – Sheriff Sales	\$ 40.00 – Dedicated Vehicle Fund	

**TRAFFIC ACCIDENTS- 06**

**WARNING CITATIONS-12**

**TRAFFIC CITATIONS-22**

15 – Speeding	01 – Expired Registration
02 – DUI	01 – Expired Driver's License
02 – Operating Uninsured Vehicle	01 – Driving on Revoked Driver's License

**FIELD INCIDENT/COMPLAINT REPORTS**

32 – House Checks	05 – Welfare Checks	02 – Abuse Complaint
24 – Other Agency Assists	04 – Suspicious Person	01 - Burglary
17 – Civil/Non-criminal Complaints	03 – Missing Person	01 – Custody Dispute
14 – Motorist Assists	03 – Hazard Check	01 – Civil Dispute
06 – Investigation Follow-ups	02 – Noise Complaint	01 – City Ordinance Violation
06 – Suspicious Vehicle	02 – E911 Hang up	01 – Lock Out
05 – Traffic Complaint	02 – Damage to Property	01 – Property Standby
05 – Sex Offender Notification	02 – Car in Ditch	01 – Suspicious Activity
05 – Security Alarm Checks	02 – Animal Complaint	01 – Traffic Control

**CIVIL PROCESS ACTIVITY (SERVICES/ATTEMPTS)**

Court Summons: 19/41      Warrants: 9

**TOTAL FOR THE MONTH**

\$88,164.44

**FY20 TOTAL TO DATE**

\$211,814.46

**FORD COUNTY INMATES TOTAL MANDAYS TO DATE (2311)**

This Month's Ford County Inmate Mandays:403



**Matt Rock**  
*Zoning Office*  
*Ford County, Illinois*

MONTHLY REPORT  
TO THE CHAIRMAN OF THE COUNTY BOARD OF FORD COUNTY  
OF  
OFFICIAL FEES AND EMOLUMENTS RECEIVED

I, Matthew E. Rock, Zoning Enforcing Officer in and for the County of Ford and State of Illinois, respectfully present the following report of all the fees and emoluments of the Zoning Office, for the month ending March 31<sup>st</sup>, 2020 wherein I state the gross amount of all fees or emoluments.

NATURE OF SERVICES:

1 AG Use Permit Issued

Working on scheduling meetings for two conditional use applications that were submitted.

I do solemnly swear that the foregoing account is in all respects just and true according to the best of my knowledge and belief, and that I have neither received directly or indirectly nor directly or indirectly agreed to receive or be paid for my own or another's benefit, any other money, article or consideration than therein stated, nor am I entitled to any fee or emolument for the period therein mentioned, other than those therein specified.

Respectfully submitted this 31<sup>st</sup> day of March, 2020.

  
\_\_\_\_\_  
Zoning Enforcing Officer



RESOLUTION 20-

*Be it resolved by the Ford County Board to accept the following low bid:*

*Submitted by **Iroquois Paving Corporation for \$716,344.25** on April 7, 2020*

*Section Number 17-00136-00-RS, CH 17, aka 200N Road  
Beginning at 2250E Road and going Easterly to 2600E Road  
(Ford County)*

STATE OF ILLINOIS)

SS

COUNTY OF FORD)

*I, Amy Frederick, County Clerk in and for said County, in the state aforesaid and keeper of the records and files thereof, as provided by Statute, do hereby certify the foregoing to be a true, perfect, and complete copy of a resolution adopted by the County Board of Ford County at its meeting held at Paxton on April 13, 2020.*

*IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said County at my office in Paxton in said County this 13<sup>th</sup> day of April, 2020.*

(SEAL)

---

*Ford County Clerk*



RESOLUTION 20-

*Be it resolved by the Ford County Board to accept the following low bid:*

*Submitted by **Iroquois Paving Corporation for \$172,913.75** on April 7, 2020*

*Section Number 20-03000-00-GM, TR 102, aka 500N Road  
Beginning at 800E Road and going Easterly to 1000E Road  
(Dix Township Motor Fuel Tax)*

STATE OF ILLINOIS)

ss

COUNTY OF FORD)

*I, Amy Frederick, County Clerk in and for said County, in the state aforesaid and keeper of the records and files thereof, as provided by Statute, do hereby certify the foregoing to be a true, perfect, and complete copy of a resolution adopted by the County Board of Ford County at its meeting held at Paxton on April 13, 2020.*

*IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said County at my office in Paxton in said County this 13<sup>th</sup> day of April, 2020.*

(SEAL)

---

*Ford County Clerk*



**PROCLAMATION OF A DISASTER IN FORD COUNTY RELATED TO  
COVID-19**

**WHEREAS**, a significant outbreak of the novel strain of Coronavirus ("COVID-19") emerged in China and is now present in the United States of America; and

**WHEREAS**, the President of the United States of America, Donald Trump, did proclaim, on March 13, 2020, that COVID-19 is a national emergency and Governor of the State of Illinois, J.B. Pritzker, declared a statewide disaster on March 9, 2020; and

**WHEREAS**, COVID-19 is a novel severe acute respiratory illness that can spread among people through respiratory transmissions, along with other methods; and

**WHEREAS**, statistically, certain populations are at a higher risk of experiencing more severe illness as a result of contracting COVID-19, including older adults and those suffering from serious chronic medical conditions such as heart disease, diabetes, hypertension, and/or lung disease; and

**WHEREAS**, Ford County is continuing its efforts to prepare for any eventuality given the effects an outbreak of COVID-19 has had in other communities throughout the State of Illinois and the United States; and

**WHEREAS**, the CDC currently recommends community preparedness and everyday prevention measures be taken by all individuals and families in the United States, including voluntary home isolation when individuals are sick with respiratory symptoms, covering coughs and sneezes with a tissue, washing hands often with soap and water for at least 20 seconds, wearing a cloth face mask when outside of the home, and routinely cleaning frequently touched surfaces and objects to increase community resilience and readiness for responding to an outbreak; and

**WHEREAS**, it is the policy of Ford County to be prepared to address any disasters and therefore, it is necessary and appropriate to make additional resources within Ford County available to ensure that the effects of COVID-19 are mitigated and minimized and that residents and visitors in Ford County remain safe and secure; and

**WHEREAS**, this proclamation will activate the Ford County Emergency Operations Plan by proclaiming that a disaster exists within Ford County, this proclamation of disaster will assist the residents of Ford County by and through its Emergency Management Agency, the Ford County Public Health Department, and through the coordination of federal, state, county, and municipal resources and response activities, in an effort to prevent and reduce further damage and hazards, protect the health and safety of persons, protect property and provide emergency response;



**NOW THEREFORE WE**, the Ford County Board, pursuant to the Illinois Emergency Management Act, 20 ILCS 3305/11, proclaims that a disaster does exist within Ford County, Illinois.

This proclamation is effective this 13<sup>th</sup> day of April 2020 and shall continue for the duration of the threat from the COVID-19 pandemic to Ford County, which will be determined by the Ford County Board with guidance from the Ford County Public Health Department.

Approved this 13<sup>th</sup> day of April 2020

---

Robert Lindgren  
Ford County Board Chairman

---

Chase McCall  
Ford County Board Vice-Chairman

---

Amy Frederick,  
Ford County Clerk and Recorder



## MUTUAL AID AGREEMENT

THIS MUTUAL AID AGREEMENT is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, (hereinafter "Agreement") by and between the Ford County Emergency Management Agency ("FCEMA") and the Paxton Emergency Management Agency, ("PEMA").

1. **PURPOSE.** The purpose of this Agreement is to establish the terms and conditions by which either party may request aid and assistance from the other party in responding to an emergency or disaster that exceeds the resources available in the requesting party's territorial jurisdiction.
  
2. **TERMS OF AGREEMENT.** This Agreement is effective upon the day and date of the last signature affixed hereto. This Agreement shall remain in full force and effect until terminated by the parties. The Agreement may be terminated, without cause, by either party upon thirty (30) days written notice, which shall be delivered to the other party by hand or by certified mail sent to the address listed herein.
  
3. **EXECUTION OF THE AGREEMENT.** This Agreement shall be authorized and approved by the governing body of each party to the agreement. Therefore, this Agreement document shall be executed four times such that FCEMA will have two (2) executed copies with original seals and signatures and PEMA will have two (2) executed copies with original seals and signatures.
  
4. **DEFINITIONS.**

"Assistance" includes a party's local emergency response agency personnel, equipment, facilities, services, supplies, aid, and other resources which are requested by Recipient from Provider.

"Authorized Representative" means the parties' employee(s) who are authorized to request, to offer, or to otherwise provide assistance under the terms of this Agreement. A list of authorized representatives identified by name and position or office, shall be attached to the executed copy of this Agreement. Unless otherwise notified, in the event of personnel changes the parties agree that a successor to a position or office is a duly authorized representative.

"Disaster" means any emergency which has been officially declared a 'disaster' by gubernatorial or presidential executive order.

"Emergency" means any incident or situation—that has occurred, is occurring or will occur in the immediate future—that poses a major threat to public safety and causes or threatens to cause loss of life, serious injury, significant damage to property, or major harm to public health or the environment, as a result of an occurrence or imminent threat of widespread or severe damage or loss of life or property, resulting from a natural, technological, or manmade emergency situation, and which a local entity has declared as being beyond the capabilities of its local emergency response agencies.

"Employee" means a person providing emergency response services who is under the exclusive direction or control of a party or local emergency response agency,



whether the person is compensated for those services (e.g. wages) or is employed in a volunteer capacity.

"Incident Command System" (ICS) means a standardized on-scene emergency management chain of command process during an incident which applies to all response personnel from multiple disciplines, response agencies and/or jurisdictions. ICS is used to centralize control of the facilities, equipment, personnel, procedures, and communications resources of multiple jurisdictions and functional agencies, both public and private, under a common organizational structure and mobilize such resources to best respond to the emergency incident.

"Local emergency declaration" means the written document, signed by a local entity's chief executive officer, as approved by the local entity's governing body, which specifies and attests to the occurrence or imminent threat of an emergency that is beyond the capability of all resources available to the local entity within its geographical boundaries.

"Local emergency management agency" means the organizational unit of a municipality, county or fire district with primary jurisdiction, responsibility, and authority for coordinating all homeland security and emergency management activities within the local entity's specified geographical boundaries.

"Local emergency response agency" means a governmental agency or privately organized entity that provides emergency response services, including the following: Fire, Law Enforcement, Emergency Medical, Transportation, Communications, Incident Command, Public Works and Engineering, Building Inspection, Planning, Staging and Information Assistance, Mass Care, Citizen Corps, Public Health, Medical Service Providers, Search and Rescue, Evacuee Shelters.

"Local entity" means a municipality, county or fire district.

"Provider" means the party that furnishes, or is requested to furnish, assistance under the terms of this Agreement.

"Recipient" means the party that requests or receives assistance under the terms of this Agreement.

## 5. PROCEDURES FOR REQUESTING AND PROVIDING MUTUAL AID.

**a. Requests for Assistance.** When either party becomes affected by, or is under imminent threat of, an emergency or disaster and has officially declared an emergency, it may request emergency-related mutual aid assistance through an authorized representative by submitting a written request, or an oral request followed as soon as practicable by written confirmation, to the other party. Recipient shall not request assistance unless resources available within the stricken area are deemed inadequate. Requests for assistance must be transmitted by an authorized representative of Recipient.

**b. Required Information.** Each request for assistance shall provide the following information to the extent known by Recipient:



Local Emergency Declaration(s): Identification of all local entities that have formally declared an emergency.

Stricken Area and Status: A general description summarizing the condition of the community (e.g. whether disaster or emergency is imminent, in progress or has already occurred) and of the damage sustained to date.

Incident Command: Identification of the Incident Commander(s) and the person(s) to which Provider's supervisory personnel will report upon arrival at the designated staging location.

Request for Assistance: Identification of amount and type of personnel, equipment, materials, and supplies needed and a reasonable estimate of the length of time they will be needed by Recipient, including:

Services and Infrastructure: Identification of available public services and infrastructure systems in Recipient's geographical limits, if any, as well as identification of those public services and infrastructure systems made unavailable by the emergency and which Recipient is requesting assistance reestablishing.

Facilities: Identification of the type(s) of sites, structures or buildings outside of Recipient's geographical limits being requested to serve as relief centers, shelters, or staging areas for incoming emergency personnel, goods and services.

Length of Deployment: Unless a shorter or longer duration is identified in the initial request for assistance, the normal initial duration of Provider's assistance shall be seven days and may be extended, if necessary, in seven day increments.

Food, Housing, Self Sufficiency and Travel: Unless Recipient's request for assistance specifies self-sufficient personnel and resources only, Recipient shall be responsible for providing food and housing for Provider's personnel from the time of their arrival at a designated location to the time of their departure. However, Provider's personnel will be, to the greatest extent possible, self-sufficient while working in the emergency or disaster area. Recipient shall be responsible for transportation costs for Provider's personnel traveling to and from the stricken area, subject to the reimbursement provisions of this Agreement.



Communications: Identification of the command structure and contact person(s) therein who will coordinate communications between Provider's personnel and Recipient. Provider shall furnish communications equipment sufficient to maintain internal communications between its own personnel during deployment.

Rights and Privileges: Assurances that Provider's personnel rendering assistance under the terms of this Agreement shall have the same powers, duties, rights, privileges and immunities incidental to their regular employment or position with Provider.

- c. **Providing Assistance.** No party is required to provide assistance under this Agreement unless it determines that it has sufficient resources to do so. The parties agree that when an authorized representative of Recipient contacts an authorized representative of Provider, Provider will assess its local emergency response agencies' resources to determine the availability of requested personnel, equipment and other assistance, including the feasibility of deploying the same without advance compensation. Provider agrees to communicate information about the availability of resources to Recipient within approximately four (4) hours, and not later than twenty-four (24) hours, from the initial contact.
- d. **State and Federal Assistance.** Unless otherwise agreed to by Provider, Recipient shall be responsible for coordinating all requests for assistance to local, state, or federal authorities.
- e. **Unified Incident Command System.** The parties agree that Recipient shall coordinate and utilize a standard ICS, to the greatest extent possible, for an emergency requiring mutual aid assistance under this Agreement. Recipient's ICS shall be consistent with the concepts and principles of the National Incident Command System (NIMS) developed by the U.S. Department of Homeland Security. The parties agree that Recipient's ICS must allow for Unified Command (UC) to provide the most efficient and effective means for communication between and coordination of personnel and resources 1) deployed by various agencies and jurisdiction at the federal, state, and local levels; 2) deployed to an emergency occurring in two or more jurisdictions; or 3) deployed to an emergency occurring near the geographic boundary between two or more jurisdictions. Utilization of UC and ICS shall not be interpreted as increasing or decreasing the authority, responsibility, and accountability inherent to a local emergency response agency deployed by Provider under the terms of this Agreement.
- f. **Supervision and Control.** The parties agree that Provider's personnel, equipment and resources will be under the operational control of Recipient. Direct supervision and control of personnel, equipment and resources shall remain with Provider's designated supervisory personnel and Recipient



shall advise Provider's supervisory personnel of the work tasks to be assigned to Provider's personnel. While deployed under the terms of this Agreement, the responsibilities of Provider's supervisory personnel shall include: maintaining daily time records, material records, and logs of equipment hours; overseeing the use, operation and maintenance of Provider's equipment and other resources; and regularly reporting to ICS about progress made and/or set-backs encountered.

- g. Recall of Personnel.** The parties agree that Provider's personnel and other resources shall remain subject to recall at any time. Provider shall give Recipient at least twenty-four hours advance notification of its intent to withdraw personnel or resources. If such notice is not practicable, Provider shall give Recipient the most immediate and earliest possible notice of the recall.
- h. Summary Report.** Within twenty (20) days of the return of all personnel and resources deployed under this Agreement, Recipient will prepare a report summarizing the event and provide a copy to Provider. The report shall include a chronology of events and a description of personnel, equipment, materials and other aid provided to Recipient by Provider. The summary reporting requirement may be satisfied by sending Provider a copy of any after action report required by state or federal authorities which contains the requisite information.

**6. REIMBURSEMENT.** Unless otherwise agreed upon by Recipient and Provider, the terms and conditions governing reimbursement for assistance provided under this Agreement shall be in accordance with the following provisions:

- a. Personnel.** During the period of assistance, Provider shall continue to pay its employees according to its then prevailing ordinances, rules, and regulations. Recipient shall reimburse Provider for all direct and indirect payroll costs and actual expenses (including travel expenses, benefits, and workers' compensation premiums, claims and expenses) attributed to, and incurred as a result of, providing assistance to Recipient. Actual expenses includes amounts paid to backfill personnel but only to the extent those expenses exceed the regular, or base, pay of such deployed personnel (e.g. if the wages paid to a backfill employee for 50 hours consist of 40 hours at the employee's regular pay rate of \$10 per hour and 10 hours overtime at a 1½ times the regular pay rate—or, \$15 per hour—only the additional \$5 per hour for 10 hours overtime may be considered an actual expense of Provider's assistance to Recipient.)
- b. Equipment.** Provider shall be reimbursed by Recipient for the use of its equipment during the period of assistance according to the lesser of, 1) the rates established by the rules of the Wyoming Office of Homeland Security; 2) the rates established by the regulations of the Federal Emergency



Management Agency at 44 CFR 206.228; or 3) the actual replacement, operation, and maintenance expenses incurred by Provider. Each party shall maintain its own equipment in safe and operational condition. At the request of Provider, fuels, miscellaneous supplies, and minor repairs may be provided by Recipient, if practical. If the equipment charges are based on the pre-established state or federal hourly rates, then Provider's charges to Recipient shall be reduced by the total value of the fuels, supplies, and repairs furnished by Recipient and by the amount of any insurance proceeds received by Provider.

- c. Materials and Supplies.** Provider shall be reimbursed for all materials and supplies furnished by it and used or damaged during the period of assistance, except for the costs of equipment, fuel, maintenance materials, labor and supplies, which shall be included in the equipment rates established above. No reimbursement may be sought for materials or supplies damaged by the gross negligence or willful and wanton misconduct of Provider's personnel. The measure of reimbursement shall be determined in accordance with 44 CFR 206.228 or other state and federal regulations in effect at the time of the disaster. In the alternative, the parties may agree that Recipient will replace, with like kind and quality as determined by Provider, the materials and supplies used or damaged. If such an agreement is reached, it shall be reduced to writing and duly approved by the governing body of each party.
- d. Record Keeping.** Provider shall maintain records and submit invoices for reimbursement to Recipient in accordance with existing policies and practices. Recipient is responsible for making sure that Provider's personnel have the information, directions, and assistance necessary to meet any specific record keeping needs, including such record keeping required to seek state or federal reimbursement assistance.
- e. Payment.** Provider shall bill Recipient for all reimbursable expenses with an itemized statement as soon as practicable after the expenses are incurred, but not later than sixty (60) days following the period of assistance, unless the deadline for identifying damage is extended in accordance with applicable federal or state regulations. Recipient shall pay the bill, or advise of any disputed items, not later than sixty (60) days following receipt of the statement.
- f. Federal or State Aid.** Recipient's duty to reimburse Provider for its assistance is in no way contingent upon the availability of federal or state aid nor Recipient's receipt of the same.
- g. Waiver of Reimbursement.** Provider, or any agency or subdivision thereof, reserves the right to assume or donate, in whole or in part, the costs associated with any loss, damage, expense or use of personnel, equipment



and resources provided. Provider shall inform Recipient of the waiver as soon as practicable after the expenses are incurred, but not later than sixty (60) days following the period of assistance. Provider shall send Recipient written documentation that Provider's governing body ratified and/or expressed approval of the decision not to seek reimbursement.

- 7. INSURANCE.** Each party shall be responsible for its own actions or omissions and those of its employees. Unless otherwise agreed upon by Recipient and Provider, it is agreed that each party shall be individually responsible for providing insurance coverage in accordance with the following provisions and subject to the terms of the Reimbursement section herein:

- a. Unemployment and Workers' Compensation Coverage.** During the period of assistance, each party shall maintain its own unemployment insurance and workers' compensation insurance coverage, as required by law, for its employees and shall require the same from its local emergency response agencies.
- b. Automobile Liability Coverage.** During the period of assistance, each party shall be responsible for complying with the state motor vehicle laws including the registration, licensing and liability coverage for its own vehicles. The parties shall provide automobile liability insurance coverage of not less than Five Hundred Thousand Dollars (\$500,000.00) per occurrence for owned, non-owned, and hired vehicles, or shall maintain a comparable self-insurance program. If a party's emergency response utilizes services from a local emergency response agency that is a private or volunteer based entity with response vehicles titled in the entity's name, the party utilizing such services shall be responsible for guaranteeing that the entity has the automobile liability coverage as outlined in this section.
- c. General Liability, Public Officials Liability, and Law Enforcement Liability.** To the extent permitted by law and without waiving sovereign immunity, each party shall be responsible for any and all claims, demands, suits, actions, damages, and causes of action related to or arising out of or in any way connected with its own actions or omissions, and those of its employees, in providing mutual aid assistance rendered or performed pursuant to the terms and conditions of this Agreement.
- d. General Insurance Policy Requirements.** All insurance policies required under this Agreement shall be in effect during the period of assistance. All policies shall be primary and not contributory. During the period of assistance, parties shall pay the premiums on the required policies and shall not allow the policies to be revoked, canceled, amended, or allowed to lapse without thirty (30) days notification to the other party, if possible, or shall otherwise provide such notification immediately upon learning that a policy has been, or will be, revoked, canceled, amended, or allowed to lapse.



8. **SOVEREIGN IMMUNITY.** By entering into this agreement, the parties do not waive any governmental or sovereign immunity. Each party specifically retains all immunities and defenses available to it as a sovereign or governmental entity pursuant state law. Designations of venue, choice of law, enforcement actions, and similar provisions shall not be construed as a waiver of sovereign immunity.
9. **INDEMNIFICATION.** Each party to this Agreement shall assume the risk of any liability arising from its own actions or omissions or the actions or omissions of its employees and agents at all times. Neither party agrees to insure, defend, or indemnify the other. To the extent a party does not maintain the proper levels of liability and other insurance coverage pursuant to the terms of this Agreement, the party's liability for being uninsured, or underinsured, shall not be construed as a waiver of its governmental or sovereign immunities.
10. **THIRD PARTY BENEFICIARY RIGHTS.** The parties do not intend to create in any other individual or entity the status of third party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties, and obligations contained in this Agreement shall operate only between and among the parties to this Agreement, and shall inure solely to the benefit of such parties. The provisions of this Agreement are only intended to assist the parties in determining and performing their obligations under this Agreement. The parties expressly agree that only parties signatory to this Agreement shall have any legal or equitable right to seek to enforce its provisions, to seek any remedy arising out of a party's performance or failure to perform any term or condition herein, or to bring an action or suit for the breach of any terms or condition herein.
11. **TITLES NOT CONTROLLING.** Titles of paragraphs are for reference only and shall not be used to construe the language of this Agreement.
12. **APPLICABLE LAW.** In the event that the construction, interpretation, and enforcement of this Agreement are subjected to adjudication in a court of law, the construction, interpretation, and enforcement of the terms of the Agreement, and each party's duties and responsibilities thereunder, shall be governed by the laws of the State of Illinois. Venue shall be in the Circuit Court of Ford County, Illinois.
13. **ENTIRETY OF AGREEMENT.** This Agreement consists of a total of ( ) pages, plus Attachment A, FCEMA's Designation of Authorized Representatives, and Attachment B, PEMA's Designation of Authorized Representatives, together representing the entire and integrated Agreement between the parties and supersedes all prior negotiations, representations, and agreements, whether written or oral.
14. **SEVERABILITY.** Should any portion of this Agreement be judicially determined to be illegal or unenforceable, the remainder of the Agreement shall continue in full



force and effect, and either party may renegotiate the terms affected by the severance.

- 15. AMENDMENTS.** Any changes, modifications, revisions, or amendments to this Agreement which are mutually agreed upon by the parties to this Agreement shall be incorporated by written instrument, executed, and signed by all parties to this Agreement with the same approvals, certifications, submissions and other requirements applicable to the original Agreement.

\_\_\_\_\_  
Terry Whitebird, FCEMA Coordinator

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

\_\_\_\_\_, PEMA Coordinator

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

\_\_\_\_\_  
Robert Lindgren, Chairman of the Ford County Board

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

\_\_\_\_\_  
Bill Ingold, Mayor of the City of Paxton

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



**PROCLAMATION OF A DISASTER IN FORD COUNTY RELATED TO  
COVID-19**

**WHEREAS**, a significant outbreak of the novel strain of Coronavirus ("COVID-19") emerged in China and is now present in the United States of America; and

**WHEREAS**, the President of the United States of America, Donald Trump, did proclaim, on March 13, 2020, that COVID-19 is a national emergency and Governor of the State of Illinois, J.B. Pritzker, declared a statewide disaster on March 9, 2020; and

**WHEREAS**, COVID-19 is a novel severe acute respiratory illness that can spread among people through respiratory transmissions, along with other methods; and

**WHEREAS**, statistically, certain populations are at a higher risk of experiencing more severe illness as a result of contracting COVID-19, including older adults and those suffering from serious chronic medical conditions such as heart disease, diabetes, hypertension, and/or lung disease; and

**WHEREAS**, Ford County is continuing its efforts to prepare for any eventuality given the effects an outbreak of COVID-19 has had in other communities throughout the State of Illinois and the United States; and

**WHEREAS**, the CDC currently recommends community preparedness and everyday prevention measures be taken by all individuals and families in the United States, including voluntary home isolation when individuals are sick with respiratory symptoms, covering coughs and sneezes with a tissue, washing hands often with soap and water for at least 20 seconds, wearing a cloth face mask when outside of the home, and routinely cleaning frequently touched surfaces and objects to increase community resilience and readiness for responding to an outbreak; and

**WHEREAS**, it is the policy of Ford County to be prepared to address any disasters and therefore, it is necessary and appropriate to make additional resources within Ford County available to ensure that the effects of COVID-19 are mitigated and minimized and that residents and visitors in Ford County remain safe and secure; and

**WHEREAS**, this proclamation will activate the Ford County Emergency Operations Plan by proclaiming that a disaster exists within Ford County, this proclamation of disaster will assist the residents of Ford County by and through its Emergency Management Agency, the Ford County Public Health Department, and through the coordination of federal, state, county, and municipal resources and response activities, in an effort to prevent and reduce further damage and hazards, protect the health and safety of persons, protect property and provide emergency response;



**NOW THEREFORE WE**, the Ford County Board, pursuant to the Illinois Emergency Management Act, 20 ILCS 3305/11, proclaims that a disaster does exist within Ford County, Illinois.

This proclamation is effective this 13<sup>th</sup> day of April 2020 and shall continue for the duration of the threat from the COVID-19 pandemic to Ford County, which will be determined by the Ford County Board with guidance from the Ford County Public Health Department.

Approved this 13<sup>th</sup> day of April 2020

---

Robert Lindgren  
Ford County Board Chairman

---

Chase McCall  
Ford County Board Vice-Chairman

---

Amy Frederick,  
Ford County Clerk and Recorder



RESOLUTION NO: 3

ADDENDUM NO: \_\_\_\_\_

IN THE MATTER OF )  
VILLAGE OF MELVIN LAW ENFORCEMENT CONTRACT WITH THE COUNTY OF FORD )

### CONTRACT FOR COUNTY LAW ENFORCEMENT SERVICES

**THIS AGREEMENT**, made this 01st day of December 2019, by and between the County of Ford (hereinafter referred to as County), Illinois, and the **Village of Melvin** (hereinafter referred to as Village), Illinois, a municipal corporation.

#### WITNESSETH:

**WHEREAS**, the Village has the need for police protection, but does not have the economic resources with which to maintain a police department of the necessary size, nor the provisions to adequately train or equip said police department; and

**WHEREAS**, the County has an established modernly trained and equipped sheriff's office which could provide the required police protection and community policing programs within the corporate limits of the Village to the extent and manner hereinafter set forth; and

**WHEREAS**, the Village has desired the services of a modernly trained and equipped sheriff's office which the County is able and willing to furnish said police protection; and

**WHEREAS**, the Village and County have reached an agreement pursuant to authority granted by Article 7, Section 10 (a) of the Illinois Constitution whereby the County would provide law enforcement services to the Village pursuant to the terms of this Contract.

**NOW THEREFORE**, in consideration of mutual promises and covenants contained herein, the following has been agreed by and between the County and the Village:

1. This Contract shall be operative for a period not to exceed one (1) year and shall commence the 01st day of December, 2019, and shall thus expire the 30th day of November 2020.
2. The Village shall remit to the County the sum of \$10,646.00, Ten Thousand Six Hundred Forty Six Dollars and 00/100, which shall be paid in accordance with one of the following listed options after the Contract has been accepted and signed by the County and Village.

Option 1: One installment of the full amount by June 01st, 2020, or

Option 2: Two installments of \$5,323.00 each; the first installment due by May 01st, 2020 and the second installment due by October 01st, 2020.

In the event the Village elects to terminate this agreement, the contract shall expire on the last day of the same month the Village Board voted to be released from the agreement. The County shall reimburse to the Village all monies remaining on the contract balance, less those months where County law enforcement services were provided.

3. Within their capabilities, the County shall provide the deputies and equipment required to accomplish the obligations pursuant to this Contract, and in accordance with 65 Illinois Compiled Statutes, Section 5/1-4-6, the County shall be deemed the employing governmental entity.

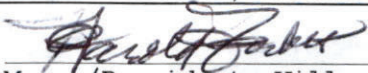


4. The County Sheriff shall ensure deputies are sufficiently trained and proficient in those law enforcement skills required to provide professional and quality service to the Village.
5. Depending upon existing County manning and fiscal allocations, and other available resources, law enforcement communication, investigative and administrative services provided under this Contract shall consist of the following:
  - A. Intermittent patrols, which shall include discretionary employment of traffic radar control measures; responses to emergency (for the purpose of this Contract, an emergency shall include those offenses which subject persons and or property to immediate danger or harm) and non-emergency calls for assistance generated by Village residents; law enforcement investigative services; 24 hour radio and telephone communication service to the Village; and a file and records system of those criminal investigations, incidents, complaints and arrests generated within the Village.
    - 1) In the absence of the Village police and with prior notification, the Ford County Sheriff's Office shall intermittently patrol and respond to service calls from Village residents. The Village shall provide copies of local ordinances and any future revisions to the County Sheriff to assist in enforcement efforts.
    - 2) All traffic offense fines and forfeitures within the Village shall be paid to the Village.
    - 3) Law enforcement investigative services, joint County/Village investigation or exclusive County investigations may be requested by the Village President, Village Police Committee Chairman or the Village Chief of Police. A rate of \$55.00 (Fifty-Five and 00/100) per man-hours per individual incident. Such investigative services shall exclude any animal complaints unless such animals pose an immediate threat to the public health or safety of Village residents.
    - 4) Quarters used by the Village police department may be used by the County Sheriff's Office in connection with the performance of territorial duties outside of the Village and adjacent thereto, provided however, the performance of such outside duties shall not be of additional cost to the Village.
    - 5) If necessary, the County shall assist Village police in the preparation of law enforcement data. Reportable Village law enforcement data shall be included in the county's regular Illinois State Police Uniform Crime Report Statistics. Such data shall be provided by Village police to the County Sheriff's Office no later than the first day of the following month.
    - 6) If the County is unable to respond to emergencies, the County shall contact the Illinois State Police or other capable agencies in close proximity to provide immediate emergency response.
    - 7) Upon request, the Village Mayor/President may obtain final dispositions on those cases directly related to their Village.
6. A committee consisting of a County Sheriff's Committee representative, the County Sheriff, the Village Mayor/President and a Village Alderman shall be formed to resolve questions or disputes related to the Contract. The County Sheriff shall make the final and conclusive determination on those issues pertaining to specific law enforcement related functions and duties.
7. The foregoing constitutes the entire agreement between parties and no verbal statements shall supersede any of its provisions. This Contract shall be amended by mutual agreement, and signed and executed with the same formality with which this instrument was executed.



IN WITNESS THEREOF, the Village of Melvin, by resolution, duly adopted by its governing body, cause this Agreement to be signed by its Mayor/President and attested by its Clerk; and the County of Ford, by order of its governing body, has caused these presents to be affixed thereto and attested by the Clerk of said governing body, all on the day, month and year first above written.

VILLAGE OF MELVIN, ILLINOIS

BY:   
Mayor/President, Village of Melvin

ATTEST:   
Clerk, Village of Melvin

COUNTY OF FORD, ILLINOIS

BY: \_\_\_\_\_  
Chairman, Ford County Board

ATTEST: \_\_\_\_\_  
Ford County Clerk





---

Name of Proposer: Gibbs Technology  
Company d/b/a GFI Digital

Authorized Contact – David Roberts

Phone number – 217-352-2114

Fax number – 217-352-5081

Address – 909 N. Country Fair Drive  
Champaign, IL 61822

Email Address – [droberts@gfidigital.com](mailto:droberts@gfidigital.com)

Signature: \_\_\_\_\_



## Table of Contents:

---

Page 3 – Terms of Agreement

Page 4 - Proposer Background

Page 5 – Designated Account Executive

Page 6– GFI as current servicing dealer

Page 7 – List of Equipment

Page 8 - Description of Equipment

Page 9 – Maintenance

Page 10 – Maintenance additional details

Page 11 – Financing Options

Page 12 – Technical Specifications

Page 13 – Detailed and Itemized Pricing

Page 14 – Proposed Schedule of Implementation

Page 15 – Implementation cont.

Page 16 – IT Survey Scope of work

Page 17 – References

Additional Information:

Page 18 – Additional Services


Page 19 – GFI Story

Page 20 – Free Help Desk

Brochure included in packet

Page 21 – Release Current Equipment Option





---

The desired term of the equipment lease and maintenance agreement shall be for five (5) years.

No increase to the maintenance portion of the agreement by more than three and one half percent (3.5%) on the anniversary date of this agreement.

Overage costs per page will not change during the term of the agreement





---

## Proposer Background:

Full Name: Gibbs Technology Company d/b/a  
GFI Digital




Address: 12163 Prichard Farm Road  
Maryland Heights, MO 63043

Phone: 314-997-6300

Incorporated: St. Louis, MO

Date of Incorporation: 1999

GFI has a local office in Champaign, Illinois  
and an additional 11 offices through Illinois  
and Missouri.







---

## Designated Account Executives:

- David Roberts/Sales Manager
- Kirby Knapp/Account Manager

## Service:

- Jeff Friese/Service Manager
- Bob Hawkins/Service Technician
- Mitchell Woolever/Service Technician
- John Kleiss/Service Technician

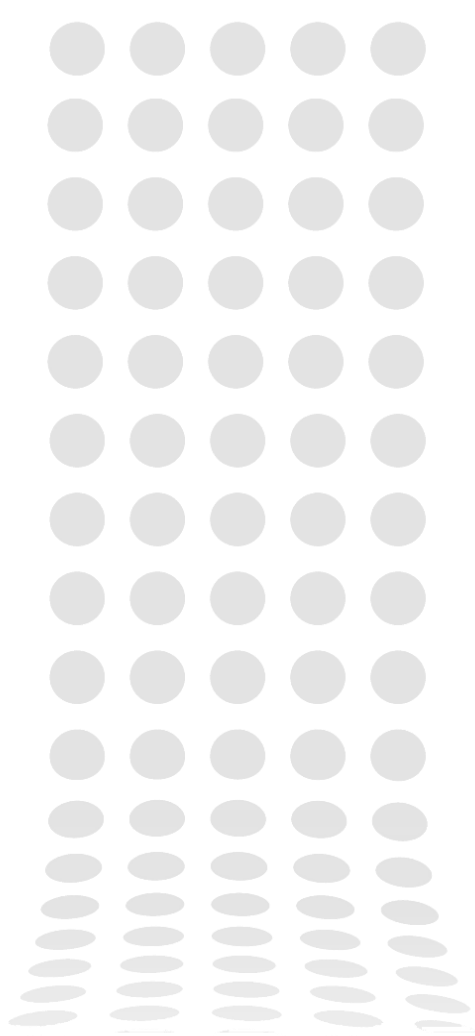




---

GFI has been the servicing dealer for Ford County over the last 5 years.

During this time we have provided excellent service with an impressive average response time of 3.22 hours.

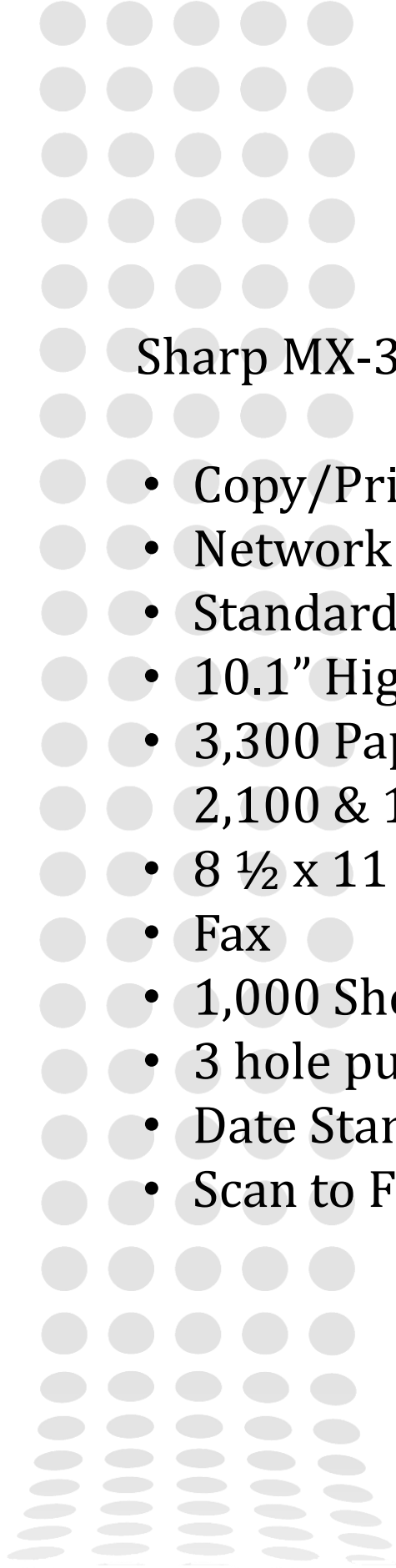




# Ford County

<u>Sharp Proposed</u>					
Location		Equipment	Ext. Cost w/Accessories	Black Service	Color Service
<u>First Floor</u>		Color Devices			
Clerk & Recorder	Room 101	MX-3551	\$5,948.58	0.0062	0.03
Circuit Clerk	Room 106	MX-3551	\$5,948.58	0.0062	0.03
Treasurer	Room 102	MX-3551	\$5,948.58	0.0062	0.03
Supervisor of Asmnt	Room 104	MX-3551	\$5,948.58	0.0062	0.03
<u>Second Floor</u>					
Judge	Room 201	MX-3551	\$5,948.58	0.0062	0.03
State's Attorney	Room 204	MX-3551	\$5,948.58	0.0062	0.03
<u>Basement</u>					
Probation	Room B4	MX-3551	\$5,948.58	0.0062	0.03
Coroner/EMA	Room B5	MX-3551	\$5,948.58	0.0062	0.03
<u>Sherrri's Office</u>					
Admin		MX-3551	\$5,948.58	0.0062	0.03
Booking		MX-3551	\$5,948.58	0.0062	0.03
Control Room		MX-3551	\$5,948.58	0.0062	0.03
<u>Highway Dept. (Roberts, IL)</u>					
Highway Department		MX-3551	\$5,948.58	0.0062	0.03
		Total Cost	\$71,382.96		
		35,000	Monthly B&W Volume	\$217.00	
		2,500	Monthly Color Volume	<u>\$75.00</u>	
All equipment includes	Product #		Monthly Service Spend	\$292.00	
1,000 Sheet Finisher	FN28				
3 hole punch	PN15B				
Fax kit	FNX15				
Sharp Main Unit	3551				
Bridge Unit	RB25				
(2,000 sheet paper)	DE28			-	
	Each				
	Total				
	Lease	\$1,299.17			
Monthly Spend w/Service		\$1,591.17			






---

## Sharp MX-3551 (Color) NEW!

- Copy/Print speed: 35ppm
- Network Printing & Scanning
- Standard USB & SD Card Functionality
- 10.1" High Definition Touch Screen
- 3,300 Paper Sheet Capacity (2 x 550, 1 x 2,100 & 100 Sheet Bypass)
- 8 ½ x 11 to 11 x 17
- Fax
- 1,000 Sheet Stapler Finisher
- 3 hole punch
- Date Stamping
- Scan to Folder





---

Monthly service contract includes all maintenance, all parts, all labor, all toner ( color & black) all preventative maintenance calls and emergency calls on-site Program includes 35,000 black and white images per month. Any black and white images over 35,000 will be billed at .0062 per page. Program also includes 2,500 color per month. Any color over 2,500 will be billed at .03 per page.

Service calls will be performed on-site and within an average of 4 business hours' response time. All service will be provided by GFI Digital **manufacturer trained** service personnel. Business hours are from 8:00am-5:00pm, Monday through Friday.

Additionally, **unlimited helpdesk support for IT related print and scan issues is included.** **Delivery, installation, connectivity, and training are included.**





---


Service levels- GFI offers only one level of excellent service. GFI has been rated as the #1 independent servicing dealer out of 4,500 dealers in the United States by ProsElite.

Response times- GFI guarantee's a 4 hour response time. **We have been averaging 3.22 hours to Ford County over the last year.**

Number of technicians serving this area – 7

Problem reporting methodologies – GFI's 800 service line, email and through the GFI website.





---

## Financing Option – 60 month contract

Lease - \$1,299.17

Service - \$292.00

Total - \$1,591.17

Service Pricing includes: Monthly service contract includes all maintenance, all parts, all labor, all toner (color & black) all preventative maintenance calls and emergency calls on-site Program includes 35,000 black and white images per month. Any black and white images over 35,000 will be billed at .0062 per page. Program also includes 2,500 color per month. Any color over 2,500 will be billed at .03 per page.

GFI does use third party leasing. The determination is made in the best interest of the customer.





### Technical specifications:

- Imaging/feeder speed – 80 ipm (images per minute)
- Printing speed – 35 pages per minute
- Copies – 35 pages per minute / Output to schedule maintenance






---

Lease - \$1,299.17

Service - \$292.00

Total - \$1,591.17



Service Pricing includes: Monthly service contract includes all maintenance, all parts, all labor, all toner (color & black) all preventative maintenance calls and emergency calls on-site Program includes 35,000 black and white images per month. Any black and white images over 35,000 will be billed at .0062 per page. Program also includes 2,500 color per month. Any color over 2,500 will be billed at .03 per page.



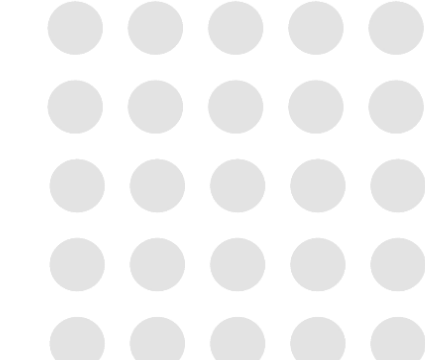
# Implementation

Activity	Completion Date
Paperwork authorized	
Pre installation checklist	
Delivery and installation of equipment	
IT Connectivity and scanning installation	
In-service general user training	
Key Operator Training	
Follow up training	
Quarterly review	

## **Scheduling:**

**\*\*\*this is an estimate based upon the information done in the initial analysis, may be subject to change.**





---

Lead Time – Approximately 1 – 2 weeks to have equipment available for delivery.

An IT Survey will be filled out for each piece of equipment. This survey will give detailed information about the current devices to the installing field IT technician.

Once Equipment arrives arrangements will be made with the key contact of the Court House to schedule a delivery and Install date.



## Scope of Work Agreement

# IT Installation Survey

GFI Digital Inc. intends to provide the highest achievable quality products and services available during the installation of your connected product. This Scope of Work Agreement provides a complete explanation of the project and details of the items to be completed by each party. GFI Digital is not responsible for PC/Server configuration, maintenance or troubleshooting issues unless directly related to the installation of your printer or Multi-Functional Product (MFP).

### Client Responsibilities:

1. Provide a tested network port near the Multifunctional Product (MFP).
2. Provide proper power & fax phone line (if applicable).
3. Provide a patch cable for ports that are further than 10 feet from the MFP.
4. Provide a printer cable (USB or other cable as required) for stand-alone installations (not networked).
5. Ensure that an IS/IT staff member or equivalent will be available during the installation process.
6. Have workstations that meet the operating system requirements in good working order for install.

### GFI Digital Responsibilities (if the options are available on equipment):

1. Your equipment will be delivered, setup, and tested at the location of your choosing.
2. Configure MFP with provided static IP address/subnet mask/gateway and verify network connectivity.
3. Install print driver and configure printing defaults on ONE Windows server and print a test page.
4. Install print drivers on up to FIVE client workstations and print test pages.
5. Install Desktop Scanning software application (if included) on TWO Windows client workstations to confirm connectivity and instruct customer on further installations.
6. Install PC Fax driver (if applicable) on up to FIVE Windows client workstations and send a test PC Fax.
7. Configure scan to e-mail and configure up to FIVE e-mail destinations.
8. Configure Inbound Routing (Fax Forwarding) if applicable & requested for incoming faxes to a single or group email destination or shared network folder.
9. Install Command Workstation on One Windows or Macintosh client workstation for Fiery installations.
10. Provide training to customer on setting up User Codes and Address books.

### Additional Network Installation and Training:

1. Training will be provided after installation by our Sales Representative or a Customer Service Representative
2. Other additional work performed at an hourly rate (\$120.00 per hour)

### Additional Network Support:

Additional Network Support is available through GFI DigitalNET. GFI DigitalNET provides network service offerings including computer and network support, internet firewalls, multi-location support, remote access, network installations, troubleshooting services, and project management. Ask your Account Manager for more information.

Customer Representative: \_\_\_\_\_ Date \_\_\_\_\_

Sales Representative: \_\_\_\_\_

System Engineer: \_\_\_\_\_





---

Paxton-Buckley-Loda Schools

Contact – Cliff McClure

Phone # - 217-379-3314

Email - [cmccclure@pblpanthers.org](mailto:cmccclure@pblpanthers.org)

Douglas County Court House

Contact – Julie Milles

Phone # - 217-253-2352

Rantoul City Schools

Contact – Michelle Ramage

Phone # - 217-893-5300

Email - [mramage@rcs137.org](mailto:mramage@rcs137.org)





# Our Solutions



Since 1999 we have been committed to service excellence. Our priority is finding the right people, partners, and solutions for our customers.

## We Make Technology Simple.

As an industry leader we have the capability to be your one vendor solution for all of your office technology needs.

### COPIERS & PRINTERS



#### Office Equipment

Offering two of the leading copier brands in the industry means we know how to find the right fit for your office environment. Each product line provides unique features to meet your printing & scanning needs. Our goal is to make your life easier!

**SHARP**

**RICOH**

### DIGITALNET



#### Advanced Technology

Our engineers have the tenure required to consult, design, implement, and support even the most advanced technology projects. Services include Networking, Data Center, Security, Backup/Disaster Recovery & Applications.



#### Managed Print Services

Increase productivity & reduce the cost of printing by discovering how GFI Digital can be your one-vendor solution for service, supplies & maintenance. Our automated system ensures you'll have toner, supplies, and support when you need it for optimal efficiency.



#### Managed Network

Our customizable programs range from enterprise-level IT support to supplying a completely outsourced IT department and virtual CIO. Expert help desk service & 24/7 monitoring ensure network uptime so you can focus on running your business, NOT your Technology.



# Our Story

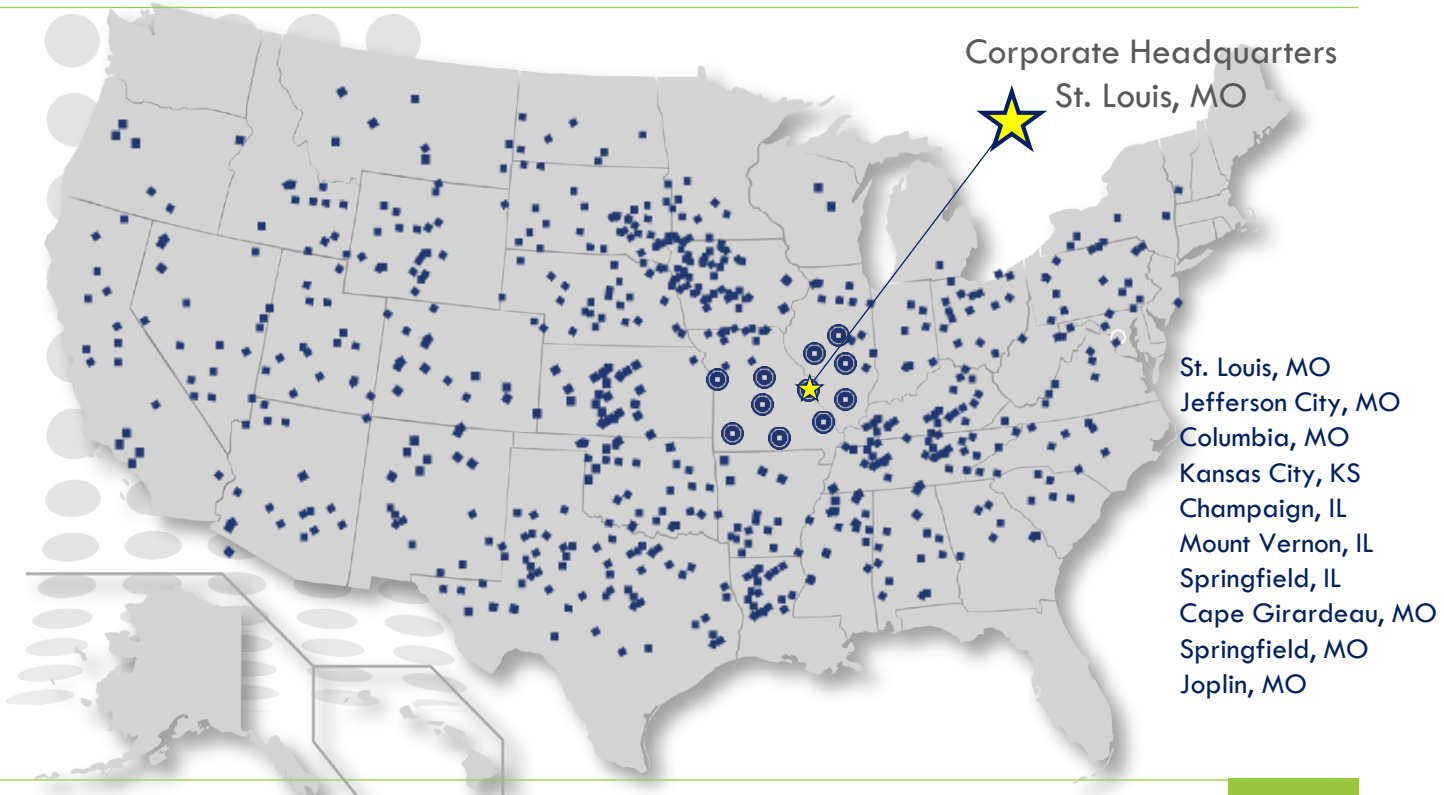


**BRUCE GIBBS**  
FOUNDER & PRESIDENT

From a humble beginning in 1999, GFI Digital has grown into the industry leader in office technology.

Founder & President Bruce Gibbs says our commitment to service is what sets us apart. We've hand selected the best service, sales, and implementation teams in the industry and continue to grow with these principles.

*Our Mission is to Develop and Support Our Customers  
and Employees through Our  
Commitment to Service Excellence.*





# The Helpdesk

---



Our helpdesk is a resource for our copier & printer customers. The helpdesk members are our first responders in service calls. We provide quick support and can often answer questions & fix issues without having to come onsite.

## GFI Digital Helpdesk Services are FREE!

Helpdesk services include the following:

- **Installing print drivers (PC or MAC)**
- **Repairing printing issues non-hardware related**
- **Setting up and repairing scan to folder**
- **Troubleshooting fax issues before dispatching a service tech**
- **Training end users on proper machine function**
  - Mobile printing vendor specific Apps
  - Changing MFP default settings (scan, copy, and fax)
  - How to scan/copy specific jobs

- **Assistance with complex print jobs (ex: Bulletins, Booklets)**
- **FM Audit support and installation**
- **Answering general inquiries regarding equipment**

(i.e. How to print envelopes, How to retrieve user counts, Secure printing, How to configure quick preset buttons to home screen etc.)

- **and much more!**



## Ford County Court House

Current Equipment Release					
Location		Equipment	Black Service	Color Service	
First Floor					
Clerk & Recorder		Room 101	Ricoh MP C3503	0.01172	0.08785
Circuit Clerk		Room 106	Ricoh MP C3503	0.01172	0.08785
Treasurer		Room 102	Ricoh MP 5054	0.01172	
Supervisor of Asmnt		Room 104	Ricoh MP C3503	0.01172	0.08785
Second Floor					
Judge		Room 201	Ricoh MP C3503	0.01172	0.08785
State's Attorney		Room 204	Ricoh MP C3503	0.01172	0.08785
Public Defender		Room 203			
Ford County Courtroom					
Basement					
Probation		Room B4	Ricoh MP C3503	0.01172	0.08785
Coroner/EMA		Room B5	Ricoh MP 301	0.01172	
Sherri's Office					
Admin			Ricoh MP C3503	0.01172	0.08785
Booking			Ricoh MP 301	0.01172	
Control Room			Ricoh MP C3503	0.01172	0.08785
Highway Dept. (Roberts, IL)					
Highway Department		NEW	Ricoh IM C3500	0.008	0.0575
		Lease	\$384.54		
		W/Service	\$989.56		
		Final	\$989.55		
	Copies included in service	35,000 B&W	2,500 Color		





TRANSFORMING WORKPLACE PRODUCTIVITY

**Proven IT**  
18450 Crossing Drive  
Tinley Park, IL 60487  
p: 708.614.1770  
provenIT.com

April 3, 2020

TO: Ford County

FROM: Proven IT

To Whom It May Concern,

Thank you for the opportunity to allow Proven IT to submit a proposal to upgrade Ford County's Multifunction Devices.

Being Family Owned/Operated in Will County, IL since 2003, Proven IT has serviced our clients on a Local and National platform. This includes small business, municipalities, school districts, medical, and various other verticals.

We are excited to keep the economy moving forward and helping Illinois through these times.

Please reach out directly with any questions upon reviewing the attached proposal.

Thanks,

Tom Ciaccio

Account Manager

Proven IT

*Tom Ciaccio*



# Business Proposal

---

Uniquely Designed for  
Ford County  
April 3, 2020

Prepared by  
Tom Ciaccio  
[tciaccio@provenit.com](mailto:tciaccio@provenit.com)  
(815) 954-1701

Proven IT  
1137 5000N  
Bourbonnais, IL 60914



**Ford County**  
ILLINOIS





## Executive Summary

Thank you for the opportunity to work with your team and conduct an analysis of your organizations workflow. During our interactions, we have uncovered the organization's goals and areas of focus that guided our analysis. We feel that with your help and your team that we have an understanding of your culture and the goal for our time together we can develop strategies to accomplish your goals.

## Challenges Your Organization Faces:

- Multiple Vendors & Invoices
- Outsourcing expenses piling up
- Service issues and repair time
- Unable to streamline processes
- Outdated technology
- No monitoring/reporting on usage
- IT resources cannot focus on critical
- Unnecessary print expenses

business matters

TRANSFORM  
WORKPLACE  
PRODUCTIVITY





# Proven IT

- Headquartered in Tinley Park, IL
- 6 Chicagoland Locations including Bourbonnais, IL
- Family Owned and Operated since 2003
- Tom Ciacchio
  - o Account Manager for Ford County
  - o [tciaccio@provenit.com](mailto:tciaccio@provenit.com)
  - o (815) 954-1701
- Michael Podobnik
  - o Director of Sales
  - o [mpodobnik@provenit.com](mailto:mpodobnik@provenit.com)
  - o (815) 351-3155
- Bob Endre
  - o VP of Sales
  - o [bendre@provenit.com](mailto:bendre@provenit.com)
  - o (224) 500-4790



# Additional Offerings

## Managed Network Services/Servers, Work Stations, and BDR

At **Proven IT**, we offer scalable services to fit your budget, including:

- **Supplementing, augmenting or filling in** for current IT staff
- **Partnering with your internal group** to keep workflow organized and productive
- **Full back-up solutions** plus disaster and recovery services
- **Help desk** access via phone and online
- **System monitoring** and proactive maintenance



## Security/Access Control

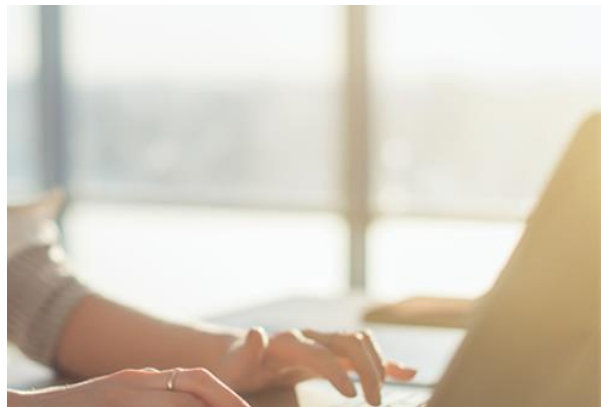
- ProvenIT will provide installation, service, and support for our customers for their physical security needs. With best of breed products in Video Surveillance, Access Control, Visitor Management, and Intrusion Detection, we will continue to provide exceptional service and support.
- 
- Video Surveillance will consist of IP video solutions capable of providing the greatest level of detail possible, designed specifically around your facility and needs.
- Access Control offerings that are flexible and scalable and integrate seamlessly with multiple disparate systems.
- Visitor Management systems that allow a professional first touch point with visitors while simultaneously providing a level of safety and security for onsite staff by cross referencing known databases maintained by the government.
- Intrusion Detection for peace of mind that facilities are secure when unoccupied.



## Laserfiche/Scanning

Proven IT is partnered as a reseller of **Laserfiche®**, a software platform that encourages offices to move towards the digital workplace. We are unique, with an in-house team of workflow and database engineers dedicated to developing, implementing and supporting Laserfiche systems.

With several modules and packages available, our Laserfiche specialists can tailor a solution to meet your needs, and brainstorm ways to help **reduce time and increase process efficiency**.



**Process Automation:** Thanks to Laserfiche process automation, enterprise businesses can realize more streamlined workflows and **efficient processes**.

- **Eliminate paper forms** and manual approvals
- **Integrate forms with existing databases** to create lightning fast workarounds for time-consuming processes
- **Create forms that assign users**, groups and teams to approve
- **Establish time sensitive catch-alls**; if a user is unavailable or out of the office, the task will escalate to the next available party
- **Develop automated workflows based on triggers**, events, daily, weekly, monthly, quarterly and more frequencies
- **Implement Public Request Forms**



# We Are Proven IT

Transforming Workplace Productivity



We offer a comprehensive suite of proven business solutions, from print/copy/scan equipment and IT services to telecommunications solutions. Our turnkey approach makes Proven IT your **ONE** source for complete solutions and services for a highly productive workplace. With our **ONE** solution approach, you will see money- and time-saving efficiencies through a comprehensive planned technology program.

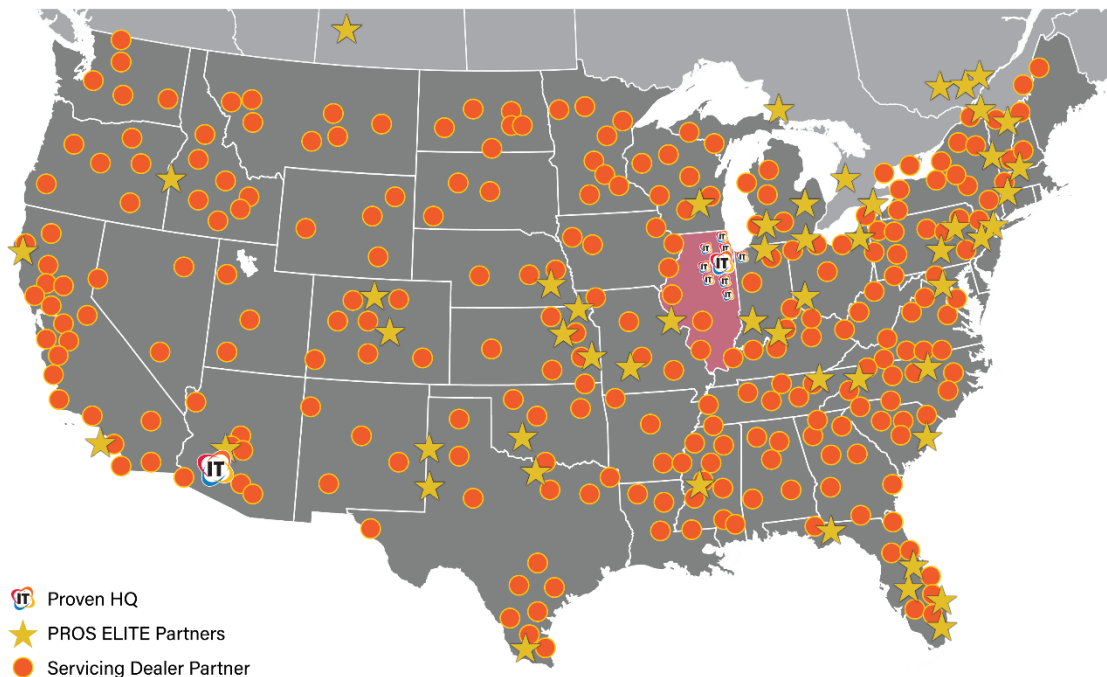
## Our Mission

Our mission is to dedicate ourselves in providing our customers, employees, and community with the highest level of service possible by focusing on the following objectives:

- *Commit to excellence and professionalism in servicing our customers and supporting our community.*
- *Help our customers succeed by understanding their unique document management needs.*



## National Reach | Local Presence



Proven IT **ONE** solution ensures:

- **Issues are resolved faster** with just ONE source of accountability
- **Unified goals are reached** with ONE vendor instead of many
- **Controlled documentation is achieved** with ONE source for passwords, backups, and data storage
- **Integration issues are eliminated** with ONE source for history, passwords, updates, upgrades, and patches
- **Service and maintenance calls can be combined** with ONE source for economies of scale



**Proven IT is the Chicago area's only PROS ELITE 100 Dealer.** This distinction certifies that Proven IT is a Certified Print Management Expert.

PROS ELITE authored industry benchmarks and developed customer-oriented business practices. PROS ELITE continuously audits all ELITE 100 dealers against ELITE benchmarks and certification standards.



# #ProvenDifference

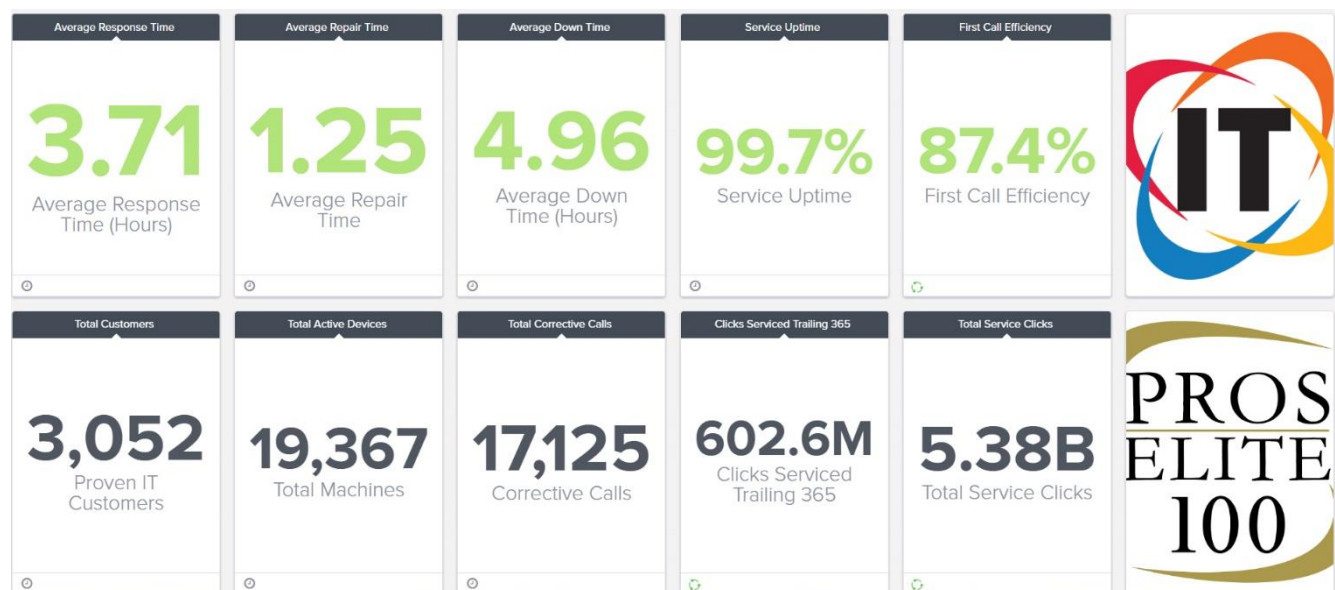
Proven IT puts customer service first. Our entire organization is built on a pro-active customer-oriented service and satisfaction platform.

## Quarterly Business Reviews

Each quarter, I will provide an executive summary of your account with important usage and service performance information. It is our goal to achieve and maintain ELITE service performance and make sure that you are informed about all of your printing trends.

We guarantee an average response time better than 4 hours, and an average total down time better than 5:15. The down device will be credited for one month of service.

When any metric is below our quality standard, it will appear in red and we will investigate how we can optimize our performance with our service escalation process.



## Technology Breaks

The reality is that no matter what manufacturer or servicing partner you select, the nature of technology is to break. We are prepared to make sure that this does not affect your business.

- If for some reason your machine cannot be fixed that day, Proven IT offers a next day loaner policy
- Proven IT offers a replacement guarantee if a device is unserviceable
- Proven IT will pre-configure, test, install and network all new devices and workflow systems on a scheduled timeline agreed upon by both parties to be fully functional
- Proven IT Training Personnel will travel to your locations for the installation and training of the new equipment.





## Service Escalation Process

A device may be flagged for service escalation if frequent service calls occur. The following actions will occur based on the following thresholds

- 1) Daily service review of any open calls
- 2) Any open calls will be tracked to assure completion
- 3) If 2 consecutive calls within a week- Service Supervisor contact
- 4) If 3 calls for same problem- Service Manager Visit
- 5) Any issues not rectified after this – Manufacturer Technical visit

## Service Commitment

We maximize the uptime and lifetime of your equipment by providing, preventative maintenance at periodic intervals. Proven IT will perform preventative maintenance on each machine based on the manufacturer's recommended interval. This will include cleaning toner and paper dust out of the inside. Checking and proactively replacing high-mortality parts (i.e. rollers) and a wipe-down of the exterior of the machine. You can expect preventative maintenance and cleanings to be carried out for the entire length of the agreement term without the need to ask. We will consistently revisit this SLA each quarterly review to ensure that both parties' needs are met.

## Uncompromising Care

Your team at Proven will be here to address your every need, and the Service Level Assurances we have provided will be met without hesitation and without provocation for the entirety of the agreement.

If you have any concerns with our products, service, or are not completely satisfied, Our Vice President, Jeff Johnson, is available to reach by phone or email. If issues cannot be rectified to mutual satisfaction, Proven will replace with like system or provide the option to amend that portion of the agreement. Our commitment to the PROS ELITE platform also provides our clients with a third-party customer-advocate to help mediate any issues.





# MFD Device Refresh

- **12 Total Devices**
  - 10 Full Size Color MFD/Scan Stations
  - 2 Black/White Desktop MFD Printers
- **Includes**
  - 35,000 Black/White Images
  - 2,500 Color Images
  - Proactive Service Model
    - Monitoring System that allows Proven to view the devices electronically for fast active rectification for any issue
    - We monitor the devices for toner levels and provide automatic replacement from this tool



# Financial Summary

## Option A

- **10 Toshiba 3515AC (Replace all Ricoh MP C3503/MP 5054)**
  - **35 Pages per Minute**
  - **300 Sheet Document Feeder**
  - **Fax Unit**
  - **Staple Finisher**
  - **Hole Punch**
  - **Large Capacity Paper Feeder**
  - **Find Me/Follow Me Printing Included**
- **2 Xerox B405**
  - **47 Pages per Minute**
  - **Fax Unit**
  - **Find Me/Follow Me Printing Included**

### Toshiba e-Studio3515AC

35ppm

Technology for every office, delivering advanced functionality, ease of use and peace of mind. Every industry has unique workflow needs. Toshiba has developed customizable MFPs to make your job easier. Intuitive and smartly integrated, our products simplify complex tasks and give you control while providing the reliability Toshiba is known for.



Toshiba's 3515AC delivers on our promise of Together Information - our commitment to collaborate with clients in order to provide tailored, cost-effective solutions that meet your print, document management and content needs while helping you meet your green objectives.

### Xerox VersaLink B405

47ppm

Whether stand-alone or as a part of your extended fleet, the VersaLink B405 Multifunction Printer takes your team to new levels of productivity becoming true workplace assistants. Work the way you want—from any device—with maximum security and easy connectivity to and from both cloud and network-based locations.

Right out of the box, you'll count on your VersaLink B405 Multifunction Printer to consistently and flawlessly perform the tasks that make your business work more efficiently. From IT-free installation wizards, to step-by-step configuration options, you're ready to go—hassle free.







## Option A Investment:

- **1<sup>st</sup> Four Months = \$300/Month**
  - **See Preservation Clause**
- **Monthly Investment after Four Months**
  - **\$1,556/Month**
    - **Includes 35,000 Black/White and 2,500 Color Images per Month**
    - **Overages/Underages will be Billed/Credited @ \$0.004 Black/White and \$0.03 Color**
    - **Includes Delivery, Networking, and Unlimited Training**

**\*\* At end of term and completion of payments, Proven will transfer ownership and title for 7 of the devices to Ford County. This will allow Ford County to re-deploy and drastically reduce cost in the next leasing period.**



## Option B

- **10 Xerox C8035 (Replace all Ricoh MP C3503/MP 5054)**
  - **35 Pages per Minute**
  - **Dual Scan Document Feeder**
  - **Fax Unit**
  - **Staple Finisher**
  - **Hole Punch**
  - **Large Capacity Paper Feeder**
  - **Find Me/Follow Me Printing Included**
- **2 Xerox B405**
  - **47 Pages per Minute**
  - **Fax Unit**
  - **Find Me/Follow Me Printing Included**

### Xerox AltaLink C8035

35ppm

Xerox® AltaLink devices provide new levels of capability and connectivity for mid-size, large work groups and busy offices. With AltaLink, your extended workforce has instant and secure access to the documents, data and workflows it needs to work faster and more efficiently—from every location and with any device.

You've never seen a multifunction printer like this before. From its tablet-like user interface to its right out of the box mobile-friendly connectivity options, the Xerox® AltaLink C8000 Series is the color multifunction device today's workers have been waiting for.



### Xerox VersaLink B405

47ppm

Whether stand-alone or as a part of your extended fleet, the VersaLink B405 Multifunction Printer takes your team to new levels of productivity becoming true workplace assistants. Work the way you want—from any device—with maximum security and easy connectivity to and from both cloud and network-based locations.

Right out of the box, you'll count on your VersaLink B405 Multifunction Printer to consistently and flawlessly perform the tasks that make your business work more efficiently. From IT-free installation wizards, to step-by-step configuration options, you're ready to go—hassle free.







## Option B Investment:

- **1<sup>st</sup> Four Months = \$300/Month**
  - **See Preservation Clause**
- **Monthly Investment after Four Months**
  - **\$1,695/Month**
    - **Includes 35,000 Black/White and 2,500 Color Images per Month**
    - **Overages/Underages will be Billed/Credited @ \$0.004 Black/White and \$0.03 Color**
    - **Includes Delivery, Networking, and Unlimited Training**

**\*\*At end of term and completion of payments, Proven will transfer ownership and title for 7 of the devices to Ford County. This will allow Ford County to re-deploy and drastically reduce cost in the next leasing period.**





## **Preservation of Cash program**

With your acceptance of ProvenIT, we have created a program that will preserve cash for fiscal year 2020/21. Assuming a May 2020 installation, we would structure our program so that the first FOUR PAYMENTS will be reduced to \$300/Month. Thus the 60 Month Investment (Option A or Option B) would not take effect until September 2020.





# **“One Vendor, One Invoice, One Team”**

## **Implementation Schedule**

### **Pre-flight Equipment**

All equipment will be pre-configured to remove installation day obstacles. Plug and play!

### **Schedule Installation**

We will arrange the installation of your new fleet at a convenient time to reduce stress on your operations.

### **Schedule Training**

Our product specialists will work train your team, personalize and configure each device to optimize specific workflows.

### **Quarterly Business Reviews**

We will continuously monitor your usage and our service performance to help achieve your organizations goals.





## References:

County of Kankakee  
187 E. Court Street  
Kankakee IL. 60901  
Contact: Steve McCarty  
[smccarty@k3county.net](mailto:smccarty@k3county.net)  
815 936-4623

County of Iroquois  
1001 E. Grant Street  
Watseka IL. 60970  
Contact: Lisa Hines  
[lhines@co.iroquois.il.us](mailto:lhines@co.iroquois.il.us)  
815-432-6950

Heritage FS Inc.  
All Locations  
Gilman, IL. 60938  
Contact: Chad Degehart  
[chaddegehart@heritagefs.com](mailto:chaddegehart@heritagefs.com)  
815-265-4751

Milford Area Public School Dist.124  
Milford IL. 60953  
Kenna Clark  
[kclark@mpsk12.org](mailto:kclark@mpsk12.org)  
815-815-8895



**FORD COUNTY PUBLIC BUILDING COMMISSION**  
**MARCH 12, 2020**

The Ford County Public Building Commission met in the Small Courtroom of the Courthouse in Paxton on Thursday 12, 2020. The meeting was called to order by Chairman Ron Shapland at 9:00 A.M.

The roll call showed the following members in attendance: Chairman Ronald Shapland, Mike Bleich and Tom Townsend. Mr. McQuinn and Mr. Bruens were not present.

Also in attendance was Sheriff Doran, Ford County Treasurer Shoemaker, 3 Representatives from Kone and Clerk & Recorder Frederick.

Motion by Mr. Townsend to approve the agenda. Mr. Bleich seconded the motion to accept the Agenda. Voice Vote – Carried

Motion by Mr. Bleich to approve the February 5, 2020 Minutes. Mr. Townsend seconded. Voice Vote – Carried

Treasurer Shoemaker presented her Treasurer's Report. Mr. Townsend made the motion to accept the Treasurer's Report as presented. Mr. Bleich seconded it. Roll Call – Unanimous

The committee reviewed and discussed the blue prints for the garage project. Mr. Bleich made the motion to return the blue prints to Reifsteck & Reid with questions for ceiling installation and the pitch of the roof. Mr. Townsend second it. Voice Vote – Carried

Mr. Townsend then made the motion to put an advertisement out for bids for the garage project as written by Reifsteck & Reid. Mr. Bleich seconded it. Roll Call – Unanimous

3 representatives with Kone were present to discuss the elevator projects. Kone explained the down time for each elevator would be around 4 to 5 weeks each or more and there was a discussion on courthouse and courtroom access for disabled citizens during the down time.

The committee briefly discussed investigating a bond to be issued to help pay for the projects.

The next meeting was set for March 26, 2020 at 9:00 A.M. in the Small Courtroom in the Courthouse.

Mr. Bleich motion to adjourn the meeting, Mr. Townsend seconded it. Voice Vote – Carried  
Meeting adjourned at 11:11 A.M.

Respectfully Submitted,

Amy Frederick  
Ford County Clerk & Recorder



# FORD COUNTY BOARD MINUTES

## MARCH 18, 2020

### A. CALL TO ORDER:

The County Board of Ford County met pursuant to adjournment in the Ford County Board Room of the Ford County Jail in Paxton on Wednesday, March 18, 2020 at 5:00 p.m. The meeting was called to order by Ford County Board Chairman, Robert Lindgren.

### B. ROLL CALL:

The roll call showed the following board members in attendance: Dr. Bernadette Ray, Cindy Ihrke, Jason Johnson, Randy Ferguson, Gene May, Tom McQuinn, Chuck Aubry, Tim Nuss, Vice Chairman Chase McCall and Chairman Robert Lindgren. Mrs. C. Ihrke seated Debbie Smith at 5:05 P.M. who joined the meeting via conference call. Dr. Ray seconded it. Voice Vote – Carried

### C. PROCLAMATION:

Sheriff Doran

### D. PLEDGE TO THE FLAG AND INVOCATION:

Chairman Lindgren

### E. APPROVAL OF THE BOARD AGENDA:

Mrs. C. Ihrke made the motion to approve the Agenda. Mr. McQuinn seconded it. Voice Vote – Carried

### F. APPROVAL OF MINUTES:

Mr. Ferguson moved approve the February 10, 2020 & March 9, 2020 Board Minutes. Mrs. C. Ihrke seconded it. Voice Vote – Carried

### G. COMMUNICATIONS:

Clerk & Recorder Frederick thanked Mr. Lindgren, Mr. May and Mr. McQuinn for helping election Night, March 17, 2020. She also stated that the election was another successful election.

### H. APPROVAL OF DEPT. HEAD REPORTS:

Dr. Ray made the motion to approve all submitted Dept. Head Reports. Mrs. A. Ihrke seconded it. Voice Vote – Carried

### I. NEW BUSINESS:

Mrs. C. Ihrke seated Debbie Smith at 5:05 P.M. who joined the meeting via conference call. Dr. Ray seconded it. Voice Vote – Carried

Mr. Lindgren gave each County Board Member an opportunity to pull any of the following items that need to be discussed so a roll call vote could be taken on all where a discussion was not needed:

1. Canceling the Special Meeting called for March 23, 2020
2. The designation of Roger Wycoff as "Acting Chairman" of the Ford County Zoning Board of Appeals
3. The approval of the payment of claims reviewed by the Finance Committee
4. A Resolution allowing the Supervisor of Assessments and Treasurer to hire Students for the 2020-2021 School Year
5. A Resolution allowing the Treasurer to Hire One or More Part-Time Deputies
6. **Resolution 20 – 22** Allowing the Ford County Public Health Department to hire a Full-Time Senior Service Specialist
7. **Resolution 20 – 23** Allowing the Ford County Public Health Department to Destroy Certain Records



8. A Resolution Defining the End of the Month Bills
9. Authorizing the issuance of a Request for Proposals for Copier/Multifunction Machines
10. Authorizing the publishing of an advertisement related to the Copier/Multifunction Machine RFP
11. The approval of the payment of claims reviewed by the Highway Committee
12. **Resolution 20 – 24** for Maintenance under the Highway Code
13. **Resolution 20 – 25** The acceptance of a Bid or Bids for the 2020 MFT
14. **Resolution 20 –26** The acceptance of Local Public Agency Agreement for Federal Participation
15. The approval of the payment of claims reviewed by the Sheriff's Committee
16. The approval of Committee Meeting Minutes
17. A Resolution Delegating the Authority to Allow or Disallow claims under 55 ILCS 5/1-6006 in response to COVID-19 (Coronavirus)

The following topic numbers were pulled by various members for further discussion; #'s 4, 5, 8 & 17. Mrs. A. Ihrke made a motion to accept all of the above topics that were not pulled. Mr. McCall seconded it. Roll Call – Unanimous

Mr. Ferguson made the motion to accept **Resolution 20 -27** Allowing the Supervisor of Assessments and Treasurer to hire Students for the 2020-2021 School Year and **Resolution 20 – 28** allowing the Treasurer to Hire One or More Part-Time Deputies . Mr. Nuss seconded it. After discussion a Roll Call vote was taken. Roll Call – Unanimous

Dr. Ray made the motion to accept **Resolution 20 – 29** Defining the End of the Month Bills. Mrs. Smith seconded it. After discussion a Roll Call vote was taken. Roll Call – Unanimous

Dr. Ray made the motion to accept **Resolution 20 – 30** Delegating the Authority to Allow or Disallow claims under 55 ILCS 5/1-6006 in response to COVID-19 (Coronavirus). Mr. Aubry seconded it. After discussion a Roll Call vote was taken. Roll Call – Unanimous

There was a brief discussion on adjusting office hours for certain offices, postponement related to the WECS Ordinance, an update from Lana Sample, head of the Public Health Dept. on COVID-19 and an update from Terry Whitebird EMA Coordinator on preparations related to COVID-19.

#### **J. COMMENTS FROM THE FLOOR:**

#### **K. ADJOURNMENT:**

Mr. Nuss, Chairman of the IT Committee set an IT Meeting for March 23, 2020 at 5:00 P.M. in the Sheriff's Board room at the Jail.

Mr. Ferguson moved to adjourn; Mr. Aubry seconded the motion.  
The meeting ended at 6:22 P.M.

#### **L. PROCLAMATION:**

**The next monthly meeting will be Monday, April 13, 2020 at 7:00 P.M.**

Respectfully Submitted,  
Amy Frederick, County Clerk

Approved \_\_\_\_\_



**FORD COUNTY BOARD SPECIFICALLY  
SHERIFF& PROPERTY COMMITTEE MEETING  
APRIL 8, 2020**

The Sheriff and Property Committee met in the Sheriff's Boardroom at the Jail on Wednesday, April 8, 2020, at 9:00 A.M. Those in attendance were: Mr. Johnson, Mr. McQuinn, Mr. Lindgren, Dr. Ray and Mrs. Smith. Also in attendance were County Board Members Mrs. A. Ihrke and Mrs. C. Ihrke, Sheriff Doran, Coroner Flessner, EMA Coordinator Terry Whitebird, State's Attorney Killian and Clerk & Recorder Frederick.

Mrs. Smith moved to approve the Agenda. Mr. Lindgren seconded it. Voice Vote – Carried

Mrs. Smith moved that all bills be recommended to the Full Board. Dr. Ray seconded it. Voice Vote – Carried

The Coroner briefly went through his monthly report and month's activities. There was a discussion on the possible purchase of a refrigerated trailer if necessary.

EMA Director Terry Whitebird briefly went through his monthly report and month's activities. There was a brief discussion on a Mutual Aid Agreement with the Paxton EMA.

Mrs. Smith made the motion to pass to the full board the Mutual Aid Agreement with the Paxton EMA. Mr. Lindgren seconded. Voice Vote – Carried

The Sheriff briefly went through his monthly report. Sheriff Doran thanked EMA Director Terry Whitebird and his staff for their efforts in the COVID-19 and Sheriff thanked his Jail staff and road officers also. The committee also thanked everyone for their efforts during this time.

Mr. McQuinn made the motion to pass to the full board a Contract for Law Enforcement Services with the Village of Melvin. Mrs. Smith seconded. Voice Vote – Carried

Mrs. Smith moved to adjourn. Mr. McQuinn seconded it.  
Meeting was adjourned at 10:15 A.M.

Respectfully Submitted,

Amy Frederick  
Ford County Clerk & Recorder



**FORD COUNTY BOARD SPECIFICALLY  
FINANCE COMMITTEE MEETING  
APRIL 9, 2020**

The Finance Committee met on Thursday, April 9, 2020, at 8:30 A.M. in the Sheriff's Board Room at the Jail. Those in attendance were: Chairman McCall, Mr. May, Mr. Aubry and Mrs. Smith. Also in attendance were Chairman of the Board Mr. Lindgren, County Board Members Mrs. A. Ihrke, Mrs. C. Ihrke, State's Attorney Killian, Lana Sample with the Ford Co. Public Health Dept., Treasurer Shoemaker, Ford County Engineer Perkinson, EMA Coordinator Whitebird, Probation Chief Officer Maxey, SOA Hooper and Clerk & Recorder Frederick. Mr. Ferguson was not in attendance.

Mrs. Smith moved to approve the Agenda. Mr. Aubry seconded it.

Voice Vote – Carried

The General Fund Bills were reviewed. Mr. Aubry moved to recommend to the board that the General Fund bills be paid. Mrs. Smith seconded it.

Voice Vote – Carried

Mr. McCall opened all the copier bid specs. The specs were reviewed by the committee. After review there were no recommendations. Mrs. Smith made the motion to pass all copiers bids submitted in the correct time frame to the full board for consideration. Mr. May seconded it.

Voice Vote – Carried

Mr. McCall briefly went through the final 2019 Audit with the committee.

Mrs. Smith moved to adjourn; Mr. Aubry seconded it.  
Meeting adjourned at 9:58 A.M.

Respectfully Submitted,

Amy Frederick  
Ford County Clerk & Recorder